



City of Nedlands

# ***Agenda***

## ***Council Meeting 22 June 2021***

Dear Council Member

The next Ordinary Meeting of the City of Nedlands will be held on Tuesday 22 June 2021 in the Council Chamber, 71 Stirling Highway, Nedlands commencing at 7 pm. This meeting will also be livestreamed.

Please be aware COVID-19 2m<sup>2</sup> restrictions with 1.5m social distancing rules apply. Once the venue is at capacity no further admission into the room will be permitted. Prior to entry, attendees will be required to register using the SafeWA App or by completing the manual contact register prior to entry - as stipulated by Department of Health mandatory requirements.

The public can continue to participate by submitting questions and addresses via the required online submission forms at:

<http://www.nedlands.wa.gov.au/intention-address-council-or-council-committee-form>

<http://www.nedlands.wa.gov.au/public-question-time>

Ed Herne  
Chief Executive Officer  
19 June 2021

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## **City of Nedlands**

**Notice of an Ordinary Meeting of Council to be held in the Council Chambers, Nedlands on Tuesday 22 June 2021 at 7 pm.**

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### **Council Agenda**

#### **Declaration of Opening**

The Presiding Member will declare the meeting open at 7 pm and will draw attention to the disclaimer below.

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

**Leave of Absence**                      None.  
**(Previously Approved)**

**Apologies**                      None as at distribution of this agenda.

#### **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 the Council meeting. Members of the public are also advised to wait for written advice from the CEO, on behalf of Council prior to taking action on any matter that they may have before Council.

Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

**1. Public Question Time**

A member of the public wishing to ask a question should register that interest by notification in writing to the CEO in advance, setting out the text or substance of the question.

The order in which the CEO receives registrations of interest shall determine the order of questions unless the Mayor determines otherwise. Questions must relate to a matter affecting the City of Nedlands.

**2. Addresses by Members of the Public**

Addresses by members of the public who have completed Public Address Session Forms to be made at this point.

**3. Requests for Leave of Absence**

Any requests from Council Members for leave of absence to be made at this point.

**4. Petitions**

Petitions to be tabled at this point.

**5. Disclosures of Financial / Proximity Interest**

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

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

However, other members may allow participation of the declarant if the member further discloses the extent of the interest. Any such declarant who wishes to participate in the meeting on the matter, shall leave the meeting, after making their declaration and request to participate, while other members consider and decide upon whether the interest is trivial or insignificant or is common to a significant number of electors or ratepayers.

**6. Disclosures of Interests Affecting Impartiality**

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

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

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

"With regard to ..... the matter in item x..... I disclose that I have an association with the applicant (or person seeking a decision). As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly."

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

**7. Declarations by Council Members That They Have Not Given Due Consideration to Papers**

Council Members who have not read the business papers to make declarations at this point.

**8. Confirmation of Minutes**

**8.1 Ordinary Council Meeting 25 May 2021**

The Minutes of the Ordinary Council Meeting held 25 May 2021 are to be confirmed.

**8.2 Special Council Meeting 15 June 2021**

The Minutes of the Special Council Meeting held 15 June 2021 are to be confirmed.

**9. Announcements of the Presiding Member without discussion**

Any written or verbal announcements by the Presiding Member to be tabled at this point.

**10. Members announcements without discussion**

Written announcements by Council Members to be tabled at this point.

Council Members may wish to make verbal announcements at their discretion.

**11. Matters for Which the Meeting May Be Closed**

Council, in accordance with Standing Orders and for the convenience of the public, is to identify any matter which is to be discussed behind closed doors at this meeting, and that matter is to be deferred for consideration as the last item of this meeting.

**12. Divisional reports and minutes of Council Committees and administrative liaison working groups**

**12.1 Minutes of Council Committees**

This is an information item only to receive the minutes of the various meetings held by the Council appointed Committees (N.B. This should not be confused with Council resolving to accept the recommendations of a particular Committee. Committee recommendations that require Council's approval should be presented to Council for resolution via the relevant departmental reports).

**The Minutes of the following Committee Meetings (in date order) are to be received:**

<b>Audit &amp; Risk Committee</b> Unconfirmed, Circulated to Councillors on 11 June 2021	<b>31 May 2021</b>
<b>Confidential CEO Recruitment &amp; Selection Committee</b> Unconfirmed, Circulated to Councillors on 12 June 2021	<b>27 May 2021</b>
<b>Council Committee</b> Unconfirmed, Circulated to Councillors on 15 June 2021	<b>8 June 2021</b>
<b>Confidential CEO Recruitment &amp; Selection Committee</b> Unconfirmed, Circulated to Councillors on 17 June 2021	<b>14 June 2021</b>

**Note: As far as possible all the following reports under items 12.2, 12.3, 12.4, 12.5, 13.1, 13.2 and 13.3 will be moved en-bloc and only the exceptions (items which Council Members wish to amend) will be discussed.**

**12.2 Planning & Development Report No's PD22.21 (copy attached)**

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.

<b>PD22.21</b>	<b>Consideration of Development Application for 5 Grouped Dwellings at 15 Thomas Street, Nedlands</b>
<b>Committee</b>	8 June 2021
<b>Council</b>	22 June 2021
<b>Applicant</b>	H Golestani
<b>Landowner</b>	Go Develop Louise St P/L
<b>Director</b>	Tony Free – Director Planning & Development
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	<p>The author, reviewers and authoriser of this report declare they have no financial or impartiality interest with this matter.</p> <p>There is no financial or personal relationship between City staff and the proponents or their consultants.</p> <p>Whilst parties may be known to each other professionally, this relationship is consistent with the limitations placed on such relationships by the Codes of Conduct of the City and the Planning Institute of Australia.</p>
<b>Report Type</b>  Quasi-Judicial	When Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications and other decisions that may be appealable to the State Administrative Tribunal.
<b>Reference</b>	DA21/61309
<b>Previous Item</b>	Nil
<b>Delegation</b>	In accordance with the City's Instrument of Delegation, Council is required to determine the application due to the application proposing five dwellings.
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Local Planning Scheme Regulations 2015 Clause 67 (2) Assessment</li> <li>2. Administration State Planning Policy 7.0 Assessment</li> <li>3. Applicant State Planning Policy 7.0 Assessment</li> <li>4. Renders (Artist Impression)</li> </ol>
<b>Confidential Attachments</b>	Nil.

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

In accordance with clause 68(2)(b) of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, Council approves the development application received on 4 March 2021 in accordance with the plans date stamped 25 May 2021 (DA21/61309) for five (5) grouped dwellings at Lot 72 (No.15) Thomas Street, Nedlands, subject to the following conditions:

1. This approval is for a 'Residential' (Grouped Dwellings) land use and development as defined under the City's Local Planning Scheme No.3 and the subject land may not be used for any other use without prior approval of the City.
2. This approval is limited to the construction of 5 grouped dwellings only and does not relate to any site works, decking or retaining walls 500mm or greater above the approved ground levels.
3. The development shall at all times comply with the application and the approved plans, subject to any modifications required as a consequence of any condition(s) of this approval.
4. All footings and structures shall be constructed wholly inside the site boundaries of the property's Certificate of Title.
5. Prior to occupation of the development, all major openings and unenclosed outdoor active habitable spaces, which have a floor level of more than 0.5m above natural ground level, as shown on the plans, shall be set back in accordance with clause 5.4.1 of the Residential Design Codes Volume 1, in direct line of sight within the cone of vision from the lot boundary, a minimum distance as prescribed in C1.1 of Clause 5.4.1 – Visual Privacy of the Residential Design Codes. Alternatively, the major openings are to be screened in accordance with the Residential Design Codes by either;
  - a) fixed obscured or translucent glass to a height of 1.60 metres above finished floor level, or
  - b) Timber screens, external blinds, window hoods and shutters to a height of 1.6m above finished floor level that are at least 75% obscure.
  - c) A minimum sill height of 1.60 metres as determined from the internal floor level; or
  - d) an alternative method of screening approved by the City of Nedlands.

The required setbacks and/or screening shall be thereafter maintained to the satisfaction of the City of Nedlands.

6. Prior to occupation of the development the finish of the parapet walls is to be finished externally to the same standard as the rest of the development in:
  - a. Face brick;
  - b. Painted render;
  - c. Painted brickwork; or
  - d. Other clean material as specified on the approved plans.

And maintained thereafter to the satisfaction of the City of Nedlands.

7. The parking bays and vehicle access areas shall be drained, paved and constructed in accordance with the approved plans and are to comply with the requirements of AS/NZS 2890.1:2004 prior to the occupation or use of the development.
8. Waste management for the development shall comply with the approved Waste Management Plan to the satisfaction of the City of Nedlands. Any modification to the approved waste management plan will require further approval by the City.
9. Bin stores shall be located behind the street alignment, screened so as not to be highly visible from the street or common property and constructed to the City's satisfaction.
10. All stormwater from the development, which includes permeable and impermeable areas shall be contained onsite.
11. Prior to occupation of the development, all external fixtures including, but not limited to, TV and radio antennae, satellite dishes, plumbing vents and pipes, solar panels, air conditioners, hot water systems and utilities shall be integrated into the design of the building and not be visible from the primary street to the satisfaction of the City.
12. Prior to the occupation of the development, all structures within the 1.5m visual truncation area abutting vehicle access points shall be truncated or reduced to 0.75m height to the satisfaction of the City of Nedlands.
13. Prior to occupation, each grouped dwelling is to have an adequate area set aside for clothes drying screened so as to not be highly visible from any adjacent public place in accordance with the requirements of the Residential Design Codes to the satisfaction of the City of Nedlands.
14. All landscaping shall be installed and maintained in accordance with the approved landscaping plan dated 25 May 2021, or any modification approved thereto, for the lifetime of the development thereafter, to the satisfaction of the City.



**12.3 Technical Services Report No's TS11.21 (copy attached)**

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.

<b>TS11.21 Requested Review of Street Tree Policy</b>	
<b>Committee</b>	8 June 2021
<b>Council</b>	22 June 2021
<b>Applicant</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 of the Local Government Act 1995</b>	Nil.
<b>Director</b>	Jim Duff – Director Technical Services
<b>Attachments</b>	Nil.
<b>Confidential Attachments</b>	Nil.

**Please note there is no recommendation from Committee.**

### Recommendation to Committee

Council requests the Acting CEO to engage an external consultant to assist with the preparation of a detailed project plan that outlines the process to be followed and resourcing required to undertake the review.

## 12.4 Community Services & Development Report No. CSD07.21 (copy attached)

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.

<b>CSD07.21</b>	<b>Swanbourne Surf Life Saving Club - Clubroom Redevelopment Project</b>
<b>Committee</b>	8 June 2021
<b>Council</b>	22 June 2021
<b>Applicant</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 of the <i>Local Government Act 1995</i></b>	Nil.
<b>Executive Manager</b>	Patricia Panayotou – Executive Manager Community
<b>Attachments</b>	Nil.
<b>Confidential Attachments</b>	Nil.

### Committee Recommendation / Recommendation to Committee

Council approves the following expenditure on the redevelopment of the Swanbourne Surf Life Saving Club's facilities project, being:

1. \$124, 200 in the 2021/22 financial year; and
2. \$124,200 in the 2022/23 financial year.

**12.5 Corporate & Strategy Report No's CPS12.21 to CPS13.21 (copy attached)**

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.

<b>CPS12.21</b>	<b>Nedlands Tennis Club – Liquor Licence Variation</b>
<b>Committee</b>	8 June 2021
<b>Council</b>	22 June 2021
<b>Applicant</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>Director</b>	Andrew Melville – Acting Director Corporate & Strategy
<b>Attachments</b>	Nil.
<b>Confidential Attachments</b>	Nil.

**Please note there is no recommendation from Committee.**

**Amended Administration Recommendation**

**Council:**

1. supports the Nedlands Tennis Club's application to vary the approved Liquor Licence trading hours and amended licensed area excluding the playground area on the provisions detailed within the report; and

**Trading Hours**

<b>Day</b>	<b>Existing Trading Hours</b>	<b>Proposed Trading Hours</b>
<b>Monday</b>	4:00pm – 8:30pm	3:00pm – 10:00pm
<b>Tuesday</b>	4:00pm – 8:30pm	3:00pm – 10:00pm
<b>Wednesday</b>	4:00pm – 8:30pm	3:00pm – 10:00pm
<b>Thursday</b>	4:00pm – 8:30pm	3:00pm – 10:00pm
<b>Friday</b>	4:00pm – 10:00pm	12:00pm – 10:00pm outside 12:00pm – 12:00am inside only

<b>Saturday</b>	12:00md – 10:00pm	12:00pm – 10:00pm outside 12:00pm – 12:00am inside only
<b>Sunday</b>	1:00pm – 10:00pm	No Change



2. requests the CEO provide a letter of consent to Department of Racing Gaming and Liquor.

## Recommendation to Committee

### Council:

1. supports the Nedlands Tennis Club's application to vary the approved Liquor Licence trading hours and licensed area on the provisions detailed within this report; and
2. requests the CEO provide a letter of consent to Department of Racing Gaming and Liquor.

<b>CPS13.21</b>	<b>RFT 2020-21.03 Provision of City Finance System</b>
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<b>Committee</b>	8 June 2021
<b>Council</b>	22 June 2021
<b>Applicant</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>Director</b>	Andrew Melville – Acting Director Corporate & Strategy
<b>Attachments</b>	1. Enterprise Resource Planning System - Scope of Integrated Modules
<b>Confidential Attachments</b>	1. Tender Evaluation and Recommendation Report

**Please note there is no recommendation from Committee.**

#### Recommendation to Committee

Council:

1. approves the supplier, TechnologyOne, to be awarded the contract for RFT 2020-21.03 – Provision City Finance System (Enterprise Resource Planning System) for the initial term of 5 years, comprising the initial 3 years with two one-year extensions, to be awarded under Local Government (Functions & General) Regulations 1996 11(2);
2. agrees to enter a contract with TechnologyOne to purchase their Enterprise Resource Planning System, called OneCouncil, with final contract subject to Chief Executive Officer approval; and
3. notes;
  - a. the adoption of the Integrated Enterprise Resource Planning approach for implementing Information Systems; and
  - b. the implementation of the TechnologyOne OneCouncil solution using the Cloud model called “Software as a Service”.

### 13. Reports by the Chief Executive Officer

#### 13.1 Annual Review of the City of Nedlands Register of Delegations

<b>Committee</b>	8 June 2021
<b>Council</b>	22 June 2021
<b>Applicant</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>CEO</b>	Ed Herne, Acting Chief Executive Officer
<b>Attachments</b>	1. Register of Delegations – with track changes 2. Register of Delegated Authority – final version for adoption

#### Committee Recommendation / Recommendation to Committee

**Council approves the delegations made to the Chief Executive Officer and Committees, as contained in the Register of Delegations, Attachment 2.**

#### Voting Requirement

Absolute Majority.

#### Executive Summary

The City is required to review its Register of Delegations annually in accordance with section 5.46(2) of the Local Government Act 1995. This review has now been completed and is presented to Council for approval.

#### Discussion/Overview

##### Background

At least once every financial year, delegations from the Local Government Act 1995 and the City of Nedlands Local Planning Scheme No. 3 are to be reviewed by the delegator, either Council or the Chief Executive Officer.

The last review was undertaken at the Ordinary Council Meeting on 25 February 2020. The Annual review has now been completed by the Acting Chief Executive Officer and is presented with the recommended changes where explained,

**Attachment 1** is the current Register of Delegations with track changes showing only one minor change on page 26 of the register the change being the removal of **Section 9.10 (1) and (2) – The local government may appoint persons or classes of persons to be authorised to perform certain functions and must issue them with a certificate stating they are authorised.** This item is no longer required due to an update to the Local Government Act 1995 with a new 9.10 giving authority to the CEO to appoint persons or classes of person to be authorised without needing delegation from Council.

**Attachment 2** is the final updated Register of Delegations with the changes incorporated.

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

Ordinary Council Meeting – 23 February 2021 – Amendment  
Ordinary Council Meeting – 23 June 2020 – Annual Review & Amendment  
Ordinary Council Meeting – 26 May 2020 – Amendment  
Ordinary Council Meeting – 25 February 2020 - Amendment  
Ordinary Council Meeting – 17 December 2019 – Annual Review

### **Consultation**

The Acting Chief Executive Officer reviewed the Register of Delegations in consultation with the Executive Officer, Directors, Executive Manager Community and Managers to ensure the register complied with the requirements under the Local Government Act 1995 and the City's day to day operations.

### **Budget/Financial Implications**

Nil.

### **Conclusion**

The Acting Chief Executive Officer has reviewed the Register of Delegations as required by the Local Government Act 1995 and is recommending the amendment as shown with track changes in the attached Register of Delegations be approved by Council.



City of Nedlands

# *Register of Delegations*

As at 22 June 2021

Deleted: 23 February 2021



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## Register of Delegations

**Preamble****Introduction**

The purpose of delegations is to assist with improving the time taken to make decisions, within the constraints allowed by the relevant legislation, which is consistent with the City's commitment to customer service.

- a) A Council may delegate to its Chief Executive Officer, some of its powers and duties provided for in the *Local Government Act 1995*. Any decision to delegate must be passed by an absolute majority and the delegation must be in writing.
- b) The only staff member to whom the Council may delegate any of its powers and duties under the *Local Government Act 1995* is the Chief Executive Officer but the Chief Executive Officer may give delegated authority to any staff member. The Chief Executive Officer is the only staff member with the power to delegate.
- c) A Council may also delegate some of its powers and duties to committees of Council by a decision passed by an absolute majority and recorded in writing.

**Limits on Delegation to the Chief Executive Officer**

There are some powers and duties that a Council cannot delegate. They are specified where applicable.

**Delegations to Committees**

- a) Council may delegate its powers and duties to committees comprising only of Council members except:
  - i. any power or duty that requires a decision of an absolute majority or a 75% majority of the local government and any other power or duty that is prescribed; or
  - ii. any other power or duty that is prescribed.
- b) Council may delegate to a committee comprising of elected members and employees, any of the local government's powers or duties that can be delegated to the Chief Executive Officer under division 4 of the *Local Government Act 1995*.

## Register of Delegations

- c) Council may delegate to a committee comprising of staff members or members of the public any of the local government's powers and duties necessary or convenient for the proper management of:
  - i. the local government's property; or
  - ii. an event in which the local government is involved.
- d) No delegations may be made to committees on which there are no elected members or members of staff.

### Period of Any Delegation

- a) A delegation of authority has effect for the period of time specified in the instrument of delegation or where no period of time is specified, indefinitely.
- b) Any delegation under the City of Nedlands Local Planning Scheme No. 3.
- b) Any decision by Council to revoke or amend a delegated authority must be passed by an absolute majority.

### Recording Delegations

The CEO is to keep a register of the delegations made by Council to the CEO, Committees, and made by the CEO to other employees (this register).

### Exercising Delegated Authority

- a) After any delegation has been exercised the following information must be recorded in writing:
  - i. how the person exercised the power or discharged the duty;
  - ii. when the person exercised the power or discharged the duty; and; and
  - iii. the persons or classes of persons, other than Council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

## Register of Delegations

**Review**

At least once every financial year, delegations from the *Local Government Act 1995* and the City of Nedlands Local Planning Scheme No. 3 are to be reviewed by the delegator, either Council or the Chief Executive Officer.

**Council's Ability to Make Decisions is not Limited**

Council may still exercise any of its powers or duties that have been delegated to the Chief Executive officer or to a committee. The CEO may still exercise any powers or duties that have been delegated to employees.

**Acting Through**

In addition to delegations, the *Local Government Act 1995* contains the concept of "acting through". Where a person is "acting through", they have no discretion in carrying out the function. This could be the City performing administrative functions on behalf of the Council, or implementing policies adopted by the Council. This differs to an authorised person who exercises the decision making function in his or her own right.

As per the *Local Government Act 1995* section 5.51, the CEO's functions are to:

- a) "advise the council in relation to the functions of a local government under this Act and other written laws; and
- b) ensure that advice and information is available to the council so that informed decisions can be made; and
- c) cause council decisions to be implemented; and
- d) manage the day to day operations of the local government; and
- e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions; and
- f) speak on behalf of the local government if the mayor or president agrees; and
- g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and
- h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO."

## Register of Delegations

Any function in the *Local Government Act 1995* which the CEO would carry out administratively (based on the above) can be done so via “acting through”, the implementation of which may be directed by a Council Resolution or Policy.

### Legislative Authority

- a) The following sections of the *Local Government Act 1995* provide for delegation of authority:
  - i. s.5.16 to s.5.18 (delegations to Committees)
  - ii. s.5.42 to s.5.46 (delegations to CEO and other employees).
- b) The *Local Government (Administration) Regulations* s. 18G and 19 expand upon s.5.43 and s.5.46(3) of the Act.
- c) Legislative powers to delegate relate only to the Act in which they are contained, or to which they stipulate are permissible. It is not possible to, for example, rely on section 5.42(1) of the *Local Government Act 1995* to delegate any of a local government’s powers under another Act. Any delegation by a local government of its powers under another Act can only be delegated by the delegation provisions of that Act.

## Register of Delegations of Authority

## 1. Delegations under the Local Government Act 1995 to the Chief Executive Officer

Authority to delegate: Sections 5.16, 5.17, 5.42 and 5.44 of the *Local Government Act 1995*.

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
<b>Part 1 – Introductory Matters</b>		
Nil items in Part 1		
<b>Part 2 – Constitution of Local Government</b>		
Nil items in Part 2		
<b>Part 3 – Functions of Local Governments</b>		
<b>Division 1 - General</b>		
Nil items in Division 1		
<b>Subdivision 1 – Local Laws made under this Act</b>		
All City of Nedlands Local Laws including but not limited to:	To administer the City's local laws and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the City under the Local Government Act 1995.	Chief Executive Officer
Parking and Parking Facilities Local Law	The Chief Executive Officer is delegated the power to make decisions on behalf of the local government in relation to the City's local laws.	Excludes decision-making where the local law specifies the matter be determined by Council Resolution.
Standing Orders Local Law		In respect to the Parking and Parking Facilities Local Law, determination of parking stalls and parking stations.(Section 3.1):
Trading in Public Places Local Law		1. Where the local government makes a determination of resolution under this clause, it shall erect signs to give effect to the determination or resolution; and

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Site Erosion and Sand Drift Local Law Reserves, Foreshores and Beaches Local Law Health Local Law Council Halls Local Law Repeals Local Law 2016 Waste Local Law Dogs Local Law Council Property and Places Local Laws Signs Local Law Fencing Local Law		2. Delegation is to constitute, determine and vary and also indicate by signs, <b>minor</b> instances only of parking stalls and parking stations as described in clause 3.1 (1) of the Parking and Parking Facilities Local Law.

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
By – law Relating to New Street Alignment		
<b>Division 3 – Executive functions of Local Governments</b>		
<b>Subdivision 1 – Performing executive functions</b>		
Section 3.18 (1)	Do all other things that are necessary or convenient to be done for, or in connection with, performing its functions under this Act. Expend budgetted amounts.	Arts Committee subject to the Terms of Reference & Council's Resolution of 23 April 2019 as follows:  <b>That in the Arts Committee Terms of Reference the clause under the heading Delegated Authority be amended to read:</b>  <b>The Committee has delegated authority to implement public artworks of not more than \$10,000 each to the value of up to, in all, the budget allocation approved by Council within the current financial year's budget. Artworks over \$10,000 shall be recommended to Council for approval.</b>
Section 3.20 (1)	Things done by a local government in performing its executive functions may be done outside its own district but before it can do anything on land outside its own district that is not local government property of that local government it is required to have obtained the consent of — (a) the owner of the land; and	Chief Executive Officer



## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	(b) if the land is occupied, the occupier of the land; and (c) if the land is under the control or	
Section 3.22(4)	A dispute about the amount of compensation is to be determined by arbitration in accordance with section 3.23.	Chief Executive Officer
<b>Subdivision 2 – Certain provisions about land</b>		
Section 3.25(1)	A local government may give a person who is the owner or, unless Schedule 3.1 indicates otherwise, the occupier of land a notice in writing relating to the land requiring the person to do anything specified in the notice that - (a) is prescribed in Schedule 3.1, Division 1; or (b) is for the purpose of remedying or mitigating the effects of any offence against a provision prescribed in Schedule 3.1, Division 2.	Chief Executive Officer
Section 3.26(2)	If the person who is given the notice ( <b>notice recipient</b> ) fails to comply with it, the local government may do anything that it considers necessary to achieve, so far as is practicable, the purpose for which the notice was given.	Chief Executive Officer
Section 3.26(3)	The local government may recover the cost of anything it does under subsection (2) as a debt due from the person who failed to comply with the notice.	Chief Executive Officer
Section 3.27(1)	A local government may, in performing its general function, do any of the things prescribed in Schedule 3.2 even though the land on which it is done is not local government property and the local government does not have consent to do it.	Chief Executive Officer
<b>Subdivision 3 – Power of entry</b>		

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 3.31(2)	After a local government has given notice, it may authorise a person to enter land, premises or thing without consent, unless the owner or occupier has objected to the entry.	Chief Executive Officer
Section 3.34(1)	A local government may enter land in an emergency without notice or consent.	Chief Executive Officer
Section 3.34(3)	A local government may use reasonable force to exercise the power of entry given by subsection (1).	Chief Executive Officer
Section 3.34(4)	A local government may exercise the power of entry given by subsection (1) at any time while the emergency exists and for so long subsequently as is reasonably required.	Chief Executive Officer
Section 3.36(3)	A local government may make an opening in a fence to do works on a property subject to providing the owner or occupier with 3 days written notice.	Chief Executive Officer
Section 3.39	Local government may authorise an employee to remove and impound any goods.	Chief Executive Officer
Section 3.40(1)	Local government may authorise a person to remove and impound an abandoned vehicle wreck.	Chief Executive Officer
Section 3.40A(4)	Local government may declare that a vehicle is an abandoned wreck.	Chief Executive Officer
Section 3.47(1)	The local government may sell or otherwise dispose of any goods that have been ordered to be confiscated under section 3.43.	Chief Executive Officer
Section 3.47(2)	The local government may sell or otherwise dispose of any vehicle that has not been collected within 2 months of a notice having been given under section 3.40(3) or 7 days of a declaration being made that a vehicle is an abandoned vehicle wreck.	Chief Executive Officer

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 3.47(2a)	The local government may sell or otherwise dispose of impounded goods that have not been collected within the period specified in section 3.47(2b) of the date a notice is given under sections 3.42(1)(b) or 3.44.	Chief Executive Officer
Section 3.47A(1)	If an impounded animal is ill or injured to such an extent that treating it is not practicable, the local government may humanely destroy the animal and dispose of the carcass.	Chief Executive Officer
Section 3.48	If goods are removed or impounded under section 3.39 and the offender is convicted, the local government may recover any expenses incurred in removing and impounding the goods.	Chief Executive Officer
<b>Subdivision 5 – Certain provisions about thoroughfares</b>		
Section 3.50(1)	A local government may close a thoroughfare to vehicles, wholly or partially, for a period not exceeding 4 weeks.	Chief Executive Officer
Section 3.50(1a) and 3.50(4)	A local government may, after providing public notice of its intention and reasons, inviting submissions and then considering submissions, order a thoroughfare to be wholly or partially closed to vehicles for a period exceeding 4 weeks.	Chief Executive Officer
Section 3.50(6)	An order to close a thoroughfare may be revoked by the local government.	Chief Executive Officer
Section 3.50A	A local government may partially and temporarily close a thoroughfare, without giving local public notice, if the closure is for the purpose of carrying out repairs or maintenance and is unlikely to have a significant adverse effect on users of the thoroughfare.	Chief Executive Officer
Local Government (Functions and General) Regulations, Regulation 6(3)	A local government may, by local public notice, revoke an order under regulation 6(1) that closed a thoroughfare or alter it to make it less restrictive.	Chief Executive Officer

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 3.51(3)	Before fixing, altering or realigning a public thoroughfare or draining water onto adjoining land, the local government must give notice of its proposal, invite submissions and consider those submissions	Chief Executive Officer
<b>Subdivision 6 – Various executive functions</b>		
Section 3.53(3)	If an unvested facility lies within 2 or more districts, the local governments concerned can agree on its control and management	Suitable for delegation, not currently delegated
Section 3.53(4)	An agreement or direction under subsection (3) has effect according to its terms.	Suitable for delegation, not currently delegated
Section 3.54(1)	A local government may do anything it could do under the <i>Parks and Reserves Act 1895</i> if it were a board appointed under that Act, to control and manage any land reserved under the <i>Land Act 1933</i> and vested in or placed under the control and management of the local government	Chief Executive Officer
Local Government (Functions and General) Regulations - Regulation 14(2a)	Where a local government is inviting tenders, the local government must determine in writing the criteria for accepting tenders.	Chief Executive Officer
Local Government (Functions and General) Regulations - Regulations 18(4) and (5)	A local government must consider any tender that has not been rejected and decide which one to accept. It may decline to accept any tender.	Chief Executive Officer  Consideration of tender only. Excludes decision on which tender to accept.  The CEO in consultation with the Mayor accept a tender to a maximum value of \$500,000 and may decline to accept any tender from the 27 <sup>th</sup> December to 31 January during the yearly Council recess period.

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Limited Government (Functions and General) Regulations - Regulation 20(2)	If the successful tenderer does not want to accept the contract with the variation or the local government and the tenderer cannot reach agreement, the local government can select the next most appropriate tenderer.	Chief Executive Officer  Applies only where the next most appropriate tenderer has been considered by the local government.
Local Government (Functions and General) Regulations - Regulation 21(1)	A local government may seek expressions of interest before entering the tender process.	Chief Executive Officer
Local Government (Functions and General) Regulations - Regulation 21A	If a local government has entered into a contract for the supply of goods or services with a successful tenderer, the contract must not be varied unless — (a) the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract; or (b) the variation is a renewal or extension of the term of the contract as described in regulation 11(2)(j).	Chief Executive Officer a. is authorised to approve a variation including extension to a contract, subject to satisfactory performance of the contractor, the contract specifying the provisions of an option to extend the term, the variation is necessary in order for the goods or services to be supplied and where the contract scope is not changed. b. is authorised to approve a variation to a contract subject to a maximum variation of 20% of the contract price or \$50,000 whichever is the lesser amount. c. shall report to Council at least six monthly on the exercise of this delegation.

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Local Government (Functions and General) Regulations - Regulation 23(3)	A local government must consider any submissions of interest that have not been rejected and decide which ones could satisfactorily supply the goods or services.	Chief Executive Officer  Consideration of expressions of interest only. Excludes decision on which expression of interest to accept.
Local Government (Functions and General) Regulations, Regulation 24E(1)	Where a local government intends to give a regional price preference the local government is to prepare a regional price preference policy.	Suitable for delegation to Chief Executive Officer
Local Government (Functions and General) Regulations - reg.24E(4)	A local government cannot adopt a regional price policy until the local government has considered submissions received.	Suitable for delegation to Chief Executive Officer
Section 3.58(2)	A local government can only dispose of property to the highest bidder at public auction or the most suitable public tender.	Chief Executive Officer
Section 3.58(3)	A local government can dispose of property by private treaty but must follow the process set out in section 3.58(3).	Suitable for delegation to Chief Executive Officer
Local Government (Functions and General) Regulations - Regulation 30(2)(a)(ii)	A disposition of land is exempt of disposition if the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee.	Suitable for delegation to Chief Executive Officer

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
<b>Division 4 – Regional Local Government</b>		
Nil items in Division 4		
<b>Part 4 – Elections and other polls</b>		
<b>Division 1 – Preliminary</b>		
Nil items in Division 1		
<b>Division 2 – Inaugural elections</b>		
Nil items in Division 2		
<b>Division 3 – Ordinary elections</b>		
Nil items in Division 3		
<b>Division 4 – Extraordinary elections</b>		
Nil items in Division 4		
<b>Division 5 – Other elections</b>		
Nil items in Division 5		
<b>Division 6 – Postponement and consolidation of elections</b>		
Nil items in Division 6		
<b>Division 7 – Provisions about electoral officers and the conduct of elections</b>		
Nil items in Division 7		
<b>Division 8 – Eligibility for enrolment</b>		
Nil items in Division 8		
<b>Division 9 – Electoral process</b>		
Elections Regulations – Regulation 9(1)	The fees to be paid to an electoral officer for conducting an election are those agreed between the local government and the electoral officer.	Chief Executive Officer

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
<b>Division 10 – Validity of elections</b>		
Nil items in Division 10		
<b>Division 11 – Electoral offences</b>		
Nil items in Division 11		
<b>Division 12 – Polls and referendums</b>		
Nil items in Division 12		
<b>Part 5 – Administration</b>		
<b>Division 1 – Introduction</b>		
Nil items in Division 1		
<b>Division 2 – Council meetings, committees and their meetings and electors' meetings</b>		
<b>Subdivision 1 – Council meetings</b>		
Nil items in Subdivision 1		
<b>Subdivision 2 – Committees and their meetings</b>		
Section 5.18	A local government must review all delegations made to a committee.	Suitable for delegation to Chief Executive Officer
Section 5.20 Decisions of councils and committees	(1) A decision of a council does not have effect unless it has been made by a simple majority or, if another kind of majority is required under any provision of this Act or has been prescribed by regulations or a local law for the particular kind of decision, by that kind of majority.	Council Committee  Only in relation to:  Only to determine Council's position on Joint Development Assessment Panel development applications.
<b>Subdivision 3 – Matters affecting Council and committee meetings</b>		
<b>Division 3 – Acting for the mayor or president</b>		
Section 5.35 - (1)(b)	(b) the deputy mayor or deputy president is not available or is unable or unwilling to perform the functions of mayor or president,	Council Committee Appointment of a councillor to perform during that time the functions of mayor.



## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	and the mayor or president or deputy will not be able to perform the functions of the mayor or president for a time known to the council, then the council may appoint a councillor to perform during that time the functions of mayor or president, as the case requires.	Only in relation to representation and presentation to a Joint Development Assessment Panel on Council's position, where the Mayor and Deputy Mayor decide not to speak for Council.
<b>Division 4 – Local government employees</b>		
Section 5.27(2)	General meeting of electors to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.	Chief Executive Officer
Section 5.37(1)	A local government may designate any employee to be a senior employee.	Chief Executive Officer
Section 5.39C	<p>(1) A local government must prepare and adopt* a policy that sets out the process to be followed by the local government in relation to the following —</p> <p>(a) the employment of a person in the position of CEO for a term not exceeding 1 year;</p> <p>(b) the appointment of an employee to act in the position of CEO for a term not exceeding 1 year.</p> <p>* Absolute majority required.</p> <p>(2) A local government may amend* the policy.</p> <p>* Absolute majority required.</p> <p>(3) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.</p> <p>(4) The CEO must publish an up-to-date version of the policy on the local government's official website.</p>	<p>Council delegates to the CEO, appointment of an internal employee higher duties Acting CEO subject to the following conditions:</p> <ol style="list-style-type: none"> <li>1. The appointment is to be for a period of no more than 3 months; and</li> <li>2. The person appointed is to be suitably qualified, experienced and knowledgeable for the Acting CEO role; and</li> <li>3. The appointment not being due to a vacancy of the CEO's position.</li> </ol> <p>The Chief Executive Officer must inform the elected members of all proposed Acting CEO arrangements.</p>

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
		<p>For CEO vacancy periods over 3 months the appointment of the Acting CEO shall be determined by Council.</p> <p>The CEO shall report to Council any proposal to fill an Acting CEO role over three months with as much advanced notice as possible. In this case the CEO may recommend a suitable internal candidate for higher duties and must also provide an alternative recommendation to Council, to convene a CEO Recruitment and Selection Committee to progress the Acting CEO recruitment.</p> <p>If the Chief Executive Officer's position becomes vacant, all acting arrangements are to be determined by the Council.</p>
Local Government (Administration) Regulations – Regulation 18(c)	A local government is to approve a process for selection and appointment of the Chief Executive Officer.	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) - CEO Recruitment & Selection Committee.
Local Government (Administration) Regulations - Regulation 18(D)	A local government is to consider, accept the review, with or without modification, or reject the review of the Chief Executive Officer.	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) committee (not currently delegated).
Section 5.50(1)	A local government must prepare a policy for employees whose employment is finishing, setting out the circumstances in which the local	Suitable for delegation to Chief Executive Officer

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	government would pay a gratuity and how that gratuity would be assessed, and give local public notice of the policy.	
Section 5.50(2)	A local government may make a payment to an employee whose employment is finishing, that is in addition to the amount set out in its policy, provided that local public notice of the payment is given.	Suitable for delegation to Chief Executive Officer
<b>Division 5 – Annual reports and planning</b>		
Section 5.56	A local government is to prepare a Plan for the Future.	Suitable for delegation to Chief Executive Officer
Local Government (Administration) Regulations - Regulation 19C(4)	A local government is to review its current plan for the future every 2 years.	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) committee (not currently delegated).
<b>Division 6 – Disclosure of financial interests</b>		
Nil items in Division 6		
<b>Division 7 – Access to information</b>		
Nil items in Division 7		
<b>Division 8 – Fees, expenses and allowances</b>		
Section 5.101(2)	A local government may reimburse an employee for an expense that was incurred in relation to a matter affecting the local government.	Chief Executive Officer
<b>Division 9 – Conduct of certain officials</b>		
Section 5.102	A local government may make a cash advance to a person for an expense which can be reimbursed.	Chief Executive Officer
Section 5.103(1)	A local government must prepare or adopt a code of conduct to be observed by council members, committee members and employees.	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) committee (not currently delegated).

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 5.103(2)	A local government must review its code of conduct within 12 months of every ordinary election day.	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) committee (not currently delegated).
<b>Part 6 – Financial Management</b>		
<b>Division 1 - Introduction</b>		
Nil items in Division 1		
<b>Division 2 – Annual budget</b>		
Nil items in Division 2		
<b>Division 3 – Reporting on activities and finance</b>		
Note: Under <b>Division 3 – Reporting on activities and finance, section 6.4 financial report applies</b>		
Nil items in Division 3		
<b>Division 4 – General financial provisions</b>		
6.8 (1)(b)	(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —  (b) is authorised in advance by resolution*; or	Council Committee Expenditure within existing budget in relation to the need for professional support for preparation and representation to a Joint Development Assessment Panel.  Expenditure from municipal fund up to \$10,000 annually.
Section 6.12(1)(b)	A local government may waive or grant concessions in relation to any amount of money that is owed to the local government, subject to section 6.12(2).	Chief Executive Officer
Section 6.12(1)(c)	A local government may write off any amount of money that is owed to the local government, subject to section 6.12(2).	Chief Executive Officer

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 6.12(3)	A local government may determine what conditions apply to the granting of a concession.	Suitable for delegation to Chief Executive Officer
Section 6.14(1)	A local government may invest money in its municipal or trust funds that is not being used, in accordance with Part III of the <i>Trustees Act 1962</i> .	Chief Executive Officer, subject to Council Policy.
Local Government (Financial Management) Regulations 1996 Regulation 12	Payments from municipal fund or trust fund, restrictions on making (1) A payment may only be made from the municipal fund or the trust fund - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds	Chief Executive Officer
<b>Division 5 – Financing local government activities</b>		
<b>Subdivision 1 – Introduction</b>		
Nil items in subdivision 1		
<b>Subdivision 2 – Fees and charges</b>		
Nil items in subdivision 2		
<b>Subdivision 3 – Borrowings</b>		
Nil items in subdivision 3		
<b>Division 6 – Rates and service charges</b>		
<b>Subdivision 1 – Introduction and the basis of rating</b>		
Nil items in subdivision 1		
<b>Subdivision 2 – Categories of rates and service charges</b>		
Nil items in subdivision 2		
<b>Subdivision 3 – Imposition or rates and service charges</b>		
Section 6.40(3)	If rates are reduced, under section 6.40(1), a local government must refund the owner of the land on request or credit the amount for rates or service charges.	Chief Executive Officer

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 6.40(4)	If a service charge is reduced, under section 6.40(2), and the service charge had already been paid by the owner, the owner may request and then the local government must pay the overpaid amount to the owner or, alternatively, the overpaid portion is credited against any future amounts payable. If the service charge was paid by the occupier, the local government must pay the overcharged portion to the person who paid it.	Chief Executive Officer
<b>Subdivision 4 – Payment of rates and service charges</b>		
Section 6.49	A local government may make an agreement with a person to pay their rates and service charges.	Chief Executive Officer
Local Government (Financial Management) Regulations - Regulation 66(2)	If an instalment remains unpaid after the day on which the next instalment becomes due the local government may revoke the ratepayer's right to pay by instalments.	Chief Executive Officer
Section 6.56(1)	A local government may recover an unpaid rate or service charge and the cost of proceedings in court of competent jurisdiction.	Chief Executive Officer
Section 6.60(2)	A local government may give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the local government in satisfaction of the rate or service charge.	Chief Executive Officer
Section 6.60(4)	If a local government gives notice to a lessee, under section 6.60(2), and the lessee fails to pay rent to the local government, the local government may recover the rate or service charge as a debt from the lessee.	Chief Executive Officer
Section 6.61(1)	A local government may request an occupier, an agent or the person who receives the rent of a property, to give the name and address of the owner to the local government.	Chief Executive Officer
Section 6.64(1)	If any rates or service charges have remained unpaid for at least 3 years, a local government may take possession of the land and hold the land against	Chief Executive Officer

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	a person having an estate or interest in the land, and may lease or sell the land or transfer it to the Crown or itself.	
Section 6.64(3)	A local government may lodge a caveat in respect of any land for which rates and service charges are outstanding.	
Section 6.69(2)	A local government may accept payment of any outstanding rates or service charges on such terms and conditions as are agreed between the parties, up to the time of actual sale of the relevant land but not more than 7 days prior to same.	Chief Executive Officer
Section 6.71(1)	If a local government is unable to sell land under Part 6 Division 6 within 12 months, it may transfer the land to the Crown or itself.	Suitable for delegation to Chief Executive Officer
Section 6.74(1)	A local government may apply in the prescribed form to the Minister to have land revested in the Crown if it is rateable vacant land and rates or service charges in respect of it have remained unpaid for at least 3 years.	Suitable for delegation to Chief Executive Officer
Local Government (Financial Management) Regulations – Regulation 7(3)	A local government must consider any objections it receives in relation to a revestment under regulation 77.	Suitable for delegation to Chief Executive Officer
Section 6.76(5)	The local government must consider any objections to the rates record and may disallow or allow the objection either wholly or in part.	Chief Executive Officer
<b>Part 7 - Audit</b>		
<b>Division 1 - Introduction</b>		
Nil items in Division 1		
<b>Division 1A – Audit Committee</b>		
Nil items in Division 1A		
<b>Division 2 – Appointment of auditors</b>		

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 7.6(2)(f)	A local government may terminate the appointment of an auditor by written notice.	Suitable for delegation to the Audit Committee (not currently delegated)
<b>Division 3 – Conduct of audit</b>		
Nil items in Division 3		
<b>Division 4 – General</b>		
Section 7.12A(2)	A local government must meet with its auditor at least once a year.	Delegated to the Audit and Risk Committee
Section 7.12A(3)	A local government is to examine the auditor's report, under section 7.9(1) and any report under section 7.9(3), and must determine if any matters raised by the report require action and ensure that appropriate action is taken.	Suitable for delegation to the Audit Committee (not currently delegated)
Section 7.12A(4)	A local government must prepare a report on any action taken in response to an auditor's or section 7.9(3) report, and provide it to the Minister.	Suitable for delegation to the Audit Committee (not currently delegated)
<b>Part 8 – Scrutiny of the Affairs of Local Governments</b>		
<b>Division 1 – Inquiries by the Minister or an authorised person</b>		
Section 8.14(3)	A local government must give the Minister advice of what it has done or will do to comply with an enquiry report from the Minister or a person authorised by the Minister, within 35 days of receiving the report.	Chief Executive Officer
<b>Division 2A – Council may be peremptorily suspended or required to undertake remedial action</b>		
Nil items in Division 2A		
<b>Division 2 – Inquiries by Inquiry Panels</b>		
Section 8.23(4)	A local government must give the Minister advice of what things it has done, or will do, to comply with an Inquiry Panel's report within 35 days of	Chief Executive Officer



## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	receiving the report, or give its comment on a recommendation to dismiss the Council.	
<b>Division 3 – General provisions about suspension and dismissal of councils</b>		
Nil items in Division 3		
<b>Division 4 – Misapplication of funds and property</b>		
Nil items in Division 4		
<b>Part 9 – Miscellaneous Provisions</b>		
<b>Division 1 – Objections and review</b>		
Nil items in Division 1		
<b>Division 2 – Enforcement and legal proceedings</b>		
Section 9.10(1) and (2)	The local government may appoint persons or classes of persons to be authorised to perform certain functions and must issue them with a certificate stating they are authorised.	Chief Executive Officer <u>Remove – Update to Local Government Act 1995 with new 9.10 gives CEO authority to do so without needing delegation.</u>
<b>Division 3 – Documents</b>		
Section 9.49A Execution of documents	(2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.	Chief Executive Officer (4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.
<b>Division 4 – Protection from liability</b>		
Nil items in Division 4		
<b>Division 5 – Associations of local government</b>		

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Nil items in Division 5		
<b>Division 6 – Regulations, directions and orders</b>		
Section 9.63(1)	If a dispute has arisen between 2 or more local governments, a local government may refer the matter to the Minister to resolve.	Suitable for delegation to Chief Executive Officer
<b>Division 7 – Other miscellaneous provisions</b>		
Section 9.68(5)	A local government may recover accruing rates from a principal or agent who has failed to give a notice to the local government in accordance with section 9.68.	Chief Executive Officer
<b>Division 8 – Amendments to 1960 Act and transitional provisions</b>		
Nil items in Division 8		
<b>Nil Schedule 1</b>		
<b>Schedule 2.1 – Provisions about creating, changing the boundaries of, and abolishing districts</b>		
Clause 11(2)	Any local governments affected by an order made under clause 2.1 are to negotiate any adjustment or transfer between them of property, rights and liabilities.	Suitable for delegation to Chief Executive Officer
<b>Schedule 2.2 – Provisions about names, wards and representation</b>		
Clause 4(1)	A local government must consider any submissions made under clause 3.	Suitable for delegation to Chief Executive Officer
Clause 6	A local government must carry out a review of its ward boundaries and the number of councillors per ward every 8 years or as directed by the Advisory Board.	Suitable for delegation to Chief Executive Officer
Clause 8	The council must have regard to community of interests, physical and topographical features, demographic trends, economic factors and the ratio of councillors to electors in respect of considerations about wards.	Suitable for delegation to a 5.9(2)(a) committee (not currently delegated).
Clause 9	When a ward review is complete, the local government must prepare a report for the Advisory Board and may propose the making of an order under clauses 2.2(1), 2.3(3) or 2.18(3).	Suitable for delegation to a 5.9(2)(a) committee (not currently delegated).

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
<b>Schedule 2.3 – When and how mayors, presidents, deputy mayors and deputy presidents are elected by council</b>		
Nil items in Schedule 2.3		
<b>Schedule 2.4 – Provisions about Commissioners</b>		
Nil items in Schedule 2.4		
<b>Schedule 2.5 – Provisions about the Local Government Advisory Board</b>		
Nil items in Schedule 2.5		
<b>Schedule 3.1 – Powers under notices to owners or occupiers of land</b>		
<i>Local Government (Uniform Local Provisions) Regulations 1996 – Regulation 7A</i>	A person who is the owner or occupier of land must, when requested by the Local Government to do so, remove any thing that – a. Has fallen from the land, or from anything on the land; and b. Is obstructing a public thoroughfare.	Chief Executive Officer
<b>Schedule 3.2 – Particular things local governments can do on land even though it is not local government property</b>		
Nil items in Schedule 3.2		
<b>Schedule 4.1 – How to conduct votes and ascertain the result of an election</b>		
Nil items in Schedule 4.1		
<b>Schedule 5.1 – Provisions about standards panels</b>		
Nil items in Schedule 5.1		
<b>Schedule 6.1 – Provisions relating to the phasing in of valuations</b>		
Nil items in Schedule 6.1		
<b>Schedule 6.2 – Provisions relating to lease of land where rates or service charges unpaid</b>		
Clause 1(1)	A local government may lease the land with any conditions for a term that does not exceed 7 years.	Suitable for delegation to Chief Executive Officer

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
<b>Schedule 6.3 – Provisions relating to sale or transfer of land where rates or service charges unpaid</b>		
Clause 1(4)	The local government must appoint a time at which the land may be offered for sale by public auction, not less than 3 months and not more than 12 months from the service of the notice under clauses 1(1) or 1(2).	Suitable for delegation to Chief Executive Officer
Clause 4(1)	A local government may transfer or convey to the purchaser of the land an indefeasible estate in fee simple.	Chief Executive Officer subject to 5.43(d), up to an amount resolved by Council.
Clause 7(2)	If the land has not been sold within 12 months, the local government may begin the process again in accordance with this Schedule.	Chief Executive Officer
<b>Nil Schedule 7</b>		
<b>Schedule 8.1 – Provisions about Inquiry Panels</b>		
Nil items in Schedule 8.1		
<b>Schedule 9.1 – Certain matter for which Governor may make regulations</b>		
Nil items in Schedule 9.1		
<b>Nil Schedule 9.2</b>		
<b>Schedule 9.3 – Transitional provisions</b>		
Nil items in Schedule 9.3		

## Register of Delegated Authority

**2. Delegations under the *Local Government (Uniform Local Provisions) Regulations 1996***

Authority to delegate: Sections 5.42 and 5.44 of the *Local Government Act 1995*.

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Local Government (Uniform Local Provisions) Regulations 1996 - Regulation 5(2)	Serve written notice on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to: (a) prevent damage to the footpath; or (b) prevent inconvenience to the public or danger from falling materials.	Chief Executive Officer
Local Government (Uniform Local Provisions) Regulations 1996 - Regulation 6(3)	Grant permission under this regulation to place on a specified part of public thoroughfare one or more specified things that may obstruct the public thoroughfare: (a) in writing; and (b) must specify the period for which it is granted; and (c) must specify each condition imposed under subregulation (4); and (d) may be renewed from time to time; and may be cancelled by giving written notice to the person to whom the permission was granted.	Chief Executive Officer
Local Government (Uniform Local Provisions) Regulations 1996 - Regulation 6(4)	Impose such conditions as it thinks fit on granting permission under this regulation including, but not limited to, any of the following: (a) conditions relating to the erection of hoardings, fences, (b) walkways or other structures for the protection of the public thoroughfare or public safety (protective structures);	Chief Executive Officer

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(c) conditions about the placement of things in the public thoroughfare including conditions about the depositing of building materials or waste, or storage or other facilities in the public thoroughfare;</p> <p>(d) a condition imposing a charge for any damage to the public thoroughfare resulting from the placement of a thing on the public thoroughfare;</p> <p>a condition requiring the applicant to deposit with the local government a sum sufficient in the opinion of the Chief Executive Officer of the local government to cover the cost of repairing damage to the public thoroughfare resulting from the placement of a thing or a protective structure, on the basis that the local government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant.</p>	
Local Government (Uniform Local Provisions) Regulations 1996 - Regulation 6(6)	When renewing permission granted under this regulation or at any other time, vary any condition imposed by it under subregulation (4) and the variation takes effect when written notice of it is given to the person to whom the permission was granted.	Chief Executive Officer
Local Government (Uniform Local Provisions) Regulations 1996 - Regulation 6(8)	Charge a person granted permission under this regulation a fee of not more than \$1.00 for each month or part of a month for each m <sup>2</sup> of public thoroughfare that is enclosed by a hoarding or fence in accordance with the permission.	Chief Executive Officer

## Register of Delegated Authority

**3. Delegations under the Food Act 2008**

Authority to delegate: Section 118 of the *Food Act 2008*.

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Food Act 2008 Section 122 (1)	An enforcement agency may appoint a person to be an authorised officer for the purposes of this Act.	Chief Executive Officer

**4. Delegations under the Dog Act 1976**

Authority to delegate: *Section 10AA of the Dog Act 1976*

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Dog Act 1976	All powers under the <i>Dog Act 1976</i> .	Chief Executive Officer
Dog Act 1976 Section 10AA – Delegation of local government powers	(3) The delegation may expressly authorise the delegate to further delegate the power or duty.	Chief Executive Officer for the following: Section 26 Section 27 Section 44

## Register of Delegated Authority

**5. Delegations under the *Cat Act 2011***

Authority to delegate: Section 44 of the *Cat Act 2011*

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Cat Act 2011	All powers under the <i>Cat Act 2011</i> .	Chief Executive Officer

**6. Delegations under the Graffiti Vandalism Act 2016**

Authority to delegate: Section 16 of the Graffiti Vandalism Act 2016

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Graffiti Vandalism Act 2016	All powers under the Graffiti Vandalism Act 2016.	Chief Executive Officer

**7. Delegations under the Public Health Act 2016**

Authority to delegate: Section 21 of the Public Health Act 2016

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Public Health Act 2016	All powers under the Public Health Act 2016	Chief Executive Officer



## Register of Delegated Authority

## 8. Delegations under the Bush Fire Act 1954

Authority to delegate: Section 48 of the Bush Fire Act 1954

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Bush Fires Act 1954	All powers under the Bush Fire Act 1954	Chief Executive Officer

## 9. Delegations under the City of Nedlands Local Planning Scheme 3

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
<p>Planning and Development (Local Planning Schemes) Regulations 2015, regulation 82.</p> <p>City of Nedlands Local Planning Scheme No 3 and the Planning and Development Act 2005</p>	<p>The local government may, by resolution, delegate to a committee or to the local government CEO the exercise of any of the local government's powers or the discharge of any of the local government's duties under this Scheme other than this power of delegation.</p> <p>Determine applications for development approval under the City of Nedlands Local Planning Scheme No 3 and the Planning and Development Act 2005.</p> <p><b>Determination of applications</b> under Clause 68 of Schedule 2 of the Planning and Development (Local Planning Schemes Regulations 2015)</p> <p>The Council may either generally, or in a particular case by resolution delegated to a Committee of the Council or an officer of the Council, the authority to deal with an application for planning approval made under this Scheme.</p>	<p><b>Chief Executive Officer</b></p> <p><b>Except for where the following applies:</b></p> <p>a) Change of Use applications which are classified IP, P, D or A and uses not listed where after advertising, submissions have been received which raise objections in relation to the matter at hand which are not able to be rectified by way of negotiation and/or amendment(s) being made to the proposal;</p>

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Clause 68 of Schedule 2 of the Planning and Development (Local Planning Schemes Regulations 2015)		<ul style="list-style-type: none"> <li>b) Grouped and/or Multiple Dwelling developments involving five (5) or more dwellings; and</li> <li>c) Refusal of applications where discretion exists for Council to approve the variations under the City's Local Planning Scheme no. 3, policies and/or the Residential Design Codes.</li> </ul>
Planning and Development (Local Planning Schemes) Regulations 2015	<p><b>Advertising of applications</b> and proposals in accordance with Clause 66(1) and 77(3) of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015; and subclause 30 (1) of the Metropolitan Region Scheme.</p> <p>Determining the requirement and extent of advertising of applications and proposals made under City of Nedlands Local Planning Scheme No.3 and Metropolitan Region Scheme.</p>	<p>Chief Executive Officer</p> <p>The requirement and extent of advertising to be in accordance with the City's adopted Local Planning Policy Consultation of Planning Proposals.</p>
Planning and Development (Local Planning Schemes) Regulations 2015	<p><b>Amending or Cancelling a development approval, including waiving or varying a requirement</b> in Part 8 or 9 of the Planning and Development (Local Planning Schemes) Regulations 2015 for minor amendments and temporary works or use, under Clause 77 and subclauses 61((1) (f) and 61 (2)(d) if Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015.</p>	<p>Chief Executive Officer</p> <p>The requirement and extent of advertising to be in accordance with the City's adopted Local Planning Policy Consultation of Planning Proposals.</p>

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Planning and Development (Local Planning Schemes) Regulations 2015	<b>Determining accompanying material requirements</b>  For applications for development approval, including refusal to accept an application, under Clauses 11, 63 and 85 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015.	Chief Executive Officer
City of Nedlands Local Planning Scheme No.3 and or Metropolitan Region Scheme	<b>Discretion and determining conditions</b>  Exercise discretion, determine and apply conditions to all applications for development approval made under the City of Nedlands Local Planning Scheme No.3 and or Metropolitan Region Scheme.	Chief Executive Officer Where a Section 31 Reconsideration is sought through the State Administrative Appeals Tribunal and where the determination recommended is contrary to that of the original Council decision, the application must be referred back to Council for determination.
Planning and Development (Local Planning Schemes) Regulations 2015	<b>Rights of Entry and Inspection</b>  In accordance with Clause 82 and 83 of Planning and Development (Local Planning Schemes) Regulations 2015.  Entry and inspection of land within the Scheme Area for the purpose of assessment and monitoring, pursuant to Clause 79(1) and 2(a) and (b) of the Planning and Development (Local Planning Schemes) Regulations 2015.	Chief Executive Officer Written or verbal notice being provided to the landowner wherever possible prior to entry.

## Register of Delegated Authority

## 10. Delegations under the Planning and Development Act 2005

Authority to delegate: Planning and Development Act 2005 – Part 10

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Planning and Development Act 2005 – Part 10	Referrals to WAPC in respect of applications for subdivision (including amalgamations and boundary re-alignments) and/or strata subdivision approval is required to be determined by the Commission.	Chief Executive Officer
Planning and Development Act 2005 – Part 10	Clearance of conditions of subdivision (including amalgamations and boundary re-alignments), strata subdivision or amalgamation approval where the local government is identified as the responsible agency in the WAPC preliminary approval advice.	Chief Executive Officer
Planning and Development Act 2005 – Section 214(3)(4) and (5)	<p><b>Unauthorised Development – Directions</b> The responsible authority may give written directions regarding unauthorised development.</p> <p>Issuance of written direction to stop unauthorise development Planning and Development Act 2005 s214(2)</p> <p>Issuance of written direction to require the unauthorised development to be brought into compliance by removing, pulling down, taking up or altering the unauthorised development and by restoring the land to how it was prior to the development [P&amp;D s214(3)]</p> <p>Execute work to have unauthorised development brought into compliance [P&amp;D s214(5)]</p>	Chief Executive Officer

## Register of Delegated Authority

## 11. Delegations under the Heritage of Western Australia Act 2018

Authority to delegate: Heritage of Western Australia Act 2018 – Section 23(4)

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Heritage of Western Australia Act 2018 – Section 23(4)	Participation where appropriate with the Heritage Council, where it is to consider giving advice to the Minister for Heritage with respect to 'interim' and 'permanent' entry of a place on the State Register of Heritage Places'.	Chief Executive Officer with the exception of the following:  Does not apply where a formal request is made for a response from council regarding proposals for the entry of a place or places onto the State register of Heritage Places on an interim or permanent basis.

## Register of Delegated Authority

**12. Delegations under the Metropolitan Region Scheme**

Authority to delegate: Metropolitan Region Scheme – DEL 2011/02 – Government Gazette No. 248, 23 December 2011

WAPC Ref: RES 2015/01  
DEL 2017/02

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Clause 29(3)	Forwarding an application to the Commission	Chief Executive Officer
Clause 30	Exercising powers under the Planning & Development Act 2005 delegated by the WAPC to: <ul style="list-style-type: none"> <li>- Determine applications;</li> <li>- Revoke applications; and</li> <li>- Limit time of approval.</li> </ul>	Chief Executive Officer with the exception of:  Does not apply where objections are received on planning grounds and those objections are not capable of being addressed by way of the recommendation of a planning condition imposed on the proposed development. And When the property is within an area subject to clause 32 of the Metropolitan Region Scheme.
Clause 30A	Provide recommendation and forward to the Commission.	Chief Executive Officer
Clause 31	Issue of decision in the form set out in Form 2 to this scheme: An application is deemed to be refused if a decision is not conveyed within 60 days of receipt of application.	Chief Executive Officer

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Metropolitan Region Scheme or the Planning and Development Act, 2005	Respond to the Western Australian Planning Commission, or authorities given delegation by the Minister for Planning, on applications made under the Metropolitan Region Scheme or the <i>Planning and Development Act, 2005</i>	Chief Executive Officer
Clause 32	Forward an application to the Commission and provide recommendation.	Chief Executive Officer

## Register of Delegated Authority

**13. Delegations under the *Strata Titles Act 1985***

Authority to delegate: DEL 2009/03, Government Gazette no. 98, 9 June 2009

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 24	The local government may make a preliminary determination that the plans and specifications are of sufficient standard to be brought under this Act as a building in a strata scheme.	Chief Executive Officer
Section 25 Clause 1 Schedule 1	Power to determine applications for the issuing of a certificate of approval for a plan of subdivision, re-subdivision or consolidation, except those applications that: a) propose the creation of a vacant lot; b) propose vacant air stratas in multi-tiered strata scheme developments; c) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relate to: i. a type of development; and/or land within an area, which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.	Chief Executive Officer on the condition that:  A local government that exercises the power referred to in clause 1 is to provide the WAPC with data on all applications determined under this Instrument of Delegation at the conclusion of each financial year in the format prescribed by the WAPC.



