


Corporate Services Reports

Committee Consideration –8 November 2011
Council Resolution – 22 November 2011

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CP37.11	Monthly Financial Report – September 2011
Committee	8 November 2011
Council	22 November 2011
Applicant	City of Nedlands
Owner	City of Nedlands
Officer	Rajah Senathirajah – Manager Finance
Director	Michael Cole – Director Corporate Service
Director Signature	
File ref.	Fin/072-17
Previous Item No's	Nil
Disclosure of Interest	No officer involved in the preparation of this report had any interest which required it to be declared in accordance with the provisions of the <i>Local Government Act (1995)</i> .

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*.

Recommendation to Committee

Council receives the Monthly Financial Report for September 2011.

Strategic Plan

KFA 5: Governance

5.6 – Ensure compliance with statutory requirements and guidelines.

This report will ensure the City meets its statutory requirements.

Background

Regulation 34(1) of the Local Government (Financial Management) Regulations 1996 requires a local government to prepare a monthly statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget.

A statement of financial activity and any accompanying documents are to be presented to the Council at the next ordinary meeting of the Council following the end of the month to which the statement relates, or to the next ordinary meeting of the council after that meeting.

In addition to the above and in accordance with *Regulation 34(5) of the Local Government (Financial Management) Regulations 1996*, each year Council is required to adopt a percentage or value to be used in the reporting of material variances. For this financial year the amount is \$10,000 or 10% whichever is the greater.

Proposal Detail

Not applicable.

Consultation

Required by legislation: Yes No

Required by City of Nedlands policy: Yes No

Legislation

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

Budget/Financial Implications

As outlined in the Monthly Financial Report.

Risk Management

The monthly financial variance from the budget of each business unit is reviewed with the respective manager to identify the need for any remedial action. Significant variances are highlighted to Council in the Monthly Financial Report.

Discussion

This report covers the first three months of the 2011/12 Financial Year. The operating revenue at the end of the reporting period was \$21.72 million, which is 86 % of the 2011/12 Annual Budget adopted by Council in June 2011. This reflects the fact that the Rates and the bulk of the Sanitation Charges for the whole year were levied in July.

The total operating expenses at the end of the reporting period was \$6.15 million. This is 22 % of the annual Budget, which is marginally below the pro-rata Budget for the year.

The attached operating statement compares “Actual” with “Budget” by Business Units.

Variations from the Budget of revenue and expenses by Directorates are highlighted in the following paragraphs.

Governance

Expenditure: Unfavourable variance of \$ 12,200
Revenue: Negligible variance.

The small unfavourable expenditure variance is essentially a timing issue between the profiling of the Budget and the incurring of expenses.

Corporate Services

Expenditure: Favourable variance of \$ 183,300
Revenue: Favourable variance of \$ 258,600

The favourable expenditure variance is largely a timing issue between the profiling of the Budget and the incurring of expenses, including the delay in the review of staff salaries.

The favourable revenue variance is due mainly to the initial levy of rates being marginally (0.6%) higher than budgeted and improved yield from investments (Term Deposits).

Community and Strategy

Expenditure: Favourable variance of \$ 293,400
Revenue: Negligible revenue variance

The favourable expenditure variance is essentially a timing issue between the profiling of the Budget and the incurring of expenses, including employee costs and the distribution of donations and subsidies.

Development Services

Expenditure: Favourable variance of \$ 566,900
Revenue: Favourable variance of \$ 173,800

The favourable expenditure variance is due to the timing of bulk waste collection, late receipt of invoices for other sanitation costs, and the timing of the commencement of planning projects.

The favourable revenue variance is mainly due to the extra sanitation services levied and the timing difference in the levying of licence fees for food premises.

Technical Services

Expenditure: Unfavourable variance of \$ 15,300
Revenue: Unfavourable variance of \$ 22,400

The small unfavourable expenses variance is due to increase in street lighting tariff and additional drainage maintenance during the winter months.

The small unfavourable revenue variance is due to the delay in the recognition of profits on the sale of vehicles and a timing difference in the levying of charges for the use of parks and ovals.

Capital Works Programme

Infrastructure projects require detailed operational planning and mobilisation once they have been approved by Council. Community consultation has also proved to be very time consuming. Invariably very little physical work on the ground was carried out in the first quarter of the financial year. Thus at the end of September the expenses on new capital works were only \$697,735, which is 7% of the capital budget for the year. It is still early in the financial year, but there are indications that not all the infrastructure work budgeted for the year will be completed by the end of June 2012. A more definitive view will be obtained after the Mid-year Review in January 2012.

No grant for capital works were received in September 2011.

Conclusion

The financial statements for the first three months indicate that operating expenses for the period were marginally below the pro-rata Budget.

The revenue is approximately 86 % of the Budget, and reflects that the Rates and Sanitation charges for the whole year were levied in July as planned.

Attachments

1. Financial Summary (Operating) By Business Units as at 30 September 2011
2. Capital Works & Acquisitions as at 30 September 2011
3. Statement of Financial Activity by Directorates as at the end of September 2011
4. Net Current Assets as at 30 September 2011

CITY OF NEDLANDS
FINANCIAL SUMMARY - OPERATING - BY BUSINESS UNIT
AS AT 30 SEPTEMBER 2011

	September Actual YTD	September Budget YTD	Variance	Committed Balance	Annual Budget	Budget Available	
Governance							
Governance							
Expense							
20420	Salaries - Governance	144,265	153,048	8,783	0	569,400	425,135
20421	Other Employee Costs - Governance	37,291	40,776	3,485	377	163,100	125,433
20423	Office - Governance	4,341	4,251	(90)	422	17,000	12,237
20424	Motor Vehicles - Governance	3,064	4,050	986	0	16,200	13,136
20425	Depreciation - Governance	17,204	12,801	(4,403)	0	51,200	33,996
20427	Finance - Governance	37,875	37,875	0	0	151,500	113,625
20428	Insurance - Governance	41,309	31,600	(9,709)	0	59,600	18,291
20430	Other - Governance	12,931	15,000	2,069	20,805	60,000	26,263
20434	Professional Fees - Governance	0	7,500	7,500	442	30,000	29,558
20450	Special Projects - Governance	3,100	0	(3,100)	9,500	0	(12,600)
Expense Total		301,380	306,901	5,521	31,546	1,118,000	785,074
Income							
50410	Sundry Income - Governance	(891)	(1,250)	(359)	0	(5,000)	(4,109)
Income Total		(891)	(1,250)	(359)	0	(5,000)	(4,109)
Total		300,489	305,651	5,162	31,546	1,113,000	780,964
Governance Total		300,489	305,651	5,162	31,546	1,113,000	780,964
Human Resources							
Expense							
20520	Salaries - HR	46,007	52,982	6,975	0	197,000	150,993
20521	Other Employee Costs - HR	37,513	22,275	(15,238)	203	89,100	51,384
20522	Staff Recruitment - HR	33,126	27,668	(5,458)	3,767	121,000	84,107
20523	Office - HR	6,374	8,551	2,177	0	19,600	13,226
20524	Motor Vehicles - HR	3,554	3,126	(428)	0	12,500	8,946
20525	Depreciation - HR	269	300	31	0	1,200	931
20527	Finance - HR	(126,175)	(126,175)	(0)	0	(504,700)	(378,525)
20530	Other - HR	780	0	(780)	0	1,800	1,020
20534	Professional Fees - HR	1,050	0	(1,050)	1,364	37,500	35,086
20550	Special Projects - HR	0	6,249	6,249	0	25,000	25,000
Expense Total		2,497	(5,024)	(7,521)	5,334	0	(7,831)
Total		2,497	(5,024)	(7,521)	5,334	0	(7,831)
Human Resources Total		2,497	(5,024)	(7,521)	5,334	0	(7,831)
Members Of Council							
Expense							
20323	Office - MOC	642	624	(18)	729	2,500	1,130
20325	Depreciation - MOC	53	51	(2)	0	200	147
20329	Members of Council - MOC	65,610	54,429	(11,181)	0	277,700	212,090
20330	Other - MOC	47	999	952	2,225	4,000	1,728
Expense Total		66,352	56,103	(10,249)	2,953	284,400	215,095
Total		66,352	56,103	(10,249)	2,953	284,400	215,095
Members Of Council Total		66,352	56,103	(10,249)	2,953	284,400	215,095
Governance Total		369,337	356,730	(12,607)	39,833	1,397,400	988,229
Corporate Services							
Corporate Services							
Corporate Services							
Expense							
21220	Salaries - Corporate Services	13,497	19,256	5,759	0	71,600	58,103
21221	Other Employee Costs - Corporate Services	8,163	5,778	(2,385)	3,205	23,100	11,732
21223	Office Corporate Service	127	226	99	0	900	773
21224	Motor Vehicles - Corporate Service	3,014	3,225	211	0	12,900	9,886
21235	ICT Expenses - Corporate Service	0	0	0	0	0	0
21250	Special Projects - Corporate Service	15	11,500	11,485	0	86,000	85,985
Expense Total		24,816	39,985	15,169	3,205	194,500	166,479
Corporate Services Total		24,816	39,985	15,169	3,205	194,500	166,479
Customer Services							
Expense							
21320	Salaries - Customer Service	43,230	50,125	6,895	0	188,800	145,570

		September Actual YTD	September Budget YTD	Variance	Committed Balance	Annual Budget	Budget Available
21321	Other Employee Costs - Customer Service	6,915	5,751	(1,164)	1,674	23,000	14,411
21323	Office - Customer Service	523	2,801	2,278	7,042	5,200	(2,365)
21325	Depreciation - Customer Service	68	75	8	0	300	233
21327	Finance - Customer Service	(55,350)	(55,350)	0	0	(221,400)	(166,050)
21330	Other - Customer Service	0	1,026	1,026	0	4,100	4,100
Expense Total		(4,615)	4,428	9,043	8,716	0	(4,101)
Customer Services Total		(4,615)	4,428	9,043	8,716	0	(4,101)
ICT							
Expense							
21720	Salaries - ICT	32,925	41,351	8,426	0	154,300	121,375
21721	Other Employee Costs - ICT	5,024	7,324	2,300	0	29,300	24,276
21723	Office - ICT	731	1,500	769	1,828	6,000	3,442
21725	Depreciation - ICT	39,267	44,349	5,082	0	177,400	138,133
21727	Finance - ICT	(284,150)	(284,149)	1	0	(1,136,600)	(852,450)
21730	Other - ICT	0	249	249	0	1,000	1,000
21734	Professional Fees - ICT	0	334	334	0	1,000	1,000
21735	ICT Expenses - ICT	168,228	143,651	(24,577)	267,926	574,600	138,447
Expense Total		(37,975)	(45,391)	(7,416)	269,753	(193,000)	(424,779)
ICT Total		(37,975)	(45,391)	(7,416)	269,753	(193,000)	(424,779)
Ranger Services							
Expense							
21120	Salaries - Ranger Services	83,051	92,283	9,232	0	346,800	263,749
21121	Other Employee Costs - Ranger Services	15,818	15,096	(722)	473	60,400	44,110
21123	Office - Ranger Services	1,509	5,276	3,767	2,701	21,100	16,890
21124	Motor Vehicles - Ranger Services	12,627	15,999	3,372	0	64,000	51,373
21125	Depreciation - Ranger Services	12,554	8,574	(3,980)	0	34,300	21,746
21127	Finance - Ranger Services	32,597	34,974	2,377	0	139,900	107,303
21130	Other - Ranger Services	9,291	18,500	9,209	8,481	78,000	60,228
21134	Professional Fees - Ranger Services	2,750	1,250	(1,500)	327	5,000	1,924
21135	ICT Expenses - Ranger Services	0	5,599	5,599	0	10,400	10,400
21137	Donations - Ranger Services	1,000	1,500	500	0	1,500	500
21150	Special Projects - Ranger Services	1,420	3,000	1,580	7,591	12,000	2,989
Expense Total		172,617	202,051	29,434	19,573	773,400	581,210
Income							
51101	Fees & Charges - Ranger Services	(5,091)	(2,676)	2,415	0	(31,700)	(26,609)
51106	Contrib'n Reim & Donations Oper - Rangers Services	0	(4,299)	(4,299)	0	(17,200)	(17,200)
51110	Sundry Income - Ranger Services	(18)	(1,500)	(1,482)	0	(1,500)	(1,482)
51111	Fines & Penalties - Rangers Services	(46,777)	(40,623)	6,154	0	(169,200)	(122,423)
Income Total		(51,886)	(49,098)	2,788	0	(219,600)	(167,714)
Ranger Services Total		120,731	152,953	32,222	19,573	553,800	413,496
Records							
Expense							
22020	Salaries - Records	27,378	47,523	20,145	0	177,600	150,222
22021	Other Employee Costs - Records	5,019	9,225	4,206	0	36,900	31,881
22023	Office - Records	30	334	304	0	400	370
22025	Depreciation - Records	68	75	8	0	300	233
22027	Finance - Records	(78,425)	(78,426)	(1)	0	(313,700)	(235,275)
22030	Other - Records	2,080	4,251	2,171	13,357	21,000	5,563
22034	Professional Fees - Records	0	0	0	3,300	2,000	(1,300)
22035	ICT Expenses - Records	14,891	41,001	26,110	2,034	54,500	37,574
22050	Special Projects - Records	5,000	5,500	500	0	22,000	17,000
Expense Total		(23,959)	29,483	53,442	18,692	1,000	6,267
Income							
52001	Fees & Charges - Records	(60)	(249)	(189)	0	(1,000)	(940)
Income Total		(60)	(249)	(189)	0	(1,000)	(940)
Records Total		(24,019)	29,234	53,253	18,692	0	5,327
Corporate Services Total		78,938	181,209	102,271	319,939	555,300	156,423
Finance							
General Finance							
Expense							
21420	Salaries - Finance	118,279	148,619	30,340	0	553,400	435,121
21421	Other Employee Costs - Finance	27,319	21,000	(6,319)	1,059	84,000	55,622
21423	Office - Finance	29,526	35,601	6,075	74,713	142,400	38,160
21424	Motor Vehicles - Finance	2,712	3,324	612	0	13,300	10,588
21425	Depreciation - Finance	2,146	2,076	(70)	0	8,300	6,154
21426	Utility - Finance	3,379	1,626	(1,753)	0	6,500	3,121
21427	Finance - Finance	(219,776)	(219,325)	451	14,317	(877,300)	(671,841)

		September Actual YTD	September Budget YTD	Variance	Committed Balance	Annual Budget	Budget Available
21428	Insurance - Finance	4,488	6,400	1,912	0	6,400	1,912
21430	Other - Finance	0	501	501	2,420	2,000	(420)
21434	Professional Fees - Finance	7,061	18,751	11,690	3,885	75,000	64,055
21435	ICT Expenses - Finance	0	3,750	3,750	0	15,000	15,000
21450	Special Projects - Finance	0	0	0	0	40,000	40,000
Expense Total		(24,866)	22,323	47,189	96,394	69,000	(2,528)
Income							
51401	Fees & Charges - Finance	(26,916)	(14,751)	12,165	0	(59,000)	(32,084)
51410	Sundry Income - Finance	0	(27,498)	(27,498)	0	(110,000)	(110,000)
Income Total		(26,916)	(42,249)	(15,333)	0	(169,000)	(142,084)
General Finance Total		(51,782)	(19,926)	31,856	96,394	(100,000)	(144,612)
General Purpose							
Expense							
21631	Interest - General Purpose	37,157	92,275	55,118	0	369,100	331,943
Expense Total		37,157	92,275	55,118	0	369,100	331,943
Income							
51604	Grants Operating - General Purpose	(138,627)	(139,975)	(1,348)	0	(559,900)	(421,273)
51606	Contrib'n Reim & Donations Oper - General Purpose	(40,140)	(1,251)	38,889	0	(5,000)	35,140
51607	Interest - General Purpose	(253,480)	(190,201)	63,279	0	(760,800)	(507,320)
51610	Sundry Income - General Purpose	(20)	0	20	0	0	20
Income Total		(432,267)	(331,427)	100,840	0	(1,325,700)	(893,433)
General Purpose Total		(395,110)	(239,152)	155,958	0	(956,600)	(561,490)
Rates							
Expense							
21920	Salaries - Rates	14,603	16,747	2,144	0	62,500	47,897
21921	Other Employee Costs - Rates	1,400	1,602	202	0	6,400	5,000
21927	Finance - Rates	43,298	21,600	(21,698)	0	86,400	43,102
21930	Other - Rates	18,213	6,249	(11,964)	0	25,000	6,787
21934	Professional Fees - Rates	821	6,498	5,677	0	26,000	25,179
Expense Total		78,335	52,696	(25,639)	0	206,300	127,965
Income							
51908	Rates - Rates	(16,774,473)	(16,604,026)	170,447	0	(16,713,300)	61,173
Income Total		(16,774,473)	(16,604,026)	170,447	0	(16,713,300)	61,173
Rates Total		(16,696,139)	(16,551,330)	144,809	0	(16,507,000)	189,139
Shared Services							
Expense							
21523	Office - Shared Services	7,984	15,000	7,016	8,927	60,000	43,088
21534	Professional Fees - Shared Services	10,048	9,999	(49)	0	40,000	29,952
Expense Total		18,032	24,999	6,967	8,927	100,000	73,040
Shared Services Total		18,032	24,999	6,967	8,927	100,000	73,040
Finance Total		(17,124,998)	(16,785,409)	339,589	105,321	(17,463,600)	(443,923)
Corporate Services Total		(17,046,060)	(16,604,200)	441,860	425,260	(16,908,300)	(287,500)
Community & Strategy							
Community Development							
Community Development							
Expense							
28120	Salaries - Community Development	53,458	69,890	16,432	5,815	260,200	200,927
28121	Other Employee Costs - Community Development	11,717	8,802	(2,915)	177	35,200	23,306
28123	Office - Community Development	244	501	257	1,300	2,000	456
28124	Motor Vehicles - Community Development	32	0	(32)	0	0	(32)
28125	Depreciation - Community Development	1,912	2,076	164	0	8,300	6,388
28127	Finance - Community Development	25,900	25,899	(1)	0	103,600	77,700
28130	Other - Community Development	1,488	1,875	387	2,853	7,500	3,158
28137	Donations - Community Development	5,273	92,700	87,427	0	276,900	271,627
28151	Operational Activities - Community Development	7,478	15,363	7,885	26,752	113,800	79,570
28152	Community Visioning	0	17,000	17,000	0	17,000	17,000
29320	Salaries - Volunteer Services VRC	14,117	15,334	1,217	0	57,000	42,883
29321	Other Employee Cost - Volunteer Services VRC	634	1,479	845	0	5,900	5,266
29323	Office - Volunteer Services VRC	130	447	317	1,268	2,600	1,201
29327	Finance - Volunteer Services VRC	4,350	4,350	0	0	17,400	13,050
29328	Insurance - Volunteer Services VRC	0	700	700	0	700	700
29330	Other - Volunteer Services VRC	13	5,001	4,988	318	24,300	23,969
29335	ICT Expenses - Volunteer Services VRC	75	0	(75)	0	0	(75)
Expense Total		126,820	261,417	134,597	38,485	932,400	767,095
Income							
58101	Fees & Charges - Community Development	(400)	0	400	0	(5,400)	(5,000)

		September Actual YTD	September Budget YTD	Variance	Committed Balance	Annual Budget	Budget Available
58104	Grants Operating - Community Development	(4,264)	(1,000)	3,264	0	(22,000)	(17,736)
58110	Sundry Income - Community Development	(5,300)	0	5,300	0	0	5,300
59304	Grants Operating - Volunteer Services VRC	(7,362)	(6,500)	862	0	(26,000)	(18,638)
Income Total		(17,326)	(7,500)	9,826	0	(53,400)	(36,074)
Community Development Total		109,494	253,917	144,423	38,485	879,000	731,021
Community Facilities							
Expense							
28251	Operational Activities - Community Facilities	0	0	0	0	0	0
Expense Total		0	0	0	0	0	0
Income							
58201	Fees & Charges - Community Facilities	(2,500)	(2,499)	1	0	(10,000)	(7,500)
58206	Contrib'n Reim & Donation Op -Community Facilities	(2,743)	(7,500)	(4,757)	0	(30,000)	(27,257)
58209	Council Property - Community Facilities	(41,112)	(44,846)	(3,734)	0	(159,500)	(118,388)
Income Total		(46,355)	(54,845)	(8,490)	0	(199,500)	(153,145)
Community Facilities Total		(46,355)	(54,845)	(8,490)	0	(199,500)	(153,145)
Tresillian							
Expense							
29120	Salaries - Tresillian CC	34,720	36,547	1,827	0	136,400	101,680
29121	Other Employee Costs - Tresillian CC	5,998	4,677	(1,321)	0	18,700	12,702
29123	Office - Tresillian CC	1,947	2,676	729	1,415	8,700	5,337
29125	Depreciation - Tresillian CC	1,820	2,151	331	0	8,600	6,780
29126	Utility - Tresillian CC	3,958	3,080	(878)	0	12,800	8,842
29127	Finance - Tresillian CC	21,635	22,126	491	0	88,500	66,865
29130	Other - Tresillian CC	13,576	22,468	8,892	3,426	71,000	53,999
29135	ICT Expenses - Tresillian CC	436	2,116	1,680	7,289	7,800	75
29136	Courses - Tresillian CC	31,286	30,125	(1,161)	29,944	120,500	59,270
Expense Total		115,376	125,966	10,590	42,074	473,000	315,550
Income							
59101	Fees & Charges - Tresillian CC	(85,631)	(99,377)	(13,746)	0	(285,200)	(199,569)
59104	Grants Operating - Tresillian CC	(5,000)	0	5,000	0	0	5,000
59109	Council Property - Tresillian CC	(7,609)	(6,051)	1,558	0	(24,200)	(16,591)
59110	Sundry Income - Tresillian CC	(60)	(249)	(189)	0	(1,000)	(940)
Income Total		(98,300)	(105,677)	(7,377)	0	(310,400)	(212,100)
Tresillian Total		17,076	20,289	3,213	42,074	162,600	103,450
Community Development Total		80,215	219,361	139,146	80,558	842,100	681,327
Community Service Centres							
Library Services							
Expense							
28523	Office - Mt Claremont Library	4,477	5,625	1,148	2,244	22,500	15,778
28525	Depreciation - Mt Claremont Library	1,192	1,350	158	0	5,400	4,208
28526	Utility - Mt Claremont Library	1,792	1,725	(67)	0	6,900	5,108
28530	Other - Mt Claremont Library	440	6,399	5,959	10,240	25,600	14,920
28535	ICT Expenses - Mt Claremont Library	2,750	5,076	2,326	1,757	20,300	15,793
28720	Salaries - Library Services	140,929	176,947	36,018	0	667,100	526,171
28721	Other Employee Costs - Library Services	22,674	18,376	(4,298)	843	73,500	49,984
28723	Office - Nedlands Library	10,893	13,803	2,910	8,015	55,200	36,292
28724	Motor Vehicles - Nedlands Library	2,903	2,775	(128)	0	11,100	8,198
28725	Depreciation - Nedlands Library	5,073	6,876	1,803	0	27,500	22,427
28726	Utility - Nedlands Library	5,359	4,776	(583)	0	19,100	13,741
28727	Finance - Nedlands Library	83,700	83,700	0	0	334,800	251,100
28730	Other - Nedlands Library	2,289	22,350	20,061	35,804	89,400	51,307
28731	Grants Expenditure - Nedlands Library	0	498	498	0	2,000	2,000
28734	Professional Fees - Nedlands Library	0	324	324	1,000	1,300	300
28735	ICT Expenses - Nedlands Library	16,421	12,403	(4,018)	10,481	49,600	22,698
28750	Special Projects - Nedlands Library	0	1,749	1,749	0	7,000	7,000
Expense Total		300,892	364,752	63,860	70,385	1,418,300	1,047,024
Income							
58501	Fees & Charges - Mt Claremont Library	(77)	(126)	(49)	0	(500)	(423)
58510	Sundry Income - Mt Claremont Library	0	(24)	(24)	0	(100)	(100)
58511	Fines & Penalties - Mt Claremont Library	(365)	(174)	191	0	(700)	(335)
58701	Fees & Charges - Nedland Library	(1,251)	(1,125)	126	0	(4,500)	(3,249)
58704	Grants Operating - Nedlands Library	0	(498)	(498)	0	(2,000)	(2,000)
58710	Sundry Income - Nedlands Library	(1,499)	(1,374)	125	0	(5,500)	(4,001)
58711	Fines & Penalties - Nedlands Library	(1,784)	(1,125)	659	0	(4,500)	(2,716)
Income Total		(4,976)	(4,446)	530	0	(17,800)	(12,824)
Library Services Total		295,916	360,306	64,390	70,385	1,400,500	1,034,200
Nedlands Community Care							

