



City of Nedlands

AGENDA

Agenda Briefing Forum

Wednesday 15 April 2026

Notice of Meeting

An Agenda Briefing Forum of the City of Nedlands is to be held on Wednesday 15 April 2026 in the Council Chambers at 71 Stirling Highway, Nedlands commencing at 5:00pm.

Arthur Kyron | Interim Chief Executive Officer
Friday, 10 April 2026



Information

Council Meeting Agenda are run in accordance with the City of Nedlands Standing Orders 2016. If you have any questions in relation to the agenda, procedural matters, addressing the Council or attending these meetings please contact the Governance Officer on 9273 3500 or governance@nedlands.wa.gov.au

Public Question Time

Public question time at an Ordinary Council Meeting is available for members of the public to ask a question about items on the agenda. Questions asked by members of the public are not to be accompanied by any statement reflecting adversely upon any Council Member, Committee Member or Employee.

Questions should be submitted via the online form available on the City's website: [Public question time | City of Nedlands](#)

Questions may be taken on notice to allow adequate time to prepare a response and all answers will be published in the minutes of the meeting.

Addresses by Members of the Public

Members of the public may make presentations or ask questions on items contained within the agenda. Presentations are limited to 3 minutes. Members of the public must complete the online registration form available on the City's website: [Public Address Registration Form | City of Nedlands](#)

The Presiding Member will determine the order of speakers to address the Council, and the number of speakers is to be limited to 2 in support and 2 against any item on an Ordinary Council Meeting Agenda. The Public address session will be restricted to 15 minutes unless the Council, by resolution decides otherwise.

Disclaimer

Members of the public who attend Council Meetings should not act immediately on anything they hear at the meetings, without first seeking clarification of Council's position. For example, by reference to the confirmed Minutes of Council meeting. Members of the public are also advised to wait for written advice from the Council prior to taking action on any matter that they may have before Council.

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1 DECLARATION OF OPENING

The City of Nedlands acknowledges the traditional custodians of this land, the Whadjuk people of the Nyoongar Nation, and pay our respects to culture and Elders, past and present. The City of Nedlands also values the contributions made to the community over the years by people of diverse backgrounds and cultures, including those who have served and sacrificed.

2 PRESENT AND APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

This item will be dealt with at this point.

3 PUBLIC QUESTION TIME

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

4 ADDRESSES BY MEMBERS OF THE PUBLIC

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

5 REQUESTS FOR LEAVE OF ABSENCE

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

6 PETITIONS

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

7 DISCLOSURES OF FINANCIAL INTEREST

The Presiding Member to remind Council Members and Staff of the requirements of Section 5.65 of the Local Government Act to disclose any interest during the meeting when the matter is discussed.

A declaration under this section requires that the nature of the interest must be disclosed. Consequently, a member who has made a declaration must not preside, participate in, or be present during any discussion or decision-making procedure relating to the matter the subject of the declaration.

However, other members may allow participation of the declarant if the member further discloses the extent of the interest. Any such declarant who wishes to participate in the meeting on the matter, shall leave the meeting, after making their declaration and



request to participate, while other members consider and decide upon whether the interest is trivial or insignificant or is common to a significant number of electors or ratepayers.

8 DISCLOSURES OF INTERESTS AFFECTING IMPARTIALITY

The Presiding Member to remind Council Members and Staff of the requirements of Council's Code of Conduct in accordance with Section 5.103 of the Local Government Act.

Council Members and staff are required, in addition to declaring any financial interests to declare any interest that may affect their impartiality in considering a matter. This declaration does not restrict any right to participate in or be present during the decision-making procedure.

The following pro forma declaration is provided to assist in making the disclosure.

"With regard to the matter in item x I disclose that I have an association with the applicant (or person seeking a decision). This association is (nature of the interest).

As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly."

The member or employee is encouraged to disclose the nature of the association.

9 DECLARATIONS BY MEMBERS THAT THEY HAVE NOT GIVEN DUE CONSIDERATION TO PAPERS

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

10 CONFIRMATION OF MINUTES

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

11 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

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

12 MEMBERS ANNOUNCEMENTS WITHOUT DISCUSSION

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



13 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

For the convenience of the public, the following Confidential items are identified to be discussed behind closed doors, as the last items of business at this meeting.

- Item 21.1: Western Metropolitan Regional Council (WMRC) Community Recycling Funding

14 MINUTES OF COUNCIL COMMITTEES AND ADMINISTRATIVE LIAISON WORKING GROUPS

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



15 DIVISIONAL REPORTS – CITY DEVELOPMENT AND REGULATORY SERVICES

Nil



16 DIVISIONAL REPORTS - CITY PERFORMANCE AND COMMUNITY DEVELOPMENT

16.1 Monthly Financial Report - February 2026

Report Number	PCD08.04.26
Applicant	City of Nedlands
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Authority/Discretion	Executive
Contributing Officer	Mark Ponton - Acting Coordinator Accounting Services
Responsible Officer	Annette Sanner - Accountant
Director	Noelene Jennings - Acting Director City Performance and Community Development
Attachments	<ol style="list-style-type: none">1. Cover - Feb 2026 [16.1.1]2. Basis of Preparation - Feb 2026 [16.1.2]3. Stmt of Financial Position - Feb 2026 [16.1.3]4. Stmt of Financial Activity - Feb 2026 [16.1.4]5. Net Current Assets - Feb 2026 [16.1.5]6. Variances - Feb 2026 [16.1.6]7. Reserve Movements - Feb 2026 [16.1.7]8. Capital Works Program - Feb 2026 [16.1.8]9. PC & CC Report - Feb 2026 [16.1.9]10. Fuel Card Report - Feb 26 [16.1.10]11. List of Accounts Paid - Feb 2026 [16.1.11]

Purpose

Administration is required to provide Council with a monthly financial report in accordance with regulation 34(1) of the *Local Government (Financial Management) Regulations 1996*. Material variances are highlighted to Council in the attached Monthly Financial Report.

Officer Recommendation

That Council RECEIVES the Monthly Financial Report for 28 February 2026.

Background

All opening positions from prior year are a preliminary result for the year ended 30 June 2025 as the Financial Statements 2024/25 are in the process of being reviewed by the Auditors.

Movements in the opening balance from prior months shown in the Statement of Financial Position, Statement of Financial Activity and Reserve Movements reflect accounting adjustments posted in 2024/25 for the Final Audit. This monthly financial



report has been prepared on the same basis as any other month in the reporting cycle and does not include any year end accounting adjustments. These accounting adjustments will be made in the accounting ledger in Period 13 which preserves the integrity of monthly reporting to Council within the current financial year.

The February Financial Statements report variances of actuals against the original approved budget. Although the Mid-Year Budget Review was approved at the Ordinary Council Meeting held on March 11, 2026, the detailed numbers were not available for comparison at the time of the production of this report. Instead, as per previous months, the original adopted budget is the base comparison for variances.

The materials supporting the preparation of the approved budget were prepared on an aggregate basis which limits the ability to provide a detailed analysis of variances.

The monthly financial management report meets the requirements of regulation 34(1), 34(3), and 34(5) of the *Local Government (Financial Management) Regulations 1996*.

The attached report shows the month end position as at the end of February 2026.

The Statement of Financial Activity presents of municipal closing surplus as of 28 February 2026 is \$19,963,542 which is a \$6,061,275 favourable variance, compared to a budgeted surplus for the same period of \$13,902,268.

The Statement of Financial Activity reports operating revenue at the end of February 2026 as \$44,541,012 which represents a \$2,118,666 favourable variance compared to the year-to-date budget of \$42,422,346 primarily due to Service Charges.

The operating expense at the end of February 2026 was \$35,773,126 which represents a \$1,837,300 favourable variance compared to the year-to-date budget of \$37,610,426 primarily in Materials & contracts.

The attached Statement of Financial Activity compares Actuals with Annual Adopted Budget by Nature or Type as per regulation 34 (3) of the Local Government Financial Management Regulations 1996. Material variances from the budget as defined under Budget Implications are explained for revenue and expenditure.

Operating Activities

Service charges (UGP)

Favourable variance of \$1,356,615 is due to a difference in the Budgeted Vs Actual mix of UGP paid in full vs Instalments, with the budgeted expecting 50% to be paid in full but Actuals being closer to 65%.

Interest revenue

Favourable variance of \$158,018 resulting due to budget phasing.

Other revenue

Favourable variance of \$143,246 primarily due to a catch up of re-imburement of utility charges from clubs invoiced in September.



Profit on disposal of assets

Favourable variance of \$12,484 due to timings of Asset disposal.

Employee costs

There is an unfavourable variance of \$577,077 or 4.57%, with YTD actuals now reflecting updated in Annual and Long Service leave accruals up to February 20.

Materials and contracts

Favourable variance of \$1,937,479 primarily due to expenditure being delayed pending the approval of the budget.

Utility charges

Favourable variance of \$97,078 due to the reversal of prior year accruals for energy costs in July, but no ongoing monthly accrual.

Other expenditure

Unfavourable variance of \$185,921 due to the phasing of the Budget.

Investing Activities

Proceeds from capital grants, subsidies and contributions

Unfavourable variance of \$1,713,282 due to timing of grant and contribution receipts.

Acquisition of property, plant and equipment

Favourable variance of \$980,670 due to timing of major projects.

Acquisition of infrastructure

Favourable variance of \$2,163,304 due to timing of major projects.

Rates Receivable

Outstanding rates debtors (net of any rebates) are \$6,789,166 as of 28 February 2026 compared to \$3,999,510 as of 28 February 2025 which reflects the later striking of rates in the current year and UGP. Breakdown is as follows:

Receivable	28 Feb 2026 (\$)	28 Feb 2025 (\$)	Variance (\$)
Rates & UGP	6,789,166	3,999,510	2,789,656
Rubbish & Pool	165,679	193,568	(27,889)
Deferred (Pensioners)	344,373	379,232	(34,859)
ESL	170,020	151,108	18,912
Total	7,469,238	4,723,417	2,745,821

Consultation

Nil

Strategic Implications



This item is strategically aligned to the City of Nedlands Council Plan 2023-33 vision and desired outcomes as follows:

Vision: Sustainable and responsible for a bright future

Performance

11. Effective leadership and governance.

Financial Implications

At the Special Council Meeting on 27 August 2025, item CPS47.08.25, Council adopted the following thresholds for the reporting of material financial variances in the monthly statement of financial activity reports:

- a. Operating items – Greater than 10% and a value greater than \$20,000
- b. Capital items – Greater than 10% and a value greater than \$50,000

Legislative and Policy Compliance

Administration is required to provide Council with a monthly financial report in accordance with regulation 34(1) of the Local Government (Financial Management) Regulations 1996. Material variances are highlighted to Council in the attached Monthly Financial Report.

Risk Considerations

Risk Category	Adopted Risk Appetite Rating	Comment on Risk
Financial	Cautious	Monthly reporting is a key control in ensuring that the City prudently manages its financial position with due regard to anticipating and mitigating financial risks.

Analysis and Conclusion

The municipal surplus as of 28 February 2026 is \$19,963,542 which is favourable compared to a budgeted surplus for the same period of \$13,902,268.

The operating revenue at the end of February 2026 was \$44,541,012 which represents a \$2,118,666 favourable variance compared to the year-to-date budget of \$42,422,346 primarily in Service charges.

The operating expense at the end of February 2026 was \$35,773,126 which represents a \$1,837,300 favourable variance compared to the year-to-date budget of \$37,610,426 primarily in Materials & contracts.

CITY OF NEDLANDS

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 28 February 2026

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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CITY OF NEDLANDS NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 28 FEBRUARY 2026

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the City to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 16-Mar-2026

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the City controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICIES

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Assets held for sale
- Investment property
- Estimated useful life of intangible assets
- Measurement of employee benefits
- Measurement of provisions
- Estimation uncertainties and judgements made in relation to lease accounting

**CITY OF NEDLANDS
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 28 FEBRUARY 2026**

	Actual 30 June 2025	Actual as at 28 February 2026
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	19,251,922	23,009,440
Trade and other receivables	1,771,932	11,247,024
Other financial assets	1,230,606	0
Inventories	4,937	4,937
Other assets	525,346	404,952
TOTAL CURRENT ASSETS	22,784,743	34,666,353
NON-CURRENT ASSETS		
Trade and other receivables	781,514	887,615
Other financial assets	159,239	159,239
Property, plant and equipment	99,900,160	98,205,785
Infrastructure	236,504,074	235,122,278
Right of use assets	311,817	311,817
TOTAL NON-CURRENT ASSETS	337,656,804	334,686,734
TOTAL ASSETS	360,441,547	369,353,087
CURRENT LIABILITIES		
Trade and other payables	5,097,362	4,581,568
Contract liabilities	138,386	0
Capital grant/contributions liabilities	629,167	1,125,001
Other liabilities	0	30,000
Lease liabilities	170,163	57,606
Borrowings	1,008,888	202,281
Employee related provisions	2,100,459	2,296,422
TOTAL CURRENT LIABILITIES	9,144,425	8,292,878
NON-CURRENT LIABILITIES		
Lease liabilities	156,555	156,555
Borrowings	3,273,369	3,273,369
Employee related provisions	486,962	587,277
TOTAL NON-CURRENT LIABILITIES	3,916,886	4,017,201
TOTAL LIABILITIES	13,061,311	12,310,079
NET ASSETS	347,380,236	357,043,008
EQUITY		
Retained surplus	(69,370,026)	(82,260,496)
Reserve accounts	(10,850,921)	(7,623,222)
Revaluation surplus	(267,159,289)	(267,159,289)
TOTAL EQUITY	(347,380,236)	(357,043,007)

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

CITY OF NEDLANDS
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2026

Note	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	29,821,188	29,421,188	29,806,876	385,688	1.31%	
Grants, subsidies and contributions	654,638	436,425	444,270	7,845	1.80%	
Fees and charges	9,493,813	7,987,627	8,042,397	54,770	0.69%	
Service charges	3,855,577	3,855,577	5,212,192	1,356,615	35.19%	▲
Interest revenue	1,042,514	524,457	682,475	158,018	30.13%	▲
Other revenue	209,733	139,822	283,068	143,246	102.45%	▲
Profit on asset disposals	108,250	57,250	69,734	12,484	21.81%	
	45,185,713	42,422,346	44,541,012	2,118,666	4.99%	
Expenditure from operating activities						
Employee costs	(18,953,046)	(12,635,364)	(13,212,441)	(577,077)	(4.57%)	
Materials and contracts	(15,921,844)	(10,473,763)	(8,536,284)	1,937,479	18.50%	▲
Materials and contracts UGP	(9,319,249)	(5,591,550)	(5,251,352)	340,198	6.08%	
Utility charges	(1,046,457)	(697,638)	(600,560)	97,078	13.92%	▲
Depreciation	(10,598,779)	(7,065,853)	(6,801,235)	264,618	3.75%	
Finance costs	(261,117)	(164,902)	(123,583)	41,319	25.06%	▲
Insurance	(472,104)	(314,736)	(292,149)	22,587	7.18%	
Other expenditure	(1,050,643)	(666,620)	(852,541)	(185,921)	(27.89%)	▼
Loss on Disposal of Assets	0	0	(102,981)	(102,981)	0.00%	
	(57,623,239)	(37,610,426)	(35,773,126)	1,837,300	4.89%	
Non cash amounts excluded from operating activities	2(c) 10,490,529	7,008,603	6,700,403	(308,200)	(4.40%)	
Amount attributable to operating activities	(1,946,997)	11,820,523	15,468,289	3,647,766	30.86%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	4,115,081	2,518,387	805,105	(1,713,282)	(68.03%)	▼
Proceeds from disposal of assets	108,250	0	0	0	0.00%	
Proceeds from financial assets at amortised cost - self supporting loans	4,959	4,047	4,047	0	0.00%	
	4,228,290	2,522,434	809,152	(1,713,282)	(67.92%)	
Outflows from investing activities						
Acquisition of property, plant and equipment	(1,990,647)	(1,136,172)	(155,502)	980,670	86.31%	▲
Acquisition of infrastructure	(8,372,630)	(5,561,733)	(3,398,428)	2,163,304	38.90%	▲
	(10,363,277)	(6,697,904)	(3,553,930)	3,143,974	46.94%	
Amount attributable to investing activities	(6,134,987)	(4,175,470)	(2,744,778)	1,430,692	34.26%	
FINANCING ACTIVITIES						
Inflows from financing activities						
Proceeds from new borrowings	4,000,000	0	0	0	0.00%	
Transfer from reserves	3,850,000	3,850,000	3,727,700	(122,300)	(3.18%)	
	7,850,000	3,850,000	3,727,700	(122,300)	(3.18%)	
Outflows from financing activities						
Payments for principal portion of lease liabilities	(168,984)	(112,557)	(112,557)	0	0.00%	
Repayment of borrowings	(1,373,111)	(606,517)	(606,517)	0	0.00%	
Transfer to reserves	(500,000)	(500,000)	(500,000)	0	0.00%	
	(2,042,095)	(1,219,074)	(1,219,074)	0	0.00%	
Amount attributable to financing activities	5,807,905	2,630,926	2,508,626	(122,300)	(4.65%)	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2(a) 3,626,289	3,626,289	4,731,406	1,105,117	30.48%	▲
Amount attributable to operating activities	(1,946,997)	11,820,523	15,468,289	3,647,766	30.86%	▲
Amount attributable to investing activities	(6,134,987)	(4,175,470)	(2,744,778)	1,430,692	34.26%	▲
Amount attributable to financing activities	5,807,905	2,630,926	2,508,626	(122,300)	(4.65%)	
Surplus or deficit after imposition of general rates	1,352,210	13,902,268	19,963,542	6,061,275	43.60%	▲

KEY INFORMATION

- ▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
 - ▲ Indicates a variance with a positive impact on the financial position.
 - ▼ Indicates a variance with a negative impact on the financial position.
- Refer to Note 3 for an explanation of the reasons for the variance.

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

CITY OF NEDLANDS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2026

2 NET CURRENT ASSETS INFORMATION

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

	Actual as at 30 June 2025	Actual as at 28 February 2026
Current assets	\$	\$
Cash and cash equivalents	19,251,922	23,009,440
Trade and other receivables	1,771,932	11,247,024
Other financial assets	1,230,606	0
Inventories	4,937	4,937
Other assets	525,346	404,952
	<u>22,784,743</u>	<u>34,666,353</u>
Less: current liabilities		
Trade and other payables	(5,097,362)	(4,581,568)
Other liabilities	0	(30,000)
Lease liabilities	(170,163)	(57,606)
Borrowings	(1,008,888)	(202,281)
Employee related provisions	(2,100,459)	(2,296,422)
	<u>(8,376,872)</u>	<u>(7,167,877)</u>
Net current assets	14,407,871	27,498,476
Less: Total adjustments to net current assets	2(b) (9,676,465)	(7,363,334)
Closing funding surplus / (deficit)	4,731,406	20,135,142

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets		
Less: Reserve accounts	(10,850,921)	(7,623,221)
Less: Financial assets at amortised cost - self supporting loans	(4,595)	0
Add: Current liabilities not expected to be cleared at the end of the year		
- Current portion of lease liabilities	170,163	57,606
- Current portion of borrowings	1,008,888	202,281
Total adjustments to net current assets	2(a) (9,676,465)	(7,363,334)

(c) Non-cash amounts excluded from operating activities

	YTD Budget Estimates 28 February 2026	YTD Actual 28 February 2026
	\$	\$
Adjustments to operating activities		
Less: Profit on asset disposals	(57,250)	(69,734)
Add: Loss on asset disposals	0	102,981
Add: Depreciation	7,065,853	6,801,235
Non-cash movements in non-current assets and liabilities:		
- Pensioner deferred rates	0	(33,764)
Total non-cash amounts excluded from operating activities	7,008,603	6,700,403

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 local governments' operational cycle.

CITY OF NEDLANDS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2026

3 EXPLANATION OF MATERIAL VARIANCES (YTD ACT vs Adopted Budget)

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 2025-26 year is \$20,000 and 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
Service charges	1,356,615	35.19%	▲
Favourable variance of \$1,356,615 is due to a difference in the Budgeted Vs Actual mix of UGP paid in full vs Instalments, with the budgeted expecting 50% to be paid in full but Actuals being closer to 60%.			Permanent
Interest revenue	158,018	30.13%	▲
Favourable variance of \$158,018 resulting due to budget phasing.			Timing
Other revenue	143,246	102.45%	▲
Favourable variance of \$143,246 primarily due to a catch up of re-imburement of utility charges from clubs invoiced in September.			Timing
Expenditure from operating activities			
Materials and contracts	1,937,479	18.50%	▲
Favourable variance primarily due to expenditure being delayed pending the approval of the budget.			Timing
Utility charges	97,078	13.92%	▲
Favourable variance due to the reversal of prior year accruals for energy costs in July, but no ongoing monthly accrual.			Timing
Finance costs	41,319	25.06%	▲
Favourable variance due to the phasing of the Budget.			Timing
Other expenditure	(185,921)	(27.89%)	▼
Unfavourable variance due to the phasing of the Budget.			Timing
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(1,713,282)	(68.03%)	▼
YTD \$0.7m budgeted contribution to Floodlighting projects not received yet, \$0.9m The Avenue Funding yet to be received			Timing
Outflows from investing activities			
Acquisition of property, plant and equipment	980,670	86.31%	▲
Favourable variance due to timing of major projects.			Timing
Acquisition of infrastructure	2,163,304	38.90%	▲
Favourable variance due to timing of major projects.			Timing

CITY OF NEDLANDS
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 28 FEBRUARY 2026

4 RESERVE ACCOUNTS

Reserve account name	Budget				Actual			
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Reserve accounts restricted by legislation								
Cash-in-lieu of Public Open Space	519,817			519,817	368,333			368,333
Reserve accounts restricted by Council								
Plant Replacement	292,395	0	0	292,395	292,395	0	0	292,395
City Development	188,898	0	0	188,898	299,686	0	0	299,686
North Street	158,951	0	0	158,951	158,951	0	0	158,951
Welfare	208,248	0	0	208,248	369,884	0	0	369,884
Services	28,968	0	0	28,968	28,969	0	0	28,969
Insurance	67,939	0	0	67,939	67,939	0	0	67,939
Underground Power Projects	3,968,802	0	(3,850,000)	118,802	4,045,668	0	(3,727,700)	317,968
Waste Management	2,338,667	0	0	2,338,667	2,330,292	0	0	2,330,292
Building Replacement	623,747	0	0	623,747	955,315	0	0	955,315
Swanbourne Development	1,490	0	0	1,490	128,490	0	0	128,490
Public Art	47,334	0	0	47,334	47,334	0	0	47,334
Business System	113,143	0	0	113,143	114,143	0	0	114,143
All Ability Play Space	442,250	0	0	442,250	442,251	0	0	442,251
Major Projects	1,652,277	500,000	0	2,152,277	496,817	500,000	0	996,817
Riverwall Maintenance	100,000	0	0	100,000	104,454	0	0	104,454
Laneway Reserve	600,000	0	0	600,000	600,000	0	0	600,000
	11,352,926	500,000	(3,850,000)	8,002,926	10,850,921	500,000	(3,727,700)	7,623,221



City of Nedlands Capital Works Program

For the Period 01-Feb-2025 to 28-Feb-2026

Project Description	Adopted Budget	Actual YTD
Building		
Maisonettes all units - Compliance upgrades to main distribution board	35,000	67,959
Retaining walls and fence John XXIII Depot remedy unstable slopes incl design and construction	350,000	12,150
City wide air-conditioning program	42,185	0
2025/26 - City wide flooring program	40,036	(6,740)
2025/26 - City wide painting program	42,185	0
Hackett Hall Demolition	203,300	0
Roofing / Safety Anchor Program	38,099	0
Strickland Street Infant Health Centre - Renewal	63,498	23,250
	814,303	96,618
Drainage		
Drainage improvement - Taylor Rd upgrade to connect to new pits and pipes	100,000	0
Drainage improvement - Edwards Green upgrade to connect to new pits and pipes	100,000	45,577
2025/26 - Drainage Civil Works Program (Reactive & Unplanned)	88,250	4,490
2025/26 - Drainage Soak well Installation Program (Reactive & Unplanned)	88,250	79,920
2025/26 - Capital - Drainage	30,000	0
Drainage Improvement - Jenkins Ave Catchment (Taylor Road)	261,550	64,574
	668,050	194,560
Parks		
Foreshore Management Design WaterWise Initiative	50,000	0
Nedlands Park Reserve & Croquet Borehole and headwork upgrade	62,950	0
Rogersons Gardens Inspection of borhole and assess condition	15,000	6,465
Charles Court Reserve Borehole and headwork upgrade	40,000	0
Nedlands Library Borehole and headwork upgrade	69,300	0
Daran Park aerator and jockey upgrade	20,000	6,138
Harris Park Playground upgrade	71,500	0
Swanbourne Beach Shelter replacement	93,687	0
Charles Court Reserve Floodlights	750,000	3,000
Enviroscape Plans Multiple parks	40,000	0
Parks - College Park Reserve Floodlighting	351,898	0
Parks - David Cruickshank Reserve Floodlighting	343,342	285,974
Urban Forest Strategy	62,121	0
Foreshore Reserve 28307 Greenway Development	89,678	0
	2,059,476	301,577
Roads		
Roads - Stubbs Tce FY 2025/2026	353,600	0
Roads - Asquith St Stage 1	250,000	0
Roads - Kennedia Lane - Renewal	402,690	131,233
Roads - The Avenue - Traffic Calming (Black Spot)	1,549,200	1,276,497
Roads - Monash Ave - Road Rehab (Smyth to East of Clifton)	716,313	7,468
Roads - Victoria Ave - Road Rehab (Waratah to Watkins)	1,395,468	1,172,725
Roads - Waratah Ave - Road Rehab (Robert to Alexander)	731,855	291,501
Roads - Webster Street - Road Rehab (Stirling Hwy to Edward)	55,978	3,007
	5,455,104	2,882,430
Bus Shelters		
Bus shelter upgrade co-funded with PTA	60,000	0
	60,000	0
Vehicle		
Fleet Renewal - Flt 106 1GBM398 : Hino Tipper - Landscape	145,000	0
Fleet Renewal - Flt 107 1GBM399 : Hino Tipper - Landscape	145,000	0
Fleet Renewal - 1TAE380 : Polmac B/Tail - 80206	22,727	20,256
Fleet Renewal - 1TAE381 : Polmac B/Tail - 80207	22,727	20,256
	335,454	40,512
Plant & Equipment		
Plant Trailer for Mini Excavator	16,800	10,950
Flt 100 Hino 300 Series Crew Cab Modifications	13,500	0
Flt 101 Hino 300 Series Crew Cab Modifications	13,500	0
Depot - Decommission Underground Fuel Tank	20,000	0
1AJN270: Caterpillar Forklift	54,545	0
1ENI491 : Hino Maintenance Truck	155,000	170,879
1ETL928 : Squirrel 805/SD	54,545	0
	327,890	181,829
Asset Management Capital		
Investigation and Design PICG-40kmh and parking strategy	100,000	8,600
Electronic Speed Display Signs Management in high speed areas	30,000	0
	130,000	8,600
ICT		
Network equipment replacement switches, UPS, firewall	250,000	0
Additional Aps Depot & Admin blackspots	30,000	0
New HC IT equipment for new position FY25/26	105,000	0
Library destop/laptop to replace VDIs for FY25/26	75,000	58,056
FBT/Safety car system	35,000	0
CCTV upgrade replace hardware EOL	18,000	0
	513,000	58,056
UnBudgeted		
OneCouncil Solution	0	-
Investigation and Design	0 -	13,201
Right of Use asset	0	-
Parks - Minor Park Furniture Renewal Program	0	7,410
Charles Court Reserve	0	17,053
Buildings - Administration Compactus Room Refurbishment	0	828
	0	37,492
Total Capital Works Program	10,363,277	3,776,271

