



City of Nedlands

# ***Minutes***

## ***Audit & Risk Committee Meeting***

***5 June 2019***

### **ATTENTION**

#### **These Minutes are subject to confirmation**

This is a committee which has only made recommendations to Council. No action should be taken on any recommendation contained in these Minutes. The council resolution pertaining to an item will be made at the Ordinary Council Meeting next following this meeting.

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## City of Nedlands

### Minutes of the Audit & Risk Committee meeting held in the Council Chambers at the City of Nedlands on Wednesday, 5 June 2019 at 5.30 pm.

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#### Declaration of Opening

The Presiding Member declared the meeting open at 5.42 pm and drew attention to the disclaimer below.

(NOTE: Council at its meeting on 24 August 2004 resolved that should the meeting time reach 11.00 p.m. the meeting is to consider an adjournment motion to reconvene the next day).

#### Present and Apologies and Leave of Absence (Previously Approved)

<b>Councillors</b>	Councillor I S Argyle	Dalkeith Ward (Presiding Member)
	His Worship the Mayor	R M C Hipkins
	Councillor L J McManus	Coastal Districts Ward
	Mr R Senathirajah	Community Member
	Mr P Setchell	Community Member

<b>Staff</b>	Mrs L M Driscoll	Director Corporate & Strategy
	Mrs V Jayaraman	Manager Financial Services
	Mr A Khetani	Senior Finance Officer - Governance
	Mrs S C Gibson	PA to Director Corporate & Strategy
	Ms A Brett	A/PA to Director Corporate & Strategy

<b>Guests</b>	Mr T Macri	Macri Partners
	Mr S Herathmudalige	Macri Partners
	Ms A Cheng	Moore Stephens

**Public** There were no members of the public present.

**Press** There no representatives of the press present.

<b>Leave of Absence (Previously Approved)</b>	Councillor B G Hodsdon	Hollywood Ward
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<b>Apologies</b>	Councillor G A R Hay	Melvista Ward
	Mr M Goodlet	Chief Executive Officer

<b>Absent</b>	Ms P Perumal	Office of the Auditor General (OAG)
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## **Disclaimer**

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

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### **1. Public Question Time**

Nil.

### **2. Addresses By Members of the Public (only for items listed on the agenda)**

Nil.

### **3. Disclosures of Financial Interest**

The presiding Member reminded Councillors and Staff of the requirements of Section 5.65 of the *Local Government Act 1995* to disclose any interest during the Meeting when the matter is discussed.

There were no disclosures of financial interest.

### **4. Disclosures of Interests Affecting Impartiality**

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

There were no disclosures affecting impartiality.

### **5. Declarations by Members That They Have Not Given Due Consideration to Papers**

Nil.

**6. Confirmation of Minutes**

**6.1 Audit & Risk Committee Meeting 18 February 2019**

Moved –Mr P Setchell  
Seconded – Councillor McManus

**The minutes of the Audit & Risk Committee held 18 February 2019 be confirmed.**

**CARRIED UNANIMOUSLY 5/-**

**7. Items for Discussion**

Note: Regulation 11(da) of the *Local Government (Administration) Regulations 1996* requires written reasons for each decision made at the meeting that is significantly different from the relevant written recommendation of a committee or an employee as defined in section 5.70, but not a decision to only note the matter or to return the recommendation for further consideration.

## 7.1 Audit & Risk Committee Dates - 2019

<b>Owner</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>Director</b>	Lorraine Driscoll
<b>Attachments</b>	Nil.

**Regulation 11(da) – Not Applicable – Minor change to dates.**

Moved – Mayor Hipkins

Seconded – Mr R Senathirajah

### **Committee Recommendation**

**The Audit and Risk Committee agrees to the following Audit and Risk Committee Meetings dates for the remainder of 2019:**

1. 2 September 2019; and
2. 14 November 2019.

**CARRIED UNANIMOUSLY 5/-**

### Recommendation to Committee

The Audit and Risk Committee agrees to the following Audit and Risk Committee Meetings dates for the remainder of 2019:

1. 26 August 2019; and
2. 14 November 2019.

### **Executive Summary**

This report seeks the Audit and Risk Committee's approval to set the remaining Committee dates for 2019.

### **Discussion/Overview**

For the Audit and Risk Committee to fulfill its duty to the Council, it must meet several times a year.

In scheduling the remaining meetings for 2019 around key financial and auditing dates the Audit & Risk Committee will be allowing Administration to plan reports around these dates and provide timely information to the Committee.

**Key Relevant Previous Council Decisions:**

There are no relevant previous Council decisions to consider.

**Budget/Financial Implications**

There are no Budget/Financial Implications.

**7.2 External Audit Plan by Macri Partners on Behalf of Office of the Auditor General (OAG)**

<b>Owner</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>Director</b>	Lorraine Driscoll – Director Corporate & Strategy
<b>Attachments</b>	1. External Audit Plan for the Year Ending 30 June 2019

**Regulation 11(da) – Not Applicable – Minor addition requesting additional information.**

Moved – Mayor Hipkins  
 Seconded – Councillor McManus

**Committee Recommendation**

**The Audit and Risk Committee receives the External Audit Plan prepared by Macri Partners on behalf of the OAG and notes the information and contents of the report.**

**Administration to speak to the Office of the Auditor General regarding deposit/bond interest and report back to the Council by the end of July 2019.**

**CARRIED UNANIMOUSLY 5/-**

**Recommendation to Committee**

The Audit and Risk Committee receives the External Audit Plan prepared by Macri Partners on behalf of the OAG and notes the critical information and contents of the report.

**Executive Summary**

The report is prepared to present the External Audit Plan for the year ending 30 June 2019 prepared by the City’s External Auditor’s; Macri Partners. The External Audit Plan outlines the key information regarding the approach adopted by the Auditor’s to execute the statutory audit of the City for the current financial year.



## **Discussion/Overview**

Macri Partners have been appointed as the City's External Auditor's by the Office of the Auditor General to conduct an independent external audit in order to enable the Auditor General to express an opinion on the financial report to the Key Stakeholders and Community of the City of Nedlands.

As part of the statutory audit, Macri Partners have provided an External Audit Plan. The plan has been prepared to inform the officers and the Audit and Risk Committee of the City of Nedlands about Macri Partners responsibilities as External Auditor's and how Macri Partners plan to discharge them.

The plan focuses on:

- Documenting the audit approach, including:
  - Audit process
  - Materiality;
  - Approach to auditing key financial statement risk issues; and
  - Completion;
- Presenting the audit engagement team
- Highlighting relevant independence and governance matters; and
- Providing a preliminary assessment of timing.

The external audit plan is presented to the Audit and Risk Committee for their information.

### **Key Relevant Previous Council Decisions:**

Nil.

## **Consultation**

Nil.

## **Budget/Financial Implications**

The cost of External Audit fees was within the City's existing monetary budget limits for the 2018/19 Financial Year.



## **City of Nedlands**

# External Audit Plan For the Year Ending 30 June 2019

22 February 2019

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# 1. Purpose of the Audit

The purpose of this audit plan is to summarise our external audit approach in relation to the statutory audit of the City of Nedlands for the financial year ending 30 June 2019.

Our Audit Plan has been prepared to inform the officers and the Audit Committee of City of Nedlands about our responsibilities as external auditors and how we plan to discharge them.

The plan focuses on:

- Documenting our audit approach, including:
  - audit process;
  - approach to auditing key financial statement risk issues; and
  - completion;
- Presenting our audit engagement team;
- Highlighting relevant independence and governance matters;
- Providing a preliminary assessment of timing;

Our audit approach is focused on assessing and responding to the risk of misstatement in the financial report.

We are committed to audit quality and the requirements of independence based on Macri Partners' and the accounting profession's strict rules and policies. We have made our initial assessment of potential threats to independence and have adopted appropriately robust safeguards to address those risks and protect independence.

# 2. Scope of the Audit

We have been contracted by the Office of the Auditor General to conduct an independent audit of the financial report in order to enable the Auditor General to express an opinion on the financial report to the ratepayers of the City of Nedlands.

Our audit will be conducted in accordance with Australian Auditing Standards with the objective of reducing the level of material misstatement in the financial report to an acceptably low level. These standards have been fully updated and revised to improve their clarity and in some cases this is accompanied by additional audit requirements. We are required to comply with them for the audit of the 2018/19 financial report.

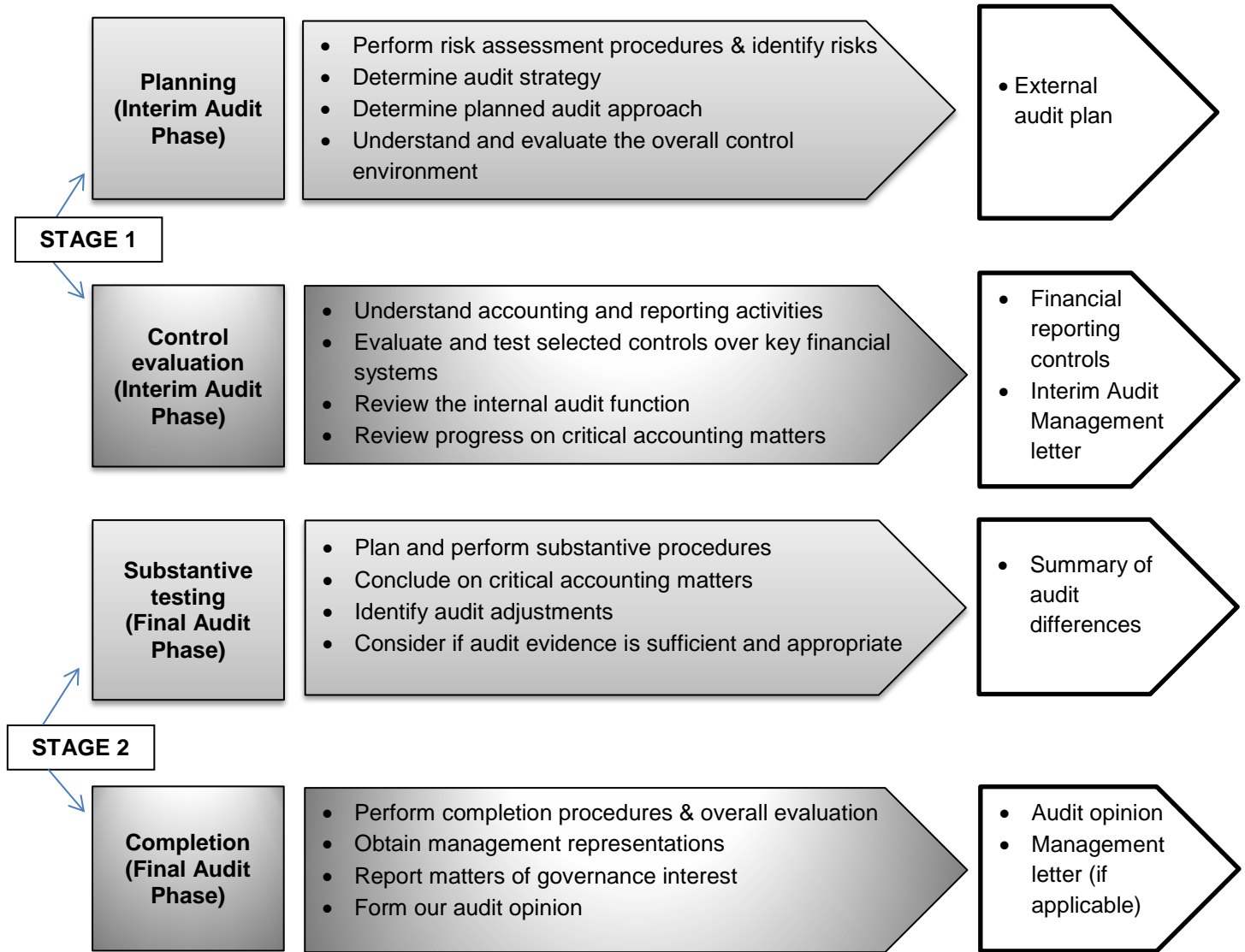
We plan and perform our audit to be able to provide reasonable assurance that the financial report is free from material misstatement and give a true and fair view. We use professional judgement to assess what is material. This includes consideration of the amount and nature of transactions.

### 3. Financial Reporting Responsibilities

Management	External Audit	Audit Committee
<ul style="list-style-type: none"> <li>• Prepare financial statements and notes in accordance with Australian Accounting Standards, Local Government Act 1995 (as amended) and Regulations under the Act</li> <li>• Design, implement and maintain effective internal control over financial reporting processes</li> <li>• Risk management</li> <li>• Exercise sound judgement in selecting and applying critical accounting policies</li> <li>• Safeguard assets</li> <li>• Prevent, detect and correct errors</li> <li>• Prevent and detect fraud</li> <li>• Provide representations to external auditors</li> <li>• Assess quantitative and qualitative impact of misstatements discovered during the audit on fair presentation of the financial statements</li> <li>• Confirm the effective operations of financial reporting controls and disclosures in the annual financial statements</li> </ul>	<ul style="list-style-type: none"> <li>• Conduct audit in accordance with professional standards and applicable financial reporting framework (i.e. Auditing Standards and Australian Accounting Standards)</li> <li>• Express an opinion on whether the annual financial report is based on proper accounts and records; and fairly represents, in all material respects, the results of the operations of the Council for the year ending 30 June 2019 and its financial position at the end of that period in accordance with the <i>Local Government 1995</i> (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.</li> <li>• Plan and perform the audit to obtain reasonable assurance (not absolute assurance) as to whether the accounts are free of material misstatements, whether caused by error or fraud</li> <li>• Maintain audit independence</li> </ul>	<ul style="list-style-type: none"> <li>• Create a culture of honesty and ethical behaviour; set the proper tone and emphasise fraud prevention</li> <li>• Oversee management, including ensuring that management establishes and maintains internal control to provide reasonable assurance regarding integrity and reliability of financial reporting</li> <li>• Oversee management activities which ensure appropriate risk management and controls are in place for monitoring risk and compliance with policies, procedures and laws</li> <li>• Review the Council's performance</li> <li>• Liaise with the external auditors to facilitate external audit</li> <li>• Review annual financial report and recommend approval to the Council</li> </ul>

## 4. Audit Approach

Our objective is to provide an independent auditor’s opinion on the financial report of the City of Nedlands for the year ending 30 June 2019. Our audit methodology is split into two stages and is applied uniquely to City of Nedlands’s circumstances. It involves the following activities.



Our audit procedures will focus on those areas of the City of Nedlands’s activities that are considered to represent the key audit risks identified in our planning memorandum and through discussions with management and the Audit Committee during the course of our audit.

## **Internal Control Environment**

In accordance with the Australian Auditing standards, we will perform a review of the design and operating effectiveness of the Council's significant financial recording and reporting processes. Our audit will be designed to obtain a degree of audit comfort from independent testing of management's internal controls. This approach of understanding and evaluating controls is risk-based and structured on a foundation of the Council having a strong control environment.

Our audit approach will also be based on understanding and evaluating your internal control environment and where appropriate validating these controls, if we wished to place reliance on them. This work will be supplemented with substantive audit procedures, which include detailed testing of transactions and balances and suitable analytical procedures.

A Report on Control Findings for the 2018/2019 financial year will be provided to management after the interim audit, outlining our findings, significant deficiencies and our recommendations on where improvements can be made. We will be revisiting this report on audit control findings to check if management's responses have been implemented during the year as agreed.

## **Key Financial Statement Processes**

The following areas will be covered for risk assessment during the interim audit:

- Treasury management cycle – Bank reconciliations and investment of surplus funds
- Procurement and Payments cycle – Purchases, Payments and Creditors Management
- Revenue cycle – Rates and ESL, Other revenue (fees and charges, etc.) and Debtors Management
- Payroll cycle
- Fraud risk assessment - Journals
- IT Controls assessment

## **Compliance Matters**

An examination of some compliance matters (including registers, minutes and other legislative matters) under:

- Part 6 of the *Local Government Act 1995* (as amended);
- the *Local Government (Financial Management) Regulations 1996* (as amended); or
- applicable financial controls of any other written law

will be carried out and any non-compliance matters identified will be reported in our Interim Audit Management Report for management information. Non-compliance matters are also required to be reported in our Independent Auditor's Report.

## **Audit Requirements Schedules**

To assist the Council in gathering and collating the necessary information for our final audit visit, we will forward an Audit Requirements Schedule in July 2019. As the requested information will form the basis of our audit working papers, the information will be required to be made available to us at the commencement of our audit visit. This will assist us in delivering an efficient audit and minimising interruptions to the Council's staff.

## 5. Significant Risks Identified

"Significant risks often relate to significant non-routine transactions and judgmental matters. Non-routine transactions are transactions that are unusual, either due to size or nature, and that, therefore, occur infrequently. Judgmental matters may include the development of accounting estimates for which there is significant measurement uncertainty".

In this section, we outline the significant risks of material misstatement, which we have identified.