	September Actual YTD	September Budget YTD	Variance	Committed Balance	Annual Budget	Budget Available
Expense						
28620	Salaries - NCC	141	0	(141)	0	(141)
28621	Other Employee Costs - NCC	11,401	0	(11,401)	0	(11,401)
28623	Office - NCC	805	0	(805)	0	(805)
28625	Depreciation - NCC	4,539	0	(4,539)	0	(4,539)
28626	Utility - NCC	4,299	0	(4,299)	0	(4,299)
28664	Hacc Unit Cost - NCC	193,273	280,029	86,756	21,323	1,120,100
Expense Total		214,458	280,029	65,571	21,323	1,120,100
Income						
58601	Fees & Charges - NCC	(17,011)	(25,002)	(7,991)	0	(100,000)
58604	Grants Operating - NCC	(252,391)	(216,627)	35,764	0	(866,500)
58610	Sundry Income - NCC	0	0	0	0	(2,000)
Income Total		(269,402)	(241,629)	27,773	0	(968,500)
Nedlands Community Care Total						
		(54,944)	38,400	93,344	21,323	151,600
Point Resolution Occasional Care						
Expense						
28820	Salaries - Point Resolution	61,588	77,541	15,953	0	289,000
28821	Other Employee Costs - Point Resolution	8,927	6,598	(2,329)	0	26,400
28823	Office - Point Resolution	1,333	1,586	253	3,188	6,300
28825	Depreciation - Point Resolution	402	399	(3)	0	1,600
28826	Utility - Point Resolution	2,319	951	(1,368)	3,163	3,800
28827	Finance - Point Resolution	15,100	15,099	(1)	0	60,400
28830	Other - Point Resolution	1,461	6,000	4,539	132	24,000
28835	ICT Expenses - Point Resolution	0	873	873	0	3,500
Expense Total		91,130	109,047	17,917	6,484	415,000
Income						
58801	Fees & Charges - Point Resolution	(59,937)	(63,504)	(3,567)	0	(252,000)
Income Total		(59,937)	(63,504)	(3,567)	0	(252,000)
Point Resolution Occasional Care Total						
		31,193	45,543	14,350	6,484	163,000
Volunteer Services						
Expense						
29220	Salaries - Volunteer Services NVS	6,396	7,638	1,242	0	28,400
29221	Other Employee Costs - Volunteer Services NVS	310	1,050	740	0	4,200
29223	Office - Volunteer Services NVS	0	753	753	65	3,000
29227	Finance - Volunteer Services NVS	6,300	6,300	0	0	25,200
29228	Insurance - Volunteer Services NVS	0	474	474	0	1,900
29230	Other - Volunteer Services NVS	359	576	217	116	2,300
29235	ICT Expenses - Volunteer Services NVS	0	99	99	0	400
Expense Total		13,366	16,890	3,524	182	65,400
Volunteer Services Total						
		13,366	16,890	3,524	182	65,400
Community Service Centres Total						
		285,530	461,139	175,609	98,373	1,780,500
Community Services Administration						
Community Services Administration						
Expense						
28420	Salaries - Community Services Administration	42,733	50,816	8,083	0	189,300
28421	Other Employee Costs - Community Services Admin	22,195	20,850	(1,345)	1,975	83,400
28423	Office - Community Services Administration	991	0	(991)	91	9,000
28424	Motor Vehicles - Community Services Administration	10,440	8,475	(1,965)	0	33,900
28425	Depreciation - Community Services Administration	120	126	6	0	500
28427	Finance - Community Services Administration	23,150	23,151	1	0	92,600
28430	Other - Community Services Administration	0	0	0	0	1,000
28434	Professional Fees - Community Services Admin	3,576	0	(3,576)	0	4,000
28435	ICT Expenses - Community Services Administration	408	0	(408)	3,825	6,300
28437	Donations - Community Services Administration	1,726	9,824	8,098	7,730	39,300
28450	Special Projects - Community Services Admin	459	1,334	875	63	4,000
Expense Total		105,798	114,576	8,778	13,683	463,300
Income						
58420	Positive Ageing Revenue	(1,005)	(1,334)	(329)	0	(4,000)
Income Total		(1,005)	(1,334)	(329)	0	(4,000)
Community Services Administration Total						
		104,793	113,242	8,449	13,683	459,300
Community Services Administration Total						
		104,793	113,242	8,449	13,683	459,300
Support and Media						
Support and Media						
Expense						
28320	Salaries - Marketing & Communications	17,506	10,713	(6,793)	0	39,800
28323	Office - Marketing & Communications	31,812	14,499	(17,313)	17,998	58,000
28325	Depreciation - Marketing & Communications	120	126	6	0	500

		September Actual YTD	September Budget YTD	Variance	Committed Balance	Annual Budget	Budget Available
28327	Finance - Marketing & Communications	9,575	9,576	1	0	38,300	28,725
28330	Other - Marketing & Communications	345	3,000	2,655	1,143	12,000	10,512
28334	Professional Fees - Marketing & Communications	0	2,500	2,500	0	10,000	10,000
28350	Special Projects - Marketing & Communications	0	7,500	7,500	0	30,000	30,000
Expense Total		59,357	47,914	(11,443)	19,141	188,600	110,102
Support and Media Total		59,357	47,914	(11,443)	19,141	188,600	110,102
Support and Media Total		59,357	47,914	(11,443)	19,141	188,600	110,102
Community & Strategy Total		529,895	841,656	311,761	211,756	3,270,500	2,528,849

Development Services

Property Services

Council Buildings

Expense

24120	Salaries - Council Buildings	38,987	45,841	6,854	0	170,900	131,913
24121	Other Employee Costs - Council Buildings	6,191	6,429	238	0	25,700	19,509
24123	Office - Council Buildings	392	875	483	0	3,500	3,108
24124	Motor Vehicles - Council Buildings	8,929	8,301	(628)	0	33,200	24,271
24125	Depreciation - Council Buildings	114,558	90,025	(24,533)	0	360,100	245,542
24126	Utility - Council Buildings	7	0	(7)	0	0	(7)
24127	Finance - Council Buildings	30,300	30,300	0	0	121,200	90,900
24128	Insurance - Council Buildings	1,054	6,000	4,946	0	6,000	4,946
24130	Other - Council Buildings	156	1,500	1,344	0	6,000	5,844
24133	Building - Council Buildings	289,819	307,847	18,028	79,754	981,801	612,228
Expense Total		490,392	497,118	6,726	79,754	1,708,401	1,138,255

Income

54109	Council Property - Council Buildings	(25,459)	(15,000)	10,459	0	(110,000)	(84,541)
Income Total		(25,459)	(15,000)	10,459	0	(110,000)	(84,541)
Council Buildings Total		464,932	482,118	17,186	79,754	1,598,401	1,053,715

Property Services

Expense

24420	Salaries - Property Services	82,265	97,284	15,019	0	362,000	279,735
24421	Other Employee Costs - Property Services	24,174	16,596	(7,578)	1,600	66,400	40,626
24423	Office - Property Services	6,978	3,700	(3,278)	777	14,800	7,045
24424	Motor Vehicles - Property Services	5,785	5,676	(109)	0	22,700	16,915
24425	Depreciation - Property Services	68	75	8	0	300	233
24427	Finance - Property Services	45,191	45,851	660	0	183,400	138,209
24430	Other - Property Services	343	875	532	503	3,500	2,653
24434	Professional Fees - Property Services	30,577	37,500	6,923	5,918	150,000	113,505
Expense Total		195,381	207,557	12,176	8,798	803,100	598,921

Income

54401	Fees & Charges - Property Services	(160,909)	(132,500)	28,409	0	(530,000)	(369,091)
54410	Sundry Income - Property Services	(4,278)	(3,000)	1,278	0	(12,000)	(7,722)
54411	Fines & Penalties - Property Services	0	(2,500)	(2,500)	0	(10,000)	(10,000)
Income Total		(165,187)	(138,000)	27,187	0	(552,000)	(386,813)

Property Services Total

Property Services Total		30,194	69,557	39,363	8,798	251,100	212,107
Property Services Total		495,126	551,675	56,549	88,552	1,849,501	1,265,822

Sustainable Nedlands

Environmental Health

Expense

24638	Operational Activities - Sust & Environ	2,663	8,000	5,337	2,823	8,000	2,515
24720	Salaries - Environmental Health	51,271	56,836	5,565	0	211,300	160,029
24721	Other Employee Costs - Environmental Health	8,075	7,224	(851)	1,505	28,900	19,321
24722	Staff Recruitment - Environmental Health	0	125	125	0	500	500
24723	Office - Environmental Health	522	775	253	0	3,100	2,578
24725	Depreciation - Environmental Health	1,225	525	(700)	0	2,100	875
24727	Finance - Environmental Health	18,800	18,801	1	0	75,200	56,400
24730	Other - Environmental Health	951	9,900	8,949	2,974	39,600	35,675
24751	Operational Activities - Environmental Health	6,486	22,248	15,762	77	89,000	82,436
Expense Total		89,993	124,434	34,441	7,379	457,700	360,328

Income

54701	Fees & Charges - Environmental Health	(39,684)	0	39,684	0	(65,000)	(25,316)
54710	Sundry Income - Environmental Health	0	0	0	0	(5,000)	(5,000)
54711	Fines & Penalties - Environmental Health	0	(1,251)	(1,251)	0	(5,000)	(5,000)
Income Total		(39,684)	(1,251)	38,433	0	(75,000)	(35,316)

Environmental Health Total

Environmental Health Total		50,309	123,183	72,874	7,379	382,700	325,012
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Natural Areas

Expense

	September Actual YTD	September Budget YTD	Variance	Committed Balance	Annual Budget	Budget Available
24221 Other Employee Costs - Natural Areas	160	1,749	1,589	0	7,000	6,840
24223 Office - Natural Areas	18	399	381	0	1,600	1,582
24227 Finance - Natural Areas	9,700	9,699	(1)	0	38,800	29,100
24230 Other - Natural Areas	0	501	501	0	2,000	2,000
24237 Donations - Natural Areas	350	0	(350)	0	0	(350)
24251 Operational Activities - Natural Areas	85,413	119,280	33,867	91,401	477,100	300,286
Expense Total	95,641	131,628	35,987	91,401	526,500	339,458
Income						
54204 Grants Operating - Natural Areas	(63,223)	(774)	62,449	0	(3,100)	60,123
54210 Sundry Income - Natural Areas	0	(1,176)	(1,176)	0	(4,700)	(4,700)
Income Total	(63,223)	(1,950)	61,273	0	(7,800)	55,423
Natural Areas Total	32,418	129,678	97,260	91,401	518,700	394,881
Sanitation						
Expense						
24520 Salaries - Sanitation	49,240	70,528	21,288	0	263,500	214,260
24521 Other Employee Costs - Sanitation	4,067	7,050	2,983	0	28,200	24,133
24523 Office - Sanitation	1,181	0	(1,181)	0	0	(1,181)
24525 Depreciation - Sanitation	22,659	22,650	(9)	0	90,600	67,941
24527 Finance - Sanitation	49,168	49,125	(43)	0	196,500	147,332
24530 Other - Sanitation	44	0	(44)	0	0	(44)
24538 Purchase of Product - Sanitation	188	0	(188)	1,317	0	(1,505)
24552 Residential Kerbside - Sanitation	394,528	576,425	181,897	771,038	2,305,700	1,140,134
24553 Residential Bulk - Sanitation	6,533	114,250	107,717	361,159	457,000	89,308
24554 Commercial - Sanitation	16,293	31,500	15,207	29,692	126,000	80,015
24555 Public Waste - Sanitation	16,793	31,749	14,956	81,749	127,000	28,459
24556 Waste Strategy - Sanitation	2,546	9,999	7,453	11,168	40,000	26,286
Expense Total	563,241	913,276	350,035	1,256,122	3,634,500	1,815,137
Income						
54501 Fees & Charges - Sanitation	(3,483,515)	(3,425,952)	57,563	0	(3,468,200)	15,315
54510 Sundry Income - Sanitation	0	0	0	0	0	0
Income Total	(3,483,515)	(3,425,952)	57,563	0	(3,468,200)	15,315
Sanitation Total	(2,920,275)	(2,512,676)	407,599	1,256,122	166,300	1,830,453
Sustainability and Environment						
Expense						
24620 Salaries - Sustainability & Environmental	8,174	24,161	15,987	0	89,900	81,726
24621 Other Employee Costs - Sustainability & Env	22,875	7,677	(15,198)	1,300	30,700	6,525
24623 Office - Sustainability & Environmental	173	0	(173)	158	7,100	6,770
24624 Motor Vehicles - Sustainability & Environmental	4,789	5,451	662	0	21,800	17,011
24625 Depreciation - Sustainability & Environmental	1,201	1,875	674	0	7,500	6,299
24627 Finance - Sustainability & Environmental	14,900	14,901	1	0	59,600	44,700
24630 Other - Sustainability & Environmental	618	0	(618)	412	9,000	7,970
24639 Travelsmart - Sustainability & Environmental	15,102	19,551	4,449	0	78,200	63,098
Expense Total	67,831	73,616	5,785	1,869	303,800	234,099
Income						
54601 Fees & Charges - Sustainability & Environmental	(54)	(249)	(195)	0	(1,000)	(946)
54610 Sundry Income -Sustainability & Environmental	0	0	0	0	(100)	(100)
Income Total	(54)	(249)	(195)	0	(1,100)	(1,046)
Sustainability and Environment Total	67,777	73,367	5,590	1,869	302,700	233,053
Sustainable Nedlands Total	(2,769,770)	(2,186,448)	583,322	1,356,772	1,370,400	2,783,399
Planning Services						
Town Planning						
Expense						
24820 Salaries - Town Planning	140,780	152,636	11,856	0	568,100	427,320
24821 Other Employee Costs - Town Planning	34,640	26,472	(8,168)	6,700	105,900	64,560
24823 Office - Town Planning	2,719	5,876	3,157	6,290	23,500	14,490
24824 Motor Vehicles - Town Planning	11,106	13,050	1,944	0	52,200	41,094
24825 Depreciation - Town Planning	972	1,449	477	0	5,800	4,828
24827 Finance - Town Planning	70,916	70,975	59	0	283,900	212,984
24830 Other - Town Planning	0	1,749	1,749	0	7,000	7,000
24834 Professional Fees - Town Planning	24,322	37,500	13,178	21,535	150,000	104,143
24857 Strategic Projects - Town Planning	0	49,983	49,983	12,663	200,000	187,337
24861 Town Planning Scheme - Town Planning	2,536	50,001	47,465	0	200,000	197,464
Expense Total	287,991	409,691	121,700	47,188	1,596,400	1,261,221
Income						
54801 Fees & Charges - Town Planning	(122,844)	(142,750)	(19,906)	0	(571,000)	(448,156)
54810 Sundry Income - Town Planning	(223)	(1,250)	(1,027)	0	(5,000)	(4,777)
Income Total	(123,067)	(144,000)	(20,933)	0	(576,000)	(452,933)

	September Actual YTD	September Budget YTD	Variance	Committed Balance	Annual Budget	Budget Available
Town Planning Total	164,924	265,691	100,768	47,188	1,020,400	808,289
Planning Services Total	164,924	265,691	100,768	47,188	1,020,400	808,289
Development Services Total	(2,109,721)	(1,369,082)	740,639	1,492,512	4,240,301	4,857,510
Technical Services						
Engineering Services						
Infrastructure Services						
Expense						
26220 Salaries - Infrastructure Services	226,145	316,104	89,959	2,443	1,202,500	973,912
26221 Other Employee Costs - Infrastructure Services	97,167	95,001	(2,166)	1,582	380,000	281,250
26223 Office - Infrastructure Services	14,723	16,675	1,952	12,011	63,700	36,967
26224 Motor Vehicles - Infrastructure Services	25,080	23,151	(1,929)	0	92,600	67,520
26225 Depreciation - Infrastructure Services	4,566	5,499	933	0	22,000	17,434
26227 Finance - Infrastructure Services	(108,936)	(386,326)	(277,390)	0	(1,545,300)	(1,436,364)
26228 Insurance - Infrastructure Services	40,533	48,600	8,067	0	90,600	50,067
26230 Other - Infrastructure Services	7,671	27,876	20,205	4,270	111,500	99,559
26234 Professional Fees - Infrastructure Services	19,175	42,501	23,326	53,649	170,000	97,176
26235 ICT Expenses - Infrastructure Services	5,706	4,002	(1,704)	5,686	16,000	4,608
Expense Total	331,830	193,083	(138,747)	79,641	603,600	192,129
Infrastructure Services Total	331,830	193,083	(138,747)	79,641	603,600	192,129
Plant Operating						
Expense						
26525 Depreciation - Plant Operating	126,615	146,824	20,209	0	587,300	460,685
26527 Finance - Plant Operating	(218,073)	(286,276)	(68,203)	0	(1,145,100)	(927,027)
26532 Plant - Plant Operating	235,985	255,598	19,613	11,918	639,600	391,697
26533 Minor Parts & Workshop Tools - Plant Operating	2,247	2,004	(243)	872	8,000	4,881
26549 Loss On Sale of Fixed Assets - Plant Operating	0	10,000	10,000	0	30,000	30,000
Expense Total	146,774	128,150	(18,624)	12,789	119,800	(39,763)
Income						
56501 Fees & Charges - Plant Operating	(4,147)	(3,000)	1,147	0	(12,000)	(7,853)
56515 Profit On Sale of Fixed Assets - Plant Operating	0	(17,250)	(17,250)	0	(69,000)	(69,000)
Income Total	(4,147)	(20,250)	(16,103)	0	(81,000)	(76,853)
Plant Operating Total	142,627	107,900	(34,727)	12,789	38,800	(116,617)
Streets Roads and Depots						
Expense						
26625 Depreciation - Streets Roads & Depots	1,050,120	1,006,201	(43,919)	0	4,024,800	2,974,680
26626 Utility - Streets Roads & Depots	77,043	0	(77,043)	369,641	395,000	(51,684)
26630 Other	8,689	6,000	(2,689)	600	50,400	41,111
26640 Reinstatement - Streets Roads & Depot	0	3,000	3,000	0	12,000	12,000
26667 Road Maintenance	116,904	111,250	(5,654)	4,351	445,000	323,746
26668 Drainage Maintenance	85,093	27,501	(57,592)	9,931	110,000	14,976
26669 Footpath Maintenance	46,657	54,750	8,093	3,216	219,000	169,127
26670 Parking Signs	15,094	33,000	17,906	0	132,000	116,906
26671 Right of Way Maintenance - Pavement	22,575	20,274	(2,301)	375	81,100	58,150
26672 Bus Shelter Maintenance	3,661	9,600	5,939	151	38,400	34,588
26673 Graffiti Control	15,132	12,600	(2,532)	1,786	50,400	33,482
26674 Depot	15,626	31,248	15,622	1,823	125,000	107,551
Expense Total	1,456,594	1,315,424	(141,170)	391,873	5,683,100	3,834,633
Income						
56601 Fees & Charges - Streets Roads & Depots	(20,956)	(12,825)	8,131	0	(51,300)	(30,344)
56604 Grants Operating - Streets Roads & Depots	0	0	0	0	0	0
56606 Contrib'n Reim & Don Op - Streets Roads & Depots	(3,259)	(10,800)	(7,541)	0	(43,200)	(39,941)
56610 Sundry Income - Streets Roads & Depots	(974)	(2,751)	(1,777)	0	(11,000)	(10,026)
Income Total	(25,189)	(26,376)	(1,187)	0	(105,500)	(80,311)
Streets Roads and Depots Total	1,431,405	1,289,048	(142,357)	391,873	5,577,600	3,754,323
Engineering Services Total	1,905,862	1,590,031	(315,831)	484,303	6,220,000	3,829,834
Parks Services						
Parks and Ovals						
Expense						
26360 Depreciation - Parks & Reserves	119,426	122,725	3,299	0	490,900	371,474
26365 Maintenance - Parks & Ovals	666,072	946,019	279,947	200,605	3,784,100	2,917,423
Expense Total	785,499	1,068,744	283,245	200,605	4,275,000	3,288,896
Income						
56301 Fees & Charges - Parks & Ovals	0	(3,675)	(3,675)	0	(14,700)	(14,700)
56306 Contrib'n Reim & Donations Op - Parks & Ovals	(12,529)	(3,597)	8,932	0	(14,400)	(1,871)
56309 Council Property - Parks & Ovals	(6,659)	(16,503)	(9,844)	0	(66,000)	(59,341)
Income Total	(19,188)	(23,775)	(4,587)	0	(95,100)	(75,912)

	September Actual YTD	September Budget YTD	Variance	Committed Balance	Annual Budget	Budget Available
Parks and Ovals Total	766,310	1,044,969	278,659	200,605	4,179,900	3,212,985
Parks Services Total	766,310	1,044,969	278,659	200,605	4,179,900	3,212,985
Technical Services Total	2,672,173	2,635,000	(37,173)	684,908	10,399,900	7,042,819
City of Nedlands Total	(15,584,375)	(14,139,896)	1,444,479	2,854,270	2,399,801	15,129,907

**CITY OF NEDLANDS
CAPITAL WORKS & ACQUISITIONS
AS AT 30 SEPTEMBER 2011**

		September Actual YTD	Committed Balance	June Budget YTD	Budget Available
2	Footpath Rehabilitation				
	2001 Railway Road	0	56,200	0	(56,200)
	2003 Alfred Road	0	539	0	(539)
	2025 Verdun Street	3,183	2,727	0	(5,910)
	2028 Dalkeith Road	55,116	2,058	0	(57,174)
	2030 Beatrice Road	0	0	40,000	40,000
	2040 Webster Street	0	0	0	0
	2166 Hooley Street	0	0	40,000	40,000
	2179 Lemnos Street	0	0	11,600	11,600
	2199 Camelia Ave	0	0	16,000	16,000
	Footpath Rehabilitation Total	58,299	61,524	107,600	(12,224)
3	Road Rehabilitation				
	2001 Railway Road	0	0	50,100	50,100
	2003 Alfred Road	0	0	232,900	232,900
	2007 Smyth Road	0	0	25,700	25,700
	2013 North Street	0	0	131,000	131,000
	2017 Loch Street	0	0	48,500	48,500
	2018 Underwood Avenue	0	0	530,300	530,300
	2023 Bruce Street	780	0	128,300	127,520
	2028 Dalkeith Road	13,006	0	0	(13,006)
	2033 Gordon Street	845	0	33,600	32,755
	2058 Archdeacon Street	1,073	0	514,800	513,728
	2150 Circe Circle North	8,113	5,430	110,000	96,457
	2189 Adams Road	0	1,757	220,000	218,243
	2191 Bishop Road	2,742	0	0	(2,742)
	2300 Acacia Lane	0	0	211,200	211,200
	Road Rehabilitation Total	26,558	7,187	2,236,400	2,202,655
4	Drainage Rehabilitation				
	2113 Loftus St	0	0	100,000	100,000
	9000 City Wide	32,821	0	150,000	117,179
	Drainage Rehabilitation Total	32,821	0	250,000	217,179
5	Street Furniture				
	9000 City Wide	1,963	0	0	(1,963)
	Street Furniture Total	1,963	0	0	(1,963)
6	Grant Funded Projects				
	2003 Alfred Road	539	0	0	(539)
	2010 Broadway	2,360	0	378,000	375,640
	2019 Princess Road	0	0	33,000	33,000
	2020 Monash Avenue	0	0	12,000	12,000
	2023 Bruce Street	0	0	21,000	21,000
	2037 Elizabeth Street	1,364	2,500	195,000	191,136
	2054 Broome Street	0	1,364	30,000	28,636
	2056 Tyrell Street	0	0	33,000	33,000
	2057 Florence Street	0	0	30,000	30,000
	2179 Lemnos Street	4,506	0	0	(4,506)
	Grant Funded Projects Total	8,768	3,864	732,000	719,368
10	Road Improvement				
	2011 Victoria Avenue	0	0	17,500	17,500
	2015 Birdwood Parade	0	0	16,000	16,000
	2049 Asquith Street	5,490	840	0	(6,330)
	2119 Kitchener Street	0	0	50,000	50,000
	2121 Lisle Street	0	0	25,000	25,000
	2175 Swanbourne	0	0	0	0
	9000 City Wide	0	0	50,000	50,000
	Road Improvement Total	5,490	840	158,500	152,170
11	Building Construction				

4000	John Leckie Pavilion	12,340	6,971	2,800,000	2,780,689
4001	Allen Park Lower Pavilion	0	4,500	0	(4,500)
4003	Council Depot	4,637	364	32,000	27,000
4004	Drabble House	1,955	10,034	50,000	38,012
4009	PROCC	0	0	18,000	18,000
4010	NCC	0	0	0	0
4012	Mt Claremont Community Centre	25,466	0	0	(25,466)
4016	67 Stirling Highway (Maisonettes)	109,562	52,844	0	(162,406)
4018	Tresillian	0	12,915	32,000	19,085
4019	Cruickshank Reserve Pavilion	0	0	100,000	100,000
4020	71 Stirling Highway (Administration)	1,667	0	30,000	28,333
4021	110 Smyth Road (Cottage)	0	0	37,000	37,000
4022	Public Facilities (Public Toilets)	17,304	15,237	40,000	7,459
4108	Mt Claremont Oval	1,062	0	3,500	2,438
4164	College Park Family Centre	0	0	18,000	18,000
9000	City Wide	0	0	100,000	100,000
Building Construction Total		173,992	102,865	3,260,500	2,983,643

12	Off Street Parking				
2182	The Esplanade	0	0	80,000	80,000
Off Street Parking Total		0	0	80,000	80,000

14	Parks & Reserves Construction				
2132	Beecham Road	530	225	722,000	721,245
4052	Allen Park	0	0	30,100	30,100
4055	Asquith Park	0	0	22,300	22,300
4057	Beaton Park	0	0	7,800	7,800
4059	Beatrice Road Reserve	0	0	32,700	32,700
4067	Campsie Park	0	0	45,400	45,400
4071	Charles Ct Reserve	0	0	22,300	22,300
4078	Daran Park	0	0	7,800	7,800
4080	Directors Gardens	0	0	18,000	18,000
4089	Hamilton Park	0	0	37,100	37,100
4094	Jones Park	0	53,847	74,300	20,453
4096	Lawler Park	0	0	26,800	26,800
4100	Masons Gardens	0	24,960	35,000	10,040
4101	Melvista Park	0	0	233,400	233,400
4105	Mossvale Gardens	0	0	72,200	72,200
4108	Mt Claremont Oval	16,276	7,600	63,700	39,824
4111	Nedlands Library Surrounds	239	9,530	0	(9,769)
4115	New Court Gardens	8,355	0	26,100	17,745
4118	Peace Memorial Rose Garden	0	13,500	0	(13,500)
4121	Point Resolution Child Centre Surrounds	0	0	0	0
4131	Street Gardens and Verges	7,891	0	60,800	52,909
4139	Tresillian Community Centre Surrounds	0	0	20,100	20,100
4142	Zamia Park	0	0	25,300	25,300
4169	River Wall Maintenance	102	6,380	500,000	493,518
Parks & Reserves Construction Total		33,394	116,043	2,083,200	1,933,764