Ordinary Council Meeting | Agenda | 15 April 2026



City of Nedlands - Purchasing & Credit Card Payments February 2026

For the Period 28 January 2026 to 28 February 2026

Date	Supplier	Description	AUD	Comment
13/02/2026	BOC	Dry ice for mosquito surveillance	13.28	
16/02/2026	FLUIDRA GROUP AUSTRALI	Water chemistry testing tablets	212.61	
16/02/2026	FLUIDRA GROUP AUSTRALI	Water chemistry testing tablets	0.96	
28/02/2026	CARD FEE	CARD FEE	5.00	
19/02/2026	AVELING	Training	90.00	
28/02/2026	CARD FEE	CARD FEE	5.00	
16/02/2026	WILSON PARKING PER113	Parking	31.00	
19/02/2026	ASHTON AVE NEWSAGENCY	Local stock	3.00	
23/02/2026	TAYLOR RD IGA	Local Stock	6.00	
28/02/2026	CARD FEE	CARD FEE	5.00	
18/02/2026	WESTRAC PTY LTD QUICK	Fleet vehicle part	123.23	
27/02/2026	THE-DELI.COM.AU	Catering for Clean Up Australia 13 March 2026	313.36	
27/02/2026	TOTALLY WORKWEAR MT	Work Safety Boots	161.10	
27/02/2026	TOTALLY WORKWEAR MT	Work Safety Boots	148.50	
27/02/2026	TOTALLY WORKWEAR MT	Work Safety Boots	198.00	
28/02/2026	CARD FEE	CARD FEE	5.00	
9/02/2026	LinkedIn Recruiter P79376	LinkedIn recruiter monthly subscription	224.99	
19/02/2026	SUBWAY CLAREMONT	Lunch/catering for Leadership Training Day	431.75	
19/02/2026	COLES 7712	Catering/morning tea for Leadership training day	35.50	
19/02/2026	COLES 7712	Catering/morning tea for Leadership training day	36.75	
20/02/2026	FARMER JACKS LANDSDA	Catering/snacks and lollies for leadership training day	27.08	
24/02/2026	Dominos Estore Nedlands	Catering provided for Governance Lunch and Learn	216.95	
28/02/2026	CARD FEE	CARD FEE	5.00	
2/02/2026	TWILIO INC	Twilio-SMS Notification-One Council	343.17	
2/02/2026	TWILIO INC	Twilio-SMS Notification-One Council	10.29	
3/02/2026	Google Workspace_nedlands	2026 Feb - Google Workspace - Communication	46.20	
6/02/2026	SMSbroadcast by Sinch	SMS Broadcast-Tresillian	38.89	
11/02/2026	MICROSOFT#G139983245	MS Azure Storage	84.22	
11/02/2026	MICROSOFT#G139306861	MS Azure SQL	627.28	
16/02/2026	Intuit Mailchimp	Mailchimp-Communications	106.55	
28/02/2026	CARD FEE	CARD FEE	5.00	
29/01/2026	Coles Online	Consumables for Tresillian, Milk, Coffee, Tea	66.50	
2/02/2026	KMART 1024	Dryers	26.00	
2/02/2026	TARGET 5076	Art Rooms - art drying devices required.	190.00	
9/02/2026	PRINTING	Advertising BUDGET A-FRAME - SALE(Small - 600x600mm)	124.30	
9/02/2026	PRINTING	Advertising BUDGET A-FRAME - SALE(Small - 600x600mm)	44.02	
9/02/2026	PRINTING	Advertising BUDGET A-FRAME - SALE(Small - 600x600mm)	3.37	
13/02/2026	JACKSONS DRAWING SUPPLIES	Safety Ruler for Didactics foam core cutting	68.54	
13/02/2026	JACKSONS DRAWING SUPPLIES	Safety Ruler for Didactics foam core cutting	0.69	
13/02/2026	COMPLEAT ANGLER NEDL	Exhibition displaying artwork	27.99	
17/02/2026	BP ROSEGARDEN 6161	Ice for From Where I stand exhibition night. (FWIS)	11.00	
16/02/2026	COLES 0302	AAA batteries for Tresillian Arts Centre. Misc use across the centre,	13.75	
28/02/2026	CARD FEE	CARD FEE	5.00	
28/02/2026	CARD FEE	CARD FEE	5.00	
16/02/2026	Express Online Training	White Card Training	73.91	
18/02/2026	OMNI GROUP PTY LTD	Illegal dumping tape - minor equipment	145.86	
19/02/2026	POS CENTRAL	2x infringement printers for casual Parking Officer pool	694.00	
19/02/2026	POS CENTRAL	2x infringement printers for casual Parking Officer pool	694.00	
28/02/2026	CARD FEE	CARD FEE	5.00	
29/01/2026	BLITZFIELD ENTERPRIS	Citizenship ceremony - Ice	9.98	
2/02/2026	POST NEDLANDS POST SHO	Citizenship- post to dept home affairs	10.95	
28/02/2026	CARD FEE	CARD FEE	5.00	
30/01/2026	TAYLOR RD IGA	Resupply depot kitchen	37.50	
12/02/2026	BUNNINGS 309000	Depot shed 14 shelving materials	162.92	
16/02/2026	BUNNINGS 483000	Various maintenance materials	114.01	
23/02/2026	BUNNINGS 454000	Maintenance shed storage materials	351.53	
23/02/2026	BUNNINGS 483000	Admin door weather seals	19.62	
23/02/2026	BUNNINGS 483000	Additional key- screen door language studio	3.73	
25/02/2026	BUNNINGS GROUP LTD	Toilet roll holder replacement	209.40	
26/02/2026	BUNNINGS 483000	Maintenance shed shelving materials	103.60	
28/02/2026	CARD FEE	CARD FEE	5.00	
5/02/2026	BUNNINGS 456000	Painting	35.91	
4/02/2026	TRADIES WORKWEAR PTY	PPE	714.42	
5/02/2026	RSEA PTY LTD - OSBORNE	PPE	165.96	
28/02/2026	CARD FEE	CARD FEE	5.00	
28/02/2026	CARD FEE	CARD FEE	5.00	
28/02/2026	CARD FEE	CARD FEE	5.00	
28/02/2026	CARD FEE	CARD FEE	5.00	
29/01/2026	ENGAGEMENT INSTITUTE	Design and Plan Engagement Training	1625.00	
2/02/2026	HOUSEHOLDAPPLIANCE	Staff Kitchen Equipment Maintenance	166.00	
6/02/2026	SUBWAY CLAREMONT	Catering - Training	81.10	
6/02/2026	COLES 0299	Catering items	64.40	
9/02/2026	SQ *LAWLEYS BAKERY CAFE	Catering for Staff Training	48.53	
9/02/2026	BROADWAY IGA	Milk for Staff Kitchen	17.16	
17/02/2026	SQ *LAWLEYS BAKERY CAFE	Catering - Staff Training	88.21	
26/02/2026	COLES 7712	Coffee Beans for Staff Kitchen	72.00	
28/02/2026	CARD FEE	CARD FEE	5.00	
			\$ 9,896.52	



City of Nedlands - Purchasing Card - Fuel

For the Period 9 January 2026 to 8 February 2026

WEX Australia Pty Ltd ABN: 68 005 970 570

Transaction Date	Amount	Merchant Name	Card Description	Product Name
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 106
20/01/2026	1.97	BP Rosegarden	SURCHARGE	FLEET 106
20/01/2026	123.13	BP Rosegarden	ULS DIESEL	FLEET 106
20/01/2026	-1.20	BP Rosegarden	DISCOUNT	FLEET 106
20/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 106
4/02/2026	1.94	BP Rosegarden	SURCHARGE	FLEET 106
4/02/2026	121.58	BP Rosegarden	ULS DIESEL	FLEET 106
4/02/2026	-1.18	BP Rosegarden	DISCOUNT	FLEET 106
4/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 106
8/11/2025	3.58	WEX Australia	MANAGEMENT FEE	FLEET 106
8/01/2026	3.23	BP Rosegarden	SURCHARGE	FLEET 107
8/01/2026	202.41	BP Rosegarden	ULS DIESEL	FLEET 107
8/01/2026	-1.93	BP Rosegarden	DISCOUNT	FLEET 107
8/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 107
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 107
29/01/2026	3.68	BP Rosegarden	SURCHARGE	FLEET 107
29/01/2026	230.01	BP Rosegarden	ULS DIESEL	FLEET 107
29/01/2026	-2.23	BP Rosegarden	DISCOUNT	FLEET 107
29/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 107
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 107
18/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 512
22/01/2026	1.27	BP Rosegarden	SURCHARGE	FLEET 512
22/01/2026	79.82	BP Rosegarden	REGULAR ULP	FLEET 512
22/01/2026	-0.92	BP Rosegarden	DISCOUNT	FLEET 512
22/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 512
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 512
18/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 218
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 218
18/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 644
4/02/2026	2.50	BP Rosegarden	SURCHARGE	FLEET 644
4/02/2026	156.48	BP Rosegarden	ULS DIESEL	FLEET 644
4/02/2026	-1.52	BP Rosegarden	DISCOUNT	FLEET 644
4/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 644
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 644
9/01/2026	1.09	BP Rosegarden	SURCHARGE	FLEET 1002
9/01/2026	68.45	BP Rosegarden	REGULAR ULP	FLEET 1002
9/01/2026	-0.79	BP Rosegarden	DISCOUNT	FLEET 1002
9/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1002
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 1002
15/01/2026	1.06	BP Rosegarden	SURCHARGE	FLEET 1002
15/01/2026	66.83	BP Rosegarden	REGULAR ULP	FLEET 1002
15/01/2026	-0.76	BP Rosegarden	DISCOUNT	FLEET 1002
15/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1002
21/01/2026	1.34	BP Rosegarden	SURCHARGE	FLEET 1002
21/01/2026	83.99	BP Rosegarden	REGULAR ULP	FLEET 1002
21/01/2026	-0.88	BP Rosegarden	DISCOUNT	FLEET 1002
21/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1002
27/01/2026	1.11	BP Rosegarden	SURCHARGE	FLEET 1002
27/01/2026	69.90	BP Rosegarden	REGULAR ULP	FLEET 1002
27/01/2026	-0.89	BP Rosegarden	DISCOUNT	FLEET 1002
27/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1002
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 1002
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 1373

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Transaction Date	Amount	Merchant Name	Card Description	Product Name
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 106
20/01/2026	1.97	BP Rosegarden	SURCHARGE	FLEET 106
29/01/2026	1.24	BP Rosegarden	SURCHARGE	FLEET 1373
29/01/2026	78.09	BP Rosegarden	PREMIUM	FLEET 1373
29/01/2026	-0.84	BP Rosegarden	DISCOUNT	FLEET 1373
29/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1373
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 1373
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 182
8/01/2026	2.49	BP Rosegarden	SURCHARGE	FLEET 643
8/01/2026	156.00	BP Rosegarden	ULS DIESEL	FLEET 643
8/01/2026	-1.49	BP Rosegarden	DISCOUNT	FLEET 643
8/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 643
16/01/2026	2.23	BP MINDARIE	SURCHARGE	FLEET 643
16/01/2026	149.01	BP MINDARIE	ULS DIESEL	FLEET 643
16/01/2026	-1.49	BP MINDARIE	DISCOUNT	FLEET 643
16/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 643
18/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 643
28/01/2026	2.08	BP MINDARIE	SURCHARGE	FLEET 643
28/01/2026	139.01	BP MINDARIE	ULS DIESEL	FLEET 643
28/01/2026	-1.39	BP MINDARIE	DISCOUNT	FLEET 643
28/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 643
5/02/2026	1.85	BP Rosegarden	SURCHARGE	FLEET 643
5/02/2026	116.00	BP Rosegarden	ULS DIESEL	FLEET 643
5/02/2026	-1.13	BP Rosegarden	DISCOUNT	FLEET 643
5/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 643
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 643
8/01/2026	1.88	BP Rosegarden	SURCHARGE	FLEET 201
8/01/2026	117.54	BP Rosegarden	ULS DIESEL	FLEET 201
8/01/2026	-1.12	BP Rosegarden	ULS DIESEL	FLEET 201
8/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 201
18/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 201
22/01/2026	116.90	CALTEX	DIESEL	FLEET 201
22/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 201
6/02/2026	1.59	BP Rosegarden	SURCHARGE	FLEET 201
6/02/2026	99.91	BP Rosegarden	ULS DIESEL	FLEET 201
6/02/2026	-0.98	BP Rosegarden	ULS DIESEL	FLEET 201
6/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 201
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 201
9/01/2026	1.86	BP Rosegarden	SURCHARGE	FLEET 868
9/01/2026	116.31	BP Rosegarden	ULS DIESEL	FLEET 868
9/01/2026	-1.11	BP Rosegarden	DISCOUNT	FLEET 868
9/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 868
18/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 868
21/01/2026	0.62	BP Rosegarden	SURCHARGE	FLEET 868
21/01/2026	39.04	BP Rosegarden	ULS DIESEL	FLEET 868
21/01/2026	-0.38	BP Rosegarden	DISCOUNT	FLEET 868
21/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 868
22/01/2026	1.85	BP Rosegarden	SURCHARGE	FLEET 868
22/01/2026	115.80	BP Rosegarden	ULS DIESEL	FLEET 868
22/01/2026	-1.12	BP Rosegarden	DISCOUNT	FLEET 868
22/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 868
3/02/2026	1.25	BP Rosegarden	SURCHARGE	FLEET 868
3/02/2026	78.24	BP Rosegarden	ULS DIESEL	FLEET 868
3/02/2026	-0.76	BP Rosegarden	DISCOUNT	FLEET 868
3/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 868
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 868
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 1375
13/01/2026	1.18	BP Rosegarden	SURCHARGE	FLEET 1375
13/01/2026	74.29	BP Rosegarden	REGULAR ULP	FLEET 1375

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Transaction Date	Amount	Merchant Name	Card Description	Product Name
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 106
20/01/2026	1.97	BP Rosegarden	SURCHARGE	FLEET 106
13/01/2026	-0.94	BP Rosegarden	DISCOUNT	FLEET 1375
13/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1375
22/01/2026	1.22	BP Rosegarden	SURCHARGE	FLEET 1375
22/01/2026	76.67	BP Rosegarden	REGULAR ULP	FLEET 1375
22/01/2026	-0.88	BP Rosegarden	DISCOUNT	FLEET 1375
22/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1375
3/02/2026	1.02	BP Rosegarden	SURCHARGE	FLEET 1375
3/02/2026	63.87	BP Rosegarden	REGULAR ULP	FLEET 1375
3/02/2026	-0.81	BP Rosegarden	DISCOUNT	FLEET 1375
3/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1375
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 1375
8/11/2025	3.58	WEX Australia	MANAGEMENT FEE	WORKSHOP
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 1372
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 1372
13/01/2026	64.83	VIBE	REGULAR ULP	FLEET 1381
13/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1381
18/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 1381
22/01/2026	65.51	EG FUELCO	REGULAR ULP	FLEET 1381
22/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1381
31/01/2026	60.67	EG FUELCO	REGULAR ULP	FLEET 1381
31/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1381
6/02/2026	70.41	EG FUELCO	REGULAR ULP	FLEET 1381
6/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1381
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 1381
14/01/2026	1.94	BP Rosegarden	SURCHARGE	FLEET 600
14/01/2026	121.52	BP Rosegarden	ULS DIESEL	FLEET 600
14/01/2026	-1.18	BP Rosegarden	DISCOUNT	FLEET 600
14/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 600
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 600
16/01/2026	2.27	BP Rosegarden	SURCHARGE	FLEET 648
16/01/2026	141.95	BP Rosegarden	ULS DIESEL	FLEET 648
16/01/2026	-1.38	BP Rosegarden	DISCOUNT	FLEET 648
16/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 648
18/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 648
6/02/2026	2.13	BP Rosegarden	SURCHARGE	FLEET 648
6/02/2026	133.21	BP Rosegarden	ULS DIESEL	FLEET 648
6/02/2026	-1.31	BP Rosegarden	DISCOUNT	FLEET 648
6/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 648
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 648
28/01/2026	22.83	WEX Australia	ROADSIDE ASSIST	FLEET 901
28/01/2026	1.35	BP Rosegarden	SURCHARGE	FLEET 901
28/01/2026	84.46	BP Rosegarden	ULS DIESEL	FLEET 901
28/01/2026	-0.82	BP Rosegarden	DISCOUNT	FLEET 901
28/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 901
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 901
9/01/2026	6.88	WEX Australia	ROADSIDE ASSIST	FLEET 1600
11/01/2026	91.48	VIBE	PREMIUM ULP	FLEET 1600
11/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1600
21/01/2026	123.78	AMPOL	PREMIUM	FLEET 1600
21/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1600
6/08/2026	70.98	AMPOL	PREMIUM	FLEET 1600
6/08/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1600
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 1600
18/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 200
20/01/2026	1.45	BP Rosegarden	SURCHARGE	FLEET 200
20/01/2026	90.88	BP Rosegarden	ULS DIESEL	FLEET 200
20/01/2026	-0.88	BP Rosegarden	DISCOUNT	FLEET 200

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10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 106
20/01/2026	1.97	BP Rosegarden	SURCHARGE	FLEET 106
20/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 200
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 200
9/01/2026	1.33	BP Rosegarden	SURCHARGE	FLEET 322
16/10/2025	83.71	BP Rosegarden	ULS DIESEL	FLEET 322
16/10/2025	-0.80	BP Rosegarden	DISCOUNT	FLEET 322
16/10/2025	0.83	WEX Australia	TRANSACTION FEE	FLEET 322
5/11/2025	1.20	BP Rosegarden	SURCHARGE	FLEET 322
5/11/2025	75.22	BP Rosegarden	ULS DIESEL	FLEET 322
5/11/2025	-0.73	BP Rosegarden	DISCOUNT	FLEET 322
5/11/2025	0.83	WEX Australia	TRANSACTION FEE	FLEET 322
5/11/2025	0.96	BP Rosegarden	SURCHARGE	FLEET 322
5/11/2025	60.31	BP Rosegarden	ULS DIESEL	FLEET 322
5/11/2025	-0.59	BP Rosegarden	DISCOUNT	FLEET 322
5/11/2025	0.83	WEX Australia	TRANSACTION FEE	FLEET 322
5/11/2025	1.36	BP Rosegarden	SURCHARGE	FLEET 322
5/11/2025	85.35	BP Rosegarden	ULS DIESEL	FLEET 322
5/11/2025	-0.84	BP Rosegarden	DISCOUNT	FLEET 322
5/11/2025	0.83	WEX Australia	TRANSACTION FEE	FLEET 322
8/11/2025	3.58	WEX Australia	MANAGEMENT FEE	FLEET 322
8/01/2026	1.59	BP Rosegarden	SURCHARGE	FLEET 1001
8/01/2026	99.7	BP Rosegarden	REGULAR ULP	FLEET 1001
8/01/2026	-1.13	BP Rosegarden	DISCOUNT	FLEET 1001
8/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1001
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 1001
27/01/2026	1.33	BP Rosegarden	SURCHARGE	FLEET 1001
27/01/2026	83.64	BP Rosegarden	REGULAR ULP	FLEET 1001
27/01/2026	-1.06	BP Rosegarden	DISCOUNT	FLEET 1001
27/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1001
1/02/2026	0.89	BP Rosegarden	SURCHARGE	FLEET 1001
1/02/2026	56	BP Rosegarden	REGULAR ULP	FLEET 1001
1/02/2026	-0.68	BP Rosegarden	DISCOUNT	FLEET 1001
1/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1001
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 1001
9/01/2026	4.61	BP Rosegarden	SURCHARGE	FLEET 108
9/01/2026	288.38	BP Rosegarden	ULS DIESEL	FLEET 108
9/01/2026	-2.75	BP Rosegarden	DISCOUNT	FLEET 108
9/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 108
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 108
15/01/2026	4.62	BP Rosegarden	SURCHARGE	FLEET 108
15/01/2026	289.00	BP Rosegarden	ULS DIESEL	FLEET 108
15/01/2026	-2.81	BP Rosegarden	DISCOUNT	FLEET 108
15/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 108
2/02/2026	3.45	BP Rosegarden	SURCHARGE	FLEET 108
2/02/2026	216.20	BP Rosegarden	ULS DIESEL	FLEET 108
2/02/2026	-2.10	BP Rosegarden	DISCOUNT	FLEET 108
2/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 108
6/02/2026	4.78	BP Rosegarden	SURCHARGE	FLEET 108
6/02/2026	299.22	BP Rosegarden	ULS DIESEL	FLEET 108
6/02/2026	-2.93	BP Rosegarden	DISCOUNT	FLEET 108
6/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 108
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 108
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 1374
14/01/2026	1.36	BP Rosegarden	SURCHARGE	FLEET 1374
14/01/2026	85.49	BP Rosegarden	REGULAR ULP	FLEET 1374
14/01/2026	-0.90	BP Rosegarden	DISCOUNT	FLEET 1374
14/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1374
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 1374

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10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 106
20/01/2026	1.97	BP Rosegarden	SURCHARGE	FLEET 106
8/01/2026	2.44	BP Rosegarden	SURCHARGE	FLEET 190
8/01/2026	152.53	BP Rosegarden	ULS DIESEL	FLEET 190
8/01/2026	-1.45	BP Rosegarden	DISCOUNT	FLEET 190
8/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 190
16/01/2026	2.23	BP Rosegarden	SURCHARGE	FLEET 190
16/01/2026	139.85	BP Rosegarden	ULS DIESEL	FLEET 190
16/01/2026	-1.36	BP Rosegarden	DISCOUNT	FLEET 190
16/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 190
18/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 190
28/01/2026	2.01	BP CONNECT	SURCHARGE	FLEET 190
28/01/2026	125.75	BP CONNECT	ULS DIESEL	FLEET 190
28/01/2026	-1.37	BP CONNECT	DISCOUNT	FLEET 190
28/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 190
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 190
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 1371
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 1371
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	MINOR PLANT
18/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 505
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 505
18/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 503
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 503
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 137
13/01/2026	2.32	BP Rosegarden	SURCHARGE	FLEET 137
13/01/2026	145.61	BP Rosegarden	ULS DIESEL	FLEET 137
13/01/2026	-1.41	BP Rosegarden	DISCOUNT	FLEET 137
13/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 137
21/01/2026	2.30	BP Rosegarden	SURCHARGE	FLEET 137
21/01/2026	143.86	BP Rosegarden	ULS DIESEL	FLEET 137
21/01/2026	-1.40	BP Rosegarden	DISCOUNT	FLEET 137
21/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 137
3/02/2026	2.35	BP Rosegarden	SURCHARGE	FLEET 137
3/02/2026	147.30	BP Rosegarden	ULS DIESEL	FLEET 137
3/02/2026	-1.43	BP Rosegarden	DISCOUNT	FLEET 137
3/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 137
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 137
15/01/2026	2.58	BP Rosegarden	SURCHARGE	MINOR PLANT
15/01/2026	36.51	BP Rosegarden	ULS DIESEL	MINOR PLANT
15/01/2026	-0.35	BP Rosegarden	DISCOUNT	MINOR PLANT
15/01/2026	125.19	BP Rosegarden	REGULAR ULP	MINOR PLANT
15/01/2026	-1.42	BP Rosegarden	DISCOUNT	MINOR PLANT
15/01/2026	0.83	WEX Australia	TRANSACTION FEE	MINOR PLANT
29/01/2026	1.18	BP Rosegarden	SURCHARGE	MINOR PLANT
29/01/2026	74.26	BP Rosegarden	REGULAR ULP	MINOR PLANT
29/01/2026	-0.86	BP Rosegarden	DISCOUNT	MINOR PLANT
29/01/2026	0.83	WEX Australia	TRANSACTION FEE	MINOR PLANT
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	MINOR PLANT
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 1000
28/01/2026	1.11	BP Rosegarden	SURCHARGE	FLEET 1000
28/01/2026	69.47	BP Rosegarden	REGULAR ULP	FLEET 1000
28/01/2026	-0.74	BP Rosegarden	DISCOUNT	FLEET 1000
28/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1000
6/02/2026	1.61	BP Rosegarden	SURCHARGE	FLEET 1000
6/02/2026	101.01	BP Rosegarden	ULTRA PULP	FLEET 1000
6/02/2026	-1.06	BP Rosegarden	DISCOUNT	FLEET 1000
6/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1000
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 1000
22/01/2026	60.16	REDDY EXPRESS	REGULAR ULP	FLEET 1388

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10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 106
20/01/2026	1.97	BP Rosegarden	SURCHARGE	FLEET 106
22/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1388
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 1388
10/01/2026	96.01	AMPOL	REGULAR ULP	FLEET 1385
10/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1385
19/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 1385
20/01/2026	82.77	BURK	REGULAR ULP	FLEET 1385
20/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1385
27/01/2026	84.26	AMPOL	REGULAR ULP	FLEET 1385
27/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1385
2/02/2026	106.37	AMPOL	REGULAR ULP	FLEET 1385
2/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1385
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 1385
16/01/2026	2.44	BP Rosegarden	SURCHARGE	FLEET 616
16/01/2026	153.00	BP Rosegarden	ULS DIESEL	FLEET 616
16/01/2026	-1.49	BP Rosegarden	DISCOUNT	FLEET 616
16/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 616
18/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 616
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 616
8/01/2026	3.82	BP Rosegarden	SURCHARGE	FLEET 109
8/01/2026	239.08	BP Rosegarden	ULS DIESEL	FLEET 109
8/01/2026	-2.28	BP Rosegarden	DISCOUNT	FLEET 109
8/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 109
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 109
20/01/2026	4.00	BP Rosegarden	SURCHARGE	FLEET 109
20/01/2026	250.19	BP Rosegarden	ULS DIESEL	FLEET 109
20/01/2026	-2.43	BP Rosegarden	DISCOUNT	FLEET 109
20/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 109
23/01/2026	2.13	BP Rosegarden	SURCHARGE	FLEET 109
23/01/2026	133.22	BP Rosegarden	ULS DIESEL	FLEET 109
23/01/2026	-1.29	BP Rosegarden	DISCOUNT	FLEET 109
23/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 109
5/02/2026	3.81	BP Rosegarden	SURCHARGE	FLEET 109
5/02/2026	238.39	BP Rosegarden	ULS DIESEL	FLEET 109
5/02/2026	-2.32	BP Rosegarden	DISCOUNT	FLEET 109
5/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 109
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 109
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 113
3/02/2026	159.01	AMPOL	DIESEL	FLEET 113
3/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 113
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 113
16/01/2026	2.50	BP Rosegarden	SURCHARGE	FLEET 191
16/01/2026	156.63	BP Rosegarden	ULS DIESEL	FLEET 191
16/01/2026	-1.52	BP Rosegarden	DISCOUNT	FLEET 191
16/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 191
18/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 191
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 191
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 136
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 136
15/01/2026	0.88	BP Rosegarden	SURCHARGE	FLEET 100
15/01/2026	55.47	BP Rosegarden	ULS DIESEL	FLEET 100
15/01/2026	-0.54	BP Rosegarden	DISCOUNT	FLEET 100
15/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 100
21/01/2026	0.72	BP Rosegarden	SURCHARGE	FLEET 100
21/01/2026	45.24	BP Rosegarden	ULS DIESEL	FLEET 100
21/01/2026	-0.44	BP Rosegarden	DISCOUNT	FLEET 100
21/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 100
28/01/2026	1.10	BP Rosegarden	SURCHARGE	FLEET 100

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Transaction Date	Amount	Merchant Name	Card Description	Product Name
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 106
20/01/2026	1.97	BP Rosegarden	SURCHARGE	FLEET 106
28/01/2026	69.20	BP Rosegarden	ULS DIESEL	FLEET 100
28/01/2026	-0.67	BP Rosegarden	DISCOUNT	FLEET 100
28/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 100
5/02/2026	1.43	BP Rosegarden	SURCHARGE	FLEET 100
5/02/2026	89.79	BP Rosegarden	ULS DIESEL	FLEET 100
5/02/2026	-0.87	BP Rosegarden	DISCOUNT	FLEET 100
5/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 100
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 100
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 500
8/01/2026	1.23	BP Rosegarden	SURCHARGE	FLEET 701
8/01/2026	77.14	BP Rosegarden	ULS DIESEL	FLEET 701
8/01/2026	-0.74	BP Rosegarden	DISCOUNT	FLEET 701
8/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 701
5/02/2026	1.31	BP Rosegarden	SURCHARGE	FLEET 701
5/02/2026	82.48	BP Rosegarden	ULS DIESEL	FLEET 701
5/02/2026	-0.80	BP Rosegarden	DISCOUNT	FLEET 701
5/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 701
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 701
15/01/2026	2.25	BP Rosegarden	SURCHARGE	FLEET 646
15/01/2026	140.69	BP Rosegarden	ULS DIESEL	FLEET 646
15/01/2026	-1.37	BP Rosegarden	DISCOUNT	FLEET 646
15/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 646
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 646
15/01/2026	1.42	BP Rosegarden	SURCHARGE	FLEET 1386
15/01/2026	88.92	BP Rosegarden	ULTRA PULP	FLEET 1386
15/01/2026	-0.88	BP Rosegarden	DISCOUNT	FLEET 1386
15/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1386
19/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 1386
27/01/2026	0.28	BP CONNECT	SURCHARGE	FLEET 1386
27/01/2026	18.00	BP CONNECT	CAR WASH	FLEET 1386
27/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1386
29/01/2026	1.44	BP Rosegarden	SURCHARGE	FLEET 1386
29/01/2026	90.50	BP Rosegarden	ULTRA PULP	FLEET 1386
29/01/2026	-0.92	BP Rosegarden	DISCOUNT	FLEET 1386
29/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1386
2/02/2026	0.40	BP CONNECT	SURCHARGE	FLEET 1386
2/02/2026	25.00	BP CONNECT	CAR WASH	FLEET 1386
2/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1386
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 1386
20/01/2026	1.89	BP Rosegarden	SURCHARGE	FLEET 202
20/01/2026	118.45	BP Rosegarden	ULS DIESEL	FLEET 202
20/01/2026	-1.15	BP Rosegarden	DISCOUNT	FLEET 202
20/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 202
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 202
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 111
14/01/2026	66.77	REDDY EXPRESS	REGULAR ULP	FLEET 1003
14/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1003
30/01/2026	64.33	AMPOL	REGULAR ULP	FLEET 1003
30/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1003
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 1003
18/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 1382
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 1382
15/01/2026	65.65	PETRO FUELS	REGULAR ULP	FLEET 1004
15/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1004
29/01/2026	0.95	BP Rosegarden	SURCHARGE	FLEET 1004
29/01/2026	59.55	BP Rosegarden	REGULAR ULP	FLEET 1004
29/01/2026	-0.69	BP Rosegarden	DISCOUNT	FLEET 1004

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Transaction Date	Amount	Merchant Name	Card Description	Product Name
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 106
20/01/2026	1.97	BP Rosegarden	SURCHARGE	FLEET 106
29/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1004
5/02/2026	0.28	BP CONNECT	SURCHARGE	FLEET 1004
5/02/2026	18.00	BP CONNECT	CAR WASH	FLEET 1004
5/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1004
5/02/2026	0.73	BP Rosegarden	SURCHARGE	FLEET 1004
5/02/2026	45.74	BP Rosegarden	REGULAR ULP	FLEET 1004
5/02/2026	-0.53	BP Rosegarden	DISCOUNT	FLEET 1004
5/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 1004
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 1004
15/01/2026	1.62	BP Rosegarden	SURCHARGE	FLEET 301
15/01/2026	101.63	BP Rosegarden	ULS DIESEL	FLEET 301
15/01/2026	-0.99	BP Rosegarden	DISCOUNT	FLEET 301
15/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 301
21/01/2026	0.96	BP Rosegarden	SURCHARGE	FLEET 301
21/01/2026	60.00	BP Rosegarden	ULS DIESEL	FLEET 301
21/01/2026	-0.58	BP Rosegarden	DISCOUNT	FLEET 301
21/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 301
28/01/2026	0.67	BP Rosegarden	SURCHARGE	FLEET 301
28/01/2026	42.29	BP Rosegarden	ULS DIESEL	FLEET 301
28/01/2026	-0.41	BP Rosegarden	DISCOUNT	FLEET 301
28/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 301
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 301
22/01/2026	3.71	BP Rosegarden	SURCHARGE	FLEET 115
22/01/2026	232.44	BP Rosegarden	ULS DIESEL	FLEET 115
22/01/2026	-2.26	BP Rosegarden	DISCOUNT	FLEET 115
22/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 115
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 115
12/01/2026	2.28	BP Rosegarden	SURCHARGE	FLEET 101
12/01/2026	142.85	BP Rosegarden	ULS DIESEL	FLEET 101
12/01/2026	-1.39	BP Rosegarden	DISCOUNT	FLEET 101
12/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 101
23/01/2026	2.34	BP Rosegarden	SURCHARGE	FLEET 101
23/01/2026	146.62	BP Rosegarden	ULS DIESEL	FLEET 101
23/01/2026	-1.42	BP Rosegarden	DISCOUNT	FLEET 101
23/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 101
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 101
15/01/2026	1.96	BP Rosegarden	SURCHARGE	FLEET 300
15/01/2026	122.53	BP Rosegarden	ULS DIESEL	FLEET 300
15/01/2026	-1.19	BP Rosegarden	DISCOUNT	FLEET 300
15/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 300
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 300
13/01/2026	1.31	BP Rosegarden	SURCHARGE	FLEET 880
13/01/2026	81.97	BP Rosegarden	ULS DIESEL	FLEET 880
13/01/2026	-0.80	BP Rosegarden	DISCOUNT	FLEET 880
13/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 880
19/01/2026	1.25	BP Rosegarden	SURCHARGE	FLEET 880
19/01/2026	78.55	BP Rosegarden	ULS DIESEL	FLEET 880
19/01/2026	-0.76	BP Rosegarden	DISCOUNT	FLEET 880
19/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 880
23/01/2026	1.06	BP Rosegarden	SURCHARGE	FLEET 880
23/01/2026	66.49	BP Rosegarden	ULS DIESEL	FLEET 880
23/01/2026	-0.65	BP Rosegarden	DISCOUNT	FLEET 880
23/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 880
30/01/2026	1.36	BP Rosegarden	SURCHARGE	FLEET 880
30/01/2026	85.06	BP Rosegarden	ULS DIESEL	FLEET 880
30/01/2026	-0.83	BP Rosegarden	DISCOUNT	FLEET 880
30/01/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 880

