

Minutes of Council Meeting

held on

Tuesday 26 October 2021 5.30PM

in the Council Chamber, 83 Mandurah Terrace Mandurah

PRESENT:

MAYOR	R WILLIAMS	
COUNCILLOR	B POND	COASTAL WARD
COUNCILLOR	J GREEN	COASTAL WARD
COUNCILLOR	D WILKINS	EAST WARD
COUNCILLOR	A KEARNS	EAST WARD
COUNCILLOR	C KNIGHT	NORTH WARD
COUNCILLOR	P JACKSON	NORTH WARD
COUNCILLOR	A ZILANI	NORTH WARD
COUNCILLOR	D SCHUMACHER	TOWN WARD
COUNCILLOR	P ROGERS	TOWN WARD
COUNCILLOR	R BURNS	TOWN WARD

MR	M NEWMAN	CHIEF EXECUTIVE OFFICER
MS	C MIHOVILOVICH	DIRECTOR BUSINESS SERVICES
MS	J THOMAS	DIRECTOR PLACE AND COMMUNITY
MR	J CAMPBELL-SLOAN	DIRECTOR STRATEGY AND ECONOMIC DEVELOPMENT
MR	M HALL	ACTING DIRECTOR BUILT AND NATURAL ENVIRONMENT
MRS	T JONES	MANAGER GOVERNANCE, PROCUREMENT AND LAND
MRS	L SLAYFORD	MINUTE OFFICER

1. OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS

The Mayor declared the meeting open at 5.30pm.

2. ACKNOWLEDGEMENT OF COUNTRY

Mayor Williams acknowledged that the meeting was being held on the traditional land of the Bindjareb people, and paid his respect to their Elders past and present.

3. APOLOGIES

Leave of Absence

Councillor D Pember
Councillor C Di Prinzio

4. DISCLAIMER

The Mayor advised that the purpose of this Council Meeting is to discuss and, where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting. Persons should be aware that the provisions of the *Local Government Act 1995* (Section 5.25(e)) and the *City of Mandurah Standing Orders 2016* (Section 13.1(1)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

The City of Mandurah expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council meeting.

5. ANSWERS TO QUESTIONS TAKEN ON NOTICE

Officers provided responses to questions taken on notice at the Council meeting held on Tuesday 28 September 2021.

5.1. COUNCILLOR D SCHUMACHER: CITY PRINTING

Councillor D Schumacher requested clarification as to whether printing of the City's letterheads is undertaken by a Perth based business and not a local supplier.

City of Mandurah Response:

The City of Mandurah (the City) recently undertook a request for quote for corporate stationery (including corporate letter head). As the value of this supply contract was under \$50,000 the process was conducted by the relevant City Department who sort three quotes from suppliers that the Department had previously obtained services from.

The work was awarded to a business whose ABN is registered in Mandurah WA 6210.

6. PUBLIC QUESTION TIME

6.1 L POLICE: MANDJAR MARKETS

Ms Police asked the following questions.

1. Has there been any feedback from the “bricks and mortar” businesses on Mandurah terrace now that Mandjar markets location has been moved away from them on the Eastern Foreshore?
2. Are the Councillors aware that the “Monthly Market Trail in Mandurah” is not taking place now?

City of Mandurah Response

1. *The Director Strategy and Economic Development advised he would take this question on notice.*
2. *The Director Strategy and Economic Development advised he would take this question on notice.*

7. AMENDMENT TO STANDING ORDERS

7.1 STANDING ORDERS LOCAL LAW 2016

As all members of Council were present in the Chamber there was no requirement to amend the *City of Mandurah Standing Orders Local Law 2016*.

8. PUBLIC STATEMENT TIME

Nil.

9. LEAVE OF ABSENCE REQUESTS

Nil.

10. PETITIONS

Nil.

11. PRESENTATIONS

Nil.

12. DEPUTATIONS

Nil.

13. CONFIRMATION OF MINUTES

G.1/10/21 CONFIRMATION OF COUNCIL MINUTES: TUESDAY 28 SEPTEMBER 2021

MOTION

Moved: Councillor D Schumacher

Seconded: Councillor C Knight

That the Minutes of the Council Meeting held on Tuesday 28 September 2021 be confirmed.

CARRIED: 11/0

G.2/10/21 CONFIRMATION OF SPECIAL COUNCIL MINUTES: TUESDAY 19 OCTOBER 2021

MOTION

Moved: Councillor A Zilani

Seconded: Councillor P Jackson

That the Minutes of the Special Council Meeting held on Tuesday 19 October 2021 be confirmed.

CARRIED: 11/0

14. ANNOUNCEMENTS BY THE PRESIDING MEMBER

Nil.

15. DECLARATION OF INTERESTS

- 15.1 Councillor B Pond declared an impartiality interest in Minute G.4/10/21 - Elected Member Appointments and Nominations as he is Chairperson of the Peel Harvey Catchment Council Selection Panel which makes recommendations for appointments to the Board. Councillor Pond would remain in the Chamber as no nominations had been received for appointment to the Peel Harvey Catchment Council.

16. QUESTIONS FROM ELECTED MEMBERS

Questions of which due notice has been given

Nil.

Questions of which notice has not been given

Nil.

17. BUSINESS LEFT OVER FROM PREVIOUS MEETING

Nil.

18. REPORTS**G.3/10/21 FINANCIAL REPORT SEPTEMBER 2021 (REPORT 1)**Summary

The Financial Report for September 2021 together with associated commentaries, notes on investments, balance sheet information and the schedule of accounts are presented for Elected Members' consideration.

Officer Recommendation

That Council:

1. Receives the Financial Report for September 2021 as detailed in Attachment 1.1 of the report.

2. Receives the Schedule of Accounts for the following amounts as detailed in Attachment 1.3 of the report:

Total Municipal Fund	\$ 6,052,817.18
Total Trust Fund	\$ 0.00
	<u>\$ 6,052,517.18</u>

3. Approves the following adjustments for Capital Works 2021/22 as per 2020/21 Carryover Reconciliation, detailed in Attachment 1.2:

- 3.1 Increase in capital expenditure of \$1,907,115*
- 3.2 Increase in unutilised loans of \$1,903,048*
- 3.3 Decrease in proceeds on disposal of \$17,042*
- 3.4 Increase in capital grant revenue of \$549,115*
- 3.5 Decrease in transfer from reserve of \$935,578*

4. Approves the following adjustments for the 2021/22 Operating projects:

Project Name	Proposed Adjustment
Specialist Condition Surveys	(4,545)
Trolls	250,000
Restart Mandurah - Grow Now Grants	(1,223)
Regional Every Club Funding	(5,052)
Local Youth Alcohol Campaign	2,000
Ask for Angela	(711)
Transform Mandurah Initiative	100,000
The Projection Project	(1,748)
Totals	338,720

- To be funded from the transfer from reserve \$338,720*

5. Approves the following budget variations for 2021/22 annual budget:
 - 5.1 Unbudgeted operating expenditure of \$36,600* for Wearable Art Mandurah

- To be funded from DLGSC operating grant funding \$36,600*
- 5.2 Unbudgeted operating expenditure of \$70,000* for Mandurah Mental Health Initiative
 - To be funded from WAPHA operating grant funding \$70,000*
- 5.3 Increase in capital expenditure of \$10,000* for Gallop Reserve
 - To be funded from Henry Sutton capital budget \$10,000*
- 5.4 Unbudgeted capital expenditure of \$15,286* for Stage Door Waterfront HVAC
 - To be funded from Civic Building – Rates Team Work Area capital budget \$15,286*

Council Resolution

MOTION

Moved: Councillor P Rogers

Seconded: Councillor D Schumacher

That Council:

1. Receives the Financial Report for September 2021 as detailed in Attachment 1.1 of the report.
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5. Approves the following budget variations for 2021/22 annual budget:
 - 5.1 Unbudgeted operating expenditure of \$36,600* for Wearable Art Mandurah

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 - To be funded from Civic Building – Rates Team Work Area capital budget \$15,286*

CARRIED WITH ABSOLUTE MAJORITY: 11/0

Having declared an interest in the following item Councillor B Pond remained in the Chamber, considering and voting on the item based on its merits.

G.4/10/21 ELECTED MEMBER APPOINTMENTS AND NOMINATIONS (REPORT 2)

Summary

Appointments to advisory groups established by Council, external agencies, working groups and panels where Council has representation, expired on the Local Government Election Day, Saturday 16 October 2021.

Council is requested to consider appointments in two parts. At this meeting, Elected Members are requested to consider the appointment of Elected Members to advisory groups where there is a statutory requirement and to external organisations where nominations have been requested or representation by Council is required for a term of two-years. Council is also requested to endorse the Mandurah Bush Fire Advisory Committee Terms of Reference.

At the Ordinary Council Meeting of 23 November 2021, Council will be requested to consider the Terms of Reference for Council's Advisory Committees and the appointment of Elected Members and community members to these groups. Elected Members will be invited to participate in a workshop prior to this meeting to enable strategic discussion relating to the purpose of the groups and the role of Elected Member representation.

Officer Recommendation

That Council:

1. Approve the Elected Member appointments to Advisory Committees established under legislation for a term of two-years, expiring 20 October 2023:
 - 1.1 Mandurah Local Emergency Management Advisory Committee
Deputy: _____
 - 1.2 Mandurah Bush Fire Advisory Committee
Deputy: _____
2. Adopt the Mandurah Bush Fire Advisory Committee Terms of Reference as detailed in Attachment 2.2.*

3. Nominate Elected Members for consideration for appointment for a term as specified by the relevant Minister:
 - 3.1 Nominate the Elected Members for consideration by the Minister for Transport; Planning; Ports for the appointment on the Metro Outer Joint Development Assessment Panel:
Local Member 1 commencing 26 January 2022 _____
Local Member 2 commencing 26 January 2022 _____
Alternate 1 _____
Alternate 2 _____
 - 3.2 Nominate _____ for consideration by the Minister for Regional Development; Agriculture and Food; Hydrogen Industry for the appointment on the Peel Development Commission Board, for a term as determined by the Minister.
4. Approve the Elected Member appointments to the following Council external agencies for a term of two-years, expiring 20 October 2023:
 - 4.1 Rivers Regional Council

Deputy: _____
Deputy: _____
 - 4.2 WALGA: Peel Country Zone

Deputy: _____
Deputy: _____
 - 4.3 Peron Naturaliste Partnership

 - 4.4 Mandurah Performing Arts Centre Board

5. Approve the Elected Member nominations for consideration for appointment by external agencies for a term of two-years, expiring 20 October 2023:
 - 5.1 Peel-Harvey Catchment Council (local government coastal representatives)

 - 5.2 Australian Coastal Council Association

Council Resolution**MOTION****Moved: Councillor D Schumacher****Seconded: Councillor P Jackson**

That Council:

- 1. Approve the Elected Member appointments to Advisory Committees established under legislation for a term of two-years, expiring 20 October 2023:**
 - 1.1 Mandurah Local Emergency Management Advisory Committee**
Councillor D Pember
Deputy: Councillor R Burns
 - 1.2 Mandurah Bush Fire Advisory Committee**
Councillor R Burns
Deputy: Councillor J Green
- 2. Adopt the Mandurah Bush Fire Advisory Committee Terms of Reference as detailed in Attachment 2.2.***
- 3. Nominate Elected Members for consideration for appointment for a term as specified by the relevant Minister:**
 - 3.1 Nominate the Elected Members for consideration by the Minister for Transport; Planning; Ports for the appointment on the Metro Outer Joint Development Assessment Panel:**

Local Member 1 from 26 January 2022	Mayor Williams
Local Member 2 from 26 January 2022	Councillor C Knight
Alternate 1	Councillor P Rogers
Alternate 2	Councillor J Green
 - 3.2 Nominate Mayor R Williams for consideration by the Minister for Regional Development; Agriculture and Food; Hydrogen Industry for the appointment on the Peel Development Commission Board, for a term as determined by the Minister.**
- 4. Approve the Elected Member appointments to the following Council external agencies for a term of two-years, expiring 20 October 2023:**
 - 4.1 Rivers Regional Council**
Councillor P Rogers
Councillor J Green
Deputy: Councillor D Schumacher
Deputy: Councillor A Zilani
 - 4.2 WALGA: Peel Country Zone**
Mayor R Williams
Councillor C Knight
Proxy: Mark Newman, Chief Executive Officer
 - 4.3 Peron Naturaliste Partnership**
Councillor C Knight
Deputy: Councillor J Green
 - 4.4 Mandurah Performing Arts Centre Board**
Councillor P Rogers

5. Approve the Elected Member nominations for consideration for appointment by external agencies for a term of two-years, expiring 20 October 2023:

5.1 Peel-Harvey Catchment Council (local government coastal representatives)

No nomination

**5.2 Australian Coastal Council Association
Councillor C Knight**

CARRIED WITH ABSOLUTE MAJORITY: 11/0

G.5/10/21 APPOINTMENTS TO AUDIT AND RISK COMMITTEE (REPORT 3)

Summary

Council is requested to consider and adopt the powers and duties of the Audit and Risk Committee (Committee) and appoint Elected Members to the Committee for two-years, expiring on 20 October 2023.

Council is also requested to appoint an external representative to the Audit and Risk Committee in accordance with the Audit and Risk Terms of Reference for an appointment of two-years, expiring on 20 October 2023.

Officer Recommendation

That Council:

1. Approve the powers and duties of Council's Audit and Risk Committee as detailed in Attachment 3.1, and appoint the following Elected Members until 20 October 2023:

Councillor _____
Councillor _____
Councillor _____
Councillor _____
Councillor _____

Deputy Committee Members:

Councillor _____
Councillor _____

2. Appoint _____ to the Audit and Risk Committee as the external committee member and approve the payment for reimbursement of expenses up to the maximum value of \$3,000 per annum until 20 October 2023.

Council Resolution

MOTION

Moved: Councillor C Knight

Seconded: Councillor J Green

That Council:

1. **Approve the powers and duties of Council's Audit and Risk Committee as detailed in Attachment 3.1, and appoint the following Elected Members until 20 October 2023:**

**Mayor R Williams
Councillor P Rogers
Councillor J Green
Councillor C Knight
Councillor R Burns
Councillor A Zilani**

**Deputy Committee Members:
Councillor D Pember
Councillor A Kearns**

2. **Appoint Mr Wayne Ticehurst to the Audit and Risk Committee as the external committee member and approve the payment for reimbursement of expenses up to the maximum value of \$3,000 per annum until 20 October 2023.**
3. **Amend Clause 3 of the Terms of Reference as detailed in Attachment 3.1, to include up to seven members consisting of six Elected Members and one external Independent Member.**

CARRIED WITH ABSOLUTE MAJORITY: 11/0

Comment: The inclusion of point 3 increases the number of Members permitted on the Audit and Risk Committee. This addition enables all Elected Members wishing to participate in the Audit and Risk Committee the opportunity to do so.

19. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil.

20. NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING

Nil.

21. LATE AND URGENT BUSINESS ITEMS

Nil.

22. CONFIDENTIAL ITEMS

Nil.

23. CLOSE OF MEETING

There being no further business, the Mayor declared the meeting closed at 6.20pm.

CONFIRMED (MAYOR)

Attachments to Council Minutes - 26 October 2021 Council Reports

CONFIRMED



NOTICE OF MEETING

ORDINARY COUNCIL

Members of Council are advised that a meeting will be held in the Council Chambers 83 Mandurah Terrace, Mandurah on:

Tuesday 26 October 2021 at 5.30pm

MARK R NEWMAN
Chief Executive Officer
21 October 2021

AGENDA

1. OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS

2. ACKNOWLEDGEMENT OF COUNTRY

Councillor C Di Prinzio – Leave of Absence

Councillor D Pember – Leave of Absence

3. APOLOGIES

4. IMPORTANT NOTE:

Members of the public are advised 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.

5. ANSWERS TO QUESTIONS TAKEN ON NOTICE

6. PUBLIC QUESTION TIME

Public Question time provides an opportunity for members of the public to ask a question of Council. For more information regarding Public Question Time please visit the City's website mandurah.wa.gov.au or telephone 9550 3787.

7. AMENDMENT TO STANDING ORDERS

Modification to *Standing Orders Local Law 2016* - electronic attendance at meeting.

8. PUBLIC STATEMENT TIME

Any person or group wishing to make a Public Statement to Council regarding a matter concerning local government must complete an application form. For more information regarding Public Statement Time please visit the City's website mandurah.wa.gov.au or telephone 9550 3787.

9. LEAVE OF ABSENCE REQUESTS

10. PETITIONS

11. PRESENTATIONS**12. DEPUTATIONS**

Any person or group wishing to make a Deputation to Council regarding a matter listed on this agenda for consideration must complete an application form. For more information regarding making a deputation please visit the City's website mandurah.wa.gov.au or telephone 9550 3787.

13. CONFIRMATION OF MINUTES:

13.1 Ordinary Council Meeting: 28 September 2021

13.2 Special Council Meeting: 19 October 2021

Minutes available on the City's website via mandurah.wa.gov.au/council/council-meetings/agendas-and-minutes

14. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)**15. DECLARATIONS OF FINANCIAL, PROXIMITY AND IMPARTIALITY INTERESTS****16. QUESTIONS FROM ELECTED MEMBERS (WITHOUT DISCUSSION)**

16.1 Questions of which due notice has been given

16.2 Questions of which notice has not been given

17. BUSINESS LEFT OVER FROM PREVIOUS MEETING**18. REPORTS**

No.	Item	Page No	Note
1	Financial Report September 2021	4 – 37	Absolute Majority Required
2	Elected Member Appointments and Nominations	38 – 60	Absolute Majority Required
3	Appointments to Audit and Risk Committee	61 – 70	Absolute Majority Required

19. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

20. NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING

21. LATE AND URGENT BUSINESS ITEMS

22. CONFIDENTIAL ITEMS

23. CLOSE OF MEETING

ATTACHMENT 5.1

RESPONSE TO QUESTIONS TAKEN ON NOTICE AT THE COUNCIL MEETING HELD ON 28 SEPTEMBER 2021

16. QUESTIONS FROM ELECTED MEMBERS

16.2. COUNCILLOR D SCHUMACHER: CITY PRINTING

Councillor D Schumacher requested clarification as to whether printing of the City's letterheads is undertaken by a Perth based business and not a local supplier.

City of Mandurah Response:

The City of Mandurah (the City) recently undertook a request for quote for corporate stationery (including corporate letter head). As the value of this supply contract was under \$50,000 the process was conducted by the relevant City Department who sort three quotes from suppliers that the Department had previously obtained services from.

The work was awarded to a business whose ABN is registered in Mandurah WA 6210.

1	SUBJECT:	Financial Report September 2021
	DIRECTOR:	Business Services
	MEETING:	Council Meeting
	MEETING DATE:	26 October 2021

Summary

The Financial Report for September 2021 together with associated commentaries, notes on investments, balance sheet information and the schedule of accounts are presented for Elected Members' consideration.

Disclosure of Interest

Nil

Previous Relevant Documentation

- G.17/6/21 22/06/2021 Adoption of Annual Budget 2021/22

Background

Nil

Comment

Financial Summary

The financial report for September 2021 shows an actual surplus for this period of \$82.2 million. The reason why the first six months of any financial year has a large surplus is because over 80% of the total revenue has been recognised (from raising of rates and fees and charges), however most of the City's expenditure occurs evenly over the 12 months. This results in a timing variance and the actual surplus reduces as the financial year progresses.

The opening surplus is currently \$5.1 million. The actual opening surplus at 30 June 2021 will not be finalised until December 2021 and therefore over the next few months, the actual opening surplus may change until such time as the Audit Report and the 2020/21 Annual Financial Statements are adopted by Council. The reduction in the actual opening surplus can be due to adjustments being made in accordance with the Accounting Standards or funds being required to be carried forward to the 2021/2022 financial year in order for the City to complete the project. It is important to note that the budget variations approved in September 2021 were the previous financial year projects that were unspent before the end of the financial year and the actual opening surplus, when finalised, will be used to fund these projects.

	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. (b)-(a)	Var.% (b)- (a)/(a)
	\$ 000s	\$ 000s	\$ 000s	\$ 000s	%
Opening Funding Surplus / (Deficit)	700	700	5,098	4,398	628%
<u>Revenue</u>					
Revenue from operating activities	117,280	101,175	102,096	921	1%
Capital revenue, grants and Contribution	19,025	1,770	3,358	1,588	90%
	136,306	102,946	105,454	2,509	
<u>Expenditure</u>					
Operating Expenditure	(138,284)	(34,373)	(27,478)	6,896	-20%
Capital Expenditure	(46,338)	(11,504)	(5,744)	5,760	-50%
	(184,621)	(45,878)	(33,222)	12,656	
Non-cash amounts excluded from operating activities	25,782	7,556	6,278	(1,278)	-17%
Other Capital Movements	20,667	(1,509)	(1,428)	81	-5%
Closing Funding Surplus / (Deficit)	(1,167)	63,815	82,180	18,366	29%

Key Capital Projects

The following table highlights the status of the City's key capital projects for the 2021/2022 financial year:

Project	2021/22 Actuals Incl. CMT \$`000s	2021/22 Annual Budget \$`000s	Comment
Western Foreshore Recreation Precinct	2,132	4,082	<i>Project status:</i>
Eastern Foreshore South Precinct	1,058	5,717	<i>Project status:</i>
Smart Street Mall Upgrade	561	898	<i>Project status:</i>
Peel Street – Power Relocation	88	1,500	<i>Project status:</i>
Pinjarra Road Stage 1 to 3	979	2,679	<i>Project status:</i>
RR Mandurah Terrace	50	1,408	<i>Project status:</i>

Statutory Environment

Local Government Act 1995 Section 6.4 Financial Report

Local Government (Financial Management) Regulations 1996 Part 4 Financial Reports

Policy Implications

Nil

Financial Implications

Any material variances that have an impact on the outcome of the budgeted surplus position are explained in the Monthly Financial Report, as detailed in Attachment 1.1.

Risk Analysis

Nil

Strategic Implications

The following strategy from the City of Mandurah Strategic Community Plan 2020 – 2040 is relevant to this report:

Organisational Excellence:

- Ensure the City has the capacity and capability to deliver quality services and facilities through accountable and transparent business practices, governance, risk, and financial management.

2020/21 Carryovers Reconciliation

Capital

In the May 2021 Financial Report, Council approved adjustments for Capital Works 2020/21 Carryovers. As part of this process in identifying the carryover projects, officers estimated the forecasted expenditure of the incomplete projects based on the expected stage of completion at 30 June 2021. The 2020/21 budget was then adjusted to reflect this forecasted spend up to 30 June 2021. A reconciliation has been prepared since the end of the financial year based on the year-end actuals versus the adjusted 2020/21 budget to correctly calculate what should have been carried forward for those projects into 2021/22. A combination of overspends and underspends for the 2020/21 carryover projects has resulted in an additional \$1,907,115 to be adjusted in the capital works program 2021/22. A detailed list of the carryover projects requiring adjustment is shown on Attachment 1.2.

Of the \$1,907,115 increase in the 2021/22 financial year capital expenditure, \$549,115 is funded from external non-operating grants that weren't fully received/recognised in 2020/21 with the remaining \$1,358,000 being funded from City of Mandurah funding made up of the following:

Increase in unutilised loans	(\$1,903,048)
Decrease in transfer from reserves	\$935,578
Decrease in proceeds on disposal	\$17,042
Carried forward surplus	(\$407,572)

Operating

In 2020/21 Council approved various adjustments to budgets for operating carryover projects, a similar process to the capital carryover projects has been undertaken. The below reconciliation has been prepared based on the year-end actuals versus the adjusted 2020/21 budget, to correctly calculate what should have been carried forward for those projects into 2021/22. A combination of overspends and underspends for the 2020/21 carryover projects has resulted in an additional \$338,720 required for the operating projects to be completed in 2021/22. As the transfer into reserve for these unspent budgets were adjusted as part of the 2020/21 year-end process, this increase in expenditure in 2021/22 is fully funded from reserve.

