

Ordinary Council Meeting

Minutes

25 October 2022

BELMONT
CITY OF OPPORTUNITY



CITY OF BELMONT

Ordinary Council Meeting

Minutes

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Confidential Attachments Index

Confidential Attachment 12.1.1 – Item 12.1 refers
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Minutes of the Ordinary Council Meeting held in the Council Chamber, City of Belmont Civic Centre, 215 Wright Street, Cloverdale on Tuesday 25 October 2022 commencing at 7.00pm.

Minutes

Present

Cr P Marks, Mayor (Presiding Member)	East Ward
Cr R Rossi, JP (Deputy Mayor)	West Ward
Cr M Bass	East Ward
Cr B Ryan	East Ward
Cr N Carter	South Ward
Cr J Davis	South Ward
Cr S Wolff	South Ward
Cr D Sessions	West Ward

In attendance

Mr J Christie	Chief Executive Officer
Ms J Gillan	Director Development and Communities
Ms M Reid	Director Infrastructure Services
Mr W Loh	Acting Director Corporate and Governance
Ms A Bird	Manager Governance, Strategy and Risk
Mr D Boylan	Manager City Facilities and Property
Mr M Hayward	Manager Design, Assets and Development
Ms G Carter-Nguyen	Manager Public Relations and Stakeholder Engagement
Ms M Lymon	Governance and Compliance Adviser
Ms L Chaplyn	Acting Coordinator Marketing and Communications
Ms M Phillips	Governance Officer

Members of the gallery

There were nine members of the public in the gallery and no press representatives.

I Official Opening

7.00pm The Presiding Member welcomed all those in attendance and declared the meeting open.

The Presiding Member read aloud the Acknowledgement of Country.

Acknowledgement of Country

Before I begin, I would like to acknowledge the Noongar Whadjuk people as the Traditional Owners of this land and pay my respects to Elders past, present and emerging.

I further acknowledge their cultural heritage, beliefs, connection and relationship with this land which continues today.

The Presiding Member invited Cr Carter to read aloud the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers. Cr Carter read aloud the affirmation.

Affirmation of Civic Duty and Responsibility

I make this affirmation in good faith and declare that I will duly, faithfully, honestly, and with integrity fulfil the duties of my office for all the people in the City of Belmont according to the best of my judgement and ability.

I will observe the City's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.

2 Apologies and leave of absence

Cr G Sekulla (apology)

West Ward

3 Declarations of interest that might cause a conflict

3.1 Financial Interests

Nil.

3.2 Disclosure of interest that may affect impartiality

Nil.

4 Announcements by the Presiding Member (without discussion) and declarations by Members

4.1 Announcements

The Presiding Member made the following announcement:

“I am honoured to announce that the City has recently received a National Award for Local Government, for its ‘Safe-guarding Families Advocacy Service’. Since 2017 the City has been a Local Government leader in addressing violence against women and children.

The award, provided by the Australian Government Department of Infrastructure, Transport, Regional Development, Communication and the Arts, acknowledges the City of Belmont’s commitment to:

- Address underlying causes of gender inequality and power imbalances to eliminate violence against women and their children
- Support and advocate for women and children experiencing family and domestic violence and sexual harassment
- Raise awareness and create cultures and communities of respect, inclusion and gender equality.

Established in 1986, the National Awards for Local Government recognise the innovation and commitment of Councils to make a real difference in their local communities.

I would like to thank members of the City’s Community Development team and all those involved for their time and commitment in providing this outstanding service for our community.

The winning entries were announced at the Municipal Association of Victoria Annual Conference and this certificate will be displayed on the wall in the foyer, at the bottom of the steps.”

4.2 Disclaimer

7.04pm The Presiding Member drew the public gallery's attention to the Disclaimer.

The Presiding Member advised the following:

'I wish to draw attention to the Disclaimer Notice contained within the Agenda document and advise members of the public that any decisions made at the meeting tonight can be revoked, pursuant to the Local Government Act 1995.

Therefore members of the public should not rely on any decisions until formal notification in writing by Council has been received.'

4.3 Declarations by Members who have not given due considerations to all matters contained in the business papers presently before the meeting

Nil.

5 Public question time

5.1 Responses to questions taken on notice

5.1.1 Ms L Hollands, Redcliffe

The following questions were taken on notice at the 27 September 2022 Ordinary Council Meeting. Ms Hollands was provided with a response on 13 October 2022. The response from the City is recorded accordingly:

1. At last month's Council Meeting regarding the City taking over the maintenance of the bowling greens at the Belmont Sports and Recreation Club (BSRC), I specifically asked if the water and electricity contracts had been completed as when Council voted to take over the greens in April it was stated that it would take three months to get these organised. My question was not answered, instead the response was that the City had awarded a contract and is now responsible for the greens maintenance. I found out this morning that it is not actually a contract but a purchase order. Have the electricity and water contracts been transferred yet and how many other contracts at the City of Belmont are actually purchase orders?

Response

New contracts have not been entered into for the supply of utilities. The electricity and water have been sub-metered from the main supplies at the BSRC and the City will be responsible for paying for the utilities that service the greens and the maintenance shed.

All purchase orders are raised as per the City's and WALGA's purchasing guidelines. When awarding a purchase order or a contract for services to be rendered, consideration is given to the risk of exposure to the City. Both are legally binding documents in relation to the contracting of services, with set terms and conditions against a detailed scope of works being offered in return for monies paid.

2. I have an email from an officer that reads, in part, that "the greens are scheduled on Thursday and Saturday however there may be times the contractor may be unavailable due to weather, illness or conflict with another venue that has a competition. Should that be the case, they will prepare the greens the day before and provide notice." My understanding is greens need to be mowed on the day of competition, so what is the City's back up plan especially since it appears that it is only a purchase order not a contract and was this the intent of Councillors to not have them done as per the requirements for bowling?

Response

During discussions with the Bowling Club in May 2022, the City was advised that the Club would like to make winter bowls available to their members on both a Thursday and Saturday of each week between May and October 2022. Subject to weather conditions, the greens are prepared on these days however should the weather forecast indicate inclement weather, preparation will be moved forward to facilitate the use of the greens (this has occurred on one occasion to date).

The City continues to work with the governing body, WA Bowls, to maintain the greens in line with their established guidelines, with feedback received being positive.

3. On what date did the City of Belmont commence making payments for the greens, either before the purchase order was signed a couple of weeks ago or since its signing and is the BSRC still getting any form of payment for the greens?

Response

Through the resolution of Council (Item 12.2, 26 April 2022 Ordinary Council Meeting) the BSRC were to be provided with financial support to assist with the cost of maintaining the bowling greens. The financial support to the BSRC was to remain payable on a monthly basis until the City commenced providing maintenance services for the bowling greens on 1 October 2022.

4. Has the new contract between the City of Belmont and the BSRC been signed and if so on what date?

Response

No, the draft contract is currently being considered by the BSRC committee.

5. It is now five months since the Councillors voted to take over the greens and it seems the BSRC was agreeable on the terms of use of the facility. I believe the Belmont City Bowling Club (BCBC) provided their requirements a month ago and nothing has been forthcoming from the BSRC. What is the City of Belmont doing to move this on as the pennants season commences in the next couple of weeks. If nothing is signed between the two clubs before the next Council Meeting, is Council prepared to move a motion and intervene?

Response

Agreements relating to the use of the leased premises is a matter to be negotiated between the BSRC and BCBC. There will be no effect on the preparation of the greens for the upcoming pennant season.

5.1.2 Ms L Hollands on behalf of Belmont Resident and Ratepayer Action Group (BRRAG)

The following questions were taken on notice at the 27 September 2022 Ordinary Council Meeting. Ms Hollands on behalf of Belmont Resident and Ratepayer Action Group was provided with a response on 13 October 2022. The response from the City is recorded accordingly:

1. In July last year I asked who instructed the lawyers to change the terms of the garden maintenance in the BSRC contract to the ratepayer. It seems based on my other responses to questions taken on notice that this question brought the changes to the attention of the Council in July last year. You responded that it was managed by the Manager of City Facilities and Property and the lessee continues to undertake the maintenance. Given the responses I received was in August last year and you became aware of the situation in July why did you not advise there had been a drafting error then? Why did it take to this July to find out and why weren't you more transparent?

Response

The response provided in relation to a previous question on this matter*¹ did acknowledge there was an anomaly in the lease in relation to garden maintenance and that it would be addressed between the City and the lessee.

2. A subsequent response received last week stated it was the former Manager City Facilities and Property between December 2019 and January 2020 who was responsible for the error. Was it the former Manager who instructed the lawyer to change the term of the contract as my previous question which I have asked on three occasions has not been answered?

Response

The former Manager City Facilities and Property was responsible for the preparation of the lease agreement, in collaboration with the City's lawyer. There are no records to indicate that an instruction was issued by the City to the lawyer to alter the clause relating to garden maintenance, as previously advised this appears to have been a drafting error.

3. The City knew of the drafting error in July 2021, and in its response to me they stated they decided to wait until a new contract was done as you were aware at that time that a Notice of Motion was being prepared with respect to the BSRC/BCBC situation. The motion did not come before Council until April this year so why did it take eight months to get before Council when our seniors had to play their games elsewhere?

Response

The question does not comprehensively reflect the process undertaken in relation to the Notice of Motion. The Notice of Motion prepared by Councillor Powell was considered at the 24 August 2021 Ordinary Council Meeting. The Council resolution required that the City seek legal advice and that the CEO prepare a report to Council outlining potential options available, if the two parties had not resolved relations by the end of September 2021. Consequently, as the matter had not been resolved by the two parties at the end of September 2021, the City commenced the process of investigating potential options available. The subsequent report was presented to the 26 April 2022 Ordinary Council Meeting.

¹ * Question on Notice from Ms L Hollands on behalf of Belmont Resident and Ratepayer Action Group presented at the 27 July 2021 Ordinary Council Meeting (response provided within the 24 August 2021 Ordinary Council Meeting Agenda)

4. It seems there has been a lot of issues for our Seniors in the Hub. The City of Belmont have been made aware of maintenance issues. When is it likely that these will be fixed and if there is warranty on any of these issues? What is the City doing to get the contractors responsible to fix things?

Response

Maintenance issues are attended to when the City is notified of the problem and any warranty issues are addressed with the supplier of the item in question. Defects on the other hand are closed out in consultation with the Building Superintendent. The only outstanding defect for the Seniors Hub is the floor, with repairs scheduled for January 2023 when the Seniors Hub will be closed.

5.2 Questions from members of the public

7.05pm The Presiding Member drew the public gallery's attention to the rules of Public Question Time as written in the Public Question Time Form.

In accordance with rule (I), the Mayor advised that he had registered four members of the public who had given prior notice to ask questions.

The Presiding Member invited members of the public who had yet to register their interest to ask a question to do so. One further registration was forthcoming.

5.2.1 Mrs G Godfrey, Redcliffe

1. How many electric vehicles are in the Council fleet?

Response

The Director Infrastructure Services stated that the City does not currently have electric vehicles in the fleet, however the fleet is under review and electric vehicles are being considered along with other types such as hydrogen vehicles.

2. Where are we at with the parallel runway?

Response

The Mayor suggested that Mrs Godfrey should refer the question to the airport, and added that work has started on the parallel runway but not in a physical sense, designing and marking has commenced.

The Chief Executive Officer stated that it will be a minimum three-year construction period. The earliest that was required was 2025 but with passenger travel and international travel that might be pushed out. The Chief Executive Officer suggested Mrs Godfrey contact Perth Airport for an exact date.

3. Who is responsible for the maintenance of the area at the Belmont Sport Recreation Club around the Belmont Remote Control Car Club?

Response

The Chief Executive Officer stated that the City is responsible for the maintenance of the bowling greens.

The Director Infrastructure Services stated the area around the Belmont Remote Control Car Club falls under the control of the BSRC as part of their leased area.

4. Where are we at with the Parking Strategy because our members are getting parking fines and there is no parking when several functions are held in these four buildings?

Response

The Director Infrastructure Services stated that the Parking Strategy for the Faulkner Precinct sits under the Design, Assets and Development team. As there are currently resourcing issues in this area, the City is going out to market to engage a consultant to undertake a review of the strategy.

The Manager Design, Assets and Development stated that the City hopes to have the review completed in the first half of next year.

5.2.2 Mstr C Mucjanko, Rivervale

1. Did you know the trees at 53 Kooyong Road, Rivervale were foraging trees before you cleared them?

Response

The Director Infrastructure Services stated unfortunately in this scenario the type of tree was not considered, as the key driver for the removal of the trees was safety concerns.

2. Can you please clarify what was the safety risk and who made that assessment?

Response

The Director Infrastructure Services stated that the trees were assessed by the City's arborist and the Director's understanding of the report was that branches were at risk of failure.

3. Why did you completely chop all the trees down rather than prune them?

Response

The Director Infrastructure Services stated that the work was undertaken to address the safety issues that the arborist detected when on site.

4. Were the safety issues addressed by chopping down the entire tree, not just removing limbs?

Response

The Director Infrastructure Services stated the issues were relating to the branches of the trees poorly joining onto the trunk. The stumps have been left in place in the hope that they regrow in a manner that does not pose a risk. The stumps will be monitored on an ongoing basis.

5. Other Council's like on the other side of Orrong Road, let trees grow happily in the sumps, trees that collect a lot more water than these ones. Why can't you let the trees grow?

Response

The Director Infrastructure Services stated that the City considers sumps on a case by case basis, inaccessible versus accessible is a key consideration. The City does have some Water Corporation assets within the City that are accessible meaning they do not have fencing and the City invests a large amount of money into maintaining those assets, for example Tomato Lake and Faulkner Civic Precinct. Smaller Water Corporation assets can be a challenge to include vegetation, due to the presence of infrastructure in the area. The City is focused on investing resources into accessible public open space versus inaccessible Water Corporation assets.

5.2.3 Ms L Hollands on behalf of Belmont Resident and Ratepayer Action Group (BRRAG)

1. The City of Belmont Corporate Business Plan outlines the following values that guide the attitudes and behaviour of the City. Council members, Committee members and candidates are expected to apply these values in all activities associated with the business of the City. The values include teamwork, leadership, integrity, innovation and business focus. Should these values apply to those that lease any of the City's properties?

Response

The Chief Executive Officer stated while one would like to think that those values are upheld by all members of the community including those who rent or lease any City facilities, there are lease agreements in place, and one would expect people to behave accordingly.

2. How does excluding people from membership and bad behaviour that occurred at the BSRC AGM on Sunday from those that run the organisation fit in with the values of the City of Belmont?

Response

The Chief Executive Officer stated that he is not aware of those incidents that happened on the weekend. He advised that question may be better asked of the Belmont Sport and Recreation Club.

The Mayor stated that he attended the AGM on the weekend, and the BSRC accepted that there were a few people who did not receive a membership, Ms Hollands being one. The BSRC made it clear as soon as Ms Hollands fills in the forms correctly, membership will be forthcoming. If the BSRC has done anything wrong in the past, they are trying their hardest to do the right thing now.

3. According to the City's website, the external accreditation body, SGS Systems and Services Certification Pty Ltd has certified that City facilities including the Hub, Civic Centre and Operations Centre meet the requirements of the International Organisation's Standard ISO 9001 for Quality, ISO 14001 for Environment and AS 4801 for Occupational Health & Safety. How much is this accreditation costing the ratepayer on an annual basis and what do they do for this money?

Response

The Chief Executive Officer stated the question would be taken on notice.

4. Last week Councillor Carter raised questions regarding the defects at the Hub, how many defects are at the Hub and who will be paying for the repairs, those that built the Hub or ratepayers?

Response

The Chief Executive Officer stated the response was provided to Councillors ahead of this meeting and that the question would be taken on notice.

5. If the accreditation included Quality, Occupational Health and Safety and Environment on buildings, how many of these defects were in these areas and how were they able to certify us internationally while these defects remain?

Response

The Chief Executive Officer stated the question would be taken on notice.

6. Who is responsible for the placements of bus stops in Belmont, is it the City or the State as some do not work well with traffic?

Response

The Director Infrastructure Services stated the Public Transport Authority (PTA) determines the location of bus stops. Recently, the PTA have rolled out additional bus stops and the City was not engaged in that process, and it is the City's understanding there was no public consultation.

7. Is it within the scope of the City to do anything about the bus stops if they are a traffic hazard?

Response

The Director Infrastructure Services stated that the City can raise concerns and are monitoring the new stops that the PTA have added.

The Manager Design, Assets and Development stated that the City is in communication with the PTA in terms of where the new bus stops have been rolled out. The City will be in discussion with the PTA if there are any safety or operational issues. Many of the new bus stops are not embayed meaning buses are stopping parallel on the road. This saves the amount of movement for buses but causes a halt to traffic for many roads across Perth metro.

5.2.4 Ms L Hollands, Redcliffe

1. Since July last year I have asked on three occasions, who directed the lawyers to change the contract terms regarding the BSRC gardens. I have not got an answer to the question, only that it is was a drafting error by a former employee. I subsequently tried to find out under Freedom of Information (FOI) how it came about and after being told there was no documentation, yesterday I finally received some documents. These documents suggest various discussions as to how the lease would work but nothing specific that answered the question as apparently the documents which may have contained the answers have not been released due to legal privilege. Can you please advise if it is correct information that the new lease was signed on Sunday morning after six months of having a lease which left the ratepayer open to legal liability with the gardens?

Response

The Mayor stated that the BSRC secretary advised the lease was signed on Sunday morning.

2. The legal hold up was because of the City of Belmont and it took six months to resolve the issue?

Response

The Mayor stated that sometimes legal matters take a long time, this was an example. The secretary at the meeting said he was very pleased that the Council spent the time to fix the legal situation because there were instances in the metropolitan area where there had been no effort to correct them.

3. Were you aware that this drawn-out process has been going on since 2017-2018?

Response

The Mayor stated that may be the case but the City are only looking at the last couple of months where this present lease has been in circulation. There was a very long period of time where the original lease was not signed but you cannot fault the BSRC for what they have done with this lease as it has been almost instant signing.

4. Can you please provide the date of the previous lease?

Response

The Chief Executive Officer stated the question would be taken on notice.

5. How does the City store this contract and any other contract, is it signed and scanned back into the computer system or do you just have to keep the paper copy?

Response

The Chief Executive Officer stated that the documents are scanned and kept within the City's Electronic Document Management System and the hard copy is held on file.

6. Who instructed the lawyer to change the lease in the first place and on what date and why are the City so reluctant to answer the question the last three times?

Response

The Chief Executive Officer stated the question would be taken on notice.

7. I was advised today that my request for two documents under FOI, being the latest contract between the BSRC and the City of Belmont as well as the purchase order for the garden maintenance would have to cost me \$30 as it would take an hour of time. You have just told me it is stored on computer systems, so whilst acknowledging under FOI, charges can be implemented, I along with others have not been charged in the past to get copies of recordings prior to when they were made available to the public and other documents requested. I would like to know why I am being charged, is it because I have been persistent with questions in relation to the BSRC/ BCBC situation and I am trying to be put off from getting answers?

Response

The Chief Executive Officer stated that there would have been additional charges because there would have been additional time in locating those. Not all documents are stored electronically, some are in archive. The charges are consistent with the Act.

8. The two documents I requested were done on Sunday and in the last six weeks, I would have thought they would be stored on a computer?

Response

The Chief Executive Officer stated that question has been previously responded to.

9. In August, I asked when the City of Belmont would be taking over the bowling greens and the response was 'The City has awarded the contract for greens maintenance and are now responsible for the maintenance of access to the greens.' In September I asked if the BSRC was getting any payment for the greens and was told the financial support to BSRC was to remain payable on a monthly basis until the City commence providing maintenance services for the bowling greens on 1 October. Which date did you officially take over because they both can't be correct?

Response

The Chief Executive Officer stated that it was his understanding that the City took over the maintenance once Council resolved that the City was to undertake the maintenance of those greens.

10. A payment to the BSRC for \$32,000 was made in July this year. On tonight's agenda there is another payment for \$3,498 on 16 September. What were both payments for and will there be any further payments?

Response

The Manager City Facilities and Property stated the payment for \$32,000 was to cover the financial year of 2021-2022 as per the OCM item on 26 April 2022. As per the Motion, the City was to reimburse the BSRC for any funds expended on the maintenance of the greens until such time that the City engaged the contractors. Whilst the Manager Parks, Leisure and Environment did his due diligence to engage the appropriate contractor and to seek out alternative quotes, the contractor was kept in place by the BSRC, the BSRC paid the contractor directly and the City reimbursed the BSRC for the costs associated with maintaining the greens.

11. Was that the payment on tonight's agenda for the \$3,498?

Response

The Manager City Facilities and Property stated that he can only assume that will be for a certain period up until 1 October.

12. As you have now taken over there will be no further payments?

Response

The Manager City Facilities and Property stated that is correct unless there is a residual payment for any services not yet billed. From 1 October, the City will be paying the contractor directly.

5.2.5 Mr P Hitt, Belmont

1. The City of Belmont and its Councillors promote an inclusion policy for people with disabilities, is this correct?

Response

The Chief Executive Officer stated yes.

2. Would I be correct in saying that Council staff have been given training on how to accommodate the special needs for people with disabilities, especially needs on access?

Response

The Chief Executive Officer stated that is correct.

3. Last month, I drove a vehicle modified for wheelchair access and a passenger to attend the Art Exhibition, promoted and funded by the City of Belmont in The Glasshouse. On arriving at the Council precinct, I found that all bays that cater for people with disabilities were occupied. I therefore parked in the two-hour restricted parking bays in the front of the Council building. As I did not want to get a parking infringement, I went to the service counter and informed a staff member what I had done and asked that I not be given a parking infringement as the appropriate wheelchair parking bays were full. A staff member said they would note the bay where I was parked and let the Ranger know. Whilst I was accompanying the person with profound disabilities around the exhibition, the staff member came and informed me that there was a disabled parking bay now available. I therefore moved the vehicle to the vacant parking spot. I must note that the service from the counter staff was excellent. However, the comment was made that if I had stopped in the two-hour parking bay over the two-hour limit, I would have still received a parking infringement. I was somewhat amazed at this comment but said nothing. What concerns me is if this is the ethos that permeates any staff member on Council that may deal with people with disabilities, I would be ashamed to be a member of this organisation. I therefore request that the staff and officers be given a refresher course on the needs of people with disabilities and that they act appropriately when dealing with people with disabilities?

Response

The Chief Executive Officer stated that the parking restrictions are applicable to all drivers, if you do overstay for whatever reason, the Rangers will infringe as it is their responsibility to enforce parking restrictions within this precinct. If someone should

park in a disabled bay without the appropriate ACROD sticker they will be infringed as well. The disabled bays within this precinct meet planning requirements and therefore there is not inadequate parking. There is currently a review of the Parking Strategy underway for the precinct.