Risk of Material Misstatement	Financial Statement Impact and Consequence	Planned Audit Approach
<b>1. Risk of Fraud through Management Override of Controls</b>		
<p>Australian Auditing Standard ASA 240 – <i>The auditor’s responsibility to consider fraud in an audit of financial statements</i> requires us to consider the potential for management override because controls that may be sufficient to detect error may not be effective in detecting fraud.</p> <p>In all entities, management at various levels is in a unique position to perpetrate fraud because of the ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively.</p> <p>Due to the unpredictable way in which such override could occur, we consider there to be a risk of material misstatement due to fraud and thus a significant risk on all audits.</p>	<p>Assertions, account balances and operating results may be materially misstated.</p>	<p>We will assess the processes in place to prevent and detect fraud. Auditing Standard ASA 240 imposes specific audit procedures, including:</p> <ul style="list-style-type: none"> <li>➤ Testing a sample of journals recorded in the general ledger and other adjustments made in preparation of the financial statements</li> <li>➤ Reviewing material accounting estimates for bias</li> <li>➤ Reviewing significant unusual transactions outside the normal course of business</li> </ul>



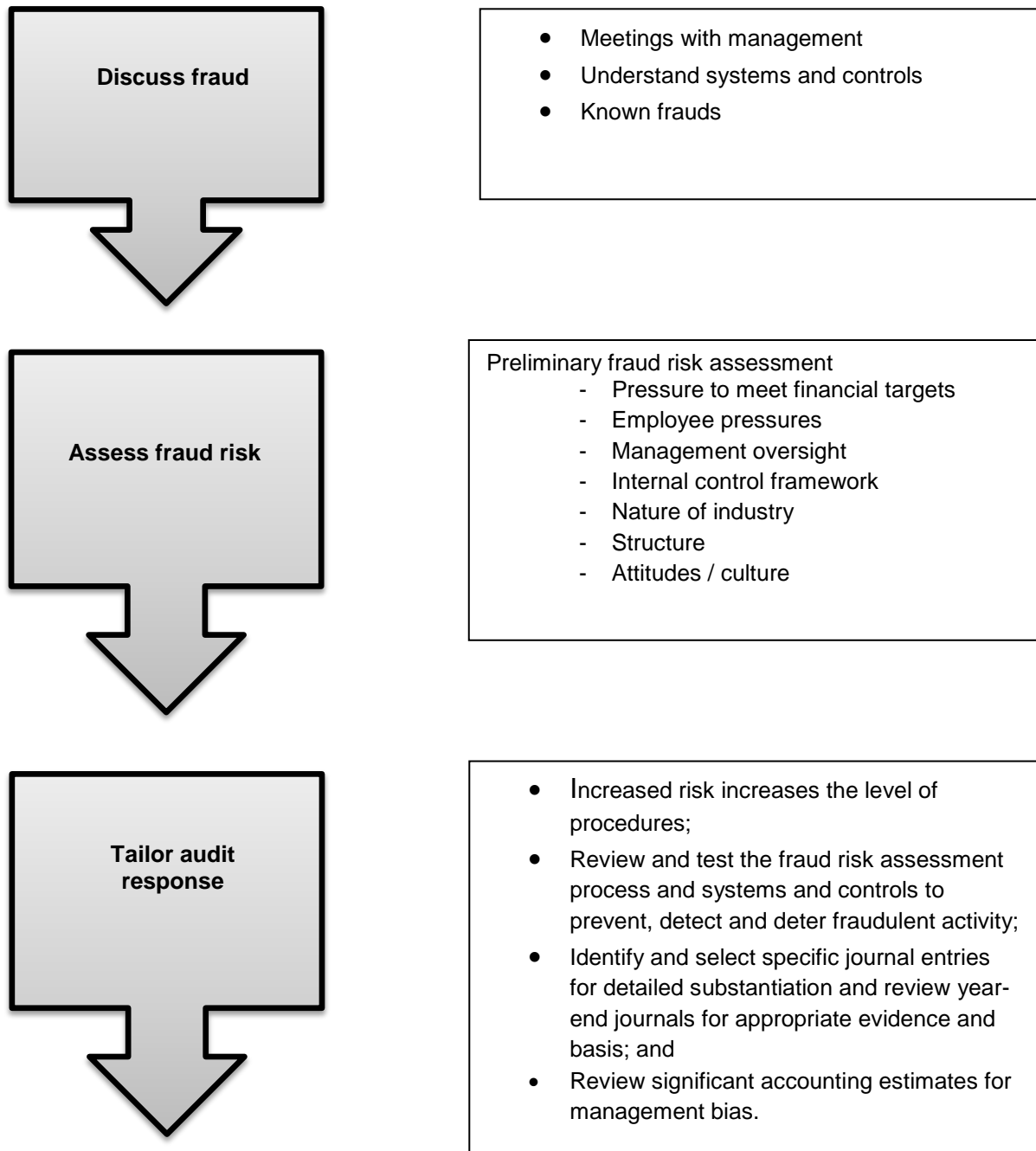
Risk of Material Misstatement	Financial Statement Impact and Consequence	Planned Audit Approach
<b>2. Revenue Recognition</b>		
<p>In accordance with Australian Auditing Standard ASA 240 – <i>The auditor’s responsibility to consider fraud in an audit of financial statements</i>, we presume there is a risk of fraud in respect of the recognition of revenue because of the potential for inappropriate recording of transactions in the wrong period.</p> <p>The standard allows the presumption to be rebutted but, given a local government’s range of revenue sources, we have concluded that there are insufficient grounds for rebuttal. This does not imply that we suspect actual or intended manipulation, but that we continue to deliver our audit work with appropriate professional scepticism.</p>	<p>Budgetary pressures and performance targets may influence the revenue recognition.</p> <p>Revenue may be materially misstated due to the failure to correctly recognise and measure it in accordance with the applicable accounting standards.</p>	<ul style="list-style-type: none"> <li>➤ Substantiate verification of cut-off procedures to mitigate the risk of income being recognised in the wrong period.</li> <li>➤ In addition, undertake a range of substantive procedures including: <ul style="list-style-type: none"> <li>• testing receipts to ensure they have been recognised in the correct year;</li> <li>• testing adjustment journals; and</li> <li>• obtaining direct confirmation of year-end bank balances and testing bank reconciliations to the general ledger.</li> </ul> </li> <li>➤ Assess whether treatment of revenue is consistent with Accounting Standards AASB 118 <i>Revenue</i> and AASB 1004 <i>Contributions</i></li> </ul>
<b>3. Financial Ratios</b>		
<p>The Department of Local Government, Sport and Cultural Industries (DLGSCI) launched a website <a href="http://www.mycouncil.wa.gov.au">www.mycouncil.wa.gov.au</a> where all key financial ratios for every Council are reported to allow the public to view the financial health score of local governments.</p>	<p>There may be a higher level of scrutiny of the results in the financial statements and the key financial ratios.</p> <p>The financial ratios may not be calculated in accordance with legislative requirements.</p>	<ul style="list-style-type: none"> <li>➤ Check the calculations of the financial ratios</li> <li>➤ Assess the reasonableness of explanations provided for any significant variations.</li> </ul>

Risk of Material Misstatement	Financial Statement Impact and Consequence	Planned Audit Approach
<b>4. Changes to Local Government (Financial Management) Regulations</b>		
<p>Introduction of a \$5,000 asset capitalisation threshold - local governments need to expense existing assets below \$ 5,000. Associated with this, DLGSCI proposes that those assets below \$ 5,000 that are portable and attractive be included in a separate register.</p>	<p>Impact on the expense and property, plant and equipment and infrastructure balances. The change in the accounting treatment results in a change in accounting policy. Hence, the amendments to the Annual Financial Report have to be made with retrospective effect.</p>	<ul style="list-style-type: none"> <li>➤ Review management's application of this regulation and changes to accounting policies and any retrospective adjustments made.</li> <li>➤ Work with your management to ensure that the City complies with the requirements.</li> </ul>
<b>5. Changes to accounting standards that impact the City of Nedlands for the first time in the 2019/20 financial year</b>		
<p>Following accounting standards became effective 1 January 2019.</p> <ul style="list-style-type: none"> <li>- AASB 15 Revenue from Contracts with Customers</li> <li>- AASB 16 Leases</li> <li>- AASB 1058 Income of Not-for-Profit Entities</li> </ul>	<p>Impact on revenue, lease liability balances and notes disclosures. The change in accounting standard results in a change in accounting treatment and policies.</p> <p>Hence, amendments to the 2019-20 Annual Financial Report have to be made with retrospective effect.</p>	<ul style="list-style-type: none"> <li>➤ Review management's action plan for the adoption of the new accounting standards where impact has been deemed significant.</li> <li>➤ Review management's assessment when the impact of the new accounting standards has been deemed insignificant.</li> <li>➤ Work with your management to ensure that the City complies with the requirements of the new accounting standards.</li> </ul>

Additional risks may emerge over the course of the audit. These factors will be considered in our reporting to the City of Nedlands and the design of our audit procedures.

## 6. Impact of Fraud on the Financial Report

In accordance with Auditing Standard ASA 240 “*The Auditor’s responsibility to consider fraud in an Audit of a Financial Report*”, we will undertake specific procedures and report findings to the Council in respect of financial reporting fraud. The following diagram highlights the phases of our work on fraud.



The Fraud and Error Assessment Form, which will be forwarded to management shortly is required to be completed by management and Audit Committee of City of Nedlands prior to our final audit visit. The form allows us to make enquiries of management and the Audit Committee, to obtain their understanding on the risk of fraud within their Council and to determine whether management have knowledge of fraud that has been perpetrated on or within the Council.

## 7. Audit Engagement Team

The audit team consists of the key members listed below:

Engagement Role	Name	Responsibilities
Audit Partner	Anthony Macri	Engagement leader responsible for the audit, including: <ul style="list-style-type: none"> <li>• liaison with the Chief Executive Officer and audit committee members</li> <li>• reporting to the Office of the Auditor General in accordance with the contract</li> <li>• recommending audit opinion to the Auditor General</li> </ul>
Audit Manager	Suren Herathmudalige	Responsible for: <ul style="list-style-type: none"> <li>• key contact for operational audit matters</li> <li>• ensuring delivery of interim and final audit timetables</li> <li>• management of targeted work</li> <li>• overall quality control of the audit engagement</li> <li>• overall review of audit outputs</li> </ul>
The Auditor General's Representative	Punitha Perumal	Responsible for: <ul style="list-style-type: none"> <li>• overseeing the audit and facilitating audit opinions</li> </ul>

## 8. Communications Plan and Timetable

Auditing Standard **ASA 260 'Communication of audit matters with those charged with governance'** requires auditors to plan with those charged with governance the form and timing of communications with them. We have assumed that 'those charged with governance' are the Audit Committee.

Output	Timing
Interim Audit Field Work	5 March 2019 – 7 March 2019
Provide Interim Management Letter	On receipt of management responses to the draft Interim Management Letter.
Final Audit Field Work	September 2019 – October 2019 (Management to confirm)
Present the Audit Findings Report to the Audit Committee	September 2019 – October 2019 (Management to confirm)
Provide Audit Opinion on Financial Statements	September 2019 – October 2019 (Management to confirm)

## 9. Independence

### Independence and Objectivity Confirmation

Professional standards require auditors to communicate to those charged with governance, at least annually, all relationships that may bear on the firm's independence and the objectivity of the Audit Engagement Partner and audit staff. The standards also place requirements on auditors in relation to integrity, objectivity and independence.

The standards define 'those charged with governance' as 'those persons entrusted with the supervision, control and direction of an entity'. In your case, this is the Council.

### Confirmation Statement

We confirm that in our professional judgement, Macri Partners is independent within the meaning of regulatory and professional requirements and the objectivity of the Audit Engagement Partner and audit staff is not impaired.

## **10. Disclaimer**

This audit plan has been prepared for the Audit Committee and management of the City of Nedlands only. It should not be quoted or referred to, in whole or in part, without our prior written consent. No warranty is given to, and no liability will be accepted from, any party other than the City of Nedlands.

### 7.3 City Wide Insurance Brokerage Service Tender

<b>Owner</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>Director</b>	Lorraine Driscoll – Director Corporate & Strategy
<b>Attachments</b>	Nil.

#### **Regulation 11(da) – Not Applicable – Recommendation Adopted**

Moved – Mayor Hipkins  
 Seconded – Mr P Setchell

**That the Recommendation to Committee be adopted.**  
 (Printed below for ease of reference)

**CARRIED UNANIMOUSLY 5/-**

#### **Committee Recommendation / Recommendation to Committee**

**The Audit and Risk Committee receives the report prepared by the City’s Management and notes the information and contents of the report.**

#### **Executive Summary**

The report is presented to advise the Audit and Risk Committee about expiration of the current Insurance Brokerage Service contract with Marsh Pty Ltd and outlining the proposed Tender activities to be undertaken by the City’s Management regarding the new Insurance Brokerage services for the next 3 years.

#### **Discussion/Overview**

The provision of Insurance Brokerage and Risk Management Service is a key focus area of the Strategic Plan and provides compliant governance to the Council.

Until 2013/14, the City managed its insurance service requirements through the Local Government Insurance Scheme (LGIS) – an Industry Based Self-Insurance services. However, when Council elected not to renew its membership with WALGA in 2013/14, it took the opportunity to seek its insurance coverage requirements via a competitive process.

Accordingly, Council decided to test the market via a competitive tendering process which resulted into the appointment of Willis Group for 2 years from September 2014 to September 2016 and Marsh Pty Ltd for 3 years from September 2016 to September 2019.

Since the market testing performed for the first time in 2013/14 and the departure from LGIS, the City has noted substantial savings and increased level of services for the Insurance Brokerage and Risk Management Service. Further, a substantial increment has been noted in the market competition for Local Government Insurance services in recent years. Considering the above, the City's Management has determined to again conduct market testing for the provision of Insurance Brokerage and Risk Management Services and will execute this through a Tendering Process which is in accordance with the requirements of Local Government Act 1995 and Local Government (Functions and General) Regulations 1996.

The Management has initiated the work around Tendering process with the aim to have all formalities completed and have 2019/20 Insurance Policies in place by 30 September 2019.

**Key Relevant Previous Council Decisions:**

Nil.

**Consultation**

Nil.

**Budget/Financial Implications**

The cost and fees related to the Tendering Process will be within the City's monetary budget limits for the 2019/20 Financial Year.



## 7.4 Borrowing Analysis

<b>Owner</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil
<b>Director</b>	Lorraine Driscoll – Director Corporate & Strategy
<b>Attachments</b>	1. Borrowings Analysis Report 30 <sup>th</sup> April 2019

### Regulation 11(da) – Not Applicable – Recommendation Adopted

Moved – Mr P Setchell

Seconded – Mr R Senathirajah

**That the Recommendation to Committee be adopted.**

(Printed below for ease of reference)

**CARRIED UNANIMOUSLY 5/-**

### Committee Recommendation / Recommendation to Committee

**The Audit and Risk Committee receives the borrowings analysis report.**

### Executive Summary

The report is prepared to present the borrowings analysis report as at 30<sup>th</sup> April 2019. The City has total borrowings of \$7,901,351 as at 30<sup>th</sup> April 2019 at various interest rates ranging from 2.48% to 6.04%. With additional borrowings of \$1m as per the 2018/19 budget, the balance at year end is estimated to be \$8,463,272.

### Discussion/Overview

As at 30<sup>th</sup> April 2019, the City has a total of 11 borrowings, as follows:

<b>Purpose</b>	<b>Number of loans</b>	<b>Value of loans</b>
Capital works	6	\$4,378,240
Underground Power Project	1	\$2,620,590
Self-supporting – Dalkeith Bowling Club	1	\$95,787
Self-supporting Underground Power Projects	3	\$806,734
<b>Total</b>	<b>11</b>	<b>\$7,901,351</b>

The 2018/19 budget included new borrowings of \$4.4 M including \$2.47 M for underground power projects based on the assumption that 75% of the owners would opt for a 10-year loan. However, only 23% of owners opted for the 10-year loan, thus reducing the loan requirement for the owners' portion to \$806,000. This has effectively reduced borrowings for the year by \$1.66 M with an estimated total outstanding borrowing of \$8.5 M at year end compared to the budget of \$10 M.

**Key Relevant Previous Council Decisions:**

Nil.

**Consultation**

Nil.

**Budget/Financial Implications**

The cost of interest on borrowings was within the City's existing monetary budget limits for the 2018/19 Financial Year.



**SUMMARY STATEMENT OF BORROWING ACTIVITY  
FOR THE PERIOD ENDING 30 APRIL 2019**

**Purpose**

Loan 178 - Waste Bins  
 Loan 179 - Road Infrastructures  
 Loan 181 - Building and Road Infrastructures  
 Loan 182 - Building  
 Loan 183 - Building  
 Loan 184 - Building  
 Loan 185 - Building  
 Loan 187 - Underground Power (CON)  
 Loan - Short Term Facility - Underground Power (W. Hollywood Res)  
 Loan 188 - Underground Power (W.Hollywood Res)  
 Loan 189 - Underground Power (Alfred & MTC Res)  
 Loan 190 - Underground Power (Alderbury Res)  
 Loan 191 - Building and Road Infrastructures

**Self Supporting Loans**

Loan 186 - Dalkeith Bowling Club

**Total**

	Actual YTD 30 APRIL 2019				
Interest Rate Per Annum	Principal 30-Jun-18 \$	New loans \$	Principal Repayment \$	Principal 30-Apr-19 \$	Interest(YTD) \$
6.01%	48,688	0	(48,688)	0	408
6.04%	764,036	0	(81,167)	682,869	36,426
5.91%	727,240	0	(169,992)	557,248	31,655
4.67%	888,399	0	(178,410)	709,988	31,812
2.78%	1,187,478	0	(116,498)	1,070,980	26,164
3.12%	1,047,101	0	(125,920)	921,181	25,761
3.12%	495,569	0	(59,595)	435,974	12,192
2.64%	3,081,977	0	(461,388)	2,620,590	63,756
2.48%	1,652,524	950,552	(2,603,076)	0	14,420
3.07%	0	645,499		645,499	9,121
3.07%	0	94,279		94,279	1,332
3.07%	0	66,956		66,956	946
	0	0		0	
	9,893,012	1,757,286	(3,844,734)	7,805,564	253,993
3.07%	105,664	0	(9,877)	95,787	2,602
				0	
<b>Total</b>	<b>9,998,676</b>	<b>1,757,286</b>	<b>(3,854,611)</b>	<b>7,901,351</b>	<b>256,595</b>

Adopted Budget 2018/19		
New loans \$	Principal 30-Jun-19 \$	Interest \$
0	0	1,100
0	654,992	43,709
0	498,901	37,987
0	649,124	37,338
0	1,031,606	31,396
0	921,180	31,206
0	435,974	14,769
0	2,464,759	75,287
950,552	0	26,900
2,043,957	1,917,267	60,060
191,550	179,677	5,628
232,502	218,091	6,832
1,000,000	1,000,000	3,500
4,418,561	9,971,573	375,712
0	92,445	3,093
<b>4,418,561</b>	<b>10,064,018</b>	<b>378,805</b>

## 7.5 CEO Credit Card Transactions Update

<b>Owner</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>Director</b>	Lorraine Driscoll – Director Corporate & Strategy
<b>Attachments</b>	Nil.

**Regulation 11(da) – Committee agreed that the word “critical” wasn’t necessary.**

Moved – Mr P Setchell

Seconded – Mr R Senathirajah

### **Committee Recommendation**

**The Audit and Risk Committee:**

- 1. receives this report and notes the information and contents of the report; and**
- 2. recommends Council to support the proposed reporting requirements for the CEO’s Credit Card expenditure.**
- 3. remove the word “critical” from all the recommendations.**

**CARRIED UNANIMOUSLY 5/-**

### Recommendation to Committee

The Audit and Risk Committee:

1. receives this report and notes the critical information and contents of the report; and
2. recommends Council to support the proposed reporting requirements for the CEO’s Credit Card expenditure.

### **Executive Summary**

The report is presented to the Audit and Risk Committee to advise them about the decision made by the City’s Executive Management Team regarding the presentation of the CEO’s Credit Card Expenditure list to the Council on a quarterly basis as a part of the Ordinary Council Meeting Standing Agenda Item.

## **Discussion/Overview**

At present the reporting of the City's Credit Cards and Purchasing Cards expenditure is done on a monthly basis through the Ordinary Council Meeting Agenda's standing item called *List of Accounts Paid*.

