



# AGENDA

## Council Meeting

Tuesday, 17 October 2023 at 6:30 PM

### **Disclaimer**

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)) 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 Town of East Fremantle 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.

### **Copyright**

The Town wishes to advise that any plans or documents contained within this Agenda may be subject to copyright law provisions (Copyright Act 1968, as amended) and that the express permission of the copyright owner(s) should be sought prior to their reproduction.

## Procedure for Deputations, Presentations and Public Question Time at Council Meetings

Council thanks you for your participation in Council Meetings and trusts that your input will be beneficial to all parties. Council has a high regard for community input where possible, in its decision making processes.

<p><b>Deputations</b></p> <p>A formal process where members of the community request permission to address Council or Committee on an issue.</p>	<p><b>Presentations</b></p> <p>An occasion where awards or gifts may be accepted by the Council on behalf of the community, when the Council makes a presentation to a worthy recipient or when agencies may present a proposal that will impact on the Local Government.</p>
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### Procedures for Deputations

The Council allows for members of the public to make a deputation to Council on an issue related to Local Government business.

Notice of deputations need to be received **by 5pm on the day before the meeting** and agreed to by the Presiding Member. Please contact Executive Support Services via telephone on 9339 9339 or email [admin@eastfremantle.wa.gov.au](mailto:admin@eastfremantle.wa.gov.au) to arrange your deputation.

Where a deputation has been agreed to, during the meeting the Presiding Member will call upon the relevant person(s) to come forward and address Council.

A Deputation invited to attend a Council meeting:

- (a) is not to exceed five (5) persons, only two (2) of whom may address the Council, although others may respond to specific questions from Members;
- (b) is not to address the Council for a period exceeding ten (10) minutes without the agreement of the Council; and
- (c) additional members of the deputation may be allowed to speak with the agreement of the Presiding Member.

Council is unlikely to take any action on the matter discussed during the deputation without first considering an officer's report on that subject in a later Council agenda.

### Procedure for Presentations

Notice of presentations being accepted by Council on behalf of the community, or agencies presenting a proposal, need to be received by **5pm on the day before the meeting** and agreed to by the Presiding Member. Please contact Executive Support Services via telephone on 9339 9339 or email [admin@eastfremantle.wa.gov.au](mailto:admin@eastfremantle.wa.gov.au) to arrange your presentation.

Where the Council is making a presentation to a worthy recipient, the recipient will be advised in advance and asked to attend the Council meeting to receive the award.

All presentations will be received/awarded by the Mayor or an appropriate Councillor.

### **Procedure for Public Question Time**

The Council extends a warm welcome to you in attending any meeting of the Council. Council is committed to involving the public in its decision making processes whenever possible, and the ability to ask questions during 'Public Question Time' is of critical importance in pursuing this public participation objective.

Council (as required by the *Local Government Act 1995*) sets aside a period of 'Public Question Time' to enable a member of the public to put up to three (3) questions to Council. Questions should only relate to the business of Council and should not be a statement or personal opinion. Upon receipt of a question from a member of the public, the Mayor may either answer the question or direct it to a Councillor or an Officer to answer, or it will be taken on notice.

Having regard for the requirements and principles of Council, the following procedures will be applied in accordance with the ***Town of East Fremantle Local Government (Council Meetings) Local Law 2016***:

1. Public Questions Time will be limited to fifteen (15) minutes.
2. Public Question Time will be conducted at an Ordinary Meeting of Council immediately following "Responses to Previous Public Questions Taken on Notice".
3. Each member of the public asking a question will be limited to two (2) minutes to ask their question(s).
4. Questions will be limited to three (3) per person.
5. Please state your name and address, and then ask your question.
6. Questions should be submitted to the Chief Executive Officer in writing by **5pm on the day before the meeting and be signed by the author**. This allows for an informed response to be given at the meeting.
7. Questions that have not been submitted in writing by 5pm on the day before the meeting will be responded to if they are straightforward.
8. If any question requires further research prior to an answer being given, the Presiding Member will indicate that the "question will be taken on notice" and a response will be forwarded to the member of the public following the necessary research being undertaken.
9. Where a member of the public provided written questions then the Presiding Member may elect for the questions to be responded to as normal business correspondence.
10. A summary of the question and the answer will be recorded in the minutes of the Council meeting at which the question was asked.

**During the meeting, no member of the public may interrupt the meetings proceedings or enter into conversation.**

**Members of the public shall ensure that their mobile telephone and/or audible pager is not switched on or used during any meeting of the Council.**

**Members of the public are hereby advised that use of any electronic, visual or audio recording device or instrument to record proceedings of the Council is not permitted without the permission of the Presiding Member.**

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## NOTICE OF MEETING

Elected Members

An Ordinary Meeting of the Council will be held on 17 October 2023 at 6:30 PM in the Council Chamber, 135 Canning Highway, East Fremantle and your attendance is requested.



JONATHAN THROSSELL  
Chief Executive Officer  
**12 October 2023**

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# AGENDA

## 1 OFFICIAL OPENING

## 2 ACKNOWLEDGEMENT OF COUNTRY

*“On behalf of the Council I would like to acknowledge the Whadjuk Nyoongar people as the traditional custodians of the land on which this meeting is taking place and pay my respects to Elders past, present and emerging.”*

## 3 ANNOUNCEMENT TO GALLERY

*“Members of the gallery are advised that no Council decision from tonight’s meeting will be communicated or implemented until 12 noon on the first clear working day after this meeting, unless Council, by resolution carried at this meeting, requested the CEO to take immediate action to implement the decision.”*

## 4 RECORD OF ATTENDANCE

### 4.1 ATTENDANCE

### 4.2 APOLOGIES

### 4.3 APPROVED

## 5 DISCLOSURES OF INTEREST

### 5.1 FINANCIAL

5.2 PROXIMITY

5.3 IMPARTIALITY

6 PUBLIC QUESTION TIME

6.1 RESPONSES TO PREVIOUS QUESTIONS FROM MEMBERS OF THE PUBLIC TAKEN ON NOTICE

Nil

6.2 PUBLIC QUESTION TIME

7 PRESENTATIONS/DEPUTATIONS

7.1 PRESENTATIONS

7.2 DEPUTATIONS

8 APPLICATIONS FOR LEAVE OF ABSENCE

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

9.1 MEETING OF COUNCIL (19 SEPTEMBER 2023)

**OFFICER RECOMMENDATION**

That the minutes of the Ordinary meeting of Council held on Tuesday, 19 September 2023 be confirmed as a true and correct record of proceedings.

10 ANNOUNCEMENTS BY THE PRESIDING MEMBER

11 UNRESOLVED BUSINESS FROM PREVIOUS MEETINGS

Nil

12 REPORTS AND RECOMMENDATIONS OF COMMITTEES

Reports start on the next page

## 12.1 AUDIT COMMITTEE MEETING 27/9/23 - DRAFT 2022-23 ANNUAL FINANCIAL STATEMENTS AND POSITION PAPERS

<b>Report Reference Number</b>	OCR-2391
<b>Prepared by</b>	Phil Garoni, Finance Manager
<b>Supervised by</b>	Peter Kocian, Executive Manager Corporate Services
<b>Meeting date</b>	Tuesday, 17 October 2023
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil

### Attachments

1. Draft annual financial statements 2022/23
2. Management Consideration of Correction to Prior Year Amounts – SMRC.
3. Management consideration of provisions, contingent asset or liability.
4. Management Review of Fair Value, RUL's, Residual Values, Depreciation and Impairment of Assets.
5. Revenue Recognition – Grant Income.
6. Contaminated sites.

**PLEASE NOTE THAT ATTACHMENTS REFERRED TO IN THIS REPORT CAN BE VIEWED AS PART OF THE AUDIT COMMITTEE MINUTES OF 27 SEPTEMBER 2023 [CLICK LINK HERE](#)**

### PURPOSE

The purpose of this report is for the Audit Committee to receive the draft Annual Financial Report for the year ended 30 June 2023. A new requirement has been implemented by the OAG for all councils to have the annual financial report signed by the CEO prior to the final audit being conducted. In addition to support the draft financial statements are position papers to provide the principles behind the financial treatment of significant accounting entries and disclosures.

### EXECUTIVE SUMMARY

Section 6.4 of the *Local Government Act 1995* requires local governments to prepare an annual financial report for the preceding financial year. The financial report is to be prepared and presented in the manner and form prescribed in the *Local Government (Financial Management) Regulations 1996*. Local Governments are required to submit the annual financial report to its auditor by the 30 September.

One of the objectives of the Audit Committee is to assess the integrity of external financial reporting, including accounting policies (3.1 of Terms of Reference). As such, five (5) Management Position Papers are presented to the Audit Committee to increase awareness of significant account balances and audit emphasis.

### BACKGROUND

The following audit timetable has been extrapolated from the Audit Planning Summary that was issued by the Office of the Auditor General on 10 May 2023. At the time of this Audit Committee Meeting, audit field work has only commenced with expected completion on 20 October 2023. The audit process is expected to be finalised in the month of November with the Audit Opinion issued by the 23 November.

The Auditors Report will be considered at the first Committee Meeting in 2024, at which time representatives from the Office of Auditor General will be in attendance.

## 10. Proposed audit schedule

	Date
Audit planning	April 2023
Interim audit	17 April to 21 April 2023
Interim management letter	By 12 May 2023
Information systems audit	July - August 2023
Final trial balance	By 29 September 2023
Receipt of CEO signed annual financial report	By 29 September 2023
Receipt of information for the following certifications: <ul style="list-style-type: none"> <li>• Roads to Recovery</li> <li>• Local Roads and Community Infrastructure Program</li> </ul>	By 15 September 2023
Final audit	25 September to 20 October 2023
Audit opinions issued for the following certifications: <ul style="list-style-type: none"> <li>• Roads to Recovery</li> <li>• Local Roads and Community Infrastructure Program</li> </ul>	By 31 October 2023
Receipt of clearance on Resource Recovery Group (RRG) balances	By 31 October 2023*
Exit meeting (week ending)	18 November 2022*
Receipt of signed annual financial report and management representation letter	18 November 2023*
Audit opinion issued	By 24 November 2023* (within 5 working days of the receipt of signed annual financial report and management representation letter)

\* The proposed date is dependent on the RRG audit progress

Prior to the commencement of the annual final audit, the Office of the Auditor General (OAG) provides the Town with a Planning Summary which is discussed at an entrance meeting. The Planning Summary includes significant risks and audit emphasis and significant account balances identified by OAG, extrapolated below for the 22/23 Audit:

## 4. Significant risks and other audit issues

Through discussions with your staff and our prior knowledge of your operations, we have identified the following issues and key areas of risk affecting the audit.

Details of risk / issue	Audit approach
<p>Significant projects the Town is undertaking in the current year:</p> <ul style="list-style-type: none"> <li>• East Fremantle oval precinct redevelopment</li> <li>• Fremantle Women Soccer Club refurbishment project</li> </ul>	<p>We will review management’s assessment of the impact of the projects, determine whether, to the extent necessary, the Town’s accounting treatment of the events and transactions is correct.</p>
<p>The following annual financial report items are derived from accounting estimates and hence will receive specific audit attention:</p> <ul style="list-style-type: none"> <li>• provision for annual and long service leave</li> <li>• fair value of assets</li> <li>• impairment of assets</li> <li>• reasonableness of useful lives of property, plant and equipment and infrastructure</li> <li>• expected credit loss assessment</li> </ul>	<p>We will review the method and underlying data that management, and where applicable third parties, use when determining critical accounting estimates. This will include considering the reasonableness of assumptions and corroborating representations.</p>
<p>Accounting for the Town’s investment in associate:</p> <ul style="list-style-type: none"> <li>• Resource Recovery Group</li> </ul>	<p>We will review management’s take up of the Town’s interest in the associate and ensure this reflects the net investment. In addition, we will review all material disclosures relating to the Town’s investment in associate to ensure compliance with the relevant accounting standards.</p>

OAG’s Better Practice Guide recommends that Position Papers should be prepared where there is an event or change to the operating environment, government policy, legislation, business development etc. that impacts the financial statements and for the Audit Committee to be briefed.

**3. Anticipating and responding to change: Significant changes to the entity, the reporting framework or the entity's environment that impact on the financial statements are identified, communicated and addressed in a timely manner.**

**3.1 An event or change to the operating environment, government policy, legislation, business development**

- Entities should be alert to any event or change which would impact their financial statements on an ongoing basis, not just at the time the financial statements are being prepared.
- Once a change has been identified as having an impact on the financial statements, an assessment should be undertaken to determine if it is material to the financial statements.
- Position papers and potential adjustments should be prepared. The audit committee and accountable authority should be briefed and approval obtained. The OAG should be consulted early and advised of any material adjustments.

**3.2 Change to accounting requirements**

- Assign specific responsibility for monitoring, identifying and assessing new and revised requirements. Attendance at CFO forums, member body conferences, professional firm updates and OAG entrance and exit meetings provides an avenue to keep up-to-date with accounting developments relevant to the public sector.
- Where changes to accounting requirements will affect, in a substantive way, the entity's accounting policies and presentation and disclosure in the financial statements, position papers should be prepared outlining the implications of the changes, including how the changes will be implemented. Entities should seek independent accounting advice where appropriate. The OAG should be consulted promptly to obtain early agreement.
- Review the statements at least annually and assess whether the most appropriate accounting policies have been selected and whether presentation can be improved. Accounting policies should only be changed when required by an AAS, or when the changes would result in the financial statements providing reliable and more relevant information about the effects of transactions, other events or conditions on the entity's financial position, financial performance or cash flows.
- Prepare draft pro-forma statements including accounting policy notes for review and agreement by the OAG well in advance of year-end.
- Brief the accountable authority and audit committee, as required, on any changes that are likely to have significant implications on the financial statements, how these affect the financial performance and position of the entity, and obtain approval of proposed changes, where appropriate.

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**CONSULTATION**

Kelli Small – Consultant  
 Peter Kocian – Executive Manager Corporate Services  
 Office of Auditor General

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**STATUTORY ENVIRONMENT**

The Audit Committee is constituted under the *Local Government Act 1995* and operates under the Terms of Reference approved by Council.

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**POLICY IMPLICATIONS**

The Department of Local Government has published Operational Guideline No. 9 Audit in Local Government that covers the appointment, functions and responsibilities of Audit Committees.

## FINANCIAL IMPLICATIONS

There are no financial implications relevant to this item.

## STRATEGIC IMPLICATIONS

Strategic Priority 5 – Leadership and Governance

5.1 Strengthen organisational accountability and transparency.

5.3 Strive for excellence in leadership and governance.

## RISK IMPLICATIONS

### RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That the Town receives a qualified audit report	Possible (3)	Moderate (3)	Moderate (5-9)	REPUTATIONAL Substantiated, public embarrassment, moderate impact, moderate news profile	Control through robust internal controls and staff development
Failure to prepare Position Papers may result in OAG not accepting accounting estimates and treatments, either delaying audit or resulting in a qualified audit report	Likely (4)	Major (4)	High (10-16)	COMPLIANCE Short term non-compliance but with significant regulatory requirements imposed	Accept Officer Recommendation

### RISK MATRIX

Consequence		Insignificant	Minor	Moderate	Major	Extreme	
		1	2	3	4	5	
Likelihood	Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
	Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
	Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
	Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
	Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating is provided below. Any items with a risk rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

**RISK RATING**

<b>Risk Rating</b>	16
<b>Does this item need to be added to the Town’s Risk Register</b>	Yes
<b>Is a Risk Treatment Plan Required</b>	No

**SITE INSPECTION**

Not Applicable.

**COMMENT**

The Draft Annual Financial Report of the Town of East Fremantle for the financial year ended 30 June 2023 is based on proper accounts and records to fairly present the financial position of the Town of East Fremantle at 30 June 2023 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent they are not inconsistent with the Act, the Australian Accounting Standards.

Five Positions Papers have been prepared aligned to the areas of risk and audit emphasis identified by OAG in their Planning Summary:

1. Management Consideration of Correction to Prior Year Amounts – SMRC
2. Management consideration of provisions, contingent asset or liability.
3. Management Review of Fair Value, RUL’s, Residual Values, Depreciation and Impairment of Assets
4. Revenue Recognition – Grant Income
5. Contaminated sites

The Position Papers have been reviewed and approved by the Finance Manager and Executive Manager Corporate Services and submitted to OAG, to be subsequently reviewed by their technical team.

The Position Papers are very comprehensive and illustrate the depth of work required to enable audit clearance to be provided in a timely manner.

**CONCLUSION**

The Audit Committee is requested to receive the tabled Draft Annual Financial Report for the year ending 30 June 2023. Noting there is potential for changes during the final Office of the Auditor General audit. Representatives from the Office of the Auditor General will be invited to meet with the Audit Committee in the new year, and there will be an opportunity to discuss the contents of the Annual Financial Report and Auditors Report.

In addition, the Position Papers be received by the Audit Committee. Clarifications are welcome.

**12.1 OFFICER & COMMITTEE RECOMMENDATION / COMMITTEE RESOLUTION**

**Committee Resolution** Choose an item. Click or tap to enter a date.

**COMMITTEE RECOMMENDATION**

**That Council receive the draft Annual Financial Report for the Year Ended 30 June 2023 for review and request initial sign off by the Chief Executive Officer. Noting there is potential for change during the audit of the financial statements during the final Office of the Auditor General audit.**

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REPORT ATTACHMENTS

Nil

13 REPORTS – FINANCE

Reports start on the next page

## 13.1 MONTHLY FINANCIAL REPORT SEPTEMBER 2023

<b>Report Reference Number</b>	OCR-2411
<b>Prepared by</b>	Phil Garoni, Finance Manager
<b>Supervised by</b>	Peter Kocian, Executive Manager Corporate Services
<b>Meeting date</b>	Tuesday, 17 October 2023
<b>Voting requirements</b>	Part 3 of the Recommendation requires an Absolute Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. Monthly Financial Report for the month ended 30 September 2023 containing the Statements of Financial Activity and Financial Position

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**PURPOSE**

The purpose of this report is to present to the Council the Monthly Financial Report (containing the Statement of Financial Activity by Nature and Type and Statement of Financial Position) for the month ended 30 September 2023. A Capital Works report has been incorporated into the workbook.