The Director Development and Communities stated that the parking within the precinct complies with the Building Code of Australia. The fact that the staff member came out and said that a car bay has become available shows the training given to staff, the staff member found an alternative solution to ensure Mr Hitt would not get a ticket and was able to stay within the precinct.

7.36pm As there were no further questions, the Presiding Member declared Public Question Time closed.

6 Confirmation of Minutes/receipt of Matrix

6.1 Ordinary Council Meeting held 27 September 2022

Officer Recommendation

Davis moved, Ryan seconded

That the Minutes of the Ordinary Council Meeting held on 27 September 2022, as printed and circulated to all Councillors, be confirmed as a true and accurate record.

Carried Unanimously 8 votes to 0

6.2 Matrix for the Agenda Briefing Forum held 18 October 2022

Officer Recommendation

Sessions moved, Davis seconded

That the Matrix of the Agenda Briefing Forum held on 18 October 2022, as printed and circulated to all Councillors, be received and noted.

Carried Unanimously 8 votes to 0

7 Questions by Members on which due notice has been given (without discussion)

Nil.

8 Questions by members without notice

8.1 Responses to questions taken on notice

Nil.

8.2 Questions by members without notice

Nil.

9 New business of an urgent nature approved by the person presiding or by decision

Nil.

10 Business adjourned from a previous meeting

Nil.

11 Reports of committees

Nil.

I 2 Reports of administration

Officer Recommendation

Carter moved, Bass seconded

The Officer Recommendations for Items 12.1, 12.3, 12.4 and 12.5 be adopted en bloc by an Absolute Majority decision.

Carried by Absolute Majority 8 votes to 0

12.1 Tender 08/2022 - Provision of Cleaning Services for Council Facilities

Attachment details

Attachment No and title	
1.	CONFIDENTIAL REDACTED - CONFIDENTIAL - Tender 08-2022 - Evaluation Matrix (Confidential matter in accordance with Local Government Act 1995 section (5.23(2)(c)(e)) [12.1.1 - 1 page]
2.	CONFIDENTIAL REDACTED - CONFIDENTIAL - Tender 08-2022 - Price Schedule (Confidential matter in accordance with Local Government Act 1995 section (5.23(2)(c)(e)) [12.1.2 - 5 pages]

Voting Requirement	:	Simple Majority
Subject Index	:	114/2022-08
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Infrastructure Services

Council role

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-Judicial** When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Purpose of report

To seek Council approval to award Tender 08/2022 – Provision of Cleaning Services for Council Facilities.

Summary and key issues

This report outlines the process undertaken to invite and evaluate the tenders received for Tender 08/2022 – Provision of Cleaning Services for Council Facilities and includes a recommendation to award the tender to Ventia Property Services in accordance with the requirements of the *Local Government Act 1995*.

The contract involves general cleaning, window cleaning, carpet cleaning and vinyl maintenance at the City's buildings and facilities, including the Civic Centre, Belmont Hub, Operations Centre, community halls, club rooms and public toilets.

Location

Not applicable.

Consultation

FM Contract Solutions is an independent consulting company that provides third party audits and reports using compliance software. This company has provided support to the City in the management of contracted cleaning services for several years and have assisted with the evaluation of this tender. FM Contract Solutions have an understanding of the industry which helps to ensure that a contractor capable of delivering the service standard required is selected. FM Contract Solutions has also provided a benchmark price to ensure the contractor is paying its employees a reasonable rate, that sufficient time is allocated to providing services, as well as procuring any necessary plant and equipment to best ensure the facilities are cleaned to an acceptable standard and that the contractor is offering value for money.

Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

Goal 5: Responsible Belmont

Strategy: 5.2 Manage the City's assets and financial resources in a responsible manner and provide the best possible services for the community

Policy implications

29 - Purchasing

This policy aims to deliver a high level of accountability whilst providing a flexible, efficient and effective procurement framework.

The process associated with this tender was undertaken in accordance with policy requirements, therefore there are no policy implications.

Statutory environment

The issue is governed by the *Local Government Act 1995*, in particular Section 3.57 which states:

'3.57 Tenders for providing goods and services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services
- (2) Regulations may make provision about tender.'

and

Local Government (Functions and General) Regulations) 1996 Regulation 11(1) which states:

'11 When tenders have to be publicly invited

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250,000 unless subregulation (2) states otherwise'.

Background

An invitation for Expressions of Interest for the Provision of Cleaning Services for Council Facilities was advertised in *The West Australian* on Saturday, 18 June 2022 closing on Tuesday, 5 July 2022 at 2pm.

Nine responses were received and following a formal evaluation process, the Chief Executive Officer accepted the Officer Recommendation to issue an invitation to tender to a shortlist of five organisations under Delegation DA1.1.14 Procurement, which provides authority for the Chief Executive Officer to:

'call, accept the short listing and, if required, reject all Expressions of Interest'.

The organisations that were invited to submit a tender were:

- CleanPeak Pty Ltd
- Delron Cleaning Pty Ltd t/as Ventia Property Services
- Menzies International (Aust) Pty Ltd
- Pickwick Group Pty Ltd
- Smart Cleaning Solutions (VIC) Pty Ltd.

Documents for Tender 08/2022 – Provision of Cleaning Services for Council Facilities were issued on Tuesday, 16 August 2022 with the tender closing on Friday, 9 September 2022. Only the following four of the invited tenderers submitted a response:

- CleanPeak Pty Ltd
- Delron Cleaning Pty Ltd t/as Ventia Property Services
- Menzies International (Aust) Pty Ltd
- Smart Cleaning Solutions (VIC) Pty Ltd.

Officer comment

The Evaluation Panel for the tender consisted of Building & Facilities Operations Advisor, Coordinator Building and Facilities Operations and Coordinator Property. The Coordinator Procurement coordinated the evaluation process to ensure the correct processes were adhered to.

Previously, the Expression of Interest responses were assessed on the following selection criteria:

	Criteria	Weighting
1.	Company Information	10%
2.	Organisational Structure	10%
3.	Occupational Safety & Health	10%
4.	Experience and Capability	20%
5.	Quality Management System	15%
6.	Sustainability	20%
7.	Information Technology	15%
	Total	100%

Having identified the organisations that may be able to meet the City's contract requirements through the Expression of Interest process, tender responses were evaluated on price and the proposed methodology to implement the City's requirements.

Selection criteria for the tender were weighted as follows:

	Criteria	Weighting
1.	Operational Strategy/Methodology	30%
2.	Price	70%
	TOTAL	100%

The tender document requested that tenderers provide a lump sum price for all the City's current facilities. The tendered prices are detailed in Confidential Attachment 12.1.1 – Price Schedule.

FM Contract Solutions provided a benchmark price based on the number of cleaning hours allocated, pay rates and on costs, etc. The price criterion was scored according to the tenderers' proximity to the benchmark. Confidential Attachment 12.1.2 – Evaluation Matrix shows how each of the tenderers were scored against the weighted criteria. The company that was closest to the benchmark price achieved the highest score on the price criterion.

Ventia Property Services is the trading name for Delron Cleaning Pty Ltd, a WA based company that have been operating for over 30 years and has experience in providing

cleaning services to clients with multiple sites within WA. This company are familiar with the electronic performance management systems used by the City and their methodology indicates that they will allocate an Operations Manager and a full time Contract Manager, with periodic works such as carpet cleaning, glass cleaning, sealing of concrete floors and pressure washing where required to be performed by this company through internal staff.

Having achieved the highest score on the Evaluation Matrix, Ventia Property Services is the recommended supplier.

Financial implications

The proposed expenditure (excluding GST) for the provision of cleaning services for Council Facilities for the 2022-2023 financial year is as follows:

Current charges 1 July – 30 November 2022	\$262,791
Proposed new charges 1 December 2022 – 30 June 2023 (Pro rata amount of tendered prices)	\$566,252
Total	\$829,043

The 2022-2023 budget for general cleaning services is \$950,766 plus GST.

Environmental implications

The Contractor will be required to implement sustainable work practices such as:

- Correct disposal of waste water and chemicals
- Recycling and waste reduction
- Reduce energy use
- Use of environmentally friendly cleaning products.

Social implications

There are no social implications associated with this report.

Officer Recommendation

That Council:

1. Accepts the tender submitted by Ventia Property Services for Tender 08/2022 – Provision of Cleaning Services for Council Facilities as specified for the lump sum of \$985,322.12 (excluding GST) for the first year of the contract with annual CPI adjustments as the most advantageous for a period of three years; and
2. Awards the contract to Ventia Property Services for a period of three years commencing 01 December 2022.

Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.

12.2 Petition – Epsom Avenue Shopping Precinct – Parking Issues

Attachment details

Attachment No and title	
1.	Petition - Epsom Avenue Shopping Precinct - Copy of Letter and Questionnaire [12.2.1 - 4 pages]
2.	Petition - Epsom Avenue Shopping Precinct - Graphs [12.2.2 - 3 pages]

Voting Requirement	:	Simple Majority
Subject Index	:	92/001; 118/001
Location/Property Index	:	Epsom Avenue, Belmont/Redcliffe
Application Index	:	N/A
Disclosure of any Interest	:	N/A
Previous Items	:	Nil
Applicant	:	Mr Paul Hitt - Belmont Resident and Ratepayer Action Group Inc.
Owner	:	N/A
Responsible Division	:	Infrastructure Services

Council role

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-Judicial** When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Purpose of report

To consider a petition received which raises concerns regarding an increasing problem with a lack of available public car parking for the Epsom Avenue Shopping Precinct (132-154 Epsom Avenue, Belmont).

Summary and key issues

On 19 July 2022, a petition conforming to the City's petition requirements bearing 120 elector signatures was received. The petition reads as follows:

There has been an ever-increasing problem with a lack of parking at the Epsom Avenue Shopping Centre. This is impacting both customers of the shops as well as the business owner's themselves.

Currently the parking bays in front of the shop have a two-hour time limit. In the carpark adjacent, which is owned by the City of Belmont, there is no time limit. There are 26 bays in this area and it is not uncommon for vehicles to be parked there all day, which means customers to the shopping centre are unable to use those either.

We the undersigned signatories, request that the City of Belmont undertake a review of the parking in this area. A reduction of the two hour time limit to an hour in front of the shops and the same parking limits should be implemented in at least six of the bays in the City of Belmont carpark. This would assist residents who frequent these shops and would help to increase clientele for shopkeepers.

Following receipt of the petition, City Officers consulted with local business owners via a letter and questionnaire. Officers also undertook a parking occupancy and duration of stay survey to collect data to inform the review and subsequent recommendation outlined in this report.

The data from the parking survey indicates that there is a high demand for short term parking. Unrestricted parking bays have a high occupancy level exceeding 80%. It is recommended that a total of twenty-five (25) bays be converted from unrestricted parking to 2P (2 hour) parking. The study found there would be no benefit in reducing parking time limits to less than two hours. To facilitate ongoing monitoring and to assist with compliance enforcement, a more advanced parking management system such as PinForce is proposed.

Location

The petition suggests there is a lack of available public car parking near the Epsom Avenue Shopping Precinct (132-154 Epsom Avenue, Belmont), as indicated in the aerial map below.



Consultation

The City consulted with property owners and business operators within the study area via a letter and questionnaire (refer Attachment 12.2.1).

Of the twenty-eight (28) letters sent out, the City received seven (7) responses. Six (6) indicated that 'yes' there was a lack of available car parking, with one responding 'no' but acknowledging that other measures could be considered.

Suggestions from the respondents included:

- Car parking to be allocated and reserved for specific tenancies
- Reduce the time limit for some parking spaces to 15 minutes
- Implement permit parking for staff
- Increase Ranger patrols
- Develop Lot 641 for more car parking
- Increased two-hour time limit signs
- Encourage employees to park behind the local business premises
- Increase the number of parking spaces with time restrictions
- Make the main car park bigger with two-hour parking
- Provision of bike racks.

Prior to the installation of any new parking signage, a determination and public notice process must be followed in terms of Clauses 11.8 and 13.4 respectively of the *City of Belmont Consolidated Local Law 2022*.

Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

Goal 5: Responsible Belmont

Strategy: 5.5 Engage and consult the community in decision-making

Policy implications

There are no policy implications associated with this report.

Statutory environment

The *City of Belmont Standing Orders Local Law 2017* stipulates:

6.8 Petitions

1. A petition is to –
 - a. be addressed to the Mayor;
 - b. be made by electors of the district;
 - c. state the request on each page of the petition;
 - d. contain the name, address and signature of each elector making the request, and the date each elector signed;
 - e. contain a summary of the reasons for the request; and
 - f. state the name of the person to whom, and an address at which, notice to the petitioners can be given.
2. Upon receiving a petition, the local government is to submit the petition to the relevant employee to be included in his or her deliberations and report on the matter that is the subject of the petition, subject to subsection (3).
3. At any meeting, the Council is not to vote on any matter that is the subject of a petition presented to that meeting, unless –
 - a. the matter is the subject of a report included in the agenda; and
 - b. the Council has considered the issues raised in the petition.

The control of parking is covered under the *City of Belmont Consolidated Local Law 2020*.

Background

On 19 July 2022, a petition conforming to the City's petition requirements bearing 120 verified elector signatures was received.

The petition reads as follows:

There has been an ever-increasing problem with a lack of parking at the Epsom Avenue Shopping Centre. This is impacting both customers of the shops as well as the business owner's themselves.

Currently the parking bays in front of the shop have a two-hour time limit. In the carpark adjacent, which is owned by the City of Belmont, there is no time limit. There are 26 bays in this area and it is not uncommon for vehicles to be parked there all day, which means customers to the shopping centre are unable to use those either.

We the undersigned signatories, request that the City of Belmont undertake a review of the parking in this area. A reduction of the two-hour time limit to an hour in front of the shops and the same parking limits should be implemented in at least six of the bays in the City of Belmont carpark. This would assist residents who frequent these shops and would help to increase clientele for shopkeepers.

Officer comment

Parking survey study area

Selected car parking bays within the study area were assigned a unique identifier number as detailed in Figure 1:

- Area 1 (Bays 1 - 11): Currently unrestricted parking
- Area 2 (Bays 12 - 25): Currently 2P (2 hour) restricted parking
- Area 3 (Bays 26 - 39) and (Bays 40 – 53): Currently unrestricted parking
- Area 4 (Bays 54 - 59): Currently unrestricted parking.



Figure 1 – Parking survey area

Parking inventory

An inventory of the number and type of car parking spaces was undertaken for the study area. Currently around 25% of the car parking bays have a 2P (2 hour) time restriction. These are the 14 car parking bays numbered 12 - 25 (Area 2) in Figure 1.

The parking inventory is summarised below in Figure 2.

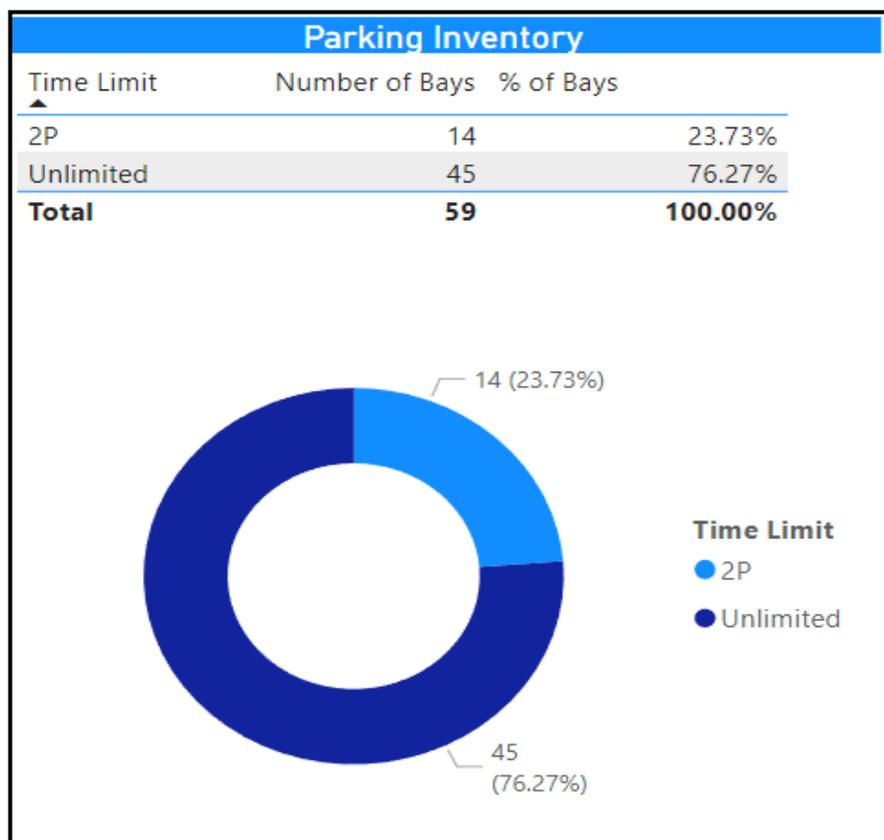


Figure 2 – Car parking inventory

Car Parking Occupancy

A parking “utilisation and duration of stay” survey was undertaken on two random weekdays in September 2022 (no school or public holidays). It was raining on one day and fine on the other day. The surveys were undertaken between 8:00am and 6:00pm with data collected in 30-minute intervals.

- Peak occupancy of 79% was recorded for the 2P bays in Area 2 day two. This was recorded at 10:00am and 5:00pm. Demand for 2P parking was found to be generally higher in the afternoons.
- Peak occupancy of 87% was recorded for the unrestricted parking in Areas 3 and 4 day two. Occupancy of these bays stayed consistently high between 9:30am and 2:00pm.
- Peak occupancy across all four Areas was 80% at 10am, refer Attachment 12.2.2.

For efficient turnover and availability of car parking, public street parking should aim for a peak occupancy of around 80%. The results of the occupancy survey show there is a

regular turnover of the 2P bays in Area 2. However, the unrestricted bays exceeded the target peak occupancy rate of 80%. This indicates there would be some benefit in implementing parking time restrictions in the other Areas.

Review of historic CCTV footage has also shown that car park occupancy can reach much higher levels (between 95% to 100%) on occasions predominantly in Areas 3 and 4.

Duration of stay

Over the course of two survey days, a total of 372 unique vehicles utilised the car parking bays.

55% of cars parked in the 2P bays (Area 2). Of these 97% were parked for one hour or less, refer Attachment 12.2.2. There was a high compliance rate with 98.5% of cars parked for two hours or less. The data suggests that changing the time limit to 1P would not have a noticeable effect on car parking at this location, as most people respect the 2P signage and park for one hour or less.

For cars parking in the unrestricted bays (Areas 1,3 and 4), 56% were parked for two hours or less, refer Attachment 12.2.2. Conversely, 43% occupied these bays more than two hours. The data suggests that there is also a demand for greater than two-hour parking. Note the peak demand at 6.5 hours.

In summary, almost 80% of all cars using the car park were parked for two hours or less, yet only 25% of bays presently have 2P time restrictions. The data supports the petition request to increase the number of bays allocated for restricted parking.

Remedial options considered

Several options for addressing the car parking petition have been considered as follows:

Option 1: Maintain the existing parking control regime

Spot survey results and review of historic CCTV data indicate that car parking is frequently limited or unavailable, when demand peaks. Based on the results of the study, this option is not recommended.

Option 2: Build additional car parking capacity

Construction of additional car parking is not warranted when more efficient management of existing car parking will likely resolve the parking issues identified.

Option 3: Increased use of time restrictions and installation of enforcement aids

This option entails the installation of additional 2P restricted parking in Bays 1-11 and 26-39 in Areas 1 and 3 respectively, refer Figure 3 below. A total of twenty-five (25) bays will be converted from unrestricted to 2P parking. This response is consistent with the survey finding that around 43% (or 12 of the bays) at this location are occupied for a duration more than two hours. This will ensure that there is adequate parking available during peak demand times.

The study found that there would be no benefit in reducing parking time limits to shorter than two hours. Therefore, no reduction in time limits is proposed under this option.

Advanced parking enforcement systems such as PinForce would be considered to monitor compliance with time restrictions and parking bay utilisation. The existing 2P parking bays 12 - 25 (Area 2) currently operate under a manual tyre chalking system which is an inefficient, labour intensive process for the City's Rangers.

It is therefore recommended that all bays numbered 1-39 in Areas 1, 2 and 3 have the PinForce sensor system installed.

The PinForce system has already been trialled in the Faulkner Park Precinct and the results have proved encouraging. Epsom Avenue, Kooyong Road and The Springs were identified as potential future locations for the possible installation of an advanced parking enforcement system.

A follow up survey would be undertaken of Epsom Avenue Shopping Precinct six months after implementation, to assess if further parking controls are required.



Figure 3 – Proposed 2P additional parking measures

Option 4: Advocacy

The City can liaise with local business operators to encourage responsible parking behaviour and ways to reduce reliance on the nearby public car parking, for example:

- Encouraging business owners and their staff to park onsite at the rear of properties.
- Running healthy, active transport campaigns and promotions in the workplace. For example, tracking walking and active transport.
- Educating businesses and their staff on public transport, walking, and cycle travel options as part of training and recruitment.
- Monitoring and maintaining bicycle parking to ensure enough parking is provided and is maintained in good condition.
- Encouraging business owners to offer tele-commuting work opportunities for staff who can complete work duties remotely, for example administrative staff.

Options 3 and 4 are recommended and should improve the equitable and optimal utilisation of the existing parking, and address petitioner's concerns.

Financial implications

Under Option 3 the proposed PinForce parking sensor system would cost approximately \$300 per sensor/bay inclusive of installation, maintenance and the annual licence fee. The implementation of the PinForce sensor system in bays 1–39 would therefore cost \$11,700 (excluding GST) per annum.

Costs associated with Ranger compliance activities are already covered under current budget provisions.

Under Option 4, the advocacy initiatives involving engagement with business owners and their staff would be covered under existing budget provisions for administration staff. The engagement process would require the preparation of a flyer with links to relevant information.

The funding requirements associated with the implementation of Option 3 and 4 can be accommodated within the current budget for the 2022-2023 financial year.

Environmental implications

The promotion of alternative transport options outlined under Option 4 above, such as public transport, walking and cycling will reduce the demand for vehicle parking, leading to positive environmental outcomes.

Social implications

There are no social implications associated with this report.

Officer Recommendation

That Council:

1. Receive the petition on behalf of the petitioners regarding concerns with the lack of available public car parking at the Epsom Avenue Shopping Precinct.
2. Authorise the Chief Executive Officer to undertake the required process to:
 - a) Implement 2-hour (2P) time restriction parking signage for an additional twenty-five (25) bays within the Epsom Avenue Shopping Precinct.
 - b) Install the PinForce parking sensor system in parking bays 1 - 39 in Areas 1, 2 and 3.
 - c) Engage with local business owners and their staff to reduce reliance on public car parking and encourage on-site parking and promotion of alternative, sustainable transport modes.
 - d) Undertake another parking survey in six months to assess the impact of the new system.
3. Authorise the use of funds within the budget for the 2022/2023 financial year to cover installation, maintenance and licence costs associated with the PinForce sensor system, being \$11,700 excluding GST.
4. Direct the Chief Executive Officer to advise the lead petitioner of the actions outlined above.