2020-2021 Operating Carryover Reconciliation

Project Name	Forecasted Expenditure to 30/06/2021	Actual Expenditure to 30/06/2021	Adopted Carryover Operating Budget 2021/22	Proposed Adjustment	Proposed Adjusted 2021/22 Carryover Operating Budget
Specialist Condition Surveys	525	5,070	74,327	(4,545)	69,782
Trolls	250,000	-	285,500	250,000	535,500
Restart Mandurah - Grow Now Grants	23,000	24,223	477,000	(1,223)	475,777
Regional Every Club Funding	3,000	8,052	37,000	(5,052)	31,948
Local Youth Alcohol Campaign	2,000	-	27,458	2,000	29,458
Ask for Angela	9,060	9,771	11,000	(711)	10,289
Transform Mandurah Initiative	100,000	-	200,000	100,000	300,000
The Projection Project	600	2,348	7,611	(1,748)	5,864
Totals	388,185	49,465	1,119,896	338,720	1,458,616

2021/22 Unbudgeted Expenditure

Wearable Art Mandurah

The City has been successful in a grant funding application for \$56,600 from the Department of Local Government, Sport and Cultural Industries (DLGSC) for the Wearable Art Mandurah showcase. This funding was applied for in June 2021, initially to support operational, marketing and community engagement costs associated with the 2021 Wearable Art Mandurah Showcase, to be held in early November, as part of the Mandurah Arts Festival.

As the funding round was very competitive, the formal announcement of the City's success was only provided on 1 October 2021. Due to the delayed notification of funding, the DLGSC has granted a variation to the initial project proposal, allowing for some activities to be delivered in line with the Wearable Art Mandurah Exhibition in February 2022.

Wearable Art Mandurah activities that will be supported by this grant include:

- November Showcase Weekend: A suite of workshops and artist talks taking place during the showcase weekend
- November Showcase Weekend: Additional accessibility offerings such as audio description and Auslan interpreting for showcase performances
- February Exhibition at CASM: A parade featuring the garments created by designers in the youth category, to take place during the exhibition opening
- February Exhibition at CASM: A Business Engagement Strategy to take place in line with the exhibition opening

As the Wearable Arts Mandurah project had a \$20,000 grant target built into the 2021/22 budget, it is recommended that additional revenue and expenditure of \$36,600 be approved by Council for the Wearable Art Mandurah showcase to leverage the full extent of this grant funding.

Mandurah Mental Health Initiative

The Mandurah Mental Health Initiative has been a successful collaboration between the City and the Western Australian Primary Health Alliance (WAPHA) to support community driven, capacity building projects that focus on youth suicide prevention. The City entered into a funding agreement with WAPHA in August 2019 to administer \$75,000 towards eight projects during 2019/20. Due to the success of the initiative, WAPHA offered the City a contract variation for \$100,000 in 2020/21 which allowed three existing projects to be extended and an additional three projects to be funded.

As WAPHA have recognised the exceptional outcomes achieved to date they have offered the City a further contract variation of \$70,000 in 2021/22 for projects in Mandurah. It is recommended the contract variation request is supported and that an increase in revenue and expenditure of \$70,000 be approved.

Gallop Reserve – Capital Parks

The Gallop Reserve capital project has a current budget of \$109,096, however the scope of this project has increased slightly following the community consultation process. An additional \$10,000 is required to enable the inclusion of nature play elements and increased planting of trees in clusters. It is proposed that the additional \$10,000 budget be funded from the Henry Sutton parks capital project due to savings identified.

Civic Building - Rates Team Work Area – Capital Buildings

The Civic Building – Rates Team Work Area capital project has a current budget of \$15,286. This project was identified as part of a ten-year HVAC replacement programme recommended by a local air-conditioning and refrigerator specialist. However, during the preliminary study for the District Cooling System capital project, it was identified that the HVAC unit at the Stagedoor Waterfront restaurant would not last the summer period.

The Stagedoor Waterfront restaurant HVAC units have failed previously and parts from both units were combined to have one unit operational. This operational unit has become unreliable and parts are hard to source. A quote has been obtained to install one new 25kw split system as an interim fix over the upcoming summer months, however this system will be included in the District Cooling System capital project as it forms part of the Mandurah Performing Arts Centre building scope, where a more permanent solution will be provided.

The HVAC unit for the rates area has been reviewed by the same air-conditioning and refrigerator specialist and is deemed to be operationally reliable for another year and can fall within the ongoing scheduled maintenance programme. This project is proposed to be relisted in the 2022/23 financial year Buildings Renewal program.

It is therefore recommended that the current capital budget of \$15,286 for the Civic Building – Rates Team Work Area be reallocated to a new capital project for the Stagedoor Waterfront HVAC.

Conclusion

The City strives to manage its finances adequately and maintain expenditure within budget to ensure services that have been approved through the budget process are fully funded. By submitting the budget variation requests to Council as they arise it allows identification of financial implications and ensures there is nil effect on the budget adopted.

It is recommended that Council receive the Monthly Financial Report, Schedule of Accounts, and the proposed budget variations.

NOTE:

- Refer **Attachment 1.1** *Monthly Financial Report*
Attachment 1.2 *2020/21 Capital Carryover Reconciliation*
Attachment 1.3 *Schedule of Accounts (electronic only)*

RECOMMENDATION

That Council:

1. Receives the Financial Report for September 2021 as detailed in Attachment 1.1 of the report.
2. Receives the Schedule of Accounts for the following amounts as detailed in Attachment 1.3 of the report:

Total Municipal Fund	\$ 6,052,817.18
Total Trust Fund	\$ 0.00
	<u>\$ 6,052,517.18</u>

3. Approves the following adjustments for Capital Works 2021/22 as per 2020/21 Carryover Reconciliation, detailed in Attachment 1.2:
 - 3.1 Increase in capital expenditure of \$1,907,115*
 - 3.2 Increase in unutilised loans of \$1,903,048*
 - 3.3 Decrease in proceeds on disposal of \$17,042*
 - 3.4 Increase in capital grant revenue of \$549,115*
 - 3.5 Decrease in transfer from reserve of \$935,578*
4. Approves the following adjustments for the 2021/22 Operating projects:

Project Name	Proposed Adjustment
Specialist Condition Surveys	(4,545)
Trolls	250,000
Restart Mandurah - Grow Now Grants	(1,223)
Regional Every Club Funding	(5,052)
Local Youth Alcohol Campaign	2,000
Ask for Angela	(711)
Transform Mandurah Initiative	100,000
The Projection Project	(1,748)
Totals	338,720

▪ To be funded from the transfer from reserve \$338,720*

5. Approves the following budget variations for 2021/22 annual budget:
 - 5.1 Unbudgeted operating expenditure of \$36,600* for Wearable Art Mandurah
 - To be funded from DLGSC operating grant funding \$36,600*
 - 5.2 Unbudgeted operating expenditure of \$70,000* for Mandurah Mental Health Initiative
 - To be funded from WAPHA operating grant funding \$70,000*
 - 5.3 Increase in capital expenditure of \$10,000* for Gallop Reserve
 - To be funded from Henry Sutton capital budget \$10,000*
 - 5.4 Unbudgeted capital expenditure of \$15,286* for Stage Door Waterfront HVAC
 - To be funded from Civic Building – Rates Team Work Area capital budget \$15,286*

*** ABSOLUTE MAJORITY REQUIRED**

Monthly Financial Report

September 2021



City of Mandurah

September 2021

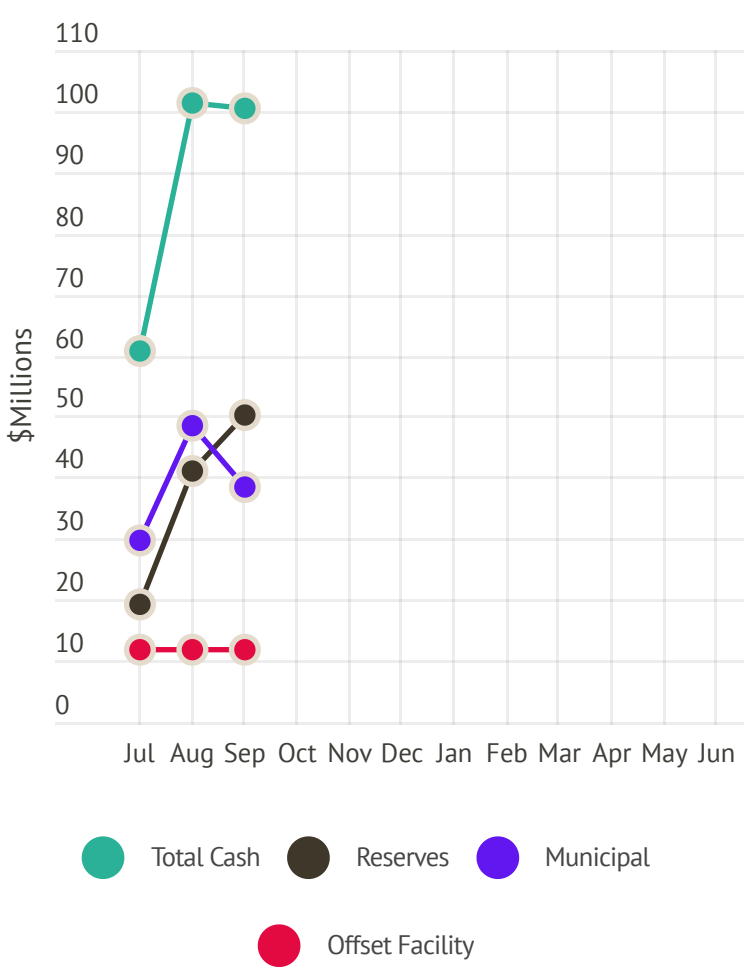
\$1.17 M

Estimated Deficit at 30 June 2022 with proposed budget amendments

\$82.2 million

Year to Date Actual Surplus

Investments



Loans

- Actual Principal Outstanding \$23.3M
- Actual Principal Repayments Made \$1.3M
- Actual Interest Paid \$82K
- Actual New Loans Drawdown \$0
- Amount of Interest Saved from Loan Offset Facility \$54K

Rates Outstanding

- 28 Properties with >\$10K outstanding
- 172 Properties \$3K to \$10K outstanding
- 4 Properties commenced legal action in 21/22
- \$2.03M Rates Exemptions

Sundry Debtors Outstanding

- 595 current accounts due (\$1.8M)
- 236 accounts overdue i.e >30 days (\$642K)

Budget Proposed Amendments

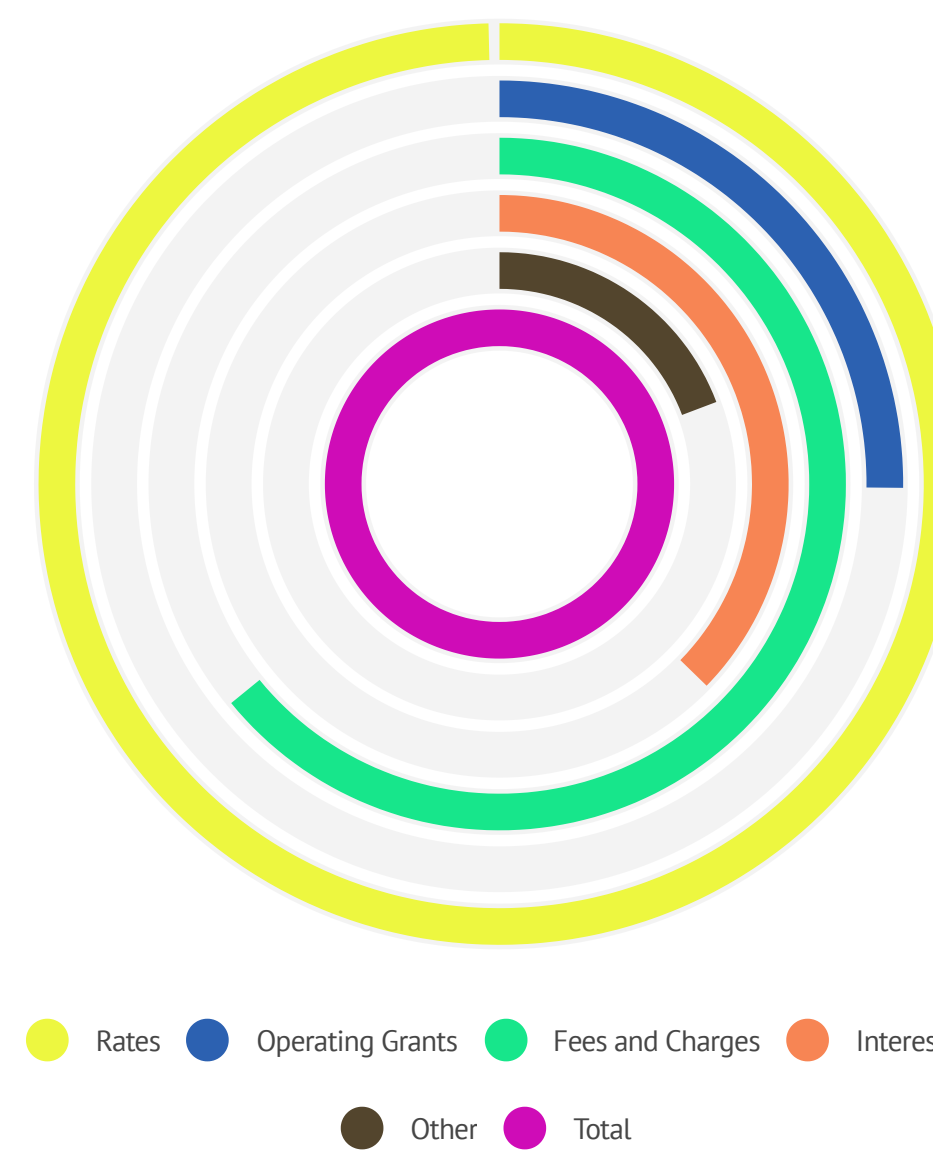
- Capital Works 2020/21 Carryover Reconciliation
- Operating projects 2020/21 carryover reconciliation for unspent funds
- Increase in operating expenditure for Wearable Art showcase to be funded from DLGSC grant (\$36.6K)
- Increase in operating expenditure for Mandurah Mental Health Initiative Program to be funded from WAPHA grant (\$70K)
- Increase in capital project Gallop Reserve funded from Henry Sutton (\$10K)
- Stage Door Waterfront HVAC funded from Civic Building Rates Team Work Area (\$15K)

- 2 Tenders awarded during the month through CEO delegation
- 195 Council Grants received for the 21/22 year

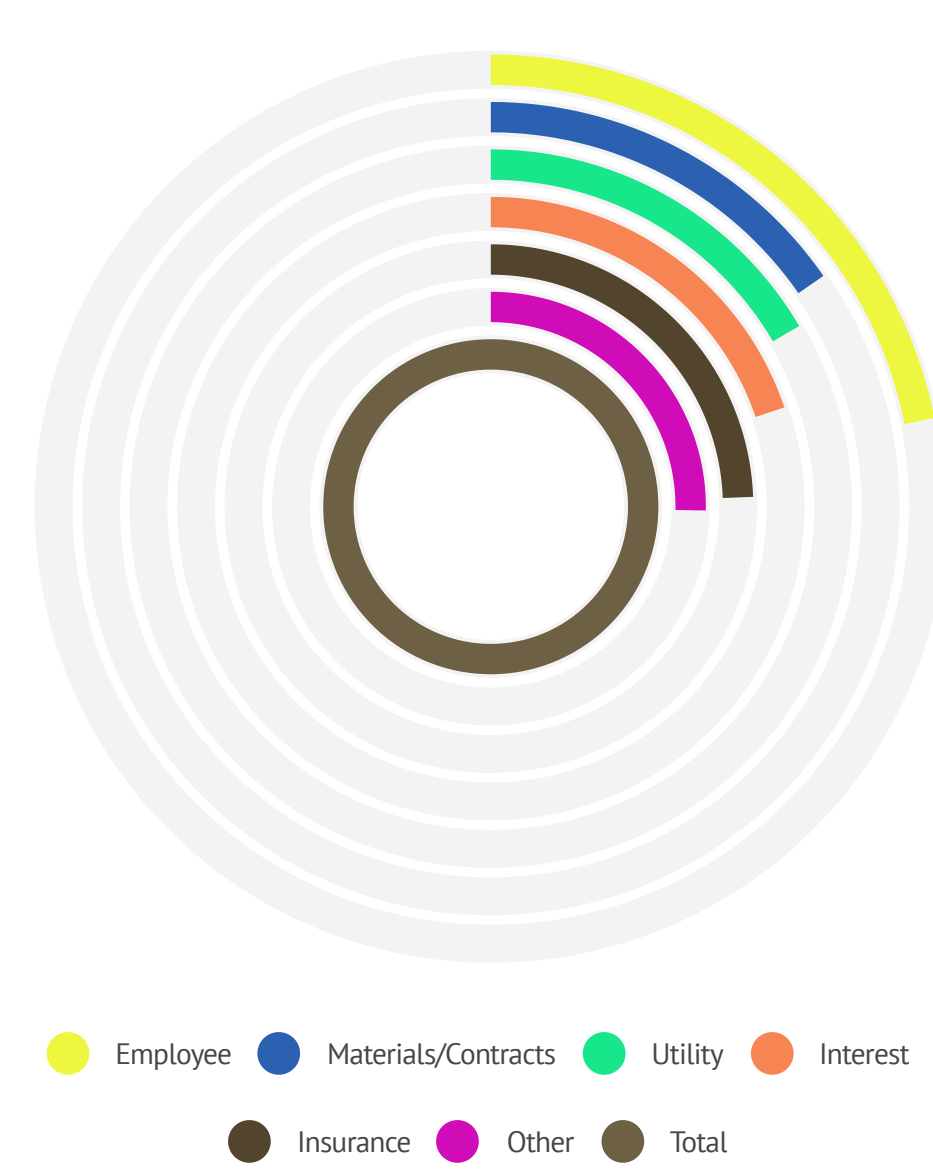
Summary

- Actual Rates Raised \$82.4M
- Actual Rates Received \$51.4M (60% collected)
- Actual Operating Revenue \$102.1M
- Actual Capital Revenue \$3.2M
- Actual Operating Expenditure \$27.5M
- Actual Capital Expenditure \$5.7M
- Actual Proceeds from Sale of Assets \$109K

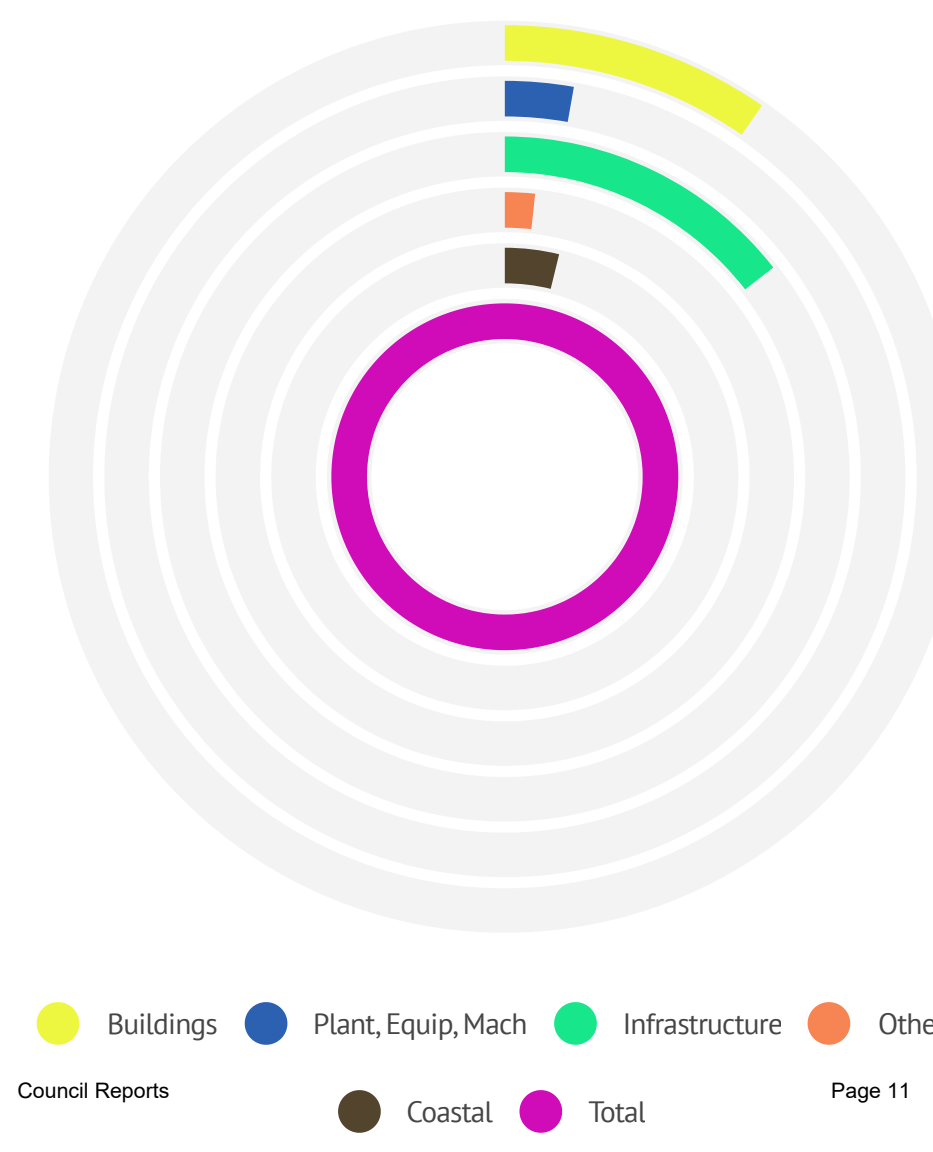
Year to Date Revenue Actuals Compared to Current Budget

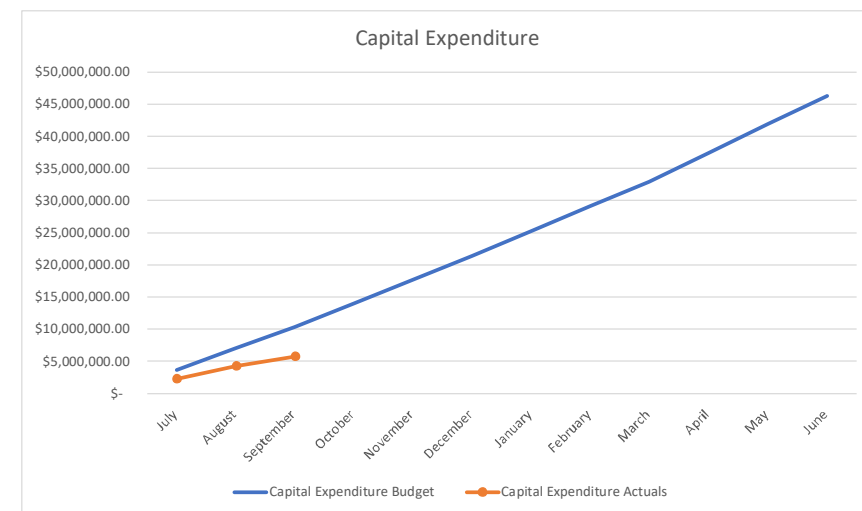
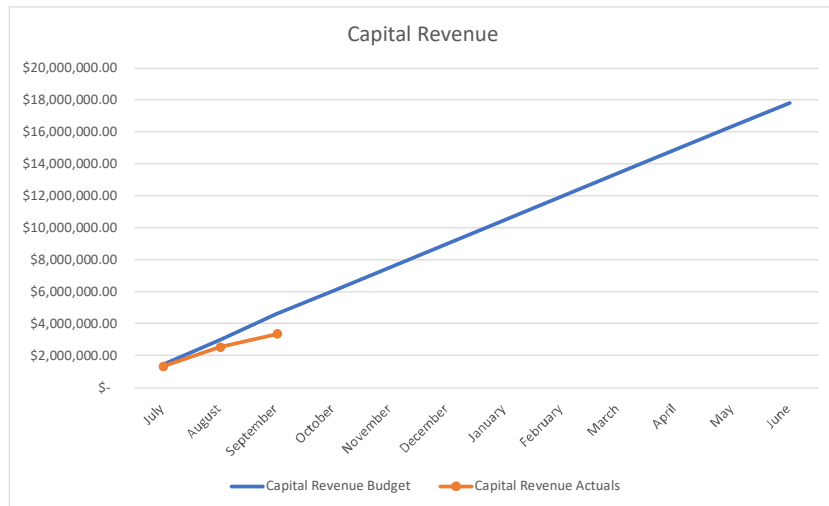
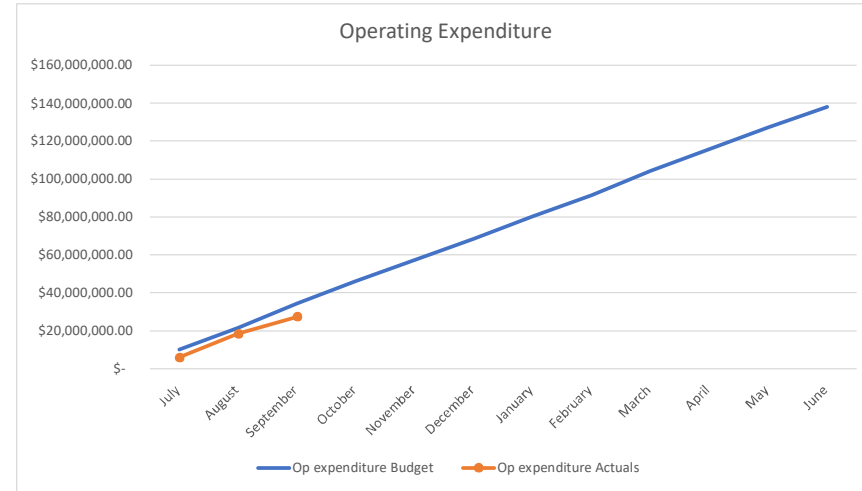
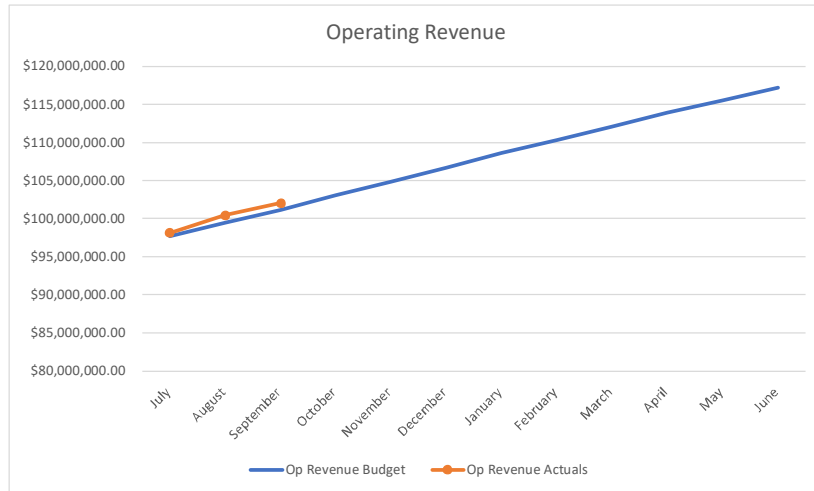