15	Plant & Equipment				
7500	Technical Svs - Engineering	2,923	0	43,000	40,077
7501	Development Svs - Town Planning	31,986	4,440	32,500	(3,926)
7502	Development Svs - Property Svs	32,450	0	89,500	57,050
7503	Corporate Svs - Corporate Svs	32,712	0	32,500	(212)
7504	Community Svs - NCC (HACC Funded)	0	0	162,500	162,500
7505	Corporate Svs - Ranger Svs	29,092	0	35,000	5,908
7507	Development Svs - Sustainable Nedlands	0	0	0	0
7509	Technical Svs - Parks Svs	10,122	127,562	194,300	56,616
7510	Governance - Human Resources	29,137	0	31,000	1,863
7511	Community Svs - Service Centres	65,275	0	65,000	(275)
7512	Community Svs - Community Development	27,463	0	31,000	3,537
Plant & Equipment Total		261,160	132,002	716,300	323,139

16	ICT Capital Projects				
6031	IT Project 1	0	0	70,000	70,000
6032	IT Project 2	6,383	0	90,000	83,617
6033	IT Project 3	0	0	10,000	10,000
ICT Capital Projects Total		6,383	0	170,000	163,617


17	Greenway Development					
	2205	Montgomery Ave	0	0	0	0
	4052	Allen Park	0	0	80,000	80,000
	4154	Hollywood Reserve	88,907	0	95,000	6,093
	Greenway Development Total		88,907	0	175,000	86,093
18	Furniture & Fixture					
	4008	Nedlands Library	0	0	9,000	9,000
	4018	Tresillian	0	0	6,300	6,300
	7504	Community Svs - NCC (HACC Funded)	0	0	4,000	4,000
	7505	Rangers	0	38,195	136,000	97,805
	7508	Corporate Svs - Finance	0	0	0	0
	Furniture & Fixture Total		0	38,195	155,300	117,105
City of Nedlands Total			697,735	462,520	10,124,800	8,964,546

CITY OF NEDLANDS
STATEMENT OF FINANCIAL ACTIVITY
BY DIRECTORATES
FOR THE PERIOD ENDED 30 SEPTEMBER 2011

Note	Adopted Budget \$	SEPTEMBER YTD Budget \$	SEPTEMBER YTD Actual \$	SEPTEMBER YTD Variance \$	Variance %
Operating Income					
Governance	5,000	1,250	891	359	29%
Corporate Services	18,428,600	17,027,049	17,285,602	(258,553)	-2%
Community Services	1,805,600	478,935	497,301	(18,366)	-4%
Development Services	4,790,100	3,726,402	3,900,189	(173,787)	100%
Technical Services	281,600	70,401	48,524	21,877	31%
	25,310,900	21,304,037	21,732,507	(428,470)	
Operating Expense					
Governance	(1,402,400)	(357,980)	(370,228)	12,248	-3%
Corporate Services	(1,520,300)	(422,849)	(239,542)	(183,307)	43%
Community Services	(5,076,100)	(1,320,591)	(1,027,197)	(293,394)	22%
Development Services	(9,030,400)	(2,357,320)	(1,790,469)	(566,851)	24%
Technical Services	(10,681,500)	(2,705,401)	(2,720,696)	15,295	-1%
	(27,710,700)	(7,164,141)	(6,148,132)	(1,016,009)	
Capital Income					
				SEPTEMBER Budget Balance	
Grants Capital	2,393,200	0	0	2,393,200	
Proceeds from Disposal of Assets	286,000	0	181,600	104,400	
New Borrowings	2,200,000	0	0	2,200,000	
Transfer from Reserve	1,600,000	0	0	1,600,000	
	6,479,200	0	181,600	6,297,600	
Capital Expenditure					
Land & Buildings	(3,260,500)	0	(173,992)	(3,086,508)	
Infrastructure	(5,822,700)	0	(256,200)	(5,566,500)	
Plant & Equipment	(720,300)	0	(261,160)	(459,140)	
Furniture & Equipment	(321,300)	0	(6,383)	(314,917)	
Repayment of Debentures	(917,000)	0	(224,533)	(692,467)	
Transfer to Reserves	(800,000)	0	(72,266)	(727,734)	
	(11,841,800)	0	(994,534)	(10,847,266)	
Total Operating and Non-Operating	(7,762,400)	14,139,896	14,771,441	(5,994,145)	
Adjustment - Non Cash Items					
Depreciation	5,917,000	1,479,253	1,528,215	4,388,785	
Provisions / Other Accruals	0	0	0	0	
(Profit) on Sale of Assets	(69,000)	0	0	(69,000)	
Loss on Sale of Assets	30,000	0	0	30,000	
				0	
ADD - Surplus/(Deficit) 1 July b/f	1,920,900	0	3,256,202	(1,335,302)	
LESS - Surplus/(Deficit) 30 June c/f	36,500	0	19,555,858	(19,519,358)	
	7,762,400	1,479,253	(14,771,441)	(2,542,197)	

CITY OF NEDLANDS
NET CURRENT ASSETS
AS AT 30 SEPTEMBER 2011

	2011/12 YTD 30 SEPTEMBER 11	2010/2011 YTD 30 JUNE 11
Current Assets		
Cash at Bank	2,061,268	1,965,616
Cash Investments	19,873,370	9,683,646
Other Financial Assets	0	0
Debtors - Rates Receivable	7,198,813	218,220
Debtors - Other	342,141	735,963
Prepayments	0	0
Stock	5,943	12,539
	29,481,535	12,615,984
Current Liabilities		
Creditors	1,425,834	2,619,695
Payroll Deductions	0	0
Staff Provisions	1,253,382	1,251,732
Accruals and Provisions - General	0	0
Income in Advance	0	0
Borrowings	692,477	0
Other	1,451,366	284,850
	4,823,059	4,156,277
Net Current Assets	24,658,476	8,459,707
Less: Restricted Reserves	5,102,618	5,203,506
	19,555,858	3,256,201

CP38.11	<i>Investment Report – September 2011</i>
Committee	8 November 2011
Council	22 November 2011
Applicant	City of Nedlands
Owner	City of Nedlands
Officer	Rajah Senathirajah – Manager Finance
Director	Michael Cole – Director Corporate Service
Director Signature	
File ref.	Fin/071-07
Previous Item No's	Nil
Disclosure of Interest	No officer involved in the preparation of this report had any interest which required it to be declared in accordance with the provisions of the <i>Local Government Act (1995)</i> .

Purpose

In accordance with the Council's investment Policy, Administration is required to present a summary of investments to Council on a monthly basis.

Recommendation to Committee

Council receives the Investment Report for the period ended 30 September 2011

Strategic Plan

KFA5: Governance

5.1 – Manage the City's resources in a sustainable and responsible manner.

This report is in accordance with the Council's Investment Policy and demonstrates the investment of City's surplus cash in a sustainable and responsible manner.

Background

Council's Investment Policy requires a summary of investments to be presented to Council on a monthly basis.

Proposal Detail

Not applicable.

Consultation

Required by legislation: Yes No

Required by City of Nedlands policy: Yes No

Legislation

Not applicable.

Budget/Financial Implications

Investment income will be reviewed against progressive budget throughout the year.

Risk Management

The Investment Policy of the City, which is reviewed each year by the Audit and Risk Committee of Council, is structured so as to minimise any risks associated with the City's cash investments. The officers adhere to this Policy, and continuously monitor market conditions to ensure that the City obtains attractive yields without compromising on risk management.

Discussion

The Investment Summary shows that as at 30 September 2011 the City held the following funds in investments:

Municipal Funds	\$ 14,770,752
Reserve Funds	\$ 5,001,127
Other Restricted Funds	<u>\$ 101,491</u>
Total	<u>\$ 19,873,370</u>

The interest earned from investments for the first quarter was \$230,233.

The Investment Portfolio comprises Investments in the following institutions:

Financial Institution	Funds Invested	Interest Rate	Proportion of Portfolio
NAB	\$ 4,183,990	5.72% - 6.15%	21.05%
Suncorp	\$ 839,379	5.76%	4.22%
St George	\$ 3,404,091	5.84% - 5.91%	17.13%
Westpac	\$ 5,201,449	5.87% - 6.13%	26.18%
AMP	\$ 305,579	5.25%	1.54%
CBA	\$ 2,910,029	5.66% - 5.68%	14.64%
BankWest	\$ 3,028,853	5.75 % - 6.00%	15.24%
Total	\$ 19,873,370		100.00%

Conclusion

The Investment Report is presented to Council.

Attachments


1. Investment Report for the period ended 30 September 2011

**INVESTMENTS REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2011**

No.	Particulars	Current Interest Rate	Invest. Date	Maturity Date	Investment Period Days								YTD Accum. Interest	General Ledger 30-Sep	
						NAB	Suncorp	St George	Westpac	AMP	CBA	BANKWEST			Total
						\$	\$	\$	\$	\$	\$		\$		
	RESTRICTED INVESTMENTS														
4	Trust - Adelma	5.98%	1-Jul-11	1-Jan-12	184				\$101,490.90				\$101,490.90	\$1,506.67	\$101,490.90
	TOTAL TRUST INVESTMENTS					\$0.00	\$0.00	\$0.00	\$101,490.90	\$0.00	\$0.00	\$0.00	\$101,490.90	\$1,506.67	\$101,490.90
	RESERVE INVESTMENTS														
10	Resv - City Dev - Western Zone	5.76%	20-Sep-11	20-Dec-11	91		\$319,206.24						\$319,206.24	\$4,766.38	\$319,206.24
16	Resv - Serv General	5.25%	29-Mar-10	Oncall	Oncall					\$289,528.64			\$289,528.64	\$3,797.74	\$289,528.64
26	North Street Reserve No 1	5.88%	30-Aug-11	30-Nov-11	92			\$1,029,095.27					\$1,029,095.27	\$14,701.84	\$1,029,095.27
41	Swanbourne Reserve	6.14%	30-Jun-11	30-Dec-11	183	\$101,960.82							\$101,960.82	\$1,553.91	\$101,960.82
42	City Building Reserve	5.76%	20-Sep-11	20-Dec-11	91		\$520,172.55						\$520,172.55	\$7,767.21	\$520,172.55
52	Plant Replacement Reserve	5.91%	3-Jun-11	4-Oct-11	123			\$210,564.78					\$210,564.78	\$3,076.88	\$210,564.78
53	City Development Reserve	5.91%	3-Jun-11	4-Oct-11	123			\$1,107,663.93					\$1,107,663.93	\$16,185.76	\$1,107,663.93
55	Insurance Reserve	5.91%	3-Jun-11	4-Oct-11	123			\$49,567.38					\$49,567.38	\$724.30	\$49,567.38
57	Welfare NCC Reserve	6.15%	24-Jun-11	28-Dec-11	187	\$134,002.54							\$134,002.54	\$2,043.43	\$134,002.54
58	Waste Management	6.15%	24-Jun-11	28-Dec-11	187	\$133,986.32							\$133,986.32	\$2,043.89	\$133,986.32
60	Welfare	6.14%	30-Jun-11	30-Dec-11	183	\$241,772.21							\$241,772.21	\$3,684.68	\$241,772.21
78	Services - General	5.56%	17-Jun-11	18-Oct-11	123						\$863,606.33		\$863,606.33	\$11,920.07	\$863,606.33
	TOTAL RESERVE INVESTMENTS					\$611,721.89	\$839,378.79	\$2,396,891.35	\$0.00	\$289,528.64	\$863,606.33	\$0.00	\$5,001,127.01	\$72,266.10	\$5,001,127.01
	MUNICIPAL INVESTMENTS														
44	*** ACCOUNT CLOSED 27/9/11 ***												\$0.00	\$12,713.17	\$0.00
61	Municipal Investment #61 - AMP	5.25%	17-Mar-10	On-Call	Oncall					\$16,050.11			\$16,050.11	\$210.53	\$16,050.11
62	Municipal Investment #62 - CBA	5.66%	19-Aug-11	17-Oct-11	59						\$34,457.59		\$34,457.59	\$493.13	\$34,457.59
65	Municipal Investment #65 - Westpac	5.90%	22-Aug-11	22-Jan-12	153				\$515,527.27				\$515,527.27	\$7,531.15	\$515,527.27
69	Municipal Investment #69 - NAB	5.76%	8-Aug-11	8-Feb-12	184	\$546,910.12							\$546,910.12	\$7,778.26	\$546,910.12
73	Municipal Investment #73 - Westpac	6.13%	26-Jul-11	26-Jan-12	184				\$536,440.93				\$536,440.93	\$10,320.69	\$536,440.93
76	Municipal Investment #76 - Westpac	6.01%	18-Jul-11	18-Jan-12	184				\$1,022,053.60				\$1,022,053.60	\$15,134.15	\$1,022,053.60
77	Municipal Investment #77 - Bankwest	5.75%	19-Jul-11	17-Oct-11	90						\$1,011,500.00		\$1,011,500.00	\$14,467.12	\$1,011,500.00
79	Municipal Investment #79 - Bankwest	6.00%	28-Jul-11	11-Oct-11	75						\$1,010,520.55		\$1,010,520.55	\$10,520.55	\$1,010,520.55
80	Municipal Investment #80 - NAB	6.15%	28-Jul-11	30-Jan-12	186	\$1,010,783.56							\$1,010,783.56	\$10,783.56	\$1,010,783.56
81	Municipal Investment #81 - Westpac	5.87%	3-Aug-11	3-Nov-11	92				\$1,009,327.67				\$1,009,327.67	\$9,327.67	\$1,009,327.67
82	Municipal Investment #82 - Westpac	6.10%	10-Aug-11	10-Jan-12	153				\$1,009,693.15				\$1,009,693.15	\$9,693.15	\$1,009,693.15
83	Municipal Investment #83 - NAB	5.72%	11-Aug-11	11-Nov-11	92	\$1,007,835.62							\$1,007,835.62	\$7,835.62	\$1,007,835.62
84	Municipal Investment #84 - ST George	5.84%	16-Aug-11	16-Nov-11	92			\$1,007,200.00					\$1,007,200.00	\$7,200.00	\$1,007,200.00
85	Municipal Investment #85 - CBA	5.68%	16-Aug-11	17-Oct-11	62						\$1,007,002.74		\$1,007,002.74	\$7,002.74	\$1,007,002.74
86	Municipal Investment #86 - Bankwest	5.80%	18-Aug-11	4-Nov-11	78						\$1,006,832.88		\$1,006,832.88	\$6,832.88	\$1,006,832.88
87	Municipal Investment #87 - Westpac	5.87%	18-Aug-11	18-Nov-11	92				\$1,006,915.34				\$1,006,915.34	\$6,915.34	\$1,006,915.34
88	Municipal Investment #88 - NAB	5.72%	18-Aug-11	16-Nov-11	90	\$1,006,738.63							\$1,006,738.63	\$6,738.63	\$1,006,738.63
89	Municipal Investment #89 - CBA	5.66%	29-Aug-11	28-Nov-11	91						\$1,004,962.19		\$1,004,962.19	\$4,962.19	\$1,004,962.19
						\$3,572,267.93	\$0.00	\$1,007,200.00	\$5,099,957.97	\$16,050.11	\$2,046,422.52	\$3,028,853.42	\$14,770,751.95	\$156,460.53	\$14,770,751.95
	TOTAL					\$4,183,989.82	\$839,378.79	\$3,404,091.35	\$5,201,448.87	\$305,578.75	\$2,910,028.86	\$3,028,853.42	\$19,873,369.86	\$230,233.29	\$19,873,369.86

Current Proportion of Portfolio

21.05% 4.22% 17.13% 26.17% 1.54% 14.64% 15.24%

CP39.11	List of Accounts Paid – September 2011
Committee	8 November 2011
Council	22 November 2011
Applicant	City of Nedlands
Owner	City of Nedlands
Officer	Rajah Senathirajah – Manager Finance
Director	Michael Cole – Director Corporate Service
Director Signature	
File ref:	Fin/072-17
Previous Item No's	Nil
Disclosure of Interest	No officer involved in the preparation of this report had any interest which required it to be declared in accordance with the provisions of the <i>Local Government Act (1995)</i> .

Purpose

In accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996 Administration is required to present the List of Accounts Paid for the month to Council.

Recommendation to Committee

Council receives the List of Accounts Paid for the month of September 2011.

Strategic Plan

KFA 5: Governance

5.6 - Ensure compliance with statutory requirements and guidelines.

This report will ensure the City meets its statutory requirements.

Background

Regulation 13 of the Local Government (Financial Management) Regulations 1996 requires a list of accounts paid to be prepared each month showing each account paid since the last list was prepared:

- a) the payee's name;
- b) the amount of the payment;
- c) the date of the payment; and
- d) sufficient information to identify the transaction.

The list is to be presented to the Council at the next ordinary meeting of the Council after the list is prepared and recorded in the Minutes of that meeting.

Proposal Detail

Not applicable.

Consultation

Required by legislation: Yes No

Required by City of Nedlands policy: Yes No

Legislation

This report meets the requirements of *Regulation 13 of the Local Government (Financial Management) Regulations 1996*.

Budget/Financial Implications

Not applicable.

Risk Management

The Accounts Payable procedures ensure that no fraudulent payments are made by the City, and these procedures are strictly adhered to by the officers. These include the final vetting of approved invoices by the Finance Manager and the Director of Corporate Services (or designated alternative officers).

Discussion

The list of accounts for September 2011 has been prepared in accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996 and is now presented to Council.

Conclusion

The list of accounts paid for the month of September 2011 complies with the relevant legislation and can be received by Council.

Attachments

1. List of Accounts Paid – September 2011



CITY OF NEDLANDS

All Payments 1/09/2011 to 30/09/2011

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<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
NAB - Municipal Account						
CHEQUE						
56492	CSR GYROCK	07/09/2011	-188.00		* CANCELLED*	
56493	ALINTA GAS	12/09/2011	-439.45	INV	GAS CHARGES 13/5-15/8/11 MTC C/CNTR	383.10
				INV	GAS CHARGES 31/5-23/8/11 MAISONETTES	14.15
				INV	GAS CHARGES 31/5-23/8/11 ADMIN	28.65
				INV	GAS CHARGES 10/5-11/8/11 ALLEN PK CHNG RMS	13.55
56494	ALLTOOLS WA PTY LTD	12/09/2011	-1,044.00	INV	MILWAUKEE 28V CORDLESS IMPACT DRILL	1,044.00
56495	ARROW PRESSURE WASH	12/09/2011	-110.00	INV	SVCE W/SHOP PRESSURE CLEANER	110.00
56496	CITY OF NEDLANDS PETTY CASH	12/09/2011	-865.05	INV	RECOUP PETTY CASH W/E 2/9/11 TRESILLIAN	263.20
				INV	RECOUP PETTY CASH W/E 9/9/11 ADMIN	182.80
				INV	RECOUP PETTY CASH W/E 9/9/11 NCC	326.95
				INV	RECOUP PETTY CASH W/E 9/9/11 PROCC	92.10
56497	COV PARTS PTY LTD	12/09/2011	-209.44	INV	6X DURALED SIDE MARKER-RED/AMBER ILLUMINATED	139.73
				INV	2X BATTERY MASTER SWITCH	69.71
56498	FRIENDS OF ALLEN PARK BUSHLAND	12/09/2011	-350.00	INV	ADMIN ASSISTANCE GRANT 11/12	350.00
56499	MR I HAMILTON	12/09/2011	-88.00	INV	REIMBURSE INTERNET-7/8-6/9/11	88.00
56500	HARVEY NORMAN AV/IT SUPERSTORE OSB	12/09/2011	-1,629.00	INV	KELVINATOR 420L 2 DOOR T/MOUN FRIDGE	829.00
				INV	EUROMAID MULTIFUNCTION OVEN	575.00
				INV	HAIER 80L BAR FRIDGE HBF80W-116224	225.00
56501	COUNCILLOR B G HODSDON	12/09/2011	-732.08	INV	COUNCILLORS ALLOWANCE SEP 2011	732.08
56502	KMART INNALOO	12/09/2011	-107.96	INV	MATERIALS FOR QUIZ DAY	107.96
56503	NORMS DOORS	12/09/2011	-820.00	INV	4X DOORS - PUBLIC FACILITIES	820.00
56504	PARKER BLACK & FORREST PTY LTD	12/09/2011	-93.50	INV	MIB MORTISE INDICATOR BOLT W/- LG TURN	93.50
56505	CHARLES & VERONICA SOTO	12/09/2011	-276.60	INV	CATERING - VOLUNTEERS JUNE 2011	134.30
				INV	CATERING - VOLUNTEERS MAY 2011	142.30
56506	***** CANCELLED *****	12/09/2011	0.00			
56507	SYNERGY	12/09/2011	-9,714.70	INV	ELECTRICITY 12/6-12/8/11 COLL PK OVAL LIGHTS	223.60
				INV	ELECTRICITY 14/6-12/8/11 MASONS GDNS	555.90
				INV	ELECTRICITY 12/6-11/8/11 BEATRICE RD RSV	25.10



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				INV	ELECTRICITY 11/6-11/8/11 ROSE GDNS	160.80
				INV	ELECTRICITY 9/6-9/8/11 CAMPSIE PK	23.20
				INV	ELECTRICITY 12/6-12/8/11 DALKEITH HALL	526.55
				INV	ELECTRICITY 11/6-11/8/11 BROCKMAN RSV PMP	28.20
				INV	ELECTRICITY 11/6-11/8/11 DRABBLE HSE	421.10
				INV	ELECTRICITY 11/6-11/8/11 NED FORESHORE 2	343.25
				INV	ELECTRICITY 11/6-11/8/11 SHIRLEY FYFE RSV	23.25
				INV	ELECTRICITY 10/6-11/8/11 CHARLES CRT RSV BOLLARD	280.10
				INV	ELECTRICITY 11/6-11/8/11 N/LIB	58.50
				INV	ELECTRICITY 11/6-11/8/11 CHARLES CRT RSV	102.15
				INV	ELECTRICITY 11/6-11/8/11 CHARLES CRT RSV	239.55
				INV	ELECTRICITY 10/6-10/8/11 KARELLA PK	24.00
				INV	ELECTRICITY 12/6-11/8/11 CURLEW RD SUMP	22.90
				INV	ELECTRICITY 12/6-11/8/11 MEM LIGHT WARATAH	146.20
				INV	ELECTRICITY 11/6-11/8/11 N/LIB	26.95
				INV	ELECTRICITY 9/6-9/8/11 DOT BENNETT PK	64.60
				INV	ELECTRICITY 9/6-9/8/11	39.00
				INV	ELECTRICITY 14/6-12/8/11	102.30
				INV	ELECTRICITY 12/6-12/8/11 GENESTA CRES	30.70
				INV	ELECTRICITY 12/6-12/8/11 COLLEGE PK OVAL	1,156.50
				INV	ELECTRICITY 12/6-12/8/11 NCC	1,403.55
				INV	ELECTRICITY 11/6-11/8/11 TRESILLIAN	2,050.00
				INV	ELECTRICITY 12/6-12/8/11 BISHOP RD RSV	25.00
				INV	ELECTRICITY 10/6-10/8/11 HWD RSV PUMP	28.90
				INV	ELECTRICITY 28/7-26/8/11 IRRIGATION CNTRL	25.25
				INV	ELECTRICITY 20/7-19/8/11 FORESHORE 3	258.55
				INV	ELECTRICITY 11/6-12/8/11 BEATRICE RD	158.70
				INV	ELECTRICITY 10/6-10/8/11 MAISONNETTES	81.70
				INV	ELECTRICITY 11/6-11/8/11 JC SMITH-RIVERSIDE LIONS	1,058.65
56508	B TYSON	12/09/2011	-732.08	INV	COUNCILLORS ALLOWANCE SEP 2011	732.08
56509	***** CANCELLED *****	12/09/2011	0.00			
56510	WATER CORPORATION	12/09/2011	-5,635.30	INV	14/2-6/8/11 WATER USE AMENTITIES D CRUICK RSV	149.25
				INV	14/2-6/8/11 WATER USE DALK TENNIS CLUB	233.90



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				INV	22/2-17/8/11 WATER USE 17 COOPER C/PK	114.80
				INV	23/2-17/8/11 WATER USE TRESILLIAN	512.30
				INV	22/2-17/8/11 WATER USE	73.20
				INV	22/2-17/8/11 WATER USE DRABBLE HSE	71.75
				INV	22/2-17/8/11 WATER USE	63.15
				INV	11/2-11/8/11 WATER USE-NED PLY CNTR	133.45
				INV	11/2-6/8/11 WATER USE	305.65
				INV	11/2-8/8/11 WATER USE BEATON PK	61.70
				INV	11/2-8/8/11 WATER USE NCC	632.85
				INV	10/2-9/8/11 WATER USE CARMELITE MON GDN	44.50
				INV	9/2-8/8/11 WATER USE GOLDSMITH RD RSV	124.85
				INV	10/2-9/8/11 WATER USE CONVENT GDN	100.45
				INV	10/2-9/8/11 WATER USE-MELVISTA PRE SCHL	123.40
				INV	11/2-11/8/11 WATER USE-NED BRIDGE CLB	249.70
				INV	11/2-11/8/11 WATER USE-NED TENNIS CLB	229.60
				INV	11/2-11/8/11 WATER USE-JC SMITH PAV	548.15
				INV	23/2 - 19/8/11 WATER USE GRANBY CRS RSV	137.75
				INV	23/2-19/8/11 WATER USE	40.20
				INV	23/2-19/8/11 WATER USE	21.55
				INV	24/2-18/8/11 WATER USE	20.10
				INV	24/2-18/8/11 WATER USE ROSE GDN	324.30
				INV	24/2-19/8/11 WATER USE COLLEGE PK FAMILY CNTR	81.80
				INV	24/2-19/8/11 WATER USE-J LECKIE PAV	1,236.95
56511	A ELLIOT	12/09/2011	-194.00	RFND	REFUND HALL & KEY BOND MT C. KINDY	194.00
56512	MR B W NASH	12/09/2011	-1,500.00	RFND	6 LUPIN HILL GROVE - FOOTPATH REFUND	1,500.00
56513	D M LANGMEAD	12/09/2011	-1,500.00	RFND	18 ROBINSON ST - FOOTPATH REFUND	1,500.00
56514	R B IRELAND	12/09/2011	-1,500.00	RFND	4/8 PHILIP ROAD - FOOTPATH REFUND	1,500.00
56515	MR A ASEERI	12/09/2011	-194.00	RFND	REFUND HALL & KEY BOND DRABBLE HOUSE	194.00
56516	E J MICHAEL	12/09/2011	-2,081.82	RFND	OVERPAYMENT REFUND	2,081.82
56517	MRS A MYBURGH	12/09/2011	-188.00	RFND	REFUND HALL & KEY BOND JOHN LECKIE PAVIL	188.00
56518	JAMES FOLEY 90 DOUGLAS AVENUE	12/09/2011	-600.00	INV	PRESENTER-CHILDREN'S BK WK 2011	600.00
56519	J D WETHERALL	12/09/2011	-1,500.00	RFND	4 DALKEITH RD - FOOTPATH REFUND	1,500.00
56520	MS R LEWIS	12/09/2011	-1,500.00	RFND	2 NARDINA CRES - FOOTPATH REFUND	1,500.00