## Register of Delegated Authority

**14. Delegations under the *Liquor Control Act 1988***

Authority to delegate: Part 3 – Section 40

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 40	Issue certificates as to whether the use of premises complies with local planning laws.	Chief Executive Officer

## Register of Delegated Authority

## 15. Delegations to respond to external organisations

Authority to respond to external organisations

WAPC Ref: DEL2009/02

DEL2011/04

DEL2017/02

DEL2017/03

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
State Administrative Tribunal Act Section 31	<b>Delegation to respond to external organisations</b>	
	Authority to respond to external organisations	
	Respond to the State Administrative Tribunal on applications for review of planning decisions including consideration of referrals under s31 the State Administrative Tribunal Act 2004;	Chief Executive Officer Consideration of referrals under section 31 of the State Administrative Tribunal Act 2004 where Council has determined the application.
	Respond to the Swan River Trust on planning applications made under the Swan and Canning Rivers Management Act 2006	Chief Executive Officer
	Respond to requests from public agencies on issues requiring or inviting comment by the City with regard to local, metropolitan, regional and/or strategic planning matters.	Chief Executive Officer
Planning and Development (Development Assessment	Respond to the Department of Planning Lands and Heritage on planning applications submitted in accordance with the Planning and Development (Development Assessment Panels) Regulations 2011	Chief Executive Officer JDAP applications are to be referred to Council for their comment prior to the submission of the Responsible Authority Report (RAR)

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Panels Regulations 2011		
	Provide recommendation and to the Department of Planning Lands and Heritage on development applications submitted in accordance with the Shenton Park Improvement Scheme.	Chief Executive Officer
	Provide recommendation to the Department of Communities (Housing Authority) on development applications submitted to the City.	Chief Executive Officer
	Respond to the Department of Treasury and finance for development application referrals.	Chief Executive Officer

## Register of Delegated Authority

**16. Delegations under the Building Act 2011**

Authority to delegate: Section 127 of the Building Act 2011

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 127	All powers under the Building Act 2011	Chief Executive Officer

**17. Delegations under the Building Regulations 2012**

Authority to delegate: Section 127 of the Building Act 2011

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Building Act 2011	All powers under the Building Regulations 2012	Chief Executive Officer

## Register of Delegated Authority

**18. Delegations from the Chief Executive Officer to other staff members****18.1 Local Government Act 1995 and Regulations**

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 3.25(1)	A local government may give an occupier a notice requiring them to do something to the land if it is specified in Schedule 3.1. The local government must also inform the owner if the occupier is not the owner	Director Planning & Development Director Technical Services
Section 3.50(1)	A local government may close any thoroughfare that it manages to the passage of vehicles, wholly or partially, for a period not exceeding 4 weeks.	Director Technical Services
Section 3.57(1)	A local government must invite tenders before it enters into a contract for goods or services with a value of \$100,000 or more (Functions and General Regulation 11)	Director Planning & Development Director Technical Services Director Corporate & Strategy
Local Government (Functions and General) Regulations - Regulation 14(2a)	Where a local government is inviting tenders, the local government must determine in writing the criteria for accepting tenders	Director Planning & Development Director Technical Services Director Corporate & Strategy
Local Government (Functions and General) Regulations, reg.21(1)	A local government may seek expressions of interest before entering the tender process	Director Planning & Development Director Technical Services Director Corporate & Strategy

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 6.12(1)(c)	A local government may write off any amount of money that is owed to the local government (subject to section 6.12(2))	Director Planning & Development Manager Health & Compliance Only delegated to: <ol style="list-style-type: none"> <li>1. Extend time for payment of a modified penalty or to withdraw an infringement notice;</li> <li>2. In relation to parking infringements, withdraw an infringement in the event of: <ol style="list-style-type: none"> <li>a. Medical emergency;</li> <li>b. Vehicle broken down;</li> <li>c. Eastern States registration;</li> <li>d. No records held by Police Department if unregistered vehicle;</li> <li>e. Stolen vehicle;</li> <li>f. Error made by issuing officer;</li> <li>g. Vehicle towed away; or</li> <li>h. Other compassionate grounds.</li> </ol> </li> </ol>
Section 6.14(1)	A local government may invest money in its municipal or trust funds that is not being used, in accordance with Part III of the <i>Trustees Act 1962</i>	Director Corporate & Strategy
Section 6.56(1)	A local government may recover an unpaid rate or service charge and the cost of proceedings in court of competent jurisdiction	Director Corporate & Strategy
Section 6.60(2)	A local government may give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the local government in satisfaction of the rate or service charge	Director Corporate & Strategy

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 6.60(3)	If a local government gives notice to a lessee, under section 6.60(2), the local government must give a copy of the notice to the lessor	Director Corporate & Strategy
Section 6.60(4)	If a local government gives notice to a lessee, under section 6.60(2), and the lessee fails to pay rent to the local government, the local government may recover the rate or service charge as a debt from the lessee	Director Corporate & Strategy

## 18.2 Food Act 2008

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 119	The CEO, after consultation with an enforcement agency (other than the CEO), may, in writing, impose conditions or limitations on the performance of functions under this Act by the enforcement agency	Director Planning & Development

## Register of Delegated Authority

## 18.3 Freedom of Information Act 1992

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 13 Agency duties as to access applications	<p>(1) Subject to this Division, the agency has to deal with the access application as soon as is practicable (and, in any event, before the end of the permitted period) by —</p> <p>(a) considering the application and deciding —</p> <p>(i) whether to give or refuse access to the requested documents; and</p> <p>(ii) any charge payable for dealing with the application; and</p> <p>(b) giving the applicant written notice of the decision in the form required by section 30.</p> <p>(2) If the applicant does not receive notice under subsection (1)(b) within the permitted period the agency is taken to have refused, at the end of that period, to give access to the documents and the applicant is taken to have received written notice of that refusal on the day on which that period ended.</p> <p>(3) For the purposes of this section the <b>permitted period</b> is 45 days after the access application is received or such other period as is agreed between the agency and the applicant or allowed by the Commissioner under subsection (4) or (5).</p> <p>(4) On the application of the applicant, the Commissioner may reduce the time allowed to the agency to comply with subsection (1).</p> <p>(5) On the application of the agency, the Commissioner, on being satisfied that the agency has attempted to comply with subsection (1) within 45 days but that it is impracticable, in the circumstances, for it to comply</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>



## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>within that time, may allow the agency an extension of time to comply with subsection (1) on such conditions as the Commissioner thinks fit.</p> <p>(6) If an extension of time is allowed under subsection (5) the agency has to give written notice of the extension to the applicant as soon as is practicable, and within 45 days after receiving the access application.</p> <p>(7) If, under subsection (2), the agency is taken to have refused access, the Commissioner may, on the application of the applicant, allow the agency an extension of time to comply with subsection (1) on such conditions (for example, reduction or waiver of charges) as the Commissioner thinks fit.</p> <p>(8) If an extension of time is allowed under subsection (7), subsection (2) does not have effect unless, at the end of the extended time, the applicant still has not received notice under subsection (1)(b).</p> <p>(9) This Division has effect subject to Division 3.</p>	
Section 15 Document held etc. by another agency, transferring application etc. in case of	<p>(1) If the agency does not hold the requested documents but knows, or has reasonable grounds to believe, that the documents are held by another agency (other than an exempt agency), the agency has to transfer the access application to the other agency.</p> <p>(2) If the agency holds the requested documents but the documents originated with or were received from another agency (other than an exempt agency), and are more closely related to the functions of that other agency, the agency may transfer the access application to that other agency together with copies of the documents.</p> <p>(3) The transferring agency has to give the applicant written notice of the transfer without delay.</p> <p>(4) The notice has to clearly state the day on which, and the agency to which, the access application was transferred.</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(5) The agency to which the access application is transferred, or partially transferred, is to be regarded as having received the application on the day on which it was received by the transferring agency.</p> <p>(6) The agency to which the access application is transferred under subsection (2) is required to make decisions as to access in respect of the documents of which it receives copies but not in respect of other documents that it holds which may fall within the scope of the documents requested in the original application.</p> <p>(7) If subsection (1) or (2) applies to one or more but not all of the requested documents the agency is authorised to make a partial transfer under this section as if a separate access application had been made in respect of the document or documents to which the relevant subsection applies.</p> <p>(8) If the agency holds the requested documents but the documents originated with or were received from an exempt agency, the agency has to notify the exempt agency that the access application has been made.</p>	
Section 17 Charge for access, applicant may request estimate of etc.	<p>(1) When making the access application the applicant may request an estimate of the charges that might be payable for dealing with the application.</p> <p>(2) If a request is made under subsection (1) the agency has to notify the applicant of its estimate, and the basis on which its estimate is made, as soon as is practicable.</p> <p>(3) If the agency estimates that the charges for dealing with the access application might exceed \$25, or such greater amount as is prescribed, then, whether or not a request has been made under subsection (1), the agency has to notify the applicant of its estimate, and the basis on</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	which its estimate is made, and inquire whether the applicant wishes to proceed with the application and notify the applicant of the requirement of section 19(1)(b).	
Section 18 Deposit for charges, agency may require etc.	<p>(1) The agency may, in a notice given to an applicant under section 17(3), require the applicant to pay a deposit of a prescribed amount or at a prescribed rate on account of the charges for dealing with the application.</p> <p>(2) If the agency has required an applicant to pay a deposit on account of the charges, the agency has to, at the request of the applicant, discuss with the applicant practicable alternatives for changing the application or reducing the anticipated charges, including reduction of the charges if the applicant waives, either conditionally or unconditionally, the need for compliance by the agency with the time limit imposed by section 13(1).</p> <p>(3) A notice under subsection (1) requiring an applicant to pay a deposit has to give details of —</p> <ul style="list-style-type: none"> <li>(a) the name and designation of the person who calculated the charge; and</li> <li>(b) the rights of review under this Act and the procedure to be followed to exercise those rights; and</li> <li>(c) the requirements of section 19(2)(b).</li> </ul> <p>(4) Further advance deposits may be required by the agency by written notice if the agency considers they are necessary to meet the charges for dealing with the application.</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>

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Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 20 Agency may refuse to deal with application in certain cases	<p>(1) If the agency considers that the work involved in dealing with the access application would divert a substantial and unreasonable portion of the agency's resources away from its other operations, the agency has to take reasonable steps to help the applicant to change the application to reduce the amount of work needed to deal with it.</p> <p>(2) If after help has been given to change the access application the agency still considers that the work involved in dealing with the application would divert a substantial and unreasonable portion of the agency's resources away from its other operations, the agency may refuse to deal with the application.</p> <p>(3) If, under subsection (2), the agency refuses to deal with the access application, it has to give the applicant written notice of the refusal without delay.</p> <p>(4) The notice has to give details of —</p> <p>(a) the reasons for the refusal and the findings on any material questions of fact underlying those reasons, referring to the material on which those findings are based; and</p> <p>(b) the rights of review under this Act and the procedure to be followed to exercise those rights.</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>
Section 23 Refusing access, grounds for	<p>(1) Subject to section 24 the agency may refuse access to a document if —</p> <p>(a) the document is an exempt document; or</p> <p>(b) the document is not a document of the agency; or</p> <p>(c) giving access to the document would contravene a limitation referred to in section 7.</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>

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	<p>(2) The agency may refuse access to the requested documents without having identified any or all of them and without specifying the reason why matter in any particular document is claimed to be exempt matter if —</p> <p>(a) it is apparent, from the nature of the documents as described in the access application, that all of the documents are exempt documents; and</p> <p>(b) there is no obligation under section 24 to give access to an edited copy of any of the documents.</p> <p>(3) Subject to section 24 the agency has to refuse access to a document that is the subject of an exemption certificate.</p> <p>(4) If a document contains personal information and the applicant, or the person to whom the information relates, is a child who has not turned 16, the agency may refuse access to the document if it is satisfied that access would not be in the best interests of the child and that the child does not have the capacity to appreciate the circumstances and make a mature judgment as to what might be in his or her best interests.</p> <p>(5) If a document contains personal information and the applicant, or the person to whom the information relates, is an intellectually handicapped person, the agency may refuse access to the document if it is satisfied that access would not be in the best interests of the person.</p>	
Section 24 Exempt matter, deleting before access given	<p>If —</p> <p>(a) the access application requests access to a document containing exempt matter; and</p> <p>(b) it is practicable for the agency to give access to a copy of the document from which the exempt matter has been deleted; and</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>

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Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	(c) the agency considers (either from the terms of the application or after consultation with the applicant) that the applicant would wish to be given access to an edited copy, the agency has to give access to an edited copy even if the document is the subject of an exemption certificate.	
Section 25 Deferring access, grounds for	(1) The agency may defer giving access to a document for a reasonable period if the document — (a) is required by law to be published but is yet to be published; or (b) has been prepared for presentation to Parliament or submission to a particular person or body but is yet to be presented or submitted. (2) The applicant has to be notified under section 30(d) of the likely period for which access is to be deferred.	To make decisions and coordinate applications.  Manager Health & Compliance Manager Business Systems
Section 26 Documents that cannot be found or do not exist, notice of	(1) The agency may advise the applicant, by written notice, that it is not possible to give access to a document if — (a) all reasonable steps have been taken to find the document; and (b) the agency is satisfied that the document — (i) is in the agency's possession but cannot be found; or (ii) does not exist. (2) For the purposes of this Act the sending of a notice under subsection (1) in relation to a document is to be regarded as a decision to refuse access to the document, and on a review or appeal under Part 4 the agency may be required to conduct further searches for the document.	To make decisions and coordinate applications.  Manager Health & Compliance Manager Business Systems
Section 27	(1) Access to a document may be given to the applicant in one or more of the following ways — (a) by giving a reasonable opportunity to inspect the document; or (b) by giving a copy of the document; or	To make decisions and coordinate applications.  Manager Health & Compliance

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Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Ways in which access can be given	<ul style="list-style-type: none"> <li>(c) in the case of a document from which sounds or visual images can be reproduced, whether or not with the aid of some other article or device — by making arrangements for the sounds or visual images to be heard or viewed; or</li> <li>(d) in the case of a document from which words can be reproduced in the form of sound — by giving a written transcript of the words recorded in the document; or</li> <li>(e) in the case of a document in which words are contained in the form of shorthand writing or in encoded form — by giving a written transcript of the words contained in the document; or</li> <li>(f) in the case of a document from which words can be reproduced in the form of a written document — by giving a written document so reproduced; or</li> <li>(g) in the case of electronically, mechanically or magnetically stored information — by giving a written expression of the information in the form in which it is commonly available in the agency, or if there is no such common form, then in a form no less comprehensible than could be made available to the persons in the agency.</li> </ul> <p>(2) If the applicant has requested that access to a document be given in a particular way the agency has to comply with the request unless giving access in that way —</p> <ul style="list-style-type: none"> <li>(a) would interfere unreasonably with the agency's other operations; or</li> <li>(b) would damage or harm the document or would be inappropriate because of the physical nature of the document; or</li> </ul>	Manager Business Systems

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Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(c) would involve an infringement of copyright belonging to a person other than the State, in which case access may be given in some other way.</p> <p>(3) If the applicant has requested that access to a document be given in a particular way and access is given in some other way, the applicant is not required to pay a charge in respect of the giving of access that is greater than the charge that the applicant would have been required to pay if access had been given in the way that was requested.</p> <p>(4) This section does not prevent the agency from giving access to a document in any way agreed on between the agency and the applicant.</p>	
Section 28 Medical and psychiatric information about applicant, giving access to	<p>If —</p> <p>(a) a document to which the agency has decided to give access contains information of a medical or psychiatric nature concerning the applicant; and</p> <p>(b) the principal officer of the agency is of the opinion that disclosure of the information to the applicant may have a substantial adverse effect on the physical or mental health of the applicant,</p> <p>it is sufficient compliance with this Act if access to the document is given to a suitably qualified person nominated in writing by the applicant and the agency may withhold access until a person who is, in the opinion of the agency, suitably qualified is nominated.</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>
Section 30 Notice under s. 13(1)(b) of	<p>The notice that the agency gives the applicant under section 13(1)(b) has to give details, in relation to each decision, of —</p> <p>(a) the day on which the decision was made; and</p> <p>(b) the name and designation of the officer who made the decision; and</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>



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Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
decision, form etc. of	<ul style="list-style-type: none"> <li>(c) if the decision is that a document is an exempt document and that access is to be given to a copy of the document from which exempt matter has been deleted under section 24 —               <ul style="list-style-type: none"> <li>(i) the fact that access is to be given to an edited copy; and</li> <li>(ii) the reasons for classifying the matter as exempt matter and the findings on any material questions of fact underlying those reasons, referring to the material on which those findings were based; and</li> </ul> </li> <li>(d) if the decision is that access to a document is to be deferred — the reasons for the deferral and, if applicable, the period for which access is likely to be deferred; and</li> <li>(e) if the decision is to give access to a document in the manner referred to in section 28 — the arrangements to be made for giving access to the document; and</li> <li>(f) if the decision is to refuse access to a document — the reasons for the refusal and the findings on any material questions of fact underlying those reasons, referring to the material on which those findings were based; and</li> <li>(g) if the decision is that the applicant is liable to pay a charge to the agency — the amount of the charge and the basis on which the amount was calculated; and</li> <li>(h) the rights of review and appeal (if any) under this Act and the procedure to be followed to exercise those rights.</li> </ul>	
Section 31 Certain exempt matter (Sch. 1 cl.	(1) Nothing in this Act requires the agency to give information as to the existence or non-existence of a document containing matter that would be exempt matter under clause 1, 2 or 5 of Schedule 1.	To make decisions and coordinate applications.  Manager Health & Compliance

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Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
1, 2 or 5), giving information about existence etc. of	(2) If the access application relates to a document that includes, or would if it existed include, exempt matter of a kind referred to in subsection (1), the agency may give written notice to the applicant that the agency neither confirms nor denies the existence, as a document of the agency, of such a document but that, assuming the existence of such a document, it would be an exempt document and, where such a notice is given — (a) section 30 applies as if the decision to give such a notice were a decision referred to in that section; and (b) for the purposes of this Act, the decision is to be regarded as a refusal of access to the document because the document would, if it existed, be an exempt document.	Manager Business Systems
Section 41 Who is to deal with application for review	An application for review of a decision is not to be dealt with by the person who made that decision or by a person who is subordinate to that person.	To make decisions and coordinate applications.  Manager Health & Compliance Manager Business Systems
Section 47 Document held etc. by another agency, transferring application in case of	(1) If the agency does not hold the document containing the information but knows that the document is held by another agency, the agency may transfer the application for amendment to the other agency. (2) If the agency holds the document containing the information but the document originated with or was received from another agency, and is more closely related to the functions of that other agency, the agency may transfer the application for amendment to that other agency together with a copy of the document. (3) The transferring agency is to give the person written notice of the transfer without delay.	To make decisions and coordinate applications.  Manager Health & Compliance Manager Business Systems

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Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(4) The notice is to clearly state the day on which, and the agency to which, the application was transferred.</p> <p>(5) The agency to which the application is transferred is to be regarded as having received the application on the day on which it was received by the transferring agency.</p>	
Section 48 Amending information, ways of	<p>(1) If the agency decides to amend the information it may make the amendment by —</p> <ul style="list-style-type: none"> <li>(a) altering information; or</li> <li>(b) striking out or deleting information; or</li> <li>(c) inserting information; or</li> <li>(d) inserting a note in relation to information, or in 2 or more of those ways.</li> </ul> <p>(2) If the agency inserts a note in relation to information the note has to —</p> <ul style="list-style-type: none"> <li>(a) give details of the matters in relation to which the information is inaccurate, incomplete, out of date or misleading; and</li> <li>(b) if the information is incomplete or out of date — set out whatever information is needed to complete the information or bring it up to date.</li> </ul> <p>(3) The agency is not to amend information under subsection (1) in a manner that —</p> <ul style="list-style-type: none"> <li>(a) obliterates or removes the information; or</li> <li>(b) results in the destruction of a document containing the information,</li> </ul> <p>unless the Commissioner has certified in writing that it is impracticable to retain the information or that, in the opinion of the Commissioner, the prejudice or disadvantage that the continued existence of the information would cause to the person outweighs the public interest in maintaining a complete record of information.</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>

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Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(4) Before information is amended under subsection (1) in a manner that —</p> <ul style="list-style-type: none"> <li>(a) obliterates or removes the information; or</li> <li>(b) results in the destruction of a document containing the information,</li> </ul> <p>and that contravenes the <i>State Records Act 2000</i>, a record keeping plan made under that Act or the archives keeping plan made under that Act, the Commissioner shall provide the State Records Commission with a copy of the certificate issued by the Commissioner under subsection (3).</p>	
<p>Section 50 If application for amendment refused, applicant may request notation etc. disputing accuracy of information etc.</p>	<p>(1) If the agency decides not to amend the information in accordance with the application the person may, in writing, request the agency to make a notation or attachment to the information —</p> <ul style="list-style-type: none"> <li>(a) giving details of the matters in relation to which the person claims the information is inaccurate, incomplete, out of date or misleading; and</li> <li>(b) if the person claims the information is incomplete or out of date — setting out the information that the person claims is needed to complete the information or bring it up to date.</li> </ul> <p>(2) A request may be made under this section whether or not the person has taken steps to have the agency's decision reviewed under Part 4.</p> <p>(3) The agency has to comply with the request unless it considers that the notation or attachment that the person has requested to be made to the information is defamatory or unnecessarily voluminous.</p> <p>(4) If the agency decides not to comply with the request it has to give the person written notice of its decision giving details of —</p> <ul style="list-style-type: none"> <li>(a) the reasons for the decision and the findings on any material questions of fact underlying those reasons, referring to the material on which those findings were based; and</li> </ul>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>

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	<p>(b) the rights of review under this Act and the procedure to be followed to exercise those rights.</p> <p>(5) This section does not prevent the agency from making the requested notation or attachment in an edited or abbreviated form, but the making of an edited or abbreviated notation or attachment does not constitute compliance with the request for the purposes of subsection (4).</p>	
Section 54 Review of decision under Div. 1, right to etc.	<p>(1) If under Division 1 an agency decides —</p> <p>(a) not to amend information in accordance with an application for amendment; or</p> <p>(b) not to comply with a request to make a notation or attachment to information,</p> <p>the applicant for amendment has a right to have the decision reviewed by the agency.</p> <p>(2) Sections 39(3), 40, 41, 43 and 44 apply with any necessary modifications to an application for review under this Division.</p> <p>(3) An application for review is to be dealt with as if it were an application for amendment or a request for a notation or attachment to be made to information, as the case may require, and the provisions of Division 1 apply accordingly.</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>
Section 20 Agency may refuse to deal with application in certain cases	<p>(1) If the agency considers that the work involved in dealing with the access application would divert a substantial and unreasonable portion of the agency's resources away from its other operations, the agency has to take reasonable steps to help the applicant to change the application to reduce the amount of work needed to deal with it.</p> <p>(2) If after help has been given to change the access application the agency still considers that the work involved in dealing with the</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>

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	<p>application would divert a substantial and unreasonable portion of the agency's resources away from its other operations, the agency may refuse to deal with the application.</p> <p>(3) If, under subsection (2), the agency refuses to deal with the access application, it has to give the applicant written notice of the refusal without delay.</p> <p>(4) The notice has to give details of —</p> <p>(a) the reasons for the refusal and the findings on any material questions of fact underlying those reasons, referring to the material on which those findings are based; and</p> <p>(b) the rights of review under this Act and the procedure to be followed to exercise those rights.</p>	
Section 23 Refusing access, grounds for	<p>(1) Subject to section 24 the agency may refuse access to a document if —</p> <p>(a) the document is an exempt document; or</p> <p>(b) the document is not a document of the agency; or</p> <p>(c) giving access to the document would contravene a limitation referred to in section 7.</p> <p>(2) The agency may refuse access to the requested documents without having identified any or all of them and without specifying the reason why matter in any particular document is claimed to be exempt matter if —</p> <p>(a) it is apparent, from the nature of the documents as described in the access application, that all of the documents are exempt documents; and</p> <p>(b) there is no obligation under section 24 to give access to an edited copy of any of the documents.</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>

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Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(3) Subject to section 24 the agency has to refuse access to a document that is the subject of an exemption certificate.</p> <p>(4) If a document contains personal information and the applicant, or the person to whom the information relates, is a child who has not turned 16, the agency may refuse access to the document if it is satisfied that access would not be in the best interests of the child and that the child does not have the capacity to appreciate the circumstances and make a mature judgment as to what might be in his or her best interests.</p> <p>(5) If a document contains personal information and the applicant, or the person to whom the information relates, is an intellectually handicapped person, the agency may refuse access to the document if it is satisfied that access would not be in the best interests of the person.</p>	
Section 24 Exempt matter, deleting before access given	<p>If —</p> <p>(a) the access application requests access to a document containing exempt matter; and</p> <p>(b) it is practicable for the agency to give access to a copy of the document from which the exempt matter has been deleted; and</p> <p>(c) the agency considers (either from the terms of the application or after consultation with the applicant) that the applicant would wish to be given access to an edited copy,</p> <p>the agency has to give access to an edited copy even if the document is the subject of an exemption certificate.</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>
Section 25 Deferring access, grounds for	<p>(1) The agency may defer giving access to a document for a reasonable period if the document —</p> <p>(a) is required by law to be published but is yet to be published; or</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>

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	<p>(b) has been prepared for presentation to Parliament or submission to a particular person or body but is yet to be presented or submitted.</p> <p>(2) The applicant has to be notified under section 30(d) of the likely period for which access is to be deferred.</p>	
Section 30 Notice under s. 13(1)(b) of decision, form etc. of	<p>The notice that the agency gives the applicant under section 13(1)(b) has to give details, in relation to each decision, of —</p> <p>(a) the day on which the decision was made; and</p> <p>(b) the name and designation of the officer who made the decision; and</p> <p>(c) if the decision is that a document is an exempt document and that access is to be given to a copy of the document from which exempt matter has been deleted under section 24 —</p> <p>(i) the fact that access is to be given to an edited copy; and</p> <p>(ii) the reasons for classifying the matter as exempt matter and the findings on any material questions of fact underlying those reasons, referring to the material on which those findings were based; and</p> <p>(d) if the decision is that access to a document is to be deferred — the reasons for the deferral and, if applicable, the period for which access is likely to be deferred; and</p> <p>(e) if the decision is to give access to a document in the manner referred to in section 28 — the arrangements to be made for giving access to the document; and</p> <p>(f) if the decision is to refuse access to a document — the reasons for the refusal and the findings on any material questions of fact underlying those reasons, referring to the material on which those findings were based; and</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>



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	<p>(g) if the decision is that the applicant is liable to pay a charge to the agency — the amount of the charge and the basis on which the amount was calculated; and</p> <p>(h) the rights of review and appeal (if any) under this Act and the procedure to be followed to exercise those rights.</p>	
Section 31 Certain exempt matter (Sch. 1 cl. 1, 2 or 5), giving information about existence etc. of	<p>(1) Nothing in this Act requires the agency to give information as to the existence or non-existence of a document containing matter that would be exempt matter under clause 1, 2 or 5 of Schedule 1.</p> <p>(2) If the access application relates to a document that includes, or would if it existed include, exempt matter of a kind referred to in subsection (1), the agency may give written notice to the applicant that the agency neither confirms nor denies the existence, as a document of the agency, of such a document but that, assuming the existence of such a document, it would be an exempt document and, where such a notice is given —</p> <p>(a) section 30 applies as if the decision to give such a notice were a decision referred to in that section; and</p> <p>(b) for the purposes of this Act, the decision is to be regarded as a refusal of access to the document because the document would, if it existed, be an exempt document.</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>
Section 41 Who is to deal with application for review	An application for review of a decision is not to be dealt with by the person who made that decision or by a person who is subordinate to that person.	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>

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Section 43 Decision can be confirmed, varied or reversed on review	<p>(1) On an application for review the agency may decide to confirm, vary or reverse the decision under review.</p> <p>(2) If the agency fails to give notice of its decision on the application for review within 15 days after it is lodged, or such longer period as is agreed between the agency and the access applicant, the agency is to be taken to have decided to confirm the decision under review.</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>
Section 48 Amending information, ways of	<p>(1) If the agency decides to amend the information it may make the amendment by —</p> <p>(a) altering information; or</p> <p>(b) striking out or deleting information; or</p> <p>(c) inserting information; or</p> <p>(d) inserting a note in relation to information, or in 2 or more of those ways.</p> <p>(2) If the agency inserts a note in relation to information the note has to —</p> <p>(a) give details of the matters in relation to which the information is inaccurate, incomplete, out of date or misleading; and</p> <p>(b) if the information is incomplete or out of date — set out whatever information is needed to complete the information or bring it up to date.</p> <p>(3) The agency is not to amend information under subsection (1) in a manner that —</p> <p>(a) obliterates or removes the information; or</p> <p>(b) results in the destruction of a document containing the information, unless the Commissioner has certified in writing that it is impracticable to retain the information or that, in the opinion of the Commissioner, the prejudice or disadvantage that the continued existence of the information would cause to the</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>

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Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>person outweighs the public interest in maintaining a complete record of information.</p> <p>(4) Before information is amended under subsection (1) in a manner that —</p> <ul style="list-style-type: none"> <li>(a) obliterates or removes the information; or</li> <li>(b) results in the destruction of a document containing the information,</li> </ul> <p>and that contravenes the <i>State Records Act 2000</i>, a record keeping plan made under that Act or the archives keeping plan made under that Act, the Commissioner shall provide the State Records Commission with a copy of the certificate issued by the Commissioner under subsection (3).</p>	
<p>Section 50</p> <p>If application for amendment refused, applicant may request notation etc. disputing accuracy of information etc.</p>	<p>(1) If the agency decides not to amend the information in accordance with the application the person may, in writing, request the agency to make a notation or attachment to the information —</p> <ul style="list-style-type: none"> <li>(a) giving details of the matters in relation to which the person claims the information is inaccurate, incomplete, out of date or misleading; and</li> <li>(b) if the person claims the information is incomplete or out of date — setting out the information that the person claims is needed to complete the information or bring it up to date.</li> </ul> <p>(2) A request may be made under this section whether or not the person has taken steps to have the agency's decision reviewed under Part 4.</p> <p>(3) The agency has to comply with the request unless it considers that the notation or attachment that the person has requested to be made to the information is defamatory or unnecessarily voluminous.</p> <p>(4) If the agency decides not to comply with the request it has to give the person written notice of its decision giving details of —</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(a) the reasons for the decision and the findings on any material questions of fact underlying those reasons, referring to the material on which those findings were based; and</p> <p>(b) the rights of review under this Act and the procedure to be followed to exercise those rights.</p> <p>(5) This section does not prevent the agency from making the requested notation or attachment in an edited or abbreviated form, but the making of an edited or abbreviated notation or attachment does not constitute compliance with the request for the purposes of subsection (4).</p>	
Section 54 Review of decision under Div. 1, right to etc.	<p>(1) If under Division 1 an agency decides —</p> <p>(a) not to amend information in accordance with an application for amendment; or</p> <p>(b) not to comply with a request to make a notation or attachment to information,</p> <p>the applicant for amendment has a right to have the decision reviewed by the agency.</p> <p>(2) Sections 39(3), 40, 41, 43 and 44 apply with any necessary modifications to an application for review under this Division.</p> <p>(3) An application for review is to be dealt with as if it were an application for amendment or a request for a notation or attachment to be made to information, as the case may require, and the provisions of Division 1 apply accordingly.</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>

## Register of Delegated Authority

## 18.4 Planning and Building Acts and Regulations

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Planning and Building Acts and Regulations	Where delegation to the CEO exists under the: <ul style="list-style-type: none"> <li>- Local Planning Scheme No. 3;</li> <li>- Planning and Development Act 2005;</li> <li>- Planning and Development (Local Planning Schemes) Regulations 2015;</li> <li>- Heritage of Western Australia Act 2018;</li> <li>- Metropolitan Region Scheme;</li> <li>- Strata Titles Act 1985;</li> <li>- Liquor Control Act 1988; and</li> <li>- Responding to external organisations.</li> </ul>	Director Planning and Development Manager Urban Planning Principal Planner (Urban Planning) Senior Urban Planner (Statutory)
Planning and Building Acts and Regulations	Where delegation to the CEO exists under the: <ul style="list-style-type: none"> <li>- Building Act 2011; and</li> <li>- Building Regulations 2012.</li> </ul>	Manager Building Services Senior Building Surveyor

## Register of Delegated Authority

## 18.5 Dog Act 1976

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Dog Act 1976 Section 26 Limitation as to numbers	<p>(1) A local government may, by a local law under this Act —</p> <ul style="list-style-type: none"> <li>(a) limit the number of dogs that have reached 3 months of age that can be kept in or at premises in the local government's district; or</li> <li>(b) limit the number of dogs of a breed specified in the local law that can be kept in or at premises in the local government's district.</li> </ul> <p>(2) A local law mentioned in subsection (1) —</p> <ul style="list-style-type: none"> <li>(a) may limit the number of dogs that can be kept in or at premises to 2, 3, 4, 5 or 6 only; and</li> <li>(b) cannot prevent the keeping in or at premises of one or 2 dogs that have reached 3 months of age and any pup of either of those dogs under that age; and</li> <li>(c) cannot apply to dogs kept at premises that are licensed under section 27 as an approved kennel establishment; and</li> <li>(d) cannot apply to dangerous dogs (declared) or dangerous dogs (restricted breed).</li> </ul> <p>(3) Where by a local law under this Act a local government has placed a limit on the keeping of dogs in any specified area but the local government is satisfied in relation to any particular premises that the provisions of this Act relating to approved kennel establishments need not be applied in the circumstances, the local government may grant an exemption in respect of those premises but any such exemption —</p> <ul style="list-style-type: none"> <li>(a) may be made subject to conditions, including a condition that it applies only to the dogs specified in the exemption; and</li> </ul>	Director Planning & Development

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(b) cannot authorise the keeping in or at those premises of —</p> <ul style="list-style-type: none"> <li>(i) more than 6 dogs that have reached 3 months of age; or</li> <li>(ii) a dog under that age unless it is a pup of a dog whose keeping is authorised by the exemption;</li> </ul> <p>and</p> <p>(c) may be revoked or varied at any time.</p> <p>(4) A person must not keep in or at any premises, not being licensed under section 27 as an approved kennel establishment —</p> <ul style="list-style-type: none"> <li>(a) in the case of dogs that have reached 3 months of age, other than dangerous dogs (declared) or dangerous dogs (restricted breed), more than the number of dogs than the limit imposed under — <ul style="list-style-type: none"> <li>(i) a local law mentioned in subsection (1); or</li> <li>(ii) an exemption granted under subsection (3);</li> </ul> </li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>(b) more than — <ul style="list-style-type: none"> <li>(i) 2 dangerous dogs (declared); or</li> <li>(ii) 2 dangerous dogs (restricted breed); or</li> <li>(iii) one of each of those kinds of dangerous dogs, that have reached 3 months of age; or</li> </ul> </li> <li>(c) any pup, of a dangerous dog (restricted breed), that is under 3 months of age.</li> </ul> <p>Penalty:</p> <ul style="list-style-type: none"> <li>(a) for an offence relating to a dangerous dog — <ul style="list-style-type: none"> <li>(i) a fine of \$10 000, but the minimum penalty is a fine of \$500;</li> </ul> </li> </ul>	

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(ii) for each separate and further offence committed by the person under the <i>Interpretation Act 1984</i> section 71, a fine of \$500;</p> <p>(b) for an offence relating to a dog other than a dangerous dog —</p> <p>(i) a fine of \$5 000;</p> <p>(ii) for each separate and further offence committed by the person under the <i>Interpretation Act 1984</i> section 71, a fine of \$100.</p> <p>(5) Any person who is aggrieved —</p> <p>(a) by the conditions imposed in relation to any exemption under subsection (3); or</p> <p>(b) by the refusal of a local government to grant such an exemption, or by the revocation of an exemption,</p> <p>may apply to the State Administrative Tribunal for a review of the decision.</p> <p>(6) An application under subsection (5) cannot be made later than the expiry of a period of 28 days after the day on which a notice of the decision is served on the person affected by that decision.</p>	
Dog Act 1976 Section 27 Licensing of approved kennel establishments	(1) Where, under section 26(1)(a) or (b), a limit is imposed on the number of dogs that can be kept in or at any premises situate in a local government's district area, and a person proposes to keep more than that number of dogs in or at premises in that area that are not exempt from the limitation, the person must apply for the premises in question to be licensed as an approved kennel establishment.	Director Planning & Development



## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(2) A person who keeps, or permits or suffers to be kept, any dog over the age of 3 months of a breed or kind to which that licence applies at an approved kennel establishment otherwise than in accordance with the licence relating to that establishment commits an offence.</p> <p>Penalty:</p> <p>(a) a fine of \$5 000;</p> <p>(b) for each separate and further offence committed by the person under the <i>Interpretation Act 1984</i> section 71, a fine of \$100.</p> <p>(3) Local laws made under this Act may require that dogs in an approved kennel establishment shall be kept in kennels and yards appropriate to the breed or kind in question and having specifications of a standard not less than that prescribed, sited and maintained in accordance with the requirements of public health, and sufficiently secured.</p> <p>(4) A licence to keep an approved kennel establishment may be granted by a local government on an application made in the prescribed manner and form, which may be required to be supported by evidence that due notice of the proposed use of the land has been given to persons in the locality, and where notice is required to be given the local government shall have regard to any objections raised.</p> <p>(5) A licence under this section has effect for a period of 12 months, and is renewable upon payment of the prescribed fee, but may be cancelled at any time by the local government if the local government is dissatisfied with the conduct of the establishment.</p>	

## Register of Delegated Authority

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(6) The cancellation of a licence under this section shall be effected by the service of a notice on the licensee specifying a period at the end of which the licence is cancelled, which shall be a period of not less than 3 months.</p> <p>(7) Where —</p> <p>(a) the local government refuses the grant of a licence under this section; or</p> <p>(b) notice of the cancellation of a licence under this section is given, the applicant or the licensee as the case may be may apply to the State Administrative Tribunal for a review of the decision.</p>	
Dog Act 1976 Section 44 Enforcement proceedings	<p>(2) Any proceedings under this Act, whether civil or penal, may be taken —</p> <p>(b) by any employee of a local government authorised in that behalf by the local government, in the name of the local government; or</p>	Director Planning & Development

## Register of Delegated Authority

## 18.6 Delegations from the Chief Executive Officer to other staff members in acting positions

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
All subdelegations	All subdelegations apply to all acting positions for periods of appointment in the acting position.	Director Planning & Development Director Corporate & Strategy Director Technical Services Manager Urban Planning Principal Planner (Urban Planning) Senior Urban Planner (Statutory) Manager Building Services Senior Building Surveyor Manager Health & Compliance

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2020 – 03	Amendment	26 May 2020
2020 – 02	Amendment	25 February 2020

## Register of Delegated Authority

2019 - 01	Annual Review	17 December 2019
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# *Register of Delegations*

As at 22 June 2021

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## **Preamble**

### **Introduction**

The purpose of delegations is to assist with improving the time taken to make decisions, within the constraints allowed by the relevant legislation, which is consistent with the City's commitment to customer service.

- a) A Council may delegate to its Chief Executive Officer, some of its powers and duties provided for in the *Local Government Act 1995*. Any decision to delegate must be passed by an absolute majority and the delegation must be in writing.
- b) The only staff member to whom the Council may delegate any of its powers and duties under the *Local Government Act 1995* is the Chief Executive Officer but the Chief Executive Officer may give delegated authority to any staff member. The Chief Executive Officer is the only staff member with the power to delegate.
- c) A Council may also delegate some of its powers and duties to committees of Council by a decision passed by an absolute majority and recorded in writing.

### **Limits on Delegation to the Chief Executive Officer**

There are some powers and duties that a Council cannot delegate. They are specified where applicable.

### **Delegations to Committees**

- a) Council may delegate its powers and duties to committees comprising only of Council members except:
  - i. any power or duty that requires a decision of an absolute majority or a 75% majority of the local government and any other power or duty that is prescribed; or
  - ii. any other power or duty that is prescribed.
- b) Council may delegate to a committee comprising of elected members and employees, any of the local government's powers or duties that can be delegated to the Chief Executive Officer under division 4 of the *Local Government Act 1995*.

- c) Council may delegate to a committee comprising of staff members or members of the public any of the local government's powers and duties necessary or convenient for the proper management of:
  - i. the local government's property; or
  - ii. an event in which the local government is involved.
- d) No delegations may be made to committees on which there are no elected members or members of staff.

### **Period of Any Delegation**

- a) A delegation of authority has effect for the period of time specified in the instrument of delegation or where no period of time is specified, indefinitely.
- b) Any delegation under the City of Nedlands Local Planning Scheme No. 3.
- b) Any decision by Council to revoke or amend a delegated authority must be passed by an absolute majority.

### **Recording Delegations**

The CEO is to keep a register of the delegations made by Council to the CEO, Committees, and made by the CEO to other employees (this register).

### **Exercising Delegated Authority**

- a) After any delegation has been exercised the following information must be recorded in writing:
  - i. how the person exercised the power or discharged the duty;
  - ii. when the person exercised the power or discharged the duty; and;
  - iii. the persons or classes of persons, other than Council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.



## **Review**

At least once every financial year, delegations from the *Local Government Act 1995* and the City of Nedlands Local Planning Scheme No. 3 are to be reviewed by the delegator, either Council or the Chief Executive Officer.

## **Council's Ability to Make Decisions is not Limited**

Council may still exercise any of its powers or duties that have been delegated to the Chief Executive officer or to a committee. The CEO may still exercise any powers or duties that have been delegated to employees.

## **Acting Through**

In addition to delegations, the *Local Government Act 1995* contains the concept of "acting through". Where a person is "acting through", they have no discretion in carrying out the function. This could be the City performing administrative functions on behalf of the Council, or implementing policies adopted by the Council. This differs to an authorised person who exercises the decision making function in his or her own right.

As per the *Local Government Act 1995* section 5.51, the CEO's functions are to:

- a) "advise the council in relation to the functions of a local government under this Act and other written laws; and
- b) ensure that advice and information is available to the council so that informed decisions can be made; and
- c) cause council decisions to be implemented; and
- d) manage the day to day operations of the local government; and
- e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions; and
- f) speak on behalf of the local government if the mayor or president agrees; and
- g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and
- h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO."

Any function in the *Local Government Act 1995* which the CEO would carry out administratively (based on the above) can be done so via “acting through”, the implementation of which may be directed by a Council Resolution or Policy.

### **Legislative Authority**

- a) The following sections of the *Local Government Act 1995* provide for delegation of authority:
  - i. s.5.16 to s.5.18 (delegations to Committees)
  - ii. s.5.42 to s.5.46 (delegations to CEO and other employees).
- b) The *Local Government (Administration) Regulations* s. 18G and 19 expand upon s.5.43 and s.5.46(3) of the Act.
- c) Legislative powers to delegate relate only to the Act in which they are contained, or to which they stipulate are permissible. It is not possible to, for example, rely on section 5.42(1) of the *Local Government Act 1995* to delegate any of a local government’s powers under another Act. Any delegation by a local government of its powers under another Act can only be delegated by the delegation provisions of that Act.

# 1. Delegations under the Local Government Act 1995 to the Chief Executive Officer

Authority to delegate: Sections 5.16, 5.17, 5.42 and 5.44 of the *Local Government Act 1995*.

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
<b>Part 1 – Introductory Matters</b>		
Nil items in Part 1		
<b>Part 2 – Constitution of Local Government</b>		
Nil items in Part 2		
<b>Part 3 – Functions of Local Governments</b>		
<b>Division 1 - General</b>		
Nil items in Division 1		
<b>Subdivision 1 – Local Laws made under this Act</b>		
All City of Nedlands Local Laws including but not limited to:	To administer the City's local laws and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the City under the Local Government Act 1995.	Chief Executive Officer
Parking and Parking Facilities Local Law	The Chief Executive Officer is delegated the power to make decisions on behalf of the local government in relation to the City's local laws.	Excludes decision-making where the local law specifies the matter be determined by Council Resolution.
Standing Orders Local Law		In respect to the Parking and Parking Facilities Local Law, determination of parking stalls and parking stations.(Section 3.1):
Trading in Public Places Local Law		1. Where the local government makes a determination of resolution under this clause, it shall erect signs to give effect to the determination or resolution; and

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Site Erosion and Sand Drift Local Law Reserves, Foreshores and Beaches Local Law Health Local Law Council Halls Local Law Repeals Local Law 2016 Waste Local Law Dogs Local Law Council Property and Places Local Laws Signs Local Law Fencing Local Law		2. Delegation is to constitute, determine and vary and also indicate by signs, <b>minor</b> instances only of parking stalls and parking stations as described in clause 3.1 (1) of the Parking and Parking Facilities Local Law.

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
By – law Relating to New Street Alignment		
<b>Division 3 – Executive functions of Local Governments</b>		
<b>Subdivision 1 – Performing executive functions</b>		
Section 3.18 (1)	Do all other things that are necessary or convenient to be done for, or in connection with, performing its functions under this Act. Expend budgetted amounts.	<p>Arts Committee subject to the Terms of Reference &amp; Council's Resolution of 23 April 2019 as follows:</p> <p><b>That in the Arts Committee Terms of Reference the clause under the heading Delegated Authority be amended to read:</b></p> <p><b>The Committee has delegated authority to implement public artworks of not more than \$10,000 each to the value of up to, in all, the budget allocation approved by Council within the current financial year's budget. Artworks over \$10,000 shall be recommended to Council for approval.</b></p>
Section 3.20 (1)	Things done by a local government in performing its executive functions may be done outside its own district but before it can do anything on land outside its own district that is not local government property of that local government it is required to have obtained the consent of — (a) the owner of the land; and	Chief Executive Officer

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	(b) if the land is occupied, the occupier of the land; and (c) if the land is under the control or	
Section 3.22(4)	A dispute about the amount of compensation is to be determined by arbitration in accordance with section 3.23.	Chief Executive Officer
<b>Subdivision 2 – Certain provisions about land</b>		
Section 3.25(1)	A local government may give a person who is the owner or, unless Schedule 3.1 indicates otherwise, the occupier of land a notice in writing relating to the land requiring the person to do anything specified in the notice that - (a) is prescribed in Schedule 3.1, Division 1; or (b) is for the purpose of remedying or mitigating the effects of any offence against a provision prescribed in Schedule 3.1, Division 2.	Chief Executive Officer
Section 3.26(2)	If the person who is given the notice ( <b>notice recipient</b> ) fails to comply with it, the local government may do anything that it considers necessary to achieve, so far as is practicable, the purpose for which the notice was given.	Chief Executive Officer
Section 3.26(3)	The local government may recover the cost of anything it does under subsection (2) as a debt due from the person who failed to comply with the notice.	Chief Executive Officer
Section 3.27(1)	A local government may, in performing its general function, do any of the things prescribed in Schedule 3.2 even though the land on which it is done is not local government property and the local government does not have consent to do it.	Chief Executive Officer
<b>Subdivision 3 – Power of entry</b>		

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 3.31(2)	After a local government has given notice, it may authorise a person to enter land, premises or thing without consent, unless the owner or occupier has objected to the entry.	Chief Executive Officer
Section 3.34(1)	A local government may enter land in an emergency without notice or consent.	Chief Executive Officer
Section 3.34(3)	A local government may use reasonable force to exercise the power of entry given by subsection (1).	Chief Executive Officer
Section 3.34(4)	A local government may exercise the power of entry given by subsection (1) at any time while the emergency exists and for so long subsequently as is reasonably required.	Chief Executive Officer
Section 3.36(3)	A local government may make an opening in a fence to do works on a property subject to providing the owner or occupier with 3 days written notice.	Chief Executive Officer
Section 3.39	Local government may authorise an employee to remove and impound any goods.	Chief Executive Officer
Section 3.40(1)	Local government may authorise a person to remove and impound an abandoned vehicle wreck.	Chief Executive Officer
Section 3.40A(4)	Local government may declare that a vehicle is an abandoned wreck.	Chief Executive Officer
Section 3.47(1)	The local government may sell or otherwise dispose of any goods that have been ordered to be confiscated under section 3.43.	Chief Executive Officer
Section 3.47(2)	The local government may sell or otherwise dispose of any vehicle that has not been collected within 2 months of a notice having been given under section 3.40(3) or 7 days of a declaration being made that a vehicle is an abandoned vehicle wreck.	Chief Executive Officer

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 3.47(2a)	The local government may sell or otherwise dispose of impounded goods that have not been collected within the period specified in section 3.47(2b) of the date a notice is given under sections 3.42(1)(b) or 3.44.	Chief Executive Officer
Section 3.47A(1)	If an impounded animal is ill or injured to such an extent that treating it is not practicable, the local government may humanely destroy the animal and dispose of the carcass.	Chief Executive Officer
Section 3.48	If goods are removed or impounded under section 3.39 and the offender is convicted, the local government may recover any expenses incurred in removing and impounding the goods.	Chief Executive Officer
<b>Subdivision 5 – Certain provisions about thoroughfares</b>		
Section 3.50(1)	A local government may close a thoroughfare to vehicles, wholly or partially, for a period not exceeding 4 weeks.	Chief Executive Officer
Section 3.50(1a) and 3.50(4)	A local government may, after providing public notice of its intention and reasons, inviting submissions and then considering submissions, order a thoroughfare to be wholly or partially closed to vehicles for a period exceeding 4 weeks.	Chief Executive Officer
Section 3.50(6)	An order to close a thoroughfare may be revoked by the local government.	Chief Executive Officer
Section 3.50A	A local government may partially and temporarily close a thoroughfare, without giving local public notice, if the closure is for the purpose of carrying out repairs or maintenance and is unlikely to have a significant adverse effect on users of the thoroughfare.	Chief Executive Officer
Local Government (Functions and General) Regulations, Regulation 6(3)	A local government may, by local public notice, revoke an order under regulation 6(1) that closed a thoroughfare or alter it to make it less restrictive.	Chief Executive Officer



Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 3.51(3)	Before fixing, altering or realigning a public thoroughfare or draining water onto adjoining land, the local government must give notice of its proposal, invite submissions and consider those submissions	Chief Executive Officer
<b>Subdivision 6 – Various executive functions</b>		
Section 3.53(3)	If an unvested facility lies within 2 or more districts, the local governments concerned can agree on its control and management	Suitable for delegation, not currently delegated
Section 3.53(4)	An agreement or direction under subsection (3) has effect according to its terms.	Suitable for delegation, not currently delegated
Section 3.54(1)	A local government may do anything it could do under the <i>Parks and Reserves Act 1895</i> if it were a board appointed under that Act, to control and manage any land reserved under the <i>Land Act 1933</i> and vested in or placed under the control and management of the local government	Chief Executive Officer
Local Government (Functions and General) Regulations - Regulation 14(2a)	Where a local government is inviting tenders, the local government must determine in writing the criteria for accepting tenders.	Chief Executive Officer
Local Government (Functions and General) Regulations - Regulations 18(4) and (5)	A local government must consider any tender that has not been rejected and decide which one to accept. It may decline to accept any tender.	<p>Chief Executive Officer</p> <p>Consideration of tender only. Excludes decision on which tender to accept.</p> <p>The CEO in consultation with the Mayor accept a tender to a maximum value of \$500,000 and may decline to accept any tender from the 27<sup>th</sup> December to 31 January during the yearly Council recess period.</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Limited Government (Functions and General) Regulations - Regulation 20(2)	If the successful tenderer does not want to accept the contract with the variation or the local government and the tenderer cannot reach agreement, the local government can select the next most appropriate tenderer.	Chief Executive Officer  Applies only where the next most appropriate tenderer has been considered by the local government.
Local Government (Functions and General) Regulations - Regulation 21(1)	A local government may seek expressions of interest before entering the tender process.	Chief Executive Officer
Local Government (Functions and General) Regulations - Regulation 21A	If a local government has entered into a contract for the supply of goods or services with a successful tenderer, the contract must not be varied unless — (a) the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract; or (b) the variation is a renewal or extension of the term of the contract as described in regulation 11(2)(j).	Chief Executive Officer a. is authorised to approve a variation including extension to a contract, subject to satisfactory performance of the contractor, the contract specifying the provisions of an option to extend the term, the variation is necessary in order for the goods or services to be supplied and where the contract scope is not changed. b. is authorised to approve a variation to a contract subject to a maximum variation of 20% of the contract price or \$50,000 whichever is the lesser amount. c. shall report to Council at least six monthly on the exercise of this delegation.

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Local Government (Functions and General) Regulations - Regulation 23(3)	A local government must consider any submissions of interest that have not been rejected and decide which ones could satisfactorily supply the goods or services.	Chief Executive Officer  Consideration of expressions of interest only. Excludes decision on which expression of interest to accept.
Local Government (Functions and General) Regulations, Regulation 24E(1)	Where a local government intends to give a regional price preference the local government is to prepare a regional price preference policy.	Suitable for delegation to Chief Executive Officer
Local Government (Functions and General) Regulations - reg.24E(4)	A local government cannot adopt a regional price policy until the local government has considered submissions received.	Suitable for delegation to Chief Executive Officer
Section 3.58(2)	A local government can only dispose of property to the highest bidder at public auction or the most suitable public tender.	Chief Executive Officer
Section 3.58(3)	A local government can dispose of property by private treaty but must follow the process set out in section 3.58(3).	Suitable for delegation to Chief Executive Officer
Local Government (Functions and General) Regulations - Regulation 30(2)(a)(ii)	A disposition of land is exempt of disposition if the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee.	Suitable for delegation to Chief Executive Officer

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
<b>Division 4 – Regional Local Government</b>		
Nil items in Division 4		
<b>Part 4 – Elections and other polls</b>		
<b>Division 1 – Preliminary</b>		
Nil items in Division 1		
<b>Division 2 – Inaugural elections</b>		
Nil items in Division 2		
<b>Division 3 – Ordinary elections</b>		
Nil items in Division 3		
<b>Division 4 – Extraordinary elections</b>		
Nil items in Division 4		
<b>Division 5 – Other elections</b>		
Nil items in Division 5		
<b>Division 6 – Postponement and consolidation of elections</b>		
Nil items in Division 6		
<b>Division 7 – Provisions about electoral officers and the conduct of elections</b>		
Nil items in Division 7		
<b>Division 8 – Eligibility for enrolment</b>		
Nil items in Division 8		
<b>Division 9 – Electoral process</b>		
Elections Regulations – Regulation 9(1)	The fees to be paid to an electoral officer for conducting an election are those agreed between the local government and the electoral officer.	Chief Executive Officer

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
<b>Division 10 – Validity of elections</b>		
Nil items in Division 10		
<b>Division 11 – Electoral offences</b>		
Nil items in Division 11		
<b>Division 12 – Polls and referendums</b>		
Nil items in Division 12		
<b>Part 5 – Administration</b>		
<b>Division 1 – Introduction</b>		
Nil items in Division 1		
<b>Division 2 – Council meetings, committees and their meetings and electors' meetings</b>		
<b>Subdivision 1 – Council meetings</b>		
Nil items in Subdivision 1		
<b>Subdivision 2 – Committees and their meetings</b>		
Section 5.18	A local government must review all delegations made to a committee.	Suitable for delegation to Chief Executive Officer
Section 5.20 Decisions of councils and committees	(1) A decision of a council does not have effect unless it has been made by a simple majority or, if another kind of majority is required under any provision of this Act or has been prescribed by regulations or a local law for the particular kind of decision, by that kind of majority.	Council Committee  Only in relation to:  Only to determine Council's position on Joint Development Assessment Panel development applications.
<b>Subdivision 3 – Matters affecting Council and committee meetings</b>		
<b>Division 3 – Acting for the mayor or president</b>		
Section 5.35 - (1)(b)	(b) the deputy mayor or deputy president is not available or is unable or unwilling to perform the functions of mayor or president,	Council Committee Appointment of a councillor to perform during that time the functions of mayor.

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	and the mayor or president or deputy will not be able to perform the functions of the mayor or president for a time known to the council, then the council may appoint a councillor to perform during that time the functions of mayor or president, as the case requires.	Only in relation to representation and presentation to a Joint Development Assessment Panel on Council's position, where the Mayor and Deputy Mayor decide not to speak for Council.
<b>Division 4 – Local government employees</b>		
Section 5.27(2)	General meeting of electors to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.	Chief Executive Officer
Section 5.37(1)	A local government may designate any employee to be a senior employee.	Chief Executive Officer
Section 5.39C	<p>(1) A local government must prepare and adopt* a policy that sets out the process to be followed by the local government in relation to the following —</p> <ul style="list-style-type: none"> <li>(a) the employment of a person in the position of CEO for a term not exceeding 1 year;</li> <li>(b) the appointment of an employee to act in the position of CEO for a term not exceeding 1 year.</li> </ul> <p style="margin-left: 150px;">* Absolute majority required.</p> <p>(2) A local government may amend* the policy.</p> <p style="margin-left: 150px;">* Absolute majority required.</p> <p>(3) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.</p> <p>(4) The CEO must publish an up-to-date version of the policy on the local government's official website.</p>	<p>Council delegates to the CEO, appointment of an internal employee higher duties Acting CEO subject to the following conditions:</p> <ul style="list-style-type: none"> <li>1. The appointment is to be for a period of no more than 3 months; and</li> <li>2. The person appointed is to be suitably qualified, experienced and knowledgeable for the Acting CEO role; and</li> <li>3. The appointment not being due to a vacancy of the CEO's position.</li> </ul> <p>The Chief Executive Officer must inform the elected members of all proposed Acting CEO arrangements.</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
		<p>For CEO vacancy periods over 3 months the appointment of the Acting CEO shall be determined by Council.</p> <p>The CEO shall report to Council any proposal to fill an Acting CEO role over three months with as much advanced notice as possible. In this case the CEO may recommend a suitable internal candidate for higher duties and must also provide an alternative recommendation to Council, to convene a CEO Recruitment and Selection Committee to progress the Acting CEO recruitment.</p> <p>If the Chief Executive Officer's position becomes vacant, all acting arrangements are to be determined by the Council.</p>
Local Government (Administration) Regulations – Regulation 18(c)	A local government is to approve a process for selection and appointment of the Chief Executive Officer.	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) - CEO Recruitment & Selection Committee.
Local Government (Administration) Regulations - Regulation 18(D)	A local government is to consider, accept the review, with or without modification, or reject the review of the Chief Executive Officer.	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) committee (not currently delegated).
Section 5.50(1)	A local government must prepare a policy for employees whose employment is finishing, setting out the circumstances in which the local	Suitable for delegation to Chief Executive Officer

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	government would pay a gratuity and how that gratuity would be assessed, and give local public notice of the policy.	
Section 5.50(2)	A local government may make a payment to an employee whose employment is finishing, that is in addition to the amount set out in its policy, provided that local public notice of the payment is given.	Suitable for delegation to Chief Executive Officer
<b>Division 5 – Annual reports and planning</b>		
Section 5.56	A local government is to prepare a Plan for the Future.	Suitable for delegation to Chief Executive Officer
Local Government (Administration) Regulations - Regulation 19C(4)	A local government is to review its current plan for the future every 2 years.	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) committee (not currently delegated).
<b>Division 6 – Disclosure of financial interests</b>		
Nil items in Division 6		
<b>Division 7 – Access to information</b>		
Nil items in Division 7		
<b>Division 8 – Fees, expenses and allowances</b>		
Section 5.101(2)	A local government may reimburse an employee for an expense that was incurred in relation to a matter affecting the local government.	Chief Executive Officer
<b>Division 9 – Conduct of certain officials</b>		
Section 5.102	A local government may make a cash advance to a person for an expense which can be reimbursed.	Chief Executive Officer
Section 5.103(1)	A local government must prepare or adopt a code of conduct to be observed by council members, committee members and employees.	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) committee (not currently delegated).



Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 5.103(2)	A local government must review its code of conduct within 12 months of every ordinary election day.	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) committee (not currently delegated).
<b>Part 6 – Financial Management</b>		
<b>Division 1 - Introduction</b>		
Nil items in Division 1		
<b>Division 2 – Annual budget</b>		
Nil items in Division 2		
<b>Division 3 – Reporting on activities and finance</b>		
Note: Under <b>Division 3 – Reporting on activities and finance, section 6.4 financial report applies</b>		
Nil items in Division 3		
<b>Division 4 – General financial provisions</b>		
6.8 (1)(b)	<p>(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —</p> <p>(b) is authorised in advance by resolution*; or</p>	<p>Council Committee</p> <p>Expenditure within existing budget in relation to the need for professional support for preparation and representation to a Joint Development Assessment Panel.</p> <p>Expenditure from municipal fund up to \$10,000 annually.</p>
Section 6.12(1)(b)	A local government may waive or grant concessions in relation to any amount of money that is owed to the local government, subject to section 6.12(2).	Chief Executive Officer
Section 6.12(1)(c)	A local government may write off any amount of money that is owed to the local government, subject to section 6.12(2).	Chief Executive Officer

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 6.12(3)	A local government may determine what conditions apply to the granting of a concession.	Suitable for delegation to Chief Executive Officer
Section 6.14(1)	A local government may invest money in its municipal or trust funds that is not being used, in accordance with Part III of the <i>Trustees Act 1962</i> .	Chief Executive Officer, subject to Council Policy.
Local Government (Financial Management) Regulations 1996 Regulation 12	Payments from municipal fund or trust fund, restrictions on making (1) A payment may only be made from the municipal fund or the trust fund - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds	Chief Executive Officer
<b>Division 5 – Financing local government activities</b>		
<b>Subdivision 1 – Introduction</b>		
Nil items in subdivision 1		
<b>Subdivision 2 – Fees and charges</b>		
Nil items in subdivision 2		
<b>Subdivision 3 – Borrowings</b>		
Nil items in subdivision 3		
<b>Division 6 – Rates and service charges</b>		
<b>Subdivision 1 – Introduction and the basis of rating</b>		
Nil items in subdivision 1		
<b>Subdivision 2 – Categories of rates and service charges</b>		
Nil items in subdivision 2		
<b>Subdivision 3 – Imposition or rates and service charges</b>		
Section 6.40(3)	If rates are reduced, under section 6.40(1), a local government must refund the owner of the land on request or credit the amount for rates or service charges.	Chief Executive Officer

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 6.40(4)	If a service charge is reduced, under section 6.40(2), and the service charge had already been paid by the owner, the owner may request and then the local government must pay the overpaid amount to the owner or, alternatively, the overpaid portion is credited against any future amounts payable. If the service charge was paid by the occupier, the local government must pay the overcharged portion to the person who paid it.	Chief Executive Officer
<b>Subdivision 4 – Payment of rates and service charges</b>		
Section 6.49	A local government may make an agreement with a person to pay their rates and service charges.	Chief Executive Officer
Local Government (Financial Management) Regulations - Regulation 66(2)	If an instalment remains unpaid after the day on which the next instalment becomes due the local government may revoke the ratepayer's right to pay by instalments.	Chief Executive Officer
Section 6.56(1)	A local government may recover an unpaid rate or service charge and the cost of proceedings in court of competent jurisdiction.	Chief Executive Officer
Section 6.60(2)	A local government may give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the local government in satisfaction of the rate or service charge.	Chief Executive Officer
Section 6.60(4)	If a local government gives notice to a lessee, under section 6.60(2), and the lessee fails to pay rent to the local government, the local government may recover the rate or service charge as a debt from the lessee.	Chief Executive Officer
Section 6.61(1)	A local government may request an occupier, an agent or the person who receives the rent of a property, to give the name and address of the owner to the local government.	Chief Executive Officer
Section 6.64(1)	If any rates or service charges have remained unpaid for at least 3 years, a local government may take possession of the land and hold the land against	Chief Executive Officer

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	a person having an estate or interest in the land, and may lease or sell the land or transfer it to the Crown or itself.	
Section 6.64(3)	A local government may lodge a caveat in respect of any land for which rates and service charges are outstanding.	
Section 6.69(2)	A local government may accept payment of any outstanding rates or service charges on such terms and conditions as are agreed between the parties, up to the time of actual sale of the relevant land but not more than 7 days prior to same.	Chief Executive Officer
Section 6.71(1)	If a local government is unable to sell land under Part 6 Division 6 within 12 months, it may transfer the land to the Crown or itself.	Suitable for delegation to Chief Executive Officer
Section 6.74(1)	A local government may apply in the prescribed form to the Minister to have land revested in the Crown if it is rateable vacant land and rates or service charges in respect of it have remained unpaid for at least 3 years.	Suitable for delegation to Chief Executive Officer
Local Government (Financial Management) Regulations – Regulation 7(3)	A local government must consider any objections it receives in relation to a revestment under regulation 77.	Suitable for delegation to Chief Executive Officer
Section 6.76(5)	The local government must consider any objections to the rates record and may disallow or allow the objection either wholly or in part.	Chief Executive Officer
<b>Part 7 - Audit</b>		
<b>Division 1 - Introduction</b>		
Nil items in Division 1		
<b>Division 1A – Audit Committee</b>		
Nil items in Division 1A		
<b>Division 2 – Appointment of auditors</b>		

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 7.6(2)(f)	A local government may terminate the appointment of an auditor by written notice.	Suitable for delegation to the Audit Committee (not currently delegated)
<b>Division 3 – Conduct of audit</b>		
Nil items in Division 3		
<b>Division 4 – General</b>		
Section 7.12A(2)	A local government must meet with its auditor at least once a year.	Delegated to the Audit and Risk Committee
Section 7.12A(3)	A local government is to examine the auditor's report, under section 7.9(1) and any report under section 7.9(3), and must determine if any matters raised by the report require action and ensure that appropriate action is taken.	Suitable for delegation to the Audit Committee (not currently delegated)
Section 7.12A(4)	A local government must prepare a report on any action taken in response to an auditor's or section 7.9(3) report, and provide it to the Minister.	Suitable for delegation to the Audit Committee (not currently delegated)
<b>Part 8 – Scrutiny of the Affairs of Local Governments</b>		
<b>Division 1 – Inquiries by the Minister or an authorised person</b>		
Section 8.14(3)	A local government must give the Minister advice of what it has done or will do to comply with an enquiry report from the Minister or a person authorised by the Minister, within 35 days of receiving the report.	Chief Executive Officer
<b>Division 2A – Council may be peremptorily suspended or required to undertake remedial action</b>		
Nil items in Division 2A		
<b>Division 2 – Inquiries by Inquiry Panels</b>		
Section 8.23(4)	A local government must give the Minister advice of what things it has done, or will do, to comply with an Inquiry Panel's report within 35 days of	Chief Executive Officer

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	receiving the report, or give its comment on a recommendation to dismiss the Council.	
<b>Division 3 – General provisions about suspension and dismissal of councils</b>		
Nil items in Division 3		
<b>Division 4 – Misapplication of funds and property</b>		
Nil items in Division 4		
<b>Part 9 – Miscellaneous Provisions</b>		
<b>Division 1 – Objections and review</b>		
Nil items in Division 1		
<b>Division 2 – Enforcement and legal proceedings</b>		
Nil items in Division 2		
<b>Division 3 – Documents</b>		
Section 9.49A Execution of documents	(2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.	Chief Executive Officer (4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.
<b>Division 4 – Protection from liability</b>		
Nil items in Division 4		
<b>Division 5 – Associations of local government</b>		
Nil items in Division 5		
<b>Division 6 – Regulations, directions and orders</b>		

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 9.63(1)	If a dispute has arisen between 2 or more local governments, a local government may refer the matter to the Minister to resolve.	Suitable for delegation to Chief Executive Officer
<b>Division 7 – Other miscellaneous provisions</b>		
Section 9.68(5)	A local government may recover accruing rates from a principal or agent who has failed to give a notice to the local government in accordance with section 9.68.	Chief Executive Officer
<b>Division 8 – Amendments to 1960 Act and transitional provisions</b>		
Nil items in Division 8		
<b>Nil Schedule 1</b>		
<b>Schedule 2.1 – Provisions about creating, changing the boundaries of, and abolishing districts</b>		
Clause 11(2)	Any local governments affected by an order made under clause 2.1 are to negotiate any adjustment or transfer between them of property, rights and liabilities.	Suitable for delegation to Chief Executive Officer
<b>Schedule 2.2 – Provisions about names, wards and representation</b>		
Clause 4(1)	A local government must consider any submissions made under clause 3.	Suitable for delegation to Chief Executive Officer
Clause 6	A local government must carry out a review of its ward boundaries and the number of councillors per ward every 8 years or as directed by the Advisory Board.	Suitable for delegation to Chief Executive Officer
Clause 8	The council must have regard to community of interests, physical and topographical features, demographic trends, economic factors and the ratio of councillors to electors in respect of considerations about wards.	Suitable for delegation to a 5.9(2)(a) committee (not currently delegated).
Clause 9	When a ward review is complete, the local government must prepare a report for the Advisory Board and may propose the making of an order under clauses 2.2(1), 2.3(3) or 2.18(3).	Suitable for delegation to a 5.9(2)(a) committee (not currently delegated).
<b>Schedule 2.3 – When and how mayors, presidents, deputy mayors and deputy presidents are elected by council</b>		
Nil items in Schedule 2.3		

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
<b>Schedule 2.4 – Provisions about Commissioners</b>		
Nil items in Schedule 2.4		
<b>Schedule 2.5 – Provisions about the Local Government Advisory Board</b>		
Nil items in Schedule 2.5		
<b>Schedule 3.1 – Powers under notices to owners or occupiers of land</b>		
<i>Local Government (Uniform Local Provisions) Regulations 1996 – Regulation 7A</i>	A person who is the owner or occupier of land must, when requested by the Local Government to do so, remove any thing that – a. Has fallen from the land, or from anything on the land; and b. Is obstructing a public thoroughfare.	Chief Executive Officer
<b>Schedule 3.2 – Particular things local governments can do on land even through it is not local government property</b>		
Nil items in Schedule 3.2		
<b>Schedule 4.1 – How to conduct votes and ascertain the result of an election</b>		
Nil items in Schedule 4.1		
<b>Schedule 5.1 – Provisions about standards panels</b>		
Nil items in Schedule 5.1		
<b>Schedule 6.1 – Provisions relating to the phasing in of valuations</b>		
Nil items in Schedule 6.1		
<b>Schedule 6.2 – Provisions relating to lease of land where rates or service charges unpaid</b>		
Clause 1(1)	A local government may lease the land with any conditions for a term that does not exceed 7 years.	Suitable for delegation to Chief Executive Officer
<b>Schedule 6.3 – Provisions relating to sale or transfer of land where rates or service charges unpaid</b>		



Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Clause 1(4)	The local government must appoint a time at which the land may be offered for sale by public auction, not less than 3 months and not more than 12 months from the service of the notice under clauses 1(1) or 1(2).	Suitable for delegation to Chief Executive Officer
Clause 4(1)	A local government may transfer or convey to the purchaser of the land an indefeasible estate in fee simple.	Chief Executive Officer subject to 5.43(d), up to an amount resolved by Council.
Clause 7(2)	If the land has not been sold within 12 months, the local government may begin the process again in accordance with this Schedule.	Chief Executive Officer
<b>Nil Schedule 7</b>		
<b>Schedule 8.1 – Provisions about Inquiry Panels</b>		
Nil items in Schedule 8.1		
<b>Schedule 9.1 – Certain matter for which Governor may make regulations</b>		
Nil items in Schedule 9.1		
<b>Nil Schedule 9.2</b>		
<b>Schedule 9.3 – Transitional provisions</b>		
Nil items in Schedule 9.3		

## 2. Delegations under the *Local Government (Uniform Local Provisions) Regulations 1996*

Authority to delegate: Sections 5.42 and 5.44 of the *Local Government Act 1995*.

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Local Government (Uniform Local Provisions) Regulations 1996 - Regulation 5(2)	Serve written notice on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to: (a) prevent damage to the footpath; or (b) prevent inconvenience to the public or danger from falling materials.	Chief Executive Officer
Local Government (Uniform Local Provisions) Regulations 1996 - Regulation 6(3)	Grant permission under this regulation to place on a specified part of public thoroughfare one or more specified things that may obstruct the public thoroughfare: (a) in writing; and (b) must specify the period for which it is granted; and (c) must specify each condition imposed under subregulation (4); and (d) may be renewed from time to time; and may be cancelled by giving written notice to the person to whom the permission was granted.	Chief Executive Officer
Local Government (Uniform Local Provisions) Regulations 1996 - Regulation 6(4)	Impose such conditions as it thinks fit on granting permission under this regulation including, but not limited to, any of the following: (a) conditions relating to the erection of hoardings, fences, (b) walkways or other structures for the protection of the public thoroughfare or public safety (protective structures);	Chief Executive Officer

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(c) conditions about the placement of things in the public thoroughfare including conditions about the depositing of building materials or waste, or storage or other facilities in the public thoroughfare;</p> <p>(d) a condition imposing a charge for any damage to the public thoroughfare resulting from the placement of a thing on the public thoroughfare;</p> <p>a condition requiring the applicant to deposit with the local government a sum sufficient in the opinion of the Chief Executive Officer of the local government to cover the cost of repairing damage to the public thoroughfare resulting from the placement of a thing or a protective structure, on the basis that the local government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant.</p>	
Local Government (Uniform Local Provisions) Regulations 1996 - Regulation 6(6)	When renewing permission granted under this regulation or at any other time, vary any condition imposed by it under subregulation (4) and the variation takes effect when written notice of it is given to the person to whom the permission was granted.	Chief Executive Officer
Local Government (Uniform Local Provisions) Regulations 1996 - Regulation 6(8)	Charge a person granted permission under this regulation a fee of not more than \$1.00 for each month or part of a month for each m <sup>2</sup> of public thoroughfare that is enclosed by a hoarding or fence in accordance with the permission.	Chief Executive Officer

### 3. Delegations under the Food Act 2008

Authority to delegate: Section 118 of the *Food Act 2008*.