Note:

Cr Rossi proposed an amendment to the Officer Recommendation.

Amended Councillor Motion

Rossi moved, Carter seconded

That Council:

1. Receive the petition on behalf of the petitioners regarding concerns with the lack of available public car parking at the Epsom Avenue Shopping Precinct.
2. Authorise the Chief Executive Officer to undertake the required process to:
 - a. Implement 2-hour (2P) time restriction parking signage for twenty-five (25) bays within the Epsom Avenue Shopping Precinct, being bays 1 to 11 (Area 1) and bays 26 to 39 (Area 3).
 - b. Change the time restriction parking and signage currently in place for Area 2 (bays 12 to 25) from 2-hour (2P) time restriction parking to 1-hour (1P) time restriction parking.
 - c. Install the PinForce parking sensor system in parking bays 1 - 39 in Areas 1, 2 and 3.
 - d. Engage with local business owners and their staff to reduce reliance on public car parking and encourage on-site parking and promotion of alternative, sustainable transport modes.
 - e. Undertake another parking survey in six months to assess the impact of the new system.
3. Authorise the use of funds within the budget for the 2022/2023 financial year to cover installation, maintenance and licence costs associated with the PinForce sensor system, being \$11,700 excluding GST.
4. Direct the Chief Executive Officer to advise the lead petitioner of the actions outlined above.

Carried 7 votes to 1

For: Bass, Carter, Davis, Marks, Rossi, Ryan, Wolff

Against: Sessions

Reason

The survey results indicate that for cars parking in the existing 2P bays, the majority were parked for one hour or less, so these bays should be marked one-hour in line with usage, this will also avoid people moving their cars into these bays for two-hour periods.

Council Ref : 92/001; 118/002

Customer Ref : N/A

Enquiries : 9477 7282

13 September 2022

The Owner/ Occupier
Epsom Avenue Shopping Precinct
BELMONT WA 6104

Dear Sir/Madam

EPSOM AVENUE SHOPPING PRECINCT – AVAILABILITY OF PUBLIC CAR PARKING

The City is investigating reports that there is an increasing problem with a lack of available public car parking around the Epsom Avenue shopping precinct. As part of these investigations, we are seeking feedback from local businesses on their perception and experience around the availability of public car parking.

The car parking bays which are subject to the City's investigation are highlighted within the yellow boundary marked in **Figure 1**.

Your response to this questionnaire is greatly appreciated and will assist the City with its assessment. Please indicate on the questionnaire if you feel there is a lack of car parking (yes or no) and return to the City by **Friday, 23 September 2022**. Additionally, please provide any feedback on possible measures which can be considered.

I trust this information is satisfactory, however should you have any further enquiries regarding this matter, please do not hesitate to contact the City's Traffic and Development Consultant, Pau Ghantous on 9477 7282.

Yours faithfully

MIKE HAYWARD
MANAGER DESIGN, ASSETS AND DEVELOPMENT

Enc. Questionnaire
Postage Paid Envelope



Figure 1. Car parking study area

city of
OPPORTUNITY
Belmont

ECM: 110/020
Prop: Epsom Avenue

CITY OF BELMONT COMMUNITY QUESTIONNAIRE

EPSOM AVENUE - AVAILABILITY OF PUBLIC CAR PARKING

Attention: TRAFFIC AND DEVELOPMENT CONSULTANT

Name: _____

Address: _____

Signature: _____ Date: _____

Do you think there is a lack of car parking available on Epsom Avenue within the study area? *(Please tick appropriate box)*

Yes, there is a lack of available car parking

No, there is enough car parking

Possible measures which may be considered:

Please note that due to the number of responses expected to be received during this public consultation, it will not be possible to provide a direct written response to individuals. Your assistance is greatly appreciated and to ensure your input is considered, please return this questionnaire by no later than **FRIDAY, 23 SEPTEMBER 2022** in the enclosed Postage Paid Envelope, or by:-

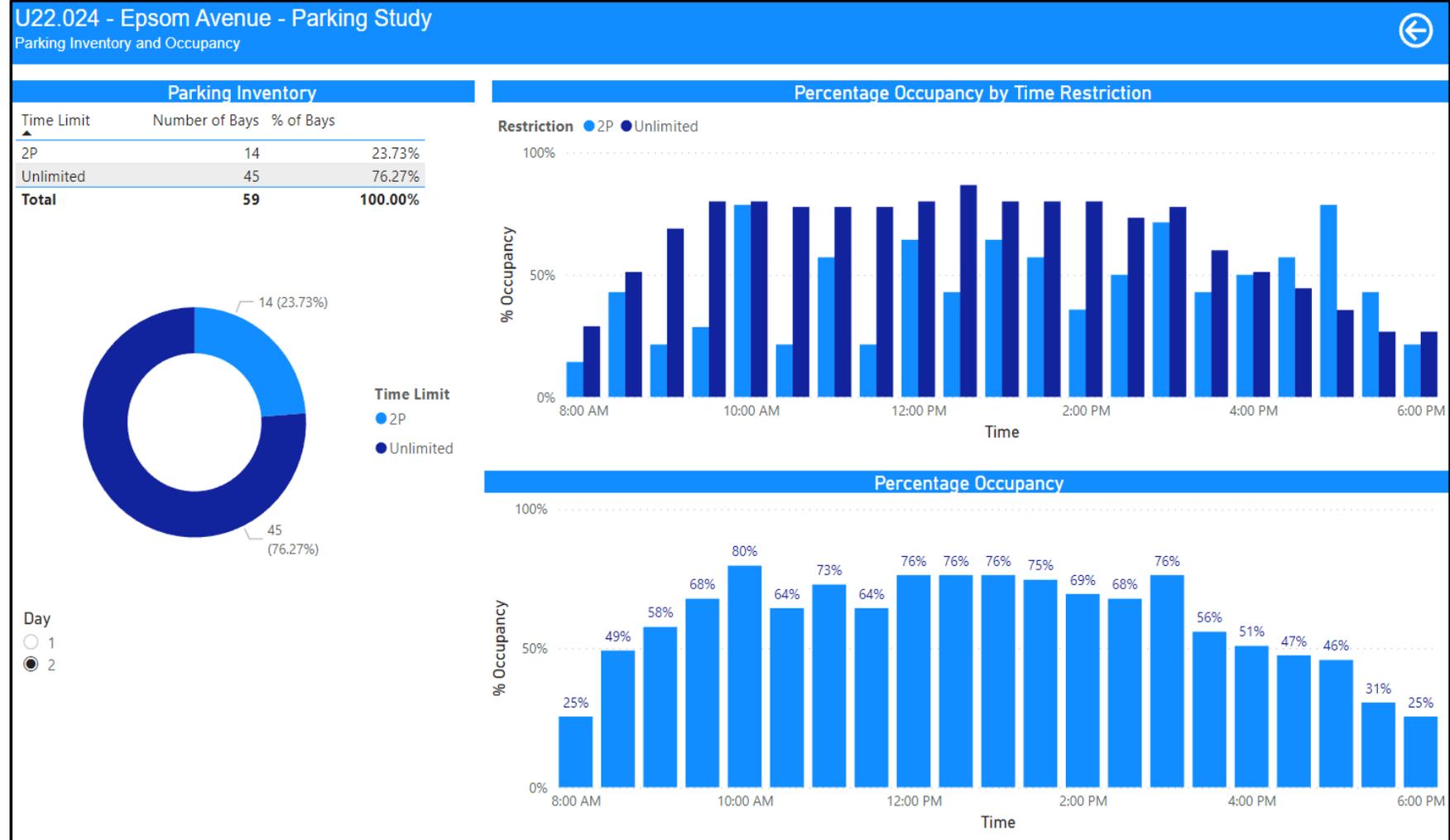
Hand delivery	Email
City of Belmont 215 Wright Street CLOVERDALE WA 6985	Belmont@belmont.wa.gov.au

PETITION EPSOM AVENUE SHOPPING PRECINCT – PARKING ISSUES

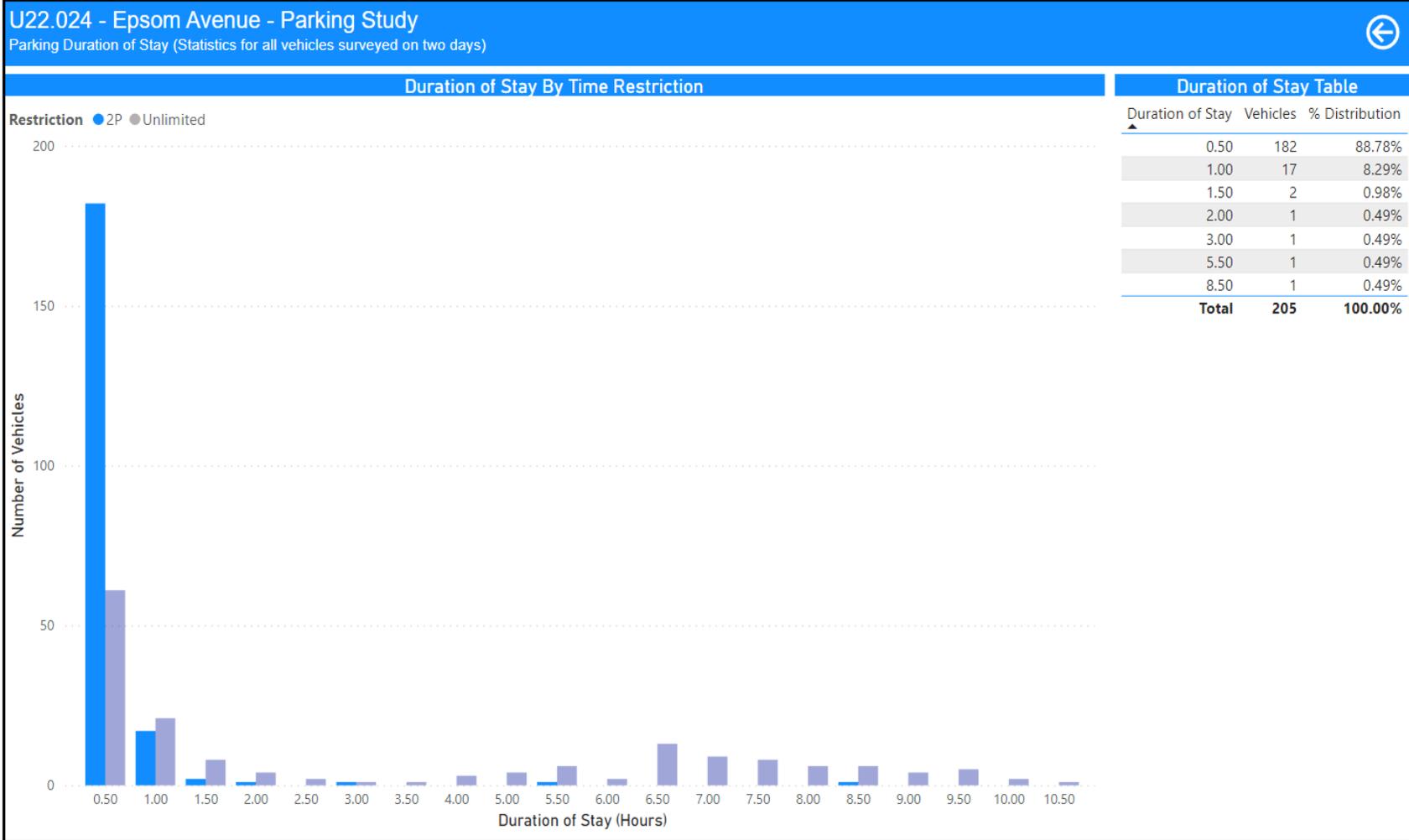
NAME	IS THERE A LACK OF PARKING	ADDRESS	RESPONSES TO QUESTIONNAIRE – EPSOM AVENUE: AVAILABILITY OF PUBLIC CAR PARKING
Civic Settlement	Yes	8/132 Epsom Avenue	Trainwest at 154 Epsom Avenue Belmont take up, on some days, all of the carbays you have outlined. half of the clients that attend our office have voiced their concerns about finding a carpark. We have two designated office bays which we try and keep free for our clients but they are always taken by visitors to the precinct as they cannot get street parking.
Suzanne Casqueju (Epsom Dental Care)	Yes	5/132 Epsom Avenue	Not enough parking for staff and patients – If possible, reserved parking to be included adjacent to existing reserved bays also!?
Cathy Nguyen	Yes	150 Epsom Avenue	Make the parking on Epsom Avenue 15 minutes, max in designated area. Have permits for staff for longer parking. More Rangers to patrol.
Martin Cardozo	Yes	1/132 Epsom Avenue	Lot 641 should be developed for more parking. Two hour limit signs along Epsom Avenue Employees should be encouraged to park behind premises (BWS).
Eugenio & Rita Ienco	Yes	Owner of 142-144 Epsom Ave	Would prefer to have restricted car park time.
Damien Wragg (Trainwest)	No	154 Epsom Avenue	<ul style="list-style-type: none"> • Redesign of carpark (inc relocation of loading zone) • Provision of bike rack • Consideration w/Transpert re: bus routs from new train station to Belmont Forum • Trainwest is committed to discussing any measures which will increase parking within the study zone and close vicinity.
Paul Miles	Yes	6 & 7/132 Epsom Avenue	<ul style="list-style-type: none"> • Parking on Epsom Avenue one hour • Parking 9-5pm • Re-design main carpark to make bigger two hour parking

PETITION – EPSOM AVENUE SHOPPING PRECINCT PARKING ISSUES

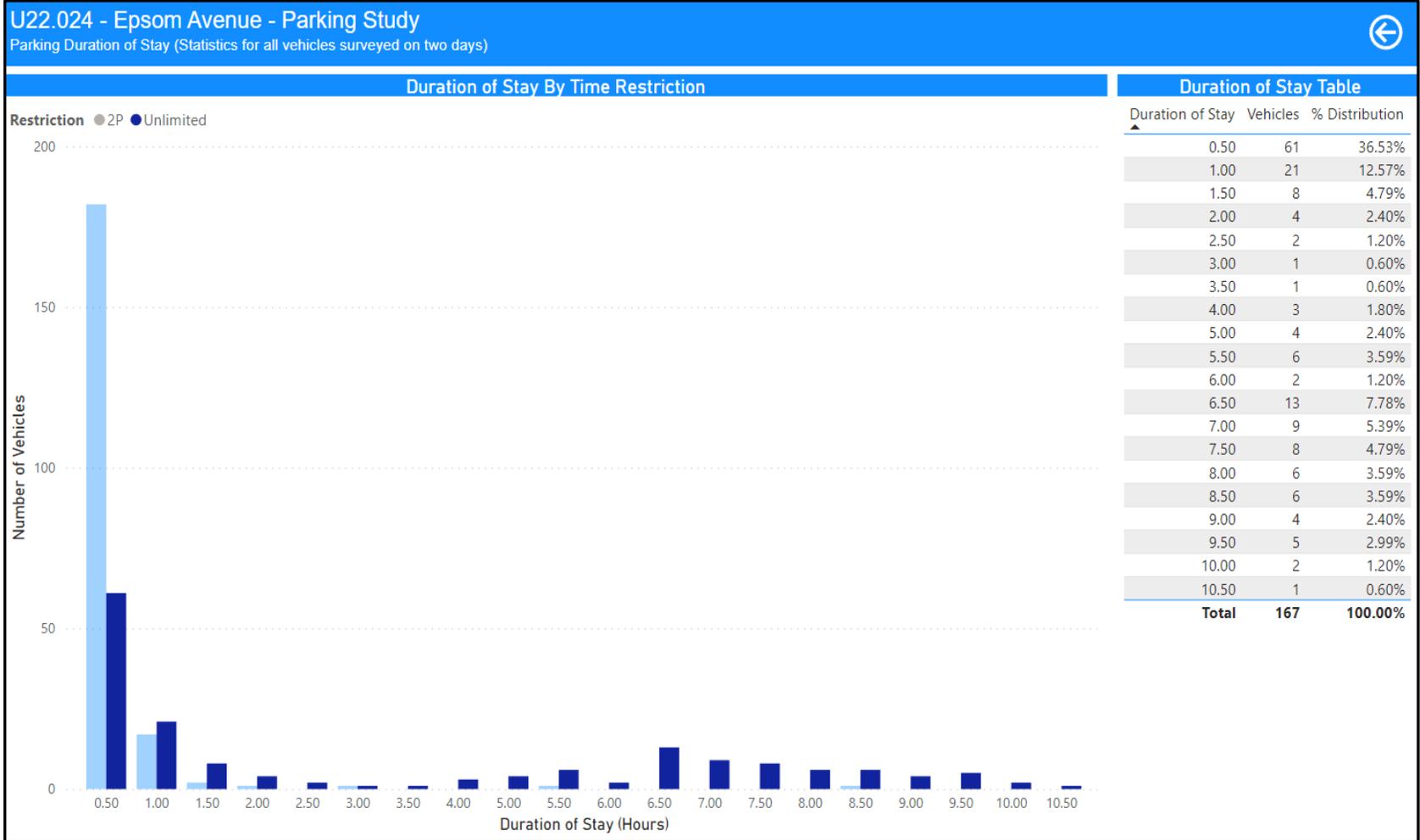
Car Parking Occupancy



Duration of Stay (2P bays)



Duration of stay – unlimited bays



12.3 Local Government Reforms - Election Transition Arrangements

Attachment details

Attachment No and title

- | | |
|----|--|
| 1. | Discussion Paper Ward and Representation Review 2022 [12.3.1 - 22 pages] |
|----|--|

Voting Requirement	:	Absolute Majority
Subject Index	:	162/002 Ward Boundaries
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

Council role

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-Judicial** When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Purpose of report

To endorse a pathway for election transition arrangements as requested by Hon. John Carey, Minister for Local Government.

Summary and key issues

Local Government reforms were announced on 3 July 2022 and the Minister for Local Government has requested reforms regarding the method of election of the Mayor and reducing the number of elected members for the City of Belmont. These are to be implemented prior to the 2023 local government elections.

A Bill to amend the *Local Government Act 1995* (the Act) is expected to be introduced into Parliament early in 2023. To enable implementation of the reforms prior to the 2023 local government elections, the City of Belmont (the City), as a band 1 local government, is required to change to a directly elected Mayor and consequently reduce the size of the elected council and carry out a ward and representation review.

Council is to consider the two pathway options and must notify the Minister of the City's intended election transition pathway by 28 October 2022.

Location

City of Belmont.

Consultation

Before conducting a ward and representation review, the City is to give local public notice that a review is to be conducted. A six-week submission period must be made available to the public.

The purpose of the public notice is to inform the community that the Council intends to conduct a review; it is not to try to promote a preferred option.

A public Discussion Paper (Attachment 1) has been prepared for public consultation to explain the five factors against which options will be assessed and provide some possible examples.

Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

Goal 5: Responsible Belmont

Strategy: 5.6 Deliver effective, fair and transparent leadership and decision-making, reflective of community needs and aspirations

Policy implications

There are no policy implications associated with this report.

Statutory environment

Local Government Act 1995

2.11. Alternative methods of filling office of mayor or president

- (2) A local government may change* the method of filling the office of mayor or president used by the local government from the election by the council method to the election by the electors method.

** Absolute majority required.*

Schedule 2.2 – Provisions about names, wards and representation

6. Local government with wards to review periodically

- (1) A local government the district of which is divided into wards is to carry out reviews of —
 - (a) its ward boundaries; and
 - (b) the number of offices of councillor for each ward,from time to time so that not more than 8 years elapse between successive reviews.
- (2) A local government the district of which is not divided into wards may carry out reviews as to —
 - (a) whether or not the district should be divided into wards; and
 - (b) if so —
 - (i) what the ward boundaries should be; and
 - (ii) the number of offices of councillor there should be for each ward,from time to time so that not more than 8 years elapse between successive reviews.
- (3) A local government is to carry out a review described in subclause (1) or (2) at any time if the Advisory Board requires the local government in writing to do so.
[Clause 6 amended: No. 49 of 2004 s. 68(5) and (6).]

7. Reviews

- (1) Before carrying out a review a local government has to give local public notice advising —
 - (a) that the review is to be carried out; and
 - (b) that submissions may be made to the local government before a day fixed by the notice, being a day that is not less than 6 weeks after the notice is first given.
- (2) In carrying out the review the local government is to consider submissions made to it before the day fixed by the notice.

Background

On 3 July 2022, the Minister for Local Government announced the final package of local government reforms, following a review of public submissions. As part of the reforms to strengthen local democracy and increase community engagement new requirements will be introduced to provide for:

- The introduction of optional preferential voting;
- Directly elected Mayors and Presidents for band 1 and 2 local governments;
- Councillor numbers based on population; and
- The removal of wards for band 3 and 4 local governments.

On 20 September 2022, the Minister for Local Government requested the City of Belmont, as a band 1 local government, to change to a directly elected Mayor and consequently reduce the size of the elected council. Two pathways for making these election transition arrangements were offered:

Voluntary Pathway	Reform Election Pathway
<ul style="list-style-type: none">• Council to resolve by Absolute Majority to change the method of filling the office of Mayor to a direct vote by the electors of the district; and• Initiate proposals to change arrangements related to the size of structure of the Council through a Ward and Representation Review.	<p>Amendment Act – changes through reform elections in 2023.</p> <ul style="list-style-type: none">• All Council Offices declared vacant• All Wards abolished. <p>2023 elections held to fill all council offices, with a split between two and four year terms.</p> <p>Newly elected council then considers whether to establish wards through a Ward and Representation Review.</p>

Following consultation with Council at an Information Forum on 4 October 2022, the intended pathway is the Voluntary Pathway which will require a ward and representation review to be carried out to submit the preferred option for wards and representation to the Local Government Advisory Board (LGAB) by 14 February 2023.

The City's last ward and representation review was endorsed by Council at its 15 December 2020 Ordinary Council Meeting, resulting in the proposal to keep the existing three wards and continue with nine Councillors, which was considered and accepted by the LGAB.

Officer comment

To change the method of election of the Mayor to a directly-elected Mayor an absolute majority vote of the Council in accordance with section 2.11(2) of the *Local Government Act 1995* is required.

As a consequence of the direct election of the Mayor it is necessary for the City to reduce the number of Councillors. The current population for the Belmont local government area is 42,257 (2021 census data) and in line with the Local Government Panel Report the number of elected members for the City is to be between five to nine Councillors (including the directly elected Mayor).

A ward and representation review is necessary to propose a suitable structure to the LGAB and for submission to the Minister for approval. The process to conduct a ward and representation review is set out in Schedule 2.2 of the *Local Government Act 1995*.