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56521	ADDSTYLE	12/09/2011	-1,500.00	RFND	10 THOMAS STREET - FOOTPATH REFUND	1,500.00
56522	MRS M J WESTON	12/09/2011	-747.92	RFND	OVERPAYMENT REFUND	747.92
56523	ROYAL SCOTTISH COUNTRY DANCE SOCIET	12/09/2011	-188.00	RFND	KEY & HALL BOND FOR JOHN LECKIE PAV.	188.00
56524	M HOOD	12/09/2011	-188.00	RFND	KEY & HALL BOND FOR MCCC KINDY ROOM	188.00
56525	R BOWES	12/09/2011	-194.00	RFND	REFUND HALL & KEY BOND KINDY ROOM	194.00
56526	GIORGIO ANTOCI 16 CURLEW ROAD	12/09/2011	-250.00	INV	SPONSORSHIP OF YOUTH INITIATIVES	250.00
56527	LIAM CAMPBELL 131 VICTORIA AVENUE	12/09/2011	-250.00	INV	SPONSORSHIP OF YOUTH INITIATIVES	250.00
56528	JAMIE CAMPBELL 131 VICTORIA AVENUE	12/09/2011	-250.00	INV	SPONSORSHIP OF YOUTH INITIATIVES	250.00
56529	MATILDA SIMCOCK 69 MOUNTJOY ROAD	12/09/2011	-250.00	INV	SPONSORSHIP OF YOUTH INITIATIVES	250.00
56530	DONG-JUN KIM 61 ROBINSON STREET	12/09/2011	-250.00	INV	SPONSORSHIP OF YOUTH INITIATIVES	250.00
56531	DONG-HO KIM 61 ROBINSON STREET	12/09/2011	-250.00	INV	SPONSORSHIP OF YOUTH INITIATIVES	250.00
56532	ROWENA WALSH 118 CRAWFORD ROAD	12/09/2011	-2,167.50	INV	PROCEEDS FROM SALE OF ITEMS AT EXHIBITION	2,167.50
56533	MS R WALSH 118 CRAWFORD RD	12/09/2011	-150.00		Key & Hall Bond Refund	150.00
56534	MS R WALSH	12/09/2011	-55.00	RFND	REFUND KEY BOND - TRESILLIAN	55.00
56535	H EDWARDS	12/09/2011	-205.00	RFND	REFUND TRESILLIAN ROOM & KEY BOND	205.00
56536	DA & LE ROBINSON 13 COLLEGE ROAD	12/09/2011	-90.75	INV	REIMBURSE VOLUNTEER EXPENSES	90.75
56537	MS E CLARK 67 HARDY ROAD	12/09/2011	-135.90	INV	TERM 3 2011 COURSE REFUND	135.90
56538	SYNERGY	16/09/2011	-3,703.80	INV	ELECTRICITY 14/5-11/8/11 GROUPED	3,703.80
56539	CITY OF NEDLANDS PETTY CASH	16/09/2011	-1,332.70	INV	RECOUP PETTY CASH W/E 16/9/11 ADMIN	365.60
				INV	RECOUP PETTY CASH W/E 16/9/11 DEPOT	675.65
				INV	RECOUP PETTY CASH W/E 16/9/11 N/LIB	291.45
56540	BUILDERS REGISTRATION BOARD OF WA	20/09/2011	-3,269.00	INV	AUGUST 2011 RECONCILIATION & RETURN	1,764.00
				INV	JULY 2011 RECONCILIATION & RETURN	1,505.00
56541	COMMISSIONER OF STATE REVENUE	20/09/2011	-32.60	INV	WRONG CARD NUMBER USED-ASSES 800059	32.60
56542	CONSTRUCTION TRAINING FUND	20/09/2011	-65,645.93	INV	JULY 2011 RECONCILIATION & RETURN	13,608.24
				INV	AUGUST 2011 RECONCILIATION & RETURN	52,037.69



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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
56543	HARVEY NORMAN AV/IT SUPERSTORE OSB	20/09/2011	-2,150.00	INV	EMILIA 90CM GAS FAN OVEN DI965MV12	2,150.00
56544	JODY PEARL LANGE	20/09/2011	-1,080.00	INV	TERM 3 2011 TUTOR FEES	1,080.00
56545	CAROLINE MARINOVICH	20/09/2011	-2,000.00	INV	TERM 3 2011 TUTOR FEES	2,000.00
56546	MIDLAND BRICK CO PTY LTD	20/09/2011	-448.04	INV	2PK STD COMMON PLAIN INTERNAL BRICKS	448.04
56547	NORMAN JORGENSEN BOOKSELLER	20/09/2011	-385.00	INV	AUTHOR TALK-FESTIVAL OF READING 6/9/11	385.00
56548	E POGSON	20/09/2011	-32.75	INV	JUN 11COMMISSION-HWD TENNIS CRT BOOKINGS	32.75
56549	SYNERGY	20/09/2011	-45,084.70	INV	23/7-24/8/11 STREETLIGHT TARIFF CHG= 2276	45,084.70
56550	TELSTRA CORPORATION LTD	20/09/2011	-9,046.59	INV	TO 9/9/11 DATA CHG-INTERNET ACCESS SVCE	8,986.64
				INV	MTC LIB BROADBAND 17/8/11-16/9/11	59.95
56551	WATER CORPORATION	20/09/2011	-1,287.30	INV	3/3-22/8/11 WATER USE N/LIB	261.15
				INV	WATER USE 17/2-6/8/11 DALK BWL CLB & PROCC	1,026.15
56552	MR G P BOSMAN	20/09/2011	-411.36		*CANCELLED*	
56553	SYNCLINE PTY LTD	20/09/2011	-1,106.82	RFND	OVERPAYMENT REFUND	1,106.82
56554	E J & L L PROKSCH	20/09/2011	-273.40	RFND	OVERPAYMENT REFUND	273.40
56555	W K & B GOH	20/09/2011	-404.44	RFND	OVERPAYMENT REFUND	404.44
56556	C J ANDERSON-KING	20/09/2011	-194.00	RFND	REFUND HALL & KEY BOND HAKEA ROOM	194.00
56557	R HUANG	20/09/2011	-188.00	RFND	REFUND HALL & KEY BOND KINDY ROOM	188.00
56558	A HILLIARD	20/09/2011	-188.00	RFND	REFUND HALL & KEY BOND TUART ROOM	188.00
56559	MS M STYLES	20/09/2011	-194.00	RFND	REFUND HALL & KEY BOND KINDY ROOM	194.00
56560	MISS S OERLEMAMS	20/09/2011	-194.00	RFND	REFUND HALL & KEY BOND KINDY ROOM	194.00
56561	LANDSCAPES WA PO BOX 3119	20/09/2011	-265.50	INV	REFUND RE 3/8 WINGFIELD ST-NOT CITY OF NEDLANDS	265.50
56562	REBECCA MURPHY	20/09/2011	-205.00	RFND	REFUND TRESILLIAN KEY BOND	205.00
56563	GABRIEL EVANS TEAPOT FARM	20/09/2011	-660.00	INV	ART WORKSHOPS-CHILDREN'S BOOK WEEK	660.00
56564	DAVID METCALF 16 KINNINMOUNT AVENUE	20/09/2011	-55.00	INV	REFUND-GOING PLACES TOUR	55.00
56565	WILDLIFE HOLDINGS PTY LTD 44 LOUISE	20/09/2011	-73.50	INV	REFUND-OVERPAID INFRINGEMENT 200679	73.50
56566	MRS MK & MR C GOH 145 VICTORIA AVEN	20/09/2011	-808.60	INV	REFUND-OVERPAID RATES RE ASSESS 126227	808.60



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56567	FIRELAKE PTY LTD 84-88 WELSHPOOL RO	20/09/2011	-60.00	INV	REFUND-OVERPAID INFRINGEMENT 500973	60.00
56568	SUSAN STRIZEK 5 WELD STREET	20/09/2011	-17.60	INV	REFUND-LOST ITEM RETURNED	17.60
56569	CITY OF BAYSWATER PO BOX 467	20/09/2011	-5.50	INV	PAYMENT FOR LOST ITEM	5.50
56570	WENHEM HOLDINGS 18 PALANA ROAD	20/09/2011	-130.00	INV	REFUND RE 24 MOUNTJOY-OVERPAID INSPECTION FEE	130.00
56571	ALAN CARTER 2 HARBOUR ROAD	20/09/2011	-350.00	INV	AUTHOR TALK 9/9/11	350.00
56572	K WITTKUHN 44 VIOLET GROVE	20/09/2011	-120.80	INV	TERM 3 2011 COURSE REFUND	120.80
56573	DIANNE HICKS 74A GEARGE WAY	20/09/2011	-422.40	INV	REIMBURSE VOLUNTEER EXPENSES	422.40
56574	J E HEBENTON	20/09/2011	-194.00	RFND	REFUND HALL & KEY BOND BANKSIA ROOM	194.00
56575	PSYCHOTHERAPY SOLUTIONS	20/09/2011	-194.00	RFND	REFUND HALL & KEY BOND TUART ROOM	194.00
56576	MR G P BOSMAN 3 ALEXANDER PLACE	20/09/2011	-411.36	INV	REFUND - CHANGE TO BIN SVCES-3 ALEXANDER PLC	411.36
56577	ALINTA GAS	23/09/2011	-239.75	INV	GAS CHG 10/6-6/9/11 JC SMITH PAV R/SIDE LIONS	75.75
				INV	GAS CHARGES 31/5-26/8/11 ADMIN COTTAGE	46.75
				INV	GAS CHARGES 16/6-14/9/11 CRUICKSHANK CHNG RMS	88.10
				INV	GAS CHARGES 17/6-14/9/11 DALKEITH HALL	15.00
				INV	GAS CHARGES 13/6-7/9/11 DRABBLE HSE	14.15
56578	AUST INSTITUTE OF BUILDING SURVEYOR	23/09/2011	-120.00	INV	STRATA TITLES 24/8/11 R MARSHALL	120.00
56579	CITY OF NEDLANDS PETTY CASH	23/09/2011	-400.35	INV	RECOUP PETTY CASH W/E 23/9/11 NCC	213.10
				INV	RECOUP PETTY CASH W/E 23/9/11 ADMIN	187.25
56580	CITY OF STIRLING	23/09/2011	-2,576.00	INV	800X DELIVERED MEAL SUBSIDIES JULY 11	1,680.00
				INV	128X DELIVERED MEALS FOR DRC JULY 11	896.00
56581	ROSS GERRANS	23/09/2011	-360.00	INV	2X SQUEEGIES	360.00
56582	MAIN ROADS WESTERN AUSTRALIA	23/09/2011	-4,956.35	INV	SIGNAGE & PAVEMENT MARKING-LEMNOS/BROCKWAY	4,956.35
56583	SILVER CHAIN NURSING ASSOCIATION	23/09/2011	-51.05	INV	CARELINK MONITORING 17/7-15/10/11 E JACOBSEN	51.05
56584	SPENCER PLUMBING & DRAINAGE	23/09/2011	-5,500.00	INV	NED YACHT CLB-RUNNING TRAP INSTALLATION	5,500.00
56585	SWANBOURNE HARDWARE	23/09/2011	-114.75	INV	MATERIALS FOR BUSHCARE	114.75
56586	SYNERGY	23/09/2011	-1,996.35	INV	28/7-26/8/11 AUXILLARY LIGHTING CHARGES	1,299.80
				INV	ELECTRICITY 16/7-12/9/11 MTC CHNG RMS	22.45



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				INV	ELECTRICITY 19/7-13/9/11 MTC PLAY CNTR	112.50
				INV	ELECTRICITY 16/7-13/9/11 91 WOOD ST	561.60
56587	WATER CORPORATION	23/09/2011	-3,396.90	INV	WATER USE 18/3-12/9/11 HACKETT HALL	53.10
				INV	WATER USE 18/3-12/9/11 HACKETT PLY GRP	11.50
				INV	WATER 18/3-12/9/11 DEPOT	421.90
				INV	MTC CHNG RMS-ADJ CHGES,WATER USE 16/3-10/9/11	1,151.75
				INV	WATER USE 26/3-12/9/11 MAISONETTES	27.50
				INV	WATER USE 21/3-13/9/11 TAP-SSLSC ROOMS	552.50
				INV	WATER USE 21/3-13/9/11 LWR PAV ALLEN PK	117.65
				INV	WATER USE 21/3-13/9/11 MTC PLAY CNTR	427.65
				INV	WATER USE 21/3-13/9/11 ASSOC RUGBY CLB	519.45
				INV	WATER USE 26/3-12/9/11 ADMIN COTTAGE	113.90
56588	FOLEK D ZAJAC	23/09/2011	-265.00	INV	REMOVE 2X BEEHIVES - PT RES RSV	265.00
56589	KATE FLOYD 62 PEEBLES RD	23/09/2011	-83.00	INV	TERM 3 2011 COURSE REFUND	83.00
56590	MR J C MICHAEL	23/09/2011	-1,500.00	RFND	99 BRUCE ST - FOOTPATH REFUND	1,500.00
56591	B R HUNT	23/09/2011	-1,500.00	RFND	13 GARLAND ST - FOOTPATH REFUND	1,500.00
56592	CLASSIC PATIOS AND POOLS	23/09/2011	-1,500.00	RFND	4 KURREN CRT - FOOTPATH REFUND	1,500.00
56593	D M BLACK	23/09/2011	-1,500.00	RFND	32 PORTLAND ST - FOOTPATH REFUN	1,500.00
56594	MRS M WIN	23/09/2011	-1,500.00	RFND	14 WHITFELD ST - FOOTPATH REFUND	1,500.00
56595	OSWALD HOMES	23/09/2011	-1,500.00	RFND	34 HOBBS AVE - FOOTPATH REFUND	1,500.00
56596	M L LIVERIS	23/09/2011	-1,500.00	RFND	22 NIDJALLA LOOP - FOOTPATH REFUND	1,500.00
56597	J GAGEL	23/09/2011	-194.00	RFND	HALL AND KEY BOND REFUND MT CLAREMONT CT	194.00
56598	C COX	23/09/2011	-194.00	RFND	HALL & KEY BOND TUART ROOM MT CMONT CT	194.00
56599	MS C A SMITH	23/09/2011	-194.00	RFND	HALL & KEY BOND REFUND DRABBLE HOUSE	194.00
56600	K KIRSCHNER	23/09/2011	-194.00	RFND	HALL & KEY BOND REFUND KINDY ROOM MT C/M	194.00
56601	J S BOURKE	23/09/2011	-1,500.00	RFND	27 HYNES RD - FOOTPATH REFUND	1,500.00
56602	C F KEUTZER	23/09/2011	-1,500.00	RFND	1/9 HAMPDEN ROAD - FOOTPATH REFUND	1,500.00
56603	BLEND LANDSCAPING	23/09/2011	-1,500.00	RFND	37 WARATAH AVE - FOOTPATH REFUND	1,500.00
56604	H F DALGLEISH	23/09/2011	-1,500.00	RFND	3 KIRWAN ST - FOOTPATH REFUND	1,500.00
56605	A1 POOLS	23/09/2011	-1,500.00	RFND	67 WATKINS ROAD - FOOTPATH REFUND	1,500.00



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56606	WESTERN AUSTRALIAN PLANNING COMMISS	23/09/2011	-6,749.82	RFND	OVERPAYMENT ON COASTWEST PROJECT 29092. FINAL.	6,749.82
56607	ALINTA GAS	30/09/2011	-417.15	INV	GAS CHARGES 10/6-6/9/11 TRES	123.15
				INV	GAS CHARGES 21/6-15/9/11 J LECKIE PAV	294.00
56608	AUSTRALIAN SUPER - WESTSCHEME DIVIS	30/09/2011	-510.54	INV	WESTSCHEME - 68-12-6-7-68	510.54
56609	CITY OF NEDLANDS PETTY CASH	30/09/2011	-548.15	INV	RECOUP PETTY CASH W/E 23/9/11 NVS	120.15
				INV	RECOUP PETTY CASH W/E 23/9/11 TRESILLIAN	268.80
				INV	RECOUP PETTY CASH W/E 30/9/11 ADMIN	159.20
56610	CITY OF NEDLANDS SOCIAL CLUB	30/09/2011	-432.00	INV	PAYROLL DEDUCTION	218.00
				INV	PAYROLL DEDUCTION	214.00
56611	FINES ENFORCEMENT REGISTRY	30/09/2011	-1,634.00	INV	LODGEMENT OF UNPAID INFRINGEMENTS	1,634.00
56612	LOCAL SUPER	30/09/2011	-1,777.52	INV	ADMINISTRATION - ADMINISTRATIO - 60-12-6-7-60	1,777.52
56613	MLC NOMINEES PTY LIMITED	30/09/2011	-216.62	INV	MLC NOMINEES - 65-12-6-7-65	216.62
56614	MTAA SUPERANNUATION FUND	30/09/2011	-252.64	INV	MTAA SUPERANNUATION FUND - 66-12-6-7-66	252.64
56615	NAPOLEON STREET NEWSAGENCY	30/09/2011	-482.24	INV	AUGUST 11 MAGAZINES - N/LIB	320.65
				INV	AUGUST 2011 MTC LIBRARY MAGAZINES	161.59
56616	RETAIL EMPLOYEES SUPERANNUATION FUN	30/09/2011	-317.22	INV	RETAIL EMPLOYEES SUPERANNUATIO - 63-12-6-7-63	317.22
56617	SYNERGY	30/09/2011	-4,948.30	INV	ELECTRICITY 8/7 -3/9/11 MOSSVALE RSV	41.35
				INV	ELECTRICITY ROGERSON GDNS	66.65
				INV	ELECTRICITY 8/7-3/9/11	60.90
				INV	ELECTRICITY 17/7-13/9/11 BAINES PK	102.10
				INV	ELECTRICITY 17/7-13/9/11 LESLEY GRAHAM RSV	114.95
				INV	ELECTRICITY 17/7-13/9/11 ST PETERS SQ BORE	149.65
				INV	ELECTRICITY 17/7-13/9/11 JONES PK	55.25
				INV	ELECTRICITY 17/7-13/9/11 ZAMIA PK	22.45
				INV	ELECTRICITY 17/7-13/9/11 NEW CRT GRN	199.45
				INV	ELECTRICITY 17/7-13/9/11 HARRIS PK LIGHTS	75.05
				INV	ELECTRICITY 17/7-13/9/11 CALADENIA GDNS	72.55
				INV	ELECTRICITY 17/7-13/9/11 HARRIS PK	95.80
				INV	ELECTRICITY 16/7-12/9/11 STUBBS TCE	28.50
				INV	ELECTRICITY 16/7-12/9/11 SWANB BCH RSV	665.60



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				INV	ELECTRICITY 17/7-13/9/11 MTC PONDS/PUMPS	3,047.65
				INV	ELECTRICITY 17/7-13/9/11 MTC OVAL	150.40
56618	TELSTRA CORPORATION LTD	30/09/2011	-16,621.37	INV	AUGUST 2011 MOBILE PHONE CHARGES	3,618.44
				INV	TO 9/10/11 DATA CHG-INTERNET ACCESS SVCE	9,192.47
				INV	PHONE CHARGES USE-13/9, SVCE-13/10/11	3,810.46
56619	UNISUPER LIMITED	30/09/2011	-374.68	INV	UNISUPER FUND - 67-12-6-7-67	374.68
56620	WALGS PLAN	30/09/2011	-86,831.62	INV	COMMUNITY SERVICES - 50-12-6-7-50	47,911.58
				INV	WALG PLAN ENVIRON SERV - PLANN - 51-12-6-7-51	38,920.04
56621	WATER CORPORATION	30/09/2011	-1,146.65	INV	18/3 - 12/9/11 WATER USE	55.95
				INV	WATER 18/3-12/9/11	64.60
				INV	WATER 21/3-12/9/11	7.20
				INV	WATER 18/3-12/9/11	7.20
				INV	WATER 18/3-12/9/11 LAWLER PK TENNIS	41.60
				INV	WATER 21/3-12/9/11	249.70
				INV	WATER 18/3-12/9/11	390.30
				INV	WATER 18/3-12/9/11	38.75
				INV	WATER 18/3-12/9/11	58.85
				INV	WATER 18/3-12/9/11	7.20
				INV	WATER USE 18/3-12/9/11	156.40
				INV	WATER USE 17/3-13/9/11	68.90
56622	MS L MACDOUGALL	30/09/2011	-194.00	RFND	REFUND HALL & KEY BOND TUART ROOM	194.00
56623	DIANNE HICKS 74A GEORGE WAY	30/09/2011	-253.44	INV	REIMBURSE VOLUNTEER EXPENSES	253.44
56624	MR C J FIELD 3 GREENBERRY CLOSE	30/09/2011	-1,500.00	INV	RPLC CHQ 56466-F/PTH REFUND-3 GREENBERRY CLOSE	1,500.00
56625	MRS M STYLES	30/09/2011	-194.00	RFND	REFUND HALL & KEY BOND MT C/MONT P/GROUP	194.00
56626	MS C HOLLY	30/09/2011	-194.00	RFND	REFUND HALL & KEY BOND MT C/MONT KINDY	194.00
56627	M ABDUL RAHMAN	30/09/2011	-194.00	RFND	REFUND HALL & KEY BOND DALKEITH HALL	194.00
56628	GERALDINE BAILEY 6 RACEWAY ROAD	30/09/2011	-80.00	INV	REFUND-OV/PD PK INFRINGEMENT-101173	80.00
Total CHEQUE			-\$348,246.20			
EFT						
	PY01-06 NAB - MUNICIPAL ACCOUNT	13/09/2011	-239,115.43			



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PY01-07	NAB - MUNICIPAL ACCOUNT	27/09/2011	-237,387.07			
501	EFT TRANSFER: - 13/09/2011	13/09/2011	-406,741.57			
				501.100	Advantech Mobile Auto Electrics	
				INV	VEHICLE REPAIRS-PARKS CHIPPER	132.00
				INV	VEHICLE REPAIRS-PARKS TANKER	44.00
				INV	VEHICLE REPAIRS	220.00
				501.10122	Royal Life Saving Society WA Inc	
				INV	POOL INSPECTIONS PERIOD END 29/7/11	2,346.00
				501.10141	SIGNATURE SECURITY GROUP	
				INV	SEP 11 SECURITY-DEPOT FENCE LEASE	928.28
				501.10516	Giant Autos (1997) Pty Ltd	
				INV	HYUNDAI i45 ELITE 2.4L AUTO SEDAN 1DSE532	16,921.20
				INV	NISSAN X-TRAIL AUTO 2.5L 1DSF070	11,655.11
				501.10895	State Library of WA	
				INV	RECOVERIES OF LOST & DAMAGED BOOKS	17.60
				INV	RECOVERIES OF LOST & DAMAGED BOOKS	136.40
				INV	RECOVERIES OF LOST & DAMAGED BOOKS	18.70
				INV	RECOVERIES OF LOST & DAMAGED BOOKS	74.80
				INV	SVCE CHG-VAN DELIVERIES 2011/12	3,643.20
				501.11187	Work Clobber	
				INV	SAFETY CLOTHING - PROPERTY SVCES	331.20
				501.11284	Australia Post	
				INV	AUGUST 2011 BULK POSTAGE	5,375.58
				501.11634	Councillor N Horley	
				INV	COUNCILLORS ALLOWANCE SEP 2011	732.08
				501.11636	Councillor I Tan	
				INV	COUNCILLORS ALLOWANCE SEP 2011	732.08
				501.11660	PERTH AUTO ALLIANCE PTY LTD	
				INV	LOCKING FUEL CAP	140.32
				501.11693	Landmark Engineering & Design	
				INV	BENCH SEATING-WALL TO FLOOR MOUNT	6,452.60
				501.11732	Local Govt Managers Australia	
				INV	2011 LGMA INTEGRATED PLANNING-G FOSTER	660.00
				INV	2011INTEGRATED PLANNING-I HAMILTON & S METTAM	1,320.00
				INV	2011/12 LGMA MEMBERSHIP - P PANAYOTOU AFFILIATE	166.50
				501.11804	West Australian Local Government As	
				INV	LOC GOV CONVENTION 2011 8X	4,693.00
				501.11822	SEEK LIMITED	
				INV	3X EMPLOYMENT ADVERTS	858.00