However, from a good Governance perspective, the City's Executive Management Team has made the decision to implement a further reporting requirement for the expenditure incurred on the CEO's credit card. In order to be more compliant, accountable and transparent, the decision has been made to report the CEO's credit card expenditure on a quarterly basis as a standing Agenda Item of the Ordinary Council Meeting. The proposed process will enhance the governance, probity and assurance aspect of the expenditure incurred on behalf of the City. Further, this approach will provide more transparent oversight of the expenditure incurred by the CEO on the credit card.

### **Key Relevant Previous Council Decisions:**

Nil.

### **Consultation**

Nil.

### **Budget/Financial Implications**

Nil.

## 7.6 Purchasing of Goods & Services Council Policy

<b>Owner</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>Director</b>	Lorraine Driscoll – Director Corporate & Strategy
<b>Attachments</b>	1. Purchasing of Goods & Services Council Policy

### Regulation 11(da) – Not Applicable – Recommendation Adopted

Moved – Mayor Hipkins  
 Seconded – Mr P Setchell

**That the Recommendation to Committee be adopted.**  
 (Printed below for ease of reference)

**CARRIED UNANIMOUSLY 5/-**

### Committee Recommendation / Recommendation to Committee

The Audit and Risk Committee:

1. receives this report and notes the information and contents of the report; and
2. recommends Council's adoption of the enhanced Purchasing of Goods & Services Council Policy.

### Executive Summary

The Purchasing of Goods & Services Council Policy has been updated to incorporate recommendations made as part of the Procurement and Accounts Payable Process Audit conducted by the City's Internal Auditors earlier this year. The report is presented to inform the Audit and Risk Committee about these amendments and enable them to review the changes made.

### Discussion/Overview

To meet the requirements of the Regulation 17 of the Local Government (Audit) Regulations 1996, Moore Stephens have been appointed as the City's Internal Auditors. As a part of the scope of the work to be performed for the first year, the Internal Auditors performed an audit on the City's Procurement and Accounts Payable Process. The audit work on these functions was completed in January 2019 and the detailed report was issued by Moore Stephens highlighting their audit findings and recommendations. At the time, the City's

Management reviewed those findings and provided appropriate comments for each finding and recommendation.

Some of these findings and recommendations were related to the existing adopted Council's Purchasing of Goods & Services Policy. Accordingly, Management implemented those recommendations and updated the existing adopted policy to further enhance and make it more compliant from legislative and internal controls perspective. Additional revision (above those by recommended by the Auditors) were made by Management to make the policy comprehensive, precise and adaptive to the City's operational requirements.

The report and the revised Policy are presented to the Audit and Risk committee for their review and support.

**Key Relevant Previous Council Decisions:**

Nil.

**Consultation**

Nil.

**Budget/Financial Implications**

Nil.



## Purchasing of Goods and Services

<b>KFA</b>	<b>Governance and Civic Leadership</b>
<b>Status</b>	Council
<b>Responsible Division</b>	Corporate and Strategy
<b>Objective</b>	This policy outlines Council's approach to the procurement of goods and services.

### Context

Regulation 11A of the *Local Government (Functions and General) Regulations 1996* requires a local government to prepare, adopt and implement a purchasing policy in relation to the supply of goods or services where the consideration is expected to be \$150,000 or less. Purchases above \$150,000 must follow the process detailed in Division 2 of the *Local Government (Functions and General) Regulations 1996* and requires a local government to invite tenders.

Division 3 of the *Local Government (Functions and General) Regulations 1996* requires a local government to prepare, adopt and implement a policy in relation to establishing a panel of pre-qualified suppliers for the procurement of goods or services.

### Statement

All purchases by the City of Nedlands shall:

- Comply with relevant legislation, regulations and the City's policies and code of conduct;
- Be transparent, free from bias and fully documented in accordance with applicable policies and audit requirements; and
- Ensure effective and proper expenditure of public moneys based on achieving value for money,
- Upholds respect from the public and industry for the City's purchasing practices that withstands probity.

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### Statement

Purchasing Thresholds:

The following table outlines the procedure for purchases. The value for procurement is the expected value (excluding GST) of the contract over the full contract period (including options to extend).





Amount of Purchase	Procedure
Up to \$1,500	Direct purchase from suppliers requiring only one verbal quotation or priced printouts from a reputable supplier's catalogue or website.
\$1,501 - \$45,000	Obtain at least three* verbal quotations or priced printouts from reputable <del>suppliers</del> supplier's catalogues or websites.
<u>\$5,001 - \$15,000</u>	<u>Obtain at least three* written quotations.</u>
\$15,001 - \$40,000	Obtain at least three* written quotations.
\$40,001 - \$149,999	Obtain at least three* written quotations containing price and specification of goods and services and assess according to a pre-determined selection criteria. Where the best overall value for money is not recommended a subsequent explanation is provided to Council.
\$150,000 and above	Conduct a public tender process, tender to be awarded by Council.

\*A minimum of one quotation may be accepted in place of three at the discretion of the CEO on case by case basis for justifiable adequate reasons identified, evaluated and documented through justification memo from the relevant Director of the business unit. ~~consistent with quote and tender~~ exclusions under Regulation 11.

Where it is considered beneficial, tenders may be called in lieu of seeking quotations for purchases under \$150,000 (excluding GST). If a decision is made to seek public tenders for contracts of less than \$150,000 a Request for Tender process that follows the procedures for tendering outlined in Division 2 of the *Local Government (Functions and General) Regulations 1996* must be followed in full.

**Form of Quotation;**

The general principles for obtaining quotations are:

- Ensure that the requirements/specification is clearly understood by the Local Government employee seeking quotations;
- Ensure that the requirement is clearly, accurately and consistently communicated to each of the suppliers being invited to quote; and
- Ensure due diligence is executed in seeking sufficient number of quotes to comply with the number of quotes required as per this policy. In instances that the required number of quotes are not obtainable, the request for quotes should be expanded to at least 5 requests.

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Details of quotation that must be recorded in the **Online Requisition LR System**:

- Name of company and person contacted;
- Contact number of suppliers;
- Adequate product/service description, quantity, unit price and total value;
- In cases where the choice of supplier is a WALGA preferred supplier, the WALGA contract number must be stated in the Narration column;
- Written quotes obtained must at least include all of the above details and be captured in the City's Document Management System. Further, the applicable Document Management System reference number must be stated;
- In cases of inability to obtain sufficient number of quotes, the reason must be stated in the narration column of the respective supplier contacted for a quote;
- Purchasing without the required number of quotes may be made only with valid reasons as allowed in the Exemptions Allowed under this policy; and
- In cases where the lowest quote is not the choice of supplier, the reason must be clearly stated in the Narration column of the choice of supplier.

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Panels of Pre-Qualified Suppliers:

Where the City has a continuing need for any particular goods or services to be supplied by a panel of pre-qualified suppliers, the procedures for tendering outlined in Division 2 of the *Local Government (Functions and General) Regulations 1996* must be followed in full. This ensures that the process must be inclusive of clear and consistent information being made available to all suppliers and must include the release of specifications, selection criteria, price schedules, and conditions.

The number of pre-qualified suppliers successfully selected for a panel will be dependent on the number of conforming submissions received from potential suppliers, and their suitability to provide goods or services against applicable selection criteria.

Each pre-qualified supplier selected for a panel will be assessed and ranked for suitability and best value to the City. ~~Under normal circumstances selection will be based on list ranking;~~ Any procurement from the pre-qualified suppliers, including the process for obtaining quotations from them shall follow normal procedures as stated in this policy.

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All pre-qualified suppliers on a panel of pre-qualified suppliers will be invited to quote for the supply of the goods or services that the pre-qualified suppliers will be expected to supply.

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All regular communications between the City and the pre-qualified suppliers shall be in writing to ensure clarity and consistency. All written communication in respect of quotations received and purchases made from the pre-qualified suppliers shall be recorded and retained in the City's records.

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~~When~~ ~~However when~~ ~~sourcing~~ ~~distributing~~ work the City will engage the supplier based on price quotes, their availability, familiarity with the project, and or specialist requirements.

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The City may elect to select a supplier not on the panel, subject to normal quotation and tendering requirements of the *Local Government (Functions and General) Regulations 1996*.

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In accordance with Division 3 of the *Local Government (Functions and General) Regulations 1996* any contract with a pre-qualified supplier who is part of a panel will be for a term not exceeding 12 months and will not contain an option for renewing or extending the term.

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#### Quote, Tender and Purchase Record Capture:

Written information and documents associated with quotes and purchases will be captured and retained as per the requirements of the General Disposal Authority for Local Government Records, under the *State Records Act 2000*.

#### Quotation ~~and Tender~~ Exemptions

In the following instances, quotation procedures ~~or public tenders~~ are not required, regardless of the value of the purchase:

- An emergency situation as defined by the *Local Government Act 1995*;
- ~~The purchase is under a contract of WALGA (Preferred Supplier Arrangements), Department of Treasury and Finance (Common Use Arrangements), a Regional Council or another local government;~~
- The purchase ~~is~~ under auction which has been authorised by Council;
- ~~The contract is for petrol, oil, or other liquid or gas used for internal combustion engines; or~~
- Within last six months the market testing was done for procuring same type of goods and services and the quotations obtained are still valid (i.e. price per unit, total value and the level of service has not changed), then the direct purchase is allowed; or
- Any of the other exclusions under Regulation 11 (2)(e) to (h) of Local Government (Functions & General) Regulations 1996.

#### **Tender Exemptions**

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Regulation 11 of Local Government (Functions & General) Regulations 1996 stipulates the requirements for when the Tenders do not have to be publicly invited and the direct procurement can be made by the City. Accordingly, the determination can be made to procure goods and services which is expected to be, more, or worth more, than \$150,000 without performing a Tender process.



The Regulation may change from time-to-time; hence reference is to be made to the aforementioned Regulation prior to considering purchases that are likely to exceed \$150,000.

When making a decision about whether to conduct a public tender or utilise a Tender Exempt arrangement, consideration and comparison should be made, where reasonable and practical, on the cost and benefits of both processes. **This shall be approved by the CEO.**

### **Variation to Tender Contracts**

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Regulation 20 & 21(A) of Local Government (Functions & General) Regulations 1996 stipulates the requirements for the variation to Tender Contracts prior to and post of awarding the contract. These requirements need to be addressed before any Tender Contract variation can be made.

### **Variations to Non-Tender Contracts**

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The City may make minor amendments to a contract only in the following instances:

- After the quotations have been received but before a contract is entered into; or
- After the contract has been entered into but before it has been completed.

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Minor variation means a variation that the City is satisfied is minor having regard to the total goods or services that suppliers were invited to supply.

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Any major amendments to the scope of a contract must be treated as a separate supply and dealt with under this policy as a new contract.

### **Variation between Authorised Purchase Order and Invoice**

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It is not normal to observe variation between the total value of the Purchase Order and Invoice. However, when such instances occur the following needs to be executed:

- The requesting staff needs to provide appropriate explanation for the variance and get it approved by their Manager; **or**
- If the variance is less than 10% or \$1,000 there is no need to raise a new Purchase Order for the variance amount; **or**
- If the variance is more than the above criteria, then a new Purchase Order has to be raised and issued to the supplier **for the variation amount** before the invoice can be processed and paid.

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## Value for Money

An assessment of the best value for money outcome for any purchasing shall consider:

- All relevant whole-of-life costs and benefits for goods and whole of contract life costs (for services). This consideration includes transaction costs associated with acquisition, delivery, distribution, as well as other costs such as but not limited to holding costs, consumables, deployment, maintenance and disposal;
- The technical merits of the goods or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality;
- The financial viability and capacity of the supplier to supply in the specified time without risk of default;
- A strong element of competition in the allocation of orders or the awarding of contracts. This is achieved by obtaining a sufficient number of competitive quotations wherever practicable; and
- Minimising the average social, environmental and economic impacts in procurement decision making.

### Contract Splitting Prohibited:

It is a breach of this policy to enter into 2 or more contracts in circumstances such that the desire to avoid the requirements of this policy is a significant reason for not dealing with the matter in a single contract. In any circumstances, staff shall not cause two or more contracts to occur, or enter into multiple contracts to split the value of consideration below Tender threshold, thereby avoiding the need to call a public tender.

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### Ethics and Integrity of Employees:

It is the responsibility of all staff involved in procurement of goods or services for the City of Nedlands to ensure that any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed.

All officers and employees of the City of Nedlands shall observe the highest standards of ethics and integrity in undertaking purchasing activity and act in an honest and professional manner that supports the standing of the City of Nedlands.

The City of Nedlands recognises the personal rights of all employees to engage in other activities, but strongly discourages such activities within the boundaries of City of Nedlands that may have the potential to create a perception of a conflict of interest or a conflict with the objectives of this policy or an employee's contract of employment. Accordingly, employees must disclose to the Chief Executive Officer any activity or interests (including indirect financial interests) that may create a conflict of interest when performing any of their duties including an activity or an interest by a person with



whom they have a close association as provided for in section 5.62 of the *Local Government Act 1995*.

**Authorisation of Expenditure:**

Acceptance of tenders and quotations and the authorisation of expenditure is to comply with the City's purchasing requirements, associated policies and procedures and within the relevant delegation or limit of authority.

All purchases of goods or services other than those goods or services deemed an emergency or those outside of normal business hours are only to be purchased after the approval of an appropriate purchase requisition and the creation of a relevant purchase order.

The confirmation of any purchase after the completion of a quotation / tender process must be authorised by an officer to whom authority to incur a liability has been delegated ensuring that sufficient funds have been provided for in the City's annual budget.

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**Related documentation**

Purchasing of Goods and Services Procedure  
General Disposal Authority for Local Government Records

**Related local law and legislation**

Regulation 11A of the Local Government (Functions and General) Regulations 1996  
Division 2 of the Local Government (Functions and General) Regulations 1996  
Division 3 of the Local Government (Functions and General) Regulations 1996  
State Records Act 2000

**Related delegation**

Nil

**Review History**

25 May 2010 (Report CM12.10)  
25 March 2014 (Report CPS14.14)  
15 December 2015 (Report CPS29.15)  
Minor change approved by CEO 11 January 2018

**8 Confidential Items**

**8.1 Internal Audit Actions**

<b>Owner</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>Director</b>	Lorraine Driscoll – Director Corporate & Strategy
<b>Attachments</b>	1. Internal Audit Actions Log <b>CONFIDENTIAL</b>

**Regulation 11(da) – Not Applicable – Recommendation Adopted**

Moved – Councillor McManus  
 Seconded – Mr P Setchell

**That the Recommendation to Committee be adopted.**  
 (Printed below for ease of reference)

**CARRIED UNANIMOUSLY 5/-**

**Committee Recommendation / Recommendation to Committee**

**The Audit and Risk Committee receives the internal audit Actions Log.**

**8.2 External Audit – Fraud & Error Assessment Report**

<b>Owner</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>Director</b>	Lorraine Driscoll – Director Corporate & Strategy
<b>Attachments</b>	1. Fraud & Error Assessment Form for the Year Ending 30 June 2019 <b>CONFIDENTIAL</b>

**Regulation 11(da) – Not Applicable – Recommendation Adopted**

Moved – Councillor McManus

Seconded – Mayor Hipkins

**That the Recommendation to Committee be adopted.**

(Printed below for ease of reference)

**CARRIED UNANIMOUSLY 5/-**

**Committee Recommendation / Recommendation to Committee**

**The Audit and Risk Committee:**

- 1. receives the completed Fraud & Error Assessment Form prepared by the City’s Management;**
- 2. observes and considers the responses provided by the Management and confirms the responses provided on behalf of the Committee; and**
- 3. the Committee authorise the Chairman to sign off the Fraud & Error Assessment Form.**



### 8.3 I.T. Policies Review

<b>Owner</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>Director</b>	Lorraine Driscoll – Director Corporate & Strategy
<b>Attachments</b>	1. I.T. Policies Review – Final 28.05 <b>CONFIDENTIAL</b>

**Regulation 11(da) – Not Applicable – Minor addition.**

Moved – Mayor Hipkins  
 Seconded – Mr P Setchell

#### **Committee Recommendation**

**The Audit and Risk Committee:**

- 1. receives the IT Policies Review report and notes the information and contents of the report;**
- 2. observes and considers the comments provided by the Management for the Audit Findings; and**
- 3. adopts the recommendations in the Auditors report (which will form part of the Audit Log).**

**CARRIED UNANIMOUSLY 5/-**

#### Recommendation to Committee

The Audit and Risk Committee:

1. receives the IT Policies Review report and notes the critical information and contents of the report; and
2. observes and considers the comments provided by the Management for the Audit Findings.

**8.4 Draft Interim Audit Management Letter for the Year Ending 30 June 2019**

<b>Owner</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>Director</b>	Lorraine Driscoll – Director Corporate & Strategy
<b>Attachments</b>	1. Interim Audit Management Letter for the Year Ending 30 June 2019 <b>CONFIDENTIAL</b>

**Regulation 11(da) – Not Applicable – Minor additional clauses.**

Moved – Councillor McManus

Seconded – Mayor Hipkins

**Committee Recommendation**

**The Audit & Risk Committee:**

1. receives the Draft Interim Audit Management Letter for the year ending 30 June 2019, pending a follow up by the Director Corporate & Strategy on item 12 and 13;
2. observes and considers the responses provided by Management for the Draft Interim Audit Findings;
3. Director Corporate and Strategy to liase with Macri regarding Management comments provided for items 12 & 13;
4. recommends Council to support the Management responses subject to the 3 significant findings being resolved by 30<sup>th</sup> September 2019; and
5. notes that Administration are continuing to review the Civica Contract and commit to continue making it a priority.

**CARRIED UNANIMOUSLY 5/-**

## Recommendation to Committee

The Audit & Risk Committee:

1. receives the Draft Interim Audit Management Letter for the year ending 30 June 2019;
2. observes and considers the responses provided by the Management for the Draft Interim Audit Findings; and
3. recommends Council to support the Management responses.

### **8.5 Data Matching Report**

The Director Corporate & Strategy, Lorraine Driscoll provided a verbal update at the meeting.

### **8.6 Civica – Commercial in Confidence: Managed Services Agreement**

The Director Corporate & Strategy, Lorraine Driscoll provided a verbal update at the meeting.

**The Audit & Risk Committee would like to record the superior service that this committee has received from Mr Ken Eastwood who has resigned, and recognise the support he has provided to the Council in general and his earnest contribution over his many years of service to the City of Nedlands.**

**The Audit & Risk Committee would also like to record their well wishes to Stacey Gibson as she departs on maternity leave, the Chair acknowledged her good work and support to the Committee and is looking forward to welcoming her back when she returns in 2020.**

### **9 Date of next meeting**

The next Audit & Risk Committee Meeting will be held on 2 September 2019.