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Food Act 2008 Section 122 (1)	An enforcement agency may appoint a person to be an authorised officer for the purposes of this Act.	Chief Executive Officer

### 4. Delegations under the Dog Act 1976

Authority to delegate: *Section 10AA of the Dog Act 1976*

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Dog Act 1976	All powers under the <i>Dog Act 1976</i> .	Chief Executive Officer
Dog Act 1976 Section 10AA – Delegation of local government powers	(3) The delegation may expressly authorise the delegate to further delegate the power or duty.	Chief Executive Officer for the following: Section 26 Section 27 Section 44

**5. Delegations under the *Cat Act 2011***

Authority to delegate: Section 44 of the *Cat Act 2011*

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Cat Act 2011	All powers under the <i>Cat Act 2011</i> .	Chief Executive Officer

**6. Delegations under the Graffiti Vandalism Act 2016**

Authority to delegate: Section 16 of the Graffiti Vandalism Act 2016

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Graffiti Vandalism Act 2016	All powers under the Graffiti Vandalism Act 2016.	Chief Executive Officer

**7. Delegations under the Public Health Act 2016**

Authority to delegate: Section 21 of the Public Health Act 2016

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Public Health Act 2016	All powers under the Public Health Act 2016	Chief Executive Officer

## 8. Delegations under the Bush Fire Act 1954

Authority to delegate: Section 48 of the Bush Fire Act 1954

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Bush Fires Act 1954	All powers under the Bush Fire Act 1954	Chief Executive Officer

## 9. Delegations under the City of Nedlands Local Planning Scheme 3

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Planning and Development (Local Planning Schemes) Regulations 2015, regulation 82.	The local government may, by resolution, delegate to a committee or to the local government CEO the exercise of any of the local government's powers or the discharge of any of the local government's duties under this Scheme other than this power of delegation.	<b>Chief Executive Officer</b>  <b>Except for where the following applies:</b>  a) Change of Use applications which are classified IP, P, D or A and uses not listed where after advertising, submissions have been received which raise objections in relation to the matter at hand which are not able to be rectified by way of negotiation and/or amendment(s) being made to the proposal;
City of Nedlands Local Planning Scheme No 3 and the Planning and Development Act 2005	<p>Determine applications for development approval under the City of Nedlands Local Planning Scheme No 3 and the Planning and Development Act 2005.</p> <p><b>Determination of applications</b> under Clause 68 of Schedule 2 of the Planning and Development (Local Planning Schemes Regulations 2015)</p> <p>The Council may either generally, or in a particular case by resolution delegated to a Committee of the Council or an officer of the Council, the authority to deal with an application for planning approval made under this Scheme.</p>	

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Clause 68 of Schedule 2 of the Planning and Development (Local Planning Schemes Regulations 2015)		<ul style="list-style-type: none"> <li>b) Grouped and/or Multiple Dwelling developments involving five (5) or more dwellings; and</li> <li>c) Refusal of applications where discretion exists for Council to approve the variations under the City's Local Planning Scheme no. 3, policies and/or the Residential Design Codes.</li> </ul>
Planning and Development (Local Planning Schemes) Regulations 2015	<p><b>Advertising of applications</b> and proposals in accordance with Clause 66(1) and 77(3) of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015; and subclause 30 (1) of the Metropolitan Region Scheme.</p> <p>Determining the requirement and extent of advertising of applications and proposals made under City of Nedlands Local Planning Scheme No.3 and Metropolitan Region Scheme.</p>	<p>Chief Executive Officer</p> <p>The requirement and extent of advertising to be in accordance with the City's adopted Local Planning Policy Consultation of Planning Proposals.</p>
Planning and Development (Local Planning Schemes) Regulations 2015	<p><b>Amending or Cancelling a development approval, including waiving or varying a requirement</b> in Part 8 or 9 of the Planning and Development (Local Planning Schemes) Regulations 2015 for minor amendments and temporary works or use, under Clause 77 and subclauses 61((1) (f) and 61 (2)(d) if Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015.</p>	<p>Chief Executive Officer</p> <p>The requirement and extent of advertising to be in accordance with the City's adopted Local Planning Policy Consultation of Planning Proposals.</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Planning and Development (Local Planning Schemes) Regulations 2015	<b>Determining accompanying material requirements</b>  For applications for development approval, including refusal to accept an application, under Clauses 11, 63 and 85 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015.	Chief Executive Officer
City of Nedlands Local Planning Scheme No.3 and or Metropolitan Region Scheme	<b>Discretion and determining conditions</b>  Exercise discretion, determine and apply conditions to all applications for development approval made under the City of Nedlands Local Planning Scheme No.3 and or Metropolitan Region Scheme.	Chief Executive Officer Where a Section 31 Reconsideration is sought through the State Administrative Appeals Tribunal and where the determination recommended is contrary to that of the original Council decision, the application must be referred back to Council for determination.
Planning and Development (Local Planning Schemes) Regulations 2015	<b>Rights of Entry and Inspection</b>  In accordance with Clause 82 and 83 of Planning and Development (Local Planning Schemes) Regulations 2015.  Entry and inspection of land within the Scheme Area for the purpose of assessment and monitoring, pursuant to Clause 79(1) and 2(a) and (b) of the Planning and Development (Local Planning Schemes) Regulations 2015.	Chief Executive Officer Written or verbal notice being provided to the landowner wherever possible prior to entry.



## 10. Delegations under the Planning and Development Act 2005

Authority to delegate: Planning and Development Act 2005 – Part 10

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Planning and Development Act 2005 – Part 10	Referrals to WAPC in respect of applications for subdivision (including amalgamations and boundary re-alignments) and/or strata subdivision approval is required to be determined by the Commission.	Chief Executive Officer
Planning and Development Act 2005 – Part 10	Clearance of conditions of subdivision (including amalgamations and boundary re-alignments), strata subdivision or amalgamation approval where the local government is identified as the responsible agency in the WAPC preliminary approval advice.	Chief Executive Officer
Planning and Development Act 2005 – Section 214(3)(4) and (5)	<p><b>Unauthorised Development – Directions</b></p> <p>The responsible authority may give written directions regarding unauthorised development.</p> <p>Issuance of written direction to stop unauthorise development Planning and Development Act 2005 s214(2)</p> <p>Issuance of written direction to require the unauthorised development to be brought into compliance by removing, pulling down, taking up or altering the unauthorised development and by restoring the land to how it was prior to the development [P&amp;D s214(3)]</p> <p>Execute work to have unauthorised development brought into compliance [P&amp;D s214(5)]</p>	Chief Executive Officer

**11. Delegations under the Heritage of Western Australia Act 2018**

Authority to delegate: Heritage of Western Australia Act 2018 – Section 23(4)

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Heritage of Western Australia Act 2018 – Section 23(4)	Participation where appropriate with the Heritage Council, where it is to consider giving advice to the Minister for Heritage with respect to 'interim' and 'permanent' entry of a place on the State Register of Heritage Places'.	<p>Chief Executive Officer with the exception of the following:</p> <p>Does not apply where a formal request is made for a response from council regarding proposals for the entry of a place or places onto the State register of Heritage Places on an interim or permanent basis.</p>

**12. Delegations under the Metropolitan Region Scheme**

Authority to delegate: Metropolitan Region Scheme – DEL 2011/02 – Government Gazette No. 248, 23 December 2011

WAPC Ref: RES 2015/01  
DEL 2017/02

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Clause 29(3)	Forwarding an application to the Commission	Chief Executive Officer
Clause 30	Exercising powers under the Planning & Development Act 2005 delegated by the WAPC to: <ul style="list-style-type: none"> <li>- Determine applications;</li> <li>- Revoke applications; and</li> <li>- Limit time of approval.</li> </ul>	Chief Executive Officer with the exception of:  Does not apply where objections are received on planning grounds and those objections are not capable of being addressed by way of the recommendation of a planning condition imposed on the proposed development. And When the property is within an area subject to clause 32 of the Metropolitan Region Scheme.
Clause 30A	Provide recommendation and forward to the Commission.	Chief Executive Officer
Clause 31	Issue of decision in the form set out in Form 2 to this scheme: An application is deemed to be refused if a decision is not conveyed within 60 days of receipt of application.	Chief Executive Officer

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Metropolitan Region Scheme or the Planning and Development Act, 2005	Respond to the Western Australian Planning Commission, or authorities given delegation by the Minister for Planning, on applications made under the Metropolitan Region Scheme or the <i>Planning and Development Act, 2005</i>	Chief Executive Officer
Clause 32	Forward an application to the Commission and provide recommendation.	Chief Executive Officer

**13. Delegations under the *Strata Titles Act 1985***

Authority to delegate: DEL 2009/03, Government Gazette no. 98, 9 June 2009

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 24	The local government may make a preliminary determination that the plans and specifications are of sufficient standard to be brought under this Act as a building in a strata scheme.	Chief Executive Officer
Section 25 Clause 1 Schedule 1	<p>Power to determine applications for the issuing of a certificate of approval for a plan of subdivision, re-subdivision or consolidation, except those applications that:</p> <ul style="list-style-type: none"> <li>a) propose the creation of a vacant lot;</li> <li>b) propose vacant air stratas in multi-tiered strata scheme developments;</li> <li>c) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relate to: <ul style="list-style-type: none"> <li>i. a type of development; and/or</li> </ul> </li> </ul> <p>land within an area, which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.</p>	<p>Chief Executive Officer on the condition that:</p> <p>A local government that exercises the power referred to in clause 1 is to provide the WAPC with data on all applications determined under this Instrument of Delegation at the conclusion of each financial year in the format prescribed by the WAPC.</p>

**14. Delegations under the *Liquor Control Act 1988***

Authority to delegate: Part 3 – Section 40

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 40	Issue certificates as to whether the use of premises complies with local planning laws.	Chief Executive Officer

**15. Delegations to respond to external organisations**

Authority to respond to external organisations

WAPC Ref: DEL2009/02

DEL2011/04

DEL2017/02

DEL2017/03

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
State Administrative Tribunal Act Section 31	<b>Delegation to respond to external organisations</b>	
	Authority to respond to external organisations	
	Respond to the State Administrative Tribunal on applications for review of planning decisions including consideration of referrals under s31 the State Administrative Tribunal Act 2004;	Chief Executive Officer Consideration of referrals under section 31 of the State Administrative Tribunal Act 2004 where Council has determined the application.
	Respond to the Swan River Trust on planning applications made under the Swan and Canning Rivers Management Act 2006	Chief Executive Officer
	Respond to requests from public agencies on issues requiring or inviting comment by the City with regard to local, metropolitan, regional and/or strategic planning matters.	Chief Executive Officer
Planning and Development (Development Assessment)	Respond to the Department of Planning Lands and Heritage on planning applications submitted in accordance with the Planning and Development (Development Assessment Panels) Regulations 2011	Chief Executive Officer JDAP applications are to be referred to Council for their comment prior to the submission of the Responsible Authority Report (RAR)

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Panels Regulations 2011		
	Provide recommendation and to the Department of Planning Lands and Heritage on development applications submitted in accordance with the Shenton Park Improvement Scheme.	Chief Executive Officer
	Provide recommendation to the Department of Communities (Housing Authority) on development applications submitted to the City.	Chief Executive Officer
	Respond to the Department of Treasury and finance for development application referrals.	Chief Executive Officer



**16. Delegations under the Building Act 2011**

Authority to delegate: Section 127 of the Building Act 2011

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 127	All powers under the Building Act 2011	Chief Executive Officer

**17. Delegations under the Building Regulations 2012**

Authority to delegate: Section 127 of the Building Act 2011

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Building Act 2011	All powers under the Building Regulations 2012	Chief Executive Officer

## 18. Delegations from the Chief Executive Officer to other staff members

### 18.1 Local Government Act 1995 and Regulations

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 3.25(1)	A local government may give an occupier a notice requiring them to do something to the land if it is specified in Schedule 3.1. The local government must also inform the owner if the occupier is not the owner	Director Planning & Development Director Technical Services
Section 3.50(1)	A local government may close any thoroughfare that it manages to the passage of vehicles, wholly or partially, for a period not exceeding 4 weeks.	Director Technical Services
Section 3.57(1)	A local government must invite tenders before it enters into a contract for goods or services with a value of \$100,000 or more (Functions and General Regulation 11)	Director Planning & Development Director Technical Services Director Corporate & Strategy
Local Government (Functions and General) Regulations - Regulation 14(2a)	Where a local government is inviting tenders, the local government must determine in writing the criteria for accepting tenders	Director Planning & Development Director Technical Services Director Corporate & Strategy
Local Government (Functions and General) Regulations, reg.21(1)	A local government may seek expressions of interest before entering the tender process	Director Planning & Development Director Technical Services Director Corporate & Strategy

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 6.12(1)(c)	A local government may write off any amount of money that is owed to the local government (subject to section 6.12(2))	Director Planning & Development Manager Health & Compliance Only delegated to: <ol style="list-style-type: none"> <li>1. Extend time for payment of a modified penalty or to withdraw an infringement notice;</li> <li>2. In relation to parking infringements, withdraw an infringement in the event of:               <ol style="list-style-type: none"> <li>a. Medical emergency;</li> <li>b. Vehicle broken down;</li> <li>c. Eastern States registration;</li> <li>d. No records held by Police Department if unregistered vehicle;</li> <li>e. Stolen vehicle;</li> <li>f. Error made by issuing officer;</li> <li>g. Vehicle towed away; or</li> <li>h. Other compassionate grounds.</li> </ol> </li> </ol>
Section 6.14(1)	A local government may invest money in its municipal or trust funds that is not being used, in accordance with Part III of the <i>Trustees Act 1962</i>	Director Corporate & Strategy
Section 6.56(1)	A local government may recover an unpaid rate or service charge and the cost of proceedings in court of competent jurisdiction	Director Corporate & Strategy
Section 6.60(2)	A local government may give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the local government in satisfaction of the rate or service charge	Director Corporate & Strategy

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 6.60(3)	If a local government gives notice to a lessee, under section 6.60(2), the local government must give a copy of the notice to the lessor	Director Corporate & Strategy
Section 6.60(4)	If a local government gives notice to a lessee, under section 6.60(2), and the lessee fails to pay rent to the local government, the local government may recover the rate or service charge as a debt from the lessee	Director Corporate & Strategy

## 18.2 Food Act 2008

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 119	The CEO, after consultation with an enforcement agency (other than the CEO), may, in writing, impose conditions or limitations on the performance of functions under this Act by the enforcement agency	Director Planning & Development

## 18.3 Freedom of Information Act 1992

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 13 Agency duties as to access applications	<p>(1) Subject to this Division, the agency has to deal with the access application as soon as is practicable (and, in any event, before the end of the permitted period) by —</p> <p>(a) considering the application and deciding —</p> <p>(i) whether to give or refuse access to the requested documents; and</p> <p>(ii) any charge payable for dealing with the application; and</p> <p>(b) giving the applicant written notice of the decision in the form required by section 30.</p> <p>(2) If the applicant does not receive notice under subsection (1)(b) within the permitted period the agency is taken to have refused, at the end of that period, to give access to the documents and the applicant is taken to have received written notice of that refusal on the day on which that period ended.</p> <p>(3) For the purposes of this section the <b>permitted period</b> is 45 days after the access application is received or such other period as is agreed between the agency and the applicant or allowed by the Commissioner under subsection (4) or (5).</p> <p>(4) On the application of the applicant, the Commissioner may reduce the time allowed to the agency to comply with subsection (1).</p> <p>(5) On the application of the agency, the Commissioner, on being satisfied that the agency has attempted to comply with subsection (1) within 45 days but that it is impracticable, in the circumstances, for it to comply</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>within that time, may allow the agency an extension of time to comply with subsection (1) on such conditions as the Commissioner thinks fit.</p> <p>(6) If an extension of time is allowed under subsection (5) the agency has to give written notice of the extension to the applicant as soon as is practicable, and within 45 days after receiving the access application.</p> <p>(7) If, under subsection (2), the agency is taken to have refused access, the Commissioner may, on the application of the applicant, allow the agency an extension of time to comply with subsection (1) on such conditions (for example, reduction or waiver of charges) as the Commissioner thinks fit.</p> <p>(8) If an extension of time is allowed under subsection (7), subsection (2) does not have effect unless, at the end of the extended time, the applicant still has not received notice under subsection (1)(b).</p> <p>(9) This Division has effect subject to Division 3.</p>	
Section 15 Document held etc. by another agency, transferring application etc. in case of	<p>(1) If the agency does not hold the requested documents but knows, or has reasonable grounds to believe, that the documents are held by another agency (other than an exempt agency), the agency has to transfer the access application to the other agency.</p> <p>(2) If the agency holds the requested documents but the documents originated with or were received from another agency (other than an exempt agency), and are more closely related to the functions of that other agency, the agency may transfer the access application to that other agency together with copies of the documents.</p> <p>(3) The transferring agency has to give the applicant written notice of the transfer without delay.</p> <p>(4) The notice has to clearly state the day on which, and the agency to which, the access application was transferred.</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(5) The agency to which the access application is transferred, or partially transferred, is to be regarded as having received the application on the day on which it was received by the transferring agency.</p> <p>(6) The agency to which the access application is transferred under subsection (2) is required to make decisions as to access in respect of the documents of which it receives copies but not in respect of other documents that it holds which may fall within the scope of the documents requested in the original application.</p> <p>(7) If subsection (1) or (2) applies to one or more but not all of the requested documents the agency is authorised to make a partial transfer under this section as if a separate access application had been made in respect of the document or documents to which the relevant subsection applies.</p> <p>(8) If the agency holds the requested documents but the documents originated with or were received from an exempt agency, the agency has to notify the exempt agency that the access application has been made.</p>	
Section 17 Charge for access, applicant may request estimate of etc.	<p>(1) When making the access application the applicant may request an estimate of the charges that might be payable for dealing with the application.</p> <p>(2) If a request is made under subsection (1) the agency has to notify the applicant of its estimate, and the basis on which its estimate is made, as soon as is practicable.</p> <p>(3) If the agency estimates that the charges for dealing with the access application might exceed \$25, or such greater amount as is prescribed, then, whether or not a request has been made under subsection (1), the agency has to notify the applicant of its estimate, and the basis on</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>which its estimate is made, and inquire whether the applicant wishes to proceed with the application and notify the applicant of the requirement of section 19(1)(b).</p>	
<p>Section 18 Deposit for charges, agency may require etc.</p>	<p>(1) The agency may, in a notice given to an applicant under section 17(3), require the applicant to pay a deposit of a prescribed amount or at a prescribed rate on account of the charges for dealing with the application.</p> <p>(2) If the agency has required an applicant to pay a deposit on account of the charges, the agency has to, at the request of the applicant, discuss with the applicant practicable alternatives for changing the application or reducing the anticipated charges, including reduction of the charges if the applicant waives, either conditionally or unconditionally, the need for compliance by the agency with the time limit imposed by section 13(1).</p> <p>(3) A notice under subsection (1) requiring an applicant to pay a deposit has to give details of —</p> <ul style="list-style-type: none"> <li>(a) the name and designation of the person who calculated the charge; and</li> <li>(b) the rights of review under this Act and the procedure to be followed to exercise those rights; and</li> <li>(c) the requirements of section 19(2)(b).</li> </ul> <p>(4) Further advance deposits may be required by the agency by written notice if the agency considers they are necessary to meet the charges for dealing with the application.</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>



Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
<p>Section 20</p> <p>Agency may refuse to deal with application in certain cases</p>	<p>(1) If the agency considers that the work involved in dealing with the access application would divert a substantial and unreasonable portion of the agency's resources away from its other operations, the agency has to take reasonable steps to help the applicant to change the application to reduce the amount of work needed to deal with it.</p> <p>(2) If after help has been given to change the access application the agency still considers that the work involved in dealing with the application would divert a substantial and unreasonable portion of the agency's resources away from its other operations, the agency may refuse to deal with the application.</p> <p>(3) If, under subsection (2), the agency refuses to deal with the access application, it has to give the applicant written notice of the refusal without delay.</p> <p>(4) The notice has to give details of —</p> <p>(a) the reasons for the refusal and the findings on any material questions of fact underlying those reasons, referring to the material on which those findings are based; and</p> <p>(b) the rights of review under this Act and the procedure to be followed to exercise those rights.</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>
<p>Section 23</p> <p>Refusing access, grounds for</p>	<p>(1) Subject to section 24 the agency may refuse access to a document if —</p> <p>(a) the document is an exempt document; or</p> <p>(b) the document is not a document of the agency; or</p> <p>(c) giving access to the document would contravene a limitation referred to in section 7.</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(2) The agency may refuse access to the requested documents without having identified any or all of them and without specifying the reason why matter in any particular document is claimed to be exempt matter if —</p> <p>(a) it is apparent, from the nature of the documents as described in the access application, that all of the documents are exempt documents; and</p> <p>(b) there is no obligation under section 24 to give access to an edited copy of any of the documents.</p> <p>(3) Subject to section 24 the agency has to refuse access to a document that is the subject of an exemption certificate.</p> <p>(4) If a document contains personal information and the applicant, or the person to whom the information relates, is a child who has not turned 16, the agency may refuse access to the document if it is satisfied that access would not be in the best interests of the child and that the child does not have the capacity to appreciate the circumstances and make a mature judgment as to what might be in his or her best interests.</p> <p>(5) If a document contains personal information and the applicant, or the person to whom the information relates, is an intellectually handicapped person, the agency may refuse access to the document if it is satisfied that access would not be in the best interests of the person.</p>	
Section 24 Exempt matter, deleting before access given	<p>If —</p> <p>(a) the access application requests access to a document containing exempt matter; and</p> <p>(b) it is practicable for the agency to give access to a copy of the document from which the exempt matter has been deleted; and</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(c) the agency considers (either from the terms of the application or after consultation with the applicant) that the applicant would wish to be given access to an edited copy,</p> <p>the agency has to give access to an edited copy even if the document is the subject of an exemption certificate.</p>	
<p>Section 25</p> <p>Deferring access, grounds for</p>	<p>(1) The agency may defer giving access to a document for a reasonable period if the document —</p> <p>(a) is required by law to be published but is yet to be published; or</p> <p>(b) has been prepared for presentation to Parliament or submission to a particular person or body but is yet to be presented or submitted.</p> <p>(2) The applicant has to be notified under section 30(d) of the likely period for which access is to be deferred.</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance</p> <p>Manager Business Systems</p>
<p>Section 26</p> <p>Documents that cannot be found or do not exist, notice of</p>	<p>(1) The agency may advise the applicant, by written notice, that it is not possible to give access to a document if —</p> <p>(a) all reasonable steps have been taken to find the document; and</p> <p>(b) the agency is satisfied that the document —</p> <p>(i) is in the agency's possession but cannot be found; or</p> <p>(ii) does not exist.</p> <p>(2) For the purposes of this Act the sending of a notice under subsection (1) in relation to a document is to be regarded as a decision to refuse access to the document, and on a review or appeal under Part 4 the agency may be required to conduct further searches for the document.</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance</p> <p>Manager Business Systems</p>
<p>Section 27</p>	<p>(1) Access to a document may be given to the applicant in one or more of the following ways —</p> <p>(a) by giving a reasonable opportunity to inspect the document; or</p> <p>(b) by giving a copy of the document; or</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Ways in which access can be given	<p>(c) in the case of a document from which sounds or visual images can be reproduced, whether or not with the aid of some other article or device — by making arrangements for the sounds or visual images to be heard or viewed; or</p> <p>(d) in the case of a document from which words can be reproduced in the form of sound — by giving a written transcript of the words recorded in the document; or</p> <p>(e) in the case of a document in which words are contained in the form of shorthand writing or in encoded form — by giving a written transcript of the words contained in the document; or</p> <p>(f) in the case of a document from which words can be reproduced in the form of a written document — by giving a written document so reproduced; or</p> <p>(g) in the case of electronically, mechanically or magnetically stored information — by giving a written expression of the information in the form in which it is commonly available in the agency, or if there is no such common form, then in a form no less comprehensible than could be made available to the persons in the agency.</p> <p>(2) If the applicant has requested that access to a document be given in a particular way the agency has to comply with the request unless giving access in that way —</p> <p>(a) would interfere unreasonably with the agency's other operations; or</p> <p>(b) would damage or harm the document or would be inappropriate because of the physical nature of the document; or</p>	Manager Business Systems

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(c) would involve an infringement of copyright belonging to a person other than the State, in which case access may be given in some other way.</p> <p>(3) If the applicant has requested that access to a document be given in a particular way and access is given in some other way, the applicant is not required to pay a charge in respect of the giving of access that is greater than the charge that the applicant would have been required to pay if access had been given in the way that was requested.</p> <p>(4) This section does not prevent the agency from giving access to a document in any way agreed on between the agency and the applicant.</p>	
Section 28 Medical and psychiatric information about applicant, giving access to	<p>If —</p> <p>(a) a document to which the agency has decided to give access contains information of a medical or psychiatric nature concerning the applicant; and</p> <p>(b) the principal officer of the agency is of the opinion that disclosure of the information to the applicant may have a substantial adverse effect on the physical or mental health of the applicant,</p> <p>it is sufficient compliance with this Act if access to the document is given to a suitably qualified person nominated in writing by the applicant and the agency may withhold access until a person who is, in the opinion of the agency, suitably qualified is nominated.</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>
Section 30 Notice under s. 13(1)(b) of	<p>The notice that the agency gives the applicant under section 13(1)(b) has to give details, in relation to each decision, of —</p> <p>(a) the day on which the decision was made; and</p> <p>(b) the name and designation of the officer who made the decision; and</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
decision, form etc. of	<p>(c) if the decision is that a document is an exempt document and that access is to be given to a copy of the document from which exempt matter has been deleted under section 24 —</p> <p>(i) the fact that access is to be given to an edited copy; and</p> <p>(ii) the reasons for classifying the matter as exempt matter and the findings on any material questions of fact underlying those reasons, referring to the material on which those findings were based; and</p> <p>(d) if the decision is that access to a document is to be deferred — the reasons for the deferral and, if applicable, the period for which access is likely to be deferred; and</p> <p>(e) if the decision is to give access to a document in the manner referred to in section 28 — the arrangements to be made for giving access to the document; and</p> <p>(f) if the decision is to refuse access to a document — the reasons for the refusal and the findings on any material questions of fact underlying those reasons, referring to the material on which those findings were based; and</p> <p>(g) if the decision is that the applicant is liable to pay a charge to the agency — the amount of the charge and the basis on which the amount was calculated; and</p> <p>(h) the rights of review and appeal (if any) under this Act and the procedure to be followed to exercise those rights.</p>	
Section 31 Certain exempt matter (Sch. 1 cl.	(1) Nothing in this Act requires the agency to give information as to the existence or non-existence of a document containing matter that would be exempt matter under clause 1, 2 or 5 of Schedule 1.	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
1, 2 or 5), giving information about existence etc. of	<p>(2) If the access application relates to a document that includes, or would if it existed include, exempt matter of a kind referred to in subsection (1), the agency may give written notice to the applicant that the agency neither confirms nor denies the existence, as a document of the agency, of such a document but that, assuming the existence of such a document, it would be an exempt document and, where such a notice is given —</p> <p>(a) section 30 applies as if the decision to give such a notice were a decision referred to in that section; and</p> <p>(b) for the purposes of this Act, the decision is to be regarded as a refusal of access to the document because the document would, if it existed, be an exempt document.</p>	Manager Business Systems
Section 41 Who is to deal with application for review	An application for review of a decision is not to be dealt with by the person who made that decision or by a person who is subordinate to that person.	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>
Section 47 Document held etc. by another agency, transferring application in case of	<p>(1) If the agency does not hold the document containing the information but knows that the document is held by another agency, the agency may transfer the application for amendment to the other agency.</p> <p>(2) If the agency holds the document containing the information but the document originated with or was received from another agency, and is more closely related to the functions of that other agency, the agency may transfer the application for amendment to that other agency together with a copy of the document.</p> <p>(3) The transferring agency is to give the person written notice of the transfer without delay.</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(4) The notice is to clearly state the day on which, and the agency to which, the application was transferred.</p> <p>(5) The agency to which the application is transferred is to be regarded as having received the application on the day on which it was received by the transferring agency.</p>	
Section 48 Amending information, ways of	<p>(1) If the agency decides to amend the information it may make the amendment by —</p> <ul style="list-style-type: none"> <li>(a) altering information; or</li> <li>(b) striking out or deleting information; or</li> <li>(c) inserting information; or</li> <li>(d) inserting a note in relation to information, or in 2 or more of those ways.</li> </ul> <p>(2) If the agency inserts a note in relation to information the note has to —</p> <ul style="list-style-type: none"> <li>(a) give details of the matters in relation to which the information is inaccurate, incomplete, out of date or misleading; and</li> <li>(b) if the information is incomplete or out of date — set out whatever information is needed to complete the information or bring it up to date.</li> </ul> <p>(3) The agency is not to amend information under subsection (1) in a manner that —</p> <ul style="list-style-type: none"> <li>(a) obliterates or removes the information; or</li> <li>(b) results in the destruction of a document containing the information,</li> </ul> <p>unless the Commissioner has certified in writing that it is impracticable to retain the information or that, in the opinion of the Commissioner, the prejudice or disadvantage that the continued existence of the information would cause to the person outweighs the public interest in maintaining a complete record of information.</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>



Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(4) Before information is amended under subsection (1) in a manner that —</p> <ul style="list-style-type: none"> <li>(a) obliterates or removes the information; or</li> <li>(b) results in the destruction of a document containing the information,</li> </ul> <p>and that contravenes the <i>State Records Act 2000</i>, a record keeping plan made under that Act or the archives keeping plan made under that Act, the Commissioner shall provide the State Records Commission with a copy of the certificate issued by the Commissioner under subsection (3).</p>	
<p>Section 50 If application for amendment refused, applicant may request notation etc. disputing accuracy of information etc.</p>	<p>(1) If the agency decides not to amend the information in accordance with the application the person may, in writing, request the agency to make a notation or attachment to the information —</p> <ul style="list-style-type: none"> <li>(a) giving details of the matters in relation to which the person claims the information is inaccurate, incomplete, out of date or misleading; and</li> <li>(b) if the person claims the information is incomplete or out of date — setting out the information that the person claims is needed to complete the information or bring it up to date.</li> </ul> <p>(2) A request may be made under this section whether or not the person has taken steps to have the agency's decision reviewed under Part 4.</p> <p>(3) The agency has to comply with the request unless it considers that the notation or attachment that the person has requested to be made to the information is defamatory or unnecessarily voluminous.</p> <p>(4) If the agency decides not to comply with the request it has to give the person written notice of its decision giving details of —</p> <ul style="list-style-type: none"> <li>(a) the reasons for the decision and the findings on any material questions of fact underlying those reasons, referring to the material on which those findings were based; and</li> </ul>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(b) the rights of review under this Act and the procedure to be followed to exercise those rights.</p> <p>(5) This section does not prevent the agency from making the requested notation or attachment in an edited or abbreviated form, but the making of an edited or abbreviated notation or attachment does not constitute compliance with the request for the purposes of subsection (4).</p>	
<p>Section 54 Review of decision under Div. 1, right to etc.</p>	<p>(1) If under Division 1 an agency decides —</p> <p>(a) not to amend information in accordance with an application for amendment; or</p> <p>(b) not to comply with a request to make a notation or attachment to information,</p> <p>the applicant for amendment has a right to have the decision reviewed by the agency.</p> <p>(2) Sections 39(3), 40, 41, 43 and 44 apply with any necessary modifications to an application for review under this Division.</p> <p>(3) An application for review is to be dealt with as if it were an application for amendment or a request for a notation or attachment to be made to information, as the case may require, and the provisions of Division 1 apply accordingly.</p>	<p>To make decisions and coordinate applications.</p> <p>Manager Health &amp; Compliance Manager Business Systems</p>
<p>Section 20 Agency may refuse to deal with application in certain cases</p>	<p>(1) If the agency considers that the work involved in dealing with the access application would divert a substantial and unreasonable portion of the agency's resources away from its other operations, the agency has to take reasonable steps to help the applicant to change the application to reduce the amount of work needed to deal with it.</p> <p>(2) If after help has been given to change the access application the agency still considers that the work involved in dealing with the</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>application would divert a substantial and unreasonable portion of the agency's resources away from its other operations, the agency may refuse to deal with the application.</p> <p>(3) If, under subsection (2), the agency refuses to deal with the access application, it has to give the applicant written notice of the refusal without delay.</p> <p>(4) The notice has to give details of —</p> <p>(a) the reasons for the refusal and the findings on any material questions of fact underlying those reasons, referring to the material on which those findings are based; and</p> <p>(b) the rights of review under this Act and the procedure to be followed to exercise those rights.</p>	
Section 23 Refusing access, grounds for	<p>(1) Subject to section 24 the agency may refuse access to a document if —</p> <p>(a) the document is an exempt document; or</p> <p>(b) the document is not a document of the agency; or</p> <p>(c) giving access to the document would contravene a limitation referred to in section 7.</p> <p>(2) The agency may refuse access to the requested documents without having identified any or all of them and without specifying the reason why matter in any particular document is claimed to be exempt matter if —</p> <p>(a) it is apparent, from the nature of the documents as described in the access application, that all of the documents are exempt documents; and</p> <p>(b) there is no obligation under section 24 to give access to an edited copy of any of the documents.</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(3) Subject to section 24 the agency has to refuse access to a document that is the subject of an exemption certificate.</p> <p>(4) If a document contains personal information and the applicant, or the person to whom the information relates, is a child who has not turned 16, the agency may refuse access to the document if it is satisfied that access would not be in the best interests of the child and that the child does not have the capacity to appreciate the circumstances and make a mature judgment as to what might be in his or her best interests.</p> <p>(5) If a document contains personal information and the applicant, or the person to whom the information relates, is an intellectually handicapped person, the agency may refuse access to the document if it is satisfied that access would not be in the best interests of the person.</p>	
Section 24 Exempt matter, deleting before access given	<p>If —</p> <p>(a) the access application requests access to a document containing exempt matter; and</p> <p>(b) it is practicable for the agency to give access to a copy of the document from which the exempt matter has been deleted; and</p> <p>(c) the agency considers (either from the terms of the application or after consultation with the applicant) that the applicant would wish to be given access to an edited copy,</p> <p>the agency has to give access to an edited copy even if the document is the subject of an exemption certificate.</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>
Section 25 Deferring access, grounds for	<p>(1) The agency may defer giving access to a document for a reasonable period if the document —</p> <p>(a) is required by law to be published but is yet to be published; or</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(b) has been prepared for presentation to Parliament or submission to a particular person or body but is yet to be presented or submitted.</p> <p>(2) The applicant has to be notified under section 30(d) of the likely period for which access is to be deferred.</p>	
<p>Section 30</p> <p>Notice under s. 13(1)(b) of decision, form etc. of</p>	<p>The notice that the agency gives the applicant under section 13(1)(b) has to give details, in relation to each decision, of —</p> <ul style="list-style-type: none"> <li>(a) the day on which the decision was made; and</li> <li>(b) the name and designation of the officer who made the decision; and</li> <li>(c) if the decision is that a document is an exempt document and that access is to be given to a copy of the document from which exempt matter has been deleted under section 24 — <ul style="list-style-type: none"> <li>(i) the fact that access is to be given to an edited copy; and</li> <li>(ii) the reasons for classifying the matter as exempt matter and the findings on any material questions of fact underlying those reasons, referring to the material on which those findings were based; and</li> </ul> </li> <li>(d) if the decision is that access to a document is to be deferred — the reasons for the deferral and, if applicable, the period for which access is likely to be deferred; and</li> <li>(e) if the decision is to give access to a document in the manner referred to in section 28 — the arrangements to be made for giving access to the document; and</li> <li>(f) if the decision is to refuse access to a document — the reasons for the refusal and the findings on any material questions of fact underlying those reasons, referring to the material on which those findings were based; and</li> </ul>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(g) if the decision is that the applicant is liable to pay a charge to the agency — the amount of the charge and the basis on which the amount was calculated; and</p> <p>(h) the rights of review and appeal (if any) under this Act and the procedure to be followed to exercise those rights.</p>	
<p>Section 31 Certain exempt matter (Sch. 1 cl. 1, 2 or 5), giving information about existence etc. of</p>	<p>(1) Nothing in this Act requires the agency to give information as to the existence or non-existence of a document containing matter that would be exempt matter under clause 1, 2 or 5 of Schedule 1.</p> <p>(2) If the access application relates to a document that includes, or would if it existed include, exempt matter of a kind referred to in subsection (1), the agency may give written notice to the applicant that the agency neither confirms nor denies the existence, as a document of the agency, of such a document but that, assuming the existence of such a document, it would be an exempt document and, where such a notice is given —</p> <p>(a) section 30 applies as if the decision to give such a notice were a decision referred to in that section; and</p> <p>(b) for the purposes of this Act, the decision is to be regarded as a refusal of access to the document because the document would, if it existed, be an exempt document.</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>
<p>Section 41 Who is to deal with application for review</p>	<p>An application for review of a decision is not to be dealt with by the person who made that decision or by a person who is subordinate to that person.</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Section 43 Decision can be confirmed, varied or reversed on review	<p>(1) On an application for review the agency may decide to confirm, vary or reverse the decision under review.</p> <p>(2) If the agency fails to give notice of its decision on the application for review within 15 days after it is lodged, or such longer period as is agreed between the agency and the access applicant, the agency is to be taken to have decided to confirm the decision under review.</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>
Section 48 Amending information, ways of	<p>(1) If the agency decides to amend the information it may make the amendment by —</p> <ul style="list-style-type: none"> <li>(a) altering information; or</li> <li>(b) striking out or deleting information; or</li> <li>(c) inserting information; or</li> <li>(d) inserting a note in relation to information, or in 2 or more of those ways.</li> </ul> <p>(2) If the agency inserts a note in relation to information the note has to —</p> <ul style="list-style-type: none"> <li>(a) give details of the matters in relation to which the information is inaccurate, incomplete, out of date or misleading; and</li> <li>(b) if the information is incomplete or out of date — set out whatever information is needed to complete the information or bring it up to date.</li> </ul> <p>(3) The agency is not to amend information under subsection (1) in a manner that —</p> <ul style="list-style-type: none"> <li>(a) obliterates or removes the information; or</li> <li>(b) results in the destruction of a document containing the information,</li> </ul> <p>unless the Commissioner has certified in writing that it is impracticable to retain the information or that, in the opinion of the Commissioner, the prejudice or disadvantage that the continued existence of the information would cause to the</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>person outweighs the public interest in maintaining a complete record of information.</p> <p>(4) Before information is amended under subsection (1) in a manner that —</p> <ul style="list-style-type: none"> <li>(a) obliterates or removes the information; or</li> <li>(b) results in the destruction of a document containing the information,</li> </ul> <p>and that contravenes the <i>State Records Act 2000</i>, a record keeping plan made under that Act or the archives keeping plan made under that Act, the Commissioner shall provide the State Records Commission with a copy of the certificate issued by the Commissioner under subsection (3).</p>	
<p>Section 50</p> <p>If application for amendment refused, applicant may request notation etc. disputing accuracy of information etc.</p>	<p>(1) If the agency decides not to amend the information in accordance with the application the person may, in writing, request the agency to make a notation or attachment to the information —</p> <ul style="list-style-type: none"> <li>(a) giving details of the matters in relation to which the person claims the information is inaccurate, incomplete, out of date or misleading; and</li> <li>(b) if the person claims the information is incomplete or out of date — setting out the information that the person claims is needed to complete the information or bring it up to date.</li> </ul> <p>(2) A request may be made under this section whether or not the person has taken steps to have the agency's decision reviewed under Part 4.</p> <p>(3) The agency has to comply with the request unless it considers that the notation or attachment that the person has requested to be made to the information is defamatory or unnecessarily voluminous.</p> <p>(4) If the agency decides not to comply with the request it has to give the person written notice of its decision giving details of —</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>



Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(a) the reasons for the decision and the findings on any material questions of fact underlying those reasons, referring to the material on which those findings were based; and</p> <p>(b) the rights of review under this Act and the procedure to be followed to exercise those rights.</p> <p>(5) This section does not prevent the agency from making the requested notation or attachment in an edited or abbreviated form, but the making of an edited or abbreviated notation or attachment does not constitute compliance with the request for the purposes of subsection (4).</p>	
Section 54 Review of decision under Div. 1, right to etc.	<p>(1) If under Division 1 an agency decides —</p> <p>(a) not to amend information in accordance with an application for amendment; or</p> <p>(b) not to comply with a request to make a notation or attachment to information,</p> <p>the applicant for amendment has a right to have the decision reviewed by the agency.</p> <p>(2) Sections 39(3), 40, 41, 43 and 44 apply with any necessary modifications to an application for review under this Division.</p> <p>(3) An application for review is to be dealt with as if it were an application for amendment or a request for a notation or attachment to be made to information, as the case may require, and the provisions of Division 1 apply accordingly.</p>	<p>To make decisions.</p> <p>Director Corporate &amp; Strategy Director Technical Services Director Planning &amp; Development</p>

#### 18.4 Planning and Building Acts and Regulations

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Planning and Building Acts and Regulations	Where delegation to the CEO exists under the: <ul style="list-style-type: none"> <li>- Local Planning Scheme No. 3;</li> <li>- Planning and Development Act 2005;</li> <li>- Planning and Development (Local Planning Schemes) Regulations 2015;</li> <li>- Heritage of Western Australia Act 2018;</li> <li>- Metropolitan Region Scheme;</li> <li>- Strata Titles Act 1985;</li> <li>- Liquor Control Act 1988; and</li> <li>- Responding to external organisations.</li> </ul>	Director Planning and Development Manager Urban Planning Principal Planner (Urban Planning) Senior Urban Planner (Statutory)
Planning and Building Acts and Regulations	Where delegation to the CEO exists under the: <ul style="list-style-type: none"> <li>- Building Act 2011; and</li> <li>- Building Regulations 2012.</li> </ul>	Manager Building Services Senior Building Surveyor

## 18.5 Dog Act 1976

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
Dog Act 1976 Section 26 Limitation as to numbers	<p>(1) A local government may, by a local law under this Act —</p> <ul style="list-style-type: none"> <li>(a) limit the number of dogs that have reached 3 months of age that can be kept in or at premises in the local government's district; or</li> <li>(b) limit the number of dogs of a breed specified in the local law that can be kept in or at premises in the local government's district.</li> </ul> <p>(2) A local law mentioned in subsection (1) —</p> <ul style="list-style-type: none"> <li>(a) may limit the number of dogs that can be kept in or at premises to 2, 3, 4, 5 or 6 only; and</li> <li>(b) cannot prevent the keeping in or at premises of one or 2 dogs that have reached 3 months of age and any pup of either of those dogs under that age; and</li> <li>(c) cannot apply to dogs kept at premises that are licensed under section 27 as an approved kennel establishment; and</li> <li>(d) cannot apply to dangerous dogs (declared) or dangerous dogs (restricted breed).</li> </ul> <p>(3) Where by a local law under this Act a local government has placed a limit on the keeping of dogs in any specified area but the local government is satisfied in relation to any particular premises that the provisions of this Act relating to approved kennel establishments need not be applied in the circumstances, the local government may grant an exemption in respect of those premises but any such exemption —</p> <ul style="list-style-type: none"> <li>(a) may be made subject to conditions, including a condition that it applies only to the dogs specified in the exemption; and</li> </ul>	Director Planning & Development

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(b) cannot authorise the keeping in or at those premises of —</p> <ul style="list-style-type: none"> <li>(i) more than 6 dogs that have reached 3 months of age; or</li> <li>(ii) a dog under that age unless it is a pup of a dog whose keeping is authorised by the exemption;</li> </ul> <p>and</p> <p>(c) may be revoked or varied at any time.</p> <p>(4) A person must not keep in or at any premises, not being licensed under section 27 as an approved kennel establishment —</p> <ul style="list-style-type: none"> <li>(a) in the case of dogs that have reached 3 months of age, other than dangerous dogs (declared) or dangerous dogs (restricted breed), more than the number of dogs than the limit imposed under — <ul style="list-style-type: none"> <li>(i) a local law mentioned in subsection (1); or</li> <li>(ii) an exemption granted under subsection (3);</li> </ul> </li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>(b) more than — <ul style="list-style-type: none"> <li>(i) 2 dangerous dogs (declared); or</li> <li>(ii) 2 dangerous dogs (restricted breed); or</li> <li>(iii) one of each of those kinds of dangerous dogs, that have reached 3 months of age; or</li> </ul> </li> <li>(c) any pup, of a dangerous dog (restricted breed), that is under 3 months of age.</li> </ul> <p>Penalty:</p> <ul style="list-style-type: none"> <li>(a) for an offence relating to a dangerous dog — <ul style="list-style-type: none"> <li>(i) a fine of \$10 000, but the minimum penalty is a fine of \$500;</li> </ul> </li> </ul>	

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(ii) for each separate and further offence committed by the person under the <i>Interpretation Act 1984</i> section 71, a fine of \$500;</p> <p>(b) for an offence relating to a dog other than a dangerous dog —</p> <p>(i) a fine of \$5 000;</p> <p>(ii) for each separate and further offence committed by the person under the <i>Interpretation Act 1984</i> section 71, a fine of \$100.</p> <p>(5) Any person who is aggrieved —</p> <p>(a) by the conditions imposed in relation to any exemption under subsection (3); or</p> <p>(b) by the refusal of a local government to grant such an exemption, or by the revocation of an exemption,</p> <p>may apply to the State Administrative Tribunal for a review of the decision.</p> <p>(6) An application under subsection (5) cannot be made later than the expiry of a period of 28 days after the day on which a notice of the decision is served on the person affected by that decision.</p>	
Dog Act 1976 Section 27 Licensing of approved kennel establishments	(1) Where, under section 26(1)(a) or (b), a limit is imposed on the number of dogs that can be kept in or at any premises situate in a local government's district area, and a person proposes to keep more than that number of dogs in or at premises in that area that are not exempt from the limitation, the person must apply for the premises in question to be licensed as an approved kennel establishment.	Director Planning & Development

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(2) A person who keeps, or permits or suffers to be kept, any dog over the age of 3 months of a breed or kind to which that licence applies at an approved kennel establishment otherwise than in accordance with the licence relating to that establishment commits an offence.</p> <p>Penalty:</p> <p>(a) a fine of \$5 000;</p> <p>(b) for each separate and further offence committed by the person under the <i>Interpretation Act 1984</i> section 71, a fine of \$100.</p> <p>(3) Local laws made under this Act may require that dogs in an approved kennel establishment shall be kept in kennels and yards appropriate to the breed or kind in question and having specifications of a standard not less than that prescribed, sited and maintained in accordance with the requirements of public health, and sufficiently secured.</p> <p>(4) A licence to keep an approved kennel establishment may be granted by a local government on an application made in the prescribed manner and form, which may be required to be supported by evidence that due notice of the proposed use of the land has been given to persons in the locality, and where notice is required to be given the local government shall have regard to any objections raised.</p> <p>(5) A licence under this section has effect for a period of 12 months, and is renewable upon payment of the prescribed fee, but may be cancelled at any time by the local government if the local government is dissatisfied with the conduct of the establishment.</p>	

Legislation to be delegated	Description of delegation	Conditions and duration (indefinite unless otherwise specified)
	<p>(6) The cancellation of a licence under this section shall be effected by the service of a notice on the licensee specifying a period at the end of which the licence is cancelled, which shall be a period of not less than 3 months.</p> <p>(7) Where —</p> <p>(a) the local government refuses the grant of a licence under this section; or</p> <p>(b) notice of the cancellation of a licence under this section is given, the applicant or the licensee as the case may be may apply to the State Administrative Tribunal for a review of the decision.</p>	
Dog Act 1976 Section 44 Enforcement proceedings	<p>(2) Any proceedings under this Act, whether civil or penal, may be taken —</p> <p>(b) by any employee of a local government authorised in that behalf by the local government, in the name of the local government; or</p>	Director Planning & Development

**18.6 Delegations from the Chief Executive Officer to other staff members in acting positions**

<b>Legislation to be delegated</b>	<b>Description of delegation</b>	<b>Conditions and duration (indefinite unless otherwise specified)</b>
All subdelegations	All subdelegations apply to all acting positions for periods of appointment in the acting position.	Director Planning & Development Director Corporate & Strategy Director Technical Services Manager Urban Planning Principal Planner (Urban Planning) Senior Urban Planner (Statutory) Manager Building Services Senior Building Surveyor Manager Health & Compliance



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2020 – 04	CEO Amendment to Subdelegations for Building Act – Remove all exceptions	23 June 2020
2020 – 03	Amendment	26 May 2020
2020 – 02	Amendment	25 February 2020
2019 - 01	Annual Review	17 December 2019

### 13.2 City of Nedlands Vexatious Complainants Policy

<b>Committee</b>	8 June 2021
<b>Council</b>	22 June 2021
<b>Applicant</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>CEO</b>	Ed Herne, Executive Officer
<b>Attachments</b>	1. City of Nedlands Vexatious Complainants Policy
<b>Confidential Attachments</b>	Nil.

#### Committee Recommendation

**That Council does not adopt the City of Nedlands Vexatious Complainants Policy.**

#### Recommendation to Committee

That Council, by simple majority, adopt the City of Nedlands Vexatious Complainants Policy, as attached.

#### Executive Summary

This Policy establishes an approach for the CEO to deal with vexatious or unreasonable persistence complaints and customers.

The Policy sets out how the Council Members and City administration will deal with customers who:

- Cannot be satisfied,
- Make unreasonable demands,
- Constantly raise the same issue with different employees; and/or
- Are rude, abusive, inappropriate or aggressive/intimidating.

The Policy will apply to all complaints received from customers in relation to:

- A City policy, product, service, event, or facility.
- The service provided by a City Council Member, employee, or a contractor.
- A third party who is under the jurisdiction of the City – includes contractors, consultants, volunteers and work experience or placement employees.

It is intended to also apply to complaints made under Division 3 of the Code of Conduct for Council Members, Committee Members and Candidates for election, where a complainant is unwilling to accept a decision in relation to a complaint, and persists in making the same, or similar complaints.

The Policy proposes several “difficult people” categories including:

- A person who cannot be satisfied
- A person who makes unreasonable demands
- A Person who constantly raises the same issue with different employees
- A Person who is Rude, Inappropriate, Intimidating, Angry, Threatening or Harassing.

The Policy proposes that the CEO make the determination, and although no right of appeal to Council is contemplated by the draft Policy, it is open for Council to direct that such a provision be made in the policy.

## **Discussion/Overview**

### **Background**

Some local governments have experienced significant issues with people who will not accept a decision from the local government and persist with the complaint or request, often in the same, or similar terms, and sometimes to different Council Members or employees.

In the absence of a policy framework describing types of complaints and the thresholds and options available for dealing with vexatious complainants, it is difficult for the City to deal with such.

The draft policy draws on Guidelines on Complaint Handling (Ombudsman Western Australia Jan 2017).

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

Nil.

### **Consultation**

Consideration was given to approaches taken by other local governments in guiding drafting of proposed Policy and also to Guidelines on Complaint Handling (Ombudsman Western Australia January 2017).

At a Code of Conduct Council Member Workshop on 30 March 2021 the need for this policy was discussed. A draft policy was circulated to Council Members via email on Friday 23 April 2021 requesting feedback by Wednesday 7 May 2021. No feedback was received, and the draft policy is now presented for consideration and recommended for adoption.

## **Strategic Implications**

### **How well does it fit with our strategic direction?**

N/A.

### **Who benefits?**

Council Members and administration by a significant reduction in vexatious complaints.

### **Do we have the information we need?**

Yes, this aligns with local government best practice.

### **Does this affect any CEO Key Result Areas?**

Nil.

## **Budget/Financial Implications**

No specific financial implications arise from the adoption of this Policy.

## **Conclusion**

It is timely for the City to consider and adopt a Policy which allows Administration to address and deal with vexatious complainants, in a considered and consistent manner and is therefore, recommended for adoption.



## Vexatious or unreasonable persistence complaints and customers

**Status** Council

**Responsible Division** Office of the Chief Executive Officer

**Objective** To provide a framework for dealing with vexatious or unreasonable persistent complaints

**Context** To assist Council Members and employees in their engagement with members of the public, ratepayers, and stakeholders.

### Statement

Principles underlying this Policy are:

- Commitment to providing quality services to the City's ratepayers, residents, and stakeholders
- Compliance with the local government legislative framework
- Respect and sensitivity towards the needs of the City's ratepayers, residents, and stakeholders
- Transparency and accountability in the delivery of services; and
- Maintenance of confidentiality and respect for natural justice principles

Customer satisfaction is one of the City's values however, at times, a customer's demands or expectations may exceed the City's ability to deliver.

This Policy sets out how the City will deal with customers who:

- Cannot be satisfied,
- Make unreasonable demands,
- Constantly raise the same issue with different employees; and/or
- Are rude, abusive, inappropriate or aggressive/intimidating.

The intent is to ensure City services are available to all and that resources are being used efficiently and effectively when interacting with ratepayers, residents, and community members.

Council Members and employees will:

- Treat each person as a valued customer,
- Provide a safe, accessible, and inclusive environment for all members of the community,
- Provide customers with as much relevant information as possible, ensuring it is accurate and timely,
- Acknowledge and apologise for mistakes that have been made or excessive time that has been taken in responding to a customer enquiry,



- Always express appropriate concern and empathy for a customer's problem or situation,
- Understand and empathise with the customer's position and try to see the situation from their perspective,
- Explain the rationale of any Council Policy, Protocol or Procedure that guides the actions the City must adhere to; and,
- Where possible, identify and offer alternative options/solutions

### Application

This Policy applies to all complaints received from customers in relation to:

- A City policy, product, service, event, or facility.
- The service provided by a City council member, City employee, or a contractor.
- A third party who is under the jurisdiction of the City – includes contractors, consultants, volunteers and work experience or placement employees.

This policy and the principles within it, apply to all council members, City employees and contractors of the City that receive and manage complaints.

This policy does not apply to compliments or suggestions, or the following matters:

- Complaints about public statements or positions of council members or interaction with residents, ratepayers, or stakeholders unless the matters relate to the City's Code of Conduct
- Complaints made by City employees that are employment related
- Feedback obtained during stakeholder and community engagement processes
- Enquiries and requests for specific information
- A request for service or action by the City (unless there was inaction or an unsatisfactory response to the initial request for service)
- Reports concerning neighbours or neighbouring properties
- Matters currently being dealt with or have previously been dealt with by a court, tribunal or external complaints agency
- Matters that have already been subjected to an internal review and an outcome has been determined
- Report of any suspected minor or serious breach/misconduct by an individual council member or employee (which may fall within the jurisdiction of CCC or PSC, and for which the CEO is the principal officer of the City and therefore the notifying authority for the purposes of Section 28 of the Corruption and Crime Act 2003).

## Policy Threshold Considerations

Prior to enacting this Policy, Council Members and employees must ensure they have complied with the provisions of the Council Policies listed below:

- Code of Conduct for Council Members, Committee Members, and candidates for Election – for Council Members,
- Code of Conduct for Employees – for employees,
- Customer Service Charter – Organisation minimum expectations in relation to customer service,
- City Record Keeping Policy and related procedures – all interactions being recorded.

Other matters that must be considered prior to provisions of this Policy being implemented include:

- Has the complaints policy been correctly implemented, and no material element of the complaint overlooked or inadequately addressed?
- Has the behaviour of the person become so habitual, obsessive, or intimidating that it constitutes an unreasonable demand on City resources?
- Have employees and/or members of the public been made to feel threatened or uncomfortable by behaviours exhibited requiring an immediate response?

Where an employee feels threatened or intimidated, the employee must remove themselves from the situation in the safest way possible and immediately report their experience to their Supervisor.

It is not appropriate to limit access to services purely due to a complaint being made about Council, City employees or City services. An investigation is required to determine the veracity of the complaint and any subsequent actions.

Internal Review or appeal procedures must be exhausted before service or access restrictions are placed on the person/s (for an ongoing occurrence). The potential cessation or restriction of a service must be recorded, and a full report provided to the CEO for approval.

## Difficult People Categories

### 1. A person who cannot be satisfied

Despite the best efforts of Council and/or City employees, some members of the public may not be satisfied with the action taken or the service provided by the City in the resolution of a complaint or service request.

If, in the opinion of the CEO, a member of the public cannot be satisfied where all appropriate avenues of internal review or appeal have been exhausted and the person continues to write, telephone and/or visit the City, the following actions may be taken:



The CEO will notify the person in writing advising that if the person continues to contact the City regarding the matter, the City may:

- Not accept any further calls from the person,
- Not grant any further interviews,
- Require all further communication to be put in writing; and
- Continue to receive, read, and file correspondence but only acknowledge or otherwise respond to it, if:
  - The person provides significant new information relating to their complaint or concern; or
  - The person raises new issues which, in the CEO opinion, warrant fresh action.

It is recognised that some people will not or cannot accept that Council or the CEO is unable to assist them further, having considered their complaint and made appropriate and considered recommendations and decisions.

Some complainants may persist in disagreeing with the action or decision taken in relation to their complaint or they may contact Council or the Chief Executive Officer persistently about the same issue.

Where a complaint has been considered by the CEO, but the complainant refuses to accept the decisions and actions, as outcomes of the complaint, the CEO may advise the complainant, in writing that no further consideration will be given to complaints of any kind, that is the same, or substantially the same, and raises no new matters for consideration, when compared with previous communications.

This procedure may be applied in relation to complaints to the City's Complaints Officer, pursuant to Division 3 of the City's Code of Conduct for Council Members, Committee Members and Candidates for Election.

## **2. A person who makes unreasonable demands**

Demands or levels of contact are deemed to be unreasonable when the matter begins to impact excessively on the work of employees and Council Members or the time dealing with the issue impacts on service levels available to other customers.

This can be due to:

- The quantity of information the customer is requesting,
- The nature and scale of service the customer is seeking; or
- The Number of approaches the customer makes.

If a customer is seen to be making unreasonable demands the CEO will notify the person in writing advising them of the City's concerns and ask that they limit and focus their requests. If the customer continues to place unreasonable demands on the organisation, the City may:





- Not respond to any future correspondence and only act where, in the opinion of the CEO the correspondence raises specific, substantial, and serious issues; or
- Only respond to a certain number of requests in a given period.

### **3. A Person who constantly raises the same issue with different employees**

A person who is dissatisfied with the action taken or service provided and continues to raise the same issue with different employees.

If, in the opinion of the CEO, a person is continually raising the same issue with different employees, the following actions may be taken:

The CEO will notify the person in writing that:

- Only a nominated person will discuss their concerns in the future,
- An appointment must be made with the nominated person if they wish to discuss their matter; and
- All future contact with the City must be in writing.

### **4. A Person who is Rude, Inappropriate, Intimidating, Angry, Threatening or Harassing**

For a range of reasons, a person may display inappropriate, rude, angry, harassing, or intimidating behaviour whilst using City facilities, attending a City activity, or during other interactions with Council Members, City employees, customers and/ or clients.

City employees may take the following actions when subjected to a person who displays the above behaviour during their duties:

- Ask the person to stop their current behaviour and warn the person that if the behaviour continues the conversation, interview or access to the facility/activity will be terminated,
- Cease the conversation or interview if the rude, angry, or harassing behaviour continues after a warning has been given,
- Where this behaviour continues to occur at a City facility/activity, the person will be asked to leave, and,
- Call the Police should the situation require.

Where a conversation or interaction is terminated, or a person is asked to leave a facility, in accordance with this Policy, the employee must notify the relevant Director/Manager as soon as practicable with a report on the matter. It is the responsibility of the relevant Director/Manager to notify the CEO of any reported incident.



Where a person or persons have been asked to leave a City facility or activity, the CEO may notify the person in writing, advising them of Council's concerns and that they could be banned from City facilities and future functions if the behaviour continues to occur.

If, in the opinion of the CEO, correspondence received by the City contains personal abuse, inflammatory comments or material clearly intended to intimidate, this correspondence will be returned to the sender and not otherwise acted upon.

### **General Management of Policy**

If the CEO determines that service or access restrictions are necessary in line with this policy, the customer must be notified accordingly and given an opportunity to make representations about the proposed course of action to the CEO and, if applicable, the Director of the appropriate Directorate.

The CEO must advise the Council as soon as practicable of the relevant circumstances and action taken if a decision is made to withdraw service or limit/refuse access in accordance with this policy.

The duration of any service or access restrictions will be at the discretion of the CEO

In considering application of these processes the CEO must have regard for Guidelines on Complaint Handling (Ombudsman Western Australia Jan 2017).

Any person directly affected by such a decision of the CEO may appeal in writing to the Council which may confirm, vary, or overturn the CEO's decision.

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### **Related Documentation**

- City of Nedlands Code of Conduct for Council Members, Committee Members and Candidates for Election.
  - City of Nedlands Code of Conduct for Employees.
  - City of Nedlands Records Management Procedure
  - Guidelines on Complaint Handling (Ombudsman Western Australia Jan 2017).
- 

### **Related Local Law / Legislation**

Nil.

### **Related Delegation**

Nil.

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## **Review History**

Adopted by Council xxx

### 13.3 CEO Recruitment & Selection Committee Independent Member Appointment

<b>Committee</b>	8 June 2021
<b>Council</b>	22 June 2021
<b>Applicant</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil
<b>CEO</b>	Ed Herne, Acting Chief Executive Officer
<b>Attachments</b>	1. Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination
<b>Confidential Attachment</b>	1. Independent Member Application 1 2. Independent Member Application 2 3. Independent Member Application 3 4. Independent Member Application 4 5. Independent Member Application 5

#### Committee Recommendation / Recommendation to Committee

Committee endorses the following recommendation that Mr Andrew Edwards be appointed to the CEO Recruitment & Selection Committee as the independent member until a Long-term Chief Executive Officer has been appointed.

#### Executive Summary

##### Long Term CEO Recruitment – Independent Committee Member

The Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination of a CEO require the inclusion of a suitable person to be an Independent Member of the CEO Recruitment & Selection Committee when recruiting a substantive CEO (Attachment 1).

An advertising process inviting applications from ratepayers, residents or electors to perform the role of Independent Member of the CEO Recruitment and Selection Committee to recruit the Long-Term CEO, closed to applications on 7 May 2021.

Five applications were received and were presented to the CEO Recruitment & Selection Committee for review and consideration. Following the CEO Recruitment & Selection Committee's review of the applications the Committee has recommended Mr Andrew Edwards be appointed as the Independent Member of the CEO Recruitment & Selection Committee to assist the Committee in the recruitment of a Long-Term CEO.

#### Background

## **CEO Recruitment & Selection Committee Independent Member**

In accordance with Local Government CEO Recruitment and Selection Guidelines, there is a requirement for an Independent Member to be on the CEO Recruitment and Selection Committee for recruitment of the substantive CEO.

The guidelines state that the independent person cannot be a current elected member, human resources consultant or staff member of the local government. Examples of who the independent person could be include as follows:

- Former elected members or former staff members;
- Former elected members or former staff members of another local government;
- A prominent or highly regarded member of the community; or
- A person with experience in the recruitment of CEOs and senior executives.

An advertisement inviting suitable applications was placed in the Post Newspaper, on the City's website, administration notice board, library notice boards and on YourVoice. The application period closed on 7 May 2021.

Five people applied for the role of Independent Member and their confidential applications are attached (Confidential Attachments 1-5).

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

Extract Special Council Meeting Minutes - 8 April 2021

- "2. instructs the Acting CEO to advertise via the Post Newspaper and Your Voice inviting a ratepayer, resident or elector to apply for the position of Independent Committee Member on the CEO Recruitment & Selection Committee. Participation in the CEO Recruitment & Selection Committee is an honorary role to assist the City in selecting the Long-Term CEO role at the City of Nedlands; and"

## **Consultation**

N/A

## **Strategic Implications**

Ensures appropriate governance and compliance with Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination.

## **Budget/Financial Implications**

Nil.

## **Conclusion**

The Committee was provided with information regarding applicants for the role of Independent Member of the CEO Recruitment & Selection Committee to assist in the recruitment of a Long-Term CEO.

The CEO Recruitment & Selection Committee are responsible for assessing these applicants and making a recommendation to council regarding the most suitable applicant or applicants. The essence of the role of an independent member is to bring an impartial perspective to the process and reduce any perception of bias.

Therefore, the Committee following assessment of the five applications received recommend that Mr Andrew Edwards as the preferred candidate to be appointed as the Independent Member of the CEO Recruitment & Selection Committee until a Long-Term Chief Executive Officer has been appointed.



LOCAL GOVERNMENT ACT REVIEW ►► DELIVERING FOR THE COMMUNITY

# **Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination**

***Local Government (Administration) Amendment  
Regulations 2021***

**February 2021**

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## Preface

The *Local Government Legislation Amendment Act 2019* includes a requirement for model standards covering the recruitment and selection, performance review and termination of employment of local government Chief Executive Officers (CEOs). These reforms are intended to ensure best practice and greater consistency in these processes between local governments.

The accompanying guidelines outline the recommended practice for local governments in undertaking these processes. These guidelines will assist local governments in meeting the model standards prescribed in the *Local Government (Administration) Amendment Regulations 2021*.

The standards and guidelines have been developed by the Department of Local Government, Sport and Cultural Industries (Department), in consultation with representatives from the Public Sector Commission, the Ombudsman, the Western Australian Local Government Association (WALGA) and Local Government Professionals WA (LGPro). The Department gratefully acknowledges the participation and contribution of these representatives.

The Department notes that the content of these guidelines does not necessarily reflect the views or policies of the organisations or individuals that have been consulted.

## Part 1 – Recruitment and Selection

One of the fundamental roles of the council is the employment of the local government's CEO. The CEO is responsible for implementing the council's strategic vision and leading the local government administration.

### Principles

A local government must select a CEO in accordance with the principles of merit, equity and transparency. A local government must not exercise nepotism, bias or patronage in exercising its powers. Additionally, a local government must not unlawfully discriminate against applicants. Section 5.40 of the *Local Government Act 1995* (Act) lists a number of general principles of employment that apply to local governments.

#### Recruitment and Selection Standard

The minimum standard for recruitment and selection will be met if:

- S1.1** The council has identified and agreed to the qualifications and selection criteria necessary to effectively undertake the role and duties of the CEO within that particular local government context.
- S1.2** The council has approved, by absolute majority, the Job Description Form (JDF) which clearly outlines the qualifications, selection criteria and responsibilities of the position. The JDF is made available to all applicants.
- S1.3** The local government has established a selection panel to conduct the recruitment and selection process. The panel must include at least one independent person who is not a current elected member, human resources consultant, or staff member of the local government.
- S1.4** The local government attracts applicants through a transparent, open and competitive process (this is not necessary for vacancies of less than one year). The local government must advertise a vacancy for the position of CEO in the manner prescribed.
- S1.5** The local government has assessed the knowledge, experience, qualifications and skills of all applicants against the selection criteria.
- S1.6** The local government has verified the recommended applicant's work history, qualifications, referees and claims made in their job application.
- S1.7** The appointment is merit-based, with the successful applicant assessed as clearly demonstrating how their knowledge, skills and experience meet the selection criteria.