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**EXECUTIVE SUMMARY**

A Monthly Financial Report workbook has been prepared to provide an overview of key financial activity.

The State Government has recently amended regulation 34 of the *Local Government (Financial Management) Regulations 1996* to require the Statement of Financial Activity to be presented according to nature or type classification.

Regulation 35 also requires local governments to prepare a monthly Statement of Financial Position. This has now been inserted into the Monthly Financial Report.

A Capital Works Report is presented detailing committed expenditure against budgets. This report is used to assess the clearance rate of capital projects.

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**BACKGROUND**

Presentation of a monthly financial report to Council is both a statutory obligation and good financial management practice that:

- a. demonstrates the Town's commitment to managing its operations in a financially responsible and sustainable manner.
- b. provides timely identification of variances from budget expectations for revenues and expenditures and identification of emerging opportunities or changes in economic conditions.
- c. ensures proper accountability to the ratepayers for the use of financial resources.

Financial information that is required to be reported to Council monthly includes:

- a. operational financial performance against budget expectations.
- b. explanations for identified variances from expectations.
- c. financial position of the Town at the end of each month.

### Understanding the Financials

When reading the financial information/statements, variances (deviations from budget expectations) are classified as either:

- a. Favourable variance (F)
- b. Unfavourable variance (U)
- c. Timing variance (T)

A timing variance relates to a budgeted revenue or expense that has not occurred at the time it was expected, but which is still expected to occur with the budget year. That is, the financial transaction will still occur, but just in a different month. This timing difference may require for the year-to-date budget to be amended for future periods.

A realised favourable or unfavourable variance is different to a timing variance. It represents a genuine difference between the actual and budgeted revenue or expenditure item.

A realised favourable variance on a revenue item is a positive outcome as it increases the projected budget surplus. An unfavourable variance on a revenue item has the opposite effect, resulting in a decrease to the projected budget result.

A realised favourable variance on an expenditure item may have either of two causes – one being a saving because the outcome was achieved for lesser cost, which has the effect of increasing the projected budget result. The other cause may be that the proposed expenditure may not have been undertaken and is not expected to be incurred in that financial year. Whilst this may seem positive from the financial position perspective, it may not be a positive outcome for the community if the service or project is not delivered.

If a realised favourable or unfavourable variance is material in value, a recommendation will be provided to Council to amend the budget.

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### CONSULTATION

Budget Managers are provided with a monthly Responsible Officer Report for review and reporting of budget variances.

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### STATUTORY ENVIRONMENT

Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Management) Regulations 1996* detail the form and way a local government is to prepare its Statement of Financial Activity.

Regulation 35 of the *Local Government (Financial Management) Regulations 1996* requires a monthly Statement of Financial Position to be prepared.

Expenditure from the municipal fund not included in the annual budget must be authorised in advance by an absolute majority decision of Council pursuant to section 6.8 of the *Local Government Act 1995*.

Fees and charges are imposed in accordance with section 6.16 of the *Local Government Act 1995*. Fees and charges imposed outside of the Annual Budget require an absolute majority decision of Council and must give local public notice of the new fees pursuant to section 6.19 of the *Local Government Act 1995*.

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### POLICY IMPLICATIONS

Significant Accounting Policies are adopted by Council on an annual basis. These policies are used in the preparation of the statutory reports submitted to Council.

## FINANCIAL IMPLICATIONS

Material variances are disclosed in the Statement of Financial Activity.

As part of the adopted 2023/24 Budget, Council adopted the following thresholds as levels of material variances for financial reporting:

*That in accordance with regulation 34 (5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2023/24 for reporting material variances shall be:*

- a) 10% of the amended budget; or*
- b) \$10,000 of the amended budget;*
- whichever is greater.*

*In addition, that the material variance limit be applied to total revenue and expenditure for each Nature and Type classification and capital income and expenditure in the Statement of Financial Activity.*

## STRATEGIC IMPLICATIONS

The monthly financial report is the key financial reporting mechanism to Council, to provide oversight of the financial management of the local government. This ties into the Strategic Community Plan as follows:

*4.9 A financially sustainable Town – Provide financial management services to enable the Town to sustainably provide services to the community.*

## RISK IMPLICATIONS

### RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Inadequate oversight of the financial position of the Town may result in adverse financial trends	Rare (1)	Major (4)	Low (1-4)	FINANCIAL IMPACT \$50,000 - \$250,000	Manage by monthly review of financial statements and key financial information
Inadequate monitoring of grant funding and expenditure resulting in incorrect income transfers	Possible (3)	Moderate (3)	Moderate (5-9)	FINANCIAL IMPACT \$250,001 - \$1,000,000	Manage by updating the internal grants register and contract liabilities register each month

### RISK MATRIX

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Extreme
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating is provided below. Any items with a risk rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

#### RISK RATING

<b>Risk Rating</b>	9
<b>Does this item need to be added to the Town’s Risk Register</b>	Yes
<b>Is a Risk Treatment Plan Required</b>	No

#### SITE INSPECTION

Not applicable.

#### COMMENT

This report presents the Statement of Financial Activity by Nature and Type for the month ending 30 September 2023.

The following is a summary of headline numbers from the attached financial report, and explanations for variances is provided in Note 1 of the workbook:

	<b>Original Budget</b>	<b>Current Budget</b>	<b>YTD Budget</b>	<b>YTD Actuals</b>
<b>Opening Surplus</b>	<b>378,508</b>	<b>650,695</b>	<b>650,695</b>	<b>650,695</b>
Operating Revenue	11,974,645	11,860,122	9,961,553	10,208,984
Operating Expenditure	(12,611,283)	(12,832,804)	(3,106,328)	(2,758,649)
Capital Expenditure	(22,424,516)	(23,837,875)	(10,733,562)	(7,207,381)
Capital Income	16,151,762	17,530,534	7,802,445	5,470,637
Financing Activities	4,449,554	4,574,695	(16,637)	(355,872)
Non-Cash Items	2,081,330	2,048,188	541,632	543,524
<b>Closing Surplus/(Deficit)</b>	<b>0</b>	<b>(6,444)</b>	<b>5,099,799</b>	<b>6,384,541</b>

The Executive Summary in the workbook provides an overview of key indicators for the month. Further comments are provided below:

- Rate Notices were issued on the 19 July. The Town receipted \$7.31M in rates and charges revenue (including rates, ESL, service charges) by the end of September, equating to 66.6% of total rates and charges paid.
- End of year accounting process for 2022/23 is continuing, and there will be further adjustment to the carried forward surplus of \$650,000 because of revenue recognition of grants.
- Capital works has yet to substantially commence in 2023/24, with work continuing the EF Oval Redevelopment Project. Expenditure recognised in 2023/24 against the EF Oval Project is \$6.97M, bringing the total Project Costs to Date to \$19.99M, representing 58.68% of the total Project Budget.

#### **Budget Variations:**

Audit field work is currently in progress and the measurement of grant income for the East Fremantle Oval Project and Fremantle Women’s Soccer Club Project has been assessed by the Auditors, and some accounting adjustments

have been requested. These adjustments have affected the apportionment of revenue recognised in the Statement of Comprehensive Income versus deferred income, necessitating some adjustments to the 2023/24 budget. The overall budget position has not changed as the brought forward surplus is adjusted accordingly.

General Ledger	Account Description	Current Budget	Amended Budget	Change in Net Current Assets	Comment
	<b>Opening Surplus 1 July 2023</b>	<b>\$650,694</b>	<b>\$740,487</b>	<b>\$89,793</b>	
l11160	DLGSC Grant - EF Oval Redevelopment	\$15,448,199	\$14,690,969	-\$757,230	Additional income recognised in 22/23; reduced income in 23/24
l11165	LotteryWest Grant - EF Oval Redevelopment	\$831,150	\$1,305,147	\$473,997	Reduced income recognition in 22/23; income recognised in 23/24
l11166	AFL Facilities Funding	\$154,482	\$250,000	\$95,518	Reduced income recognition in 22/23; income recognised in 23/24
l11206	Non-Operating Grants and Contributions	\$797,816	\$895,738	\$97,922	Reduced income recognition in 22/23; income recognised in 23/24
		<b>\$17,882,341</b>	<b>\$17,882,341</b>	<b>\$0</b>	

## CONCLUSION

Council is requested to receive the Monthly Financial Report for the month ended September 2023 and approve the schedule of budget variations as submitted.

## 13.1 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution** Choose an item. Click or tap to enter a date.

### OFFICER RECOMMENDATION:

**That Council:**

1. receives the Monthly Financial Report for the month ended 30 September 2023, as presented as attachment 1 to this report, inclusive of:
  - (i) Statement of Financial Activity by Nature and Type
  - (ii) Statement of Financial Position
  - (iii) Capital Expenditure Report
2. notes the unrestricted municipal surplus of \$6,384,541 for the month ended 30 September 2023.
3. pursuant to section 6.8 of the *Local Government Act 1995*, approves by absolute majority the schedule of budget variations below, resulting in a nil change in net current assets at 30 June 2024.

General Ledger	Account Description	Current Budget	Amended Budget	Change in Net Current Assets	Comment
	<b>Opening Surplus 1 July 2023</b>	<b>\$650,694</b>	<b>\$740,487</b>	<b>\$89,793</b>	<b>Contra adjustment</b>
l11160	DLGSC Grant - EF Oval Redevelopment	\$15,448,199	\$14,690,969	-\$757,230	Additional income recognised in 22/23; reduced income in 23/24
l11165	LotteryWest Grant - EF Oval Redevelopment	\$831,150	\$1,305,147	\$473,997	Reduced income recognition in 22/23; income recognised in 23/24
l11166	AFL Facilities Funding	\$154,482	\$250,000	\$95,518	Reduced income recognition in 22/23; income recognised in 23/24
l11206	Non-Operating Grants and Contributions	\$797,816	\$895,738	\$97,922	Reduced income recognition in 22/23; income recognised in 23/24
		<b>\$17,882,341</b>	<b>\$17,882,341</b>	<b>\$0</b>	

## REPORT ATTACHMENTS

Attachments start on the next page

**TOWN OF EAST FREMANTLE**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statements of Financial Activity and Financial Position)**  
**For the period ended 30 September 2023**  
**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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**TOWN OF EAST FREMANTLE  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**KEY INFORMATION**

**Funding Surplus or Deficit Components**

<b>Funding surplus / (deficit)</b>				
	<b>Adopted Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a)</b>
<b>Opening</b>	<b>\$0.65 M</b>	<b>\$0.65 M</b>	<b>\$0.48 M</b>	<b>(\$0.17 M)</b>
<b>Closing</b>	<b>(\$0.01 M)</b>	<b>\$5.10 M</b>	<b>\$6.38 M</b>	<b>\$1.28 M</b>

Refer to Statement of Financial Activity

<b>Cash and cash equivalents</b>		
	<b>\$11.68 M</b>	<b>% of total</b>
<b>Unrestricted Cash</b>	<b>\$7.18 M</b>	<b>61.5%</b>
<b>Restricted Cash</b>	<b>\$4.50 M</b>	<b>38.5%</b>

Refer to 3 - Cash and Cash Investments

<b>Payables</b>		
	<b>\$5.12 M</b>	<b>% Outstanding</b>
<b>Trade Payables</b>	<b>\$4.58 M</b>	
<b>0 to 30 Days</b>		<b>0.0%</b>
<b>Over 30 Days</b>		<b>0.0%</b>
<b>Over 90 Days</b>		<b>0.0%</b>

<b>Receivables</b>		
	<b>\$9.98 M</b>	<b>% Collected</b>
<b>Rates Receivable</b>	<b>\$3.66 M</b>	<b>66.6%</b>
<b>Trade Receivable</b>	<b>\$9.98 M</b>	
<b>Over 30 Days</b>		<b>0.0%</b>
<b>Over 90 Days</b>		<b>0.0%</b>

Refer to 7 - Receivables

**Key Operating Activities**

<b>Amount attributable to operating activities</b>			
<b>Adopted Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a)</b>
<b>\$1.08 M</b>	<b>\$7.40 M</b>	<b>\$7.99 M</b>	<b>\$0.60 M</b>

Refer to Statement of Financial Activity

<b>Rates Revenue</b>		
<b>YTD Actual</b>	<b>\$9.08 M</b>	<b>% Variance</b>
<b>YTD Budget</b>	<b>\$9.08 M</b>	<b>(0.1%)</b>

Refer to 8 - Rate Revenue

<b>Grants and Contributions</b>		
<b>YTD Actual</b>	<b>\$0.35 M</b>	<b>% Variance</b>
<b>YTD Budget</b>	<b>\$0.23 M</b>	<b>55.4%</b>

Refer to 10 - Grants and Contributions

<b>Fees and Charges</b>		
<b>YTD Actual</b>	<b>\$0.58 M</b>	<b>% Variance</b>
<b>YTD Budget</b>	<b>\$0.60 M</b>	<b>(2.0%)</b>

Refer to Statement of Financial Activity

**Key Investing Activities**

<b>Amount attributable to investing activities</b>			
<b>Adopted Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a)</b>
<b>(\$6.31 M)</b>	<b>(\$2.93 M)</b>	<b>(\$1.74 M)</b>	<b>\$1.19 M</b>

Refer to Statement of Financial Activity

<b>Proceeds on sale</b>		
<b>YTD Actual</b>	<b>\$0.01 M</b>	<b>%</b>
<b>Adopted Budget</b>	<b>\$0.20 M</b>	<b>(94.8%)</b>

Refer to 6 - Disposal of Assets

<b>Asset Acquisition</b>		
<b>YTD Actual</b>	<b>\$0.18 M</b>	<b>% Spent</b>
<b>Adopted Budget</b>	<b>\$0.67 M</b>	<b>(72.8%)</b>

Refer to 5 - Capital Acquisitions

<b>Capital Grants</b>		
<b>YTD Actual</b>	<b>\$5.46 M</b>	<b>% Received</b>
<b>Adopted Budget</b>	<b>\$17.33 M</b>	<b>(68.5%)</b>

Refer to 5 - Capital Acquisitions

**Key Financing Activities**

<b>Amount attributable to financing activities</b>			
<b>Adopted Budget</b>	<b>YTD Budget (a)</b>	<b>YTD Actual (b)</b>	<b>Var. \$ (b)-(a)</b>
<b>\$4.57 M</b>	<b>(\$0.02 M)</b>	<b>(\$0.36 M)</b>	<b>(\$0.34 M)</b>

Refer to Statement of Financial Activity

<b>Borrowings</b>	
<b>Principal repayments</b>	<b>(\$0.00 M)</b>
<b>Interest expense</b>	<b>\$0.00 M</b>
<b>Principal due</b>	<b>\$0.10 M</b>

Refer to 9 - Borrowings

<b>Reserves</b>	
<b>Reserves balance</b>	<b>\$2.97 M</b>
<b>Interest earned</b>	<b>\$0.00 M</b>

Refer to 4 - Cash Reserves

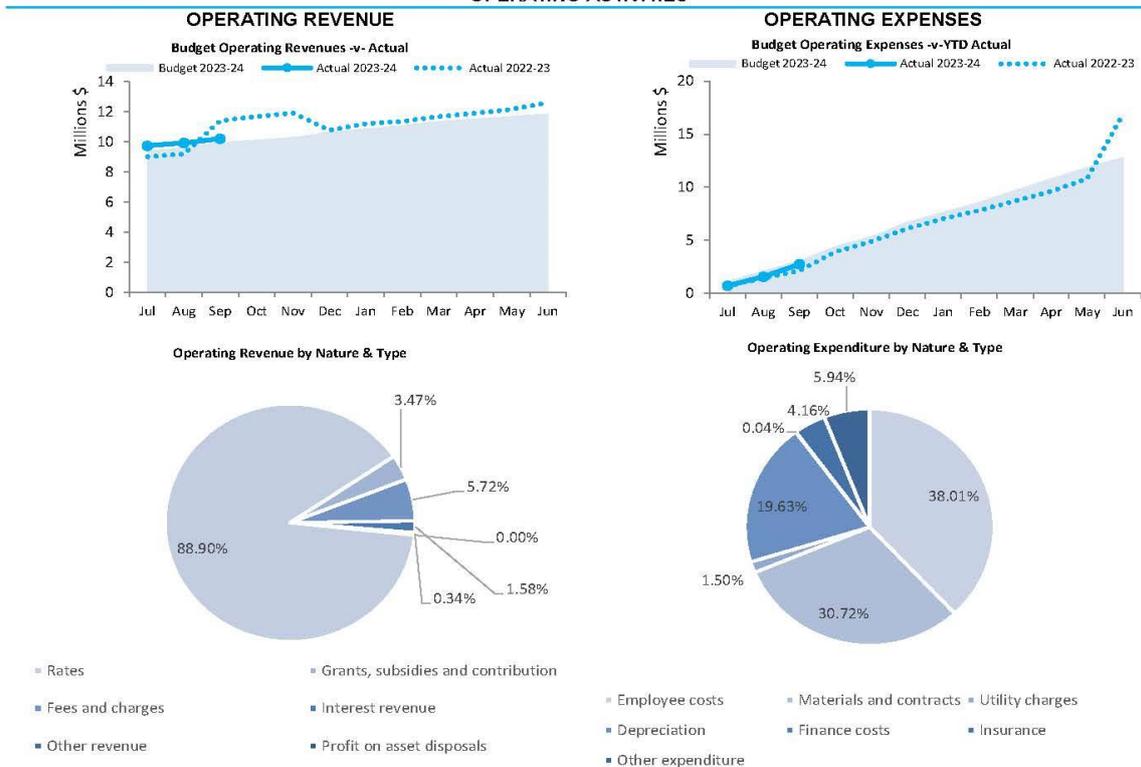
<b>Report Preparation</b>	
<b>Prepared by:</b>	<b>Consultant</b>
<b>Reviewed by:</b>	<b>Manager Finance / EMCS</b>
<b>Date Prepared:</b>	<b>6/09/2023</b>