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Transaction Date	Amount	Merchant Name	Card Description	Product Name
10/01/2026	9.08	WEX Australia	ROADSIDE ASSIST	FLEET 106
20/01/2026	1.97	BP Rosegarden	SURCHARGE	FLEET 106
5/02/2026	1.08	BP Rosegarden	SURCHARGE	FLEET 880
5/02/2026	67.70	BP Rosegarden	ULS DIESEL	FLEET 880
5/02/2026	-0.66	BP Rosegarden	DISCOUNT	FLEET 880
5/02/2026	0.83	WEX Australia	TRANSACTION FEE	FLEET 880
8/02/2026	3.58	WEX Australia	MANAGEMENT FEE	FLEET 880
	11,705.64			



City of Nedlands - List of Accounts Paid

For the Period 01-Feb-2026 to 28-Feb-2026

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
Creditor EFT				2,757,374.28
114133	4/02/2026	10027	Construction Training Fund	2,325.26
INV-332766-H8X1F0			BCITF LEVY TAX INVOICE - DECEMBER 2025	2,325.26
114134	4/02/2026	10028	Bunnings Group Limited	324.58
2404/00254990			Standing Order Bunnings Materials	56.70
2433/01292354			Materials for Works Dept	68.82
2433/01194605			Office Veranda	136.26
2433/00807148			Standing Order Bunnings Materials	62.80
114135	4/02/2026	10034	Chubb Fire & Security Pty Ltd	81.40
3688813			Fire Equipment Testing FY 25/26	81.40
114136	4/02/2026	10070	J Blackwood & Son Ltd	75.38
SI13436414			PPE - SMOKE GOGGLES	154.00
114137	4/02/2026	10076	Kleenit Pty Ltd	132.00
184670			Graffiti removal - Mooro Park	132.00
114138	4/02/2026	10103	Post Newspapers Pty Ltd	1,282.00
INV-00153466			Half Page Ad 10 January	1,282.00
114139	4/02/2026	10136	Westbooks	104.11
353802			Nedlands Junior Local Stock Books	104.11

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114140 CORPB0813656	4/02/2026 WP vegetation clearance from p/ lines	10140	Western Power Corporation - Bills	6,001.44
114141 9631	4/02/2026 IPWEA Corporate Membership fee - level 2	10145	IPWEA WA	2,915.00
114142 9012351730	4/02/2026 Bill ID - 0100	10183	Water Corporation	20.45
114143 53116798 53116797 53116800 53116799	4/02/2026 Labour hire - Turf Maintenance Officer Labour hire - Turf Maintenance Officer Agency Staff Salary - Relief FA Agency Staff Salary - Relief FA	10199	Hays Specialist Recruitment Aust Pty Ltd	8,605.54
114144 413871264 413871259	4/02/2026 Irrigation Materials for Sports fields Irrigation Materials for Sports fields	10288	Nutrien Water (Total Eden Pty Ltd)	317.57
114145 W00333909	4/02/2026 Opening and closing Swan beach	10302	Wilson Security	308.00
114146 126	4/02/2026 2026 Jan Citizenship WTC	10311	Mr N Collard	500.00
114147 00003072	4/02/2026 Bollard work	10329	Flexipole Industries Pty Ltd	1,770.67
114148 29012026	4/02/2026 Administrative assistance grant	10331	Friends of Hollywood Reserve	490.00

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114149 00027589	4/02/2026 Eco-zone Management for 2025/26	10332	Natural Area Consulting Management 2,121.85	2,121.85
114150 39102-1	4/02/2026 PADLOCKS FOR PARK GATES	10396	Lock Stock & Farrell Locksmith Pty Ltd 550.00	550.00
114151 3851383	4/02/2026 Pre-employment Medical Cost for 25/26 FY	10429	Sonic HealthPlus Pty Ltd 470.80	470.80
114152 220917	4/02/2026 Toilet John 23rd yard	10457	Instant Products Hire 184.15	184.15
114153 94207114 94207113	4/02/2026 Archive Record Storage & Digitisation Archive Record Storage & Digitisation	10467	The Information Management Group Pty Ltd 717.78 984.70	1,702.48
114154 00024501 00024488	4/02/2026 Educting Services FY 25/26 City wide sweeping	10483	DFS Industrial & Environmental Services Pty L 220.47 773.12	993.59
114155 00098434	4/02/2026 Lashing Points	10540	John Papas Trailers (Aust.) Pty Ltd 176.00	176.00
114156 124048 124049	4/02/2026 Quik Impressions ENVELOPES POOL INSPECTION REPORT BOOKS TOC & SOPG	10599	Quik Impressions 759.00 519.20	1,278.20
114157 626311819	4/02/2026 iPad (A16) 11" WiFi 128GB Silver	10688	Officeworks Ltd 527.00	1,368.91

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
626427542			J.Burrows Rugged Case iPad A16/10th Gen	64.95
626493640			Lotus Biscoff Biscuits 300 Pieces	241.46
626509249			Keji Display Book A4 20 Pocket Blue	166.92
626389874			Paper Mate Ballpoint Pens Black 4pk	224.23
626349275			Stationery	144.35
114158	4/02/2026	10689	Illion Australia Pty Ltd	
NEDLAN-735103			Tender Advertisement	184.80
114159	4/02/2026	10693	Boyan Electrical Services Boyan Electrical Ser	301.52
58655			Electrical repairs	150.03
58577			Electrical repairs	151.49
114160	4/02/2026	10713	Soft Landing	711.33
INV99660			Mattress recycling: October/November 25	711.33
114161	4/02/2026	10735	WINC Australia Pty Ltd (Previous name	836.91
9049600572			Winc Order Library 15 Jan 2026	836.91
114162	4/02/2026	10800	Living Turf	26,404.40
169371/01			FERTILISER SUPPLY & APPLY	24,589.40
181082/01			LIQUID TURF MAINTENANCE PRODUCTS	1,815.00
114163	4/02/2026	10815	Stephanie Reisch	310.00
2601			TAC - Tutor Fees	310.00
114164	4/02/2026	10861	Dept of Planning, Lands and Heritage - Lease	12,091.57
LD453104			DPLH 278 Marine Terrance Rent exp 30 Jun	12,091.57
114165	4/02/2026	10878	Cupid Catering	1,265.00
IN00000003746			2026 Jan Citizenship Catering	1,265.00

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114166 3399311	4/02/2026	10909	Richards Tyrepower Fit New Tyres and Wheel Alignment	1,360.00 1,360.00
114167 219	4/02/2026	10981	Rhonda Breen TAC - Tutor Fees S.H. Program 2026	720.00 720.00
114168 01_2026	4/02/2026	11167	Debora Gregorio TAC - Tutor Fees - Art Classes	118.00 118.00
114169 038	4/02/2026	11171	Tomomi Yamamoto TAC - Tutor Fees	236.00 236.00
114170 0000256857-D01	4/02/2026	11272	Filters Plus Supply Filter Removal Kt	366.96 366.96
114171 INV-0407	4/02/2026	11401	Strategy 8 Pty Ltd 2026 Jan Citizenship Photographer	440.00 440.00
114172 035353	4/02/2026	11440	CS Legal City of Nedlands	605.00 605.00
114173 DECEMBER 2025	4/02/2026	11639	Telstra Limited T 311	20.00 20.00
114174 184	4/02/2026	11758	Cynthia Forrest Life Drawing Social	80.00 80.00
114175 41259	4/02/2026	11779	Colliers International Engineering and Design Montgomery Ave - Visual Inspection	2,035.00 2,035.00

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114176 INV-2387	4/02/2026	11805	Aqua Filtration Enterprises Pty Ltd Filter Change, Rental & Maintenance	55.00 55.00
114177 12246	4/02/2026	11905	Luxworks Traffic Control and Management PT Traffic Control	1,033.12 1,033.12
114178 0014	4/02/2026	11935	Miya Maeda TAC - Tutor Fees - Art Classes	744.00 744.00
114179 85216	4/02/2026	11971	iPrintPlus 2026 Jan Citizenship Programs	254.10 254.10
114180 52683	4/02/2026	11995	PERTH PEST CONTROL PTY LTD Quarterly Pest Control Checks FY25/26	13,552.00 13,552.00
114181 HG2026T1SH	4/02/2026	12024	Hazel Gearing TAC - Tutor Fees - Hazel Gearing	392.00 392.00
114182 281125 (2)	4/02/2026	12060	Elevate Facility Management Services Pty LTD Dog Waste Bag - refills 1/10/25-31/12/25	62.25 62.25
114183 INV-15894	4/02/2026	12063	Positively Green Pty Ltd BOOM SPRAYER APPLICATION	1,364.88 1,364.88
114184 INV-0432	4/02/2026	12069	Resolve Legal Solutions Retainer Agreement	1,100.00 1,100.00
114185 INV-238491-P6K9H5	4/02/2026	12122	Kyocera Leasing Account Kyocera Document Principal repayment of lease - Plotter	479.60 479.60

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114186 00034763	4/02/2026 Refit carpet	12136	Doug Buckey's Carpet Court The trustee for D 250.00	250.00
114187 3174	4/02/2026 Updating new Building AMP	12174	Benchmark Consulting WA 10,479.70	10,479.70
114188 4403024858	4/02/2026 MicrosoftTeamsSharedDevices-P1Y-(24user)	12187	CRAYON AUSTRALIA PTY LTD 262,258.29	262,258.29
114189 INV-0778	4/02/2026 School Holiday Activity	12190	The trustee for The Raptor Trust WA Birds of F 740.00	740.00
114190 102	4/02/2026 Communication Services	12196	East Alley Studio Danielle O'Neill 1,750.00	1,750.00
114197 FORTNIGHT 08/02/2026 FORTNIGHT 08/02/2026 FORTNIGHT 08/02/2026 FORTNIGHT 08/02/2026 FORTNIGHT 08/02/2026 FORTNIGHT 08/02/2026	11/02/2026 Withholding Tax (PAYG) Extra Tax HELP TSL Withholding Tax (PAYG) ETP Tax - Code O	10001	Australian Taxation Office 145,062.00 1,218.00 3,086.00 772.00 21,106.00 127,031.00	298,275.00
114198 FORTNIGHT 08/02/2026	11/02/2026 Child Support Agency	10002	Child Support Registrar 561.22	561.22
114199 FORTNIGHT 08/02/2026	11/02/2026 Australian Services Union	10003	Australian Services Union 208.00	208.00

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114200	11/02/2026	10005	Easi	3,099.28
FORTNIGHT 08/02/2026	Novated Lease Easifleet - Pre Tax			2,060.21
FORTNIGHT 08/02/2026	Novated Lease Easifleet- Post Tax			1,039.07
114201	11/02/2026	10006	Westpac Banking Corporation	100,439.56
FORTNIGHT 08/02/2026	Employee Additional Contrib Pre Tax (\$)			2,201.53
FORTNIGHT 08/02/2026	Employee Additional Contrib Pre Tax (%)			9,199.16
FORTNIGHT 08/02/2026	Employee Additional Contrib Post Tax (%)			245.56
FORTNIGHT 08/02/2026	SGC Employer Contribution			2,076.27
FORTNIGHT 08/02/2026	SGC Employer Contribution			587.56
FORTNIGHT 08/02/2026	SGC Employer Contribution			1,834.55
FORTNIGHT 08/02/2026	SGC Employer Contribution			2,578.67
FORTNIGHT 08/02/2026	SGC Employer Contribution			1,012.43
FORTNIGHT 08/02/2026	SGC Employer Contribution			1,163.07
FORTNIGHT 08/02/2026	SGC Employer Contribution			5,616.10
FORTNIGHT 08/02/2026	SGC Employer Contribution			748.10
FORTNIGHT 08/02/2026	SGC Employer Contribution			812.08
FORTNIGHT 08/02/2026	SGC Employer Contribution			923.08
FORTNIGHT 08/02/2026	SGC Employer Contribution			1,832.36
FORTNIGHT 08/02/2026	SGC Employer Contribution			3,389.91
FORTNIGHT 08/02/2026	SGC Employer Contribution			1,535.42
FORTNIGHT 08/02/2026	SGC Employer Contribution			1,667.70
FORTNIGHT 08/02/2026	SGC Employer Contribution			1,861.46
FORTNIGHT 08/02/2026	SGC Employer Contribution			3,969.95
FORTNIGHT 08/02/2026	SGC Employer Contribution			1,573.66
FORTNIGHT 08/02/2026	SGC Employer Contribution			363.05
FORTNIGHT 08/02/2026	SGC Employer Contribution			939.70
FORTNIGHT 08/02/2026	SGC Employer Contribution			873.13
FORTNIGHT 08/02/2026	SGC Employer Contribution			730.87
FORTNIGHT 08/02/2026	SGC Employer Contribution			1,376.90

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
FORTNIGHT 08/02/2026			SGC Employer Contribution	3,676.97
FORTNIGHT 08/02/2026			SGC Employer Contribution	1,625.57
FORTNIGHT 08/02/2026			SGC Employer Contribution	1,430.08
FORTNIGHT 08/02/2026			SGC Employer Contribution	2,962.78
FORTNIGHT 08/02/2026			SGC Employer Contribution	209.36
FORTNIGHT 08/02/2026			SGC Employer Contribution	2,810.67
FORTNIGHT 08/02/2026			SGC Employer Contribution	1,471.99
FORTNIGHT 08/02/2026			SGC Employer Contribution	1,146.82
FORTNIGHT 08/02/2026			SGC Employer Contribution	1,855.65
FORTNIGHT 08/02/2026			SGC Employer Contribution	645.04
FORTNIGHT 08/02/2026			SGC Employer Contribution	3,002.74
FORTNIGHT 08/02/2026			SGC Employer Contribution	2,162.17
FORTNIGHT 08/02/2026			SGC Employer Contribution	1,862.98
FORTNIGHT 08/02/2026			SGC Employer Contribution	5,531.71
FORTNIGHT 08/02/2026			SGC Employer Contribution	1,977.52
FORTNIGHT 08/02/2026			SGC Employer Contribution	2,056.74
FORTNIGHT 08/02/2026			SGC Employer Contribution	540.63
FORTNIGHT 08/02/2026			SGC Employer Contribution	985.48
FORTNIGHT 08/02/2026			SGC Employer Contribution	1,434.40
FORTNIGHT 08/02/2026			Employer Contribution (Additional)	99.57
FORTNIGHT 08/02/2026			Employer Contribution (Additional)	97.93
FORTNIGHT 08/02/2026			Employer Contribution (Additional)	60.51
FORTNIGHT 08/02/2026			Employer Contribution (Additional)	242.21
FORTNIGHT 08/02/2026			Employer Contribution (Additional)	69.22
FORTNIGHT 08/02/2026			Employer Contribution (Additional)	346.63
FORTNIGHT 08/02/2026			Employer Contribution (Additional)	77.83
FORTNIGHT 08/02/2026			Employer Contribution (Additional)	408.24
FORTNIGHT 08/02/2026			Employer Contribution (Additional)	190.65
FORTNIGHT 08/02/2026			Employer Contribution (Additional)	33.22
FORTNIGHT 08/02/2026			Employer Contribution (Additional)	130.96

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			115.38
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			60.51
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			99.07
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			145.53
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			121.82
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			172.19
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			76.00
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			99.52
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			173.16
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			314.97
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			34.89
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			227.00
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			180.77
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			50.77
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			100.00
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			197.15
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			238.85
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			258.24
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			144.56
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			31.31
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			75.83
FORTNIGHT 08/02/2026	Employer Contribution (Additional)			171.22
FORTNIGHT 08/02/2026	SGC Employer Contribution			8,732.09
FORTNIGHT 08/02/2026	SGC Employer Contribution			360.19
114202	11/02/2026	10013	Alinta Energy	191.35
550999733	17 Oct 2025 to 21 Jan 2026			142.30
795999111	5 Nov 2025 to 2 Feb 2026			49.05

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114203	11/02/2026	10019	Environmental Health Aust WA Inc	388.75
126028	EHA state conference			280.00
125963	Graduate member			108.75
114204	11/02/2026	10021	Australia Post	891.49
1014528294	January 2026 - Postage			891.49
114205	11/02/2026	10026	Brown McAllister Surveyors	13,365.00
INV-9020	John XXIII - Underground and Topo Survey			13,365.00
114206	11/02/2026	10034	Chubb Fire & Security Pty Ltd	5,598.65
3689151	Fire Equipment Testing FY 25/26			77.00
3689145	Fire Equipment Testing FY 25/26			72.60
3689305	Fire Equipment Testing FY 25/26			59.40
3689236	Fire Equipment Testing FY 25/26			63.80
3689148	Fire Equipment Testing FY 25/26			78.10
3689196	Fire Equipment Testing FY 25/26			68.20
3689144	Fire Equipment Testing FY 25/26			59.40
3709832	Fire Equipment Testing FY 25/26			915.46
3709576	Fire Equipment Testing FY 25/26			305.58
3709574	Fire Equipment Testing FY 25/26			138.05
3709726	Fire Equipment Testing FY 25/26			77.00
3709578	Fire Equipment Testing FY 25/26			63.80
3709715	Fire Equipment Testing FY 25/26			340.34
3709879	Fire Equipment Testing FY 25/26			63.80
3709686	Fire Equipment Testing FY 25/26			322.96
3710700	Fire Equipment Testing FY 25/26			77.00
3710699	Fire Equipment Testing FY 25/26			164.23
3710890	Fire Equipment Testing FY 25/26			851.29
3713985	Fire Equipment Testing FY 25/26			1,308.12

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
3713383			College Park Fire Pump Shed Maintenance	44.95
3630751			Fire Panel Testing	69.26
3630823			Fire Panel Testing	69.26
3713427			Fire Panel Testing	69.26
3626564			College Park Fire Pump Shed Maintenance	32.01
3630451			Fire Panel Testing	69.26
3713411			Fire Panel Testing	69.26
3714056			Fire Panel Testing	69.26
114207	11/02/2026	10136	Westbooks	825.33
353978			Library local stock item	34.98
353977			Nedlands Library Stock Book	62.99
353976			Nedlands Library Stock Book	300.88
353975			Nedlands Local Stock Item	99.42
353974			Nedlands Local Stock Item	194.13
353981			Nedlands Junior Local Stock Books	31.50
353982			Nedlands Junior Local Stock Books	13.99
353983			Mt Claremont Junior Local Stock Books	18.89
353980			Mt Claremont Junior Local Stock Books	68.55
114208	11/02/2026	10176	Volunteering WA	550.00
INV-1481			2026 - 2027 Volunteering WA Membership	550.00
114209	11/02/2026	10183	Water Corporation	507.04
9001486103			Bill ID - 0155	109.86
9016473890			Bill ID - 0089	64.26
9001467156			Bill ID - 0127	5.77
9001485434			Bill ID - 0043	327.15
114210	11/02/2026		MCINERNEY FORDS	396.80
1428194			Ford Parts	396.80

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114211	11/02/2026	10302	Wilson Security	1,276.00
W00333994	Opening and closing Swan beach			616.00
W00334354	Opening and closing Swan beach			660.00
114212	11/02/2026	10304	Synergy	53,876.49
214579230	Invoice 2098527421			47,287.92
342131310	Invoice 2090587386			745.83
338661010	Invoice 2094571510			179.12
331018820	invoice 2054634164			168.64
856995430 - FEBRUARY 2026	Invoice 2094571022			2,045.25
338661150	Invoice 2094571511			2,709.76
968214430	Invoice 2022661603			526.35
462526310	Invoice 2018665563			40.85
653311790	Invoice 2070620906			172.77
114213	11/02/2026	10332	Natural Area Consulting Management	1,979.20
00027648	Hollywood Reserve Water			1,979.20
114214	11/02/2026	10344	MMM WA Pty Ltd	11,181.50
00104193	Sump Retaining Wall			11,181.50
114215	11/02/2026	10381	Burgess Rawson	2,475.00
61109-60	Point Resolution CC valuation for EOI 25			2,475.00
114216	11/02/2026	10396	Lock Stock & Farrell Locksmith Pty Ltd	105.00
39202-1	Nedlands Croquet Club Additional Keys			105.00
114217	11/02/2026	10409	First Five Minutes Pty Ltd	2,714.53
CONS042014	Fire & Emergency Response Oct-Dec 25			2,714.53

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114218	11/02/2026	10429	Sonic HealthPlus Pty Ltd	1,713.80
3859116			Pre-employment Medical Cost for 25/26 FY	470.80
3862343			Pre-employment Medical Cost for 25/26 FY	386.10
3857450			Pre-employment Medical Cost for 25/26 FY	386.10
3861153			Pre-employment Medical Cost for 25/26 FY	470.80
114219	11/02/2026	10483	DFS Industrial & Environmental Services Pty L	4,850.40
00024621			Educting Services FY 25/26	710.41
00024606			Educting Services FY 25/26	1,347.33
00024713			Educting Services FY 25/26	1,102.37
00023465			Educting Services FY 25/26	1,690.29
114220	11/02/2026	10553	Mr I De Souza	220.00
MT126_01			Life Models for Life Drawing Thursdays	220.00
114221	11/02/2026	10608	Corsign WA Pty Ltd	240.35
00101041			Street signage	240.35
114222	11/02/2026	10638	All State Kerbing & Concrete	3,639.49
00017204			Concrete and kerbs	3,639.49
114223	11/02/2026	10688	Officeworks Ltd	1,674.86
627137806			iPhone 16e 128GB Black	987.00
625845790			Sasco Environmental 2026 Planner	271.80
625507581			Officeworks General Order	412.06
626573231			J.Burrows A4 Refillable DisplayBook Mint	4.00

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114224 58769 58865 58895	11/02/2026 Electrical repairs Electrical repairs Electrical repairs	10693	Boyan Electrical Services Boyan Electrical Ser	3,141.89 1,782.00 1,058.95 300.94
114225 259454 259453 259356	11/02/2026 Consulting services - Phase 3 PnR Consulting services - Phase 3 PnR GIS Consulting - 6 Months	10724	TechnologyOne	12,774.09 5,792.08 3,434.51 3,547.50
114226 9049602967	11/02/2026 Winc Order Library 15 Jan 2026	10735	WINC Australia Pty Ltd (Previous name	23.22 23.22
114227 INV-16753	11/02/2026 Various plumbing repairs	10925	Westend Plumbing & Gas	4,778.40 4,778.40
114228 168055	11/02/2026 Residential Waste collection	11192	Veolia Recycling & Recovery Pty Ltd (Suez)	253,879.92 253,879.92
114229 2657	11/02/2026 Stump grind	11307	Liveable Group Pty Ltd T/A Professional PROF	355.30 355.30
114230 INV-0140	11/02/2026 Turf Wicket Management (Allen Park)	11386	Swanbourne Cricket Club	19,754.64 19,754.64
114231 BI22017R	11/02/2026 Hackett Hall Demolition	11403	Brajkovich Demolition & Salvage	189,459.38 189,459.38
114232 INV-0565	11/02/2026 Edward Green Drainage Project	11487	Comex Civil Pty Ltd	38,901.61 38,901.61

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114233	11/02/2026	11639	Telstra Limited	530.00
1315114130 - JANUARY 2026	T 311			510.00
3043361421 - JANUARY 2026	T 311			20.00
114234	11/02/2026	11660	Pixelcase Group Pty Ltd	40,227.00
126442	1x Vehicle Enterprise Bronze (Monthly)			40,227.00
114235	11/02/2026	11673	Nola Britton	80.00
176	Life Drawing Social			80.00
114236	11/02/2026	11758	Cynthia Forrest	80.00
185	Life Drawing Social			80.00
114237	11/02/2026	11773	The Fruit Box Group Pty Ltd	418.40
3477390	Milk and Fruit for Depot: Standing Order			418.40
114238	11/02/2026	11810	Total Tools Osborne Park Sheridan Robinson 	39.00
138329	Supply harness for Ego Blower			39.00
114239	11/02/2026	11834	West-Sure Security	122.85
34810	Monthly Cash in Transit Services			122.85
114240	11/02/2026	11905	Luxworks Traffic Control and Management PT'	3,003.60
12560	Traffic Control			608.07
12759	For Traffic management of Edward Green			671.07
12742	Traffic Control			608.07
11577	Traffic Control			411.40
12394	Traffic Control			247.28
12550	Traffic Control			457.71

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114241 244914042	11/02/2026	11930	Coles Supermarkets Australia Pty Ltd Weekly order, refresh stations, catering	264.50 264.50
114242 173603 173714 173713 173712 172652	11/02/2026	11993	Office Solutions IT PTY LTD Products - HDD 4TB SATA 512e SE HDD Labour - Private Cloud Server Migration Labour - Private Cloud Server Migration Project Labour Standing Order OSIT	22,012.93 1,247.13 6,270.00 331.10 898.70 13,266.00
114243 1055 1056	11/02/2026	12030	New View Safety Coach WOLLAGE, DAVID CH WHS consulting service WHS consulting service	8,760.00 4,380.00 4,380.00
114244 FORTNIGHT 08/02/2026	11/02/2026	12032	Driva Pty Ltd Novated Lease Driva - Pre Tax	632.23 632.23
114245 INV-15983	11/02/2026	12063	Positively Green Pty Ltd CORING HIGHVIEW PK	2,387.00 2,387.00
114246 26665	11/02/2026	12080	Chatsworth Flowers Co Pty Ltd Chatsworth Fa 2026 Jan Citizenship Florals	63.95 63.95
114247 INV-27684 INV-27683	11/02/2026	12109	PROFESSIONAL SEARCH GROUP PTY LTD Agency Staff Salary - Relief FA Agency Staff Salary - Relief FA	4,175.41 2,472.28 1,703.13
114248 4403024550	11/02/2026	12187	CRAYON AUSTRALIA PTY LTD Implementation Fee	11,939.74 11,939.74

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114249 INV-1801	11/02/2026	12192	VERAISON WA PTY LTD	26,983.00
	PSI - Team Excel Project			26,983.00
114250 23012026	11/02/2026	12220	REL Artizan Studio Robyn Eloise Laycock	236.00
	TAC - Tutor Fees S.H. Program 2026			236.00
114252 4041026202	18/02/2026	10025	Boc Limited	23.91
	Gas bottle lease			23.91
114253 INV-338135-G6P8R9	18/02/2026	10027	Construction Training Fund	161.50
	BCITF LEVY TAX INVOICE - JANUARY 2026			161.50
114254 2433/00761088 2433/00102710 2260/00696347 2260/00695915 2433/00767378	18/02/2026	10028	Bunnings Group Limited	602.08
	Materials for Works Dept			210.05
	Standing Order Bunnings Materials			153.12
	Materials for Works Dept			84.68
	Materials for Works Dept			139.12
	Materials for Works Dept			15.11
114255 P60848765	18/02/2026	10046	Team Global Express Pty Ltd	613.25
	Team Global Express Monthly Invoice			613.25
114256 I0005506	18/02/2026	10048	Dalkeith Nedlands Bowling Club	229.67
	Kindergarten electricity-			229.67
114257 F36147	18/02/2026	10057	Elliotts Filtration (Previously	649.00
	Filtration servicing - Montario			649.00

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114258	18/02/2026	10070	J Blackwood & Son Ltd	1,339.29
SI13622895	PPE RESTOCK			264.00
SI13622068	HARDWARE SUPPLIES			738.67
SI13605621	PPE RESTOCK			336.62
114259	18/02/2026	10073	John Hughes	1,281.28
5370340	Fleet 600 Service			640.64
5367588	Fleet 202 Service			640.64
114260	18/02/2026	10076	Kleenit Pty Ltd	198.00
184789	Graffiti removal - Nedlands skate park			198.00
114261	18/02/2026	10099	Optus Billing Services Pty Ltd	2,760.80
000554720138	Optus Mobile-Shared Data & Teams Calling			2,760.80
114262	18/02/2026	10102	Fulton Hogan Industries Pty Ltd	1,083.50
21082119	Fulton Hogan			1,083.50
114263	18/02/2026	10103	Post Newspapers Pty Ltd	2,970.00
INV-00153779	Full Page Elections Advertising			1,980.00
INV-00153693	Nomination Information Session Ad			990.00
114264	18/02/2026	10104	WA Hino Sales & Service	1,567.50
HTFS168919	Repairs to Cab Tilt Cylinder			1,567.50
114265	18/02/2026	10136	Westbooks	304.00
354203	Nedlands Junior Local Stock Books			10.49
354205	Mt Claremont Junior Local Stock Books			19.59
354206	Nedlands Junior Local Stock Books			18.89
354207	Nedlands Junior Local Stock Books			48.98

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
354212			Library local stock item	31.50
354211			Nedlands Local Stock Item	45.48
354209			Nedlands Local Stock Item	129.07
114266	18/02/2026	10139	Western Metropolitan Regional Council	1,974.99
M-2512311			Council hardwaste disposal 2025/26	1,478.79
M-2601211			Council greenwaste disposal 2025/26	496.20
114267	18/02/2026	10143	Zipform Pty Ltd	2,881.89
226460			2nd, 3rd, 4th Instalment Notices 2025/26	2,881.89
114268	18/02/2026	10147	Seton Australia	177.50
9360930177			Supply anti- slip tape&fuel card holders	177.50
114269	18/02/2026	10160	Hire Society	269.18
122556			2026 Jan Citizenship Glassware Hire	269.18
114270	18/02/2026	10183	Water Corporation	7,314.48
9001468319			Bill ID - 0062	20.45
9001418119			Bill ID - 0128	8.76
9001417087			Bill ID - 0141	284.60
9001417992			Bill ID - 0129	5.77
9001412833			Bill ID - 0219	565.75
9001398891			Bill ID - 0135	360.02
9023255963 - FEBRUARY 2026			Bill ID - 0044	5.84
9023256122			Bill ID - 0044	14.68
9019516219			Bill ID - 0078	5.84
9018438431			Bill ID - 0087	32.13
9001483770			Bill ID - 0161	2,746.91
9001410555			Bill ID - 0150	1,550.02

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
9001409802	Bill ID - 0130			20.45
9001409474 - FEBRUARY 2026	Bill ID - 0128			17.53
9001399093	Bill ID - 0146			462.26
9001416797	Bill ID - 0133			122.68
9001415778	Bill ID - 0133			473.20
9001412868	Bill ID - 0152			436.49
9001411961	Bill ID - 0130			181.10
114271	18/02/2026	10199	Hays Specialist Recruitment Aust Pty Ltd	18,657.25
53124414	Agency Staff Salary - Relief FA			5,776.91
53124413	Labour hire - Turf Maintenance Officer			2,301.22
53133411	Labour hire - Turf Maintenance Officer			1,397.18
53124412	Labour hire - Turf Maintenance Officer			2,301.22
53133410	Labour hire - Turf Maintenance Officer			1,671.13
53133412	Agency Staff Salary - Relief FA			5,209.59
114272	18/02/2026	10223	Local Government Professionals Australia (W/	700.00
47570	AI Fundamentals Workshop: Feb 2026			350.00
47571	AI Fundamentals Workshop: Feb 2026			350.00
114273	18/02/2026	10261	Donegan Enterprises Pty Ltd	6,765.00
00007720	Allen Park Heritage - Combo table			495.00
00007723	High Priority Park repairs			6,270.00
114274	18/02/2026	10272	Capital Recycling	3,232.28
CSD17434-J18498	Capital Recycling			2,177.60
CSD17434-J18490	Capital Recycling			1,054.68
114275	18/02/2026	10282	Experian Australia Pty Ltd	6,768.62
39081	Pro API (6.5)			6,768.62