Year to Date Expenditure Actuals Compared to Current Budget



Year to Date Capital Actuals Compared to Current Budget





CITY OF MANDURAH
MONTHLY FINANCIAL REPORT
For the Period Ended 30 September 2021

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STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)		700,000	700,000	5,098,379			
Revenue from operating activities							
Rates		82,683,569	82,196,069	82,370,587	174,518	0.21%	
Operating grants, subsidies and contributions		3,079,346	711,159	774,520	63,361	8.91%	
Fees and charges		28,181,414	17,384,384	18,065,577	681,193	3.92%	
Interest earnings		1,350,000	337,500	503,420	165,920	49.16%	▲
Other revenue		1,986,117	546,175	382,171	(164,004)	(30.03%)	▼
		117,280,446	101,175,287	102,096,275	920,988	0.91%	
Expenditure from operating activities							
Employee costs		(47,689,578)	(11,731,679)	(10,425,556)	1,306,123	11.13%	▲
Materials and contracts		(54,387,519)	(13,501,404)	(8,340,551)	5,160,853	38.22%	▲
Utility charges		(4,494,203)	(1,123,552)	(744,349)	379,203	33.75%	▲
Depreciation on non-current assets		(29,868,215)	(7,555,852)	(7,544,829)	11,023	0.15%	
Interest expenses		(748,252)	(187,063)	(148,127)	38,936	20.81%	▲
Insurance expenses		(1,095,774)	(273,947)	(267,888)	6,059	2.21%	
Other expenditure		-	-	(6,685)	(6,685)	100.00%	▼
		(138,283,541)	(34,373,497)	(27,477,985)	6,895,512	20.06%	
Non-cash amounts excluded from operating activities	1(a)	25,781,972	7,555,852	6,277,507	(1,278,345)	(16.92%)	
Amount attributable to operating activities		4,778,877	74,357,642	80,895,797	6,538,155	(8.79%)	
Investing activities							
Non-operating grants, subsidies and contributions	10	17,916,241	1,493,020	3,249,332	1,756,312	117.63%	▲
Proceeds from disposal of assets	4	1,108,878	277,220	108,627	(168,593)	(60.82%)	▼
Payments for property, plant and equipment	6	(46,337,629)	(11,504,426)	(5,744,350)	5,760,076	50.07%	▲
Amount attributable to investing activities		(27,312,510)	(9,734,186)	(2,386,391)	7,347,795	75.48%	
Financing Activities							
Proceeds from new debentures	7	9,826,754	-	-	0	0.00%	
Payment of lease liability		(685,027)	(171,257)	(167,619)	3,638	2.12%	
Proceeds from community loans		82,553	20,638	26,222	5,584	27.06%	▲
Transfer from reserves		20,196,554	-	-	0	0.00%	
Advances of community loans		(50,000)	-	-	0	0.00%	
Repayment of debentures	7	(5,432,960)	(1,358,240)	(1,286,237)	72,003	5.30%	
Transfer to reserves		(3,270,805)	-	-	0	0.00%	
Amount attributable to financing activities		20,667,069	(1,508,859)	(1,427,634)	81,225	5.38%	
Closing Funding Surplus / (Deficit)	1(c)	(1,166,565)	63,814,598	82,180,152	18,365,554	28.78%	

KEY INFORMATION

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

Refer to Note 13 for an explanation of the reasons for the variance.

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

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Local Government (Financial Management) Regulation 1996.

	Notes	Annual Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Movement in liabilities associated with restricted cash		(5,124,697)	-	(1,325,716)
Movement in pensioner deferred rates (non-current)		-	-	39,098
Movement in employee benefit provisions (non-current)		1,038,454	-	19,296
Add: Depreciation on assets		29,868,215	7,555,852	7,544,829
Total non-cash items excluded from operating activities		25,781,972	7,555,852	6,277,507

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with regulation 32 of the Local Government (Financial Management) Regulations 1996 to agree to the surplus/(deficit) after imposition of general rates.

		Budget Closing 30 Jun 2021	Budget Closing 30 Jun 2022	Year to Date 30 Sep 2021
Adjustments to net current assets				
Less: Reserves - restricted cash		(20,116,870)	(24,888,945)	(43,567,915)
Less: Unspent loans		(431,591)	(207,137)	(2,197,471)
Less: Other receivables		-	(80,000)	(69,015)
Less: Prepaid Rates		(2,455,879)	-	-
Less: Clearing accounts				67,814
Add: Borrowings	7	7,499,999	9,826,754	4,146,723
Add: Other liabilities		3,081,188	3,417,743	4,679,933
Add: Lease liability		608,382	759,243	352,396
Add: Provisions - employee		5,041,426	5,216,724	4,445,814
Add: Loan Facility offset		-	-	12,000,000
Total adjustments to net current assets		(6,773,345)	(5,955,618)	(20,141,721)

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	2	23,835,328	27,314,621	88,673,405
Rates receivables	3	3,519,116	2,480,445	34,057,373
Receivables	3	3,644,928	4,341,798	9,953,568
Other current assets		524,062	549,233	1,253,207
Less: Current liabilities				
Payables		(4,555,419)	(9,848,897)	(13,065,777)
Borrowings	7	(7,499,999)	(9,826,754)	(4,146,723)
Unspent non-operating grant, subsidies and contributions liability		(3,464,329)	(1,065,909)	(4,679,933)
Lease liabilities		(608,382)	(759,243)	(352,396)
Provisions		(8,621,960)	(8,396,241)	(9,370,851)
Less: Total adjustments to net current assets	1(b)	(6,773,345)	(5,955,618)	(20,141,721)
Closing Funding Surplus / (Deficit)		-	(1,166,565)	82,180,152

CURRENT AND NON-CURRENT CLASSIFICATION

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

	Total Amount	Interest rate	Total calculated interest Earnings	Institution	S&P rating	Deposit Date	Maturity Date	Term days
	\$	\$	\$	\$				
Cash on hand								
Westpac Municipal Bank Account	13,017,194	Variable		Westpac	AA-	NA	NA	
	13,017,194							
Municipal Investments								
Muni 10 - 9652-46197	29,770	0.25%	74	ANZ	AA-	1/10/2020	1/10/2021	365
Muni 38 - 36-724-1038	3,009,873	0.28%	2,077	CBA	AA-	18/08/2021	16/11/2021	90
MNS 31 - 582058	11,131,712	0.35%	3,201	Westpac	AA-	31/08/2021	30/09/2021	30
MNS 60 - 582007	11,354,808	0.40%	3,732	Westpac	AA-	31/08/2021	30/09/2021	30
	25,526,163							
Reserve Investments								
Reserve 35 - B33713404.75	3,010,748	0.33%	4,946	CBA	AA-	20/05/2021	18/11/2021	182
Reserve 36 - 97-996-3904	3,010,590	0.32%	4,743	NAB	AA-	12/05/2021	8/11/2021	180
Reserve 39 - B33713404.55	3,009,848	0.38%	5,630	CBA	AA-	19/05/2021	15/11/2021	180
Reserve 40 - B33713404	3,002,293	0.31%	2,293	CBA	AA-	17/08/2021	15/11/2021	90
Reserve 41 - B33713404	3,005,207	0.35%	5,207	CBA	AA-	17/08/2021	14/02/2022	181
Reserve 42 - 36-976-7906	3,002,663	0.27%	2,663	CBA	AA-	26/08/2021	24/12/2021	120
Reserve 43 - 36-956-4375	3,001,997	0.27%	1,997	CBA	AA-	26/08/2021	24/11/2021	90
Reserve 44 - 70-586-3025	3,003,995	0.35%	3,995	NAB	AA-	1/09/2021	28/02/2022	180
Reserve 45 - 70-568-6989	3,002,663	0.27%	2,663	NAB	AA-	1/09/2021	30/12/2021	120
Reserve 46 - 70-473-0458	3,001,997	0.27%	1,997	NAB	AA-	1/09/2021	30/11/2021	90
RNS 31 - 581565	10,854,384	0.35%	3,122	Westpac	AA-	31/08/2021	30/09/2021	30
RNS 60 - 581573	9,223,664	0.40%	3,031	Westpac	AA-	31/08/2021	30/09/2021	30
	50,130,048							
Total	88,673,405		51,371					

Interest revenue

Investment Interest Accrued	51,371
Investment Interest Matured	(7,348)
Rates Interest	459,397
	503,420

Interest Earned

\$503,420

Total Municipal and Reserve Funds 88,673,405

	Amount	Interest rate on loans	Interest Saved	YTD Interest Saved
Loan Offset Facility				
Westpac	12,000,000	1.91%	18,785	54,122

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of twelve months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

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

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

Total Municipal Cash	Unrestricted
\$100.67 M	\$50.54 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

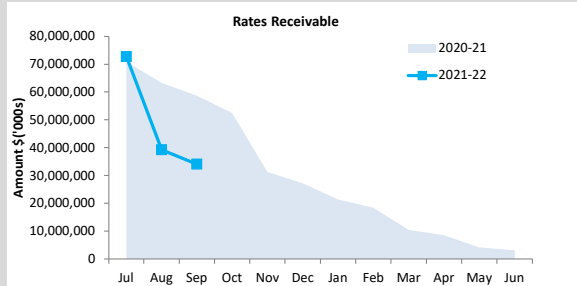
Rates Receivable	30-Jun-21	30-Sep-20	30 Sep 21
	\$		\$
Opening Arrears Previous Years	3,317,555	3,317,555	3,093,324
Rates levied	80,353,712	80,045,904	82,370,587
Less - Collections to date	(80,577,943)	(24,741,259)	(51,406,538)
Equals Current Outstanding	3,093,324	58,622,200	34,057,373
Net Rates Collectable	3,093,324	58,622,200	34,057,373
% Collected	96.3%	29.7%	60.1%

	30 Sep 20	30 Sep 21
- No. of Legal Proceedings Commenced for the financial year	4	4
- No. of properties > \$10,000 outstanding	28	28
- No. of properties between \$3,000 and \$10,000 outstanding	230	172
- Value of Rates Concession	73,427	69,766
- Value of Rates Exemptions	1,988,179	2,027,889

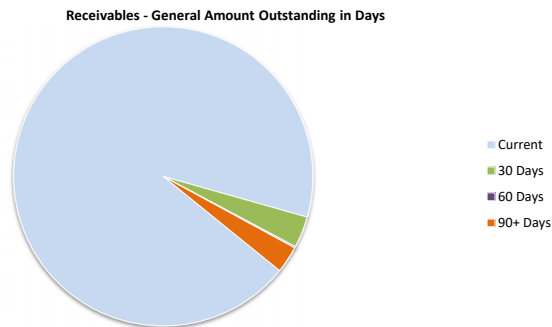
Receivables - General	30-Sep-20	Current	30 Days	60 Days	90+ Days	30 Sep 21
	\$	\$	\$	\$	\$	\$
Balance per Trial Balance						
Sundry receivable	1,211,397	1,599,075	289,662	17,673	287,483	2,193,892
Recreation Centres	125,254	99,717				99,717
Mandurah Ocean Marina	174,444	69,085	47,111			116,196
GST receivable	171,387	257,093				257,093
Allowance for impairment of receivables	(139,014)	(158,610)				(158,610)
Infringements	1,006,201	1,012,601				1,012,601
Pensioners rates and ESL deferred	5,194,039	4,359,659				4,359,659
Other Receivables	11,896,735	2,073,020				2,073,020
Total Receivables General Outstanding	19,640,443	9,311,640	336,772	17,673	287,483	9,953,568
Percentage		93.6%	3.4%	0.2%	2.9%	

KEY INFORMATION

Rates and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of rates and other receivables is reviewed on an ongoing basis. Other receivables that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Collected	Rates Due
60.1%	\$34,057,373



Debtors Due
\$9,953,568
Over 30 Days
6%
Over 90 Days
3%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021

OPERATING ACTIVITIES
NOTE 4
DISPOSAL OF ASSETS

Asset	Asset Description	Budget	YTD Actual
		Proceeds	Proceeds
		\$	\$
Land			
Infrastructure Assets			
Light Passenger Vehicles - Replacement			
MITSUBISHI-MIRAGE - C00518 - C00518	People & Communities-YOUTH SERVICES COORDINATOR	7,847	0
HYUNDAI-SANTE FEC01718 - C01718	People & Communities-DIRECTOR PEOPLE AND COMMUNITIES	15,836	0
SUBARU-OUTBACKC02518 - C02518	People & Communities-GENERAL MANAGER MPAC	15,765	0
TOYOTA-RAV4 C03818 - C03818	Built & Natural -DEVELOPMENT SERVICES	12,326	0
MAZDA-CX-5C04318 - C04318	Built & Natural -CIVIL MAINTENANCE	15,478	0
MITSUBISHI-LS OUTLANDERC04717 - C04717	Built & Natural -PROJECTS COORDINATOR	12,500	0
HOLDEN-TRAILBLAZER C06518 - C06518	Built & Natural -	10,565	0
TOYOTA-COROLLAC05917 - C05917	Built & Natural -OPERATIONS STORE	10,542	0
TOYOTA-RAV4C06918 - C06918	Built & Natural -DEVELOPMENT SERVICES	12,326	0
TOYOTA-RAV4C07418 - C07418	Built & Natural -CITYPARKS	12,241	0
MAZDA-CX-5C07618 - C07618	People & Communities-RECREATION SERVICES COORDINATOR	15,400	0
C02417 NG4776A		0	20,736
Light Commercial Vehicles - Replacement			
FORD-RANGER - U00217	Built & Natural -CITYBUILD	17,911	27,327
FORD-RANGER - U00417	Built & Natural -CITYWORKS	20,353	0
FORD-RANGER - U00617	Built & Natural -CITYWORKS	15,784	0
MITSUBISHI-TRITON - U00817	Built & Natural -CITYPARKS	18,673	0
FORD-RANGER - U01018	Built & Natural -CITYWORKS	12,451	0
HOLDEN-COLORADO - U02017	Built & Natural -CITYWORKS	18,053	0
HOLDEN-COLORADO - U02317	Built & Natural -CITYBUILD	16,569	0
FORD-RANGER - U02418	Built & Natural -SURVEYING SERVICES	19,329	0
HOLDEN-COLORADO - U02517	Built & Natural -RANGERS - BUSHFIRE BRIGADE	18,405	0
HOLDEN-COLORADO - U02717	Built & Natural -CITYBUILD	16,569	0
HOLDEN-COLORADO - U03117	Built & Natural -CITYBUILD	18,228	0
FORD-RANGER - U03417	Built & Natural -TRAFFIC MANAGMENT	20,507	0
HYUNDAI-ILOAD - U03617	Built & Natural -PARKS MAINTENANCE - RETIC	18,607	0
TOYOTA-HILUX - U03817	Built & Natural -CITYBUILD	17,486	0
FORD-RANGER - U05017	Built & Natural -CITYBUILD	21,528	0
ISUZU-D'MAX - U05717	People & Communities-ENVIRONMENTAL HEALTH COORDINATOR	18,815	0
HOLDEN-COLORADO - U06118	Built & Natural -SURVEYING SERVICES	17,356	30,055
HOLDEN-COLORADO - U06717	Built & Natural -CITYBUILD	18,228	0
HYUNDAI-ILOAD - U07117	Built & Natural -CITYBUILD	20,157	0
FORD-RANGER - U07217	Built & Natural -PARKS CENTRAL	16,337	0
FORD-RANGER - U07417	Built & Natural -OPERATIONAL SERVICES	16,048	0
HOLDEN-COLORADO - U07818	Built & Natural -RANGERS - BUSHFIRE BRIGADE	22,036	0
U01417 MH4439A		0	30,509
Trucks & Buses Replacements			
Trailers			
Parks & Mowers			
TORO - ZERO TURN 60" SD DECK - M00117	Built & Natural PARKS CENTRAL	12,000	0
RAZORBACK - MOWER SLASHER PTO - M00517	Built & Natural PARKS-NATURAL AREAS	7,000	0
TORO - ZERO TURN 72" RD DECK - M01817	Built & Natural PARKS-SOUTHERN	7,643	0
Minor Equipment >\$5000			
PUMPS AUSTRALIA-HPM WATER CLEANER HOT AND COLD - P61517	Built & Natural -CITYBUILD	2,500	0
PUMPS AUSTRALIA-HPM WATER CLEANER HOT AND COLD - P61617	Built & Natural -CITYBUILD	2,500	0
HAKO-CITYMASTER - P61817	Built & Natural -CIVIL MAINTENANCE	25,000	0
Construction Vehicles - Replacement			
KOMATSU - WHEEL LOADER - G005	WORKS CONSTRUCTION	65,410	0

Plant Disposed from 2020/21 budget:

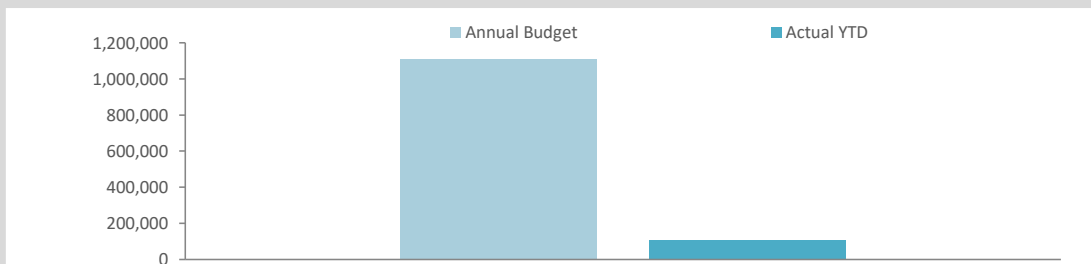
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		Budget	YTD Actual
Asset	Asset Description	Proceeds	Proceeds
<u>Light Passenger Vehicles - Replacement</u>			
Toyota Rav 4	Place & Communities	11,815	0
Kia Sportage	Sustainable Development	14,002	0
Kia Sportage	Strategy & Economic Development	16,460	0
Toyota Prado	Mayor's Office	24,367	0
Mazda CX-5	Recreation Services	16,150	0
<u>Light Commercial Vehicles - Replacement</u>			
Ford transit van	Built & Natural	16,157	0
Ford transit van	Built & Natural	16,588	0
Ford Ranger /Hi-drive	Rangers	16,822	0
Ford Ranger	Built & Natural	16,100	0
Ford Ranger	Health Services	18,809	0
Ford Ranger	Built & Natural	18,915	0
Ford Ranger	Emergency Management	19,720	0
Ford Ranger	Built & Natural	18,450	0
Ford Ranger	Built & Natural	15,760	0
Isuzu Ute	Sustainable Development	16,460	0
Isuzu Ute	Built & Natural	17,356	0
Isuzu Ute	Built & Natural	19,630	0
<u>Trucks & Buses Replacements</u>			
<u>Trailers</u>			
3T Tandem Tipper Trailer	Built & Natural	1,660	0
Mowing 4500kg Trailer	Built & Natural	3,040	0
Wastech Semi Trailer	Built & Natural	35,327	0
Wastech Semi Trailer	Built & Natural	35,327	0
<u>Parks & Mowers</u>			
5 Gang mower	Built & Natural	18,252	0
Mower with Cab	Built & Natural	7,500	0
Mower 72"	Built & Natural	6,000	0
<u>Minor Equipment >\$5000</u>			
<u>Construction Vehicles - Replacement</u>			
MULTI ROLLER	Built & Natural	45,900	0
		1,108,878	108,627

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**NOTE 5
TENDERS/QUOTES AWARDED FOR THE MONTH**

CEO delegation – accepted/rejected tenders during the month
Awarded under Financial Authorisation \$250,000 and above

Tender code	Tender Description	Company Awarded to	Contract Term	Contract Amount
				\$
T11-2021	Provision of Bushfire Mitigation Services	Yorakine Farms Pty Ltd ATF The SJ & SM Reid Family Trust T/AS Falcon Firebreaks	3 years 1 option to extend for a further 1 year	540,000
RFQ07-2021	Supply and Delivery Outdoor Barbeque Equipment	Not awarded	-	-
T07-2021	Provision of Fencing Services	Sudai Resources Pty Ltd ATF The Fiander Family Trust T/As Peel Fencing	3 years plus 2 year extension	2,353,352
T08-2021	Provision of Tree Pruning and Associated Services.	Not awarded	-	-

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

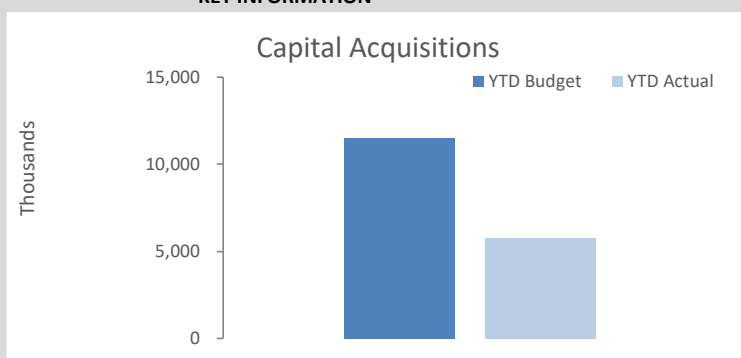
**INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$		\$	\$	\$
Buildings	5,327,975	5,724,993	1,755,655	551,770	(1,203,885)
Equipment	61,127	172,874	75,210	10,670	(64,540)
Machinery	4,185,542	4,185,542	1,041,726	110,879	(930,847)
Infrastructure - Roads	14,775,329	15,072,786	3,367,608	2,352,088	(1,015,520)
Bridges	3,871,067	4,021,067	271,067	21,067	(250,000)
Parks	14,256,393	14,365,239	4,277,914	2,445,612	(1,832,302)
Drainage	1,222,989	1,323,722	370,132	212,356	(157,777)
Coastal & Estuary	706,907	706,907	135,241	26,907	(108,333)
Other Infrastructure	600,500	764,500	209,873	13,000	(196,873)
Capital Expenditure Totals	45,007,828	46,337,629	11,504,426	5,744,350	(5,760,076)
Capital Acquisitions Funded By:					
	\$		\$	\$	\$
City of Mandurah Contribution	7,543,360	7,878,781	6,825,410	2,386,391	(4,439,019)
Capital grants and contributions	17,656,844	17,916,241	4,609,711	3,249,332	(1,360,379)
Borrowings	9,826,754	9,826,754	-	-	-
Other (Disposals & C/Fwd)	1,108,878	1,108,878	69,305	108,627	39,322
Cash Backed Reserves					
Building Reserve	1,771,058	1,854,517	-	-	-
Asset Management Reserve	3,666,399	3,954,428	-	-	-
Cultural Centre Reserve	-	213,495	-	-	-
Sustainability Reserve	259,000	259,000	-	-	-
Sanitation Reserve	1,238,520	1,238,520	-	-	-
Traffic Bridge Reserve	-	150,000	-	-	-
Waterways Reserve	13,425	13,425	-	-	-
Unspent Grants & Contributions Reserve	1,028,409	1,028,409	-	-	-
Plant Reserve	895,181	895,181	-	-	-
Capital Funding Total	45,007,828	46,337,629	11,504,426	5,744,350	(5,760,076)