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				501.12044	TREE SURGEONS OF WA	
				INV	REDUCTION OF AGONIS-6 GRANBY CRES	906.40
				INV	TARGET PRUNE TREE-9 FINCHLEY RISE	906.40
				501.12067	Michelle Kelly	
				INV	TERM 3 TUTOR FEES HATHA YOGA 2011	540.00
				501.12079	COMPLETE PEST MANAGEMENT SERVICES	
				INV	QTLY PEST INSPECTION	181.50
				INV	QTLY PEST INSPECTION	181.50
				501.12090	Action Glass Pty Ltd	
				INV	SUP/INSTALL VINYL SAFETY BACK MIRROR	260.00
				INV	REGLAZE BROKEN WINDOW GLASS-BEATON PK TOILETS	253.00
				501.12118	Councillor I Argyle	
				INV	COUNCILLORS ALLOWANCE SEP 2011	732.08
				501.12119	Councillor J D Bell	
				INV	COUNCILLORS ALLOWANCE SEP 2011	732.08
				501.12317	TECHSAND PTY LTD	
				INV	SLAB F/PATH RPRS-BROCKWAY MTC	9,083.04
				INV	RPR CONCRETE & INSTALL NEW SECTION-PR ALBERT	1,320.00
				INV	CONCRETE WRK-ADELMA RD & CIRCE CIRCLE	660.00
				INV	F/PATH CONSTRUCTION 1.2M W ALFRED/MONTGOMERY	3,104.80
				501.12357	Nedlands Newspaper Delivery	
				INV	17/7-13/8/11 NEWSPAPER DELIVERY N/LIB	213.16
				501.12362	VEHEQUIP	
				INV	NOKIA CS MOBILE PHONE	286.00
				INV	NOKIA CS MOBILE PHONE	286.00
				501.12427	ROD HAWKER	
				INV	REIMBURSE VOLUNTEER EXPENSES	73.70
				501.12532	TOTAL EDEN PTY LTD	
				INV	IRRIGATION FITTINGS	48.49
				INV	CLAIM # 2-IRRIGATION WKS-ADMIN & LIB	31,196.00
				501.12546	Greenway Enterprises	
				INV	3BX TREE SLEEVES 450X350MM 500/BOX	363.00
				501.12609	A Siegrsist	
				INV	TERM 3 2011 TUTOR FEES	2,320.00
				501.12622	Charles Service Company	
				INV	JULY 2011 CLEANING SERVICES	11,548.79
				INV	JULY 2011 CLEANING-TRESILLIAN	1,443.79



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				501.12628	DIAMOND HIRE	
				INV	HIRE-1.2 TONNE MINI EXCAVATOR 9-10/8/11	660.00
				INV	29/7/11 HIRE-GRINDER 9", METAL CUTTING BLADES	33.00
				501.12735	COMFORT KEEPERS	
				INV	CARE SVCES 8 - 12/8/11	298.07
				INV	CARE SVCES 25 - 29/7/11	503.89
				INV	CARE SVCES 1 - 5/8/11	369.00
				501.12762	Besam Australia Pty Ltd	
				INV	6MNTH AUTO DOOR SVCE-ADMIN	107.80
				INV	6MTH AUTO DOOR SERVICE MTC LIB & C/CNTR	215.60
				501.12831	Patricia E Panayotou	
				INV	REIMBURSE STATIONERY EXPENSES	182.08
				501.12914	The Worm Shed	
				INV	WORM CAFE-PETA MULLER	207.00
				501.12921	Access Brickpaving Co	
				INV	REMOVE TREE ROOTS/MAKE GOOD BRICKPAVING	1,754.50
				501.12936	M S Negus	
				INV	COUNCILLORS ALLOWANCE SEP 2011	732.08
				501.12985	Mr R M Hipkins	
				INV	COUNCILLORS ALLOWANCE SEP 2011	1,584.16
				501.12986	K A Smyth	
				INV	COUNCILLORS ALLOWANCE SEP 2011	732.08
				501.13010	Quick Colourprint	
				INV	8X NAME BADGES	143.60
				INV	NAME BADGE - N BOROWICZ	17.95
				INV	3 SETS OF BUSINESS CARDS	267.00
				INV	NAME BADGE - CR HODSDON	17.95
				INV	700X A4 LIBRARY BROCHURE 2 SIDES COL	599.00
				INV	SET OF BUSINESS CARDS, NAME BADGE-P GOODLEY	116.95
				501.13042	TOTALLY WORKWEAR	
				INV	3X P3200 POLOS, 1X JACKET J6010 XL	157.92
				INV	1PR EA ARGYLE & HOBART SAFETY BOOTS	292.50
				501.13047	FORD & DOONAN	
				INV	SUP/INSTAL ACTRON PMD 190HX VERTICAL A/COND	21,560.00
				501.13095	Rentokil Initial Pty Ltd	
				INV	JUL-SEP 11 INDOOR PLANT HIRE & MAINT T/SVCE	203.27
				501.13106	NEW HORIZONS LEARNING CENTRE (PERTH)	
				INV	DIPLOMA OF BUSINESS-N WILSON	908.60
				501.13194	Aquarium Artists Australia Pty Ltd	



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				INV	JULY 11 AQUARIUM MAINTENANCE	260.00
				501.13203	EMBROIDME CLAREMONT	
				INV	12X SHIRTS W/- EMBROIDERY-WARATAH WALKERS	467.92
				501.13220	Lightning Towing	
				INV	TRNS PRT TOYOTA CAMRY 1AHP810 TO DEPOT	71.50
				501.13254	Murphy Painting & Decorating	
				INV	PAINTING PUBLIC TOILETS-CHARLES COURT RSV	980.00
				501.13278	LANDFILL GAS AND POWER PTY LTD	
				INV	ELECTRICITY 1/7-1/8/11 DEPOT	1,662.11
				INV	ELECTRICITY 1/7-1/8/11 MTC LIB & C/CNTR	1,277.63
				INV	ELECTRICITY 1/7-1/8/11 N/LIB A/COND	2,231.85
				INV	ELECTRICITY 1/7-1/8/11 ADMIN	3,676.54
				501.13305	Councillor K E Collins	
				INV	COUNCILLORS ALLOWANCE SEP 2011	732.08
				501.13306	Councillor R M Binks	
				INV	COUNCILLORS ALLOWANCE SEP 2011	732.08
				501.13307	M L Somerville-Brown	
				INV	COUNCILLORS ALLOWANCE SEP 2011	732.08
				501.13314	Sweepcare Australia	
				INV	ADDITIONAL SWEEPING FOR JULY 2011	2,393.26
				501.13345	THE TYLKA FAMILY TRUST	
				INV	2X COMBO WRENCH 15/16", 1X AIRBAG 3KG	91.21
				INV	3PC PUTTY KNV/SCRPR	76.70
				501.13412	QUICK CORPORATE AUSTRALIA	
				INV	30RM PAPER A4 NATURES WHITE WHEAT	165.00
				INV	LITERATURE SORT 18 HOLE, HEATER ELECT	260.65
				INV	KITCHEN SUPPLIES	231.83
				501.13416	Mrs J Day	
				INV	REIMBURSE MOBILE AUG 2011	69.76
				501.13428	Lock Stock & Farrell Locksmith Pty	
				INV	14X STD D/C A,B/C SIZE 2-4 P/ARM	3,357.90
				501.13581	Captain Stirling IGA Supermarket	
				INV	DRC PROVISIONS	69.48
				501.13588	Truck Centre (WA) Pty Ltd	
				INV	47507NY000 FILTER	44.01
				501.13652	Sustainable Outdoors	
				INV	GREENWAY MAINTENANCE JUL/AUG 2011	8,025.87
				501.13713	Kinetic Health Group Pty Ltd	
				INV	PRE-EMPLOYMENT MEDICAL J QUIN	148.50



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				INV	PRE-EMPLOYMENT MEDICAL J CAVOLI	148.50
				501.13735	Information Proficiency	
				INV	TRIM CLASSIFICATION DEVELOPMENT 2X	5,500.00
				501.13748	DVG Morley City	
				INV	NISSAN X-TRAIL STL 2.5L AUTO 1DRS842	12,665.26
				INV	2011 HYUNDAI ELITE 2.4L AUTO 1DRR891	15,180.05
				501.13760	GMC Print Pty Ltd	
				INV	20000X LETTERHEADS	1,262.80
				501.13761	Rynat Industries	
				INV	WORKS - DEPOT TOILETS	6,094.00
				501.13772	Ms D E Blake	
				INV	REIMBURSE INTERNET AUG 11	69.95
				INV	REIMBURSE-ALGWAWA MEMBERSHIP	40.00
				501.13775	Australia Post - 604909	
				INV	AUGUST 2011 REPLY PAID LETTERS	49.88
				501.13786	Crommelin Chemicals	
				INV	ENHANCE-SATIN 15L,MID GREY 2L,SRA 250ML	1,139.69
				501.13801	M A Lalli & Assoc Consulting Charte	
				INV	REVIEW OF REPORT-BEECHAM RD RETAINING WALLS	660.00
				501.13807	Road & Traffic Services	
				INV	LINE MARKING-BISHOP RD C/PK	44.90
				501.13808	Grant Thornton Australia Ltd	
				INV	INTERNAL AUDIT-BUSINESS CONTINUITY/RISK	11,052.80
				501.13813	Ms J A Heyes	
				INV	NEW BATTERY - FLT 1279	180.00
				501.2077	DOMUS NURSERY	
				INV	PURCHASE OF VARIOUS PLANTS	656.26
				501.2098	Duncan Autos Pty Ltd	
				INV	NISSAN X-TRAIL ST-L AUTO CVT 2.5L 1DRY083	12,453.46
				INV	NISSAN X-TRAIL ST-L AUTO CVT 2.5L 1DRY085	11,283.56
				INV	NISSAN X-TRAIL ST-L AUTO CTV 1DRY084	12,959.46
				501.210	Apace Aid Inc	
				INV	120X NATIVE TUBESTOCK	179.52
				501.2262	Elliott's Irrigation Pty Ltd	
				INV	REINSTATE RETICULATION-DALKEITH RD	149.08
				501.2583	Forestvale Trees Pty Ltd	
				INV	17X 45L TREES	1,441.00
				501.2616	S A Froese	
				INV	MAYORAL ALLOWANCE SEP 2011	4,725.00



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			501.2690		Galvins Plumbing Supplies	
				INV	2X GE P/BUTTON VERT DRINK TAP MI RH CP TD00P/RM	701.03
				INV	RMC BS RETIC KIT COMPLETE 25/20 #7166	63.16
			501.3160		Hughans	
				INV	6X SHARPEN PRUNNING SAW	187.00
			501.350		Aust Institute of Management	
				INV	SAFETY REP REFRESHER CRSE-J PETLEY	445.00
				INV	C HAMMOND-LG DIPLOMA OF MNGMNT	4,517.00
				INV	N BOROWICZ-ADOBE ACROBAT INTRO-9	270.00
			501.360		Australia Post	
				INV	8/11 COUNTER B/PAY & C/CARD TRANS FEE	1,810.56
			501.3616		J & K HOPKINS	
				INV	MOSMAN H/B T/CHAIR 2X BLK, 1X N/BLUE	747.00
				INV	BUFFET CAB 1800WX450D, B/HUTCH - HR	858.00
			501.380		Australian Taxation Office	
				INV	Payroll Deduction	61,150.40
			501.400		Australian Services Union	
				INV	Payroll Deduction	160.10
				INV	Payroll Deduction	160.10
				INV	Payroll Deduction	160.10
			501.4150		LO-GO Appointments	
				INV	W/E 13/8/11 D MACAULAY CASUAL STAFF	1,709.40
			501.4160		Local Health Auth Analytical Co	
				INV	ANALYTICAL SERVICES 2011/2012	4,992.46
			501.4370		Martineaus Patisserie	
				INV	CATERING 2/8/11 - TMC MEETING	98.80
			501.4500		McLeods Barristers & Solicitors	
				INV	ADVICE-TENDER/LEASE MTC C/CNTR CAFE	134.76
				INV	LEASE-ASSOC RUGBY UNION CLB	301.06
				INV	ADVICE-LEASE SAND VOLLEY AUST 29608	191.72
			501.4945		SHEPPARD'S NEWSROUND	
				INV	NEWSPAPER DELIVERY 17/7-13/8/11	43.32
			501.4959		NEDLANDS TYRE SERVICE	
				INV	1X INTERNAL PATCH/PLUG,STRIP,FIT,BALANCE	44.00
				INV	TYRES 4X BSTONE 205/85R 16 M810	1,570.00
				INV	2X INTERNAL PATCH/PLUG,STRIP,FIT,BALANCE	88.00
				INV	VALVE EXTENSION	29.00
			501.5080		OCE AUSTRALIA LTD	



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				INV	44242-OCE COLORWAVE PRINTER AUG 2011	110.00
				501.5970	Holcim (Australia) Pty Ltd	
				INV	7X CONCRETE COVER CIRC 2050X150	2,464.00
				INV	DRAINAGE MATERIALS	4,730.00
				INV	DRAINAGE MATERIALS	4,986.30
				INV	DRAINAGE MATERIALS	2,555.30
				501.640	Benara Nurseries	
				INV	PURCHASE OF VARIOUS PLANTS	563.26
				INV	PURCHASE OF VARIOUS PLANTS	618.00
				501.6600	St John Ambulance Australia	
				INV	14/10/11 J PETLEY SEN 1ST AID COURSE	160.00
				501.741	Boyan Electrical Services	
				INV	ELECT MAINT - MTC C/CNTR	844.80
				INV	SUP/INSTALL GPO'S ALLEN PK TOILETS	360.80
				INV	ELECT MAINT-QUINTILLIAN 28-30 & 16-18 ST LIGHTS	565.40
				INV	ELECTRICAL MAINTENANCE-BRUCE/MELVISTA	766.70
				INV	RECONNECTED PMP & TEST-DRABBLE HSE	143.00
				INV	REPAIRED DAMAGED LEAD - W/SHP GRINDER	90.20
				INV	CHECKED LIGHTS - JONES PK	82.50
				INV	ELECT MAINT - TRESILLIAN	214.50
				INV	SUP/INSTALL GPO HASAC SMYTH RD TOILETS	234.30
				INV	SUP/INSTALL GPO BEATON PK TOILETS	273.90
				INV	ELECT MAINT-VANDALISED LIGHT-COLLEGE PK	176.00
				INV	SUP/INSTALL GPO ROSE GDN TOILETS	276.10
				INV	RCD-LIGHT POLE, CONNECTED 2X NEW BBQ'S	665.50
				INV	ELECTRICAL MAINTENANCE-CRUIKSHANK RSV	271.70
				INV	ELECTRICAL MAINTENANCE-MELVISTA PK	82.50
				INV	ELECTRICAL MAINTENANCE-NORTH ST	152.90
				INV	SUP/INSTALL GPO JC SMITH TOILETS	291.50
				INV	SUP/INSTALL GPO D CRUIKSHANK TOILETS	184.80
				INV	RPLC FAULTY TIME CLOCK	248.60
				501.760	Brealey Plumbing Service	
				INV	PLUMBING MAINT-LIBRARY	143.00
				INV	PLUMBING MAINT-MTC C/CNTR	187.00
				INV	PLUMBING-DEPOT & HWD TOILETS	363.00
				501.7675	Landgate - GRV	
				INV	GRV'S 23/7 - 5/8/11 SCHDL G2011/16	198.73
				501.8010	Corporate Express Australia Ltd	
				INV	2X DEB PLAIN WHITE WALL MOUNTED DISPENSER 1L	67.74



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				INV	JASPER FAIR TRADE ORGANIC GROUND 250G	9.90
				INV	4PK SHOWER POWER PINE 750ML SQUEEZE PK	19.49
				INV	KITCHEN & TOILET SUPPLIES	290.83
				INV	STATIONERY- BAL	0.01
				INV	STATIONERY	192.95
				INV	STATIONERY/KITCHEN SUPPLIES	210.93
				501.8242	West Metro Regional Council	
				INV	WASTE DISPOSAL 15 - 19/8/11	17,462.07
				501.860	Bunnings Group Limited	
				INV	BUILDING SUPPLIES	101.28
				INV	BUILDING SUPPLIES	15.54
				INV	TURENTINE 4L, PAINT 4L,4X SILICONE ROOF/GUTTER	144.39
				INV	BUILDING SUPPLIES	86.46
				INV	BUILDING SUPPLIES	48.40
				INV	BUILDING SUPPLIES	657.54
				INV	1PK DISPOSABLE GLOVES	6.05
				INV	BUILDING SUPPLIES	39.26
				INV	4X BBQ CLEANER 500ML,4X PAINT BRUSH SYN ABC	29.92
				INV	BUILDING SUPPLIES	42.84
				INV	BUILDING SUPPLIES	17.61
				INV	6X BOLT DYNABOLT GALV, 1X DRILL BIT	32.88
				INV	BUILDING SUPPLIES	38.18
				INV	BUILDING SUPPLIES	16.06
				INV	24X BOLT DYNABOLT GALV, 1X CHUCK KEY	77.33
				INV	2X DISINFECTANT GLITZ 5L PINE	27.24
				INV	3X MERANTI DAR,BOLTS/NUTS,WASHERS FLAT	24.32
				INV	BUILDING SUPPLIES	11.96
				INV	BOREWATER STAIN REMOVER,4X RLR COVER 130MM	50.68
				INV	GDN TOOL HANDLE KRUGER 1300MM SHOVEL	15.87
				501.880	Bunzl Limited	
				INV	TOILET REQUISITES	835.65
				INV	1CTN GOJO TFX ANTIBAC FOAM HANDWASH	68.75
				INV	5X GOJO TFX TOUCH FREE DISP 1200MLWH	0.06
				501.897	Cabcharge Australia Limited	
				INV	27/6-24/7/11 CABCHARGE SVCE FEE	6.00
				501.9876	PRIESTMAN & SHARP	
				INV	PANEL & PAINT REPAIR - HOLDEN CRUZE BLUE	1,061.61
502	EFT TRANSFER: -	20/09/2011	-1,084,023.39	502.100	Advantech Mobile Auto Electrics	



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				INV	RPLCD LAMP & REWIRED STROBE WARNING LIGHT	88.00
				502.10141	SIGNATURE SECURITY GROUP	
				INV	AUG 11 SECURITY-DEPOT FENCE LEASE	928.28
				502.10516	Giant Autos (1997) Pty Ltd	
				INV	NISSAN X-TRAIL AUTO 2.5L 1DSE176	2,472.45
				502.11068	Graffiti Busters	
				INV	GRAFFITI REMOVAL-HWD RSV FENCE	330.00
				502.11161	NAVAL BASE CONCRETE PTY LTD	
				INV	3X 1170X1170X100 THICK COVERS	1,287.00
				INV	830X780X100 THICK CONCRETE W/- GAL GRT 3X	1,056.00
				502.11293	KELYN TRAINING SERVICES	
				INV	TRAFFIC MNGNT TRAINING 3X	835.00
				502.11296	Budget Rent a Car	
				INV	EQUIPMENT HIRE 25/7-22/8/11 IDMK855	1,235.44
				502.11410	Hays Specialist Recruitment (Aust)	
				INV	W/E 19/8/11 G CHAN CASUAL STAFF	2,848.25
				502.11577	BurkeAir Pty Ltd	
				INV	A/COND REPAIRS - MTC LIB	503.90
				502.11660	PERTH AUTO ALLIANCE PTY LTD	
				INV	WHEEL STUDS & NUTS	161.70
				502.11791	International Rehabilitation & Soil	
				INV	25X SOIL-ZYME - TREATMENT FOR LAKES	990.00
				502.11795	James Donaldson	
				INV	RUBBISH COLLECTION SWANB BCH AUG/SEP 11	1,800.00
				502.11923	PARTY TOWN	
				INV	36X HELIUM FILLED BALLOONS-C/BOOK WEEK	124.00
				502.11975	JLR PUMPS	
				INV	N/LIB & MASONS GDNS PUMPS-5YR SVCE	6,790.80
				502.12082	Henry Oorjitham T/A Nu Designs and	
				INV	TERM 3 2011 TUTOR FEES	840.00
				INV	TERM 3 2011 TUTOR FEES	225.00
				502.12212	PROTECTION 1 PTY LTD	
				INV	RPLCD DURESS BUTTON W/- DUAL PRESS TYPE	233.75
				502.12427	ROD HAWKER	
				INV	REIMBURSE VOLUNTEER EXPENSES	28.80
				502.12507	Carpet Force (Commercial) Pty Ltd	
				INV	SUP/INSTALL 5.6M ACCENT WOOD 305 EN649	1,056.00
				502.12538	Wanda's Commercial Cleaning	
				INV	AUGUST 2011 CLEANING	6,985.00



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				502.12622	Charles Service Company	
				INV	AUG 2011 CLEANING - TRESILLIAN	2,228.09
				502.12648	Mt Claremont Newsround	
				INV	24/7-20/8/11 NEWSPAPER DELIVERY MTC/LIB	86.28
				502.12676	Catalyse Pty Ltd	
				INV	MERGER FEASIBILITY/SPEC CNCL MEETING	11,110.00
				502.12754	Armaguard	
				INV	26/7-23/8/11 SECURITY - DAILY TAKINGS	1,055.25
				502.12791	Mr G T Foster	
				INV	REIMBURSE HOME PHONE & INTERNET SEP 2011	83.78
				502.12792	Gladstone MRM (Pty) Ltd	
				INV	1/9/11-31/8/12 MAINTENANCE - PLUS 2	4,116.75
				502.12803	Centre Ford	
				INV	SUSPENSION RPR-FORD RANGER 1DIM259	101.20
				502.12918	GLG GreenLife Group Pty Ltd	
				INV	VERGE MOWING JUNE 2011	6,824.27
				502.12974	Outsource Business Support Solution	
				INV	OPENING BALANCE ERROR-INVESTIGATE/RECONCILE	2,002.00
				502.12981	COUNTRY KITCHEN CATERING	
				INV	CATERING-23/8/11 COUNCIL MEETING	740.00
				502.12982	Bandit Sales & Service	
				INV	500HR SVCE/RPR BANDIT 150XP 1TIQ0481	1,417.22
				502.13010	Quick Colourprint	
				INV	600X900 METAL SIGN W/- UV COAT-MASONS GDNS	148.50
				INV	11000X A5 FULL COL BOOKLET-WASTE & RECYCLING	8,250.00
				INV	MISC SIGNAGE PRODUCTS	1,561.00
				INV	3M X 1M WATERWISE BANNER	339.00
				INV	11000 DL CARDS - VERGE DEVELOPMENT	1,649.00
				502.13042	TOTALLY WORKWEAR	
				INV	6X K54830 HI VIS POLO SS 2XL-M HARMAN	245.73
				502.13093	D & T ASPHALT PTY LTD	
				INV	SUP/LAY ASPHALT	1,732.50
				INV	SUP/LAY ASPHALT	2,194.50
				INV	SUP/LAY ASPHALT	630.63
				502.13095	Rentokil Initial Pty Ltd	
				INV	SEP 11 INDOOR PLANT HIRE & MAINT-C/SVCE	198.14
				502.13163	Mrs R Ratnawibhushana	
				INV	REIMBURSE EXPENSES	60.59
				502.13267	Dept of Transport	



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				INV	JUL 11 SEARCH FOR VEHICLE OWNERSHIP	237.20
				502.13280	Accessible Transit Specialists	
				INV	WALKING FRAME BRACKET W/- STRAP	340.00
				502.13289	Graffiti Systems Australia	
				INV	JULY 2011 GRAFFITI REMOVAL	5,835.67
				502.13314	Sweepcare Australia	
				INV	ADDITIONAL STREET SWEEPING FOR AUG 2011	3,396.81
				502.13316	SAFETY WORLD	
				INV	8X SAFETY VESTS	94.60
				502.13347	SPEEDY HIRE	
				INV	AUGUST 2011 PORTABLE TOILET HIRE	194.84
				502.13369	DATA#3 LIMITED	
				INV	MK520 WIRELESS COMBO (U) 2X	171.60
				INV	HP 4530S 4GB,500GB LAPTOP-SS N BOROWICZ	1,116.50
				INV	2X 95 INK CARTRIDGE COL, 2X 92 INK CARTRIDGE BLK	88.00
				INV	ADOBE DESIGN PREMIUM-ALL-25,000-299,999	745.56
				INV	B2240W 22"W LCD BLACK, LEADTEK P CLE QUADRO	412.74
				502.13384	Harvey Fresh	
				INV	MILK SUPPLY 23/8/11	85.68
				502.13391	Honda North	
				INV	ROOF RACK - HO-08L07E09100	257.80
				502.13412	QUICK CORPORATE AUSTRALIA	
				INV	TEL PANASONIC KX-TG4392ALT	141.90
				INV	1BX PEPSI MAX 375ML, 3PK SCHWEPES LEM/LIME 300ML	35.41
				INV	STATIONERY	180.14
				INV	30RM PAPER A4 NATURES WHITE WHEAT	165.00
				INV	30RM PAPER A4 NATURES WHITE WHEAT	165.00
				502.13428	Lock Stock & Farrell Locksmith Pty	
				INV	SVCE CALL-LOCK REPLACEMENT-TOILETS C/CRT RSV	248.25
				502.13437	MOWMASTER TURF EQUIPMENT	
				INV	SHARPEN, SET & SVCE MOWER	461.85
				INV	SHARPEN, SET & SVCE MOWER	607.35
				INV	SHARPEN, SET & SVCE MOWER	409.65
				502.13476	ROAD SIGNS AUSTRALIA PTY LTD	
				INV	2X RHS YELLOW 3.2M POST	74.80
				INV	8X VARIOUS ADHESIVE STICKERS	145.20
				502.13480	DU ELECTRICAL	
				INV	INSTALL NEW CONTROLLER & TRANSFORMER	514.80



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				502.13489	Artcraft Pty Ltd	
				INV	4X SWING STAND, 4X CAUTION SIGNS	297.00
				INV	20X SIGN-REMOVE & RE-APPLY BLACK TEXT	418.00
				502.13581	Captain Stirling IGA Supermarket	
				INV	CATERING SUPPLIES-STAFF INFO SESSION 12/7/11	89.32
				INV	CATERING SUPPLIES-POLICY REV,DELEGATED AUTH	70.59
				502.13592	Curtis Bersan	
				INV	JULY 2011 COMMISSION-MTC TENNIS CRT	158.00
				502.13595	Intersectional Linemarkers Pty Ltd	
				INV	LINE MARKING- VARIOUS LOCATIONS	2,229.92
				502.13713	Kinetic Health Group Pty Ltd	
				INV	PRE-EMPLOYMENT MEDICAL V JAYARAMAN	148.50
				502.13715	VIP Security Industries Pty Ltd	
				INV	INSTALL ACCESS CNTRL-TOILET BLK MONTG MTC	4,387.90
				INV	INSTALL ACCESS CNTRL-TOILET BLK ALLEN PK	4,387.90
				502.13727	Kim Stanley Medlen	
				INV	AUG 2011 GARDENING SVCES-HACC CLIENTS	1,520.00
				502.13733	Palm Springs-West Coast Spring Water	
				INV	1X 15L BOTTLED WATER - NCC	6.75
				502.13738	CJS Limestone Contractors Pty Ltd	
				INV	REPOINTING WALL - NEW COURT GDNS	5,445.00
				502.13773	Freehills	
				INV	TENDER DISCLAIMER ADVICE TO 29/8/11	1,650.00
				502.13797	Arbor Carbon Pty Ltd	
				INV	NED TREE SURVEY,TREATMENT,REPORT-1ST PYMNT	11,622.64
				502.13804	Leaf Man	
				INV	SUP/INSTALL LEAF MAN GUTTER GUARD-MTC LIB	2,761.00
				INV	SUP/INSTALL LEAF MAN GUTTER GUARD-TRES	3,135.00
				INV	SUP/INSTALL LEAF MAN GUTTER GUARD-DEPOT	2,860.00
				INV	SUP/INSTALL LEAF MAN GUTTER GUARD-ADMIN	2,750.00
				502.13810	Nedlands Toy Library	
				INV	CITY OF NEDLANDS MEMBERSHIP-NED TOY LIB	200.00
				502.1720	COMPUTER BADGE EMBROIDERY	
				INV	RANGER LOGO FOR UNIFORMS	183.92
				502.2284	ENZED PERTH	
				INV	SUP/FIT NEW HYDRAULIC HOSES - 116432	348.92
				502.350	Aust Institute of Management	
				INV	WORD INTERM (A) 07/10 C O'SHEA	370.00
				502.3616	J & K HOPKINS	