### **Recruitment and Selection Standard cont.**

- S1.8** The appointment is made impartially and free from nepotism, bias or unlawful discrimination.
- S1.9** The council has endorsed by absolute majority the final appointment.
- S1.10** The council has approved the employment contract by absolute majority.
- S1.11** The local government re-advertises the CEO position and undertakes a recruitment and selection process after each instance where a person has occupied the position for ten (10) consecutive years.

## **Guidelines**

### **Recruitment and selection process**

The council of the local government should act collectively throughout the recruitment and selection process. To uphold the integrity of the process, the council must resist any attempt to influence the outcome through canvassing or lobbying.

The local government should carefully consider the role of the CEO. This includes the CEO's legislated powers and functions and their role as the head of the administrative arm of the local government. In determining the selection criteria for the position of CEO, it will be important for a local government to consider the needs of the community and the specific skills and experience that will be required of the CEO in that particular local government. The competencies the council looks for in its CEO should reflect the council's strategic community plan.

Once the essential skills and experience which form the selection criteria for the position have been established, the local government must set out the selection criteria (essential and desirable) and the responsibilities of the position in a Job Description Form (JDF). If emphasis is placed on certain selection criteria, this should be highlighted in the JDF so that applicants are aware of this. For example, some level of project management experience will usually be an important criterion, but if the local government is undertaking a major development such as a new recreation centre, added emphasis may need to be given to this criterion.

The JDF must be approved by an absolute majority of the council.

### **Advertising**

The local government should ensure that applicants are clearly informed about the application process, such as the application requirements, the closing date for applications and how applications are to be submitted. It is essential that this process is transparent and that each step in the process is documented. Associated records must be kept in a manner consistent with the *State Records Act 2000* (WA).

It is a requirement that a local government is to give Statewide public notice if the position of CEO becomes vacant. Statewide public notice must contain:

- details of the remuneration and benefits offered;
- details of the place where applications are to be submitted;
- the date and time applications close;
- the duration of the proposed contract;
- a web address where the JDF can be accessed;
- contact details for a person who can provide further information; and
- any other relevant information.

In order to attract the best possible pool of applicants for the position of CEO, it is recommended that local governments use a diverse range of advertising methods, mediums and platforms (in addition to the advertising requirement under section 5.36(4) of the Act). For example:

- advertising on the local government's website;
- posting on online jobs boards (e.g. SEEK);
- sharing the advertisement via professional networks; and
- undertaking an executive search.

A local government must publicly advertise the CEO position if the same person has remained in the job for 10 consecutive years. This requirement does not prevent the incumbent CEO from being employed for another term, provided they are selected in accordance with the standards for recruitment and selection.

### **Selection panel and independent person**

Local governments are required to establish a selection panel to conduct and facilitate the recruitment and selection process. The selection panel should be made up of elected members (the number of which is determined by the council) and must include at least one independent person. The independent person cannot be a current elected member, human resources consultant, or staff member of the local government. Examples of who the independent person could be include:

- former elected members or staff members of the local government;
- former or current elected members (such as a Mayor or Shire President) or staff members of *another* local government;
- a prominent or highly regarded member of the community; or
- a person with experience in the recruitment of CEOs and senior executives.

## Item 13.3 - Attachment 1

The panel are responsible for assessing applicants and making a recommendation to council regarding the most suitable applicant or applicants. The essence of the role of an independent panel member is to bring an impartial perspective to the process and reduce any perception of bias or nepotism.

It is essential that prior to a person's appointment to a selection panel they are informed of the duties and responsibilities of their role and that of the panel. It is recommended that local governments develop a policy or terms of reference to facilitate this process that incorporate the standards for recruitment at Division 2 of the *Local Government (Administration) Amendment Regulations (No.2) 2020*. A policy should include important information that outlines:

- The primary functions of the panel;
- Roles and responsibilities panel members;
- Composition of the panel;
- Duration of term;
- Desirable criteria for appointment to the panel;
- A requirement that panel members sign a confidentially agreement and agree to the duties and responsibilities of their role; and
- Any other information the local government deems necessary for the panel to effectively carry out their role.

### **Independent human resources consultant**

A local government should seek independent advice from a human resources consultant where the council lacks the capacity or expertise to facilitate the recruitment and selection process (or any aspect of it). A member of the human resources team within a local government must not be involved in the recruitment of a new CEO.

The consultant should not be associated with the local government or any of its council members. The consultant can be an independent human resources professional, recruitment consultant, or recruitment agency.

An independent human resources consultant can provide advice to the selection panel on how to conduct the recruitment process, or a local government may engage a consultant to support it in undertaking certain aspects of the recruitment process, such as one or more of the following:

- development or review of the JDF;
- development of selection criteria;
- development of assessment methods in relation to the selection criteria;
- drafting of the advertisement;
- executive search;
- preliminary assessment of the applications;
- shortlisting;
- drafting questions for interview;
- coordinating interviews;
- preparing the selection summary assessment and recommendation;

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- arranging for an integrity check and/or police clearance; and
- assisting the council in preparing the employment contract.

The consultant is not to be directly involved in determining which applicant should be recommended for the position, their role is not one of decision-maker.

It is recommended that rigorous checks be conducted on any independent consultants before they are engaged to ensure they have the necessary skills and experience to effectively assist the council. Local government recruitment experience may be beneficial but is not a requirement.

The independent human resources consultant must be able to validate their experience in senior executive recruitment and appointments. It is important to note that if the local government uses a consultant or agency to assist in finding applicants, they will require an employment agent licence under the *Employment Agents Act 1976* (WA).

A good independent human resources consultant will bring expertise, an objective perspective and additional human resources to what is a complex and time-consuming process. Given the time and effort involved in finding a competent CEO, and the cost of recruiting an unsuitable CEO, there can be a good business case for spending money on a human resources consultant.

If a decision is made to engage an independent human resources consultant, it is imperative that the council maintains a high level of involvement in the process and enters into a formal agreement (contract) with them. In order to manage the contract efficiently, and ensure an effective outcome, regular contact with the consultant is required during the recruitment process. As with any contractor engagement, the local government must ensure their procurement and tender processes comply with the Act and the procurement policy of the local government.

### **Council's responsibilities**

A human resources consultant cannot undertake the tasks for which the council is solely responsible. An independent consultant cannot and should not be asked to:

- Conduct interviews: This should be done by the selection panel. However, council may decide to interview applicants recommended by the selection panel. A consultant can provide support with interviews, providing advice on the recruitment and selection process and writing up recommendations. The consultant may also arrange referee reports and checks of applicants.
- Make the decision about who to appoint to the position of CEO: Only the council can make this decision, drawing upon advice from the selection panel.
- Negotiate the terms and conditions of employment: Noting that the consultant should be able to provide advice on remuneration constraints and other terms and conditions.

### **Creating Diversity**

In order to ensure all applicants are given an equal opportunity for success, selection methods need to be consistent and objective. In a structured interview, each applicant should have the opportunity to answer the same primary questions with follow-up questions used to illicit further detail or clarification. Behavioural-based interview

## Item 13.3 - Attachment 1

questions are objective and gauge the applicants' suitability, reducing biases in assessment (see examples below).

Basing a selection decision on the results of a number of selection methods can help to reduce procedural shortcomings and ensure the best applicant is chosen. Psychometric, ability and aptitude testing are considered to be valid, reliable and objective. While applicants with extensive experience and reputable education may appear to be more qualified, an objective assessment of each person's ability and personal traits can help to provide a clearer picture of the applicant.

Where possible, it is recommended that local governments ensure diversity on the selection panel. This may be achieved by ensuring gender, ethnicity, age and experiential diversity is represented on the panel. Diversity is also a consideration when selecting an independent person for the selection panel, particularly where there is a lack of diversity on the council. A diverse selection panel will assist in making quality decisions regarding suitable applicants.

Individuals are often unaware of biases they may have. For this reason, it is helpful for the selection panel to undertake training about unconscious biases. Awareness of unconscious biases assists individuals in preventing those biases from interfering in their decision making. For example, if there are considerable discrepancies in the assessment scores between two panel members, discussion will be required to ensure bias has not influenced these scores. Allowing team members to acknowledge and recognise prejudices is essential to managing those biases. The following biases should be addressed:

- “Similar-to-me” effect - if interviewers share the same characteristics with the applicants or view those characteristics positively, they are more likely to score them highly;
- “Halo” effect – interviewers may let one quality (such as race, gender, looks, accent, experience, etc.) positively or negatively affect the assessment of the applicant's other characteristics.

### **Due Diligence**

It is essential that the local government ensures that the necessary due diligence is undertaken to verify an applicant's qualifications, experience and demonstrated performance. This includes:

- verifying an applicant's qualifications such as university degrees and training certificates;
- verifying the applicant's claims (in relation to the applicant's character, details of work experience, skills and performance) by contacting the applicant's referees. Referee reports should be in writing in the form of a written report, or recorded and verified by the referee;
- requesting that an applicant obtains a national police clearance as part of the application process; and
- ensuring no conflicts of interests arise by looking to outside interests such as board membership and secondary employment.

A council may wish to contact a person who is not listed as an applicant's referee,



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such as a previous employer. This may be useful in obtaining further information regarding an applicant's character and work experience, and verifying related claims. The applicant should be advised of this and be able to provide written comments to the council.

A search of social media and whether an applicant has an online presence may also assist in identifying potential issues. For example, an applicant may have expressed views which are in conflict with the local government's values. This should be made clear in the application information. To ensure the integrity of the recruitment process, a council must act collectively when performing due diligence.

### **Selection**

Once the application period closes, the selection panel, or consultant on behalf of the selection panel, must assess applications and identify a shortlist of applicants to be interviewed.

In shortlisting applicants for the interview phase, the selection panel should consider the transferable skills of applicants and how these would be of value in the role of CEO. The selection panel should not overlook applicants who do not have experience working in the local government sector.

It is important that the assessment process is consistent for all applicants. For example, each applicant is asked the same interview questions which are related to the selection criteria and each are provided with the same information and undertake the same assessments.

Elected members should declare any previous association with an applicant or any potential conflict of interest at the time of shortlisting if they are part of the selection panel. Similarly, if the interviews involve the full council, the elected member should make an appropriate declaration before the interviews commence. If the potential conflict of interest is significant or a member's relationship with an applicant may result in claims of nepotism, patronage or bias, the council may need to consider whether to exclude the elected member from the process. The decision should be documented and recorded for future reference.

Selecting an applicant should be based on merit; that is, choosing an applicant that is best suited to the requirements of the position and the needs of the local government. This involves the consideration and assessment of applicants' skills, knowledge, qualifications and experience against the selection criteria required for the role. As part of the selection process, a council may consider it appropriate for each of the preferred candidates to do a presentation to council.

The appointment decision by the council should be based on the assessment of all measures used, including:

- assessment technique(s) used (e.g. interview performance);
- quality of application;
- referee reports;
- verification and sighting of formal qualifications and other claims provided by the applicant; and
- other vetting assessments used (e.g. police checks, integrity checks, etc.).

### **Employment contract**

In preparing the CEO's employment contract, the council must ensure the contract includes the necessary provisions required under section 5.39 of the Act and associated regulations.

Section 5.39 of the Act provides that a CEO's employment contract must not be for a term exceeding five years. The term of a contract for an acting or temporary position cannot exceed one year.

Further, the employment contract is of no effect unless it contains:

- the expiry date of the contract;
- the performance review criteria; and
- as prescribed under regulation 18B of the Administration Regulations, the maximum amount of money (or a method of calculating such an amount) to which the CEO is to be entitled if the contract is terminated before the expiry date. The amount is not to exceed whichever is the lesser of:
  - the value of one year's remuneration under the contract; or
  - the value of the remuneration that the CEO would have been entitled to, had the contract not been terminated.

It is recommended that the council seeks independent legal advice to ensure that the contract is lawful and able to be enforced. In particular, advice should be sought if there is any doubt as to the meaning of the provisions of the contract.

Councils should be aware that CEO remuneration is determined by the Salaries and Allowances Tribunal and the remuneration package may not fall outside the band applicable to the particular local government.

The CEO's employment contract should clearly outline grounds for termination and the termination process in accordance with the standards in regulations.

The council of the local government must approve, by absolute majority, the employment contract and the person they appoint as CEO.

### **Appointment**

A decision to make an offer of employment to a preferred applicant must be made by an absolute majority of council. If the preferred applicant accepts the offer and the proposed terms of the contract without negotiation, there is no further requirement for council to endorse the applicant and the contract. However, if there is a process of negotiation to finalise the terms and conditions of the contract, council is required to endorse the appointment and approve the CEO's employment contract by absolute majority. In both instances, the employment contract must be signed by all parties.

The council should notify both the successful individual and the remaining unsuccessful applicants as soon as possible before publicly announcing the CEO appointment.

The successful applicant should not commence duties with the local government as CEO until the employment contract has been signed.

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The unsuccessful applicants (including those not interviewed) should be notified of the outcome of their application. It is recommended that the local government creates a template letter for unsuccessful applicants that can be easily personalised with the applicants' details and sent out quickly.

The council should keep a record of their assessment of the unsuccessful applicant(s) and provide the unsuccessful applicant(s) with the opportunity to receive feedback on their application, or interview performance if they were granted an interview. Should an unsuccessful applicant request feedback, it is recommended that a member of the selection panel provides this. If a recruitment consultant is used, they may undertake this task.

### **Confidentiality**

The local government should ensure that all information produced or obtained during the recruitment and selection process is kept confidential. This includes applicants' personal details, assessment details, the selection report and outcome of the process. This ensures privacy requirements are met and maintains the integrity of the process. It is recommended that selection panel members and councillors sign a confidentiality agreement to ensure that they are aware of their obligations.

### **CEO induction**

Local governments should ensure that they provide the CEO with all of the necessary information on the local government's processes, policies, procedures and systems at the commencement of the CEO's employment.

New CEOs are eligible to participate in the Local Government CEO Support Program which is a joint initiative of the Department and LG Pro to provide mentoring and general support to those appointed to the position of CEO in a local government for the first time. The program runs for six to nine months from the time a CEO is appointed and involves the CEO being matched with a mentor that best meets their needs.

The program provides the CEO with an opportunity (through meetings and on-going correspondence) to discuss a wide range of issues with their appointed mentor in the strictest confidence. The program is aimed at addressing the individual needs of the CEO. Examples of issues that may be covered include the following:

- Role of the CEO
- Governance
- Strategic and long-term planning
- Legislative framework
- Relationships and dealing with council members
- Risk management
- Resource management
- Managing the business of Council
- Family considerations

## Part 2 – Performance Review

### Principles

The standards regarding CEO performance review are based on the principles of fairness, integrity and impartiality.

#### **Performance Review Standards**

The minimum standard for performance review will be met if:

- S2.1** Performance criteria is specific, relevant, measurable, achievable and time-based.
- S2.2** The performance criteria and the performance process are recorded in a written document, negotiated with and agreed upon by the CEO and council.
- S2.3** The CEO is informed about how their performance will be assessed and managed and the results of their performance assessment.
- S2.4** The collection of evidence regarding performance outcomes is thorough and comprehensive.
- S2.5** Assessment is made free from bias and based on the CEO's achievements against documented performance criteria, and decisions and actions are impartial and transparent.
- S2.6** The council has endorsed the performance review assessment by absolute majority.

### Guidelines

Section 5.38 of the Act provides that, for a CEO who is employed for a term of more than one year, the performance of a CEO is to be reviewed formally at least once in every year of their employment.

In addition to this minimum requirement, it is recommended that the council engages in regular discussions with the CEO regarding their performance against the performance criteria, including progress and ways that the CEO can be supported. Any changes to the CEO's performance agreement such as changes to the performance criteria should also be discussed, and agreed to, between the council and the CEO, as the matter arises.

#### **Employment contract and performance agreement**

Section 5.39, of the Act requires the employment contract to specify the performance criteria for the purpose of reviewing the CEO's performance. This will include ongoing permanent performance criteria. A local government may wish to have a separate additional document called a "performance agreement" which includes the

performance review criteria in the employment contract, additional criteria (e.g. the performance indicators in relation to specific projects) and how the criteria will be assessed. The performance agreement should be negotiated and agreed upon by the CEO and the council. The performance agreement may also set out the CEO's professional development goals and outline a plan to achieve these goals.

### **Performance Criteria**

Setting the performance criteria is an important step. One of the CEO's key responsibilities is to oversee the implementation of council's strategic direction, and so it is important to align the CEO's performance criteria to the goals contained in the council's Strategic Community Plan and Corporate Business Plan. Accordingly, as these plans are updated, the CEO's performance criteria should be updated to reflect the changes.

In leading the administrative arm of a local government, the CEO is responsible for undertaking core tasks, the achievement of which will contribute to the effectiveness of the council. It is important that the outcomes associated with these tasks are measurable and clearly defined. These could be in relation to:

- service delivery targets from the council's Strategic Community Plan;
- budget compliance;
- organisational capability;
- operational and project management;
- financial performance and asset management;
- timeliness and accuracy of information and advice to councillors;
- implementation of council resolutions;
- management of organisational risks;
- leadership (including conduct and behaviour) and human resource management; and
- stakeholder management and satisfaction.

Performance criteria should focus on the priorities of the council and, if appropriate, can be assigned priority weighting in percentages. The council and CEO should set goals related to target outcomes for future achievement in the performance criteria. Goals should be specific, measurable, achievable, relevant and time-based.

Following the determination of the performance criteria and goals, the council will need to determine how to measure the outcomes of each criteria. It is important to relate performance indicators to the selection criteria used in selecting the CEO. For example, if the CEO has been selected due to their financial experience and ability to improve the local government's finances, indicators regarding improved revenue and reduced expenses are obvious starting points.

Considering the context within which the local government is operating is important. For example, if a significant financial event occurs, such as a downturn in the economy, financial performance indicators will likely need to be adjusted. It is important that such contextual factors are given appropriate weighting and that goals are flexible to allow regular adjustment. Adjustments may be initiated by either the CEO or the council. Councils need to be realistic in terms of their expectations of a CEO's performance and provide appropriate resources and support to facilitate the

achievement of performance criteria.

### **Performance review panel**

It is recommended that the council delegates the CEO performance review to a panel (e.g. comprising certain council members and an independent observer). The panel has a duty to gather as much evidence as possible upon which to base their assessments. The role of the review panel includes developing the performance agreement in the first instance, conducting the performance review and reporting on the findings and recommendations of the review to council. It is also recommended that council develop a policy to guide the performance review process. A policy might include the composition of the panel, primary functions, the role and appointment of an independent consultant, and the responsibilities of review panel members.

### **Independent consultant**

If a council lacks the resources and expertise to meet the expected standard of performance review, the council should engage an external facilitator to assist with the process of performance appraisal and the development of the performance agreement. The local government should ensure that the consultant has experience in performance review and, if possible, experience in local government or dealing with the performance review of senior executives. The consultant should not have any interest in, or relationship with, the council or the CEO.

With guidance from the performance review panel, a consultant can facilitate the following tasks:

- setting performance criteria;
- preparing the performance agreement;
- collecting performance evidence;
- writing the performance appraisal report;
- facilitating meetings between the performance review panel;
- assisting with the provision of feedback to the CEO;
- formulating plans to support improvement (if necessary); and
- providing an objective view regarding any performance management-related matters between the concerned parties.

### **Assessing performance**

It is a requirement of the regulations that the process by which the CEO's performance will be reviewed is documented and agreed to by both parties. Council and the CEO must also agree on any performance criteria that is in addition to what is specified in the CEO's contract of employment. The option to include additional criteria for performance review purposes by agreement provides a degree of flexibility for both parties in response to changing circumstances and priorities.

It is essential that CEO performance is measured in an objective manner against the performance criteria alone. It is important that reviews are impartial and not skewed by personal relationships between the review panel and the CEO. Close personal relationships between the panel members and the CEO can be just as problematic as extremely poor relationships. Evidence of CEO performance may come from an array of sources, many of which the CEO themselves can and should provide to the



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council as part of regular reporting. These sources include:

- achievement of key business outcomes;
- interactions with the council and progress that has been made towards implementing the council's strategic vision;
- audit and risk committee reports;
- workforce metrics (e.g. the average time to fill vacancies, retention rate, information about why people leave the organisation and staff absence rate);
- incident reports (e.g. results of occupational health and safety assessments, the number and nature of occupational health and safety incident reports, and the number and nature of staff grievances);
- organisational survey results;
- relationships (e.g. with relevant organisations, stakeholder groups, and professional networks); and
- insights from key stakeholders (this could be done by way of a survey to obtain stakeholder input).

It is important that, in addition to looking at the achievement of key performance indicators (KPIs), the council considers the following:

- How the CEO has achieved the outcomes. In particular, whether or not their methods are acceptable and sustainable.
- The extent to which current performance is contingent upon current circumstances. Has the CEO demonstrated skills and behaviours to address and manage changes in circumstances which have affected his or her performance? (for example, the impact of COVID-19.)
- What the CEO has done to ensure the wellbeing of staff and to maintain trust in the local government.

The council should consider the attention the CEO has given to ensuring equal employment opportunity, occupational health and safety, privacy, managing potential conflicts of interest, and complying with procurement process requirements.

### **Addressing performance issues**

Once the CEO's performance has been assessed, it is essential that any areas requiring attention or improvement are identified, discussed with the CEO and a plan is agreed and put in place to address these. The plan should outline the actions to be taken, who is responsible for the actions and an agreed timeframe.

The performance review panel must decide on an appropriate course of action that will address the performance issue. This may include professional development courses, training, counselling, mediation, mentoring or developing new work routines to ensure specific areas are not neglected. The performance review panel should then arrange for regular discussion and ongoing feedback on the identified performance issues, ensuring improvements are being made.

It is important to keep in mind that a local government falling short of its goals is not always attributable to the CEO. External factors may have resulted in initial performance expectations becoming unrealistic. Failure to meet performance criteria does not necessarily mean the CEO has performed poorly and, for this reason,

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performance and outcome should be considered separately. Where ongoing issues have been identified, the council will need to take a constructive approach and seek to develop the CEO's competency in that area.

While there are obligations on the council to manage the CEO in regard to their performance, when it extends into potential wrongdoing (misconduct), the council should be referring the matter to the Public Sector Commission or Corruption and Crime Commission. This provides an independent process to follow and ensures probity, natural justice and oversight of allegations.

#### **Confidentiality**

The council must ensure that accurate and comprehensive records of the performance management process are created. Any information produced must be kept confidential.



## Part 3 – Termination

### Principles

The standards for the termination of a local government CEO's employment (other than for reasons such as voluntary resignation or retirement) are based on the principles of fairness and transparency. Procedural fairness is a principle of common law regarding the proper and fair procedure that should apply when a decision is made that may adversely impact upon a person's rights or interests.

#### Termination Standards

The minimum standards for the termination of a CEO's contract will be met if:

- S3.1** Decisions are based on assessment of the CEO's performance as measured against the documented performance criteria in the CEO's contract.
- S3.2** Performance issues have been identified as part a performance review (conducted within the preceding 12 months) and the CEO has been informed of the issues. The council has given the CEO a reasonable opportunity to improve and implement a plan to remedy the performance issues, but the CEO has not subsequently remedied these issues to the satisfaction of the local government.
- S3.3** The principle of procedural fairness is applied. The CEO is informed of their rights, entitlements and responsibilities in the termination process. This includes the CEO being provided with notice of any allegations against them, given a reasonable opportunity to respond to those allegations or decisions affecting them, and their response is genuinely considered.
- S3.4** Decisions are impartial and transparent.
- S3.5** The council of the local government has endorsed the termination by absolute majority.
- S3.6** The required notice of termination (which outlines the reasons for termination) is provided in writing.

### Guidelines

#### Reasons for termination

The early termination of a CEO's employment may end due to:

- poor performance;
- misconduct; or
- non-performance or repudiation of contract terms.

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There is a difference between poor performance and serious misconduct. Poor performance is defined as an employee not meeting the required performance criteria or demonstrating unacceptable conduct and behaviour at work, it includes:

- not carrying out their work to the required standard or not doing their job at all;
- not following workplace policies, rules or procedures;
- unacceptable conduct and behaviour at work;
- disruptive or negative behaviour at work;
- not meeting the performance criteria set out in the employment contract and/or performance agreement unless these are outside the CEO's control;
- not complying with an agreed plan to address performance issues;
- failing to comply with the provisions of the *Local Government Act 1995* and other relevant legislation;
- failing to follow council endorsed policies.

Serious misconduct can include when an employee:

- causes serious and imminent risk to the health and safety of another person or to the reputation or revenue of the local government; or
- behaves unlawfully or corruptly; or
- deliberately behaves in a way that's inconsistent with continuing their employment.

Examples of serious misconduct can include:

- matters arising under section 4(a), (b) and (c) of the *Corruption, Crime and Misconduct Act 2003*;
- theft;
- fraud;
- assault;
- falsification of records;
- being under the influence of drugs or alcohol at work; or
- refusing to carry out appropriate and lawful resolutions of council.

Misconduct is also defined in section 4 of the *Corruption, Crime and Misconduct Act 2003* (WA). Under this Act, misconduct can be either serious or minor and the obligation to notify the Public Sector Commission (PSC) or the Corruption and Crime Commission (CCC) is paramount.

Termination on the basis of misconduct is covered by employment law. A local government should seek independent legal, employment or industrial relations advice prior to a termination. A council should also seek independent advice during the termination process including advice on the relevant employment legislation affecting CEO employment and the application of that legislation to their specific circumstances. This will ensure that a council complies with employment law during the entire termination process.

A local government is required to endorse the decision to terminate a CEO's employment by way of an absolute majority decision. A local government must certify that the termination was in accordance with the adopted standards in regulations.

### **Opportunity to improve and mediation**

If a CEO is deemed to have been performing poorly, the council must be transparent and inform the CEO of this. It is important that the CEO is given an opportunity to remedy the issues within a reasonable timeframe as agreed between the CEO and the council. The council should clearly outline the areas in need of improvement, and with the CEO's input, determine a plan to address any issues. If a plan for improvement is put in place and the CEO's performance remains poor, then termination may be necessary. If a local government decides to terminate the employment of the CEO it must have conducted a performance review in the previous 12 months in accordance with section 5.38 of the Act.

Where the concerns or issues relate to problematic working relationships or dysfunctional behaviour, it is recommended that a council engages an independent accredited mediator to conduct a mediation between the parties. A mediation session may be useful in assisting parties to understand and address issues before the situation escalates to a breakdown in the working relationship (which affects the ability of the CEO to effectively perform their duties) and the subsequent termination of the CEO's employment.

### **Termination report**

The council should prepare a termination report which outlines the reasons for termination, the opportunities and assistance provided to the CEO to remedy any issues, and an explanation of the CEO's failure to do so. Council must provide prior opportunities and support to the CEO to assist them in remedying the issues which form the basis of the termination. It is a requirement of the regulations that council must provide written notice to the CEO outlining the reasons for their decision to terminate. In addition, council must certify that the termination of the CEO's employment was carried out in accordance with the standards set out in regulations.

### **Confidentiality**

Local governments should ensure that the termination process is kept confidential. The CEO is to be informed of their rights and entitlements. Notice of termination of employment is required to be given in writing. Where possible, the news of termination of employment should also be delivered in person. The CEO should be provided with a letter outlining the reasons for, and date of, the termination of their employment.

Before making any public announcements on the termination of the CEO, a council should ensure that the entire termination process is complete, including that the CEO has been informed in writing of the termination.

### **Disclaimer**

It is outside the scope of these guidelines to provide legal advice, and local governments should seek their own legal advice where necessary. Guidance as to legal requirements and compliance in relation to the termination of employment is provided by the Fair Work Commission at [www.fwc.gov.au](http://www.fwc.gov.au), the Fair Work Ombudsman at [www.fairwork.gov.au](http://www.fairwork.gov.au) and the Western Australian Industrial Relations Commission at [www.wairc.wa.gov.au](http://www.wairc.wa.gov.au).

**13.4 Election to fill Council Member Vacancy in the Hollywood Ward**

<b>Council</b>	22 June 2021
<b>Applicant</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>CEO</b>	Ed Herne, Acting Chief Executive Officer
<b>Attachments</b>	Nil.
<b>Confidential Attachments</b>	Nil.

**Executive Summary**

This report is provided for Council to consider making a request to the Western Australian Electoral Commission to leave the Hollywood Ward Council Member Vacancy unfilled until the October 2021 Ordinary Election.

**Recommendation to Council**

**Council requests the Acting Chief Executive Officer to write to the Electoral Commissioner of the Western Australian Electoral Commission requesting the Council Member vacancy for the Hollywood Ward remain unfilled until the October 2021 Ordinary Election.**

**Voting Requirement**

Absolute Majority Required.

**Discussion/Overview****Background**

Councillor Paul Poliwka stepped down as a Council Member on the 1<sup>st</sup> of June 2021 due to no longer being eligible to hold the office of a Council Member and therefore leaving a vacant Council Member position in the Hollywood Ward.

Councillor Poliwka's term was due to expire at the October 2021 Ordinary Election.

**Risk Management**

The holding of elections is highly regulated by the Local Government Act 1995, consequently, there is a risk of the City being non-compliant if it does not act

expediently to arrange the extraordinary election or request for the vacancy to remain unfilled until the October 2021 Ordinary Election.

**Required by Legislation**

Local Government Act 1995

**4.9. Election day for extraordinary election**

- (1) Any poll needed for an extraordinary election is to be held on a day decided on and fixed —
  - (a) by the mayor or president, in writing, if a day has not already been fixed under paragraph (b); or
  - (b) by the council at a meeting held within one month after the vacancy occurs, if a day has not already been fixed under paragraph (a).
- (2) The election day fixed for an extraordinary election is to be a day that allows enough time for the electoral requirements to be complied with but, unless the Electoral Commissioner approves or section 4.10(b) applies, it cannot be later than 4 months after the vacancy occurs.
- (3) If at the end of one month after the vacancy occurs an election day has not been fixed, the CEO is to notify the Electoral Commissioner and the Electoral Commissioner is to —
  - (a) fix a day for the holding of the poll that allows enough time for the electoral requirements to be complied with; and
  - (b) advise the CEO of the day fixed.

**Key Relevant Previous Council Decisions:**

Extract Council Minutes – 23 April 2019 – Item 13.5 Future Elections and Polls to 2023

“Council:

1. declares, in accordance with section 4.20(4) of the Local Government Act 1995, the Western Australian Electoral Commissioner to be responsible for the conduct of all future elections and polls until the end of 2023; and
2. decides, in accordance with section 4.61(2) of the Local Government Act 1995 that the method of conducting all future elections or polls will be as a postal election.”

**Consultation**

As this is a requirement under the Local Government Act 1995 the decision only requires consultation with the Western Australian Electoral Commission (WAEC) and Council.

Administration have consulted with the Western Australian Electoral Commission who have advised that the Commissioner will grant approval for the Hollywood Ward Council Member vacancy to remain unfilled until the October 2021 Ordinary Election.

The necessary consultation and advertising required to run the election is set out in Part 4 of the Act and will be the responsibility of the returning officer appointed by the Western Australian Electoral Commission.

## **Strategic Implications**

N/A

## **Budget/Financial Implications**

The City held an extraordinary election to fill the office of Mayor on 18 June 2021 at a cost of \$50,000 which was unbudgeted. The City also held an extraordinary election in August 2020 to fill a vacancy in the Dalkeith Ward at a cost of \$17,021.44 which was also unbudgeted,

Holding an extraordinary election in the next financial year 2021/22 would mean that approximately \$17,000 would need to be included in the Annual Budget for 2021/22 in addition to the \$75,000 for the Ordinary Election which is to be held in October 2021. Therefore, a total \$92,000 would need to be allocated for purpose of an extraordinary election and an ordinary election in the 2021/22 annual budget. Should Council resolve to request the vacancy remain unfilled until the Ordinary Election in October 2021 then only \$75,000 would need to be included in the 2021/22 annual budget

The Western Australian Electoral Commission have also provided a cost estimate of \$5,000 to hold the Mayoral election in conjunction with the Ordinary Election in October 2021 which would be included in the annual budget for 2021/22 in addition to the \$75,000 to be included for the October 2021 Ordinary Election. Therefore, a total \$80,000 would need to be allocated for this purpose in the 2021/22 annual budget.

Section 4.16(4) provides that a Council may apply to the Electoral Commissioner to have an election for an Extraordinary Vacancy that occurs between the first Saturday in January and the first Saturday in July prior to an Ordinary Election, deferred until that Ordinary Election. Therefore, Council can seek approval from the Western Australian Electoral Commission requesting that this vacancy remain unfilled until the October 2021 Ordinary Election which would be the most cost effective and appropriate course of action.

Advice from the Western Australian Electoral Commission is that the Electoral Commissioner would agree to the vacancy remaining unfilled until the October 2021 Ordinary Election if requested by the City of Nedlands and this would be their preference.

## **Conclusion**

In conclusion, there is only four (4) months until the October 2021 Ordinary Election therefore, due to the extremely tight timeframes and advice from the Western Australian Electoral Commission, Administration is recommending that Council make a request to the Electoral Commission to leave the Council Member Vacancy in the Hollywood Ward unfilled until the October 2021 Ordinary Election.

**13.5 Differential Rates 2021/22 – Approval for Advertising**

<b>Council</b>	22/06/21
<b>Applicant</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil
<b>CEO</b>	Ed Herne – Acting Chief Executive Officer
<b>Attachments</b>	1. Statement of Objects and Reasons for imposing the Differential Rates for 2021/22
<b>Confidential Attachments</b>	Nil

**Executive Summary**

Following the Special Council Meeting of 15 June 2021 Council requested amendments to the Differential Rates and therefore the purpose of this report is to seek Council approval for the advertising of the amended proposed differential rates and minimum rates for the 2021/22 financial year in accordance with Section 6.36 of the *Local Government Act 1995*.

**Recommendation to Council****That Council:**

1. **approves the advertising of the differential rates by local public notice for a period of 21 days, in accordance with Section 6.36(1) of the *Local Government Act 1995*; and**
2. **endorses the Statement of Objects and Reasons for each differential rate and minimum rate as detailed in Attachment 1.**

**Voting Requirement**

Simple Majority

**Discussion/Overview**

The City imposes differential rates based on the purpose for which the land is zoned or for which the land is held or used. This allows the City the opportunity to levy different rates in the dollar on the Gross Rental Value (GRV) of different property classifications to reflect the differing levels of demand placed on City services and infrastructure in each differential category. Currently, the City uses 3 differential rate classifications as detailed following:



1. Residential
2. Residential Vacant
3. Non-Residential

The City also establishes a minimum rate for each differential rating classification to ensure that all ratepayers make a reasonable contribution to the cost of providing services and infrastructure by the City.

The City proposes the following differential rates to be advertised for public comment:

Increase of 1.5% in the rate in the dollar and minimum rates for residential and Non-residential categories and an increase of 10% for Residential Vacant category.

Differential Rate	Minimum Rate Proposed	Rate in the Dollar (\$) Proposed
Residential	\$1,506	0.06656
Non-Residential	\$1,986	0.07423
Residential Vacant	\$2,165	0.09042

The proposed rates have been achieved through a critical review of operational costs to continue delivering services and achieving a capital program that matches delivery capacity.

In accordance with Section 6.36 of the *Local Government Act 1995*, the City is required to give local public notice of its intention to impose differential rates prior to adopting its budget for the 2021/22 financial year.

### Key Relevant Previous Council Decisions:

Special Council Meeting - 15 June 2021

“That Council:

1. approves the advertising of the differential rates by local public notice for a period of 21 days, in accordance with Section 6.36(1) of the *Local Government Act 1995*;
2. endorses the Statement of Objects and Reasons for each differential rate and minimum rate as detailed in Attachment 2 as amended to 1.5% rate increase and reflected in the rate in the dollar; and
3. approves the current rate in the dollar for residential vacant land & the current residential vacant land minimum rate be increased by 10%.”

## **Consultation**

The Council was presented with the draft budget and rates information at a series of Councilor Briefings held during April, May, and June.

## **Strategic Implications**

### **How well does it fit with our strategic direction?**

The differential rates form part of the 2021/22 budget which supports the City's strategic direction and ensures compliance to the *Local Government Act*.

### **Who benefits?**

The budget ensures that there is an equitable distribution of benefits in the community.

### **Does it involve a tolerable risk?**

The differential rates modelling was prepared in line with the City's level of tolerance risk.

### **Do we have the information we need?**

The differential rates and the draft budget were based on economic and financial data available at the time of preparation of the budget.

## **Budget/Financial Implications**

The differential rates will provide an additional revenue compared to the 2020-21 budget of \$640,000 to the City for 2021/22.

### **Can we afford it?**

The proposed differential rates have been modelled in order to achieve the optimum level of service and infrastructure delivery for the City.

## **Conclusion**

Council's approval of the proposed differential rates and the supporting Statement of Objects and Reasons for Differential Rates will allow the City to meet its statutory obligation to advertise the proposed rate in the dollar and minimum rates for 21 days for public comments.



## City of Nedlands

# Objects and Reasons for Imposing Differential Rates for 2021/22

The following Objects and Reasons are provided in accordance with Section 6.36 of the *Local Government Act 1995* and the Council's "Notice of Intention to Levy Differential Rates" for the 2021/22 Financial Year on various categories of properties within the City.

The differential rates are to be levied in accordance with Sections 6.33 of the *Local Government Act 1995*. This document outlines the objects and reasons for implementing differential general rates.

### **Overall rating objective**

The overall objective of the proposed rates in the 2021/22 Budget is to provide for the net funding requirement of the City of Nedlands' various programs, services, and facilities.

Pursuant to Section 6.36 (1) of the Act, the City has given local public notice of its intention to apply differential general rates and minimum payments in respect of each differential rating category.

### **Differential General Rating**

The purpose of imposing a GRV differential rating for residential, residential vacant land and non-residential is to obtain a fair and equitable form of revenue raising from all categories of properties in the City.

Under the *Local Government Act*, Section 6.33 Differential general rates, a local government may impose differential general rates according to any, or a combination, of the following characteristics —

- (a) the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005; or
- (b) a purpose for which the land is held or used as determined by the local government; or
- (c) whether or not the land is vacant land; or
- (d) any other characteristic or combination of characteristics prescribed

The differential rates categories for Residential, Residential Vacant and Non-Residential for 2021/22 are proposed as:

<b>Differential Rate</b>	<b>Minimum Rate Proposed</b>	<b>Rate in the Dollar (\$) Proposed</b>
Residential	\$1,506	0.06656
Non-Residential	\$1,986	0.07423
Residential Vacant	\$2,165	0.09042

Following are the objects and reasons for each of the differential rates: -

### **1. Residential Differential Rate**

The rate in the dollar and minimum rate have been set on the basis that ratepayers make a reasonable contribution to the cost of local government and facilities.

### **2. Residential Vacant Differential Rate**

The rate in the dollar and minimum rate have been set in an effort to promote development of properties thereby stimulating growth and development in the Community.

### **3. Non-Residential Differential Rate**

The rate in the dollar and minimum rate have been set to provide for a reasonable contribution towards infrastructure and the cost of local government.

Electors and ratepayers of the City of Nedlands are invited to submit their comments on the above rates in writing by 18 July 2021. Submissions should be addressed to the Chief Executive Officer, City of Nedlands, PO Box 9, Nedlands WA 6909 or [council@nedlands.wa.gov.au](mailto:council@nedlands.wa.gov.au), with "Differential Rates" in the subject line.

**Ed Herne**  
**Acting Chief Executive Officer**

**13.6 Monthly Financial Report – May 2021**

<b>Council</b>	22 June 2021
<b>Applicant</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil
<b>CEO</b>	Ed Herne – Acting Chief Executive Officer
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Financial Summary (Operating) by Business Units – 31 May 2021</li> <li>2. Capital Works &amp; Acquisitions – 31 May 2021</li> <li>3. Statement of Net Current Assets – 31 May 2021</li> <li>4. Statement of Financial Activity – 31 May 2021</li> <li>5. Borrowings – 31 May 2021</li> <li>6. Statement of Financial Position – 31 May 2021</li> <li>7. Operating Income &amp; Expenditure by Reporting Activity – 31 May 2021</li> <li>8. Operating Income by Reporting Nature &amp; Type – 31 May 2021</li> </ol>

**Executive Summary**

Administration is required to provide Council with a monthly financial report in accordance with *Regulation 34(1) of the Local Government (Financial Management) Regulations 1996*. The monthly financial variance from the budget of each business unit is reviewed with the respective manager and the Executive to identify the need for any remedial action. Significant variances are highlighted to Council in the attached Monthly Financial Report.

**Recommendation to Council**

**Council receives the Monthly Financial Report for 31 May 2021.**

**Voting Requirement**

Simple Majority.

**Discussion/Overview**

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

This report gives an overview of the revenue and expenses of the City for the year to date 31 May 2021 together with a Statement of Net Current Assets as at 31 May 2021.

The operating revenue at the end of May 2021 was \$34.37m which represents \$614k favourable variance compared to the year-to-date budget.

The operating expense at the end of May 2021 was \$28.16m, which represents \$2.22m favourable variance compared to the year-to-date budget.

The attached Operating Statement compares “Actual” with “Budget” by Business Units. The budget figures include subsequent Council approval to budget changes. Variations from the budget of revenue and expenses by Directorates are highlighted in the following paragraphs.

### **Governance**

Expenditure:	Unfavourable variance of	\$ (242,640)
Revenue:	Unfavourable variance of	\$ (9,262)

The Unfavourable expenditure variance is mainly due to:

- The salary reduction of \$442k as resolved by Council at the adoption of the budget has been shown as a reduction in salaries of approximately \$36k per month in Governance as a temporary budget item until the actual savings across the business units are identified and actioned. Thereafter the budget savings will be moved to the respective business units. The below list of savings of \$167k is offset against the \$396K salary savings yet to be realised, though underway.
- Governance and communications special project expenses of \$54k has not been spent.
- Communications office expenses and Members of Council expenses of \$113k has not been spent.

Small unfavourable revenue variance is due to spread of expected revenue over the remaining months.

### **Corporate and Strategy**

Expenditure:	Favourable variance of	\$ 380,161
Revenue:	Unfavourable variance of	\$ (13,105)

The favourable expenditure variances are mainly due to:

- Corporate Services Professional fees and ICT Expenses of \$55k being not yet spent,
- ICT expenses Depreciation, Professional fees and ICT of \$192k being not expensed yet,
- Shared services professional fees of 121k not has not been expensed.

The small unfavourable revenue variances are mainly due to:

- Additional Rates income and property enquiry fee of \$25k.
- Offset by lower term deposit interest income of \$33k.

### **Community Development and Services**

Expenditure:	Favourable variance of	\$ 324,469
Revenue:	Favourable variance of	\$ 278,033

The favourable expenditure variance is mainly due to:

- Community Special projects, donations and operational activities of \$146k has not yet been expensed,
- Savings on PRCC salary of \$67k due to a delay in filling the vacant position,
- Positive ageing other expenses of \$18k has not yet been expensed,
- Nedlands library salary, office and other expenses of \$70k has not yet been expensed.

The favourable income variance is mainly due to:

- Increased fees and charges from Tresillian and PRCC of \$199k.
- Increase NCC grant income of \$86k.
- Being offset by lower Community facilities income of \$11k.

### **Planning and Development**

Expenditure:	Favourable variance of	\$ 879,187
Revenue:	Favourable variance of	\$ 153,194

The Favourable expenditure variance is mainly due to:

- Urban Projects expenses of \$807k having not being expensed yet. This is offset by over expensed town planning salaries and professional fees expense of \$100k.
- Environmental Health and Conservation Operational activities of \$100k not spent yet.
- Underspent environmental health salaries of \$63k due to delay in back-filling vacancies.

The favourable revenue variance is mainly due to:

- Increase Building services fees & charges income of \$302k.
- ESL reimbursement for leased property of \$31k.
- Offset by less fees & charges from planning of \$182k.

## Technical Services

Expenditure:	Favourable variance of	\$ 880,252
Revenue:	Favourable variance of	\$ 205,684

The favourable expenditure variance is mainly due to:

- Infrastructure other expenses and professional fees of \$102k not yet being expensed.
- Plant expenses and depreciation expenses of \$360k having not yet been expensed.
- Building, road, and Park maintenance expense of \$1.3m having not yet been expensed.
- Utilities invoices of \$63k not having been received yet,
- Offset against lower charge out of on-cost to projects by \$990k due to lower level of capital works completed.

The small favourable revenue variance is mainly due:

- Additional Under Ground Power Service charge income of \$128k received.
- Increase Park services contribution of \$62k.

## Borrowings

As at 31 May 2021, we have a balance of borrowings of \$4.34m.

## Net Current Assets Statement

At 31 May 2021, net current assets were \$8.5m compared to \$7m as at 31 May 2020. Current assets are higher by \$4.52m compared to 31 May 2020 offset by higher current liabilities of \$3.32m.

Outstanding rates debtors are \$725k as at 31 May 2021 compared to \$1.13m as at 31 May 2020. Breakdown as follows:

	31 May 2021 (\$000)	31 May 2020 (\$000)	Variance (\$000)
<b>Rates</b>	\$504	\$771	-\$267
<b>Rubbish &amp; Pool</b>	\$68	\$63	\$5
<b>Pensioner Rebates</b>	\$94	\$232	-\$138
<b>ESL</b>	\$59	\$69	-\$10
<b>Total</b>	\$725	\$113	-\$410

## Capital Works Programme

As at 31 May, expenditure on capital works was \$4.23m with additional capital commitments of \$1.29m which represents 61% of a total budget of \$9.04m.



## Employee Data

Description	Number
Number of employees (total of full-time, part-time and casual employees) as of the last day of the previous month	167
Number of contract employees (temporary/agency) as of the last day of the previous month	9
*Occupied FTE (Full Time Equivalent) count as of the last day of the previous month	143.52
Number of unfilled employee positions at the end of each month	31

Employee turnover trending up with 31 unfilled positions (in various stages of recruitment) end May. Occupied FTE reduced by approximately 3 positions from 146.50 to 143.52. Total headcount (active employees) reduced by 4 employees to 167.

## Conclusion

The statement of financial activity for the period ended 31 May 2021 indicates that operating expenses are over the year-to-date budget by 7.31% or \$2.2m, while revenue is above the budget by 1.82% or \$614k.

## Key Relevant Previous Council Decisions:

Nil.

## Consultation

N/A

## Strategic Implications

The 2020/21 approved budget is in line with the City's strategic direction. Our operations and capital spend, and income is undertaken in line with and measured against the budget.

The 2020/21 approved budget ensures that there is an equitable distribution of benefits in the community.

The 2020/21 budget was prepared in line with the City's level of tolerance of risk and it is managed through budgetary review and control.

The approved budget was based on zero based budgeting concept which requires all income and expenses to be thoroughly reviewed against data and information available to perform the City's services at a sustainable level.

### **Budget/Financial Implications**

As outlined in the Monthly Financial Report.



City of Nedlands

**CITY OF NEDLANDS**  
**FINANCIAL SUMMARY - OPERATING - BY BUSINESS UNIT**  
**AS AT 31 MAY 2021**

Row Labels	Master Account (desc)	May Actual YTD	May Budget YTD	Variance	Committed Balance	Annual Budget YTD
<b>Governance</b>						
<b>CEO's Office</b>						
<b>Governance</b>						
<b>Expense</b>						
20420	Salaries - Governance	797,896	383,010	(414,886)	0	435,197
20421	Other Employee Costs - Governance	20,487	27,460	6,973	0	27,660
20422	Staff Recruitment - Governance	0	15,000	15,000	0	20,000
20423	Office - Governance	31,758	40,571	8,813	1,788	41,860
20425	Depreciation - Governance	93,207	92,400	(807)	0	100,800
20427	Finance - Governance	145,200	145,200	0	0	158,400
20428	Insurance - Governance	0	0	0	0	0
20430	Other Expense - Governance	24,706	19,065	(5,641)	2,632	32,052
20434	Professional Fees - Governance	433,670	357,180	(76,490)	51,533	385,000
20450	Special Projects - Governance / PC93	10,442	39,000	28,558	0	40,000
<b>Expense Total</b>		<b>1,557,364</b>	<b>1,118,886</b>	<b>(438,478)</b>	<b>55,953</b>	<b>1,240,969</b>
<b>Income</b>						
50410	Sundry Income - Governance/PC 93	(10,752)	(8,064)	2,688	0	(10,753)
50416	Contributions & Reimbursements	(3,049)	0	3,049	0	0
<b>Income Total</b>		<b>(13,802)</b>	<b>(8,064)</b>	<b>5,738</b>	<b>0</b>	<b>(10,753)</b>
<b>Governance Total</b>		<b>1,543,562</b>	<b>1,110,822</b>	<b>(432,740)</b>	<b>55,953</b>	<b>1,230,216</b>
<b>Communications</b>						
<b>Expense</b>						
28320	Salaries - Communications	257,077	262,509	5,432	0	292,786
28321	Other Employee Costs - Communications	1,779	14,245	12,466	0	14,245
28322	Staff Recruitment - Communications	0	1,500	1,500	0	1,500
28323	Office - Communications	43,780	83,545	39,765	4,247	90,960
28327	Finance - Communications	80,300	80,300	0	0	87,600
28330	Other Expense - Communications	3,758	2,588	(1,170)	0	2,800
28335	ICT Expenses - Communications	32,015	38,170	6,155	0	41,640
28350	Special Projects - Communications / PC 90	7,023	33,000	25,978	0	33,000
<b>Expense Total</b>		<b>425,731</b>	<b>515,857</b>	<b>90,126</b>	<b>4,247</b>	<b>564,531</b>
<b>Communications Total</b>		<b>425,731</b>	<b>515,857</b>	<b>90,126</b>	<b>4,247</b>	<b>564,531</b>
<b>Human Resources</b>						
<b>Expense</b>						
20520	Salaries - HR	379,399	380,346	947	15,869	424,183
20521	Other Employee Costs - HR	117,658	152,751	35,093	23,113	174,100
20522	Staff Recruitment - HR	32,317	11,913	(20,404)	19,528	13,000
20523	Office - HR	7,099	8,849	1,750	0	8,900
20527	Finance - HR	(658,075)	(658,075)	0	0	(717,900)
20528	Insurance - HR	92,527	107,740	15,213	0	107,740
20534	Professional Fees - HR	8,984	10,000	1,016	0	10,000
<b>Expense Total</b>		<b>(20,090)</b>	<b>13,524</b>	<b>33,614</b>	<b>58,511</b>	<b>20,023</b>
<b>Income</b>						
50510	Contributions & Reimbursements - HR	0	(15,000)	(15,000)	0	(20,000)
<b>Income Total</b>		<b>0</b>	<b>(15,000)</b>	<b>(15,000)</b>	<b>0</b>	<b>(20,000)</b>
<b>Human Resources Total</b>		<b>(20,090)</b>	<b>(1,476)</b>	<b>18,614</b>	<b>58,511</b>	<b>23</b>
<b>Members Of Council</b>						
<b>Expense</b>						
20325	Depreciation - MOC	533	825	292	0	900
20329	Members of Council - MOC	384,252	457,303	73,051	1,439	495,601
20330	Other Expense - MOC	1,256	0	(1,256)	0	0
20327	Finance - MOC	20,526	20,537	11	0	22,400
<b>Expense Total</b>		<b>406,567</b>	<b>478,665</b>	<b>72,098</b>	<b>1,439</b>	<b>518,901</b>
<b>Members Of Council Total</b>		<b>406,567</b>	<b>478,665</b>	<b>72,098</b>	<b>1,439</b>	<b>518,901</b>
<b>CEO's Office Total</b>		<b>2,355,770</b>	<b>2,103,868</b>	<b>(251,902)</b>	<b>120,151</b>	<b>2,313,671</b>
<b>Governance Total</b>		<b>2,355,770</b>	<b>2,103,868</b>	<b>(251,902)</b>	<b>120,151</b>	<b>2,313,671</b>
<b>Corporate &amp; Strategy</b>						
<b>Corporate Strategy &amp; Systems</b>						
<b>Corporate Services</b>						
<b>Expense</b>						
20323	Office - MOC	13,865	16,962	3,097	1,211	18,500
21220	Salaries - Corporate Services	605,979	573,237	(32,742)	0	639,288
21221	Other Employee Costs - Corporate Services	14,175	22,860	8,685	0	27,110
21224	Motor Vehicles - Corporate Services	17,763	18,337	574	0	20,000
21227	Finance - Corporate Services	(220,825)	(220,825)	0	0	(240,900)
21230	Other Expense - Corporate Services	10,499	11,000	501	410	12,000

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21234	Professional Fees - Corporate Services	0	50,000	50,000	0	50,000
21235	ICT Expenses - Corporate Services	81,193	97,177	15,984	4,827	106,014
21250	Special Projects - Corporate Services / PC68	11,300	20,163	8,863	3,700	22,000
<b>Expense Total</b>		<b>533,949</b>	<b>588,911</b>	<b>54,962</b>	<b>10,149</b>	<b>654,012</b>
Corporate Services Total		533,949	588,911	54,962	10,149	654,012
Customer Services						
Expense						
21320	Salaries - Customer Service	282,134	316,408	34,274	0	352,911
21321	Other Employee Costs - Customer Service	3,100	6,120	3,020	160	6,120
21323	Office - Customer Service	4,840	5,600	760	2,201	6,200
21327	Finance - Customer Service	(320,188)	(320,191)	(3)	0	(349,300)
21330	Other Expense - Customer Service	109	187	78	0	200
21350	Special Projects - Customer Service	0	0	0	0	0
<b>Expense Total</b>		<b>(30,004)</b>	<b>8,124</b>	<b>38,128</b>	<b>2,361</b>	<b>16,131</b>
Income						
51310	Sundry Income - Customer Service	0	(550)	(550)	0	(600)
51301	Fees & Charges - Customer Services	(410)	0	410	0	0
<b>Income Total</b>		<b>(410)</b>	<b>(550)</b>	<b>(140)</b>	<b>0</b>	<b>(600)</b>
Customer Services Total		(30,414)	7,574	37,988	2,361	15,531
ICT						
Expense						
21720	Salaries - ICT	369,058	355,933	(13,125)	0	395,958
21721	Other Employee Costs - ICT	1,573	3,420	1,847	0	3,420
21723	Office - ICT	61,373	30,702	(30,671)	12,729	33,365
21724	Motor Vehicles - ICT	0	0	0	0	0
21725	Depreciation - ICT	51,370	151,987	100,617	0	165,800
21727	Finance - ICT	(1,112,925)	(1,112,928)	(3)	0	(1,214,100)
21728	Insurance - ICT	6,652	6,370	(282)	0	6,370
21730	Other Expense - ICT	2,887	9,163	6,276	476	10,000
21734	Professional Fees - ICT	33,057	47,663	14,606	25,895	52,000
21735	ICT Expenses - ICT	625,356	702,321	76,965	53,361	768,992
<b>Expense Total</b>		<b>38,401</b>	<b>194,631</b>	<b>156,230</b>	<b>92,461</b>	<b>221,805</b>
ICT Total		38,401	194,631	156,230	92,461	221,805
<b>Corporate Strategy &amp; Systems Total</b>		<b>541,936</b>	<b>791,116</b>	<b>249,180</b>	<b>104,970</b>	<b>891,348</b>
Finance						
Rates						
Expense						
21920	Salaries - Rates	116,178	115,534	(644)	0	128,698
21921	Other Employee Costs - Rates	698	1,520	822	0	1,520
21923	Office - Rates	13,575	15,150	1,575	560	15,200
21927	Finance - Rates	140,432	137,388	(3,044)	2,158	144,700
21930	Other Expense - Rates	13,877	11,500	(2,377)	908	11,500
21934	Professional Fees - Rates	65,134	72,000	6,866	31,349	80,000
<b>Expense Total</b>		<b>349,894</b>	<b>353,092</b>	<b>3,198</b>	<b>34,976</b>	<b>381,618</b>
Income						
51908	Rates - Rates	(24,975,123)	(24,964,494)	10,629	0	(24,983,233)
<b>Income Total</b>		<b>(24,975,123)</b>	<b>(24,964,494)</b>	<b>10,629</b>	<b>0</b>	<b>(24,983,233)</b>
Rates Total		(24,625,230)	(24,611,402)	13,828	34,976	(24,601,615)
General Finance						
Expense						
21420	Salaries - Finance	654,924	619,663	(35,261)	25,011	690,741
21421	Other Employee Costs - Finance	4,832	10,030	5,198	0	10,030
21423	Office - Finance	747	638	(109)	0	700
21424	Motor Vehicles - Finance	0	0	0	0	0
21425	Depreciation - Finance	117	825	708	0	900
21427	Finance - Finance	(639,095)	(627,916)	11,179	1,689	(685,000)
21430	Other Expense - Finance	0	500	500	0	500
21434	Professional Fees - Finance	380	12,587	12,207	36,166	58,000
<b>Expense Total</b>		<b>21,904</b>	<b>16,327</b>	<b>(5,577)</b>	<b>62,866</b>	<b>75,871</b>
Income						
51401	Fees & Charges - Finance	(64,430)	(49,500)	14,930	0	(54,000)
51410	Sundry Income - Finance	(21,590)	(21,000)	590	0	(21,000)
<b>Income Total</b>		<b>(86,020)</b>	<b>(70,500)</b>	<b>15,520</b>	<b>0</b>	<b>(75,000)</b>
General Finance Total		(64,116)	(54,173)	9,943	62,866	871
General Purpose						
Expense						
21623	Office - General Purpose	154	0	(154)	0	0
21627	Finance - General Purpose	20,258	33,913	13,655	0	37,000
21631	Interest - General Purpose	157,712	157,773	61	0	172,115
<b>Expense Total</b>		<b>178,124</b>	<b>191,686</b>	<b>13,562</b>	<b>0</b>	<b>209,115</b>
Income						
51604	Grants Operating - General Purpose	(357,632)	(363,000)	(5,368)	0	(363,000)

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51607	Interest - General Purpose	(85,394)	(119,163)	(33,769)	0	(130,000)
51610	Sundry Income - General Purpose	(23)	0	23	0	0
Income Total		(443,049)	(482,163)	(39,114)	0	(493,000)
General Purpose Total		(264,926)	(290,477)	(25,551)	0	(283,885)
Shared Services						
Expense						
21523	Office - Shared Services	94,800	98,087	3,287	14,170	107,000
21527	Finance - Shared Services	(216,788)	(216,788)	0	0	(236,500)
21528	Insurance - Shared Services	5,625	0	(5,625)	0	0
21534	Professional Fees - Shared Services	78,105	200,100	121,995	56,462	234,475
Expense Total		(38,258)	81,399	119,657	70,632	104,975
Shared Services Total		(38,258)	81,399	119,657	70,632	104,975
Finance Total		(24,992,529)	(24,874,653)	117,876	168,474	(24,779,654)
Corporate & Strategy Total		(24,450,593)	(24,083,537)	367,056	273,444	(23,888,306)
Community Development						
Community Development						
Expense						
28120	Salaries - Community Development	445,749	432,897	(12,852)	0	482,586
28121	Other Employee Costs - Community Development	5,181	8,385	3,204	0	9,210
28123	Office - Community Development	999	913	(86)	0	1,000
28124	Motor Vehicles - Community Development	7,642	8,250	608	0	9,000
28125	Depreciation - Community Development	1,000	1,012	12	0	1,100
28127	Finance - Community Development	124,575	124,575	0	0	135,900
28128	Insurance - Community Development	0	0	0	0	0
28130	Other Expense - Community Development	4,846	6,886	2,040	0	7,500
28134	Professional Fees - Community Development	0	462	462	0	500
28137	Donations - Community Development	77,356	131,400	54,044	0	186,000
28150	Special Projects - Community Development	8,982	77,000	68,018	5,328	77,000
28151	OPRL Activities - Community Development / PC82-87	56,366	80,338	23,972	31,868	86,100
Expense Total		732,695	872,118	139,423	37,196	995,896
Income						
58101	Fees & Charges - Community Development	(7,468)	(12,826)	(5,358)	0	(14,000)
58104	Grants Operating - Community Development	0	(913)	(913)	0	(1,000)
58106	Contributions & Reimbursements - Community Development	(864)	(4,587)	(3,723)	0	(5,000)
Income Total		(8,331)	(18,326)	(9,995)	0	(20,000)
Community Development Total		724,364	853,792	129,428	37,196	975,896
Community Facilities						
Expense						
28252	Finance - Community Facilities	8,250	8,250	0	0	9,000
28220	Salaries - Community Facilities	39,039	39,434	395	0	44,000
28253	Community Insurance- Community Facilities	1,563	6,367	4,805	0	6,367
Expense Total		48,852	54,051	5,199	0	59,367
Income						
58201	Fees & Charges - Community Facilities	(1,576)	(462)	1,114	0	(500)
58209	Council Property - Community Facilities	(168,641)	(180,026)	(11,385)	0	(209,900)
Income Total		(170,217)	(180,488)	(10,271)	0	(210,400)
Community Facilities Total		(121,365)	(126,437)	(5,072)	0	(151,033)
Volunteer Services VRC						
Expense						
29320	Salaries - Volunteer Services VRC	82,253	74,541	(7,712)	0	81,493
29321	Other Employee Cost - Volunteer Services VRC	809	1,160	351	0	1,160
29323	Office - Volunteer Services VRC	1,117	2,700	1,583	0	2,700
29327	Finance - Volunteer Services VRC	38,137	38,137	0	0	41,600
29328	Insurance - Volunteer Services VRC	0	0	0	0	0
29330	Other Expense - Volunteer Services VRC	3	3,150	3,147	0	4,150
Expense Total		122,320	119,688	(2,632)	0	131,103
Income						
59304	Grants Operating - Volunteer Services VRC	(14,608)	(13,387)	1,221	0	(14,608)
Income Total		(14,608)	(13,387)	1,221	0	(14,608)
Volunteer Services VRC Total		107,712	106,301	(1,411)	0	116,495
Volunteer Services NVS						
Expense						
29220	Salaries - Volunteer Services NVS	31,671	34,181	2,510	0	37,337
29221	Other Employee Costs - Volunteer Services NVS	177	380	203	0	380
29223	Office - Volunteer Services NVS	264	500	236	0	500
29227	Finance - Volunteer Services NVS	34,650	34,650	0	0	37,800
29230	Other Expense - Volunteer Services NVS	622	1,729	1,107	857	2,100
29250	Special Projects - Volunteer Services NVS	2,312	3,000	688	0	3,000
Expense Total		69,695	74,440	4,745	857	81,117
Volunteer Services NVS Total		69,695	74,440	4,745	857	81,117
Tresillian Community Centre						

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Expense						
29120	Salaries - Tresillian CC	224,607	219,505	(5,102)	0	244,056
29121	Other Employee Costs - Tresillian CC	1,212	2,630	1,418	0	2,630
29123	Office - Tresillian CC	12,622	20,000	7,378	6,536	25,000
29125	Depreciation - Tresillian CC	2,189	2,288	99	0	2,500
29127	Finance - Tresillian CC	56,738	56,738	0	0	61,900
29130	Other Expense - Tresillian CC	5,062	7,500	2,438	340	7,500
29136	Courses - Tresillian CC	192,943	184,350	(8,593)	61,490	245,800
29150	Exhibition - Tresillian CC	25,450	21,713	(3,737)	0	24,600
<b>Expense Total</b>		<b>520,822</b>	<b>514,724</b>	<b>(6,098)</b>	<b>68,366</b>	<b>613,986</b>
Income						
59101	Fees & Charges - Tresillian CC	(534,084)	(397,125)	136,959	0	(401,500)
59109	Council Property - Tresillian CC	(36,884)	(33,000)	3,884	0	(36,000)
51906	Contributions & Reimbursement - Tresillian CC	(500)	0	500	0	0
<b>Income Total</b>		<b>(571,469)</b>	<b>(430,125)</b>	<b>141,344</b>	<b>0</b>	<b>(437,500)</b>
Tresillian Community Centre Total		(50,646)	84,599	135,245	68,366	176,486
<b>Community Development Total</b>		<b>729,760</b>	<b>992,695</b>	<b>262,935</b>	<b>106,419</b>	<b>1,198,961</b>
Community Services Centres						
Nedlands Community Care						
Expense						
28620	Salaries - NCC	683,630	674,646	(8,984)	0	752,427
28621	Other Employee Costs - NCC	5,593	12,420	6,827	0	13,170
28623	Office - NCC	5,059	23,250	18,191	979	24,000
28624	Motor Vehicles - NCC	53,195	87,083	33,888	0	95,000
28625	Depreciation - NCC	2,579	4,213	1,634	0	4,600
28626	Utility - NCC	6,789	13,500	6,711	0	13,500
28627	Finance - NCC	155,100	155,100	0	0	169,200
28628	Insurance - NCC	2,031	5,280	3,249	0	5,280
28630	Other Expense - NCC	72,193	38,387	(33,806)	8,118	41,600
28635	ICT Expenses - NCC	5,414	0	(5,414)	5,305	6,000
28664	Hacc Unit Cost - NCC / PC66	45,667	0	(45,667)	0	0
<b>Expense Total</b>		<b>1,037,250</b>	<b>1,013,879</b>	<b>(23,371)</b>	<b>14,401</b>	<b>1,124,777</b>
Income						
58601	Fees & Charges - NCC/PC 66	(123,768)	(110,000)	13,768	0	(120,000)
58604	Grants Operating - NCC/PC 66	(1,040,473)	(953,771)	86,702	0	(1,040,500)
58610	Sundry Income - NCC	0	0	0	0	(2,000)
<b>Income Total</b>		<b>(1,164,241)</b>	<b>(1,063,771)</b>	<b>100,470</b>	<b>0</b>	<b>(1,162,500)</b>
Nedlands Community Care Total		(126,990)	(49,892)	77,098	14,401	(37,723)
Positive Ageing						
Expense						
27420	Salaries - Positive Ageing	144,924	142,845	(2,079)	0	159,193
27421	Other Employee Costs - Positive Ageing	884	0	(884)	0	0
27427	Finance - Positive Ageing	31,438	31,438	0	0	34,300
28437	Donations - Positive Ageing	995	4,587	3,592	0	5,000
28450	Other Expense - Positive Ageing	28,758	48,163	19,405	4,768	54,000
28451	Insurance	214	2,160	1,946	0	2,160
<b>Expense Total</b>		<b>207,213</b>	<b>229,193</b>	<b>21,980</b>	<b>4,768</b>	<b>254,653</b>
Income						
58420	Fees & Charges - Positive Ageing	(38,790)	(52,975)	(14,185)	0	(60,075)
58423	Grants Operating - Positive Ageing	0	(2,000)	(2,000)	0	(2,000)
<b>Income Total</b>		<b>(38,790)</b>	<b>(54,975)</b>	<b>(16,185)</b>	<b>0</b>	<b>(62,075)</b>
Positive Ageing Total		168,423	174,218	5,795	4,768	192,578
Point Resolution Child Care						
Expense						
28820	Salaries - PRCC	452,153	519,291	67,138	0	578,927
28821	Other Employee Costs - PRCC	4,000	8,470	4,470	0	8,870
28823	Office - PRCC	4,191	8,400	4,209	662	9,200
28824	Motor Vehicles - PRCC	7,538	6,875	(663)	0	7,500
28825	Depreciation - PRCC	0	825	825	0	900
28826	Utility - PRCC	3,145	8,425	5,280	0	9,300
28827	Finance - PRCC	86,438	86,438	0	0	94,300
28828	Insurance - PRCC	138	1,080	942	0	1,080
28830	Other Expense - PRCC	23,856	22,326	(1,530)	2,011	24,000
28835	ICT Expenses - PRCC	980	1,600	620	1,723	1,600
<b>Expense Total</b>		<b>582,438</b>	<b>663,730</b>	<b>81,292</b>	<b>4,396</b>	<b>735,677</b>
Income						
58801	Fees & Charges - PRCC	(751,785)	(689,200)	62,585	0	(750,000)
<b>Income Total</b>		<b>(751,785)</b>	<b>(689,200)</b>	<b>62,585</b>	<b>0</b>	<b>(750,000)</b>
Point Resolution Child Care Total		(169,347)	(25,470)	143,877	4,396	(14,323)
Mt Claremont Library						
Expense						
28523	Office - Mt Claremont Library	4,429	9,625	5,197	1,264	10,500