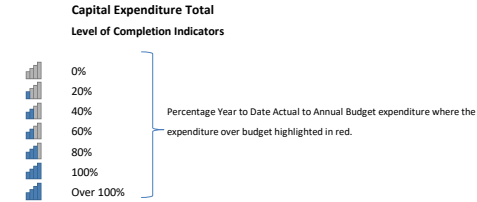
SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$46.34 M	\$5.74 M	12%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$17.92 M	\$3.25 M	18%



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

Account Description		Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
Buildings							
750647	Dawesville Community Centre	719,847	719,847	194,847	19,847	700,000	Design only.
750648	Enhancements to Reserve Changerooms to Make Amenities Unisex	25,286	25,286	5,286	5,286	20,000	Construction to commence Q2.
750649	Falcon Family Centre - External Works	57,683	57,683	7,683	7,683	50,000	Construction to commence Q3.
750650	Air Conditioner at Madora Bay Hall	10,411	10,411	411	411	10,000	Construction complete. Finances to be finalised.
750651	Air Conditioner at Halls Head Community and Sports Facility	30,566	30,566	566	566	30,000	Construction complete. Finances to be finalised.
750652	LED Buildings Plan	80,514	80,514	27,181	514	80,000	Ongoing Program 2021/22.
750653	MARC - Administration Office CCTV Camera Installation	15,514	15,514	514	514	15,000	Construction to commence Q2.
750654	MARC CCTV Stadium	30,514	30,514	514	514	30,000	Construction to commence Q2.
750655	MARC Leisure Pool Acoustics	206,736	206,736	6,736	6,736	200,000	Construction to commence Q4.
750656	MARC Plantroom Chlorine Gas Detectors & Shutdown System	15,566	15,566	15,566	566	15,000	Construction to commence Q2.
750657	MPAC Internal Refurb	328,084	328,084	328,084	8,084	320,000	Construction to commence Q2.
750658	Reserve Meter Replacement Program	50,566	50,566	566	566	50,000	Ongoing Program 2021/22.
750659	WMC - CCTV Upgrade	15,754	15,754	754	754	15,000	Construction to commence Q3.
750660	WMC Tipping Shed	261,491	261,491	11,491	11,491	250,000	Construction to commence Q2.
750661	Works & Services Building Refurb	211,848	211,848	61,848	11,848	200,000	Design complete.
750662	WMC Fire Water Service	50,463	50,463	463	463	50,000	Construction to commence Q3.
750662	Site Main Switchboard Program	50,514	50,514	514	514	50,000	Construction to commence Q2.
750663	Admin Building Carpet	107,621	107,621	7,621	7,621	100,000	Construction to commence Q3.
750664	Billy Dower Offices Flooring	20,952	20,952	20,952	2,952	18,000	Construction to commence Q3.
750665	Civic Building - Rates Team Work Area	15,286	15,286	5,286	5,286	10,000	As per requested budget variation to defer project and reallocate budget to a new capital project for the Stage Door Waterfront HVAC.
750666	Civic Staff Amenity Room Refurbishment	44,622	44,622	4,622	4,622	40,000	Construction to commence Q2.
750667	External Painting Program	25,463	25,463	463	463	25,000	Construction to commence Q3.
750668	Falcon E - Library ACH1 Replacement	55,411	55,411	411	411	55,000	Construction to commence Q2.
750669	Fire System Replacement Program	20,566	20,566	566	566	20,000	Construction to commence Q2.
750670	Mandurah Library HVAC	95,514	95,514	514	514	95,000	Construction to commence Q2.
750671	Mandurah Library Re Roofing Project	161,428	161,428	6,428	6,428	155,000	Construction to commence Q2.
750672	Mandurah Ocean Marina Chalets	158,269	158,269	8,269	8,269	150,000	Construction to commence Q3.
750673	Mewburn Ablution Refurbishment	55,883	55,883	5,883	5,883	50,000	Construction to commence Q3.
750674	Museum CCTV Upgrade	40,514	40,514	514	514	40,000	Construction to commence Q2.
750675	Rushton Park Pavilion - Ext Coatings	45,463	45,463	463	463	45,000	Construction to commence Q2.
750676	Oven Replacement Peelwood Pde Facility	9,238	9,238	9,238	1,238	8,000	Construction to commence Q2.
750677	District Cooling System	614,316	614,316	14,316	14,316	600,000	Construction to commence Q3.
400015	South Mandurah FC Changerooms (CSRFF)	6,666	6,666	0	11,190	(4,524)	Carryover project, construction 95% complete.
400021	Mandurah Mustangs FC - Facility Development	204,289	204,289	8,252	8,252	196,037	Construction to commence Q2.
400026	Peel Community Kitchen	26,615	26,615	26,615	67,029	(40,414)	Construction complete. Finances to be finalised. Budget Variation for overspend to be processed in due course.
400030	Owen Avenue Ablution	279,242	279,242	279,242	63,828	215,414	Construction 50% complete.
400046	Site Main Switchboards	95,133	95,133	0	0	95,133	Construction to commence Q2.
750620	Solar Plan	60,000	60,000	60,000	32,776	27,224	Carryover project, construction 95% complete.
750623	Administration Building - Foyer Security	68,280	68,280	68,280	0	68,280	Carryover project, construction 50% complete.
750625	Mandurah Community Museum Roof Replacemt	143,400	143,400	143,400	0	143,400	Carryover project, construction 75% complete.
750631	Mdh Bowling & Rec Club - Bar Repairs	21,364	21,364	1,364	1,364	20,000	Construction to commence Q4.
750633	Stage 2 of Upgrades to Peelwood Reserve	99,720	99,720	49,860	0	99,720	Construction to commence Q3.
750638	Ablution Bortolo Reserve	247,540	247,540	123,770	3,000	244,540	Construction 25% complete.
750639	Peel Hockey Association - Floodlighting	56,923	56,923	56,923	38,520	18,404	Complete.
750643	Falcon Family Centre Upgrade	96,000	96,000	0	0	96,000	Construction to commence Q2.
750644	Mandurah Visitors Centre Refurbishment	92,145	92,145	92,145	109,470	(17,325)	Construction 95% complete. Budget Variation for overspend to be processed in due course.
750646	MARC Leisure Pool Acoustics	68,000	68,000	34,000	0	68,000	Design only.
750679	Solar Plan 2021/22	130,754	130,754	11,754	11,754	119,000	Construction to commence Q3.
750698	Mandurah HIF Lighting	0	238,495	0	0	238,495	Construction to comment Q2.

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

Account Description		Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
	750628 Civic Building-Mayors Office Reconfiguration	0	44,500	44,500	68,685	(24,185)	Construction complete. Finances to be finalised. Budget Variation for overspend to be processed in due course.
	400022 Peelwood Res - Changeroom Upgrade	0	13,959	6,980	0	13,959	Construction to commence Q3.
	750636 WMC - Upgrade Alarm System	0	30,000	0	0	30,000	Construction to commence Q2.
	750627 Administration Centre External Painting Project	0	70,064	0	0	70,064	Carryover project, construction 95% complete.
Bridges							
	880013 BR Pedestrian Bridge Mandurah Road	3,521,067	3,521,067	21,067	21,067	3,500,000	Construction to commence Q4.
	880012 Lakelands-Madora Bay Pedestrian Bridge	350,000	350,000	175,000	0	350,000	Design only.
	880000 Old Mandurah Bridge	0	150,000	75,000	0	150,000	Carryover project, construction 90% complete.
Parks							
	700476 Installation of Permanent Soccer Goals	10,353	10,353	10,353	3,353	7,000	Construction to commence Q3.
	700478 Meadow Springs Golf Course Fence	46,004	46,004	6,004	6,004	40,000	Construction to commence Q3.
	700479 Rushton Precinct Master Plan - Netball Courts	74,805	74,805	4,805	4,805	70,000	Construction to commence Q4.
	700480 Central Irrigation Management System Renewal	93,407	93,407	3,407	3,407	90,000	Ongoing Program 2021/22.
	700481 Bin Enclosures for Eastern/Western foreshore	55,839	55,839	5,839	5,839	50,000	Construction to commence Q3. Linked to City Centre Waterfront project.
	700440 Major Public Artworks	90,411	90,411	411	411	90,000	Ongoing Program 2021/22.
	700482 Abbotswood Park Erskine Path Connection	26,857	26,857	26,857	8,852	18,005	Construction 95% complete.
	700483 Falcon Reserve Cricket Net renewal	43,328	63,328	63,328	4,648	58,680	Construction to commence Q2.
	700484 Avalon Foreshore Westview Parade Stage 2	60,894	60,894	10,894	11,144	49,750	Construction to commence Q2.
	700485 Bortolo Park Drainage Basin	61,613	61,613	11,613	11,613	50,000	Construction to commence Q4.
	700487 Eros Reserve - Basketball Crt Concrete	28,280	28,280	28,280	3,280	25,000	Construction to commence Q3.
	700488 Gallop Reserve	109,096	109,096	9,096	9,096	100,000	Construction to commence Q2. \$10k budget variation requested for scope change to be funded from Henry Sutton capital project.
	700489 Mandurah Road Median	167,781	117,781	17,781	17,781	100,000	Construction to commence Q3.
	700490 Meadow Springs Turf Wicket	12,404	12,404	12,404	2,404	10,000	Construction to commence Q2.
	700491 Milgar BMX Track	24,805	24,805	14,805	4,805	20,000	Construction to commence Q3.
	700492 Lavender Gardens Reserve	65,839	75,839	40,839	7,824	68,015	Construction 75% complete.
	700493 Pinjarra Road East Median Stage 4	129,185	149,185	51,685	104,277	44,907	Construction 95% complete.
	700494 Pleasant Grove Foreshore	85,832	85,832	17,832	17,832	68,000	Construction to commence Q3/Q4.
	700495 Kangaroo Paw Park	55,175	55,175	5,175	5,175	50,000	Design only.
	700496 Riverside Gdns Foreshore Park Furniture	51,045	51,045	6,045	6,045	45,000	Construction to commence Q2.
	700497 Shade Tree Planting at Sports Grounds	22,038	22,038	22,038	7,038	15,000	Construction to commence Q4.
	700498 Tickner Reserve Final Stage	226,414	226,414	26,414	26,414	200,000	Construction to commence Q3.
	700499 Western Foreshore Bore Hole Replacement	25,497	25,497	25,497	1,497	24,000	Construction 75% complete.
	700500 Mary Street (near Lagoon)	18,497	18,497	18,497	1,497	17,000	Construction to commence Q3.
	700501 Florida Reserve Fencing	21,497	21,497	11,497	1,497	20,000	Construction to commence Q2.
	700502 Northport Oval Fencing	35,466	35,466	5,466	5,466	30,000	Construction to commence Q2.
	700503 Henry Sutton	37,089	37,089	37,089	7,089	30,000	Construction complete. Finances to be finalised. \$10k budget variation requested to fund scope change for Gallop Reserve capital project.
	700504 Hennessy Reserve	91,754	91,754	4,754	4,861	86,893	Construction to commence Q4.
	700505 Madora Bay Hall	56,798	56,798	6,798	6,798	50,000	Construction to commence Q3.
	700506 Caterpillar Park	25,738	25,738	5,738	5,738	20,000	Construction to commence Q2.
	700507 Replacement of Rubber Softfall	83,456	83,456	3,456	54,950	28,506	Ongoing Program 2021/22.
	700508 Signage Renewal	49,045	49,045	9,045	9,045	40,000	Ongoing Program 2021/22.
	700509 BBQ New Program	51,548	51,548	1,548	12,838	38,710	Ongoing Program 2021/22.
	700510 Boardwalk Renewal Program	250,000	50,000	0	0	50,000	Ongoing Program 2021/22.
	700439 Enclosed Dog Park	229,849	229,849	229,849	204,122	25,727	Construction 95% complete.
	700441 Bortolo Reserve - Shade Sail	34,011	34,011	14,011	4,011	30,000	Construction to commence Q3.
	700471 Hermitage Park - Shade Sail	45,419	45,419	18,753	5,419	40,000	Construction to commence Q3.
	700472 Country Club Drive - Shade Sail	34,011	34,011	14,011	4,011	30,000	Construction to commence Q3.
	700443 Falcon Bay Upgrade - Stage 4 of 5	129,261	129,261	43,087	23,681	105,580	Carryover project, construction 95% complete.
	700444 Novara Foreshore Stage 4	282,348	282,348	141,174	28,369	253,979	Carryover project, construction 75% complete.
	700453 Falcon Reserve Activation Plan - Stage 2	127,331	127,331	42,444	1,240	126,091	Carryover project, construction 50% complete.
	700462 Madora Bay Beach	113,441	113,441	13,441	13,441	100,000	Design only.
	700464 Shade Sails Over Playgrounds	196,198	196,198	98,099	104,786	91,412	Construction 95% complete.
	700511 Mandurah Parks - Shade Sails	0	150,000	0	0	150,000	Construction to commence Q3.
	700512 Meadow Springs SF - Cricket Nets	0	45,500	45,500	0	45,500	Construction to commence Q2.
	700020 Pebble Beach Boulevard Res 46649	0	6,099	3,050	921	5,178	Construction complete. Finances to be finalised.
	700463 Madora Beach Shade Shelters	0	57,247	28,624	52,737	4,510	Construction 95% complete.
	700513 Artesian Pump Replacement Program	0	50,000	12,500	0	50,000	Ongoing Program 2021/22.
Roads							
	501087 Access Pathway at Rushton North Pavilion	60,665	60,665	3,665	3,665	57,000	Construction to commence Q3.
	501088 RC Leslie Street Stage 2	786,420	786,420	36,420	44,780	741,640	Construction to commence Q2.
	501089 RC Peel Street Stage 3	1,540,664	1,540,664	415,664	41,541	1,499,123	Construction to commence Q4.
	501090 RC Pinjarra Road Stage 3	1,553,728	1,553,728	553,728	53,728	1,500,000	Refer to Financial Report, Key Capital Projects table.
	501091 SL Street Lighting New Program	130,276	130,276	55,276	30,276	100,000	Ongoing Program 2021/22.
	501092 TM Discretionary Traffic Management Program	202,864	202,864	52,864	107,493	95,371	Ongoing Program 2021/22.
	501093 WTC Roadway and Concrete Hardstand	320,852	320,852	20,852	20,852	300,000	Construction to commence Q3. Seeking Department of Water and Environmental Regulation approval.
	501094 Council Meeting Room Hardstand	57,281	57,281	7,281	7,281	50,000	Construction to commence Q3.

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

Account Description			Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
501051	SF Street Furniture New Program		57,179	57,179	19,679	7,179	50,000	Ongoing Program 2021/22.
501097	Tims Thicket Road		567,929	567,929	27,929	27,929	540,000	Construction to commence Q4.
501098	RR France/Aldgate St Intersection		350,958	350,958	20,958	20,958	330,000	Construction to commence Q3.
501099	RR Bortolo Drive/Lowden St Intersection		259,435	259,435	19,435	19,435	240,000	Construction to commence Q2.
501100	RR Sticks Boulevard		33,004	33,004	8,004	8,004	25,000	Construction to commence Q3.
501111	RS Tennyson Avenue (HALLS HEAD)		220,576	220,576	113,076	5,576	215,000	Construction to commence Q2.
501112	SP Falcon Coastal Shared Path		75,086	75,086	15,086	15,211	59,875	Construction to commence Q3/Q4.
501113	SP Halls Head PSP		416,663	416,663	16,663	16,663	400,000	Construction to commence Q3.
501114	SP Missing Links		111,543	111,543	36,543	12,162	99,381	Ongoing Program 2021/22.
501115	SP Biara Court PAW Renewal		43,446	43,446	5,946	5,946	37,500	Construction to commence Q3.
501116	SP Pleasant Grove POS		46,102	46,102	4,602	4,602	41,500	Construction to commence Q3/Q4.
501117	SP Waterside Gardens Paving Rehabilitation		32,022	32,022	5,022	5,022	27,000	Construction to commence Q4.
501123	Ayrton St POS Carpark		76,098	76,098	17,098	17,098	59,000	Construction to commence Q4.
501124	Emulsion tank with bunding		45,566	45,566	566	566	45,000	Construction to commence Q2.
501125	Corsican Road		101,439	101,439	1,439	1,439	100,000	Construction to commence Q2/Q3.
501126	Southern Operations Centre		164,245	164,245	14,245	14,245	150,000	Construction to commence Q3/Q4.
501118	SL Carpark Lighting Replacement Program		100,874	100,874	34,208	874	100,000	Ongoing Program 2021/22.
501119	SL Light Pole Replacement		100,926	100,926	34,259	926	100,000	Ongoing Program 2021/22.
501120	SL Mandurah Marina Canal Light Poles		68,874	68,874	874	874	68,000	Construction to commence Q2.
501121	SL Parks and Reserves LED Program		70,874	70,874	24,208	874	70,000	Ongoing Program 2021/22.
501101	Halls Head Beach Car Park Stage 2		105,303	105,303	24,303	24,303	81,000	Construction to commence Q3.
501102	RS Aldgate Street (MANDURAH)		56,048	56,048	6,048	6,048	50,000	Construction to commence Q2.
501103	RS Ayrton Street (DAWESVILLE)		166,255	166,255	6,255	7,055	159,200	Construction to commence Q2.
501104	RS Chapman Road (DAWESVILLE)		105,928	105,928	5,928	5,928	100,000	Construction to commence Q2.
501105	RS Durham Crescent (DAWESVILLE)		80,964	80,964	5,964	6,146	74,818	Construction to commence Q2.
501106	RS Inneson Place (DAWESVILLE)		50,793	50,793	5,793	6,084	44,709	Construction to commence Q2.
501107	RS Napier Close (HALLS HEAD)		40,778	40,778	23,278	5,778	35,000	Construction to commence Q2.
501108	RS Sabina Drive (MADORA BAY)		83,248	83,248	7,248	7,248	76,000	Construction to commence Q2.
501109	RS Sandford Crescent (HALLS HEAD)		106,048	106,048	56,048	6,048	100,000	Construction to commence Q2.
501110	RS Seaton Close (HALLS HEAD)		35,778	35,778	20,778	5,778	30,000	Construction to commence Q2.
501127	Falcon Reserve Activation Plan - Stage 3		424,794	424,794	24,794	26,173	398,621	Construction to commence Q4.
501083	RR Mandurah Terrace		1,408,095	1,408,095	49,951	49,951	1,358,144	Refer to Financial Report, Key Capital Projects table.
501041	SL Rushton Sports Flood Lighting		52,826	52,826	52,826	2,826	50,000	Construction to commence Q2.
501027	RR Pinjarra Road Stage 1		1,125,578	1,125,578	562,789	685,095	440,483	Refer to Financial Report, Key Capital Projects table.
501031	RR Catalina Dr/Badgerup Ave Roundabout		14,069	14,069	0	0	14,069	Carryover project, construction 95% complete.
501033	RR Old Coast Road/Albany Drive		106,247	106,247	0	20,738	85,509	Carryover project, construction 95% complete.
501064	SP Mulberry Close PAW		52,009	52,009	52,009	26,808	25,201	Carryover project, construction 95% complete.
500016	Smart Street Mall Upgrade		897,835	897,835	224,459	363,834	534,001	Refer to Financial Report, Key Capital Projects table.
501076	RR Guava Way		301,000	301,000	301,000	219,204	81,796	Construction complete. Finances to be finalised.
501084	Peel Street - Power Relocation		1,500,000	1,500,000	0	37,793	1,462,207	Refer to Financial Report, Key Capital Projects table.
501128	Dawesville Channel SE Foreshore Upgrade		466,144	466,144	252,631	175,681	290,463	Carryover project, construction 75% complete.
501038	SP Stingray Point Footpath Replacement		0	65,246	16,312	52,793	12,453	Construction complete. Finances to be finalised.
501050	Mandurah Road Median		0	80,218	40,109	1,027	79,191	Construction to commence Q3.
501086	SP Denham Street		0	21,844	10,922	80,504	(58,660)	Construction complete. Finances to be finalised. Year end reconciliation for 2020/21 carryover projects completed in September 2021.
501039	SL Street Lighting New Program		0	80,149	40,075	29,604	50,545	Balance of ongoing program from 2020/21.
501042	SL Light Pole Replacement		0	50,000	12,500	0	50,000	Carryover project, construction 60% complete.
501048	TM Discretionary Traffic Management Program		0	0	0	2,619	(2,619)	Invoice for 2020/21 project processed post 2020/21 EOFY. Budget to be adjusted at Budget Review.
501062	SP Pinjarra Road Park		0	0	0	1,539	(1,539)	Invoice for 2020/21 project processed post 2020/21 EOFY. Budget to be adjusted at Budget Review.
501065	Missing Links		0	0	0	285	(285)	Invoice for 2020/21 project processed post 2020/21 EOFY. Budget to be adjusted at Budget Review.
Drainage								
600181	Septic Tank and Grease Arrestor at Milgar Reserve		30,720	30,720	720	720	30,000	Construction to commence Q2.
600182	Discretionary Drainage Projects		165,705	165,705	90,705	88,919	76,786	Ongoing Program 2021/22.
600183	Halls Head Pde Beach Central CP Stage 2		235,361	235,361	15,361	15,361	220,000	Construction to commence Q3.
600184	DR Mathew Street, Falcon		104,969	104,969	19,969	19,969	85,000	Construction to commence Q3.
600185	DR Koolinda Street, Falcon Stage 2		99,298	99,298	99,298	20,406	78,892	Construction to commence Q2.
600186	DR Yeedong Road, Falcon - Stage 2		168,544	168,544	93,044	17,544	151,000	Construction to commence Q2/Q3.
600187	DR Pump Station Replacement of Pumps		55,669	55,669	669	669	55,000	Ongoing Program 2021/22.
600180	Bortolo Sump-Water Sensitive UrbanDesign		362,723	362,723	0	0	362,723	Construction to commence Q3.
600173	DR Koolinda Street		0	100,733	50,366	48,768	51,965	Construction 60% complete.
Coastal & Estuary								
900012	Parkridge Boat Ramp		33,426	33,426	3,426	3,426	30,000	Design only.
910068	All Access Launching Ramp - Riverside Gardens		154,714	154,714	79,714	4,714	150,000	Construction to commence Q3.
910108	South Harbour Paving Upgrade Stage 3 to 6		107,744	107,744	41,078	7,744	100,000	Construction to commence Q3.
910109	Cambria Island Abutment Walls Repair		411,023	411,023	11,023	11,023	400,000	Construction to commence Q3.
Equipment								
82	Council Meeting Room (Display) in Marina Administration Office		5,386	5,386	5,386	5,386	0	Construction to commence Q3.
Council Reports								