### **Declaration of Closure**

There being no further business, the Presiding Member declared the meeting closed at 7.20 pm.



City of Nedlands

# Corporate & Strategy Reports

**Committee Consideration – 11 June 2019**  
**Council Resolution – 25 June 2019**

## Table of Contents

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<b>CPS09.19 List of Accounts Paid – April 2019</b>	
<b>Committee</b>	11 June 2019
<b>Council</b>	25 June 2019
<b>Applicant</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>Director</b>	Lorraine Driscoll – Director Corporate & Strategy
<b>Attachments</b>	1. Creditor Payment Listing April 2019 2. Purchasing Card Payments April 2019 (29 <sup>th</sup> March 2019 – 28 <sup>th</sup> April 2019)

## Executive Summary

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 April 2019 (refer to attachments).**

## Discussion/Overview

### 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. This list is to include the following information:

1. the payee's name;
2. the amount of the payment;
3. the date of the payment; and
4. 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.

## 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 Manager Finance and the Director Corporate and Strategy (or designated alternative officers).

## Conclusion

The List of Accounts Paid for the month of April 2019 complies with the relevant legislation and can be received by Council (see attachments)

## Consultation

Required by legislation:

Yes

No

Required by City of Nedlands policy:

Yes

No

## Budget/Financial Implications

Nil.





# CITY OF NEDLANDS

## All Payments 1/04/2019 to 30/04/2019

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
<b>NAB - Municipal Account</b>						
<b>CHEQUE</b>						
70207	STASHU POLIWKA	29/04/2019	-6,100.00	INV	APPLICATION COSTS FOR SAT REVIEW BROCKWAY RD	6,100.00
<b>Total CHEQUE</b>			<b>-6,100.00</b>			
<b>TOTAL PAYMENTS</b>			<b>-6,100.00</b>			
<b>Westpac - Municipal Acct</b>						
<b>CHEQUE</b>						
70199	CITY OF NEDLANDS - CASH CHEQUE / PE	05/04/2019	-350.00	INV	RECOUP PETTY CASH - TRESILLIAN 05 APRIL 2019	350.00
70200	WATER CORPORATION	05/04/2019	-170.22	INV	HOUSE AT 110 SMYTH RD - 17/1/19-18/3/19	18.27
				INV	GARDEN AT 55 HAMPDEN RD- 16/1/19-18/3/19	27.03
				INV	GARDEN AT R1 HAMPDEN RD- 16/1/2019-18/3/19	51.46
				INV	RD VERGE OPP BOWLING SMYTH- 17/1/19-18/3/19	8.99
				INV	STIRLING HWY - 17/1/19-18/3/19	64.47
70201	WATER CORPORATION	12/04/2019	-8,330.10	INV	PARK AT 9 ZAMIA ST MTC- 22/1/19-25/3/19	6.97
				INV	DRINKING TAP AT 49 CALADENIA - 22/1/19-25/3/19	19.66
				INV	RD VERGE OPPOSITE 7 A BOCKWAY - 22/1/19-25/3/19	422.36
				INV	DRAPER ST FLOREAT- 22/1/19-25/3/19	9.56
				INV	10 DRAPER ST FLOREAT - 22/1/19-25/3/19	278.98
				INV	RD VERGE AT 14 PRINCE ALBERT- 23/1/19-25/3/19	148.96
				INV	CAFE AT 278 MARINE PDE- 29/1/19 - 26/3/19	4,730.28
				INV	25 STRICKLAND PDE- 24/1/19-26/3/19	86.50
				INV	GARDEN AT R1 FINCH WAY- 22/1/19-26/3/19	89.05
				INV	MARINE PDE - 29/1/19-26/3/19	68.80
				INV	MARINE PDE - 26/1/19-26/3/19	476.02
				INV	282 MARINE PDE- 29/1/19-26/3/19	46.68
				INV	CLUB AT KIRKWOOD 29/1/19-26/3/19	806.57
				INV	RESERVE AT 91 WOOD STREET- 24/1/19-27/3/19	12.29
				INV	CLUB 282 MARINE PDE SWANBOURNE - 26/1/19-26/03/19	1,088.11



# CITY OF NEDLANDS

## All Payments 1/04/2019 to 30/04/2019

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	OPP#24 ALFRED RD MT CLAREMONT - 22/1/19-27/3/19	39.31
70203	WATER CORPORATION	18/04/2019	-11,596.78	INV	RESERVE AT MONTGOMERY AVE- 22/1/19-26/3/19	368.40
				INV	RESERVE 118 WOOD ST - 29/1/19-26/3/19	197.69
				INV	4/02/19-2/04/19 VICTORIA AVE DALKEITH	1,069.39
				INV	1/2/19 - 2/4/19 MELVISTA AV DALKEITH	483.69
				INV	04/02/2019-02/04/2019 JUTLAND PDE DALKEITH	899.26
				INV	01/03/2019-30/04/2019 - JUTLAND PDE DALKEITH	313.14
				INV	1/02/19-02/04/19 - OPP#11 VIX ST DALKEITH	9.83
				INV	1/02/19-02/04/19 - 140 MELVISTA AV DALKEITH	364.74
				INV	4/02/2019-02/04/2019 - WARATAH AV DALKEITH	80.39
				INV	04/02/19-02/04/19 - BEATRICE RD DALKEITH	428.62
				INV	5/2/2019-2/4/19 - L116 HACKETT RD DALKEITH	242.63
				INV	04/02/2019-02/04/2019 97 WARATAH AV DALKEITH	1,262.48
				INV	01/02/2019-02/04/2019 54 BIRDWOOD PDE	774.93
				INV	04/02/19-02/04/19 NARDINA CR DALKEITH	808.35
				INV	04/02/19-02/04/19 BROADWAY NEDLANDS	704.57
				INV	04/02/19-02/04/19 11 MINORA RD DALKEITH	7.37
				INV	TENNIS COURTS - 1/2/19-5/3/19	287.05
				INV	CENTRE AT ADDRERLEY ST- 31/1/19-27/3/19	2,554.68
				INV	33 GENESTA CR- 8/2/19-2/4/19	6.87
				INV	CENTRE AT R BIRDWOOD- 4/2/19-2/4/19	493.04
				INV	CNRR DALKEITH CARRINGTON ST 17/1/19-18/3/19	14.74
				INV	HALL AT DRAPER ST- 22/1/19-25/3/19	224.92
70204	MR B R MAHER	26/04/2019	-775.61	INV	RATES REFUND	775.61
70205	WATER CORPORATION - LEEDERVILLE	26/04/2019	-3,777.61	INV	ASQUITH STREET CAR PARK - SUPPLY AND INSTALL 20MM	3,777.61
70206	WATER CORPORATION	26/04/2019	-429.96	INV	INFANT HEALTH CENTRE DRAPER ST 22/1/19-25/3/19	95.98
				INV	HALL AT 45 MONASH AVE 17/1/19-18/3/19	218.25
				INV	CENTRE AT MELVISTA AVE 1/2/2019-5/4/2019	98.53
				INV	RESERVE AT 61 VICTORIA AVE 4/2/19-8/4/19	7.37
				INV	RESERVE AT L792 ESPLANADE 4/2/19 - 8/4/19	9.83
<b>Total CHEQUE</b>			<b>-\$25,430.28</b>			



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## All Payments 1/04/2019 to 30/04/2019

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
<b>EFT</b>						
PY01-20	WESTPAC - MUNICIPAL ACCT	02/04/2019	-369,449.71			
PY01-21	WESTPAC - MUNICIPAL ACCT	16/04/2019	-354,675.67			
PY01-22	WESTPAC - MUNICIPAL ACCT	30/04/2019	-358,448.99			
1119	EFT TRANSFER: - 05/04/2019	05/04/2019	-397,208.15	<b>1119.10056-01</b>	<b>City of Nedlands - Social Club</b>	
				INV	Payroll Deduction	288.00
				INV	Payroll Deduction	288.00
				<b>1119.10731-01</b>	<b>Green Skills (Eco Jobs)</b>	
				INV	Green stock and Coastwest sites maintenance,, etc	338.42
				<b>1119.11410-01</b>	<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Weekending 24/2/2019 Andrew Powell - Mower O, etc	1,502.01
				INV	Weekending 17/2/2019 Andrew Powell - Mower O, etc	1,883.11
				INV	Landscape Gardener week ending 24/2/2019	1,524.42
				<b>1119.11634-01</b>	<b>Ms N Horley</b>	
				INV	Councillor allowance prepaid April 2019	2,208.33
				<b>1119.12118-01</b>	<b>Mr I Argyle</b>	
				INV	Councillor allowance prepaid April 2019	2,208.33
				<b>1119.12120-01</b>	<b>Mr B G Hodsdon</b>	
				INV	Councillor allowance prepaid April 2019	2,208.33
				<b>1119.12305-01</b>	<b>Natsync Environmental</b>	
				INV	Bee hive removal in Allen Park., Bee hive rem, etc	2,970.00
				<b>1119.12532-01</b>	<b>Total Eden Pty Ltd</b>	
				INV	Irrigation replacement parts for various locations	7,535.78
				<b>1119.12544-01</b>	<b>Mr T P James</b>	
				INV	Councillor allowance prepaid April 2019	2,208.33
				<b>1119.12551-01</b>	<b>Weston Road Systems</b>	
				INV	Melvista Oval bin works - grinding kerb and traffi	385.00
				<b>1119.12682-01</b>	<b>Synergy</b>	
				INV	ELECTRICITY - 8/2/19-7/3/19 84 Beatrice Rd	104.55
				INV	Electricity supplies - Parks - 28/2/2019-28/3/19	5,415.38
				<b>1119.12706-01</b>	<b>Playmaker Sports</b>	
				INV	Repair to synthetic wicket at Allen Pk lower oval.	715.00
				<b>1119.12825-01</b>	<b>A Evans</b>	



# CITY OF NEDLANDS

## All Payments 1/04/2019 to 30/04/2019

CPS09.19 - Attachment 1

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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>
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2019	467.50
1119.12985-01					<b>Mr R M Hipkins</b>	
				INV	MAYORAL ALLOWANCE PREPAID APRIL 2019	8,089.00
1119.13217-01					<b>J Brown</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2019	1,000.00
1119.13267-01					<b>Dept of Transport</b>	
				INV	STANDING ORDER - February 2019	414.80
1119.13327-01					<b>By Word of Mouth Catering</b>	
				INV	Catering for Council Committee Meeting - 26 March	693.00
				INV	Catering - MRRG Meeting 20 March 2019	100.10
1119.13384-01					<b>Harvey Fresh</b>	
				INV	Standing Order - Weekly Milk Delivery	47.52
				INV	Standing Order - Weekly Milk Delivery	47.52
				INV	Standing Order - Weekly Milk Delivery	47.52
1119.13480-01					<b>DU Electrical Pty Ltd</b>	
				INV	Replace cable from cabinet to standpipe and reconn	368.50
1119.13537-01					<b>First Five Minutes Pty Ltd</b>	
				INV	Fire and Emergency Response Procedures and Trainin	3,447.06
1119.13625-01					<b>Active Games &amp; Entertainment</b>	
				INV	Bouncy Castles - 60th Anniversary Event	1,800.00
1119.13692-01					<b>Cutting Edges Equipment Parts Pty L</b>	
				INV	Bolt on cutting edge plus hardware and delivery	501.84
1119.13741-01					<b>Dave's Landscaping &amp; Brickpaving</b>	
				INV	lift paving, trim tree roots and relay paving	1,500.00
				INV	Repair tree damaged paving and kerb at 1 fox green	880.00
1119.13842-01					<b>Tree Amigos Tree Surgeons Pty Ltd</b>	
				INV	Street tree pruning- Sector 3	6,083.00
				INV	Arborcultural work	5,345.45
				INV	Replaces P/O 533876.....Street tree pruning	1,903.00
1119.13846-01					<b>Mr N W Shaw</b>	
				INV	Councillor allowance prepaid April 2019	2,208.33
1119.13857-01					<b>Mr L McManus</b>	
				INV	Reimbursement for legal fees Receipt 1469	5,000.00
				INV	Councillor allowance prepaid April 2019	2,208.33
1119.13869-01					<b>Instant Products Hire</b>	
				INV	Supply 6 star public toilets	3,375.61
1119.14004-01					<b>Drainflow Services Pty Ltd</b>	
				INV	Standing order to cover eduction on main roads	2,772.00



# CITY OF NEDLANDS

## All Payments 1/04/2019 to 30/04/2019

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				1119.14005-01	<b>Perth Energy Pty Ltd</b>	
				INV	Various Location - 22/2/19-21/3/19	8,207.06
				1119.14123-01	<b>Mr J D Wetherall</b>	
				INV	Councillor allowance prepaid April 2019	2,208.33
				1119.14159-01	<b>Unirack Australia Pty Ltd</b>	
				INV	Supply and install Pallet racking to Works Depot	2,736.00
				1119.14208-01	<b>Western Kitchens</b>	
				INV	Supply fixed cabinetry to CEO office - Administrat	13,552.00
				1119.14232-01	<b>Mr G Hay</b>	
				INV	Councillor prepaid allowance April 2019	2,208.33
				1119.14233-01	<b>Ms K A Smyth</b>	
				INV	Councillor prepaid allowance April 2019	2,208.33
				1119.14241-01	<b>King.S Contracting</b>	
				INV	Temporarily isolate reticulation and after works	993.91
				INV	Excavate and restore reticulation to original	507.06
				INV	John XXIII Ave - Adjust existing private reti, etc	2,425.10
				1119.14528-01	<b>Ms S Macleay</b>	
				INV	Tutor Fees - Term 4 2018 - 15/10/18-7/12/18	768.00
				1119.14786-01	<b>Rubek Automatic Doors</b>	
				INV	Mt Claremont Library BreakIn- Auto door repair PT1	660.00
				1119.14888-01	<b>Corsign WA Pty Ltd</b>	
				INV	workman symbolic signs 900mm x 600mm on a swing st	638.00
				1119.14952-01	<b>Mr W R Hassell</b>	
				INV	Councillor allowance prepaid April 2019	3,515.17
				1119.14988-01	<b>Visimax</b>	
				INV	2 x Ranger Blaze Equipment Bags	221.75
				1119.15005-01	<b>Becarwise</b>	
				INV	Novated car lease payment FNE 31 Mar 2019	729.99
				1119.15069-01	<b>Wormald Australia Pty Ltd</b>	
				INV	Fire Panel Monitoring Tresillian - 1/3/19-31/3/19	73.65
				INV	Fire Panel Monitoring - Admin - 1/3/19-31/3/19	73.65
				1119.15123-01	<b>Mr C B New</b>	
				INV	Reimbursement of concrete truck payment	310.00
				1119.15125-01	<b>Selectus Pty Ltd</b>	
				INV	Novated car lease paym,ent FNE 31 March 2019	427.26
				1119.15224-01	<b>Boyan Electrical Services</b>	
				INV	Supplied and replaced light - Dalkeith Hall	268.19
				1119.15237-01	<b>StrataGreen</b>	



# CITY OF NEDLANDS

## All Payments 1/04/2019 to 30/04/2019

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Standing order for tools, equipment and materials	4,044.38
1119.15249-01					<b>Cobblestone Concrete</b>	
				INV	Reconstruct tree damaged footpath	2,098.80
1119.15302-01					<b>Ms V Soto</b>	
				INV	Zumba Gold classes in February x 10	1,100.00
1119.15401-01					<b>WINC Australia Pty Ltd (Previous na</b>	
				INV	Nedlands library stationary order	482.97
				INV	Depot Kitchen supplies, Depot Kitchen supplie, etc	17.16
1119.15426-01					<b>Ms C M De Lacy</b>	
				INV	Councillor allowance prepaid April 2019	2,208.33
1119.15427-01					<b>Mr A W Mangano</b>	
				INV	Councillor allowance prepaid April 2019	2,208.33
1119.15468-01					<b>Street Hassle Events</b>	
				INV	Consultant Event Services for the City of Nedlands	11,706.20
1119.15524-01					<b>Inlogik Pty Ltd</b>	
				INV	Promaster monthly user fee Feb 2019	453.97
1119.15611-01					<b>Living Turf</b>	
				INV	Water test for bore situated at Nidjalla Loop Swan	324.50
1119.15616-01					<b>Ilsa Smith</b>	
				INV	Choir classes x 4 in February 2019 @ \$50 each	760.00
1119.15638-01					<b>Advanced Traffic Management (WA) Pt</b>	
				INV	Standing order for Traffic Management to cover	848.52
				INV	Standing order for Traffic Management to cover	75.90
				INV	Standing order for Traffic Management to cover	2,190.65
1119.15639-01					<b>Stephanie Reisch</b>	
				INV	Tutor Fees - Term 1 - 15/02/2019-8/3/19	1,308.00
1119.15655-01					<b>Mr R Jutras-Minett</b>	
				INV	Mobile reimbursement - 24/1/19-23/2/19	30.00
1119.15663-01					<b>Industrial Cleaning Equipment</b>	
				INV	Scheduled service to Workshop pressure cleaner	174.90
1119.15703-01					<b>Retro Roads - Tagsat Pty Ltd</b>	
				INV	LINE MARKING AT THE INTERSECTION OF KIRWAN STREET	2,869.02
				INV	LINE MARKING AT THE INTERSECTION OF JENKINS AVENUE	2,916.25
1119.15744-01					<b>SMEC Australia Pty Ltd</b>	
				INV	Review of traffic information for Scheme Amendment	5,428.50
1119.15749-01					<b>Goldspar Australia Pty Ltd</b>	
				INV	Goods & Services	4,664.00
1119.15763-01					<b>Specialized Tilt Tray &amp; Towing</b>	



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## All Payments 1/04/2019 to 30/04/2019