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114276	18/02/2026	10288	Nutrien Water (Total Eden Pty Ltd)	1,483.70
413895831	Irrigation Materials for Sports fields		554.05	
413911440	Irrigation Materials for Sports fields		343.79	
413921362	Irrigation Materials for Sports fields		585.86	
114277	18/02/2026	10293	Diamond Hire	70.00
157945	Cement Mixer		70.00	
114278	18/02/2026	10302	Wilson Security	748.00
W00334451	Opening and closing Swan beach		748.00	
114279	18/02/2026	10304	Synergy	10,691.39
801340050	Invoice 3000250996		10,691.39	
114280	18/02/2026	10318	Perth Irrigation Centre	263.00
J0564	Irrigation Materials for Verges		263.00	
114281	18/02/2026	10344	MMM WA Pty Ltd	1,740.82
0010429	Sump Retaining Wall		1,740.82	
114282	18/02/2026	10351	Colleagues Nagels Pty Ltd	905.00
R59937A	24hr removal notice		905.00	
114283	18/02/2026	10374	Dept of Transport - Information Fees Applicati	739.50
8088007	Dept of Transport - Information Fees App		739.50	
114284	18/02/2026	10383	Data#3 Limited	5,627.60
SIN000348838	Nintex Process Manager: Risk and Compliance		5,627.60	

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114285 49150	18/02/2026 John 23rd Depot	10398	Centurion Temporary Fencing	1,732.50
114286 00018993	18/02/2026 Replace Bore PLC- Daran Park	10402	DU Electrical Pty Ltd	1,571.90
114287 384366 509910 384367	18/02/2026 Bond refund - Room Hire Exhibition Bond refund Bond refund for keys	10405	C Marinovich	305.20
114288 INV-3449	18/02/2026 Golden Crown Beard at various sites.	10419	Sustainable Outdoors	748.00
114289 3880611	18/02/2026 Pre-employment Medical Cost for 25/26 FY	10429	Sonic HealthPlus Pty Ltd	386.10
114290 00007273 00007263	18/02/2026 WEED REMOVAL / FIRE HAZARD REDUCTION WEED REMOVAL / FIRE HAZARD REDUCTION	10430	South East Regional Centre for Urban	3,565.49
114291 INV-22036 INV-22035 INV-22034	18/02/2026 Security Response Service Security Response Service Security Response Service	10456	G M S Security (WA) Pty Ltd	321.75
114292 00024753 00024785 00024793 00024819	18/02/2026 Educting Services FY 25/26 City wide sweeping Educting Services FY 25/26 Educting Services FY 25/26	10483	DFS Industrial & Environmental Services Pty L	25,599.47

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114299 00430743	18/02/2026	10649	Ultimo Catering and Event P/L Lunch for WSA Infrastructure Group Meet	285.95 285.95
114300 CISC4861601	18/02/2026	10667	CTI Couriers Pty Ltd Library courier - six months	635.78 635.78
114301 627345285	18/02/2026	10688	Officeworks Ltd Nedlands Library Officeworks 30/1/26	59.95 59.95
114302 59125 59127 59134 59137 59130 59054 59139 59126 59133 59138 59124	18/02/2026	10693	Boyan Electrical Services Boyan Electrical Ser GENESTA PARK pole light COLLEGE PARK CARPARK all pole lights out BEATON PARK pole lights MONASH & HAMPDEN uplight PRINCESS & BROADWAY up lights Street and Footpath Lighting LAWLER PARK TENNIS COURTS Masons Gardens additional works CHARLES COURT RESERVE lights EDUCATION ART SUPPLIES up light DAVID CRUIKSHANK CARPARKS lights	7,642.74 926.58 121.19 121.19 409.58 121.19 3,052.52 121.19 431.58 1,289.95 121.19 926.58
114303 34284 34285	18/02/2026	10708	WCP Civil Pty Ltd Victoria Avenue Roadway Rehabilitation Waratah Avenue Roadway rehabilitation	6,826.18 4,440.22 2,385.96
114304 9049782868	18/02/2026	10735	WINC Australia Pty Ltd (Previous name Winc Order Library 15 Jan 2026	23.22 23.22

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114305 IN000101246	18/02/2026 Promaster/ Expense Pro software	10766	Inlogik Pty Ltd	563.10
114306 16/J/M/2026	18/02/2026 Recycling Station disposal 2025/26	10772	Ream Clean Property Service	1,034.00
114307 1 - 2025/26	18/02/2026 Internal Audit Log validation	10795	TWEEDIE, STEVEN	6,490.50
114308 183544/01 183546/01 183545/01	18/02/2026 Soil Sample Analysis & Results IRRIGATION WATER ANALYSIS x 3 Tissue Sample Analysis & Results	10800	Living Turf	4,928.00
114309 01709600 01709680 01709648 01709654	18/02/2026 Line marking Waratah Ave. INSTALLATION OF PAVEMENT MARKING Speed Hump MARKING at John XXIII parking bays re-paint	10842	Retro Roads - Tagsat Pty Ltd	6,784.61
114310 1970312926	18/02/2026 EV Tags	10860	GPC Asia Pacific Pty Ltd - Repco	85.80
114311 INV-16765 INV-16757	18/02/2026 John Leckie drink fountain repairs Various plumbing repairs	10925	Westend Plumbing & Gas	15,235.00
114312 CFP 2776	18/02/2026 Painting services	10954	Colour Flow Painting Services	1,650.00

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114313 5002-2508176	18/02/2026	11052	Arup Australia Pty Ltd TIMON model development - Stage 1	5,163.26
114314 87948	18/02/2026	11160	Office Line Training room tables	2,886.40
114315 434 435	18/02/2026	11214	Roof Checks W.A. Gutter Cleaning FY25/26 City Wide Gutter Cleaning FY25/26 City Wide	4,600.00 2,210.00 2,390.00
114316 91392615	18/02/2026	11268	Kyocera Document Solutions Pty Ltd Printing Costs	666.83 666.83
114317 5173657	18/02/2026	11280	Programmed Skilled Workforce Limited Asset Engineer Placement cost	15,671.04 15,671.04
114318 0001-00021994 0001-00021990	18/02/2026	11398	Totally Workwear Mt Hawthorn R & J Marinich SHOE BLUND EXEC STC TPU BLACK 070 POLO BIZ RAZOR BIZCOOL SPORTS NAVY	571.50 408.50 163.00
114319 INV-0399	18/02/2026	11401	Strategy 8 Pty Ltd Professional Photos - Comrs and ELT	700.00 700.00
114320 INV-1922	18/02/2026	11483	Rosie O Face painters and Entertainers The tru 2025 IDoPwD Giant Bubbles	960.00 960.00
114321 INV-0572 INV-0573	18/02/2026	11487	Comex Civil Pty Ltd Drainage Soakwell Installation Program Stormwater Construction and Maintenance	57,311.67 39,791.75 17,519.92

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114322 SAIG1IS-1421576	18/02/2026	11523	SAI Global Australia Pty Ltd AS ISO/IEC 42001 & AS/ANZ ISO/IEC 27002	283.64
114323 86338 #4	18/02/2026	11731	STIHL Shop Osborne Park Various as per quote15659 #7	366.00
114324 00015450	18/02/2026	11737	BY WORD OF MOUTH Catering TAC - 2026 From Where I Stand	450.00
114325 1917364	18/02/2026	11778	Omnicom Media Group Australia Pty Ltd Advertisement of RFT2025-26.08	651.15
114326 0006385 0006383 0006384	18/02/2026	11827	Brightmark Group Pty Ltd BBQ cleaning january-june2026 Provision of Cleaning Services Provision of Cleaning Services	35,593.04 2,392.00 27,133.63 6,067.41
114327 26	18/02/2026	11862	Motorpass Period ending 8 February 2026	11,705.64
114328 12925 12934 12942 13182 13165 13219 13218	18/02/2026	11905	Luxworks Traffic Control and Management PT Traffic Control Traffic Control For Traffic management of Edward Green Traffic Control Traffic Control Traffic Control Traffic control	13,515.57 1,058.97 797.72 6,450.87 645.17 395.89 2,103.33 2,063.62
114329 149523	18/02/2026	11931	McLeods Lawyers McLeods Lawyers - Legal Advice	1,467.40

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114330 85440 (2)	18/02/2026	11971	iPrintPlus FWIS - Exhibition banners	368.50 368.50
114331 52795 52798 52864	18/02/2026	11995	PERTH PEST CONTROL PTY LTD Quarterly Pest Control Checks FY25/26 Quarterly Pest Control Checks FY25/26 Quarterly Pest Control Checks FY25/26	847.00 220.00 242.00 385.00
114332 1336	18/02/2026	12002	Ozipond Solutions Enford Works PTY LTD Soil Zyme for Daran Park	2,200.00 2,200.00
114333 337820	18/02/2026	12015	MT CLAREMONT NEWS RAMRAJ DISTRIBUTC Mt Claremont newspaper delivery	165.35 165.35
114334 91144	18/02/2026	12023	LOCHNESS LANDSCAPE SERVICES LLS AUS PARK/TURF MAINTENANCE - Cut #11	18,889.22 18,889.22
114335 T18/111581 T18/111582 T18/111580 T18/111583	18/02/2026	12059	CONTRA-FLOW PTY LTD Traffic Management Assessments Traffic Management Assessments Traffic Management Assessments Traffic Management Assessments	6,545.00 1,100.00 3,795.00 1,375.00 275.00
114336 350126 360126 370126 380126 340126	18/02/2026	12060	Elevate Facility Management Services Pty LTD Dog Waste Bags 30/1/2026 - 30/6/2026 Dog Waste Bags 30/1/2026 - 30/6/2026 Dog Waste Bags 30/1/2026 - 30/6/2026 Dog Waste Bags 30/1/2026 - 30/6/2026 Dog Waste Bags 30/1/2026 - 30/6/2026	3,423.75 684.75 684.75 684.75 684.75 684.75

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114337 INV-3262	18/02/2026 2026 RECWA Membership	12097	RECONCILIATION WESTERN AUSTRALIA INC 679.80	679.80
114338 00098434	18/02/2026 Depot Sliding Gate replacement	12116	AGM Automation North AKI ENTERPRISES PT 6,098.23	6,098.23
114339 JANUARY 2026	18/02/2026 BSL Payment for January 2026	12121	DEPARTMENT OF LOCAL GOVERNMENT, IND 17,577.04	17,577.04
114340 INV-248996-Y8J7Q9	18/02/2026 Principal repayment of lease - Plotter	12122	Kyocera Leasing Account Kyocera Document 479.60	479.60
114341 INV-00041927 INV-00041957	18/02/2026 Dell Pro AIO 24in Touch QC24251 Dell Pro AIO 24in Touch QC24251	12123	Aus corp IT The Trustee for THE MEHTA FAMIL 32,296.11 5,827.67	38,123.78
114342 2941	18/02/2026 Doc Assembler	12134	Harbour Software Pty Ltd 4,675.00	4,675.00
114343 00002531	18/02/2026 SYN. TURF MATCH WICKET CHARLES COURT RES	12141	Green Planet Grass ABC Trust 6,050.00	6,050.00
114344 00016	18/02/2026 TAC - Tutor Fees - Art Classes	12148	Estudio Ana DE SOUSA ROSA, ANA DULCE 651.00	651.00
114345 44551	18/02/2026 25 Strickland St - Building works	12151	JEWELBIC BROTHERS PTY LTD 25,575.00	25,575.00
114346 INV-2109	18/02/2026 Leadership Fundamentals Program	12160	FUTURE INSTITUTE OF AUSTRALIA PTY LTD 5,494.50	5,494.50

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114347 INV-9862	18/02/2026 Local Planning Strategy Review	12165	CD & P PTY LTD CDP Town Planning & Urban 23,826.00	23,826.00
114348 00004033	18/02/2026 Supply items as per quote	12175	Lifting & Rigging Solutions Frefax Pty Ltd 260.70	260.70
114349 INV-65341	18/02/2026 Bike rack	12186	CORA BIKE RACK PTY LTD 1,886.50	1,886.50
114350 34041	18/02/2026 CoN Laneway Audit	12199	TBB PLANNING PTY LTD 36,741.39	36,741.39
114351 238534	18/02/2026 KENSINGTON COMBO SAVER	12212	RTV COMPUTERS PTY LTD 1,155.00	1,155.00
114357 INV003001 5	20/02/2026 Voucher purchase	10078	The Lane Bookshop 76.50	76.50
114358 354204 354213 354210 354208	20/02/2026 Nedlands Junior Local Stock Books Mt Claremont Local Stock Item Nedlands Library Stock Book Nedlands Library Stock Book	10136	Westbooks 12.74 69.82 41.98 167.20	291.74
114359 9025213935	20/02/2026 Bill ID - 0013	10183	Water Corporation 67.18	67.18
114360 1428194	20/02/2026 Ford Parts	10230	McInerney Ford McInerney Sales Pty Ltd 396.80	396.80

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114361	20/02/2026	10304	Synergy	107.48
462526120	Invoice 2018665562			62.18
462526450	Invoice 2010669518			45.30
114362	20/02/2026	10456	G M S Security (WA) Pty Ltd	7,082.40
INV-21841	Security upgrades and equipment repairs			264.00
INV-21676	Security upgrades and equipment repairs			1,258.40
INV-21427	Security upgrades and equipment repairs			1,375.00
INV-21980	Fleet Key Cabinet Software			2,920.00
INV-22000	Security upgrades and equipment repairs			737.00
INV-21853	Security upgrades and equipment repairs			528.00
114363	20/02/2026	10724	TechnologyOne	2,365.00
259355	GIS Consulting - 6 Months			2,365.00
114364	20/02/2026	11532	Rent A Fence Pty Ltd	727.35
RF 830905	Security Fencing - Hackett Hall			515.59
RF 830904	Security Fencing - 118 Woods St			211.76
114365	20/02/2026	11706	Baroness Holdings Pty Ltd t/as Tree Planting &	28,193.38
INV-2566	Tree Planting Winter 2025			28,193.38
114366	20/02/2026	11829	Ray Makene's Driving School SANCREST HOL	780.00
33401	MR License			780.00
114367	20/02/2026	11931	McLeods Lawyers	385.44
149620	McLeods Lawyers - Legal Advice			385.44
114368	20/02/2026	11993	Office Solutions IT PTY LTD	1,158.48
173188	Standing Order OSIT			1,158.48

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114369 INV-1953	20/02/2026 Leadership Fundamentals Program	12160	FUTURE INSTITUTE OF AUSTRALIA PTY LTD 5,494.50	5,494.50
114378 FORTNIGHT 25/01/2026 FORTNIGHT 22/02/2026 FORTNIGHT 22/02/2026 FORTNIGHT 22/02/2026 FORTNIGHT 22/02/2026 FORTNIGHT 22/02/2026 FORTNIGHT 22/02/2026	26/02/2026 Withholding Tax (PAYG) Withholding Tax (PAYG) Extra Tax HELP TSL Withholding Tax (PAYG) Extra Tax	10001	Australian Taxation Office 572.00 144,358.00 1,118.00 3,154.00 686.00 2,546.00 100.00	152,534.00
114379 FORTNIGHT 22/02/2026	26/02/2026 Child Support Agency	10002	Child Support Registrar 561.22	561.22
114380 FORTNIGHT 22/02/2026	26/02/2026 Australian Services Union	10003	Australian Services Union 208.00	208.00
114381 FORTNIGHT 22/02/2026 FORTNIGHT 22/02/2026	26/02/2026 Novated Lease Easifleet - Pre Tax Novated Lease Easifleet- Post Tax	10005	Easi 2,313.80 1,388.70	3,702.50
114382 FORTNIGHT 22/02/2026 FORTNIGHT 22/02/2026 FORTNIGHT 22/02/2026 FORTNIGHT 22/02/2026 FORTNIGHT 22/02/2026 FORTNIGHT 22/02/2026	26/02/2026 Employee Additional Contrib Pre Tax (\$) Employee Additional Contrib Pre Tax (%) Employee Additional Contrib Post Tax (%) SGC Employer Contribution SGC Employer Contribution SGC Employer Contribution	10006	Westpac Banking Corporation 2,201.53 9,157.34 245.56 2,019.64 587.56 1,834.55	92,082.40

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
FORTNIGHT 22/02/2026			SGC Employer Contribution	2,823.42
FORTNIGHT 22/02/2026			SGC Employer Contribution	1,432.43
FORTNIGHT 22/02/2026			SGC Employer Contribution	450.99
FORTNIGHT 22/02/2026			SGC Employer Contribution	5,611.25
FORTNIGHT 22/02/2026			SGC Employer Contribution	781.24
FORTNIGHT 22/02/2026			SGC Employer Contribution	820.15
FORTNIGHT 22/02/2026			SGC Employer Contribution	923.08
FORTNIGHT 22/02/2026			SGC Employer Contribution	1,770.92
FORTNIGHT 22/02/2026			SGC Employer Contribution	3,522.84
FORTNIGHT 22/02/2026			SGC Employer Contribution	1,535.42
FORTNIGHT 22/02/2026			SGC Employer Contribution	1,667.70
FORTNIGHT 22/02/2026			SGC Employer Contribution	1,441.47
FORTNIGHT 22/02/2026			SGC Employer Contribution	4,228.23
FORTNIGHT 22/02/2026			SGC Employer Contribution	1,573.66
FORTNIGHT 22/02/2026			SGC Employer Contribution	363.05
FORTNIGHT 22/02/2026			SGC Employer Contribution	1,226.99
FORTNIGHT 22/02/2026			SGC Employer Contribution	751.31
FORTNIGHT 22/02/2026			SGC Employer Contribution	730.87
FORTNIGHT 22/02/2026			SGC Employer Contribution	1,394.67
FORTNIGHT 22/02/2026			SGC Employer Contribution	3,584.18
FORTNIGHT 22/02/2026			SGC Employer Contribution	1,625.57
FORTNIGHT 22/02/2026			SGC Employer Contribution	1,083.76
FORTNIGHT 22/02/2026			SGC Employer Contribution	3,040.48
FORTNIGHT 22/02/2026			SGC Employer Contribution	467.98
FORTNIGHT 22/02/2026			SGC Employer Contribution	2,841.65
FORTNIGHT 22/02/2026			SGC Employer Contribution	1,471.99
FORTNIGHT 22/02/2026			SGC Employer Contribution	1,303.77
FORTNIGHT 22/02/2026			SGC Employer Contribution	2,318.87
FORTNIGHT 22/02/2026			SGC Employer Contribution	680.88
FORTNIGHT 22/02/2026			SGC Employer Contribution	3,054.25

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
FORTNIGHT 22/02/2026			SGC Employer Contribution	2,495.28
FORTNIGHT 22/02/2026			SGC Employer Contribution	1,464.20
FORTNIGHT 22/02/2026			SGC Employer Contribution	5,087.33
FORTNIGHT 22/02/2026			SGC Employer Contribution	1,977.52
FORTNIGHT 22/02/2026			SGC Employer Contribution	2,317.96
FORTNIGHT 22/02/2026			SGC Employer Contribution	540.63
FORTNIGHT 22/02/2026			SGC Employer Contribution	985.48
FORTNIGHT 22/02/2026			SGC Employer Contribution	1,154.35
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	99.57
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	97.93
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	60.51
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	276.26
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	69.22
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	346.63
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	67.59
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	408.24
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	190.65
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	12.77
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	126.27
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	115.38
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	60.51
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	164.22
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	125.22
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	121.82
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	175.15
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	76.00
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	99.52
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	115.44
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	314.97
FORTNIGHT 22/02/2026			Employer Contribution (Additional)	78.00

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
FORTNIGHT 22/02/2026	Employer Contribution (Additional)			224.65
FORTNIGHT 22/02/2026	Employer Contribution (Additional)			180.77
FORTNIGHT 22/02/2026	Employer Contribution (Additional)			113.48
FORTNIGHT 22/02/2026	Employer Contribution (Additional)			100.00
FORTNIGHT 22/02/2026	Employer Contribution (Additional)			206.51
FORTNIGHT 22/02/2026	Employer Contribution (Additional)			172.38
FORTNIGHT 22/02/2026	Employer Contribution (Additional)			236.78
FORTNIGHT 22/02/2026	Employer Contribution (Additional)			144.56
FORTNIGHT 22/02/2026	Employer Contribution (Additional)			31.31
FORTNIGHT 22/02/2026	Employer Contribution (Additional)			75.83
FORTNIGHT 22/02/2026	Employer Contribution (Additional)			90.18
FORTNIGHT 22/02/2026	SGC Employer Contribution			712.08
114383	26/02/2026	10013	Alinta Energy	661.95
977901950	5 Nov 2025 to 11 Feb 2026			94.15
441535710	5 Nov 2025 to 11 Feb 2026			123.15
921743550	14 Nov 2025 to 19 Feb 2026			118.40
493345330	14 Nov 2025 to 19 Feb 2026			194.30
350890590	12 Nov 2025 to 18 Feb 2026			131.95
114384	26/02/2026	10019	Environmental Health Aust WA Inc	450.00
126056	EHA state conference			450.00
114385	26/02/2026	10034	Chubb Fire & Security Pty Ltd	529.42
3626565	College Park Fire Pump Shed Maintenance			84.34
3626568	College Park Fire Pump Shed Maintenance			109.88
3713384	College Park Fire Pump Shed Maintenance			84.34
3713385	College Park Fire Pump Shed Maintenance			32.01
3626566	College Park Fire Pump Shed Maintenance			44.95
3626567	College Park Fire Pump Shed Maintenance			32.01

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
3713387			College Park Fire Pump Shed Maintenance	109.88
3713386			College Park Fire Pump Shed Maintenance	32.01
114386	26/02/2026	10093	LGISWA	17,275.95
100-162249			LGIS invoice	17,275.95
114387	26/02/2026	10099	Optus Billing Services Pty Ltd	1,530.50
000555418389			Optus Mobile-Shared Data & Teams Calling	1,530.50
114388	26/02/2026	10119	Swanbourne Nedlands Surf Life Saving	56,381.63
00000635			Annual Grant 2025	56,381.63
114389	26/02/2026	10183	Water Corporation	4,322.71
9001409423			Bill ID - 0146	231.39
9001409415			Bill ID - 0143	509.62
9014584802			Bill ID - 0108	791.29
9014026245			Bill ID - 0097	379.73
9001404032			Bill ID - 0133	37.97
9014026229			Bill ID - 0098	154.30
9012041505			Bill ID - 0100	11.68
9008607449			Bill ID - 0127	14.61
9001418928			Bill ID - 0130	87.63
9001418688			Bill ID - 0140	931.80
9014278979			Bill ID - 0092	93.47
9011838619			Bill ID - 0104	116.84
9001426506			Bill ID - 0156	535.18
9001409431			Bill ID - 0145	427.20
114390	26/02/2026	10296	Connect Call Centre Services (Previous	415.58
00121119			Standing Order for Connect Call Centre	415.58

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114391	26/02/2026	10304	Synergy	15,623.49
443627070	Invoice 2042652482			388.03
380380410	Invoice 2082622653			3,517.80
380380790	Invoice 2082622654			1,135.46
392417010	Invoice 2018677915			6,119.41
313447070 - FEBRUARY 2026	Invoice 2054640466			72.51
380380600	Invoice 2082619350			1,384.58
380380220	Invoice 2082619349			1,657.58
301696720	Invoice 2014676678			150.01
131596660	Invoice 2022667852			549.34
462526260	Invoice 2030656681			66.97
239411960	Invoice 2054643854			581.80
114392	26/02/2026	10430	South East Regional Centre for Urban	2,429.28
00007264	Allen Park Maintenance Works			2,429.28
114393	26/02/2026	10517	Insight Enterprises Australia Pty Ltd	2,347.97
100564119	Jira Service Management - up to 50 agent			2,347.97
114394	26/02/2026	10553	Mr I De Souza	220.00
MT126_03	Life Models for Life Drawing Thursdays			220.00
114395	26/02/2026	10584	Rubek Automatic Doors	1,351.35
00045389	Automatic Door Service			1,351.35
114396	26/02/2026	10693	Boyan Electrical Services Boyan Electrical Ser	2,647.14
58467	Nedlands Library Striker			869.24
59129	PRINCESS & BRUCE roundabout			941.07
58818	Electrical Work MTC Library			427.25
59136	DOT BENNET PARK pole lights			409.58

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114397 34322	26/02/2026 The Avenue Roadway Rehabilitation	10708	WCP Civil Pty Ltd	125,649.74
114398 23113300	26/02/2026 TPG Telecom - Internet Service	10733	TPG Telecom	8,166.83
114399 SBSI07823	26/02/2026 AutoIMAGE Tier 1 Licence - Annual	10736	Reino International Pty Ltd	2,200.00
114400 55769384	26/02/2026 NBN Enterprise service 2026 - 2027	11012	Aussie Broadband Pty Ltd	4,970.20
114401 61620692 8100880266	26/02/2026 Waste Disposal - Res&comm bulk commercial bulk bins	11192	Veolia Recycling & Recovery Pty Ltd (Suez)	52,579.60
114402 RF 821394	26/02/2026 Fence for Charles court reserve	11532	Rent A Fence Pty Ltd	732.05
114403 0002843	26/02/2026 Crack Sealing	11558	Pro Crack Seal	6,270.00
114404 1315114130 - FEBRUARY 2026 3043361421 - FEBRUARY 2026	26/02/2026 T 311 T 311	11639	Telstra Limited	530.00
114405 177 179	26/02/2026 Life Drawing Social Life Drawing Social	11673	Nola Britton	160.00

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114406	26/02/2026	11715	Tangent Nominees Pty Ltd	5,100.00
633153	Verge Bond Refund			1,700.00
654457	Verge Bond Refund			1,700.00
633152	Verge Bond Refund			1,700.00
114407	26/02/2026	11752	Bing Technologies Pty Ltd	7.15
268549	Returned Bing Mail			7.15
114408	26/02/2026	11758	Cynthia Forrest	240.00
187	Life Drawing Social			80.00
186	Life Drawing Social			80.00
188	Life Drawing Social			80.00
114409	26/02/2026	11773	The Fruit Box Group Pty Ltd	1,086.04
3480400	Weekly fruit and milk order			224.14
3485208	Weekly fruit and milk order			222.50
3486308	Nedlands Library The Fruit Box			106.80
3480419	Nedlands Library The Fruit Box			114.20
3487104	Milk and Fruit for Depot: Standing Order			418.40
114410	26/02/2026	11805	Aqua Filtration Enterprises Pty Ltd	2,790.00
INV-2438	Filter Change, Rental & Maintenance			2,790.00
114411	26/02/2026	11917	EnvisionWare Australia Pty Ltd	12,383.14
INV-AU-0595	EnvisionWare CloudNine Print Service			8,063.00
INV-AU-0594	EnvisionWare Reservation Service			4,320.14
114412	26/02/2026	11930	Coles Supermarkets Australia Pty Ltd	164.37
246842734	Nedlands Library - Coles Order 17 Feb 20			164.37

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114413 174606	26/02/2026	11993	Office Solutions IT PTY LTD	334.40
	Email Migration Software Licenses			334.40
114414 INV-5416 INV-5370 INV-5326	26/02/2026	12010	ELM WA PTY LTD	7,212.32
	Cleaning up slope at Darran park			2,299.00
	General landscape services February 2026			2,456.66
	General landscape services October 2025			2,456.66
114415 91192	26/02/2026	12023	LOCHNESS LANDSCAPE SERVICES LLS AUS'	12,658.62
	BROADACRE MOWING			12,658.62
114416 1057	26/02/2026	12030	New View Safety Coach WOLLAGE, DAVID CH	8,760.00
	WHS consulting service			8,760.00
114417 FORTNIGHT 22/02/2026 PP18252026 PP17252026	26/02/2026	12032	Driva Pty Ltd	758.67
	Novated Lease Driva - Pre Tax			632.23
	Adjustment INV-6SGFL382HD			63.22
	Adjustment INV-V2UIZT9CO			63.22
114418 FEBRUARY 2026 0004	26/02/2026	12127	Comr D Caddy	9,668.56
	February 2026 - Commissioner Allowances			9,214.97
	Motor Vehicle Allowance & Parking			453.59
114419 FEBRUARY 2026	26/02/2026	12128	Comr C Hart	9,214.97
	February 2026 - Commissioner Allowances			9,214.97
114420 FEBRUARY 2026	26/02/2026	12129	Comr B Sandri	9,214.97
	February 2026 - Commissioner Allowances			9,214.97

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114421 181002	26/02/2026	12183	MARSHALL KUSINSKI DESIGN CONSULTANT: RECEPTION WORKSTATION CONCEPTUAL SPACE	1,204.50 1,204.50
114422 AUD-19194931	26/02/2026	12213	SAFETYCULTURE PTY LTD SafetyCulture iAuditor PremiumAnnualPlan	3,168.00 3,168.00
Sundry EFT				28,282.46
114191 15012026	4/02/2026	99998	Nedlands RSL Sub-Branch Community Grant	250.00 250.00
114192 23012026	4/02/2026	99998	Paul Griffith King Youth Grant	250.00 250.00
114193 27012026	4/02/2026	99998	SE Belle MC Wood Youth Grant	250.00 250.00
114194 270120262	4/02/2026	99998	LB Neervoort Youth Grant	250.00 250.00
114195 270120263	4/02/2026	99998	LB Neervoort Youth Grant	250.00 250.00
114196 REFUND2026-16	4/02/2026	99998	Williams & Hughes Pty Ltd Law Practice Refund rates payment made by buyer	2,347.37 2,347.37
114251 09022026	11/02/2026	99998	M Lima Lunch for training	111.16 111.16
114352 627077	18/02/2026	99998	Infratec Pty Ltd Verge Bond Refund	1,700.00 1,700.00

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114353 663982	18/02/2026 Verge Bond Refund	99998	B Shen	1,700.00 1,700.00
114354 639155	18/02/2026 Verge Bond Refund	99998	N L Merdith	1,700.00 1,700.00
114355 10022026	18/02/2026 Reimbursement Parking and Stationery	99998	A Kyron	89.38 89.38
114356 10022026	18/02/2026 Reimbursement for form 3 application fee	99998	Touch Football Australia Limited	154.00 154.00
114370 499630	20/02/2026 Verge Bond Refund	99998	T J Sterpini	1,650.00 1,650.00
114371 19022026	20/02/2026 Reimbursement Training Flights/ Accom	99998	B Thompson	2,585.59 2,585.59
114372 637737	20/02/2026 Verge Bond Refund	99998	Adrian Zorzi Pty Ltd	1,700.00 1,700.00
114373 658595	20/02/2026 Verge Bond Refund	99998	Paul Flynn Homes	1,700.00 1,700.00
114374 695777	20/02/2026 Verge Bond Refund	99998	MAEK Pty Ltd	2,000.00 2,000.00
114375 695543	20/02/2026 Verge Bond Refund	99998	MAEK Pty Ltd	2,000.00 2,000.00

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
114376 29012026	20/02/2026 Reimbursement parking	99998	Athanasios Kyron	22.12 22.12
114377 654713	20/02/2026 Verge Bond Refund	99998	G Harden Jones	1,700.00 1,700.00
114423 17022026	26/02/2026 Reimbursement Internet/ Phone	99998	K Shannon	3,323.84 3,323.84
114424 24022026	26/02/2026 Youth Grant	99998	LB Neervoort	250.00 250.00
114425 24022025	26/02/2026 Reimbursement prescription safety glasses	99998	M Warren	599.00 599.00
114426 623313	26/02/2026 Verge Bond Refund	99998	M A Chaney	1,700.00 1,700.00
Direct Debit				6,219.15
100693 ACTIVITY F	2/02/2026 Activity Fee - Refer Analysis & Fee STM	10141	Westpac Banking Corporation	1,144.21 1,144.21
100694 MERCH FEES	2/02/2026 WESTPAC MERCHANT FEES	10141	Westpac Banking Corporation	4,288.94 4,288.94
100695 MFEEFEB26	2/02/2026 CBA MER FEE FEB 2026	11506	Commonwealth Bank Australia (CBA)	255.10 255.10

Payment Reference	Payment Date	Creditor Number	Creditor Name	Payment Amount
100696 Feb-26	10/02/2026 West Australian Newspaper	10133	West Australian Newspaper	382.20
100697 BPOINT FEE	16/02/2026 Bpoint Transaction Fees Feb-26	11506	Commonwealth Bank Australia (CBA)	46.10
100696 277496	10/02/2026 West Australian Newspaper	10133	West Australian Newspaper	102.60
Cancelled Payments				396.80
114210 Cancel EFT Payment	16/02/2026	10230	McInerney Ford McInerney Sales	396.80
Payroll				1,099,278.48
FORTNIGHT 08/02/2026	8/02/2026	109000900010010	City of Nedlands	633,627.37
FORTNIGHT 08/02/2026	Additional Bank 1			7,850.00
FORTNIGHT 08/02/2026	Additional Bank 2			750.00
FORTNIGHT 08/02/2026	Net Pay			451,052.72
FORTNIGHT 08/02/2026	Net Pay			173,974.65
FORTNIGHT 22/02/2026	22/02/2026	109000900010010	City of Nedlands	465,651.11
FORTNIGHT 22/02/2026	Additional Bank 1			4,940.00
FORTNIGHT 22/02/2026	Additional Bank 2			750.00
FORTNIGHT 22/02/2026	Net Pay			454,875.76
FORTNIGHT 22/02/2026	Net Pay			5,085.35
TOTAL PAYMENTS				3,891,551.17



17 DIVISIONAL REPORTS - CHIEF EXECUTIVE OFFICER

17.1 Chief Executive Officer Recruitment and Selection Committee

Report Number	CEO06.04.26
Applicant	City of Nedlands
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Authority/Discretion	Executive
Contributing Officer	Thalia Douglas - Manager Executive and Project Management Services
Responsible Officer	Julie Fairweather - Chief People Officer
Director	Arthur Kyron - Interim Chief Executive Officer
Attachments	<ol style="list-style-type: none"> 1. Terms of Reference - Chief Executive Officer Recruitment and Selection Committee [17.1.1] 2. Terms of Reference - Chief Executive Officer Recruitment and Selection Committee - Tracked Changes [17.1.2] 3. CONFIDENTIAL REDACTED - Recruitment Consultant A - Expression of Interest [17.1.3] 4. CONFIDENTIAL REDACTED - Recruitment Consultant B - Expression of Interest [17.1.4] 5. CONFIDENTIAL REDACTED - Recruitment Consultant C - Expression of Interest [17.1.5] 6. CONFIDENTIAL REDACTED - Recruitment Consultant D - Expression of Interest [17.1.6] 7. CONFIDENTIAL REDACTED - Recruitment Consultant E - Expression of Interest [17.1.7] 8. CONFIDENTIAL REDACTED - Independent Panel Member A - Curriculum Vitae [17.1.8] 9. CONFIDENTIAL REDACTED - Independent Panel Member B - Curriculum Vitae [17.1.9]

Purpose

The purpose of this report is to: appoint members to the Chief Executive Officer Recruitment and Selection Committee; facilitate the appointment of a recruitment consultant to support the recruitment of the Chief Executive Officer and to confirm the associated selection process following a Request for Quotation process; adopt the Terms of Reference; and to appoint an independent panel member in accordance with current statutory requirements.