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

Account Description		Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
	820182 Furniture & Equipment Renewal Program	55,741	55,741	17,491	4,741	51,000	Ongoing Program 2021/22.
	820174 MPAC Orchestra Lift	0	79,219	19,805	0	79,219	Carryover project, construction 90% complete.
	820180 Furniture & Equipment Renewal Program	0	32,528	32,528	5,543	26,985	Balance of ongoing program from 2020/21.
Plant & Machinery							
	770001 Replacement Light Passenger Vehicles	528,531	528,531	132,132	29,740	498,791	Ongoing Program 2021/22.
	770002 Replacement Light Commercial Vehicles	1,342,546	1,342,546	335,634	79,416	1,263,130	Ongoing Program 2021/22.
	770007 Trailers	644,969	644,969	161,241	0	644,969	Ongoing Program 2021/22.
	770008 Construction Vehicles	664,209	664,209	166,053	0	664,209	Ongoing Program 2021/22.
	770009 Parks and Mowers	278,009	278,009	69,501	0	278,009	Ongoing Program 2021/22.
	770010 New - Heavy Vehicles Plant and Equipment	55,000	55,000	13,750	0	55,000	Ongoing Program 2021/22.
	770011 Miscellaneous Equipment	469,815	469,815	117,452	1,260	468,555	Ongoing Program 2021/22.
	770018 New - Light Commercial Vehicles	182,000	182,000	45,500	0	182,000	Ongoing Program 2021/22.
	770019 WMC Weighbridge Enhancements	20,463	20,463	463	463	20,000	Construction to commence Q2.
Other Infrastructure							
	930036 Christmas Decorations 2021	213,000	213,000	113,000	13,000	200,000	Design in progress.
	930037 CSRFF Program - Small Grants	150,000	150,000	37,500	0	150,000	Funding allocations to be determined.
	930035 Restart Mandurah - Other	237,500	237,500	59,373	0	237,500	Remaining balance of Restart Mandurah funds.
	930038 MARC Geothermal Pump & VSD	0	164,000	0	0	164,000	Construction to commence Q3.
	400050 Lakelands DOS Clubroom Facility	152,512	152,512	76,256	53,070	99,442	Carryover project. Construction complete, finances to be finalised.
	700052 Lakelands DOS Flood Lights	471,189	471,189	235,595	444,064	27,125	Carryover project, construction 95% complete.
	500085 Lakelands DOS Parking	1,794	1,794	0	0	1,794	Carryover project. Construction complete, finances to be finalised.
	700050 Lakelands DOS Irrigation	21,981	21,981	0	0	21,981	Carryover project. Construction complete, finances to be finalised.
	700053 Lakelands DOS Sports Specific Infrastructure	20,199	20,199	10,100	0	20,199	Carryover project, construction 45% complete.
	700054 Lakelands DOS Water Provision Infrastructure	310,156	310,156	155,078	0	310,156	Carryover project. Construction complete, finances to be finalised.
	700055 Eastern Foreshore South Precinct	5,716,803	5,716,803	1,495,195	278,663	5,438,140	Refer to Financial Report, Key Capital Projects table.
	700056 Western Foreshore Recreation Precinct	4,082,096	4,082,096	1,075,856	843,749	3,238,347	Refer to Financial Report, Key Capital Projects table.
	Grand Total	45,007,828	46,337,629	11,504,426	5,744,350	40,593,279	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**FINANCING ACTIVITIES
NOTE 7
BORROWINGS**

Repayments - Borrowings

Information on Borrowings		New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	1 July 2021	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Community amenities									
Compactor Waste Trailers and Dolly [336]	182,928	0	0	14,648	58,331	168,280	124,745	1,030	4,381
Waste Water Reuse [349]	123,584	0	0	5,725	22,445	117,859	101,209	680	3,176
Halls Head Ablution Block [350]	82,406	0	0	3,816	14,959	78,591	67,482	453	2,117
Halls Head Recycled Water 2019/20	181,932	0	0	4,546	18,418	177,387	163,642	1,082	4,863
Ablutions 2020/21	0	0	200,000	0	17,580	0	182,420	0	5,375
Ablutions 2021/22	0	0	70,000	0	0	0	70,000	0	0
Recreation and culture									
Rushton Park Redevelopment [318(ii)]	242,243	0	0	23,484	88,447	218,760	154,735	355	5,565
Meadow Springs Recreation Facility [318(iii)]	181,967	0	0	17,640	67,388	164,326	113,661	266	4,240
Mandurah Rugby Club [320]	649	0	0	-	667	649	0	0	0
Mandurah Cricket Club [321]	215	0	0	-	203	215	0	0	0
Mandurah Football & Sporting Club [324]	84,392	0	0	20,467	82,264	63,926	2,242	428	1,316
Mandurah Rugby Club [325]	6,512	0	0	1,575	6,331	4,937	162	33	101
Bowling Club Relocation [326]	531,183	0	0	141,126	531,913	390,057	41	1,266	7,721
Ablutions - Netball Centre [329(i)]	43,859	0	0	10,872	43,702	32,987	2,054	222	672
Parks Construction [329(v)]	43,859	0	0	10,872	43,702	32,987	561	222	672
Halls Head Bowling Club upgrade [331]	273,985	0	0	9,280	36,250	264,705	237,916	1,586	7,214
Parks - Falcon Bay Reserve [333(i)]	47,067	0	0	6,012	24,066	41,055	24,634	257	1,012
MARC Redevelopment [338]	599,116	0	0	41,279	156,515	557,837	442,909	1,546	14,785
MARC Redevelopment Stage 1 [340]	420,178	0	0	20,286	80,042	399,891	340,372	2,412	10,750
MARC Redevelopment Stage 2 [341]	1,051,932	0	0	56,254	207,471	995,679	844,896	2,318	26,817
Eastern Foreshore Wall [344]	689,125	0	0	36,294	134,120	652,831	555,055	1,632	17,584
MARC Stage 2 [345]	1,018,914	0	0	52,483	192,185	966,431	826,120	2,078	26,058
Falcon Bay Seawall [351]	206,930	0	0	9,568	37,509	197,362	169,554	1,139	5,319
MARC Solar Plan [353]	153,181	0	0	5,122	20,000	148,059	133,272	887	4,036
Novara Foreshore Development [355]	306,341	0	0	10,244	40,000	296,097	266,543	1,774	8,072
Falcon Bay Foreshore Upgrades [356]	306,341	0	0	10,244	40,000	296,097	266,543	1,774	8,072
Mandjar Square Development [358]	382,826	0	0	12,804	49,996	370,021	333,093	2,217	10,088
Lakelands DOS [360]	2,040,331	0	0	81,053	282,919	1,959,278	1,758,134	3,061	53,536
Mandjar Square Stage 3 and 4	413,013	0	0	12,008	88,290	401,006	715,884	1,702	21,390
Falcon Seawall	803,936	0	0	25,635	43,828	778,301	369,445	1,785	11,012
Novara Foreshore Stage 3	165,255	0	0	4,610	17,530	160,645	147,818	874	4,406
Smart Street Mall Upgrade 2019/20	450,310	0	0	12,510	46,159	437,801	404,481	2,676	12,029
Falcon Bay Foreshore Stage 3 of 4	272,894	0	0	6,819	27,626	266,075	245,463	1,623	7,294
Mandjar Square Final Stage	272,894	0	0	6,819	27,626	266,075	245,463	1,623	7,294
Falcon Skate Park Upgrade	108,084	0	0	3,003	11,081	105,081	97,071	642	2,887
Westbury Way North side POS Stage 3	181,937	0	0	4,546	18,417	177,392	163,648	1,082	4,863
Eastern/ Western Foreshore 2020/21	1,140,973	0	0	0	100,278	1,140,973	1,040,652	1,816	30,666
Smart Street Mall 2020/21	1,102,206	0	0	0	96,868	1,102,206	1,005,297	1,645	29,624
Novara Foreshore Stage 4	100,004	0	0	1,836	8,784	98,168	91,216	445	2,688
Bortolo Reserve - Shared Use Parking and Fire Track Facility	300,011	0	0	5,517	26,377	294,494	273,623	1,336	8,063
Falcon Bay Upgrade - Stage 4 of 5	280,011	0	0	5,149	24,610	274,861	255,390	1,247	7,526
Enclosed Dog Park	20,152	0	0	367	1,774	19,785	18,377	90	542
South Harbour Paving Upgrade Stage 2	50,002	0	0	918	4,392	49,084	45,608	223	1,344
Falcon Skate Park Upgrade 2020/21	75,456	0	0	1,384	6,636	74,071	68,817	336	2,028
Eastern/ Western Foreshore 2021/22	0	0	1,629,070	0	143,186	0	1,485,884	0	43,785
Smart Street Mall 2021/22	0	0	897,835	0	78,912	0	818,923	0	24,131
Enclosed Dog Park 2021/22	0	0	179,849	0	15,818	0	164,031	0	4,834
Novara Foreshore Stage 4 2021/22	0	0	230,000	0	20,218	0	209,782	0	6,182
Falcon Bay Upgrade - Stage 4 of 5 2021/22	0	0	90,000	0	7,913	0	82,087	0	2,419
Parks and Reserves Upgrades 2021/22	0	0	609,000	0	0	0	609,000	0	0
Mandurah Library Re Roofing Project	0	0	155,000	0	0	0	155,000	0	0
Falcon Reserve Activation Plan	0	0	400,000	0	0	0	400,000	0	0
Rushton Park Precinct	0	0	70,000	0	0	0	70,000	0	0
Western Foreshore Yr 3	0	0	800,000	0	0	0	800,000	0	0
District Cooling System	0	0	600,000	0	0	0	600,000	0	0
Transport									
Drainage [318(iv)]	60,277	0	0	5,843	21,059	54,433	41,075	88	1,325
Road Construction [318(v)]	605,040	0	0	58,655	227,434	546,386	374,516	886	14,309
Road Construction [329(ii)]	95,457	0	0	23,662	95,116	71,795	84	483	1,463
Drainage Construction [329(iii)]	30,959	0	0	7,674	30,849	23,285	2,545	157	474
Peelwood Oval - Parking [329(iv)]	12,900	0	0	3,198	12,854	9,702	0	65	198
Path Construction [329(vi)]	7,740	0	0	1,919	7,712	5,821	0	39	119
Street Lighting [329(viii)]	10,320	0	0	2,558	10,283	7,762	0	52	158
Road Construction [333(ii)]	214,418	0	0	27,388	109,632	187,029	103,431	1,172	4,610
New Pedestrian Bridge Construction [335]	364,096	0	0	29,625	117,999	334,470	246,419	2,049	8,697
New Road Construction [339]	430,312	0	0	28,059	111,602	402,254	318,948	2,445	10,630
New Road Construction [342]	539,017	0	0	28,049	103,365	510,968	435,861	1,237	13,779
WMC Tims Thicket [343]	83,051	0	0	3,918	15,451	79,133	67,640	477	2,129
Road Construction [346]	325,323	0	0	15,073	59,091	310,250	266,459	1,790	8,361

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**FINANCING ACTIVITIES
NOTE 7
BORROWINGS**

Repayments - Borrowings

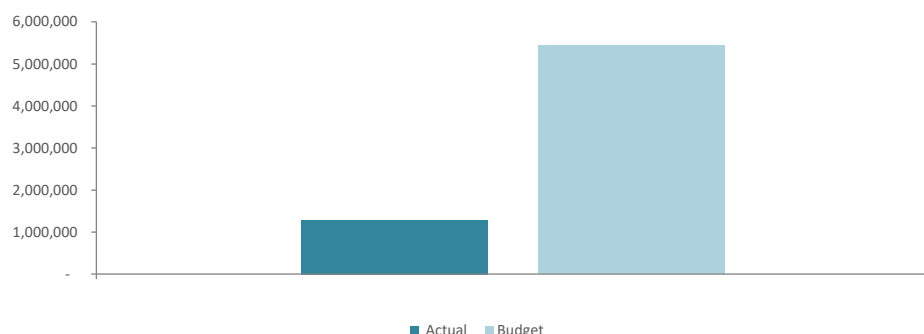
Information on Borrowings Particulars	1 July 2021	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
MARC Carpark [347]	247,155	0	0	11,450	44,888	235,705	202,432	1,360	6,352
MPAC Forecourt [348]	103,000	0	0	4,770	18,701	98,230	84,353	567	2,647
Mandurah Marina [352]	153,181	0	0	5,122	20,000	148,059	133,272	887	4,036
MARC Carpark [354]	229,772	0	0	7,681	29,993	222,090	199,929	1,331	6,055
Mandurah Foreshore Boardwalk Renewal [357]	344,544	0	0	11,523	44,993	333,021	299,785	1,995	9,079
New Road Construction [359]	1,028,241	0	0	40,274	143,054	987,968	885,540	2,233	26,973
Smoke Bush Retreat Footpath [361]	76,588	0	0	2,563	10,006	74,025	66,616	443	2,018
New Boardwalks 18/19	413,013	0	0	11,527	43,828	401,487	369,445	2,183	11,012
Coodanup Drive - Road Rehabilitation	82,641	0	0	2,305	8,765	80,336	73,909	437	2,203
Pinjarra Road Carpark	165,255	0	0	4,610	17,530	160,645	147,818	874	4,406
New Road Construction 2018/19	1,329,504	0	0	42,320	145,594	1,287,183	1,183,854	2,920	35,366
New Road Construction 2019/20	798,115	0	0	25,431	83,446	772,685	714,969	1,905	21,290
South Harbour Upgrade 2019/20	209,228	0	0	5,226	21,180	204,002	188,193	1,245	5,592
New Roads 2020/21	600,023	0	0	0	57,134	600,023	592,866	1,367	17,470
Carryover Roads 2020/21	0	0	500,000	0	43,945	0	456,055	0	13,439
Roads 2021/22	0	0	1,250,000	0	0	0	1,250,000	0	0
Boardwalks 2021/22	0	0	250,000	0	0	0	50,000	0	0
Carparks 2021/22	0	0	438,000	0	0	0	438,000	0	0
Pedestrian Bridge Mandurah Road	0	0	908,000	0	0	0	908,000	0	0
Cambria Island Abutment Wall	0	0	400,000	0	0	0	400,000	0	0
Economic services									
Mandurah Ocean Marina Chalets Refurbishment	0	0	150,000	0	0	0	150,000	0	0
Other property and services									
IT Communications Equipment [318(i)]	47,766	0	0	4,631	16,847	43,136	33,262	70	1,060
IT Equipment [329(vii)]	12,900	0	0	3,198	12,854	9,702	251	65	198
Land Purchase [330]	589,352	0	0	159,647	590,181	429,705	21	1,084	8,424
Civic Building - Tuckey Room Extension	413,013	0	0	11,527	43,828	401,487	369,445	2,183	11,012
	24,561,332	0	9,826,754	1,286,237	5,432,960	23,275,095	28,819,948	81,955	723,433
Total	24,561,332	0	9,826,754	1,286,237	5,432,960	23,275,095	28,819,948	81,955	723,433
Current borrowings	5,432,960		9,826,754	1,286,237	5,432,960	4,146,723	5,432,960	81,955	723,433
Non-current borrowings	19,128,372					19,128,372	23,386,988		
	24,561,332					23,275,095	28,819,948		

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

2021/22 Principal Repayments



Principal Repayments

\$1,286,237

Interest Expense

\$81,955

Loans Due

\$23.28 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**OPERATING ACTIVITIES
NOTE 8
CASH RESERVES**

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Building	1,674,855	8,658	0	0	0	(1,415,844)	0	267,669	1,674,855
Parking	479,332	9,051	0	0	0	0	0	488,384	479,332
Asset Management	10,688,231	105,409	0	1,900,000	0	(4,853,180)	0	7,840,460	10,688,231
Cultural Centre	149,781	0	0	66,194	0	(213,495)	0	2,480	149,781
Property Acquisition	0	0	0	0	0	0	0	0	0
Sustainability	625,422	6,923	0	0	0	(259,000)	0	373,345	625,422
Sanitation	4,008,943	17,922	0	0	0	(1,238,520)	0	2,788,345	4,008,943
Traffic Bridge	49,886	0	0	0	0	(150,000)	0	(100,114)	49,886
Interest Free Loans	50,325	0	0	0	0	(50,000)	0	325	50,325
CLAG	6,407	1,183	0	0	0	0	0	7,589	6,407
Mandurah Ocean Marina	177,219	3,358	0	0	0	0	0	180,577	177,219
Waterways	393,673	4,497	0	0	0	(13,425)	0	384,745	393,673
Port Mandurah Canals Stage 2 Maintenance	92,705	1,733	0	0	0	0	0	94,438	92,705
Mariners Cove Canals	84,466	1,599	0	0	0	0	0	86,065	84,466
Port Bouvard Canal Maintenance Contributions	265,862	5,012	0	0	0	0	0	270,874	265,862
Unspent Grants & Contributions	8,707,386	0	0	0	0	(8,875,279)	0	(167,893)	8,707,386
Long Service Leave	4,576,258	0	0	971,036	0	(883,534)	0	4,663,760	4,576,258
Bushland Acquisition	3,000,000	0	0	0	0	0	0	3,000,000	3,000,000
Coastal Storm Contingency	257,363	4,856	0	0	0	0	0	262,219	257,363
Digital Futures	69,192	1,577	0	0	0	0	0	70,768	69,192
Decked Carparking	1,004,210	18,947	0	0	0	0	0	1,023,157	1,004,210
Specified Area Rates - Waterside Canals	118,986	1,689	0	0	0	(6,737)	0	113,938	118,986
Specified Area Rates - Port Mandurah Canals	415,584	2,748	0	62,906	0	(336,260)	0	144,978	415,584
Specified Area Rates - Mandurah Quay Canals	209,361	4,129	0	8,669	0	0	0	222,158	209,361
Specified Area Rates - Mandurah Ocean Marina	403,902	6,818	0	0	0	0	0	410,720	403,902
Specified Area Rate - Port Bouvard Canals	120,423	2,253	0	0	0	(134)	0	122,542	120,423
Specified Area Rate - Mariners Cove	15,857	46	0	0	0	(10,656)	0	5,248	15,857
Specified Area Rate - Eastport	35,919	544	0	0	0	(175)	0	36,288	35,919
Sportclubs Maintenance Levy	188,306	3,911	0	12,000	0	0	0	204,217	188,306
City Centre Land Acquisition Reserve	1,006,509	0	0	0	0	0	0	1,006,509	1,006,509

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

OPERATING ACTIVITIES

NOTE 8

CASH RESERVES

Lakelands Community Infrastructure Reserve	1,097,302	20,703	0	0	0	0	0	1,118,005	1,097,302
Plant Reserve	1,582,499	14,308	0	0	0	(895,181)	0	701,626	1,582,499
Workers Compensation Reserve	481,416	2,126	0	0	0	0	0	483,542	481,416
Restricted Cash Reserve	1,530,335	0	0	0	0	(995,134)	0	535,201	1,530,335
	43,567,915	250,000	0	3,020,805	0	(20,196,554)	0	26,642,166	43,567,915

OPERATING GRANTS AND CONTRIBUTIONS

Provider	Unspent Operating Grant, Subsidies and Contributions Liability				Operating Grants, Subsidies and Contributions Revenue			
	Liability 1-Jul	Increase in Liability	Liability Reduction (As revenue)	Liability 30-Jun	Adopted Budget	Budget Variations	Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating Grants and Subsidies								
General purpose funding								
Financial Assistance Grant - General Purpose	0	0	0	0	897,773	0	897,773	246,448
Financial Assistance Grant - Local Roads	0	0	0	0	627,034	0	627,034	169,445
Law, order, public safety								
Lifeguard Service Funding: DPIRD	0	95,667	0	95,667	101,500	0	101,500	0
Southern Districts Bush Fire Brigade LGGS: DFES	0	0	0	0	35,000	0	35,000	0
SES LGGS: DFES	0	0	0	0	50,000	0	50,000	0
Bushfire Mitigation Activity Fund (MAF) Grants: DFES	0	28,550	0	28,550	64,600	0	64,600	0
Education and welfare								
Waterwise Verge Grant: Water Corp	0	0	0	0	10,000	0	10,000	0
Local Youth Alcohol Campaign: ADF	26,350	0	0	26,350	26,050	0	26,050	0
Ask for Angela: WAPOL	20,060	0	0	20,060	20,060	0	20,060	0
NAIDOC: PMC	0	0	0	0	3,084	0	3,084	0
International Disability Day Grant: Alcoa	0	0	0	0	1,028	0	1,028	0
Digital Health Literacy Workshop: PLWA	0	826	0	826	0	0	0	0
Recreation and culture								
Christmas Pageant: Lotterywest	0	0	0	0	10,468	0	10,468	0
Crabfest: Tourism WA	0	10,000	0	10,000	143,868	0	143,868	0
Every Club Funding 2021: DLGSC	40,000	0	0	40,000	40,000	0	40,000	0
Mandurah & Peel Aquatic Clubs Amalgamation: DLGSC	3,500	0	0	3,500	3,500	0	3,500	0
Every Club Funding 2022: DLGSC	0	0	0	0	20,554	0	20,554	0
Wearable Art	0	0	0	0	20,000	0	20,000	0
Gnoonie Youth Football Cup: WA Health Promotion Fo	0	0	0	0	1,000	0	1,000	0
CHRMAP: DPLH	0	0	0	0	37,500	0	37,500	0
Round the Estuary Trail: PDC	0	50,000	0	50,000	0	0	50,000	0
	89,910	185,043	0	274,953	2,113,019	0	2,163,019	415,893
TOTALS	89,910	185,043	0	274,953	2,113,019	0	2,163,019	415,893

Provider	Unspent Non Operating Grants, Subsidies and Contributions Liability				Non Operating Grants, Subsidies and Contributions Revenue				
	Liability	Increase in Liability	Liability Reduction (As revenue)	Liability	Adopted Budget Revenue	YTD Budget	Budget Variations	Annual Budget	YTD Revenue Actual (b)
	1-Jul			30-Jun					
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Non-Operating Grants and Subsidies									
Recreation and culture									
Eastern Foreshore South Precinct: DoH	309,994	0	(278,663)	31,330	2,500,000	0	0	2,500,000	278,663
Western Foreshore Recreation Precinct: DoH	131,670	0	(131,670)	0	0	0	0	0	131,670
Eastern Foreshore South Precinct: RfR	1,534,127	0	0	1,534,127	3,034,127	0	0	3,034,127	0
Western Foreshore Recreation Precinct: RfR	1,965,873	0	(712,079)	1,253,794	1,673,933	0	0	1,673,933	712,079
Lakelands DOS Clubroom Facility: AFL	0	0	0	0	50,000	0	0	50,000	0
Lakelands DOS: DLGSC	0	0	0	0	325,000	0	0	325,000	0
Mandurah Parks - Shade Sails: DPIRD	0	150,000	0	150,000	0	0	150,000	150,000	0
Meadow Springs SF - Cricket Nets: Cricket Australia	0	9,450	0	9,450	0	0	10,500	10,500	0
Meadow Springs SF - Cricket Nets: PDC	0	35,000	0	35,000	0	0	35,000	35,000	0
All Access Launching Ramp - Riverside Gardens	0	0	0	0	75,000	0	0	75,000	0
MPAC Internal Refurb: DPIRD	0	0	0	0	160,000	0	0	160,000	0
Transport									
BR Pedestrian Bridge Mandurah Road	0	0	0	0	2,000,000	0	0	2,000,000	0
RC Leslie Street Stage 2	0	0	0	0	500,000	0	0	500,000	200,000
RC Peel Street Stage 3	0	0	0	0	1,000,000	0	0	1,000,000	400,000
RC Pinjarra Road Stage 3	0	0	0	0	1,000,000	0	0	1,000,000	400,000
Tims Thicket Road	0	0	0	0	540,000	0	0	540,000	0
RR France/Aldgate St Intersection	0	0	0	0	330,000	0	0	330,000	132,720
RR Bortolo Drive/Lowden St Intersection	0	0	0	0	156,977	0	0	156,977	94,400
RS Tennyson Avenue (HALLS HEAD)	0	0	0	0	215,000	0	0	215,000	65,000
SP Falcon Coastal Shared Path	0	0	0	0	30,000	0	0	30,000	0
SP Halls Head PSP	0	0	0	0	200,000	0	0	200,000	0
RS Aldgate Street (MANDURAH)	0	0	0	0	50,000	0	0	50,000	70,788
RS Ayrton Street (DAWESVILLE)	0	0	0	0	160,000	0	0	160,000	160,000
RS Durham Crescent (DAWESVILLE)	0	0	0	0	75,000	0	0	75,000	75,000
RS Inneston Place (DAWESVILLE)	0	0	0	0	40,000	0	0	40,000	40,000
RS Sandford Crescent (HALLS HEAD)	0	0	0	0	85,708	0	0	85,708	85,708
RR Mandurah Terrace	0	0	0	0	1,358,144	0	0	1,358,144	0
RR Pinjarra Road Stage 1	0	0	0	0	200,000	0	0	200,000	200,000
RR Old Coast Road/Albany Drive	0	0	0	0	96,955	0	0	96,955	0
RR Guava Way	165,511	0	(165,511)	(0)	301,000	0	0	301,000	165,511
Peel Street - Power Relocation	1,429,072	0	(37,793)	1,391,279	1,500,000	0	0	1,500,000	37,793
	5,536,246	194,450	(1,325,716)	4,404,980	17,656,844	0	195,500	17,852,344	3,249,332
Non-Operating Contributions									
Recreation and culture									
PEET - Cash in Lieu Contribution	1,065,909	0	0	1,065,909	0	0	0	0	0
Other property and services									
MARC Geothermal Pump & VSD	0	0	0	0	0		63,897	63,897	0
	1,065,909	0	0	1,065,909	0	0	63,897	63,897	0
Total Non-operating grants, subsidies and contributions	6,602,155	194,450	(1,325,716)	5,470,889	17,656,844	0	259,397	17,916,241	3,249,332

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**NOTE 11
BUDGET AMENDMENTS APPROVED**

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

A positive number in the amended budget running balance represents an estimated closing surplus.