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Standing Order for Towing of Abandoned Vehicles	330.00
1119.15768-01					<b>Premier Tools - Red Cortina Pty Ltd</b>	
				INV	Automotive bulb circuit tester.	84.32
1119.15771-01					<b>System Maintenance - Ballantyne</b>	
				INV	Fire pump set College Park Updates	455.29
1119.15817-01					<b>Tony Pankiw</b>	
				INV	Tony Pankiw Concept Proposal for Mt Claremont Publ	1,320.00
1119.15825-01					<b>Zen Ironwork</b>	
				INV	Brad Jackson Concept Proposal for Mt Claremont Pub	1,320.00
1119.15845-01					<b>C Hass</b>	
				INV	Refund registration fee - Dog ID 9962	150.00
1119.15851-01					<b>M C Harrap</b>	
				INV	Refund for animal registration - 9987	150.00
1119.1900-01					<b>Dalkeith Nedlands Bowling Club</b>	
				INV	Kindergarten electricity supply - 19/12/18-22/2/19	467.94
1119.2030-01					<b>Child Support Registrar</b>	
				INV	Payroll Deduction	575.06
1119.2690-01					<b>Galvins Plumbing Supplies</b>	
				INV	Replacement mixer and basin - Public toilets	24.75
1119.3475-01					<b>J Blackwood &amp; Son Ltd</b>	
				INV	Safety clothing and hats for parks staff	171.23
1119.350-01					<b>AIM - Australian Institute of Manag</b>	
				INV	Corporate Silver Membership - 01/04/19 - 31/03/20	2,750.00
1119.380-01					<b>Australian Taxation Office</b>	
				INV	Payroll Deduction	127,583.00
1119.400-01					<b>Australian Services Union</b>	
				INV	Payroll Deduction	67.70
				INV	Payroll Deduction	67.70
1119.6983-01					<b>Telstra Corporation Ltd</b>	
				INV	PHONE CHARGES - 21 Mar 2019	550.49
1119.6984-01					<b>Telstra Corporation Ltd</b>	
				INV	Relocate existing Telstra pit into new faux paving	90,620.22
1119.760-01					<b>Brealey Plumbing Service</b>	
				INV	PLUMBING - At public toilets	805.00
				INV	PLUMBING	395.00
1119.7675-01					<b>Landgate - GRV</b>	
				INV	G2019/5	265.22
1119.8755-01					<b>IPWEA WA</b>	



# CITY OF NEDLANDS

## All Payments 1/04/2019 to 30/04/2019

Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				INV	IPWEA State Conference Gala Dinner	330.00
1120	EFT TRANSFER: - 09/04/2019	05/04/2019	-2,029.68	<b>1120.11079-01</b>	<b>Water Corporation</b>	
				INV	Yard at 1-15 Carrington St- 17/1/19-18/3/19	435.31
				INV	Garden at Cnr Karella - 17/1/19-18/3/19	207.62
				INV	Office at 69-71 Stirling Hwy - 17/1/19-18/3/19	678.62
				INV	Bowling club at smyh Rd - 17/1/19-18/3/19	456.97
				INV	Car Park at 15 Hampden Rd- 16/1/19-18/3/19	76.17
				INV	Rd verge -7 Hampden Rd- 16/1/19-18/3/19	49.14
				INV	Rd Verge - Cnr Carrington - 17/1/19-18/3/19	125.85
1121	EFT TRANSFER: - 12/04/2019	12/04/2019	-367,526.57	<b>1121.10786-01</b>	<b>Verti-Turf</b>	
				INV	Carry out over seeding renovation at Highview Pk,	4,977.50
				<b>1121.11107-01</b>	<b>Western Chainwire</b>	
				INV	Replace 2 x posts to opening and repair fence	946.00
				<b>1121.11272-01</b>	<b>Furnace Technologies Pty Ltd</b>	
				INV	Servicing Kiln at Tresillian Arts Centre	198.00
				INV	Service of Kiln - Fit new elements	1,328.76
				<b>1121.11410-01</b>	<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Weekending 24/3/2019 - Mower O, etc	1,883.11
				INV	Pay for agency staff	1,524.42
				INV	Labourer -Water truck. Week endi, etc	1,883.11
				INV	Pay for agency	1,524.42
				INV	Pay for agency staff	1,883.11
				INV	Pay for agency staff	1,883.11
				<b>1121.11723-01</b>	<b>Parks &amp; Leisure Australia</b>	
				INV	2018/19 Pro-rata corporate membership (4 persons)	275.00
				<b>1121.11732-01</b>	<b>Local Government Professionals</b>	
				INV	Finance staff training	790.00
				INV	Training	790.00
				INV	Training	790.00
				<b>1121.11796-01</b>	<b>Kennards Hire Pty Ltd</b>	
				INV	Generator Hire for 2019 Summer Concerts	753.50
				INV	20 KVA generator, 6.5 KVA inverter generator	1,198.80
				<b>1121.11954-01</b>	<b>Carealot Home Health Services Pty L</b>	
				INV	Provision of casual domestic, personal and social	233.20
				<b>1121.12097-01</b>	<b>Kevrek (Australia) Pty Ltd</b>	
				INV	Annual service and safety inspection to Kevre, etc	286.00
				INV	Annual service and safety inspection to Kevre, etc	499.40





# CITY OF NEDLANDS

## All Payments 1/04/2019 to 30/04/2019

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Annual service and safety inspection to Kevre, etc	303.05
				INV	Annual service and safety inspection to Kevre, etc	476.96
<b>1121.12644-01</b>					<b>Connect Call Centre Services (Previ</b>	
				INV	Call fees - February 2019	494.79
<b>1121.12682-01</b>					<b>Synergy</b>	
				INV	ELECTRICITY - 28/2/19-28/3/19	1,899.55
				INV	Lot 415 St Johns Wood - 25/1/19-27/3/19	107.45
				INV	UTS montgomery Ave - 25/1/19-27/3/19	568.40
				INV	Total UMS assets = 94 - 28/2/19-27/3/19	1,336.00
				INV	Lot 368 Kirkwood Rd - 24/1/19-27/3/19	1,508.45
<b>1121.12777-01</b>					<b>Perth Irrigation Centre</b>	
				INV	Swanbourne Oval - pump start temporary wires	151.45
				INV	Supply and deliver 2 x 100 metre rolls of 90mm	1,490.35
<b>1121.12826-01</b>					<b>C Schilizzi</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2019	3,960.00
<b>1121.12985-01</b>					<b>Mr R M Hipkins</b>	
				INV	Parking reimbursement	146.46
<b>1121.13076-01</b>					<b>Western Power Corporation - Project</b>	
				INV	Service relocations including removal of overhead	190,495.60
<b>1121.13093-01</b>					<b>D &amp; T Asphalt Pty Ltd</b>	
				INV	Urgent repairs to footpath at Pt Resolution	432.00
<b>1121.13316-01</b>					<b>Safety World - Wangara</b>	
				INV	Earmuffs Cap Attach 'ZONE 3' Red Class 5 SLC8	193.60
<b>1121.13402-01</b>					<b>Wavesound Pty Ltd</b>	
				INV	Renewal of Transparent Languages Online subsc, etc	2,064.70
<b>1121.13404-01</b>					<b>Apple Pty Ltd</b>	
				INV	IPhone XR 256 GB Black Salary Sacrifice	1,390.40
<b>1121.13412-01</b>					<b>Quick Corporate Australia</b>	
				INV	Stationery supplies	19.17
				INV	Stationery supplies	19.50
				INV	Stationery supplies	773.36
<b>1121.13443-01</b>					<b>Centurion Temporary Fencing</b>	
				INV	Temporary fencing for John XXIII Depot while limes	462.00
				INV	Swanbourne Beach Oval - Supply, deliver, install	3,993.00
<b>1121.13619-01</b>					<b>The Poster Girls</b>	
				INV	Distribution of posters & flyers Splashfest	375.65
<b>1121.13625-01</b>					<b>Active Games &amp; Entertainment</b>	
				INV	Inflatable water games for Splashfest March 10 2-5	5,590.00



# CITY OF NEDLANDS

## All Payments 1/04/2019 to 30/04/2019

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				1121.13741-01	<b>Dave's Landscaping &amp; Brickpaving</b>	
				INV	Lift and remove sections of paving	3,520.00
				1121.13793-01	<b>The Beeman</b>	
				INV	remove bees	225.00
				1121.13812-01	<b>Mrs N M Ceric</b>	
				INV	Mobile reimbursement - February 2019	30.00
				1121.13839-01	<b>The Rigging Shed</b>	
				INV	Annual onsite testing and replacement (Inv 70629)	1,405.80
				1121.13842-01	<b>Tree Amigos Tree Surgeons Pty Ltd</b>	
				INV	Refer to quote 100119-7. 40 Mooro Dve.- Undertake	503.25
				INV	Grind stump x3. 66 & 68 Doonan Rd NEDLANDS	690.00
				INV	Emergency call out by Ranger Services 21.7.18. -	1,029.60
				INV	Refer to quote 210209. Bishop Rd Reserve	1,393.70
				INV	Refer to quote 100119-4. 55 Hampden Rd cnr Hampde	364.37
				INV	Grind stump at various location	509.12
				INV	Grind stumps at various location	289.97
				INV	Grind stump at 67 Loftus St NEDLANDS -2m, Gr, etc	337.92
				1121.13946-01	<b>Plants and Garden Rentals</b>	
				INV	Plant maintenance - April 2019	241.73
				1121.13959-01	<b>Manheim Pty Ltd</b>	
				INV	Selling fee for unregistered Holden 1CLR388	110.00
				1121.14166-01	<b>Dept of Planning, Lands and Heritag</b>	
				INV	Lease rent for cafe kiosk & changerooms	9,522.44
				1121.14267-01	<b>Eco Faeries</b>	
				INV	4 Eco Fairies for Splashfest	1,440.00
				1121.1427-01	<b>City of Stirling</b>	
				INV	Meals to be delivered to Nedlands Day Centre	2,084.00
				1121.14407-01	<b>BCE Surveying</b>	
				INV	Provision of Engineering Surveying Services	412.50
				1121.14670-01	<b>Protek 24/7</b>	
				INV	Relocate seat from Swanbourne Beach Oval to Allen	275.00
				INV	Repair fencing at Allen Park Playground	462.00
				1121.14681-01	<b>Internode Pty Ltd</b>	
				INV	SO Internode IDC COLO : Full Rack Next DC Charges	2,950.50
				1121.14693-01	<b>Easi</b>	
				INV	Payroll Deduction	1,316.19
				INV	Payroll Deduction	727.63
				1121.14709-01	<b>Swan Marquees and Party Hire</b>	



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## All Payments 1/04/2019 to 30/04/2019

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				INV	Splashfest 2019 tents and furniture March 10	6,496.45
<b>1121.14874-01</b>					<b>Junk Removal</b>	
				INV	Collection of illegally dumped rubbish - 100 Rochd	100.00
<b>1121.14895-01</b>					<b>Data Documents</b>	
				INV	The Buzz- March 2019	693.00
				INV	2x corflute event signs for Splashfest 2019	154.00
<b>1121.14932-01</b>					<b>Aus Chill Technical Services Pty Lt</b>	
				INV	Feb 19 Quarterly Service - Administration, Fe, etc	814.00
				INV	Feb 19 Quarterly Service - Administration, Fe, etc	220.00
				INV	Feb 19 Quarterly Service - Administration, Fe, etc	132.00
				INV	Feb 19 Quarterly Service - Administration, Fe, etc	841.50
				INV	Feb 19 Quarterly Service - Administration, Fe, etc	137.50
				INV	Feb 19 Quarterly Service - Administration, Fe, etc	187.00
				INV	Feb 19 Quarterly Service - Administration, Fe, etc	346.50
				INV	Feb 19 Quarterly Service - Administration, Fe, etc	407.00
<b>1121.14963-01</b>					<b>Byprogress Pty Ltd T/A Monsterball</b>	
				INV	Inflatable water games rides for Splashfest 2019	3,290.00
<b>1121.14980-01</b>					<b>OSHGroup Pty Ltd</b>	
				INV	Injury Management Medical Assessment	230.82
<b>1121.15045-01</b>					<b>AllPest WA</b>	
				INV	Annual Termite Inspection - Depot, Annual Ter, etc	176.00
				INV	Annual Termite Inspection - Depot, Annual Ter, etc	132.00
				INV	Annual Termite Inspection - Depot, Annual Ter, etc	528.00
				INV	Annual Termite Inspection - Depot, Annual Ter, etc	132.00
				INV	Annual Termite Inspection - Depot, Annual Ter, etc	77.00
				INV	Annual Termite Inspection - Depot, Annual Ter, etc	132.00
<b>1121.15193-01</b>					<b>Great Southern Fuel Supplies</b>	
				INV	Bulk delivery 4,200 litres Unleaded Stock 160.	5,463.23
				INV	Bulk delivery of 4,200 litres Diesel Stock 120	5,898.34
				INV	Bulk delivery of 4,204 litres Unleaded fuel	5,195.05
				INV	Bulk delivery of 11,000 litres diesel Stock 120	15,570.10
<b>1121.15211-01</b>					<b>Officeworks Ltd</b>	
				INV	Samsung Galaxy S8 64GB Black Sal sacrifice	777.00
<b>1121.15224-01</b>					<b>Boyan Electrical Services</b>	
				INV	Replace fault lamp along pathway at Mason Garden	213.40
				INV	Form 5 sign off and checking and tagging for Splas	385.00
				INV	Replace 20 old, faulty and damaged florescence	1,857.90
				INV	Attend to Lawler Park Barbecue	75.90



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## All Payments 1/04/2019 to 30/04/2019

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				1121.15249-01	<b>Cobblestone Concrete</b>	
				INV	Reconstruct tree damaged footpath	898.56
				1121.15283-01	<b>Federation Tuckpointing</b>	
				INV	Repair mortar joints and replace fretted bricks	2,420.00
				1121.15297-01	<b>Mrs C Monro</b>	
				INV	Yoga for Seniors Classes in March x 4 / Chair Yog	480.00
				1121.15380-01	<b>A Davis</b>	
				INV	Angela Davis - T1 Tutor Fees 2019 Beginners Pastel	1,710.00
				1121.15383-01	<b>Bore Stain West /Powell's Pressure</b>	
				INV	Bore stain removal of signage at the Admin Centre	475.00
				1121.15401-01	<b>WINC Australia Pty Ltd (Previous na</b>	
				INV	Tresillian Arts Centre Term 2 Stationery Order	167.54
				INV	Depot Kitchen supplies, Depot Kitchen supplie, etc	257.81
				INV	Kitchen supplies	70.99
				INV	Penrite Premiun Alumium Frame whiteboard	444.87
				1121.15426-01	<b>Ms C M De Lacy</b>	
				INV	Councillor conference allowance	370.64
				1121.15444-01	<b>The Workers Shop</b>	
				INV	Engineering Services = Supply King	207.00
				1121.15493-01	<b>ALM West Pty Ltd</b>	
				INV	Testing and Tagging for 60th anniversary event 31.	110.00
				1121.15577-01	<b>WA Library Supplies</b>	
				INV	Stationery supplies	644.00
				1121.15588-01	<b>JP Pallets</b>	
				INV	SH2/734 Secondhand 2 Tonne Rated Pallet 1165, etc	495.00
				1121.15611-01	<b>Living Turf</b>	
				INV	Supply and deliver 500 kg Proturf (20-0-5)	1,078.00
				INV	Supply and deliver 20 x 25kg bags of 'Colosseum'	3,256.00
				1121.15699-01	<b>Patricia Jane Barwell</b>	
				INV	Tresillian Arts Centre Term 1 2019 Tutor Fees STEA	312.00
				1121.15703-01	<b>Retro Roads - Tagsat Pty Ltd</b>	
				INV	LINE MARKING AT THE MARINE PARADE CARPARK	4,763.59
				1121.15709-01	<b>Bubble Ventures Pty Ltd</b>	
				INV	Giant bubbles and bubble activities for Splashfest	1,049.00
				1121.15751-01	<b>GPC Asia Pacific Pty Ltd - Repco</b>	
				INV	RST 151 S Harmonic balancer puller.	38.50
				1121.15771-01	<b>System Maintenance - Ballantyne</b>	
				INV	Fire Hydrant Flow Testing - NCC, Fire Hydrant, etc	517.00



# CITY OF NEDLANDS

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				INV	Backflow Testing - NCC, Backflow Testing - MT, etc	517.00
				INV	Fire Hydrant Flow Testing (Inv 808213)	517.00
				<b>1121.15797-01</b>	<b>Unicard Systems Pty Ltd</b>	
				INV	Printing library cards - Nedlands library, Pr, etc	1,188.00
				<b>1121.15815-01</b>	<b>Penelope QIP (Straney and Collier)</b>	
				INV	Annual Penelope subscription and data transfer fee	850.00
				<b>1121.15847-01</b>	<b>Delish Ice</b>	
				INV	Custom engraved Mini Icy poles for 60th anniversar	3,430.00
				<b>1121.15866-01</b>	<b>Buddy's Bouncy Castles</b>	
				INV	Supply of looney tunes bouncy castle	1,200.00
				INV	Supply of petrol generator	200.00
				<b>1121.3475-01</b>	<b>J Blackwood &amp; Son Ltd</b>	
				INV	Safety clothing and hats for parks staff	28.71
				INV	1 box of safety glasses bolle raptor smoke lense,	137.94
				INV	Depot supplies (PO 536988)	343.53
				<b>1121.350-01</b>	<b>AIM - Australian Institute of Manag</b>	
				INV	Building services Robert Baker computer training	367.00
				<b>1121.4150-01</b>	<b>LO-GO Appointments</b>	
				INV	Standing order for Building Surveyor Contract	2,343.00
				<b>1121.4380-01</b>	<b>Maxwell Robinson &amp; Phelps</b>	
				INV	treatment of trees for scale	165.00
				INV	treatment of trees for scale	165.00
				<b>1121.4500-01</b>	<b>McLeods Barristers &amp; Solicitors</b>	
				INV	Legal Matter	407.61
				INV	Legal Matter	127.71
				INV	Legal Matter	425.29
				<b>1121.5080-01</b>	<b>Oce Australia Ltd</b>	
				INV	2018-19 SO Basic Charges for Admin 1/2/19-28/2/19	216.48
				INV	SO 2018-19 Basic charges at Depot- 1/2/19-28/2/19	216.48
				<b>1121.5133-01</b>	<b>Optus Billing Services Pty Ltd</b>	
				INV	Monthly invoice - 25/1/19-24/2/19	3,665.68
				<b>1121.6600-01</b>	<b>St John Ambulance Western Australia</b>	
				INV	First aid course	133.00
				<b>1121.760-01</b>	<b>Brealey Plumbing Service</b>	
				INV	PLUMBING	500.50
				INV	PLUMBING	539.00
				INV	PLUMBING	198.00
				INV	PLUMBING	829.00