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

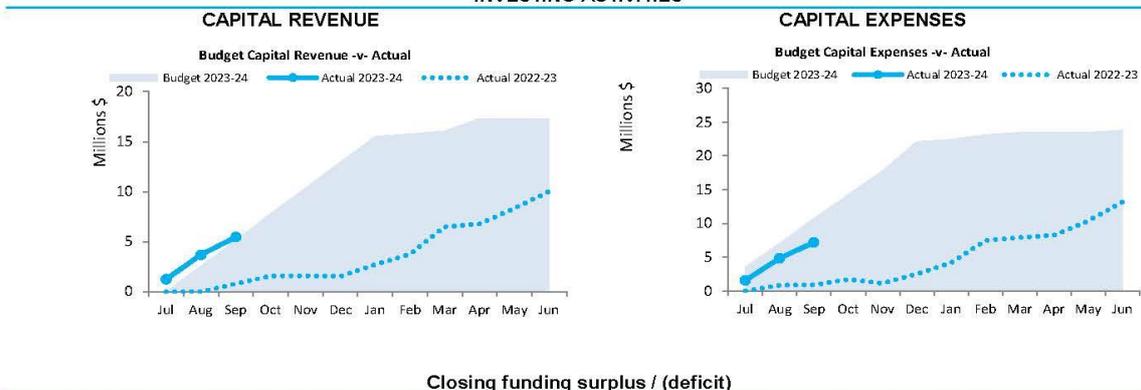
**TOWN OF EAST FREMANTLE  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**KEY INFORMATION - GRAPHICAL**

**OPERATING ACTIVITIES**



**INVESTING ACTIVITIES**



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



**TOWN OF EAST FREMANTLE  
STATEMENT OF FINANCIAL POSITION  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

	Note	30 June 2023	30 September 2023
		\$	\$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	14,631,561	<b>11,682,290</b>
Trade and other receivables		612,547	<b>13,858,125</b>
Contract assets		135,976	<b>196,982</b>
Other assets		160,902	0
<b>TOTAL CURRENT ASSETS</b>		15,540,986	25,737,397
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables		96,650	94,758
Other financial assets		81,490	81,490
Investment in associate		1,502,543	1,502,543
Property, plant and equipment		41,481,184	47,953,493
Infrastructure		45,671,057	45,853,847
Right-of-use assets		208,607	208,607
<b>TOTAL NON-CURRENT ASSETS</b>		89,041,531	95,694,738
<b>TOTAL ASSETS</b>		104,582,517	121,432,135
<b>CURRENT LIABILITIES</b>			
Trade and other payables		4,750,979	5,119,144
Other liabilities		6,642,115	<b>10,230,983</b>
Lease liabilities		44,114	24,159
Borrowings	9	5,068	3,843
Employee related provisions		757,227	<b>760,679</b>
Other provisions	11	268,434	268,434
<b>TOTAL CURRENT LIABILITIES</b>		12,467,937	16,407,242
<b>NON-CURRENT LIABILITIES</b>			
Lease liabilities		198,300	198,300
Borrowings	9	94,112	94,112
Employee related provisions		125,624	125,624
<b>TOTAL NON-CURRENT LIABILITIES</b>		418,036	418,036
<b>TOTAL LIABILITIES</b>		12,885,973	16,825,278
<b>NET ASSETS</b>		<b>91,696,544</b>	<b>104,606,857</b>
<b>EQUITY</b>			
Retained surplus		38,746,160	51,321,778
Reserve accounts	4	2,638,933	2,973,626
Revaluation surplus		50,311,452	50,311,452
<b>TOTAL EQUITY</b>		<b>91,696,545</b>	<b>104,606,856</b>

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

<b>Movement in Equity</b>	<b>12,910,311</b>
Explained by:	
Amount attributed to operating activities	7,993,859
Proceeds from capital activities	5,251,144
Net reserves movement	(334,692)
	<b>12,910,311</b>

**TOWN OF EAST FREMANTLE  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**1 EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially. The material variance adopted by Council for the 2023-24 year is \$10,000 or 10.00% whichever is the greater.

Description	Var. \$	Var. %	Var.	Timing / Permanent	Explanation
	\$	%			
<b>Revenue from operating activities</b>					
Rates	(4,851)	(0.05%)		Timing	No material variance
Grants, subsidies and contributions	126,085	55.37%	▲	Timing	Commonwealth Home Support Program was received in advance
Fees and charges	(11,740)	(1.97%)	▼	Timing	No material variance
Interest revenue	113,772	240.23%	▲	Timing	Interest on municipal investments higher than budgeted \$80k Interest received from rates higher than budgeted \$25k
Other revenue	24,165	230.14%	▲	Timing	Unbudgeted Workcover compensation claims
Profit on asset disposals	0	0.00%		No variance	
<b>Expenditure from operating activities</b>					
Employee costs	120,596	10.31%	▼	Timing	Favourable
Materials and contracts	130,722	13.36%	▼	Timing	Favourable - Waste services and consultancy
Utility charges	23,126	35.86%	▼	Timing	Favourable
Depreciation	0	0.00%		No variance	
Finance costs	0	0.00%		No variance	
Insurance	14,403	11.15%	▼	Timing	Favourable
Other expenditure	59,835	26.76%	▼	Timing	South West Group contribution not paid yet \$26k Councillor training not yet expended \$18k
Loss on asset disposals	0	0.00%		No variance	
<b>Non-cash amounts excluded from operating activities</b>					
	1,892	0.35%		Timing	No material variance
<b>Investing Activities</b>					
Proceeds from capital grants, subsidies and contributions	(2,331,458)	(29.92%)	▼	Timing	See Note 10 Grants & Contributions for more detailed information
Proceeds from disposal of assets	0	0.00%		No variance	
Payments for property, plant and equipment	3,621,971	34.02%	▼	Timing	See Note 5 Capital Acquisitions for more detailed information
Payments for construction of infrastructure	(95,790)	(110.10%)	▲	Timing	See Note 5 Capital Acquisitions for more detailed information
<b>Financing Activities</b>					
Proceeds from new debentures	0	0.00%		No variance	
Transfer from reserves	0	0.00%		No variance	
Repayment of borrowings	0	0.00%		No variance	
Payments for principal portion of lease liabilities	0	0.00%		No variance	
Transfer to reserves	(339,236)	0.00%	▼	Timing	Transfers to Reserves occurring before budgeted; Transfer to Strategic Waste Reserve \$180k Transfer to EF Oval Redevelopment Reserve \$159k
<b>Surplus or deficit at the start of the financial year</b>					
	(167,397)	(25.73%)	▼	Permanent	Pending finalisation of annual report
<b>Surplus or deficit after imposition of general rates</b>					
	1,284,742	25.19%	▲	Timing	Due to variances described above

**TOWN OF EAST FREMANTLE  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

		Current Budget Closing 30 June 2024	Last Year Closing 30 June 2023	Year to Date 30 September 2023
<b>(a) Net current assets used in the Statement of Financial Activity</b>				
<b>Current assets</b>		\$	\$	\$
Cash and cash equivalents	3	5,076,280	14,631,561	11,682,290
Trade and other receivables		252,401	612,547	13,858,125
Other assets	8	52,099	160,902	0
		5,380,780	15,540,986	25,737,397
<b>Less: current liabilities</b>				
Trade and other payables	9	(1,854,815)	(4,750,979)	(5,119,142)
Other liabilities	11	(71,910)	(6,642,115)	(10,230,983)
Lease liabilities	10	0	(44,114)	(24,159)
Borrowings	9	(4,825,570)	(5,068)	(3,843)
Employee related provisions	11	(675,173)	(757,227)	(760,679)
Other provisions	11	(43,530)	(268,434)	(268,434)
		(7,470,998)	(12,467,937)	(16,407,240)
<b>Net current assets</b>		<b>(2,090,218)</b>	<b>3,073,049</b>	<b>9,330,157</b>
<b>Less: Total adjustments to net current assets</b>	2(c)	2,083,773	(2,589,751)	(2,945,623)
<b>Closing funding surplus / (deficit)</b>		<b>(6,445)</b>	<b>483,298</b>	<b>6,384,534</b>

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

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

	Current Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash amounts excluded from operating activities</b>	\$	\$	\$
<b>Adjustments to operating activities</b>			
Less: Profit on asset disposals	6	(118,342)	0
Add: Depreciation		2,166,530	541,632
- Pensioner deferred rates		0	0
		0	1,892
<b>Total non-cash amounts excluded from operating activities</b>		<b>2,048,188</b>	<b>543,524</b>

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

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

	Current Budget Opening 30 June 2024	Last Year Closing 30 June 2023	Year to Date 30 September 2023
<b>Adjustments to net current assets</b>	\$	\$	\$
Less: Reserve accounts	4	(2,741,797)	(2,638,933)
- Current portion of borrowings	9	4,825,570	5,068
- Current portion of lease liabilities	10	0	44,114
<b>Total adjustments to net current assets</b>	2(a)	<b>2,083,773</b>	<b>(2,589,751)</b>
			<b>(2,945,623)</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

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

**TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**3 CASH AND CASH INVESTMENTS**

Description	Unrestricted \$	Restricted \$	Total Cash \$	Institution	Risk Rating (LT)	Interest Rate	Maturity Date
<b>Cash Deposits</b>							
Municipal Bank Account	1,724,114	0	1,724,114	CBA	AA-		At Call
Municipal Bonds & Deposits Account	534,716	0	534,716	CBA	AA-		At Call
Cash On Hand	800	0	800	Petty Cash/Till Float			On Hand
<b>Term Deposits</b>							
Pooled (Muni, Reserves, Bonds and Grants)			3,393,334	NAB	AA-	4.10%	Sep 23
Pooled (Muni, Reserves, Bonds and Grants)			2,014,860	CBA	AA-	4.69%	Sep 23
Pooled (Muni, Reserves, Bonds and Grants)	4,923,584	4,499,076	2,000,000	SUNCORP	AA-	4.85%	Sep 23
Pooled (Muni, Reserves, Bonds and Grants)			2,014,466	NAB	AA-	4.90%	Sep 23
<b>Total</b>	<b>7,183,214</b>	<b>4,499,076</b>	<b>11,682,290</b>				
<b>Comprising</b>							
Cash and cash equivalents	7,183,214	4,499,076	11,682,290				
	<b>7,183,214</b>	<b>4,499,076</b>	<b>11,682,290</b>				

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.

**Comments/Notes - Investments and Cash Deposits**

INSTITUTION	\$	(LT) RISK	%
COMMONWEALTH BANK	\$4,273,691	AA-	44.14%
CBA (GREEN/ESTGD TD)	\$0	AA-	0.00%
NATIONAL AUST. BANK	\$5,407,800	AA-	55.86%
SUNCORP	\$0	AA-	0.00%
WESTPAC	\$0	AA-	0.00%
	<b>\$9,681,490</b>		<b>100.00%</b>

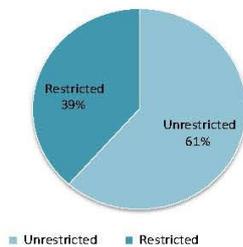
(LT) RISK RATING	PORTFOLIO	\$	%
AAA	MAX 100%	\$0	0%
AA-	MAX 100%	\$11,681,490	100%
AA (GREEN TERM DEPOSITS)	MAX 100%	\$0	0%
AA (DIVESTMENT)	MAX 100%	\$0	0%
BBB+ (DIVESTMENT)	MAX 80%	\$0	0%
		<b>\$11,681,490</b>	<b>100%</b>

The Town obtains quotes from three (3) financial institutions prior to placing investments. This ensures the Town is receiving the best return on investment possible. The amount the Town invests is dependent on cash flow requirements for business operations and capital works for upcoming months. As the financial year progresses, the Town's cash holdings decreases which means less investment of Municipal funds.

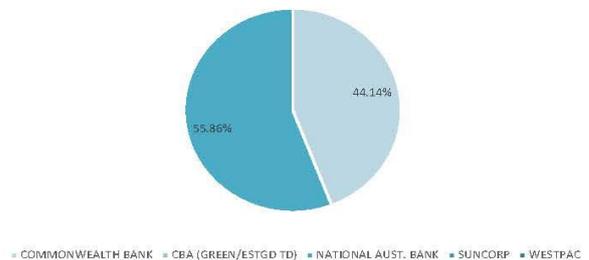
The current monetary policy imposed by the Reserve Bank of Australia (RBA) is driving the interest rate environment.

The Town's investment policy precludes investing in term deposits for more than 12 months.

**Restricted vs Unrestricted Cash**



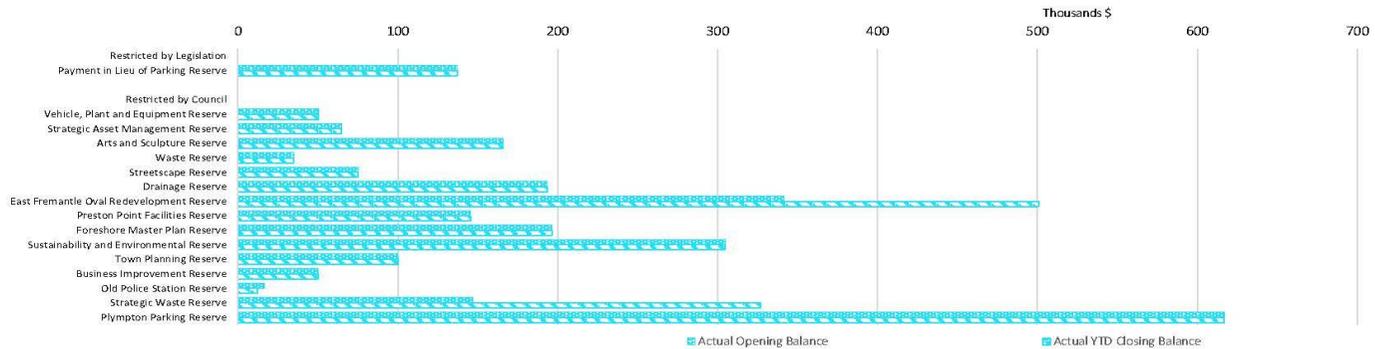
**Values held by Institution**



**TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**4 RESERVE ACCOUNTS**

Reserve name	ORIGINAL				CURRENT				Actual Opening Balance	Actual Transfers In (+)	Actual Transfers Out (-)	Actual YTD Closing Balance
	Budget Opening Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance	Actual Opening Balance	Budget Transfers In (+)	Budget Transfers Out (-)	Budget Closing Balance				
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
<b>Restricted by Legislation</b>												
Payment in Lieu of Parking Reserve	137,010	0	0	137,010	137,010	0	0	137,010	137,010	0	0	137,010
<b>Restricted by Council</b>												
Vehicle, Plant and Equipment Reserve	50,407	0	0	50,407	50,407	0	(50,407)	0	50,407	0	0	50,407
Strategic Asset Management Reserve	64,920	0	0	64,920	64,920	0	0	64,920	64,920	0	0	64,920
Arts and Sculpture Reserve	165,664	30,000	(45,000)	150,664	165,664	30,000	(45,000)	150,664	165,664	0	0	165,664
Waste Reserve	35,000	0	0	35,000	35,000	0	0	35,000	35,000	0	0	35,000
Streetscape Reserve	75,000	0	0	75,000	75,000	0	0	75,000	75,000	0	0	75,000
Drainage Reserve	216,000	0	0	216,000	193,293	0	(60,000)	133,293	193,293	0	0	193,293
East Fremantle Oval Redevelopment Reserve	532,641	588,043	(156,077)	964,607	341,431	736,111	(223,879)	853,663	341,431	159,236	(0)	500,667
Preston Point Facilities Reserve	65,290	0	(30,000)	35,290	145,290	0	(125,000)	20,290	145,290	0	0	145,290
Foreshore Master Plan Reserve	213,618	0	0	213,618	196,344	0	0	196,344	196,344	0	0	196,344
Sustainability and Environmental Reserve	304,723	133,830	(310,000)	128,553	304,723	133,830	(310,000)	128,553	304,723	0	0	304,723
Town Planning Reserve	100,000	50,000	0	150,000	100,000	50,000	0	150,000	100,000	0	0	100,000
Business Improvement Reserve	50,000	100,000	0	150,000	50,000	100,000	0	150,000	50,000	0	0	50,000
Old Police Station Reserve	16,500	30,137	(16,244)	30,393	16,500	30,137	(16,244)	30,393	16,500	0	(4,543)	11,957
Strategic Waste Reserve	146,684	180,000	(326,684)	0	146,684	180,000	(326,684)	0	146,684	180,000	0	326,684
Plympton Parking Reserve	616,666	0	0	616,666	616,667	0	0	616,667	616,667	0	0	616,667
	<b>2,790,123</b>	<b>1,112,010</b>	<b>(884,005)</b>	<b>3,018,128</b>	<b>2,638,933</b>	<b>1,260,078</b>	<b>(1,157,214)</b>	<b>2,741,797</b>	<b>2,638,933</b>	<b>339,236</b>	<b>(4,544)</b>	<b>2,973,625</b>