The timeline set by the Minister requires for Council to adopt a proposal to be submitted to the LGAB by 14 February 2023. This requires the ward and representation review to be commenced immediately and includes a minimum period of six weeks public consultation.

The purpose of a ward and representation review is to consider the current arrangements and options to find the system of representation that best reflects the characteristics of the district and its people. The current review also requires a proposal that will result in a structure that aligns with the requirements of the proposed local government reforms.

The review process involves a number of steps:

- Council resolves to undertake the review;
- Public submission period opens;
- Information is provided to the community for discussion;
- Public submission period closes;
- Council considers all submissions and relevant factors and makes a decision;
- Council submits a report to the Local Government Advisory Board (LGAB) for its consideration; and
- The LGAB submits a recommendation to the Minister for Local Government (the Minister).

The Public Discussion Paper (Attachment 12.3.1) has been prepared to inform the public of the process, explain the five factors against which options will be assessed and provide some examples.

The examples included in the Discussion Paper are provided for discussion purposes only and are not intended to be all encompassing or to indicate which option would be supported by the City. Advantages and disadvantages are included in the Discussion Paper and through the consultation, members of the community are invited to provide any options for change that are considered viable and will align with the relevant factors and requirements of the proposed local government reforms.

Process for Implementation of Transitional Changes

Council resolution to notify the Department that the Voluntary Pathway is intended and to undertake a ward and representation review	25 October 2022
Public Consultation	November – early December 2022
Officer preparation of report with options including consideration of relevant factors	January 2023
Council consideration of submissions and options at an Information Forum.	Early February 2023
Special Council Meeting for Council to adopt preferred option for submission to the Local Government Advisory Board (LGAB).	Early February 2023
Submission of a report to the LGAB for consideration	By 14 February 2023

The intent is for half of the offices of Council to be filled at each biennial election. To enable the reduction to be phased in, the following scenarios are proposed.

Scenarios for transitional change to reduce the number of Councillors

Number of Elected Members	2023 Local Government Election	2025 Local Government Election	2027 Local Government Election
Mayor + 8 Councillors	Mayoral Election (4-year term)	No Mayoral Election	Mayoral Election (4-year term)
	3 Councillor Vacancies <ul style="list-style-type: none"> 3 Councillor Positions (4-year terms) 	5 Councillor Vacancies <ul style="list-style-type: none"> 4 Councillor Positions (4-year terms) 1 Councillor Position (2-year term) 	4 Councillor Vacancies (half of the Council positions) <ul style="list-style-type: none"> 4 Councillor Positions (4-year terms)
Mayor + 6 Councillors – Option 1	Mayoral Election (4-year term)	No Mayoral Election	Mayoral Election (4-year term)
	6 Councillor Vacancies <ul style="list-style-type: none"> All positions declared vacant 3 Councillor Positions (4-year terms) 3 Councillor Positions (2-year terms) 	3 Councillor Vacancies (half of the Council positions) <ul style="list-style-type: none"> 3 Councillor Positions (4-year terms) 	3 Councillor Vacancies (half of the Council positions) <ul style="list-style-type: none"> 3 Councillor Positions (4-year terms)
Mayor + 6 Councillors – Option 2	Mayoral Election (4-year term)	No Mayoral Election	Mayoral Election (4-year term)
	1 Councillor Vacancy <ul style="list-style-type: none"> 1 Councillor Position (4-year term) 	5 Councillor Vacancies <ul style="list-style-type: none"> 3 Councillor Positions (4-year terms) 2 Councillor Positions (2-year terms) 	3 Councillor Vacancies (half of the Council positions) <ul style="list-style-type: none"> 3 Councillor Positions (4-year terms)

Through the ward and representation review, where options include a change to the ward boundaries, the allocation of existing Councillors to the new wards will be included as a consideration. This will form part of the transitional arrangements proposed to the LGAB.

Financial implications

Advertising fees giving public notice that a review is to be carried out will be a necessary expense. If boundary changes are effected, or there is a change to the number of elected members, there are procedural costs associated with implementing the changes. There are also potential savings by way of elected member expenses and allowances if there is a reduction to the number of elected members.

Environmental implications

There are no environmental implications associated with this report.

Social implications

There are no social implications associated with this report.

Officer Recommendation

That Council:

1. Adopt the Voluntary Pathway option for transitional arrangements to be implemented for the 2023 ordinary local government elections as outlined in the letter from the Minister for Local Government dated 20 September 2022;
2. In accordance with section 2.11(2) of the *Local Government Act 1995*, resolves to change the method of filling the office of Mayor from the election by the Council method to the election by the electors method, commencing in 2023;
3. In accordance with the provisions of the *Local Government Act 1995*, resolves to undertake a review of its ward and representation system;
4. Give local public notice of its intent to carry out a review of wards and representation and invite submissions as required under Clause 7(1) of Schedule 2.2 of the *Local Government Act 1995*;
5. Endorse the Public Discussion Paper – City of Belmont Review of Wards and Representation – 2022 (Attachment 1) for the purpose of public consultation;
6. Authorise the Chief Executive Officer to approve minor amendments to the Public Discussion Paper for any administrative adjustments as required.

Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.

CITY OF BELMONT
Discussion Paper
Review of Wards and
Representation - 2022

City of Belmont

215 Wright Street, Cloverdale Western Australia 6105

Locked Bag 379, Cloverdale Western Australia 6985

Open 8:30am - 4:45pm, Monday - Friday

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I Background

On 3 July 2022, the Minister for Local Government announced the final package of proposed local government reforms, following a review of public submissions. As part of the reforms to strengthen local democracy and increase community engagement new requirements will be introduced to provide for:

- The introduction of optional preferential voting;
- Directly elected Mayors and Presidents for band 1 and 2 local governments;
- Councillor numbers based on population; and
- The removal of wards for band 3 and 4 local governments

On 20 September 2022, the Minister for Local Government requested the City of Belmont, as a band 1 local government, change to a directly elected Mayor and consequently reduce the size of the elected council. Two pathways for making these election transition arrangements were offered:

Voluntary pathway

- Council to resolve by Absolute Majority to change the method of filling the office of Mayor to a direct vote by the electors of the district; and
- Initiate proposals to change arrangements related to the size of structure of the Council through a Ward and Representation Review.

Reform election pathway

Amendment Act – changes through reform elections in 2023.

- All Council Offices declared vacant
- All Wards abolished.

2023 elections held to fill all council offices, with a split between two and four year terms.

Newly elected Council then considers whether to establish wards through a Ward and Representation Review.

The City of Belmont Council resolved at its 25 October 2022 Ordinary Council Meeting to implement the Voluntary Pathway and undertake a Ward and Representation Review to be completed by 14 February 2023.

1.2 Review process

Prior to conducting the review, the City must provide at least six weeks local public notice that a review will be carried out. The purpose of the local public notice is to inform the community of the proposed review and invite comments and submissions which will inform the review process. The public is invited to suggest options for ward and representation change, and the local government can facilitate this by providing some examples of ward and representation change as suggestions. Examples could include:

- Creating new wards in a district already divided into wards;
- Changing the boundaries of a ward or wards;
- Abolishing any or all of the wards into which a district is divided;
- Changing the name of a district or a ward;
- Changing the number of offices of Councillor on a council; and
- Specifying or changing the number of offices of Councillor for a ward.

The review process involves a number of steps:

- Council resolves to undertake the review;
- Public submission period opens;
- Information is provided to the community for discussion;
- Public submission period closes;
- Council considers all submissions and relevant factors and makes a decision;
- Council submits a report to the Local Government Advisory Board (LGAB) for its consideration; and
- (If a change is proposed) The LGAB submits a recommendation to the Minister for Local Government (the Minister).

1.3 Factors to be considered

The City cannot constrain the public to certain options, and must consider all options put forward by the public. Upon receiving the public comments, the City will conduct a review, taking into account the public comments and with regard to the factors set out below:



Community Interest	<ul style="list-style-type: none"> • Sense of community identity and belonging, similarities in the characteristics of the residents of a community and similarities in the economic activities • Dependence on the shared facilities in an area as reflected in catchment areas of local schools and sporting teams, or the circulation areas of local newspapers
Physical and topographical features	<ul style="list-style-type: none"> • These may be natural or man-made features that will vary from area to area. Water features such as rivers and catchment boundaries may be relevant considerations • Coastal plain and foothills regions, parks and reserves may be relevant as may other man made features such as railway lines and freeways
Demographic trends	<ul style="list-style-type: none"> • Characteristics of human populations, such as population size, and its distribution by age, sex, occupation and location provide important demographic information • Current and projected population characteristics will be relevant as well as similarities and differences between areas within the local government
Economic factors	<ul style="list-style-type: none"> • Any factor that reflects the character of economic activities and resources in the area • This includes the industries that occur in a local government area (or the release of land for these) and the distribution of community assets and infrastructure such as road networks
Ratio of council members to electors	<ul style="list-style-type: none"> • The ratio of Councillors to electors is particularly significant - it is expected that each local government will have similar ratios of electors to Councillors across its wards • The Local Government Advisory Board (LGAB) will not support deviations of more than plus or minus 10% of the average ratio of Councillors to electors between wards

The current review also requires that the proposed structure aligns with the requirements of the proposed local government reforms.

After completing the review, the City must make a recommendation to the LGAB. The LGAB's role is to determine if all relevant factors were properly considered and make a recommendation to the Minister for Local Government, who may accept or reject the Board's recommendation.

If the changes requested to the ward and representation are approved by the Minister, these changes will come into effect at the next council elections. The next council elections for the City of Belmont are scheduled for October 2023.

2 Analysis of current wards and representation

The City has three wards, East, South and West. Each ward is represented by three Councillors who serve a four-year term. The City is also represented by a Mayor who was elected by the Council. The City currently has 26,690 electors (WA Electoral Commission – February 2022 data), with an average ratio of 2,965 electors per Councillor.

The change to a directly elected Mayor impacts this Ward and Representation review due to the requirement to decrease the number of Councillors (maximum of eight Councillors plus Mayor is now required).

The City's current wards and representation model has been analysed in reference to the five factors discussed above.

Community interest

The City is approximately 40 square kilometres in size.

The City of Belmont's suburbs are predominantly within the current ward boundaries, with three suburbs split between wards. The wards are made up of the following suburbs:

East Ward

- Ascot (portion included in West Ward)
- Redcliffe
- Perth Airport

South Ward

- Cloverdale (portion included in East Ward)
- Kewdale

West Ward

- Rivervale
- Belmont (portion included in East Ward)

Physical and topographic features

The City of Belmont is an inner-city Council whose western border is 6 kilometres from the Perth CBD. The City of Belmont encompasses a total land area of 40 square kilometres with main arterial roads including Orrong Road, Tonkin Highway and the Great Eastern Highway. Key transport routes in the City include the Graham Farmer Freeway, the Kewdale Freight Train Terminal and both the international and domestic airports. In addition, 11 kilometres of Swan River foreshore forms the City's Northwest boundary.

Demographic trends

It is anticipated that the population will continue to grow as the City undergoes Urban renewal. The City's population (which tends to also drive changes in elector numbers) to the year 2041 (see <https://forecast.id.com.au/belmont/population-summary>) is forecast to be 65,659 broken down as follows:

Population Summary

City of Belmont	Forecast Year						Change between 2016 and 2041	
Area	2016	2021	2026	2031	2036	2041	Total Change	Avg annual % change
City of Belmont	41,448	45,332	50,455	55,936	60,862	65,659	+24,211	+1.86
Ascot	2,632	2,924	3,197	3,424	3,852	4,814	+2,182	+2.45
Belmont	7,047	7,656	8,544	9,294	9,700	10,122	+3,075	+1.46
Cloverdale	8,423	9,319	9,904	10,393	10,844	11,286	+2,863	+1.18
Kewdale	7,253	7,852	8,203	8,593	8,965	9,374	+2,121	+1.03
Redcliffe – Perth Airport	5,241	5,453	6,414	8,886	11,484	13,510	+8,269	+3.86
Rivervale	10,852	12,128	14,193	15,346	16,016	16,552	+5,700	+1.70

Table 1: Population and household forecasts, 2016 to 2041, prepared by .id, the population experts, October 2018*

*Please note that population numbers in forecast.id for the 2016 base year are derived from Estimated Resident Population from the Australian Bureau of Statistics. These differ from (and are usually higher than) Census counts as they factor in population missed by the Census and population overseas on Census night. They are generally considered a more accurate measure of population size than Census counts.

The population for the Belmont local government area stated in the 2021 Census statistics is 42,257.

Growth in the City is expected in all areas, though a higher growth rate is forecast for Ascot, and particularly Redcliffe for the period to 2026 and beyond.

Economic factors

The City of Belmont is part of Perth's Eastern Region and a powerhouse in the regional economy of Greater Perth. The main industry sectors are Transport, Postal & Warehousing, Manufacturing, Mining and Construction Services, Health and Social Assistance and Retail Services.

Over 4,000 businesses actively operate in the City of Belmont. These are mainly located in the Kewdale industrial area, the Belmont Business Park and along the Great Eastern Highway.

The horse racing and equine industry is also an important part of the City's history and continues to be a major contributor to the economy.

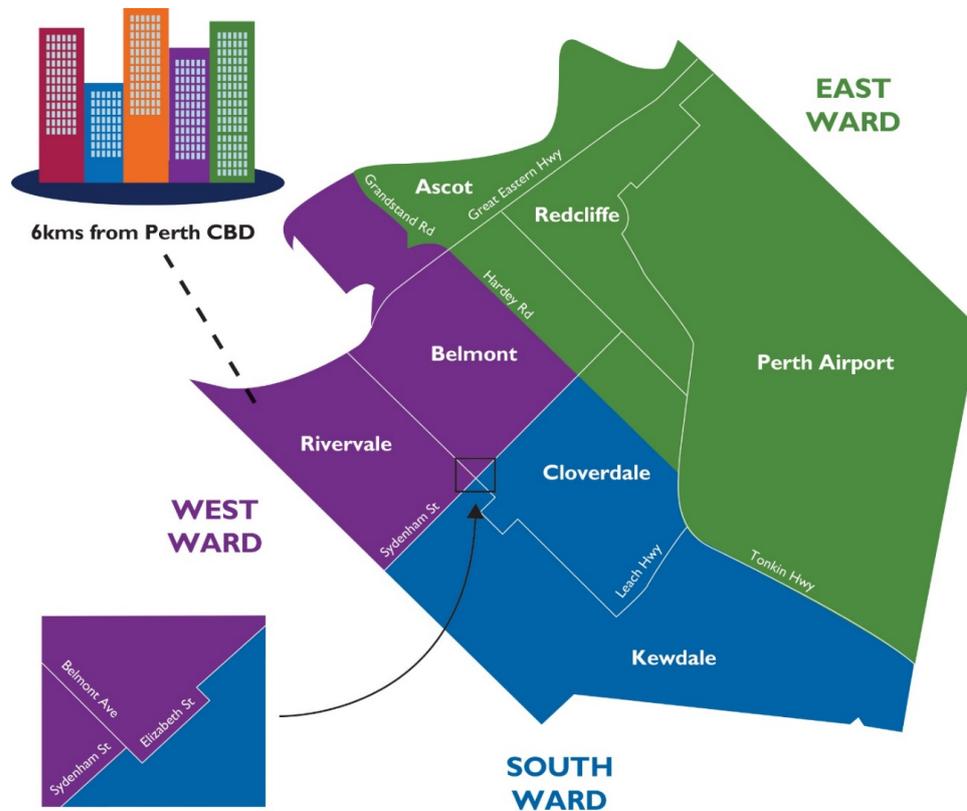
Current situation

The City of Belmont currently has nine (9) Councillors elected from three (3) wards with the Mayor elected by the Council from amongst the Councillors.

The current ward structure is as follows:

Ward	Electors	Council Members	Councillor: Elector Ratio	Percentage deviation from average
East	7,821	3	2,607	12.09%
South	8,782	3	2,927	1.29%
West	10,087	3	3,362	(13.38%)
Totals or average	26,690	9	2,966	

Table 2: City of Belmont Elector to Councillor Ratios – February 2022



Map 1: Current Ward Boundaries

The percentage ratio deviation gives a clear indication of the percentage difference between the average Councillor to elector ratio for the whole local government and the Councillor to elector ratio for each ward. A balanced representation is considered to be a percentage ratio deviation within plus or minus 10%. A negative result indicates that the ward is under represented and a positive result indicates that the ward is over represented.

The figures in Table 1 above outline that the South Ward is quite close to the average for the Councillor to elector ratio for the City of Belmont, while the percentage deviation from the average is 12.09% for the East Ward indicating over representation, and the percentage deviation from the average is (13.38%) for the West Ward indicating under representation. The ratios for the East and West Wards are outside the limits considered appropriate by the LGAB.

The outcome of the 2020 Ward and Representation Review proposed for the Ward Boundaries and Representation to remain with the existing structure with further review due to the future population increases predicted in the East Ward. The elector numbers used for the review were as at the close of the electoral roll for the 2019 local

government election. The proposal was accepted by the LGAB in early 2021. The ratios at the time were:

Ward	Electors	Council Members	Councillor: Elector Ratio	Percentage deviation from average
East	7,331	3	2,444	11.16%
South	8,156	3	2,719	1.16%
West	9,268	3	3,089	(12.32%)
Totals or average	24,755	9	2,751	

Table 3: City of Belmont Elector to Councillor Ratios – 2019

3 Examples of options for wards and representation change

The City has put forward the following examples for ward and representation change to facilitate discussion and encourage submissions and comments.

Please note that these examples are provided for discussion purposes only and are not intended to be all encompassing or to indicate which options would be supported by the City. Members of the community are invited to provide any options for change to the City for consideration as part of the ward and representation review process that would be considered viable and in alignment with the relevant factors described in part 2 of this discussion Paper.

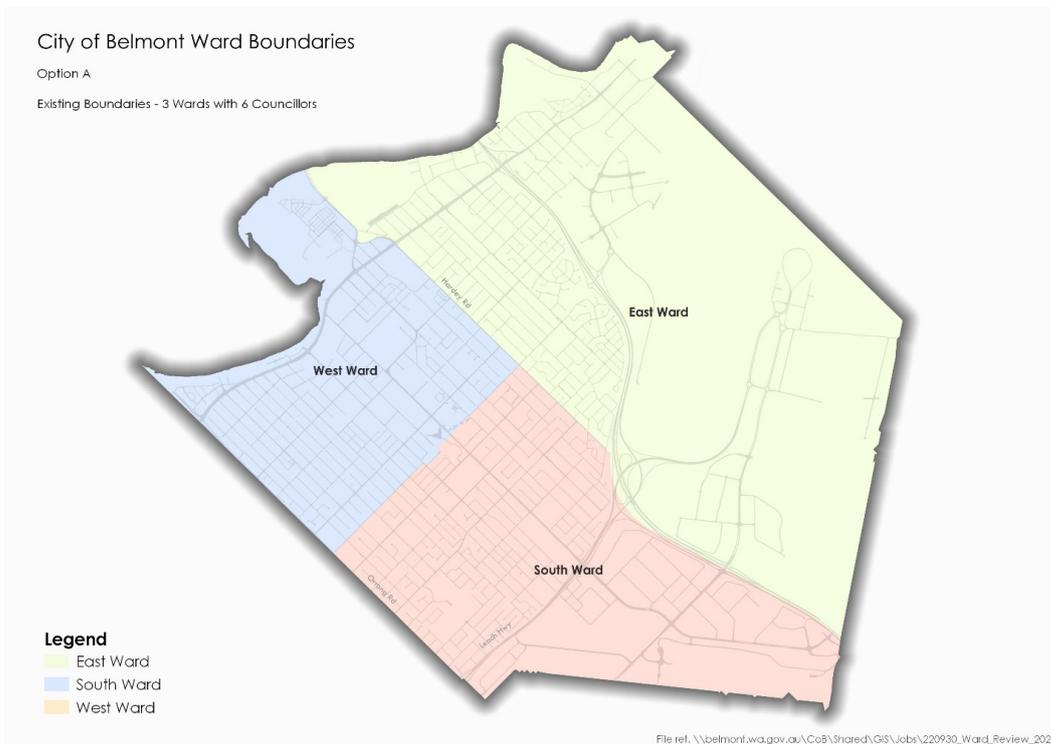
Note – Elector numbers used for the purposes of this review were the current numbers listed on the electoral roll as at 15 February 2022. There are 311 electors at that time who wish to have their name or address suppressed. These electors are evenly spread across the Wards for the purpose of the below examples.

Where the Ward boundaries shown do not align with suburb boundaries, an estimation of elector numbers has been necessary and will vary slightly from the final numbers on an electoral roll when finalised prior to the 2023 local government elections.



3.1 Example A – Existing Ward Boundaries with reduction to six councillors

Under this example, the ratios of electors to Councillors are outside the limits considered appropriate by the LGAB, though population growth as outlined in Table 1 identifies that the population within the City of Belmont is proposed to increase by close to 2% annually with the increase expected to be greater in some suburbs, particularly Ascot and Redcliffe.



Map 2: Example A: Three Wards, Six Councillors

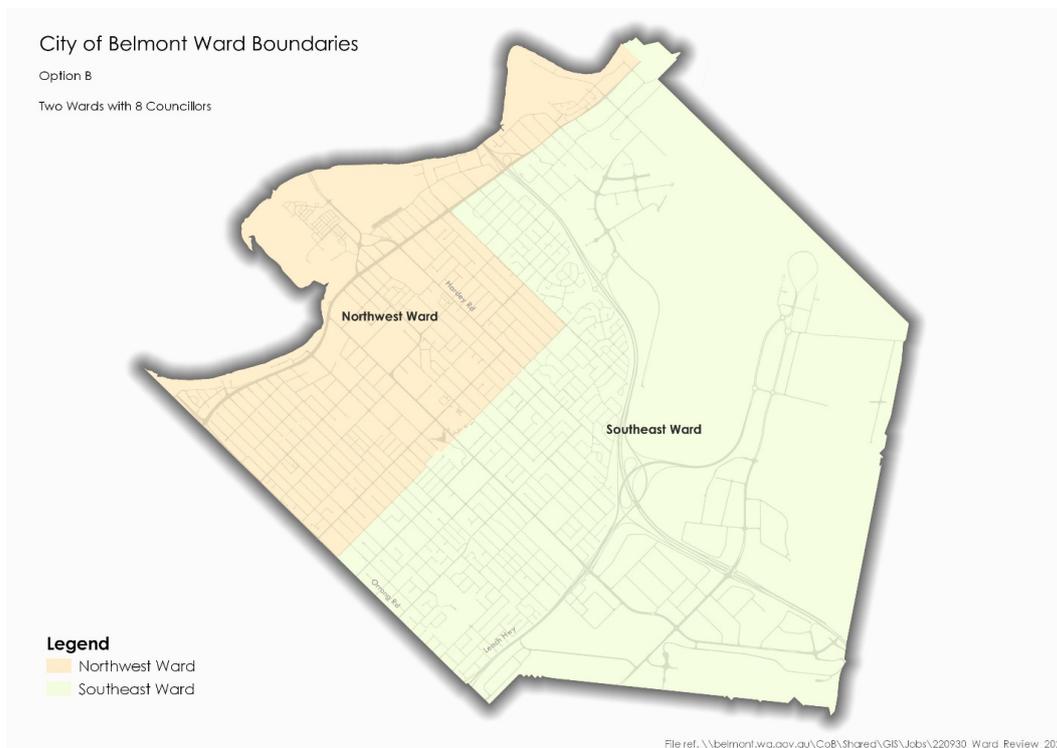
Ward	Electors	Council Members	Councillor: Elector Ratio	Percentage deviation from average
East	7,821	2	3,911	12.09%
South	8,782	2	4,391	1.29%
West	10,087	2	5,044	(13.38%)
Totals or average	26,690	6	4,448	

Some possible advantages and disadvantages of this example are:

Advantages	Disadvantages
No change to current boundaries.	Localities (suburbs) are split between wards.
Allows for the possible effect of future growth in eastern parts of City.	The ratio of electors to Councillors for East Ward and West Ward are marginally outside the limits considered appropriate by the LGAB.
Electors remain in the current wards.	Reduced elector representation. Less Councillors per elector.
Reduced administrative requirement. No requirement to amend mapping.	-
Reduced Elected Member expenditure due to reduction in the number of Councillors.	-

3.2 Example B – two wards with eight councillors

Under this example, the City reduces the number of wards to two. Ascot, Belmont and Rivervale become the Northwest Ward and Kewdale, Cloverdale and Redcliffe become the Southeast Ward with four Councillors in each Ward.