Officer Recommendation

That Council:

1. **APPOINTS** the following Elected Members to the Chief Executive Officer Recruitment and Selection Committee:



- a) Mayor Browner (Presiding Member)
- b) Councillor _____ (Hollywood Ward Member)
- c) Councillor _____ (Coastal Ward Member)
- d) Councillor _____ (Dalkeith Ward Member)
- e) Councillor _____ (Melvista Ward Member)

1. **APPOINTS _____ as the Independent Member of the Chief Executive Officer Recruitment and Selection Committee at a fee negotiated with the Interim City of Nedlands CEO.**
2. **APPOINTS _____ to provide Chief Executive Officer recruitment consultancy services in accordance with the Request for Quotation process.**
3. **ENDORSES a CEO Total Reward Package in line with the range applicable to the City's Band 2 classification as outlined in the Salaries and Allowances Tribunal Local Government Chief Executive Officers and Elected Members Determination, and an employment term of five years for advertising of the CEO vacancy.**
4. **ADOPTS the Terms of Reference – Chief Executive Officer Selection Panel (Attachment 1) which provides for a panel comprising of the Mayor and four Councillors, and an independent member, supported by the appointed recruitment consultant.**

Background

Interim Chief Executive Office, Arthur Kyron was appointed on 15 October 2025 and will remain at the city until 15 October 2026. Therefore, a permanent replacement must be appointed.

The position of Chief Executive Officer is a key statutory appointment of Council. A structured and compliant recruitment and selection process is required to ensure the appointment is merit based, transparent, and defensible.

In accordance with proposed Terms of Reference an independent member and a recruitment consultancy is required.

To support Council in meeting its obligations and in managing a robust executive recruitment process, the administration sought quotations from appropriately experienced recruitment consultancies via a Request for Quotation process, which produced five responses. The administration also contacted two appropriately experienced independent panel members. The recruitment consultancy Expressions of Interest and independent panel members are attached.

Consultation

Nil



Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2023-33 vision and desired outcomes as follows:

Vision: Sustainable and responsible for a bright future

Performance

11. Effective leadership and governance.

Financial Implications

The cost of Independent Member and the cost of engaging the recruitment consultant will be met from existing budget provisions for recruitment and organisational support. The recommended quotation and the financial comparison of the five responses are detailed in the attachments. Advertising costs and any optional assessment services, if required, will be managed within available budgets and subject to Council direction.

Legislative and Policy Compliance

The recruitment and appointment of a Chief Executive Officer is governed by the Local Government Act 1995 and the Local Government Administration Regulations 1996. These include requirements for standards relating to Chief Executive Officer recruitment, and requirements for the establishment and composition of a selection panel that includes an independent person. Procurement of the recruitment consultancy services is to be undertaken in accordance with the relevant legislative requirements for requesting quotations and entering contracts.

In accordance with s.5.36 of the *Local Government Act 1996* Council is required to employ a person to be CEO and as outlined in s.5.40 apply the employment principles, as per below.

5.40. Principles affecting employment by local governments

The following principles apply to a local government in respect of its employees

- (a) employees are to be selected and promoted in accordance with the principles of merit and equity; and
- (b) no power with regard to matters affecting employees is to be exercised on the basis of nepotism or patronage; and
- (c) employees are to be treated fairly and consistently; and
- (d) there is to be no unlawful discrimination against employees or persons seeking employment by a local government on a ground referred to in the Equal Opportunity Act 1984 or on any other ground; and
- (e) employees are to be provided with safe and healthy working conditions in accordance with the Occupational Safety and Health Act 1984; and



- (f) such other principles, not inconsistent with this Division, as may be prescribed.

In addition, Council is required to, at a minimum, apply the model standards covering the recruitment and selection of a CEO that are set out in Schedule 2 of the *Local Government (Administration) Regulations 1996* with s.5 and s.6 being the most relevant sections applying, as per below.

5. Determination of selection criteria and approval of job description form

- (1) The local government must determine the selection criteria for the position of CEO, based on the local government's consideration of the knowledge, experience, qualifications and skills necessary to effectively perform the duties and responsibilities of the position of CEO of the local government.
- (2) The local government must, by resolution of an absolute majority of the council, approve a job description form for the position of CEO which sets out —
 - (a) the duties and responsibilities of the position; and
 - (b) the selection criteria for the position determined in accordance with subclause (1).

6. Advertising requirements

- (1) If the position of CEO is vacant, the local government must ensure it complies with section 5.36(4) of the Act and the Local Government (Administration) Regulations 1996 regulation 18A.
- (2) If clause 13 applies, the local government must advertise the position of CEO in the manner referred to in the Local Government (Administration) Regulations 1996 regulation 18A as if the position was vacant.

In determining the advertising requirements for the CEO vacancy, Council will need to apply Part 4, 18A. of the *Local Government (Administration) Regulations 1996*, refer below.

18A. Vacancy in position of CEO or senior employee to be advertised (Act s. 5.36(4) and 5.37(3))

- (1) If a position of CEO, or of a senior employee, of a local government becomes vacant, the local government must give Statewide public notice of the position unless it is proposed that the position be filled by —
 - (a) a person who is, and will continue to be, employed by another local government and who will fill the position on a contract or contracts for a total period not exceeding 5 years; or
 - (b) a person who will be acting in the position for a term not exceeding one year.
- (2) The Statewide public notice must contain —
 - (a) the details of the remuneration and benefits offered; and
 - (b) details of the place where applications for the position are to be submitted; and
 - (c) the date and time for the closing of applications for the position; and
 - (d) the duration of the proposed contract; and
 - (da) a website address where the job description form for the position can be accessed; and



- (e) contact details for a person who can provide further information about the position; and
- (f) any other information that the local government considers is relevant.

In determining the CEO's employment conditions for the purpose of advertising, Council will need to apply Part 5, Division 4 s.5.39 of the *Local Government Act 1996*, refer below.

5.39. Contracts for CEO and senior employees

- (1) Subject to subsection (1a), the employment of a person who is a CEO or a senior employee is to be governed by a written contract in accordance with this section.
 - (1a) Despite subsection (1) —
 - (a) an employee may act in the position of a CEO or a senior employee for a term not exceeding one year without a written contract for the position in which he or she is acting; and
 - (b) a person may be employed by a local government as a senior employee for a term not exceeding 3 months, during any 2-year period, without a written contract.
- (2) A contract under this section —
 - (a) in the case of an acting or temporary position, cannot be for a term exceeding one year;
 - (b) in every other case, cannot be for a term exceeding 5 years.
- (3) A contract under this section is of no effect unless —
 - (a) the expiry date is specified in the contract; and
 - (b) there are specified in the contract performance criteria for the purpose of reviewing the person's performance; and
 - (c) any other matter that has been prescribed as a matter to be included in the contract has been included.
- (4) A contract under this section is to be renewable and subject to subsection (5), may be varied.
- (5) A provision in, or condition of, an agreement or arrangement has no effect if it purports to affect the application of any provision of this section.
- (6) Nothing in subsection (2) or (3)(a) prevents a contract for a period that is within the limits set out in subsection 2(a) or (b) from being terminated within that period on the happening of an event specified in the contract.
- (7) A CEO is to be paid or provided with such remuneration as is determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7A.
- (8) A local government is to ensure that subsection (7) is complied with in entering into, or renewing, a contract of employment with a CEO.

The Determination of the Salaries and Allowances Tribunal on Local Government Chief Executive Officers and Elected Members, classifies the Shire as a Band 2 (Schedule 1.) with s2.2 (1) specifying a Band 2 Total Reward Package Range which is currently \$238,132 - \$370,428. With effect from 1 July 2026 the range will be \$246,467 - \$383,393.

In determining the composition of the Selection Panel for the recruitment of the CEO recruitment process, Council will need to consider Schedule 2 of the *Local Government*



(Administration) Regulations 1996 with s8 being the most relevant sections applying in respect to the establishment of a selection panel, as per below.

8. Establishment of selection panel for employment of CEO
 - (1) In this clause —
 - independent person means a person other than any of the following —
 - (a) a council member;
 - (b) an employee of the local government;
 - (c) a human resources consultant engaged by the local government.
 - (2) The local government must establish a selection panel to conduct the recruitment and selection process for the employment of a person in the position of CEO.
 - (3) The selection panel must comprise —
 - (a) council members (the number of which must be determined by the local government); and
 - (b) at least 1 independent person.

Risk Considerations

Risk Category	Adopted Risk Appetite Rating	Comment on Risk
Reputational	Cautious	Engaging an experienced recruitment consultant, establishing a clear selection panel structure, and advertising for an independent panel member are controls that reduce these risks. The confidential evaluation also considers supplier capability and capacity risks associated with delivery of the recruitment program.

Analysis and Conclusion

Terms of Reference

The Terms of Reference (Attachment 1) sets out the purpose, composition and operating requirements of the selection panel, including the inclusion of Mayor and four Councillors and an independent member, confidentiality and conflict of interest obligations, and the panel's role in shortlisting, interviewing and recommending a preferred candidate to Council in accordance with legislative requirements.

The Terms of Reference provides a clear governance and probity framework for the recruitment process and clarifies the roles of the selection panel, independent member and recruitment consultant to ensure compliance, transparency and defensibility of the appointment.

For reference, a tracked change version showing changes to the previous committee Terms of Reference has been included at Attachment 2. These place the Mayor as the



presiding member of the Committee and removes the provision for deputy members – to ensure there is consistency in the decision-making process of the Committee.

Consultancy

Engaging an experienced recruitment consultant will assist Council to conduct a compliant end to end process that includes finalising the position description and selection criteria, advertising and executive search, application management, shortlisting support, interview planning, candidate assessment documentation, referee and background checking, and contract negotiation support as directed by Council. This approach aligns with good practice that recruitment and selection be conducted in accordance with merit, equity and transparency principles, and free from nepotism, bias and unlawful discrimination. As part of this procurement, six recruitment consultants were approached through the Request for Quotation process, and five responses were received by the closing date – see Attachments 3 to 7.

The Request for Quotation process has identified two preferred recruitment consultants (Recruitment Consultant D – Attachment 6 and, Consultant E – Attachment 7). The recommended appointment is expected to deliver the best overall value when considering experience in Chief Executive Officer recruitment for local government, quality of methodology, capacity to meet the required timeframes, and pricing.

Recruitment Consultant D

This consultant demonstrates a strong focus on understanding organisational culture and leadership needs. Their approach includes structured performance alignment at the commencement of the appointment, with ongoing support to embed expectations and accountability. Post placement support extends to leadership integration and retention initiatives, supported by a comprehensive candidate guarantee. They bring relevant experience working within the local government environment and offer a holistic, end-to-end recruitment and onboarding model.

Recruitment Consultant E

This consultant offers extensive experience in executive recruitment within the local government sector, underpinned by a well-established and structured methodology. Their service includes diagnostic and briefing activities to inform role definition, combined with formal postplacement performance checkpoints. A competitive fee structure is a key feature, with flexibility to tailor additional services as required. Overall, their offering reflects depth of sector knowledge, strong market capability, and cost-effective delivery.

Independent Member

An independent panel member's role is to offer an impartial perspective and help prevent any perception of bias or favouritism. Two appropriately experienced independent persons were contacted, and details have been provided in the



confidential document – see attachments 8 and 9 respectively for Council's consideration.

In Summary

Council is requested to resolve that the Mayor, four Councillors and an independent member form the selection panel for the Chief Executive Officer appointment. This approach enables the Council to participate in candidate assessment and decision making while maintaining a clear and documented process.

If Council supports this report and makes the final selection on both the recruitment consultant and an independent member, the administration will finalise the engagement documentation with the appointed recruitment consultant and independent member and arrange a workshop to brief the Selection Panel on the recruitment and selection process.

Chief Executive Officer Recruitment & Selection Committee

Purpose

The CEO Recruitment and Selection Committee is to be an interim Committee for the life of the CEO recruitment and selection processes.

The CEO Recruitment and Selection Committee will coordinate the end-to-end recruitment process, including working with an Executive Search consultancy as required to advertise for and search and select appropriate candidates.

Membership

1. The membership of the committee shall comprise the Mayor and one Councillor from each ward.
2. The Committee must comprise of at least one independent person.
3. The CEO Recruitment and Selection Committee is to source independent advice from a human resources consultant, independent of the City (commonly an Executive Search & Recruitment company).
4. The term of the presiding member and committee members will expire immediately following the appointment of a permanent CEO.
5. The presiding member shall be the Mayor.
6. Should the elected presiding member not be present during a meeting of the committee then a temporary presiding member shall be elected from amongst the members of the committee.
7. If a vacancy on the committee occurs for whatever reason, then Council shall appoint a replacement in accordance with the same arrangements as for the original appointment.

Operation

1. The Committee will operate in accordance with Local Government (Administration) Amendment Regulations 2021 and Guidelines for Local Government CEO Recruitment and Selection (effective 3 February 2021).
2. In the interests of professionalism for all parties and the reputation of the City, matters discussed and information relating to executive search companies that are commercial in confidence or relating to applicants and their details will be treated in the strictest confidence.
3. All selection panel members, Councillors, staff and the Executive Search & Recruitment Company dealing with the CEO recruitment and selection processes are to sign a confidentiality agreement.

Meetings

1. The CEO Recruitment & Selection Committee meetings will operate under the
2. The quorum for a meeting will be 50% of the offices of the Chief Executive Council's Standing Order of Local Law.
Officer's Recruitment and Selection Committee as per section 5.19 of the Local Government Act 1995

Administrative Support

An administrator to the Committee will be appointed by the CEO or Acting CEO. The administrator's responsibility is to serve as a secretariat to the Committee by preparing agendas and minutes and ensuring timely distribution to all members; to ensure that meetings are effectively organised and recorded and to provide administrative and governance support for the purposes of the Committee.

Reporting

The CEO Recruitment and Selection Committee will report back to Council at important points in the process as approved by Council and enable Council to make the final decision regarding selection and appointment of the interim CEO and the long-term CEO.

Chief Executive Officer Recruitment & Selection Committee

Purpose

The CEO Recruitment and Selection Committee is to be an interim Committee for the life of the CEO recruitment and selection processes.

The CEO Recruitment and Selection Committee will coordinate the end-to-end recruitment process, including working with an Executive Search consultancy as required to advertise for and search and select appropriate candidates.

Membership

1. The membership of the committee shall comprise the Mayor and one Councillor from each ward ~~appointed at a Council Meeting with a deputy member being appointed for each member with full voting rights.~~
- ~~2. Deputy members are only required to attend and vote if the primary member is absent, an apology or on leave or has resigned.~~
- ~~3.2.~~ The Committee must comprise of at least one independent person.
- ~~4.3.~~ The CEO Recruitment and Selection Committee is to source independent advice from a human resources consultant, independent of the City (commonly an Executive Search & Recruitment company).
- ~~5.4.~~ The term of the presiding member and committee members will expire immediately following the appointment of a permanent CEO.
- ~~6.5.~~ The presiding member shall be ~~the Mayor~~ determined by election from amongst the members of the committee.
- ~~7.~~ ~~The election of the presiding member will take place at the first meeting.~~
- ~~8.6.~~ Should the elected presiding member not be present during a meeting of the committee then a temporary presiding member shall be elected from amongst the members of the committee in accordance with clause 6 above.
- ~~9.7.~~ If a vacancy on the committee occurs for whatever reason, then Council shall appoint a replacement in accordance with the same arrangements as for the original appointment.

Operation

1. The Committee will operate in accordance with Local Government (Administration) Amendment Regulations 2021 and Guidelines for Local Government CEO Recruitment and Selection (effective 3 February 2021).
2. In the interests of professionalism for all parties and the reputation of the City, matters discussed and information relating to executive search companies that are commercial in confidence or relating to applicants and their details will be treated in the strictest confidence.
3. All selection panel members, Councillors, staff and the Executive Search & Recruitment Company dealing with the CEO recruitment and selection processes are to sign a confidentiality agreement.

Meetings

1. The CEO Recruitment & Selection Committee meetings will operate under the
2. The quorum for a meeting will be 50% of the offices of the Chief Executive Council's Standing Order of Local Law.
Officer's Recruitment and Selection Committee as per section 5.19 of the Local Government Act 1995

Administrative Support

An administrator to the Committee will be appointed by the CEO or Acting CEO. The agendas and minutes and ensuring timely distribution to all members; to ensure that Administrator's responsibility is to serve as a secretariat to the Committee by preparing meetings are effectively organised and recorded and to provide administrative and governance support for the purposes of the Committee.

Reporting

The CEO Recruitment and Selection Committee will report back to Council at important points in the process as approved by Council and enable Council to make the final decision regarding selection and appointment of the interim CEO and the long-term CEO.

[\(Adopted 31/10/2023\)](#)



17.2 Schedule of Ordinary Council Meetings | May 2026 - December 2026

Report Number	CEO09.04.26
Applicant	City of Nedlands
Disclosure of Interest	Nil
Voting Requirements	Simple Majority
Authority/Discretion	Information
Contributing Officer	Thalia Douglas - Manager Executive and Project Management Services
Responsible Officer	Thalia Douglas - Manager Executive and Project Management Services
Director	Arthur Kyron - Interim Chief Executive Officer
Attachments	Nil

Purpose

The purpose of this report is for Council to adopt the Ordinary Council Meeting dates for May 2026 to December 2026 for public advertising purposes.

Officer Recommendation

That Council:

- ADOPTS the Ordinary Council Meeting Schedule for May 2026 to December 2026 as follows:**

Wednesday	27 May 2026
Wednesday	24 June 2026
Wednesday	22 July 2026
Wednesday	26 August 2026
Wednesday	23 September 2026
Wednesday	28 October 2026
Wednesday	25 November 2026
Wednesday	16 December 2026

with meetings to commence at 5:00pm.

- AUTHORISES the CEO to publish public notice of the Ordinary Council Meetings schedule in accordance with section 5.25(1)(g) of the Local Government Act 1995.**

Background

Each year, Council adopts a schedule of Ordinary Council Meeting dates for the forthcoming period to enable public notice and facilitate forward planning for Council, staff, and the community.



At the December 2025 Ordinary Council Meeting, the Commissioners adopted a schedule of Council meetings up to the election held on 28 March 2026, with the schedule beyond this date to be determined by the newly elected Council. The proposed schedule outlines the Ordinary Council Meetings for the remainder of the 2026 calendar year.

The meeting dates have been set on Wednesdays, as this provides a consistent mid-week timeframe that supports member availability and administrative preparation. Scheduling meetings in the middle of the week also assists in minimising potential disruptions associated with public holidays and reduces the likelihood of late submissions from the public.

Ordinary Council Meetings will commence at 5:00pm, unless otherwise advised by the Presiding Member.

Consultation

Nil

Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2023-33 vision and desired outcomes as follows:

Vision: Sustainable and responsible for a bright future

Performance

11. Effective leadership and governance.

Financial Implications

The proposed meeting schedule will be advertised in accordance with the requirements for local public notice, any costs associated with this will be dealt with from existing budgets.

Legislative and Policy Compliance

Under regulation 12 of the Local Government (Administration) Regulations 1996, the CEO is required to publish the details of Ordinary Council Meetings that are required under the Local Government Act to be open to the members of the public.

Risk Considerations

Risk Category	Adopted Risk Appetite Rating	Comment on Risk



Reputational	Cautious	There is a low reputational risk to Council if the meeting schedule is not adopted in a timely manner, which may result in perceptions of poor governance, lack of transparency, and reduced community confidence. Adopting and publishing the schedule negates this risk.
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Analysis and Conclusion

The adoption of a Council Meeting Schedule provides certainty for Council, administration, and the community, and ensures compliance with legislative public notice requirements. Establishing meeting dates in advance supports effective governance, forward planning, and timely agenda preparation.

The proposed schedule for the remainder of the 2026 calendar year provides a consistent and practical meeting cycle.

It is therefore recommended that Council adopts the proposed meeting schedule and authorises the CEO to give public notice accordingly.



17.3 Appointment to Committees and Groups

Report Number	CEO08.04.26
Applicant	City of Nedlands
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Authority/Discretion	Executive
Contributing Officer	Telia Reilly – Senior Governance Officer
Responsible Officer	Jonathan Allen - Manager Governance and Risk Management
Director	Arthur Kyron - Interim Chief Executive Officer
Attachments	<ol style="list-style-type: none"> 1. Audit Risk and Improvement Committee (Track Changed) Terms of Reference [17.3.1] 2. Audit Risk and Improvement Committee Terms of Reference [17.3.2] 3. CEO Performance Review Committee Terms of Reference [17.3.3] 4. Lake Claremont Advisory Committee [17.3.4] 5. CONFIDENTIAL REDACTED - Candidate 1 Curriculum Vitae [17.3.5] 6. CONFIDENTIAL REDACTED - Candudate 2 Curriculum Vitae [17.3.6] 7. WALGA Central Metropolitan Zone [17.3.7] 8. Metropolitan Road Group Policies and Practices [17.3.8]

Purpose

The purpose of this report is to consider the establishment of Council Committees following the Extraordinary Local Government Elections, and to appoint members to those bodies for the term 22 April 2026 to 16 October 2027.

Officer Recommendation

That Council:

1. **ADOPTS** the Terms of References for the following Council Committees:
 - a) Audit, Risk and Improvement Committee (Attachment 2)
 - b) Chief Executive Officer Performance Review Committee (Attachment 3)
 - c) Lake Claremont Advisory Committee (Attachment 4)

2. **APPOINTS** the following Elected Members to the Audit, Risk and Improvement Committee:
 - a) Mayor Browner (Presiding Member)
 - b) Elected Member _____ (Hollywood Ward Member)
 - c) Elected Member _____ (Coastal Ward Member)
 - d) Elected Member _____ (Dalkeith Ward Member)
 - e) Elected Member _____ (Melvista Ward Member)



3. **APPOINTS** Independent Candidate 1 as the Presiding Member of the Audit, Risk and Improvement Committee for a term of 18 months expiring on 16 October 2027
4. **APPOINTS** Independent Candidate 2 as the Deputy Presiding Member of the Audit, Risk and Improvement Committee for a term of 18 months expiring on 16 October 2027
5. **APPOINTS** the Mayor and the following Councillors to the Chief Executive Officer Performance Review Committee:
 - a) Mayor Browner (Presiding Member)
 - b) Elected Member _____ (Hollywood Ward Member)
 - c) Elected Member _____ (Coastal Ward Member)
 - d) Elected Member _____ (Dalkeith Ward Member)
 - e) Elected Member _____ (Melvista Ward Member)
6. **AUTHORISES** the Chief Executive Officer to carry out either an Expression of Interest or Request for Tender process (as appropriate) to identify suitable candidates, for Council's consideration, for the role of Independent Consultant to the Chief Executive Officer Performance Review Committee
7. **NOTES** that the Chief Executive Officer Performance Review Committee shall not convene until the appointment of the permanent CEO, other than to review (and recommend any changes to) the Committees Terms of Reference
8. **APPOINTS** the following Councillors to the Lake Claremont Advisory Committee:
 - a) _____ (Delegate Member)
 - b) _____ (Deputy Member)
9. **NOMINATES** the following Councillors to the Development Assessment Panel for a maximum two year term:
 - a) _____ (Delegate Member)
 - b) _____ (Delegate Member)
 - c) _____ (Deputy Member)
 - d) _____ (Deputy Member)
10. **Appoints** the following Councillors to the West Australian Local Government Association Central Metropolitan Zone:
 - a) _____ (Voting Delegate)
 - b) _____ (Voting Delegate)
 - c) _____ (Deputy Voting Delegate)
11. **Appoints** the following Councillors to the Metropolitan Regional Road Group West Sub-Group.
 - a) _____ (Delegate Member)
 - b) _____ (Deputy Member)



Background

Following the Extraordinary Local Government Elections held on 28 March 2026, a new Mayor and entirely new group of Councillors were elected to office. Council is therefore required to consider its representation on its various committees, groups and external appointments. This includes the:

- a. Audit, Risk and Improvement Committee
- b. Chief Executive Officer Performance Review Committee
- c. Development Assessment Panel (nominations to appointments made by the Minister)
- d. Lake Claremont Advisory Committee
- e. WALGA Central Metropolitan Zone
- f. Metropolitan Regional Roads Group – West Subgroup

At the 30 July 2025 Special Council Meeting, Commissioners voted to suspend all other committees and advisory groups (i.e. other than those listed above).

“17. SUSPENDS all other Committees and Advisory Groups”,

They included the following reasoning:

The Commissioners are in place until 28 March 2026. Given the number of significant matters to be addressed during this period, the cadence of Committee meetings has been structured to reflect the substantial workload ahead. Accordingly, to ensure stability and focus on core functions, all other Committees and Advisory Groups will be suspended during this time.

The suspension was not time limited, and so the resolution remains active at this point. Consideration as to whether these committees and groups should remain suspended is set out in the Analysis and Conclusion section.

Set out below are the current list of committees and advisory groups. Council is to determine membership or nominations for membership as identified, in accordance with the terms of reference or other instrument specifying membership.

COMMITTEES OF COUNCIL

Audit, Risk and Improvement Committee

Function:	The Audit, Risk and Improvement Committee is established by Council in accordance with the <i>Local Government Act 1995 (WA)</i> , part 7, to provide advice and assistance to Council in relation to financial reporting, external audit, internal control framework, internal control framework, internal audit and risk management.
Meeting Date:	Quarterly (approximately).
Venue:	Council Chambers
Terms of Reference:	The Terms of Reference for the Audit, Risk and Improvement Committee with proposed track changes can be found at Attachment 1, with the proposed final version found at Attachment 2.



Membership:	The current terms of reference have the membership comprising of three Commissioners, one (Independent) Presiding Member and one (Independent) Deputy Presiding Member. It is proposed to change this to the Mayor, four Councillors, one (independent) Presiding Member and one (independent) Deputy Presiding Member.	
	2025 - 2026	2026 - 2027
Members:	3 x Commissioners Independent Presiding Member Independent Deputy Member	Mayor 4 x Council Members (Independent) Presiding Member (Independent) Deputy Presiding Member

The Audit Risk and Improvement Committee (ARIC) comprises of two independent external members, which under recent legislative changes are required to be appointed to Presiding Member and Deputy Presiding Member.

Independent ARIC members are expected to be able to assess information provided to them about Council and to identify and assess key risks and issues. Each member should be capable of making a valuable contribution to the Committee.

After careful consideration, Candidate 1 was the preferred recommendation for the Presiding Member and Candidate 2 for Deputy Presiding Member. CV's for the candidates can be found at attachments 5 and 6 respectively.

- Candidate 1 has a strong background in leadership, strategy, governance and risk, having held key positions as an Independent Non-Executive Director Chair and CEO across diverse sectors.
- Candidate 2 has previous experience with, and knowledge of the City, has held positions on various Audit Committees and boards, and been a CEO for over 20 years.

It is believed that both candidates will bring a wealth of knowledge and experience to the City.

The terms of reference have been updated (as shown in Attachment 1) to reflect latest guidance and best practice.