TOWN OF EAST FREMANTLE  
 SUPPLEMENTARY INFORMATION  
 FOR THE PERIOD ENDED 30 SEPTEMBER 2023

5 CAPITAL ACQUISITIONS

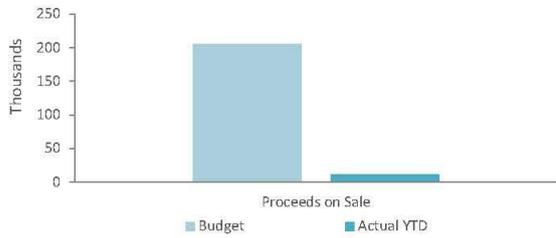
Account Description	Adopted Budget	Current Budget	YTD Budget	YTD Actual	Order Value	Total Actual	Variance (Under)/Over	Completion	Comments
	\$	\$				\$	\$		
<b>Plant &amp; Equipment</b>	<b>706,200</b>	<b>806,564</b>	<b>0</b>	<b>38,341</b>	<b>42,364</b>	<b>80,705</b>	<b>725,859</b>		
EM4629 VW Tiguan SUV (CEO)	46,200	46,200	0	0	0	0	0	0%	
EM4629 Mitsubishi Eclipse Cross (EMVC)	40,000	40,000	0	0	0	0	0	0%	
ED7495 VW Golf Alltrack Wagon (EMVRS)	40,000	40,000	0	38,341	0	38,341	0	96%	
EM6607 Vehicle Replacement CHSP	0	42,364	0	0	42,364	42,364	0	0%	
EL0648 Ford Focus Trend Sedan (EV vehicle)	40,000	40,000	0	0	0	0	0	0%	EV arrived Aug 2023
EL1716 Mustang R165 Skidsteer	75,000	75,000	0	0	0	0	0	0%	
EL1716 Ford Ranger Single Cab Ute	35,000	35,000	0	0	0	0	0	0%	
EL1716 Cage Trailer	5,000	5,000	0	0	0	0	0	0%	
EL1716 Works Supervisor Ute	0	28,000	0	0	0	0	0	0%	
EL1720 Torro Master 7000	0	30,000	0	0	0	0	0	0%	
EL1685 Public Art	45,000	45,000	0	0	0	0	0	0%	
EL2810 Upgrade Street Lights LED Project	310,000	310,000	0	0	0	0	0	0%	Progressing with Western Power Quotes being sought, order to be placed Sept 2023
EL2812 Isuzu 4.5T Tipper	70,000	70,000	0	0	0	0	0	0%	
<b>Furniture &amp; Equipment</b>	<b>25,000</b>	<b>44,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>44,500</b>		
EM4634 Furniture & Equipment - IT Equipment - Capex - New - Administration	25,000	25,000	0	0	0	0	0	0%	
EM4635 EV Charging Station	0	19,500	0	0	0	0	0	0%	
<b>Buildings</b>	<b>21,021,316</b>	<b>22,314,811</b>	<b>10,733,562</b>	<b>7,073,550</b>	<b>1,402,848</b>	<b>8,476,398</b>	<b>13,838,413</b>		
EL4604 Buildings - Depot Administration Building and Surrounds	0	87,000	87,000	87,300	0	87,300	0	100%	
EL4605 Buildings - Specialised - Capex - Renewal - Unclassified Property	80,000	53,000	0	0	0	0	0	0%	Works locked in to commence Sept 2023
EL1623 Buildings - EPIFF and EPICC Clubroom - Henry Jeffrey Pavilion	0	15,000	0	0	0	0	0	0%	
EL1736 EF Yacht Club - Dinghy Storage and Training Facility CSRFF Cont.	30,000	30,000	0	0	0	0	0	0%	
EL1738 Buildings - East Fremantle Oval Precinct Redevelopment	19,776,296	21,048,102	10,646,562	6,973,974	1,328,076	8,302,051	0	33%	
EL1747 East Fremantle Oval Precinct - Advanced trees and bushes	20,000	20,000	0	0	0	0	0	0%	Works to commence Sept 2023
EL1746 East Fremantle Oval Precinct - Off Leash Dog Exercise Area	195,020	195,020	0	0	0	0	0	0%	Works to commence Nov 2023
EL1739 Buildings - Specialised - Capex - Fremantle Women's Football Club	920,000	866,889	0	12,276	74,771	87,047	0	1%	Building contract out to tender Aug 2023
<b>Infrastructure - roads</b>	<b>80,000</b>	<b>80,000</b>	<b>0</b>	<b>3,280</b>	<b>1,919</b>	<b>5,199</b>	<b>74,801</b>		
INF620R Road Pavement Surface - Renewal - General Allocation	80,000	80,000	0	990	1,919	2,909	0	1%	Patching works completed in Riverside Rd Aug 2023
E12840 Road Renewal - Marmion St - East St	0	0	0	2,290	0	2,290	0	0%	
<b>Infrastructure - drainage</b>	<b>100,000</b>	<b>100,000</b>	<b>0</b>	<b>13,070</b>	<b>0</b>	<b>13,070</b>	<b>86,930</b>		
EL2833 Capex - Drainage Rationalisation - Foreshore	100,000	100,000	0	13,070	0	13,070	0	13%	Works to commence Sept 2023
<b>Infrastructure - parks &amp; ovals</b>	<b>207,000</b>	<b>207,000</b>	<b>0</b>	<b>3,000</b>	<b>20,502</b>	<b>23,502</b>	<b>183,498</b>		
EL1743 Infrastructure - Parks & Ovals - Playground - Various Upgrades	20,000	20,000	0	0	0	0	0	0%	Equipment being ordered Sept 2023
EL1742 Infrastructure - Parks & Ovals - Retic Controllers	32,000	32,000	0	0	0	0	0	0%	Orders placed, installation Sept 2023
EL1741 Infrastructure - Parks & Ovals - Retic Upgrades	70,000	70,000	0	3,000	10,327	13,327	0	4%	Works completed Gourley Park, other works to commence Sept 2023
EL1726 Infrastructure - Parks & Ovals - Bores and Pumps - Stratford Street Park	50,000	50,000	0	0	0	0	0	0%	Works to begin Oct 2023
EL1734 Capex - BBQ Replacement	10,000	10,000	0	0	10,175	10,175	0	0%	Order to be placed Sept 2023
EL1735 Capex - Bench Seats - Various Locations	15,000	15,000	0	0	0	0	0	0%	Order to be placed Sept 2023
EL1745 Infrastructure - Parks & Ovals - Ancillary - Drink Fountains	10,000	10,000	0	0	0	0	0	0%	Order to be placed Sept 2023
<b>Infrastructure - car parks</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>	<b>6,150</b>	<b>0</b>	<b>6,150</b>	<b>8,850</b>		
INF660R Carparks - General Allocation	15,000	15,000	0	6,150	0	6,150	0	41%	
<b>Infrastructure - footpaths</b>	<b>270,000</b>	<b>270,000</b>	<b>0</b>	<b>69,990</b>	<b>157,248</b>	<b>227,237</b>	<b>42,763</b>		
EL2740 Footpath Renewal - Clayton St	55,000	55,000	0	4,267	36,200	40,467	0	8%	Works to commence Sept 2023, completed by Oct 2023
Footpath Renewal - Clayton St (west side)	115,000	115,000	0	0	115,000	115,000	0	0%	Works to commence Sept 2023, completed by Oct 2023
EL2801 George Street - general paving repairs	30,000	30,000	0	0	0	0	0	0%	Works to commence Nov 2023
EL2837 Footpaths - Canning Highway (south side), between Bedford and Moss	70,000	70,000	0	65,723	6,048	71,770	0	94%	Completed Aug 2023
	<b>22,424,516</b>	<b>23,837,875</b>	<b>10,733,562</b>	<b>7,207,381</b>	<b>1,624,880</b>	<b>8,832,261</b>	<b>15,005,614</b>		<b>30%</b>

● Total Actual < Current Budget  
● No Current Budget  
● No YTD Actual  
● Total Actual > Current Budget

**TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**6 DISPOSAL OF ASSETS**

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book		Profit	(Loss)	Net Book		Profit	(Loss)
		Value	Proceeds			Value	Proceeds		
\$	\$	\$	\$	\$	\$	\$	\$		
<b>Plant and equipment</b>									
PEMV273	CEO Vehicle	14,360	36,700	22,340	0	0	0	0	0
PEMV272	EMRS Vehicle	8,658	24,000	15,342	0	0	0	0	0
PEMV268	EMCS Vehicle	5,682	21,000	15,318	0	0	0	0	0
PEMV264	PEHO Vehicle (Pooled Vehicle)	0	11,000	11,000	0	15,000	10,650	0	(4,350)
PEMV265	Isuzu 4.5T Tipper	20,000	30,000	10,000	0	0	0	0	0
PE278	Mustang R165 Skidsteer	37,914	37,914	0	0	0	0	0	0
PEMV262	Ford Ranger Single Cab Ute	0	11,200	11,200	0	0	0	0	0
PEMV266	Works Supervisor Vehicle	0	21,142	21,142	0	0	0	0	0
PE268	Toro Z Master 7000	0	12,000	12,000	0	0	0	0	0
		<b>86,614</b>	<b>204,956</b>	<b>118,342</b>	<b>0</b>	<b>15,000</b>	<b>10,650</b>	<b>0</b>	<b>(4,350)</b>



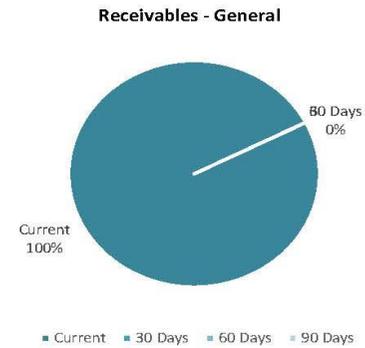
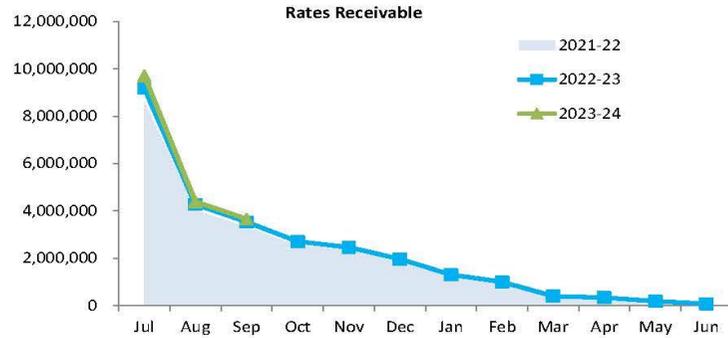
**TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**7 RECEIVABLES**

Rates receivable	30 Jun 2023	30 Sep 2023
	\$	\$
Opening arrears previous years	44,860	77,232
Levied this year	10,504,457	10,894,229
Less - collections to date	(10,472,085)	(7,309,300)
<b>Net rates collectable</b>	<b>77,232</b>	<b>3,662,162</b>
% Collected		66.6%

Other Receivables	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - general	9,911,162	790	3,264	0	9,915,216
Receivables - infringements					54,492
East Fremantle Lawn & Tennis Club					15,000
<b>Total receivables general outstanding</b>					<b>9,984,707</b>

Amounts shown above include GST (where applicable)

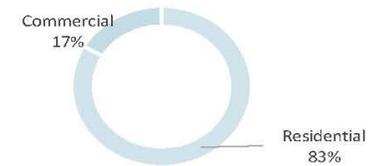
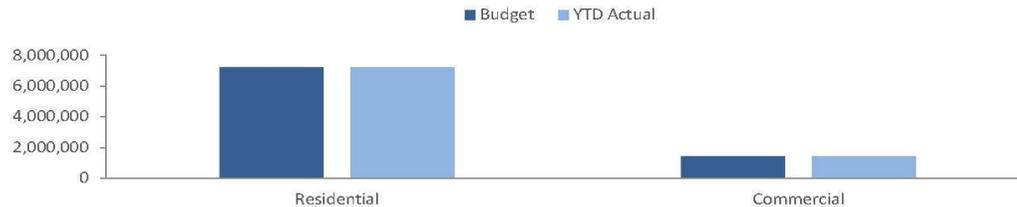


**TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**8 RATE REVENUE**

**General rate revenue**

RATE TYPE	Rate in \$ (cents)	Number of Properties	Rateable Value	Budget			YTD Actual		
				Rate Revenue	Reassessed Rate Revenue	Total Revenue	Rate Revenue	Reassessed Rate Revenue	Total Revenue
				\$	\$	\$	\$	\$	\$
<b>Gross rental value</b>									
Residential	0.068930	2,964	104,528,640	7,205,159	19,399	7,224,558	7,205,159	0	7,205,159
Commercial	0.116840	119	12,322,745	1,439,790	0	1,439,790	1,439,790	0	1,439,790
<b>Sub-Total</b>		<b>3,083</b>	<b>116,851,385</b>	<b>8,644,949</b>	<b>19,399</b>	<b>8,664,348</b>	<b>8,644,949</b>	<b>0</b>	<b>8,644,949</b>
<b>Minimum payment</b>									
<b>Gross rental value</b>									
Residential	1,243.00	336	4,962,640	417,648	0	417,648	417,648	0	417,648
Commercial	1,859.00	7	79,940	13,013	0	13,013	13,013	0	13,013
<b>Sub-total</b>		<b>343</b>	<b>5,042,580</b>	<b>430,661</b>	<b>0</b>	<b>430,661</b>	<b>430,661</b>	<b>0</b>	<b>430,661</b>
<b>Total</b>						<b>9,095,009</b>			<b>9,075,610</b>



**TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**9 BORROWINGS**

**Repayments - borrowings**

Information on borrowings	Loan No.	New Loans			Principal Repayments		Principal Outstanding		Interest Repayments	
		1 July 2023	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Particulars		\$	\$	\$	\$	\$	\$	\$	\$	\$
EF Oval Precinct Redevelopment	185	0	0	4,800,000	0	(72,634)	0	4,727,366	0	(5,157)
SMRC - Administration Building*	2-6	99,180	0	0	(1,225)	0	97,955	99,180	0	0
<b>Total</b>		<b>99,180</b>	<b>0</b>	<b>4,800,000</b>	<b>(1,225)</b>	<b>(72,634)</b>	<b>97,955</b>	<b>4,826,546</b>	<b>0</b>	<b>(5,157)</b>
Current borrowings		3,843					3,843			
Non-current borrowings		95,337					94,112			
		<b>99,180</b>					<b>97,955</b>			

All debenture repayments were financed by general purpose revenue.

\* The SMRC Administration Building loan is funded from the participants quarterly contributions towards the Office Project. The Town's share of liability is 5.41%.

**New borrowings 2023-24**

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)		Balance Unspent
	Actual	Budget						Actual	Budget	
	\$	\$				\$	%	\$	\$	\$
EF Oval Precinct Redevelopment	0	4,800,000	WATC	Fixed	20	3,131,329	4.82	0	4,800,000	0
	<b>0</b>	<b>4,800,000</b>				<b>3,131,329</b>		<b>0</b>	<b>4,800,000</b>	<b>0</b>

A firm loan quote has been executed and the loan funding date is 1 November 2023.

**Unspent borrowings**

The Town has no unspent debenture funds as at 30th June 2023, nor is it expected to have unspent funds as at 30th June 2024.

**TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**10 GRANTS, SUBSIDIES AND CONTRIBUTIONS  
OPERATING CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Program	Grant Provider	Purpose of Grant	Budget Revenue	YTD Budget	YTD Revenue Actual
			\$	\$	\$
<b>General Purpose Funding</b>					
Grants Commission - General	WALGGC	Untied - General Purpose	8,596	2,149	2,149
Grants Commission - Roads	WALGGC	Untied - Road	4,665	1,166	1,166
<b>Education and Welfare</b>					
Commonwealth Home Support Programme	Commonwealth Dep. Health	Commonwealth Home Support Programme	668,578	167,145	334,423
Carers Association of WA	Carers Association of WA	Carers Week Activity	0	0	700
<b>Recreation and Culture</b>					
East Fremantle Festival	Port Authority/LotteryWest	East Fremantle Festival Funding	38,000	38,000	7,273
Sea Wall Works	DBCA	Foreshore Erosion Control and Seawalls	75,000	0	7,168
CHRMAP Funding			17,046	0	0
<b>Community Amenities</b>					
Bus Shelter - Maintenance Assistance Scheme	Public Transport Authority	Bus Shelter Maintenance	4,100	0	0
Better Bins - GO:FOGO	State Government		7,550	0	911
<b>Transport</b>					
Direct Grant	Main Roads	Direct Grant	19,245	19,245	0
Street Lighting Subsidy	Main Roads	Street Lighting Subsidy	4,800	0	0
Stirling Bridge Verge Maintenance Agreement	Main Roads	Stirling Highway Verge Maint. Agreement	8,000	0	0
			<b>865,580</b>	<b>227,705</b>	<b>353,790</b>

**CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Program	Grant Provider	Purpose of Grant	Budget Revenue	YTD Budget	YTD Revenue Actual
			\$	\$	\$
<b>Recreation and Culture</b>					
East Fremantle Oval Redevelopment	State Government	Election Commitment - EF Oval Redevelopment	15,448,199	7,724,100	5,118,530
East Fremantle Oval Redevelopment	Lotterywest	Towards a multi-use community space and nature playground	831,150	0	275,389
East Fremantle Oval Redevelopment	AFL Facilities Fund		154,482	0	51,185
East Fremantle Bowling Club	State Government	EF Oval Redevelopment	0	0	3,723
Fremantle City Womens Football Club	State Government	Election Commitment	677,816	0	11,160
Fremantle City Womens Football Club	Soccer Club Contribution		120,000	0	0
<b>Transport</b>					
Federal Government Stimulus Payment (Phase 4)	Department of Infrastructure	Local Roads and Community Infrastructure Program	84,181	67,345	0
<b>Administration</b>					
Charge Up Project	State Government - Department of Mines, Industry Regulation and Safety	Town Hall EV Charger	9,750	0	0
			<b>17,325,578</b>	<b>7,791,445</b>	<b>5,459,987</b>

**TOWN OF EAST FREMANTLE  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**11 BUDGET AMENDMENTS**

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

Description	Date	Increase / (Decrease) to Net Surplus \$	Amended Budget Running Balance \$
<b>Annual Budget Adoption</b>			0
<b>Adjustment to budgeted surplus</b>			
Adjusted in respect to current position of 30 June 2023	19 Sep 23	46,439	46,439
<b>Financial Assistance Grants</b>			
General Purpose Grants - Grants Commission	19 Sep 23	8,596	
General Purpose Grants (Roads) - Grants Commission	19 Sep 23	4,665	59,700
<b>Depot hardstand extension and drainage</b>			
Capex - Depot hardstand extension and drainage	19 Sep 23	(87,000)	
Capex - Buildings (general)	19 Sep 23	27,000	
Transfer from Drainage Reserve	19 Sep 23	60,000	59,700
<b>EV Charger</b>			
Capex - EV charger	19 Sep 23	(19,500)	
Non-Operating Grants and Contributions	19 Sep 23	9,750	49,950
<b>Henry Jeffrey Pavillion</b>			
Capex - Henry Jeffrey Pavillion	19 Sep 23	(15,000)	
Transfer from Preston Point Reserve	19 Sep 23	15,000	49,950
<b>General</b>			
Strategic and Business Planning Consultancy	19 Sep 23	(14,030)	35,920
<b>Plant and Equipment - Light Fleet</b>			
Plant and Equipment - CHSP	19 Sep 23	(42,364)	(6,444)
		<b>(6,444)</b>	<b>(6,444)</b>

## 13.2 ACCOUNTS FOR PAYMENT SEPTEMBER 23

<b>Report Reference Number</b>	OCR-2388
<b>Prepared by</b>	Natalie McGill Senior Finance Officer
<b>Supervised by</b>	Phil Garoni Finance Manager
<b>Meeting date</b>	Tuesday, 17 October 2023
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	

1. Accounts for Payment – September 2023

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### PURPOSE

For Council, in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996, to receive the list of payments made under delegated authority for the month ending 30 September 2023.