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				INV	Plumber repair to cracked pipe	1,056.00
				<b>1121.8110-01</b>	<b>Wattleup Tractors</b>	
				INV	Trima quick hitch euro adjustable pallet forks	1,760.00
				<b>1121.8169-01</b>	<b>Westbooks</b>	
				INV	Junior audiobooks for Nedlands Library	47.84
				INV	Junior audiobooks for Mt Claremont Library	9.09
				INV	Junior Library Stock Mt Claremont Library	41.97
				INV	Adult Library Stock Nedlands Library - Westbooks	115.46
				INV	Junior Library Stock Mt Claremont Library	48.97
				INV	Adult Library stock Mt Clarmeont Library - Westboo	65.07
				INV	Adult Library Stock Nedlands Library - Westbooks	67.17
				INV	Adult Library stock Mt Clarmeont Library - Westboo	144.10
				INV	Junior Library Stock Nedlands Library - Westbooks	140.59
				<b>1121.860-01</b>	<b>Bunnings Group Limited</b>	
				INV	paint and building supplies for bus shelter	26.22
				<b>1121.8755-01</b>	<b>IPWEA WA</b>	
				INV	Mayor Hipkins - Registration 2019 IPWEA State Conf	1,640.00
				<b>1121.880-01</b>	<b>Bunzl Limited</b>	
				INV	Hygienic supplies for various buildings -PROC, etc	1,484.92
1123	EFT TRANSFER: - 18/04/2019	18/04/2019	-466,215.41	<b>1123.100-01</b>	<b>Advantech Mobile Auto Electrics</b>	
				INV	VEHICLE REPAIRS	1,261.00
				<b>1123.10428-01</b>	<b>Roads 2000</b>	
				INV	ROAD/FOOTPATH MTCE/CONSTRUCTION	1,424.50
				<b>1123.10731-01</b>	<b>Green Skills (Eco Jobs)</b>	
				INV	Labour for bank stabilisation work at Birdwood Pde	1,178.10
				<b>1123.10859-01</b>	<b>CSP Group Pty Ltd</b>	
				INV	Chainsaw parts, Quote # 5842 # 2.	672.90
				<b>1123.11293-01</b>	<b>Kelyn Training Services</b>	
				INV	BWTM Training	315.00
				INV	Training - Ranger services	115.00
				<b>1123.11634-01</b>	<b>Ms N Horley</b>	
				INV	12682	1,386.33
				<b>1123.11732-01</b>	<b>Local Government Professionals</b>	
				INV	Tresillian Arts Centre	335.00
				INV	Health and Compliance - Best Practices	100.00
				<b>1123.12346-01</b>	<b>U N Nolli</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2019	1,630.00
				<b>1123.12350-01</b>	<b>Capital Recycling</b>	



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				INV	Standing order for waste removal from John XXIII d	4,014.30
1123.12534-01					<b>DS Agencies Pty Ltd</b>	
				INV	a bus seat	1,485.00
1123.12563-01					<b>AZ Clear</b>	
				INV	John XXIII Depot Upgrade	374.00
					Removal of Possible Asbes	
1123.12642-01					<b>Domain Catering</b>	
				INV	Catering Councillor Briefing - 5 March 2019	596.00
1123.12682-01					<b>Synergy</b>	
				INV	Total Streetlights = 2310-25/2/19-24/3/19	37,897.85
				INV	Electricity unpaid Acct 293 928 420 February 2019	449.70
				INV	8/3/19 - 11/4/19 Electricity - U1 Esplanade Dalkei	84.85
				INV	Electricity Moss Vale, Floreat 15/1/19-15/3/19	145.05
1123.12743-01					<b>Active Transport &amp; Tilt Tray Svces</b>	
				INV	Transport damaged Fiat from Stanley St to Priestma	198.00
1123.13010-01					<b>Spot on Print</b>	
				INV	Name Badge & 250 Business Cards for staff	300.03
1123.13014-01					<b>Nespresso Professional</b>	
				INV	Coffie supplies	987.00
1123.13042-01					<b>Totally Workwear - Mount Hawthorn</b>	
				INV	Safety boots	155.00
1123.13095-01					<b>Rentokil Initial Pty Ltd - Ambius</b>	
				INV	Interior plantscape rental September 2018	305.72
1123.13254-01					<b>Murphy Painting &amp; Decorating</b>	
				INV	Paint CEO office	665.00
1123.13384-01					<b>Harvey Fresh</b>	
				INV	Standing Order - Weekly Milk Delivery	47.52
1123.13412-01					<b>Quick Corporate Australia</b>	
				INV	Stationery supplies	374.98
1123.13428-01					<b>Lock Stock &amp; Farrell Locksmith Pty</b>	
				INV	Rekeying of City buildings and maintenance callou	278.75
1123.13479-01					<b>Alberts Car Stereo</b>	
				INV	Supply & fit handsfree phone kit. Flt 512.	595.00
1123.13506-01					<b>C Marinovich</b>	
				INV	Tresillian Arts Centre Caroline Marinovich - T1	1,254.00
1123.13509-01					<b>J K Wallis</b>	
				INV	oral history interview and transcription with Judi	760.00
1123.13713-01					<b>Sonic HealthPlus Pty Ltd</b>	



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				INV	Pre employment medicals	249.70
1123.13733-01					<b>West Coast Spring Water P/L</b>	
				INV	15L Cooler bottle water supply to NCC	17.00
1123.13869-01					<b>Instant Products Hire</b>	
				INV	Hire and service of 6 star transportable toilets C	3,353.15
1123.13918-01					<b>Pirtek Malaga</b>	
				INV	Supply and fit new suzi coil air brake hoses. Flee	395.00
1123.13946-01					<b>Plants and Garden Rentals</b>	
				INV	Plant rental - April 2019	172.70
				INV	Plant maintenace - January 2019	172.70
1123.14004-01					<b>Drainflow Services Pty Ltd</b>	
				INV	City wide road sweeping including paths, right of	15,840.00
1123.14080-01					<b>Randstad</b>	
				INV	Pay to agency staff - Placement fee	8,455.59
1123.14165-01					<b>Bridgestone Australia Pty Ltd</b>	
				INV	Bridgestone 235/75R17.5 truck tyres. Fleet 503.	1,925.00
1123.14233-01					<b>Ms K A Smyth</b>	
				INV	Payment request- Conference Registration 8-10 Ap19	1,146.95
1123.14238-01					<b>Ms J Rogers</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2019	2,076.00
				INV	Tresillian Arts Centre - extra tutor fees T1-19	156.00
1123.14243-01					<b>Hudson Global Resources</b>	
				INV	Agency staff for Finance department WE 29/3/19	1,233.54
1123.14358-01					<b>Ms N Butcher</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2019	4,240.00
1123.14510-01					<b>JB Hi-Fi Group Pty Ltd</b>	
				INV	UBIQUITI - ES-48-500W	3,462.00
1123.14514-01					<b>Valvoline Australia Pty Ltd</b>	
				INV	205 litre drum of Synpower FE 5W-30 pumped to tank	1,324.88
1123.14535-01					<b>Skyline Landscape Services</b>	
				INV	Lawn Mowing Maintenance Contract for February, etc	4,342.91
1123.14693-01					<b>Easi</b>	
				INV	Payroll Deduction	1,316.19
				INV	Payroll Deduction	727.63
1123.14710-01					<b>Accord Security Pty Ltd</b>	
				INV	2 Security guards for Splashfest 2019 on Mar10	352.00
1123.14856-01					<b>Quik Impressions</b>	
				INV	50 X receipt books (Triplicate) Starting at number	531.04





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				1123.14879-01	<b>Stylus Design</b>	
				INV	Design and file preparation of Western Suburbs Lib	54.45
				1123.14888-01	<b>Corsign WA Pty Ltd</b>	
				INV	street blade repairs various 1/3/19	382.14
				INV	street blade repairs various 5/3/19	502.92
				INV	street blade repairs Floreat 7/3/19	515.30
				INV	Supply custom symbolic sign for Tresillian Drivewa	33.00
				1123.14932-01	<b>Aus Chill Technical Services Pty Lt</b>	
				INV	Feb 19 Quarterly Service - Administration, Fe, etc	165.00
				INV	Feb 19 Quarterly Service - Administration, Fe, etc	132.00
				INV	Supply and install split system Air conditioners	14,283.50
				INV	New replacement fan motor 71 Stirling Hwy	582.85
				INV	Service Celair evap unit at 21 Tyrell St	304.15
				INV	Supply and install wall controllers	2,044.46
				1123.14993-01	<b>Marketforce</b>	
				INV	Nedlands News July 2018 - June 2019	2,018.49
				1123.15005-01	<b>Becarwise</b>	
				INV	Payment of Car lease	729.99
				1123.15010-01	<b>AHG Trade Parts Pty Ltd</b>	
				INV	Oil and air filters + engine oil	243.03
				INV	Ford oil and air filter kits as per quote 180842T.	1,254.00
				1123.15019-01	<b>Moore Stephens (WA) Pty Ltd</b>	
				INV	Finance - Budget 2019-20 workshop	1,683.00
				INV	Internal Audit Program	11,000.00
				1123.15082-01	<b>Ms M Benitez Ines</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2019	1,240.00
				1123.15107-01	<b>Ward Roofing Pty Ltd</b>	
				INV	Remove roof tiles and re-batten and repoint tiles	638.00
				1123.15125-01	<b>Selectus Pty Ltd</b>	
				INV	Novated Car Lease Payment	427.26
				1123.15211-01	<b>Officeworks Ltd</b>	
				INV	HP OfficeJet Pro 6960 Inkjet MFC - NCC Public	149.00
				INV	General Stationary for Depot - 8/3/2019	721.32
				1123.15224-01	<b>Boyan Electrical Services</b>	
				INV	Attend to entrance sensor light issue - Nedla, etc	76.66
				INV	Supply & install 4 only 25amp supplies for a/c uni	5,879.50
				INV	Attend to entrance sensor light issue - Nedla, etc	76.66
				INV	Electrical upgrades - Admin	12,119.51



# CITY OF NEDLANDS

## All Payments 1/04/2019 to 30/04/2019

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Caladenia Way Mt Claremont - Repair 2 bollard ligh	135.33
1123.15236-01					<b>Suez Recycling &amp; Recovery (Perth) P</b>	
				INV	Waste services - January 2019	30,165.22
1123.15321-01					<b>Pyrios Pty Ltd</b>	
				INV	Pyrios phone version upgrade from 6 to 8 - Profess	16,717.80
1123.15401-01					<b>WINC Australia Pty Ltd (Previous na</b>	
				INV	Safety equipment	61.23
1123.15408-01					<b>Reino Interenational Pty Ltd</b>	
				INV	AutoISSUE Parking and Local Laws Licencing, A, etc	10,837.20
1123.15434-01					<b>Mr D Wollage</b>	
				INV	Mobile reimbursement - 1426477415-19/2/19-18/3/19	30.00
1123.15507-01					<b>Global Food Safety Auditing</b>	
				INV	6 months food audit	451.00
1123.15508-01					<b>Australian Training Management Pty</b>	
				INV	Engineering Services - Engineering Projects	1,810.00
1123.15564-01					<b>Cascada (Access Icon Pty Ltd)</b>	
				INV	Supply of Circular concrete cover slab	3,120.02
1123.15611-01					<b>Living Turf</b>	
				INV	Supply and apply 1 tonne of DAP fertiliser (Diammo	1,595.00
				INV	Supply and deliver 1 x 20L Glyphosate 'Wipeou, etc	311.30
1123.15663-01					<b>Industrial Cleaning Equipment</b>	
				INV	Full service and repairs to high pressure Drain cl	1,643.40
1123.15685-01					<b>Smart Office Systems</b>	
				INV	Business Improvement Project	2,841.30
				INV	Business Improvement Project	6,325.00
				INV	Business Improvement Project	10,386.20
				INV	Business Improvement Project	2,365.00
1123.15749-01					<b>Goldspar Australia Pty Ltd</b>	
				INV	Goods & Services	1,809.50
1123.15768-01					<b>Premier Tools - Red Cortina Pty Ltd</b>	
				INV	Automotive 24 volt circuit tester.	182.75
1123.15772-01					<b>Tracey Vorstenbosch</b>	
				INV	Subjects of Note author talk at MTC Library	350.00
1123.15774-01					<b>Cloud Collections Pty Ltd</b>	
				INV	Rates outstanding debt collection for 2018-19, etc	25,316.70
1123.15779-01					<b>CSCH Pty Ltd T/A Charles Service Co</b>	
				INV	Cleaning services for 20 March 2019	27,426.04
1123.15842-01					<b>Subiaco Painting Services</b>	



# CITY OF NEDLANDS

## All Payments 1/04/2019 to 30/04/2019

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				INV	Repaint Goalposts	1,620.00
1123.15857-01	<b>Mr N Cain</b>			INV	Budget consultancy services 11/3/19 - 29/3/19	8,208.75
1123.15858-01	<b>Richards Tyrepower</b>			INV	Puncture repair 23/10.50/12. Iseki Flt 311.	30.00
1123.2030-01	<b>Child Support Registrar</b>			INV	Payroll Deduction	575.06
1123.2048-01	<b>Tillys Home Helpers</b>			INV	Provision of Gardening Service to HACC Clients	74.25
1123.2075-01	<b>Landgate</b>			INV	Land enquiries for March 2019	33.29
1123.2262-01	<b>Elliott's Irrigation Pty Ltd</b>			INV	Dot Bennett Park - Service and maintain iron	291.50
1123.2622-01	<b>Fuji Xerox Australia Pty Ltd</b>			INV	Fuji-Copy Charges January 2019	1,127.28
1123.3475-01	<b>J Blackwood &amp; Son Ltd</b>			INV	Fuji-Copy Charges- NCC-Serial #050380 ,050381, etc	1,994.87
				INV	Standing order for PPE (2220)	258.73
				INV	Standing order for PPE (2220)	182.40
				INV	Safety clothing and hats for parks staff	25.08
				INV	Supply "Sawguard" Chainsaw Chaps (L)	521.18
				INV	Safety clothing and hats for parks staff	262.04
				INV	Supply 2 x boxes of 3M 8812 Particulate Respirator	67.72
1123.380-01	<b>Australian Taxation Office</b>			INV	Payroll Deduction	120,560.00
1123.4040-01	<b>The Lane Bookshop</b>			INV	Book club Sets - Lane	87.16
1123.4120-01	<b>Lightning Laundry</b>			INV	Laundry services October 2018	535.50
				INV	Laundry services for November 2018	581.38
				INV	Laundry services for December 2018	435.22
				INV	Laundry services for January 2019	397.30
1123.4150-01	<b>LO-GO Appointments</b>			INV	Landscape Gardener - Week ending, etc	1,593.24
1123.4325-01	<b>Main Roads Western Australia</b>			INV	Refund - Underwood Project - MRWA ID- 21114419	11,060.50
1123.4500-01	<b>McLeods Barristers &amp; Solicitors</b>			INV	Legal matter	2,514.99



# CITY OF NEDLANDS

## All Payments 1/04/2019 to 30/04/2019

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				<b>1123.760-01</b>	<b>Brealey Plumbing Service</b>	
				INV	PLUMBING	396.00
				INV	PLUMBING	313.50
				<b>1123.8169-01</b>	<b>Westbooks</b>	
				INV	Junior Library Stock Nedlands Library - Westbooks	107.04
				INV	Junior audiobooks for Mt Claremont Library	19.58
				INV	Adult Library stock Mt Clarmeont Library - Westboo	19.59
				INV	Adult Library Stock Nedlands Library - Westbooks	86.07
				INV	Junior Library Stock Mt Claremont Library - Westbo	23.08
				INV	Junior audiobooks for Nedlands Library	21.69
				INV	Adult Library Stock Nedlands Library - Westbooks	95.44
				<b>1123.8180-01</b>	<b>City Toyota</b>	
				INV	879610K050 Mirror Glass.	84.24
1125	EFT TRANSFER: - 26/04/2019	26/04/2019	-322,858.71	<b>1125.100-01</b>	<b>Advantech Mobile Auto Electric</b>	
				INV	Investigate fault in park,,brake & indicator light	250.00
				<b>1125.10731-01</b>	<b>Green Skills (Eco Jobs)</b>	
				INV	Pathway maintenance Swanbourne Dunes, Pathway, etc	208.73
				INV	Green stock and Coastwest sites maintenance,, etc	630.63
				INV	Green stock and Coastwest sites maintenance,, etc	1,938.09
				INV	Maintenance Heritage Precinct, Maintenance Sw, etc	714.12
				INV	Maintenance Heritage Precinct, Maintenance Sw, etc	1,223.15
				<b>1125.10859-01</b>	<b>CSP Group Pty Ltd</b>	
				INV	Oil 2 stroke HP-10L Quote 5867#1. Flt 450.	327.00
				<b>1125.11357-01</b>	<b>The Honda Shop</b>	
				INV	Honda WB20 transfer pump. Nissan Flt 104.	735.00
				<b>1125.11410-01</b>	<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Agent recruitment WE 17/3/2019	1,524.42
				INV	Landscape Gardener - week endin, etc Weekending	1,524.42
				INV	7/4/2019 - Mower Op, etc	1,883.11
				<b>1125.11975-01</b>	<b>JLR Pumps</b>	
				INV	Mt Claremont Lakes - Remove, diagnose and replace	2,113.10
				<b>1125.12067-01</b>	<b>M Kelly</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2019	720.00
				<b>1125.12222-01</b>	<b>Conservation Volunteers Australia</b>	
				INV	Conservation work for 2018/19 financial year	1,650.00
				<b>1125.12314-01</b>	<b>Altus Traffic</b>	
				INV	Traffic Management Plan - Anzac Day 2019	396.00
				<b>1125.12350-01</b>	<b>Capital Recycling</b>	



# CITY OF NEDLANDS

## All Payments 1/04/2019 to 30/04/2019

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				INV	Standing order for waste removal from John XXIII	7,513.47
				INV	John XXIII Depot Upgrade - Limestone Retaining Wal	5,806.21
				INV	Standing order for waste removal from John XXIII d	2,230.79
				INV	John XXIII Depot Upgrade- Load of fill sand	3,300.00
				INV	John XXIII Depot Upgrade	6,985.00
<b>1125.12648-01</b>					<b>Mt Claremont Newsround</b>	
				INV	Mt Claremont Newspapers- 24/2/19-23/3/19	128.08
<b>1125.12695-01</b>					<b>Adroit Consulting Pty Ltd</b>	
				INV	Tawarri Consultancy Services	2,646.88
<b>1125.12885-01</b>					<b>Raeco/CEI Pty Ltd</b>	
				INV	Nedlands library stationary order, Mt Claremo, etc	1,237.13
<b>1125.13068-01</b>					<b>Kott Gunning</b>	
				INV	Planning SAT COSTS: 11B BROCKWAY ROAD, MT CLAREMON	4,008.40
<b>1125.13093-01</b>					<b>D &amp; T Asphalt Pty Ltd</b>	
				INV	Standing order for City wide asphalt repairs	426.96
				INV	Profile and repair damaged areas in JC Smith Carpa	4,110.82
				INV	Standing order for City wide asphalt repairs	432.00
<b>1125.13113-01</b>					<b>Allerding &amp; Associates</b>	
				INV	SAT matter 82 Stanley Street, Nedlands - ancillary	11,623.68
<b>1125.133-01</b>					<b>Alinta Energy</b>	
				INV	Lot 2 carrington st - 20/12/18-26/3/19	134.95
<b>1125.13327-01</b>					<b>By Word of Mouth Catering</b>	
				INV	Catering for Council Committee Meeting 9 Apr 2019	693.00
<b>1125.1337-01</b>					<b>City of Cockburn</b>	
				INV	Hire of Bomag 36 Tonne Compactor Mob/Demob includi	10,806.99
<b>1125.13384-01</b>					<b>Harvey Fresh</b>	
				INV	Standing Order - Weekly Milk Delivery	48.60
<b>1125.13412-01</b>					<b>Quick Corporate Australia</b>	
				INV	Aviator Ergonomic Chair and flipchart	681.47
				INV	Kitchen supplies	29.94
<b>1125.13428-01</b>					<b>Lock Stock &amp; Farrell Locksmith Pty</b>	
				INV	Rekeying of City buildings and maintenance	38.00
				INV	28mm weather resistant submariner padlocks for Swa	706.55
				INV	Rekeying of City buildings and maintenance	136.70
<b>1125.13534-01</b>					<b>Nu-Trac Rural Contracting</b>	
				INV	Swanbourne Beach Cleaning	2,220.00
<b>1125.13611-01</b>					<b>United Equipment Pty Ltd</b>	