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28527	Finance - Mt Claremont Library	68,387	68,387	0	0	74,600
28530	Other Expense - Mt Claremont Library	25,746	33,274	7,528	3,657	37,200
28535	ICT Expenses - Mt Claremont Library	9,778	11,250	1,472	0	12,000
<b>Expense Total</b>		<b>108,340</b>	<b>122,536</b>	<b>14,196</b>	<b>4,921</b>	<b>134,300</b>
Income						
58501	Fees & Charges - Mt Claremont Library	(588)	(825)	(237)	0	(900)
58510	Sundry Income - Mt Claremont Library	(584)	(462)	122	0	(500)
58511	Fines & Penalties - Mt Claremont Library	(341)	(506)	(165)	0	(550)
<b>Income Total</b>		<b>(1,512)</b>	<b>(1,793)</b>	<b>(281)</b>	<b>0</b>	<b>(1,950)</b>
Mt Claremont Library Total		106,828	120,743	13,915	4,921	132,350
Nedlands Library						
Expense						
28720	Salaries - Library Services	856,421	874,088	17,667	0	971,456
28721	Other Employee Costs - Library Services	15,209	21,766	6,557	0	25,240
28723	Office - Nedlands Library	16,043	40,879	24,836	3,338	45,500
28724	Motor Vehicles - Nedlands Library	16,583	17,006	424	0	18,550
28725	Depreciation - Nedlands Library	10,076	12,375	2,299	0	13,500
28727	Finance - Nedlands Library	348,062	348,062	0	0	379,700
28728	Insurance - Nedlands Library	1,687	4,680	2,993	0	4,680
28730	Other Expense - Nedlands Library	66,903	95,073	28,170	14,809	103,700
28731	Grants Expenditure - Nedlands Library	1,100	1,300	200	0	1,300
28734	Professional Fees - Nedlands Library	0	500	500	0	1,000
28735	ICT Expenses - Nedlands Library	28,184	31,950	3,766	0	32,600
28750	Special Projects - Nedlands Library	0	2,325	2,325	0	3,100
<b>Expense Total</b>		<b>1,360,268</b>	<b>1,450,004</b>	<b>89,736</b>	<b>18,146</b>	<b>1,600,326</b>
Income						
58701	Fees & Charges - Nedland Library	(5,423)	(462)	4,961	0	(500)
58704	Grants Operating - Nedlands Library	(1,000)	(1,300)	(300)	0	(1,300)
58710	Sundry Income - Nedlands Library	(6,549)	(4,587)	1,962	0	(5,000)
58711	Fines & Penalties - Nedlands Library	(3,986)	(1,463)	2,523	0	(1,600)
<b>Income Total</b>		<b>(16,958)</b>	<b>(7,812)</b>	<b>9,146</b>	<b>0</b>	<b>(8,400)</b>
Nedlands Library Total		1,343,311	1,442,192	98,881	18,146	1,591,926
<b>Community Services Centres Total</b>		<b>1,322,225</b>	<b>1,661,791</b>	<b>339,566</b>	<b>46,632</b>	<b>1,864,808</b>
<b>Community Development Total</b>		<b>2,051,985</b>	<b>2,654,486</b>	<b>602,501</b>	<b>153,051</b>	<b>3,063,769</b>
Planning & Development Services						
Urban Planning						
Expense						
24820	Salaries - Town Planning Admin	1,536,234	1,492,302	(43,932)	0	1,630,577
24821	Other Employee Costs - Town Planning Admin	20,264	34,330	14,066	0	39,580
24823	Office - Town Planning Admin	26,521	32,210	5,689	845	36,500
24824	Motor Vehicles - Town Planning Admin	32,085	29,331	(2,754)	0	32,000
24825	Depreciation - Town Planning Admin	0	187	187	0	200
24827	Finance - Town Planning Admin	334,400	334,400	0	0	364,800
24830	Other Expense - Town Planning Admin	9,279	2,700	(6,579)	0	2,700
24834	Professional Fees - Town Planning Admin	285,390	229,163	(56,227)	72,262	250,000
24858	Projects - PC61	135,966	943,651	807,685	125,111	990,458
<b>Expense Total</b>		<b>2,380,138</b>	<b>3,098,274</b>	<b>718,136</b>	<b>198,217</b>	<b>3,346,815</b>
Income						
54801	Fees & Charges - Town Planning Admin	(622,125)	(804,474)	(182,349)	0	(877,600)
54810	Sundry Income - Town Planning Admin	(146)	0	146	0	0
54811	Fines & Penalties - Town Planning	0	(750)	(750)	0	(1,500)
<b>Income Total</b>		<b>(622,271)</b>	<b>(805,224)</b>	<b>(182,953)</b>	<b>0</b>	<b>(879,100)</b>
Urban Planning Total		1,757,868	2,293,050	535,182	198,217	2,467,715
<b>Planning Services Total</b>		<b>1,757,868</b>	<b>2,293,050</b>	<b>535,182</b>	<b>198,217</b>	<b>2,467,715</b>
Health & Compliance						
Sustainability						
Expense						
24620	Salaries - Sustainability	29,450	28,734	(716)	0	32,044
24621	Other Employee Costs - Sustainability	186	400	214	0	400
24624	Motor Vehicles - Sustainability	17,437	17,417	(20)	0	19,000
24625	Depreciation - Sustainability	0	1,463	1,463	0	1,600
24627	Finance - Sustainability	3,850	3,850	0	0	4,200
24638	Operational Activities - Sustainability / PC79	9,536	21,378	11,842	7,545	24,000
<b>Expense Total</b>		<b>60,458</b>	<b>73,242</b>	<b>12,784</b>	<b>7,545</b>	<b>81,244</b>
Sustainability Total		60,458	73,242	12,784	7,545	81,244
Environmental Health						
Expense						
24720	Salaries - Environmental Health	468,956	532,306	63,350	0	593,503
24721	Other Employee Costs - Environmental Health	11,596	17,020	5,424	1,764	19,720
24723	Office - Environmental Health	598	1,645	1,047	0	1,800
24725	Depreciation - Environmental Health	5,098	5,962	864	0	6,500
24727	Finance - Environmental Health	101,487	91,487	(10,000)	0	99,800

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24730	Other Expense - Environmental Health	5,356	12,375	7,019	380	13,500
24751	OPRL Activities - Environmental Health PC76,77,78	6,944	19,888	12,944	4,395	21,700
<b>Expense Total</b>		<b>600,036</b>	<b>680,683</b>	<b>80,647</b>	<b>6,539</b>	<b>756,523</b>
Income						
54701	Fees & Charges - Environmental Health	(55,170)	(41,250)	13,920	0	(45,000)
54710	Sundry Income - Environmental Health	(2,124)	(1,837)	287	0	(2,000)
54711	Fines & Penalties - Environmental Health	(845)	(28,402)	(27,557)	0	(31,000)
<b>Income Total</b>		<b>(58,139)</b>	<b>(71,489)</b>	<b>(13,350)</b>	<b>0</b>	<b>(78,000)</b>
Environmental Health Total		541,897	609,194	67,297	6,539	678,523
Environmental Conservation						
Expense						
24220	Salaries - Environmental Conservation	12,438	0	(12,438)	0	0
24221	Other Employee Costs - Environmental Conservation	1,081	2,850	1,769	0	3,350
24223	Office - Environmental Conservation	529	900	371	0	900
24227	Finance - Environmental Conservation	58,025	58,025	0	0	63,300
24230	Other Expense - Environmental Conservation	443	675	232	0	1,350
24237	Donations - Environmental Conservation	1,255	1,125	(130)	0	2,250
24251	OPRL Activities - Environ Conservation / PC80	604,492	692,094	87,602	153,747	833,400
<b>Expense Total</b>		<b>678,263</b>	<b>755,669</b>	<b>77,406</b>	<b>153,747</b>	<b>904,550</b>
Income						
54204	Grants Operating - Environmental Conservation	(6,785)	0	6,785	0	0
54210	Sundry Income - Environmental Conservation	(6,356)	(14,800)	(8,444)	0	(14,800)
<b>Income Total</b>		<b>(13,142)</b>	<b>(14,800)</b>	<b>(1,658)</b>	<b>0</b>	<b>(14,800)</b>
Environmental Conservation Total		665,121	740,869	75,748	153,747	889,750
Ranger Services						
Expense						
21120	Salaries - Ranger Services	562,588	537,443	(25,145)	0	596,061
21121	Other Employee Costs - Ranger Services	8,957	15,108	6,151	147	16,875
21123	Office - Ranger Services	5,919	5,781	(138)	0	6,200
21124	Motor Vehicles - Ranger Services	42,826	57,750	14,924	0	63,000
21125	Depreciation - Ranger Services	4,315	5,500	1,185	0	6,000
21127	Finance - Ranger Services	158,441	163,724	5,283	0	178,100
21130	Other Expense - Ranger Services	66,018	81,787	15,769	10,946	82,950
21137	Donations - Ranger Services	0	1,000	1,000	0	1,000
<b>Expense Total</b>		<b>849,064</b>	<b>868,093</b>	<b>19,029</b>	<b>11,093</b>	<b>950,186</b>
Income						
51101	Fees & Charges - Ranger Services	(62,146)	(50,326)	11,820	0	(54,000)
51106	Contributions & Reimbursements- Rangers Services	(31,844)	0	31,844	0	0
51111	Fines & Penalties - Rangers Services	(252,350)	(257,500)	(5,150)	0	(272,500)
<b>Income Total</b>		<b>(346,340)</b>	<b>(307,826)</b>	<b>38,514</b>	<b>0</b>	<b>(326,500)</b>
Ranger Services Total		502,724	560,267	57,543	11,093	623,686
<b>Health &amp; Compliance Total</b>		<b>1,770,201</b>	<b>1,983,572</b>	<b>213,371</b>	<b>178,924</b>	<b>2,273,203</b>
Building Services						
Building Services						
Expense						
24420	Salaries - Building Services	707,628	657,730	(49,898)	0	733,576
24421	Other Employee Costs - Building Services	17,449	28,020	10,571	0	33,520
24423	Office - Building Services	656	3,725	3,069	510	3,780
24424	Motor Vehicles - Building Services	24,798	26,583	1,785	0	29,000
24425	Depreciation - Building Services	0	275	275	0	300
24427	Finance - Building Services	170,588	170,588	0	0	186,100
24430	Other Expense - Building Services	92	1,350	1,258	0	1,350
24434	Professional Fees - Building Services	0	4,125	4,125	0	4,500
<b>Expense Total</b>		<b>921,210</b>	<b>892,396</b>	<b>(28,814)</b>	<b>510</b>	<b>992,126</b>
Income						
54401	Fees & Charges - Building Services	(892,114)	(589,174)	302,940	0	(628,000)
54410	Sundry Income - Building Services	(15,341)	(22,913)	(7,572)	0	(25,000)
54411	Fines & Penalties - Building Services	(54,399)	(37,125)	17,274	0	(40,500)
<b>Income Total</b>		<b>(961,854)</b>	<b>(649,212)</b>	<b>312,642</b>	<b>0</b>	<b>(693,500)</b>
Building Services Total		(40,644)	243,184	283,828	510	298,626
<b>Building Services Total</b>		<b>(40,644)</b>	<b>243,184</b>	<b>283,828</b>	<b>510</b>	<b>298,626</b>
<b>Planning &amp; Development Services Total</b>		<b>3,487,424</b>	<b>4,519,806</b>	<b>1,032,382</b>	<b>377,651</b>	<b>5,039,544</b>
Technical Services						
Engineering						
Infrastructure Services						
Expense						
26220	Salaries - Infrastructure Svcs	2,124,129	2,063,268	(60,861)	66,129	2,295,796
26221	Other Employee Costs - Infrastructure Svcs	67,317	107,638	40,321	3,078	119,850
26223	Office - Infrastructure Svcs	10,605	30,549	19,944	2,264	31,500
26224	Motor Vehicles - Infrastructure Svcs	25,326	48,583	23,257	0	53,000
26225	Depreciation - Infrastructure Svcs	7,690	10,725	3,035	0	11,700
26227	Finance - Infrastructure Svcs	(1,364,947)	(2,355,835)	(990,888)	0	(2,570,000)



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26228	Insurance - Infrastructure Svs	133,496	169,490	35,994	0	169,490
26230	Other Expense - Infrastructure Svs	19,410	65,000	45,590	549	65,000
26234	Professional Fees - Infrastructure Svs	64,915	122,250	57,335	57,463	123,000
26250	Special Projects - Infrastructure Svs	5,912	0	(5,912)	0	0
36101	Project Contribution - Infrastructure	782,474	737,446	(45,028)	0	983,260
<b>Expense Total</b>		<b>1,876,327</b>	<b>999,114</b>	<b>(877,213)</b>	<b>129,482</b>	<b>1,282,596</b>
Income						
56206	Contributions & Reimbursement - Infrastructure Svs	(110)	0	110	0	0
50202	Service Charges - Infrastructure Svs	(128,264)	0	128,264	0	0
56201	Fees & Charges - Infrastructure Svs	(65)	(3,750)	(3,685)	0	(5,000)
<b>Income Total</b>		<b>(128,438)</b>	<b>(3,750)</b>	<b>124,688</b>	<b>0</b>	<b>(5,000)</b>
Infrastructure Services Total		1,747,890	995,364	(752,526)	129,482	1,277,596
Plant Operating						
Expense						
26521	Other Employee Costs - Plant Operating	1,652	3,590	1,938	0	3,590
26525	Depreciation - Plant Operating	208,489	300,666	92,177	0	328,000
26527	Finance - Plant Operating	(904,779)	(1,097,715)	(192,937)	0	(1,197,500)
26532	Plant - Plant Operating	345,917	614,400	268,483	46,585	662,900
26533	Minor Parts & Workshop Tools - Plant Operating	25,013	50,450	25,437	17,548	51,700
26549	Loss Sale of Assets - Plant Operating	0	30,316	30,316	0	30,316
<b>Expense Total</b>		<b>(323,708)</b>	<b>(98,293)</b>	<b>225,415</b>	<b>64,133</b>	<b>(120,994)</b>
Income						
56501	Fees & Charges - Plant Operating	0	0	0	0	0
56515	Profit Sale of Assets - Plant Operating	(1,805)	(182)	1,623	0	(182)
56506	Contributions & Reimbursements - Plant Operating	(50,564)	(48,213)	2,351	0	(52,600)
<b>Income Total</b>		<b>(52,369)</b>	<b>(48,395)</b>	<b>3,974</b>	<b>0</b>	<b>(52,782)</b>
Plant Operating Total		(376,076)	(146,688)	229,388	64,133	(173,776)
Streets Roads and Depots						
Expense						
26625	Depreciation - Streets Roads & Depots	2,071,779	2,080,279	8,500	0	2,269,400
26626	Utility - Streets Roads & Depots	447,003	534,416	87,413	0	583,000
26630	Other Expense - Streets Roads & Depots	32,654	41,250	8,596	20,966	55,000
26640	Reinstatement - Streets Roads & Depot	1,111	5,250	4,139	0	7,000
26667	Maintenance - Road Maintenance / PC51	520,086	680,500	160,414	68,583	680,500
26668	Maintenance - Drainage Maintenance / PC52	412,039	500,000	87,961	52,926	500,000
26669	Maintenance - Footpath Maintenance / PC53	210,344	197,076	(13,268)	5,914	215,000
26670	Maintenance - Parking Signs / PC54	91,405	89,375	(2,030)	0	97,500
26671	Maintenance - Right of Way Maintenance / PC55	56,341	80,000	23,659	0	80,000
26672	Maintenance - Bus Shelter Maintenance / PC56	11,073	11,600	527	82	11,600
26673	Maintenance - Graffiti Control / PC57	6,077	13,750	7,673	2,185	15,000
26674	Maintenance - Streets Roads & Depot / PC89	75,646	105,413	29,767	13,706	115,000
<b>Expense Total</b>		<b>3,935,558</b>	<b>4,338,909</b>	<b>403,351</b>	<b>164,362</b>	<b>4,629,000</b>
Income						
56601	Fees & Charges - Streets Roads & Depots	(82,142)	(60,000)	22,142	0	(80,000)
56604	Grants Operating - Streets Roads & Depots	(79,447)	(52,500)	26,947	0	(70,000)
56606	Contributions & Reimburse - Streets Roads & Depots	(21,781)	(7,500)	14,281	0	(10,000)
56610	Sundry Income - Streets Roads & Depots	(498)	0	498	0	0
56611	Fines & Penalties - Streets Roads & Depots	(500)	0	500	0	0
<b>Income Total</b>		<b>(184,368)</b>	<b>(120,000)</b>	<b>64,368</b>	<b>0</b>	<b>(160,000)</b>
Streets Roads and Depots Total		3,751,190	4,218,909	467,719	164,362	4,469,000
Waste Minimisation						
Expense						
24520	Salaries - Waste Minimisation	230,507	222,291	(8,216)	0	247,908
24521	Other Employee Costs - Waste Minimisation	3,244	5,824	2,580	0	6,730
24524	Motor Vehicles - Waste Minimisation	8,442	9,163	721	0	10,000
24527	Finance - Waste Minimisation	166,011	165,638	(373)	0	180,700
24538	Purchase of Product - Waste Minimisation	898	0	(898)	225	0
24552	Residential Kerbside - Waste Minimisation / PC71	1,576,447	1,896,565	320,118	328,350	2,069,000
24553	Residential Bulk - Waste Minimisation / PC72	194,047	424,779	230,732	249,451	463,400
24554	Commercial - Waste Minimisation / PC73	100,777	109,263	8,486	97,027	119,200
24555	Public Waste - Waste Minimisation / PC74	86,318	84,337	(1,981)	44,863	92,000
24556	Waste Strategy - Waste Minimisation / PC75	13,097	44,000	30,903	0	48,000
<b>Expense Total</b>		<b>2,379,788</b>	<b>2,961,860</b>	<b>582,072</b>	<b>719,915</b>	<b>3,236,938</b>
Income						
54501	Fees & Charges - Waste Minimisation	(3,276,516)	(3,299,454)	(22,938)	0	(3,299,454)
<b>Income Total</b>		<b>(3,276,516)</b>	<b>(3,299,454)</b>	<b>(22,938)</b>	<b>0</b>	<b>(3,299,454)</b>
Waste Minimisation Total		(896,728)	(337,594)	559,134	719,915	(62,516)
Building Maintenance						
Expense						
24120	Salaries - Building Maintenance	357,649	348,395	(9,254)	0	388,202
24121	Other Employee Costs - Building Maintenance	3,616	8,140	4,524	0	8,140
24123	Office - Building Maintenance	533	561	28	0	613

## Item 13.6 - Attachment 1

24124	Motor Vehicles - Building Maintenance	32,512	33,000	488	0	36,000
24125	Depreciation - Building Maintenance	689,365	685,025	(4,340)	0	747,300
24126	Utility - Building Maintenance PC41,42,43	172,054	264,916	92,862	0	289,000
24127	Finance - Building Maintenance	(143,888)	(68,888)	75,000	0	(129,700)
24128	Insurance - Building Maintenance PC40	79,396	90,700	11,304	0	90,700
24130	Other Expense - Building Maintenance	8,394	25,000	16,607	436	25,000
24133	Building - Building Maintenance PC58	1,060,618	1,307,251	246,633	207,279	1,426,107
24135	ICT Expenses - Building Maintenance	0	2,000	2,000	0	2,000
<b>Expense Total</b>		<b>2,260,247</b>	<b>2,696,100</b>	<b>435,853</b>	<b>207,715</b>	<b>2,883,362</b>
Income						
54106	Contributions & Reimbursement - Building Maintenance	(60,463)	(100,837)	(40,374)	0	(110,000)
54109	Council Property - Building Maintenance	(248,485)	(262,042)	(13,557)	0	(285,884)
<b>Income Total</b>		<b>(308,948)</b>	<b>(362,879)</b>	<b>(53,931)</b>	<b>0</b>	<b>(395,884)</b>
Building Maintenance Total		1,951,300	2,333,221	381,921	207,715	2,487,478
<b>Engineering Total</b>		<b>6,177,576</b>	<b>7,063,212</b>	<b>885,636</b>	<b>1,285,607</b>	<b>7,997,782</b>
Parks Services						
Parks Services						
Expense						
26360	Depreciation - Parks Services	728,523	681,904	(46,619)	0	743,900
26365	Maintenance - Parks Services / PC59	3,607,945	3,765,339	157,394	298,134	4,114,240
<b>Expense Total</b>		<b>4,336,468</b>	<b>4,447,243</b>	<b>110,775</b>	<b>298,134</b>	<b>4,858,140</b>
Income						
56301	Fees & Charges - Parks & Ovals	(468)	0	468	0	0
56306	Contributions & Reimbursements - Parks Services	(82,726)	(20,000)	62,726	0	(20,000)
56309	Council Property - Parks Services	(53,548)	(35,100)	18,448	0	(35,100)
56310	Sundry Income - Parks Services	(28,658)	(21,000)	7,658	0	(21,000)
56312	Fines & Penalties - Parks & Ovals	(1,225)	(1,000)	225	0	(1,000)
<b>Income Total</b>		<b>(166,625)</b>	<b>(77,100)</b>	<b>89,525</b>	<b>0</b>	<b>(77,100)</b>
Parks Services Total		4,169,844	4,370,143	200,299	298,134	4,781,040
<b>Parks Services Total</b>		<b>4,169,844</b>	<b>4,370,143</b>	<b>200,299</b>	<b>298,134</b>	<b>4,781,040</b>
<b>Technical Services Total</b>		<b>10,347,419</b>	<b>11,433,355</b>	<b>1,085,936</b>	<b>1,583,741</b>	<b>12,778,822</b>
<b>City of Nedlands Total</b>		<b>(6,207,995)</b>	<b>(3,372,022)</b>	<b>2,835,973</b>	<b>2,508,038</b>	<b>(692,500)</b>

CITY OF NEDLANDS  
CAPITAL WORKS & ACQUISITIONS  
AS AT 31 MAY 2021

L1	L1 Desc / Num	L2 - Desc	May Actual YTD	Committed Balance	Annual Budget YTD	Budget Available
2	Footpath Rehabilitation					
	2006	Stubbs Terrace	13,666	0	14,332	666
	2011	Victoria Avenue	27,226	0	35,900	8,674
	2012	Waratah Avenue	61,153	14,166	286,000	210,681
	2023	Bruce Street	33,903	1	34,051	147
	2048	Kirwan St	0	0	0	0
	2097	Whitfield St	0	55,670	78,000	22,330
	2452	School Sports Facility	0	5,220	30,211	24,991
	2147	Nandina Avenue	38,752	3,797	25,000	-17,549
	200	Monash Avn-Paving of Verge(infrn of Sch)	113,713	0	113,713	0
	609	Stirling Highway-Kinninmont to smyth	9,104	0	9,213	109
	643	Bruce st Hillway to The Avenue	35,134	946	41,267	5,186
	644	Bruce street 26 Stirling Highway	26,839	0	27,484	645
	645	Victoria Avenue Riverview crt to Waratah	13,639	0	15,716	2,077
	646	Victoria Ave Waratah place to Bishop Rd	27,553	0	31,740	4,187
	798	Stirling Hwy- Weld to Broome	0	0	5,124	5,124
	796	Viewway	47,340	10,629	46,000	-11,969
	<b>Footpath Rehabilitation Total</b>		<b>448,022</b>	<b>90,430</b>	<b>793,751</b>	<b>255,299</b>
3	Road Rehabilitation					
	2003	Alfred Road	0	0	10,847	10,847
	2015	Birdwood Parade	0	0	20,664	20,664
	2202	Mooro Drive	0	0	18,818	18,818
	2176	Walba Way	0	0	5,130	5,130
	2027	The Avenue	0	0	12,896	12,896
	612	Campsie St-Verdun Street to cul-de-sac	0	0	0	0
	616	Ringneck Ln drainage-Brick Paving and in	0	0	0	0
	2319	Laneways	0	30,200	50,000	19,800
	647	Karella Street(East)	162,223	1,659	163,240	-642
	648	Lissadel st - Kirwan to Alderbury st	89,853	164	103,000	12,983
	649	Melvista Avevue - Bay Rd to Stone St	0	0	96,774	96,774
	667	Nameless Lane ( Nth of Haldane )	0	87,608	149,961	62,353
	790	Kingston St	0	0	0	0
	796	Viewway	0	0	0	0
	797	Mengler Av road Resurfacing	1,745	0	173,250	171,505
	799	Jacaranda Av	0	0	6,237	6,237
	800	Lobelia Street	0	0	7,088	7,088
	801	Wood Street	0	0	5,538	5,538
	<b>Road Rehabilitation Total</b>		<b>253,821</b>	<b>119,630</b>	<b>823,443</b>	<b>449,992</b>
4	Drainage Rehabilitation					
	638	Drainage Risk Review Dalkeith & Nedlands	4,269	6,195	28,197	17,733
	2002	Government road and Loch Street	0	0	20,141	20,141
	642	56 Dalkeith Rd Drainage & Laneway Design	0	1,500	14,300	12,800
	668	Government Road & Loch Street Sumps	0	22,910	57,200	34,290
	<b>Drainage Rehabilitation Total</b>		<b>4,269</b>	<b>30,605</b>	<b>119,838</b>	<b>84,964</b>
5	Street Furniture / Bus Shelter					
	501	City Wide Street Lights - INSTL LED	0	0	0	0
	<b>Street Furniture / Bus Shelter Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
6	Grant Funded Projects					
	2001	Railway Road	44,529	122,900	42,910	-124,519
	2003	Alfred Road	27,277	5,000	342,475	310,198
	2012	Waratah Avenue	4,304	0	0	-4,304
	2015	Birdwood Parade	9,007	0	7,000	-2,007
	2017	Loch Street	0	0	0	0
	2037	Elizabeth Street	948,870	59,890	1,108,550	99,790
	2198	Hampden Road	460,021	0	114,377	-345,644
	2097	Whitfield St	532	0	78,000	77,468
	2143	Brockway Road	0	0	0	0
	2070	Waroonga Road	0	0	0	0
	2071	Rockton Road	0	0	0	0
	2410	INTXN - Smyth RD/Monash Av	0	0	0	0
	2041	Elizabeth St-Broadway to Bay Rd(Drainage)	196,619	176,428	250,000	-123,047
	657	North street (Boundary Road)	22,937	0	22,570	-367
	658	School Sports Circuit Mt Claremont	1,184	0	120,100	118,916
	659	Quintilian Road Shared Path - Stage 3	666	35,815	47,200	10,719
	660	Quintilian Road - Additional Traffic	0	0	51,110	51,110
	661	Asquith Street Medium Treatment	29,475	0	20,390	-9,085
	683	Brockway Rd - Alfred to Lemnos St	250,257	438,432	657,325	-31,364
	684	Brockway Rd - Lemnos to Underwood	402,384	19,120	422,331	827
	685	Alfred Road - Narla to West coast Hwy	0	0	0	0
	790	Kingston St	0	0	180,000	180,000
	793	Lemnos St-Bedbrook Pl to Selby St	0	0	25,000	25,000
	794	Lemnos St-Brockway Rd to Bedbrook Pl	0	0	25,000	25,000
	802	Rochdale Rd- Alfrd rd to Town of Cambrid	12,630	0	25,000	12,370
	<b>Grant Funded Projects Total</b>		<b>2,410,690</b>	<b>857,586</b>	<b>3,539,338</b>	<b>271,061</b>
11	Building Construction					

**CITY OF NEDLANDS**  
**CAPITAL WORKS & ACQUISITIONS**  
**AS AT 31 MAY 2021**

	4003	Broome St - Council Depot	14,933	0	0	-14,933
	4004	Webster St - Drabble House	0	0	0	0
	4007	140 Melvista Ave - JC Smith Pavilion	0	0	0	0
	4008	60 Stirling Hwy - Nedlands Library	0	0	0	0
	4009	53 Jutland Pde - PRCC	0	0	0	0
	4012	19 Haldane St - MTC Community Centre	21,534	0	21,534	0
	4020	71 Stirling Hwy - Administration Bldg	2,393	0	0	-2,393
	4021	110 Smyth Road - Cottage Bldg	0	0	0	0
	4159	8 Draper St - Hackett Hall	0	0	10,010	10,010
	4164	100A Princess Rd - College Park Family Centre	0	0	0	0
	619	Charles Court Reserve Toilets-Renovation	0	0	0	0
	620	Mt Claremont Library-Re roof	23,595	0	29,527	5,932
	650	Hearing Loop	56,872	0	85,800	28,928
	651	Dalketh Hall - Floor	1,740	0	42,996	41,256
	652	Allen Park Cottage - Alternate Facility	13,085	1,350	150,000	135,566
	653	Nedlands Golf Club Greenkeepers Shed	0	0	50,000	50,000
	682	71 Stirling Hwy - Renovate roof, Air con	217,767	29	214,500	-3,296
	<b>Building Construction Total</b>		<b>351,918</b>	<b>1,379</b>	<b>604,367</b>	<b>251,070</b>
13	Major Projects - Roads					
	662	Foreshore Workshop	0	0	25,000	25,000
	663	Riverwall-170 Waratah Place Asset SRDalo	8,540	0	36,450	27,910
	664	Riverwall - PFSYC Boat Slipway Temporary	3,600	0	24,300	20,700
	<b>Major Projects - Roads Total</b>		<b>12,140</b>	<b>0</b>	<b>85,750</b>	<b>73,610</b>
14	Parks & Reserves Construction					
	4052	Allen Park	28,822	0	12,890	-15,932
	4055	Asquith Park	0	0	0	0
	4060	Birdwood Parade Reserve	0	0	0	0
	4061	Bishop Road Reserve	163	0	41,685	41,522
	4062	Blain Park	0	0	0	0
	4069	Carrington Park	0	0	0	0
	4071	Charles Ct Reserve	0	0	0	0
	4072	College Park	11,973	0	12,890	917
	4079	David Cruickshank Reserve	22,157	0	21,450	-707
	4080	Directors Gardens	0	0	0	0
	4087	Grainger Reserve	0	0	0	0
	4089	Hamilton Park	1,235	299	72,748	71,214
	4094	Jones Park	0	0	0	0
	4096	Lawler Park	431	2,016	60,000	57,553
	4100	Masons Gardens	0	0	0	0
	4107	Mount Claremont Reserve	0	0	0	0
	4115	New Court Gardens	67,223	0	21,148	-46,075
	4118	Peace Memorial Rose Garden	0	0	0	0
	4131	Street Gardens and Verges	26,960	0	25,740	-1,220
	4137	Swanbourne Beach Reserve	9,354	0	5,035	-4,319
	4141	WA Bridge Club Surrounds	3,120	0	0	-3,120
	4192	College Green Mt Claremont	34,265	2,798	22,357	-14,707
	4173	Cottesloe Golf Club	3,804	9,985	120,141	106,352
	732	Allen Park (LO) - INST floodlight	24,848	5,686	0	-30,534
	734	Asquith Reserve - Redevelopment	6,544	0	0	-6,544
	737	Bishop Rd Rsv - Enviro-scape manster pln	100,173	0	19,033	-81,140
	752	Hamilton Park - UG irrigation system	6,549	0	24,395	17,846
	771	Jones Park - Bushfence Bollards Gate&Eco	4,265	0	0	-4,265
	631	Peace Memo Gardens-Renew Bore(38m)	72,514	26	12,689	-59,851
	632	Point Resolution Reserve-Upgrade of fina	0	0	0	0
	633	Swanbourne Greenway Project	1,707	15,834	15,614	-1,928
	636	Bains Harris and Jones Parks	31,960	0	8,449	-23,511
	637	Daran Park	40,027	0	12,843	-27,184
	641	Montario Quarter	0	0	30,211	30,211
	654	River Foreshore Protection and ACESS Man	0	9,335	4,300	-5,035
	655	Mt Claremont Oval Bushland Fencing	0	0	5,000	5,000
	656	Lawler Park seats and Exercise Equipment	1,775	11,100	11,683	-1,192
	687	Charles Court R - Replace Weldmesh Fenci	6,519	0	7,955	1,436
	688	Charles Court R - Replace Bollatd Lights	0	0	0	0
	689	Charles Court R - Replace Carpark Light	0	0	0	0
	690	Charles Court R - Replace Flat Bench	7,045	0	17,120	10,075
	691	Charles Court R - Replace Park Bench	0	0	0	0
	692	Charles Court R - Upgrade Irrigation Syst	0	0	0	0
	693	David Cruickshank R - Replace Metal Sta	0	0	0	0
	694	Cruickshank Verge repair,Passive Recreat	13,267	6,840	25,000	4,893
	695	Allen Park - Upgrade Bore and Pump	12,021	0	13,365	1,345
	696	College Green Walkway - Upgrade Irrigati	4,018	7	12,688	8,663
	697	Directors Gardens - Upgrade Irrigation	0	0	0	0
	698	Grainger Reserve - Upgrade Irrigation S	0	0	0	0
	699	Hamilton Park - Renew Garden Beds	10	0	29,754	29,744
	772	Daran Park - Construct Noise Attention	0	35,893	45,820	9,927
	775	College Park - Tennis court Lighting	0	0	12,780	12,780

CITY OF NEDLANDS  
CAPITAL WORKS & ACQUISITIONS  
AS AT 31 MAY 2021

	773	Bishop Rd Reseve - Reconstruct Bore	0	0	43,450	43,450
	774	College Park - Lower Oval AFL goals	12,791	0	11,930	-861
	776	Allen park - Play Ground Fencing	10,866	0	16,330	5,464
	777	Annie Dorrington Park - Informal Pathway	8,101	0	6,390	-1,711
	778	Street gardens and Verges - Install LED	8,930	8,908	15,620	-2,218
	779	Tresi Arts Cntre - Restr of retaning wal	1,360	8,874	17,040	6,806
	780	Allen park - Upgrade floodl 2 game stand	85	82,163	80,000	-2,248
		Parks & Reserves Construction Total		584,882	199,765	915,543
15	Plant & Equipment					
	7500	Technical Svs - Engineering	0	0	33,000	33,000
	7502	Development Svs - Building Svs	0	0	34,000	34,000
	7505	Planning & Development Svs - Ranger Svs	0	0	102,000	102,000
	7508	Corporate & Strategy - Finance	0	14	0	-14
	7509	Technical Svs - Parks Svs	110,048	-101,818	120,000	111,770
	7517	Tresillian Kiln	5,203	13,690	19,000	107
	Plant & Equipment Total		115,251	-88,115	308,000	280,864
16	ICT Capital Projects					
	6063	Replace SSD on VDI nodes	9,944	0	9,944	0
	6065	Administration Booking Softwate	0	0	40,000	40,000
	6066	Administration Comms Rack Cleanup Aups R	24,999	0	24,999	0
	670	Adobe Acrobat	0	0	25,000	25,000
	671	Azure Migration	0	0	0	0
	672	IP Phone System Collaboration	0	0	80,000	80,000
	673	Visitor Management System	0	10,000	10,000	0
	674	Cyber Security Review	0	7,800	15,000	7,200
	675	Video Collaboration	0	0	15,000	15,000
	676	CCTV Management System	0	0	15,000	15,000
	677	Meeting Minutes & Agenda	0	32,955	40,000	7,045
	678	Website Review	0	20,000	135,000	115,000
	679	Printers	0	0	130,000	130,000
	680	Finance System	0	0	1,250,000	1,250,000
	6070	Field GO Client Application	0	2,325	15,000	12,675
	ICT Capital Projects Total		34,943	73,080	1,804,943	1,696,920
18	Furniture & Fixture					
	669	71 Stirling Hwy Admin - Desks & Shelving	0	0	0	0
	Furniture & Fixture Total		0	0	0	0
19	Public Art					
	9000	City Wide	0	0	0	0
	9001	Public Arts Work	0	0	50,000	50,000
	Public Art Total		0	0	50,000	50,000
20	Major Projects - Parks					
	904	Swanbourne Beach Oval - rehabilitation	16,187	6,386	0	-22,573
	Major Projects - Parks Total		16,187	6,386	0	-22,573
City of Nedlands Total			4,232,123	1,290,746	9,044,973	3,522,103



**CITY OF NEDLANDS**  
**STATEMENT OF NET CURRENT ASSETS**  
**CLOSING FUNDS**  
**AS AT 31 MAY 2021**

	2020/21	2019/20	2019/20
	YTD 31 MAY 2021	YTD 31 MAY 2020	YEAR END 30 June 2020
<b>Current Assets</b>			
Cash & Cash Equivalents	20,989,379	15,644,367	16,493,227
Receivable - Rates Outstanding (inc Rebates)	730,862	1,141,055	1,004,314
Receivable - Sundry Debtors	689,769	726,210	895,852
Receivable - Self Supporting Loan	(4,730)	3,447	3,447
Receivable - UGP	103,144	12,212	105,251
GST Receivable	0	368,115	220,871
Prepayments	95,060	197,094	290,591
Less: Provision for Doubtful Debts	(9,282)	(9,282)	(9,282)
Inventories	30,747	18,229	22,816
	<b>22,624,949</b>	<b>18,101,447</b>	<b>19,027,086</b>
<b>Current Liabilities</b>			
Payable - Sundry Creditors	(5,465,410)	(1,910,139)	(6,716,486)
Payable - ESL	(57,686)	(443,004)	(7,622)
Payable Lease Liability	(52,999)	(80,474)	(52,999)
Accrued Salaries and Wages	(29,470)	(92,896)	(411,724)
Employee Provisions	(2,596,642)	(2,355,099)	(2,652,371)
Borrowings	(234,591)	(230,088)	(1,750,166)
Deferred Income	0	0	(72,952)
	<b>(8,436,798)</b>	<b>(5,111,700)</b>	<b>(11,664,320)</b>
<b>Unadjusted Net Current Assets</b>	<b>14,188,151</b>	<b>12,989,747</b>	<b>7,362,766</b>
Less: Restricted Reserves	(5,923,497)	(6,191,276)	(5,895,847)
Less: Current Self Supporting Loan Liability	4,730	(3,447)	(3,447)
Add Back: Borrowings	234,591	230,088	1,750,166
<b>Net Current Assets</b>	<b>8,503,976</b>	<b>7,025,112</b>	<b>3,213,639</b>



**CITY OF NEDLANDS**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**BY DIRECTORATES**  
**FOR THE PERIOD ENDED 31 MAY 2020**

Note	2020-21 Annual Budget \$	May 21 YTD Budget \$	May 21 YTD Actual \$	May 21 YTD Variance \$	Variance %
<b>Operating Income</b>					
Governance	30,753	23,064	13,802	(9,262)	-40.16%
Corporate & Strategy	25,551,833	25,517,707	25,504,602	(13,105)	-0.05%
Community Development & Services	2,667,433	2,459,877	2,737,910	278,033	11.30%
Planning & Development Services	1,991,900	1,848,551	2,001,745	153,194	8.29%
Technical Services	3,990,220	3,911,578	4,117,262	205,684	5.26%
	<b>34,232,139</b>	<b>33,760,777</b>	<b>34,375,321</b>	<b>614,544</b>	1.82%
<b>Operating Expense</b>					
Governance	(2,344,424)	(2,126,932)	(2,369,572)	(242,640)	-11.41%
Corporate & Strategy	(1,663,527)	(1,434,170)	(1,054,009)	380,161	26.51%
Community Development & Services	(5,731,202)	(5,114,363)	(4,789,894)	324,469	6.34%
Planning & Development Services	(7,031,444)	(6,368,357)	(5,489,170)	879,187	13.81%
Technical Services	(16,769,042)	(15,344,933)	(14,464,681)	880,252	5.74%
	<b>(33,539,639)</b>	<b>(30,388,755)</b>	<b>(28,167,326)</b>	<b>2,221,429</b>	7.31%
<b>Capital Income</b>					
Grants Capital	2,180,879		661,292		
Capital Contribution	0		279,607		
Proceeds from Disposal of Assets	3,411,163		34,504		
New Borrowings	0		0		
Self Supporting Loan Principal Repayments	17,500		8,177		
Transfer from Reserve	1,838,560		0		
	<b>7,448,102</b>		<b>983,580</b>		
<b>Capital Expenditure</b>					
Land & Buildings	(604,367)		(351,918)		
Infrastructure - Road	(5,362,120)		(3,128,942)		
Infrastructure - Parks	(915,543)		(601,070)		
Plant & Equipment	(308,000)		(115,251)		
Furniture & Equipment	(1,854,943)		(34,943)		
Principal elements of finance lease payments	(38,987)		0		
Repayment of Debentures	(1,750,166)		(1,515,575)		
Transfer to Reserves	(4,524,113)		(27,650)		
	<b>(15,358,239)</b>		<b>(5,775,348)</b>		
<b>Total Operating and Non-Operating</b>					
	<b>(7,217,637)</b>		<b>1,416,227</b>		
<b>Adjustment - Non Cash Items</b>					
Depreciation	4,405,900		3,876,329		
Receivables/Provisions/Other Accruals	0		(414)		
Change in accounting policy	0		0		
(Profit) on Sale of Assets	(182)		(1,805)		
Loss on Sale of Assets	30,316		0		
ADD - Surplus/(Deficit) 1 July b/f	3,252,636		3,213,639		
LESS - Surplus/(Deficit) 30 June c/f	471,033		8,503,976		
	<b>7,217,637</b>		<b>(1,416,227)</b>		



**SUMMARY STATEMENT OF BORROWING ACTIVITY  
FOR THE PERIOD ENDING 31 MAY 2021**

**Purpose**

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 188 - Underground Power (W.Hollywood Res)  
 Loan 189 - Underground Power (Alfred & MTC Res)  
 Loan 190 - Underground Power (Alderbury Res)

**Self Supporting Loans**

Loan 186 - Dalkeith Bowling Club

**Total**

	Actual YTD 31 MAY 2021				
Interest Rate Per Annum	Principal 01-Jul-20 \$	New loans \$	Principal Repayment \$	Principal 31-May-21 \$	Interest(YTD) \$
6.04%	539,212	0	(122,934)	416,278	27,105
5.91%	256,766	0	(256,766)	0	7,320
4.67%	398,479	0	(195,771)	202,708	13,267
2.78%	871,357	0	(164,751)	706,605	20,497
3.12%	791,285	0	(133,995)	657,290	20,725
3.12%	374,498	0	(63,417)	311,081	10,619
2.64%	1,831,084	0	(486,319)	1,344,765	38,977
3.07%	578,626	0	(64,909)	513,717	14,378
3.07%	84,512	0	(9,480)	75,031	2,100
3.07%	60,019	0	(6,733)	53,287	1,491
	5,785,837	0	(1,505,076)	4,280,761	156,478
3.07%	78,815	0	(10,499)	68,316	2,084
	5,864,652	0	(1,515,575)	4,349,077	158,562

Adopted Budget 2020/21		
New loans \$	Principal 30-Jun-21 \$	Interest \$
0	416,277	29,200
0	0	7,320
0	135,922	14,055
0	706,606	22,134
0	657,290	22,434
0	311,081	10,577
0	1,180,514	41,935
0	513,717	17,764
0	75,032	2,595
0	53,286	1,842
0	4,049,725	169,856
0	64,762	2,259
<b>0</b>	<b>4,114,487</b>	<b>172,115</b>





**CITY OF NEDLANDS**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 31 MAY 2021**

	<b>2020/2021</b>	<b>2019/2020</b>	<b>2019/2020</b>
	<b>YTD 31 MAY</b>	<b>YTD 31 MAY</b>	<b>YEAR END 30</b>
	<b>2021</b>	<b>2020</b>	<b>June 2020</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Current Assets</b>			
Cash & Cash Equivalents	20,989,379	15,644,367	16,493,227
Trade & Other Receivables	1,414,087	2,241,757	2,220,453
Inventories	30,747	18,229	22,816
Other - Prepayments & Accruals	95,060	197,094	290,591
<b>Total Current Assets</b>	<b>22,529,273</b>	<b>18,101,447</b>	<b>19,027,086</b>
<b>Non Current Assets</b>			
Other Receivables	1,817,911	1,930,502	1,722,237
Other Financial Assets	142,442	140,137	142,442
Property, Plant & Equipment	151,547,487	345,751,616	152,267,563
Infrastructure	90,666,340	89,808,531	90,302,379
<b>Total Non Current Assets</b>	<b>244,174,179</b>	<b>437,630,787</b>	<b>244,434,621</b>
<b>Total Assets</b>	<b>266,703,452</b>	<b>455,732,233</b>	<b>263,461,708</b>
<b>Current Liabilities</b>			
Trade & Other Payables	5,605,565	2,526,513	7,261,783
Current Borrowings	234,591	230,088	1,750,166
Employee Provisions	2,596,642	2,355,099	2,652,371
<b>Total Current Liabilities</b>	<b>8,436,798</b>	<b>5,111,700</b>	<b>11,664,320</b>
<b>Non Current Liabilities</b>			
Long Term Borrowings	4,114,485	5,861,752	4,114,485
Deferred Liability	184,414	244,163	184,414
Employee Provisions	264,987	474,196	264,987
<b>Total Non Current Liabilities</b>	<b>4,563,886</b>	<b>6,580,111</b>	<b>4,563,886</b>
<b>Total Liabilities</b>	<b>13,000,684</b>	<b>11,691,811</b>	<b>16,228,206</b>
<b>Net Assets</b>	<b>253,702,768</b>	<b>444,040,422</b>	<b>247,233,501</b>
<b>Equity</b>			
Retained Surplus	87,821,621	84,302,497	81,380,005
Reserves - Cash Backed	5,923,497	6,191,276	5,895,847
Revaluation Surplus	159,957,650	353,546,650	159,957,650
<b>Total Equity</b>	<b>253,702,768</b>	<b>444,040,422</b>	<b>247,233,501</b>



**SUMMARY STATEMENT OF FINANCIAL ACTIVITY - OPERATING  
BY REPORTING ACTIVITY  
FOR THE PERIOD ENDING 31 MAY 2021**

Reporting Activity	May 21 YTD Budget	May 21 YTD Actual	Variance Indicators				2020-21 Annual Budget	Var. Scale	Comment Ref
			\$	%	Flag	F/U			
<b>Income:</b>									
Community Leadership	8,064	13,802	5,738	71%	▶	F	10,753	●	
Corporate Administration	568,213	529,479	(38,734)	(7%)	▶	U	588,600	●	
Community Capacity Building	642,326	764,625	122,299	19%	▶	F	682,508	●	
Community Care	1,807,946	1,954,815	146,869	8%	▶	F	1,974,575	●	
Libraries	9,605	18,470	8,865	92%	▶	F	10,350	●	
Building & Development Control	1,454,436	1,584,125	129,689	9%	▶	F	1,572,600	●	
Environmental Health Services	71,489	58,139	(13,350)	(19%)	▶	U	78,000	●	Less fines & Penalties
Rangers & Public Safety	307,826	346,340	38,514	13%	▶	F	326,500	●	
Engineering & Asset Management	3,750	128,438	124,688	3325%	▶	F	5,000	●	
Parks & Natural Areas	91,900	179,766	87,866	96%	▶	F	91,900	●	
Roads, Paths & Drains	168,395	236,736	68,341	41%	▶	F	212,782	●	
Community Building Management	362,879	308,948	(53,931)	(15%)	▶	U	395,884	●	Lower income from council property
Waste Management	3,299,454	3,276,516	(22,938)	(1%)	▶	U	3,299,454	●	
Rates & Property Services	24,964,494	24,975,123	10,629	0%	▶	F	24,983,233	●	
<b>Total Income</b>	<b>33,760,777</b>	<b>34,375,321</b>		2%	▶	F	<b>34,232,139</b>		

**\* Note:** Total Income includes Operating Income & Capital Grants but not Asset Sale Proceeds

<b>Legend</b>			<b>Legend</b>		
Favourable Variance to Budget	F	▶	Favourable Variance > 10%		●
Unfavourable Variance to Budget	U	▶	Variance between -10% (U) and +10% (F)		●
			Unfavourable Variance > 10%		●



**SUMMARY STATEMENT OF FINANCIAL ACTIVITY - OPERATING  
BY REPORTING ACTIVITY  
FOR THE PERIOD ENDING 31 MAY 2021**

Reporting Activity	May 21 YTD Budget	May 21 YTD Actual	Variance Indicators				2020-21 Annual Budget	Var. Scale	Comment Ref
			\$	%	Flag	F/U			
<b>Expenditure:</b>									
Community Leadership	1,597,551	1,963,931	(366,380)	23%	▶	U	1,759,870	●	Salary savings not adjusted
Corporate Administration	1,610,459	1,109,757	500,702	31%	▶	F	1,866,463	●	
Community Capacity Building	1,635,021	1,494,384	140,637	9%	▶	F	1,881,469	●	
Community Care	1,906,802	1,826,901	79,901	4%	▶	F	2,115,107	●	
Libraries	1,572,540	1,468,608	103,932	7%	▶	F	1,734,626	●	
Building & Development Control	4,017,904	3,344,692	654,518	16%	▶	F	4,420,185	●	
Environmental Health Services	680,683	600,036	80,647	12%	▶	F	756,523	●	
Rangers & Public Safety	868,093	849,064	19,029	2%	▶	F	950,186	●	
Engineering & Asset Management	999,114	1,876,327	(877,213)	88%	▶	U	1,282,596	●	Lower oncost charged out due to lower capital and maintenance work completed
Parks & Natural Areas	5,202,912	5,014,732	188,180	4%	▶	F	5,762,690	●	
Roads, Paths & Drains	4,240,616	3,611,850	628,766	15%	▶	F	4,508,006	●	
Community Building Management	2,696,100	2,260,247	435,853	16%	▶	F	2,883,362	●	
Waste Management	2,961,860	2,379,788	582,072	20%	▶	F	3,236,938	●	
Rates & Property Services	353,092	349,894	3,198	1%	▶	F	381,618	●	
<b>Total Operating Expenditure</b>	<b>30,388,755</b>	<b>28,167,326</b>		7%	▶	F	<b>33,539,639</b>		
<b>Net Operating Result</b>	<b>3,372,022</b>	<b>6,207,995</b>					<b>692,500</b>		

**Legend**

Favourable Variance to Budget      F    ▶  
Unfavourable Variance to Budget      U    ▶

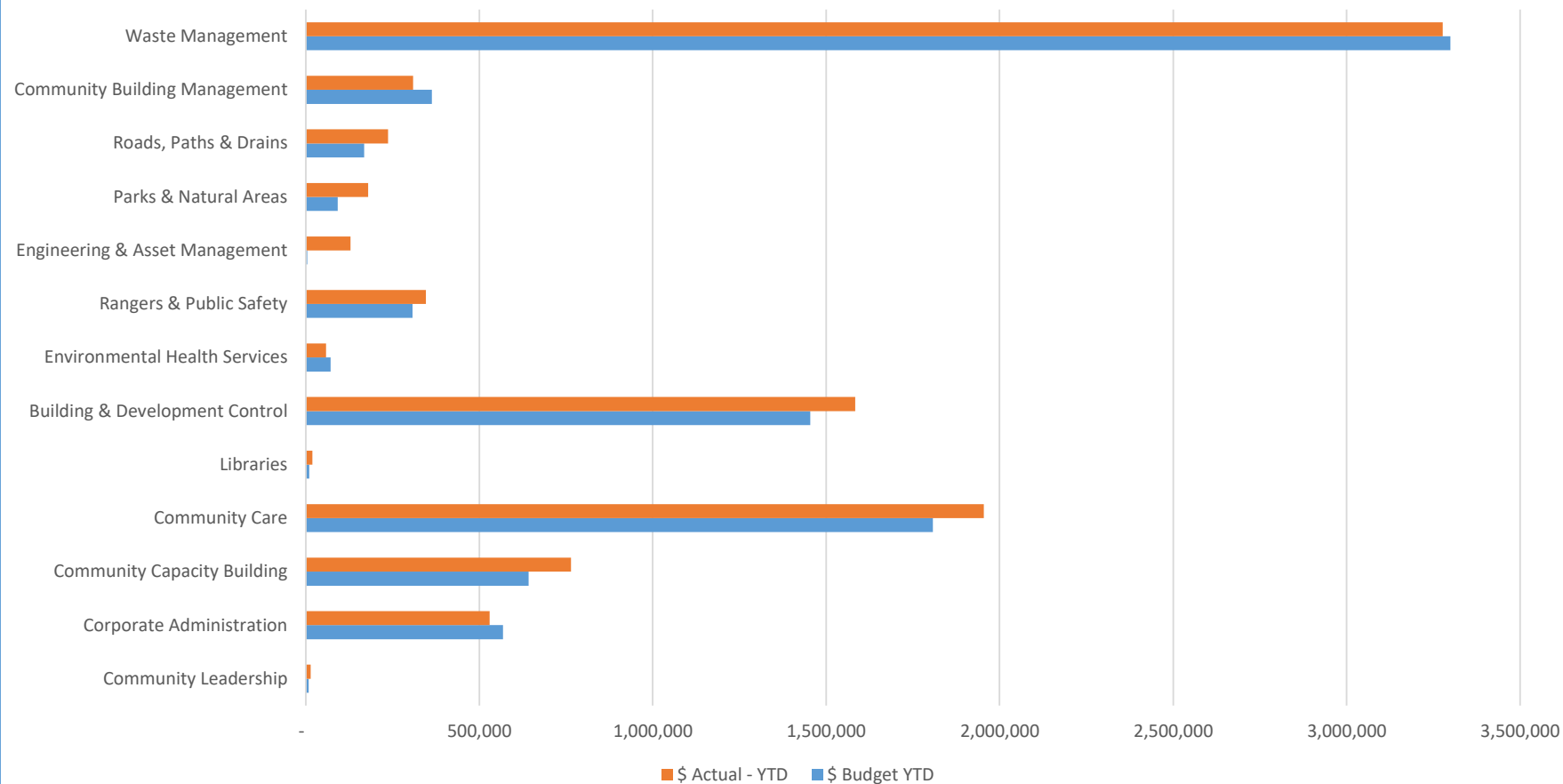
**Legend**

Favourable Variance > 10%      ●  
Variance between -10% (U) and +10% (F)      ●  
Unfavourable Variance > 10%      ●



**GRAPHICAL SUMMARY OF FINANCIAL ACTIVITY - OPERATING  
BY REPORTING ACTIVITY  
FOR THE PERIOD ENDING 31 MAY 2021**

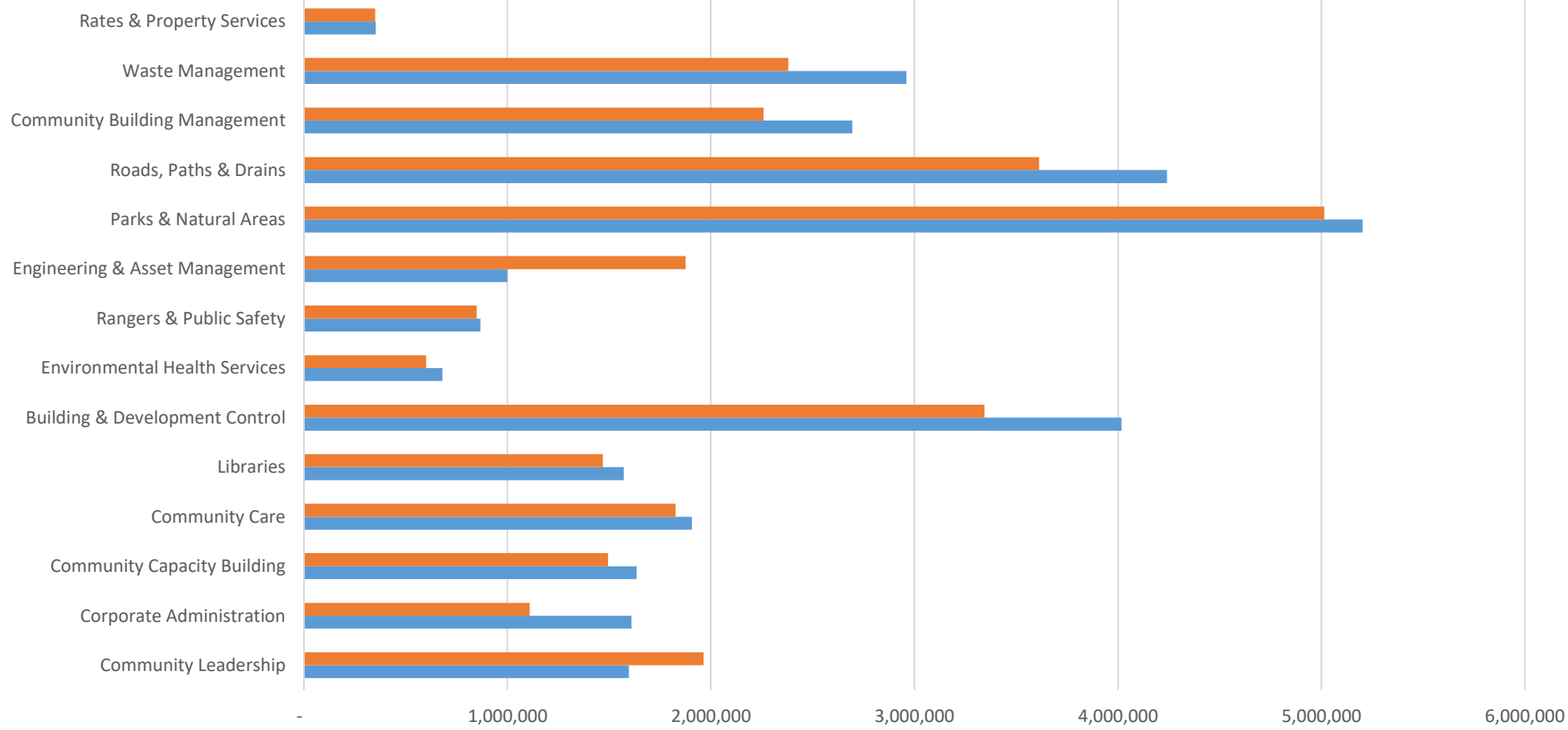
**Income - YTD by Reporting Activity (Excluding Rates)**





**GRAPHICAL SUMMARY OF FINANCIAL ACTIVITY - OPERATING  
BY REPORTING ACTIVITY  
FOR THE PERIOD ENDING 31 MAY 2021**

**Operating Expenditure - YTD by Reporting Activity**





**CITY OF NEDLANDS**  
**SUMMARY STATEMENT OF FINANCIAL ACTIVITY - INCOME**  
**BY REPORTING NATURE & TYPE**  
**FOR THE PERIOD ENDING 31 MAY 2021**

**Reporting Activity**

**Income:**

**Operating Income**

	May 21 YTD Budget	May 21 YTD Actual	Variance Indicators				2020-21 Annual Budget	Var. Scale
			\$	%	Flag	F/U		
Rates	24,964,494	24,975,123	10,629	0%	▶	F	24,983,233	●
Service Charges (UGP)	-	128,264	128,264	0	▶	F	-	●
Fees & Charges	6,161,803	6,519,065	357,262	6%	▶	F	6,390,529	●
Fines & Penalties	326,746	313,645	(13,101)	(4%)	▶	U	348,650	●
Interest Revenue	119,163	85,394	(33,769)	(28%)	▶	U	130,000	● Lower interest rate
Operating Grants	1,386,871	1,499,945	113,074	8%	▶	F	1,492,408	●
Contributions	706,305	759,458	53,153	8%	▶	F	784,484	●
Other Revenue	95,395	94,426	(969)	(1%)	▶	U	102,835	●
<b>Operating Income</b>	<b>33,760,777</b>	<b>34,375,321</b>					<b>34,232,139</b>	

**Capital Income**

Capital Grants and Contribution	1,999,139	279,607	(1,719,533)	(86%)	▶	U	2,180,879	● Difference due to profiling and refund of grants received due to projects not under-taken
Asset Sale Proceeds	3,126,899	34,504	(3,092,395)	(99%)	▶	U	3,411,163	● Difference due to profiling and sale of property not undertaken yet
<b>Sub Total - Capital Income</b>	<b>5,126,039</b>	<b>314,111</b>					<b>5,592,042</b>	

<b>Total Income</b>	<b>38,886,816</b>	<b>34,689,431</b>		(11%)	▶	U	<b>39,824,181</b>	
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**Legend**

Favourable Variance to Budget  
 Unfavourable Variance to Budget

F ▶  
 U ▶

**Legend**

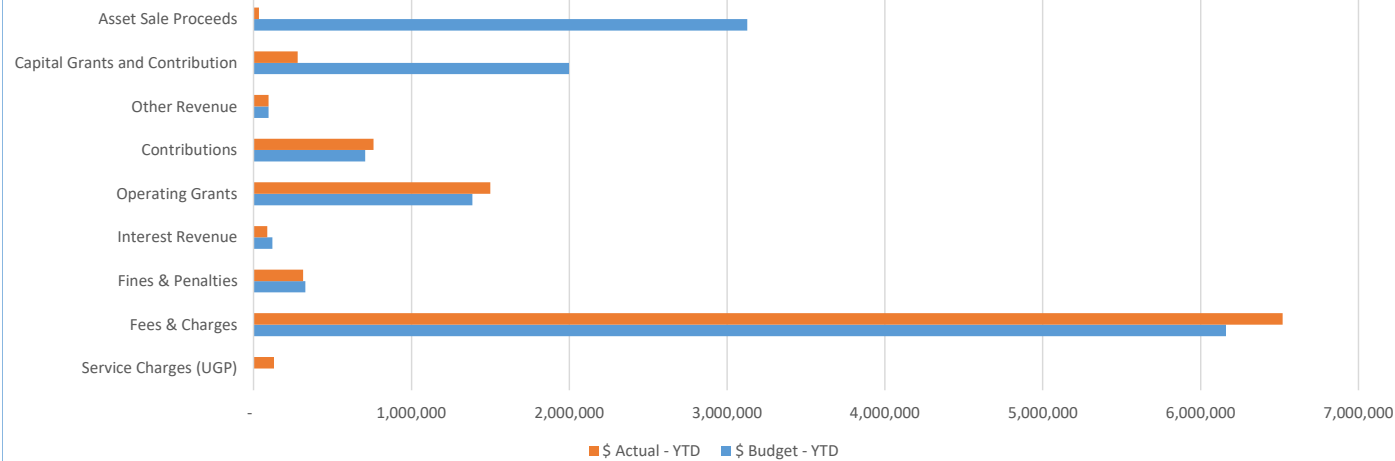
Favourable Variance > 10%  
 Variance between -10% (U) and +10% (F)  
 Unfavourable Variance > 10%

●  
 ●  
 ●

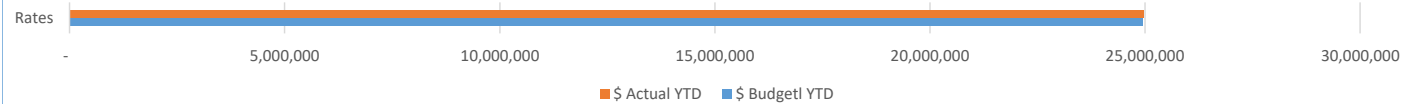


**CITY OF NEDLANDS  
SUMMARY STATEMENT OF FINANCIAL ACTIVITY - INCOME  
BY REPORTING NATURE & TYPE  
FOR THE PERIOD ENDING 31 MAY 2021**

**Income - YTD by Nature & Type (Excluding Rates)**



**Rates Income - YTD**



**13.7 Monthly Investment Report – May 2021**

<b>Council</b>	22 June 2021
<b>Applicant</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>CEO</b>	Ed Herne – Acting Chief Executive Officer
<b>Attachments</b>	1. Investment Report for the period ended 31 May 2021
<b>Confidential Attachments</b>	Nil.

**Executive Summary**

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

**Recommendation to Council**

**Council receives the Investment Report for the period ended 31 May 2021.**

**Voting Requirement**

Simple Majority.

**Discussion/Overview**

Council's Investment of Funds report meets the requirements of Section 6.14 of the *Local Government Act 1995*.

The Investment Policy is structured to minimise any risks associated with the City's cash investments. The officers adhere to this Policy, and continuously monitor market conditions to ensure that the City obtains attractive and optimum yields without compromising on risk management.

The Investment Summary shows that as at 31 May 2021 and 31 May 2020 the City held the following funds in investments:

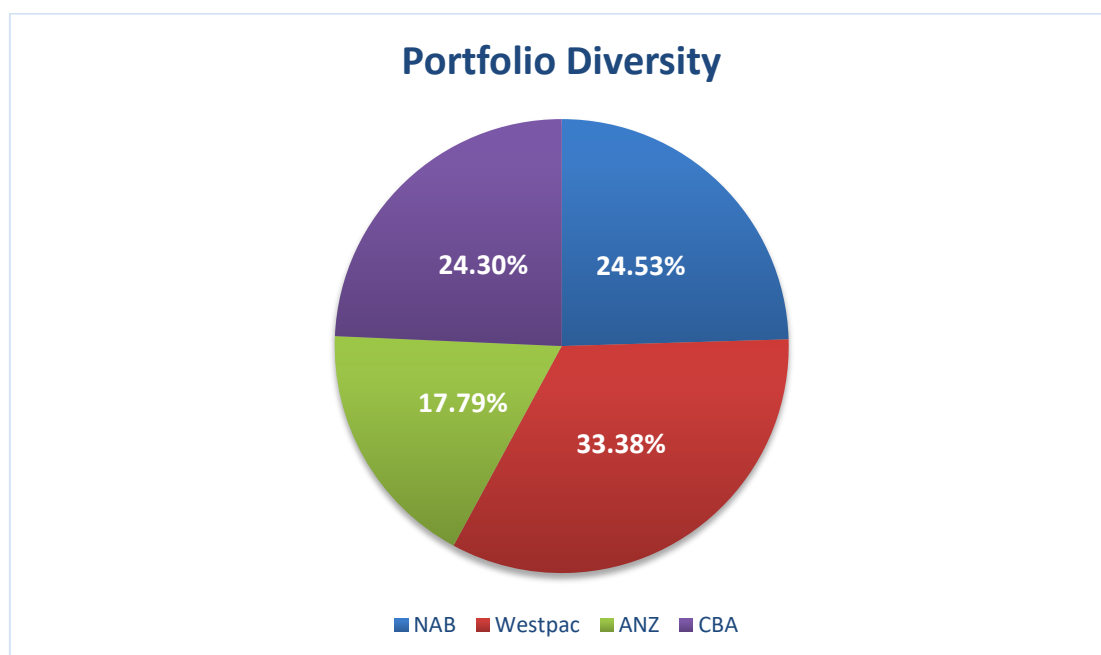
	31 May 2021	31 May 2020
Municipal Funds	\$ 6,080,776	\$ 3,081,951
Reserve Funds	\$ 6,212,654	\$ 7,072,661
Total investments	\$ 12,293,430	\$ 10,154,612



The City has \$5.8m in a Westpac online saver account which returns an interest rate of 0.40% per annum. As this rate is higher than the rates quoted for the term deposits as of end November, the surplus cash is maintained in the Westpac online saver account.