A negative number in the amended budget running balance represents an estimated closing deficit

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption		Opening Surplus/(Deficit)				(571,372)
	Mh Mustangs FC - Facility Development	G.13/7/21	Community Loan Advance			(50,000)	(621,372)
	Transfer from Interest Free Loans Reserve	G.13/7/21	Other: Transfer Out of Reserve		50,000		(571,372)
101011-4570-1045-61001	Community Garden Project)	G.13/7/21	Operating Expenses			(10,000)	(581,372)
	Asset Management Reserve	G.13/7/21	Other: Transfer Out of Reserve		10,000		(571,372)
100055-4700-1263-61001	Colours of Mandurah Artwork Project	G.13/7/21	Operating Expenses			(3,134)	(574,506)
	Unspent Grant Reserve	G.13/7/21	Other: Transfer Out of Reserve		3,134		(571,372)
	Additional Capital Works 2020/21 Carryovers	G.13/7/21	Capital Expenses			(881,806)	(1,453,178)
	Additional Capital Works 2020/21 Carryovers	G.13/7/21	Other: Transfer Out of Reserve		496,488		(956,690)
700511-6600-1045-61129	Mandurah Parks - Shade Sails	G.13/7/21	Capital Expenses			(150,000)	(1,106,690)
700511-6600-1045-41403	DPIRD Small Grants Program	G.13/7/21	Capital Revenue		150,000		(956,690)
700512-6600-1045-61129	Meadow Springs SF - Cricket Nets	G.13/7/21	Capital Expenses			(45,500)	(1,002,190)
700512-6600-1045-41403	Cricket Australia Grant	G.13/7/21	Capital Revenue		10,500		(991,690)
700512-6600-1045-41403	PDC Grant	G.13/7/21	Capital Revenue		35,000		(956,690)
750678-6100-1045-xxxxx	ManPAC RVIF Lighting	G.13/7/21	Capital Expenses			(238,495)	(1,195,185)
	Cultural Reserve	G.13/7/21	Other: Transfer Out of Reserve		213,495		(981,690)
	Building Reserve	G.13/7/21	Other: Transfer Out of Reserve		25,000		(956,690)
750678-6100-1421-41458	ManPAC RVIF Lighting - Reimbursement	G.13/7/21	Operating Revenue		66,194		(890,496)
	Cultural Reserve	G.13/7/21	Other: Transfer Into Reserve			(66,194)	(956,690)
100010-1110-1169-61001	Economic Development - Corporate Projects	G.13/7/21	Operating Expenses			(42,000)	(998,690)
100010-1000-1169-61001	CEO - Corporate Projects	G.13/7/21	Operating Expenses			(25,000)	(1,023,690)
101904-4700-1263-61001	Grow City Centre Business Investment	G.13/7/21	Operating Expenses			(4,842)	(1,028,532)
102821-4200-1588-61001	Wearable Art Program	G.13/7/21	Operating Expenses			(37,930)	(1,066,462)
102711-4200-1263-61001	CASM - General Operations	G.12/8/21	Operating Expenses			(3,000)	(1,069,462)
102711-4200-1263-41450	CASM - Contributions - Operating	G.12/8/21	Operating Revenue		3,000		(1,066,462)
100087-3407-1263-61129	2022 Conference	G.11/9/21	Operating Expenses			(10,000)	(1,076,462)
100087-3407-1263-41450	Shire of Murray & Waroona Contribution	G.11/9/21	Operating Revenue		10,000		(1,066,462)
100010-1110-1169-61001	Economic Development - Corporate Project	G.11/9/21	Operating Expenses			(50,000)	(1,116,462)
100010-1110-1263-41400	Peel Development Commission Grant	G.11/9/21	Operating Revenue		50,000		(1,066,462)
930038-6500-1045-61129	MARC Geothermal Pump & VSD	G.11/9/21	Capital Expenses			(164,000)	(1,230,462)
930038-6500-1263-41452	LGIS Non-Operating Contribution	G.11/9/21	Capital Revenue		63,897		(1,166,565)
700510-6600-1045-61129	Boardwalk Renewal Program	G.11/9/21	Capital Expenses		200,000		(966,565)
	Asset Management Reserve	G.11/9/21	Other: Transfer Into Reserve			(200,000)	(1,166,565)
700513-6600-1045-61001	Artesian Pump Replacement Program	G.11/9/21	Capital Expenses			(50,000)	(1,216,565)
104587-5150/ 104588-5130/	Artesian Retic/Bore Maintenance Activity	G.11/9/21	Operating Expenses		50,000		(1,166,565)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**NOTE 11
BUDGET AMENDMENTS APPROVED**

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

A positive number in the amended budget running balance represents an estimated closing surplus.

A negative number in the amended budget running balance represents an estimated closing deficit

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
700493-6600-1045	Pinjarra Road East Median Stage 4	G.11/9/21	Capital Expenses			(20,000)	(1,186,565)
700483-6600-1045-61129	Falcon Reserve Cricket Net Renewal	G.11/9/21	Capital Expenses			(20,000)	(1,206,565)
700492-6600-1045	Lavender Gardens Reserve	G.11/9/21	Capital Expenses			(10,000)	(1,216,565)
700489-6600-1045	Mandurah Road Median	G.11/9/21	Capital Expenses		50,000		(1,166,565)
				0	1,486,708	(2,081,901)	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**NOTE 12
PROPOSED BUDGET VARIATIONS FOR COUNCIL APPROVAL**

The following are for consideration for Council to approve as budget variations

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
			Opening Surplus/(Deficit)				(1,166,565)
	Capital Works 2020/21 Carryovers Reconciliation		Capital Expenses			(1,907,115)	(3,073,680)
	Capital Works 2020/21 Carryovers Reconciliation		Other: Unutilised Loans		1,903,048		(1,170,632)
	Capital Works 2020/21 Carryovers Reconciliation		Other: Proceeds From Sale of Assets			(17,042)	(1,187,674)
	Capital Works 2020/21 Carryovers Reconciliation		Capital Revenue		549,115		(638,559)
	Capital Works 2020/21 Carryovers Reconciliation		Other: Transfer Out of Reserve			(935,578)	(1,574,137)
	Operating 2020/21 Carryovers Reconciliation		Operating Expenses			(338,720)	(1,912,857)
	Operating 2020/21 Carryovers Reconciliation		Other: Transfer Out of Reserve		338,720		(1,574,137)
102821-4200-1263-41400	Wearable Art - General		Operating Revenue		36,600		(1,537,537)
102821-4200-xxxx-61001	Wearable Art - General		Operating Expenses			(36,600)	(1,574,137)
101031-4500-1263-41400	Mandurah Mental Health Initiative		Operating Revenue		70,000		(1,504,137)
101031-4500-1263-61001	Mandurah Mental Health Initiative		Operating Expenses			(70,000)	(1,574,137)
700488-6600-1045-xxxxx	Gallop Reserve		Capital Expenses			(10,000)	(1,584,137)
700503-6600-1045-xxxxx	Henry Sutton		Capital Expenses		10,000		(1,574,137)
New -6100-1045-xxxxx	Stage Door Waterfront HVAC		Capital Expenses			(15,286)	(1,589,423)
750665-6100-1045-xxxxx	Civic Building – Rates Team Work Area		Capital Expenses		15,286		(1,574,137)
				0	2,922,769	(3,330,341)	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021

NOTE 13
EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2021-22 year is 10.00%

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Interest earnings	165,920	49.16%	▲ Timing	Favourable variance primarily due to rates instalment interest earnings and will be monitored as year progresses.
Other revenue	(164,004)	(30.03%)	▼ Timing	Variance primarily due to Working Smarter quarterly reimbursement not yet received.
Expenditure from operating activities				
Employee costs	1,306,123	11.13%	▲ Timing	Variance due to vacant positions not yet filled. Will be monitored as the year progresses.
Materials and contracts	5,160,853	38.22%	▲ Timing	Variance due to operating projects which haven't commenced, to be monitored as year progresses.
Utility charges	379,203	33.75%	▲ Timing	Variance due to utility invoices not yet received, to be monitored as year progresses.
Interest expenses	38,936	20.81%	▲ Permanent	Favourable variance an indication of interest savings due to loan offset facility.
Other expenditure	(6,685)	100.00%	▼ Permanent	Variance due to small debt write off for interest and legal charges in accordance with the Write-Off Debts Delegation (DA-FCM06). An adjustment will be made at the mid-year Budget Review.
Investing Activities				
Non-operating Grants, Subsidies and Contributions	1,756,312	117.63%	▲ Timing	Milestones met earlier then expected for the recognition of capital grants. Will be monitored throughout the remainder of the year.
Proceeds from Disposal of Assets	(168,593)	(60.82%)	▼ Timing	Will be monitored throughout the year.
Capital Acquisitions	5,760,076	50.07%	▲ Timing	Refer to note 4.
Financing Activities				
Proceeds from community loans	5,584	27.06%	▲ Timing	Varying repayment terms on loan agreements. Will be monitored throughout the remainder of the year.

Asset type	Description	Current Budget 2020/21	Actuals 30/06/2021	Adopted Budget 2021/22 Capital Works Program (incl overhead)	Proposed Adjustment	Adjusted 2021/22 Carryover Budget (incl overhaad)	Funding 2020/21 Current Budget		Funding 2020/21 Actuals		Adopted Funding 2021/22 Budget		Adjusted Funding 2021/22 Budget		Muni Variance
							External Grants & Contributions	COM Funding (incl Sales, Loans & Reserves)	External Grants & Contributions	COM Funding (incl Sales, Loans & Reserves)	External Grants & Contributions	COM Funding (incl Sales, Loans & Reserves)	External Grants & Contributions	COM Funding (incl Sales, Loans & Reserves)	
Buildings	Owen Avenue Ablution	19,647	19,647	279,242	-	279,242	-	19,647	-	19,647	-	279,242	-	279,242	-
Buildings	Solar Plan	-	-	60,000	-	60,000	-	-	-	-	-	60,000	-	60,000	-
Buildings	Administration Building - Foyer Security	11,779	19,236	68,280	(7,457)	60,823	-	11,779	-	19,236	-	68,280	-	60,823	-
Buildings	Mandurah Community Museum Roof Replacement.	16,719	17,574	143,400	(855)	142,545	-	16,719	-	17,574	-	143,400	-	142,545	-
Buildings	Mandurah Bowling & Recreation Club - Bar Repairs	-	-	21,364	-	21,364	-	-	-	-	-	21,364	-	21,364	-
Buildings	Stage 2 of Upgrades to Peelwood Reserve Changerooms	7,026	7,026	99,720	-	99,720	-	7,026	-	7,026	-	99,720	-	99,720	-
Buildings	South Mandurah Football Club Changeroom Project	130,080	130,080	6,666	-	6,666	-	130,080	-	130,080	-	6,666	-	6,666	-
Buildings	Ablution Bortolo Reserve	15,952	15,952	247,540	-	247,540	-	15,952	-	15,952	-	247,540	-	247,540	-
Buildings	Mh Mustangs FC - Facility Development	-	-	204,289	-	204,289	-	-	-	-	-	204,289	-	204,289	-
Buildings	Site Main Switchboards	-	-	95,133	-	95,133	-	-	-	-	-	95,133	-	95,133	-
Buildings	Peel Community Kitchen	221,585	193,299	26,615	28,286	54,901	-	221,585	-	193,299	-	26,615	-	54,901	-
Buildings	Peel Hockey Association - Floodlighting	38,520	38,520	56,923	-	56,923	-	38,520	-	38,520	-	56,923	-	56,923	-
Buildings	Falcon Family Centre Upgrade	-	-	96,000	-	96,000	-	-	-	-	-	96,000	-	96,000	-
Buildings	Mandurah Visitors Centre Refurbishment	50,000	13,089	92,145	36,911	129,056	-	50,000	-	13,089	-	92,145	-	129,056	(36,911)
Buildings	MARC Leisure Pool Acoustics	-	-	68,000	-	68,000	-	-	-	-	-	68,000	-	68,000	-
Buildings	Civic Building-Mayors Office Reconfiguration	8,873	8,873	44,500	-	44,500	-	8,873	-	8,873	-	44,500	-	44,500	-
Buildings	Peelwood Res - Changeroom Upgrade	7,391	7,391	13,959	-	13,959	-	7,391	-	7,391	-	13,959	-	13,959	-
Buildings	WMC - Upgrade Alarm System	-	-	30,000	-	30,000	-	-	-	-	-	30,000	-	30,000	-
Buildings	Administration Centre External Painting Project	14,265	14,265	70,064	-	70,064	-	14,265	-	14,265	-	70,064	-	70,064	-
Total Buildings		541,837	484,952	1,723,840	56,885	1,780,725	-	541,837	-	484,952	-	1,723,840	-	1,780,725	(36,911)
Bridges	Lakelands-Madora Bay Pedestrian Bridge	-	-	350,000	-	350,000	-	-	-	-	-	350,000	-	350,000	-
Bridges	Old Mandurah Bridge	250,000	350,000	150,000	(100,000)	50,000	-	250,000	-	350,000	-	150,000	-	50,000	-
Total Bridges		250,000	350,000	500,000	(100,000)	400,000	-	250,000	-	350,000	-	500,000	-	400,000	-
Parks	Enclosed Dog Park	33,643	61,323	229,849	(27,680)	202,169	-	33,643	-	61,323	-	229,849	-	202,169	7,680
Parks	Bortolo Reserve - Shade Sail	-	-	34,011	-	34,011	-	-	-	-	-	34,011	-	34,011	-
Parks	Hermitage Park - Shade Sail	-	-	45,419	-	45,419	-	-	-	-	-	45,419	-	45,419	-
Parks	Country Club Drive - Shade Sail	-	-	34,011	-	34,011	-	-	-	-	-	34,011	-	34,011	-
Parks	Falcon Bay Upgrade - Stage 4 of 5	280,000	337,821	129,261	(57,821)	71,440	-	280,000	-	337,821	-	129,261	-	71,440	-
Parks	Novara Foreshore Stage 4	100,000	108,712	282,348	(8,712)	273,636	-	100,000	-	108,712	-	282,348	-	273,636	-
Parks	Falcon Reserve Activation Plan - Stage 2	98,842	107,351	127,331	(8,509)	118,822	-	98,842	-	107,351	-	127,331	-	118,822	-
Parks	Madora Bay Beach	-	-	113,441	-	113,441	-	-	-	-	-	113,441	-	113,441	-
Parks	Shade Sails Over Playgrounds	29,975	33,922	196,198	(3,947)	192,251	-	29,975	-	33,922	-	196,198	-	192,251	-
Parks	Pebble Beach Boulevard Res 46649	150,846	150,846	6,099	-	6,099	-	150,846	-	150,846	-	6,099	-	6,099	-
Parks	Madora Beach Shade Shelters	10,605	10,605	57,247	-	57,247	-	10,605	-	10,605	-	57,247	-	57,247	-
Total Parks		703,911	810,580	1,255,216	(106,669)	1,148,547	-	703,911	-	810,580	-	1,255,216	-	1,148,547	7,680
Roads	RR Pinjarra Road Stage 1	500,000	822,072	1,125,578	(322,072)	803,506	374,422	125,578	696,494	125,579	200,000	925,578	200,000	603,506	-
Roads	RR Catalina Dr/Badgerup Ave Roundabout	440,000	451,241	14,069	(11,241)	2,828	380,232	59,768	380,232	71,009	-	14,069	-	2,828	-
Roads	RR Old Coast Road/Albany Drive	84,636	162,131	106,247	(77,495)	28,752	73,753	10,883	162,131	0	96,955	9,292	8,577	20,175	(10,883)
Roads	Mulberry Close PAW	10,000	4,193	52,009	5,807	57,816	-	10,000	-	4,193	-	52,009	-	57,816	(5,807)
Roads	SP Stingray Point Footpath Replacement	81,056	133,590	65,246	(52,534)	12,712	-	81,056	-	133,590	-	65,246	-	12,712	-
Roads	Smart Street Mall	1,454,104	1,184,584	897,835	269,520	1,167,355	-	1,454,104	-	1,184,584	-	897,835	-	1,167,355	-
Roads	Guava Way	50,000	146,111	301,000	(96,111)	204,889	50,000	-	146,111	0	301,000	-	204,889	-	-
Roads	Peel Street - Power Relocation	-	-	1,500,000	-	1,500,000	-	-	-	-	1,500,000	-	1,500,000	-	-
Roads	Mandurah Road Median	89,413	90,813	80,218	(1,400)	78,818	-	89,413	-	90,813	-	80,218	-	78,818	-
Roads	SP Denham Street	69,109	18,076	21,844	51,033	72,877	-	69,109	-	21,844	-	72,877	-	72,877	(51,033)
Roads	SL Street Lighting New Program	82,409	82,409	80,149	-	80,149	-	82,409	-	82,409	-	80,149	-	80,149	-
Roads	SL Light Pole Replacement	3,373	-	50,000	3,373	53,373	-	3,373	-	-	-	50,000	-	53,373	(3,373)
Total Roads		2,864,100	3,095,220	4,294,195	(231,120)	4,063,075	878,407	1,985,693	1,384,967	1,710,253	2,097,955	2,196,240	1,913,466	2,149,609	(71,096)
Drainage	Bortolo Sump - Water Sensitive Urban Design	32,841	32,841	362,723	-	362,723	7,725	25,116	7,725	25,116	-	362,723	-	362,723	-
Drainage	DR Koolinda Street	61,825	90,769	100,733	(28,944)	71,789	-	61,825	-	90,769	-	100,733	-	71,789	28,944
Total Drainage		94,666	123,610	463,456	(28,944)	434,512	7,725	86,941	7,725	115,885	-	463,456	-	434,512	28,944
Furniture & Equipment	MPAC Orchestra Lift	48,876	54,966	79,219	(6,090)	73,129	-	48,876	-	54,966	-	79,219	-	73,129	-
Furniture & Equipment	Furniture & Equipment Renewal Program	15,673	24,278	32,528	(8,605)	23,923	-	15,673	-	24,278	-	32,528	-	23,923	8,605
Total Furniture & Equipment		64,549	79,244	111,747	(14,695)	97,052	-	64,549	-	79,244	-	111,747	-	97,052	8,605

Asset type	Description	Current Budget 2020/21	Actuals 30/06/2021	Adopted Budget 2021/22 Capital Works Program (incl overhead)	Proposed Adjustment	Adjusted 2021/22 Carryover Budget (incl overhead)	Funding 2020/21 Current Budget External Grants & Contributions COM Funding (incl Sales, Loans & Reserves)	Funding 2020/21 Actuals External Grants & Contributions COM Funding (incl Sales, Loans & Reserves)	Adopted Funding 2021/22 Budget External Grants & Contributions COM Funding (incl Sales, Loans & Reserves)	Adjusted Funding 2021/22 Budget External Grants & Contributions COM Funding (incl Sales, Loans & Reserves)	Muni Variance
Plant & Machinery	Place & Communities - Toyota Rav 4	-	-	32,245	-	32,245	-	-	-	32,245	-
Plant & Machinery	Sustainable Development - Kia Sportage (C05120)	-	29,504	30,630	(30,630)	-	-	29,504	-	-	-
Plant & Machinery	Strategy & Economic Development - Kia Sportage	-	-	32,417	-	32,417	-	-	-	32,417	-
Plant & Machinery	Mayor's Office - Toyota Prado	-	-	58,654	-	58,654	-	-	-	58,654	-
Plant & Machinery	Recreation Services - Mazda CX-5	-	-	31,805	-	31,805	-	-	-	31,805	-
Plant & Machinery	Built & Natural - Ford transit van	-	-	51,000	-	51,000	-	-	-	51,000	-
Plant & Machinery	Built & Natural - Ford transit van	-	-	51,000	-	51,000	-	-	-	51,000	-
Plant & Machinery	Rangers - Ford Ranger /Hi-drive	-	-	39,970	-	39,970	-	-	-	39,970	-
Plant & Machinery	Built & Natural - Ford Ranger	-	-	31,580	-	31,580	-	-	-	31,580	-
Plant & Machinery	Health Services - Ford Ranger	-	-	35,628	-	35,628	-	-	-	35,628	-
Plant & Machinery	Built & Natural - Ford Ranger (U04420)	-	30,776	39,527	(39,527)	-	-	30,776	-	-	18,915
Plant & Machinery	Emergency Management - Ford Ranger	-	-	35,628	-	35,628	-	-	-	35,628	-
Plant & Machinery	Built & Natural - Ford Ranger	-	-	39,905	-	39,905	-	-	-	39,905	-
Plant & Machinery	Built & Natural - Ford Ranger	-	-	46,888	-	46,888	-	-	-	46,888	-
Plant & Machinery	Sustainable Development - Isuzu Ute	-	-	32,417	-	32,417	-	-	-	32,417	-
Plant & Machinery	Built & Natural - Isuzu Ute	-	-	37,574	-	37,574	-	-	-	37,574	-
Plant & Machinery	Built & Natural - Isuzu Ute (U01820)	-	41,364	46,760	(46,760)	-	-	41,364	-	-	19,630
Plant & Machinery	Built & Natural - Positrac	-	-	174,000	-	174,000	-	-	-	174,000	-
Plant & Machinery	Built & Natural - Multi Roller	-	-	207,561	-	207,561	-	-	-	207,561	-
Plant & Machinery	Built & Natural - 5 Gang mower	-	-	93,500	-	93,500	-	-	-	93,500	-
Plant & Machinery	Built & Natural - Mower with Cab	-	-	59,110	-	59,110	-	-	-	59,110	-
Plant & Machinery	Built & Natural - Mower 72"	-	-	30,000	-	30,000	-	-	-	30,000	-
Plant & Machinery	Built & Natural - 3T Tandem Tipper Trailer	-	10,716	13,500	(13,500)	-	-	-	-	13,500	1,660
Plant & Machinery	Built & Natural Mowing - 4500kg Trailer	-	19,795	19,795	(19,795)	-	-	19,795	-	-	-
Plant & Machinery	Built & Natural - Wastech Semi Trailer	-	-	287,087	-	287,087	-	-	-	287,087	-
Plant & Machinery	Built & Natural - Wastech Semi Trailer	-	-	287,087	-	287,087	-	-	-	287,087	-
Total Plant & Machinery		-	132,156	1,845,268	(150,212)	1,695,056	-	132,156	-	1,845,268	40,205
Other	Restart Mandurah - Other	-	-	237,500	228,934	466,434	-	-	-	237,500	-
Total Other		-	-	237,500	228,934	466,434	-	-	-	466,434	-
Buildings	Lakelands DOS Clubroom Facility	565,334	571,478	152,512	(6,144)	146,368	-	565,334	-	571,478	-
Parks	Lakelands DOS Floodlights	672,068	672,522	471,189	(454)	470,735	-	672,068	50,000	102,512	-
Parks	Lakelands DOS: Parking	1,800	-	1,794	1,800	3,594	-	-	325,000	146,189	-
Parks	Lakelands DOS - Irrigation	4,144	4,144	21,981	(0)	21,981	-	1,800	-	1,794	-
Parks	Lakelands DOS - Sports Specific Infr	48,242	50,042	20,199	(1,800)	18,399	-	4,144	-	21,981	-
Parks	Lakelands DOS - Water Provision Infr	1,785	1,785	310,156	0	310,156	-	50,042	-	20,199	-
Total Lakelands DOS		1,293,373	1,299,970	977,831	(6,597)	971,234	-	1,293,373	375,000	602,831	-
Other	Eastern Foreshore South Precinct	3,307,793	2,997,799	5,716,803	309,994	6,026,797	1,791,940	1,515,853	5,534,127	182,676	(0)
Other	Western Foreshore Recreation Precinct	5,107,536	3,157,996	4,082,096	1,949,540	6,031,636	500,000	4,607,536	1,673,933	2,408,163	(385,000)
Total Waterfront Redevelopment		8,415,329	6,155,796	9,798,899	2,259,533	12,058,432	2,291,940	6,123,389	7,208,060	2,590,839	(385,000)
GRAND TOTAL		14,227,765	12,531,527	21,207,952	1,907,115	23,115,068	3,178,072	11,049,693	9,681,015	11,526,937	(407,572)

2	SUBJECT:	Elected Member Appointments and Nominations
	DIRECTOR:	Business Services
	MEETING:	Council Meeting
	MEETING DATE:	26 October 2021

Summary

Appointments to advisory groups established by Council, external agencies, working groups and panels where Council has representation, expired on the Local Government Election Day, Saturday 16 October 2021.