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				INV	Repairs to aforklift DP25 as per quote # 11823.	634.35
<b>1125.13728-01</b>					<b>FOI WA Services, Advice &amp;</b>	
				INV	FOI consultancy service 9/1/2019 - 31/3/2019	2,300.00
<b>1125.13741-01</b>					<b>Dave's Landscaping &amp; Brickpaving</b>	
				INV	Hollywood Tennis Reserve - Level pavers and r, etc	1,100.00
				INV	Repair damaged slab paving at the cnr of Weld	440.00
				INV	Reinstate paved areas around 3 x drainage grates	1,500.00
<b>1125.13863-01</b>					<b>G M S Security (WA) Pty Ltd</b>	
				INV	Supply and install CCTV/security equipment to, etc	25,000.00
<b>1125.13869-01</b>					<b>Instant Products Hire</b>	
				INV	Toilets for Splashfest 2019, March 10, 2-5pm	650.01
<b>1125.13918-01</b>					<b>Pirtek Malaga</b>	
				INV	Supply and fit 63mm suction hose to pump & tank.	264.19
<b>1125.14243-01</b>					<b>Hudson Global Resources</b>	
				INV	Agency staff for Finance department	2,055.90
<b>1125.14602-01</b>					<b>Professional Tree Surgeons</b>	
				INV	Tree pruning works Point Resolution, Tree pru, etc	2,695.00
				INV	Move logs from Pinus tree Hollywood Reserve	682.00
<b>1125.14692-01</b>					<b>IPWEA Limited</b>	
				INV	Infrastructure Financial Management Manual	716.82
<b>1125.14732-01</b>					<b>Ms M Smith</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2019	1,368.00
<b>1125.14840-01</b>					<b>Domain Glass Pty Ltd</b>	
				INV	Supply & install replacement security sliding door	726.00
				INV	Remove existing windows & replace with fixed windo	1,980.00
<b>1125.14888-01</b>					<b>Corsign WA Pty Ltd</b>	
				INV	supply and install look after valuables signs for	1,326.38
<b>1125.14895-01</b>					<b>Data Documents</b>	
				INV	Supply 2 x corflute signs for Brockman Reserve	99.00
				INV	Supply 2 x corflute signs for St Johns Wood POS	198.00
				INV	Printing of Tresillian Arts Centre Term 2 2019	3,409.82
				INV	history brochures for 60th anniversary event	467.50
<b>1125.14932-01</b>					<b>Aus Chill Technical Services Pty Lt</b>	
				INV	Relocated condensing unit for Fujitsu's split syst	634.66
				INV	Monthly maintenance - Nedlands Library dehumidifie	198.00
<b>1125.14948-01</b>					<b>Cable Locates &amp; Consulting</b>	
				INV	Service relocation costing	4,950.00
<b>1125.14972-01</b>					<b>Allwestplant hire Australia Pty Ltd</b>	



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				INV	Supply and Install 1 x 1650mm x 1650mm square, etc	6,530.00
				<b>1125.14993-01</b>	<b>Marketforce</b>	
				INV	State Administrative Tribunal Policy Post Advert	372.63
				INV	Post Newspaper & Western Suburbs Weekly Newspaper	494.47
				INV	2 x adds in the newspaper (1 x Post) (1 x WSW)	786.27
				INV	Consultation on planning proposals post advert	398.67
				INV	Ad in Western Suburbs Weekly on 19/03/19 and Post	750.73
				INV	Post Newspapers & WSW advertisements	1,341.90
				INV	Post Newspaper - Mayor's Full Page Advert	1,796.73
				INV	Splashfest - 2 x adverts in The POST and 1 x ad in	1,627.44
				INV	Advertisements Natural Area Management Plans	341.47
				INV	Nedlands News 02/03/2019	2,018.49
				INV	Newspaper ads for 60th Anniversary event	1,145.86
				<b>1125.15019-01</b>	<b>Moore Stephens (WA) Pty Ltd</b>	
				INV	Financial report Tawarri Hot Springs Development	5,566.99
				<b>1125.15074-01</b>	<b>Bandit Tree Equipment</b>	
				INV	Scheduled service and inspection. Bandit chipper	1,028.89
				<b>1125.15116-01</b>	<b>P Tanner</b>	
				INV	Repair internal lights in Diesel Bowser.	258.81
				<b>1125.15119-01</b>	<b>Qwest Property Pty Ltd/TA Hemsley</b>	
				INV	Valuation Service 64-66 Melvista Ave, Dalkeith	2,145.00
				<b>1125.15211-01</b>	<b>Officeworks Ltd</b>	
				INV	HP Pavilion 14" Core i5 Laptop 14-ce0002TU - MTC	1,223.00
				<b>1125.15224-01</b>	<b>Boyan Electrical Services</b>	
				INV	street light repairs rest of 2019 finacial	509.39
				INV	Adam Armstrong Pavilion - Attend to hand dryer	1,016.35
				INV	Melvista Oval sports lights - supply and install 3	374.59
				INV	street light repairs rest of 2019 finacial	441.19
				INV	After hours lighting check on Waratah Avenue CON "	385.00
				<b>1125.15236-01</b>	<b>Suez Recycling &amp; Recovery (Perth) P</b>	
				INV	Residential waste services - May 2019	80,750.00
				<b>1125.15249-01</b>	<b>Cobblestone Concrete</b>	
				INV	Reconstruct damaged footpath as marked on Mooro Dr	12,895.94
				<b>1125.15302-01</b>	<b>Ms V Soto</b>	
				INV	Zumba Gold classes in March for DRC	260.00
				<b>1125.15379-01</b>	<b>Street Hassle Events</b>	
				INV	Staging, sound and lighting for 60th anniversary	5,280.00
				<b>1125.15389-01</b>	<b>TPG Telecom</b>	



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				INV	1Mar2019 - 31Mar2019 Recurring Charges	7,119.19
<b>1125.15401-01</b>					<b>WINC Australia Pty Ltd (Previous na</b>	
				INV	Bundaberg ginger beer	30.14
				INV	Nedlands library stationary order, Mt Claremo, etc	126.01
				INV	Cleaning materials, Stationery and disposable, etc	315.92
				INV	Depot Kitchen supplies	225.29
<b>1125.15416-01</b>					<b>P D Bennett</b>	
				INV	Volunteer vehicle reimbursement	122.76
<b>1125.15428-01</b>					<b>Miss K Gillespie</b>	
				INV	Tutor Fee - 11/3/19 to 5/4/2019	2,184.00
				INV	Art sales March 2019	150.50
<b>1125.15489-01</b>					<b>Steven Mc Neilage Videographer</b>	
				INV	1 x 20 second video promoting Tresillian Arts Cent	450.00
<b>1125.15516-01</b>					<b>Infinite Energy</b>	
				INV	Supply and install Option 2 10.62 KW solar Panel	12,421.00
<b>1125.15548-01</b>					<b>Ream Clean Property Service</b>	
				INV	Repair to dog dispenser, removal of illegal dumpin	621.50
<b>1125.15616-01</b>					<b>Ilsa Smith</b>	
				INV	Choir classes x 4 in March 2019 @ \$50 each	200.00
				INV	Chair Pilates classes x 4 in March 2019 @ \$70 each	280.00
				INV	Senior Pilates classes x9, Chair Pilates x4 in Ma	910.00
<b>1125.15638-01</b>					<b>Advanced Traffic Management (WA) Pt</b>	
				INV	Standing order to provide Traffic Management	400.40
				INV	Standing order for Traffic Management to cover roa	1,048.72
				INV	Standing order for Traffic Management to cover roa	1,744.33
<b>1125.15639-01</b>					<b>Stephanie Reisch</b>	
				INV	Tresillian Arts Centre - S.H. Tutor Fees - Term 1	1,308.00
<b>1125.15695-01</b>					<b>Cloud Nine Dry Cleaners</b>	
				INV	City of Nedlands Dry Cleaning standing order	84.55
<b>1125.15699-01</b>					<b>Patricia Jane Barwell</b>	
				INV	Tresillian Arts Centre Term 1 2019 Tutor Fees	312.00
<b>1125.15748-01</b>					<b>Peritas Consulting Pty Ltd</b>	
				INV	Further testing of loading capacity Hackett Hall	990.00
<b>1125.15769-01</b>					<b>Top of the Ladder Gutter Cleaning</b>	
				INV	Quarterly gutter clean and maintenance - Adm, etc	5,282.00
				INV	Summer Monthly gutter clean and maintenance -, etc	880.00
<b>1125.15771-01</b>					<b>System Maintenance - Ballantyne</b>	
				INV	College Park Fire Hydrant - replace burst pressure	704.00





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				<b>1125.15824-01</b>	<b>Peter Martin Geary</b>	
				INV	Rubbish removal and repositioning dual recycling	290.00
				INV	Fitting of rubbish and recycling bin unit	350.00
				<b>1125.15839-01</b>	<b>Steve Smith</b>	
				INV	Report writing workshop - 12/3/19	850.00
				<b>1125.15856-01</b>	<b>Cranetruck Services WA Pty Ltd</b>	
				INV	Transport of sculpture "Loyalty" from City ofNedla	600.00
				<b>1125.15858-01</b>	<b>Richards Tyrepower</b>	
				INV	Puncture repairs 11 x 4.00-5 Turf tyres. Flt 312.	60.00
				<b>1125.15869-01</b>	<b>Mr D Sharples</b>	
				INV	Reimbursement for HBF Run entry fee	78.00
				<b>1125.1765-01</b>	<b>Contatore Engineering Pty Ltd</b>	
				INV	New cutting edge & Heel plates as per quote # CE-1	1,749.00
				<b>1125.2230-01</b>	<b>Ecoscape Australia</b>	
				INV	Please provide landscape tender documentation	192.50
				<b>1125.2622-01</b>	<b>Fuji Xerox Australia Pty Ltd</b>	
				INV	Fuji-Lease Charges- Serial # 009234, 526177-, etc	4,752.00
				INV	Fuji-Copy Charges- NCC-Serial #009234, 526177, etc	2,079.62
				<b>1125.3475-01</b>	<b>J Blackwood &amp; Son Ltd</b>	
				INV	Safety clothing and hats for parks staff	25.08
				INV	Safety clothing and hats for parks staff	34.47
				<b>1125.350-01</b>	<b>AIM - Australian Institute of Manag</b>	
				INV	Parks Services - Alan Roche - "Thinking on Your Fe	1,207.00
				INV	Parks Services - Rebecca Bonsall (Landscape L, etc	592.00
				INV	Parks Services - Alan Roche (Landscape L, etc	592.00
				<b>1125.4150-01</b>	<b>LO-GO Appointments</b>	
				INV	Agency staff WE 6/4/2019	1,968.12
				<b>1125.6600-01</b>	<b>St John Ambulance Western Australia</b>	
				INV	First aid for Splashfest 2019 on March 10, 2-5pm	281.60
				<b>1125.760-01</b>	<b>Brealey Plumbing Service</b>	
				INV	PLUMBING	865.05
				INV	PLUMBING	407.00
				INV	PLUMBING	379.50
				INV	PLUMBING	681.00
				<b>1125.8169-01</b>	<b>Westbooks</b>	
				INV	Adult Library Stock Nedlands Library - Westbooks	200.12
				INV	Junior audiobooks for Mt Claremont Library	75.56
				INV	Junior Library Stock Mt Claremont Library - Westbo	5.59



# CITY OF NEDLANDS

## All Payments 1/04/2019 to 30/04/2019

Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				INV	Adult Library stock Mt Clarmeont Library - Westboo	41.98
				INV	Junior Library Stock Nedlands Library - Westbooks	66.45
				1125.8242-01	<b>Western Metropolitan Regional Council</b>	
				INV	WASTE DISPOSAL	453.82
				INV	WASTE DISPOSAL	591.13
				1125.860-01	<b>Bunnings Group Limited</b>	
				INV	bus shelter maintenance supplies 21/3/19	481.52
				INV	paint and building supplies for bus shelter mainte	79.46
				<b>Total EFT</b>		<b>-\$2,638,412.89</b>
				<b>TOTAL PAYMENTS</b>		<b>-\$2,663,843.17</b>

Westpac - Trust Acct

CHEQUE

20268	BEN TRAGER HOMES	05/04/2019	-1,700.00	RFND	27 WHITFELD ST - FOOTPATH REFUND	1,700.00
20269	GOLD STYLE HOMES PTY LTD	05/04/2019	-1,700.00	RFND	8 KENNEDIA LANE-FOOTPATH REFUND	1,700.00
20270	ADVANCED ROOF RESTORATION	05/04/2019	-1,700.00	RFND	24 STRICKLAND ST - FOOTPATH REFUND	1,700.00
20271	JOLLETES GYMNASTICS	12/04/2019	-231.00	RFND	HALL& KEY BOND REFUND DALKEITH 07/05/18	231.00
20272	MR J GILLETT	12/04/2019	-232.00	RFND	KEY & HALL BOND JON GILLETT	232.00
20273	J W KLOBAS	12/04/2019	-1,700.00	RFND	34 WILLIAMS RD - FOOTPATH REFUND	1,700.00
20274	MR S C LINTON	18/04/2019	-1,700.00	RFND	102 CIRCE CIRCLE - FOOTPATH REFUND	1,700.00
20275	HOMES BY JOHN CARTER PTY LTD	18/04/2019	-1,700.00	RFND	7 HOTCHIN ST - FOOTPATH REFUND	1,700.00
20276	O COMBES-KENDALL	18/04/2019	-1,700.00	RFND	29 KINNIMONT - FOOTPATH REFUND	1,700.00
20277	WESTVIEW BUILDERS	18/04/2019	-1,700.00	RFND	25 KINGSWAY - FOOTPATH REFUND	1,700.00
20278	AMB CONSOLIDATED PTY LTD	18/04/2019	-1,700.00	RFND	58 BEATRICE RD - FOOTPATH REFUND	1,700.00



# CITY OF NEDLANDS

## All Payments 1/04/2019 to 30/04/2019

Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
20279	DAVLEY BUILDING PTY LTD	18/04/2019	-1,700.00	RFND	12 BORONIA AVENUE - FOOTPATH REFUND	1,700.00
20280	MARQUEE HOMES PTY LTD	18/04/2019	-1,700.00	RFND	5 ALDERBURY STREET - FOOTPATH REFUND	1,700.00
20281	CIVIL CON HOLDINGS PTY LTD	18/04/2019	-1,700.00	RFND	78 KIRWAN ST - FOOTPATH REFUND	1,700.00
20282	OSWALD HOMES (1972) PTY LTD	18/04/2019	-1,650.00	RFND	69 THOMAS ST - FOOTPATH REFUND	1,650.00
20283	MR T RUSSELL	18/04/2019	-1,650.00	RFND	69 THOMAS ST - FOOTPATH REFUND	1,650.00
20284	INFINITE DEVELOPMENTS PTY LTD	18/04/2019	-1,700.00	RFND	18 CLIFTON ST - FOORPATH REFUND	1,700.00
20285	101 RESIDENTIAL PTY LTD	18/04/2019	-1,650.00	RFND	26 KENNEDIA LANE - FOOTPATH REFUND	1,650.00
20286	WEBB & BROWN NEAVES	18/04/2019	-1,700.00	RFND	1 TOWERHILL PLACE - FOOTPATH REFUND	1,700.00
20287	EXACTUS HOMES	26/04/2019	-1,700.00	RFND	48 WILLIAMS - FOOTPATH REFUND	1,700.00
20288	M A BRANCHI	26/04/2019	-1,700.00	RFND	6 COLIN STREET - FOOTPATH REFUND	1,700.00
20289	J M ENGLAND	26/04/2019	-1,700.00	RFND	14 NARDINA CRES - FOOTPATH REFUND	1,700.00
<b>Total CHEQUE</b>			<b>-\$34,313.00</b>			
<b>EFT</b>						
1122	EFT TRANSFER: - 12/04/2019	12/04/2019	-175.00	1122.15854-01	<b>E Ninoseki</b> Proceeds from the Sale of Artwork #33 "Minty"	70.00
				1122.15855-01	<b>K Penfold</b> Proceeds from the Sale of Artwork #37	105.00
1124	EFT TRANSFER: - 23/04/2019	18/04/2019	-64,486.37	1124.12228-01	<b>Dept of Commerce - Building Commiss</b> Collection agency fee March 2019	64,486.37
<b>Total EFT</b>			<b>-\$64,661.37</b>			
<b>TOTAL PAYMENTS</b>			<b>-\$98,974.37</b>			