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### EXECUTIVE SUMMARY

Council has an Executive role in receiving the list of payments pursuant to Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*. It is therefore recommended that Council receives the List of Accounts paid for the period 1 September 2023 to 30 September 2023, as per the summary table.

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### BACKGROUND

The Chief Executive Officer has been delegated authority to make payments from the Municipal and Trust Accounts in accordance with budget allocations.

The Town provides payments to suppliers by electronic funds transfer, cheque or credit card. Attached are itemised lists of all payments made under delegated authority during the said period.

The bulk of payments are processed by electronic funds transfer (EFT) with the exception of occasional reimbursements and refunds.

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### CONSULTATION

Nil.

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### STATUTORY ENVIRONMENT

Regulation 13: *Local Government (Financial Management) Regulations 1996* (as amended) requires local governments to prepare a list of payments made under delegated authority to be prepared and presented to Council on a monthly basis.

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### POLICY IMPLICATIONS

Policy 2.1.3 Purchasing. All supplier payments are approved under delegated authority pursuant to the authorisation limits outlined in Council's Purchasing Policy.

## FINANCIAL IMPLICATIONS

All expenditure is incurred by authorised officers and made in accordance with the adopted Annual Budget. All amounts quoted in this report are inclusive of GST.

## STRATEGIC IMPLICATIONS

*A proactive, approachable Council which values community consultation, transparency and accountability*

*5.1 Strengthen organisational accountability and transparency*

*5.2 Strive for excellence in leadership and governance*

## RISK IMPLICATIONS

### RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council does not accept the list of payments	Rare (1)	Moderate (3)	Low (1-4)	COMPLIANCE Minor regulatory or statutory impact	Accept Officer Recommendation

### RISK MATRIX

Consequence		Insignificant	Minor	Moderate	Major	Extreme	
		1	2	3	4	5	
Likelihood	Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
	Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
	Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
	Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
	Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating is provided below. Any items with a risk rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

### RISK RATING

<b>Risk Rating</b>	3
<b>Does this item need to be added to the Town's Risk Register</b>	No
<b>Is a Risk Treatment Plan Required</b>	No

## SITE INSPECTION

N/A

**COMMENT**

Payments for the period include the following significant items.

Payee	Particulars	Amount (GST inc)
COOPER & OXLEY GROUP PTY LTD - GENERAL	RFT08-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR - CERTIFICATE 9 - GENERAL	\$ 2,391,524.17
DEPARTMENT OF FIRE AND EMERGENCY SERVICES	2023/24 ESLB - 1ST QUARTER CONTRIBUTION	\$ 460,499.81
COOPER & OXLEY GROUP PTY LTD - RETENTIONS	RFT08-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR - CERTIFICATE 9 - RETENTION	\$ 75,059.05
RESOURCE RECOVERY GROUP (SMRC)	WASTE & RECYCLING FEES	\$ 55,749.38
STATE WIDE TURF SERVICES	TURF RENOVATIONS – PRESTON POINT AND HENRY JEFFREY	\$ 27,808.00
FOCUS NETWORKS	MANAGED PROACTIVE SERVICES – AUG & SEPT & SAAS SEP	\$ 24,481.17
SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	\$ 22,050.79
JETTY AND MARINE CONSTRUCTIONS	MOORING PENS - REMOVE & REPLACE 3X DAMAGED/FAILING MOORING PEN PYLONS	\$ 21,450.00
JACKSON MCDONALD BARRISTERS & SOLICITORS	PROFESSIONAL FEES - EF OVAL REDEVELOPMENT 2023/24	\$ 20,122.29
COOPER & OXLEY GROUP PTY LTD - GENERAL	RFT08-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR - CERTIFICATE 9 REVISED AMOUNT DUE TO ERROR BY COOPER & OXLEY	\$ 18,096.28

**13.2 OFFICER RECOMMENDATION / COUNCIL RESOLUTION**

**Council Resolution** Choose an item. Click or tap to enter a date.

**OFFICER RECOMMENDATION:**

**That Council, in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, receives the list of payments made under delegated authority for the month ended 30 September 2023.**

SEPTEMBER 2023		
Voucher No.	Account	Amount
5384	Municipal (Cheques)	\$ 266.450
EFT 36000-36157	Municipal (EFT)	\$ 3,420,898.25
Payroll	Municipal (EFT)	\$ 310,957.96
	Municipal (Direct Debit September 2023)	\$ 2,068,914.89
	Credit Card (September 2023)	\$ 8,312.58
	<b>Total Payments</b>	<b>\$ 5,809,350.13</b>

**REPORT ATTACHMENTS**

Attachments start on the next page

## TOWN OF EAST FREMANTLE

List of Accounts paid by the Chief Executive for September 2023 submitted for the information of the Council Meeting to be held on Tuesday 17th October 2023

Cheque	Payment Date	Supplier	Description	Inv Amount	Cheque
5384	13/09/2023	TOWN OF EAST FREMANTLE	ADMIN PETTY CASH RECOUP 31/08/2023	266.45	266.45
				<b>266.45</b>	<b>266.45</b>
<b>EFTS</b>		<b>Supplier</b>	<b>Description</b>	<b>Inv Amount</b>	<b>EFT</b>
EFT36000	13/09/2023	APACE AID (INC)	WEED MANAGEMENT NIERGARUP TRACK	660.00	660.00
EFT36001	13/09/2023	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS SEPTEMBER 23	467.28	467.28
EFT36002	13/09/2023	CONSTRUCTION TRAINING FUND	BCITF - AUGUST 23	3,292.51	3,292.51
EFT36003	13/09/2023	BUNNINGS BLDG SUPPLIES LTD	J DOLAN PARK- MATERIALS FOR GAZEBO REPAIRS	301.61	
			MATERIALS FOR ROAD MAINTENANCE	137.93	439.54
EFT36004	13/09/2023	CITY OF COCKBURN	TIP FEES - AUGUST 2023	1,750.00	1,750.00
EFT36005	13/09/2023	EAST FREMANTLE FOOTBALL CLUB	COUNCIL RESOLUTION 071810 - COMPENSATION PAYABLE AS PER FUNDING AGREEMENT - REIMBURSEMENT OF LOSS OF REVENUE - SEPTEMBER 23	10,266.66	
			COUNCIL RESOLUTION 071810 - COMPENSATION PAYABLE AS PER FUNDING AGREEMENT- REIMBURSEMENT OF ACTUAL COSTS INCURRED FOR STORAGE & OVAL HIRE - SEPTEMBER 23	4,033.33	14,299.99
EFT36006	13/09/2023	FREMANTLE HERALD	ADVERTISING CALL FOR NOMINATIONS - 2023 ELECTIONS - 26/8/23	550.00	
			MONTHLY ADVERTISING HALF PAGE, COLOUR - 26/08/23	605.00	1,155.00
EFT36007	13/09/2023	IT VISION	MANUAL OSR CLAIMS PROGRAM - GEN-EX NO LONGER FUNCTIONAL	277.20	277.20
EFT36008	13/09/2023	S LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 04/09/23	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 11/09/23	15.00	30.00
EFT36009	13/09/2023	MCLEODS	PROFESSIONAL FEES - REVIEW OF FUNDING AGREEMENT	539.55	
			PROFESSIONAL FEES - REVIEW OF TENDER DOCUMENTS	599.50	1,139.05
EFT36010	13/09/2023	MELVILLE TOYOTA	VEHICLE SERVICE- TOYOTA HIACE	460.45	
			VEHICLE SERVICE - TOYOTA TORAGO	709.74	
			VEHICLE SERVICE -TOYOTA HILUX	1,804.22	2,974.41
EFT36011	13/09/2023	OPTUS ADMINISTRATION PTY LTD	MOBILE PHONE USE 22/07/23 - 21/08/23	169.98	169.98
EFT36012	13/09/2023	WA FIRE PROTECTION	FIRE EXTINGUISHER INSPECTIONS - DOVENBY HOUSE	499.40	499.40
EFT36013	13/09/2023	SYNERGY	POWER SUPPLY VARIOUS LOCATIONS	22,050.79	22,050.79
EFT36014	13/09/2023	FASTA COURIERS	COURIER COSTS TO 31/08/23	59.61	59.61
EFT36015	13/09/2023	TOTAL PACKAGING (WA) PTY LTD	15 CARTONS (50 BOXES) OF BIODEGRADABLE DOG BAGS	3,775.20	3,775.20
EFT36016	13/09/2023	KOOL LINE ELECTRICAL & REFRIGERATION	RIVERSIDE ROAD RESERVES - LEEUWIN BOAT RAMP - FAULT FIND & REPLACE FAULTY LIGHTS	2,711.50	2,711.50
EFT36017	13/09/2023	RESOURCE RECOVERY GROUP	GREEN WASTE TRAILER PASS & BUND GREENWASTE -AUGUST 23	60.00	
			GREEN WASTE TRAILER PASS, WCF GATE FEES GREEN FOGO - AUGUST 23	23,364.73	
			MRF GATE FEES - AUGUST 23	6,254.67	
			RED BIN WASTE GATE FEES FOR AUGUST 23 - DIVERSIONS TO SUEZ	15,774.86	
			RRRC OVERHEADS & WCF FIXED COSTS CONTRIBUTIONS - AUGUST 23	10,295.12	55,749.38
EFT36018	13/09/2023	DEPT OF MINES, INDUSTRY REGULATION & SAFETY	BSL COLLECTED AUGUST 23	3,541.97	3,541.97
EFT36019	13/09/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	2023 - 2024 GOLD LOCAL GOVERNMENT SUBSCRIPTION	3,300.00	3,300.00
EFT36020	13/09/2023	THE TRUSTEE FOR THE MACRI PARTNERS UNIT TRUST (MACRI PARTNERS)	ACQUITTAL FOR EF OVAL REDEVELOPMENT - DLGSC PROJECT	770.00	770.00
EFT36021	13/09/2023	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION (WALGA)	WALGA CONFERENCE 2023 REGISTRATION - PETER KOCIAN	1,296.00	
			CONTRIBUTION TO WALGA'S LEGAL FEES FOR URBAN FOREST ADVOCACY FOR TREE RETENTION	500.00	1,796.00
EFT36022	13/09/2023	WATERLOGIC AUSTRALIA PTY LTD	RENTAL & SERVICE - FREESTANDING WATER FILTER - 01/09/23 - 30/11/23	209.22	209.22
EFT36023	13/09/2023	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	2023/24 ESLB - 1ST QUARTER CONTRIBUTION	460,499.81	460,499.81
EFT36024	13/09/2023	SATELLITE SECURITY SERVICES	SECURITY MONITORING 01/09/23 - 31/12/23 - TOWN HALL & DOVENBY, DEPOT & RANGERS & OLD POLICE STATION	777.33	777.33
EFT36025	13/09/2023	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES - ADMIN 24/08/23	130.76	
			WOOLWORTHS PURCHASES - CHSP 28/08/23	135.40	
			WOOLWORTHS PURCHASES - DEPOT 29/08/23	4.50	
			WOOLWORTHS PURCHASES - DEPOT 01/09/23	12.00	
			WOOLWORTHS PURCHASES - ADMIN 03/09/23	44.40	
			WOOLWORTHS PURCHASES - CHSP 04/09/23	21.00	
			WOOLWORTHS PURCHASES - CHSP 04/09/23	3.80	
			WOOLWORTHS PURCHASES - DEPOT 08/09/23	179.89	
			WOOLWORTHS PURCHASES - CHSP 11/09/23	52.90	584.65
EFT36026	13/09/2023	RAC BUSINESSWISE	RENEWAL OF RAC BUSINESSWISE ASSIST 23/24 - FLEET VEHICLES	2,475.00	2,475.00
EFT36027	13/09/2023	HYDRO JET	GRAFFITI REMOVAL - VARIOUS LOCATIONS	522.50	522.50
EFT36028	13/09/2023	LANDSCAPE YARD O'CONNOR	2 CUBIC METRES OF PINE BARK MULCH	267.90	267.90
EFT36029	13/09/2023	KONICA MINOLTA BUSINESS SOLUTIONS	PRINTING AND COPYING FOR CHSP - 01/08/23 - 31/08/23	45.87	45.87
EFT36030	13/09/2023	DEPARTMENT OF TRANSPORT	VEHICLE REGISTRATION DETAILS REQUEST FEES - AUG 23	314.65	314.65