Council is requested to consider appointments in two parts. At this meeting, Elected Members are requested to consider the appointment of Elected Members to advisory groups where there is a statutory requirement and to external organisations where nominations have been requested or representation by Council is required for a term of two-years. Council is also requested to endorse the Mandurah Bush Fire Advisory Committee Terms of Reference (refer *Attachment 2.1*).

At the Ordinary Council Meeting of 23 November 2021, Council will be requested to consider the Terms of Reference for Council's Advisory Committees and the appointment of Elected Members and community members to these groups. Elected Members will be invited to participate in a workshop prior to this meeting to enable strategic discussion relating to the purpose of the groups and the role of Elected Member representation.

Disclosure of Interest

N/A.

Previous Relevant Documentation

- G.32/12/19 17/12/2019 Appointment of Elected Members to Advisory Groups, External Agencies, Working Groups and Panels
- SP.3/10/19 29/10/2019 Appointment of Elected Members to Advisory Groups, External Agencies, Working Groups and Panels
- SP.5/10/17 31/10/2017 Appointment of Elected Members to advisory groups and external agencies.
- G.15/2/17 14/02/2017 Development Assessment Panels (JDAP): Local Government
- G.10/11/17 28/11/2017 Appointment of Community Representatives to Advisory Groups

Background

Appointments to advisory groups, external agencies, working groups and panels expire at the time of an ordinary local government election, the most recent being the 16 October 2021. Following the most recent election, the appointment of Elected Members to these groups for terms of two-years requires Council consideration and endorsement.

At the Special Council Meeting held on 29 October 2019, Council resolved to appoint Elected Members to advisory groups, external agencies, working groups and panels that were considered critical in nature. Appointments to these groups were either for a two-month period ending December 2019 or for a period of two-years ending 15 October 2021. These appointments included groups whereby an external organisation had requested nominations, where there was a statutory requirement or considered necessary for Elected Member involvement.

Following the Special Council Meeting, a Council workshop was held in November 2019 to enable new and existing Elected Members to further consider whether Elected Member representation was required

on advisory groups, external agencies, working groups and panels. City officers received the feedback from Council and made recommendations regarding the representation of each group. Council resolved to appoint Elected Members to these groups at its meeting of 17 December 2019. It is proposed a similar process takes place for the 2021-2023 appointments.

Comment

A brief overview of the City officer recommendation proposed to Council is provided below:

Recommendation One: Approve the Elected Member appointment to Advisory Committees established under legislation for a term of two-years, expiring 20 October 2023.

The following committees are established under other legislation and therefore require Elected Member representation:

- Mandurah Local Emergency Management Advisory Committee (established under the *Emergency Management Act 2005*).
- Mandurah Bush Fire Advisory Committee (established under the *Bush Fires Act 1954*).

Recommendation Two: Adoption of Mandurah Bush Fire Advisory Committee Terms of Reference.

In accordance with Section 67 of the *Bush Fires Act 1954*, local governments are required to develop a terms of reference for the Bush Fire Advisory Committees. Council is requested to adopt the City of Mandurah Bush Fire Advisory Committee Terms of Reference (refer *Attachment 2.1*).

Recommendation Three: Nominate Elected Members for consideration of appointment for a term as specified by the relevant Minister.

Appointments to the following external agencies requires the relevant Minister to consider nominations and determine whether an appointment will be made:

Development Assessment Panels

Correspondence has been received from the Director General, Development Assessment Panels (DAP) requesting the nomination of replacement members for appointment by the Minister for Planning.

The DAP is an independent decision-making body comprised of technical experts and elected local government representatives. These panels determine development applications made under local and region planning schemes. DAPs become the decision maker in two circumstances: when a development has an estimated cost of development above two million dollars and where the applicant chooses this option. Where the estimated cost of development is ten million dollars or more, it is mandatory.

The City is a member of the Metro Outer Joint Development Assessment Panel which comprises of five members, being three specialist members and two local members. All current local government DAP member terms end on the 26 January 2022.

Mayor Rhys Williams and Councillor Caroline Knight are currently appointed as Local Members and previous Elected Members Merv Darcy and Matthew Rogers were appointed as the Alternative Local Members.

Under regulation 24 of the *Planning and Development (Development Assessment Panels) Regulations 2011*, the City is requested to nominate two Elected Members and two alternates to sit as DAP members by 19 November 2021. Once nominations are received, the Minister will appoint local government DAP members for the term ending 26 January 2024.

The following remuneration is in accordance with Schedule 2 — Fees for DAP Members of the *Planning and Development (Development Assessment Panels) Regulations 2011*:

Presiding member per meeting to determine development applications	\$700
Any other member per meeting to determine development applications	\$425
Presiding member to determine applications to amend or cancel determination	\$200
Other member to determine applications to amend or cancel Determination	\$100
Presiding member attending proceeding in State Administrative Tribunal	\$700
Other member attending proceeding in State Administrative Tribunal	\$425
Training for DAP members	\$400
Re-training for DAP members	\$200
Presiding member to determine dispute as to compliance with notice	\$200

Peel Development Commission Board

Correspondence was received from Peel Development Commission (PDC) seeking nominations for the two local government representative vacancy on its Board. PDC have indicated that Peel local governments in the region are invited to nominate up to two Elected Members. PDC is seeking nominees that have experience in economic development and investment attraction. City officers are recommending one nomination should be put forward from Council.

Elected Members should note that the nomination to the PDC Board is not automatic. The PDC assesses the nominations and provides the shortlisted nominations to the Minister for Regional Development; Agriculture and Food; Hydrogen Industry for recommendation to Cabinet. Refer to the Nomination Form for Appointment to the PDC Board (*Attachment 2.2*). Mayor Williams currently holds a local government position on the PDC Board. It is recommended that one nomination is presented to the Minister for consideration.

Representatives are appointed pursuant to sections 15(1)(b) and 16(b) of the *Regional Development Commissions Act 1993* and as recommended by the Public Sector Commissioner, current remuneration is by way of sitting fees of \$622 per full day and \$403 per half day meeting. In addition, PDC Board members will be reimbursed for travel expenses incurred during the conduct of their official duties. Nominations must be submitted to PDC by no later than 1 November 2021.

Recommendation Four: Approve the Elected Member appointments to the following Council external agencies for a term expiring 20 October 2023.

City officers have assessed the external agencies that require notification of Elected Member representation prior to the November Council meeting and these include:

- Rivers Regional Council (two positions)
- WALGA: Peel Country Zone (two positions)
- Peron Naturaliste Partnership (one position)
- Mandurah Performing Arts Centre Board (one position)

Rivers Regional Council

The two Elected Members who are selected to the Rivers Regional Council (RRC) will be remunerated while RRC is in operation. The Rivers Regional Council current sitting fees are set out below:

Chairman	\$5,150.00 (per quarter)
Deputy Chairman	\$2,575.00 (per quarter)
Councillors	\$1,931.25 (per quarter)
Deputy Councillor	\$ 200.00 (per meeting)

Mileage paid at 0.76 cents per kilometre and it can be claimed when travelling to and from meetings, or attending to any other Council business.

Western Australian Local Government Association Zones

The City of Mandurah received correspondence from the Western Australian Local Government Association (WALGA) requesting nominations for Elected Member delegates and deputy delegates to the WALGA Zones. Western Australian local governments are convened together in 17 zones on the basis of population, commonalities of interest and geographical alignment, with the City of Mandurah being part of the WALGA Peel Country Zone.

Further information on becoming a Zone delegate or State Councillor is provided in the Elected Member Prospectus (refer *Attachment 2.3*). Nominations must be lodged with WALGA by 18 November 2021.

Peron Naturaliste Partnership

The vision of the Peron Naturaliste Partnership is to empower a resilient regional community to reduce risks and optimise opportunities presented by climate change. Membership to this partnership expires on 15 October 2021 and one Elected Member is required to be appointed from Council.

Mandurah Performing Arts Centre Board

The Board manages the Mandurah Performing Arts Centre and is responsible for the establishment of the strategic direction for the organisation. Membership to this partnership expires on 15 October 2021 and there is one vacancy for Council to appoint.

Recommendation Five: Approve the Elected Member nominations for consideration by external agencies for a period of two-years, expiring on 20 October 2023.

Council is requested to put forward Elected Member nominations for consideration by the below external agencies. Elected Members should be aware that appointment to these external agencies is not automatic:

- Peel-Harvey Catchment Council (one nomination)
- Australian Coastal Council Association (one nomination)

Peel-Harvey Catchment Council

Correspondence was received from the Chief Executive Officer of the Peel-Harvey Catchment Council (PHCC) calling for nominations for local government representation on the PHCC. The appointments are for a period of two years, expiring on the 20 October 2023.

The PHCC will assess nominations and make their determination and endorsement at the PHCC December meeting. Refer to the PHCC Local Government Representative Form (refer *Attachment 2.4*) which sets out the qualifications required. The nominations are required to be submitted to PHCC by 18 November 2021.

Unfortunately, the Council's nomination put forward in the 2019 year was not selected by PHCC.

Australian Coastal Council Association

The Australian Coastal Council Association (ACCA) contacted the City of Mandurah requesting nominations for representatives to the association's committee of management. The committee consists of two elected representatives from member local governments in each State for a term of two-years.

As a current financial member, the City of Mandurah is permitted to submit one nomination. Under the rules of the organisation only one nomination will be accepted from a local government member for election to the committee, and must be lodged by 12 November 2021. In the event that more than two nominations are received in any State, a ballot of members in that State will be held.

Unfortunately, the Council's nomination put forward in the 2019 year was not selected by ACCA.

Appointment of the Council Advisory Committees and other groups and panels

A Council workshop will be held in November to enable new and existing Elected Members to further consider whether Elected Member representation is required on the Council's Advisory Groups and other working groups and panels.

At the Council Meeting on 23 November, Council will be requested to adopt the Terms of Reference for the following advisory groups:

- Access and Inclusion Advisory Group
- Mandurah Environmental Advisory Group
- Mandurah Community Museum Advisory Group
- Youth Advisory Group

In addition, Council will be required to consider the appointment of Elected Members and community representatives.

Statutory Environment

Council are requested to note that all appointments to advisory groups, external agencies, working groups and panels do not bind the Council to any decision that is made by that advisory group, external agency, working group or panel. They are not a committee of Council and do not have any authority to make any Council decision. Elected Members who are representing Council can only vote and provide advice that is consistent with Council policy or position.

Relevant legislation includes:

Local Government Act 1995

Emergency Management Act 2005

Bush Fires Act 1954

Policy Implications

N/A

Risk Implications

Council would be in contravention of the *Emergency Management Act 2005* and/or the *Bush Fires Act 1954* without representation of Elected Member(s) on the Local Emergency Management Advisory Committee and the Bush Fire Advisory Committee.

Financial Implications

Elected Members will be remunerated for certain external board appointments by external authorities, and these are listed within the relevant area in the report. All other representation is part of the role of an Elected Member and have minor financial implications (reimbursement of travel expenses).

Strategic Implications

The following strategies from the City of Mandurah Strategic Community Plan 2020 – 2040 are relevant to this report:

Organisational Excellence:

- Demonstrate regional leadership and advocate for the needs of our community.
- Listen to and engage with our community in the decision-making process.
- Ensure the City has the capacity and capability to deliver quality services and facilities through accountable and transparent business practices, governance, risk and financial management.

- Ensure that our actions maintain a sustainable balance between economic growth, the environment and social values.

Conclusion

Elected Members are requested to consider the appointment of Elected Members to advisory groups where there is a statutory requirement, for a term of two-years; endorse the Mandurah Bush Fire Advisory Committee Terms of Reference (refer *Attachment 2.1*); and to external organisations where nominations have been requested or representation by Council is required for a term of two-years.

NOTE:

- Refer ***Attachment 2.1 City of Mandurah Bush Fire Advisory Committee Terms of Reference***
Attachment 2.2 Peel Development Commission Nomination Form
Attachment 2.3 WALGA Elected Member Prospectus
Attachment 2.4 Peel Harvey Catchment Council Local Government Representative Form

RECOMMENDATION

That Council:

1. Approve the Elected Member appointments to Advisory Committees established under legislation for a term of two-years, expiring 20 October 2023:
 - 1.1 Mandurah Local Emergency Management Advisory Committee
Deputy: _____
 - 1.2 Mandurah Bush Fire Advisory Committee
Deputy: _____
2. Adopt the Mandurah Bush Fire Advisory Committee Terms of Reference as detailed in Attachment 2.2.*
3. Nominate Elected Members for consideration for appointment for a term as specified by the relevant Minister:
 - 3.1 Nominate the Elected Members for consideration by the Minister for Transport; Planning; Ports for the appointment on the Metro Outer Joint Development Assessment Panel:
Local Member 1 commencing 26 January 2022 _____
Local Member 2 commencing 26 January 2022 _____
Alternate 1 _____
Alternate 2 _____
 - 3.2 Nominate _____ for consideration by the Minister for Regional Development; Agriculture and Food; Hydrogen Industry for the appointment on the Peel Development Commission Board, for a term as determined by the Minister.
4. Approve the Elected Member appointments to the following Council external agencies for a term of two-years, expiring 20 October 2023:
 - 4.1 Rivers Regional Council

Deputy: _____
Deputy: _____

4.2 WALGA: Peel Country Zone

Deputy: _____
Deputy: _____

4.3 Peron Naturaliste Partnership

4.4 Mandurah Performing Arts Centre Board

5. Approve the Elected Member nominations for consideration for appointment by external agencies for a term of two-years, expiring 20 October 2023:

5.1 Peel-Harvey Catchment Council (local government coastal representatives)

5.2 Australian Coastal Council Association

****ABSOLUTE MAJORITY REQUIRED****



Bush Fires Advisory Committee Terms of Reference

Document Control

Effective date	Next review due	Amendment Details	Prepared by	Endorsed by	Approved by
October 2019	October 2021	Review of the Terms of Reference		Director Business Services	Council SP3/10/19
October 2021	October 2022	Expanded the description of the Purpose and Objectives of the Advisory Committee; amended and expanded Membership provision; expanded the Quorum provision; expanded the Voting provision; inserted Minutes, Reporting and Confidentiality provisions.	Manager Governance, Procurement and Lands	Director Business Services	

1. Committee's authority and purpose

Authority

In accordance with section 67 of the *Bush Fires Act 1954* (**Bush Fires Act**) the Council of the City of Mandurah ('**Council**' or '**City**') has established the City of Mandurah Bush Fires Advisory Committee (**Advisory Committee**). The Advisory Committee will operate in accordance with all relevant provisions of the Bush Fires Act.

Purpose and Objective

The purpose and objective of the Advisory Committee is to:

- provide advice and assistance to Council regarding all matters relating to:
 - a) preventing, controlling and extinguishing bush fires in Mandurah;
 - b) the planning of the layout of fire-breaks in the district;
 - c) prosecutions for breaches of the Bush Fires Act;
 - d) the formation of bush fire brigades and the grouping thereof under group brigade officers; and
 - e) the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control; and
- cooperatively and collaboratively progress bush fire education, prevention, preparedness, response and recovery.

2. Advisory Committee's responsibilities

The Advisory Committee is to:

- have a broad understanding of bushfire legislation operating in Western Australia;
- advise the City on policy and guidelines for the effective control and prevention of bushfire; and
- contribute ideas and knowledge toward the development of fire prevention programs and promotional activities.

3. Advisory Committee membership

Composition

The Advisory Committee shall comprise of:

- a) One Elected Member;
- b) One Deputy Elected Member;
- c) The Captain and one Fire Control Officer (or their representative) from the following fire brigades:
 - Mandurah and Southern Districts Volunteer Bush Fire Brigade
 - Mandurah Volunteer Fire and Rescue Service
 - Falcon Volunteer Fire and Rescue Service
- d) The Chief Bush Fire Control Officer or his Deputy
- e) The following Supporting Officers (or the representatives):

- Coordinator, Ranger Services
- Coordinator, Emergency Management
- Department of Fire and Emergency Services District Officer
- Department of Biodiversity, Conservation and Attractions – Parks & Wildlife Officer
- Administration/Minute Taker (no voting rights).

The Advisory Committee shall elect one Committee member to be chairman.

Individual Elected Members appointed to the Advisory Committee have no authority to make Council decisions. Elected Members who are representing Council can only vote and provide advice that is consistent with Council policy or position.

Elected Members must comply with the Code of Conduct for Elected Members, Committee Members and Candidates at all times.

4. Appointment and Delegation

The City may at any time appoint such persons as it thinks fit to the Advisory Committee (Section 67 of the Bush Fires Act).

The Chief Executive Officer of the City of Mandurah (**CEO**) may appoint members to the Advisory in accordance with Delegated Authority DA-EMS 02 – *Bush Fires Act 1954*.

5. Committee meetings

Quorum

The Quorum for an Advisory Committee meeting (**Committee Meeting**) shall be one more than half the total number of members of the Advisory Committee.

The Advisory Committee shall not transact business at a meeting unless the Quorum is present.

Frequency

Committee Meetings shall be held quarterly, unless otherwise resolved by the Advisory Committee.

Voting

At all Committee Meetings each member, including the Chairperson but excluding the Administration/Minute Taker, shall have one vote only and in the case of equality of votes, the question shall be determined in the negative.

Minutes and matters arising

All meetings shall be minuted by the Minute Taker, and minutes shall be approved by the Advisory Committee at the next Committee Meeting.

Reporting

The Advisory Committee is answerable to the City, and shall, as and when required by the City, report fully on its activities.

Confidentiality

All Advisory Committee members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Advisory Committee will be disclosed to unauthorised persons.

Declarations of Interest

Committee Members must declare interests as matter of good governance at the commencement of Committee Meetings.

NOMINATION FORM FOR APPOINTMENT TO THE BOARD OF THE PEEL DEVELOPMENT COMMISSION

To be completed by all nominees seeking nomination or re-nomination to the Board of the Peel Development Commission. Nomination must be accompanied by a 2 Page curriculum vitae.

NOMINEE PERSONAL DETAILS			
NAME:		DATE OF BIRTH:	
RESIDENTIAL ADDRESS:			
POSTAL ADDRESS:			
HOME PHONE NUMBER:		MOBILE NUMBER:	
OCCUPATION:		WORK PHONE NUMBER:	
EMAIL ADDRESS:			

NOMINATING LOCAL GOVERNMENT			
NOMINATED BY:			
LOCAL GOVT NAME:			
ADDRESS:			
NOMINATOR SIGNATURE:		NOMINEE SIGNATURE:	

I hereby submit my nomination, made in accordance with my Council's policy on representation, for the position of Local Government representative on the Peel Development Commission. Should my nomination be successful I will make every endeavour to commit the time and effort necessary to undertake this position. I will adhere to the eligibility criteria which specifies that should I no longer be a serving Elected Member, I will resign from the Development Commission as the Local Government representative.

STATEMENT: How could you contribute to the development of the Peel region through appointment to the Peel Development Commission Board as a Local Government representative?

--

STATEMENT: How could you provide insight & commentary of the key issues impacting the economic and social development in the Peel region, not only within your LGA?

--

All nominations should be made by emailing this completed form along with a current **two page** Curriculum Vitae to the Board Secretariat at eo@peel.wa.gov.au or be addressed to:-

PRIVATE AND CONFIDENTIAL
Minister for Regional Development
C/- Peel Development Commission
45 Mandurah Terrace
MANDURAH WA 6210

Details to be included in your **two page** Curriculum Vitae, as outlined in the Cabinet Handbook are:

- Title
- Full Name
- Postal Address and Email address
- Contact Telephone Number
- Current employer and position
- Work history relevant to board position
- Voluntary involvement relevant to board position
- Qualifications/training
- Other Board experience (list all current positions)
- Current contact details of two (2) referees

Optional information that provides important data on the diversity of board membership across government:

Date of Birth	
Aboriginal	Yes / No
Torres Strait Islander	Yes / No
Country of Birth – Australian	Yes / No, If no, please specify
Language other than English spoken at home	Yes / No, If yes, please specify
Person with a disability or special needs	Yes / No, If yes, please specify

Nominations should reach the above address by 4.30pm on Monday, 1 November 2021

For further information contact Kylie Wilson, Executive Officer on 9587 0609 or email eo@peel.wa.gov.au



ATTACHMENT 2.3

Elected Member Prospectus **Becoming a Zone Delegate or** **State Councillor**

2021

About WALGA

WALGA is an independent, member-based, not for profit organisation representing and supporting the WA Local Government sector.

Our purpose is to leverage the collective strength and influence of the Local Government sector for the benefit of WA Local Governments and their communities.

What Does WALGA Do

WALGA provides value to Member Local Governments by advocating and facilitating sector solutions and policy, and by delivering member-centric, quality services.

How Does WALGA Work

WALGA employs approximately 100 staff across the areas of:

- Policy portfolios including asset management, community, emergency management, environment, infrastructure, planning, roads and waste;
- Services and advice including governance, industrial relations, procurement, recruitment, supplier panels, tender management, and training for officers and Elected Members; and,
- Operational functions including events, finance, human resources, information technology, marketing and media management.

How is WALGA Funded

A number of components contribute to the WALGA operational budget. As with most member-based organisations, WALGA has an annual Membership fee paid by all Member Councils. To ensure fairness, the annual Membership fee is indexed to the size and capacity of each Local Government. It contributes less than 10 per cent of WALGA total turnover.

WALGA secures additional funding through: charges to State and Federal departments and agencies for the administration of grants; fee-for-services selected for use by Member Local Governments; and returns from supplier contracts as part of group buying arrangements that guarantee lowest market rates for Members.

Role of Zones

State Councillors are elected to State Council from one of 17 Zones, which are groupings of Local Governments convened together on the basis of population, commonalities of interest and geographical alignment.

The relationship between State Council and Zones within the Western Australian Local Government Association is a critical one in the political representation of Local Government at the State and Federal levels.

Zones have an integral role in shaping the political and strategic direction of WALGA. Not only are Zones responsible for bringing relevant local and regional issues to the State Council decision making table, they are a key player in developing policy and legislative initiatives for Local Government.

WALGA's Constitution outlines that the functions of Zones are to:

- Elect one or more State Councillors;
- Consider the State Council agenda;
- Provide direction and feedback to their State Councillor; and,
- Any other function deemed appropriate by the Zone.

Additional activities undertaken by Zones include:

- Developing and advocating on positions on regional issues affecting Local Government;
- Progressing regional Local Government initiatives;
- Identifying relevant issues for action by WALGA;
- Networking and information sharing; and,
- Contributing to policy development through policy forums and other channels.

Zones provide input into State Council's advocacy agenda in two critical ways: by passing resolutions on items contained in the State Council agenda, and by generating new agenda items for consideration by State Council.

Zone Motions

To generate new agenda items for consideration by State Council, a Zone may pass a resolution requesting that WALGA take action. For example, a Zone motion may request WALGA to investigate an issue, undertake advocacy, or develop policy.

It is best practice that Zone motions are submitted with the backing of a resolution of Council; however, as Zones are self-governing and autonomous, individual Zone delegates may submit motions for the Zone to consider.

It is recommended that the Zone be advised whether a motion to be considered has been endorsed by Council, or has been submitted by an individual Zone delegate.

Role of Zone Delegates

Zone delegates are elected or appointed to represent their Council on the Zone and make decisions on their Council's behalf at the regional level.

In fulfilling their role as Council's delegate, the Zone delegate should give regard to their Council's positions on policy issues.