Map 3: Example B: Two Wards, eight Councillors

Example B results in the following ratios of Councillors to Electors:

Ward	Electors	Council Members	Councillor: Elector Ratio	Percentage deviation from average
Northwest	13,430	4	3,357	(0.63%)
Southeast	13,261	4	3,315	0.63%
Totals or average	26,690	8	3,336	

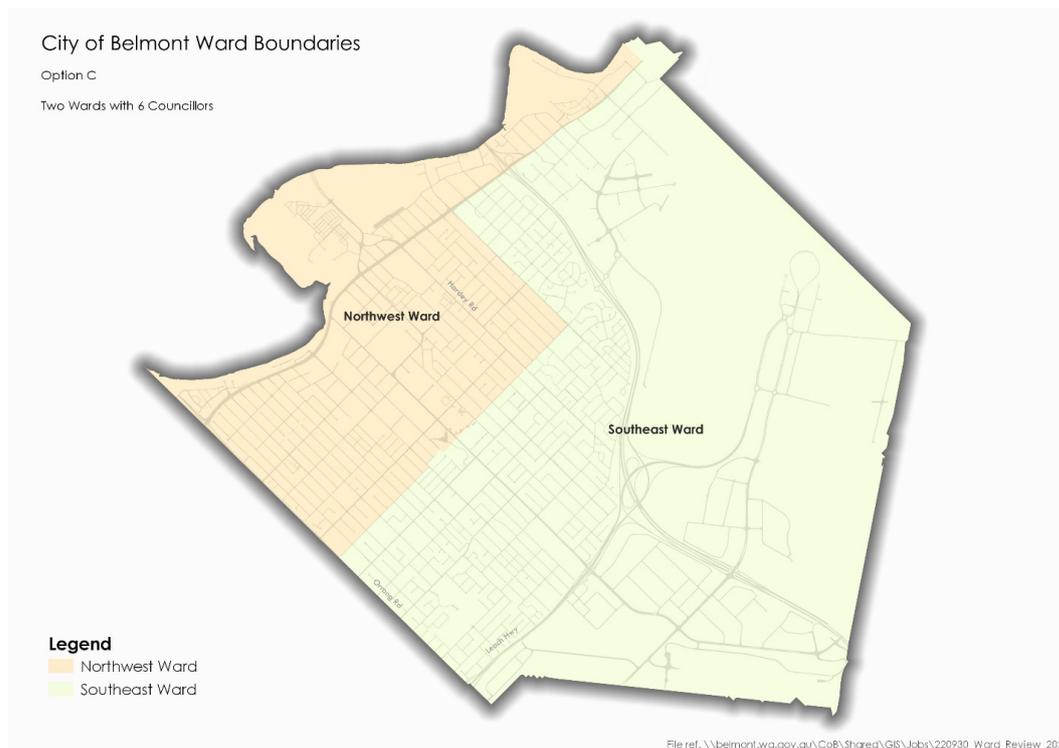


Some possible advantages and disadvantages of this example are:

Advantages	Disadvantages
The ratios of electors to Councillors are within the limits considered appropriate by the LGAB.	It may be more difficult and costly for candidates to be elected if they need to canvas a larger area.
Suburbs are not split between Wards.	Given the larger ward areas, electors may not know the candidates who they are voting for.

3.3 Example C – two wards with six councillors

Under this example, the wards are as in 3.2 above, however, with only six councillors.



Map 4: Example C: Two Wards, Six Councillors

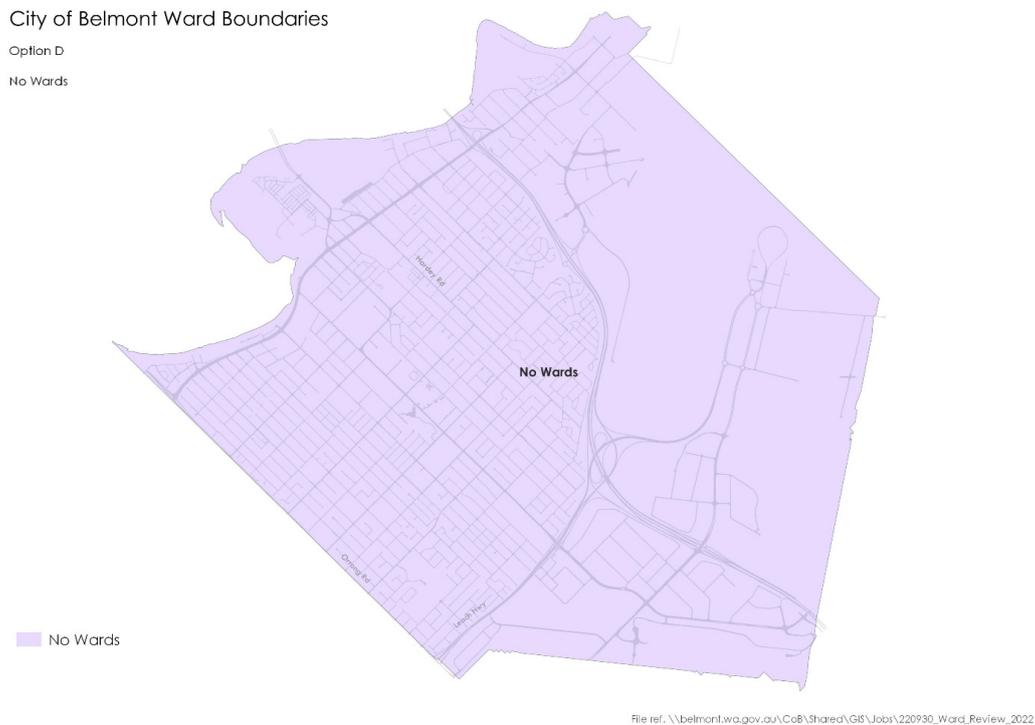
Ward	Electors	Council Members	Councillor: Elector Ratio	Percentage deviation from average
Northwest	13,430	3	4,477	(0.63%)
Southeast	13,261	3	4,420	0.63%
Totals or average	26,690	6	4,448	

Some possible advantages and disadvantages of this example are:

Advantages	Disadvantages
The ratios of electors to Councillors are within the limits considered appropriate by the LGAB.	It may be more difficult and costly for candidates to be elected if they need to canvas a larger area.
Suburbs are not split between Wards.	Given the larger ward areas, electors may not know the candidates who they are
Reduced Elected Member expenditure due to reduction in the number of Councillors.	Reduced elector representation. Less Councillors per elector.

3.4 Example D – no wards with eight councillors

Under this example, wards are dispensed with altogether with eight Councillors.



Map 5: Example D: No Wards, Eight Councillors

Ward	Electors	Council Members	Councillor: Elector Ratio	Percentage deviation from average
No Wards	26,690	8	3,336	0.00%

If the no ward option is implemented, there is no requirement for future ward boundary reviews.

The table below summarises the advantages and disadvantages of this example:

Advantages	Disadvantages
Councillors are elected by the whole community not just a section of it.	It may be more difficult and costly for candidates to be elected if they need to canvas the whole local government area.
Knowledge and interest in all areas of the Council's affairs could broaden the views beyond the immediate concerns of those in a ward.	Electors may feel that they are not adequately represented if they don't have an affinity with any of the Councillors.

Social networks and communities of interest are often spread across a local government and Councillors can have an overview of these.	Councillors living in a certain area may have a greater affinity and understanding of the issues specific to that area as opposed to knowing the issues in detail for the whole District.
The election process is much simpler for the community to understand and administer.	Given the large area, electors may not know the candidates who they are voting for.
Each voter has the opportunity to vote for any candidate for the council election, rather than being limited to Ward Councillors.	May lead to significant communities of interest and points of view being unrepresented or for others to dominate.
There is no requirement for future ward boundary reviews.	Large numbers of candidates might be confusing for voters.
Clarifies the role of a Councillor is to represent the interest of electors, ratepayers and residents of the district, not just the ward.	May be difficult for voters to assess the performance of individual Councillors.

Based on current elector numbers, the number of Councillors could be reduced with the number of electors per Councillor being:

No. of Councillors	Electors per Councillor
4	6,672
5	5,338
6	4,448
7	3,813
8	3,336

A four Ward option in line with the previous structure from 2010 was considered for inclusion in the Discussion Paper. Following advice from the Department of Local Government the four Ward option was not included in the Discussion Paper as it was not considered viable concept. The four Ward option did not align with the relevant factors and requirements of the proposed local government reforms. Elector to Councillor ratios were significantly imbalanced and it became problematic to align the Ward boundaries along reasonably significant features or roads.

4 Transition Scenarios to reduce the number of Councillors

The current reforms require the City to change the method of election of the Mayor to a directly-elected Mayor which Council has resolved at the 25 October 2022 Ordinary Council Meeting to implement for the 2023 local government elections.

As a consequence of the direct election of the Mayor it is necessary for the City to reduce the number of Councillors. The current population for the Belmont local government area is 42,257 (2021 census data) and in line with the Local Government Panel Report the number of elected members for the City is to be between five and nine Councillors (including the directly elected Mayor).

The following are possible options to transition from nine to eight or six Councillors:

Transitional Options	Number of Elected Members	2023 Local Government Election	2025 Local Government Election	2027 Local Government Election
1	Mayor + 8 Councillors	Mayoral Election (4-year term)	No Mayoral Election	Mayoral Election (4-year term)
		3 Councillor Vacancies <ul style="list-style-type: none"> • 3 Councillor Positions (4-year terms) 	5 Councillor Vacancies <ul style="list-style-type: none"> • 4 Councillor Positions (4-year terms) • 1 Councillor Position (2-year term) 	4 Councillor Vacancies (half of the Council positions) <ul style="list-style-type: none"> • 4 Councillor Positions (4-year terms)
2	Mayor + 6 Councillors – All positions	Mayoral Election (4-year term)	No Mayoral Election	Mayoral Election (4-year term)

	declared vacant 2023	6 Councillor Vacancies <ul style="list-style-type: none"> All positions declared vacant 3 Councillor Positions (4-year terms) 3 Councillor Positions (2-year terms) 	3 Councillor Vacancies (half of the Council positions) <ul style="list-style-type: none"> 3 Councillor Positions (4-year terms) 	3 Councillor Vacancies (half of the Council positions) <ul style="list-style-type: none"> 3 Councillor Positions (4-year terms)
3	Mayor + 6 Councillors	Mayoral Election (4-year term)	No Mayoral Election	Mayoral Election (4-year term)
		1 Councillor Vacancy <ul style="list-style-type: none"> 1 Councillor Position (4-year term) 	5 Councillor Vacancies <ul style="list-style-type: none"> 3 Councillor Positions (4-year terms) 2 Councillor Positions (2-year terms) 	3 Councillor Vacancies (half of the Council positions) <ul style="list-style-type: none"> 3 Councillor Positions (4-year terms)

Through the ward and representation review, where options include a change to the ward boundaries, the allocation of existing Councillors to the new wards will be included as a consideration. This will be discussed with Council and form part of the transitional arrangements proposed to the LGAB.

5 Public Submissions

The City invites suggested options for changes to the current ward system and recommended number of Councillors:

- Of the examples provided, which is the preferred structure (Example A, B, C, or D, or any other suggested option for the Ward structure, or number of Councillors);
- Preferred transitional arrangement for reduction in the number of Councillors (Option 1, 2, 3 or other suggestion);
- Any other advantages or disadvantages for the examples included in the discussion paper that you think Council should consider.

All submissions will be considered as part of the ward and representation review.

The current review requires the City to propose a structure to the Local Government Advisory Board that will align with the relevant factors and requirements of the proposed local government reforms. Any suggestions must be consistent with the requirements of the *Local Government Act 1995*, the proposed reforms and will be considered against the required factors.

Please contact Melinda Lymon, Governance and Compliance Adviser on 9477 7203 or Melinda.lymon@belmont.wa.gov.au for more information.

Submissions must be received by 5:00pm – Friday, 16 December 2022.

For more information or to make a submission please go to:
connect.belmont.wa.gov.au/wardreview

Submissions can also be made using the attached form and:

Emailed to Belmont@belmont.wa.gov.au (titled 'Ward Review');

Hand Delivered to 215 Wright Street Cloverdale, Western Australia; or

Posted to the City at Locked Bag 379 Cloverdale WA 6985

6 Steps in review process

The review process and associated deadlines are as follows:

Date	Review process action
3 November 2022	Public notice provided in the PerthNow Community newspaper, on the City's website and notice boards, and on social media. Submissions are invited for a period of six weeks.
5:00pm 16 December 2022	Submissions close
16 December – late January 2023	Executive and Council review of submissions. A review of the City's wards and representation is carried out.
Early February 2023	Review presented to Council for endorsement at a Special Council Meeting to be convened.
By 14 February 2023	City to notify the Local Government Advisory Board (LGAB) of the outcome of the Ward and Representation Review.
February – October 2023	LGAB to consider City's review process and make a recommendation to Minister in respect to ward or representation changes.
October 2023	Changes to be implemented prior to October 2023 local government elections.



Public Submission Form – Ward and Representation Review 2022

Full Name: _____

Address: _____

(Note: Address will not be published)

Phone Number: _____ Email Address: _____

Ward and Representation Structure

Please tick preferred option:

- Example A: 3 Wards – 6 Councillors (Current Ward Boundaries)
- Example B: 2 Wards – 8 Councillors (Northwest and Southeast Wards)
- Example C: 2 Wards – 6 Councillors (Northwest and Southeast Wards)
- Example D: No Wards – 8 Councillors
- Other suggestion – please provide details:

Reasons why you support the example selected:



Are there any advantages or disadvantages not included in the examples contained in the discussion paper that you think Council should consider?

Transition Options – Reduction in Number of Councillors

Please tick preferred option:

- Option 1: Reduce to 8 Councillors – Staggered transition 2023 – 2025 Elections
- Option 2: Reduce to 6 Councillors – All positions declared vacant 2023 Election
- Option 3: Reduce to 6 Councillors – Staggered transition 2023 – 2025 Elections
- Option 4: Other suggestion – please provide details:

Reasons why you support the option selected:

What are any advantages or disadvantages to the option you have selected?

12.4 Accounts for Payment - September 2022

Attachment details

Attachment No. and title	
1.	September 2022 Payment Listing [12.4.1 - 13 pages]

Voting Requirement	:	Simple Majority
Subject Index	:	54/007-Creditors-Payment Authorisations
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

Council role

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-Judicial** When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Purpose of report

To present to Council the list of expenditure paid for the period 1 September 2022 to 30 September 2022 under delegated authority.

Summary and key issues

A list of payments is presented to the Council each month for confirmation and endorsement in accordance with the *Local Government (Financial Management) Regulations 1996*.

Location

Not applicable.

Consultation

There has been no specific consultation undertaken in respect to this matter.

Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

Goal 5: Responsible Belmont

Strategy: 5.2 Manage the City's assets and financial resources in a responsible manner and provide the best possible services for the community

Strategy: 5.6 Deliver effective, fair and transparent leadership and decision-making, reflective of community needs and aspirations

Policy implications

There are no policy implications associated with this report.

Statutory environment

Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* states:

“If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared:

- (a) the payee's name;
- (b) the amount of the payment;
- (c) the date of the payment; and

(d) sufficient information to identify the transaction.”

(3) A list prepared under sub regulation (1) is to be presented to Council at the next ordinary meeting of Council after the list is prepared; and recorded in the minutes of that meeting.

Background

Council has delegated to the Chief Executive Officer under Delegation 1.1.18 to make payment from the Municipal and Trust Fund account. In accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, where this power has been delegated, a list of payments each month is to be compiled and presented to Council.

Officer comment

The following summary of payments are recommended for confirmation and endorsement.

Payment type	Payment reference	\$
Municipal Fund Cheques	788818 to 788827	\$5,696.92
Municipal Fund EFTs	EF080367 to EF080786	\$6,681,910.01
Municipal Fund Payroll	September 2022	\$2,706,522.10
Trust Fund EFT	EF080509 to EF080511	\$38,018.12
Total Payments for September 2022		\$9,432,147.15

A copy of the Authorised Payment Listing is included as Attachment 12.4.1.

Financial implications

All expenditure included in the Authorised Payment Listing is in accordance with Council's Annual budget.

Environmental implications

There are no environmental implications associated with this report.

Social implications

There are no social implications associated with this report.

Officer Recommendation

That the Authorised Payment Listing for September 2022 as provided under Attachment 12.4.1 be received.

Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.

Attachment 12.4.1 September 2022 Payment Listing

 City of Belmont						
Accounts for Payment - September 2022						Compiled : 04/10/22 09:22
Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description	
Contractors						
EF080368	09/09/22	00221	John Hughes Group	547.50	Plant Parts & Repairs	
EF080369	09/09/22	00230	Jackson McDonald	3,897.30	Legal Expenses	
EF080370	09/09/22	00346	Action Couriers	87.85	Courier Service	
EF080372	09/09/22	00390	Landgate	4,174.67	Title Searches	
EF080373	09/09/22	00391	Chemistry Centre (WA) t/as ChemCentre	4,336.35	Professional Fees - Testing	
EF080374	09/09/22	00411	Drake Australia Pty Ltd	4,029.93	Labour/Personnel Hire	
EF080379	09/09/22	01243	WARP Pty Ltd	10,862.45	Traffic Control	
EF080382	09/09/22	01393	Comestibles	3,859.00	Avon Descent Family Fun Day Catering	
EF080383	09/09/22	01507	The Pressure King	495.00	Graffiti Removal	
EF080384	09/09/22	01772	Data3 Limited	21,621.60	Software Maintenance and Professional Fees	
EF080385	09/09/22	02458	Technology One Ltd	166,469.60	TechnologyOne SaaS Platform Fee	
EF080388	09/09/22	03092	VisAbility Limited	1,567.50	Interpreter Service	
EF080391	09/09/22	03464	Bridgestone Australia Ltd	890.18	Plant Parts & Repairs	
EF080395	09/09/22	04579	Mills Recruitment	11,955.56	Labour/Personnel Hire	
EF080396	09/09/22	04967	Cockburn Party Hire	8,097.80	Avon Descent Family Fun Day Equipment Hire	
EF080397	09/09/22	05394	DFP Recruitment Services Pty Ltd	1,470.39	Labour/Personnel Hire	
EF080400	09/09/22	05558	BlueFit Pty Ltd	3,695.36	Belmont Oasis Facility Management Fee	
EF080401	09/09/22	05576	NPB Security Australia	851.76	Security Services	
EF080402	09/09/22	05729	James Clive Kearing - Nyoonaie	500.00	Welcome to Country - Aboriginal Strategy Co-Design Workshop	
EF080404	09/09/22	05923	Hudson Global Resources (Aust) Pty Ltd	2,586.38	Labour/Personnel Hire	
EF080405	09/09/22	05968	Grace Comeagain	1,250.00	Artwork for Aboriginal Strategy Plan	
EF080406	09/09/22	06150	Harvest Digital Planning Pty Ltd	22,000.00	Community Engagement Consultant	
EF080407	09/09/22	06276	Efficient Site Services (WA)	1,540.00	Severin Walk Mulching	
EF080408	09/09/22	06322	Code Research Pty Ltd t/as PWD	66.00	Digital Certificate for Website Verification	
EF080371	09/09/22	00377	Dell Australia Pty Ltd	331.77	Computer Repairs	
EF080428	16/09/22	00491	Fujifilm Business Innovation Australia	324.04	Photocopy Expenses	
EF080430	16/09/22	00608	Programmed Skilled Workforce Ltd	11,503.92	Labour/Personnel Hire	
EF080431	16/09/22	00638	Leederville Cameras	484.55	Camera Equipment	
EF080432	16/09/22	00783	iSentia Pty Ltd	3,850.00	Professional Fees - Marketing	
EF080434	16/09/22	01243	WARP Pty Ltd	2,103.20	Traffic Control	
EF080436	16/09/22	01256	Abaxa - WH Location Services	1,050.28	Utility Service Locations	
EF080440	16/09/22	01476	Hays Specialist Recruitment	13,277.87	Labour/Personnel Hire	
EF080441	16/09/22	01507	The Pressure King	19,011.17	Graffiti Removal	
EF080442	16/09/22	01549	Community Arts Network WA - CANWA	350.00	Art Awards Judging Fee	