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				INV	RPLC GAS LIFT IN 2X CHAIRS	90.00
				502.380	Australian Taxation Office	
				INV	Payroll Deduction	63,365.81
				502.4130	Lightingales WA Pty Ltd	
				INV	DELIVERY CHRГ-MAISONETTES LIGHT FITTINGS	35.00
				502.4150	LO-GO Appointments	
				INV	W/E 6/8/11 M ROACH CASUAL STAFF	1,892.00
				INV	W/E 9/7/11 M ROACH CASUAL STAFF	1,135.20
				INV	W/E 16/7/11 M ROACH CASUAL STAFF	1,892.00
				INV	W/E 30/7/11 M ROACH CASUAL STAFF	1,892.00
				INV	W/E 23/7/11 M ROACH CASUAL STAFF	1,892.00
				502.4500	McLeods Barristers & Solicitors	
				INV	NEDLANDS AGED PERSONS HOMES TRUST	647.58
				502.4959	NEDLANDS TYRE SERVICE	
				INV	3X INTERNAL PATCH/PLUG,2X STRIP,FIT,BAL	110.00
				INV	TYRES 2X 235/75R 15 B'STONE D694 109S-FIT,BAL	745.00
				INV	1X INTERNAL PATCH/PLUG,1X STRIP,FIT,BAL	44.00
				502.540	Baileys Fertilisers	
				INV	20L FERTILISER-5X GT PLUS,13X GT GREEN	929.50
				502.5970	Holcim (Australia) Pty Ltd	
				INV	DRAINAGE MATERIALS	5,665.00
				502.6600	St John Ambulance Australia	
				INV	SENIOR IST AID CRSE-N KUROSAKI 15/9/11	160.00
				502.741	Boyan Electrical Services	
				INV	ELECTRICAL MAINT - VINCENT/ADELMA	82.50
				INV	ELECTRICAL MAINT - FORESHORE 3	338.80
				INV	RECONNECT PUMP/TEST - MASONS GDNS	103.40
				INV	ELECTRICAL MAINTENANCE-DALKEITH HALL	264.00
				INV	RPLCD OVEN IN NCC KITCHEN	82.50
				INV	1X LENGTH 50MM HVY DUTY CONDUIT & BEND	52.80
				502.760	Brealey Plumbing Service	
				INV	PLUMBING MAINTENANCE-TRESILLIAN	253.00
				INV	PLUMBING MAINT - N/LIB	165.00
				INV	SUP/INSTALL 600MM S/WELL & DRINK FOUNTAIN	638.00
				INV	SUP/INSTALL NEW TOILET CISTERN-ADMIN COTTAGE	319.00
				502.7840	Fire & Emergency Services Authority	
				INV	2010/11 ESLB 1ST QTR CONTRIBUTION-OPTION B	810,887.84
				502.8010	Corporate Express Australia Ltd	
				INV	12BX UNIVERSAL SKIN SHIELD LATEX GLOVES	142.03



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				502.8110	Wattleup Tractors	
				INV	5000HR SERVICE MASSEY TRACTOR FLT 198	2,181.70
				INV	24X BLADE MBA 29 8 PART#3495550M4	658.45
				INV	4X ROLLER, 2X SUPPORT	1,248.60
				502.8240	Western Educting Service	
				INV	EDUCTING 8/8/11	1,912.90
				INV	EDUCTING 9/8/11	2,300.65
				INV	EDUCTING 10/8/11	3,463.90
				INV	EDUCTING 5/8/11	465.30
				502.8242	West Metro Regional Council	
				INV	WASTE DISPOSAL 22/8 - 31/8/11	26,241.24
				502.860	Bunnings Group Limited	
				INV	BUILDING SUPPLIES	33.83
				INV	GATE LATCH GOLIATH 07/11, GATER ADJ	31.78
				INV	BUILDING SUPPLIES	55.67
				INV	10X CONCRETE RAPID SET 20KG	62.38
				INV	BUILDING SUPPLIES	19.70
				INV	BUILDING SUPPLIES	29.24
				INV	BUILDING SUPPLIES	32.82
				INV	BUILDING SUPPLIES	3.87
				INV	BUILDING SUPPLIES	26.22
				INV	BUILDING SUPPLIES	34.87
				INV	MATERIALS - COLLEGE PK	54.07
				INV	BUILDING SUPPLIES	18.86
				INV	DUSTPAN & BRUSH SET, TAPE MEASURE 8M	36.44
				INV	BUILDING SUPPLIES	54.38
				INV	BUILDING SUPPLIES	9.98
				INV	BUILDING SUPPLIES	16.48
				INV	BUILDING SUPPLIES	44.43
				INV	BUILDING SUPPLIES	282.09
				502.8639	Aged & Community Services WA Inc	
				INV	11/12 MEMBERSHIP AGED & COM SVCES	1,157.90
				502.897	Cabcharge Australia Limited	
				INV	25/7-21/8/11 CABCHARGE SVCE FEE+TAXI FARES	445.17
				502.9872	Civica Pty Ltd	
				INV	MS - DR & ADMIN SVCES OCT 2011	7,656.00
				INV	OCT 2010-SEP 2011 GIS INTEGRATION	2,860.00

503 EFT TRANSFER: - 26/09/2011

23/09/2011

-299,733.03

503.10731 Green Skills (Eco Jobs)



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				INV	3-16/8/11 CASUAL BUSHCARE STAFF	8,134.78
				503.11410	Hays Specialist Recruitment (Aust)	
				INV	W/E 12/8/11 G CHAN CASUAL STAFF	2,848.25
				INV	W/E 2/9/11 G CHAN CASUAL STAFF	1,723.94
				503.11732	Local Govt Managers Australia	
				INV	2011 LGMA FINANCE PROF PD DAY-M COLE	66.00
				INV	2011 LGMA FINANCE PROF PD DAY-R SENATHIRAJAH	77.00
				INV	2011 LGMA FINANCE PROF-B JONES,N KUROSAKI	154.00
				503.11944	COMMUNICATIONS AUSTRALIA PTY LTD	
				INV	TELEPHONE MAINT OCT-DEC 11	1,430.12
				503.12044	TREE SURGEONS OF WA	
				INV	STUMP GRINDING	489.00
				INV	STUMP GRINDING-144 STIRLING HWY	59.00
				503.12222	Conservation Volunteers Australia -	
				INV	PROJECT CONTRIBUTION	3,300.00
				503.12317	TECHSAND PTY LTD	
				INV	CONCRETE PAD-MULCH BIN	2,860.00
				INV	CONCRETE WORK-DALK RD	880.00
				503.12362	VEHEQUIP	
				INV	DE-INSTALL PHONE, H/FREE KITS	132.00
				INV	INSTALL LIGHT BAR & SWITCH	308.00
				503.12406	J & M PAULIK & SONS	
				INV	FLOWERS-STAFF BEREAVEMENT	150.00
				503.12468	West Coast Shade	
				INV	DISMANTLE S/SAIL & STORE-TRESILLIAN	88.00
				503.12580	LG NET	
				INV	ADVERT 29/7-12/8/11 COMM OFFICER	132.00
				INV	ADVERT 29/7-12/8/11 COMM OFFICER	132.00
				INV	ADVERT 25/7-9/9/11 RECORDS OFFICER	132.00
				503.12622	Charles Service Company	
				INV	AUGUST 2011 CLEANING SERVICES	11,299.04
				503.12765	PERTHWASTE PTY LTD	
				INV	WASTE REMOVAL SVCS PRE PAY OCT 11	80,100.66
				503.12884	CY O'Connor Institute	
				INV	BUSH FIRE FIREFIGHTING-A HOUSE	354.00
				503.12981	COUNTRY KITCHEN CATERING	
				INV	CATERING-13/9/11 COMMITTEE MEETING	740.00
				503.13010	Quick Colourprint	
				INV	8X NAME BADGES	143.60



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				INV	4X 500X BUSINESS CARDS	366.00
				INV	600X 4DL BROCHURE-SUBJECTS OF NOTE	999.00
				INV	3X NAME BADGES	53.85
				INV	500X BUSINESS CARDS - M HARMAN	89.00
				503.13014	NESPRESSO PROFESSIONAL	
				INV	COFFEE-400X LUNGO, 600X ESPRESSO	571.02
				503.13076	Western Power Corporation	
				INV	DESIGN FEE-55 BRUCE ST MP122681	1,500.00
				503.13278	LANDFILL GAS AND POWER PTY LTD	
				INV	ELECTRICITY 1/8-1/9/11 ADMIN	3,485.58
				INV	ELECTRICITY 1/8-31/8/11 NED LIB A/COND	2,279.96
				503.13295	PEOPLE & QUALITY PROCESSES	
				INV	1/5-27/7/11 OUTSIDE W/FORCE AGREEMENT	1,050.00
				503.13314	Sweepcare Australia	
				INV	STREET SWEEPING 23/7-17/8/11	12,750.96
				503.13342	Shawmac Pty Ltd	
				INV	PREP-DESIGN DRAWINGS VARIOUS LOCATIONS	12,320.00
				503.13345	THE TYLKA FAMILY TRUST	
				INV	1X MT574C METER AUTORANGING	200.20
				503.13369	DATA#3 LIMITED	
				INV	MS OFFICE HME BUS, ANTI VIRUS-SS N BOROWICZ	253.00
				503.13381	Carrington's Traffic Services	
				INV	TRAFFIC MGMT PLAN BRUCE ST	660.00
				INV	TRAFFIC CONTROL - STIRLING HWY	713.90
				INV	TRAFFIC MGMT CIRCE CIRCLE NORTH	660.00
				503.13384	Harvey Fresh	
				INV	MILK SUPPLY 13/9/11	64.26
				INV	3X MILK SUPPLY 6/9/11	64.26
				INV	MILK SUPPLY 30/8/11	85.68
				503.13412	QUICK CORPORATE AUSTRALIA	
				INV	30RM PAPER A4 NATURES WHITE WHEAT	165.00
				INV	CDR VERBATIM 80MIN SP, 4PK CASE CD JEWEL SLIM	83.36
				INV	STATIONERY	171.11
				INV	50X BATTERY DURACELL AA SINGLE	30.25
				503.13428	Lock Stock & Farrell Locksmith Pty	
				INV	6X STD D/C A,B/C SIZE 2-4 P/ARM (DR CLOSERS)	1,439.10
				503.13473	STATEWIDE VEHICLE HOIST SERVICE WA	
				INV	SVCE VEHICLE HOIST - DEPOT W/SHOP	97.00
				503.13534	Nu-Trac Rural Contracting	



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				INV	SWANB BEACH CLEANING 26/8/11	620.13
				503.13581	Captain Stirling IGA Supermarket	
				INV	CATERING SUPPLIES - DRC	209.35
				503.13595	Intersectional Linemarkers Pty Ltd	
				INV	LINE MARKING KIRWAN ST	1,016.40
				503.13652	Sustainable Outdoors	
				INV	SUP/INSTALL VERGE GARDEN PLANTS	3,190.00
				503.13715	VIP Security Industries Pty Ltd	
				INV	INSTALL ACCESS CNTRL-TOILET BLK JC SMITH PAV	4,387.90
				INV	INSTALL ACCESS CNTRL-TOILET BLK ROSE GDN	5,817.90
				503.13738	CJS Limestone Contractors Pty Ltd	
				INV	LABOUR FOR BLOCK WORK-CARRINGTON/BROOME	1,980.00
				503.13758	Henlyn Constructions Pty Ltd	
				INV	REFURBISHMENT OF MAISONETTES PROG #3	38,188.20
				503.13800	Corporate Sports Australia	
				INV	TRAFFIC MGMT CITY TO SURF 2011	6,700.00
				503.13819	Transpacific Industries Pty Ltd	
				INV	PARTS WASHER 309 COMS SERV E912852NL	147.95
				503.13821	Party Town	
				INV	50X BLK BALLOONS-SUSTAINABLE SEP PROJ	166.00
				503.1900	DALKEITH NEDLANDS BOWLING CLUB	
				INV	ELECTRICITY 11/6-12/8/11 PROCC	814.35
				503.2048	TILLYS HOME HELPERS	
				INV	GDNG SVCES AUG 11 - HACC CLIENTS	1,770.45
				503.2690	Galvins Plumbing Supplies	
				INV	3X PVC DWV ACCESS COUPLING 150	34.75
				503.350	Aust Institute of Management	
				INV	J DAY-BUSINESS PROCESS MNGMNT	790.00
				503.367	Ausnet Industries	
				INV	MTC OVAL-2PR SOCCER GOALS W/- NETS	13,772.00
				503.4150	LO-GO Appointments	
				INV	W/E 13/8/11 M ROACH CASUAL STAFF	1,892.00
				503.4500	McLeods Barristers & Solicitors	
				INV	LICENCE PLAT RECOGNITION-PK INFRINGEMENTS	909.32
				INV	ANNUAL AUDIT - SVCES TO 1/8/11	121.00
				INV	PROSECUTION:8 & 8A CROSS ST SWANB-30058	1,078.67
				INV	UNCOMPLETED BLDG:59 MAYFAIR ST MTC 28553	1,817.71
				503.4972	Neverfail Springwater Ltd	
				INV	SPRINGWATER 2X 15L MTC LIB	26.65



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				INV	SPRINGWATER 6X 11L N/LIB	61.80
				503.5592	PLACER MANAGEMENT GROUP	
				INV	4/9/11 E WALKER CASUAL STAFF	827.34
				INV	L WALKER/TEMP STAFF COMM DEV OFFCR	827.34
				503.5970	Holcim (Australia) Pty Ltd	
				INV	DRAINAGE MATERIALS	2,530.00
				INV	2X SOAKWELL 1800 X 1200	683.10
				INV	DRAINAGE MATERIALS	2,783.00
				503.640	Benara Nurseries	
				INV	22X 5L GREVILLEA TANUNDA TM	214.39
				503.6600	St John Ambulance Australia	
				INV	SENIOR 1ST AID COURSE-S WEST 20/9/11	160.00
				503.681	BGC Cement	
				INV	72X 20KG FAST SETTING CONCRETE	412.41
				503.741	Boyan Electrical Services	
				INV	ELECTRICAL MAINT SHIRLEY FYFE RSV	346.50
				503.7675	Landgate - GRV	
				INV	GRV'S 6 - 19/8/11 SCHDL G2011/17	885.46
				503.7990	WA TREASURY CORPORATION	
				INV	#178 OCT 2011 LOAN REPAYMENT	25,014.50
				503.8010	Corporate Express Australia Ltd	
				INV	STATIONERY/CLEANING SUPPLIES-DEPOT	118.25
				INV	KITCHEN SUPPLIES-DEPOT	63.32
				INV	STATIONERY/KITCHEN SUPPLIES-DEPOT	385.69
				503.8170	Westcare Industries	
				INV	DATE LABEL - MTC & NED LIB	52.80
				503.8240	Western Educting Service	
				INV	EDUCTING 12/8/11	2,740.10
				INV	EDUCTING 15/8/11	2,688.40
				INV	EDUCTING 18/8/11	2,610.85
				INV	EDUCTING 5/8/11	1,012.00
				INV	EDUCTING 4/8/11	316.25
				INV	EDUCTING 11/8/11	1,012.00
				INV	EDUCTING 24/8/11	672.10
				INV	EDUCTING 16/8/11	2,326.50
				INV	EDUCTING 19/8/11	1,292.50
				INV	EDUCTING 22/8/11	1,012.00
				503.860	Bunnings Group Limited	
				INV	BUILDING SUPPLIES	16.59



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				INV	BUILDING SUPPLIES	9.36
				INV	BUILDING SUPPLIES	81.47
				INV	BUILDING SUPPLIES	14.40
				INV	BUILDING SUPPLIES	6.60
				INV	BUILDING SUPPLIES	7.10
				INV	BUILDING SUPPLIES	50.13
				INV	BUILDING SUPPLIES	109.96
				INV	BUILDING SUPPLIES	9.36
				INV	MATERIALS - MTC CLAR OVAL	157.76
				INV	BUILDING SUPPLIES	15.26
				INV	BUILDING SUPPLIES	29.97
				INV	BUILDING SUPPLIES	35.81
				INV	BUILDING SUPPLIES	556.30
				INV	4X BIN RUBBISH WILLOW 60L DOME BLK	53.88
				INV	BUILDING SUPPLIES	29.96
				INV	BUILDING SUPPLIES	9.80
				INV	BUILDING SUPPLIES	2.38
				INV	BUILDING SUPPLIES	120.29
				INV	PAINT 4L EXT, 2X PAINT BRUSHES	80.43
				INV	BUILDING SUPPLIES	25.49
				503.8620	Zipform Pty Ltd	
				INV	PRINTING/POSTAGE-2011 FINAL NOTICES	2,254.24
				503.8720	Totally Confidential Records Management	
				INV	8/11 RECORD STORAGE/RETRIEVAL/DESTRUCTION	1,180.21
				503.880	Bunzl Limited	
				INV	TOILET REQUISITES-PROCC	544.57
				INV	TOILET REQUISITES - N/LIB	446.50
				503.9927	Webb & Brown Neaves	
				fund	11 BIRRIGON LOOP - FOOTPATH REFUND	1,500.00
504	EFT TRANSFER: -	30/09/2011	-254,916.44	504.10024	Lawn Doctor	
				INV	LAWNMOWING SVGES - JULY 2011	3,554.60
				INV	LAWNMOWING SVGES - AUGUST 2011	3,554.60
				504.10122	Royal Life Saving Society WA Inc	
				INV	POOL INSPECTIONS PERIOD END 30/8/11	8,840.00
				504.10405	White Eagle Commercial Cleaning	
				INV	SEP 2011 CLEANING - N/LIB	1,882.10
				504.10687	Advanced Spatial Technologies Pty Ltd	
				INV	13/10/11-1/7/2012 AUTOCAD-346,19/4-1/7/12-345	3,602.50



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				504.10787	DOWNER EDI WORKS PTY LTD	
				INV	GDN KERBING-NEW CRT GDNS & MONTGOMERY	10,474.20
				504.10895	State Library of WA	
				INV	RECOVERIES OF LOST & DAMAGED BOOKS	75.90
				INV	RECOVERIES OF LOST & DAMAGED BOOKS	18.70
				INV	RECOVERIES OF LOST & DAMAGED BOOKS	5.50
				504.11107	Western Chainwire	
				INV	SMYTH-RPR 4X GATES, KARRELLA-RPR 2X GATES	2,343.00
				504.11113	JR & A HERSEY PTY LTD	
				INV	UNIFORM/SAFETY CLOTHING-L DE SANCHA	341.09
				INV	UNIFORM/SAFETY CLOTHING	958.29
				INV	SAFETY CLOTHING	1,066.84
				504.11410	Hays Specialist Recruitment (Aust)	
				INV	W/E 26/8/11 J SHERLOCK CASUAL STAFF	1,308.25
				INV	W/E 19/8/11 J SHERLOCK CASUAL STAFF	1,635.32
				INV	W/E 12/8/11 J SHERLOCK CASUAL STAFF	1,616.08
				504.11804	West Australian Local Government As	
				INV	ADVERT 27/8/11 POST-GOING PLACES TOUR	744.95
				INV	AD- RECORDS OFFICER	3,649.47
				INV	6/8/11 POST-NEDLANDS NEWS	1,573.00
				INV	AD-20/8/11 THE WEST-NCC ADMIN OFFICER-FINANCE	3,104.68
				INV	ADVERT-30/8/11 WSW-TRESILLIAN OPEN DAY	369.80
				INV	AD- SUPPLY & DELIVERY OF DRAINAGE	1,909.31
				504.12019	Sunny Sign Company Pty Ltd	
				INV	6X PATH CLOSURE SIGNS-HWD	165.00
				504.12333	City Rubber Stamps & Trophies	
				INV	P50 JUDITH MARGARET DENTON-BLACK (STAMP)	53.40
				504.12362	VEHEQUIP	
				INV	REMOVE HANDS FREE PHONE KIT	66.00
				504.12459	Western Suburbs Building & Landscap	
				INV	33CBM VEGE & FLOWER MIX-ROSE GDNS	2,279.00
				504.12532	TOTAL EDEN PTY LTD	
				INV	IRRIGATION MATERIALS	394.83
				INV	IRRIGATION MATERIALS-ROSE GDNS	586.44
				504.12561	CLARE STACE	
				INV	NEDLANDS LIB 4X SPOOKY STORIES	649.00
				504.12610	Hallmark Editions Pty Ltd	
				INV	M DEAL-BLDG MAINT & MNGT CONFERENCE	990.00
				504.12735	COMFORT KEEPERS	



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				INV	Care Svces 1-2/9/11 - HACC Clients	184.50
				INV	CARE SVCES 15-19/8/11 - HACC CLIENTS	914.20
				INV	CARE SVCES 22-25/8/11 - HACC CLIENTS	362.01
				504.12765	PERTHWASTE PTY LTD	
				INV	CITY TO SURF-COMMERCIAL WASTE COLLECTION	1,522.18
				504.12918	GLG GreenLife Group Pty Ltd	
				INV	1/3-30/6/11 FORTNIGHTLY MOWING-SWANB BCH RSV	843.35
				504.13010	Quick Colourprint	
				INV	4X 500 BUSINESS CARDS	366.00
				504.13093	D & T ASPHALT PTY LTD	
				INV	SUP/LAY ASPHALT	1,871.10
				504.13095	Rentokil Initial Pty Ltd	
				INV	SEP 11 DEPOT INDOOR PLANT HIRE & SVCE	370.60
				504.13133	JOHN TAYLOR ARCHITECT	
				INV	ARCHITECT SVCES-REFURB MAISONETTES	5,060.00
				504.13170	Paperbark Technologies	
				INV	ARBORICULTURAL INSPECT-2X CORYMBIA	240.00
				504.13194	Aquarium Artists Australia Pty Ltd	
				INV	AQUARIUM MAINT - AUG 2011	260.00
				504.13220	Lightning Towing	
				INV	TOW-MONDOE 1BDL568 49 NTH ST-DEPOT	66.00
				504.13289	Graffiti Systems Australia	
				INV	GRAFFITI REMOVAL AUGUST 2011	6,135.14
				504.13316	SAFETY WORLD	
				INV	SAFETY EQUIP, SUNSCREEN	533.11
				504.13342	Shawmac Pty Ltd	
				INV	ROAD SAFETY AUDIT-LOCH, RAILWAY & GUGERI	2,530.00
				504.13369	DATA#3 LIMITED	
				INV	12/9/11-30/6/2013 CISCO MAINTENANCE CONTRACT	3,764.87
				504.13381	Carrington's Traffic Services	
				INV	TRAFFIC MNGT PLAN 5528.001 ARCHDEACON ST	907.50
				INV	TRAFFIC MGNT PLAN 5526-01 - GORDON RD	715.00
				504.13394	Jacobsen Superannuation Fund	
				INV	Jacobsen Superannuation Fund - 61-12-6-7-61	102.62
				504.13412	QUICK CORPORATE AUSTRALIA	
				INV	STATIONERY - PLANNING	125.25
				INV	STATIONERY - PLANNING	211.72
				INV	MAGAZINE FILE BLK, STORAGE SHELF CLEAR	38.40
				INV	STATIONERY/KITCHEN SUPPLIES	427.38



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				504.13451	Biowise	
				INV	MT COARSE COMPOST	1,485.00
				504.13476	ROAD SIGNS AUSTRALIA PTY LTD	
				INV	19X SYMB NO PARKING 225X450MM CL2 S.SD	334.40
				INV	16 X PARKING SIGNS	281.60
				504.13480	DU ELECTRICAL	
				INV	INSTALL NEW SD50 CONTROLLER-DEPOT	269.50
				504.13489	Artcraft Pty Ltd	
				INV	8X A FRAME SAFE/STAND, 16X SIGNS	334.40
				504.13581	Captain Stirling IGA Supermarket	
				INV	CATERING SUPPLIES-STAFF FAREWELL	102.94
				INV	CATERING SUPPLIES-PLANNING W/SHOP	87.76
				INV	CATERING SUPPLIES-STAFF 40TH ANNIVERSARY	193.66
				504.13652	Sustainable Outdoors	
				INV	GREENWAY MAINTENANCE	6,979.50
				504.13733	Palm Springs-West Coast Spring Wate	
				INV	1X 15L WATER - NCC	6.75
				504.13738	CJS Limestone Contractors Pty Ltd	
				INV	SUP/FIX 348X NATURAL BLOCKS	12,249.60
				504.13751	Community Arts Network WA Ltd	
				INV	CITY OF NEDLANDS MEMBERSHIP-TRESILLIAN	60.00
				504.13780	Envirostream Catchment Management P	
				INV	CLEANOUT & JET LINE,MAINT-VARIOUS LOCATIONS	9,000.00
				504.13789	Coach U Australasia Pty Ltd	
				INV	COACHING CLINIC FACILITATOR LIC PROG 2X	4,990.00
				504.13803	Snap Printing Northbridge	
				INV	800X BROCHURES-SPRING 2011 BUZZ	1,388.00
				INV	11000X DL CARDS-BULK RUBBISH COLLECTION	1,174.00
				504.13806	Andy Craft Pty Ltd	
				INV	INDUSTRIAL MARKER WHITE 12X	28.60
				504.13812	Nicole Borowicz	
				INV	MOBILE REIMBURSEMENT JULY 2011	60.00
				INV	MOBILE REIMBURSEMENT AUGUST 2011	60.00
				504.13816	Sound Centre Music Gallery	
				INV	REMOVE/STORE YAMAHA C3 GRAND PIANO SERIAL D389829	660.00
				504.13822	Ms S L Berdal	
				INV	REIMB-ACCOMMODATION-MOSQUITO MNGT CRSE	315.00
				504.13823	Miss P J Huigens	