There is also an expectation that Zone delegates will report back to their Council about decisions made by the Zone.

Role of State Council

WALGA is governed by a President and a 24 member State Council, elected from the Local Government sector.

Each State Councillor represents a WALGA Zone. There are 12 metropolitan zones and 12 regional zones. All 139 WA Local Governments are invited to be Members of WALGA and a zone.

Elected Members are able to nominate to represent their Local Government on their zone and in turn, through the zone election process, to represent the zone on State Council.

State Council's primary role is to govern the successful operation of WALGA and broadly includes:

- i. Strategy formulation and policy making;
- ii. Development, evaluation and succession of the Chief Executive Officer;
- iii. Monitoring financial management and performance, including the annual budget;
- iv. Monitoring and controlling compliance and organisational performance;
- v. Ensuring effective identification, assessment and management of risk;
- vi. Promoting ethical and responsible decision making;

- vii. Ensuring effective communication and liaison with members and stakeholders; and;
- viii. Ensuring an effective governance framework and culture.

Role of State Councillor

State Councillors have ultimate responsibility for the overall successful operations of WALGA.

The principal roles of State Councillors relate to:

- Policy positions and issues;
- The strategic direction of WALGA;
- Financial operations and solvency; and,
- All matters as prescribed by law.

State Councillors, as directors of a board, are required to act consistently in the “best interests of the organisation as a whole”. This effectively means that the duties of a State Councillor are owed to all Member Local Governments.

State Councillors are also expected to be ‘champions’ for WALGA and for the Local Government sector.

Commitment of the Role of State Councillor

State Councillors are expected to attend State Council meetings, of which there are six per year. As State Councillors are elected to State Council by their Zone, State Councillors would also be expected to attend and play a prominent role in Zone meetings, including reporting back to their Zone about WALGA’s activities and advocacy.

State Councillors are also expected to attend WALGA events and functions and play an active role in representing the Local Government sector, and contributing to policy debates and other forums.

State Council operates a number of internal and external committees and policy forums. There is an expectation that State Councillors play a leading role in serving on State Council’s committees on behalf of WALGA and the Local Government sector.

State Councillors are paid a sitting fee of \$3,580 per annum (rate applicable for the 2021-22 financial year) and expenses incurred to attend State Council meetings are reimbursable.

Opportunities for State Councillors

State Councillors, as board members of WALGA, are key leaders in the Local Government sector in Western Australia. Not only do State Councillors represent their community on their Council, they also have the opportunity to represent their region (Zone) and the Local Government sector at the state level.

All State Councillors will be appointed to a Policy Team or the Finance and Services Committee. Policy Teams provide State Councillors with hands-on exposure to development of policy positions and submissions to Government on behalf of the Local Government sector in WA. The Chair of the relevant Policy Team will also have the opportunity to attend meetings with Government Ministers to advocate on behalf of Local Government.

Become Involved

We hope that involvement in your Association – by representing your Council on the Zone, or representing your Zone on State Council – will be an enriching and rewarding experience.

Consider nominating for a position on the Zone or State Council and you play a role in shaping policy and advocacy on behalf of Local Government in Western Australia!

Contacts

For more information contact:

Chantelle O'Brien, Governance Support Officer – (Zones)
(08) 9213 2013 cobrien@walga.asn.au

Kathy Robertson, Executive Officer Governance – (State Council)
(08) 9213 2036 krobertson@walga.asn.au

Tim Lane, Manager Strategy and Association Governance
(08) 9213 2029 tlane@walga.asn.au

Tony Brown, Executive Manager, Governance and Organisational Services
(08) 9213 2051 tbrown@walga.asn.au



Local Government Representative Nomination

Join the team that really makes a difference

The Peel-Harvey Catchment Council (PHCC) is seeking suitably qualified councilors for the position of Local Government Representative on the PHCC Board.

If you tick any, or many of the following boxes, you may be just what we are looking for:

- ☐ Knowledge, interest and understanding of the ecological principles of natural resource management
- ☐ Experience and expertise in sustainable natural resource management practice
- ☐ Knowledge of social, economic, environmental and/or indigenous issues in the Peel-Harvey Catchment
- ☐ Experience in coordinating and managing projects, business and/or community engagement activities
- ☐ Experience in legislative programs or environmental policy framing
- ☐ Ability to communicate and use community networks effectively
- ☐ Ability to analyse and work strategically across a wide range of complex integrated issues
- ☐ Knowledge and experience in financial and/or risk management
- ☐ Skills/experience/knowledge in mentoring, developing, supporting and training of team members

The term of your tenure will be two years, plenty of time to make a significant impact for the local environment.

If successful, you will be one of two local government members joining forces with ten community members, one representative from key State Government agencies with environmental responsibilities and the Peel Development Commission. Meetings are held on the third Thursday of every second month. Some recompense is made for the cost of travel to meetings.

As part of the nomination process, we ask that you provide a letter addressing the selection criteria, demonstrating those skills you ticked above, complete the 'Self-Assessment' over the page using the assessment levels below, and fill in the insurance related questions.

VERY HIGH	A Post Graduate Degree or higher qualification in a related discipline, as well as demonstrated, significant professional experience or extensive, practical experience in the area and/or relevant qualification/s
HIGH	A Degree or Diploma/Certificate in a related discipline as well as demonstrated, professional experience or significant, practical experience in the area and/or relevant qualification/s
MEDIUM	At least 3 years practical experience in the Natural Resource Management Sector.
LOW	Some practical experience (including volunteering) in the Natural Resource Management Sector.
NONE	Awareness and interest, limited or no practical experience.

Self-Assessment

The self-assessment requires you to reflect on your level of knowledge, experience and skill in the following key areas:

Knowledge/Skill Area	VERY HIGH	HIGH	MED	LOW	NONE
Knowledge, interest and understanding of the ecological principles of natural resource					
Experience and expertise in sustainable natural resource management practice					
Knowledge of social, economic, environmental and/or indigenous issues in the Peel-Harvey Catchment					
Experience in Indigenous engagement, participation and/or capacity building					
Experience in coordinating and managing projects, business and/or community engagement activities					
Experience in legislative programs or environmental policy framing					
Ability to communicate and use community networks effectively					
Ability to analyse and work strategically across a wide range of complex integrated issues					
Knowledge and experience in financial management					
Knowledge and experience in risk management					

These criteria are guidelines only and, if you believe you can demonstrate high level skills, knowledge or experience outside of these areas, we encourage you to inform us within your supporting letter.

Name

Address

Phone

Mobile

Email

Checklist to complete and return to PHCC:

- ☐ I have completed the self-assessment table above
- ☐ I have attached a letter detailing the skills and knowledge I would bring to the PHCC as a Local Government Representative
- ☐ I have completed the Association Liability Insurance Questions for Members/Proposed Members (Attachment 1)

Signed:

Date:

Association Liability Insurance Questions for Members/Proposed Members

Name: _____ Signature: _____
Residential address: _____
Bus hrs phone: _____ Date: _____

In order to comply with the PHCC Association Liability Insurance Policy, you are required to answer the following questions from the PHCC Association Liability Insurance Schedule. (See bottom of page for definitions.) Please note that all responses will be treated with the utmost confidentiality.

Q1 – Insured Persons’ details

Has the **Insured Person** ever been declared bankrupt? YES / NO

Has the **Insured Person** ever been an **Insured Person** of an organisation placed in receivership, liquidation or provisional liquidation? YES / NO

Has the **Insured Person** ever had a conviction for crimes involving dishonesty? YES / NO

If you answered YES to any of the above questions, please provide full details using a separate sheet.

Q11 – Claims History

For the purpose of answering this question, please note that reference to “Association” includes all of its past and current subsidiaries.

- Has any claim ever been made or civil, criminal or regulatory proceedings brought against the **Insured Person** (whether as **Insured Persons** of the Association or any other entity), in respect of the risks of the kind to which this Proposal Form relates (ie Association Liability)? YES / NO
- Has the **Insured Person** ever received a notice to attend an official investigation, examination, inquiry or other proceedings ordered or commissioned by an official body or institution, in respect of the risks of the kind to which this Proposal Form relates? YES / NO
- During the past 5 years has the **Insured Person** had any fine or penalty or infringement notice (other than for traffic offences) imposed by any Federal, State, Territory or local government or other regulatory authority, in respect of the risks of the kind to which this Proposal Form relates? YES / NO

If you answered YES to any of the above questions, please provide full details using a separate sheet.

Q 12 – Known Circumstances

Is the **Insured Person** aware of any act, omission, conduct, fact, event, circumstance or matter which might reasonably be expected to:

- Give rise to a claim or lead to civil or criminal proceedings against the Association or any **Insured Person**. YES / NO
- Result in the Association or the **Insured Person** being required to attend an official investigation, examination, inquiry or other proceedings? YES / NO
- Give rise to a fine or penalty being imposed on the Association or the **Insured Person** (other than for traffic offences) by a Federal, State, Territory or local government or other regulatory authority? YES / NO

If you answered YES to any of the above questions, please provide full details using a separate sheet.

The following answers are required by the Australian Charities and Not-for-profits Commission (ACNC).

- What is your date of birth: _____
- Is this person of Aboriginal origin? _____
- Is this person of Torres Strait Island origin? _____

4. What language does this person generally speak at home?

**** Insured Person** means any natural person who was **prior to the Policy Period**, or is **during or after the Policy Period**;

(a) a director, secretary, officer, trustee, committee member, employee (whether salaried or not) or volunteer of the **Association**; or

(b) a person acting on behalf of the **Association** at the direction of an officer or board or committee of management of the **Association**, but only in his or her capacity as such.

***** Association** means Peel-Harvey Catchment Council (PHCC)

Written nominations must be received by **10am Thursday 18 November 2021** and addressed to:

Chief Executive Officer
Peel-Harvey Catchment Council (Inc)
58 Sutton Street
MANDURAH WA 6210

Or email to: Deborah.chard@peel-harvey.org.au

For further information email Deborah Chard Deborah.chard@peel-harvey.org.au or phone 08 6369 8800

Refer also <https://peel-harvey.org.au> and [Constitution](#)

3	SUBJECT:	Appointment to Audit and Risk Committee
	DIRECTOR:	Business Services
	MEETING:	Council Meeting
	MEETING DATE:	26 October 2021

Summary

Council is requested to consider and adopt the powers and duties of the Audit and Risk Committee (Committee) and appoint Elected Members to the Committee for two-years, expiring on 20 October 2023.

Council is also requested to appoint an external representative to the Audit and Risk Committee in accordance with the Audit and Risk Terms of Reference for an appointment of two-years, expiring on 20 October 2023.

Disclosure of Interest

N/A.

Previous Relevant Documentation

- G.12/5/20 26/05/2020 Adopt Audit and Risk Committee terms of reference, SIAP 2020/21-2022/23, amend Internal Audit Charter and manual
- SP.2/10/19 29/12/2019 Membership Powers and Duties of Councils Committees and Council Meeting Schedule 2019
- SP.3/10/19 29/10/2019 Appointment of Elected Members to Advisory Groups, External Agencies, Working Groups and Panels
- SP.5/10/17 31/10/2017 Appointment of Elected Members to advisory groups and external agencies.
- G.15/2/17 14/02/2017 Development Assessment Panels (JDAP): Local Government
- G.10/11/17 28/11/2017 Appointment of Community Representatives to Advisory Groups

Background

At the Council meeting of 29 October 2019, Council resolved to amend the Terms of Reference to enable public attendance. The Committee may close to members of the public, for the meeting or part of the meeting, if the meeting or the part of the meeting deals with a number of matters in accordance with Section 5.23 of the *Local Government Act 1995* (Act). Making all committees of Council open to the public is an outcome that demonstrates greater transparency of Council and the City.

Comment

The Audit and Risk Committee plays a key role in guiding and assisting a local government to fulfil its corporate governance responsibilities, including the functions outlined in regulation 16 of the *Local Government (Audit) Regulations 1996*. The audit responsibility and powers and duties are detailed in the Audit and Risk Committee Terms of Reference (refer *Attachment 3.1*).

The Audit and Risk Committee is a legislative requirement to be established by Council. It is the only committee that is required to be established under the Act and it is to report to Council and provide appropriate advice and recommendations on matters relevant to its Terms of Reference.

Minor amendments (tracked) are proposed to the Audit and Risk Committee Terms of Reference including references to the regulations and Code of Conduct for Elected Members, Committee Members and Candidates.

Membership of the Audit and Risk Committee comprises of up to six members, five Elected Members and one external position. In accordance with section 5.8 of the Act, the minimum number of members required to establish a committee is three or more persons. Council can resolve, by absolute majority, to reduce or increase the number of members to the Audit and Risk Committee at any time.

Appointment of external member

The City advertised for external Committee member applications for the Audit and Risk Committee in the Mandurah Mail on 16 September 2021, Coastal Times on 22 September 2021, the Australian Institute of Company Directors website on 16 September 2021 and on the City's Facebook page.

One application was received and an initial assessment has been undertaken of the applicant's experience and qualification in any or all of the following:

- Internal audit;
- Risk management;
- Financial management/reporting;
- Understanding of complexities associated with the City of Mandurah.

The Chief Executive Officer (CEO) reviewed the application detailed in the Confidential Attachment and is recommending Council appoint the applicant until 20 October 2023.

Section 5.100 of the *Local Government Act 1995* expressly provides that a person who is a committee member but is not a council member or an employee is not to be paid a fee for attending any meeting. Governance Services has obtained advice from the Department of Local Government, Sport and Cultural Industries (Department) regarding the payment to external members on the Audit and Risk Committee. It is the Department's view that while the Act prevents a meeting fee being paid to an external person, it is permissible for a payment to be made as a reimbursement of expenses, commensurate with the expertise and knowledge such people bring to the committee.

In accordance section 5.98(3)(b), the local government must ensure that the amount reimbursed to that person does not exceed that maximum. As such Council is requested to approve the maximum value of \$3,000 per annum for the reimbursement of expenses.

Statutory Environment

Regulation 16 of the *Local Government (Audit) Regulations 1996* states:

An audit committee has the following functions —

- (a) *to guide and assist the local government in carrying out —*
 - (i) *its functions under Part 6 of the Act; and*
 - (ii) *its functions relating to other audits and other matters related to financial management;*
- (b) *to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;*
- (c) *to review a report given to it by the CEO under regulation 17(3) (the **CEO's report**) and is to —*
 - (i) *report to the council the results of that review; and*
 - (ii) *give a copy of the CEO's report to the council;*
- (d) *to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under —*
 - (i) *regulation 17(1); and*
 - (ii) *the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);*
- (e) *to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;*
- (f) *to oversee the implementation of any action that the local government —*

- (i) *is required to take by section 7.12A(3); and*
- (ii) *has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and*
- (iii) *has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and*
- (iv) *has accepted should be taken following receipt of a report of a review conducted under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);*
- (g) *to perform any other function conferred on the audit committee by these regulations or another written law.*

Local Government Act 1995

5.100. Payments for certain committee members

- (1) *A person who is a committee member but who is not a council member or an employee is not to be paid a fee for attending any committee meeting.*
- (2) *Where — (a) a local government decides that any person who is a committee member but who is not a council member or an employee is to be reimbursed by the local government for an expense incurred by the person in relation to a matter affecting the local government; and*
(b) a maximum amount for reimbursement of expenses has been determined for the purposes of section 5.98(3)(b), the local government must ensure that the amount reimbursed to that person does not exceed that maximum

Policy Implications

N/A

Risk Implications

If Council does not form an Audit and Risk Committee the Council would be in contravention of the Act.

Financial Implications

The maximum value of the reimbursement to the external member of the Audit and Risk Committee is proposed to be \$3,000 per annum for the term.

Strategic Implications

The following strategies from the City of Mandurah Strategic Community Plan 2020 – 2040 are relevant to this report:

Organisational Excellence:

- Demonstrate regional leadership and advocate for the needs of our community.
- Listen to and engage with our community in the decision-making process.
- Ensure the City has the capacity and capability to deliver quality services and facilities through accountable and transparent business practices, governance, risk and financial management.

Conclusion

Council are recommended to approve the Audit and Risk Terms of Reference as detailed in Attachment 3.1 and appoint Elected Members and the applicant to the Committee for the term until 20 October 2023.

NOTE:

Refer ***Attachment 3.1*** **Audit and Risk Committee Terms of Reference**
Confidential Attachment ***External Audit and Risk Committee Application***

RECOMMENDATION

That Council:

1. **Approve the powers and duties of Council's Audit and Risk Committee as detailed in Attachment 3.1, and appoint the following Elected Members until 20 October 2023:**

Councillor _____
Councillor _____
Councillor _____
Councillor _____
Councillor _____

Deputy Committee Members:

Councillor _____
Councillor _____

2. **Appoint _____ to the Audit and Risk Committee as the external committee member and approve the payment for reimbursement of expenses up to the maximum value of \$3,000 per annum until 20 October 2023.**

****ABSOLUTE MAJORITY REQUIRED****



Audit and Risk Committee Terms of Reference

Document Control

Effective date	Next review due	Amendment Details	Prepared by	Endorsed by	Approved by
October 2019	October 2021	Expanded description of Committee function, purpose, membership and role of City staff, plus recognition of the new role of the Office of the Auditor General	Manager Governance Services	Chief Audit Executive	Council
May 2020	October 2021	Removal of the ability for Audit and Risk Committee to approve the appointment of any internal audit service provider.	Manager Governance Services	Chief Audit Executive	Council
TBA	October 2023	Minor amendments including reference to regulations and Code of Conduct.	Manager Governance, Procurement and Land	Chief Audit Executive	Council

1. Committee's authority and purpose

Authority

In accordance with section 7.1A of the *Local Government Act 1995* (**the Act**), the Council of the City of Mandurah (**the City**) has established an Audit and Risk Committee (**the Committee**). The Committee will operate in accordance with all relevant provisions of the Act, the *Local Government (Audit) Regulations 1996* and the *Local Government (Administration) Regulations 1996*.

As prescribed in Section 16 of the *Local Government (Audit) Regulations 1996*, the Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the [Chief Executive Officer \(CEO\)](#).

The Committee is a formally appointed [Committee](#) of the Council and is responsible to the Council. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

Purpose

The purpose of the Committee is to:

- Provide advice and assistance to Council as to the carrying out of the function of the City in relation to annual audits of the City's financial statements (**external audit**);
- Monitor and receive reports concerning the development, implementation and on-going management of a City-wide risk management plan;
- Monitor and receive reports concerning the development, implementation and on-going management of the City's internal audit function;
- Review the annual Compliance Audit Return and report to Council the results of that review; and
- Receive, consider and review reports from the CEO under regulation 17 of the *Local Government (Audit) Regulations 1996* and report to Council the results of its review.

2. Committee's responsibilities

The Committee is to:

- Meet with the City's external auditor at least once in every year and provide a report to Council on the matter discussed and the outcomes of those discussions;
- Support [Council](#) in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, internal and external audit functions and ethical accountability;
- Examine reports of the external auditor after receiving a report from the CEO on the matter, and:

- Determine if any matter raised requires action to be taken by the City;
- Ensure that appropriate action is taken in respect of those matters; and
- Review the report prepared by the CEO in respect of any matters raised in the report of the external auditor and presenting the report to Council for adoption.
- Approve the following:
 - Internal Audit Charter;
 - Internal Audit Manual;
 - Strategic and Operational Internal Audit Plans; and
 - Recommendations arising from internal audit services.
- Review the level of resources allocated to internal audit and the scope of the functions authority;
- Receive and review reports of internal audits, review the extent to which management reacts to matters raised by those internal audits, and monitor the implementation of action plans developed in response to those matters;
- Review the City's annual [Compliance Audit Return](#) and report the results of that review to Council; and
- Receive and review biennial reports from the CEO regarding the appropriateness and effectiveness of the City's risk management, internal controls and legislative compliance.

3. Committee membership

Composition

The Committee shall comprise of up to ~~six~~seven members, consisting of:

- ~~Five~~Six Elected Members; and
- One external independent member.

The Council can appoint one or more deputies to the Audit and Risk Committee at any time.

Members of the Committee shall be appointed by Council in accordance with section 7.1A of the Act, which states:

- *The members of the audit committee are to be appointed by the local government and at least 3 of the members, and the majority of the members, are to be council members.*
- *A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent the CEO as a member of an audit committee.*
- *An employee is not to be a member of an audit committee.*

The Council shall appoint one of the five Elected Members as Committee Chairperson.

The tenure of members' appointment to the Committee must be compliant with Section 5.11 of the Act, being up to two years terminating on the day of the Ordinary Council elections, at which time all Elected Members will be eligible for reappointment.

Committee members who are Elected Members must declare conflicts of interest in accordance with section 22 of the [Local Government \(Model Code of Conduct\) Regulations 2021](#), in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed.

Appointment of external independent persons will be made following a public advertisement. The evaluation of potential members will be reviewed by the CEO and appointments will be approved by Council on the basis of the potential member's experience and qualifications in any or all of the following:

- Internal audit;
- Risk management;
- Financial management/reporting;
- Understanding of complexities associated with the City of Mandurah.

An external independent member will be a person with no operating responsibilities with the City of Mandurah, nor will that person provide paid services to the City either directly or indirectly.

Any instance where an external member has a commercial interest, or is closely associated with an organisation that has an interest in the business of the City which represents a conflict of interest or pecuniary interest, or there is a risk or perception of conflict of interest, should be declared to the [CEO](#) before or at the relevant Committee meeting.

Termination of appointment

Council may terminate the appointment of any member prior to the expiry of their term, if:

- The Committee Chairperson considers that the member is not making a positive contribution to the Committee.
- The member is found to be in breach of the Council's Code of Conduct [for Elected Members, Committee Members and Candidates](#) or a serious contravention of the Act.
- A member's conduct, action or comments bring the City of Mandurah into disrepute.

Committee member entitlements

All Committee members will be provided with appropriate training and professional development to be determined by the Committee and provided that adequate funds are available in the City of Mandurah budget for this purpose.

External independent member [may apply for a reimbursement of expenses up to the value of \\$3,000 per annum.](#)

4. Role of City staff

The following will be issued with a standing invitation to attend Committee meetings, in order to provide advice and guidance to the Committee:

- [CEO](#);
- Executive Leadership Team;
- Chief Audit Executive (CAE) (or some other person as determined by the CEO to act as the CAE);
- Manager Governance, [Procurement and Land](#); and
- Representative of the Office of the Auditor General.

The Internal Auditor will be invited to present reports as and when required by the Committee. [Internal audit services providers or specialists may be presented to present to the Committee as required.](#)

Other staff may be invited to attend meetings to discuss specific issues or reviews as and when required.

Such attendees may take part in the discussions and business of the meetings, but have no voting rights.

A Minute Officer will be appointed by the [CEO](#) to assist the Committee as follows:

- (a) Arranging meetings, preparing agendas, preparing minutes;
- (b) Taking action to implement Committee decisions as guided by the City's Governance section in relation to:
 - Obtaining information for the next or future meeting;
 - Preparing a paper for the next or future meeting;
 - Coordinating relevant staff of the City to provide advice at the next or a future meeting;
 - Promulgating decisions e.g. reporting, providing or seeking advice on significant correspondence of all kinds.
- (c) Preparing background notes;
- (d) Providing advice to the Chairperson, [Committee Members](#) and [Committee users](#) on Committee policy and process matters; and
- (e) Maintaining appropriate [Committee records](#) in an accessible form.

5. Committee meetings

Quorum

As prescribed by Section 5.19 of the Act, the quorum for Committee meetings shall be at least 50% of the number of offices of the Committee (whether vacant or not).

In the Chairperson's absence, Committee members who are present will select a Chairperson for that particular meeting.

Frequency

Meetings will be scheduled where necessary to allow the Committee to discharge its functions up to ten times per year.

Agenda

An agenda will be distributed at least 72 hours prior to the meeting, along with the minutes of the previous meeting, reports and other attachments or information to be addressed.

Public Attendance at Meetings

The Committee meeting will be open to the public.

In accordance with Section 5.23 of the Act, the Committee may close to members of the public the meeting or part of the meeting, if the meeting or the part of the meeting deals with a number of aspects as defined by Section 5.23 of the Act.

Voting

Voting is in accordance with Section 5.21 of the Act.

Minutes and matters arising

All meetings shall be minuted by the Minute Officer, and minutes shall be approved by the Committee at the next [Committee](#) meeting.

Reporting

Recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council.

Confidentiality

All Committee members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Committee will be disclosed to unauthorised persons.