EFT36031	13/09/2023	SEEK LIMITED	EMPLOYMENT ADS - 07/09/23 - CUSTOMER SERVICE OFFICER & ADMIN OFFICER PLANNING & BUILDING	825.00	825.00
EFT36032	13/09/2023	FOCUS NETWORKS	RFT04-2021/22, 23/24 MANAGED PROACTIVE SERVICE (IT SUPPORT SERVICES) - AUGUST 23	7,568.00	
			RFT04-2021/22, 23/24 MANAGED PROACTIVE SERVICE (IT SUPPORT SERVICES) - SEPTEMBER 23	7,568.00	
			RFT04-2021/22 MANAGED ICT SERVICES - SOFTWARE AS A SERVICE (SAAS) AND MANAGED HARDWARE - SEPTEMBER 23	9,345.17	24,481.17
EFT36033	13/09/2023	ENVIRO SWEEP	STREET SWEEPING - RFQ12-2020-21- (INC FUEL SURCHARGE) AUGUST 2023	4,841.41	4,841.41
EFT36034	13/09/2023	THE TURBAN INDIAN RESTURANT	CATERING TOWN PLANNING COMMITTEE MEETING - 05/09/23	368.20	368.20
EFT36035	13/09/2023	DAIMLER TRUCKS PERTH	MITSUBISHI ROSA - TRAVEL TO VEHICLE TO REPLACE INDICATOR SWITCH	528.00	528.00
EFT36036	13/09/2023	CASCADA	400W1212SW - SOAKWELL DRYCAST 1200 x 1200mm Wt: 907kg, 412W1313BU - COVER GALVANISED GRATE 1350x1350x150mm w/ 855W7545BU BUBBLE UP 745x445mm RAISED 125mm Wt: 610kg, DELIVERY - METRO	2,896.08	
			450W30C4-Z2 - PIPE RRI 300mm x 2340mm CLASS 4 Wt: 260kg, DELIVERY METRO	1,434.40	4,330.48
EFT36037	13/09/2023	E LIMBERT	REIMBURSEMENT OF COST OF OBTAINING POLICE CLEARANCE	58.70	58.70
EFT36038	13/09/2023	LANDGATE	ONLINE SEARCHES - REQUEST 65469334 14/08/23, REQUEST 65484650 16/08/23, REQUEST 65493155 18/08/23	122.00	122.00
EFT36039	13/09/2023	PROMPT GLASS	LACROSSE BUILDING - WINDOW REPLACEMENT DUE TO VANDALISM	1,813.00	1,813.00
EFT36040	13/09/2023	VOCUS COMMUNICATIONS	STANDING ORDER FOR VOIP SLIP LINES/SERVICES MONTHLY CHARGES - TO 31/08/23	381.35	381.35
EFT36041	13/09/2023	MARKETFORCE	ADVERTISING - TENDER RFT01-2023/24 FTLE WOMENS SOCCER CLUB UPGRADE	601.25	601.25
EFT36042	13/09/2023	SNAP PRINTING	BUSINESS CARDS FOR RANGERS AND ENVIRONMENTAL HEALTH OFFICERS	550.00	550.00
EFT36043	13/09/2023	APARC AUSTRALIAN PARKING & REVENUE CONTROL PTY LTD	ONGOING MONTHLY CHARGES - HOST CMS INCLUDING LICENSE & COMMUNICATION COSTS, COMPREHENSIVE MAINTENANCE & PARTS PER MONTH - AUG 2023	176.55	
		APARC AUSTRALIAN PARKING & REVENUE CONTROL PTY LTD	PAYABLE CREDIT CARD TRANSACTIONS VIA TILL PER MONTH - AUGUST 23	235.87	412.42
EFT36044	13/09/2023	STATE WIDE TURF SERVICES	CARRY OUT TURF RENOVATIONS AT PRESTON POINT, LOW MOW & SWEEP, SOLID TINE CORE, TOP DRESS 70/30 MIX	13,904.00	
			CARRY OUT TURF RENOVATIONS AT HENRY JEFFREY, LOW MOW & SWEEP, SOLID TINE VERTI DRAIN, TOP DRESS 70/30 MIX	13,904.00	27,808.00
EFT36045	13/09/2023	TREE'S A CROWD TREE CARE	STREET TREE MAINTENANCE - VARIOUS LOCATIONS	4,700.00	4,700.00
EFT36046	13/09/2023	SPOT ON SPOILERS PTY LTD (BRB SMASH REPAIRS)	EXCESS ON INSURANCE CLAIM - MO0062978	300.00	300.00
EFT36047	13/09/2023	VEOLIA RECYCLING & RECOVERY	WASTE REMOVAL - 46 EAST STREET - 02/08/23 to 28/08/23	811.67	811.67
EFT36048	13/09/2023	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 30/08/23	14.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 01/09/23	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 06/09/23	13.90	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 08/09/23	12.13	55.03
EFT36049	13/09/2023	CONTRA-FLOW PTY LTD	TRAFFIC MANAGEMENT FOR PRESTON POINT ROAD - DRAINAGE WORKS	1,089.44	1,089.44
EFT36050	13/09/2023	PTC IRRIGATION	IRRIGATION REPAIR JOHN TONKIN PARK	448.60	448.60
EFT36051	13/09/2023	GRACE RECORDS MANAGEMENT	DOCUMENT SCANNING - DATA STORAGE, USER LICENCES AND HOSTING - AUGUST 23	847.23	
		GRACE RECORDS MANAGEMENT	STORAGE FEES AND FILE RETRIEVAL - STORAGE - 01/09/23 - 30/09/23 AND RETRIEVAL - AUGUST 23	382.13	1,229.36
EFT36052	13/09/2023	DRAFFIN STREET FURNITURE	STAINLESS STEEL BIN SURROUNDS - GENERAL WASTE 3 ITEMS	8,135.60	8,135.60
EFT36053	13/09/2023	FRESH PROVISIONS BICTON	NEIGHBOURHOOD LINK CLIENT/VOLUNTEER LUNCHES - 01/08/23	137.01	
			NEIGHBOURHOOD LINK CLIENT/VOLUNTEER LUNCHES - 15/08/23	85.08	
			CATERING - PERTH SOUTH WEST ECONOMIC DEVELOPMENT MEETING - 18/08/2023	244.00	
			NEIGHBOURHOOD LINK CLIENT/VOLUNTEER LUNCHES - 15/08/23	72.72	
			NEIGHBOURHOOD LINK CLIENT/VOLUNTEER LUNCHES - 29/08/23	120.90	659.71
EFT36054	13/09/2023	KYOCERA DOCUMENT SOLUTIONS	PRINTING COSTS 2023/24 - FINANCE & REG SVS AUG 23	288.20	288.20
EFT36055	13/09/2023	PAATSCH CONSULTING PTY LTD	VARIATION 1 (RFT01-2020/21) EAST FREMANTLE OVAL PROJECT, ASSISTANT CLIENT PROJECT LEAD- TO 31/08/23	1,673.42	
			VARIATION 2 (RFT01-2020/21) CLIENT LEAD EF OVAL REDEVELOPMENT - - TO 31/08/23	17,009.40	18,682.82
EFT36056	13/09/2023	M2M ONE PTY LTD	TOWN HALL LIFT EMERGENCY SIM CARD - SEPTEMBER23	18.70	18.70
EFT36057	13/09/2023	PAPERSCOUT	DESIGN AUGUST PRESS AD (FREMANTLE HERALD)	385.00	
			DESIGN 2023-2024 BUDGET - 12PP A4 + INSERT OF PDF FINANCIALS - INCLUDES TWO ROUNDS OF CLIENT AMENDMENTS AND PRINT/WEB PREPARATION	1,232.00	
			PRINT 30 COPIES OF BUDGET 2023-2024 + DELIVERY	858.00	2,475.00
EFT36058	13/09/2023	TPG NETWORK PTY LTD	INTERNET CHARGES 01/08/23 - 31/08/23	1,920.60	1,920.60
EFT36059	13/09/2023	PROTEC ASPHALT	RIVERSIDE ROAD PROFILING & ASPHALT	11,704.00	11,704.00
EFT36060	13/09/2023	M LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 04/09/23	15.00	

			CHSP VOLUNTEER MEAL REIMBURSEMENT 11/09/23	15.00	30.00
EFT36061	13/09/2023	K MCDONALD	CHSP VOLUNTEER MEAL REIMBURSEMENT 01/09/23	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 07/09/23	15.00	30.00
EFT36062	13/09/2023	J CLARKE	CHSP VOLUNTEER MEAL REIMBURSEMENT 29/08/23	15.00	15.00
EFT36063	13/09/2023	DONALD CANT WATTS CORKE	RFT01-2021/22 PROJECT MANAGER SERVICES EF OVAL PRECINCT REDEVELOPMENT - TO 31/08/23	13,516.80	
			RFT05-2021/22 QUANTITY SURVEYING SERVICES EF OVAL PRECINCT REDEVELOPMENT PROJECT - TO 31/08/23	3,850.00	17,366.80
EFT36064	13/09/2023	T ABELHA	CHSP VOLUNTEER MEALS REIMBURSEMENT - 21/08/23	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 28/08/23	15.00	30.00
EFT36065	13/09/2023	EFTSURE PTY LTD	12 MONTH SUBSCRIPTION FEES FOR EFTSURE 01/09/23- 31/08/24	5,635.48	5,635.48
EFT36066	13/09/2023	MARKET CREATIONS AGENCY PTY LTD	DEVELOP CUSTOMISED BUILDING AND DEVELOPMENT APPLICATION FEE CALCULATOR BASED ON CASE EXAMPLE	6,320.00	6,320.00
EFT36067	13/09/2023	MARKETLIFE PTY LTD ( PERTH MAKERS MARKET, ERIN MADELEY CONSULTING)	GEORGE STREET FESTIVAL STALLHOLDER COORDINATION AS PER RFQ 09 2022-23	3,437.50	3,437.50
EFT36068	13/09/2023	JACKSON MCDONALD BARRISTERS & SOLICITORS	PROFESSIONAL FEES - EF OVAL REDEVELOPMENT 2023/24 - AUGUST 23	19,779.22	
			PROFESSIONAL FEES - CONTRACT FOR EF OVAL DEVELOPMENT	343.07	20,122.29
EFT36069	13/09/2023	NDY MANAGEMENT PTY LIMITED T/A NORMAN DISNEY & YOUNG	RFQ13-2021/22 EF OVAL REDEVELOPMENT - MECHANICAL SERVICES - 31/07/23 - 25/08/23	3,314.38	
			RFQ14-2021/22 EAST FREMANTLE OVAL REDEVELOPMENT - ELECTRICAL ENGINEERING SERVICES - 31/07/23 - 25/08/23	5,401.47	
			RFQ15-2021/22 EAST FREMANTLE OVAL REDEVELOPMENT - HYDRAULIC ENGINEERING SERVICES - 31/07/23 - 25/08/23	5,681.78	14,397.63
EFT36070	13/09/2023	FORTH CONSULTING PTY LTD	RFQ16-2021/22 EAST FTLE OVAL REDEVELOPMENT CIVIL ENGINEERING - AUGUST 23	1,100.00	
			RFQ19 STRUCTURAL ENGINEERING SERVICES - EAST FREMANTLE OVAL REDEVELOPMENT - AUGUST 23	2,200.00	3,300.00
EFT36071	13/09/2023	R TETI	REIMBURSEMENT FOR COST OF FUEL FOR POOL CAR	84.11	84.11
EFT36072	13/09/2023	SCOUTTA PTY LTD	FINANCE PROJECT WORK - TO 31/08/23	2,376.00	
			EOM JULY 23 & ADDITIONAL ACCOUNTING SUPPORT EOFY 22/23	8,385.30	10,761.30
EFT36073	13/09/2023	P TSEN	CHSP VOLUNTEER MEAL REIMBURSEMENT 18/08/23	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 25/08/23	15.00	30.00
EFT36074	13/09/2023	PHOENIX CONTAINERS PTY LTD	SEA CONTAINER HIRE - BOWLING CLUB TEMPORARY RELOCATION FOR EFFC REDEVELOPMENT - SEPTEMBER 2023	165.00	
			SOCCER CLUB SEA CONTAINER HIRE - SEPTEMBER 2023	140.25	305.25
EFT36075	13/09/2023	BRITESHINE CLEANING & MAINTENANCE SERVICES PTY LTD	CLEANING - AUGUST 2023 - TOWN HALL , DEPOT, DOVENBY HOUSE, SUMPTON GREEN, GLASSON PARK TOILET & CONSUMABLES	8,320.29	8,320.29
EFT36076	13/09/2023	DMG PROPERTY PTY LTD	PROPERTY MANAGEMENT SERVICES - FREMANTLE WOMENS FOOTBALL CLUB UPGRADE - MARCH - AUGUST 23	2,750.00	
			PROJECT ADVISORY SERVICES - EAST FREMANTLE OVAL REDEVELOPMENT - AUGUST 23	1,787.50	4,537.50
EFT36077	13/09/2023	DORIAN ENGINEERING CONSULTANTS	RFQ06-2021/22 - FCFC BUILDING UPGRADE - REVISED STRUCTURAL ENGINEERING DESIGN - ISSUE FOR TENDER	4,950.00	4,950.00
EFT36078	13/09/2023	A CONNELL	NEIGHBOURHOOD LINK CLIENT ACTIVITY - 01/08/2023, 15/08/2023, & 29/08/2023	180.00	180.00
EFT36079	13/09/2023	BROWNES DAIRY	WEEKLY MILK DELIVERY 28/08/23	12.57	
			WEEKLY MILK DELIVERY 04/09/23	12.57	25.14
EFT36080	13/09/2023	COOPER & OXLEY GROUP PTY LTD - RETENTION	RFT08-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR - CERTIFICATE 9 - RETENTION	75,059.05	75,059.05
EFT36081	13/09/2023	COOPER & OXLEY GROUP PTY LTD - GENERAL	RFT08-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR - CERTIFICATE 9 - GENERAL	2,391,524.17	2,391,524.17
EFT36082	13/09/2023	PEACEFUL EARTH WELLBEING	NEIGHBOURHOOD LINK CLIENT ACTIVITY - 05/09/23	50.00	50.00
EFT36083	13/09/2023	SITEVISUALS	PRODUCE SECOND TIME LAPSE VIDEO OF OVAL PRECINCT REDEVELOPMENT UTILISING THE TWO CAMERAS - SOUTH WEST AND NORTH WEST. BRANDING ELEMENTS AND MUSIC	1,633.50	1,633.50
EFT36084	13/09/2023	ILLION TENDERLINK	1 PUBLIC TENDER - AUGUST 23	181.50	181.50
EFT36085	13/09/2023	ECOSCAPE AUSTRALIA PTY LTD	FORESHORE - CONCEPT DESIGNS, RIVER STRUCTURE ASSESSMENTS & DRAWINGS - AREA ADJACENT TO FREMANTLE ROWING CLUB - 01 - CONCEPT AD 02 - DESIGN DEVELOPMENT - LANDSCAPE	5,844.85	5,844.85
EFT36086	13/09/2023	STUART EDWARD DOUGLAS	CHSP - OPERATING EXPENSES REIMBURSEMENT 04.09.23 - DOT PTD ANNUAL RENEWAL	99.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 07.09.2023	15.00	114.00
EFT36087	13/09/2023	SOUTHERN BINS PTY LTD	BULK BINS - WAUHOP ROAD 31/08/23 - 01/09/23	1,280.00	
			BULK BINS - WAUHOP ROAD -DISPOSAL OF 2 X MATTRESSES	80.00	
			BULK BINS - WAUHOP ROAD 04/09/23	1,280.00	
			BULK BINS - WAUHOP ROAD 01/09/23 - 04/09/23	1,280.00	3,920.00
EFT36088	13/09/2023	T BROWN	CHSP VOLUNTEER MEAL REIMBURSEMENT - 28/08/2023	12.02	12.02
EFT36089	13/09/2023	J MUIR	CHSP VOLUNTEER MEAL REIMBURSEMENT 01/09/2023	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT - 07/09/23	15.00	30.00
EFT36090	13/09/2023	JETTY AND MARINE CONSTRUCTIONS	MOORING PENS - REMOVE & REPLACE 3X DAMAGED/FAILING MOORING PEN PYLONS	21,450.00	21,450.00
EFT36091	13/09/2023	L PRESTON	PARTIAL DOG REGO REFUND - DOG NOW STERILISED	150.00	150.00
EFT36092	13/09/2023	AMPOL AUSTRALIA	FUEL USE 01/08/23 to 31/08/23	6,487.94	6,487.94
EFT36093	21/09/2023	CANCELLED	CANCELLED	-	-
EFT36094	27/09/2023	AUSTRALIA POST	MONTHLY POSTAL CHARGES to 31/08/23	1,619.49	1,619.49

EFT36095	27/09/2023	APACE AID (INC)	9 PLANTS FOR CITIZENSHIP CEREMONY 18 SEPTEMBER 2023	48.88	48.88
EFT36096	27/09/2023	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS SEPTEMBER 23	467.28	467.28
EFT36097	27/09/2023	BUNNINGS BLDG SUPPLIES LTD	MATERIALS FOR PLAYGROUND REPLACEMENTS	417.60	
			2 X BOX OF PINK 1 X BOX OF BLUE DYMARK SPRAY PAINT, 2 X UTILITY KNIVES & PLIERS SET	403.50	
			MATERIALS FOR PLAYGROUND WORKS	129.23	950.33
EFT36098	27/09/2023	BENARA NURSERIES	PLANTS FOR VERGE MAINTENANCE	199.76	
			PLANTS FOR PIER STREET ROUNDABOUT	583.39	783.15
EFT36099	27/09/2023	FREMANTLE HERALD	ADVERTISING ANNUAL BUSHFIRE NOTICE (23/9)	379.66	
			HALF PAGE, COLOUR ADVERTISEMENT FREMANTLE HERALD - 23/09/23	605.00	
			ELECTION ADVERTISING - CANDIDATES AND BALLOT PAPER INFORMATION 23/09/23	550.00	1,534.66
EFT36100	27/09/2023	IMPRINT PLASTIC	STAFF NAME BADGES	206.25	
			STAFF NAME BADGES	146.85	353.10
EFT36101	27/09/2023	INSTANT WINDSCREENS	NEW REAR WINDOW ON MITSUBISHI TRITON	850.00	850.00
EFT36102	27/09/2023	IT VISION	IT UPGRADE - OFFICE INTEGRATION	1,696.20	1,696.20
EFT36103	27/09/2023	S LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 18/09/23	14.00	14.00
EFT36104	27/09/2023	MAYOR O'NEILL	SITTING FEES, ICT ALLOWANCE & MAYORAL ALLOWANCE - SEPTEMBER 23	5,693.34	5,693.34
EFT36105	27/09/2023	TELSTRA LIMITED	DEPOT MOBILE BACKUP 04/09/23 - 03/10/23	19.00	
			MONTHLY DATA FEES FOR OPERATIONS & RANGERS TABLETS AND PHONES, RETIC AND VMS TRAILER 23/24 - 04/09/23 - 03/10/23	943.00	
			SUMPTON GREEN PHONES TO 07/09/23	63.69	1,025.69
EFT36106	27/09/2023	SYNERGY	POWER SUPPLY TOWN HALL - 15/08/23 - 18/09/23	1,202.44	1,202.44
EFT36107	27/09/2023	YOUNGS PLUMBING SERVICE P/L	RECONNECTION OF THE DRINKING FOUNTAIN AT THE TEMP BOWLING CLUB	340.55	340.55
EFT36108	27/09/2023	MAJOR MOTORS	VEHICLE SERVICE - MITSUBISHI ROSA BUS	1,199.31	
			VEHICLE SERVICE - ISUZU TRUCK	1,420.30	
			FAULT FIND / REPAIR OF DASH LIGHTS ON ISUZU TRUCK	2,911.24	5,530.85
EFT36109	27/09/2023	FLEXI STAFF PTY LTD	LABOUR HIRE OPS - W/E 08/09/23	1,916.75	
			LABOUR HIRE OPS - W/E 15/09/23	1,437.56	3,354.31
EFT36110	27/09/2023	RESOURCE RECOVERY GROUP (SMRC)	REPAYMENT OF OFFICE PROJECT LOAN	2,227.75	2,227.75
EFT36111	27/09/2023	SATELLITE SECURITY SERVICES	DEPOT - SECURITY GPRS MIGRATION TO 4G	291.50	
			OLD POLICE STATION - SECURITY GPRS MIGRATION TO 4G	291.50	583.00
EFT36112	27/09/2023	WOOLWORTHS GROUP LIMITED	WOOLWORTHS PURCHASES - DEPOT - 12/09/23	9.00	
			WOOLWORTHS PURCHASES - DEPOT 16/09/23	32.50	
			WOOLWORTHS PURCHASES - CHSP - 18/09/23	107.75	
			WOOLWORTHS PURCHASES - ADMIN 18/09/23	107.20	
			WOOLWORTHS PURCHASES - DEPOT 20/09/23	34.45	
			WOOLWORTHS PURCHASES - CHSP 26/09/23	35.00	325.90
EFT36113	27/09/2023	EAST FREMANTLE LAWN TENNIS CLUB	HALL HIRE - 2023 NEIGHBOURHOOD LINK 2023 CLIENT & VOLUNTEER CHRISTMAS PARTY	550.00	550.00
EFT36114	27/09/2023	CR. COLLINSON	SITTING FEES & ICT ALLOWANCE - SEPTEMBER 23	1,710.84	1,710.84
EFT36115	27/09/2023	DAVID GRAY & CO. PTY LTD	BETTER BINS PLUS - BINS FOR RICHMOND PRIMARY (2 X FOGO 2 GW 2 X REC 140L)	318.12	318.12
EFT36116	27/09/2023	CR. NARDI	SITTING FEES & ICT ALLOWANCE - SEPTEMBER 23	1,710.84	1,710.84
EFT36117	27/09/2023	LANDSCAPE YARD O'CONNOR	MATERIALS FOR PLAYGROUND WORKS - LAWN MIX	99.75	99.75
EFT36118	27/09/2023	FOCUS NETWORKS	RFT04-2021/22 - PROJECT WORK RATE FOR OUT OF SCOPE WORKS - AUGUST 23	894.30	894.30
EFT36119	27/09/2023	E LIMBERT	REIMBURSEMENT OF COST OF OBTAINING FRIST AID TRAINING 28/09/23	136.00	136.00
EFT36120	27/09/2023	WILD HONEY AUSTRALIA	REMOVAL OFF BEE HIVE FROM VERGE TREE	495.00	495.00
EFT36121	27/09/2023	LANDGATE	GRV SCHEDULES 2023/2024 - DATED 08/07/23 TO 21/07/23 AND 05/08/23 TO 01/09/23	89.41	89.41
EFT36122	27/09/2023	REPCO	AMBER FLASHING BEACON	198.65	198.65
EFT36123	27/09/2023	CR. MCPHAIL	SITTING FEES & ICT ALLOWANCE - SEPTEMBER 23	1,710.84	1,710.84
EFT36124	27/09/2023	CR. WHITE	SITTING FEES & ICT ALLOWANCE - SEPTEMBER 23	1,710.84	1,710.84
EFT36125	27/09/2023	CELLARBRATIONS AT EAST FREMANTLE	REFRESHMENTS - 18/9/23	187.00	187.00
EFT36126	27/09/2023	TREE'S A CROWD TREE CARE	REMOVAL OF DAMAGED STREET TREE - ALLEN ST & STREET TREE MAINTENANCE PETRA, IRWIN AND ALEXANDRA	4,800.00	4,800.00
EFT36127	27/09/2023	CR. NATALE	SITTING FEES, ICT ALLOWANCE & DEPUTY MAYORAL ALLOWANCE - SEPTEMBER 23	2,511.84	2,511.84
EFT36128	27/09/2023	WINC	OFFICE STATIONERIES ORDERED ON 11/07/23	1.38	
			OFFICE STATIONERIES ORDERED ON 15/08/23	231.99	233.37
EFT36129	27/09/2023	AMBIUS (RENTOKIL INITIAL PTY LTD)	TOWN HALL PLANT HIRE - 27/08/23 - 26/09/23	320.41	
			TOWN HALL PLANT HIRE - 27/09/23 - 26/10/23	320.41	
			TOWN HALL PLANT HIRE - 27/10/23 - 26/11/23	320.41	961.23
EFT36130	27/09/2023	LINXIO (READY TRACK PTY LTD)	GPS VEHICLE TRACKING - SEPTEMBER 23	145.20	145.20
EFT36131	27/09/2023	H DICKSON	CHSP VOLUNTEER MEAL REIMBURSEMENT 13/09/23	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 22/09/23	15.00	30.00
EFT36132	27/09/2023	CONTRA-FLOW PTY LTD	TRAFFIC MANAGEMENT FOR CLAYTON STREET WORKS - 11/09 - 18/09	4,693.77	4,693.77
EFT36133	27/09/2023	A ONAMADE	PERFORMANCE - CITIZENSHIP CEREMONY 18/9/23	350.00	350.00
EFT36134	27/09/2023	THE FRUIT BOX GROUP	FRUIT DELIVERY FOR TOWN HALL AND DEPOT - AUGUST 23	240.00	240.00
EFT36135	27/09/2023	CR DONOVAN	SITTING FEES & ICT ALLOWANCE - SEPTEMBER 23	1,710.84	1,710.84
EFT36136	27/09/2023	KAMBARANG SERVICES PTY LTD	STAFF CULTURAL AWARENESS TRAINING - 24/07/23	3,850.00	
			STAFF CULTURAL AWARENESS TRAINING - 28/07/23	3,850.00	7,700.00
EFT36137	27/09/2023	M LIMBERT	CHSP VOLUNTEER MEAL REIMBURSEMENT 18/09/23	14.00	14.00
EFT36138	27/09/2023	K MCDONALD	CHSP VOLUNTEER MEAL REIMBURSEMENT 14/09/23	15.00	15.00
EFT36139	27/09/2023	CR. WILSON	SITTING FEES & ICT ALLOWANCE - SEPTEMBER 23	1,710.84	1,710.84
EFT36140	27/09/2023	LEMON LIGHT PRODUCTIONS	PHOTOGRAPHY FOR FOUR YEARS OF FOGO PROMOTION	300.00	300.00