Chief Executive Officer Performance Review Committee

Function:	The CEO Performance Review Committee is established under the powers given in section 5.8 of the <i>Local Government Act 1995 (WA)</i> . The Committee is established for the purpose of assisting the Council to fulfil its functions under the City of Nedlands Standards for CEO Recruitment, Performance Review and Termination in relation to review of the Chief Executive Officer's performance.
Meeting Date:	The Committee shall formally meet three times a year.
Venue:	Council Chambers



Terms of Reference:	The Terms of Reference for the Chief Executive Officer Performance Review Committee can be found at Attachment 3.	
Membership:	The current terms of reference have the membership comprising of the Mayor and one Councillor from each ward.	
	2025 - 2026	2026 - 2027
Members:	3 x Commissioners	Mayor 4 x Council Members 1 x Independent Consultant

As the current CEO is appointed in an acting capacity (and under a fixed term), the Committee would not be expected to review performance.

As such, it is recommended that the Committee meets initially to review and make recommendations to Council on the committee's Terms of Reference.

Following a review by the Committee, and adoption by Council of any revised Terms of Reference, the current CEO will conduct an Expression of Interest or Request for Tender process (as appropriate, depending on the final terms of reference) to recruit an Independent Consultant to facilitate the performance review process.

The Independent Consultant is required (under the current Terms of Reference) to be a person acceptable to both the Committee and the CEO, so practically, this process will be conducted closer to the appointment of the permanent CEO.

ADVISORY GROUPS

Lake Claremont Advisory Committee

Function:	The Lake Claremont Advisory Committee (Advisory Committee) is a formally appointed committee of Council and is responsible to that body. The Advisory Committee has been established to consider matters relating to Lake Claremont, and to make recommendations to Council regarding its findings to allow for an informed decision-making process.	
Meeting Date:	The Advisory Committee shall formally meet on a quarterly basis. Meetings will be convened by the Presiding Member in consultation with the Chief Executive Officer.	
Venue:	Advised prior to the meeting	
Terms of Reference:	The Terms of Reference for the Lake Claremont Advisory Committee can be found at Attachment 4.	
Membership:	One City of Nedlands Council Member.	
	2025 - 2026	2026 - 2027
Members:	2 x Commissioners	Delegate Member Deputy Member

STATUTORY BODIES REQUIRING COUNCIL MEMBER REPRESENTATION



Development Assessment Panel (DAP)

Function:	Determine development applications that meet set type and value thresholds as if it were the responsible authority under the relevant planning instrument.	
Training and Development	It is a mandatory requirement that all DAP members attend training before they can sit on a DAP and determine applications.	
Meeting Date:	As required and will be determined by the Department of Planning, Lands and Heritage in consultation with the City.	
Venue:	Determined by the Department of Planning, Lands and Heritage (DPLH). Held at either the DPLH, City of Nedlands Council Chambers or another Local Government.	
Membership:	Each DAP comprises five members: three specialist members, one of which is the presiding member, and two local government members. Two alternate (deputy) local government members are also appointed. Council puts forward two nominations to the Minister for Planning, who then considers the nominations and appoints members.	
	2025 - 2026	2026 - 2027
Members:	2 x Commissioners	2 x Delegate Member 2 x Deputy Member

OTHER

West Australian Local Government Association (WALGA) Central Metropolitan Zone

Function:	The primary role of Zones is to elect a State Council representative; consider the State Council agenda; and provide direction/feedback to their State Councillor. The role/functions of a Zone may include developing/advocating positions on regional issues affecting local government; progressing regional local government initiatives; identifying relevant issues for action by WALGA; networking and sharing information; and contributing to policy development through policy teams and policy forums.	
Training and Development	It is a mandatory requirement that all DAP members attend training before they can sit on a DAP and determine applications.	
Meeting Date:	Bi-monthly.	
Venue:	Advised prior to the meeting.	
Terms of Reference:	The Elected Member Prospectus – Becoming a Zone Delegate or State Councillor can be found at Attachment 7.	
Membership:	Council Member, City Officers and relevant agency and organisation representatives.	
	2025 - 2026	2026 - 2027
Members:	2 x Commissioners	2 x Delegate Member



Metropolitan Regional Roads Group – West Sub Group

Function:	Assessment of road funding needs, the annual distribution of State funds to local government roads and monitoring and reporting on the effectiveness of the application of the State funds for local government roads in its region.	
Meeting Date:	As required (approx. two meetings per year).	
Venue:	As advised (at Local Governments within the Central Metropolitan Zone)	
Terms of Reference:	The Metropolitan Regional Road Group Policies and Practices can be found at Attachment 8.	
Membership:	One elected member and one technical member from each participating local government.	
	2025 - 2026	2026 - 2027
Members:	2 x Commissioners	1 x Delegate Member 1 x Technical Member

Consultation

Nil

Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2023-33 vision and desired outcomes as follows:

Vision: Sustainable and responsible for a bright future

Performance

- 11. Effective leadership and governance.
- 12. A happy, well-informed and engaged community.

Financial Implications

There are no budget or financial implications.

Legislative and Policy Implications

Local Government Act 1995

s5.8 Establishment of Committee – Local Governments may with an Absolute Majority establish committees comprising of at least three people to assist the council in its duties and functions.



s5.10 Appointment of Committee Members – Council members can be appointed to committees either as representatives of the council or otherwise. Appointments are by Absolute Majority and non-council members may be appointed to some committees.

Section 5.10(2) of the LGA 1995 ensures that:

- Councillors are entitled to be a member of at least one committee; and
- The Mayor is to be appointed to any committee they seek to be appointed to

s5.11 Committee Membership, Tenure of – Committee membership continues until the next ordinary election, the person’s appointment is revoked or the committee is disbanded. This section explains the scenarios for when a person ceases to be a committee member.

s5.11A Deputy Committee Members – Local governments may appoint a deputy for committee members, who may act in place of the member when required. The appointment or termination of deputies can occur at any time.

S5.12 Presiding Members and Deputies, Election of – A local government must appoint a committee member as the presiding member (chairperson) and may by absolute majority appoint a deputy presiding member. The residing member is elected by the members of the committee.

S7.1A Audit Committee – Requires local governments to establish an audit committee of three or more persons, with at least three of these members being elected members.

In addition, as part of the *Local Government Amendment Act 2024* (the Amendment Act), a range of reforms were introduced that focus on good governance and decision-making at council and committee meetings. The Audit, Risk and Improvement Committee must now have an Independent Presiding Member and Independent Deputy Presiding Member to ensure a level of neutrality and impartial oversight in chairing the meetings.

Risk Considerations

Risk Category	Adopted Risk Appetite Rating	Comment on Risk
Reputational	Cautious	There is a reputational risk if committee appointments are perceived as lacking transparency or fairness. This may impact public trust. The risk is mitigated through clear criteria, adherence to governance processes, and transparent decision-making.

Analysis and Conclusion



The establishment of the proposed committees and advisory groups for the 2026 – 2027 term, will strengthen Councils governance framework, enhance community engagement, and ensure compliance with the legislative requirements of the *Local Government Act 1995*. By clearly delineating the role and purpose of each body, Council can leverage specialist expertise, foster inclusive representation and improve the efficiency and transparency of decision-making processes.

Adopting this structure positions the City to meet upcoming statutory and legislative changes, meet the changing needs of diverse communities, and maintain strong oversight over strategic and operational priorities throughout the term ending 16 October 2027.

Given the challenges facing the City, as reflected in the CEOs report (*Issues facing the City of Nedlands* - as presented at the Special Council Meeting of 5 February), it is recommended that the decision taken by the former Commissioners to suspend other committees and advisory groups, is maintained at this time. This allows both Councillors and the administration to focus on the key issues facing the City. It should be noted that these groups are not disestablished, and can be reconvened at the request of Council at any time.

In conclusion, it is recommended that Council appoint members to each Committee/Group as set out in this report, to ensure compliance with the *Local Government Act 1995 (WA)* and to ensure City of Nedlands representation on all relevant committees/groups.



1. Purpose

1.1. The audit, risk and improvement committee (**ARIC**) is established by Council in accordance with the Local Government Act 1995, part 7, to assist the Council under Regulation 16 of the Local Government (Audit) Regulations 1995 to discharge its responsibilities with regard to the exercise of due care, diligence and skill in relation to:

- (a) The reporting of financial information, the application of accounting policies, and the management of the financial affairs of the City,
- (b) The assessment of the adequacy of the management of Risk.

2. Authority

As prescribed in Regulation 16 of the Local Government (Audit) Regulations 1996, the committee is to provide guidance and assistance to Council on matters relevant to its terms of reference.

The Committee is a formally appointed Committee of Council and is responsible to the Council.

The Committee does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer (CEO) has legislated responsibility, and it does not have any delegated financial responsibility. The committee does not have management functions and cannot involve itself in management processes or procedures.

3. Membership

3.1. The Committee will consist of six members.

- (a) A Presiding Member
- (b) Deputy Presiding Member
- (c) Four Councillors

Committee members must declare conflicts of interest in accordance with regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed. All members of the Committee are bound by the Code of Conduct for Elected Members, Committee Members and Candidates

3.2 Presiding and Deputy Presiding Member

Appointments will be approved through absolute majority of Council based on



the potential member's experience and qualifications in any or all the following:

- a) Internal audit;
- b) Risk management;
- c) Financial management/reporting;
- d) Information and Systems Technology;
- e) Audit Committee practices; and
- f) Understanding of complexities associated with the City.

A presiding or deputy presiding member cannot:

- i. Be a council member of the City or a council member of any other local government; ii.
- ii. Be an employee of the City or someone who is nominated by, or is to be appointed to represent, any employee of the City;
- iii. Have any operating responsibilities with the City; or
- iv. Provide paid services to the City either directly or indirectly in any other role.

Per section 7.1B (3) of the Act, if the office of Presiding Member is vacant; or the Presiding Member is not available or is not able or unwilling to perform the functions of Presiding Member, then the Committee Members present at the meeting must choose the deputy of the Presiding Member, if present, to preside at the meeting.

3.3 Tenure

The tenure of all members' appointments to the Committee must be compliant with Section 5.11 of the Act, being up to two years terminating on the day of the Ordinary Council elections, at which time all members will be eligible for appointment. Council may terminate the appointment of any member prior to the expiry of their term, if:

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

3.4 Entitlements

The Presiding and Deputy Presiding Members will be entitled to a meeting fee at the



maximum allowable under Band 2.

4. Functions of ARIC

4.1 The ARIC has the following functions —

- (a) to guide and assist the local government in carrying out —
 - (i) its functions under Part 6 of the Act; and
 - (ii) its functions relating to other audits and other matters related to financial management;
- (b) to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;
- (c) to review a report given to it by the CEO under regulation 17(3) (the CEO's Report) and is to —
 - (i) report to the council the results of that review; and
 - (ii) give a copy of the CEO's report to the council;
- (d) to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under —
 - (i) regulation 17(1); and
 - (ii) the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);
- (e) to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;
to oversee the implementation of any action that the local government —
 - (i) is required to take by section 7.12A(3); and
 - (ii) has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and
 - (iii) has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and
 - (iv) has accepted should be taken following receipt of a report of a review conducted under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);



- (f) to perform any other function conferred on the audit committee by these regulations or another written law.

4.2 The ARIC shall have as its primary duties and responsibilities the following financial audit and risk management tasks:

~~(g)~~ Financial Audit

- (i) To meet with the Council's internal and external auditors and review the Audit Management Plan prior to the conduct of the financial audits each year;
- (ii) To ensure that internal and external financial audits are conducted in accordance with the brief and the terms of appointment and that matters of concern to the Council and/or ARIC are being addressed;
- (iii) Ensure that the Council's financial affairs and systems and processes are being managed and reported in accordance with statutory requirements and Australian Accounting Standards;
- (iv) Ensure that relevant financial information is reported to Council in a form that meets the needs and expectations of Council, clearly setting out the key relevant financial data, such that the Council can confidently understand the financial performance of the Council's affairs;
- (v) Review the financial audit report and make appropriate recommendations to Council;

Where appropriate and with the approval of Council seek advice and/or assistance in relation to matters pertaining to the audit or financial affairs of the City;

- (vi) Monitor the implementation of the Audit Management Plan and
- (vii) To address any specific requests referred to it from Council in relation to issues of financial management.

~~(h)~~(g) Risk Management

- (i) Monitor the implementation of the Strategic Risk Management Plan;
- (ii) As a minimum twice yearly consider a report in relation to the management of risk within the City of Nedlands and satisfy itself that appropriate controls and processes are in operation and are adequate for dealing with the risks that impact on the City;



- (iii) Appoint and manage internal auditors and the detailed scope of the Annual Audit Plan;
- (iv) Work with internal auditors to rank audit findings and monitor the resolution of findings as part of a Risk Management Plan; and
- (v) Address any specific requests referred to it from Council in relation to issues of risk and risk management.

(i)(h) Items to be determined by Council.

5. Membership

~~6.~~

~~7. The membership of the ARIC shall comprise:~~

~~8.~~

~~9. Mayor~~

~~10. Four Councillors~~

~~11. One Independent Member~~

~~12. One Independent Presiding Member~~

~~13.~~

~~14.~~

15.5. Staff

The following staff will attend ARIC meetings to provide technical support and advice:

- Chief Executive Officer
- Director of Corporate Services
- Manager, [Governance and Governance and Risk Management Office](#)

Other staff when requested by the ARIC through the Chief Executive Officer.

Where necessary the CEO or the CEO delegate will act as the independent observer for any secret ballots of the ARIC members.

16.6. Invitees/Attendees

6.1 The ARIC may invite non-voting external experts, community members, representatives of auditors and/or other relevant persons with appropriate qualifications to attend, address or advise the ARIC, within the ambit of its tasks.



6.2 The scope, duration and terms of external persons input will be determined by election amongst the members of the committee and where necessary with the approval of Council (e.g. if authorisation of funding is required).

17.7. Audit Committee Meetings

7.1 The ARIC operates under the Council's Standing Orders Local Law.

7.2 The ARIC shall formally meet at least monthly. A schedule of meetings will be developed and agreed to by the members. Additional meetings may be called by the presiding member. It is the responsibility of the presiding member to call the meetings of the ARIC.

7.3 ARIC meetings will be guided by the model agenda provided in Attachment 1

7.4 The quorum for a meeting will be 50% of the members of the ARIC as per section 5.19 of the *Local Government Act 1995*.

18.8. Reporting to the Council

All ARIC draft minutes are to be provided to Council at the next Council meeting.



Document Control box			
Document Responsibilities:			
Owner:	Council	Owner Business Unit:	Corporate Services
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Compliance Requirements:			
Legislation:	<i>Local Government Act 1995 (WA)</i>		
Delegation:	NA		
Council Plan 2023 - 2033	Performance 11. Effective leadership and governance.		



Attachment 1 - Example Agenda

(Based on WA AGO Guide 26:2019-20)

- 1. Declaration of Opening**
- 2. Present, Apologies and Leave of Absence (previously approved)**
- 3. Public Question Time**
- 4. Address by Members of the Public**
- 5. Disclosure of Financial Interest**
- 6. Disclosure of Interest Affecting Impartiality**
- 7. Declaration by Members that they have not given Due Consideration to Papers**
- 8. Confirmation of Minutes**
- 9. Finance**
 - 9.1. External Audit - Correspondence from the OAG and Timelines
 - 9.2. Compliance - S.7.12A LG Act and LG. Regulation 17
 - 9.3. Financials - Monthly Account vs Budget *(Inc Summary & highlights)*
 - 9.4. Performance – *(KPI Dashboard)*
- 10. Risk**
 - 10.1. **Update from Internal Auditors** *(Mar, May, Jul, Sept, Nov)*
 - 10.1.1. Report on Completed Audits
 - 10.1.2. Status of Tracked Actions Items
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 - 10.2.1. Project 1 *(Progress & Training)*
 - 10.2.2. Project 2 *(Gant, S-curve, cost variations)*
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 - 11.1. Update on Risk Management and Emerging Risks
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- 12. Any other Business**
- 13. Date of Next Meeting**
- 14. Declaration of closure**

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Committee members must declare conflicts of interest in accordance with regulation 22 of the *Local Government (Model Code of Conduct) Regulations 2021*, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed. All members of the Committee are bound by the Code of Conduct for Elected Members, Committee Members and Candidates

3.2 Presiding and Deputy Presiding Member

Appointment of independent Presiding and Deputy Presiding Member will be made following a public advertisement. The evaluation of potential members will be reviewed by the CEO for recommendation to Council.

Appointments will be approved through absolute majority of Council based on the potential member's experience and qualifications in any or all the following:



- a) Internal audit;
- b) Risk management;
- c) Financial management/reporting;
- d) Information and Systems Technology;
- e) Audit Committee practices; and
- f) Understanding of complexities associated with the City.

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 - (i) report to the council the results of that review; and
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- (e) to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;
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 - (iv) has accepted should be taken following receipt of a report of a review conducted under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);
- (f) to perform any other function conferred on the audit committee by these regulations or another written law.



- 4.2 The ARIC shall have as its primary duties and responsibilities the following financial audit and risk management tasks:
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 - (ii) To ensure that internal and external financial audits are conducted in accordance with the brief and the terms of appointment and that matters of concern to the Council and/or ARIC are being addressed;
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 - (v) Review the financial audit report and make appropriate recommendations to Council;
- Where appropriate and with the approval of Council seek advice and/or assistance in relation to matters pertaining to the audit or financial affairs of the City;
- (vi) Monitor the implementation of the Audit Management Plan and
 - (vii) To address any specific requests referred to it from Council in relation to issues of financial management.
- (g) Risk Management
- (i) Monitor the implementation of the Strategic Risk Management Plan;
 - (ii) As a minimum twice yearly consider a report in relation to the management of risk within the City of Nedlands and satisfy itself that appropriate controls and processes are in operation and are adequate for dealing with the risks that impact on the City;
 - (iii) Appoint and manage internal auditors and the detailed scope of the Annual Audit Plan;
 - (iv) Work with internal auditors to rank audit findings and monitor the resolution of findings as part of a Risk Management Plan; and
 - (v) Address any specific requests referred to it from Council in relation to issues of risk and risk management.



- (h) Items to be determined by Council.

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The following staff will attend ARIC meetings to provide technical support and advice:

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- Director of Corporate Services
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7. Audit Committee Meetings

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- 11. Confidential Matters**
 - 11.1. Update on Risk Management and Emerging Risks
 - 11.2. Update on outstanding legal matters
- 12. Any other Business**
- 13. Date of Next Meeting**
- 14. Declaration of closure**

Chief Executive Officer's Performance Review Committee Terms of Reference

Committee: CEO Performance Review Committee

Responsible Directorate: CEO

1. Purpose

- 1.1 The CEO Performance Review Committee (the Committee) is established under the powers given in section 5.8 of the *Local Government Act 1995* (the Act).
- 1.2 The Committee is established for the purpose of assisting the Council to fulfil its functions under the City of Nedlands Standards for CEO Recruitment, Performance Review and Termination (CEO Standards) in relation to review of the Chief Executive Officer's (CEO) performance.

2. Scope

In managing the performance appraisal process, the Committee:

- 2.1 Will assist the Council in the engagement and oversight of a consultant to work with the committee, CEO and Council in conducting the CEO performance review in line with the process agreed between the CEO and Council (consistent with the Council's adopted CEO Performance Review Policy, Standards, Department of Local Government Guidelines, and the *Local Government Act 1995*).
- 2.2 Conduct with the CEO, Committee members and the consultant, the performance review process and provide a recommendation to Council on the result of the performance review.
- 2.3 Establish any additional performance criteria for the CEO, with the agreement of the CEO, for recommendation to Council arising from the performance review process.
- 2.4 Is to make recommendations to Council regarding:
 - a. The setting of goals and objectives
 - b. The measurement of key performance indicators (KPIs); and
 - c. Changes to the remuneration package within the terms of the Chief Executive Officer's contract.

3. Membership

Internal

- 3.1 The membership of the committee shall comprise the Mayor and one Councillor from each ward with voting rights with the Councillors being determined by nomination and if necessary, a ballot conducted at a Council Meeting.
- 3.2 Deputy members one from each ward, shall be appointed.

- 3.3 Deputy members are only required to attend and vote if the primary member is absent, an apology or on leave or has resigned.
- 3.4 If a vacancy on the committee occurs for whatever reason, then Council shall appoint a replacement in accordance with the same arrangements as for the original appointment.
- 3.5 The term of the presiding member and committee members will expire immediately prior to the next ordinary Council election.
- 3.6 The presiding member shall be determined by election amongst the members of the committee.
- 3.7 The election of the presiding member will take place at the first meeting following the reconstitution of the committee after each ordinary Council election.
- 3.8 Should the elected presiding member not be present during a meeting of the committee then a temporary presiding member shall be elected in accordance with 3.7 above.

External

- 3.9 3.10 An Independent Consultant, who is acceptable to both parties (CEO and Council) shall be appointed by Council to facilitate the Performance Review Process but is not a member of the committee.

4. Training

- 4.1 It is advised that Committee members should:
 - a. as soon as practicable after their appointment, undertake the CEO Performance Review Training facilitated by WALGA within six (6) months of their appointment to the Committee.*

*Subject to WALGA delivering the course in the appropriate timeframe.

5. Meetings

- 5.1 The Council Committee operates under the Council's Standing Orders Local Law.
- 5.3 The Committee shall formally meet three times a year. A schedule of meetings will be developed and agreed to by the members. Additional meetings may be called by the Presiding member.
- 5.4 The Executive Officer will be the Committee's Administrator and will be a non-voting member. The Administrator's responsibility is to serve as a secretariat to the Committee by preparing agendas and minutes and ensuring timely distribution to all members; to ensure that meetings are effectively organised

and recorded and to provide administrative and governance support for the purposes of the Committee.

6. Quorum

- 6.1 The quorum for a meeting will be 50% of the offices of the Chief Executive Officer's Performance Review Committee as per section 5.19 of the *Local Government Act 1995*.

7. Delegated Powers


- 7.1 The Committee does not have authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated power from Council.
- 7.2 Committee recommendations are not binding on Council and must be endorsed by Council to take effect.

8. Staff

- 8.1 The following staff will attend committee meetings to provide technical support and advice:
- a. Manager Human Resources
 - b. Chief Executive Officer; (when invited)
 - c. Executive Officer
 - d. Other staff may attend committee meetings when requested by the Committee through the Chief Executive Officer.

9. Disclosures of Interest

- 9.1 Disclosures of Interest are to be made in accordance with the provisions of the *Local Government Act 1995*.

	<p>Lake Claremont Advisory Committee Terms of Reference</p>
<p>Key Focus Area Environmental Sustainability</p>	<p>Relevant Council Delegation Nil</p>

Objectives of the Advisory Committee

1. The Lake Claremont Advisory Committee (**Advisory Committee**) is a formally appointed committee of Council and is responsible to that body.
2. The Advisory Committee has been established to consider matters relating to Lake Claremont and to make recommendations to Council regarding its findings to allow for an informed decision making process.

Functions of the Advisory Committee

3. The Advisory Committee’s function is to make recommendations and provide assistance in relation to the management of Lake Claremont and its immediate environment.

Advisory Committee Membership

4. The Advisory Committee is to be comprised of:
 - a. Two Town of Claremont Council Members;
 - b. One City of Nedlands Council Member;
 - c. One representative from Friends of Lake Claremont;
 - d. One staff representative from Scotch College; and
 - e. A maximum of two community representatives.
5. An additional City of Nedlands Council Member will be appointed as a Deputy Member of the Committee. The Deputy Member may perform the functions of the City of Nedlands Council Member when the member is unable to do so by reason of illness, absence or other cause.
6. Community representatives appointed to the Advisory Committee shall:
 - a. Be residents of the Town of Claremont;
 - b. Have an interest in Lake Claremont; and
 - c. Ideally have some experience in the techniques used in the management of natural areas.
7. Following each biennial local government election, Council will appoint members to the Advisory Committee as outlined above.
8. Membership to the Advisory Committee will be for a period of two years coinciding with biennial local government elections.

9. In the event of a vacancy due to the resignation of a Committee member, Council may resolve to fill the vacancy by appointing a replacement.
10. Members of the Advisory Committee are bound by the Town's Code of Conduct for Council Members, Committee Members and Candidates.
11. At the first meeting following each biennial local government election, the members of the Advisory Committee will elect a Presiding Member from amongst themselves in accordance with section 5.12(1) of the *Local Government Act 1995 (Act)*.
12. The Presiding Member's responsibility is:
 - a. To provide leadership and facilitate the achievement of the Advisory Committee's objectives;
 - b. To ensure that appropriate conduct is observed at Committee meetings in line with the *Town of Claremont Meeting Procedures Local Law 2018*; and
 - c. To promote full participation and open debate at meetings so that relevant matters are discussed and effective recommendations are made to Council.
13. If the Presiding Member is absent from a Committee Meeting, the Committee Members are to choose one of themselves to preside at the meeting in accordance with section 5.14 of the *Act*.
14. The Chief Executive Officer will appoint an employee of the Town as an Administrator to the Advisory Committee. The Administrator's responsibility is:
 - a. To serve as a secretariat to the Committee by preparing agendas and minutes, and ensuring timely distribution to all members;
 - b. To ensure that meetings are effectively organised and recorded; and
 - c. To provide administrative support for the purposes of the Committee.

Meetings

15. The Advisory Committee shall formally meet on a quarterly basis. Meetings will be convened by the Presiding Member in consultation with the Chief Executive Officer.
16. All meetings of the Advisory Committee are to be conducted in accordance with the *Local Government Act 1995*, its associated Regulations and the *Town of Claremont Meeting Procedures Local Law 2018*.
17. Quorum for a meeting of the Advisory Committee shall be at least 50% of the number of Committee Members (whether any positions are vacant or not) of the Committee in accordance with section 5.19 of the *Act*.
18. Meetings of the Advisory Committee are generally closed to the public. Public attendance is permitted only through invitation or prior approval by the Committee.

Reporting

19. The Advisory Committee will generally be provided with the following updates and/or reports at each meeting for consideration:
 - a. A progress report from Town of Claremont employees providing an update to the Committee on the items, tasks and activities that have been completed from the Lake Claremont Operational Plan for the preceding period;

- b. An update from the City of Nedlands Council Member regarding City of Nedlands projects which are of interest to the Committee; and
 - c. An update from the Friends of Lake Claremont Committee Representative regarding the organisation’s activities and projects.
20. Where a matter requires a decision from Council, the Advisory Committee shall resolve in its meeting to recommend a decision to Council at the next practicable Ordinary Council Meeting.

Delegated Powers

21. The Advisory Committee has no delegated powers and no authority to implement its recommendations without resolution of Council.

Document Control Box					
Business Unit:	Infrastructure				
Legislation:	<i>Local Government Act 1995</i> <i>Town of Claremont Meeting Procedures Local Law 2018</i>				
Organisational:	Town of Claremont Code of Conduct for Council Members, Committee Members and Candidates				
Review Frequency:	Biannual	Next Due:	2025	Records Ref:	D-21-31718
Version #	Decision Reference:	Date:		Reference:	
1.	Adopted	17 October 2017		150/17	
2.	Modified	15 October 2019		142/19	
3.	Modified	7 September 2021		111/21	
4.	Reviewed	29 August 2023		107/23	



Elected Member Prospectus

Becoming a Zone Delegate or State Councillor

2021



About WALGA

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

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

What Does WALGA Do

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

How Does WALGA Work

WALGA employs approximately 100 staff across the areas of:

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

How is WALGA Funded

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

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



Role of Zones

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

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

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

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

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

Additional activities undertaken by Zones include:

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

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

Zone Motions

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



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

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

Role of Zone Delegates

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

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

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

Role of State Council

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

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

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

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

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



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

Role of State Councillor

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

The principal roles of State Councillors relate to:

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

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

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

Commitment of the Role of State Councillor

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

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

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

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



Opportunities for State Councillors

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

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

Become Involved

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

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

Contacts

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mainroads
WESTERN AUSTRALIA

*We're working for
Western Australia.*

Metropolitan Regional Road Group

Policies and Practices

The MRRG Policies and Practices, are to be read in conjunction with the State Road Funds to Local Government Agreement and Procedures, the State Black Spot Program Development and Management Guidelines and the Australian Government - Notes on Administration

Printed copies are uncontrolled unless marked otherwise. Refer to iRoads for current version.

D24#338442
February 2025

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Amendments

Revision Number	Revision Date	Description of Key Changes
33	04/02/2025	5.1.2.1(j) Last sentence removed to align with SRFTLG Procedure document. The document does not allow Local Government to fully claim the approved funding if the under spend is within \$1,000 of the approved allocation.
32	14/02/2023	Update to document format & external links
31	30/11/2023	<p>3.2 Technical Group Update on the decision-making process and the appointment of Technical Members</p> <p>3.3 Elected Members Update on the decision-making process and the appointment of Elected Members</p> <p>5.2.2(b) and(c) Improvement Program Provision for review and adjustment of funding caps (if necessary) every 3 years.</p> <p>The current funding caps are to apply from 01 July 2024;</p> <p>Individual Project Cap - \$4.0m per year (Max \$12.0m) Maximum allowable for any Local Government - \$5m per year.</p> <p>5.2.1 (l) Rehabilitation Program Eligibility for Reserve Project offers</p> <p>5.2.1 (c) Rehabilitation Program The annual maximum State Contribution allocation cap is \$900,000 per Local Government.</p>
30	19/12/2022	<p>3.2 Technical Group Section amended to include a clause to highlight that Technical Membership at Sub Group level is preferably at Manager level or above given the strategic level of advice being given.</p> <p>5.2.1.1 Signage and Pavement Marking New section added. Acquittal process introduced for the Rehabilitation Program for 20/21 projects onwards.</p> <p>5.2.2.1 Signage and Pavement Marking New section added. Acquittal process introduced for the Improvement Program for 22/23 projects onwards.</p>
29	18/03/2020	Inclusion of date in the MRRG Expenditure Action Plan.
28	16/07/2019	Amend wording section 4.2 – Row 2 of table, replace “project estimate” with “approved funding” and “actual” with “incurred”, to align with SRFLGA Procedures.
27	18/04/2019	Revision of Document to bring it in line with current MRRG practices following the acceptance of the MRRG Expenditure Action Plan. Revision endorsed by the MRRG Elected Members on 18/04/2019.

Ordinary Council Meeting | Agenda | 15 April 2026

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25-26	18/05/2017	Amend clause 5.2.1 (d), replace "one year extension" with "6 month extension" and add "in the approval year". Amend section 3.1, add "Late submissions for all Programs will not be accepted. However, if time does not permit full Council approval prior to the deadlines advised annually, submissions with the notation "not yet endorsed by Council" will be accepted."
3-24	22/01/2016	Revision of Document that included – <ul style="list-style-type: none"> • Correction of grammatical errors • Section 5.2.1 – add no partial funding of projects allowable; allow LGs to request changes to draft program to maximise funding subject to project scores meeting annual cut-off score; maximum 1 yr extension of time may be considered if request submitted prior to 31 December. • Section 5.2.2 increase cap for Improvement Projects to \$13.5M and annual individual LG cap to \$4M; add 1st year funding to a maximum of 40% of project's total allocation; projects to be withdrawn if 80% funding is not claimed within 2 yrs; maximum 1 yr extension of time may be considered if request submitted prior to 31 December. <p>Section 5.3 Staging of projects with Traffic Signals and/or are complex; Submissions with Traffic signal require an Approval in Principal (AIP) from the MRWA traffic services manager. Requests for additional funding require project to be resubmitted and BCR adjusted to determine if it still ranks sufficiently to be given funding ahead of other Reserve Projects if funding.</p>
2	06/06/2014	Amend section 5.2.2 (B) to increase the current \$2m State contribution cap per year over three years to \$3m per year over three years. Amend section 5.2.2 (C) Funding to individual Local Governments is capped at \$3m per year
1	18/10/2013	Document revised from a timeline based format to subject based.