Attachment 12.4.1 September 2022 Payment Listing

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF080443	16/09/22	01797	Green Skills (Ecojobs)	2,774.72	Labour/Personnel Hire
EF080444	16/09/22	02290	Belmont Potters Group Inc	1,400.00	Belmont Hub Retail Shop Artwork
EF080445	16/09/22	02370	Aha! Consulting	47,102.55	Belmont Trust Land Community Engagement
EF080448	16/09/22	02779	Natural Area Holdings Pty Ltd	14,069.00	Abernethy Rd Mulching & Garvey Park Weed Control
EF080449	16/09/22	02863	Civil Survey Solutions Pty Ltd	25,492.50	AutoCad Maintenance Subscription
EF080450	16/09/22	02958	Yoshino Sushi	90.20	Art Awards Catering
EF080452	16/09/22	03464	Bridgestone Australia Ltd	1,264.14	Plant Parts & Repairs
EF080454	16/09/22	03614	Julie's Boarding Kennels & Cattery	3,939.50	Pound Expenses
EF080455	16/09/22	03683	Core Business Australia	726.00	Building Audit Report
EF080457	16/09/22	04249	Coolroom Hire WA	350.00	Avon Descent Family Fun Day Equipment Hire
EF080458	16/09/22	04302	Southern Cross Housing Ltd	20,214.33	Management fee - Gabriel Gardens & Orana Independent Living Units - April to June 2022
EF080459	16/09/22	04400	The Freedom Fairies	302.50	Library - Children's Week Facepainting
EF080460	16/09/22	04483	Kylie Howarth	726.00	Library - Children's Author Talk
EF080462	16/09/22	04941	Perth Pet Cremation - Lawnswood	156.25	Pound Expenses
EF080463	16/09/22	04986	Jan McCahon Marshall	1,200.00	Professional Fees - Oral Historian
EF080465	16/09/22	05234	Sports Surfaces	4,939.00	Peet Park Cricket Wickets
EF080467	16/09/22	05370	OKMG Pty Ltd	3,372.60	Avon Descent Photography/Framing Expenses
EF080468	16/09/22	05427	Horizon West Landscape & Irrigation Pty Ltd	11,660.00	Monthly Maintenance of Treescapes
EF080469	16/09/22	05463	International Solutions Group Pty Ltd - ISG Cleaning	1,502.33	Cleaning Services - Avon Descent & The Imaginarium
EF080471	16/09/22	05570	James Foley	605.00	Library Children's Week Author Talks
EF080472	16/09/22	05692	Newground Water Services Pty Ltd	45,382.15	Reticulation Installation - Aquanita, Campbell, Hoffman & Whiteside Parks
EF080473	16/09/22	05703	Vital Interpreting Personnel - Auslan (WA) Pty Ltd	129.25	Auslan Interpreter
EF080474	16/09/22	05732	SoftCopy	112.50	Computer Software Maintenance
EF080475	16/09/22	05895	Outside the box, Rope Access Solutions	8,272.00	Cleaning Services - Belmont Hub
EF080476	16/09/22	06097	Murray Enterprises - TJ Murray	150.00	Library- Interest Group Workshop
EF080477	16/09/22	06104	Flick Anticimex Pty Ltd	2,456.54	Pest Control
EF080478	16/09/22	06117	ELM (WA) Pty Ltd	17,051.10	Monthly Maintenance of Treescapes
EF080479	16/09/22	06209	Sean E Avery	650.00	Library Entertainment - Book Week Presentations
EF080480	16/09/22	06211	Urbii Consulting Pty Ltd	21,821.25	Traffic Engineering Consultants
EF080481	16/09/22	06275	Altus Planning	2,854.50	Professional Fees - Planning
EF080482	16/09/22	06290	Ugly Duck Studio - Thomas Wilson	637.50	Belmont Hub Recording Studio Assessment
EF080483	16/09/22	06293	Freo Fire Maintenance Services Pty Ltd	7,378.08	Fire Equipment/Service
EF080484	16/09/22	06306	Batherapy	100.00	Community Art Classes
EF080485	16/09/22	06320	Amy Price	203.13	Professional Fees - Oral Historian
EF080486	16/09/22	06323	Priscila Ribeiro Photography	500.00	Photographer - Man With a Pram
EF080487	16/09/22	06330	Sue Starcken	350.00	Art Awards Judging Fee

Attachment 12.4.1 September 2022 Payment Listing

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF080513	23/09/22	00294	City of Canning	90.00	Rubbish Removals
EF080516	23/09/22	00707	LoGo Appointments	35,229.66	Labour/Personnel Hire
EF080517	23/09/22	00962	Ricoh Australia Pty Ltd	322.31	Photocopy Expenses
EF080520	23/09/22	01318	Flexi Staff Group Pty Ltd	10,809.48	Labour/Personnel Hire
EF080521	23/09/22	01499	Porter Consulting Engineers	1,650.00	Wilson Park Netball Courts Upgrade Design
EF080522	23/09/22	01772	Data3 Limited	8,931.45	Software Maintenance and Professional Fees
EF080524	23/09/22	02234	Blackwell and Associates Pty Ltd	1,788.00	Design Review Panel Member
EF080525	23/09/22	02303	Ultimo Catering and Events	5,627.00	Catering/Catering Supplies
EF080528	23/09/22	03504	Classic Tree Services	26,504.24	Tree Pruning
EF080529	23/09/22	03537	Mackay Urban Design	1,499.99	Design Review Panel Member
EF080530	23/09/22	03794	Testel Australia Pty Ltd	4,099.92	Electrical Contractor - Maintenance at Various Sites
EF080531	23/09/22	04115	Denada Surveys Pty Ltd	880.00	Survey Expenses
EF080532	23/09/22	04302	Southern Cross Housing Ltd	20,214.33	Management fee - Gabriel Gardens & Orana Independent Living Units- July to September 2022
EF080533	23/09/22	04391	Lifeskills Australia	1,188.00	Professional Fees
EF080534	23/09/22	04496	Azure Painting Pty Ltd	12,210.00	Painting Contractor - Faulkner Park Fence
EF080535	23/09/22	04579	Mills Recruitment	5,291.80	Labour/Personnel Hire
EF080537	23/09/22	04779	One 20 Productions	3,633.30	Avon Descent Family Fun Day Equipment Hire
EF080538	23/09/22	05103	360 Environmental	5,522.00	Asbestos Survey
EF080539	23/09/22	05394	DFP Recruitment Services Pty Ltd	4,544.53	Labour/Personnel Hire
EF080540	23/09/22	05729	James Clive Kearing - Nyoona	1,500.00	Welcome to Country - Wilson Park and Belmont Art Awards
EF080541	23/09/22	05776	Level 5 Design Pty Ltd	1,140.00	Design Review Panel Member
EF080542	23/09/22	05782	Jane Wetherall	900.00	Design Review Panel Member
EF080543	23/09/22	05783	Emma Williamson	3,506.10	Design Review Panel Member
EF080544	23/09/22	05819	Ritz Drycleaners	114.55	Cleaning Services
EF080545	23/09/22	05840	Commercial Aquatics Australia Pty Ltd	4,202.00	Oasis Expenses
EF080546	23/09/22	05923	Hudson Global Resources (Aust) Pty Ltd	9,841.39	Labour/Personnel Hire
EF080547	23/09/22	06091	Engineering Technology Consultants	4,122.25	Ascot Waters Street Lighting Design
EF080548	23/09/22	06160	SEEK Limited	3,964.61	Staff Recruitment Advertising
EF080514	23/09/22	00377	Dell Australia Pty Ltd	331.77	Computer Repairs
EF080551	29/09/22	00001	A & B Canvas Australia	3,135.00	Plant Repairs and Maintenance
EF080557	29/09/22	00187	Statewide Bearings	24.11	Plant Parts & Repairs
EF080558	29/09/22	00198	Battery World Belmont (WA)	516.88	Plant Parts & Repairs
EF080560	29/09/22	00221	John Hughes Group	1,460.00	Plant Parts & Repairs
EF080561	29/09/22	00230	Jackson McDonald	7,549.30	Legal Expenses
EF080565	29/09/22	00294	City of Canning	1,440.00	Rubbish Removals
EF080566	29/09/22	00295	Capital Recycling	10,305.24	Rubbish Removals
EF080567	29/09/22	00305	CJD Equipment Pty Ltd	1,540.40	Mower Parts & Repairs

Attachment 12.4.1 September 2022 Payment Listing

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF080570	29/09/22	00411	Drake Australia Pty Ltd	4,558.42	Labour/Personnel Hire
EF080571	29/09/22	00412	Dowsing Group Pty Ltd	12,524.25	Concrete Contractor
EF080573	29/09/22	00491	Fujifilm Business Innovation Australia	2,819.05	Photocopy Expenses
EF080574	29/09/22	00557	City Subaru	3,217.50	Plant Repairs and Maintenance
EF080575	29/09/22	00608	Programmed Skilled Workforce Ltd	21,874.09	Labour/Personnel Hire
EF080576	29/09/22	00613	Qualcon Laboratories Pty Ltd	572.00	Bore Drilling/ Maintenance
EF080577	29/09/22	00623	Jaram Fleet Equipment	1,013.04	Plant Parts & Repairs
EF080580	29/09/22	00665	Kennards Hire Pty Ltd	434.75	Plant/Equipment Hire
EF080582	29/09/22	00699	Marketforce Pty Ltd	12,640.74	Advertising and Printing
EF080583	29/09/22	00718	Major Motors Pty Ltd	4,372.36	Plant Repairs and Maintenance
EF080584	29/09/22	00736	McLeods	9,180.24	Legal Expenses
EF080585	29/09/22	00784	Bucher Municipal	892.16	Plant Parts & Repairs
EF080588	29/09/22	00815	New Town Toyota	2,544.30	Plant Repairs and Maintenance
EF080589	29/09/22	00830	Canon Production Printing Australia Pty Ltd	220.00	Photocopy Expenses
EF080591	29/09/22	00859	Parkland Mazda	470.62	Plant Parts & Repairs
EF080592	29/09/22	00917	Positive Auto Electrics	988.06	Plant Repairs and Maintenance
EF080593	29/09/22	00931	Sonic HealthPlus Pty Ltd	1,154.18	Medical Examinations
EF080595	29/09/22	00972	Repcos Auto Parts	44.65	Plant Parts & Repairs
EF080597	29/09/22	00989	PAV Perth Audiovisual - Royal Pride Pty Ltd	868.10	Audio Equipment Repairs
EF080598	29/09/22	01059	Sledgehammer Concrete Cutting Service	639.73	Concrete Contractor
EF080600	29/09/22	01074	Shred-X Pty Ltd	338.22	Rubbish Removals
EF080602	29/09/22	01090	St John Ambulance Australia Inc	965.20	First Aid Service
EF080604	29/09/22	01112	Sunny Industrial Brushware	376.20	Plant Parts & Repairs
EF080605	29/09/22	01138	E & M J Rosher Pty Ltd	644.13	Plant Parts & Repairs
EF080606	29/09/22	01184	Transoft Solutions (Australia) Pty Ltd	781.00	AutoTurn Pro Map - Subscription Renewal
EF080607	29/09/22	01186	ZircoDATA Pty Ltd	1,823.03	Records Storage
EF080610	29/09/22	01233	Stihl Shop Redcliffe	459.35	Tool Repairs
EF080613	29/09/22	01243	WARP Pty Ltd	47,519.57	Traffic Control
EF080614	29/09/22	01251	Wurth Australia Pty Ltd	173.12	Plant Parts & Repairs
EF080616	29/09/22	01255	Wattleup Tractors	234.45	Plant Parts & Repairs
EF080621	29/09/22	01476	Hays Specialist Recruitment	8,174.79	Labour/Personnel Hire
EF080622	29/09/22	01507	The Pressure King	5,222.25	Graffiti Removal
EF080623	29/09/22	01533	WC Convenience Management	5,462.61	Building Maintenance
EF080626	29/09/22	01712	Donegan Enterprises Pty Ltd	95,674.70	Garvey Park Playground Works and Other Various Sites
EF080627	29/09/22	01714	Total Eden Pty Ltd - Nutrien Water	1,052.02	Reticulation Parts & Repairs
EF080628	29/09/22	01731	Charter Plumbing and Gas	13,223.54	Plumbing Maintenance/Supplies
EF080629	29/09/22	01782	Belmont Automotive Engineers	459.10	Plant Repairs and Maintenance
EF080630	29/09/22	01797	Green Skills (Ecojobs)	16,539.95	Labour/Personnel Hire
EF080631	29/09/22	01831	Mow Master Turf Equipment	28.70	Plant Parts & Repairs
EF080633	29/09/22	02023	YMCA of Perth Youth and Community Services Inc	152,651.96	Youth Services Expenses

Attachment 12.4.1 September 2022 Payment Listing

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF080634	29/09/22	02049	NVMS - Noise and Vibration Measurement Systems	1,364.00	Module Subscription
EF080635	29/09/22	02059	Western Resource Recovery Pty Ltd	1,100.00	Rubbish Removals
EF080639	29/09/22	02207	Wilson Security	116,062.06	Security Services
EF080640	29/09/22	02216	Western Australia Police	34.00	Volunteer National Police Check
EF080642	29/09/22	02303	Ultimo Catering and Events	13,894.00	Catering for Art Awards, Belmont Business Event and Council Meetings
EF080644	29/09/22	02418	Programmed Property Services Pty Ltd	2,215.40	Planting & Mulching - various roundabouts
EF080645	29/09/22	02425	Prestige Alarms	1,545.50	Security Services
EF080646	29/09/22	02589	Zenien	26,276.35	Security Services
EF080647	29/09/22	02672	Ruah Community Services	14,627.22	Preventive Domestic Violence Services
EF080649	29/09/22	02779	Natural Area Holdings Pty Ltd	8,800.88	Avon Descent Plants for Residence, Maintenance at various other sites
EF080650	29/09/22	02837	GLG Greenlife Group	15,174.96	Mowing and Pruning
EF080651	29/09/22	02844	Chandler Macleod Group Ltd	13,314.96	Labour/Personnel Hire
EF080652	29/09/22	02849	Total Nissan and Kia - Total Autos (1990)	2,209.50	Plant Repairs and Maintenance
EF080653	29/09/22	02851	Perth Scientific Pty Ltd	643.50	Plant Parts & Repairs
EF080657	29/09/22	03361	All Fence U Rent Pty Ltd	2,191.75	Avon Decent Family Fun Day Fencing
EF080658	29/09/22	03464	Bridgestone Australia Ltd	3,958.19	Plant Parts & Repairs
EF080660	29/09/22	03567	Gardner Autos Pty Ltd t/as Gardner Isuzu	2,532.50	Plant Parts & Repairs
EF080661	29/09/22	03593	Philip Swain	1,072.50	Environmental Health Inspections
EF080662	29/09/22	03599	Donald Cant Watts Corke (WA) Pty Ltd	5,500.00	Project Management Services - Belmont Hub
EF080663	29/09/22	03619	Kidsafe WA	3,565.61	Playground Inspections/Repairs
EF080665	29/09/22	03794	Testel Australia Pty Ltd	7,225.68	Electrical Contractor - Maintenance at Various Sites
EF080666	29/09/22	03908	Road Specialist Australia Pty Ltd	74.80	Plant Parts & Repairs
EF080668	29/09/22	04083	REmida Perth Inc	50.00	Library-Jelly Fish Plastics Information Session
EF080669	29/09/22	04105	Cleanflow Environmental Solutions	11,526.55	Drainage Maintenance
EF080670	29/09/22	04137	Greive Panelbeaters	500.00	Plant Repairs and Maintenance
EF080672	29/09/22	04146	JB Hi-Fi Group Commercial Account	3,257.77	Electrical Goods
EF080673	29/09/22	04211	Advance Scanning Services	2,943.60	Survey Expenses
EF080674	29/09/22	04246	Bibliotheca Australia Pty Ltd	870.83	Software Maintenance
EF080675	29/09/22	04287	Labourforce Impex Personnel Pty Ltd	7,201.24	Labour/Personnel Hire
EF080676	29/09/22	04301	Michael Page - Page Personnel	9,383.49	Labour/Personnel Hire
EF080677	29/09/22	04320	ABM Landscaping	1,886.50	Bricks/Bricklaying
EF080679	29/09/22	04482	Allan Davies & Trevor Chudleigh Architects	18,469.00	Professional Fees - Architect
EF080680	29/09/22	04594	Website Weed and Pest W A Pty Ltd	21,214.56	Weed Control
EF080681	29/09/22	04645	Instant Products Hire	2,845.90	Avon Descent Family Fun Day Equipment Hire
EF080682	29/09/22	04693	Allwest Plant Hire Australia Pty Ltd	28,664.63	Plant/Equipment Hire
EF080684	29/09/22	04723	Future Logic	3,300.00	Software Maintenance
EF080685	29/09/22	04779	One 20 Productions	212.96	Plant/Equipment Hire
EF080686	29/09/22	04806	BirdLife Australia - WA Branch	150.00	Library Birdlife WA Presentation

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Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF080687	29/09/22	04894	Terravac Pty Ltd	969.38	Faulkner Park Landscaping
EF080688	29/09/22	04963	Centigrade	12,945.17	Airconditioning/Refrigeration Maintenance at Various Sites
EF080689	29/09/22	04974	Turf Care WA Pty Ltd	11,255.88	Turf Renovations at Forster Park & Cloverdale Sports & Recreation
EF080693	29/09/22	05090	Elan Energy Matrix Pty Ltd	1,095.82	Rubbish Removals
EF080694	29/09/22	05101	De Lage Landen Pty Ltd	1,076.59	Plant/Equipment Hire
EF080695	29/09/22	05123	West Coast Bus Charters Pty Ltd	1,100.00	Plant/Equipment Hire
EF080696	29/09/22	05252	AAAC Towing Pty Ltd	176.00	Towing Vehicles
EF080697	29/09/22	05283	IRP Pty Ltd	11,657.97	Labour/Personnel Hire
EF080698	29/09/22	05308	Modern Motor Trimmers	942.15	Plant Parts & Repairs
EF080699	29/09/22	05336	West-Sure Group Pty Ltd	580.64	Security Services
EF080700	29/09/22	05344	SUEZ Recycling and Recovery Pty Ltd Veolia	496,769.31	Rubbish Removals
EF080701	29/09/22	05394	DFP Recruitment Services Pty Ltd	5,013.80	Labour/Personnel Hire
EF080702	29/09/22	05427	Horizon West Landscape & Irrigation Pty Ltd	291.50	Maintenance - 314 Kew Street
EF080704	29/09/22	05493	Dapth	1,787.50	Software Maintenance
EF080705	29/09/22	05523	Go Doors Pty Ltd	2,772.00	Building Maintenance
EF080706	29/09/22	05558	BlueFit Pty Ltd	3,695.36	Belmont Oasis Facility Management Fee
EF080707	29/09/22	05568	Allstate Kerbing and Concrete	1,516.38	Kerbing Contractor
EF080708	29/09/22	05576	NPB Security Australia	886.29	Security Services
EF080709	29/09/22	05589	Merit Consulting Group	671.00	Rubbish Removals
EF080710	29/09/22	05618	Edgyx Pty Ltd	300.00	Library Coding Workshop
EF080711	29/09/22	05642	Steve's Sand Sifting for Playground Services	2,096.60	Sand Sifting at Various Parks
EF080712	29/09/22	05684	Hungry Sky Pty Ltd	21,450.00	Museum Digital Content Display Development
EF080713	29/09/22	05692	Newground Water Services Pty Ltd	2,537.65	Reticulation Installation
EF080714	29/09/22	05738	Double G (WA) Pty Ltd t/as Think Water Perth	4,148.12	Reticulation Parts & Repairs
EF080716	29/09/22	05771	Alsco Pty Ltd	246.22	Cleaning Services
EF080717	29/09/22	05776	Level 5 Design Pty Ltd	720.00	Design Review Panel Member
EF080718	29/09/22	05782	Jane Wetherall	1,160.00	Design Review Panel Member
EF080719	29/09/22	05809	Specialized Cleaning Group t/as Clean Sweep	5,236.00	Rubbish Removals
EF080720	29/09/22	05860	HIPHOP101 - Optamus Downsyrde	9,647.00	Hip Hop Education Program Facilitation
EF080721	29/09/22	05883	Star Metal - Steelscape Nominees	1,056.00	Building Maintenance
EF080722	29/09/22	05904	Pinnacle People	4,642.19	Labour/Personnel Hire
EF080723	29/09/22	05917	Marsh Pty Ltd	4,180.00	Emergency Evacuation Diagrams for Belmont Hub
EF080724	29/09/22	05920	Boults Black and White Light	3,650.32	Avon Descent Family Fun Day Electrical Works
EF080725	29/09/22	05944	Delron Cleaning Pty Ltd - Ventia	26,574.21	Cleaning Services - Belmont Hub
EF080726	29/09/22	05945	Motorola Solutions Australia Pty Ltd	251.86	Two Way Radio Expenses
EF080728	29/09/22	06067	TK Elevator Australia Pty Ltd	976.49	Building Maintenance
EF080730	29/09/22	06094	Boyan Electrical Services	47,351.04	Electrical Maintenance at Various Sites
EF080731	29/09/22	06117	ELM (WA) Pty Ltd	17,051.10	Maintenance of Streetscapes

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Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF080732	29/09/22	06203	Ngala Boodja Aboriginal Land Care	3,586.00	Maintenance at various sites
EF080733	29/09/22	06212	Civil Sciences and Engineering	1,540.00	Pavement Design Abernethy Road
EF080734	29/09/22	06226	Modus Compliance Pty Ltd	13,959.00	Labour/Personnel Hire
EF080735	29/09/22	06267	Red Mark Agency	770.00	Videography - Food Safari Promotion
EF080736	29/09/22	06276	Efficient Site Services (WA)	3,707.00	Centenary Park Mulching and Signal Hill Path Repairs
EF080737	29/09/22	06277	Ignite Limited	16,114.42	Labour/Personnel Hire
EF080739	29/09/22	06295	Savana Environmental	58,824.70	Civic Centre Library - Removal of Asbestos
EF080740	29/09/22	06299	Professional Search Group	7,307.92	Labour/Personnel Hire
EF080741	29/09/22	06304	Prestige Property Maintenance	2,033.46	Abernethy & Forster Verge Planting & Mulching
EF080742	29/09/22	06312	Lancaster & Dickenson Consulting (WA) Pty Ltd	8,992.50	Civic Centre Air Monitoring
EF080744	29/09/22	99966	MAIA Financial Pty Ltd	19,491.53	Plant/Equipment Hire
EF080751	29/09/22	00118	Australia Post	1,983.79	Postage
EF080754	29/09/22	00707	LoGo Appointments	6,861.71	Labour/Personnel Hire
EF080755	29/09/22	00884	Perth Expo Hire & Furniture Group	9,506.75	Infrastructure Hire for Art Awards
EF080757	29/09/22	01243	WARP Pty Ltd	6,086.98	Traffic Control
EF080763	29/09/22	02387	Triton Electrical Contractors Pty Ltd	2,336.40	Electrical Contractor for Bore Maintenance
EF080764	29/09/22	03031	Retech Rubber	89,281.28	Softfall Installation at Garvey and Middleton Parks
EF080766	29/09/22	03599	Donald Cant Watts Corke (WA) Pty Ltd	12,650.00	Project Management Services - Belmont Hub
EF080772	29/09/22	05783	Emma Williamson	1,377.50	Design Review Panel Member
EF080774	29/09/22	06104	Flick Anticimex Pty Ltd	12,573.00	Pest Control
EF080775	29/09/22	06129	AKJC Hospitality Group - 8 Yolks Cafe	353.90	Catering for Women's Multicultural Friendship Group
EF080778	29/09/22	06325	StemSmart	3,326.40	Library - Afterschool Coding
EF080596	29/09/22	00986	Reface Industries Pty Ltd	6,839.53	Computer Software Maintenance
EF080620	29/09/22	01474	Natsync Environmental	385.00	Garvey Park Nightwalk
Contractors Total				2,571,762.04	
Councillor Payments					
EF080752	29/09/22	00158	Margie Bass	8,117.50	Councillor Sitting Fee/Reimbursement
EF080760	29/09/22	01369	Philip Marks	34,300.25	Councillor Sitting Fee/Reimbursement
EF080761	29/09/22	01520	Stephen Wolff	8,117.50	Councillor Sitting Fee/Reimbursement
EF080762	29/09/22	02145	Robert Rossi	13,867.50	Councillor Sitting Fee/Reimbursement
EF080769	29/09/22	03916	Bernard Ryan	8,117.50	Councillor Sitting Fee/Reimbursement
EF080770	29/09/22	05084	Jenny Davis	8,117.50	Councillor Sitting Fee/Reimbursement
EF080771	29/09/22	05085	George Sekulla	8,117.50	Councillor Sitting Fee/Reimbursement
EF080773	29/09/22	05828	Deborah Sessions	8,241.80	Councillor Sitting Fee/Reimbursement
EF080776	29/09/22	06162	Natalie Carter	8,117.50	Councillor Sitting Fee/Reimbursement
Councillor Payments Total				105,114.55	