EFT36141	27/09/2023	R TETI	REIMBURSEMENT OF COST OF OBTAINING POLICE CLEARANCE 19/09/23	58.70	
			REIMBURSEMENT OF COSTS OF CHSP STAFF TEAM BUILDING EVENT - 16/09/23	350.00	408.70
EFT36142	27/09/2023	HAPPINESS CO PTY LTD	R U OK DAY SPEAKER - 30MIN PRESENTATION TO STAFF 14/09/23	1,089.00	1,089.00
EFT36143	27/09/2023	SCOUTTA PTY LTD	EOM JULY, BAS JUNE/JULY & BANK REC & AUGUST EOM, ADDITIONAL ACCOUNTING ASSISTANCE EOFY 2022-23	5,626.48	
			FINANCE PROJECT WORK - PLAN OF ALL PLANS	2,574.00	
			END OF YEAR ACCOUNTING SUPPORT - TRAINING FOR NEW ACCOUNTANT	5,167.80	13,368.28
EFT36144	27/09/2023	REGEN STRATEGIC T /AS CGM COMMUNICATIONS PTY LTD	COMMUNITY DEVELOPMENT STRATEGY - PHASE TWO - COMPLETION	4,950.00	4,950.00
EFT36145	27/09/2023	HERITAGE WAY P/L T/AS DOMUS NURSERY	PLANTS FOR VERGE REINSTATMENTS	261.88	261.88
EFT36146	27/09/2023	H JOHNSTONE	REIMBURSEMENT OF COSTS OF CPR TRAINING - CHSP VOLUNTEER	69.00	69.00
EFT36147	27/09/2023	BROWNES DAIRY	WEEKLY MILK DELIVERY 11/09/23	12.57	
			WEEKLY MILK DELIVERY 18/09/23	12.57	25.14
EFT36148	27/09/2023	COOPER & OXLEY GROUP PTY LTD - GENERAL	RFT08-2021/22 EF OVAL REDEVELOPMENT PRINCIPAL CONTRACTOR - CERTIFICATE 9 REVISED AMOUNT DUE TO ERROR BY COOPER & OXLEY	18,096.28	18,096.28
EFT36149	27/09/2023	J MELIA	REIMBURSEMENT OF COST OF OBTAINING POLICE CLEARANCE	54.90	54.90
EFT36150	27/09/2023	PEACEFUL EARTH WELLBEING	NEIGHBOURHOOD LINK CLIENT ACTIVITY 19/09/23	50.00	50.00
EFT36151	27/09/2023	S DOUGLAS	CHSP VOLUNTEER MEAL REIMBURSEMENT 14/09/23	15.00	
			REIMBURSEMENT OF COST OF OBTAINING POLICE CLEARANCE - CHSP VOLUNTEER	35.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 21/09/23	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 26/09/23	15.00	80.00
EFT36152	27/09/2023	SOUTHERN BINS PTY LTD	BULK BINS - WAUHOP ROAD - 13/09/23 - 14/09/23	1,280.00	
			BULK BINS - WAUHOP ROAD - 14/09/23 - 18/09/23	1,280.00	
			BULK BINS - WAUHOP ROAD - MATTRESS DISPOSAL	80.00	
			BULK BINS - WAUHOP ROAD - 18/09/23	1,280.00	3,920.00
EFT36153	27/09/2023	T BROWN	CHSP VOLUNTEER MEAL REIMBURSEMENT 28/08/23	10.30	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 04/09/23	14.50	24.80
EFT36154	27/09/2023	J MUIR	CHSP VOLUNTEER MEAL REIMBURSEMENT 14/09/23	15.00	
			CHSP VOLUNTEER MEAL REIMBURSEMENT 21/09/23	15.00	30.00
EFT36155	27/09/2023	THE BLACK TRUFFLE NORTH FREMANTLE	CATERING FOR COMMITTEE MEETINGS - 01/09/23	204.00	
			CATERING FOR COMMITTEE MEETINGS - 01/09/23	229.60	
			CATERING FOR COMMITTEE MEETINGS - 12/09/23	202.30	
			CLIENT AND VOLUNTEER LUNCH ORDERS - GROUP OUTING - 14 SEPTEMBER 2023	222.50	858.40
EFT36156	27/09/2023	FOOD BY ROS	CATERING - CITIZENSHIP CEREMONY 18/9/23	752.50	752.50
EFT36157	27/09/2023	R PITCHER	REFUND OF MOORING PEN HIRE FEES B1 & C4 - 17/08/23 - 31/08/23 - PENS NOT REQUIRED	450.00	450.00
			<b>EFT TOTAL</b>	<b>3,420,898.25</b>	<b>3,420,898.25</b>
	<b>Direct Debit - September 2023</b>	<b>Supplier</b>	<b>Description</b>	<b>Inv Amount</b>	<b>EFT</b>
		CBA	OVERDRAFT LINE FEE	504.11	504.11
		EXETEL	EXTEL INTERNET	99.00	99.00
		CBA	INTEREST ADJUSTMENT	0.18	0.18
		CBA	MERCHANT FEE	1,001.85	1,001.85
		CBA	MERCHANT FEE	7,305.98	7,305.98
		SUPERCHOICE PTY LTD	EMPLOYEE SUPERANNUATION - SETEMBER 2023	54,779.08	54,779.08
		FLEETCARE	FLEETCARE PAYMENT	2,324.79	2,324.79
		AMEX	AMEX FEE	1,644.44	1,644.44
		TILL	TILL SIMPLEPAY FEE	445.77	445.77
		CBA	CBA TERM DEPOSIT	2,000,000.00	2,000,000.00
		CBA	ACCOUNT SERVICE TRANSACTION FEES	46.50	46.50
		CBA	BPOINT TRANSACTION FEES	165.66	165.66
		CBA	BPAY TRANSACTION FEES	1,059.64	1,059.64
		CBA	COMMBIZ TRANSACTION FEES	42.00	42.00
			<b>DIRECT DEBIT TOTAL</b>	<b>2,068,914.89</b>	<b>2,068,914.89</b>
	<b>Credit Cards - September</b>	<b>Supplier</b>	<b>Description</b>	<b>Inv Amount</b>	<b>EFT</b>
		CREDIT CARD - ANDREW DRIVER	WOOLWORTHS PALMYRA	38.20	38.20
			SUPER CHEAP AUTO	36.98	36.98
		CREDIT CARD - NICK KING	JB HI-FI	29.95	29.95
			BUSHFIRE STORE	694.00	694.00
			THE KING OF SOLE PALMYRA	9.50	9.50
			BUSHFIRE STORE	326.00	326.00
			MELVILLE TOYOTA	467.19	467.19
			DEPT MINES, INDUSSTRY REGULATION & SAFETY	258.00	258.00
		CREDIT CARD - PETER KOCIAN	THE BLACK TRUFFLE NORTH FREMANTLE	215.00	215.00
			DOMINOS EAST FREMANTLE	133.85	133.85
			THE BLACK TRUFFLE NORTH FREMANTLE	21.00	21.00
			GILBERTS FRESH	64.99	64.99
			HELLO VISITOR	30.55	30.55

			OFFICEWORKS FREMANTLE	297.00	297.00
			AUTODESK ADY	2,915.00	2,915.00
			GILBERTS FRESH	259.85	259.85
			MAILCHIMP	82.50	82.50
			PICOBELLO	40.00	40.00
			OFFICEWORKS	229.00	229.00
			ILLION AUSTRALIA	396.00	396.00
			ZOOM	147.77	147.77
		CREDIT CARD - ANDREW MALONE	SP DOCUPRINT	430.00	430.00
			ENVIROLAB	110.00	110.00
			WOOLWORTHS PALMYRA	200.41	200.41
			SILVER SPRINGS HOLDINGS	39.50	39.50
			MELVILLE MG	399.00	399.00
		CREDIT CARD - JANINE MAY	COLES MELVILLE	22.20	22.20
			GILBERTS FRESH	49.99	49.99
			OFFICEWORKS O'CONNOR	43.65	43.65
			GOOD HEALTH GRAIN PTY LTD	52.00	52.00
		REGINA TETI	THE REJECT SHOP	46.50	46.50
			ARALUEN BOTANIC PARK	180.00	180.00
			RLSSWA	69.00	69.00
			FRESH PROVISIONS	20.00	20.00
			<b>CREDIT CARD TOTAL</b>	<b>8,312.58</b>	<b>8,312.58</b>
			<i>Description</i>	<i>NET PAY</i>	<i>EFT</i>
			PAYROLL FORTNIGHT ENDING 06/09/23	150,981.30	150,981.30
			PAYROLL FORTNIGHT ENDING 19/09/23	159,976.66	159,976.66
			<b>PAYROLL TOTALS</b>	<b>310,957.96</b>	<b>310,957.96</b>
			<b>GRAND TOTAL</b>	<b>5,809,350.13</b>	<b>5,809,350.13</b>

### 13.3 BUDGET VARIATIONS - EAST FREMANTLE OVAL REDEVELOPMENT PROJECT

<b>Report Reference Number</b>	OCR-2399
<b>Prepared by</b>	Peter Kocian, Executive Manager Corporate Services Andrew Malone, Executive Manager Regulatory Services
<b>Supervised by</b>	Jonathan Throssell, Chief Executive Officer
<b>Meeting date</b>	Tuesday, 17 October 2023
<b>Voting requirements</b>	Absolute Majority
<b>Documents tabled</b>	Nil

#### **Attachments**

1. East Fremantle Oval Redevelopment Project – 3-year Budget and Schedule of Requested Variations

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#### **PURPOSE**

This report seeks Council approval for additional funds to ensure the successful delivery of the East Fremantle Oval Redevelopment Project.

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#### **EXECUTIVE SUMMARY**

Additional budget of \$465,000 is requested to fund project elements that were eliminated through the value engineering process as well as to fund new costs that have arisen. There is a favourable forecast budget improvement of \$200,000 against interest earnings on investments, meaning that a net funding amount of \$265k from the East Fremantle Oval Redevelopment Reserve is required to support this request.

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#### **BACKGROUND**

Council is being provided with the Monthly Progress Report on the East Fremantle Oval Redevelopment which includes a financial report. The most recent progress report is dated 21 September 2023.

The Project Cost Summary (Attachment A in the September Monthly Progress Report) details a forecast project cost of \$34,092,389 ex GST, which includes a construction contingency amount of \$2,192,389 ex GST. The construction contingency has been completely exhausted with a forecast remaining contingency of \$17,209.

Town staff have been working closely with the Project Team and the appointed Operator (Belgravia), and some additional costs have been identified since the distribution of the most recent progress report. Given that the project is moving quickly, Council is requested to approve the budget variation to ensure there are no time delays resulting in the potential for liquidated damages.

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#### **CONSULTATION**

Concept Forum 10 October 2023  
DCWC  
Paatsch Group  
Cooper and Oxley  
NDY  
Carabiner

## STATUTORY ENVIRONMENT

Pursuant to section 6.8 of the *Local Government Act 1995*, expenditure not included in the annual budget is to be authorised in advance by an absolute majority decision of Council.

## POLICY IMPLICATIONS

Council’s “Elections – Caretaker Period” Policy applies.

Whereas consideration of major policy decisions should usually be avoided during the caretaker period, there are circumstances when the CEO is able to submit a matter to Council.

The CEO has considered this matter in the context of the Policy and has determined that prevailing circumstances apply for this matter to be considered by Council during the caretaker period.

- The matter is urgent.
- If the matter is deferred, there may be adverse financial implications.
- The successful delivery of the East Fremantle Oval Redevelopment project is in the best interests of the Town.

This determination was advised to Council at its Concept Forum on 10<sup>th</sup> October 2023.

## FINANCIAL IMPLICATIONS

An additional budget of \$465,000 ex GST, to be funded from the East Fremantle Oval Redevelopment Reserve, is requested for the line-item expenses detailed in Attachment 1. This funding request is offset by \$200,000 in favourable interest earnings on pooled investments, meaning a net funding amount of \$265,000 is required from the East Fremantle Oval Redevelopment Reserve.

Inclusive of this additional budget, the adjusted project budget becomes \$34,586,095 ex GST, as per the funding table below (including the \$58,706 ex GST contribution from the East Fremantle Football Club).

Description	Job/General Ledger Account	Total Budget (Ex GST)
<b>Expenditure</b>		
East Fremantle Oval Redevelopment Project	E11738	-34,586,095
<b>Income</b>		
DLGSC	111160	25,000,000
LotteryWest	111165	1,345,060
AFL Facilities Fund	111166	250,000
ToEF – Loan Borrowings	1473	4,800,000
ToEF - Reserves	2428	2,200,000
<b>Additional Funding requested by Andrew Malone (Reserves)</b>		<b>465,000</b>
<b>East Fremantle Football Club - Contribution to Joinery (new)</b>		<b>58,706</b>
ToEF – Municipal Funding		449,147
EFBC Contribution.	111157	18,182
		<b>0</b>

The Town’s total own source contribution to the project becomes \$7,914,147 or approx. 23% of the total project budget. This represents an increase of \$914,147 above the original budget contribution of \$7,000,000.

The adjusted forecast closing balance (30 June 2024) of the East Fremantle Oval Redevelopment Reserve is \$588,663.