## City of Nedlands

## Purchasing Card Payments - April 2019 (Statement period 28 Mar 2019 to 28 Apr 2019)

Date	Supplier	Description	AUD
28/04/2019	CARD FEE	CARD FEE	5.00
1/04/2019	THE SHRHSE DECK & DN	Executive Lunch Meeting	333.00
2/04/2019	SILVER SERVIC 133100	Transport - Streetlight & Smart Control Conference	73.50
3/04/2019	AIRPORT SECURITY PARKI	Parking at Perth Airport - Conference 2-4 April	88.00
4/04/2019	GM CABS PTY LTD	Cab Fare - Sydney Conference - M Glover	50.00
4/04/2019	Novotel Darling Harbour	Street Lighting Conference - Sydney - Hotel Costs	59.77
11/04/2019	ALH VENUES 8237	End of Project Lunch-Western Power	290.70
28/04/2019	CARD FEE	CARD FEE	5.00
28/03/2019	STAY	Nicole Ceric Accommodation Conference 3-5 April	328.00
17/04/2019	STATE LAW PUBLISHER	State Law Publisher Gazettal LPS3	2514.00
28/04/2019	CARD FEE	CARD FEE	5.00
15/04/2019	TELSTRA	Telstra credit top up	50.00
28/04/2019	CARD FEE	CARD FEE	5.00
28/04/2019	CARD FEE	CARD FEE	5.00
28/03/2019	EZI*Rapid Optics Pty L	materials cable works	78.10
1/04/2019	BUNNINGS 483000	hardware door handle	23.90
1/04/2019	SQ *HI TECH BLIND CLEA	Rod blind repair	42.53
3/04/2019	PARKER BLACK FORREST	Materials and hardware door and toilet repairs	376.81
3/04/2019	CATHEDRAL OFFICE PRO	Materials for office	355.30
5/04/2019	BUNNINGS 483000	Materials cabling works	71.62
11/04/2019	TEMPLE AND WEBSTER	Replacement clocks	118.15
15/04/2019	PLANET TIMBERS WA	skirting repairs	100.00
23/04/2019	BUNNINGS 483000	materials door repairs	44.08
23/04/2019	BUNNINGS 483000	Material repair works	124.23
23/04/2019	BUNNINGS 483000	hardware	24.40
28/04/2019	CARD FEE	CARD FEE	5.00
28/04/2019	CARD FEE	CARD FEE	5.00
1/04/2019	FACEBK LCDGNLEWS2	boost ad on Facebook	21.79
28/04/2019	CARD FEE	CARD FEE	5.00
15/04/2019	COLES 0270	Catering for Director's Farewell Afternoon Tea	119.88
16/04/2019	COLES 0299	Catering for Director's Farewell Afternoon Tea	12.23
17/04/2019	COLES 0299	Depot BBQ	126.50
17/04/2019	DAN MURPHY'S 4256	Drinks, Depot BBQ	88.60
18/04/2019	COLES 0299	Depot BBQ	183.13
23/04/2019	CAPTAIN STIRLING IGA	Depot BBQ	3.10
28/04/2019	CARD FEE	CARD FEE	5.00
4/04/2019	BUNNINGS 483000	Hand tools and consumables	137.50
11/04/2019	BUNNINGS 483000	Batteries and hooks	31.23
12/04/2019	BUNNINGS 483000	Hand tools and consumables	137.51
28/04/2019	CARD FEE	CARD FEE	5.00
10/04/2019	BUNNINGS 309000	Minor equipment for cleaning and waste	45.84
17/04/2019	BUNNINGS 302000	Materials for cleaning and pruning	64.28
28/04/2019	CARD FEE	CARD FEE	5.00
3/04/2019	WANESDITI	Nedlands Library newspapers	325.20
3/04/2019	BP BURREDAH 1812	Library car washes	20.00
8/04/2019	BIG W 0456	Greeting card	10.99
11/04/2019	FUSION CUISINE PTY L	Offsite meeting 9/4/19	18.80
15/04/2019	CPP STATE LIBRARY	Parking for PLWA meeting 12/4/19	16.15
15/04/2019	HEYDER AND SHEARS CA	Offsite PLWA meeting catering 12/4/19	8.50
17/04/2019	MARTINEAUS PATISSERI	Catering library event 18/4/19	19.20
17/04/2019	MARTINEAUS PATISSERI	Catering library event 18/4/19 - added extras	23.10
28/04/2019	CARD FEE	CARD FEE	5.00
29/03/2019	PAYPAL	Stationery	37.46
29/03/2019	PAYPAL	Order refunded	-37.46
28/04/2019	CARD FEE	CARD FEE	5.00

28/04/2019	CARD FEE	CARD FEE	5.00
28/04/2019	CARD FEE	CARD FEE	5.00
28/04/2019	CARD FEE	CARD FEE	5.00
1/04/2019	CAPTAIN STIRLING IGA	Milk for Depot	34.97
8/04/2019	COLES 0299	Food for Depot meeting 9.04.2019	179.20
8/04/2019	POST NEDLANDS POST SNE	Registered postage of contract RFT 2018-19.07	4.70
15/04/2019	CAPTAIN STIRLING IGA	Milk for Depot	43.04
26/04/2019	CAPTAIN STIRLING IGA	Milk for Depot	18.83
28/04/2019	CARD FEE	CARD FEE	5.00
5/04/2019	Lakeview Cafe	afternoon tea for staff on social support outing	16.50
5/04/2019	Lakeview Cafe	Lakeview cafe 05.04.19	0.17
12/04/2019	SNDC WA PTYLTD	Afternoon tea for social support book club	7.04
12/04/2019	SNDC WA PTYLTD	Afternoon tea for social support book club	10.88
26/04/2019	NEDLANDS LIBRARY	Book Hire 24.04.19	40.00
26/04/2019	SNDC WA PTYLTD	Book Club morning tea Dalkeith IGA 24.04.19	14.93
28/04/2019	CARD FEE	CARD FEE	5.00
11/04/2019	CAPTAIN STIRLING IGA	Catering for Sunday Screenings (14 April)	78.95
15/04/2019	FARMER JACKS SUBIACO	Craft material for Storytime 12 April	4.40
15/04/2019	BUNNINGS 483000	Craft material 18 April	26.85
28/04/2019	CARD FEE	CARD FEE	5.00
28/03/2019	STRATAGREEN	Staples for stabilisation of a storm water drain.	78.76
5/04/2019	CREATION LANDSCAPE S	Limestone rock spalls for stabilisation	101.65
5/04/2019	DEPT IND WEB TOCAL	SMARTrain Chemical Application re-accreditation L3	251.00
28/04/2019	CARD FEE	CARD FEE	5.00
28/04/2019	CARD FEE	CARD FEE	5.00
4/04/2019	SOUTH BEACH HOTEL	DRC Clients' Lunches	130.00
28/04/2019	CARD FEE	CARD FEE	5.00
28/03/2019	BRICK ALLEY	Morning tea for sculpture Delivery contractor	9.00
28/03/2019	MAILCHIMP	Monthly mailchimp subscription charge for	42.54
28/03/2019	MAILCHIMP	International bank transaction fee	1.27
5/04/2019	CATHEDRAL OFFICE PRO	Classroom whiteboard for language classes	218.90
5/04/2019	OFFICEWORKS 0616	laminating folders for office	46.45
17/04/2019	OFFICEWORKS 0604	Supplies for classes	137.50
18/04/2019	EDUCATIONAL ART	Supplies for classes	57.05
23/04/2019	OFFICEWORKS 0616	Supplies for Tresillian operations	113.93
23/04/2019	COLES 0352	consumables	14.00
28/04/2019	CARD FEE	CARD FEE	5.00
29/03/2019	SNDC WA PTYLTD	PA weekly activities catering	2.99
1/04/2019	COLES 0392	PA weekly activities catering	4.50
1/04/2019	COLES 0392	PA weekly activities catering	46.42
1/04/2019	COLES 0392	PA weekly activities catering	8.98
3/04/2019	SNDC WA PTYLTD	PA weekly activities catering	3.10
11/04/2019	SNDC WA PTYLTD	PA Weekly Activities Catering	3.10
15/04/2019	COLES 0392	PA Weekly Catering activities	61.05
15/04/2019	COLES 0392	PA Weekly Catering activities	14.95
16/04/2019	LUNA PALACE JOINT V	PA Monthly activity with clients	14.50
26/04/2019	SNDC WA PTYLTD	PA Weekly Activities catering	3.95
28/04/2019	CARD FEE	CARD FEE	5.00
5/04/2019	JB HI FI CLAREMONT	Library stock adult Nedlands	396.62
28/04/2019	CARD FEE	CARD FEE	5.00
1/04/2019	BELMONT FORUM JB HOM	Mobile Phone Hard Covers	219.90
10/04/2019	TRADIES WORKWEAR PTY	Procurement of PPE	153.86
23/04/2019	CALTEX NEDLANDS	Catering - Bags of Ice	10.00
28/04/2019	CARD FEE	CARD FEE	5.00
28/04/2019	CARD FEE	CARD FEE	5.00
4/04/2019	4CABLING PTY LTD	Computer cabling	427.39
15/04/2019	J&K HOPKINS OSBORNE P	Office Chair	379.00
28/04/2019	CARD FEE	CARD FEE	5.00

2/04/2019	EASYFLOWERS	Shayla Brooks new babies	120.60
2/04/2019	IPAA	Nicole Ceric - Writing Policy Documents 6 may 2019	660.00
8/04/2019	UDIAWA 29820	Mayor & Cr Smyth UDIA DAPs Seminar - 9 May 2019	203.94
8/04/2019	EASYFLOWERS	Balance of flower for Shayla Brooks	16.70
11/04/2019	THE CHAMBER OF ARTS AN	Mayor Hipkins -7 May 2019 Getting it Right Seminar	99.00
12/04/2019	UDIAWA 29852	Cr Hassell UDIA WA April Industry 12 April 2019	180.25
15/04/2019	COBBLER PLUS MORLEY	Director Technical Services Leaving Plaque	60.00
16/04/2019	MARTINEAUS PATISSERI	EMT Meeting 16 April 2019	72.00
28/04/2019	CARD FEE	CARD FEE	5.00
28/04/2019	CARD FEE	CARD FEE	5.00
28/04/2019	CARD FEE	CARD FEE	5.00
12/04/2019	KMART 1229	Coat stands for offices	32.00
15/04/2019	TRADIES WORKWEAR PTY	Staff uniform - Pollyanne Fisher	206.96
15/04/2019	TRADIES WORKWEAR PTY	Staff uniform - Marcus Sinden	240.05
28/04/2019	CARD FEE	CARD FEE	5.00
28/03/2019	COLES 0302	Catering items for Community Hive clients	54.00
28/03/2019	COLES 0302	Catering items for Community Hive clients	9.00
5/04/2019	THREE GRAINS	Catering for aged care workshop session	15.90
8/04/2019	COLES 0302	Catering supplies for MtC Community Hive clients	11.00
8/04/2019	COLES 0302	Catering supplies for MtC Community Hive clients	76.44
17/04/2019	DASHMESH G PTY LTD	Catering for clients at NCC	15.00
17/04/2019	COLES 0302	Catering for client activities at NCC	29.50
17/04/2019	COLES 0302	Catering for client activities at NCC	7.00
17/04/2019	WOOLWORTHS 4359	Catering for NCC clients activity	15.50
26/04/2019	HARVEY NORMAN AV/IT	Minor Equipment for clients at Community Hive	299.00
26/04/2019	BUNNINGS 483000	Minor equipment for client activities at the Hive	8.75
28/04/2019	CARD FEE	CARD FEE	5.00
1/04/2019	BUNNINGS 483000	Hardiflex	50.36
9/04/2019	PARKER BLACK FORREST	Dorma slide block	37.83
16/04/2019	CITY OF NEDLANDS	Building Permit	160.15
28/04/2019	CARD FEE	CARD FEE	5.00
11/04/2019	PEACHES FRESH FOOD M	Catering for Volunteer Managers Network Meeting	44.61
11/04/2019	CAPTAIN STIRLING IGA	Catering VRC Volunteer Managers Network Meeting	48.01
28/04/2019	CARD FEE	CARD FEE	5.00
28/04/2019	CARD FEE	CARD FEE	5.00
29/03/2019	CPP CONVENTION CENTRE	Car Parking City of Perth	23.22
1/04/2019	FACEBK 7FUEYK2XS2	Facebook advertising	100.00
1/04/2019	FACEBK 7FUEYK2XS2	Facebook advertising- bank fee international	3.00
16/04/2019	RAINE SQUARE	Car Parking	13.16
28/04/2019	CARD FEE	CARD FEE	5.00
28/03/2019	JACK'S WHOLEFOODS &	morning/afternoon and lunch meals for children	40.00
28/03/2019	JACK'S WHOLEFOODS &	morning / afternoon lunch meals for children	114.10
28/03/2019	JACK'S WHOLEFOODS &	lunch for children ( monthly)	-47.62
1/04/2019	THE GOOD GUYS	cooking appliances / utensils	255.60
2/04/2019	TAYLOR RD IGA	meals for children - lunches	13.59
2/04/2019	COLES 0299	monthly meals lunch/morning afternoon tea	29.48
2/04/2019	COLES 0299	monthly meals lunch/morning afternoon tea	24.31
3/04/2019	WIZARD PHARMACY CLAR	alcohol wipes	14.49
4/04/2019	CAPTAIN STIRLING IGA	childrens lunches	15.98
5/04/2019	SNDC WA PTY LTD	childrens afternoon tea ( monthly)	14.95
8/04/2019	IKEA PERTH	childrens utensils	64.95
9/04/2019	GOLDEN CHOICE SUBIAC	meet and greet catering	0.66
9/04/2019	GOLDEN CHOICE SUBIAC	meet and greet catering	66.26
10/04/2019	COLES 0299	parents meet and greet catering	37.73
10/04/2019	COLES 0299	parents meet and greet catering	46.32
12/04/2019	TARROD ENTERPRISES P	refreshments for staff PD / meeting	25.85
15/04/2019	OFWKS ONLINE BENTLEIGH	Childrens programming- individual Portfolios	11.20
16/04/2019	TAYLOR RD IGA	childrens lunch	5.97

23/04/2019	KMART 1139	equipment for programming and staff storage locker	281.00
23/04/2019	KMART 1139	mothers day art and craft activity	90.30
23/04/2019	COLES 0342	monthly non perishables for childrens meals	54.34
23/04/2019	COLES 0342	monthly non perishables for childrens meals	262.69
26/04/2019	THOMAS & TOAN PTY LT	children's afternoon /morning	41.32
28/04/2019	CARD FEE	CARD FEE	5.00
3/04/2019	AUSTIN COMPUTERS	Cable Purchase	148.00
10/04/2019	ADOBE IL CREATIVECLD	Adobe illustrator Plan	45.99
10/04/2019	ADOBE IL CREATIVECLD	Bank fee	1.37
10/04/2019	ADOBE PS CREATIVECLD	Adobe Photo shop Plan	45.99
10/04/2019	ADOBE PS CREATIVECLD	Foreign transaction	1.37
17/04/2019	MSFT * <E07007ZJSA>	MS Visio License	543.84
23/04/2019	MSFT * <E07008358X>	MS Licence	4.15
23/04/2019	MSFT * <E070083599>	MS Office 365 F1 Licence	209.00
23/04/2019	MSFT * E0700834MO	MS Power BI Licence	125.73
24/04/2019	MSFT * <E02007XHI7>	MS Azure	183.99
28/04/2019	CARD FEE	CARD FEE	5.00
28/04/2019	CARD FEE	CARD FEE	5.00
2/04/2019	KENNARDS HIRE HO WA	Lighting Tower for 60th anniversary event	210.00
16/04/2019	BCF AUSTRALIA	pegs for marquee	7.96
26/04/2019	WOOLWORTHS 4363	Morning tea for Anzac Day Ceremony 2019	20.36
26/04/2019	WOOLWORTHS 4363	Morning tea for Anzac Day Ceremony 2019	115.28
26/04/2019	TAYLOR RD IGA	Utensils and ice for Anzac Ceremony	36.41
26/04/2019	TAYLOR RD IGA	Utensils and ice for Anzac Ceremony	2.01
28/04/2019	CARD FEE	CARD FEE	5.00
28/03/2019	COLES 0299	Refreshments for staff meeting	42.46
28/03/2019	COLES 0299	Refreshments for staff meeting	42.00
1/04/2019	LANDGATE	Property Reports for Tawarri Project	177.00
1/04/2019	CAPTAIN STIRLING IGA	Refreshments for Staff Breakfast	4.10
23/04/2019	LGPA	Register Mayor Hipkins - The Importance of Place	80.00
28/04/2019	CARD FEE	CARD FEE	5.00
1/04/2019	SUNFLOWERS CHINESE VIL	Chinese Meals	69.50
4/04/2019	WOOLWORTHS 4372	Consumables DRC function	26.62
4/04/2019	WOOLWORTHS 4372	Consumables DRC function	21.94
5/04/2019	DALKEITH NEWS & LPO	Emergency Book DRC Clients	18.95
9/04/2019	High Wycombe Tavern	Client meals on account	40.00
15/04/2019	TAYLOR RD IGA	Consumables for Morning Tea	20.95
15/04/2019	G HUANG & G SHI	Fish and Chips DRC clients	49.00
15/04/2019	WOOLWORTHS 4372	Consumables for Morning Tea	10.00
16/04/2019	THE VALE BAR	Meals or clients on Account	95.00
16/04/2019	Woolworths Online	ingredients for Lunch	54.30
16/04/2019	Woolworths Online	Ingredients for Lunch	-0.02
26/04/2019	SOUTH BEACH HOTEL	Client Meals on Account	30.00
26/04/2019	HAROLD HAWTHORNE SENIO	Client Meals on Account	99.00
28/04/2019	CARD FEE	CARD FEE	5.00
28/04/2019	CARD FEE	CARD FEE	5.00
28/03/2019	EDUCATIONAL ART	Pop sticks (SofN honey tasting talk)	11.99
28/03/2019	WOOLWORTHS 4359	Plastic food containers (Library Volunteer Event)	6.00
1/04/2019	NESPRESSO AUSTRALIA	Nespresso descaling kit	16.00
1/04/2019	NESPRESSO AUSTRALIA	Nespresso coffee pods	285.20
1/04/2019	THE FLOWER MARKET WA	Flowers Volunteer Event 29 March 2019	56.00
1/04/2019	BUNNINGS 309000	Storage basket (JP equipment @ Nedlands)	7.99
2/04/2019	BREAD IN COMMON	Bread (Subjects of Note event 2 April 2019)	24.00
10/04/2019	WOOLWORTHS 4359	Butter for staff	6.70
10/04/2019	WOOLWORTHS 4359	Cleaning consumables	96.79
10/04/2019	WOOLWORTHS 4359	Catering public events	237.52
12/04/2019	BUNNINGS 309000	Storage for JP service equipment (Mt Claremont)	7.99
28/04/2019	CARD FEE	CARD FEE	5.00



## CPS09.19 - Attachment 2

2/04/2019	DALKEITH NEWS & LPO	Office Stationary	21.00
5/04/2019	SKEWERZ KEBABZ	Lunch Meeting with Clients 4/4/19	11.30
5/04/2019	THE COFFEE CLUB INNA	Coffee Meeting 4/4/19	5.50
8/04/2019	FUSION CUISINE PTY L	Catering For office Meeting 5/4/19	17.40
9/04/2019	FUSION CUISINE PTY L	The Local 8/4/19	18.90
17/04/2019	TAYLOR RD IGA	Office Catering	24.99
28/04/2019	CARD FEE	CARD FEE	5.00
4/04/2019	CAPTAIN STIRLING IGA	Morning tea for volunteers and stationery for signs	33.20
28/04/2019	CARD FEE	CARD FEE	5.00
			<u><u>18,074.56</u></u>