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Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
Fuels and Utilities					
EF080380	09/09/22	01252	Water Corporation	10.58	Water, Annual & Excess
EF080381	09/09/22	01274	Synergy	89,709.15	Light, Power, Gas
EF080386	09/09/22	02635	MessageMedia - Message4U Pty Ltd	33.00	Phone/Internet expenses
EF080393	09/09/22	03592	Steven Harling	92.97	Airport Parking Fees
EF080433	16/09/22	01142	Telstra Corporation Limited	241.79	Phone/Internet expenses
EF080435	16/09/22	01252	Water Corporation	1,831.64	Water, Annual & Excess
EF080438	16/09/22	01274	Synergy	10,895.81	Light, Power, Gas
EF080447	16/09/22	02631	Ampol - Caltex	10,801.76	Fuel, Oil, Additives
EF080453	16/09/22	03592	Steven Harling	90.30	Airport Parking Fees
EF080518	23/09/22	01252	Water Corporation	910.61	Water, Annual & Excess
EF080519	23/09/22	01274	Synergy	476.19	Light, Power, Gas
EF080526	23/09/22	02474	Digital Marketing Australia - Captivate Connect	1,320.00	Phone/Internet expenses
EF080552	29/09/22	00042	Alinta Energy	2,174.45	Light, Power, Gas
EF080586	29/09/22	00788	Motorcharge - WEX Fuel Cards Australia Ltd	15,317.81	Fuel, Oil, Additives
EF080615	29/09/22	01252	Water Corporation	1,276.06	Water, Annual & Excess
EF080756	29/09/22	01142	Telstra Corporation Limited	28,626.99	Phone/Internet expenses
EF080758	29/09/22	01252	Water Corporation	3,184.00	Water, Annual & Excess
EF080759	29/09/22	01274	Synergy	2,535.04	Light, Power, Gas
Fuels and Utilities Total				169,528.15	
Materials					
EF080389	09/09/22	03163	Australian Leisure Media Pty Ltd	380.00	Print and Digital Subscription
EF080394	09/09/22	03660	Safe T Card Australia Pty Ltd	44.00	Safety Clothing/Equipment
EF080399	09/09/22	05465	QBD Books	710.70	Books/CDs/DVDs
EF080403	09/09/22	05786	Bolinda Digital Pty Ltd	11,000.00	Books/CDs/DVDs
EF080425	16/09/22	00314	Coca-Cola Amatil (Aust) Pty Ltd	1,059.48	Beverages
EF080437	16/09/22	01263	West Australian Newspapers Ltd	293.37	Publications/Newspapers
EF080451	16/09/22	02999	Pinelli Wines Pty Ltd	4,848.00	Beverages - Art Awards, Civic & Mayoral Dinners
EF080456	16/09/22	03856	SEM Distribution	550.04	Publications/Newspapers
EF080461	16/09/22	04491	Woolworths Group	1,066.63	Groceries
EF080464	16/09/22	05211	Manic Botanic	250.00	Flowers
EF080470	16/09/22	05465	QBD Books	227.67	Books/CDs/DVDs
EF080512	23/09/22	00203	BOC Gases Australia Ltd	146.25	Welding Equipment/Supplies
EF080523	23/09/22	01906	Frazzcon Enterprises	1,815.36	Signs
EF080527	23/09/22	02596	Safety Barriers WA	1,536.15	Safety Barriers
EF080536	23/09/22	04767	Slimline Warehouse Display Shops	403.90	Craft/Display Materials
EF080553	29/09/22	00148	Bladon WA Pty Ltd	5,225.00	Promotional Items
EF080554	29/09/22	00162	ExBo Visual - Bokay Signage	5,243.67	Signs
EF080555	29/09/22	00174	Cellarbrations at Belmont	440.00	Beverages for Art Awards

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Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF080556	29/09/22	00185	Benara Nurseries	17,904.09	Gardening - Plants/Supplies
EF080559	29/09/22	00203	BOC Gases Australia Ltd	13.93	Welding Equipment/Supplies
EF080562	29/09/22	00231	Bunnings Group Ltd	3,136.71	Hardware
EF080563	29/09/22	00233	Bunzl Limited	3,484.67	Cleaning Products
EF080569	29/09/22	00406	Domus Nursery	320.65	Gardening - Plants/Supplies
EF080572	29/09/22	00480	Forestvale Trees Pty Ltd	4,730.00	Gardening - Plants/Supplies
EF080578	29/09/22	00627	Jason Signmakers	490.32	Signs
EF080579	29/09/22	00653	Humes - Holcim (Australia) Pty Ltd QLD	2,866.82	Concrete Products
EF080581	29/09/22	00697	Nutrien AG Solutions Ltd	752.75	Gardening - Plants/Supplies
EF080587	29/09/22	00804	Amgrow Australia Pty Ltd	308.00	Gardening - Plants/Supplies
EF080590	29/09/22	00850	Pacific Safety Wear Malaga	267.85	Safety Clothing/Equipment
EF080594	29/09/22	00967	Red Dot Stores - Belmont	111.94	Eco Friendly Plates and Cutlery
EF080599	29/09/22	01073	Spotlight Pty Ltd	169.55	Craft/Display Materials
EF080601	29/09/22	01086	Archival Survival Pty Ltd	1,684.27	Stationery & Printing
EF080603	29/09/22	01093	SAI Global Limited	245.49	Publications/Newspapers
EF080609	29/09/22	01206	Access Icon Pty Ltd t/a Cascada	1,075.80	Concrete Products
EF080611	29/09/22	01239	WA Limestone Co	737.76	Sand/Soil
EF080617	29/09/22	01265	Westbooks	125.94	Books/CDs/DVDs
EF080618	29/09/22	01325	Poolegrave Signs and Engraving	2,475.00	Signs
EF080619	29/09/22	01398	Winc Australia Pty Ltd	1,321.15	Stationery & Printing
EF080624	29/09/22	01570	Blackwoods	2,237.93	Hardware
EF080632	29/09/22	01955	Image Extra - Starmix Holdings Pty Ltd	687.50	Building Material
EF080636	29/09/22	02088	Lock Stock & Farrell Locksmith	132.00	Hardware
EF080637	29/09/22	02168	Ergolink	2,647.00	Office Furniture
EF080638	29/09/22	02201	Neverfail Springwater Limited	14.00	Beverages
EF080654	29/09/22	02862	James Bennett Pty Ltd	1,504.87	Books/CDs/DVDs
EF080656	29/09/22	03144	COS Complete Office Supplies Pty Ltd	1,191.14	Stationery & Printing
EF080659	29/09/22	03528	Plantrite	3,003.07	Gardening - Plants/Supplies
EF080664	29/09/22	03630	Direct Trades Supply Pty Ltd	1,240.69	Hardware
EF080667	29/09/22	04053	Totally Workwear TWW	3,048.54	Safety Clothing/Equipment
EF080671	29/09/22	04145	T J Depiazzi and Sons	4,877.36	Gardening - Plants/Supplies
EF080678	29/09/22	04394	JB Hi-Fi Belmont Forum	1,022.48	Books/CDs/DVDs
EF080683	29/09/22	04705	Quality Press	517.00	Stationery & Printing
EF080690	29/09/22	04996	Signman	302.50	Signs
EF080692	29/09/22	05055	Statewide Cleaning Supplies	331.06	Cleaning Products
EF080703	29/09/22	05432	Bloomin Box Co	375.00	Flowers
EF080715	29/09/22	05770	Kwik Kopy Perth CBD	1,983.32	Stationery & Printing
EF080727	29/09/22	05980	Finishing WA	242.00	Stationery & Printing
EF080729	29/09/22	06069	Wheatbelt Services Pty Ltd	440.00	Signs
EF080738	29/09/22	06288	Perth Materials Blowing Pty Ltd	30,169.45	Supply/Install Mulch - Volcano & Faulkner Pks, Civic Centre & Gerry Archer

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Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF080743	29/09/22	06313	World Environmental Technologies Pty Ltd	192.61	Cleaning Products
EF080768	29/09/22	03630	Direct Trades Supply Pty Ltd	389.10	Safety Clothing/Equipment
Materials Total				134,011.53	
Other					
788818	09/09/22	00889	Petty Cash - Finance	1,686.75	Petty Cash Recoupment
788819	09/09/22	99999	Bernard George and Rita June Lawrence	553.16	Rates Refund
EF080377	09/09/22	01190	Town of Victoria Park	2,109.18	Purchase of Trees
EF080398	09/09/22	05400	Lisa Bretnall	34.20	Staff Reimbursement
EF080409	09/09/22	06333	Emma White	42.00	Staff Reimbursement
EF080414	09/09/22	99998	Teresa Palmieri	585.09	Rates Refund
EF080415	09/09/22	99998	Riana Tan	400.00	Sporting & Cultural Donation
EF080416	09/09/22	99998	Helen Elsinia Caporn	254.26	Rates Refund
EF080418	09/09/22	03526	City of Belmont Corporate Card Executive Assistant Mayor/CEO	9,813.50	LocalGov Summit Sydney, WA Local Government Week, CreativeBug Subscription and staff farewell gift vouchers
EF080419	09/09/22	05121	City of Belmont Corporate Card CEO	3,548.54	National General Assembly Conference Canberra
EF080420	09/09/22	05430	City of Belmont Corporate Card Director Corporate and Governance	1,751.56	Computer Software Maintenance
EF080421	09/09/22	06181	City of Belmont Corporate Card Principal Governance and Compliance Adviser	12,208.16	Infor User Forum airfares, Facebook advertising and subscriptions
788820	16/09/22	00893	Petty Cash - Library	253.85	Petty Cash Recoupment
788821	16/09/22	00894	Petty Cash - Operations Centre Stores	61.00	Petty Cash Recoupment
788822	16/09/22	99999	Barbara Charlotte Framjee	515.23	Rates Refund
788823	16/09/22	99999	John and Raylene Anne Thomas	670.18	Rates Refund
788824	16/09/22	99999	Roy Atkinson	511.01	Rates Refund
EF080422	16/09/22	00138	Sister Cities Australia Incorporated	500.00	Membership Fee
EF080423	16/09/22	00179	Belmont Sports and Recreation Club (Inc)	3,498.00	Bowling Greens Maintenance Contribution
EF080424	16/09/22	00242	Cabcharge Australia Pty Ltd	97.35	Taxi Fares
EF080446	16/09/22	02421	Illion Australia Pty Ltd	880.00	Subscription
EF080466	16/09/22	05311	Australian Airports Association Ltd	3,025.00	Membership Fee
EF080494	16/09/22	99998	Dawn Barbara Leaver	2,446.39	Rates Refund
EF080495	16/09/22	99998	LJ Hooker Subiaco	720.45	Rates Refund
EF080496	16/09/22	99998	Graeme Edward Dorrington	1,643.35	Rates Refund
EF080497	16/09/22	99998	Yeu Sang Sam Hew	1,749.73	Rates Refund
EF080500	16/09/22	155585	Belmont Toy Library Inc	165.00	Bond Payment/Refund
EF080501	16/09/22	158289	Little Friends Playgroup	165.00	Bond Payment/Refund
EF080502	16/09/22	158831	Belmont Brass Band	165.00	Bond Payment/Refund

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Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF080503	16/09/22	164899	Belmont Little Athletics Centre	550.00	Bond Payment/Refund
EF080504	16/09/22	164952	Cloverdale Canine Companions	550.00	Bond Payment/Refund
EF080505	16/09/22	165072	Alan Richardson t/as Local Strata Services	250.00	Bond Payment/Refund
EF080506	16/09/22	165218	Tracy Gott	200.00	Bond Payment/Refund
EF080507	16/09/22	165892	Red Flag Lan Fest Inc	400.00	Bond Payment/Refund
EF080508	16/09/22	167049	Taybah Learning Institute	400.00	Bond Payment/Refund
EF080499	19/09/22	01236	Department of Fire and Emergency Services	3,243,360.47	Emergency Services Levy
788825	23/09/22	00889	Petty Cash - Finance	704.75	Petty Cash Recoup
788826	23/09/22	99999	Robert Leslie and Lynette Fay Boyd	574.44	Rates Refund
EF080549	23/09/22	99998	Htaik Kay Khaing	1,685.91	Rates Refund
EF080550	23/09/22	99998	Christie Louise Magdlen Forrester	222.60	Rates Refund
788827	29/09/22	00894	Petty Cash - Operations Centre Stores	166.55	Petty Cash Recoup
EF080568	29/09/22	00337	Constable Care Child Safety Foundation Inc	46,002.00	Constable Care Partnership Agreement
EF080608	29/09/22	01190	Town of Victoria Park	64,393.57	Rates & ESL - Operations Centre
EF080655	29/09/22	03071	Department of Transport	114.80	Vehicle Ownership Searches
EF080745	29/09/22	164728	Perth Mountain Bike Club	1,000.00	Bond Payment/Refund
EF080746	29/09/22	166235	WA Christian Schools Sports Association	400.00	Bond Payment/Refund
EF080747	29/09/22	166272	Lakay Judo Club Belmont Incorporated	400.00	Bond Payment/Refund
EF080748	29/09/22	166865	Aboriginal Health Team CACH	400.00	Bond Payment/Refund
EF080749	29/09/22	167016	Lifestreams Christian Church Stirling	400.00	Bond Payment/Refund
EF080750	29/09/22	167232	Sharon Wilkes	400.00	Bond Payment/Refund
EF080753	29/09/22	00169	Belmont Business Enterprise Centre Inc	21,450.00	Belmont Small Business Awards 2022
EF080783	29/09/22	99998	Angelique Machura	100.00	Artwork Purchase Refund
EF080784	29/09/22	99998	Linda Maria Rodgers	45.79	Rates Refund
EF080785	29/09/22	99998	Sharon Wilkes	120.00	Hall Hire Refund
EF080786	29/09/22	99998	Michael Walters	44.25	Rates Refund
EF080564	29/09/22	00286	City of Bayswater	514.80	Catering for WALGA East Metropolitan Meeting
Other Total				3,434,902.87	
Property, Plant & Equipment					
EF080375	09/09/22	00557	City Subaru	39,094.98	Plant Purchase
EF080376	09/09/22	00815	New Town Toyota	80,914.50	Plant Purchase
EF080390	09/09/22	03424	The Chair Doctor WA Pty Ltd	936.00	Office Furniture
EF080426	16/09/22	00377	Dell Australia Pty Ltd	3,981.57	Computer Hardware
EF080691	29/09/22	05010	Kyocera Document Solutions Australia	3,696.00	Kyocera Multi Function Printer
EF080641	29/09/22	02254	PLE Computers	195.03	Computer Hardware
EF080643	29/09/22	02310	Exteria Pty Ltd	7,574.60	Street Furniture
EF080767	29/09/22	03620	Fleet Commercial Gymnasiums Pty Ltd	82,404.30	Oasis Gym Exercise Equipment
EF080777	29/09/22	06224	a_space Australia	42,900.00	Playground Equipment at Middleton Park
Property, Plant & Equipment Total				261,696.98	

Attachment 12.4.1 September 2022 Payment Listing

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
Salaries/Wages					
SL310822	01/09/22	COB	City of Belmont Payroll	596,626.63	Salaries/Wages
EF080367	02/09/22	99971	SuperChoice	212,552.93	Superannuation Contribution
WG070922	02/09/22	COB	City of Belmont Payroll	40,097.20	Salaries/Wages
SL140922	06/09/22	COB	City of Belmont Payroll	22,479.61	Salaries/Wages
SL070922	08/09/22	COB	City of Belmont Payroll	136,922.38	Salaries/Wages
EF080410	09/09/22	99950	Australian Services Union	155.40	Salaries/Wages
EF080411	09/09/22	99952	Child Support Agency	792.57	Salaries/Wages
EF080412	09/09/22	99954	City of Belmont Social Club	930.00	Salaries/Wages
EF080413	09/09/22	99962	LGRCEU - WA Shire Councils Union	231.00	Salaries/Wages
EF080417	09/09/22	99971	SuperChoice	125,336.64	Superannuation Contribution
EF080498	15/09/22	99971	SuperChoice	122,047.43	Superannuation Contribution
SL150922	15/09/22	COB	City of Belmont Payroll	583,117.67	Salaries/Wages
EF080490	16/09/22	99950	Australian Services Union	51.80	Salaries/Wages
EF080491	16/09/22	99952	Child Support Agency	401.08	Salaries/Wages
EF080492	16/09/22	99954	City of Belmont Social Club	325.00	Salaries/Wages
EF080493	16/09/22	99962	LGRCEU - WA Shire Councils Union	110.00	Salaries/Wages
WG210922	21/09/22	COB	City of Belmont Payroll	191,094.00	Salaries/Wages
SL280922	23/09/22	COB	City of Belmont Payroll	4,383.90	Salaries/Wages
EF080779	29/09/22	99950	Australian Services Union	51.80	Salaries/Wages
EF080780	29/09/22	99952	Child Support Agency	737.54	Salaries/Wages
EF080781	29/09/22	99954	City of Belmont Social Club	310.00	Salaries/Wages
EF080782	29/09/22	99962	LGRCEU - WA Shire Councils Union	110.00	Salaries/Wages
SL290922	29/09/22	COB	City of Belmont Payroll	660,067.05	Salaries/Wages
WG051022	30/09/22	COB	City of Belmont Payroll	7,590.47	Salaries/Wages
Salaries/Wages Total				2,706,522.10	
Training and Conferences					
EF080378	09/09/22	01217	University of Western Australia	1,100.00	Outcomes Measurement Workshop
EF080387	09/09/22	02719	Aveling	110.00	Staff Safety Inductions
EF080392	09/09/22	03555	Economic Development Australia NEDC 2022 Conference	360.00	National Economic Development Conference
EF080439	16/09/22	01396	Volunteering WA	30.00	Conflict Resolution Seminar
EF080427	16/09/22	00429	Economic Development Australia Ltd	1,485.00	EDA Economical Professional Development
EF080429	16/09/22	00600	Institute of Public Works Engineering WA	900.00	Asset Management Training
EF080488	16/09/22	06331	Mathew Smith	372.22	Infor Public Sector User Forum
EF080489	16/09/22	06336	Adam Strelein	807.46	National Economic Development Conference
EF080515	23/09/22	00602	Local Government Professionals Australia WA	855.00	Report Writing Workshop
EF080765	29/09/22	03453	Clare Bridges	3,360.13	AHRI Conference, Sydney
EF080612	29/09/22	01240	WA Local Government Association	858.00	Elected Member Short Course
EF080625	29/09/22	01605	ATM Australian Training Management	265.00	Safe Quick Saw Operation Training

Attachment 12.4.1 September 2022 Payment Listing

Pmnt_Ref	Date	CR_Code	Supplier	Pmnt_Amnt	Description
EF080648	29/09/22	02719	Aveling	88.00	Staff Safety Inductions
Training and Conferences Total				10,590.81	
MUNI Total				9,394,129.03	
Trust Funds					
EF080509	13/09/22	150748	Building and Construction Industry Training Fund	221.25	Building and Construction Industry Training Fund
EF080510	13/09/22	154102	Building and Energy - Building Services Levy	18,013.87	Building and Energy - Building Services Levy
EF080511	13/09/22	164040	Department of Planning DAP fees	19,783.00	Department of Planning DAP fees
Trust Funds Total				38,018.12	
TRUST Total				38,018.12	
Grand Total				9,432,147.15	
				9,432,147.15	
			Breakdown - Cheques :	5,696.92	
			EFT :	9,426,450.23	

12.5 Monthly Activity Statement for September 2022

Attachment details

Attachment No and title
1. Financial Activity Report September 2022 [12.5.1 - 4 pages]

Voting Requirement	:	Simple Majority
Subject Index	:	32/009 - Financial Operating Statements
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

Council role

- Advocacy** When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- Executive** The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- Legislative** Includes adopting local laws, local planning schemes and policies.
- Review** When Council reviews decisions made by Officers.
- Quasi-Judicial** When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Purpose of report

To provide Council with relevant monthly financial information for the period ending 30 September 2022.

Summary and key issues

The following report includes a concise list of material variances and the net current assets position for the month ending 30 September 2022.

Location

Not applicable.

Consultation

There has been no specific consultation undertaken in respect to this matter.

Strategic Community Plan implications

In accordance with the 2020 – 2040 Strategic Community Plan:

Goal 5: Responsible Belmont

Strategy: 5.2 Manage the City's assets and financial resources in a responsible manner and provide the best possible services for the community

Policy implications

There are no policy implications associated with this report.

Statutory environment

Section 6.4 of the *Local Government Act 1995* in conjunction with Regulation 34 (1) of the *Local Government (Financial Management) Regulations 1996* requires monthly financial reports to be presented to Council.

Regulation 34(1) requires a monthly Statement of Financial Activity reporting on revenue and expenditure.

Regulation 34(5) determines the mechanism required to ascertain the definition of material variances which are required to be reported to Council as a part of the monthly report. It also requires Council to adopt a “percentage or value” for what it will consider to be material variances on an annual basis.

Background

Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires that financial statements are presented monthly to Council. The Statutory Monthly Financial Report is to consist of a Statement of Financial Activity reporting on revenue and expenditure as set out in the Annual Budget. It is required to include:

- Annual budget estimates
- Budget estimates to the end of the reporting month

- Actual amounts to the end of the reporting month
- Material variances between the monthly budgeted and actual amounts
- Net current assets as at the end of the reporting month.

Officer comment

At the June 2022 Ordinary Council Meeting, Council adopted the materiality threshold for the 2022-2023 fiscal year as 10% of the budgeted closing surplus which is \$500,000 (i.e. amounts \$50,000 or more is considered to be a material variance). The below table provides a summary of significant variations based on this materiality threshold. The detailed financial activity report is included at Attachment 12.13.1.