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1 OVERVIEW

This document sets out the Policies and Practices adopted by the Metropolitan Regional Road Group developed under the guiding principles of past and current State Roads Funds to Local Government (SRFLG) Agreements and Procedures of the State Road Funds to Local Government Advisory Committee (SAC).

The Metropolitan Regional Road Group (MRRG) manages and administers State allocated funding for Road Projects and Black Spot Programs on the local road network of the Metropolitan Region.

2 BACKGROUND

The State Road Funds to Local Government Agreement, Procedures and Road Project Evaluation Guidelines was formally launched by the Hon Minister for Transport on March 14, 1996. This has since been superseded by several funding agreements with the most current being [State Road Funds to Local Government Agreement 2023-24 to 2027-28](#), supported by the [State Road Funds to Local Government Procedure](#).

Black Spot funding is allocated and determined under the requirements of the [State Black Spot Program Development and Management Guidelines](#) and the [Australian Government - Notes on Administration](#).

The general administration and co-ordination of the Programs is undertaken by Main Roads WA (MRWA) Metropolitan Region, in the role of Secretariat to the MRRG.

3 STRUCTURE

3.1 Sub Groups

The Metropolitan Local Governments are divided into 6 Sub Groups –

North West	West	Central
City of Joondalup City of Stirling City of Wanneroo	Town of Cambridge Town of Claremont Town of Cottesloe Town of Mosman Park City of Nedlands Shire of Peppermint Grove	City of Perth City of Subiaco City of Vincent
East Group	South East	South West
Town of Bassendean City of Bayswater Shire of Kalamunda Shire of Mundaring City of Swan	City of Armadale City of Belmont City of Canning City of Gosnells Shire of Serpentine-Jarrahdale City of South Perth Town of Victoria Park	City of Cockburn Town of East Fremantle City of Fremantle City of Kwinana City of Melville City of Rockingham

Sub Groups shall consist of an Elected Member and Technical Officer Representative from each attending Local Government.

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Each Sub Group shall appoint an Elected Member and Technical Officer to represent the Sub Group at the MRRG Elected Members and Technical Group Meetings. It is recommended that Sub Groups also appoint a deputy for each of these delegates.

Sub Groups are coordinated by a Local Government Representative nominated from the attending Local Governments, this is generally the nominated Technical Group representative.

The Sub Groups shall meet regularly and at least twice yearly. The Agenda should include an item to review all current funded projects. Quarterly Expenditure Reports are distributed by MRWA to each Local Government and the respective Sub Group Technical Representatives to assist with this review. Local Governments shall provide an update on projects and report any projects that are at risk.

It is requested that invitations are extended to MRWA representatives to attend the Sub Group meetings.

3.2 Technical Group

The Technical Group is made up of six nominated Local Government Technical Officers appointed by each of the Metropolitan Sub Groups. The Sub Group Technical Officer representatives are preferably at Manager level or above given the strategic nature of advice required to be given to Elected Members to make decisions.

Nominations for representation on the Technical Group take place at the Sub-Group meeting where agreement by a consensus amongst Technical Officers occurs to determine an appointee. If a consensus is not reached, the Technical Officer with the majority support of present Technical Officers will be the appointee. Should there be an even split, then a random draw of names process will be determined and undertaken by the most senior MRWA personnel present and the Technical Officer thus appointed. Elected Members present note the appointee.

The role of the Technical Group is to review the annual rate of expenditure; assist in the development and review of future year Programs prior to endorsement by the Elected Members; review the MRRG Policies and Practices document and the Improvement and Rehabilitation Road Project Submission Guidelines; and provide advice to Sub Group members on MRRG matters.

The Group shall meet prior to the Elected Members' meetings.

The Chair and Deputy Chair are elected for a two year term in line with Local Government Elections.

Coordination of Technical Group Meetings and Minute taking is undertaken by MRWA nominated personnel. Minutes are to be prepared for presentation at the next Elected Members meeting.

3.3 Elected Members

This is the decision making body for the MRRG.

The Elected Members Group is made up of six nominated Elected Member representatives appointed by each of the Metropolitan Sub Groups. Nominations for representation at the Elected Members meeting take place at the Sub-Group meeting. Elected Members present can by consensus agree on an appointee or if desired by one or more present, conduct a ballot on the basis of one vote for each local government Elected Member represented at the meeting to confirm the appointee. Should this be an even split then a random draw of names process will be determined and undertaken by the Technical Officer representative or most senior MRWA personnel present and the Elected Member thus appointed.

Nominations for Chairperson of the Elected Members group take place at the Elected Members meeting. Elected Members present can by consensus agree on an appointee or if desired by one

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or more present conduct a ballot on the basis of one vote for each local government Elected Member represented at the meeting to confirm the appointee. Should this be an even split then a random draw of names process will be determined and undertaken by the Technical Officer Chairperson or most senior MRWA personnel present and the Chairperson thus appointed.

The MRRG Elected Members shall meet at least twice yearly, with Technical representatives also attending. Only the Elected Members have voting rights.

The Chair and Deputy Chair are elected for a two year term in line with Local Government Elections.

Coordination of Elected Members' meetings and recording of minutes is undertaken by MRWA nominated personnel.

3.4 Main Roads Representatives

Main Roads Representatives are appointed by MRWA Metropolitan Region and provide Secretariat, Programming and Technical Support to the MRRG. Their role is to develop the initial Annual Local Government Road Programs, and administer and monitor rates of expenditure for approved programs.

The current nominated MRWA representatives for the Metropolitan Region are:

- Manager Asset Management and Road Programs;
- Program Coordinator; and
- Program Support Officer.

Consultancies may periodically be engaged to provide additional Technical Support, as approved by SAC.

3.5 Meetings

The Technical Committee and Elected Members meetings shall meet at least twice yearly, generally in March/April and October/November.

Sub Group meetings are held prior to the Technical and Elected Members Meetings with Minutes forwarded to MRWA (MRRG@mainroads.wa.gov.au) for inclusion in the Agenda Papers for the Technical and Elected Members meetings.

For further information please refer to "Roles and Responsibilities of Regional Road Group Members" and "Metropolitan Regional Road Group Reference information for Elected Members on a Regional Road Group" located on the [WALGA](#) website.

4 GENERAL ADMINISTRATION OF STATE ROAD FUNDS TO LOCAL GOVERNMENT FOR METROPOLITAN REGION

4.1 Submissions

Submissions for SRFLG Grant funding, are to be submitted in accordance with the SRFLG Procedures; the MRRG established Guidelines for the Submission for Road Improvement and Road Rehabilitation Projects; and the respective Black Spot Program Guidelines.

The timetable for submissions is advised annually and late submissions for all Programs *will not* be accepted. However, if time does not permit full Council approval prior to the deadlines, submissions with the notation "not yet endorsed by Council" will be accepted.

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MRRG Road Project Submission Guidelines have been developed for submissions to MRRG Road Improvement and Road Rehabilitation Programs and are available on the [Local Government Road Funding | Main Roads Western Australia](#) webpage under the Metropolitan Regional Road Group heading. The *MRRG Road Project Submission Guidelines* are periodically reviewed and updated by the Technical Group in consultation with MRWA personnel to meet current practices. The *MRRG Submission Summary Table and Checklist* are to be completed for all Road Project Submissions and the Summary placed at the front of the submissions.

Australian Government Black Spot (AGBS) and State Black Spot (SBSP) nominations must meet the minimum criteria as set out in the respective Black Spot Program Guidelines. Nomination forms and Guidelines are available on the Main Roads website - [Road safety Programs | Main Roads Western Australia](#)

Milestone and Complexity Form outlining the proposed delivery timeline and possible risks (ie clearances required) must be included with all submissions/nominations - [Local Government Road Funding | Main Roads Western Australia](#)

All submissions will be subject to an audit process to determine the prioritised ranking of projects.

4.2 Payment of Claims

All Local Governments in the Metropolitan Region must have in place agreements with MRWA for Recipient Created Tax Invoices (RCTI).

In accordance with the [State Road Funds to Local Government Procedure](#), Local Governments must submit a *Progress Payment Certificate* or a *Certificate of Completion* to MRRG@mainroads.wa.gov.au to claim grant funding. Main Roads will raise an RCTI for processing of payment and a copy of the RCTI will be forwarded to the Local Government for their records.

The MRRG has adopted the following method of recouping funds for approved projects, in line with the SRFLGA Procedures

Claim	When to make
40% of Project Estimate	Advance when advised that the project has been approved
40% of Project Estimate	Incurred expenditure on the project has exceeded 40% of the approved funding. Includes a Road Safety Audit for Improvement Projects.
20% of Project Estimate	Upon certification of satisfactory project completion of work in accordance with the project proposal.

4.3 Variations

Variations to scope, cost and time will be considered on a case by case basis. A [MRRG Request for Variation](#) must be completed and submitted along with supporting documentation to MRRG@mainroads.wa.gov.au.

Early advice of variations is a requirement and works should not proceed until approval has been granted.

All requests for variations will be assessed by MRWA in the first instance to ensure the request complies with the relevant Guidelines and meets the criteria for the year of approval.

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Depending on the complexity of the variation the following will apply.

- Requests of a complex nature (ie significant cost increase and/or change of scope), following assessment by MRWA, will be reviewed by the Technical Committee with a recommendation to the MRRG Elected Members for consideration.
- Requests for extension of time and/or of a non-complex nature may be approved by the Chairman of the MRRG Elected Members after assessment by MRWA and review by Chair of the Technical Committee. Should any issues be identified then the request will be referred to the MRRG Elected Members for consideration.
- Rehabilitation Program only - MRRG has given authority for MRWA nominated officers to approve cost variations up to 10% of the allocated funding, if surplus funds are available. Approval must be obtained prior to the final claim being submitted.
- Australian Government Black Spot Program – following assessment by MRWA requests that still meet the minimum requirements will be forwarded to the Department of Infrastructure, Regional Development and Cities for approval.

Where a LG is asked to provide further information to clarify / verify a variation request the response is to be provided within 4 weeks to expedite the process.

4.4 MRRG Expenditure Action Plan – (refer Attachment 1)

At the request of SAC, the MRRG Expenditure Action Plan was developed to address issues that identified Local Government's need to improve accountability for acquittal and governance of project funding.

A phased approach for the implementation of the Plan was adopted by the MRRG, recognising that a number of the Plan's process improvements had already been adopted as current practice by the Group.

The most significant change to process is the introduction of penalties to future funding based on prior years performance. This will initially only impact the Rehabilitation Program - *refer clause 5.2.1 (f)*.

The MRRG performance will be reviewed annually to assess the impact of implemented process improvements on the overall rate of expenditure, and the need to implement further penalties.

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5 FUNDING PROGRAMS

1.1 Direct Grants

Direct Grants are provided annually to Local Governments for routine maintenance on Local Roads. Direct Grant funding will be available after 1 July each year, on approval of the annual program. On receipt of a [Certificate of Completion](#) from Local Governments, certifying the previous year's allocation has been fully expended on roads, MRWA will arrange payment.

1.2 Road Project Grants

The SRFLG Agreement 2023-24 to 2027-28 currently distributes 36% of the State's Road Project funding to the Metropolitan Region. In accordance with the SRFLG Procedures the funding is provided on a cost sharing basis of LGs contributing \$1 for every \$2 from the Road Project Grant funds.

The MRRG Road Project Funding is split between two Programs – Rehabilitation and Improvement on a 50:50 basis. Should excess funds occur in either program in a given year the MRRG may consider a transfer of funds between the two Programs.

Improvement Projects that are anticipated to be delivered over more than 1 year shall be funded in stages in line with proposed delivery plans.

Submission Summary Forms must be included at the front of all Road Project Grant submissions for the Rehabilitation and Improvement Programs.

In addition, the following Practices have been adopted by the MRRG for each of the Programs -

1.2.1 Rehabilitation Program

- a) Yearly submissions will be audited and ranked in accordance with the MRRG Road Project Submission Guidelines. A list of prioritised projects will be developed based on the audited ranking, and where possible maximising the eligible funding to each LG, with projects listed in Reserve.
- b) Partial funding of projects is not permitted.
- c) An annual maximum State Contribution allocation cap of \$900,000 per Local Government is applied to the Program. Should funds not be fully allocated the cap may be increased in increments of \$50,000 until fully allocated. This is reviewed on a year by year basis by the MRRG Technical Group for recommendation to the Elected Members.
- d) The prioritised Submission Listing will be distributed to all LGs for review. LGs may request changes to meet the LGs needs if projects still meet the advised funding cut-off score for that year. Change requests must be submitted to MRWA prior to the Technical Group making a recommendation.
- e) A draft program will be developed by MRWA and the Technical Group following the review by LGs. The draft will subsequently be presented to the Elected Members for endorsement prior to seeking Ministerial approval.
- f) The eligible funding to LGs may be subject to penalties for unclaimed funds in the prior year (Refer attachment 1 – Metro MRRG Expenditure Plan. If more than 10% of the LGs total Rehabilitation funding remain unclaimed by 30 June in the prior year (Yr1), then the LGs eligible funding in the following year (Yr3) will be reduced by the percentage over and above the 10% unclaimed.

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For example, if a LG had underspent by 15% in Yr 1 then the eligible funding allocation to the LG in Yr 3 would be reduced by 5%).

- g) LGs must submit the first 40% claim for grant funding by 31 December in the year of approval. MRRG has given authority for MRWA to withdraw projects and return funds to the Pool at the beginning of the 3rd quarter for any projects that do not meet this deadline. Reminders will be issued by MRWA one month in advance of the deadline.
- h) The SRFLG Procedures require projects to be completed within the allocated year. However MRRG will allow LGs to submit a *MRRG Request for Variation* for extension of time to a maximum of 6 months for unforeseen delays. Requests must be received by 31 December in the approval year. It should be noted that the above mentioned penalties will apply if approvals are not in place by 30 June of that year.
- i) If a LG is not able to deliver a project, the project is to be withdrawn and surplus funds returned to the Pool and any overpayments refunded to MRWA for reallocation. Early advice of withdrawals is required.
- j) Where a Local Government completes a project under budget the surplus funds will be returned to the 'Pool' for reallocation and the Local Government is to refund any overpayments to MRWA. Funds may not be retained by the LG to cover shortfalls on other projects.
- k) Over expenditures on projects is the responsibility of the Local Government. If monies are available in the "Pool", Local Governments may apply for additional funding. The MRRG has given MRWA authority to approve over spends of up to 10% of the State Contribution, if funding is available.
- l) Reserve projects, in priority order, may be funded during the 2nd quarter if funding becomes available from the pool funds.

With the introduction of penalties to future funding based on prior years performance under Clause 5.2.1 (f), should a Local Government incur a penalty, they will be ineligible for an offer of any reserve project in that year the penalty applies. However, should the Local Government achieve a 100% claim record in the immediate preceding year, only then would they become eligible for reserve projects in that year the penalty applies.

Funding offers for Reserve Projects will be made on the condition the grant is able to be fully acquitted by 30 June in the financial year the offer is made. If funding is accepted the LG must submit the 1st 40% claim within one month of acceptance. Reserve Projects not fully acquitted within the approval year will be subject to the above mentioned penalties.

- m) The use of grant funding for the application of trial treatments is not permissible.

1.2.1.1 Signage and Pavement Marking

Main Roads is the authority for approval and installation of regulatory signage and pavement markings on public roads. In accordance with the State Road Funds to Local Government procedures, a provision for this cost must be included in the total cost of an approved grant funded project.

Local Government are required to submit their signage and pavement marking design to Road Network Operations Centre (via Traffic Management Services Branch) for review and approval. When submitting a request, it is important that Local Government highlight that their project will be funded by the MRRG. Once approved, Traffic Management Services will submit a Works Request to the Metropolitan Minor Improvement Works team. The Minor Improvement Works team will then liaise with Local Government to ensure the following conditions are met prior to scheduling and delivery of the works;

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- the site is in a safe condition for all road users and that there is temporary signs and pavement markings
- completion and return of all necessary forms (e.g. Site availability forms must be returned via mncreinstatement@mainroads.wa.gov.au)
- spotting is undertaken in accordance with Main Roads standards

Acquittal

In November-21, following a successful 12-month trial, the Elected Members endorsed a signage and pavement marking acquittal process which involved transfer of the signage and pavement marking cost of a project from an approved program to an MRRG holding account. This holding account will be utilised by Main Roads to cover these costs, thereby avoiding the need to issue a separate invoice to Local Government once the works have been completed.

Once a Local Government receives approval of their plans from Traffic Management Services and an MCW number is issued, they will be able to issue their final claim for 20% if they quote this MCW number on their Certificate of Completion. This process applies to any projects that commence from 20/21 onwards.

1.2.2 Improvement Program

a) Yearly submissions will be audited and ranked in accordance with the *MRRG Road Project Submission Guidelines* for that year. A list of prioritised Projects will be developed based on the audited ranking with Projects listed in Reserve.

b) Funding caps are applicable in the Improvement Program and will be subject to review and adjusted (if necessary) every 3 years.

MRRG allocations to individual projects will be capped at \$4m State Contribution per year to a maximum contribution of \$12m (i.e. total project cost \$18m).

c) The State Contribution funding to individual Local Governments is capped at \$5m per year.

d) Improvement Submissions will be subject to review by the Technical Group. To assist in the determination of funding allocations, LGs with new submissions and current projects will be required to attend a special meeting of the Technical Group in September of each year to present the current status of each project. The following criteria will be used to determine the funding allocated to successful projects.

- Submissions with detailed designs, costings and third party approvals in place (shovel ready) will be allocated a minimum of 40% of the total project allocation in the first year with funding committed for future years in line with the proposed delivery plan, provided it is still within their funding cap.
- Submissions based on concept plans and preliminary costs will be allocated funding for detailed design phase only. Funding for these projects will not be committed and LGs will be required to resubmit projects on completion of detailed design for consideration of future funding.

e) If the Project is deemed committed Local Governments may claim 40% of the total committed project allocation in the 1st year, provided funds are available.

f) Committed Improvement Projects are to be withdrawn and surplus funds returned if a Local Government has not claimed 80% of the total allocation for committed projects within 2 years of the latest approved funding allocation.

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i.e – For a project granted the full allocation in 2018/19, the 80% must be claimed by 30 June 2020. For a 2018/19 approved staged project where the latest allocation approved was in 2019/20 the 80% must be claimed by 30 June 2021.

- g) A maximum one year extension may be approved by the MRRG, for committed projects, where a written request is received by 31 December in the year the latest funding allocation was approved.
- h) Where a Local Government completes a project under budget the surplus funds shall be returned to the 'Pool' for reallocation and the Local Government shall refund any overpayments to MRWA. Funds may not be retained by the LG to cover shortfalls on other projects.
- i) If a Local Government is unable to proceed with a project, the project is to be withdrawn from the Program. LGs may claim the 2/3 State Contribution for costs incurred to date, subject to an itemised breakdown of costs being provided and the LG contributing 1/3 of incurred costs. The balance of funding will be returned to the 'Pool', with the Local Government refunding any excess payment.
- j) Over expenditures are the responsibility of the Local Government. To receive any further Road Project Grant funding over the approved amount a LG will need to resubmit the project for auditing and lodge a Request for Variation, for consideration by the MRRG. Provision of additional funding is dependent on the availability of surplus monies held in the 'Pool'.
- k) Reserve projects, in priority order, may be funded during the 2nd quarter to a maximum of 40% of the State Contribution if funding becomes available from the Pool. If Reserve funding is accepted the LG must submit the 1st 40% claim within one month of acceptance.

1.2.2.1 Signage and Pavement Marking

Similar in operation to section 5.2.1.1, the Elected Members endorsed in November-21 that the signage and pavement marking acquittal process also be extended to the Improvement Program.

A Local Government can submit their final claim for 20% if they quote the MCW number on their Certificate of Completion for any new projects that commence from 22/23 onwards.

5.1 Black Spot Programs

Funding is provided under the Australian Government Black Spot Program (AGBS) and State Black Spot Programs (SBSP) for Road Safety Improvement Projects within the Metropolitan Region. [Australian Government Black Spot - Administration](#) and [State Black Spot Program Development and Management Guidelines](#) are available on the MRWA and WA Local Government Association (WALGA) websites

- a) The MRRG receives 50% of the total State Black Spot funds for Local Government Roads, currently \$5M annually, and allocates up to 20% of this to Road Safety Audit projects.
- b) AGBS funding pool for WA is determined on an annual basis by the Department of Infrastructure, Regional Development and Cities, for state-wide distribution.
- c) The Black Spot nominations will be ranked by Benefit Cost Ratio (BCR) based on current CARS data or Risk Reduction Cost Ratio (RRCR) based on Road Safety Audit.
- d) Where the BCR and/or RRCR funding cut off scores fall on projects of equal scoring, the project from the Local Government with the least amount of proposed funding will be given priority, with consideration given to safety benefit.

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- e) Staging of projects is a requirement for State Black Spot nominations that involve Traffic Control Signals (TCS); utilities; third party approvals; and/or are of a complex nature. Staged projects shall be treated as priority projects for funding in the following financial years.
- f) Nominations that include installation of or modifications to Traffic Control Signals will not be considered unless endorsed by MRWA Network Operations. A copy of the endorsement must be included with the nomination. To ensure nominations are valid LGs need to liaise with the Main Roads Traffic Services representative for their area well in advance of making a submission. Please refer to MRWA's [Traffic Signals Approval Policy](#) for further information.
- g) To ensure independent status the MRRG has deemed the lead auditor for Road Safety Audits in support of nominations must be from outside the submitting Council. Other members of the audit team may be accredited officers from within the Council.
- h) Variations to scope and/or cost will be assessed in accordance with the relevant Guidelines for eligibility of funding. The BCR score based on the revised total project cost must remain above the minimum requirement.
- i) Following the funding cut off point all remaining projects are considered to be "Reserve Projects" and will be funded as per the BCR/RRCR priority if funding becomes available in the current financial year. Reserve Projects not funded in the current financial year must be resubmitted for consideration in the next years round of submissions.

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6 OTHER GENERAL MATTERS

6.1 All Submissions involving a Highway or Main Road

Applications for Local Road Funding in the Metropolitan Region involving a Highway or Main Road shall only occur where the LG initiates the application and is prepared to contribute in accordance with the relevant Procedures / Guidelines.

Endorsement must be obtained from the Director of Metropolitan Operations prior to LGs submitting projects involving works on Highways or Main Roads. Approved projects will be subject to detail design approval in accordance with MRWA's "Conducting Works on Roads" process.

Refer: [Working on roads | Main Roads Western Australia](#)

6.2 MRWA Electrical Services Handover

Where a project involves the installation and/or modifications to Traffic Control Signals the final claim must include evidence the handover process for MRWA Electrical Services has been completed.

Refer: [Commissioning Decommissioning and Handover of Electrical Assets | Main Roads Western Australia](#)

6.3 Completion of a Network Link

Where the final stage of a project to complete a critical network link fails to score sufficiently to merit an allocation, the MRRG has the authority to authorise in special circumstances, funding for completion of the project.

6.4 Other funding sources

If a LG has successfully obtained alternative funding for an approved project, it is deemed the MRRG project should be withdrawn from the relevant Program and funds returned to the Pool for redistribution. This is considered in the spirit of the agreement and in line with past practice.

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7 RELATED DOCUMENTS

Local Government Road Funding | Main Roads Western Australia

- [State Road Funds to Local Government Agreement 2023-24 to 2027-28 \(PDF, 5.54 MB\)](#)
- [State Road Funds to Local Government Agreement 2018-19 to 2022-23 \(PDF, 5.34 MB\)](#)
- [State Road Funds to Local Government Procedure \(PDF, 1.47 MB\)](#)
- [Progress Payment Certificate - \(PDF, 167 KB\)](#)
- [Progress Payment Certificate - \(Word doc, 129 KB\)](#)
- [Certificate of Completion Form - \(PDF, 259 KB\)](#)
- [Certificate of Completion Form - \(Word doc, 127 KB\)](#)
- [Metropolitan Regional Road Group - Request for Variation \(Word doc, 22 KB\)](#)

Road safety Programs | Main Roads Western Australia

- [Development and Management Guidelines \(PDF, 2.1 MB\)](#)
- [Black Spot Programs - Project Criteria \(PDF, 270 KB\)](#)
- [Project Completion Form \(Word document, 37 KB\)](#)
- [As Constructed Report for Traffic Control Signal Projects \(Excel, 25 KB\)](#)

Black Spot Program | Infrastructure Investment Program

- [Black Spot funding conditions | Infrastructure Investment Program](#)
- [Black Spot site eligibility | Infrastructure Investment Program](#)
- [Black Spot Program resources | Infrastructure Investment Program](#)

Commissioning Decommissioning and Handover of Electrical Assets | Main Roads Western Australia

- [ES-MD-FM-6000-401 - Request to Commission Electrical Asset](#)
- [ES-MD-FM-6000-110 - Asset Removal Request](#)
- [ES-MD-FM-6000-411 - Request to Handover Electrical Asset](#)

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8 ATTACHMENT 1

MRRG Expenditure Action Plan – Implementation Plan

April 2019

1. Process Improvements

1.1 Road Improvement Projects –

Successful submissions with detail designs, costings and third party approvals in place (shovel ready projects) will be allocated full project funding to match the timing of progress claims. Successful submissions based on concept plans and preliminary costing are only to be allocated funding for the detailed design phase. Once detailed plans are completed the project needs to be resubmitted again. A funding allocation for the detailed design phase will be given but payment will only be for *local government* design costs (to be detailed and then verified by with help from Technical officers group as required) and actual costs incurred for engagement of required external parties (eg design, geotechnical consultants, underground utility documentation, utility application fees, surveyors, etc). Details of design costs must be documented with recoup claim.

Comment -

- *Current practice – this has been adopted consistently for the 2017/18 and 2018/19 programs.*

Action –

- *Update Policies and Practices Documents to reflect current practice*

1.2 Blackspot Projects –

Any submissions not fully designed with all third party approvals will automatically be staged and be allocated 40% only in the first year. Complex projects (eg Traffic signals) fully designed with all third party approvals are also to be automatically staged and be allocated 40% only in the first year.

Comment –

- *This is current practice for State Black Spot.*
- *Australian Government Black Spot - current guidelines do not allow for staging of project funding and approved projects receive the full allocation of funds in the approval year. There is also no time limit imposed on the delivery of projects. It would therefore be unfair to penalise Councils for carrying over funds at the end of financial year and these Projects would need to be excluded from the penalty calculation.*

1.3 Submissions

A checkbox is to be added to the Milestones and Complexity submission form advising if project is fully designed, costed with all third party approvals received.

Comment –

- *Current practice – implemented for 2019/20 program submissions.*

Action –

- *Update Policies and Practices Documents to reflect current practice*

1.4 Claims

The first 40% of all projects are to be claimed by 31 December or project is forfeited (in place now).

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Comment –

- *Current practice and in the policies and practices doc.*
- *Currently a “soft” approach is taken. Consider MRRG gives authority to MRWA to automatically withdraw projects after this date without seeking further approval from the MRRG.*

Action –

- *Update Policies and Practices Documents to enforce MRWA authority to automatically withdraw funding.*

2. Penalty Implementation

2.1 Road Rehabilitation Projects - >10% underspend

Should more than 10% of a Local Government's (LGs) total Rehabilitation funds remain unclaimed by 30 June, the allocation to that LGs Road Rehabilitation list for the following year is to be reduced by the percentage over and above the 10% unclaimed.

Action –

- *2018/19 performance to be measured and results used to apply penalties to the 2020/21 Rehabilitation Program.*
- *Review in 12 months after applying penalties with potential to increase penalty if not having any effect on the carry over.*

2.2 Road Rehabilitation Project - Staging

Assign 80% of each total project allocation in the approval year with a final 20% to be allocated in following year.

Projects completed in the approval year should have final claims lodged and if surplus funds are available in the Program these will be paid in that year otherwise the final 20% will be paid in the following year.

Comment –

- *Potential to penalise those Councils who do consistently claim within the required timeframe.*
- *Historically 120 to 130 projects are annually approved for funding under the MRRG Rehabilitation Program. Applying mandatory staging to projects in this Program will see the number of projects double per year (Yr1 80% funding + Yr2 20% funding). This alone will create an extra workload/complexity in the management of the Program.*
- *The staging of Rehabilitation projects over a two year period could possibly also have a negative effect on rate of expenditure with Councils taking licence to delay works and/or claims.*

Action –

- *Defer implementation until impact of 2.1 has been assessed and 2.3 if implemented.*

2.3 Road Rehabilitation Projects – 2nd 40% Claims

The total of *local authority* second 40% claims not made by 30 June in approval year will result in the following year's Road Rehabilitation *local authority* allocation being reduced by the same total amount resulting in one or more projects being lost.

Action –

- *Defer until impact of 2.1 has been assessed and the outcome of SAC Action item (review of wording on the 2nd Progress Payment Certificate) is known (next SAC meeting 17/8/18).*

3. Exemptions

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Will only be considered if timely (as soon as reasonably possible) communication of delays is received from LGs.

Circumstances where exemptions may possibly be granted include -

- Late program approval – post 31/7/18.
- Unexpected Service provider delays – external third party control.
- Reserve projects (rehabilitation program) may be excluded from assessment of penalties.

NOTE : The Expenditure Action Plan covers current and forward year programs effective from 2018/19. Legacy projects are to be largely dealt with outside of this Plan.

MRRG Expenditure Action Plan - April 2019

1. Road Improvement

Successful submissions with detailed designs, costings and third party approvals in place (shovel ready project) will be allocated full project funding to match the timing of progress claims.

Successful submissions based on concept plans and preliminary costings are only to be allocated funding for the detailed design phase. Once detailed plans are completed the project needs to be resubmitted again. A funding allocation for the detailed design phase will be given but payment will only be for internal design costs (to be detailed and then verified by MRWA program support officer with help from Technical officers group as required) and actual costs incurred for engagement of required external parties (eg geotechnical consultants, underground utility documentation, utility application fees, surveyors, etc). Details of design costs must be documented with recoup claim.

2. Road Rehabilitation

Assign 80% of each total project allocation in the approval year with a final 20% to be allocated in following year.

Projects completed in the approval year should have final claims lodged and if surplus funds are available in the Program these will be paid in that year otherwise the final 20% will be paid in the following year.

The second 40% is to be claimed by 31 March. Prior to claiming the second 40% actual expenditure to date must exceed 40% of the State contribution allocation (as per current SAC guidelines). The total of second 40% claims not made by this date will result in the following year's Road Rehabilitation program allocation being reduced by that same total amount resulting in one or more projects being lost. This total includes 40% of withdrawn projects if not advised prior to 31 December.

3. Blackspot

Any submissions not fully designed with all third party approvals will automatically be staged and be allocated 40% only in the first year.