The total interest earned from investments as at 31 May 2021 was \$65,439. The Investment Portfolio comprises holdings in the following institutions:

<b>Financial Institution</b>	<b>Funds Invested</b>	<b>Interest Rate</b>	<b>Proportion of Portfolio</b>
NAB	\$3,015,252	0.10% - 0.45%	24.53%
Westpac	\$4,103,447	0.21% - 1.05%	33.38%
ANZ	\$2,187,595	0.10%	17.79%
CBA	\$2,987,136	0.16% - 0.24%	24.30%
<b>Total</b>	<b>\$12,293,430</b>		<b>100.00%</b>



## Conclusion

The Investment Report is presented to Council.

## Key Relevant Previous Council Decisions:

Nil.

## Consultation

Required by legislation:

Yes ☐

No ☒

Required by City of Redlands policy:

Yes ☐

No ☒

## Strategic Implications

The investment of surplus funds in the 2020/21 approved budget is in line with the City's strategic direction.

The 2020/21 approved budget ensured that there is an equitable distribution of benefits in the community.

The 2020/21 budget was prepared in line with the City's level of tolerance of risk and it is managed through budgetary review and control.

The interest income on investment in the 2020/21 approved budget was based on economic and financial data available at the time of preparation of the budget.

## Budget/Financial Implications

The May YTD Actual interest income from investments is \$65,439 compared to the May YTD Budget of \$79,166.



# INVESTMENTS REPORT FOR THE PERIOD ENDED 31 MAY 2021

Particulars	Interest Rate	Invest. Date	Maturity Date	Period Days	NAB *AA-/Stable/A-1+	Westpac *AA-/Stable/A-1+	ANZ *AA-/Stable/A-1+	CBA *AA-/Stable/A-1+	Total	Interest YTD Accumulated
<b>RESERVE INVESTMENTS</b>										
Plant Replacement	0.18%	22-Feb-21	23-Jun-21	121				34,676.36	34,676.36	\$129.16
City Development - Western Zone	0.18%	22-Feb-21	23-Jun-21	121				175,025.89	175,025.89	\$652.18
City Development - Western Zone	0.24%	20-May-21	20-Jun-21	31				66,140.88	66,140.88	\$286.88
Business system reserve	0.18%	22-Feb-21	23-Jun-21	121				142,602.59	142,602.59	\$531.11
All abilities play space	0.18%	22-Feb-21	23-Jun-21	121				97,784.32	97,784.32	\$363.89
North Street	0.23%	23-Mar-21	23-Jun-21	92		375,438.39			375,438.39	\$1,832.74
Welfare - General	0.16%	15-Apr-21	15-Jul-21	91				319,806.26	319,806.26	\$1,096.32
Welfare - NCC	0.22%	4-May-21	2-Aug-21	90				360,760.14	360,760.14	\$1,231.78
Welfare - PRCC	0.24%	20-May-21	20-Jun-21	31				15,759.22	15,759.22	\$67.10
Services - Tawarri 1	0.23%	23-Mar-21	23-Jun-21	92		68,815.71			68,815.71	\$335.93
Services General	0.45%	27-May-21	25-Aug-21	90	25,899.79				25,899.79	\$132.15
Services - Tawarri 2	0.10%	11-Mar-21	11-Jun-21	92			117,507.60		117,507.60	\$437.79
Insurance	0.10%	11-Mar-21	11-Jun-21	92			65,391.57		65,391.57	\$243.62
Undrground power	0.05%	20-May-21	21-Jun-21	32	773,841.53				773,841.53	\$3,761.39
Waste Management	0.18%	22-Feb-21	23-Jun-21	121				612,892.74	612,892.74	\$1,958.39
City Development - Swanbourne	0.16%	15-Apr-21	15-Jul-21	91				134,962.57	134,962.57	\$462.73
City Building - General	0.23%	23-Mar-21	23-Jun-21	92		504,145.63			504,145.63	\$2,068.87
City Building - PRCC	0.24%	20-May-21	20-Jun-21	31				26,195.03	26,195.03	\$113.62
Business system Reserve	0.30%	19-Apr-21	19-Jul-21	91	411,098.28				411,098.28	\$2,224.01
Public Art Reserves	0.30%	19-Apr-21	19-Jul-21	91	97,906.10				97,906.10	\$513.32
Waste Management Reserve	0.30%	19-Apr-21	19-Jul-21	91	574,920.09				574,920.09	\$3,014.32
City Development Reserve	0.30%	19-Apr-21	19-Jul-21	91	33,954.92				33,954.92	\$178.03
Building Replacement Reserve	0.30%	19-Apr-21	19-Jul-21	91	306,960.67				306,960.67	\$1,609.40
All ability play space	0.30%	20-Apr-21	20-Jul-21	91	282,627.02				282,627.02	\$976.40
Major projects	0.31%	4-May-21	4-Aug-21	92		587,540.72			587,540.72	\$2,965.31
<b>TOTAL RESERVE INVESTMENTS</b>					<b>\$2,507,208.40</b>	<b>\$1,535,940.45</b>	<b>\$182,899.17</b>	<b>\$1,986,605.99</b>	<b>\$6,212,654.02</b>	<b>\$27,186.45</b>
<b>MUNICIPAL INVESTMENTS</b>										
Muni Investment NS60	1.05%	31-Jan-21	28-Feb-21	28		1,060,833.59			1,060,833.59	\$6,492.61
									0.00	\$2,761.79
Muni Investment #6 - WBC	0.21%	15-May-21	15-Jun-21	31		1,506,672.60			1,506,672.60	\$6,672.60
Muni Investment #1 - CBA	0.17%	19-Mar-21	17-Jun-21	90				1,000,530.76	1,000,530.76	\$4,607.47
Muni Investment #2 - CBA								0.00	0.00	\$199.36
Muni Investment #7 - NAB	0.10%	17-May-21	19-Jul-21	63	508,043.35				508,043.35	\$8,043.35
Muni Investment #150 - ANZ	0.10%	7-Mar-21	7-Jun-21	91			2,004,695.72		2,004,695.72	\$4,695.72
Muni Investment #8 - ANZ								0.00	0.00	\$100.47
Muni Investment #12 - NAB									0.00	\$1,444.91
Muni Investment #13 - NAB-					0				0.00	\$3,234.45
<b>TOTAL MUNICIPAL INVESTMENTS</b>					<b>508,043.35</b>	<b>2,567,506.19</b>	<b>2,004,695.72</b>	<b>1,000,530.76</b>	<b>\$6,080,776.02</b>	<b>\$38,252.73</b>
<b>TOTAL</b>					<b>\$3,015,251.75</b>	<b>\$4,103,446.65</b>	<b>\$2,187,594.89</b>	<b>\$2,987,136.75</b>	<b>\$12,293,430.04</b>	<b>\$65,439.18</b>

**13.8 List of Accounts Paid – April & May 2021**

<b>Council</b>	22 June 2021
<b>Applicant</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>CEO</b>	Ed Herne – Acting Chief Executive Officer
<b>Attachments</b>	<ol style="list-style-type: none"> <li>1. Creditor Payment Listing – April 2021;</li> <li>2. Credit Card and Purchasing Card Payments – April 2021 (29 March - 28 April 2021);</li> <li>3. Creditor Payment Listings – May 2021; and</li> <li>4. Credit Card and Purchasing Card Payments – May 2021 (28 April - 27 May 2021).</li> </ol>
<b>Confidential Attachments</b>	Nil.

**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 Council**

**Council receives the List of Accounts Paid for the months of April and May 2021 as per attachments.**

**Voting Requirement**

Simple Majority.

**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.

## **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).

### **Key Relevant Previous Council Decision:**

There are no previous Council decisions to consider.

## **Consultation**

Required by legislation:

Yes ☒

No ☐

Required by City of Nedlands policy:

Yes ☐

No ☒

## **Strategic Implications**

### **How well does it fit with our strategic direction?**

The 2020/21 approved budget is in line with the City's strategic direction. Payments are made to meet the City's spend on operations and capital expenses undertaken in accordance with the approved budget.

### **Who benefits?**

The 2020/21 approved budget ensured that there is an equitable distribution of benefits in the community.

### **Does it involve a tolerable risk?**

The 2020/21 budget was prepared in line with the City's level of tolerance of risk and it is managed through budgetary review and control.

### **Do we have the information we need?**

All relevant information has been provided in this report and through the attachments.

### **Does this affect any CEO Key Result Areas?**

N/A

## **Budget/Financial Implications**

### **Can we afford it?**

All payments are made in accordance with the approved budget.

### **How does the option impact upon rates?**

Nil.

## **Conclusion**

The List of Accounts Paid for the months of April and May 2021 complies with the relevant legislation and can be received by Council (see attachments).



# CITY OF NEDLANDS

## All Payments 1/04/2021 to 30/04/2021

13.8 - Attachment 1

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
<b>Westpac - Municipal Acct</b>						
<b>CHEQUE</b>						
70841	WEST AUSTRALIAN NEWSPAPER LTD	02/04/2021	-83.60	INV	NEWSPAPER DELIVERY - 16/3/21-13/4/21	83.60
70842	MARQUEE HOMES PTY LTD	16/04/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70843	N L MERDITH	16/04/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70844	SALANDER PROPERTY PTY LTD	16/04/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70845	SERTORIO HOMES	16/04/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70846	METTRIS PTY LTD	16/04/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70847	MR E HERRON	16/04/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70848	J M KIRKBY	16/04/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70849	MS A LEE-BAW	16/04/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70850	PERTH PATIO MAGIC	16/04/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70851	HIGHBURY HOMES (WA) PTY LTD	16/04/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70854	CITY OF NEDLANDS - CASH CHEQUE / PE	16/04/2021	-862.68	INV	RECOUP PETTY CASH - PRCC	52.99
				INV	RECOUP PETTY CASH - LIBRARY 31 MARCH 2021	413.50
				INV	RECOUP PETTY CASH - ADMIN 14 APRIL 2021	396.19
70855	CITY OF ROCKINGHAM	16/04/2021	-1,346.15	INV	LONG SERVICE LEAVE PAYMENT #1116	1,346.15
70856	PETER STANNARD HOMES PTY LTD	16/04/2021	-1,700.00	fund	VERGE BOND REFUND	1,700.00
70857	NEDLANDS FENCING/CORE ASBESTOS REMO	16/04/2021	-1,700.00			



# CITY OF NEDLANDS

## All Payments 1/04/2021 to 30/04/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
70858	TAPELLA CONSTRUCTIONS	23/04/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70859	C LEE	23/04/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70860	MK BUILDING SOLUTIONS PTY LTD	23/04/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70861	K SANDHU	23/04/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70862	M E CIESIELSKI	23/04/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70863	CITY OF NEDLANDS - CASH CHEQUE / PE	23/04/2021	-1,100.00	INV	MODEL MONEY - TERM 2 2021- 3 MAY 21-25 JUN 21	1,100.00
70864	OSWALD HOMES (1972) PTY LTD	23/04/2021	-1,700.00	fund	VERGE BOND REFUND	1,700.00
70865	WADE BUILDING	23/04/2021	-1,700.00	fund	VERGE BOND REFUND	1,700.00

**Total CHEQUE** **-\$35,692.43**

### EFT

PY01-21	WESTPAC - MUNICIPAL ACCT	13/04/2021	-370,174.97			
PY99-21	WESTPAC - MUNICIPAL ACCT	15/04/2021	-8,632.20			
PY01-22	WESTPAC - MUNICIPAL ACCT	27/04/2021	-378,694.82			
1259	EFT TRANSFER: - 06/04/2021	02/04/2021	-264,732.83	1259.10539-01	Porter Consulting Engineers	
				INV	CONSULTANCY SERVICES	2,200.00
				1259.10859-01	CSP Group Pty Ltd	
				INV	STV4241 011 1770 BG 86 C-E Z Blower as per qu, etc	357.15
				1259.11079-01	Water Corporation	
				INV	car park at Hampden Rd - 0106	64.53
				INV	Round about at Cnrr Dalkeith - 0084	10.32
				INV	Rd verge at Stirling - 0076	25.81
				INV	Road verge at cnr carrington - 0058	67.11
				INV	Garden at Cnr Karella - 0102	196.16
				INV	House at 110 Smyth Rd - 0129	251.35





# CITY OF NEDLANDS

## All Payments 1/04/2021 to 30/04/2021

13.8 - Attachment 1

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				INV	Rd verge opps 7 Hampden Rd - 0103	30.97
				INV	yard at 1-15 carrington st- 0130	295.32
				INV	Offices at 69-71 stirling hwy - 0128	509.79
				INV	Garden at 1-9 Stirling hwy	204.98
				INV	Road verge opposit bowling - 0062	61.94
				INV	Reserve at 42 Leura St - 18/1/21-15/3/21-0109	369.08
				INV	Garden at R1 Hampden Rd	12.91
				INV	Garde at 55 hampden	12.91
				INV	Garden at 1-9 stirling hwy	176.12
				INV	45 monash avenue -0142	213.80
				INV	Bolwing club at R15752	503.42
				INV	62 stirling hwy	280.81
				INV	Reserve at John XXII Av Mtclaremont -	1,107.25
				INV	Round about at cnr smyth aberdare 8/12/21-10/2/21	18.07
				<b>1259.11284-01</b>	<b>Australia Post</b>	
				INV	Total supply this period ending - 28/2/21	5,378.54
				<b>1259.11410-01</b>	<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Pay to agency staff - WE 14 March 2021	2,235.24
				INV	Payment for agency staff	4,537.79
				<b>1259.11421-01</b>	<b>Waterlogic Australia</b>	
				INV	Water filter services at Administration	96.80
				<b>1259.11634-01</b>	<b>Ms N Horley</b>	
				INV	Monthly allowance - April 2021	2,227.50
				<b>1259.12120-01</b>	<b>Mr B G Hodsdon</b>	
				INV	Monthly allowance - April 2021	2,227.50
				<b>1259.12364-01</b>	<b>West Tip Waste Control Pty Ltd</b>	
				INV	05/02/2021- John XXIII depot	465.00
				<b>1259.12517-01</b>	<b>C White</b>	
				INV	Tutor Fees - Term 1 2021- 8 /2/21-1/3/21	342.00
				<b>1259.12532-01</b>	<b>Total Eden Pty Ltd</b>	
				INV	Irrigation parts for Pease Memorial Gardens	1,508.69
				<b>1259.12642-01</b>	<b>Domain Catering Pty Ltd</b>	
				INV	Catering - 04 March 2021	144.00
				INV	Catering - 05/03/2021	140.00
				INV	Catering - 23/02/2021	304.00
				<b>1259.12656-01</b>	<b>Copyright Agency Limited</b>	
				INV	Copyright payment	320.00
					Independent Education	



# CITY OF NEDLANDS

## All Payments 1/04/2021 to 30/04/2021

13.8 - Attachment 1

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				<b>1259.12677-01</b>	<b>Wilson Security</b>	
				INV	Mt Claremont Library bal -1/2/21-28/2/21	2.00
				INV	Mt Claremont Library 1/10/20-31/10/21	237.07
				INV	Mt Claremont Library - 1/12/20-31/12/20	237.07
				INV	Unlocking (8am) and re-locking - 1/2/21-28/2/21	248.48
				INV	Swanbourne Beach Car Park - 1/12/20-31/12/20	324.50
				INV	Swanbourne Beach Car Park - 1/10/20-31/10/21	324.50
				INV	Nedlands Library Evening Patrol - 1/2/21-28/2/21	275.92
				INV	Car Park - 1/2/21-28/2/21	324.50
				INV	MTC Evening Patrol - 1/2/21-28/2/21	121.18
				<b>1259.12682-01</b>	<b>Synergy</b>	
				INV	ELECTRICITY- 2025188597-12/2/21-12/3/21	393.19
				INV	Mossvale Floreat - 20/1/21-19/3/21 - 2001221382	145.29
				<b>1259.1280-01</b>	<b>Chubb Fire &amp; Security Pty Ltd</b>	
				INV	Cottage and admin monthly fire equipment - Jan 21	568.91
				<b>1259.12859-01</b>	<b>QK Technologies Pty Ltd</b>	
				INV	monthly subcription	146.58
				<b>1259.12881-01</b>	<b>Mrs D Swain</b>	
				INV	Reimbursement of table clothes balance	0.10
				INV	Reimbursement of tableclothers for library trestel	79.86
				<b>1259.13247-01</b>	<b>Toll Transport Pty Ltd</b>	
				INV	standing order collection of mail	389.54
				<b>1259.13290-01</b>	<b>Mr V R Senathirajah</b>	
				INV	Monthly allowance - April 2021	2,227.50
				<b>1259.133-01</b>	<b>Alinta Energy</b>	
				INV	GAS CHARGES	40.25
				INV	GAS CHARGES- 7/9/20-3/12/20	83.50
				INV	97 Waratah Ave - 2/12/20-8/3/21	27.95
				INV	GAS CHARGES	116.80
				<b>1259.13384-01</b>	<b>Harvey Fresh</b>	
				INV	Standing Order - Weekly Milk Delivery	49.14
				<b>1259.13428-01</b>	<b>Lock Stock &amp; Farrell Locksmith Pty</b>	
				INV	Supply of locks and keys for City facilities	42.00
				<b>1259.13645-01</b>	<b>Environmental Health SA Inc</b>	
				INV	AFSA Inspection Pads - Food Business inspection	171.50
				<b>1259.13652-01</b>	<b>Sustainable Outdoors</b>	
				INV	Greenways Maintenance	4,050.22
				<b>1259.13857-01</b>	<b>Mr L McManus</b>	



# CITY OF NEDLANDS

## All Payments 1/04/2021 to 30/04/2021

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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	Monthly allowance - April 2021	3,547.38
1259.13863-01					<a href="#">G M S Security (WA) Pty Ltd</a>	
				INV	Security monitoring at council buildings	1,744.60
1259.13869-01					<a href="#">Instant Products Hire</a>	
				INV	Standing order for Portable Toilet Hire	175.91
1259.13932-01					<a href="#">The Information Management Group Pt</a>	
				INV	Archives and Storage - 01/02/2021-28/02/2021	1,126.00
1259.13937-01					<a href="#">Doghouse Group Pty Ltd (Old Name:</a>	
				INV	VPS with support retainer: City of Nedlands mgmt	3,201.00
1259.14005-01					<a href="#">Perth Energy Pty Ltd</a>	
				INV	statement # 2224834 - 22/1/21-24/2/21	10,887.61
1259.14080-01					<a href="#">Randstad</a>	
				INV	Pay for agency staff	1,107.98
1259.14123-01					<a href="#">Mr J D Wetherall</a>	
				INV	Monthly allowance - April 2021	2,227.50
1259.14233-01					<a href="#">Ms K A Smyth</a>	
				INV	Monthly allowance - April 2021	2,227.50
1259.1427-01					<a href="#">City of Stirling</a>	
				INV	Meals to be delivered to Nedlands Day Centre	600.00
1259.14361-01					<a href="#">Core Business Australia Pty Ltd</a>	
				INV	Strategic Planning Assistance	5,362.50
1259.14510-01					<a href="#">JB Hi-Fi Group Pty Ltd</a>	
				INV	Dell touch Screen Monitor -P2418HTE - Nedlands Lib	450.00
1259.14535-01					<a href="#">Skyline Landscape Services</a>	
				INV	Lawn Mowing Maintenance Contract for Feb 2021	4,068.43
1259.14670-01					<a href="#">Protek 24/7</a>	
				INV	Quarterly Inspections and Service	420.74
1259.14684-01					<a href="#">JB Hi Fi Claremont</a>	
				INV	Adult local stock as selected in store	545.54
1259.14856-01					<a href="#">Quik Impressions</a>	
				INV	10,000 DLX Window Face (Barcoded) peel and seal en	913.44
1259.14888-01					<a href="#">Corsign WA Pty Ltd</a>	
				INV	55 x Plastic Star pickets 1800mm long and 100 metr	697.95
1259.14910-01					<a href="#">Burgess Rawson</a>	
				INV	RATES REFUND	2,200.00
1259.15074-01					<a href="#">Bandit Tree Equipment</a>	
				INV	200 Hr Service on Fleet 322 Wodd Chipper	1,319.83
1259.15122-01					<a href="#">CTI Couriers Pty Ltd</a>	



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## All Payments 1/04/2021 to 30/04/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				INV	Courier between Western Suburbs libraries	354.42
1259.15224-01	<b>Boyan Electrical Services</b>			INV	John Leckie- Investigations to power tripping	518.70
				INV	Nedlands Library - Supply and replace 2 exhau, etc	299.58
				INV	Light audit for March 2021	550.00
1259.15302-01	<b>Ms V Soto</b>			INV	Zumba Gold classes in Feb 2021 for DRC.	150.00
				INV	Zumba Gold classes x 6 in Feb 2021	780.00
1259.15321-01	<b>Pyrios Pty Ltd</b>			INV	Monthly maintenance - 1/3/21-31/3/21	1,087.63
1259.15389-01	<b>TPG Telecom</b>			INV	SO TPG communication charges	9,444.72
1259.15401-01	<b>WINC Australia Pty Ltd (Previous na</b>			INV	Depot kitchen supplies	41.46
				INV	Biscuits, facial tissu boxes, notebooks etc	46.15
				INV	Depot kitchen supplies	173.00
				INV	Mt Claremont library stationary order	16.19
1259.15427-01	<b>Mr A W Mangano</b>			INV	Monthly allowance - April 2021	2,227.50
1259.15524-01	<b>Inlogik Pty Ltd</b>			INV	Promaster monthly user fee- February 2021	467.69
1259.15539-01	<b>Southern Cross Protection Pty Ltd</b>			INV	CTI service - 1/2/2021-28/2/2021	84.98
1259.15548-01	<b>Ream Clean Property Service</b>			INV	illegal dumping of furniture	478.50
1259.15616-01	<b>Ilsa Smith</b>			INV	Chair Pilates classes in Feb 2021 for DRC.	140.00
1259.15643-01	<b>Mowmentum</b>			INV	Fortnightly mowing services - 18 Feb 2021	155.00
				INV	Fortnightly mowing services- 04 March 2021	120.00
1259.15801-01	<b>Horizon West Landscape &amp; Irrigation</b>			INV	Landscape maintenance - February 2021	66.00
				INV	Landscape Maintenance - February 2021	4,258.06
1259.15858-01	<b>Richards Tyrepower</b>			INV	1 x Puncture repair for FLT 190 Reg 1GQD176	35.00
				INV	Puncture repair for FLT 265	35.00
1259.15928-01	<b>Colour Flow Painting Services</b>			INV	Paint new doors and existing frames - Hackett publ	385.00



# CITY OF NEDLANDS

## All Payments 1/04/2021 to 30/04/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				<b>1259.15931-01</b>	<b>Aqua Filter Services</b>	
				INV	Tresillian - Water Cooler Hire & Maintain	38.50
				INV	PRCC - Rental and service charge for water cooler	49.50
				INV	Admin Comms - Water Cooler Hire & Maintain	38.50
				INV	Mt CCC Hive - Water Cooler Hire and Maintain	38.50
				INV	Mt C Library - Water Cooler Hire and Maintain	38.50
				INV	Cottage - Billi - July & Jan	38.50
				<b>1259.15957-01</b>	<b>Watertight Plumbing &amp; Gas</b>	
				INV	College Park Backflow Testing	286.00
				INV	Install new ministops and flexi hoses at Mt Clarem	291.50
				INV	Back flow test - Prince Albert Ct MOUNT CLAREMONT	198.00
				INV	Supply and install new hotwater unit at Maisonette	1,450.00
				<b>1259.15960-01</b>	<b>Active Pest Management WA Pty Ltd</b>	
				INV	Hackett Play Centre - Termite Protection Treatment	990.00
				INV	Hollywood Tennis Courts - Toilet Service - Feb/Ma	88.00
				INV	Adam Armstrong - 6 monthly service - Feb 2021	297.00
				<b>1259.16036-01</b>	<b>R A Coghlan</b>	
				INV	Monthly allowance - April 2021	2,227.50
				<b>1259.16042-01</b>	<b>F Bennett</b>	
				INV	Monthly allowance - April 2021	2,227.50
				<b>1259.16076-01</b>	<b>Axiis Contracting Pty Ltd</b>	
				INV	Replacement of concrete path	4,824.00
				<b>1259.16101-01</b>	<b>Miss S Edwards</b>	
				INV	Mobile - January 2021	30.00
				<b>1259.16110-01</b>	<b>Gresley Abas</b>	
				INV	architectural Review	1,386.00
				<b>1259.16143-01</b>	<b>Snap Osborne Park</b>	
				INV	250 Business Cards	859.99
				<b>1259.16161-01</b>	<b>P N Poliwka</b>	
				INV	Monthly allowance - April 2021	2,227.50
				<b>1259.16203-01</b>	<b>Gordon Murray</b>	
				INV	Vol vehicle reimbursement	260.04
				<b>1259.16276-01</b>	<b>Mills Corporation Pty Ltd T/as Mill</b>	
				INV	Pay to agency staff - February 2021	4,277.64
				<b>1259.16302-01</b>	<b>Brownes Dairy</b>	
				INV	Standing Order - milk delivery to depot	46.62
				<b>1259.16308-01</b>	<b>N R Youngman</b>	
				INV	Monthly allowance - April 2021	2,227.50



# CITY OF NEDLANDS

## All Payments 1/04/2021 to 30/04/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				1259.16361-01	<b>Dodgy Bros Dodgeball</b>	
				INV	Dodge ball entertainment and DJ for Swell Youth	2,596.00
				1259.16373-01	<b>D J Levey and Associates Pty Ltd T/</b>	
				INV	Independent review	3,850.00
				1259.16389-01	<b>Bronwen Tyson</b>	
				INV	Monthly allowance - April 2021	2,227.50
				1259.1670-01	<b>Western Australia Police</b>	
				INV	Volunteer Police Certificates- January 2021	16.70
				1259.1900-01	<b>Dalkeith Nedlands Bowling Club</b>	
				INV	Kindergarten - 24/12/20-26/2/21	322.53
				1259.2622-01	<b>Fuji Xerox Australia Pty Ltd</b>	
				INV	SO- Fuji Xerox Lease charges for printers & AWMS i	7,310.72
				1259.3475-01	<b>J Blackwood &amp; Son Ltd</b>	
				INV	PPE Hard Yakka hi vis shirts - staff	127.60
				INV	ATG Maxiflex Ultimate 42 - 874 Nitrile General	57.86
				1259.3760-01	<b>Kmart Innaloo</b>	
				INV	Local stock - Nedlands Library, Local stock -, etc	264.00
				1259.380-01	<b>Australian Taxation Office</b>	
				INV	Payroll Deduction	116,594.00
				1259.4120-01	<b>Lightning Laundry</b>	
				INV	Laundry - February 2021	292.60
				1259.5133-01	<b>Optus Billing Services Pty Ltd</b>	
				INV	SO Optus Mobile & Data services - 25/1/21-24/2/21	1,999.08
				INV	Monthly Invoice - 25/12/20-24/1/21	2,028.49
				1259.8169-01	<b>Westbooks</b>	
				INV	Junior local stock as selected on web order - Nedl	16.55
				INV	Adult local stock as selected on web order - Mt Cl	230.17
				INV	Junior local stock as selected on web order - Nedl	99.34
1260	EFT TRANSFER: - 12/04/2021	12/04/2021	-266,985.41	1260.10056-01	<b>City of Nedlands - Social Club</b>	
				INV	Payroll Deduction	276.00
				1260.10613-01	<b>City of South Perth</b>	
				INV	Long service leave payment	4,468.75
				1260.11079-01	<b>Water Corporation</b>	
				INV	infant health centre- 25/1/21-22/3/21-0121	54.74
				INV	hall at R 37093 Draper St - 0123	236.51
				INV	Tennis courts at 10 Draper st- 012125/1/21-22/3/21	199.82
				INV	Rd verge 7A Brockway Rd - 0059 -25/1/21-22/3/21	46.46
				INV	Reserve at 118 Wood st -0126 - 26/11/20-28/1/21	356.18



# CITY OF NEDLANDS

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				INV	Reserve at 118 Wood st -0127-28/1/21-26/3/21	329.30
				INV	Rd verge 14 Prince Albert-055	154.77
				INV	Reserve at 1000seaward - 0048	5.16
				INV	Drinking tap at 49 Caladenia Pd - 0067	5.16
				INV	Median strip 119 North St	18.07
				INV	Beach facilities - 0096	74.85
				INV	infant health centre - 0122	101.20
				INV	Reserve at 91 wood st swanbourne-0124	95.70
				INV	Beach Facilities @marine parade - 0095	80.01
				INV	CLub at Kirkwood Rd - 0121	688.45
				INV	Club at Kirkwood - 0122	604.90
				INV	282 marine parade - 128	992.43
				INV	Club at 282 marine parade -0129	932.50
				INV	sports ground at 282 Marine pade - 0112	186.15
				INV	282 Marine parade - 112	252.94
				INV	Infant health centre - 0121	76.42
				<b>1260.11410-01</b>	<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Pay for the agency staff	2,144.63
				INV	Payment for agency staff	3,369.72
				INV	Payment for agency staff	4,531.12
				INV	Pay to agency staff	2,695.77
				INV	Payment for agency staff	1,186.76
				INV	Payment to agency staff	3,369.72
				<b>1260.11732-01</b>	<b>Local Government Professionals</b>	
				INV	Financ professionals conference- 10/03/2021	700.00
				INV	Financ professionals conference-10/03/2021	700.00
				<b>1260.11795-01</b>	<b>Mr J Donaldson</b>	
				INV	Swanbourne Beach rubbish 5 Feb,12feb,19feb,26Feb21	880.00
				<b>1260.11954-01</b>	<b>Carealot Home Health Services Pty L</b>	
				INV	Provision of casual domestic, personal and social	4,326.00
				<b>1260.11975-01</b>	<b>JLR Pumps</b>	
				INV	Remove old concrete block and cap the bore hole	819.50
				<b>1260.12433-01</b>	<b>Bale Data Services</b>	
				INV	Thermal rolls Nedlands library stationary	290.40
				<b>1260.12642-01</b>	<b>Domain Catering Pty Ltd</b>	
				INV	Catering - Councillor & Staff Meals required	112.00
				<b>1260.12653-01</b>	<b>Buzz Enterprise Pty Ltd T/A Sifting</b>	
				INV	Urgent soft fall sand top up (1m3) of playground	357.50



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				<b>1260.12682-01</b>	<b>Synergy</b>	
				INV	Esplanade Nedlands - 2005192518- 18/2/21-21/3/21	364.02
				INV	368 Kirkwood Rd -29/1/21-29/3/21	651.16
				INV	ELECTRICITY-2065195536	3,825.40
				INV	ELECTRICITY-2025202023	1,035.22
				INV	ELECTRICITY-2013205838	144.73
				<b>1260.12831-01</b>	<b>P E Panayotou</b>	
				INV	Sit- Stand monitor rise	299.00
				<b>1260.13042-01</b>	<b>Totally Workwear - Mount Hawthorn</b>	
				INV	PPE Boots- staff	180.00
				<b>1260.13081-01</b>	<b>Green Steam Australia Pty Ltd</b>	
				INV	Carry out 1 complete Laneway Slashing round	6,600.00
				<b>1260.13247-01</b>	<b>Toll Transport Pty Ltd</b>	
				INV	standing order collection of mail - 13/11/20	41.32
				<b>1260.133-01</b>	<b>Alinta Energy</b>	
				INV	GAS CHARGES	152.40
				<b>1260.13369-01</b>	<b>Data#3 Limited</b>	
				INV	Acrobat Pro DC	26,841.43
				INV	2 x Meraki Wireless annual license renewal	318.45
				<b>1260.13384-01</b>	<b>Harvey Fresh</b>	
				INV	Standing Order - Weekly Milk Delivery	74.16
				<b>1260.13402-01</b>	<b>Wavesound Pty Ltd</b>	
				INV	Annual subscription for Transparent Language	2,190.10
				<b>1260.13412-01</b>	<b>Quick Corporate Australia</b>	
				INV	stationery supply NCC	107.65
				INV	communicate table Height adjustable	594.00
				INV	Stationery supply	80.62
				INV	stationary	496.19
				INV	Stationery	0.03
				<b>1260.13428-01</b>	<b>Lock Stock &amp; Farrell Locksmith Pty</b>	
				INV	Supply of locks and keys for City facilities	176.40
				<b>1260.13437-01</b>	<b>Mowmaster Turf Equipment</b>	
				INV	4 x M206 Honda Stop Switch,	146.50
				<b>1260.13480-01</b>	<b>DU Electrical Pty Ltd</b>	
				INV	Repair and replace door hinges on the irrigation	294.80
				<b>1260.13537-01</b>	<b>First Five Minutes Pty Ltd</b>	
				INV	Fire and Emergency - April, May, June 2021	3,447.08
				<b>1260.13696-01</b>	<b>Woodlands Distributors &amp; Agencies</b>	





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				INV	Full 316 stainless bin lock for Swanbourne Beach	169.29
1260.13741-01					<b>Dave's Landscaping &amp; Brickpaving</b>	
				INV	Standing order for paving repairs following kerb a	660.00
				INV	Repair tree damaged paving at 171 Broadway Nedland	660.00
1260.13802-01					<b>Kool Digital Graphics</b>	
				INV	Design of:	330.00
					- Email Banner	
					- Website Banner	
					- DL FI	
1260.13863-01					<b>G M S Security (WA) Pty Ltd</b>	
				INV	Panel security maintenance - J.C Smith Pavilion	907.50
				INV	JC Smith - Repairs to DVR	734.80
1260.14004-01					<b>Drainflow Services Pty Ltd</b>	
				INV	Standing Purchasse order to cover eduction	1,109.42
1260.14005-01					<b>Perth Energy Pty Ltd</b>	
				INV	Electricity - 12/2/21-15/3/21	9,913.95
1260.14039-01					<b>Castledine Gregory Law and Mediatio</b>	
				INV	Invoice# 00004792 Matter# 0167-0003 Legal review	3,484.80
1260.14456-01					<b>Thomson Reuters (Professional)</b>	
				INV	New SEEK branded template setup	220.00
1260.14469-01					<b>Hodge Collard Preston Architects</b>	
				INV	RFQ 2020-21.119 Assessment of Nedlands Library -	1,601.60
1260.14500-01					<b>Cohera-Tech Pty Ltd</b>	
				INV	Software- Library Door Counter - Past invoice	310.00
1260.14514-01					<b>Valvoline Australia Pty Ltd</b>	
				INV	2 x 20Lt Valvoline ISO 46 Hydraulic oil.	27.50
1260.14602-01					<b>Professional Tree Surgeons</b>	
				INV	Emergency / After hours call out 6.3.21.	638.00
1260.14693-01					<b>Easi</b>	
				INV	Payroll Deduction	774.45
				INV	Payroll Deduction	947.29
1260.14888-01					<b>Corsign WA Pty Ltd</b>	
				INV	x10 Infrastructre investment stimulus program sign	649.00
1260.14966-01					<b>Emerge Associates</b>	
				INV	Preparation of Enviroscaple Concept Plan for Asquit	2,222.00
				INV	Preparation of Enviroscaple Master Plan for Lawler	2,519.00
1260.15005-01					<b>Becarwise</b>	
				INV	Novated car lease for FNE 28032021	1,004.31
1260.15069-01					<b>Wormald Australia Pty Ltd</b>	



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				INV	Fire Panel Monitoring - Admin- 1/3/21-31/3/21	76.22
				INV	Fire Panel Monitoring NCC-1/3/21-31/3/21	76.22
				<b>1260.15224-01</b>	<b>Boyan Electrical Services</b>	
				INV	Tresillian - Replace faulty light and switch,, etc	103.83
				INV	lawler Park- Attend to faulty light at BBQ.Supply	230.69
				INV	lawler Park- Attend to faulty light at BBQ.Su, etc	550.57
				INV	Sunset Foreshore- Attend to tripping rcd. Test al	375.67
				INV	Charles Court - Supply and replace 3 x 100w MH la	399.95
				INV	Dot Bennett Park- Attend to circuit breaker tripp	272.78
				INV	Shirley Fyfe Reserve- Supply and replace faulty	469.89
				<b>1260.15237-01</b>	<b>StrataGreen</b>	
				INV	Supply 3 x cartons (36 cans) orange fluro survey s	246.71
				<b>1260.15321-01</b>	<b>Pyrios Pty Ltd</b>	
				INV	Software change fee-Avaya Greeting new Announcemen	192.50
				<b>1260.15401-01</b>	<b>WINC Australia Pty Ltd (Previous na</b>	
				INV	Mt Claremont library stationary- INV 9034996105	13.06
				<b>1260.15609-01</b>	<b>Tiger Pest and Weed Control</b>	
				INV	Control weed growth in areas listed on the quote	1,056.00
				<b>1260.15685-01</b>	<b>Smart Office Systems</b>	
				INV	Business Improvement Project	110.00
				<b>1260.15703-01</b>	<b>Retro Roads - Tagsat Pty Ltd</b>	
				INV	Supply of linemarking as per quote 01704644	325.73
				<b>1260.15771-01</b>	<b>System Maintenance - Ballantyne</b>	
				INV	College Park - Fire Pump Backflow test	294.00
				<b>1260.15858-01</b>	<b>Richards Tyrepower</b>	
				INV	1 x Falken R51 for trailer 252	140.00
				INV	4 x 195/85r16 LT Falken RI153â??s for Truck 106	1,040.00
				<b>1260.15881-01</b>	<b>Trees Need Tree Surgeons</b>	
				INV	Street tree pruning - Sector 3 FLOREAT	3,729.00
				<b>1260.15960-01</b>	<b>Active Pest Management WA Pty Ltd</b>	
				INV	Nedlands Child Health - Quarterly Service	176.00
				<b>1260.15970-01</b>	<b>Michelle Kelly</b>	
				INV	Yoga for seniors classes x 4 in March2021	280.00
				<b>1260.16076-01</b>	<b>Axiis Contracting Pty Ltd</b>	
				INV	Standing order to cover Citywide footpath repairs	1,549.35
				<b>1260.16101-01</b>	<b>Miss S Edwards</b>	
				INV	Mobile reimbursement - February 2021	30.00
				<b>1260.16111-01</b>	<b>Ready Industries T/A 1300 Temp Fenc</b>	



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				INV	6 x Accesible toilets for Swell Fest 2021	1,254.00
				<b>1260.16121-01</b>	<b>Millbrook Construction WA Pty Ltd</b>	
				INV	Remove old doors and install new doors & hardware	396.00
				<b>1260.16127-01</b>	<b>Curtains &amp; Blinds 4 U</b>	
				INV	Adam Armstrong - Replace chain clips for all blind	440.00
				<b>1260.16336-01</b>	<b>Stephen Scourfield</b>	
				INV	Subjects of Note author talk - 9 March 2021	360.00
				<b>1260.16344-01</b>	<b>Suez Recycling &amp; Recovery Pty Ltd</b>	
				INV	2020/21 Waste Disposal - Residential and Commerical	656.77
				<b>1260.16385-01</b>	<b>Roof Checks W.A.</b>	
				INV	Rose Garden Toilets - Gutter clean and roof condi	250.00
				<b>1260.16398-01</b>	<b>Arventa Pty Ltd</b>	
				INV	Subscription renewal -1 year	6,018.00
				<b>1260.2030-01</b>	<b>Child Support Registrar</b>	
				INV	Payroll Deduction	672.54
				<b>1260.2220-01</b>	<b>Ebsco Australia</b>	
				INV	Subscription renewal for Online Database - MyHerit	2,710.40
				<b>1260.2262-01</b>	<b>Elliott's Irrigation Pty Ltd</b>	
				INV	Dot Bennett Park - Service and maintain iron filter	253.00
				<b>1260.3250-01</b>	<b>linet Ltd</b>	
				INV	SO - Public Wifi by llnet- various locations	153.41
				<b>1260.3475-01</b>	<b>J Blackwood &amp; Son Ltd</b>	
				INV	Whites Ultrapost Black 1800mm PK10 Charles Co, etc	180.80
				INV	6 x 2 pack BW#: 03640626 Energiser Batteries,, etc	172.85
				INV	MESH SITE 1M X 30M ORANGE for Beaton Park	135.20
				INV	PPE shirts and pants - Ryan Schembri	280.05
				<b>1260.380-01</b>	<b>Australian Taxation Office</b>	
				INV	Payroll Deduction	1,930.00
				INV	Payroll Deduction	118,198.00
				<b>1260.400-01</b>	<b>Australian Services Union</b>	
				INV	Payroll Deduction	67.70
				<b>1260.4040-01</b>	<b>The Lane Bookshop</b>	
				INV	Nedlands Local Stock	68.77
				<b>1260.4500-01</b>	<b>McLeods Barristers &amp; Solicitors</b>	
				INV	Matter No 99792	280.00
				INV	Matter no: 41380	5,476.19
				INV	Matter No: 47151	607.30
				<b>1260.6983-01</b>	<b>Telstra Corporation Ltd</b>	



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				INV	PHONE CHARGES - 23 Februay 2021	40.00
				INV	PHONE CHARGES	40.00
				<b>1260.8169-01</b>	<b>Westbooks</b>	
				INV	Adult local stock as selected on web order - Nedla	85.37
				INV	Junior local stock as selected on web order - Nedl	191.66
				INV	Junior local stock - For inv 319885	32.88
				INV	Adult local stock as selected on web order - Nedla	60.50
				INV	Adult local stock as selected on web order - Nedla	382.03
				INV	Adult local stock as selected on web order - Mt Cl	363.72
				INV	Adult local stock as selected on web order - Nedla	218.46
				INV	Adult local stock as selected on web order - Nedla	13.99
				<b>1260.860-01</b>	<b>Bunnings Group Limited</b>	
				INV	maintenance supplies for works team 18/1/21	190.83
				<b>1260.9876-01</b>	<b>Priestman &amp; Sharp</b>	
				INV	Replace mirror on Fleet 217 For Ranger	403.66
1261	EFT TRANSFER: - 13/04/2021	12/04/2021	-109,025.12	<b>1261.16380-01</b>	<b>The Quintilian School Inc</b>	
				INV	Rates Refund	109,025.12
1262	EFT TRANSFER: - 16/04/2021	16/04/2021	-226,957.34	<b>1262.10285-01</b>	<b>Horizons West Bus &amp; Coachlines</b>	
				INV	BUS TOURS	396.00
				<b>1262.10539-01</b>	<b>Porter Consulting Engineers</b>	
				INV	CONSULTANCY SERVICES- Waratah Avenue	1,100.00
				<b>1262.10613-01</b>	<b>City of South Perth</b>	
				INV	Long Service leave	3,284.57
				<b>1262.1107-01</b>	<b>Chamber of Commerce and Industry of</b>	
				INV	CCIWA Membership	5,799.00
				<b>1262.11079-01</b>	<b>Water Corporation</b>	
				INV	Parks at Melvisata - 0112	569.14
				INV	change rooms at Marine Pd-064	498.39
				INV	Change rooms at Marine Pde - 0063	515.94
				INV	Centre at Adderley Street - 0130	1,193.68
				INV	Centre at Adderly st -0131	1,327.36
				INV	Median str #119 North st - 26/11/20-28/1/21 - 072	23.23
				INV	Car Part at 130 Rochdale - 0013	345.04
				INV	Car Park at 130 Rochdale rd - 0012	358.76
				<b>1262.11284-01</b>	<b>Australia Post</b>	
				INV	Total supply for period ending - 31/3/21	2,679.43
				<b>1262.11298-01</b>	<b>ND Engineering</b>	



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				INV	Acoustic Consultancy Services - Sound Level Measure	990.00
1262.11410-01					<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Pay for agency staff	4,389.53
				INV	Pay to agency staff	1,445.06
1262.11898-01					<b>Turf Care WA Pty Ltd</b>	
				INV	Mow, edge and whipper snip Carrington Park fortnight	198.00
1262.11954-01					<b>Carealot Home Health Services Pty L</b>	
				INV	Provision of casual domestic, personal and social	2,931.84
1262.12067-01					<b>M Kelly</b>	
				INV	Tutor Fees - Term 1 2021-11/2/21-1/4/21	660.00
1262.12346-01					<b>U N Nolli</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2021	1,430.00
1262.12642-01					<b>Domain Catering Pty Ltd</b>	
				INV	Catering -9 March 2021	272.00
1262.12644-01					<b>Connect Call Centre Services (Previ</b>	
				INV	After hours calls - February 2021	385.39
1262.12654-01					<b>The Blinds Gallery</b>	
				INV	Supply blinds and curtains to windows - PRCC	2,620.00
1262.12676-01					<b>Catalyse Pty Ltd</b>	
				INV	Staff Survey	8,250.00
1262.12682-01					<b>Synergy</b>	
				INV	Total UMS assets = 96 - 2077200708	1,437.28
				INV	ELECTRICITY - 3000153727 - 26/2/2021-26/3/2021	4,872.37
				INV	ELECTRICITY-3000153499 - 26/2/2021-26/3/2021	2,834.71
				INV	ELECTRICITY-2009209231- UA Kirkwood Rd - 26/1/21-2	232.29
				INV	U1 Esplande - 12/3/21-9/4/21	51.66
				INV	UTs Montgomery Ave - -2049202127- 1/2/21-1/4/21	476.69
				INV	st Johns Wood Bvd - 2009202972	126.18
1262.12825-01					<b>A Evans</b>	
				INV	Tutor Fees - Term 1 2021-10/2/21-31/3/21	465.00
1262.12826-01					<b>C Schilizzi</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2021	3,520.00
1262.12867-01					<b>Natural Area Consulting Management</b>	
				INV	Watering services	594.00
1262.13042-01					<b>Totally Workwear - Mount Hawthorn</b>	
				INV	Safety Boots - Haylee Di Gregorio	180.00
1262.13097-01					<b>Blackwell &amp; Associates Pty Ltd</b>	
				INV	8 Florence Rd, Nedlands - Initial review	902.00



# CITY OF NEDLANDS

## All Payments 1/04/2021 to 30/04/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				1262.13217-01	<b>J Brown</b>	
				INV	Tresillian Arts Centre - 11-2-21-1-4-21	1,000.00
				1262.13267-01	<b>Dept of Transport</b>	
				INV	Disclosure of information fee - February 2021	231.20
				INV	Disclosure of information fee - January 2021	309.40
				1262.13384-01	<b>Harvey Fresh</b>	
				INV	Standing Order - Weekly Milk Delivery	25.02
				INV	Standing Order - Weekly Milk Delivery	74.16
				1262.13412-01	<b>Quick Corporate Australia</b>	
				INV	Stationery supplies	120.05
				INV	Kitchen supply	40.95
				1262.13480-01	<b>DU Electrical Pty Ltd</b>	
				INV	Replacement of flow switch at Daran Park	466.18
				1262.13506-01	<b>C Marinovich</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2021	1,824.00
				1262.13713-01	<b>Sonic HealthPlus Pty Ltd</b>	
				INV	Parks - Fitness For Work Assessment	275.00
				1262.13733-01	<b>West Coast Spring Water P/L</b>	
				INV	15L Cooler bottle water supply to NCC	19.00
				1262.13741-01	<b>Dave's Landscaping &amp; Brickpaving</b>	
				INV	Standing order for paving repairs following kerb	440.00
				1262.13775-01	<b>Australia Post - 604909</b>	
				INV	Total supply ending -31/3/21	15.65
				1262.13802-01	<b>Kool Digital Graphics</b>	
				INV	Artwork layout for Tresillian Arts Centre School	198.00
				INV	Tresillian Arts Quarterly Program design	924.00
					Artwork	
				1262.13863-01	<b>G M S Security (WA) Pty Ltd</b>	
				INV	Fit audible alert to J.C Smith	429.00
				1262.14080-01	<b>Randstad</b>	
				INV	Payment to agency staff	384.87
				1262.14164-01	<b>Ms S Hibbert</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2021	2,394.00
				1262.14183-01	<b>Stott + Hoare</b>	
				INV	Software-Firewall License Renewal	9,345.60
				1262.14201-01	<b>West Coast Turf</b>	
				INV	Installation of an additional 583m2	13,673.55



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				1262.14518-01	<b>Mr I De Souza</b>	
				INV	Tutor Fees - Term 1 2021-9/2/21-1/4/21	3,009.60
				1262.14602-01	<b>Professional Tree Surgeons</b>	
				INV	Refer to quote H1085.	805.75
				INV	Allen Park Heritage Cottages - Fuel Reduction, etc	528.00
				1262.14670-01	<b>Protek 24/7</b>	
				INV	Replace two (2) bollards, including removal	897.08
				1262.14710-01	<b>Accord Security Pty Ltd</b>	
				INV	Security guards for Swell Youth Festival 2021	360.80
				1262.14732-01	<b>Ms M Smith</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2021	1,368.00
				1262.14888-01	<b>Corsign WA Pty Ltd</b>	
				INV	Supply and delivery of 15 X 1500mm Water barriers	2,975.50
				1262.14932-01	<b>Aus Chill Technical Services Pty Lt</b>	
				INV	Allen Park - Repairs to leaking Air Con	869.04
				1262.15019-01	<b>Moore Australia WA Pty Ltd (Old Nam</b>	
				INV	Provision of Agreed Services for Audit Investigation	11,132.00
				1262.15145-01	<b>Artsource Foundation of WA</b>	
				INV	Advertising in Artsource - Expressions of Interest	100.00
				1262.15211-01	<b>Officeworks Ltd</b>	
				INV	Monthly Depot Stationery Order - March 2021	162.54
				1262.15242-01	<b>Malco Flooring Pty Ltd</b>	
				INV	Install new carpet tiles to main area. Install vin	6,473.50
				1262.15401-01	<b>WINC Australia Pty Ltd (Previous na</b>	
				INV	Nedlands library stationary order, Volunteer	16.47
				INV	Nedlands library stationary order, Volunteer,	28.16
				INV	Nedlands library stationary order, Volunteer	262.52
				1262.15428-01	<b>Miss K Gillespie</b>	
				INV	Tutor Fees - Term 1 2021- 8/3/21-01/4/21	1,716.00
				1262.15441-01	<b>V Glover</b>	
				INV	Tutor Fees - Term 1 2021 - 12/2/21-4/3/21	624.00
				1262.15609-01	<b>Tiger Pest and Weed Control</b>	
				INV	Control weed growth in areas listed on the quote	260.00
				1262.15638-01	<b>Advanced Traffic Management (WA) Pt</b>	
				INV	Standing order for traffic management to cover	536.04
				1262.15643-01	<b>Mowmentum</b>	
				INV	Beaton Park - 18/2/2021	205.00
				INV	Beaton Park 4/3/2021	170.00



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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				1262.15658-01	<b>M McCaffrey</b>	
				INV	Grant for under 15 girls hockey	250.00
				1262.15770-01	<b>Initial Hygiene - Rentokil Initial</b>	
				INV	Hygiene Services 1/4/21 to 30/6/21	2,992.41
				1262.15798-01	<b>Cupid Catering</b>	
				INV	Catering and staff for Nedlands Library volunteer	764.50
				1262.15928-01	<b>Colour Flow Painting Services</b>	
				INV	Re-paint handrails using 3 coat system - MTC Library	1,450.00
				1262.15937-01	<b>Bring Couriers</b>	
				INV	Standing order - Courier Services	21.56
				1262.15945-01	<b>Fiona Buchanan Art</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2021	1,774.00
				1262.15957-01	<b>Watertight Plumbing &amp; Gas</b>	
				INV	Repair damaged water meter on Birdwood Parade	330.00
				1262.15960-01	<b>Active Pest Management WA Pty Ltd</b>	
				INV	Millipede treatment at Mt Claremont complex	220.00
				INV	Hackett Playgroup - External termite system replen	1,432.00
				INV	Millipede treatment at Mt Claremont complex	440.00
				1262.16023-01	<b>Access Without Barriers Pty Ltd T/a</b>	
				INV	Insurance paint works. Repair and repaint all ceil	4,699.20
				1262.16031-01	<b>Aussie Broadband Pty Ltd</b>	
				INV	SO - Enterprise NBN - 13/3/21-12/4/21	567.60
				1262.16076-01	<b>Axiis Contracting Pty Ltd</b>	
				INV	Reinstate Footpath after WaterCorp Metre Works	880.00
				1262.16082-01	<b>Arup Australia Pty Ltd</b>	
				INV	Nedlands Traffic Modelling	5,752.45
				1262.16090-01	<b>Catherine Gartner</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2021	520.00
				1262.16096-01	<b>Udla Pty Ltd</b>	
				INV	24 Clark St - 10 x Multiple Dwellings - Landscape	1,540.00
				1262.16129-01	<b>Myra Staffa</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2021	1,248.00
				1262.16188-01	<b>Business Law WA Pty Ltd</b>	
				INV	Employment Law Advice	1,740.75
				1262.16277-01	<b>Westpac Banking Corporation</b>	
				INV	Council and Member super - PP20- FNE 28 Mar 2021	66,421.03
				1262.16302-01	<b>Brownes Dairy</b>	
				INV	Standing Order - milk delivery to depot	46.62





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				1262.16316-01	<b>eftsure Pty Ltd</b>	
				INV	Monthly subscription fee - March 2021	385.00
				1262.16372-01	<b>iDrive Academy</b>	
				INV	Volunteer Drivers Induction- March 2021 to May 2021	88.00
				1262.16402-01	<b>Summit Development Corporation Pty</b>	
				fund	Verge bond refund for 33 Grainger Drive	1,700.00
				1262.16406-01	<b>Mrs J K Martin</b>	
				fund	Reserve bond refund Mrs. Herberts Park	816.00
				1262.16408-01	<b>Building Corporation WA Pty Ltd</b>	
				fund	Verge bond refund for 141 Broadway	1,700.00
				1262.254-01	<b>Artek Signs</b>	
				INV	Sign Writing to Admin Honour Board	154.00
				1262.3475-01	<b>J Blackwood &amp; Son Ltd</b>	
				INV	Hard Yakka - Shirt - Core 2 Tone Cotton Drill	170.23
				1262.360-01	<b>Australia Post</b>	
				INV	Supply period ending - 31/3/21	369.32
				1262.4040-01	<b>The Lane Bookshop</b>	
				INV	Nedlands Local Stock	128.74
				1262.5080-01	<b>Canon Production Printing Australia</b>	
				INV	Maintenance Charges for Admin - 1/2/21-28/2/21	238.68
				INV	Maintenance Charges for Admin - 1/2/21-28/2/21	238.68
				1262.5682-01	<b>WA Hino Sales &amp; Service</b>	
				INV	2 x 235/75 R 17.5 132/130 Steerer Tyres	2,713.50
				1262.8169-01	<b>Westbooks</b>	
				INV	Junior local stock as selected on web order - Nedl	34.27
				INV	Junior local stock as selected on web order - Nedl	93.73
				INV	Adult local stock as selected on web order - Mt Cl	67.17
				INV	Adult local stock as selected on web order - Nedla	381.33
				INV	Adult local stock as selected on web order - Mt Cl	412.53
				INV	Adult local stock as selected on web order - Nedla	104.49
				1262.860-01	<b>Bunnings Group Limited</b>	
				INV	Depot supplies - for INVOICE 2433-00173279	136.84
				1262.880-01	<b>Bunzl Limited</b>	
				INV	Hygienic supplies for various buildings	1,495.54
				1262.9801-01	<b>Australia Wide Taxation</b>	
				INV	FBT Workshop 2020/21	395.00
1263	EFT TRANSFER: -	19/04/2021	-5,309.05	1263.16366-01	<b>D J Stuart</b>	
	19/04/2021			INV	Rates Refund	616.63



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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				1263.16394-01	<b>P N Barnes</b>	
				INV	Rates Refund	1,199.69
				1263.16395-01	<b>Metropolitan Cemeteries Board</b>	
				INV	Rates Refund	2,092.47
				1263.16404-01	<b>D P Ridley</b>	
				INV	Rates Refund	1,400.26
1264	EFT TRANSFER: - 23/04/2021	23/04/2021	-323,591.23	1264.11079-01	<b>Water Corporation</b>	
				INV	Reserve at L 61 Victoria Av-3/2/21-1/4/21- 0101	5.16
				INV	Reserve at L 824 Waratah Av - 0102	51.62
				INV	53 Jutland Pde - 0067	141.00
				INV	Reserve at L 116 Hackett Rd- 0101	5.16
				INV	Infant Health Centre- 0139	1,642.26
				INV	Amenities at Broadway - 0077	1,067.82
				INV	Reserve at Victoria Ave - 0099	5.16
				INV	Reserve at L 792 Esplande - 0099	10.32
				INV	Reserve at Wavell Rd - 0101	10.32
				INV	Reserve at Nardina Cr - 0104	392.31
				INV	Centre at Birdwood Pde - 0189	516.98
				INV	Garden at Sutcliffe - 0100	7.74
				INV	Reserve at Adelma Rd - 0100	5.16
				INV	Sports ground at Beatrice Ground - 0117	401.25
				INV	CLub at Victoria Ave - 0121	1,107.80
				INV	Bowling club at Jutland Pde - 0106	328.98
				INV	Non Res at Jutland Pde - 0066	356.18
				1264.11410-01	<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Pay to agency staff	3,483.30
				INV	Pay to agency staff	2,693.03
				INV	Payment to agency staff	1,871.43
				INV	Payment for agency staff	2,695.77
				INV	Pay for agency staff	3,491.81
				INV	Payment to agency staff	3,369.72
				1264.11898-01	<b>Turf Care WA Pty Ltd</b>	
				INV	Supply total of 2 x 1 tonne bags of clay wick, etc	2,192.00
				INV	Mow, edge and whipper snip Carrington Park fortnig	198.00
				INV	Mow, edge and whipper snip Carrington Park fortnig	198.00
				1264.12027-01	<b>Colliers International</b>	
				INV	Nedlands Built Form Modelling - Property / Economi	14,245.00
				1264.12246-01	<b>Donegan Enterprises Pty Ltd</b>	



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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				INV	Replace, supply and install sail and boat dash pan	1,980.00
1264.12504-01					<b>Planning Institute of Australia</b>	
				INV	Registration Fee (2021 PLANET   Taking the communi	1,840.00
1264.12519-01					<b>A Noble &amp; Son Ltd</b>	
				INV	3 Monthy Onsite Inspections of Chain Slings and Ro	432.85
1264.12642-01					<b>Domain Catering Pty Ltd</b>	
				INV	Catering - 23 Feb 2021	272.00
				INV	Catering - Councillor & Staff Meals required	32.00
1264.12648-01					<b>Mt Claremont Newsround</b>	
				INV	Newspaper delivery - 21/2/21-20/3/21	140.88
1264.12682-01					<b>Synergy</b>	
				INV	UA Kirkwood Rd - 2073197486	232.07
				INV	Total number of streetlights - 2390 - 2077199848	39,394.43
1264.12867-01					<b>Natural Area Consulting Management</b>	
				INV	Watering services	594.00
1264.13006-01					<b>Animal Pest Management Services</b>	
				INV	Fox control at Shenton Bushland, Fox control, etc	2,178.00
1264.13097-01					<b>Blackwell &amp; Associates Pty Ltd</b>	
				INV	Landscape Architectural Review	198.00
1264.13384-01					<b>Harvey Fresh</b>	
				INV	Standing Order - Weekly Milk Delivery	74.16
1264.13404-01					<b>Apple Pty Ltd</b>	
				INV	1 X Apple iPhone XR- 1 X Apple iPhone S, etc	1,436.60
1264.13428-01					<b>Lock Stock &amp; Farrell Locksmith Pty</b>	
				INV	Supply of locks and keys for City facilities	634.95
1264.13534-01					<b>Nu-Trac Rural Contracting</b>	
				INV	STANDING ORDER	800.00
					Cleaning Swanbourne Beach	
1264.13802-01					<b>Kool Digital Graphics</b>	
				INV	Going Places Tour Promotion	198.00
					Design of:	
					- DL Flyer	
				INV	The Buzz Brochure Design	495.00
					Design of A3 poster - fo	
1264.13918-01					<b>Pirtek Malaga</b>	
				INV	Repair hydraulic valve assembly on FLT 184 AS PER Q	558.22
1264.14080-01					<b>Randstad</b>	



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				INV	Pay for agency staff	1,434.54
1264.14234-01					<b>Insight Enterprises Australia Pty L</b>	
				INV	SO- Microsoft Azure -SharePoint SQL server	1,158.92
				INV	SO- Microsoft Azure -SharePoint SQL server	1,018.50
1264.14241-01					<b>King.S Contracting</b>	
				INV	Brockway Rd Resurfacing Lemnos to Alfred Rd	1,169.89
					Supply	
				INV	Brockway Rd Dual Use Path	1,599.00
					Supply and Install / ma	
1264.14462-01					<b>Ms N Grant</b>	
				INV	Tutor Fees - Term 1 2021-12/3/21-9/4/21	1,368.00
1264.14482-01					<b>Altus Planning</b>	
				INV	ADDITIONAL HOURLY RATE -Nos. 87 & 89 Broadway	1,122.00
				INV	87-89 Broadway - Planning Consultant Representatio	4,928.00
1264.14670-01					<b>Protek 24/7</b>	
				INV	Reinforce rusted away playground fence post at Swa	472.99
				INV	Replacement trolley glides (x4) for Flying Fox at	463.36
1264.14681-01					<b>Internode Pty Ltd</b>	
				INV	SO Internode IDC COLO : 27 May 2021	2,950.50
1264.14731-01					<b>Newton-Burriss Carpentry</b>	
				INV	Re-instate snapped post and rail	225.50
1264.14832-01					<b>A.S.B. Marketing Pty Ltd</b>	
				INV	United Polo Shirt - Ladies - Size 20 x 1 - Communi	60.45
1264.14856-01					<b>Quik Impressions</b>	
				INV	10,000 DLX Window Face (Barcoded) peel and seal en	913.44
1264.14888-01					<b>Corsign WA Pty Ltd</b>	
				INV	Pedestrians Watch your Step 900x600 B/Y CL1.1 Doub	1,237.50
				INV	repair Brockman Ave and Walpole St street blades	81.07
				INV	install new No Through Rd street blade intersectio	77.55
1264.14993-01					<b>Marketforce</b>	
				INV	Nedlands News full page placement in POST first Sa	2,392.50
				INV	SO - LG Tenders ad processing fee - Communications	414.30
1264.15019-01					<b>Moore Australia WA Pty Ltd (Old Nam</b>	
				INV	Finance - Budget 2021-22 workshop	990.00
1264.15193-01					<b>Great Southern Fuel Supplies</b>	
				INV	4200 Lts ULP for tank no. 2 CoN stock No. 160	5,395.04
1264.15211-01					<b>Officeworks Ltd</b>	
				INV	4X Monitors and HDMI cables	581.66
				INV	Argonomical Wireless keyboard & Mouse Combo	82.88



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				<b>1264.15224-01</b>	<b>Boyan Electrical Services</b>	
				INV	Maisonettes - Works to hot water	720.13
				INV	College Green Walkway	11,673.20
				<b>1264.15302-01</b>	<b>Ms V Soto</b>	
				INV	Zumba Gold classes in March 2021 - INV 176-2021	300.00
				INV	Zumba Gold classes x 9 in March2021	1,040.00
				<b>1264.15367-01</b>	<b>TechnologyOne</b>	
				INV	SO GIS consulting Charges Drew 17/3/21	2,156.00
				<b>1264.15548-01</b>	<b>Ream Clean Property Service</b>	
				INV	Rubbish removal various locations	753.50
				<b>1264.15583-01</b>	<b>Veris Australia Pty Ltd</b>	
				INV	Mengler Avenue - Feature survey	1,342.00
				<b>1264.15638-01</b>	<b>Advanced Traffic Management (WA) Pt</b>	
				INV	Standing order for traffic management to cover roa	1,279.65
				<b>1264.15685-01</b>	<b>Smart Office Systems</b>	
				INV	Business Improvement Project	211.20
				INV	Business Improvement Project	237.60
				<b>1264.15703-01</b>	<b>Retro Roads - Tagsat Pty Ltd</b>	
				INV	Schedule 1 - Remove and dispose of x damaged	1,184.15
				<b>1264.15771-01</b>	<b>System Maintenance - Ballantyne</b>	
				INV	20/21 College Park Pump Set - SMS Diallers	528.00
				<b>1264.15779-01</b>	<b>CSCH Pty Ltd T/A Charles Service Co</b>	
				INV	Cleaning services - March 2021	30,165.01
				<b>1264.15842-01</b>	<b>Subiaco Painting Services</b>	
				INV	Sanding, Cleaning and two coat painting of rugby	720.00
				INV	Apply 1 coat of Galvanised Oil Primer and 2 coats	300.00
				<b>1264.15858-01</b>	<b>Richards Tyrepower</b>	
				INV	1 x Tyre for Fleet 252	140.00
				INV	1 x 195/60R12C nankang for fleet 246	190.00
				<b>1264.15931-01</b>	<b>Aqua Filter Services</b>	
				INV	John XXIII - Water Cooler Hire & Maintain	38.50
				<b>1264.15947-01</b>	<b>Diamond Dry Cleaners</b>	
				INV	Dry Cleaning	120.00
				<b>1264.15963-01</b>	<b>Rhonda Breen</b>	
				INV	Tutor fee - 8/2/21-1/4/21	598.50
				<b>1264.16039-01</b>	<b>Dept of Mines, Industry Regulation</b>	
				INV	Return and reconciliation - March 2021	62,571.60
				<b>1264.16097-01</b>	<b>The Buchan Group Perth Pty Ltd</b>	