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				INV	REIMB-BIN MORNING TEA SUPPLIES	119.91
			504.2690		Galvins Plumbing Supplies	
				INV	PVC DWV ACCESS COUPLING 150	11.58
			504.3200		HYDRO-PLAN PTY LTD	
				INV	AUG 11 IRRIGATION ASSET VALUATION RPT	3,913.25
			504.350		Aust Institute of Management	
				INV	4-5/8/11 INTRO TO ACCOUNTING-N WILSON	610.00
				INV	WORD INT (B) K HAUGHEY 18/10/11	370.00
				INV	ACCOUNTING FOR NON-ACCOUNTANTS-N WILSON	1,160.00
				INV	S CUNNIFFE -WORD INTERM (B) 18/10/11	370.00
				INV	WORD INT (A) K HAUGHEY 23/9/11	370.00
			504.3615		JJ CLEANING PTY LTD	
				INV	AUG 2011 CLEANING - NCC	1,996.50
			504.3660		Harbottle On-Premise	
				INV	10 PK HYLAS SPR/WTR STILL PET 600ML	96.00
			504.380		Australian Taxation Office	
				INV	Payroll Deduction	64,077.82
			504.400		Australian Services Union	
				INV	Payroll Deduction	160.10
				INV	Payroll Deduction	160.10
			504.4120		Lightning Laundry	
				INV	AUG 2011 LAUNDRY SERVICE-PROCC	360.00
			504.4150		LO-GO Appointments	
				INV	W/E 27/8/11 M ROACH CASUAL STAFF	1,513.60
				INV	W/E 3/9/11 M ROACH CASUAL STAFF	1,892.00
				INV	W/E 20/8/11 M ROACH CASUAL STAFF	1,513.60
				INV	W/E 3/9/11 B CAMPBELL CASUAL STAFF	1,383.80
			504.4370		Martineaus Patisserie	
				INV	CATERING-WORKSHOPS COM SVCES	125.50
			504.4500		McLeods Barristers & Solicitors	
				INV	MELVISTA LODGE-MULTIPLE DWELLINGS 28759	3,286.03
				INV	FRANCO-38 & 40 JUTLAND PDE 28499	2,089.71
			504.4972		Neverfail Springwater Ltd	
				INV	SPRINGWATER 7X 15L N/LIB	72.10
			504.5080		OCE AUSTRALIA LTD	
				INV	44242-OCE COLORWAVE PRINTER SEP 2011	110.00
			504.5120		Office Line	
				INV	DURABOARD GLASS FRONTED NOTICEBOARD	1,657.70
			504.681		BGC Cement	



CITY OF NEDLANDS

All Payments 1/09/2011 to 30/09/2011


Database: LIVE

Page: 33

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	72X 20KG FAST SETTING CONCRETE	412.41
				504.741	Boyan Electrical Services	
				INV	ELECTRICAL MAINT- ROCHDALE/HALDANE	415.80
				INV	ELECTRICAL MAINTENANCE-SWANB BCH	1,107.70
				INV	REPAIR LIGHTS U/PASS KARAKATTA	123.20
				INV	REPAIR EXT LIGHTS AT MT C LIB	446.60
				504.760	Brealey Plumbing Service	
				INV	PLUMBING MAINT NED LIB TOILETS	319.00
				INV	PLUMBING MAINT - MAYO HSE 91 WOOD ST	143.00
				504.7900	W A LIMESTONE CO	
				INV	25.22 TONNE LAWN SAND	405.03
				504.8010	Corporate Express Australia Ltd	
				INV	STATIONERY/KITCHEN SUPPLIES	290.97
				504.8165	West Australian Cricket Association	
				INV	3X 1 TONNE BULKA BAGS-CRICKET WICKETS	580.80
				504.8240	Western Educting Service	
				INV	EDUCTING 30/8/11	4,796.00
				INV	DELIVERY OF BULK & BIN COLLECTION INFO	2,750.00
				504.8242	West Metro Regional Council	
				INV	WASTE DISPOSAL 1/9-9/9/11	25,510.37
				504.860	Bunnings Group Limited	
				INV	BUILDING SUPPLIES	25.99
				INV	BUILDING SUPPLIES	51.78
				INV	BUILDING SUPPLIES	33.09
				INV	TOOLS/MATERIALS - MTC RSV	200.50
				INV	BUILDING SUPPLIES	179.55
				INV	LOCK-PAD HANDYLOCK LOCKWOOD 110/40/123/2DP 40MM	23.72
				INV	BUILDING SUPPLIES	66.67
				INV	BUILDING SUPPLIES	22.95
				INV	BUILDING SUPPLIES	20.34
				INV	BUILDING SUPPLIES	36.64
				INV	BUILDING SUPPLIES	12.10
				504.8620	Zipform Pty Ltd	
				INV	PRINTING-2ND INSTALMENT NOTICES 2011	4,099.44
					Total EFT	
						-\$2,521,916.93
					TOTAL PAYMENTS	
						-\$2,870,163.13

CP40.11	City of Nedlands Code of Conduct
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Committee	8 November 2011
Council	22 November 2011

Applicant	City of Nedlands
Owner	City of Nedlands
Director	Michael Cole - Director Corporate Services
CEO	Graham Foster – Chief Executive Officer
CEO Signature	
File ref.	CRS/007
Previous Item No's	CP34.10 – 26 October 2010
Disclosure of Interest	No officer involved in the preparation of this report had any interest which required it to be declared in accordance with the provisions of the Local Government Act (1995).

Purpose

Council is requested to adopt the City of Nedlands Code of Conduct in accordance with the provisions of section 5.103(1) of the Local Government Act 1995.

Recommendation to Committee

Council adopts the City of Nedlands' Code of Conduct in accordance with section 5.103(1) of the Local Government Act 1995.

Strategic Plan

KFA 5: Governance

5.6 - Ensure compliance with statutory requirements and guidelines.

Background

In accordance with Section 5.103(1) of the Local Government Act 1995, a local government is required to adopt a code of conduct to be observed by council members, committee members and employees.

Proposal Detail

The Code of Conduct was reviewed in 2010 and adopted by Council on 26 October 2010. In accordance with best practice, the Code of Conduct is presented to Council following the October 2011 ordinary local government elections so that the commitment to the Code of Conduct is reinforced.

Consultation

Required by legislation: Yes No

Required by City of Nedlands policy: Yes No

Legislation

Division 9 - Codes of Conduct, s. 5.103 of the Local Government Act 1995.

Budget/Financial Implications

Not applicable.

Risk Management

The Code of Conduct addresses risk from the principles and standards of behaviour, which are expected of both elected members and employees.

Discussion

The Code of Conduct was established for the purpose of ensuring that an environment of mutual co-operation and goodwill exists within the corporate structure of the City. The Code of Conduct sets out the principles and standards of behaviour, which are expected of both employees and elected members. It seeks to ensure that the roles and responsibilities of elected members and employees are understood and respected, so that a professional working relationship is established and maintained in the interests of providing excellent customer service and good government for the City.

The Code of Conduct is intended to assist elected members and employees as to the right course of action to take in a particular situation. The Code of Conduct includes the general principals outlined in the Local Government (Rules of Conduct) Regulations 2007. These are as follows:

1. act with reasonable care and diligence;
2. act with honesty and integrity;
3. act lawfully;
4. avoid damage to the reputation of the local government;
5. be open and accountable to the public;
6. base decisions on relevant and factually correct information;
7. treat others with respect and fairness; and
8. not be impaired by mind affecting substances.

Conclusion

The Code of Conduct does not override or affect the validity of the *Local Government Act 1995 or Regulations*. The *Local Government Act 1995* generally allows local governments to determine what matters should be covered by the Code of Conduct. The Code of Conduct should also be read in

conjunction with Council's Policy Manual. Following the 2011 Ordinary Local Government Elections and in keeping with best practice, the Code of Conduct of presented to Council for adoption.

Attachments

1. City of Nedlands Code of Conduct



City of Nedlands

nedlands.wa.gov.au

Code of Conduct

As at 26 October 2010

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1. Introduction

- 1.1 The Code of Conduct is established for the purpose of ensuring that the roles and responsibilities of Elected Members and Employees are understood and respected so that a professional working relationship is established and maintained in the interests of providing excellent customer service and good government for the City. The Code of Conduct sets out the principles and standards of behaviour, which are expected of both Employees and Elected Members.
- 1.2 The Code of Conduct is intended to assist Elected Members and Employees as to the right course of action to take in a particular situation.

The Code of Conduct has been prepared in accordance with the *Local Government Act 1995* and is based on the same principals as outlined in the *Local Government (Rules of Conduct) Regulations 2007*, namely:

- a. act with reasonable care and diligence; and
 - b. act with honesty and integrity; and
 - c. act lawfully; and
 - d. avoid damage to the reputation of the local government; and
 - e. be open and accountable to the public; and
 - f. base decisions on relevant and factually correct information; and
 - g. treat others with respect and fairness; and
 - h. not be impaired by mind affecting substances.
- 1.3 The Code of Conduct does not override or affect the validity of the *Local Government Act 1995* or Regulations.

The Code of Conduct should also be read in conjunction with Council's Policy and Governance Manuals.

2. Role and Function of Council

- 2.1 The Council is comprised of a popularly elected Mayor, and 12 Elected Members representing the following Wards:

Coastal Districts Ward	3 Elected Members
Dalkeith Ward	3 Elected Members
Hollywood Ward	3 Elected Members
Melvista Ward	3 Elected Members

- 2.2 The Council is the elected body responsible for the good government of the district and strategic leadership of the local government. Council shall carry out its duties and responsibilities in the best interests of the community of the district and ensure that services and facilities are provided equitably and in an efficient and effective manner. Elected Members must at all times comply with the requirements of the Act.
- 2.3 The Council is responsible for formulating the vision and strategic directions of the City, policy making, setting Council's priorities and objectives, overseeing the allocation of the City's finances and resources and carrying out the Chief Executive Officer's performance review.
- 2.4 The community is entitled to expect that:
- the business of the Council is open and accountable, is conducted with efficiency and integrity and is committed to customer service;
 - Elected Members will act in accordance with the spirit and letter of the law including all relevant legislation; and
 - Council's duty to the community will always be given absolute priority over the private interests or opinions of Elected Members.
- 2.5 In accordance with *Section 2.10 of the Local Government Act 1995*, an Elected Member has five (5) primary roles:
- a. representing the interests of electors, ratepayers and residents of the district;
 - b. providing leadership and guidance to the community in the district;
 - c. facilitating communication between the community and the council;
 - d. participating in the local government's decision making processes at council and committee meetings; and
 - e. performing such other functions as are given to a councillor by the Act or any other written law.

Further to the above:

- While Elected Members are elected by the electors of a particular Ward, their principal responsibility is to govern the entire City in the best interests of all electors, ratepayers and residents. Elected Members are therefore expected to have a reasonable knowledge of all aspects of Council activities and take into account the expectations of all electors;
- Council is a policy making body, establishing strategic goals and setting objectives to achieve these goals;

- Council conducts its meetings in accordance with its Local Laws Relating to Standing Orders. It is expected that a high standard of decorum and dress be maintained at Council meetings.
- 2.6 The powers and functions of Council can only be exercised by way of decisions made at properly convened meetings of the Council. Elected Members as individuals, unless formally delegated authority to do so, have no decision-making authority and cannot:
- commit Council to any course of action;
 - commit Council to any expenditure;
 - instruct any staff member; and
 - instruct any member of the public.
- 2.7 Elected Members may have access to any information held by the City that is relevant to the performance of their functions. Any request by an Elected Member for information shall be directed to the Chief Executive Officer, who shall determine whether the Elected Member is entitled to the information requested.
- 2.8 Elected Members taking part in Council meetings are granted the protection of privilege, however this privilege is not an absolute one. The law will only grant Elected Members protection provided statements made in good faith, are fairly warranted and honestly made. Protection is not available for defamatory statements which are known to be untrue, are reckless, or are designed to injure the person who is defamed.
- 2.9 Elected Members and candidates wishing to be elected to Council are required to adhere to this Code of Conduct during Election periods.
- 2.10 Elected Members are to treat employees courteously and with respect.

3. Role of the Mayor

- 3.1 The role of the Mayor encompasses leadership, representation and advocacy as well as ceremonial responsibilities. The Mayor speaks on behalf of the City and in doing so represents the decisions made collectively by the Council. The Mayor provides an interface between the Elected Members and the Chief Executive Officer.
- 3.2 *Section 2.8 of the Local Government Act 1995* explains that the role of the Mayor is to:
- a. preside at meetings in accordance with this Act;
 - b. provide leadership and guidance to the community in the district;

- c. carry out civic and ceremonial duties on behalf of the local government;
- d. speak on behalf of the local government;
- e. perform such other functions as are given to the Mayor by the Act or any other written law; and
- f. liaise with the CEO on the local government's affairs and the performance of its functions.

Further to the above:

- the Mayor is entitled to be an ex-officio member of all Council's Committees;
- the Mayor is to provide corporate leadership at elected level and to act as a link between Council and the Chief Executive Officer;
- the Mayor is required to encourage input from all Elected Members and to ensure that the proper rules of debate are adhered to. Ultimately, debate must be constructive, concise and relevant to the subject;
- the Mayor has a duty to attain a working knowledge of the Local Government Act 1995, Council's Local Laws Relating to Standing Orders and meeting procedures, and to uphold these in all respects.

3.3 The Chief Executive Officer and Executive Assistant are available to the Mayor for advice and support throughout the term.

4. Role of the Chief Executive Officer

4.1 In accordance with *Section 5.41 of the Local Government Act 1995*, the CEO's functions are to —

- a. advise the council in relation to the functions of a local government under this Act and other written laws;
- b. ensure that advice and information is available to the council so that informed decisions can be made;
- c. cause council decisions to be implemented;
- d. manage the day to day operations of the local government;
- e. liaise with the Mayor on the local government's affairs and the performance of the local government's functions;
- f. speak on behalf of the local government if the Mayor agrees;

- g. be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees);
 - h. ensure that records and documents of the local government are properly kept for the purposes of the Act and any other written law; and
 - i. perform any other function specified or delegated by the local government or imposed under the Act or any other written law as a function to be performed by the CEO.
- 4.2 The Chief Executive Officer is the Council's principal advisor and allocates resources to allow Council decisions to be implemented.
- 4.3 Further to *Section 5.41 of the Local Government Act 1995*, the Chief Executive Officer has authority to determine matters associated with the administrative structure of Council, and subject to budget constraints and the provisions of the Act, to:
- create new positions other than the appointment of senior employees;
 - determine the remuneration of new and existing positions;
 - determine the functions of new and existing positions;
 - terminate existing positions, including making existing staff redundant in accordance with policy if necessary;
 - allocate responsibilities between divisions;
 - generally make structural changes to the administration within the divisional structure in order to ensure that the Chief Executive Officer's responsibilities are performed; and
 - undertake the performance appraisals of senior staff.
- 4.4 The Chief Executive Officer has the power to exercise delegated functions and any other function conferred by any Act relevant to Local Government.
- 4.5 Council supports the Chief Executive Officer's mandate to regularly review the organisation to achieve objectives as set down by Council, with regular reports being presented to Council by the Chief Executive Officer.
- 4.6 The Chief Executive Officer has the responsibility of ensuring that Council undertakings are within the powers of the relevant enabling legislation.
- 4.8 The Chief Executive Officer is the representative of the City in dealing with external organisations and the public with respect to the day to day operations of the City, and may speak on behalf of the City if the Mayor agrees.

4.9 The Chief Executive Officer is the link between appointed staff and Elected Members.

5. Council Staff

5.1 The role of employees is to:

- advise on and implement policies and directives as and when directed by Council;
- provide impartial advice and professional expertise;
- undertake the administrative and operational functions of the City; and
- stimulate innovation and strive toward best practice in the delivery of service to the community.

5.2 Employees must at all times comply with the requirements of the Local Government Act 1995 and associated regulations.

5.3 The Chief Executive Officer is directly responsible to Council for all staff. The Chief Executive Officer is responsible for the effective and efficient implementation of Council decisions and in turn all employees of the City are subject to the direction of the Chief Executive Officer. In the interest of good management, efficiency and discipline, this line of authority must be adhered to at all times.

5.4 Employees shall:

- accept and respect the rights and obligations vested in Elected Members under the representative system of local government;
- conduct themselves professionally in all dealings with Elected Members;
- ensure that all issues are addressed with the highest level of proficiency and loyalty to the organisation;
- ensure that they operate within the limitations of the delegations and authorities given to them;
- refrain from any public criticism of the Mayor or Elected Members;
- carry out decisions of Council in an effective and efficient manner; and
- deal with Elected Members and members of the public in a courteous and respectful manner.

5.5 Section 14 of this Code of Conduct sets out the process for dealing with any complaints or breach of this Code by the Chief Executive Officer or any employee.

6. Corporate Team

6.1 Council's corporate team comprises the Mayor, Elected Members and the Executive Management Team which consists of the Chief Executive Officer and Directors.

6.2 The corporate team has an attitude of team membership towards all members recognising the political role of the Council and the importance of supporting the corporate structure of the administration, upholding the professional integrity of all concerned and thereby ensuring and supporting the effective running of the Council.

6.3 Subject to Elected Members rights and duties to make comment as allowed in clause 9.5 of this Code in recognition of their role as representatives of the electors, ratepayers and residents of the City of Nedlands the corporate team should be committed to a clear acceptance and support of all corporate decisions.

6.4 The corporate team accepts and shall uphold the need to maintain confidentiality when dealing with confidential matters.

6.5 The corporate team is committed to the maintenance, deployment and regular updating of the Strategic Plan.

6.6 The corporate team recognises the need for delegation of operational matters to management, with the Council concentrating on policy issues.

6.7 The Executive Management Team is expected to take the initiative and responsibility for developing issues to a stage where comprehensive information can be placed before the Council or a Committee for discussion.

6.8 The corporate team accepts the need for the Mayor to share the official local government workload with the Deputy Mayor and City Elected Members. Where the Mayor is unable to attend a particular function, delegation is to the Deputy Mayor or one of the Elected Members. This is at the Mayor's discretion, subject to the requirements of the *Local Government Act 1995*.

6.9 The corporate team recognises the need, when appointing delegates, to achieve evenness in the distribution of the workload on Elected Members and Directors and ensure that Council is represented at meetings or organisations where relevant.

6.10 The corporate team supports the Mayor and Elected Members in each Ward by attending official functions and other engagements involving the City.

- 6.11 The corporate team recognises the need to adopt an attitude of thinking at a level commensurate with the size of the City as a multi-million dollar local government operation. This includes positive attitudes towards:
- promoting the City of Nedlands as forward thinking and aware of future directions;
 - maintaining an awareness of political and community issues and ensuring the corporate team are alerted to these;
 - involving the staff in discussions at appropriate levels; and
 - positively positioning the City of Nedlands with the relevant media.
- 6.12 The Executive Management Team recognises the value of maintaining accessibility and an 'open door' policy for Elected Members for communication and to support the decision-making process.

7. Organisational Arrangements and Decision Making

- 7.1 At Council and Committee meetings, whether making statements or answering questions, employees shall not engage in the debate of issues with Elected Members, and shall not dispute statements made by Elected Members or other employees unless necessary to correct an inaccurate, false or misleading statement with factual information. Should an error on the part of an officer or Elected Member be identified at a meeting, it shall be promptly acknowledged and addressed.
- 7.2 Council conducts its meetings in accordance with the Local Law Relating to Standing Orders and enforcement is the responsibility of the Mayor or relevant Chairperson and the Chief Executive Officer.
- 7.3 If any conflict arises between an Elected Member and an employee at a meeting, every endeavour shall be made to resolve the conflict discreetly and promptly. If the matter cannot be resolved, the parties shall confer with the Chief Executive Officer and the Mayor.
- 7.4 Employees shall accept that the Mayor or relevant Chairperson and the Chief Executive Officer retains the right to answer any question arising in the first instance, and an employee is responsible for assisting with a response when called upon to do so.
- 7.5 Elected Members and employees, respecting the demands on each others' time, will use their best endeavours to arrive at meetings on time and shall advise the Chief Executive Officer if circumstances cause an inability to attend, or late attendance at, a particular Council or Committee meeting.

- 7.6 Elected Members are required to vote openly on all issues requiring a Council decision in accordance with the requirements of the *Local Government Act 1995*.
- 7.7 The Executive Management Team is committed to maintaining a high quality of material in written reports. Recommendations submitted to Council are to reflect the corporate view of the Executive Management Team.
- 7.8 The corporate team will respect the procedural decisions of the Chair at meetings.
- 7.9 The need for thorough preparation on issues for discussion at Council meetings is recognised. Prior discussion of issues between Elected Members and officers avoids questions of operational nature in Council meetings and unnecessary reports.
- 7.10 Further to 7.9, Elected Members shall endeavour to provide any substantial amendments to recommendations to Committee or Council to the Executive Assistant at least 2 days prior to the relevant meeting for dissemination to Elected Members with accompanying notes or reasons to support the amendment.
- 7.11 Elected Members may through the Mayor call for a special briefing should they feel an issue warrants one. If the Mayor decides that it is warranted, the Mayor shall request the Chief Executive Officer to arrange the briefing.
- 7.12 Elected Members and employees should ensure that the local government impartially and properly assesses its own proposals for entrepreneurial activities, consistent with the scope and standard of the normal assessment of similar private activities.
- 7.13 The Code of Conduct shall be self-regulated by the Council. Elected Members and employees shall be cognisant of their obligations under this Code and endeavour to carry out their duties and responsibilities to the highest ethical standards.

8. Use of Council Property

- 8.1 Elected Members and employees shall:
- be scrupulously honest in their use of local government resources and shall not misuse them or permit their misuse (or appearance of misuse) by any person or body. Resources (for the purpose of this clause) includes but is not limited to funds, facilities, and equipment and services of, and information (including confidential information) held by, the City;
 - use the local government resources entrusted to them effectively and economically in the course of their duties; and

- not use the local governments resources for private purposes unless properly authorised to do so.
- 8.2 Elected Members should not occupy any part of the building after normal office hours, unless expressly permitted by the Chief Executive Officer.
- 8.3 The use of all communication aids and support equipment provided to Elected Members shall be restricted to Council business.

9. Conduct of ELECTED MEMBERS and Employees

9.1 The conduct of all Elected Members is covered by the *Local Government (Rules of Conduct) Regulations 2007*. These regulations include rules which cover:

- Use of information;
- Securing personal advantage or disadvantaging others;
- Misuse of local government resources;
- Prohibition against involvement in administration;
- Relations with local government employees;
- Disclosure of interest; and
- Gifts.

9.2 In addition to the *Local Government (Rules of Conduct) Regulations 2007*, all Elected Members and employees are to:

- act, and be seen to act, properly and in accordance with the requirements of the law and the terms of this Code of Conduct;
- perform their duties impartially and in the best interests of the City of Nedlands and the community, uninfluenced by fear or favour;
- act in good faith (ie honestly and for a proper purpose) in the interests of the City of Nedlands and the community; and
- ensure that any comments they make in their capacity as an Elected Member are pertinent to the business of the City of Nedlands and are not made maliciously or without regard to whether they represent the truth.

9.3 Elected Members shall represent and promote the interests of the community as a whole, while recognising their special duty to their ward constituents.

- 9.4 Elected Members and employees are bound by Council decisions and shall not engage in any communications or practices which are contrary to the effect of the Council decision.
- 9.4 Elected Members and employees will act at all times when in Council buildings and properties in a manner that will not bring the City into disrepute.
- 9.5 The Mayor is the only person who is able to officially represent the views of the Council and the City. Elected Members are free to make their own personal position known about any matter, which is pertinent to the business of Council and of public interest, including Council decisions. However, this is provided that such expressions of view are clearly prefaced with a statement or reference that they are personal views and not those of Council. The views should be expressed in a manner that is respectful of other Elected Members and Council officers.
- 9.6 Elected Members and employees will:
- demonstrate the City of Nedlands organisational values;
 - observe the highest standards of honesty, decorum and integrity, and avoid conduct which may depart from these standards;
 - bring to the notice of the Mayor or Chief Executive Officer any:
 - a. dishonesty or possible dishonesty on the part of any other Elected Member or employee
 - b. any breach of the City's Code of Conduct; and
 - be frank, but respectful of their respective roles and duties, in their official dealings with each other.
- 9.7 Elected Members and employees shall demonstrate mutual respect and understanding in relation to their respective roles, functions and responsibilities.
- 9.8 Elected Members should:
- acknowledge and accept their role as representatives for the whole community within the district of the City, including the need to provide vision and leadership and be responsible for the performance review of the Chief Executive Officer;
 - acknowledge that the Chief Executive Officer is responsible for staffing and resources and all matters relating to the operational management of the City;
 - acknowledge that Elected Members have no place or authority to individually direct employees to carry out particular functions and duties

and therefore, all matters relating to Council employees must be referred directly to the Chief Executive Officer;

- refrain from using their position to improperly influence employees in their duties or functions or to gain an advantage for themselves or others; and
- understand that they must not undertake a task that contributes to the administration of the City unless authorised by the Council or the CEO.