23/24 Adopted Budget	23/24 Budget	Amended
Opening Balance EF Oval Reserve	532,641	341,431
Transfer to Reserve (Payback from 22/23 Drawdown + Interest)	588,043	646,111
Reserve Interest		90,000
Transfer from Reserve (Cont. to Pre Opening Services - budget \$277,372)	-156,077	-223,879
<b>Additional Transfer to Reserve (Reserve Interest)</b>		<b>200,000</b>
<b>Additional Transfer from Reserve (Andrew Malone - Additional Items)</b>		<b>-465,000</b>
Closing Balance EF Oval Reserve	964,607	588,663

### STRATEGIC IMPLICATIONS

The Town of East Fremantle Strategic Community Plan applies.

Strategic Priority 1: Social

1.2.1 Provision of adequate facilities to support healthy and active lifestyles.

### RISK IMPLICATIONS

#### RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council does not approve the requested budget resulting in potential delays, additional costs and an incomplete project	Almost Certain (5)	Major (4)	Extreme (17-25)	FINANCIAL IMPACT \$250,001 - \$1,000,000	Accept Officer Recommendation

### RISK MATRIX

Consequence		Insignificant	Minor	Moderate	Major	Extreme
		1	2	3	4	5
Likelihood						
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating is provided below. Any items with a risk rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

RISK RATING

Risk Rating	16+
Does this item need to be added to the Town’s Risk Register	Yes
Is a Risk Treatment Plan Required	No

SITE INSPECTION

Not Applicable.

COMMENT

The additional budget requested is to ensure the delivery of a successful project. The project elements to be funded by the additional budget includes but is not limited to the following:

- Eastern bank earthworks and concrete footpath (improved accessibility)
- Treatment of nematodes and removal of limestone in oval (compliant oval playing surface)
- Water stations and mirrors in health club (member amenity and experience)
- Outdoor furniture (patron amenity and experience)
- Skate zone Geotech and foundation strengthening (structural integrity of activity zone)
- Mechanical air-conditioning optimization, AV equipment and security access and control (functional operation of building)

CONCLUSION

It is recommended that Council approves the schedule of budget variations. (NB. There have been some adjustments to grant recognition and measurement as a result of the financial audit which is underway – this has resulted in a re-distribution of grant income recognised between the 22/23 and 23/24 financial years. This does not affect the overall project budget or budget position for 2023/24.)

13.3 OFFICER RECOMMENDATION / COUNCIL RESOLUTION

**Council Resolution** Choose an item. Click or tap to enter a date.

**OFFICER RECOMMENDATION:**

**That Council, with respect to the East Fremantle Oval Redevelopment Project:**

1. Approves the schedule of additional expenses as detailed in attachment 1.
2. Approves the adjusted Project Budget of \$34,586,095 ex GST for the East Fremantle Oval Redevelopment Project, comprised of the following funding sources:
  - DLGSC Grant \$25,000,000
  - LotteryWest \$1,345,060
  - AFL Facilities Fund \$250,000
  - East Fremantle Bowling Club \$18,182
  - East Fremantle Football Club \$58,706
  - ToEF Loan Borrowings \$4,800,000
  - ToEF Municipal/Reserve Funds \$3,114,147
3. Pursuant to section 6.8 of the *Local Government Act 1995*, approves by absolute majority, the schedule of budget variations, resulting in a nil change in forecast net current assets at 30 June 2024:

General Ledger	Account Description	Current Budget	Amended Budget	Change in Net Current Assets	Comment
	Opening Surplus 1 July 2023	\$650,694	\$838,409	\$187,715	Surplus adjusted by apportionment of grant income between 22/23 and 23/24 (\$757,230 less \$473,997 less \$95,518)
	<b>EF Oval Redevelopment Project</b>				
E11738	Capex - EF Oval Redevelopment	<b>-\$21,048,102</b>	<b>-\$21,571,808</b>	<b>-\$523,706</b>	Project budget increased by a total of \$523,706 - \$465k in additional funding as per itemised schedule of expenses + \$58,706 EFFC contribution.
2428	Transfer from EF Oval Redevelopment Reserve	\$223,879	\$688,879	\$465,000	Additional Budget of \$465k requested as per itemised schedule of expenses.
I11208 (New)	Non-Operating Contribution - EFFC	\$0	\$58,706	\$58,706	Written confirmation received from EFFC - contribution to Joinery
1689	Interest Earnings - Reserves	\$90,000	\$290,000	\$200,000	Conservative budget adopted. Favourable variance forecast due to surplus project cash flow.
2421	Transfer to EF Oval Redevelopment Reserve	<b>-\$736,111</b>	<b>-\$936,111</b>	<b>-\$200,000</b>	Additional interest earnings to be transferred to Reserve.
I11160	DLGSC Grant - EF Oval Redevelopment	\$15,448,199	\$14,690,969	<b>-\$757,230</b>	Increase in amount recognised in 22/23
I11165	LotteryWest Grant - EF Oval Redevelopment	\$831,150	\$1,305,147	\$473,997	Decrease in amount recognised in 22/23
I11166	AFL Facilities Funding	\$154,482	\$250,000	\$95,518	Decrease in amount recognised in 22/23
		<b>-\$4,385,809</b>	<b>-\$4,385,809</b>	\$0	

REPORT ATTACHMENTS

Attachments start on the next page

Attachment 1

Description	Job/General Ledger Account	Total Budget (Ex GST)		Amount Recognised 21/22	Amount Recognised 22/23	Amount to be Recognised (23/24 Budget)	TOTAL 3 Year Budget
<b>Expenditure</b>							
East Fremantle Oval Redevelopment Project	E11738	-34,062,389		-928,771	-12,085,516	-21,048,102	-34,062,389
<b>Income</b>							
DLGSC	111160	25,000,000	73%	928,771	8,623,030	15,448,199	25,000,000
LotteryWest	111165	1,345,060	4%	0	513,910	831,150	1,345,060
AFL Facilities Fund	111166	250,000		0	95,518	154,482	250,000
ToEF – Loan Borrowings	1473	4,800,000		0	0	4,800,000	4,800,000
ToEF - Reserves	2428	2,200,000		0	2,846,111	-646,111	2,200,000
ToEF – Municipal Funding		449,147		0		449,147	449,147
EFBC Contribution.	111157	18,182		0	6,947	11,235	18,182
		0		0	-0	0	0
Adjusted Balance EF Oval Reserve 30 June 2023	341,431						
<b>23/24 Adopted Budget</b>							
	<b>23/24 Budget</b>	<b>Amended</b>					
Opening Balance EF Oval Reserve	532,641	341,431					
Transfer to Reserve (Payback from 22/23 Drawdown + Interest)	588,043	646,111					
Reserve Interest		90,000					
Transfer from Reserve (Cont. to Pre Opening Services - budget \$277,372)	-156,077	-223,879					
<b>Additional Transfer to Reserve (Reserve Interest)</b>		<b>200,000</b>					
<b>Additional Transfer from Reserve (Andrew Malone - Additional Items)</b>		<b>-465,000</b>					
<b>Closing Balance EF Oval Reserve</b>	<b>964,607</b>	<b>588,663</b>					
<b>Amended 23/24 Budget Including Prior Year Adjustments (Revenue Recognition and Measurement)</b>							
<b>23/24 Amended Budget</b>							
Description	Job/General Ledger Account	Total Budget (Ex GST)		Amount Recognised 21/22	Amount Recognised 22/23	Amount to be Recognised (23/24 Budget)	TOTAL 3 Year Budget
<b>Expenditure</b>							
East Fremantle Oval Redevelopment Project	E11738	-34,586,095		-928,771	-12,085,516	-21,571,808	-34,586,095
<b>Income</b>							
DLGSC	111160	25,000,000	73%	928,771	9,380,260	14,690,969	25,000,000
LotteryWest	111165	1,345,060	4%	0	39,913	1,305,147	1,345,060
AFL Facilities Fund	111166	250,000		0	0	250,000	250,000
ToEF – Loan Borrowings	1473	4,800,000		0	0	4,800,000	4,800,000
ToEF - Reserves	2428	2,200,000		0	2,846,111	-646,111	2,200,000
<b>Additional Funding requested by Andrew Malone (Reserves)</b>		<b>465,000</b>				<b>465,000</b>	<b>465,000</b>
<b>East Fremantle Football Club - Contribution to Joinery (new)</b>		<b>58,706</b>				<b>58,706</b>	<b>58,706</b>
ToEF – Municipal Funding		449,147		0	-198,950	648,097	449,147
EFBC Contribution.	111157	18,182		0	18,182	0	18,182
		0		0	0	-0	-0

<b>Additional \$465,000 Reserve Funding Requested</b>	
	<b>Ex GST</b>
Eastern bank earthworks	\$20,000
Eastern bank concrete path	\$95,000
Water meters	\$20,000
Special treatment of nematodes	\$50,000
Skate zone geotech	\$5,000
Skate zone foundation strengthening	\$10,000
Consultant fees	\$60,000
Limestone to oval	\$10,000
Waste management for FFE	\$4,000
Mechanical aircon optimisation	\$40,000
AV equipment	\$40,000
Café outdoor furniture	\$20,000
Security and access control	\$20,000
Water stations in gym	\$26,000
Wall mounted fans in gym	\$5,000
Mirrors in gym	\$28,000
Noggings to stud wall	\$10,000
Outdoor furniture - croquet	\$2,000
	<b>\$465,000</b>

## 13.4 EAST FREMANTLE'S GEORGE STREET FESTIVAL BUDGET REVIEW

<b>Report Reference Number</b>	OCR-2420
<b>Prepared by</b>	Carly Filbey, Community Engagement Officer
<b>Supervised by</b>	Jonathan Throssell, Chief Executive Officer
<b>Meeting date</b>	Tuesday, 17 October 2023
<b>Voting requirements</b>	Simple Majority
<b>Documents tabled</b>	Nil
<b>Attachments</b>	Nil

### PURPOSE

The purpose of this report is to advise Council that budgeted grant funding is at risk for “East Fremantle’s George Street Festival 2023”, and that a budget variation will be required during the mid-year review should grant funding not be obtained.

### EXECUTIVE SUMMARY

The 2023 George Street Festival faces a budget shortfall due to a lack of key sponsors and increased operating costs. This report outlines the current situation and offers strategies to address this shortfall to ensure the event can proceed as planned.

### BACKGROUND

Historically, the success of the George Street Festival has relied significantly on external financial support, with sponsors playing a vital role in its execution. The Town has encountered challenges in securing the participation of key sponsors for the 2023 Festival, noting that Watercorp, DBCA, and Edge (Muse), who contributed a total of \$30,000 in 2022, will not be providing sponsorship in 2023. Additionally, escalating costs and budgetary constraints further compound the challenges.

A Discussion Paper was presented to the Council at the October Concept Forum for discussion.

### CONSULTATION

Key stakeholders, including the Events Committee, Executive Leadership Team, potential sponsors, local businesses, and event suppliers, have been consulted to gain insights into the current challenges and potential solutions.

### STATUTORY ENVIRONMENT

An existing budget exists for the George Street Festival. Should budgeted grant income not be realised, Council will be requested to amend the budget during the mid-year review, which is a statutory process undertaken in accordance with Regulation 33A of the *Local Government (Financial Management) Regulations 1996*.

### POLICY IMPLICATIONS

Council’s “Elections – Caretaker Period” Policy applies.

Whereas consideration of major policy decisions should usually be avoided during the caretaker period, there are circumstances when the CEO is able to submit a matter to Council. Such circumstances include the urgency of the issue, the possibility of financial repercussions if the decision is deferred, and whether the decision is in the best interest of the Town of East Fremantle.

An assessment has been undertaken by the CEO regarding this policy. The CEO has determined that due to the date of the George Street Festival being close, there is a need for Council to urgently consider this matter to enable event planning to continue. This determination was advised to Council at its Concept Forum on 10<sup>th</sup> October 2023.

### FINANCIAL IMPLICATIONS

In order to mitigate the financial risk and ensure the continued success of the festival, the following will need to be considered.

The current festival budget is \$159,138 (ex GST). This comprises \$106,087 in services, \$6,662 in materials and \$46,389 in salary/overhead costs (largely these costs relate to outside workers who assist over the weekend plus administration overtime for rostered staff).

The total budgeted external income of \$52,630 (ex GST) is as follows:

- \$14,630 - Stall holder fees
- \$38,000 - Grants (Lotterywest \$20,000, Port \$10,000, Other \$8,000)

Therefore, the Town's contribution is \$106,508 ex GST, inclusive of overtime payments and indirect overheads.

The only confirmed funding noted at this time is \$7,272, meaning there is a current grant funding shortfall of \$30,728. The outcome of the Lotterywest grant will not be known until the end of October. If the funding is not realised, the Town's own source contribution will increase from \$106,508 to \$137,236.

<b>BUDGET</b>	
<b>George Street Festival 2023</b>	
	Amount
<b>Income</b>	
Council Contribution	60,119.00
Council Contribution - Direct Staff Wages	15,735.00
Council Contribution - Indirect Staff Costs (Overheads)	30,654.00
Other Income - Stallholder Fees Collected	14,630.00
Other Income - Fremantle Ports Community Investment Grant	7,272.72
Other Income - Lotterywest Grant <i>*pending outcome*</i>	20,000.00
Other Income - Additional Grant Income <i>*not secured*</i>	10,727.28
<b>Total Income</b>	<b>159,138.00</b>
<b>Expenses</b>	
Expense Type - Marketing and Promotions	14,124.00
Expense Type - Stallholder Coordination	12,500.00
Expense Type - Entertainment	27,081.18
Expense Type - Arts and Culture	2,030.00
Expense Type - Infrastructure	28,037.87
Expense Type - Services and Suppliers	41,587.85
Expense Type - Staff Salaries	15,886.08
Expense Type - Indirect Staff Costs	14,342.57
Expense Type - Other (equipment/consumables)	3,548.45
<b>Total Expenses</b>	<b>159,138.00</b>
<b>Surplus/(Deficit)</b>	<b>-</b>

STRATEGIC IMPLICATIONS

“Town of East Fremantle Strategic Community Plan 2020-2030”

Strategic Priority 1 – A socially connected, inclusive and safe community

1.3 Strong community connection within a safe and vibrant lifestyle

1.3.1 Partner and educate to build a strong sense of community safety.

1.3.2 Facilitate opportunities to develop community connections through events and celebrations  
1.3.3 Facilitate community group capacity building.

RISK IMPLICATIONS

RISKS

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council does not increase the budget	Unlikely (2)	Moderate (3)	Moderate (5-9)	REPUTATIONAL Substantiated, public embarrassment, moderate impact, moderate news profile	Accept Officer Recommendation

RISK MATRIX

Consequence		Insignificant	Minor	Moderate	Major	Extreme	
		1	2	3	4	5	
Likelihood	Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
	Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
	Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
	Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
	Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating is provided below. Any items with a risk rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

RISK RATING

Risk Rating	6
Does this item need to be added to the Town’s Risk Register	No
Is a Risk Treatment Plan Required	No

SITE INSPECTION

Not applicable.

**COMMENT**

In order to mitigate the financial risk and ensure the continued success of the festival, a number of options were considered. These included seeking more sponsorship, charging fees for certain activities, and / or cancelling the event.

It was concluded that there were two practical options to enable the festival to proceed:

1. **Increase Financial Contribution by the Town.** Make provision for the additional funds required to cover the essential costs to run the George Street Festival (up to approximately \$31,000, depending on the outcome of the Lotterywest grant).
2. **Scale Back the Event:** The scaling back of certain aspects to reduce costs would reduce the anticipated budget shortfall. This could include:
  - Reducing the marketing budget and using the Town’s online channels instead of advertising through external channels.
  - Adjusting the entertainment budget, such as by removing the musical stage and reducing children's activities in Glasson Park. While up to \$10,000 in reduced costs could be realised, it is likely that this action would diminish the community experience.
  - Should the entertainment be scaled back it might be feasible to add in additional stallholders where the entertainment was located on George Street and in Glasson Park– this may result in 8 additional stalls at \$136 each = \$1,088.
  - While the scaling back of the event is an option open to Council, there is concern that the quality of the event will be adversely affected.

In either option staff will continue to explore where cost savings can be made, such as in marketing.

**CONCLUSION**

Given the high community regard for the festival, and noting such events are considered important in helping to achieve the Town’s strategic priority for a socially connected, inclusive and safe community, it is recommended that Council supports the 2023 George St Festival proceeding.

**13.4 OFFICER RECOMMENDATION / COUNCIL RESOLUTION**

**Council Resolution** Choose an item. Click or tap to enter a date.

**OFFICER RECOMMENDATION:**

**That Council, with respect to the budget for the 2023 George Street Festival, notes:**

1. a budgeted grant funding of approximately \$31,000 is at risk;
2. a request will be submitted during the mid-year budget review to amend the 2023-2024 municipal budget should the budgeted grant funding not be obtained;
3. Officers will endeavour to mitigate festival expenses including a reduction in marketing activities; and
4. the service level and budget for the George Street Festival will be reviewed as part of the 2024-2025 budget deliberations, including exploring additional revenue strategies.

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REPORT ATTACHMENTS

Nil

14 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

15 NOTICE OF MOTION FOR CONSIDERATION AT THE NEXT MEETING

16 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

17 NEW BUSINESS OF AN URGENT NATURE

18 MATTERS BEHIND CLOSED DOORS

**PROCEDURAL MOTION**

**That the meeting be closed to the public to discuss a confidential report in relation to the Acting CEO, under the terms of the Local Government Act 1995, Section 5.23 (2)(a) and (e).**

18.1 CERTIFICATION OF COMPLIANCE – CHIEF EXECUTIVE OFFICER RECRUITMENT PROCESS

(Confidential Report)

**PROCEDURAL MOTION**

**That the meeting be reopened to the public.**

19 CLOSURE