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				INV	10 x Multiple Dwellings Architectur	2,871.00
1264.16110-01	Gresley Abas			INV	Design Review - Architect	2,213.75
1264.16124-01	OtagoIT Pty Ltd			INV	Software Maintenance - Website Management Services	2,266.00
				INV	-Monthly support fee - March 2021	566.50
1264.16296-01	R. Forlani			INV	Tresillian Arts Centre - Tutor Fees - Term 1 2021	1,440.00
1264.16330-01	Denmac Holdings Pty Ltd			INV	Reinstatement and Refurbishment works to Asteroid	24,750.00
1264.16379-01	Jude van der Merwe			INV	Consultancy to Undertake Valuation - 23/2/21	6,000.00
1264.16390-01	Anna Maycock			INV	Paint a car workshop for Swell 2021	1,300.00
1264.16409-01	Larrikin House Pty Ltd			INV	Junior local stock as selected from variety pack -	105.00
1264.16413-01	Mr A Free			INV	Coffee for planning team meeting	54.00
1264.16415-01	BGC Residential Pty Ltd			INV	Vehicle cross over permit application fee- pd 9/3/	152.00
1264.16418-01	Dlux Builders			fund	verge bond refund 37 Hobbs Avenue	1,700.00
1264.16419-01	Sertorio Homes			fund	Verge bond refund for 25 Godetia Gardens	1,700.00
1264.2262-01	Elliott's Irrigation Pty Ltd			INV	Dot Bennett Park - Service and maintain iron filtr	253.00
1264.4500-01	McLeods Barristers & Solicitors			INV	Matter No: 47101	4,015.21
				INV	Matter no: 47313	2,942.39
				INV	Matter no: 47225	22,610.68
				INV	Matter no: 46042	1,595.88
				INV	Matter no: 46491	927.30
				INV	Matter No: 46986	2,190.32
1264.6600-01	St John Ambulance Western Australia			INV	Kit servicing hourly fee	250.00
1264.7675-01	Landgate - GRV			INV	G2021/4- 6/2/21-19/2/21	1,143.13
				INV	G2021/5- 20/2/2021-5/3/2021	322.46



# CITY OF NEDLANDS

## All Payments 1/04/2021 to 30/04/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				<b>1264.8110-01</b>	<b>Wattleup Tractors</b>	
				INV	5000hr Major Service for Flt 184 MF 5609 Tractor a	3,245.80
				<b>1264.8169-01</b>	<b>Westbooks</b>	
				INV	Adult local stock as selected on web order - Nedla	13.99
				INV	Adult local stock as selected on web order - Mt Cl	153.85
				INV	Adult local stock as selected on web order - Nedla	106.35
				INV	Adult local stock as selected on web order - Mt Cl	69.27
				INV	Junior local stock as selected on web order - Nedl	62.58
				INV	Junior local stock as selected on web order - MtC	10.49
				<b>1264.860-01</b>	<b>Bunnings Group Limited</b>	
				INV	maintenance supplies for works team 18/1/21	127.40
				INV	STANDING PURCHASE ORDER February to 30st June 2021	41.81
1265	EFT TRANSFER: - 03/05/2021	30/04/2021	-790,494.77	<b>1265.100-01</b>	<b>Advantech Mobile Auto Electrics</b>	
				INV	Repair Horn on Flt 182 tractor	110.00
				INV	Replace 2 Batteries in Flt 900 Rosa Bus	552.00
				<b>1265.10056-01</b>	<b>City of Nedlands - Social Club</b>	
				INV	Payroll Deduction	270.00
				<b>1265.10731-01</b>	<b>Green Skills (Eco Jobs)</b>	
				INV	Path maintenance- INV P2382	8,126.56
				<b>1265.10786-01</b>	<b>Verti-Turf</b>	
				INV	Turf renovation - Charles Crt Reserve (Rugby	2,072.40
				INV	Turf renovation - Charles Crt Reserve (soccer	2,935.90
				INV	Turf renovation - Melvista Pk	2,158.75
				<b>1265.10859-01</b>	<b>CSP Group Pty Ltd</b>	
				INV	4 x STL0781 516 2004 Oil - Chain&Bar SynthPlu, etc	558.00
				INV	4 x STL0781 319 8434 Oil - 2 Stroke HP - 10L, etc	497.80
				<b>1265.11079-01</b>	<b>Water Corporation</b>	
				INV	Roundabout at Cnr Smyth Rd - 0073	20.65
				INV	Reserve at 33 Genesta Cr - 0097	87.75
				INV	Daycare centre 100 princess rd - 0125	195.73
				INV	21-23 Tyrell st - 0128	750.24
				INV	Hall at 62 Stirling hwy - 0120	315.03
				INV	Roundabot cnr princess brucest- 0102	33.55
				INV	Centre at Melvista - 0132	815.02
				<b>1265.11410-01</b>	<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Pay for agency staff	1,083.85
				INV	Pay for agency staff	2,373.51
				INV	Pay to agency staff	2,695.77



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## All Payments 1/04/2021 to 30/04/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				INV	Pay for agency staff	980.63
1265.11421-01					<a href="#">Waterlogic Australia</a>	
				INV	Water filter services at Administration Staff Kitc	96.80
1265.11732-01					<a href="#">Local Government Professionals</a>	
				INV	Induction to Local Government Training, April 2021	380.00
1265.11795-01					<a href="#">Mr J Donaldson</a>	
				INV	RUBBISH COLLECTION	880.00
1265.11898-01					<a href="#">Turf Care WA Pty Ltd</a>	
				INV	Mow, edge and whipper snip Carrington Park fortnig	198.00
				INV	Carry out 1 x synthetic wicket replacement se, etc	2,574.00
1265.12346-01					<a href="#">U N Nolli</a>	
				INV	Tutor Fees - 9/4/21, 12/4/21	310.00
1265.12364-01					<a href="#">West Tip Waste Control Pty Ltd</a>	
				INV	Supply and deliver 10 cubic meter skip bin as part	1,105.00
1265.12517-01					<a href="#">C White</a>	
				INV	Tutor Fees - Term1 2021- 8/3, 15/3,22/3,29/3,12/4	570.00
1265.12677-01					<a href="#">Wilson Security</a>	
				INV	Mt Claremont Library Evening - 1/3/21-31/3/21	237.07
				INV	Joe wheatley - 1/3/21-31/3/21	272.25
				INV	Swanbourne Beach carpark - 1/3/21-31/3/21	324.50
1265.12678-01					<a href="#">Green's Hiab Service Pty Ltd</a>	
				INV	Install Rugby goals to Allen Pk. Pick up from, etc	1,149.50
1265.12682-01					<a href="#">Synergy</a>	
				INV	Synergy - 2065202933	467.11
				INV	ELECTRICITY- 2017200746	29.35
1265.12695-01					<a href="#">Adroit Consulting Pty Ltd</a>	
				INV	Review of Head Lease and Sublease	3,724.87
1265.13247-01					<a href="#">Toll Transport Pty Ltd</a>	
				INV	standing order collection of mail- March 2021	456.24
1265.13384-01					<a href="#">Harvey Fresh</a>	
				INV	Standing Order - Weekly Milk Delivery	49.14
1265.13412-01					<a href="#">Quick Corporate Australia</a>	
				INV	stationery supply	399.66
1265.13428-01					<a href="#">Lock Stock &amp; Farrell Locksmith Pty</a>	
				INV	Replace mortise lock so that door locking	314.00
1265.13480-01					<a href="#">DU Electrical Pty Ltd</a>	
				INV	Replace softstarter on the Wattle Ave pump	1,376.32
1265.13718-01					<a href="#">South East Regional Centre for Urba</a>	





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## All Payments 1/04/2021 to 30/04/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				INV	David Cruickshank Reserve - Hand Weeding or Brush	2,010.77
				INV	Brushcut, remove biomass of Golden Crown Bear, etc	1,788.93
				INV	Masons Gardens Maintenance, Point Resolution, etc	4,950.00
				INV	Masons Gardens Maintenance, Point Resolution, etc	7,167.03
				INV	Watering services - various locations	13,497.00
				INV	PVG weeding Shenton Bushland, PVG weeding Bir, etc	2,904.00
				INV	Watering services - various locations	8,910.00
				<b>1265.13863-01</b>	<b>G M S Security (WA) Pty Ltd</b>	
				INV	Security repairs at John Leckie Pavillion, Se, etc	528.00
				INV	Security repairs at Adminastation	176.00
				<b>1265.13869-01</b>	<b>Instant Products Hire</b>	
				INV	Standing order for Portable Toilet Hire and servic	188.27
				<b>1265.13932-01</b>	<b>The Information Management Group Pt</b>	
				INV	Archives and Storage - 1/3/21-31/03/21	1,413.15
				<b>1265.14004-01</b>	<b>Drainflow Services Pty Ltd</b>	
				INV	Standing Purchasse order to cover eduction and jet	924.53
				<b>1265.14080-01</b>	<b>Randstad</b>	
				INV	Payment to agency staff	1,399.56
				<b>1265.14090-01</b>	<b>Western Technical Services</b>	
				INV	Modifications and new installation of Daikin Packa	31,542.50
				<b>1265.14170-01</b>	<b>Civcon Civil &amp; Project Management</b>	
				INV	Brockway Road Aspahl Shared Path RFT2020-21.08	67,585.65
				INV	Brockway Road Aspahl Resurfacing RFT2020-21.08	40,756.52
				INV	Brockway Road Aspahl Resurfacing RFT2020-21.08	9.00
				<b>1265.14238-01</b>	<b>Ms J Rogers</b>	
				INV	Tutor Fees - Term 1 2021-8/2/21-12/4/21	1,596.00
				<b>1265.14245-01</b>	<b>Univerus Software Pty Ltd (AssetFin</b>	
				INV	Unity Mobile licencex10 - 1 apr20-31 mar21	8,789.00
				<b>1265.14358-01</b>	<b>Ms N Butcher</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2021	3,070.00
				<b>1265.14469-01</b>	<b>Hodge Collard Preston Architects</b>	
				INV	Architectural tender documentation	2,062.50
				<b>1265.14535-01</b>	<b>Skyline Landscape Services</b>	
				INV	Carry out 1 x complete Verge Mowing - Dec 2021	5,743.10
				INV	Lawn Mowing Maintenance Contract - January 2021	4,068.43
				<b>1265.14693-01</b>	<b>Easi</b>	
				INV	Payroll Deduction	774.45
				INV	Payroll Deduction	947.29



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## All Payments 1/04/2021 to 30/04/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				1265.14874-01	<b>Junk Removal</b>	
				INV	Collection of illegally dumped	160.00
				1265.14888-01	<b>Corsign WA Pty Ltd</b>	
				INV	parking sign order 19/3/21	1,282.05
				INV	street blade and parking sign order	173.86
				INV	replace missing Strickland St sign	77.55
				1265.14966-01	<b>Emerge Associates</b>	
				INV	Preparation of Enviroscape Concept Plan for Asquith	704.00
				1265.14972-01	<b>Allwestplant hire Australia Pty Ltd</b>	
				INV	Broome street Nedlands - Depot	13,733.50
				INV	35 The Avenue - Provide safety documentation,, etc	3,781.80
				1265.14993-01	<b>Marketforce</b>	
				INV	Tresillian Expressions of Interest	590.35
				INV	Half page public notice composite in the POST	3,425.40
				INV	20/0 Tresillian Expressions of Interest	3,212.19
				1265.15005-01	<b>Becarwise</b>	
				INV	Novated car lease - FNE 11042021	1,004.31
				1265.15097-01	<b>Central Regional TAFE</b>	
				INV	Training for staff - Regulatory Officer C	421.20
				1265.15122-01	<b>CTI Couriers Pty Ltd</b>	
				INV	Courier between Western Suburbs libraries	525.62
				1265.15389-01	<b>TPG Telecom</b>	
				INV	Communication charges - 1/3/21-31/3/21	9,445.73
				1265.15401-01	<b>WINC Australia Pty Ltd (Previous na</b>	
				INV	Depot kitchen supplies	264.37
				1265.15506-01	<b>CPD Training Pty Ltd</b>	
				INV	Instalment No 8 - Access to CPCCBS6009	1,000.00
				INV	Instalment 6 access to CPCCBS6010	1,500.00
				INV	Instalment 7 - Access to CPCCBS6003	1,000.00
				1265.15638-01	<b>Advanced Traffic Management (WA) Pt</b>	
				INV	Standing order for traffic management to cover dra	1,327.33
				INV	Standing order for traffic management to cover foo	740.25
				INV	Standing order for traffic management to cover foo	867.88
				INV	Standing order for traffic management to cover roa	408.41
				INV	Standing order for traffic management to cover foo	3,412.42
				1265.15639-01	<b>Stephanie Reisch</b>	
				INV	Tresillian Arts Centre - Term 2 6-16 April 2021	456.00
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2021	2,804.00



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1265.15655-01	Mr R Jutras-Minett					
INV					Mobile reimbursement - 1/3/21-28/3/21	30.00
1265.15703-01	Retro Roads - Tagsat Pty Ltd					
INV					Supply of linemarking as per quote 01704626, Broad	4,752.58
1265.15771-01	System Maintenance - Ballantyne					
INV					College Park - Supply & install replacement testin	1,152.69
INV					20/21 College Park Pump Set Servicing - Annual	2,473.79
1265.15801-01	Horizon West Landscape & Irrigation					
INV					Landscape Maintenance - March 2021	4,258.06
1265.15802-01	New Ground Water Services Pty Ltd					
INV					Daran Park- Filtomat automatic Screen Filter Servi	396.00
INV					Supply and install a new irrigation at the College	1,716.00
1265.15828-01	Nedlands Croquet Club					
INV					Community Grant Payment - Gala 2021	1,000.00
1265.15858-01	Richards Tyrepower					
INV					1 x Dunlop Tyre for Flt 1385	300.00
INV					1 Falken Tyre for Trailer 251	140.00
1265.15878-01	Westend Plumbing & Gas					
INV					Replaced failed hot water unit in kitchen - NCC	1,045.00
1265.15931-01	Aqua Filter Services					
INV					Mt C Library - Water Cooler Hire and Maintain	38.50
INV					Tresillian - Water Cooler Hire & Maintain	38.50
INV					Admin Reception - Water Cooler	38.50
1265.15963-01	Rhonda Breen					
INV					Tutor payment - Term 2 -14/4/21-15/4/21	498.00
1265.16188-01	Business Law WA Pty Ltd					
INV					Council and CEO Recruitment - Legal Advice	1,831.50
1265.16238-01	Stats Australia					
INV					Provision of FWD Testing and Reporting in Rochdale	8,788.56
1265.16273-01	Talis Consultants					
INV					VO-1 Variation to proposed survey specificati, etc	6,600.00
1265.16277-01	Westpac Banking Corporation					
INV					Council and Member super - FNE 28 Feb 21- PP 18	67,153.05
INV					Council and member super - PP21 - FNE 11 Apr 2021	65,679.91
1265.16344-01	Suez Recycling & Recovery Pty Ltd					
INV					2020/21 Waste Disposal - Residential and Commercial	56,064.00
INV					2020/21 Residential Waste Services	126,074.71
1265.16376-01	KR Surveys Pty Ltd					



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## All Payments 1/04/2021 to 30/04/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				INV	Service Locating for streetlighting on Waratah Ave	990.00
				<b>1265.16385-01</b>	<b>Roof Checks W.A.</b>	
				INV	Depot - Gutter clean and roof condition assessment	1,300.00
				INV	College Park Family Centre - Gutter clean and roo	320.00
				<b>1265.1670-01</b>	<b>Western Australia Police</b>	
				INV	Volunteer Police Certificates- February 2021	16.70
				<b>1265.2030-01</b>	<b>Child Support Registrar</b>	
				INV	Payroll Deduction	672.54
				<b>1265.2048-01</b>	<b>Tillys Home Helpers</b>	
				INV	Provision of Gardening Service to CHSP Clients	1,014.75
				<b>1265.380-01</b>	<b>Australian Taxation Office</b>	
				INV	Payroll Deduction	116,609.00
				INV	Payroll Deduction	2,749.00
				<b>1265.400-01</b>	<b>Australian Services Union</b>	
				INV	Payroll Deduction	67.70
				<b>1265.5133-01</b>	<b>Optus Billing Services Pty Ltd</b>	
				INV	Monthly subscription000186538889 - 25/2/21-24/3/21	1,985.18
				<b>1265.6600-01</b>	<b>St John Ambulance Western Australia</b>	
				INV	First Aid for Swell Fest 2021	347.60
				INV	First Aid Kits Restock 2021 - All Centre and Counc	143.90
				INV	First Aid Kits Restock 2021 - All Centre and Counc	119.13
				INV	First Aid Kits Restock 2021MSOAFQ00002288	72.10
				INV	First Aid Kits Restock 2021	38.31
				INV	First Aid Kits Restock 2021 - All Centre and Counc	143.87
				INV	First Aid Kits Restock 2021 - All Centre and Counc	105.31
				INV	First Aid Kits Restock 2021 - All Centre and Counc	916.85
				<b>1265.8110-01</b>	<b>Wattleup Tractors</b>	
				INV	2 x AG4347981M1 GAS DOOR STRUT (G460)	221.64
				<b>1265.8169-01</b>	<b>Westbooks</b>	
				INV	Adult local stock as selected on web order - Mt Cl	69.26
				INV	Adult local stock as selected on web order - Mt Cl	46.18
				INV	Adult local stock as selected on web order - Nedla	84.67
				INV	Junior local stock as selected on web order - MtC	11.89
				INV	Junior local stock as selected on web order - Nedl	64.36
				<b>1265.8620-01</b>	<b>Zipform Pty Ltd</b>	
				INV	2020/21 4th instalment Notice production	3,892.72
				<b>1265.880-01</b>	<b>Bunzl Limited</b>	
				INV	Hygienic supplies for various buildings	1,491.91



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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>
				1265.9872-01	Civica Pty Ltd	
				INV	New SIP2 Connection for SLWA Online Book Club	264.00
1266	EFT TRANSFER: - 03/05/2021	30/04/2021	-1,700.00	1266.16426-01	Danny Kaitapu	
				INV	Verge bond refund - 127 Roachdale Mt Claremont	1,700.00
	Total EFT		<u>-\$2,746,297.74</u>			
	TOTAL PAYMENTS		<u><u>-\$2,781,990.17</u></u>			

## City of Nedlands

## Purchasing &amp; Credit Card Payments - April 2021 (Statement period 29 Mar 2021 to 27 April 2021)

Date	Supplier	Description	AUD
15/04/2021	SQ *BRENDAN COOK	Book of historical and family research	30.00
27/04/2021	CARD FEE	CARD FEE	5.00
19/04/2021	Braun_AUS	Descaler for depot coffee machine	29.95
20/04/2021	TAYLOR RD IGA	Dishwasher tablets	20.22
27/04/2021	CARD FEE	CARD FEE	5.00
1/04/2021	BUNNINGS 483000	Painting repairs	31.83
31/03/2021	SHERIDANS 1913 PTY L	Re-surface time capsule plaques	132.00
1/04/2021	CEILING SUPERMKT	Replacement ceiling slats	142.78
6/04/2021	BUNNINGS 483000	Indicator bolt toilet door	46.00
12/04/2021	BUNNINGS 483000	Paint for touch ups	14.98
9/04/2021	SHERIDANS 1913 PTY L	Weatherproof coating of time capsule plaques Roof	88.00
15/04/2021	BUNNINGS 483000	repairs and shelf install	56.24
15/04/2021	SP * BAD WORKWEAR	Hi vis winter jackets	158.00
16/04/2021	BARNETTS ARCHITE H	Replacement door furniture service duct	356.47
19/04/2021	BUNNINGS 483000	Replacement door service duct	162.66
19/04/2021	BUNNINGS 483000	New spade bits required for door installs	42.73
22/04/2021	PUSEYS PUFFS	Leaving morning tea - Tech staff member	67.00
26/04/2021	BUNNINGS 483000	Hardware for replacement door service hatch	91.82
26/04/2021	BUNNINGS 483000	External sealant	31.71
27/04/2021	CARD FEE	CARD FEE	5.00
27/04/2021	CEILING SUPERMKT	Replacement ceiling slats	139.46
20/04/2021	EB *Making High Densit	Training	174.34
27/04/2021	CARD FEE	CARD FEE	5.00
6/04/2021	FACEBK QXCAR3BNC2	Paid advertising Swell Youth Fest 2021	15.45
27/04/2021	CARD FEE	CARD FEE	5.00
15/04/2021	SECURE PARKING - 164-1	Parking - Agenda and Minutes Training - WALGA	12.30
20/04/2021	COLES 0299	Staff Morning Tea - Tech staff member	7.40
20/04/2021	COLES 0299	Staff Morning Tea - Tech staff member	43.09
22/04/2021	JACK'S WHOLEFOODS &	Staff Farewell Catering - Part	7.49
21/04/2021	COLES 0299	Staff Contribution - Tech staff member	40.00
21/04/2021	COLES 0299	Staff Farewell Catering - Part	13.50
23/04/2021	V/CELLARS 3224	Gift Contribution - Tech staff member	40.00
27/04/2021	CARD FEE	CARD FEE	5.00
9/04/2021	BUNNINGS 309000	Cleaning and fertilising materials	52.88
27/04/2021	CARD FEE	CARD FEE	5.00
6/04/2021	AMZNPRIMEAU MEMBERSHIP	Amazon Prime subscription-cheaper postage rates	6.99
7/04/2021	Deli Chicchi	Light refreshments-planning workshop with 5 staff	44.10
7/04/2021	Deli Chicchi	Credit card surcharge	0.40
7/04/2021	KMART 1162	Greeting cards	57.00
8/04/2021	MARTINEAUS PATISSERI	Catering for farewell morning tea for staff member	49.25
8/04/2021	MARTINEAUS PATISSERI	Catering for farewell morning tea for staff member	49.25
19/04/2021	WANEWSDTI	Local stock newspapers - Nedlands Library	325.20
27/04/2021	CARD FEE	CARD FEE	5.00
27/04/2021	CARD FEE	CARD FEE	5.00
27/04/2021	CARD FEE	CARD FEE	5.00
27/04/2021	CARD FEE	CARD FEE	5.00
27/04/2021	CARD FEE	CARD FEE	5.00
27/04/2021	CARD FEE	CARD FEE	5.00
29/03/2021	JBHiFi.com.au	Junior local stock refund	- 4.00
9/04/2021	WOOLWORTHS 4392	Catering for Sunday Screenings (11 + 18 April)	21.78
9/04/2021	WOOLWORTHS 4392	Catering for Sunday Screenings (11 + 18 April)	15.97
27/04/2021	CARD FEE	CARD FEE	5.00
1/04/2021	PLANNING INSTITUTE OF AUS	Planning staff: Registration Fee (PIA Wellness Ser	130.00
6/04/2021	Gallery of Claremont	Staff leaving card	14.99
7/04/2021	ST JOHN AMBULANCE AUST	Provide First Aid course registration	398.00
23/04/2021	COMO The Treasury	State buildings voucher	30.00
26/04/2021	THE VILLAGE BAR	Staff Farewell Function (planning staff member)	200.00
27/04/2021	CARD FEE	CARD FEE	5.00
29/03/2021	MARTINEAUS PATISSERI	Catering for staff workshop	70.00
29/03/2021	CAPTAIN STIRLING NEW	Gift cards	46.93
27/04/2021	CARD FEE	CARD FEE	5.00
27/04/2021	CARD FEE	CARD FEE	5.00
29/03/2021	NESPRESSO	consumables, coffee supplies	129.90
22/04/2021	NTH METROPOLITAN TAFE	staff training - kiln management	548.45
27/04/2021	CARD FEE	CARD FEE	5.00
23/04/2021	BLITZFIELD ENTERPRIS	PA purchase for client's activity	4.49

## City of Nedlands

## Purchasing &amp; Credit Card Payments - April 2021 (Statement period 29 Mar 2021 to 27 April 2021)

Date	Supplier	Description	AUD
27/04/2021	CARD FEE	CARD FEE	5.00
27/04/2021	CARD FEE	CARD FEE	5.00
13/04/2021	AHRI LTD	Training - Mental Health at Work - HR	345.00
13/04/2021	AHRI LTD	Mental Health at work training - HR	345.00
20/04/2021	First 5 Minutes Pty Lt	F5M - Fire and Evacuation Training Credits (20)	328.90
27/04/2021	CARD FEE	CARD FEE	5.00
9/04/2021	HOO*HOOTSUITE INC	Hootsuite Annual Payment	878.77
15/04/2021	TN MOBILE CLAREMONT	Work Mobile Accessories	104.00
27/04/2021	CARD FEE	CARD FEE	5.00
29/03/2021	PAYPAL	Card cases	122.65
6/04/2021	BUNNINGS 456000	Engraver machine	37.86
8/04/2021	BUNNINGS 456000	Lights and Rat bait	138.65
9/04/2021	TRADIES WORKWEAR PTY	Safety	297.35
27/04/2021	CARD FEE	CARD FEE	5.00
30/03/2021	COLES 0299	Farewell Card to Mayor	4.99
31/03/2021	WAIVPAY PTY LTD	Gift Voucher Mayor	252.50
1/04/2021	AUSTRALIAN SCHOOL OF A	Australian Women's Leadership Symposium 8 July	1,094.50
27/04/2021	CARD FEE	CARD FEE	5.00
27/04/2021	CARD FEE	CARD FEE	5.00
27/04/2021	CARD FEE	CARD FEE	5.00
27/04/2021	CARD FEE	CARD FEE	5.00
8/04/2021	PARKER BLACK FORREST	Mortice lock & handle	230.81
27/04/2021	CARD FEE	CARD FEE	5.00
27/04/2021	CARD FEE	CARD FEE	5.00
29/03/2021	BUNNINGS 483000	program activity	29.91
29/03/2021	OFFICEWORKS 0622	stationary- program & Centre	233.85
29/03/2021	BED BATH N TABLE	Easter program activity	23.89
6/04/2021	JB HI FI CLAREMONT	kitchen appliance	144.00
6/04/2021	COLES 0299	children's well being	37.18
6/04/2021	COLES 0299	children's well being	9.97
6/04/2021	BLITZFIELD ENTERPRIS	afternoon tea	14.46
7/04/2021	BLITZFIELD ENTERPRIS	afternoon/lunch	0.11
7/04/2021	BLITZFIELD ENTERPRIS	afternoon/lunch	46.96
8/04/2021	FARMER JACKS WOODLAN	fort night veggies/fruits	70.30
7/04/2021	COLES 0299	lunch	21.75
12/04/2021	PRIME PRODUCTS P/L	lunch	37.85
15/04/2021	THE REJECT SHOP 6617	children's program	6.00
14/04/2021	COLES 0299	lunch	21.78
14/04/2021	COLES 0299	lunch	49.07
20/04/2021	FULLIFE HERDSMAN 7 DA	staff wellbeing- FSP	5.99
21/04/2021	COLES 0299	children's weekly lunch	17.71
21/04/2021	COLES 0299	children's weekly lunch	1.98
23/04/2021	JACK'S WHOLEFOODS &	children's lunches	0.11
23/04/2021	JACK'S WHOLEFOODS &	children's lunches	59.34
27/04/2021	CARD FEE	CARD FEE	5.00
27/04/2021	SPOTLIGHT INNALOO	program activity-	100.00
1/04/2021	WIX*Wix.Com, Inc.	Software-Wix Subscription-Tresillian	602.37
1/04/2021	WIX*Wix.Com, Inc.	Bank Charges	18.63
7/04/2021	WWW.SNAPCOMMS.COM	Software-Snapcomms	2,600.00
7/04/2021	WWW.SNAPCOMMS.COM	Bank Charges	78.00
8/04/2021	Adobe Systems Pty Ltd	Software-Adobe	871.07
9/04/2021	WWW.RECKON.COM	Software-Till management-Tresillian	87.00
16/04/2021	Harvey Norman Online	Hardware-Keyboards	90.00
19/04/2021	MSFT *<E0700ECDH4>	Software-MSFT-Advanced Com	23.54
19/04/2021	MSFT *<E0700ECDH5>	Software-MSFT-Voice	12.10
19/04/2021	MSFT *<E0700EC8D3>	Software-MSFT-Audio Conference	12.10
19/04/2021	MSFT * E0700ECCFH	Software-MSFT-Voice	12.10
27/04/2021	CARD FEE	CARD FEE	5.00
27/04/2021	CARD FEE	CARD FEE	5.00
8/04/2021	COLES 0299	Refreshments for Councillors	91.80
27/04/2021	CARD FEE	CARD FEE	5.00
27/04/2021	CARD FEE	CARD FEE	5.00
27/04/2021	CARD FEE	CARD FEE	5.00
1/04/2021	CICERELLO 'S (FREMANTL	30.3.21 Client and Volunteer meal cost on outing	55.80
8/04/2021	THE BROOK BAR AND BI	6.4.21 Client and Volunteer cost on outing	60.00
7/04/2021	ALH VENUES 8555	7.4.21 client and Volunteer cost on outing	90.00

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### City of Nedlands

#### Purchasing & Credit Card Payments - April 2021 (Statement period 29 Mar 2021 to 27 April 2021)

Date	Supplier	Description	AUD
14/04/2021	COLES ONLINE	13.4.21 Client food order for April	187.44
14/04/2021	COLES ONLINE	13.4.21 Client food order for April	55.65
13/04/2021	ALH VENUES 8553	13.4.21 Client Volunteer meal on outing	76.00
15/04/2021	ALH VENUES 8557	15.4.21 client and Volunteer cost on outing	25.00
20/04/2021	DOMESTIC EAST FREMANTLE	19.4.2021 Client Lunch cost on outing	18.95
20/04/2021	The Boat	20.4.21 client and Volunteer cost on outing	65.25
22/04/2021	HAROLD HAWTHORNE SENIO	21.4.21 client and Volunteer cost on outingouting	50.00
27/04/2021	CARD FEE	CARD FEE	5.00
15/04/2021	Barrett's Bakery	Office Catering 15.04.21	32.00
16/04/2021	COLES 0395	Cleaning supplies for NCC 15.04.2021	38.00
16/04/2021	BLITZFIELD ENTERPRIS	Catering Supplies for Waratah Club 15.04.21	6.98
19/04/2021	BLITZFIELD ENTERPRIS	Catering Supplies for Waratah Club Clients 16.04.2	32.94
27/04/2021	CARD FEE	CARD FEE	5.00
16/04/2021	ARI (AUST) P/L	Uniform Environmental Conservation Coordinator	100.00
27/04/2021	CARD FEE	CARD FEE	5.00
6/04/2021	WILSON PARKING AUSTRALIA	Parking - Children's Hospice Meeting - 31/03/21	6.80
27/04/2021	CARD FEE	CARD FEE	5.00
			<b><u>14,894.71</u></b>





# CITY OF NEDLANDS

## All Payments 1/05/2021 to 31/05/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
<b>Westpac - Municipal Acct</b>						
<b>CHEQUE</b>						
70866	K J MOREY	07/05/2021	-1,700.00	RFND	VERGE BOND REFUND 83 NORTH STREET SWANBO	1,700.00
70867	WESTERN ROOFING	07/05/2021	-1,700.00	RFND	VERGE BOND REFUND 5 HYNES ROAD	1,700.00
70868	CITY OF WANNEROO	07/05/2021	-5,488.16	INV INV	Long service leave payment Long service leave payment	3,301.12 2,187.04
70869	WEST AUSTRALIAN NEWSPAPER LTD	07/05/2021	-83.60	INV	NEWSPAPER SUBSCRIPTION - 13/4/21-11/5/21	83.60
70870	COAST HOMES WA PTY LTD	14/05/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70871	WANNEROO PATIOS	14/05/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70872	MR P TISSIMAN	14/05/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70873	MR R W SALEEBA	14/05/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70874	J S FLOWERDEW	14/05/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70875	PAULINE BUNCE	14/05/2021	-65.00	INV	REFUND OF GOING PLACES TOUR	65.00
70876	PATRICIA SLATTERY	14/05/2021	-130.00	INV	REFUND FOR GOING TO PLACES TOUR	130.00
70877	NORMA WILLIAMS	14/05/2021	-65.00	INV	REFUND FOR GOING PLACES TOUR	65.00
70878	MARGARET HATELEY	14/05/2021	-65.00	INV	REFUND FOR GOING TO PLACES TOUR	65.00
70879	BOB SUMNER	14/05/2021	-65.00	INV	REFUND FOR GOING TO PLACES TOUR	65.00
70880	DAWN DUKES	14/05/2021	-65.00	INV	REFUND FOR GOING TO PLACES TOUR	65.00
70881	NATALIA SLAWOMIRSKI	14/05/2021	-84.00	INV	EVENT ASSESSMENT FEE REFUND PAID 15/4/21	84.00
70882	DANA NESTER	14/05/2021	-130.00	INV	REFUND FOR GOING TO PLACES TOUR	130.00



# CITY OF NEDLANDS

## All Payments 1/05/2021 to 31/05/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
70883	ANDREW BROOMHALL	14/05/2021	-130.00	INV	REFUND FOR GOING TO PLACES TOUR	130.00
70884	JENNIFER BALL	14/05/2021	-130.00	INV	REFUND OF GOING TO PLACE TOUR	130.00
70885	JOYCE MAIO	14/05/2021	-130.00	INV	REFUND FOR GOING TO PLACES TOUR	130.00
70886	GERALDINE NEEDHAM	14/05/2021	-130.00	INV	REFUND FOR GOING TO PLACES TOUR	130.00
70887	JOAN ROBINS	14/05/2021	-130.00	INV	REFUND FOR GOING TO PLACES TOUR	130.00
70888	BETTY MARSHALL	14/05/2021	-130.00	INV	REFUND FOR GOING TO PLACES TOUR	130.00
70889	JUNE SOMMES	14/05/2021	-65.00	INV	REFUND FOR GOING TO PLACES TOUR	65.00
70890	BRI ADILBERT	14/05/2021	-65.00	INV	REFUND FOR GOING TO PLACES TOUR	65.00
70891	DALE WILCOX	14/05/2021	-130.00	INV	REFUND FOR GOING TO PLACES TOUR	130.00
70892	GIOVANNA SIMICH	14/05/2021	-130.00	INV	REFUND FOR GOING TO PALCES TOUR	130.00
70893	IAN SAGGERS	14/05/2021	-130.00	INV	REFUND FOR GOING TO PLACES TOUR	130.00
70894	S J REID	14/05/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70895	P CAMPAGNA	14/05/2021	-150.00	RFND	ROOM HIRE BOND REFUND 10/05/2021	150.00
70896	ANGULAREM PTY LTD	14/05/2021	-21,600.00	RFND	PARTIAL REFUND BOND 7 LAMBETH MEWS	21,600.00
70897	CITY OF NEDLANDS - CASH CHEQUE / PE	21/05/2021	-163.50	INV	RECOUP PETTY CASH - POSITVE AGEING WE 5 MAY 2021	70.55
				INV	RECOUP PETTY CASH - POSITIVE AGEING WE 12 MAY 2021	39.50
				INV	RECOUP PETTY CASH - ENVIRONMENTAL HEALTH WE 12 MAY	53.45
70898	ANNE CREVALD	21/05/2021	-65.00	INV	REFUND OF GOING PLACES TOUR	65.00
70899	MALIBU POOLS AND SPAS	21/05/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70900	WILLIAM WOODS	21/05/2021	-130.00	INV	REFUND OF GOING PLACES TOUR	130.00



# CITY OF NEDLANDS

## All Payments 1/05/2021 to 31/05/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
70902	CITY OF NEDLANDS - CASH CHEQUE / PE	28/05/2021	-1,170.03	INV	TRESILAIN MM - WEEK 5-8 - 1/06/21-25/06/21	1,100.00
				INV	RECOUP PETTY CASH - ENVIRONMENTAL HEALTH WE 26 MAY	70.03
70903	WEST AUSTRALIAN NEWSPAPER LTD	28/05/2021	-83.60	INV	NEWSPAPER DELIVERY - 12 MAY 2021-09 JUNE 2021	83.60
70905	JUDITH CROFT	29/05/2021	-65.00	INV	REFUND OF GOING PLACES TOUR	65.00
70906	PRI ADILBERT	29/05/2021	-65.00	INV	REFUND OF GOING PLACES - 7 MAY 2021	65.00
70907	PHOENIX BUILDING SYSTEMS	29/05/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70908	PROJECT ARTICHOKE PTY LTD	29/05/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70909	JAG DEMOLITION	29/05/2021	-1,700.00	RFND	VERGE BOND REFUND	1,700.00
70910	CAPELLA CONSTRUCTIONS PTY	29/05/2021	-1,700.00	INV	VERGE BOND REFUD	1,700.00

**Total CHEQUE** **-\$53,132.89**

### EFT

PY99-23	WESTPAC - MUNICIPAL ACCT	04/05/2021	-8,544.11			
PY01-23	WESTPAC - MUNICIPAL ACCT	11/05/2021	-357,163.08			
PY01-24	WESTPAC - MUNICIPAL ACCT	25/05/2021	-353,530.38			
1267	EFT TRANSFER: - 06/05/2021	05/05/2021	-298,254.69	1267.11634-01	Ms N Horley	
				INV	Monthly allowance - May 2021	2,227.50
				1267.12120-01	Mr B G Hodsdon	
				INV	Monthly allowance - May 2021	2,227.50
				1267.13290-01	Mr V R Senathirajah	
				INV	Monthly allowance- May 2021	2,227.50
				1267.13857-01	Mr L McManus	
				INV	Monthly allowance - May 2021	3,547.38
				1267.14123-01	Mr J D Wetherall	
				INV	Monthly allowance - May 2021	2,227.50



# CITY OF NEDLANDS

## All Payments 1/05/2021 to 31/05/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				1267.14233-01	Ms K A Smyth	
				INV	Monthly allowance - May 2021	2,227.50
				1267.15427-01	Mr A W Mangano	
				INV	Monthly allowance - May 2021	2,227.50
				1267.16036-01	R A Coghlan	
				INV	Monthly allowance - May 2021	2,227.50
				1267.16042-01	F Bennett	
				INV	Monthly allowance - May 2021	2,227.50
				1267.16161-01	P N Poliwka	
				INV	Monthly allowance - May 2021	2,227.50
				1267.16277-01	Westpac Banking Corporation	
				INV	Super- PP 22 WE 25 April 21	64,456.59
				1267.16308-01	N R Youngman	
				INV	Monthly allowance - May 2021	2,227.50
				1267.16389-01	Bronwen Tyson	
				INV	Monthly allowance - May 2021	2,227.50
				1267.380-01	Australian Taxation Office	
				INV	Payroll Deduction	123,245.00
				1267.840-01	Construction Training Fund	
				INV	CITYO060421102524	82,503.22
1268	EFT TRANSFER: - 10/05/2021	10/05/2021	-166,889.21	1268.10056-01	City of Nedlands - Social Club	
				INV	Payroll Deduction	267.00
				INV	Payroll Deduction	270.00
				1268.10731-01	Green Skills (Eco Jobs)	
				INV	Path maintenance, woody weed control	2,512.98
				INV	Greenways maintenance	6,023.93
				1268.10786-01	Verti-Turf	
				INV	Turf renovation - College Pk (top)	2,590.50
				1268.11079-01	Water Corporation	
				INV	Reserve at 60 stirring hwy-0132	289.20
				INV	Road verge 24 Alfred Rd - 0071	12.96
				INV	Garden opp 11 Vix st - 0103	5.16
				INV	Road verge 76 Stanley st - 0098	7.74
				INV	Car park at 17 cooper str-0083	230.56
				1268.11410-01	Hays Specialist Recruitment Aust Pt	
				INV	Pay to agency staff	1,797.26
				INV	Pay to the agency staff	2,250.35
				INV	Pay Agency staff hire	1,812.36



# CITY OF NEDLANDS

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## All Payments 1/05/2021 to 31/05/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				INV	Pay to agency staff	4,332.89
				INV	Pay to agency staff	1,161.27
1268.11760-01	Forcorp Pty Ltd					
				INV	2 x 9200H8L-A LED Minibar Amber as per quote, etc	1,182.50
1268.12026-01	Bolinda Publishing Pty Ltd					
				INV	Library stock adult Mt Claremont Library	123.71
				INV	Library stock adult Mt Claremont Library	113.81
				INV	Adult local stock as selected on web order - Nedla	182.07
1268.12364-01	West Tip Waste Control Pty Ltd					
				INV	Standing order for RO-RO bin collection	930.00
1268.12532-01	Nutrien Water (Total Eden Pty Ltd)					
				INV	supply valve boxes and fittings for engineering	245.22
1268.12642-01	Domain Catering Pty Ltd					
				INV	Catering - Councillor & Staff Meals - 23/3/2021	192.00
1268.12682-01	Synergy					
				INV	ELECTRICITY- 2017222695- 23/3/21-27//21	447.90
				INV	Electricity - 661436990 - 24/2/2021-28/4/2021	347.42
1268.12859-01	QK Technologies Pty Ltd					
				INV	march 2021 subscription	146.58
1268.12867-01	Natural Area Consulting Management					
				INV	Watering services	594.00
1268.12881-01	Mrs D Swain					
				INV	Council contribution for 10 year	100.00
1268.13428-01	Lock Stock & Farrell Locksmith Pty					
				INV	Supply of locks and keys for City facilities	106.25
				INV	Associates - Rekey of building	2,026.95
1268.13777-01	Covs Parts Pty Ltd					
				INV	1 X Narva 3mm twin 10amp cable P/N 5823-30TW	159.63
1268.13802-01	Kool Digital Graphics					
				INV	This is for the Business Sundowner Invitations.	132.00
1268.13812-01	Mrs N M Ceric					
				INV	Mobile reimbursement - February 2021 & March 2021	60.00
1268.13841-01	Commercial & Industrial Mowing					
				INV	Slash grass on Birdwood Pde, Dalkeith.	495.00
				INV	Carry out mechanical grass slashing	3,399.00
1268.13863-01	G M S Security (WA) Pty Ltd					
				INV	Call out to John Leckie	154.00
1268.14005-01	Perth Energy Pty Ltd					



# CITY OF NEDLANDS

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## All Payments 1/05/2021 to 31/05/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				INV	Electricity supply - 25/3/21-22/4/21- 228588	8,963.42
1268.14080-01	<b>Randstad</b>			INV	Pay to agency staff	1,481.18
1268.14201-01	<b>West Coast Turf</b>			INV	Turf and topdressing installation at Carrington Pk	5,731.00
				INV	Box out and prepare area including disposal	5,603.95
1268.1427-01	<b>City of Stirling</b>			INV	Meals to be delivered to Nedlands Day Centre	624.00
1268.14469-01	<b>Hodge Collard Preston Architects</b>			INV	Architectural Service for Friends of Allen Park	6,187.50
1268.14492-01	<b>Subaru Osborne Park</b>			INV	1 Carton Upper Engine Cleaner P/N SU-SA459 Deliver	230.34
1268.14514-01	<b>Valvoline Australia Pty Ltd</b>			INV	1 x 20 lt Heavy duty degreaser P/N 405002,	254.42
				INV	2 x 20Lt Valvoline ISO 46 Hydraulic oil., Del, etc	0.03
1268.14602-01	<b>Professional Tree Surgeons</b>			INV	Emergency / After hours call out-11.3.21. Refer	638.00
				INV	Emergency call out. 3.3.21- IV0000019620	1,435.50
				INV	Emergency branch failure removal. 4.2.21. Refer t	638.00
				INV	Refer to quote H1109.	770.00
				INV	Refer to quote H1032.	2,310.00
				INV	Refer to quote H1108.	770.00
1268.14670-01	<b>Protek 24/7</b>			INV	Supply and Install 5 x new traffic Bollards	4,055.19
1268.14693-01	<b>Easi</b>			INV	Payroll Deduction	774.45
				INV	Payroll Deduction	947.29
1268.14960-01	<b>Anna Ruocco</b>			INV	Tutor Fees - Term 1 2021- 8/2/21-1/4/21	2,480.00
1268.15005-01	<b>Becarwise</b>			INV	Payment for novated car lease FNE 25 April 2021	1,004.31
1268.15224-01	<b>Boyan Electrical Services</b>			INV	cover short fall - Gun Park	0.01
				INV	Gun park - Attend to most lights not working	353.81
				INV	Harris Park - Attend to light not working	77.43
				INV	Baines Park - Attend to no lights in the park. Su	218.89
				INV	North St Blister Island - Supply and replace blow	215.79
				INV	Peace Rose Memorial - Supply and replace MR16	106.03



# CITY OF NEDLANDS

## All Payments 1/05/2021 to 31/05/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				INV	Princess & Stanley- Attend to uplight not working	121.19
				INV	Masons Gardens - Investigate reported light fault	275.29
				INV	Swanbourne Reserve - Supply and replace faulty	743.38
1268.15539-01					<b>Southern Cross Protection Pty Ltd</b>	
				INV	CTI service - 1/3/21-31/3/21	113.30
1268.15606-01					<b>Steven Tweedie</b>	
				INV	Code of Conduct Training Session with Councillors	550.00
1268.15638-01					<b>Advanced Traffic Management (WA) Pt</b>	
				INV	To cover short fall in Purchase Order 544933	765.77
				INV	Standing order for traffic management	944.45
				INV	Standing order for traffic management	912.89
1268.15931-01					<b>Aqua Filter Services</b>	
				INV	Mt Claremont CC Hakea/Tuart Water Unit Service	38.50
				INV	PRCC - Rental and service charge for water cooler	49.50
1268.16023-01					<b>Access Without Barriers Pty Ltd T/a</b>	
				INV	Supply & install toilet cubicle	2,308.24
1268.16101-01					<b>Miss S Edwards</b>	
				INV	Mobile reimbursement - March 2021	30.00
1268.16122-01					<b>Beacon Equipment</b>	
				INV	2 x JDPM806419 Oil Filter for FLT 265, 2 x JD, etc	1,182.80
1268.16127-01					<b>Curtains &amp; Blinds 4 U</b>	
				INV	John Leckie - Repairs to venetian blinds in clubro	132.00
1268.16191-01					<b>David Conlin</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2021	1,368.00
1268.16267-01					<b>Origami Perth (Old Name: T Yamamoto</b>	
				INV	Tresillian Arts Centre - Term 2 6-16 April 2021	310.00
1268.16344-01					<b>Suez Recycling &amp; Recovery Pty Ltd</b>	
				INV	2020/21 Waste Disposal -March 2021	61,486.29
1268.16384-01					<b>Mr E Herne</b>	
				INV	Reimbursement	54.60
1268.16385-01					<b>Roof Checks W.A.</b>	
				INV	Nedlands Library - Monthly gutter cleaning	210.00
1268.16423-01					<b>Springate Constructions Pty Ltd</b>	
				fund	Verge Bond Refund 58 Hobbs Ave Dalkeith	1,700.00
1268.16424-01					<b>Jessica Dawn Cottam</b>	
				INV	Tresillian Arts Centre Tutoring - 7/4/21-13/4/21	312.00
1268.16425-01					<b>Revell Landscaping</b>	
				fund	Verge Bond Refund	1,700.00



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				1268.2030-01	<b>Child Support Registrar</b>	
				INV	Payroll Deduction	672.54
				1268.3250-01	<b>inet Ltd</b>	
				INV	SO - Public Wifi by Inet at various locations	2.06
				1268.3475-01	<b>J Blackwood &amp; Son Ltd</b>	
				INV	Axle Stand - Pin Type - 5,000kg - ARMAS5P	1,032.01
				INV	Sun Hat with Neck Flap - Canvas - Navy - Larg, etc	90.75
				INV	Sun Hat with Neck Flap - Canvas - Navy - Larg, etc	159.00
				1268.400-01	<b>Australian Services Union</b>	
				INV	Payroll Deduction	67.70
				1268.4500-01	<b>McLeods Barristers &amp; Solicitors</b>	
				INV	Matter NO: 46741	1,162.16
				INV	Matter No: 47034	1,116.84
				INV	Matter No: 46810	914.15
				INV	Matter No: 41380	229.08
				1268.5682-01	<b>WA Hino Sales &amp; Service</b>	
				INV	New fron Spring Pins and bushes for Flt 108	1,701.15
				1268.6600-01	<b>St John Ambulance Western Australia</b>	
				INV	First Aid Kits Restock 2021 - All Centre and Counc	165.00
				1268.6820-01	<b>Swanbourne Veterinary Centre</b>	
				INV	STANDING ORDER Ranger Services	88.00
				INV	STANDING ORDER Ranger Services- 25/3/21	132.00
				1268.6983-01	<b>Telstra Corporation Ltd</b>	
				INV	PHONE CHARGES- Pay by 23 April 2021	20.00
				1268.8169-01	<b>Westbooks</b>	
				INV	Junior local stock as selected on web order - Nedl	75.45
				INV	Adult local stock as selected on web order - Mt Cl	42.34
				INV	Junior local stock as selected on web order - MtC	68.88
				INV	Adult local stock as selected on web order - Mt Cl	497.34
				INV	Adult local stock as selected on web order - Nedla	79.58
				INV	Adult local stock as selected on web order - Nedla	240.35
				1268.8762-01	<b>Seton Australia</b>	
				INV	Fargo DTC1250e ID Card Printer - Single Sided Pack	2,451.89
1269	EFT TRANSFER: -	12/05/2021	-52,683.85	1269.16400-01	<b>Ramsay Hospital Holdings Pty Ltd</b>	
	17/05/2021			INV	Rates Refund	36,699.92
				INV	Rates Refund	15,567.36
				1269.16427-01	<b>J G Pinnell</b>	
				INV	Rates Refund	416.57





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1270	EFT TRANSFER: - 17/05/2021	17/05/2021	-212,776.22	<b>1270.10786-01</b>	<b>Verti-Turf</b>	
				INV	Turf renovation - Highview Pk	1,079.38
				INV	Turf renovation - David Cruickshank Reserve	2,158.75
				INV	Turf renovation - Allen Pk	2,158.75
				<b>1270.11079-01</b>	<b>Water Corporation</b>	
				INV	Verge service at Elizabeth street - 0007	28.39
				INV	Tennis court at Smyt Rd - 0096	235.00
				INV	Park at Melvisat Ave - 0113	464.28
				INV	Reserve at Goatcher vst - 0012	7.74
				INV	Croquet club at Bruce st - 0058	187.99
				INV	Tennis courts at bruce street - 0110	340.27
				INV	CLub at 140 Melvista - 0114	378.02
				INV	Centre at Melvisat Ave - 0115	217.89
				<b>1270.11410-01</b>	<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Pay for agency staff	2,017.09
				INV	Pay for agency staff	2,094.49
				INV	Pay for agency staff	464.23
				INV	Pay to agency staff - WE 25 April 2021	4,531.12
				INV	Pay for agency staff - WE 18 April 21- Heidi Herge	2,989.71
				INV	Pay for agency staff - S Bhatt WE 18 April 2021	3,369.72
				<b>1270.11804-01</b>	<b>WALGA</b>	
				INV	Councillor Compulsory Training - 12 months e-learn	6,000.00
				INV	Preparing Ageendas and Minutes Training	578.00
				<b>1270.11898-01</b>	<b>Turf Care WA Pty Ltd</b>	
				INV	Mow, edge and whipper snip- FNE 9/4/21	198.00
				<b>1270.11954-01</b>	<b>Carealot Home Health Services Pty L</b>	
				INV	Provision of casual domestic, personal and social	1,598.85
				<b>1270.12026-01</b>	<b>Bolinda Publishing Pty Ltd</b>	
				INV	Adult local stock as selected on web order - Nedla	107.87
				INV	Adult local stock as selected on web order - Nedla	196.92
				<b>1270.12364-01</b>	<b>West Tip Waste Control Pty Ltd</b>	
				INV	Bulk collection - 30/11/2020	641.52
				<b>1270.12642-01</b>	<b>Domain Catering Pty Ltd</b>	
				INV	Catering -13 April 2021	256.00
				<b>1270.12644-01</b>	<b>Connect Call Centre Services (Previ</b>	
				INV	After hours calls - March 2021	418.99
				<b>1270.12682-01</b>	<b>Synergy</b>	
				INV	Lot 8001 Aberdare Rd - 2005219265- 28 April 2021	464.27



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				INV	ELECTRICITY - 26/3/21-28/4/21	9,259.65
1270.133-01	Alinta Energy			INV	GAS CHARGES-16/3/21-22/4/21	43.65
1270.13384-01	Harvey Fresh			INV	Standing Order - Weekly Milk Delivery	25.02
1270.13428-01	Lock Stock & Farrell Locksmith Pty			INV	Supply of locks and keys for City facilities	179.20
1270.13678-01	Marindust Sales & Ace Flagpoles			INV	Supply and install a complete set of 9.0m x 100mm,	9,806.50
				INV	Supply and install a complete set of 9.0m x 1, etc	18,420.60
1270.13733-01	West Coast Spring Water P/L			INV	15L Cooler bottle water supply to NCC	9.50
1270.14999-01	All State Kerbing & Concrete			INV	Standing order for citywide kerbing repairs	3,920.68
1270.15074-01	Bandit Tree Equipment			INV	Repair to brakes and tyres on FLT 322 Chipper. NB	2,009.36
1270.15221-01	Total Green Recycling Pty Ltd			INV	E-waste recovery - bulk collection (November to De	364.53
1270.15224-01	Boyan Electrical Services			INV	Admin - Supply & install feed for Air Con at Fron	720.37
				INV	Depot - Attend to tripping RCD in veranda	380.58
				INV	Depot - Attend to tripping RCD in veranda swi, etc	110.43
				INV	Admin - Install of new lighting, and rejoin cables	6,372.06
				INV	Nedlands Rugby Club - Attend to bent bollard	242.38
				INV	Birdwood Parade (gun park) - Attend to bollard lig	193.15
				INV	Blain Park - Attend to lights not working. Test R	116.15
				INV	NCC - Disconnect & reconnect HWS in kitchen.	184.12
				INV	Admin - Supply and replace hallway downlight, and	104.93
1270.15287-01	WCP Civil Pty Ltd			INV	Retention repay - Elizabeth street project	27,191.13
1270.15401-01	WINC Australia Pty Ltd (Previous na			INV	Depot kitchen supplies	5.10
				INV	Depot kitchen supplies	37.44
				INV	Depot kitchen supplies	236.73
1270.15428-01	Miss K Gillespie			INV	Tutor Fees - Term 1 2021-8/2/21-27/4/21	338.00
				INV	Tutor Fees - Term 1 2021- 6/4/21	156.00
1270.15606-01	Steven Tweedie					



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				INV	Additional Work and Continuation on previous Council	2,310.00
1270.15616-01	Ilsa Smith			INV	Chair Pilates classes in March 2021 for DRC.	210.00
				INV	Breathe, Stretch & Move x 5 in Mar 2021	350.00
				INV	Senior Pilates classes x 9 in Mar 2021	720.00
				INV	Choir classes x 5 in Mar 2021 @ \$80 each	400.00
1270.15635-01	Poolegrave Signs & Engraving			INV	supply and delivery of 280mm x 260mm plaque for Ro	308.00
1270.15638-01	Advanced Traffic Management (WA) Pt			INV	Standing order for traffic management to cover roa	674.75
				INV	Standing order for traffic management to cover roa	2,217.36
1270.15863-01	AE Hoskins Building Services			INV	Recycling stations for Schools program	2,373.28
				INV	Recycling stations for Schools program	7,119.83
1270.15878-01	Westend Plumbing & Gas			INV	Supply and replace failed instant hot water unit	1,265.00
1270.15929-01	Stephanie Boyle			INV	Tutor Fees - Term 1 2021-8/2/21-22/2/21	1,368.00
1270.15957-01	Watertight Plumbing & Gas			INV	Drabble House - Backflow Device Testing April 2021	198.00
				INV	Replace hot water unit and additional plumbing works	1,595.00
1270.15970-01	Michelle Kelly			INV	Yoga for seniors classes x 4 in April 2021	280.00
1270.16031-01	Aussie Broadband Pty Ltd			INV	SO - Enterprise NBN - 13/4/21-12/5/21	927.09
1270.16039-01	Dept of Mines, Industry Regulation			INV	Return and Reconciliation - April 2021	9,729.26
1270.16045-01	Mr J Yeatman			INV	Refund for going to places tour	65.00
1270.16086-01	Dr K Tan			INV	Tresillian Arts Centre - Tutor Fees - Term 1 2021	2,280.00
1270.16181-01	Intersectional Linemarkers Pty Ltd			INV	Black / Red out temp road marking stop lines	1,633.50
1270.16273-01	Talis Consultants			INV	Provision of Road Condition Assessment	15,400.00
1270.16311-01	Wild Honey Australia			INV	Removal of bees from 2 x brick pillars	500.00
1270.16316-01	eftsure Pty Ltd					



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				INV	Software subscription- April 2021	385.00
			1270.16344-01		<b>Suez Recycling &amp; Recovery Pty Ltd</b>	
				INV	2020/21 Waste Disposal - Residential and Commerical	840.84
			1270.16410-01		<b>Gaias Trust TFA Gaias Organic Garde</b>	
				INV	April school holiday presenter - Mt Claremont	275.00
			1270.16416-01		<b>Madduma, Patabendige Harith Samitha</b>	
				fund	Key Bond Refund 10/05/2021	55.00
			1270.16421-01		<b>Hunter Executive Search Consultants</b>	
				INV	Interim CEO and CEO Recruitment	11,000.00
				INV	Interim CEO and CEO Recruitment -	10,722.80
			1270.3173-01		<b>Mrs B L Hunt</b>	
				INV	Tutor Fees - Term 1 2021- 8/2/21-9/4/2021	1,368.00
			1270.3475-01		<b>J Blackwood &amp; Son Ltd</b>	
				INV	3M Peltor Earmuff - Peltor - Headband - H7	25.14
				INV	Hard Yakka - Shirt - Core 2 Tone Cotton Drill	71.57
			1270.4500-01		<b>McLeods Barristers &amp; Solicitors</b>	
				INV	Matter No - 47232	16,203.91
			1270.6983-01		<b>Telstra Corporation Ltd</b>	
				INV	PHONE CHARGES - 21 April 2021	550.49
			1270.7675-01		<b>Landgate - GRV</b>	
				INV	GRV- G2021-6- 6/3/2021-19/3/2021	71.09
			1270.8169-01		<b>Westbooks</b>	
				INV	Junior local stock - to cover balance for in320537	72.00
				INV	Junior local stock as selected on web order - MtC	31.50
				INV	Junior local stock as selected on web order - Nedl	19.18
				INV	Adult local stock as selected on web order - Mt Cl	98.66
				INV	Adult local stock as selected on web order - Nedla	603.83
				INV	Adult local stock as selected on web order - Mt Cl	106.31
				INV	Adult local stock as selected on web order - Nedla	28.68
				INV	Adult local stock as selected on web order - Nedla	48.99
			1270.8242-01		<b>Western Metropolitan Regional Council</b>	
				INV	WASTE DISPOSAL	1,514.96
				INV	WASTE DISPOSAL	789.04
				INV	WASTE DISPOSAL	862.36
			1270.880-01		<b>Bunzl Limited</b>	
				INV	Hygienic supplies for various buildings	1,497.30
1271	EFT TRANSFER: -	18/05/2021	-66,100.80	1271.16436-01	<b>Mr M R Franco</b>	
	18/05/2021			INV	Rates Refund	21,731.75



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				INV	Rates Refund	22,796.60
				INV	Rates Refund	21,572.45
1272	EFT TRANSFER: - 21/05/2021	21/05/2021	-411,192.52	1272.100-01	<b>Advantech Mobile Auto Electrics</b>	
				INV	Rectify Windscreen Wiper Fuse issues	99.00
				1272.10056-01	<b>City of Nedlands - Social Club</b>	
				INV	Payroll Deduction	258.00
				INV	Payroll Deduction	3.00
				1272.10786-01	<b>Verti-Turf</b>	
				INV	Turf renovation - Mt Claremont Oval	1,727.00
				INV	Turf renovation - Allen Pk (bottom)	2,158.75
				1272.11107-01	<b>Western Chainwire</b>	
				INV	Replace existing 67m Allen Park Playground Fence	8,228.00
				1272.11284-01	<b>Australia Post</b>	
				INV	Total supply period ending - 30/4/21	5,832.84
				1272.11410-01	<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Pay for agency staff	2,017.09
				INV	Pay to agency staff	1,200.65
				INV	Pay to agency staff	906.18
				INV	Pay to agency staff	1,856.91
				INV	Pay for agency staff	3,729.11
				INV	Pay for agency staff	1,161.27
				1272.11898-01	<b>Turf Care WA Pty Ltd</b>	
				INV	Supply and apply 'Pro Turf' high N fertiliser	16,267.80
				1272.11899-01	<b>Taylor Burrell Barnett</b>	
				INV	RFQ 2020-21.104 (Nedlands Town Centre Precinct)	866.60
				INV	RFQ 2020-21.104 for balance	20.00
				1272.11954-01	<b>Carealot Home Health Services Pty L</b>	
				INV	Provision of casual domestic	3,042.20
				1272.12026-01	<b>Bolinda Publishing Pty Ltd</b>	
				INV	Adult local stock as selected on web order - Nedla	57.42
				INV	Adult local stock as selected on web order - Nedla	114.84
				1272.12350-01	<b>Capital Recycling</b>	
				INV	Standing order for bulk material recycling	2,481.63
				1272.12648-01	<b>Mt Claremont Newsround</b>	
				INV	Mt Claremont Newspapers- 21/3/21-17/4/21	140.88
				1272.12677-01	<b>Wilson Security</b>	
				INV	Mt Claremont Library patrol - 1/9/20-30/9/20	237.07
				1272.12682-01	<b>Synergy</b>	



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				INV	Streetlights - 2390- 2009226187	43,588.19
				INV	UA esplande - 25/2/21-29/4/21	542.92
1272.12885-01	<a href="#">Raeco/CEI Pty Ltd</a>					
				INV	Nedlands library stationary processing order	1,214.26
1272.13014-01	<a href="#">Nespresso Professional</a>					
				INV	Bianco Intenso 50 Capsule Box ( boxes)	1,058.00
1272.13113-01	<a href="#">Allerding &amp; Associates</a>					
				INV	Holiday House - 37 Strickland Street	1,281.50
1272.133-01	<a href="#">Alinta Energy</a>					
				INV	118 Kirkwood Rd - 28/4/21-30/4/21	62.10
				INV	Lot 6987 Montgomery Ave - 1/2/21-4/5/21	77.25
1272.13384-01	<a href="#">Harvey Fresh</a>					
				INV	Standing Order - Weekly Milk Delivery	49.14
1272.13487-01	<a href="#">Swanbourne Coastal Alliance</a>					
				INV	Administrative assistance grant	460.00
1272.13619-01	<a href="#">The Poster Girls</a>					
				INV	Poster delivery for Emerge 2021	836.00
1272.13741-01	<a href="#">Dave's Landscaping &amp; Brickpaving</a>					
				INV	Remove trip hazards at Tresillian	660.00
1272.13775-01	<a href="#">Australia Post - 604909</a>					
				INV	Total supply period ending - 30/4/2021	5.84
1272.13869-01	<a href="#">Instant Products Hire</a>					
				INV	Portable Toilet - ANZAC Day 25 April 2021.	149.33
1272.14080-01	<a href="#">Randstad</a>					
				INV	Pay to agency staff	349.89
				INV	Pay for agency staff	349.89
				INV	Pay to agency staff	1,014.67
1272.14145-01	<a href="#">Mr F Tizon</a>					
				INV	Vol vehicle reimbursement	164.88
1272.14241-01	<a href="#">King.S Contracting</a>					
				INV	Standing order for irrigation repairs	463.21
1272.1427-01	<a href="#">City of Stirling</a>					
				INV	Meals to be delivered to Nedlands Day Centre	540.00
1272.14356-01	<a href="#">Bokashi Composting Australia Pty Lt</a>					
				INV	8 bokashi buckets and 12 bags of mix	699.02
1272.14526-01	<a href="#">Action Interiors</a>					
				INV	Supply and install new grid ceiling with insulation	14,861.00
1272.14602-01	<a href="#">Professional Tree Surgeons</a>					



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				INV	Refer to quote H0900.	1,474.00
1272.14693-01	Easi			INV	Payroll Deduction	774.45
				INV	Payroll Deduction	947.29
1272.14703-01	A Anderson-Mayes			INV	Tresillian Arts Centre - Tutor Fees - BS0038	900.00
1272.14893-01	G Tuke			INV	Line Dance Classes for Affinity Club in Mar 2021	240.00
1272.14932-01	Aus Chill Technical Services Pty Lt			INV	Drabble House - Quarterly AC service - Feb 2021	33.00
				INV	John XXIII - Quarterly AC service - Feb 2021	132.00
				INV	Nedlands Library - Quarterly AC service - Feb 202	451.00
				INV	Depot - Quarterly AC service - Feb 2021	874.50
				INV	NCC - Quarterly AC service - Feb 2021	187.00
				INV	PRCC - Quarterly AC service - Feb 2021	137.50
				INV	Tresillian - Quarterly AC service - Feb 2021	220.00
				INV	Adam Armstrong - Quarterly AC service - Feb 2021	132.00
				INV	John Leckie - Quarterly AC service - Feb 2021	407.00
				INV	Nedlands Child Health - Quarterly AC service - Fe	165.00
				INV	Dalkeith Hall - Replace condensate pump to leaking	605.00
				INV	Allen Park - Quarterly AC service - Feb 2021	137.50
				INV	Nedlands Library - Monthly Humidifer service - Fec	198.00
				INV	Nedlands Library - Monthly Humidifer service - Fe	198.00
				INV	College Park Family Centre - Quarterly AC service	165.00
				INV	Hackett Playgroup - Annual AC Service - Feb 2021	132.00
				INV	Mt Claremont Community - Quarterly AC service - F	379.50
				INV	Dalkeith Hall - Quarterly AC	132.00
				INV	Admin and Quarterly AC services - Feb 2021	869.00
				INV	Nedlands Library - Monthly Humidifer service - Fe	198.00
1272.15005-01	Becarwise			INV	Novated car lease payment - PP 23- 9 May 2021	1,004.31
1272.15173-01	Stickers & Labels			INV	24 Magnets "City of Nedlands Contractor" 400 x 150	594.00
1272.15380-01	A Davis			INV	Exhibition - North to South 2021	4,760.00
1272.15401-01	WINC Australia Pty Ltd (Previous na			INV	Stationery and disposable plastic cups, plates	159.74
				INV	Nedlands library stationary, Nedlands library	254.60



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				1272.15408-01	<b>Reino International Pty Ltd</b>	
				INV	Renewal of subscription - 1/4/21-31/3/22	10,837.20
				1272.15524-01	<b>Inlogik Pty Ltd</b>	
				INV	Promaster monthly user- March 2021	467.69
				1272.15611-01	<b>Living Turf</b>	
				INV	supply and apply Chipco GT to Highview Pk.	1,415.70
				1272.15616-01	<b>Ilsa Smith</b>	
				INV	Breathe, Stretch & Move x 3 in Apr 2021	210.00
				INV	Chair Pilates classes in April 2021 for DRC.	140.00
				1272.15638-01	<b>Advanced Traffic Management (WA) Pt</b>	
				INV	Standing order for traffic management	867.87
				1272.15643-01	<b>Mowmentum</b>	
				INV	Fortnightly mowing services	120.00
				INV	Fortnightly mowing services	170.00
				1272.15703-01	<b>Retro Roads - Tagsat Pty Ltd</b>	
				INV	Supply of linemarking as per quote #01704813 re do	3,238.39
				1272.15754-01	<b>Dept of Planning, Lands and Heritag</b>	
				INV	DA21/63297-DAP/21/01994 L551 Broadway Ned-633359	5,603.00
				INV	DAP- CON-DA2163534- DAP/19/01655- 633303	241.00
				1272.15779-01	<b>CSCH Pty Ltd T/A Charles Service Co</b>	
				INV	Deep cleaning of hardfloors various locations	2,470.05
				INV	Carpet cleaning for various locations	4,734.27
				1272.15858-01	<b>Richards Tyrepower</b>	
				INV	1 x Dunlop AT 20 to suit Ford Ranger as per quote	330.00
				INV	4 x Falken CT60'S for FLT 1362	946.00
				1272.15928-01	<b>Colour Flow Painting Services</b>	
				INV	Paint works required to cover graffiti - Mt Clare	2,090.00
				1272.15931-01	<b>Aqua Filter Services</b>	
				INV	John XXIII - Water Cooler Hire & Maintain	38.50
				1272.16169-01	<b>Truly Aquamarine Holdings Pty Ltd T</b>	
				INV	Name Badge - Staff	97.68
				1272.16270-01	<b>Miracle Recreation Equipment</b>	
				INV	Supply 65 x 65 end caps - 2 Black; 2 Royal Bl, etc	264.00
				1272.16277-01	<b>Westpac Banking Corporation</b>	
				INV	Council & member super payments - PP23 FNE 9 May21	63,167.25
				INV	Resetting return super- PP 16 and PP 17 Emp 1316	255.57
				INV	Resetting the returned super - PP 18 EMP64 & 1316	1,293.86
				INV	Restting the returned super - PP 19 Emp 778	14.42