Report Section	Budget YTD	Actual YTD	Comments
OPERATING ACTIVITIES			
Revenue from operating activities (excluding rates)			
Works	150,722	38,366	FOGO implementation grant for 2022-23 yet to be received
Fees and charges			
Finance	160,055	109,478	Payment from DFES for ESL administration yet to be received
Works	6,192,829	6,343,633	Income from waste collection was greater than anticipated - to be adjusted in the next budget review
Planning Services	89,125	185,035	Higher number of Joint Development Assessment Panel planning applications received than anticipated
Interest earnings			
Finance	275,183	220,788	Variance is due to timing of interest income
Other revenue			
Finance	38,006	104,911	Variance is due to timing of reimbursement income
Expenditure from operating activities			

Report Section	Budget YTD	Actual YTD	Comments
Employee costs			
People & Culture	(417,824)	(265,059)	Salaries under budget due to vacancies
Governance, Strategy & Risk	(538,628)	(427,347)	Salaries under budget due to vacancies
Finance	(570,949)	(711,445)	Variance due to payment of employee entitlements will be adjusted in the next budget review.
Public Relations & Stakeholder Engagement	(255,138)	(174,673)	Salaries under budget due to vacancies
Works	(515,731)	(393,496)	Salaries under budget due to vacancies
Design, Assets & Development	(500,039)	(402,084)	Salaries under budget due to vacancies
Park, Leisure & Environment	(875,561)	(631,984)	Salaries under budget due to vacancies
City Facilities & Property	(314,393)	(433,068)	Variance due to payment of employee entitlements will be adjusted in the next budget review.
Planning Services	(563,623)	(435,164)	Salaries under budget due to vacancies
Safer Communities	(888,322)	(669,812)	Salaries under budget due to vacancies
Materials and contracts			
Governance, Strategy & Risk	(214,221)	(143,571)	Belmont Trust project progress not consistent with budget phasing and postage costs below budget.
Finance	(85,063)	(143,742)	Printing and postage cost for rates notices and banking fees paid earlier than anticipated.
Information Technology	(454,708)	(614,999)	Variance due to the phasing of Software as a Service project costs

Report Section	Budget YTD	Actual YTD	Comments
Public Relations & Stakeholder Engagement	(229,888)	(119,559)	Invoices for September publications yet to be received
Works	(1,893,951)	(1,325,810)	Variance due to sanitation expenditure spread throughout the year. Will be amended in October budget review
Design, Assets & Development	(147,455)	(75,821)	Slower progress on some projects as planned due to resource constraints
City Projects	(168,911)	(7,976)	Wilson Park Zone 2, Ornamental Lakes and 400 Abernethy Road projects delayed to second quarter of 2022-2023
Park, Leisure & Environment	(1,364,068)	(641,882)	Variance due to delay in receipt of invoices from contractors and shipment delays currently being experienced.
City Facilities & Property	(543,352)	(380,152)	Variance due to phasing of gym equipment acquisition for Oasis Recreation Centre, adjusted in October Budget Review.
Planning Services	(113,598)	(52,091)	Variance due to phasing and legal consultancy of some projects
Safer Communities	(677,587)	(493,939)	Invoices for security services yet to be received
Economic Community Development	(437,455)	(303,709)	Variances due to lower than expected donations and the invoice for Youth Services for September yet to be received
Library, Culture & Place	(386,228)	(258,118)	Variance due to a few projects experiencing temporary delays.
Insurance expenses			

Report Section	Budget YTD	Actual YTD	Comments
Governance, Strategy & Risk	79,378	401,461	Variances due to timing of insurance premiums recovery
Other expenditure			
People & Culture	480,012	351,813	Activity Base Costing (ABC) recovery was lower than expected
Finance	297,762	357,181	Activity Base Costing (ABC) recovery was greater than expected
Information Technology	830,612	1,014,196	Activity Base Costing (ABC) recovery was greater than expected
Public Relations & Stakeholder Engagement	(181,841)	(112,782)	Variance due to timing of Community Perception survey.
Planning Services	17,464	(56,301)	Activity Base Costing (ABC) recovery was lower than expected
Non-cash amounts excluded from operating activities	(74,941)	Nil	Sale of plant still to occur.
INVESTING ACTIVITIES			
Non-operating grants, subsidies, and contributions			
Works	569,862	929,491	Direct Grant and Roads to Recovery Grant received in advance, will be adjusted in October review
City Projects	72,500	Nil	Wilson Park grants and contributions still to be claimed during construction milestones between September 2022 and February 2023.
Park, Leisure & Environment	Nil	243,144	Grant for Esplanade Foreshore received from Department of Biodiversity Conservation and Attraction but was not initially budgeted

Report Section	Budget YTD	Actual YTD	Comments
			for. Will be amended in October Budget review.
Payments for property, plant and equipment			
Information Technology	(202,500)	(101,720)	Variance due to phasing of software and hardware costs for various projects
Safer Communities	(62,500)	(146,449)	Variance due to Belmont Community Watch vehicle acquisition costed to chargeable plant - will be rectified in October
Payments for construction of infrastructure			
City Projects	(748,750)	(23,536)	Works on Wilson Park Zone 1 and Belvidere Street design projects have commenced. Belmont Hub defects rectification has been delayed to quarter 3 of 2022-2023
Park, Leisure & Environment	(927,506)	(367,760)	Esplanade Foreshore Stabilisation and Landscaping project yet to commence
Amount raised from general rates	52,363,159	52,776,531	Increased income from Perth Airport due to airport activities resuming to normality

In accordance with *Local Government (Financial Management) Regulations 1996*, Regulation 34 (2)(a) the following table explains the composition of the net current assets amount which appears at the end of the attached report.

Reconciliation of Net Current Assets to Statement of Financial Activity		
Current Assets as at 30/09/22	\$	Comment
Cash and investments	106,482,104	Includes municipal and reserves
- less non-rate setting cash	(54,222,617)	Reserves
Receivables	9,893,399	Rates levied yet to be received and Sundry Debtors
ESL Receivable	(3,296,802)	ESL Receivable
Stock on hand	236,170	
Total Current Assets	59,092,254	
Current Liabilities		
Creditors and provisions	(13,995,743)	Includes ESL and deposits
- less non-rate setting creditors & provisions	9,097,755	Cash Backed LSL, current loans & ESL
Total Current Liabilities	(4,897,988)	
Net Current Assets 30/09/22	54,194,266	
Net Current Assets as Per Financial Activity Report	54,194,266	
Less Committed Assets	(53,694,266)	All other budgeted expenditure
Estimated Closing Balance	500,000	

Financial implications

The presentation of these reports to Council ensures compliance with the *Local Government Act 1995* and associated Regulations, and also ensures that Council is regularly informed as to the status of its financial position.

Environmental implications

There are no environmental implications associated with this report.

Social implications

There are no social implications associated with this report.

Officer Recommendation

That the Monthly Financial Reports as of 30 September 2022 as included in Attachment 12.5.1 be received.

Officer Recommendation adopted en bloc by Absolute Majority - Refer to Resolution appearing at Item 12.

City of Belmont

Monthly Financial Activity Statement for the Period Ending September 2022

Note: Material variances have been identified in accordance with the Local Government (Financial Management) Regulations 34(1)(d) and Australian Accounting Standards (AASB 101). A variance on the budgeted closing balance has been applied in the determination of material variances.

M=Material Variance

Budget: 23CLBUD, Actual: 23CLACT

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	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
Revenue from operating activities (excluding rates)					
Operating grants, subsidies and contributions					
Finance	323,058	60,765	78,355	17,590	28.95%
Works	392,618	150,722	38,366	-112,356	-74.55% M
Design, Assets & Development	2,000	500	0	-500	-100.00%
Park, Leisure & Environment	82,360	20,590	0	-20,590	-100.00%
Safer Communities	176,900	44,225	21,118	-23,107	-52.25%
Economic & Community Development	63,500	31,750	16,995	-14,755	-46.47%
Library, Culture & Place	105,000	1,250	4,800	3,550	283.99%
Total Operating grants, subsidies and contributions	1,145,436	309,802	159,633	-150,169	-48.47%
Fees and charges					
Governance, Strategy & Risk	1,500	375	945	570	152.00%
Finance	192,578	160,055	109,478	-50,578	-31.60% M
Public Relations & Stakeholder Engagement	4,000	1,000	0	-1,000	-100.00%
Works	6,379,110	6,192,829	6,343,633	150,804	2.44% M
Design, Assets & Development	14,000	3,500	2,100	-1,400	-40.00%
Park, Leisure & Environment	9,250	2,313	0	-2,313	-100.00%
City Facilities & Property	993,094	248,274	287,506	39,232	15.80%
Planning Services	356,500	89,125	185,035	95,910	107.61% M
Safer Communities	452,700	113,175	162,171	48,996	43.29%
Economic & Community Development	360,000	0	0	0	0.00%
Library, Culture & Place	32,100	8,025	11,059	3,034	37.80%
Total Fees and charges	8,794,833	6,818,670	7,101,926	283,256	4.15%
Interest earnings					
Governance, Strategy & Risk	18,131	0	0	0	0.00%
Finance	974,376	275,183	220,788	-54,395	-19.77% M
Total Interest earnings	992,507	275,183	220,788	-54,395	-19.77%
Other revenue					
Governance, Strategy & Risk	7,000	1,125	0	-1,125	-100.00%
Finance	199,757	38,006	104,911	66,905	176.04% M
Works	45,255	18,355	903	-17,452	-95.08%
Design, Assets & Development	2,450	612	491	-122	-19.85%
Park, Leisure & Environment	1,000	250	327	77	30.90%
City Facilities & Property	316,254	79,064	40,304	-38,760	-49.02%
Planning Services	300	75	0	-75	-100.00%
Safer Communities	32,950	4,487	15,626	11,139	248.21%
Economic & Community Development	9,675	728	5,093	4,365	599.22%
Library, Culture & Place	7,000	1,750	3,831	2,081	118.89%
Total Other revenue	621,641	144,453	171,485	27,032	18.71%
Profit on asset disposals					
People & Culture	6,495	6,495	0	-6,495	-100.00%
Finance	7,158	0	0	0	0.00%
Information Technology	3,327	0	0	0	0.00%
Public Relations & Stakeholder Engagement	3,960	3,960	0	-3,960	-100.00%
Works	49,298	31,261	0	-31,261	-100.00%
Design, Assets & Development	7,543	7,543	0	-7,543	-100.00%
Planning Services	7,127	3,981	0	-3,981	-100.00%
Safer Communities	22,231	18,879	0	-18,879	-100.00%

Attachment 12.5.1 Financial Activity Report September 2022

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
Economic & Community Development	6,762	2,822	0	-2,822	-100.00%
Total Profit on asset disposals	113,901	74,941	0	-74,941	-100.00%
	11,668,318	7,623,050	7,653,833	30,783	0.40%
Expenditure from operating activities					
Employee costs					
Chief Executive Officer	-799,351	-223,112	-208,014	-15,098	6.77%
People & Culture	-1,528,650	-417,824	-265,059	-152,765	36.56% M
Governance, Strategy & Risk	-1,910,766	-538,628	-427,347	-111,281	20.66% M
Finance	-2,019,469	-570,949	-711,445	140,497	-24.61% M
Information Technology	-1,113,962	-315,671	-348,422	32,751	-10.38%
Public Relations & Stakeholder Engagement	-917,290	-255,138	-174,673	-80,465	31.54% M
Works	-1,934,618	-515,731	-393,496	-122,235	23.70% M
Design, Assets & Development	-1,768,955	-500,039	-402,084	-97,955	19.59% M
City Projects	-472,461	-133,806	-124,636	-9,170	6.85%
Park, Leisure & Environment	-3,316,821	-875,561	-631,984	-243,578	27.82% M
City Facilities & Property	-1,106,261	-314,393	-433,068	118,675	-37.75% M
Planning Services	-1,983,991	-563,623	-435,164	-128,459	22.79% M
Safer Communities	-3,151,026	-888,322	-669,812	-218,511	24.60% M
Economic & Community Development	-1,096,758	-307,694	-284,726	-22,968	7.46%
Library, Culture & Place	-2,490,027	-704,519	-685,202	-19,316	2.74%
Total Employee costs	-25,610,406	-7,125,009	-6,195,132	-929,877	13.05%
Materials and contracts					
Chief Executive Officer	-132,534	-30,091	-12,957	-17,134	56.94%
People & Culture	-235,198	-67,444	-80,954	13,509	-20.03%
Governance, Strategy & Risk	-469,013	-214,221	-143,571	-70,651	32.98% M
Finance	-680,818	-85,063	-143,742	58,679	-68.98% M
Information Technology	-1,816,348	-454,708	-614,999	160,291	-35.25% M
Public Relations & Stakeholder Engagement	-966,047	-229,888	-119,559	-110,329	47.99% M
Works	-8,978,504	-1,893,951	-1,325,810	-568,141	30.00% M
Design, Assets & Development	-586,929	-147,455	-75,821	-71,634	48.58% M
City Projects	-624,402	-168,911	-7,976	-160,935	95.28% M
Park, Leisure & Environment	-5,294,939	-1,364,068	-641,882	-722,186	52.94% M
City Facilities & Property	-2,384,941	-543,352	-380,152	-163,201	30.04% M
Planning Services	-431,372	-113,598	-52,091	-61,506	54.14% M
Safer Communities	-2,459,983	-677,587	-493,939	-183,648	27.10% M
Economic & Community Development	-1,894,387	-437,455	-303,709	-133,747	30.57% M
Library, Culture & Place	-1,987,254	-386,228	-258,118	-128,110	33.17% M
Total Materials and contracts	-28,942,669	-6,814,020	-4,655,278	-2,158,741	31.68%
Utility charges					
Chief Executive Officer	-4,153	-692	-1,010	318	-45.95%
People & Culture	-5,348	-891	-2,305	1,414	-158.65%
Governance, Strategy & Risk	-16,225	-2,704	-4,740	2,036	-75.30%
Finance	-10,521	-1,754	-3,140	1,386	-79.07%
Information Technology	-150,506	-36,504	-40,144	3,640	-9.97%
Public Relations & Stakeholder Engagement	-9,717	-1,620	-2,727	1,108	-68.40%
Works	-140,817	-69,378	-68,589	-789	1.14%
Design, Assets & Development	-10,183	-1,697	-2,973	1,276	-75.19%
City Projects	-1,574	-262	-439	177	-67.37%
Park, Leisure & Environment	-239,791	-41,485	-51,738	10,253	-24.71%
City Facilities & Property	-601,194	-100,199	-107,098	6,899	-6.89%
Planning Services	-7,627	-1,271	-2,589	1,318	-103.66%
Safer Communities	-41,961	-6,994	-10,582	3,588	-51.31%
Economic & Community Development	-54,072	-9,012	-8,773	-239	2.65%
Library, Culture & Place	-15,983	-2,664	-5,483	2,819	-105.84%
Total Utility charges	-1,309,672	-277,127	-312,333	35,206	-12.70%
Depreciation on non-current assets	-8,959,935	0	0	0	0.00%

Attachment 12.5.1 Financial Activity Report September 2022

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
Interest expenses					
Finance	-571,292	-45,960	0	-45,960	100.00%
Total Interest expenses	-571,292	-45,960	0	-45,960	100.00%
Insurance expenses					
Chief Executive Officer	-400	-400	0	-400	100.00%
People & Culture	-4,454	-4,454	-3,494	-960	21.55%
Governance, Strategy & Risk	-64,186	79,378	401,461	-322,084	-405.76% M
Finance	-6,892	-6,892	-5,933	-959	13.91%
Information Technology	-11,281	-11,281	-10,630	-651	5.77%
Public Relations & Stakeholder Engagement	-14,502	-14,502	-14,183	-319	2.20%
Works	-169,586	-169,586	-125,776	-43,810	25.83%
Design, Assets & Development	-2,758	-2,758	0	-2,758	100.00%
Park, Leisure & Environment	-117,201	-117,201	-114,687	-2,514	2.15%
City Facilities & Property	-250,798	-250,798	-249,991	-807	0.32%
Planning Services	-1,278	-1,278	0	-1,278	100.00%
Safer Communities	-35,029	-35,029	-28,556	-6,473	18.48%
Economic & Community Development	-24,684	-24,684	-20,919	-3,765	15.25%
Library, Culture & Place	-873	-873	0	-873	100.00%
Total Insurance expenses	-703,922	-560,358	-172,708	-387,651	69.18%
Other expenditure					
Chief Executive Officer	-204,148	-53,510	-53,934	424	-0.79%
People & Culture	1,773,140	480,012	351,813	128,199	26.71% M
Governance, Strategy & Risk	-2,541,960	-666,324	-618,906	-47,418	7.12%
Finance	1,103,254	297,762	357,181	-59,420	-19.96% M
Information Technology	3,173,161	830,612	1,014,196	-183,584	-22.10% M
Public Relations & Stakeholder Engagement	-487,347	-181,841	-112,782	-69,058	37.98% M
Works	-589,683	-155,954	-158,095	2,142	-1.37%
Design, Assets & Development	-306,334	-79,122	-90,267	11,144	-14.08%
City Projects	-89,039	-23,173	-24,533	1,360	-5.87%
Park, Leisure & Environment	-1,020,875	-269,239	-266,854	-2,385	0.89%
City Facilities & Property	-552	-63,840	-72,517	8,677	-13.59%
Planning Services	35,172	17,464	-56,301	73,765	422.39% M
Safer Communities	-701,361	-179,723	-182,688	2,965	-1.65%
Economic & Community Development	-623,216	-130,670	-139,533	8,864	-6.78%
Library, Culture & Place	-762,087	-201,471	-203,395	1,924	-0.95%
Total Other expenditure	-1,241,872	-379,017	-256,616	-122,401	32.29%
Loss on asset disposals	-3,548	0	0	0	0.00%
	-67,343,316	-15,201,492	-11,592,068	-3,609,425	23.74%
Non-cash amounts excluded from operating activities	8,192,883	-74,941	0	-74,941	100.00% M
Amount attributable to operating activities	-47,482,116	-7,653,384	-3,938,235	-3,653,583	
INVESTING ACTIVITIES					
Non-operating grants, subsidies and contributions					
Works	1,555,805	569,862	929,491	-359,629	-63.11% M
City Projects	1,182,213	72,500	0	72,500	100.00% M
Park, Leisure & Environment	0	0	243,144	-243,144	0.00% M
City Facilities & Property	250,000	0	0	0	0.00%
Planning Services	50,000	12,500	0	12,500	100.00%
Total Non-operating grants, subsidies and contributions	3,038,018	654,862	1,172,635	-517,773	-79.07%
Payments for property, plant and equipment					
Chief Executive Officer	-67,980	0	0	0	0.00%
People & Culture	-44,875	0	0	0	0.00%
Governance, Strategy & Risk	-26,000	0	0	0	0.00%

Attachment 12.5.1 Financial Activity Report September 2022

	Budget	Budget YTD	Actual YTD	YTD Variance	YTD Var %
Information Technology	-893,686	-202,500	-101,720	-100,780	49.77% M
Public Relations & Stakeholder Engagement	-33,000	0	0	0	0.00%
Works	-415,511	-6,750	0	-6,750	100.00%
Design, Assets & Development	-89,750	0	0	0	0.00%
City Projects	-44,875	0	0	0	0.00%
Park, Leisure & Environment	-33,000	0	-23,001	23,001	0.00%
City Facilities & Property	-1,918,456	-58,500	-67,137	8,637	-14.76%
Planning Services	-178,547	-12,500	0	-12,500	100.00%
Safer Communities	-455,891	-62,500	-146,449	83,950	-134.32% M
Economic & Community Development	-44,875	0	-1,589	1,589	0.00%
Library, Culture & Place	-84,875	-3,750	-19,500	15,750	-420.00%
Total Payments for property, plant and equipment	-4,331,321	-346,500	-359,397	12,897	-3.72%
Payments for construction of infrastructure					
Works	-4,771,615	-147,595	-144,093	-3,502	2.37%
City Projects	-2,995,000	-748,750	-23,536	-725,214	96.86% M
Park, Leisure & Environment	-3,797,500	-927,506	-367,760	-559,745	60.35% M
Total Payments for construction of infrastructure	-11,564,115	-1,823,850	-535,389	-1,288,461	70.65%
Proceeds from disposal of assets					
Chief Executive Officer	46,350	0	0	0	0.00%
People & Culture	30,597	0	0	0	0.00%
Governance, Strategy & Risk	26,372	0	28,727	-28,727	0.00%
Information Technology	54,008	0	0	0	0.00%
Public Relations & Stakeholder Engagement	30,297	0	17,063	-17,063	0.00%
Works	189,686	2,813	0	2,813	100.00%
Design, Assets & Development	55,574	0	28,364	-28,364	0.00%
City Projects	29,878	0	0	0	0.00%
Park, Leisure & Environment	20,512	0	0	0	0.00%
City Facilities & Property	54,577	0	0	0	0.00%
Planning Services	83,615	0	0	0	0.00%
Safer Communities	117,887	0	27,455	-27,455	0.00%
Economic & Community Development	23,195	0	0	0	0.00%
Library, Culture & Place	30,392	0	0	0	0.00%
Total Proceeds from disposal of assets	792,940	2,813	101,608	-98,795	-3512.09%
Amount attributable to investing activities	-12,064,478	-1,512,675	379,457	-1,892,132	125.09%
FINANCING ACTIVITIES					
Repayment of borrowings	-595,216	0	0	0	0.00%
Transfers to cash backed reserves (restricted assets)	-1,361,206	0	0	0	0.00%
Transfers from cash backed reserves (restricted assets)	4,337,782	16,286	0	16,286	100.00%
Amount attributable to financing activities	2,381,360	16,286	0	16,286	100.00%
Net current assets (budgeted) at start of fin. year - surplus/(deficit)	4,976,513	4,976,513	0		
Budgeted deficiency before general rates	-52,188,721	-4,173,260	1,417,735		
Amount raised from general rates	52,688,719	52,363,159	52,776,531	413,372	M
Net current assets at end of financial period - surplus/(deficit)	499,999	48,189,899	54,194,266		

13 Reports by the Chief Executive Officer

13.1 Request for leave of absence

Cr Sekulla requested leave of absence for the period 1 November 2022 to 28 February 2023.

Recommendation

Davis moved, Carter seconded

That Cr Sekulla be granted leave of absence for the period 1 November 2022 to 28 February 2023.

Carried 8 votes to 0

13.2 Notice of motion

Nil.

14 Matters for which the meeting may be closed

Nil.

15 Closure

There being no further business, the Presiding Member thanked everyone for their attendance and closed the meeting at 7.46pm.

Minutes confirmation certification

The undersigned certifies that these Minutes of the Ordinary Council Meeting held on 25 October 2022 were confirmed as a true and accurate record at the Ordinary Council Meeting held 22 November 2022:

Signed by the Person Presiding: _____



PRINT name of the Person Presiding: **PHILIP MARKS**