- 9.9 Elected Members may exercise their rights as private residents of the City to approach Council staff in the same way that any other resident may, and will receive the same level of service.
- 9.10 Elected Members and employees shall recognise that the collegiate nature of decision making under the existing system of local government means that a member's decision making function may only be exercised in properly constituted forums and collectively by Council resolution. Decisions made by the Council shall at all times be accorded their legitimacy and authority by Elected Members and Employees alike and respected and upheld at all times unless revoked.
- 9.11 Employees are accountable to the Council through the Chief Executive Officer and therefore, it is imperative that all requests for any action be directed through the Chief Executive Officer.
- 9.12 Elected Members are not to distribute via electronic mail, facsimile or any other means any material which contravenes this Code of Conduct.
- 9.13 Elected Members are to uphold the disclaimer at the end of any Council correspondence at all times. For example, all email communications marked for the reader, may only be passed to another party with the express permission of the author.
- 9.14 Elected Members can obtain information required in the course of their duties from the Chief Executive Officer or the responsible Director through the Chief Executive Officer. Elected Members are entitled to inspect and obtain copies of any documents relevant to a matter under discussion in Council, in accordance with the relevant provisions of the Local Government Act 1995.
- 9.15 Elected Members acknowledge the importance of minimising disruption to staff. Unannounced visits to Council offices or work sites are not encouraged.
- 9.16 Elected Members and employees shall not harass, discriminate against, or support others who harass and discriminate against colleagues or members of the public. This includes, but is not limited to harassment and discrimination, on the grounds of sex, pregnancy, age, race (including their colour, nationality, descent, ethnic or background), religion, political affiliation, marital status, disability, sexual preference or transgender.

10. Public Relations and Communications

- 10.1 The Mayor, or delegate, leads Council deputations and represents Council at major congresses, seminars etc. The Mayor and Chief Executive Officer shall have open communication in order that the Chief Executive Officer is aware of movements of the Mayor in regard to City business. The Executive Assistant to the Chief Executive Officer and Mayor should be kept informed of the daily whereabouts of the Mayor.
- 10.2 Elected Members and employees shall ensure that timely, effective up to date and accurate information relevant to the City's functions is communicated to all sections of the community and appropriate procedures are implemented to facilitate proper access to and dissemination of information regarding Council business activities to achieve proper accountability and responsibility.
- 10.3 Council is committed to the principle of building a sustainable and successful partnership with the community, of which community consultation is an integral component.
- 10.4 All aspects of communication (including verbal, written or personal), involving local government activities should reflect the status and objectives of the Council. Communications should be accurate, polite and professional.
- 10.5 While recognising the desirability of transparent decision-making and open dialogue with the community, Elected Members and employees cannot disclose to the public any information which is held on a confidential basis by the Council or the City.
- 10.6 In accordance with the *Local Government Act 1995*, the spokesperson for Council is the Mayor. The Mayor may authorise the CEO to speak on behalf of the City.

11. Conflict of Interest

- 11.1 Elected Members and employees will ensure that there is no conflict or incompatibility between their personal interests (including the interests of closely associated persons as defined by the Act) and the impartial fulfillment of their public or, professional duties.
- 11.2 Elected Members and employees are encouraged, insofar as it is within their power, to not allow any business or business activities in which they have an interest (excluding any interest which is solely the ownership, an interest in the ownership, or an entitlement to ownership, of shares in a publicly listed company) to engage in any form of work directly with the City or to operate in any other way that may place them in a conflict of interest with their role and responsibilities to the City of Nedlands.

- 11.3 Elected Members and designated employees will comply with the requirements of the *Local Government Act 1995* and associated Regulations with regards to lodging financial returns.
- 11.4 Employees and Elected Members will comply with the tender provisions of the *Local Government (Functions and General) Regulations 1996* if tendering for a contract to be let by the City, but are discouraged from lodging tenders.
- 11.5 Elected Members and Employees must make themselves aware of the requirements of Part 5, Division 6 of the *Local Government Act 1995* in relation to the disclosure of financial interests and proximity interests and when attending any Committee or Council meeting must disclose any such interest in accordance with the Act.
- 11.6 In the following clauses 11.7 to 11.12 “interest” means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.
- 11.7 An Employee who has an interest in any matter to be discussed at a Council or Committee meeting attended by the Employee must disclose that interest:
- In a written notice given to the CEO before the meeting; or
 - At the meeting immediately before the matter is discussed.
- 11.8 An Employee who has given, or will give, advice in respect of any matter to be discussed at a Council or Committee meeting not attended by the Employee must disclose the nature of any interest the Employee has in the matter:
- In a written notice to the CEO before the meeting; or
 - At the time the advice is given.
- 11.9 The requirements of clause 11.7 and clause 11.8 do not relate to any interest referred to in section 5.60 of the *Local Government Act 1995*.
- 11.10 An Employee is excused from the requirements of clause 11.7 and clause 11.8 to disclose the nature of an interest if:
- The Employee’s failure to disclose occurs because the Employee did not know he or she had an interest in the matter;
 - The Employee’s failure to disclose occurred because the Employee did not know the matter in which he or she had an interest would be discussed at the meeting and the Employee discloses the nature of the interest as soon as possible after becoming aware of the discussion of a matter of that kind.

11.11 If, to comply with a requirement under clause 11.7 or clause 11.8, an Employee makes a disclosure in a written notice given to the CEO before a meeting then –

- Before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
- Immediately before a matter to which the disclosure relates is discussed at the meeting the person presiding is to bring the notice and its contents to the attention of the persons present.

11.12 If –

- To comply with a requirement under clause 11.7 the nature of a person's interest in a matter is disclosed at a meeting; or
- A disclosure is made as described in clause 11.10 point 2 at a meeting; or
- To comply with a requirement under clause 11.11 point 2 a notice disclosing the nature of the Employee's interest in a matter is brought to the attention of the persons present at the meeting,

the nature of the interest is to be recorded in the Minutes of the meeting.

12. Personal Benefit

12.1 Elected Members and employees shall not use confidential information to gain improper advantage for themselves or for any other person or body, or to cause detriment to the City or any person.

12.2 Information of a confidential nature will not be disclosed by an Elected Member or Employee to until it is no longer regarded as confidential, except in accordance with the *Local Government Act*.

12.3 Elected Members and employees shall not improperly take advantage of their position to influence other Elected Members or employees in the performance of their duties or functions in order to gain (directly or indirectly) any advantage for themselves or for any other person or body, or to cause detriment to the City or any person.

12.4 No Elected Member shall use the City's resources, including photocopying, stationery or other physical resources for the purpose of persuading electors to vote in a particular way in an election, referendum or other poll held under any written law.

13. Gifts

13.1 In this Part –

activity involving a local government discretion means an activity —

- a. that cannot be undertaken without an authorisation from the City; or
- b. by way of a commercial dealing with the City;

gift has the meaning given to that term in section 5.82(4) of the Act except that it does not include —

- a. a gift from a relative as defined in section 5.74(1); or
- b. a gift that must be disclosed under regulation 30B of the *Local Government (Elections) Regulations 1997*; or
- c. a gift from a statutory authority, government instrumentality or non-profit association for professional training;

notifiable gift, in relation to a person who is an Employee, means —

- a. a gift worth between \$50 and \$300; or
- b. a gift that is one of 2 or more gifts given to the employee by the same person within a period of 6 months that are in total worth between \$50 and \$300;

prohibited gift, in relation to a person who is an Employee, means —

- a. a gift worth \$300 or more; or
- b. a gift that is one of 2 or more gifts given to the employee by the same person within a period of 6 months that are in total worth \$300 or more.

13.2 An Employee must refrain from accepting a prohibited gift from a person who —

- a. is undertaking or seeking to undertake an activity involving the City's discretion; or
- b. it is reasonable to believe is intending to undertake an activity involving the City's discretion.

13.3 An Employee who accepts a notifiable gift from a person who —

- a. is undertaking or seeking to undertake an activity involving the City's discretion; or

- b. it is reasonable to believe is intending to undertake an activity involving the City's discretion,

must notify the CEO, in accordance with clause 13.4 and within 10 days of accepting the gift, of the acceptance.

13.4 The notification of the acceptance of a notifiable gift must be in writing and include —

- a. the name of the person who gave the gift; and
- b. the date on which the gift was accepted; and
- c. a description, and the estimated value, of the gift; and
- d. the nature of the relationship between the Employee and the person who gave the gift; and
- e. if the gift is a notifiable gift under paragraph (b) of the definition of "notifiable gift" in clause 13.1 (whether or not it is also a notifiable gift under paragraph (a) of that definition) —
 - i. a description; and
 - ii. the estimated value; and
 - iii. the date of acceptance,

of each other gift accepted within the 6 month period.

13.5 The CEO must maintain a register of notifiable gifts and record in it details of notifications given to comply with a requirement under clause 13.3.

13.6 Elected Members are reminded of the requirements of the *Local Government Act* and Regulations in relation to donations to election campaigns. The CEO maintains an electoral gift register in accordance with regulation 30G of the *Local Government (Elections) Regulations 1997*.

14. Breaches and Enforcement of the Code of Conduct

14.1 This Code of Conduct does not override the provisions of Division 9 of Part 5 of the *Local Government Act 1995* or the *Local Government (Rules of Conduct) Regulations 2007*. Those provisions deal with the conduct of Elected Members and the process for consideration of a minor or serious breach of the Act. The following provisions are only intended to provide procedures for dealing with alleged breaches of the Code by Elected Members and Employees.

14.2 Responsibility for Upholding the Code of Conduct

- All Elected Members and Employees have a shared responsibility for upholding the Code of Conduct.

14.3 Reporting Alleged Breaches of the Code

- Elected Members will report an alleged breach by an Elected Member or employee to the Mayor who will in turn refer any alleged breach by an employee to the CEO.
- Employees will report an alleged breach by an Elected Member or employee to the CEO who will in turn refer any alleged breach by an Elected Member to the Mayor.
- Elected Members and employees will report an alleged breach by the CEO to the Mayor.
- Elected Members will report an alleged breach by the Mayor to the Deputy Mayor.

A report of an alleged breach is to include:

- the name of the person who is the subject of the alleged breach;
- the behaviours that have been witnessed that give reason to believe that there has been an alleged breach;
- any other information that may be of relevance to an investigation of the alleged breach; and
- the clause of the Code that has allegedly been breached.
- The Mayor is responsible for dealing with alleged breaches of the Code by an Elected Member or the Chief Executive Officer.
- The Chief Executive Officer is responsible for dealing with an alleged breach by an employee.
- The Deputy Mayor is responsible for dealing with an alleged breach by the Mayor.

14.4 Dealing with Alleged Breaches – Employees

- The CEO will investigate an alleged breach by an employee.
- After investigating the alleged breach, the CEO will decide whether the breach has occurred.

- The CEO is responsible for deciding the consequences of a breach by an employee having regard to the employee's contract of employment and industrial law.
- The CEO shall advise the complainant of the outcome of any alleged breach.

14.5 Dealing with Alleged Breaches – CEO

- Subject to this clause, the Mayor will discuss an alleged breach with the CEO and seek to resolve the matter directly with the CEO. The Mayor will decide whether a breach has occurred and will resolve the matter in the following manner:
 - If the Mayor decides that a breach has not occurred then the Mayor will inform the complainant and the CEO of this decision.
 - If the Mayor decides that a breach has occurred the CEO may acknowledge the breach and if so will issue an apology to the complainant or another party as the case may be if deemed appropriate by the Mayor.
 - The Mayor may refer an alleged breach to an independent investigator if the Mayor is not able to determine if a breach has occurred, or if having arrived at a determination the Mayor was not able to satisfactorily resolve the matter in accordance with the preceding paragraph.
 - The independent investigator shall be selected from a list supplied by WALGA or the Department of Local Government and agreed to by the CEO.
 - After investigating the alleged breach, the independent investigator will decide whether the breach has occurred and record the decision in writing.
 - If the independent investigator decides that a breach has occurred the independent investigator may either:
 - refer the matter to the Council with a recommendation for resolution; or
 - refer the matter to the Department of Local Government for further investigation.
- If:
- the Mayor forms the view the alleged breach is sufficiently serious; or

- it has previously been determined that two or more breaches have occurred,

the Mayor may decide the alleged breach should not be dealt with in the manner described above, and instead may refer the reach to the Department of Local Government or to another appropriate person or authority.

14.6 Dealing With Alleged Breaches – Elected Members

- Where the Mayor receives a report of an alleged breach by an Elected Member then the Mayor will consult with the Deputy Mayor.
- Subject to this clause, the Mayor and Deputy Mayor (provided the alleged breach is not made against the Deputy Mayor) will discuss an alleged breach with the Elected Member and seek to resolve the matter directly with the Elected Member. The Mayor and Deputy Mayor will decide whether a breach has occurred and will resolve the matter in the following manner:
- If the Mayor and Deputy Mayor decide that a breach has not occurred then the Mayor will inform the complainant and the Elected Member concerned of this decision.
- If the Mayor and Deputy Mayor decide that a breach has occurred the Elected Member may acknowledge the breach and if so will issue an apology to the complainant or other party if deemed appropriate by the Mayor, and will undertake not to breach the Code in the future.
- The Mayor may determine at any time during an investigation of an alleged breach that the matter would be more appropriately determined by referring it to the internal review panel.

If:

- the Mayor forms the view the alleged breach is sufficiently serious; or
- it has previously been determined that two or more breaches have occurred,

the Mayor may decide the alleged breach should not be dealt with in the manner described above, and instead may refer the reach to the Department of Local Government or to another appropriate person or authority.

14.7 Dealing with Alleged Breaches – Mayor

- The Deputy Mayor will discuss an alleged breach with the Mayor and seek to resolve the matter directly with the Mayor. The Deputy Mayor

will decide whether a breach has occurred subject to this clause and will resolve the matter in the following manner:

- If the Deputy Mayor decides that a breach has not occurred then the Deputy Mayor will inform the complainant and the Mayor of this decision.
- If the Deputy Mayor decides that a breach has occurred the Mayor may acknowledge the breach and if so will issue an apology to the complainant or other party if deemed appropriate by the Deputy Mayor, and will undertake not to breach the Code in the future.
- The Deputy Mayor will refer an alleged breach to an independent investigator if the Deputy Mayor is not able to determine if a breach has occurred or if having arrived at a determination the Deputy Mayor was not able to satisfactorily resolve the matter in accordance with the preceding paragraph.
- The independent investigator shall be selected from a list supplied by WALGA or the Department of Local Government and agreed to by the Mayor.
- After investigating the alleged breach, the independent investigator will decide whether the breach has occurred and record the decision in writing.
- If the independent investigator decides that a breach has occurred the independent investigator may either:
 - refer the matter to the Council with a recommendation for resolution; or
 - refer the matter to the Department of Local Government for further investigation.

If:

- the Deputy Mayor forms the view the alleged breach is sufficiently serious; or
- it has previously been determined that two or more breaches have occurred,

the Deputy Mayor may decide the alleged breach should not be dealt with in the manner described above, and instead may refer the reach to the Department of Local Government or to another appropriate person or authority.

14.8 Dealing with Alleged Breaches - Elected Members - Internal Review Panel

- The internal review panel will investigate an alleged breach by an Elected Member that is referred to the internal review panel by the Mayor.
- The internal review panel is to consist of:
 - the Mayor or if necessary the Deputy Mayor;
 - an Elected Member nominated by the Elected Member who is the subject of the alleged breach; and
 - an Elected Member nominated by the person who is making the allegation of a breach.
- The Mayor will be the chair of the internal review panel. If the Mayor is the complainant alleging the breach then the Deputy Mayor will be the chair of the internal review panel unless the Elected Member alleged to have breached the Code of Conduct is the Deputy Mayor. In this case another Elected Member will be appointed by the Mayor to be chair.
- The complainant and the person alleged to have breached the Code cannot be members of the internal review panel.
- The internal review panel is not a committee of Council.
- The quorum of the internal review panel is all three members of the internal review panel.
- After investigating the alleged breach, the internal review panel will decide whether the breach has occurred and the decision is to be recorded in writing.
- If the internal review panel decides that a breach has occurred then the internal review panel may:
 - warn the Elected Member in writing; or
 - refer the matter to the Department of Local Government for further investigation; or
 - refer the matter to the Council with a recommendation for resolution, or
 - take 2 or more of the courses described above.

14.9 Dealing with Alleged Breaches - Referral to Council

- Where an alleged breach by an Elected Member has been referred to the Council for resolution then the Council may:
- issue a formal warning;
- resolve that the Council issues a public censure to the Elected Member;
- order that the person committing the breach publicly apologise,
- require the person committing the breach to attend a nominated training course, or
- refer the matter to the Department of Local Government for further investigation.
- The Council may take 2 or more of the courses described above.
- Should a person committing a breach refuse to comply with a direction of the Council under this clause then that person commits a further breach of the Code. In this instance the Council may consider further sanctions as it deems appropriate.

14.10 Investigating Breaches

- A finding that a breach has occurred is to be based on the standard of proof from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- The investigation of a breach will be guided by the principle that the more serious the allegation and the consequences of an adverse finding, the higher the standard of proof required.
- The investigation of a breach will be guided by the principles of natural justice and will be investigated in confidence.
- When investigating a breach, the investigator:
 - may interview the person who reported the alleged breach;
 - shall interview the person who is alleged to have committed the alleged breach and allow that person to respond;
 - may interview any other person who may be of relevant assistance; and
 - may require a written report or response to any allegations.

- When investigating an alleged breach, the investigator will maintain records of the investigation including:
- the report on the alleged breach which will include the investigator's findings;
- an explanation of the process followed in investigating the alleged breach;
- records of any interviews conducted; and
- any written allegations or reports or response to allegations.
- After investigating the alleged breach, the investigator will advise the relevant parties of the outcome of the investigation.
- The person conducting an investigation under the provisions of Part 14 of the Code of Conduct, including an internal review panel if applicable, shall be entitled to seek advice on the investigation from the CEO (provided the CEO is not a party to the complaint) the Council's legal representatives or any other relevant person or body.

Adopted by Council at its Meeting dated 22 April 2003.
First amended by Council in October 2003.
Further amended by Council on 13 September 2005 (Report CP20.05)
Further amended by Council on 26 October 2010 (CP34.10)

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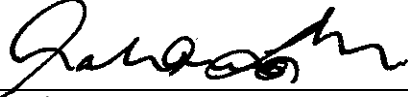


City of Nedlands

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CP41.11	Annual Report and Annual Electors Meeting
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Committee	8 November 2011
Council	22 November 2011

Applicant	City of Nedlands
Owner	City of Nedlands
Director	Michael Cole - Director Corporate Services
CEO	Graham Foster – Chief Executive Officer
CEO Signature	
File ref.	PUB/003
Previous Item No's	Nil
Disclosure of Interest	No officer involved in the preparation of this report had any interest which required it to be declared in accordance with the provisions of the Local Government Act (1995).

Purpose

Council is required to receive the annual report and approve the proposed date for the annual meeting of electors.

Recommendation to Committee

That Council:

1. receives the Annual Report of the City of Nedlands for the Financial Year ended 30 June 2011 comprising:
 - a) Report from the Mayor;
 - b) Report from the Chief Executive Officer;
 - c) Financial Report; and
 - d) the Auditor's Report

in accordance with the provisions of Section 5.54 of the Local Government Act 1995; and
2. agrees to hold the Annual Meeting of Electors for the City of Nedlands on Tuesday 6 December 2011 at 6 pm at the Council Chambers

Strategic Plan

KFA 5: Governance

- 5.5 Develop and maintain excellence in corporate planning and associated corporate reporting.
- 5.6 Ensure compliance with statutory requirements and guidelines.

Background

Section 5.53 of the Local Government Act 1995 requires that a Local Government prepare an Annual Report for each financial year. The Annual Report is to contain a report from the Mayor, a report from the Chief Executive Officer, the Financial Report for the Financial Year, the Auditor's Report for the Financial Year, a number of other matters in relation to principal activities and such other information as may be prescribed.

Council is then required by Section 5.27 of the Local Government Act of 1995 to hold a General Meeting of Electors once every financial year to discuss the contents of the Annual Report for the previous financial year and any other general business.

The audit and risk committee on 6 October resolved to recommend to Council that:

- a) in accordance with the provisions of Section 5.54 of the Local Government Act 1995, accepts the Financial Report of the City of Nedlands for the Year ended 30 June 2011 comprising:
 - i) the Financial Report
 - ii) the Auditor's Report; and
- b) refers the Financial Report for the year ended 30 June 2011 to the Annual Meeting of Electors for the City of Nedlands.

Proposal Detail

Attached is the Annual Report containing the various reports described above for the Financial Year ended 30 June 2011. Significant programs are covered, as well as an overview of the operations of the City during that period.

Consultation

Required by legislation: Yes No

Required by City of Nedlands policy: Yes No

Legislation

Sections 5.27, 5.29, 5.53 and 5.54 of the Local Government Act 1995 respectively deal with the requirement for an Annual Meeting of Electors each financial year and the requirement for an Annual Report.

Budget/financial implications

Budget:

Within current approved budget: Yes No

Requires further budget consideration: Yes No

Risk Management

This report has been prepared in accordance with legislation.

Discussion

The Financial Report for the year ended 30 June 2011 has been completed and was submitted to Council's Auditors MacriPartners who completed the audit in September 2011.

Financial Performance

In terms of Financial Performance the City completed the year with an operating surplus of \$464,287. This compares with a budgeted operating deficit of \$1,438,400. The Operating Statement includes all operating revenues and expenses, both cash and non-cash, as well as grants and contributions for acquisition of assets. In terms of setting its rates Council does not budget to raise rates to recover the non-cash costs of depreciation but does budget to generate sufficient operating revenue to fund its capital works program.

There were several significant factors contributing to the favourable variation of actual to budget. The operating revenues, excluding contributions for capital acquisitions, were better than budget by \$1,226,049. The operating expenses show savings of \$533,026. Grants and contributions received for capital acquisitions, together with net profit on asset disposals, were better than budget by \$143,611.

The significant reasons for the variances are:

Revenue

1. Operating Grants and Contributions show an improvement over Budget of \$503,334 (29.5%). The main contributor to this variance is the recognition of contribution for public open space of \$328,600 received a few years ago and recorded as a liability. The receipt of the first instalment of the WA Grants Commission grant for 2011/12 in late June made up the balance of the variance.

2. Fees and charges raised were better than budget by \$136,652 (2.3%) due mainly to more development approvals / building permits being issued for building works, and more than anticipated parking infringements being issued.
3. The City achieved \$174,140 more from investment of funds surplus to its immediate requirements. This was due to a combination of rates being levied earlier (due to the adoption of the Budget in June), better than anticipated interest rates and efficient management of cashflows.
4. Other revenue is \$342,458 better than Budget, mainly due to the receipt of claims for damages incurred from the hail storm the previous financial year, and reimbursement of expenses incurred in connection with the Regional Transition Group exercise.

Operating Expenses

1. The operating expenses for the year were \$26,036,474 as compared to the Budget of \$26,569,500, an overall improvement of 2 %.
2. Most of the operating expenses were close to budget, with the bulk of the savings coming in the purchase of materials and services (\$856,817). The impact of this was reduced by an increase in depreciation charges of \$120,975, and an increase of \$133,104 (1.6%) in employee costs.

Capital Works

During the financial year the City spent \$6.07 million in carrying out its capital works program. The major share of the funds, \$4.88 million, was utilised in improving infrastructure assets – buildings, roads, drainage, parks and gardens.

The budget for the year was \$7.64 million. Budgeted work that has been carried forward to the following year include Maisonettes refurbishment (\$180,000), Adams Road (\$200,000), Dalkeith Road (\$150,000), Beecham Road Retaining Wall \$370,000), Broadway /Stirling Highway improvement (\$200,000), Traffic Flow Improvements (\$70,000), and Greenway Development (\$38,000).

Of the total funds expended, \$1.18 million was from grants and contributions and \$2.0 million was from new borrowings. The balance was made up of operating surplus, sale of plant and depreciation written back.

Revaluation of Assets

The City's Accounting Policy, as well as the Australian Accounting Standards, requires certain asset classes to be revalued on a regular basis such that the carrying values in the books are not materially different from fair value.

Towards the end of 2010/11 financial year the City appointed independent consultants to assess the fair value of the City's land and buildings. Their recommendation has been accepted and the relevant asset records amended effective 30 June 2011. The impact of the revaluation is the recognition of \$21,683,357 as Other Comprehensive Income for the year, and a corresponding increase in the Asset Revaluation Reserves in the Statement of Financial Position as at 30 June 2011.

It is to be noted that the revaluation does not have any impact on the cash position of the City.

Financial Performance Indicators

The Financial Ratios in Note 18 to the accounts give an overview of the financial performance of the City in 2010/11 compared with the previous two years.

Audit Report

The City's Auditor, Macri Partners, has given a standard form unqualified Audit Report for 2010/11.

Disability Services Plan

The Annual Report contains a statement in relation to Council's Disability Services Plan. Under the Disability Services Act (1993) all local government authorities are required to develop and implement a Disability Access and Inclusion Plan and report annually on the progress against the plan.

National Competition Policy

The Annual Report contains a statement in relation to National Competition Policy. This is not a statutory requirement of the Local Government Act or Regulations but is required under Clause 7 of the Statement of Competition Principles Agreement pertaining to Commonwealth and State Governments. Clause 7 obliges the State Government, in consultation with Local Government, to apply Competition Principles to Local Government activities and functions. Clause 7 requires that Local Government's report in their Annual Report their position in relation to competitive neutrality, structural reform of public monopolies and legislative review.

Annual Meeting of Electors

To establish a date for the Annual Meeting of Electors the Local Government Act 1995 stipulates that 14 days local public notice is required. The proposed date of 6 December 2011 meets these requirements.

Conclusion

The completion of the Annual Report for the City of Nedlands for the Financial Year ended 30 June 2011 comprising the reports of the Mayor, Chief Executive Officer, the Financial Report and the Auditor's Report is a statutory requirement.

The City's Annual report meets the requirements as outlined in the Local Government Act 1995 and associated regulations.

The date for the holding of the Annual Meeting of Electors is proposed for Tuesday 6 December 2011 at 6 pm in the Council Chambers.

Attachment

1. Annual Report for 2010-2011