Complex projects (eg traffic signals) fully designed with all third party approvals are also to be automatically staged and be allocated 40% only in the first year.

4. Other Actions

A checkbox is to be added to the Milestones and Complexity submission form advising if project is fully designed, costed with all third party approvals received.

The first 40% of all projects are to be claimed by 31 December or project is forfeited (in place now).

Should more than 10% of a Local Government's (LGs) total road funds (Improvement, Rehabilitation and Blackspot – State remain unclaimed by 30 June the allocation to that LGs Road Rehabilitation list for the following year is to be reduced by the same percentage

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unclaimed. Should the total of second 40% claims in Road Rehabilitation projects not claimed by 31 March be greater than this percentage then whichever is the greater will apply in reduction to the following year's road rehabilitation allocation. Any funding reduction will result in at least one project lost from the nominated allocation for the following year. No projects will be part funded.

Any funds recovered will be allocated to reserve projects for those LGs not incurring any funding reduction. Should the funding cap be exhausted projects will then be offered to LGs (for those LGs not incurring any funding reduction) commencing from the highest remaining point scored projects. Those LGs offered additional projects will need to confirm acceptance as soon as possible and no later than 31 October.

It is open to LGs to request and seek alterations to timing of claims so long as these are done expeditiously and before MRRG meetings in November. Such approved changes will not be included in the calculations of totals unclaimed.

The Local Roads Program Manager, MRWA Manager Metropolitan Road program, MRWA Program Co-ordinator and WALGA Policy Manager Transport and Roads are to be invited to attend subgroup meetings. The Local Roads Program Manager will also visit individual LGs as necessary. The status of projects is to be covered at these meetings.

The Local Roads Program Manager will review information from these meetings and visits together with the quarterly progress reports and make recommendations to the MRRG for project reallocation changes where issues in delivery are being encountered to ensure program funding is maximised.

Example of funding reduction.

Local Government	Total of Road Rehab claims not made by 31 March	Percentage of Unclaimed funds on all Projects as at 30 June	Amount reduced off following years Road Rehab allocation
City of XX1	\$180,000	8%	Loss of \$180,000
Town of YYY	\$60,000	25%	Loss of \$60,000 or 25% of allocation whichever is greater
Shire of ZZZ	\$40,000	15%	Loss of \$40,000 or 15% of allocation whichever is greater
City of XX2	\$0	9.5%	Nil
City of XX3	\$250,000	0%	Loss of \$250,000



17.4 Model Code of Conduct

Report Number	CEO09.04.26
Applicant	City of Nedlands
Disclosure of Interest	Nil
Voting Requirements	Absolute Majority
Authority/Discretion	Legislative
Contributing Officer	Telia Reilly - Senior Governance Officer
Responsible Officer	Jonathan Allen - Manager Governance and Risk Management
Director	Arthur Kyron - Interim Chief Executive Officer
Attachments	<ol style="list-style-type: none">1. Code of Conduct - Council Members, Committee Members & Candidates (Track Changes) [17.4.1]2. Code of Conduct - Council Members, Committee Members & Candidates [17.4.2]3. Behavioural Complaint Form [17.4.3]

Purpose

The purpose of this report is to note that new regulations to support local government oversight came into effect on 1 January 2026, and to adopt an updated Code of Conduct to align with the new complaints handling framework and updated Model Code wording, as well as to update internal documentation so that behavioural, conduct and serious breach pathways reflect the new legislative structure.

Officer Recommendation

That Council:

1. **ADOPTS the Code of Conduct Council Members, Committee Members and Candidates (as per Attachment 2).**
2. **ADOPTS the Behaviour Complaint Form (as per Attachment 3).**

Background

Legislative Framework

The *Local Government (Model Code of Conduct) Regulations 2021* (Model Code Regulations) commenced on the 3 February 2021, requiring local governments to adopt a code of conduct modelled on the prescribed 'Model Code' and to establish procedures for managing behaviour complaints.

Under the Model Code Regulations, local governments are required to:

1. authorise one or more persons to receive complaints and withdrawals of complaints (Complaints Officers);
2. approve a form on which a complaint may be made; and



3. determine who is to perform the functions of dealing with and dismissing behaviour complaints under Division 3 of the Model Code.

The City has applied the Model Code structure and requirements in practice since 2021.

New Complaints Framework

The Model Code Regulations were substantially amended by the *Local Government Legislation Amendment Regulations 2025* and came into effect on 1 January 2026.

The regulations introduced an Inspector-led complaints regime and changing how behavioural complaints are received, assessed and escalated.

Prior to 1 January 2026 the 3 categories of complaints specific to Council Members were:

- (i) behavioural breaches (Division 3 breaches under the Code of Conduct)
- (ii) rules of conduct breaches (Division 4 breaches under the Code of Conduct) referred to the Standards Panel; and
- (iii) serious breaches which were referred either to the State Administrative Tribunal (SAT) or the Director General of the Department of Local Government.

From 1 January 2026 the 3 categories of complaints specific to Council Members are:

- (i) behavioural breaches (Division 3 breaches under the Code of Conduct) and managed in accordance with Council's determination;
- (ii) conduct breaches (Division 4 breaches under the Code of Conduct) made to the Inspector and referred to the Principal Adjudicator; and
- (iii) specified breaches made to the Inspector.

From 1 January 2026, the Standards Panel has been replaced with Adjudicators who are responsible for hearing allegations of conduct breaches which have been submitted to the Inspector. Appeals from the decision of an Adjudicator remain with State Administrative Tribunal. Local governments are still required to deal with behavioural breach complaints under their code of conduct.

Under section 5.104(2) of the *Local Government Act 1995*, a local government must amend its adopted code of conduct to incorporate prescribed changes and to ensure their behavioural complaints frameworks align with the new legislative settings.

Behaviour Complaint Form

A complaint must be made by completing the Behaviour Complaint Form in full. Anonymous complaints cannot be accepted.

The complaint form currently contained on the City's website does not reflect the latest legislative changes. A new 'Behaviour Complaints Form' has been developed (see Attachment 3) which reflects the new legislative provisions and is based on the West Australian Local Government Associations template.



Consultation

Consultation is not required as changes to the Model Code is a legislative requirement.

Strategic Implications

This item is strategically aligned to the City of Nedlands Council Plan 2023-33 vision and desired outcomes as follows:

Vision: Sustainable and responsible for a bright future

Performance

11. Effective leadership and governance.

Financial Implications

Nil

Legislative and Policy Compliance

Local Government Act 1995 - Division 9 - Code of Conduct: This division includes the Code of Conduct for council members, committee members and candidates. It outlines the expected behaviours and legal responsibilities for these persons.

Local Government (Model Code of Conduct) Regulations 2021: These regulations are for the Model Code of Conduct for Council Members, Committee Members and Candidates.

If adopted, the Chief Executive Officer is required to publish the adopted Code of Conduct on the City's website in accordance with s5.104(7) of the Local Government Act 1995.

Risk Considerations

Risk Category	Adopted Risk Appetite Rating	Comment on Risk
Health	Minimal	Adoption of the amended Model Code of Conduct ensures the Occupational Health and Safety of staff and Council Members are prioritised
Compliance	Minimal	Adoption of the amended Model Code of Conduct ensures legislative compliance requirements are met and adhered to



Reputational	Cautious	Adoption of the amended Model Code ensures transparent decision making and protects the reputation of the City
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Analysis and Conclusion

Following the update to the Model Code Regulations, it is a requirement for local governments to incorporate the specified changes into their Code of Conduct. Given the legislative requirement for the change, an alternative option of 'do nothing' is not considered appropriate in this case.

The changes (shown in track change at Attachment 1) reflect the legislative requirements. Therefore, the clear recommendation for Council's consideration is that the Code of Conduct be updated and adopted as shown in the clean version at Attachment 2.

The current behaviour complaints form has been revised to reflect the legislative changes. Updating the form (as per Attachment 3) goes towards ensuring that the City has an effective, transparent and accessible complaints handling process and meets its legislative requirements.

If the policy and form are adopted, administration will present back to Council at the next Ordinary Council Meeting with an updated version of the *Council Code of Conduct Division 3 Complaint Handling Policy* for its review.



Code of Conduct

Council Members, Committee ~~Members~~ Members & and Candidates

~~Division 1 — Preliminary provisions~~ DIVISION 1 – PRELIMINARY PROVISIONS

1. Citation

This is the City of Nedlands Code of Conduct for Council Members, Committee Members and Candidates.

2. Terms used

(1) In this code —

Act means the *Local Government Act 1995*;

candidate means a candidate for election as a council member;

complaint means a complaint made under clause 11(1);

publish includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

~~Division 2 — General principles~~ DIVISION 2 – GENERAL PRINCIPLES

3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

4. Personal integrity

(1) A council member, committee member or candidate should —

(a) act with reasonable care and diligence; and

(b) act with honesty and integrity; and

(c) act lawfully; and

(d) identify and appropriately manage any conflict of interest; and



(e) avoid damage to the reputation of the local government.

(2) A council member or committee member should —

- (a) act in accordance with the trust placed in council members and committee members; and
- (b) participate in decision-making in an honest, fair, impartial and timely manner; and
- (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
- (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

5. Relationship with others

(1) A council member, committee member or candidate should —

- (a) treat others with respect, courtesy and fairness; and
- (b) respect and value diversity in the community.

(2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

6. Accountability

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.



Division 3 — Behaviour DIVISION 3 - BEHAVIOUR

7. Overview of Division

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

8. Personal integrity

(1) A council member, committee member or candidate —

- (a) must ensure that their use of social media and other forms of communication complies with this code; and
- (b) must only publish material that is factually correct.

(2) A council member or committee member —

- (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
- (b) must comply with all policies, procedures and resolutions of the local government.

9. Relationship with others

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.



10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and
- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

11. Complaint about alleged breach

(1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.

(2) A complaint must be made —

- (a) in writing in the form approved by the local government; and
- (b) to a person authorised under subclause (3); and
- (c) within 1 month after the occurrence of the alleged breach.

(3) The local government must, Council must in writing, authorise ~~4~~one or more persons to receive complaints and withdrawals of complaints.

(4) A complaint must be dealt with under clauses 12 to 15 unless –

- (a) The compliant is referred to the Inspector in accordance with subclause (5); and
- (b) The Inspector refers the compliant to be dealt with under Part 8A Division 5 of the Act.

Note for this subclause: See section 5.105(1) of the Act.

(5) If the Local Government (Model Code of Conduct) Regulations 2021 regulation 3A applies to a compliant, a person authorised under subclause (3) must refer the compliant to the Inspector under section 5.105(3) of the Act.



- (6) For the purposes of section 5.105(3) of the Act, a complaint must be referred to the Inspector if the person who is a subject of the complaint has, on at least 2 previous occasions, been found under a local governments adopted code of conduct (as defined in section 8A.2(1) of the Act) to have committed, on or after 1 January 2026, a behavioural breach.
- ~~(5)~~(7) A complaint must also be dealt with under clauses 12 to 15 if the Inspector refers the complaint to the local government under the *Local Government (Local Government Inspector) Regulations 2025* regulation 6.

12. Dealing with complaint

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.

Note for this subclause: See also clause 14A in relation to the appointment of a monitor to assist the local government to deal with matters raised by a complaint.

- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
- (a) take no further action; or
 - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.
- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
- (a) engage in mediation;
 - (b) undertake counselling;
 - (c) undertake training;
 - (d) take other action the local government considers appropriate.



- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
 - (a) its finding and the reasons for its finding; and
 - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

13. Dismissal of complaint

- (1) The local government must dismiss a complaint if it is satisfied that —
 - (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
 - (b) either —
 - (i) the behaviour was dealt with by the person presiding at the meeting; or
 - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

~~(3) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.~~

~~(4) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.~~

14. Withdrawal of complaint

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —
 - (a) in writing; and
 - (b) given to a person authorised under clause 11(3).



14A Appointment of a monitor

- (1) The Inspector may appoint a monitor for the local government to assist the local government to deal with matters raised by a complaint.
- (2) If the Inspector appoints a monitor –
 - (a) The Inspector may direct the local government to defer further dealing with the complaint until the monitor reports to the Inspector on the outcome of the monitoring assignment; and
 - (b) The local government must comply with the direction.

14B Performance of local government's functions under cl. 12 and 13

- (1) The local government's functions under clauses 12 and 13 must be performed by the council
- (2) Despite subclause (1), the council may, by resolution carried with an absolute majority of the council, authorise a committee of Council compromising council members only to perform a function for and on behalf of the local government.
- (3) Despite subclause (1), the council may, by resolution carried with an absolute majority of the council, authorise a person who is none of the following to perform a function for and on behalf of the local government –
 - (a) a member of the council of any local government.
 - (b) a member of the governing body of any regional subsidiary.
 - (c) an employee of any local government or regional subsidiary.
 - (d) an employee of WALGA or the Local Government Professionals Australia (WA).
 - (e) a member of the governing body of, or an employee of, a body corporate the activities of which are, wholly or partly, advocating or otherwise acting for, or on behalf of, 1 or more of the following –
 - i. local governments.
 - ii. members of councils.
 - iii. employees of local governments.
- (4) A resolution made under subclause (3) must include the following:
 - (a) A statement to the effect that Council is satisfied that the person being authorised is suitably qualified and experienced to perform the function.
 - (b) An explanation as to why the council is satisfied as referred to in paragraph (a).



(c) A statement to the effect that the council is satisfied that the person being authorised is impartial and has no close association with any member of the council or any employee of the local government.

(5) Nothing in this clause prevents an employee of the local government from providing, in relation to the performance of a function, any advice or other assistance to the council, a committee authorised under subclause (2) or a person authorised under subclause (3).

15. Other provisions about complaints

(1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.

(2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

(3) Clauses 14A and 14B do not apply in relation to a complaint made before 1 January 2026.

Notes for this clause: See also section 5.105(4) and (5) of the Act for restrictions on the activities of a person who makes a complaint or who is alleged to have breached a requirement set out in this Division.

Division 4 — Rules of conduct **DIVISION 4 – RULES OF CONDUCT**

Notes for this Division:

1. Under section 5.105(1) of the Act, a council member commits a ~~minor conduct~~ breach if the council member contravenes a rule of conduct. Section 8A.3(2) of the Act ~~This~~ extends this to the contravention of a rule of conduct that occurred when the council member was a candidate.

2. A ~~minor conduct~~ breach is dealt with ~~by a standards panel under section 5.110 of the Act~~ under Part 8A Division 5 of the Act.

16. Overview of Division

(1) This Division sets out rules of conduct for council members and candidates.
(2) A reference in this Division to a council member includes a council member when acting as a committee member.



17. Misuse of local government resources

- (1) In this clause —

electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;

resources of a local government includes —

- (a) local government property; and
 - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

18. Securing personal advantage or disadvantaging others

- (1) A council member must not make improper use of their office —
- (a) to gain, directly or indirectly, an advantage for the council member or any other person; or
 - (b) to cause detriment to the local government or any other person.
- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

19. Prohibition against involvement in administration

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.



20. Relationship with local government employees

(1) In this clause —

local government employee means a person —

- (a) employed by a local government under section 5.36(1) of the Act; or
- (b) engaged by a local government under a contract for services.

(2) A council member or candidate must not —

- (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
- (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
- (c) act in an abusive or threatening manner towards a local government employee.

(3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

(4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —

- (a) make a statement that a local government employee is incompetent or dishonest; or
- (b) use an offensive or objectionable expression when referring to a local government employee.

(5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.

21. Disclosure of information

(1) In this clause —

closed meeting

(a) means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2), (3) or (4) of the Act; and

(a)(b) includes a council or committee meeting held before 1 January 2026, or part of a council or committee meeting held before 1 January 2026,



that was closed to members of the public under section 5.23(2) as in force before 1 January 2026;

confidential document means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

document includes a part of a document;

non-confidential document means a document that is not a confidential document.

- (2) A council member must not disclose information that the council member —
 - (a) derived from a confidential document; or
 - (b) acquired at a closed meeting other than information derived from a non-confidential document.

- (3) Subclause (2) does not prevent a council member from disclosing information —
 - (a) at a closed meeting; or
 - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
 - (c) that is already in the public domain; or
 - (d) to an officer of the Department; or
 - (e) to the Minister; or
 - (f) to a legal practitioner for the purpose of obtaining legal advice; or
 - (g) if the disclosure is required or permitted by law.

22. Disclosure of interests

- (1) In this clause —

interest —

- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
 - (b) includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
 - (a) in a written notice given to the CEO before the meeting; or



- (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
 - (a) that they had an interest in the matter; or
 - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
 - (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
 - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
- (6) Subclause (7) applies in relation to an interest if —
 - (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
 - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.

23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.



Code of Conduct Council Members, Committee Members and Candidates

DIVISION 1 – PRELIMINARY PROVISIONS

1. Citation

This is the City of Nedlands Code of Conduct for Council Members, Committee Members and Candidates.

2. Terms used

(1) In this code —

Act means the *Local Government Act 1995*;

candidate means a candidate for election as a council member;

complaint means a complaint made under clause 11(1);

publish includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

DIVISION 2 – GENERAL PRINCIPLES

3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

4. Personal integrity

(1) A council member, committee member or candidate should —

- (a) act with reasonable care and diligence; and
- (b) act with honesty and integrity; and
- (c) act lawfully; and
- (d) identify and appropriately manage any conflict of interest; and
- (e) avoid damage to the reputation of the local government.



- (2) A council member or committee member should —
 - (a) act in accordance with the trust placed in council members and committee members; and
 - (b) participate in decision-making in an honest, fair, impartial and timely manner; and
 - (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
 - (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

5. Relationship with others

- (1) A council member, committee member or candidate should —
 - (a) treat others with respect, courtesy and fairness; and
 - (b) respect and value diversity in the community.
- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

6. Accountability

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.



DIVISION 3 - BEHAVIOUR

7. Overview of Division

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

8. Personal integrity

(1) A council member, committee member or candidate —

- (a) must ensure that their use of social media and other forms of communication complies with this code; and
- (b) must only publish material that is factually correct.

(2) A council member or committee member —

- (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
- (b) must comply with all policies, procedures and resolutions of the local government.

9. Relationship with others

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.



10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and
- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

11. Complaint about alleged breach

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —
 - (a) in writing in the form approved by the local government; and
 - (b) to a person authorised under subclause (3); and
 - (c) within 1 month after the occurrence of the alleged breach.
- (3) The Council must in writing, authorise one or more persons to receive complaints and withdrawals of complaints.
- (4) A complaint must be dealt with under clauses 12 to 15 unless –
 - (a) The complaint is referred to the Inspector in accordance with subclause (5); and
 - (b) The Inspector refers the complaint to be dealt with under Part 8A Division 5 of the Act.

Note for this subclause: See section 5.105(1) of the Act.

- (5) If the *Local Government (Model Code of Conduct) Regulations 2021* regulation 3A applies to a complaint, a person authorised under subclause (3) must refer the complaint to the Inspector under section 5.105(3) of the Act.



- (6) For the purposes of section 5.105(3) of the Act, a complaint must be referred to the Inspector if the person who is a subject of the complaint has, on at least 2 previous occasions, been found under a local government's adopted code of conduct (as defined in section 8A.2(1) of the Act) to have committed, on or after 1 January 2026, a behavioural breach.
- (7) A complaint must also be dealt with under clauses 12 to 15 if the Inspector refers the complaint to the local government under the *Local Government (Local Government Inspector) Regulations 2025* regulation 6.

12. Dealing with complaint

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.

Note for this subclause: See also clause 14A in relation to the appointment of a monitor to assist the local government to deal with matters raised by a complaint.

- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
 - (a) take no further action; or
 - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.
- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
 - (a) engage in mediation;
 - (b) undertake counselling;
 - (c) undertake training;
 - (d) take other action the local government considers appropriate.



- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
 - (a) its finding and the reasons for its finding; and
 - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

13. Dismissal of complaint

- (1) The local government must dismiss a complaint if it is satisfied that —
 - (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
 - (b) either —
 - (i) the behaviour was dealt with by the person presiding at the meeting; or
 - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

14. Withdrawal of complaint

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —
 - (a) in writing; and
 - (b) given to a person authorised under clause 11(3).



14A Appointment of a monitor

- (1) The Inspector may appoint a monitor for the local government to assist the local government to deal with matters raised by a complaint.
- (2) If the Inspector appoints a monitor –
 - (a) The Inspector may direct the local government to defer further dealing with the complaint until the monitor reports to the Inspector on the outcome of the monitoring assignment; and
 - (b) The local government must comply with the direction.

14B Performance of local government's functions under cl. 12 and 13

- (1) The local government's functions under clauses 12 and 13 must be performed by the council
- (2) Despite subclause (1), the council may, by resolution carried with an absolute majority of the council, authorise a committee of Council compromising council members only to perform a function for and on behalf of the local government.
- (3) Despite subclause (1), the council may, by resolution carried with an absolute majority of the council, authorise a person who is none of the following to perform a function for and on behalf of the local government –
 - (a) a member of the council of any local government.
 - (b) a member of the governing body of any regional subsidiary.
 - (c) an employee of any local government or regional subsidiary.
 - (d) an employee of WALGA or the Local Government Professionals Australia (WA).
 - (e) a member of the governing body of, or an employee of, a body corporate the activities of which are, wholly or partly, advocating or otherwise acting for, or on behalf of, 1 or more of the following –
 - i. local governments.
 - ii. members of councils.
 - iii. employees of local governments.
- (4) A resolution made under subclause (3) must include the following:
 - (a) A statement to the effect that Council is satisfied that the person being authorised is suitably qualified and experienced to perform the function.
 - (b) An explanation as to why the council is satisfied as referred to in paragraph (a).



- (c) A statement to the effect that the council is satisfied that the person being authorised is impartial and has no close association with any member of the council or any employee of the local government.
- (5) Nothing in this clause prevents an employee of the local government from providing, in relation to the performance of a function, any advice or other assistance to the council, a committee authorised under subclause (2) or a person authorised under subclause (3).

15. Other provisions about complaints

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.
- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.
- (3) Clauses 14A and 14B do not apply in relation to a complaint made before 1 January 2026.

Notes for this clause: See also section 5.105(4) and (5) of the Act for restrictions on the activities of a person who makes a complaint or who is alleged to have breached a requirement set out in this Division.

DIVISION 4 – RULES OF CONDUCT

Notes for this Division:

- 1. Under section 5.105(1) of the Act, a council member commits a conduct breach if the council member contravenes a rule of conduct. Section 8A.3(2) of the Act extends this to the contravention of a rule of conduct that occurred when the council member was a candidate.
- 2. A conduct breach is dealt with under Part 8A Division 5 of the Act.

16. Overview of Division

- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.



17. Misuse of local government resources

- (1) In this clause —

electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*;

resources of a local government includes —

- (a) local government property; and
 - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

18. Securing personal advantage or disadvantaging others

- (1) A council member must not make improper use of their office —
- (a) to gain, directly or indirectly, an advantage for the council member or any other person; or
 - (b) to cause detriment to the local government or any other person.
- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

19. Prohibition against involvement in administration

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.



20. Relationship with local government employees

(1) In this clause —

local government employee means a person —

- (a) employed by a local government under section 5.36(1) of the Act; or
- (b) engaged by a local government under a contract for services.

(2) A council member or candidate must not —

- (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
- (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
- (c) act in an abusive or threatening manner towards a local government employee.

(3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

(4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —

- (a) make a statement that a local government employee is incompetent or dishonest; or
- (b) use an offensive or objectionable expression when referring to a local government employee.

(5) Subclause (4)(a) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.

21. Disclosure of information

(1) In this clause —

closed meeting

- (a) means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2), (3) or (4) of the Act; and
- (b) includes a council or committee meeting held before 1 January 2026, or part of a council or committee meeting held before 1 January 2026,



that was closed to members of the public under section 5.23(2) as in force before 1 January 2026;

confidential document means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

document includes a part of a document;

non-confidential document means a document that is not a confidential document.

- (2) A council member must not disclose information that the council member —
 - (a) derived from a confidential document; or
 - (b) acquired at a closed meeting other than information derived from a non-confidential document.

- (3) Subclause (2) does not prevent a council member from disclosing information —
 - (a) at a closed meeting; or
 - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
 - (c) that is already in the public domain; or
 - (d) to an officer of the Department; or
 - (e) to the Minister; or
 - (f) to a legal practitioner for the purpose of obtaining legal advice; or
 - (g) if the disclosure is required or permitted by law.

22. Disclosure of interests

- (1) In this clause —

interest —

- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
 - (b) includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
 - (a) in a written notice given to the CEO before the meeting; or



- (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
 - (a) that they had an interest in the matter; or
 - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
 - (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
 - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
- (6) Subclause (7) applies in relation to an interest if —
 - (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
 - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.

23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.



Behavioural Complaint Form

Instructions for making a complaint about an alleged breach of the City of Nedlands Code of Conduct for Council Members, Committee Members and Candidates

Behaviour Complaint

Please read the City's *Code of Conduct Complaint Management Policy* on our website before submitting a complaint. This policy details:

- How the City will process and determine a Behavioural Complaint; and
- How confidentiality of the complaint will be handled.

To make a valid **Behaviour Complaint**:

-
- The allegation must relate to a breach of the behaviour standards in Division 3 of the City of Nedland's Code of Conduct for Council Members, Committee Members and Candidates.
-
- Complete all sections of the Behaviour Complaint Form attached, including any additional information that will support assessment of the complaint. *The Behaviour Complaints Officer may contact you to clarify or ask for more information.*
-
- The completed Behaviour Complaint Form **MUST** be lodged with the City of Nedland's Behaviour Complaints Officer within one (1) month of the alleged behaviour breach.
-

Conduct Complaint

A *Conduct Complaint* refers to an alleged breach of the Rules of Conduct outlined in Division 4 of the City of Nedland's Code of Conduct for Council Members and Candidates, including Council Members when performing their duties as a Committee Member.

Conduct Complaints are managed by the Office of the Local Government Inspector, which is responsible for receiving, assessing and determining these complaints under the *Local Government Act 1995*.

For further information or assistance, please contact:

- **Office of the Local Government Inspector** - <https://www.wa.gov.au/organisation/local-government-inspector> or (08) 6552 7300.

Need Advice?

If you require advice in making a Behaviour Complaint, please contact the City of Nedland's Behaviour Complaints Officer on (08) 9273 3500.



Behavioural Complaint Form

City of Nedland’s Code of Conduct for Council Members, Committee Members and Candidates

Name of Person Making the Complaint			
Complainant Name: <i>Given Name/s and Family Name</i>			
Contact Details			
Residential Address:			
Postal Address:			
Phone:	Day-time:		Mobile:
Email:			

Complaint Details:			
1.	Insert Name of Person alleged to have committed a behavior breach:		
2.	Select the position that the person was fulfilling at the time the person committed the alleged behaviour breach:	Council Member of the City of Nedland’s	<input type="checkbox"/>
		Member of a Committee of the City of Nedland’s	<input type="checkbox"/>
		Candidate for election at the City of Nedland’s	<input type="checkbox"/>
3.	Date that the alleged behaviour breach occurred:		
4.	Location where the alleged behaviour breach occurred:		



Behavioural Complaint Form

5.	Which of the behaviours prescribed in Division 3 of the City of Nedland's Code of Conduct do you allege this person has breached?	
	Clause 8. Personal integrity	
	(1) A council member, committee member or candidate —	
	(a) must ensure that their use of social media and other forms of communication complies with this code; and	<input type="checkbox"/>
	(b) must only publish material that is factually correct	<input type="checkbox"/>
	(2) A council member or committee member —	
	(a) must not be impaired by alcohol or drugs in the performance of their official duties; and	<input type="checkbox"/>
	(b) must comply with all policies, procedures and resolutions of the local government.	<input type="checkbox"/>
	Clause 9. Relationship with others	
	A council member, committee member or candidate —	
	(a) must not bully or harass another person in any way; and	<input type="checkbox"/>
	(b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and	<input type="checkbox"/>
	(c) must not use offensive or derogatory language when referring to another person; and	<input type="checkbox"/>
	(d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and	<input type="checkbox"/>
	(e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.	<input type="checkbox"/>
	Clause 10. Council or committee meetings	
	When attending a council or committee meeting, a council member, committee member or candidate —	
	(a) must not act in an abusive or threatening manner towards another person; and	<input type="checkbox"/>
	(b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and	<input type="checkbox"/>
	(c) must not repeatedly disrupt the meeting; and	<input type="checkbox"/>
(d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and	<input type="checkbox"/>	
(e) must comply with any direction given by the person presiding at the meeting; and	<input type="checkbox"/>	
(f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.	<input type="checkbox"/>	



Behavioural Complaint Form

6.	State the full details of the alleged breach.

7	List any additional information you have provided as part of this complaint: <i>Please ensure all information relevant to the alleged breach has been attached. This information will be the basis on which the complaint is considered.</i>



Behavioural Complaint Form

8 Have you made any efforts to resolve the complaint with the Respondent? <i>Please note, you MUST complete this section</i>		
YES	<input type="checkbox"/>	<i>If yes, please describe the efforts that you have made.</i>
NO	<input type="checkbox"/>	<i>If no, please include a brief statement explaining why you have not made any efforts to resolve the issue with the person complained about.</i>

9 Desired outcome of the Complaint <i>Please explain what you would like to happen as a result of lodging this complaint, including the opportunity to participate in Alternative Dispute Resolution.</i>	

COMPLAINANT <i>please sign and date</i>	
Signature:	
Date:	



Behavioural Complaint Form

Please submit completed Behaviour Complaint to:

The City of Nedland's Behaviour Complaints Officer:

Mailing Address: PO Box 9
NEDLANDS WA 6909

In person: 71 Stirling Highway
NEDLANDS WA 6909

OFFICE USE ONLY: <i>Received by the Council appointed Behaviour Complaints Officer</i>	
Authorised Officer's Name:	
Authorised Officer's Signature:	
Date received:	



18 DIVISIONAL REPORTS – CITY INFRASTRUCTURE AND ENVIRONMENT

Nil



**19 COUNCIL MEMBERS NOTICE OF MOTIONS OF WHICH
PREVIOUS NOTICE HAS BEEN GIVEN**

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



20 URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION

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



21 CONFIDENTIAL ITEMS

REASON FOR CONFIDENTIALITY

This Report is **CONFIDENTIAL** in accordance with Section 5.23(2) of the Local Government Act 1995 (LG Act) which provides that the Committee may close to members of the public a meeting, or part of a meeting, if the meeting (or part meeting) deals with any of the following:

- **Item 21.1: Western Metropolitan Regional Council (WMRC) Community Recycling Funding**
(4)(d) information contained in a tender received by the local government for a contract to the extent that

Councillors are reminded that, should Council resolve to close to members of the public that part of its meeting at which this Report and related documents is to be considered, then they are to ensure that the information remains **CONFIDENTIAL** and should not disclose the content of this Report or any related document to any other person. To do so may be an improper use of the information under section 5.93 of the LG Act.

Officer Recommendation

That, in accordance with *Section 5.23(2) of the Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following: *(4)(d) information contained in a tender received by the local government for a contract*. Council declares the meeting closed to the public at {time}.



21.1 Western Metropolitan Regional Council (WMRC) Community Recycling Funding



22 DECLARATION OF CLOSURE

There being no further business, the Presiding Member will declare the meeting closed.