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				1272.16302-01	<b>Brownes Dairy</b>	
				INV	Standing Order - milk delivery to depot	46.62
				INV	Standing Order - milk delivery to depot	46.62
				1272.16344-01	<b>Suez Recycling &amp; Recovery Pty Ltd</b>	
				INV	Waste services - March 2021	143,869.48
				1272.16348-01	<b>Mercedes Benz Perth</b>	
				INV	Regas Front and Rear A/C units on Fleet 917 - 29/3	3,065.00
				1272.16360-01	<b>Marianne Annereau Ceramics</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2021	2,496.00
				INV	Tresillian Arts Centre Ceramic Course Materials	120.00
				1272.16381-01	<b>WGAWA Pty Ltd</b>	
				INV	Supply of structural assessment and report for ret	9,394.00
				1272.16393-01	<b>Laser Signs Pty Ltd</b>	
				INV	Create artwork and install stickers for 3 recyclin	1,012.00
				1272.16416-01	<b>Madduma, Patabendige Harith Samitha</b>	
				INV	Sale of artwork - #18, #24, #25	910.00
				1272.16422-01	<b>Peter Campagna</b>	
				INV	Art work sales - #4 Fishing Boat , #7 Dr Natrasse	490.00
				1272.16423-01	<b>Springate Constructions Pty Ltd</b>	
				fund	Verge Bond Refund 50 Marita Rd	1,700.00
				1272.16432-01	<b>Mr A W Foster</b>	
				INV	Refund partial registration fee- Tag # 2345	150.00
				1272.2030-01	<b>Child Support Registrar</b>	
				INV	Payroll Deduction	672.54
				1272.2048-01	<b>Tillys Home Helpers</b>	
				INV	Provision of Gardening Service to CHSP Clients	990.00
				1272.360-01	<b>Australia Post</b>	
				INV	Total Period ending - 30/4/2021	20.83
				1272.3616-01	<b>J &amp; K Hopkins</b>	
				INV	Mt Claremont equipment	239.00
				1272.400-01	<b>Australian Services Union</b>	
				INV	Payroll Deduction	67.70
				1272.4500-01	<b>McLeods Barristers &amp; Solicitors</b>	
				INV	Matter No: 46672	1,380.24
				INV	Matter No: 46979	926.94
				INV	Matter No: 44585	1,643.31
				INV	Matter No: 46979	1,054.48



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				1272.5850-01	<b>SoundPack</b>	
				INV	Nedlands library stationary order	622.33
				1272.7675-01	<b>Landgate - GRV</b>	
				INV	G2021-/- 3/4/21-16/4/21 - INV 364039-10000426	135.56
				1272.8169-01	<b>Westbooks</b>	
				INV	Junior local stock as selected on web order - MtC	103.38
				INV	Junior local stock as selected on web order - Nedl	130.80
				INV	Adult local stock as selected on web order - Mt Cl	19.59
				INV	Adult local stock as selected on web order - Mt Cl	146.23
				INV	Adult local stock as selected on web order - Nedla	223.17
				1272.8170-01	<b>Westcare Incorporated</b>	
				INV	Business sundowner invitation printing	127.60
				1272.8242-01	<b>Western Metropolitan Regional Council</b>	
				INV	WASTE DISPOSAL	531.20
				1272.840-01	<b>Construction Training Fund</b>	
				INV	CITYO50521154958 - April 2021	2,150.73
1273	EFT TRANSFER: - 28/05/2021	28/05/2021	-378,293.02	1273.10539-01	<b>Porter Consulting Engineers</b>	
				INV	CONSULTANCY SERVICES	935.00
				INV	CONSULTANCY SERVICES	4,950.00
				1273.10859-01	<b>CSP Group Pty Ltd</b>	
				INV	STB4180 200 0710 FS 131-Z Brushcutter-AutoCut	739.65
				1273.11272-01	<b>Furnace Technologies Pty Ltd</b>	
				INV	P100 Pottery Kiln, Internal mm 610W x 610D x 835H,	5,723.61
				1273.11410-01	<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Pay for agency staff - WE 25 April 2021	3,369.72
				INV	Pay for agency staff	1,161.27
				INV	Pay to agency staff WE 9 May 21	4,596.82
				INV	Pay for agency staff -WE 9/5/21	2,099.02
				INV	Pay for agency staff WE 16/5/21	387.09
				INV	Pay for agency staff - WE 16/5/21	2,737.93
				INV	Pay to agency staff	1,531.95
				1273.11795-01	<b>Mr J Donaldson</b>	
				INV	RUBBISH COLLECTION	1,100.00
				1273.11804-01	<b>WALGA</b>	
				INV	Field tour of bushfire preparedness - 13/5/21	99.00
				1273.11898-01	<b>Turf Care WA Pty Ltd</b>	
				INV	Mow, edge and whipper snip Carrington Park fortnight	198.00
				1273.11954-01	<b>Carealot Home Health Services Pty L</b>	



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				INV	Provision of casual domestic, personal and social	3,477.67
1273.12250-01	<b>A P Constructions</b>			INV	Supply and Installation of exposed aggregate plint	1,518.00
1273.12534-01	<b>DS Agencies Pty Ltd</b>			INV	bus seat order for Princess Rd	1,584.00
1273.12563-01	<b>AZ Clear</b>			INV	ACM Emu Picks Allen Park and Shenton Bushland 2020	2,805.00
1273.12642-01	<b>Domain Catering Pty Ltd</b>			INV	Catering - 13/4/2021	256.00
				INV	Catering - 06/4/2021	96.00
				INV	Catering - 20/4/2021	128.00
				INV	Catering - 20/4/2021	32.00
1273.12644-01	<b>Connect Call Centre Services (Previ</b>			INV	After all calls - January 2021	421.14
1273.12677-01	<b>Wilson Security</b>			INV	Unlocking and relocking - 1/4/2021-30/4/2021	302.50
				INV	CON- Jo Wheatley - 24/4/21-	116.05
				INV	Nedlands Library Evening - 1/4/21-30/4/21	386.30
				INV	Mt Claremont Library - 01/04/2021-30/04/2021	237.07
				INV	Weekend and Public Holiday Locking 1/4/21-30/4/21	324.50
				INV	Nedlands Library- 1/3/21-31/3/21 INV -W00275393	386.30
1273.12682-01	<b>Synergy</b>			INV	U1 esplande - 2029235022-9/4/21-14/5/21	64.57
				INV	Total UMS assets- 2097208284- 03 May 2021	1,591.30
1273.12743-01	<b>Active Transport &amp; Tilt Tray Svces</b>			INV	Transport wicket roller various locations	495.00
1273.12859-01	<b>QK Technologies Pty Ltd</b>			INV	monthly subscription	146.58
1273.13042-01	<b>Totally Workwear - Mount Hawthorn</b>			INV	Safety vest taped (Large) as per quote QU-016	916.90
1273.13093-01	<b>D &amp; T Asphalt Pty Ltd</b>			INV	Standing order for Asphalt repairs Citywide	10,036.91
1273.13113-01	<b>Allerding &amp; Associates</b>			INV	Quote to assist Councilors prepare JDAP submission	6,020.57
1273.13247-01	<b>Toll Transport Pty Ltd</b>			INV	standing order collection of mail = 30/4/21	389.54
1273.13251-01	<b>Nindethana Seed Service Pty Ltd</b>			INV	Pink and white everlastings - greenways 3kg	3,129.50



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				1273.13254-01	<b>Murphy Painting &amp; Decorating</b>	
				INV	Painting of 8 in ground soccer goals	1,680.00
				1273.133-01	<b>Alinta Energy</b>	
				INV	Lot 1 odern Cre - 28/4/21-30/4/21	158.25
				1273.13412-01	<b>Quick Corporate Australia</b>	
				INV	stationery	466.05
				1273.13428-01	<b>Lock Stock &amp; Farrell Locksmith Pty</b>	
				INV	Parks Master- keys for various locations	967.40
				1273.13534-01	<b>Nu-Trac Rural Contracting</b>	
				INV	Cleaning Swanbourne Beach - 2 April 2021	800.00
				1273.13652-01	<b>Sustainable Outdoors</b>	
				INV	Estimate only - Greenways Maintenance	1,980.88
				INV	Greenways Maintenance- April 2021	3,126.36
				1273.13718-01	<b>South East Regional Centre for Urba</b>	
				INV	Gardens Maintenance	990.00
				INV	Swanbourne Oval Greenway revegetation	1,386.00
				INV	Brushcut, remove biomass of Golden Crown Bear	430.80
				INV	Manual removal of Golden Crown Beard weed to 7m fr	935.00
				1273.13741-01	<b>Dave's Landscaping &amp; Brickpaving</b>	
				INV	Standing order for paving repairs following kerb	880.00
				INV	Repair Brick paving to Crossover/footpath entrance	1,500.00
				1273.13812-01	<b>Mrs N M Ceric</b>	
				INV	Reimbursement - April 2021	30.00
				1273.13869-01	<b>Instant Products Hire</b>	
				INV	2 x Disabled toilets for skateboard clinic	257.76
				INV	Standing order for Portable Toilet Hire and service	184.15
				1273.13918-01	<b>Pirtek Malaga</b>	
				INV	Service Call to stop leaking petrol bower.	208.58
				1273.14080-01	<b>Randstad</b>	
				INV	Pay to agency staff	349.89
				INV	Pay to agency staff	1,072.99
				INV	Pay to agency staff	1,003.02
				INV	Pay to agency staff	1,399.56
				1273.14123-01	<b>Mr J D Wetherall</b>	
				INV	Legal fees reimbursement - Matter #2579	2,428.80
				1273.14241-01	<b>King.S Contracting</b>	
				INV	Brockway Rd Resurfacing Lemnos to Alfred Rd	1,712.43
					Supply	



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				INV	Brockway Rd Resurfacing Lemnos to Alfred Rd Supply	3,420.93
				INV	Brockway Rd Dual Use Path Supply and Install / ma	3,566.44
				1273.14469-01	<b>Hodge Collard Preston Architects</b>	
				INV	Architectural Service for Friends of Allen Park	1,815.00
				INV	Library Handrail design and specification	1,729.75
				INV	Library Handrail design and specification	305.25
				1273.14514-01	<b>Valvoline Australia Pty Ltd</b>	
				INV	2 x 20Lt Valvoline ISO 46 Hydraulic oil.	225.78
				1273.14602-01	<b>Professional Tree Surgeons</b>	
				INV	Refer to quote H1009.	2,838.00
				INV	Refer to quote H1089.	522.50
				INV	Refer to quote H1087.	921.25
				INV	Grind stump	1,436.00
				1273.14670-01	<b>Protek 24/7</b>	
				INV	Urgent repairs to park combination table	242.91
				1273.14744-01	<b>The Trustee for The Lane Family Tru</b>	
				INV	Initial line mark -various location	2,007.50
				1273.14824-01	<b>The Perth Mint</b>	
				INV	43x 2021 Citizenship \$1 coin in presentation	223.85
				1273.14888-01	<b>Corsign WA Pty Ltd</b>	
				INV	parking sign order 14/4/21	740.74
				1273.14895-01	<b>Data Documents</b>	
				INV	Printing and delivering maketing collateral	1,425.60
				1273.14972-01	<b>Allwestplant hire Australia Pty Ltd</b>	
				INV	Supply of drainage maintenance	2,651.30
				INV	Supply of drainage maintenance	3,864.00
				INV	Supply of drainage maintenance	3,313.80
				1273.14993-01	<b>Marketforce</b>	
				INV	Advertising Tresillian Arts Centre Term 2 Program	1,123.77
				INV	Advertisement in post on 17 April 2021	1,712.70
				INV	Advertisement in Post newspaper	1,712.70
				INV	Advertisement in post newspaper	1,712.70
					LPP Broadway Context & Charact	
				INV	Advertising Draft Local Planning Policy Existing L	472.87
				INV	Newspaper advertisement for Remembrance Day 2020	164.16
				INV	LPP -Design Review Panel - Adopted OCM 23 Mar	1,712.70
				1273.14999-01	<b>All State Kerbing &amp; Concrete</b>	



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				INV	Standing order for citywide kerbing repairs	2,335.63
1273.15019-01	Moore Australia WA Pty Ltd (Old Nam					
				INV	Provision of Agreed Services - Internal Audit	22,000.00
				INV	Provision of Agreed Services - Internal Audit	22,000.00
1273.15122-01	CTI Couriers Pty Ltd					
				INV	Courier between Western Suburbs libraries Apr	460.43
1273.15193-01	Great Southern Fuel Supplies					
				INV	11195 liters of ULSD for tank 1 stock 120	14,012.17
1273.15211-01	Officeworks Ltd					
				INV	Monthly Depot Stationery Order - April 2021	291.58
1273.15224-01	Boyan Electrical Services					
				INV	Admin - Supply, install & commission 15kw Soils	7,152.43
				INV	Allen Park - Install GPO for NBN modem	195.56
				INV	Allen Park - Re fix siren switch securely	77.43
				INV	Replacement of service panels	141.00
1273.15242-01	Malco Flooring Pty Ltd					
				INV	Remove existing and install floor coverings	4,384.60
1273.15318-01	Ventura Homes Group Pty Ltd					
				fund	Verge Bond Refund 55 Clifton St	1,700.00
1273.15401-01	WINC Australia Pty Ltd (Previous na					
				INV	Stationery and disposable plastic cups, plates etc	53.89
				INV	Nedlands library stationary	54.10
				INV	Nedlands library stationary, Nedlands library, etc	1,139.16
1273.15524-01	Inlogik Pty Ltd					
				INV	Promaster monthly user fee - April 2021	467.69
1273.15616-01	Ilsa Smith					
				INV	Senior Pilates classes x 7 in April 2021	560.00
				INV	Choir classes x 4 in April 2021 @ \$80 each	320.00
1273.15638-01	Advanced Traffic Management (WA) Pt					
				INV	Standing order for traffic management	1,100.97
				INV	Standing order for traffic management	1,270.10
1273.15771-01	System Maintenance - Ballantyne					
				INV	20/21 All Abilities Sewer Pump Servicing - 6 Month	853.90
				INV	College Park - Replace worn and leaky RPZ, quote 5	1,775.90
1273.15801-01	Horizon West Landscape & Irrigation					
				INV	Monthly maintenance - April 2021	4,324.06
				INV	Removal and Disposal of large dead shrub	466.40
1273.15858-01	Richards Tyrepower					



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				INV	1 Nnkang Tyre for FLT 246, 2 x Tyre Disposal	190.00
				INV	Supply and fit 4 x FALKEN 255/70R16 115T XL WILDPE	1,040.00
				INV	Supply and fit 4 x FALKEN 255/70R16 115T XL WILDPE	1,040.00
1273.15960-01					<b>Active Pest Management WA Pty Ltd</b>	
				INV	Maisonettes - Rodent Baits	110.00
1273.16061-01					<b>Gillmore Electrical Services Pty Lt</b>	
				INV	Retention release - Final Claim 7	10,311.29
1273.16102-01					<b>Emma Williamson</b>	
				INV	10 x Multiple Dwellings - Architectuere	825.00
1273.16111-01					<b>Ready Industries T/A 1300 Temp Fenc</b>	
				INV	Hire temp fencing for a period of 3 months	400.00
				INV	Balance invoice 379280- Hire temp fence	40.00
1273.16177-01					<b>Retech Rubber</b>	
				INV	Supply and Deliver Cricket pitch cover mats	6,502.76
1273.16250-01					<b>Distinctive Homes WA</b>	
				fund	Verge Bond Refund	1,700.00
1273.16302-01					<b>Brownes Dairy</b>	
				INV	Standing Order - milk delivery to depot	46.62
1273.16344-01					<b>Suez Recycling &amp; Recovery Pty Ltd</b>	
				INV	2020/21 Waste Disposal - April 2021	728.64
1273.16414-01					<b>Bude Architects</b>	
				INV	ARCHITECTURAL PEER REVIEW	1,400.00
1273.16417-01					<b>IRP Pty Ltd</b>	
				INV	Standing Order - agency staff	2,588.72
1273.16438-01					<b>Murdock Recruitment Pty Ltd</b>	
				INV	Pay to agency staff	329.87
1273.16439-01					<b>Jeannette Busch</b>	
				INV	Partial refund of two street licence application	129.00
1273.16443-01					<b>MELISSA BEADLE PILATES</b>	
				fund	Hall Deposit Refund	155.00
				fund	Key Deposit Refund	84.00
1273.16444-01					<b>R Loyalka</b>	
				INV	John Leckie pavillion 1.5 hrs refund	42.00
1273.16445-01					<b>N Ittehadi</b>	
				INV	Cancellation of the booking Banksia and Zamia Room	97.50
1273.1670-01					<b>Western Australia Police</b>	
				INV	Volunteer Police Certificates	33.40
1273.2600-01					<b>Forpark Australia</b>	



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				INV	4 x end caps for ParkFit Parrallel Bars	35.20
1273.3475-01	J Blackwood & Son Ltd			INV	20 x Starpickets and 30 metres of Barrier mesh for	296.81
				INV	1 x Jump Starter - Heavy Duty - 12/24V - 1000, etc	739.51
1273.380-01	Australian Taxation Office			INV	Payroll Deduction	113,307.00
				INV	Payroll Deduction	3,630.00
1273.3910-01	Kleenit Pty Ltd			INV	Graffiti removal from inside changeroom walls at	143.00
				INV	Graffiti removal from carpark in Cooper Street	66.00
				INV	Graffiti removal from Mt Claremont Library Removal	99.00
				INV	of graffiti from Karella Street outside W Graffiti	176.00
				INV	removal and cleaning of litter bins outs Graffiti	143.00
				INV	Removal from bus stop on corner Asquith S Graffiti	99.00
				INV	Removal from Lawler Park	99.00
				INV	Graffiti removal from 245 Stubs Terrace	82.50
				INV	Graffiti removal from bin enclosure on Swanbourne	66.00
				INV	Graffiti removal from bus stop on Montgomery Aven	82.50
				INV	Graffiti removal from Beatrice Road reserve	198.00
				INV	Graffiti removal from Monash Avenue bus stop oppo	66.00
				INV	Graffiti Removal from Mt Claremont Oval changeroo	275.00
				INV	Graffiti removal from 26 Bruce Street, Nedlands	121.00
				INV	Graffiti Removal from bus stop Asquith St	99.00
				INV	Graffiti removal from Mt Claremont oval	275.00
				INV	Graffiti removal from Shirley Fyfe gazebo	99.00
				INV	Graffiti Removal from bus stop on the corner, etc	99.00
1273.4040-01	The Lane Bookshop			INV	Nedlands Local Stock	239.92
1273.4120-01	Lightning Laundry			INV	Laundry - march 2021	271.70
				INV	lightning landry - April 2020	326.15
1273.4500-01	McLeods Barristers & Solicitors			INV	Matter no: 47376	496.89
				INV	Matter no: 47295	1,282.44
				INV	Matter no: 46342	1,214.05
				INV	Matter no: 47519	2,075.06
				INV	Matter no: 46672	1,147.78
				INV	Matter no: 47034	1,353.37





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				INV	Matter No: 46672	993.77
				INV	Matter no: 46979	958.33
				1273.6391-01	Scitech Discovery Centre	
				INV	April school holiday presenter - MtC Library	345.00
				1273.8169-01	Westbooks	
				INV	Adult local stock as selected on web order	434.15
				1273.860-01	Bunnings Group Limited	
				INV	STANDING PURCHASE ORDER February to 30st June 2021	19.29
				INV	supplies for bus shelter and sign maintenance	131.24
				INV	STANDING PURCHASE ORDER February to 30st June 2021	75.98
				1273.8660-01	Addstyle Constructions Pty Ltd	
				fund	Verge Bond Refund	1,700.00
				fund	Verge Bond Refund	1,700.00
1274	EFT TRANSFER: -	31/05/2021	-5,885.66	1274.380-01	Australian Taxation Office	
	01/06/2021			INV	Event assessment fee refund paid 15/4/21	-7.64
				ADJ		-31.66
				ADJ		-26.45
				ADJ		-18.09
				ADJ		-8.18
				tion	Partial Refund Bond	227.27
				INV	STANDING PURCHASE ORDER February to 30st June 2021	-6.91
				INV	Pay to agency staff	-97.54
				INV	Pay to agency staff	-31.81
				INV	Pay to agency staff	-63.62
				INV	monthly subscription	-13.33
				INV	Stationery and kitchen supplies	-49.20
				INV	lightning landry - April 2020	-29.65
				INV	Catering - 13/4/2021	-23.27
				INV	Monthly maintenance - April 2021	-393.10
				INV	Pay for agency staff	-105.57
				INV	EQUIPMENT HIRE	-30.09
				INV	Matter no: 47519	-188.64
				INV	Matter no: 46342	-110.37
				INV	Matter no: 47295	-116.59
				INV	Matter no: 47376	-45.17
				INV	Greenways Maintenance Catering -	-180.08
				INV	06/04/2021	-8.73
				INV	Catering - 20/04/2021	-2.91



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				INV	Catering - 20/4/2021	-11.64
				INV	Matter no: 47034	-123.03
				INV	Matter no: 46672	-104.34
				INV	Provision of Agreed Services - Internal Audit	-2,000.00
				INV	Refer to quote H1111. - 15 Milyarm Rise Swanbourne	-23.50
				INV	Provision of Agreed Services - Internal Audit	-2,000.00
				INV	Pay to agency staff	-29.99
				INV	Safety vest taped (Large) as per quote QU-016, etc	-83.37
				INV	Pay to agency staff	-31.28
				INV	Provision of casual domestic, personal and social	-316.14
				INV	RFQ 2020-21.104 for balance	-1.82
				INV	43x 2021 Citizenship \$1 coin in presentation card f	-20.35
				INV	EFT	-35.00
					EFTSURE software- May 2021	
				INV	Catering services for May Citizenship Ceremony	-208.00
				INV	Stationery-printing paper, address labels, copy pa	-75.63
				INV	Standing Order - Peter Gaitskell from IRP for Proj	-236.44
				INV	Mobile Phone- Samsung S20+ 4G 128 GB - IT Admin	-82.82
				INV	Junior local stock as selected on web order - MtC	-9.92
				INV	Junior local stock as selected on web order - Nedl	-8.78
				INV	5 x JDPEPC201624 Velbits for FLT 265, 5 X JDP, etc	-436.82
				INV	Natural area management including green waste disp	-93.60
				INV	Recoup petty cash - Environmental Health WE 26 May	-6.38
				INV	30-4 Margerita 7.5hrs	-33.52
				INV	Charles Court Foreshore - Toilet Service - Feb/Ma	-8.00
				INV	PRCC - Quarterly Service - Feb/May 2021	-16.00
				INV	Transport wicket roller various locations	-45.00
				INV	SMS Software Maintenance & Support 1/7/21-30/6/22	-530.50
				INV	PRCC - Rental and service charge for water cooler	-4.50
				INV	Admin Reception - Water Cooler - July	-3.50
				INV	Mt C Library - Water Cooler Hire and Maintain	-3.50
				INV	Mt Claremont CC Hakea/Tuart Water Unit Servic, etc	-3.50
				INV	Tresillian - Water Cooler Hire & Maintain	-3.50
				INV	Removal and Disposal of large dead shrub in Camell	-42.40
				INV	Supply and Delivery of 45m3 Coarse Bushland mulch	-245.88
				INV	Standing Order - milk delivery to depot	-2.12
				INV	Refer to quote H1115. - 7 Jutland Pde-In Haig . P	-65.00
				INV	QUARTET Flipchart Pad Standard 600X850mm 40 S, etc	-20.45



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				INV	Illegal dumping of household waste	-60.00
				INV	Undertake Panel repairs as per quote 23238	-75.00
				INV	engage Dialog IT to perform a high-level two-part	-1,000.00
				INV	Ad-hoc user education support for re-engineering B	-31.25
				INV	Allen Park - Toilet Service - May 2021	-8.00
				INV	Mt Claremont Playgroup - Quarterly Service - Feb	-12.00
				INV	Mt Claremont Oval - Toilet Service - May 2021	-8.00
				INV	Refer to quote H1009. - College Park . Dismantle a	-258.00
				INV	Standing order - materials for environmental conse	-622.02
				INV	Adult local stock as selected on web order - Nedla	-1.72
				INV	Adult local stock as selected on web order - Nedla	-31.36
				INV	Adult local stock as selected on web order - Nedla	-26.14
				INV	Adult local stock as selected on web order - Mt Cl	-3.18
				INV	Catering for Business Sundowner - 19 May 2021	-120.00
				INV	2 Anzac day wreaths collected	-18.18
				INV	6 x Chainsaws as per Quote No. Quote 9522 # 1	-506.27
				Inv		
				INV	Allen Park - Backflow Device Testing	-18.00
				INV	2 x Disabled toilets for skateboard clinic	-23.43
				INV	Portable Toilet - ANZAC Day 25 April 2021.	-19.15
				INV	Supply and deliver 1 semi load of 'Plasterers' san	-72.00
				INV	Replace flexi hoses and service taps on hand basin	-24.00
				INV	Catering - 15/11/2020	-21.82
				INV	12 x AB399601AD ELEM ASY CARB A/CLNR, 10 x JU, etc	-79.16
				INV	118 Kirkwood Rd - 28/1/21-30/4/21	-5.65
				INV	Pay to agency staff -WE 9/5/21	-211.01
				INV	Pay for agency staff -WE 9/5/21	-190.82
				INV	Pay for agency staff WE 9/5/21	-273.87
				INV	Pay for agency staff WE 9/5/21	-194.13
				INV	Pay to agency staff WE 9 May 21	-417.89
				INV	Worm farm for 7 Landon Way, Mt Claremont	-22.45
				INV	Laptop- Dell Inspiron 3501 15.6' Full HD Laptop (2	-91.18
				INV	ATJ20561-EU5 Atom 561 Edger GX35 x 3, Deliver, etc	-198.63
				INV	Skate board clinic April 2021	-210.00
				INV	U1 esplande - 2029235022-9/4/21-14/5/21	-5.87
				INV	Replace existingAllen Park cricket pitch covers wi	-220.00
				INV	Remove and replace damaged W beam barrier on Hiber	-134.95



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				INV	Field tour of bushfire preparedness - 13/5/21	-9.00
				INV	Remove damaged red brick paving from traffic island	-171.60
				INV	Supply and Delivery of 30m3 Coarse Bushland Mulch	-153.09
				INV	Pay for agency staff - WE 16/5/21	-248.90
				INV	Standing order for traffic management to cover dra	-58.01
				INV	Electrostatic Film Permits x100 - 95mmx65mm - Auth	-38.64
				INV	After hours calls- April 2021	-27.69
				INV	PPE shirts and pants -staff	-14.71
				INV	PPE pants and shirts - Staff	-22.89
				INV	Adult local stock as selected on web order - Nedla	-22.44
				INV	Adult local stock as selected on web order - Mt Cl	-23.86
				INV	Adult local stock as selected on web order - Nedla	-5.41
				INV	Adult local stock as selected on web order - Mt Cl	-4.89
				INV	Brockway Road Asphalt Shared Path RFT2020-21.08	-23,950.00
				INV	Brockway Road Asphalt Resurfacing RFT2020-21.08	-20,259.16
				INV	After all calls - January 2021	-38.29
				INV	Concrete pad 1.9 m x 1.9 m for shed at Hollywood R	-80.00
				INV	Supply and construct insitu concrete and associate	-536.74
				INV	Mercer Remuneration Report 2021	-650.00
				INV	Undertake Repairs as per quote 23251 on Flt 133	-338.45
				INV	Supply of drainage materials, works, and re instal	-418.20
				INV	Re-attach/re-secure panel on Gazebo at Mt Claremon	-13.64
				INV	iPhone 12 Mini Blue 128GB - Salary Sec	-109.30
				INV	Irrigation Coils, glue and fittings for Highview P	-82.24
				INV	Irrigation nozzles and fittings for College Green	-52.98
				INV	Adult local stock as selected on web order - Nedla	-10.71
				INV	Pay for agency staff WE 16/5/21	-35.19
				INV	Uniforms for staff	-45.55
				INV	Uniforms for Staff	-29.22
				INV	Uniforms for staff	-6.77
				INV	Uniforms for staff	-1.81
				INV	Install 1500mm STABILISED Limestone Path, at Annie	-551.67
				INV	12 x AB399601AD ELEM ASY CARB A/CLNR, 10 x JU, etc	-21.92
				INV	Footpath repairs to collapsed section of path, etc	-108.00
				INV	Reconstruct Tree damaged crossover at St Margaret	-303.27
				INV	Supply and construct concrete footpath panel, etc	-169.18
				INV	Add in a footpath connection from the Citys footp	-80.00
				INV	Worm Farm for 88 Dalkeith Road	-22.45



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				INV	Graffiti Removal from bus stop on the corner, etc	-9.00
				INV	Graffiti removal from Shirley Fyfe gazebo (cnr Wa	-9.00
				INV	Graffiti removal from Mt Claremont oval	-25.00
				INV	Graffiti Removal from bus stop Asquith St	-9.00
				INV	Graffiti removal from 26 Bruce Street, Nedlands (	-11.00
				INV	Graffiti Removal from Mt Claremont Oval changeroo	-25.00
				INV	Graffiti removal from Monash Avenue bus stop oppo	-6.00
				INV	Graffiti removal from Beatrice Road reserve	-18.00
				INV	Graffiti removal from bus stop on Montgomery Aven	-7.50
				INV	Graffiti removal from bin enclosure on Swanbourne	-6.00
				INV	Graffiti removal from 245 Stubbs Terrace	-7.50
				INV	Graffiti Removal from Lawler Park	-9.00
				INV	Graffiti Removal from bus stop on corner Asquith S	-9.00
				INV	Graffiti removal and cleaning of litter bins outs	-13.00
				INV	Removal of graffiti from Karella Street outside W	-16.00
				INV	Graffiti removal from Mt Claremont Library	-9.00
				INV	Graffiti removal from carpark in Cooper Street	-6.00
				INV	stationery	-38.37
				INV	11195 liters of ULSD for tank 1 stock 120	-1,273.83
				INV	2 x 20Lt Valvoline ISO 46 Hydraulic oil., Del, etc	-20.53
				INV	Graffiti removal from inside changeroom walls at	-13.00
				INV	LPP ??? Design Review Panel ??? Adopted OCM 23 Mar	-155.70
				INV	1 x Jump Starter - Heavy Duty - 12/24V - 1000, etc	-67.23
				INV	Pay to agency staff	-139.27
				C/N	credit note from supplier	22.67
				C/N	credit note from supplier	18.03
				C/N	duplicate entry	21.12
				C/N	to enter the invoice value correctly	0.09
				C/N	entered incorrectly	2.12
				INV	Balance invoice 379280- Hire temp fence	-3.64
				INV	Payment for novated lease - FNE 23 May 2021	-53.53
				INV	Payroll and Taxation Training - 15 June 2021 - Dim	-45.00
				INV	Mobile reimbursement - April 2021	-2.73
				INV	Re-affixed ceiling slates on acoustic ceilings - M	-85.40
				INV	Pay agency staff - WE 16/5/21	-170.38
				INV	Pay for agency staff - WE 16 May 2021	-260.95
				INV	Pay for agency staff - WE 16 May 2021	-74.22
				INV	Pay for agency staff - 16 May 2021	-211.01



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				INV	Pay for agency staff -WE 16 May 2021	-306.34
				INV	SO - Public Wifi by Ilnet at PRCC, Tresillian & N	-5.45
				INV	Irrigation parts	-232.77
				INV	Grind and rake out cracked mortar joints in brick	-96.00
				INV	250 Business Cards (printed on 450gsm & velve, etc	-31.82
				INV	street light repairs Waratah Ave	-139.25
				INV	Standing order for traffic management to cover dra	-67.30
				INV	Repair Tree damaged Paving Dalkeith Rd Nedlands (o	-60.00
				INV	Pink and White Everlastings 6.4kg	-182.70
				INV	Seedling count PRCC and MTC	-109.00
				INV	Standing Order - Peter Gaitskell from IRP for Proj	-231.31
				INV	Standing order for traffic management to cover dra	-122.68
				INV	Temporparry safety repairs to Hollywood Tennis Rese	-42.63
				INV	staff parking signs for NCC	-38.00
				INV	Standing order for traffic management to cover dra	-148.51
				INV	Refer to quote H1110. -25 Lovegrove Pce. Prune euc	-98.00
				INV	Copy Rights Local Government - 1/7/21-30/6/21	-324.12
				INV	10,000 City of Nedlands Letterheads (quote 25740)	-83.03
				INV	Final clam for artwork	-1,787.00
				INV	Bicycle Traffic Count Weekday 3hr count & Weekend	-126.00
				INV	71 stirling hwy - 16/2/21-20/5/21	-5.02
				INV	Fire Panel Monitoring Admin - 1/5/21-31/5/21	-6.93
				INV	Fire Panel Moniton- Tresillain - 1/5/21-31/5/21	-6.93
				INV	Fire Panel Monitoring-NCC -1/5/21-31/5/21	-6.93
				INV	Subscription - 1/07/2021 - 30/06/2022	-85.00
				INV	Schedule 1 - (Nandina Avenue Footpath) Constr, etc	-2,729.48
				INV	Viewway Footpath Schedule 1 - Construction o, etc	-3,619.60
				INV	SO - Enterprise NBN - 100/40 - Tresillian , NCC, P	-79.22
				INV	All Abilities - Termites - Jan 2021, Hackett, etc	-16.00
				INV	SO GIS consulting Charges D- 8/4/21, 22/4/21	-392.00
				INV	ELECTRICITY	-49.24
				INV	Provision of casual domestic, personal and social	-487.84
				INV	EQUIPMENT HIRE	-0.59
				INV	SO- Microsoft Azure -SharePoint SQL server- Softwa	-76.91
				INV	SO- Microsoft Azure -SharePoint SQL server- Softwa	-16.78
				INV	Graffiti Removal from bus stop on the corner, etc	-12.00
				INV	Brushcut, remove biomass of Golden Crown Bear, etc	-39.16
				INV	Extension of Golden Crownbeard spraying vario, etc	-39.16



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				INV	Collection of illegally camp site from Swanbourne	-29.09
				INV	Celebration cake for Waratah Walkers 12 anniversar	-6.95
				INV	SO 2020-21 Maintenance Charges April 21	-43.40
				INV	Pay to agency staff	-29.69
				INV	Pay to agency staff	-29.69
				INV	Pay to agency staff	-29.69
				INV	100X60 brass plaque engraved and paint filled blac	-9.00
				INV	Hardware- Mobile Phone for Brendon	-21.40
				INV	SO- Tresillian Booking system -Monthly support fee	-51.50
				INV	Ezescan annual support Maintenance 31/05/202, etc	-130.00
				INV	as per quote - 16903. 100x Hedera helix 130mm @ \$5	-50.80
				INV	Standing order for traffic management to cover dra	-115.46
				INV	TMP and Road Closure - ANZAC Day 25 April 2021	-42.23
				INV	SO for all Public Tender Advertising	-16.80
				INV	Promaster monthly user fee - April 2021	-42.52
				INV	Pay for agency staff WE 2/5/21	-245.07
				INV	Provision of Road Condition Assessment (RFQ 2020-2	-200.00
				INV	Adult local stock as selected on web order - Mt Cl	-6.36
				INV	2022/23 MRRG Rehabilitation Project Submissions	-464.00
				INV	supply of plants as outlined in quote number - 167	-78.12
				INV	Tresillian Arts Centre Stationary Order	-40.40
					Folding Ta	
				INV	Novated car lease payment - PP 23- 9 May 2021	-53.53
				INV	150x Hibbertia scandens 130mm @\$3.85 each plus del	-62.75
				INV	100 Atriplex cinerea -FT \$1.8 =\$180	-51.88
					25 Calothamnus	
				INV	John Leckie - Toilet Service - May 2021	-8.00
				INV	JC Smith - Termites - Jan 2021	-8.00
				INV	Adam Armstrong - Toilet Service - May 2021	-8.00
				INV	Reimbursement - April 2021	-2.73
				INV	Pau for agency staff WE 2/5/21	-105.57
				INV	Pay for agency staff -WE 2/5/21	-339.01
				INV	Pay to agency staff -WE 25/04/2021	-80.92
				INV	Payy for agency staff WE 2/5/21	-124.81
				INV	Pay for the agency staff WE 2/5/21	-251.05
				INV	Monthly Depot Stationery Order - April 2021	-26.51
				INV	Depot kitchen supplies	-43.64
				INV	Refer to quote H1143. - 52 Browne Ave . Emergency/	-70.00



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				INV	Stationery and disposable plastic cups, plates etc	-2.03
				INV	Emergency Lighting - Various Locations	-234.08
				INV	Light audit for January, March and May	-50.00
				INV	45632 AT45 Series Composite Toe Work Boot Wheat a	-16.20
				INV	Mt Claremont Oval Changerooms - Refix GPO back to	-7.04
				INV	Drabble House - Replace water damaged sensor	-17.50
				INV	Total supply period ending - 30/4/2021	-0.53
				INV	Tresillian Arts Centre Stationary Order	-35.27
					Folding Ta	
				INV	First-aid for skateboard clinic 2 May 2021	-55.30
				INV	Monthly charges - 1/4/21-30/4/21	-857.25
				INV	BBQ Swanbourne - Attend to BBQ not working. check	-11.02
				INV	Birdwood Parade - INV 39654	-75.05
				INV	Water filter services at Administration Staff Kitc	-8.80
				INV	Standing order for citywide kerbing repaires	-212.33
				INV	Service - Squirell 8055D, Serial# 6T9T26WAIFOAAK07	-32.50
				INV	PPE Boots- Lee Rodgers	-18.00
				INV	Streetlights - 2390- 2009226187	-3,962.56
				INV	Junior local stock - to cover balance for in320537	-6.55
				INV	Total UMS assets- 2097208284- 03 May 2021	-144.66
				INV	RFQ 2020-21.104 (Nedlands Town Centre Precinct Pla	-78.78
				INV	Nedlands library stationary processing order,, etc	-2.20
				INV	John XXIII - Water Cooler Hire & Maintain	-3.50
				INV	Promaster monthly user- March 2021	-42.52
				INV	Volunteer Police Certificates	-3.04
				INV	Standing Order - Peter Gaitskell from IRP for Proj	-202.28
				INV	Archives and Storage -1/4/21-30/4/21	-96.12
				INV	Relocate and re- fasten fence bracelets/panel, oppo	-19.13
				INV	2020/21 Waste Disposal - April 2021	-66.24
				INV	Total Period ending - 30/4/2021	-1.89
				INV	Standing order for paving repairs following kerb a	-80.00
				INV	Remove trip hazards at Tresillian near Edward, etc	-60.00
				INV	Pens: <a href="https://www.brandconnect.com.au/p/napier-bal">https://www.brandconnect.com.au/p/napier-bal</a>	-69.50
				INV	Provision of Gardening Service to CHSP Clients	-90.00
				INV	UA esplanade - 25/2/21-29/4/21	-49.36
				INV	parking sign order 14/4/21	-67.34
				INV	Repair Brick paving to Crossover/footpath entrance	-136.36
				INV	Supply and install new grid ceiling with insulatio	-1,351.00





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				INV	Retention repay - Elizabeth street project	-2,471.92
				INV	Adult local stock as selected on web order - Mt Cl	-0.04
				INV	24 Magnets "City of Nedlands Contractor" 400 x 150	-54.00
				INV	ELECTRICITY - 26/3/21-28/4/21	-841.81
				INV	Preparing Agendas and Minutes Training	-52.55
				INV	Councillor Compulsory Training - 12 months e-learn	-545.45
				INV	Retention release - Final Claim 7 - Allen Park Quote	-937.39
				INV	to assist Councilors prepare JDAP submission	-547.32
				INV	GAS CHARGES-16/3/21-22/4/21	-3.97
				INV	Matter No - 47232	-1,473.08
				INV	Replace hot water unit and additional plumbing	-145.00
				INV	Bulk collection - 30/11/2020	-58.32
				INV	Hard Yakka - Shirt - Core 2 Tone Cotton Drill, etc	-6.50
				INV	Repair to brakes and tyres on FLT 322 Chipper. NB	-182.67
				INV	Black / Red out temp road marking stop lines on Sa	-148.50
				INV	Pay for agency staff	-42.20
				INV	Catering -13 April 2021	-23.27
				INV	Provision of casual domestic, personal and social	-145.35
				INV	Pay for agency staff	-190.41
				INV	Pay for agency staff	-183.37
				INV	Matter no: 46979	-87.12
				INV	Matter No: 46672	-90.34
				INV	Matter no: 44585	-149.39
				INV	Matter NO: 46979	-84.27
				INV	Matter No: 46672	-125.48
				INV	Pay to agency staff	-168.81
				INV	Refund partial registration fee- Tag # 2345	-13.64
				INV	Pay to the agency staff	-82.38
				INV	Initial line mark -High view PL , Allen Park , Coll	-182.50
				INV	Matter no: 46979	-95.86
				INV	Pay to agency staff	-92.24
				INV	Pay for agency staff	-31.81
				INV	Pay to agency staff	-127.23
				INV	Bianco Intenso 50 Capsule Box ( boxes), Bianco	-20.00
				INV	Pay to agency staff	-91.18
				INV	Pay to agency staff	-31.81
				INV	Supply and Deliver Cricket pitch cover mats f, etc	-591.16
				INV	Junior local stock as selected on web order -	-1.08



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				INV	Dot Bennett Park - Service and maintain iron filtr	-23.00
				INV	NCC - Quarterly Service - Feb/May 2021	-18.00
				INV	Nedlands Child Health - Quarterly Service - Feb/M	-16.00
				INV	College Park Family Centre - Quarterly Service -	-16.00
				INV	Refer to quote H1086. - Opposite 2 Rene Rd. Ficus	-570.00
				INV	Globel Model # G66 Woodland Grey - Hollywood Reser	-98.09
				INV	Matter No: 154082	-24.55
				INV	Seed collection and processing 3.5 days - She, etc	-263.64
				INV	Lawler Park Feature Survey	-177.50
				INV	Lot 6987 Montgomery Ave - 1/2/21-4/5/21	-7.02
				INV	Waratah Precinct Plan - Engagement Facilitation Se	-211.25
				INV	City Projects and Programs	-49.08
				INV	2 x Disabled toilets for skateboard clinic	-29.73
				INV	350 x City of Nedlands branded Glazed Water bottle	-378.70
				INV	Reusable Straw Sets: <a href="https://www.brandconnect.com">https://www.brandconnect.com</a> .	-130.80
				INV	Additional ceiling work needed at Adminastration	-70.00
				INV	Standing order for RO-RO bin collection as directe	-42.27
				INV	Adult local stock as selected on web order - Nedla	-15.40
				INV	Adult local stock as selected on web order - Nedla	-13.01
				INV	Adult local stock as selected on web order - Mt Cl	-3.88
				INV	Adult local stock as selected on web order - Nedla	-28.34
				INV	Junior local stock as selected on web order - MtC	-14.12
				INV	Junior local stock as selected on web order - Nedl	-12.85
				INV	Lot 1 odern Cre - 28/4/21-30/4/21	-14.39
				INV	Catering - 4/5/2021	-13.09
				INV	Mobile phone- 2 X Samsung Galaxy S20+ 128GB (Cosmi	-163.45
				INV	118 Kirkwood Rd - 28/4/21-30/4/21	-5.65
				INV	Painting of 8 in ground soccer goals at Charl, etc	-152.73
				INV	Standing Order - Peter Gaitskell from IRP for Proj	-231.80
				INV	STANDING PURCHASE ORDER February to 30st June 2021	-2.28
				INV	Hygienic supplies for various buildings	-135.80
				INV	Newspaper delivery - 12 May 2021-09 June 2021	-7.60
				INV	Sting-Goes for insect bites	-15.10
				INV	Security Card Printer Ribbon	-10.93
				INV	Mt Claremont Library patrol - 1/9/20-30/9/20	-21.55
				INV	Ranger Services	-31.82
				INV	Courier between Western Suburbs libraries Apr	-41.85



# CITY OF NEDLANDS

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## All Payments 1/05/2021 to 31/05/2021

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				INV	Meals to be delivered to Nedlands Day Centre in Ap	-49.09
				INV	Greenways Maintenance- April 2021	-284.21
				INV	Total supply period ending - 30/4/21	-530.26
				INV	Manual removal of Golden Crown Beard weed to 7m fr	-85.00
				INV	Masons Gardens Maintenance, Point Resolution, etc	-90.00
				INV	Brushcut, remove biomass of Golden Crown Bear, etc	-39.16
				INV	Swanbourne Oval Greenway revegetation	-126.00
				INV	Gardens Maintenance	-89.99
				INV	bus seat order for Princess Rd	-144.00
				INV	Adult local stock as selected on web order - Nedla	-5.22
				INV	4 x Falken CT60'S for FLT 1362	-86.00
				INV	Supply of linemarking as per quote #01704674 Lawlo	-468.62
				INV	CTI service - 1/4/21-30/4/21	-12.88
				INV	Waste services - March 2021	-13,079.03
				INV	Renewal of subscription - 1/4/21-31/3/22	-985.20
				INV	Supply of HIT-HY 200-R 500/2/EE Glue for drainage	-312.40
				INV	Pay to agency staff	-109.15
				INV	Pay for agency staff	-183.37
				INV	Newspaper advertisement for Remembrance Day 2020	-14.92
				INV	Admin and Quarterly AC services - Feb 2021	-79.00
				INV	WASTE DISPOSAL	-48.29
				INV	Nedlands Library - Monthly Humidifer service - Fe	-18.00
				INV	Legal fees reimbursement - Matter #2579	-220.80
				INV	Supply and installation of limestone block work	-360.00
				INV	300 Hour Service of Flt 322	-115.96
				INV	Pay to agency staff WE 23/5/21	-74.22
				INV	Additional eBook and eAudiobooks for Bolinda Borro	-150.00
				INV	AMINISTRATION plant rental and maintain- June 21	-23.33
				INV	DEPO - plant rental and on goingmaintain - June 21	-19.15
				INV	2x citizenship ceremony- INV 2105	-13.64
				INV	Junior local stock as selected on web order - MtC	-1.59
				INV	Junior local stock as selected on web order - Nedl	-1.08
				INV	Standing order for traffic management to cover roa	-177.86
				INV	Dalkeith Hall - Quarterly AC	-12.00
				INV	Mt Claremont Community - Quarterly AC service - F	-34.50
				INV	Hackett Playgroup - Annual AC Service - Feb 2021	-12.00
				INV	College Park Family Centre - Quarterly AC service	-15.00
				INV	Nedlands Library - Monthly Humidifer service - Fe	-18.00



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				INV	Nedlands Library - Monthly Humidifer service - Fec	-18.00
				INV	Allen Park - Quarterly AC service - Feb 2021	-12.50
				INV	Provision of casual domestic	-276.56
				INV	Cancellation of the booking Banksia and Zamia Room	-8.86
				INV	John Leckie pavillion 1.5 hrs refund	-3.82
				INV	20/21 All Abilities Sewer Pump Servicing - 6 Mont	-77.63
				INV	20/21 College Park Pump Set Servicing - Month, etc	-26.39
				INV	Architectural Service for Friends of Allen Pa, etc	-165.00
				INV	Library Handrail design and specification	-27.75
				INV	Library Handrail design and specification	-157.25
				FID		0.46
				FID		0.81
				C/N	Agreed \$5,347 to be waived as per Council Decision	-486.09
				C/N	Adjustment for Ground Booking	-1.36
				ense		107.60
				ense		-107.60
				ense		-312.91
				ense		-47.33
				ense		-2.34
				INV	Lease Rental for Period 20/04/21 - 19/05/21	503.50
				INV	Annie's Playschool Rental May 2021	94.93
				INV	Shorehouse Rent May 2021	545.37
				INV	Q1's Revenue Share - Bus Shelter Advertising 2020	562.10
				INV	Q2's Revenue Share - Bus Shetler Advertising 2020	244.70
				INV	Q3's Revenue Share - Bus Shelter Advertising 2020	341.50
				INV	Q4's Revenue Share - Bus Shelter Advertising 2020	643.10
				INV	Q1's Revenue Share - Bus Shelter Advertising 2021	508.50
				INV	Gas Account	3.97
				INV	Electricity Account	11.01
				INV	Cafe Rental May 2021	35.63
				INV	Garage Studio Rental May 2021	38.40
				INV	Corner Studio Rental May 2021	38.10
				INV	Language Studio Rental May 2021	24.05
				INV	Potter's Studio (The Studio) Rental May 2021	26.25
				INV	Central Studio Rental May 2021	43.49
				INV	Studio Eight Rental May 2021	41.13
				INV	Courtyard Studio Rental May 2021	20.58
				INV	Green Studio Rental May 2021	39.75



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				INV	Hockey Training 5 May - 29 August 2021	27.82
				INV	Additional cleaning and damage repairs to Allen	45.45
				INV	Personal Trainer All Grounds Permit	54.55
				INV	Purchase of iPhone	61.10
				INV	Building Approval Service Complete March 2021	280.80
				INV	Building Approval Services Completed April 2021	291.20
				INV	Cafe Rental June 2021	35.63
				INV	Garage Studio Rental June 2021	38.40
				INV	Corner Studio Rental June 2021	38.10
				INV	Language Studio Rental June 2021	24.05
				INV	Potter's Studio (The Studio) Rental June 2021	26.25
				INV	Central Studio Rental June 2021	43.49
				INV	Studio Eight Rental June 2021	41.13
				INV	Courtyard Studio Rental June 2021	20.58
				INV	Green Studio Rental June 2021	39.75
				INV	Gas Account	14.39
				INV	MRM Invoice May 2021	10.35
				INV	MRM Invoice May 2021	40.28
				INV	MRM Invoice May 2021	15.28
				INV	MRM Invoice May 2021	10.18
				INV	MRM Invoice May 2021	25.44
				INV	MRM Invoice May 2021	42.64
				INV	MRM Invoice May 2021	19.09
				INV	MRM Invoice May 2021	24.00
				INV	MRM Invoice May 2021	50.92
				INV	MRM Invoice May 2021	25.92
				INV	MRM Invoice May 2021	6.36
				INV	MRM Invoice May 2021	124.75
				INV	MRM Invoice May 2021	58.92
				INV	MRM Invoice May 2021	13.65
				INV	MRM Invoice May 2021	19.87
				INV	MRM Invoice May 2021	7.64
				INV	MRM Invoice May 2021	21.65
				INV	MRM Invoice May 2021	12.72
				INV	MRM Invoice May 2021	6.56
				INV	MRM Invoice May 2021	12.54
				INV	MRM Invoice May 2021	6.36
				INV	MRM Invoice May 2021	10.92



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				INV	MRM Invoice May 2021	6.36
				INV	MRM Invoice May 2021	5.09
				INV	MRM Invoice May 2021	24.19
				INV	MRM Invoice May 2021	12.54
				INV	MRM Invoice May 2021	17.25
				INV	MRM Invoice May 2021	15.28
				INV	MRM Invoice May 2021	110.50
				INV	MRM Invoice May 2021	3.82
				INV	MRM Invoice May 2021	15.27
				INV	MRM Invoice May 2021	20.73
				INV	MRM Invoice May 2021	5.18
				INV	MRM Invoice May 2021	34.36
				INV	MRM Invoice May 2021	20.72
				INV	MRM Invoice May 2021	34.55
				INV	MRM Invoice May 2021	3.45
				INV	MRM Invoice May 2021	10.82
				INV	MRM Invoice May 2021	12.75
				INV	MRM Invoice May 2021	139.96
				INV	MRM Invoice May 2021	10.20
				INV	MRM Invoice May 2021	18.00
				INV	MRM Invoice May 2021	8.36
				INV	MRM Invoice May 2021	43.50
				INV	MRM Invoice May 2021	6.91
				INV	MRM Invoice May 2021	27.61
				INV	MRM Invoice May 2021	25.44
				INV	MRM Invoice May 2021	55.15
				INV	MRM Invoice May 2021	5.09
				INV	MRM Invoice May 2021	51.60
				INV	MRM Invoice May 2021	27.79
				INV	MRM Invoice May 2021	20.78
				INV	MRM Invoice May 2021	29.62
				INV	MRM Invoice May 2021	23.14
				INV	supplies for bus shelter and sign maintenace	-11.93
				INV	Recoup Petty Cash - Positive Ageing WE 5 May 2021	-6.00
				INV	Recoup petty cash - Positive Ageing WE 12 May 2021	-3.59
				INV	Recoup petty cash - Environmental Health WE 12 May	-3.79
				INV	STANDING PURCHASE ORDER February to 30st Jume 2021	-1.75
				INV	Adult local stock as selected on web order - Nedla	-17.90



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				INV	20 x Starpickets and 30 metres of Barrier mesh for	-26.98
				INV	Standing order for Portable Toilet Hire and servic	-16.74
				INV	Standing order for Asphalt repairs Citywide	-316.22
				INV	Standing order for Asphalt repairs Citywide	-912.45
				INV	Carpet cleaning for various locations	-430.39
				INV	Standing order - materials for environmental conse	-86.31
				INV	Beaton Park - Toilet Service - Feb/May 2021	-8.00
				INV	All Abilities - Toilet Service - Feb/May 2021	-8.00
				INV	Rose Gardens - Toilet Service - Feb/May 2021	-8.00
				INV	Hollywood Tennis Courts - Toilet Service - Feb/Ma	-8.00
				INV	Adapt supplied poster design to:	-36.00
					o Website banner	
				INV	SO Internode IDC COLO : Ending 27 June 2021	-268.23
				INV	Replace faulty toilet tap - Public toilet library	-26.00
				INV	Replace pipework and traps to damaged handbasin at	-33.00
				INV	Unblock public toilet at Allen Park	-11.00
				INV	Unblock toilet and full service of cistern at Beat	-18.00
				INV	Unblock urinal at the Depot	-15.00
				INV	Allen Park - Serviced various toilets and urinal	-34.00
				INV	Beaton Park - Blocked Toilet, Mt Claremont Pl, etc	-46.00
				INV	Deep cleaning of hardfloors various locations	-224.55
				INV	PETA fee	-33.64
				INV	CON- Jo Wheatley - 24/4/21-	-10.55
				INV	CONSULTANCY SERVICES	-450.00
				INV	CONSULTANCY SERVICES	-85.00
				INV	Mow, edge and whipper snip Carrington Park fortnig	-18.00
				INV	SO for all Public Tender Advertising - 01 July 202	-16.80
				INV	Portable Toilet - ANZAC Day 25 April 2021.	-13.58
				INV	Standing order for traffic management to cover roa	-100.09
				INV	Traffic management services for greenways and verg	-105.01
				INV	SO for all Public Tender Advertising - 01 July 202	-16.80
				INV	Pink and white everlastings - greenways 3kg,, etc	-284.50
				INV	P100 Pottery Kiln, Internal mm 610W x 610D x 835H,	-520.33
				INV	Nedlands Local Stock	-21.81
				INV	Supply of drainage material for I37 Strickland St,	-241.03
				INV	Raven Lane - Provide safety documentation, se, etc	-301.25
				INV	Supply of drainage maintenance works 37 Strickland	-351.27
				INV	Weekend and Public Holiday Locking 1/4/21-30/4/21	-29.50



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				INV	Mt Claremont Library - 01/04/2021-30/04/2021	-21.55
				INV	Nedlands Library Evening - 1/4/21-30/4/21	-35.12
				INV	Lot 8001 Aberdare Rd - 2005219265- 28 April 2021	-42.21
				INV	Maisonettes - Rodent Baits	-10.00
				INV	2020/21 Waste Disposal -March 2021	-5,589.66
				INV	Allen Park bush areas greenways maintenance F, etc	-547.63
				INV	College Park - Replace worn and leaky RPZ, quote 5	-161.45
				INV	Brockway Rd Resurfacing Lemnos to Alfred Rd Supply	-155.68
				INV	Replacement of service panels on Waratah Ave Media	-12.82
				INV	Pay to the agency staff	-204.58
				INV	Administrative Assistance Grant	-41.82
				INV	Administrative assistance grant	-41.82
				INV	Architectural Service for Friends of Allen Park	-562.50
				INV	Call out to John Leckie	-14.00
				INV	To cover short fall in Purchase Order 544933	-69.62
				INV	Pay to agency staff	-163.39
				INV	2 x 20Lt Valvoline ISO 46 Hydraulic oil., Del, etc	-18.03
				INV	march 2021 subscription	-13.33
				INV	Nedlands Library Newspapers January - March 2021	-35.58
				INV	Urgent repairs to park combination table at Carrin	-22.08
				INV	Path maintenance, woody weed control and summ, etc	-228.45
				INV	Sun Hat with Neck Flap - Canvas - Navy - Larg, etc	-30.92
				INV	Mt Claremont CC Hakea/Tuart Water Unit Servic, etc	-3.50
				INV	Matter NO: 46741	-105.65
				INV	Emergency / After hours call out-11.3.21. Refer	-58.00
				INV	Emergency call out. 3.3.21- IV0000019620	-130.50
				INV	Pay to agency staff	-134.65
				INV	Standing Order - Peter Gaitskell from IRP for Proj	-235.34
				INV	Electricity supply - 25/3/21-22/4/21- 228588	-814.87
				INV	Grind stump at 11 Reeve St SWANBOURNE ( Jane, etc	-130.55
				INV	Refer to quote H1087. - Rear of 12 Bentley Close.	-83.75
				INV	Paint works required to cover graffiti - Mt Clare	-190.00
				INV	stump grinding at 6 Adderley as per quote 12264	-36.00
				INV		-72.73
					Cleaning Swanbourne Beach - 2 April 2021	
				INV	Holiday House - 37 Strickland Street	-116.50
				INV	Stationery and disposable plastic cups, plates etc	-4.90





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				INV	Admin - Supply, install & commission 15kw Solis in	-650.22
				INV	Allen Park - Refix siren switch securely to e, etc	-7.04
				INV	Allen Park - Install GPO for NBN modem	-17.78
				INV	Supply and Installation of exposed aggregate plint	-138.00
				INV	87-89 Broadway JDAP - Architectural Review - Initi	-92.00
				INV	STB4180 200 0710 FS 131-Z Brushcutter-AutoCut, etc	-67.24
				INV	Pay for agency staff - WE 25 April 2021	-306.34
				INV	Pay to agency staff - WE 25 April 2021	-411.92
				INV	1 Nnkang Tyre for FLT 246, 2 x Tyre Disposal, etc	-17.27
				INV	Unlocking and relocking - 1/4/2021-30/4/2021	-27.50
				INV	supply valve boxes and fittings for engineering	-22.29
				INV	Agency staff hire Finance department Revenue Offic	-164.76
				INV	STANDING ORDER Ranger Services City of Nedlands Do	-8.00
				INV	Matter No: 46810	-83.10
				INV	Matter No: 47034	-101.53
				INV	Emergency branch failure removal. 4.2.21. Refer t	-58.00
				INV	Remove existing floor coverings and install new vi	-398.60
				INV	Scheme Amendment 16	-155.70
					LPP Broadway Context & Charact	
				INV	Interim CEO and CEO Recruitment - Tender number RF	-974.80
				INV	Interim CEO and CEO Recruitment - Tender number RF	-1,000.00
				INV	Half page advertisement in Post newspaper for 10 A	-155.70
				INV	Advert in POST on 17 April 2021 â?? advertising Ci	-155.70
				INV	SO - LG Tenders ad processing fee - Communications	-38.22
				INV	Advertising Tresillian Arts Centre Term 2 Program	-102.16
				INV	Service Call to stop leaking petrol bower.	-18.96
					Total EFT	<b>-\$2,311,313.54</b>
					TOTAL PAYMENTS	<b>-\$2,364,446.43</b>

## City of Nedlands

## Purchasing Card Payments - May 2021 (Statement period 28 Apr 2021 to 27 May 2021)

Date	Supplier	Description	AUD
28/04/2021	STATE LIBRARY OF WES	Images held in SLWA relevant to Nedlands	225.00
27/05/2021	CARD FEE	CARD FEE	5.00
14/05/2021	RSEA PTY LTD - OSBORNE	Work Clothing	99.95
14/05/2021	TRADIES WORKWEAR PTY	Work Clothing	101.80
25/05/2021	AIREFRIG AUSTRALIA	Infrared Thermometer	162.80
27/05/2021	CARD FEE	CARD FEE	5.00
6/05/2021	BUNNINGS 483000	Sealants for kitchen areas	50.84
13/05/2021	KEELERHARDWARE.COM.AU	Replacement door furniture public toilet	483.50
17/05/2021	BUNNINGS 483000	Replacement router bits	35.91
19/05/2021	MULTI FIX BOLTS SCRE	Adhesive for replacement toilet signs	63.26
21/05/2021	IPY*Office Line	Replacement locks male lockers	377.30
24/05/2021	BUNNINGS 483000	Replacement gate latch	53.11
24/05/2021	JBHiFi.com.au	Protection case for new phones	125.89
26/05/2021	PRO gadgets	Screen protectors new phones	39.98
27/05/2021	CARD FEE	CARD FEE	5.00
26/05/2021	DMIRS - ONLINE PAYMENT	Payment to Work Safe	53.00
27/05/2021	CARD FEE	CARD FEE	5.00
21/05/2021	FACEBOOK	Advertisement Emerge event	154.50
27/05/2021	CARD FEE	CARD FEE	5.00
5/05/2021	V/CELLARS 3224	Staff Contribution	31.80
27/05/2021	CARD FEE	CARD FEE	5.00
24/05/2021	BUNNINGS 725000	Carabiners for Herbicide Backpacks	30.60
27/05/2021	CARD FEE	CARD FEE	5.00
30/04/2021	BLITZFIELD ENTERPRIS	Refreshments for offsite HR meeting	6.14
30/04/2021	BLITZFIELD ENTERPRIS	Refreshments for offsite HR meeting	13.97
5/05/2021	WOOLWORTHS/335 HIGH RD CN	Kitchen supplies - dishwashing	36.40
7/05/2021	AMAZON MKTPLC AU	Local stock - Nedlands Library	68.83
7/05/2021	AMAZON MKTPLC AU	Shipping charges	11.70
7/05/2021	AMAZON MKTPLC AU	Local stock - Nedlands Library	27.02
12/05/2021	AMAZON MKTPLC AU	Local stock - Mt Claremont Library	29.76
13/05/2021	AMAZON MKTPLC AU	Local stock - Nedlands Library	27.46
6/05/2021	FISHPOND LIMITED	Local stock - Mt Claremont Library	37.52
6/05/2021	KOORONG BOOKS	Local stock - Nedlands Library	19.99
6/05/2021	KOORONG BOOKS	Postage	3.49
7/05/2021	FISHPOND LIMITED	Local Stock - Nedlands Library	111.82
7/05/2021	KOORONG BOOKS	Local stock - Nedlands Library	31.99
7/05/2021	KOORONG BOOKS	Postage	3.49
10/05/2021	FISHPOND LIMITED	Local stock - Mt Claremont Library	21.71
10/05/2021	JBHiFi.com.au	Local stock - Nedlands Library	318.86
10/05/2021	JBHiFi.com.au	Shipping	9.99
12/05/2021	CAFE ZAMIA KINGS PAR	Refreshments for offsite mtg 1 staff&3 non staff	14.40
14/05/2021	FISHPOND LIMITED	Local stock - Nedlands Library	22.44
17/05/2021	BOOKTOPIA PTY LTD	Local stock - Nedlands Library	98.50
17/05/2021	BOOKTOPIA PTY LTD	Shipping	7.95
21/05/2021	AMAZON MKTPLC AU	Local stock - Nedlands Library	44.11
17/05/2021	FISHPOND LIMITED	Local stock refund - order cancelled by supplier	-36.99
19/05/2021	TRYBOOKING* PUBLIC LIB	3x librarian seminar training 27 May 2021	414.00
19/05/2021	TRYBOOKING* PUBLIC LIB	Booking and processing fee	11.85
24/05/2021	AMAZON MKTPLC AU	Local stock - Nedlands Library	24.40
27/05/2021	CARD FEE	CARD FEE	5.00
27/05/2021	CARD FEE	CARD FEE	5.00
27/05/2021	CARD FEE	CARD FEE	5.00
7/05/2021	PAYPAL	Working Boots	430.16
7/05/2021	WOLFCOM AUSTRALIA	Body Worn Camera Clips	99.25
27/05/2021	CARD FEE	CARD FEE	5.00
24/05/2021	DWER - WATER	DWER data extraction fees	82.50
27/05/2021	CARD FEE	CARD FEE	5.00
27/05/2021	CARD FEE	CARD FEE	5.00
27/05/2021	CARD FEE	CARD FEE	5.00
30/04/2021	BOOKTOPIA PTY LTD	Junior local stock	143.35

## City of Nedlands

## Purchasing Card Payments - May 2021 (Statement period 28 Apr 2021 to 27 May 2021)

Date	Supplier	Description	AUD
27/05/2021	CARD FEE	CARD FEE	5.00
18/05/2021	Gallery of Claremont	Farewell cards for planning staff	27.98
20/05/2021	TAYLOR RD IGA	Claire Willey	20.00
21/05/2021	ALLEGRO PIZZA	Farewell lunch for Planning Staff	199.00
27/05/2021	CARD FEE	CARD FEE	5.00
6/05/2021	REFACE INDUSTRIES PT	Annual service for desk cleaning machine VMI 2550i	434.24
21/05/2021	OFFICEWORKS 0622	Labels and phone covers	136.38
21/05/2021	OFFICEWORKS 0622	Playdough for kids activities	14.96
27/05/2021	CARD FEE	CARD FEE	5.00
11/05/2021	ALH VENUES/174 WRIGHT ST	Clients' and volunteers' lunches	113.00
14/05/2021	DALKEITH NEWS & LPO	Stationery for Centre	7.45
19/05/2021	GOLDEN PONDS	clients on acc and volunteers lunch	70.00
27/05/2021	CARD FEE	CARD FEE	5.00
4/05/2021	BROADWAY IGA	consumables	15.51
4/05/2021	BROADWAY IGA	consumables	14.29
14/05/2021	BUNNINGS GROUP LTD	minor equipment	231.65
17/05/2021	BUNNINGS 453000	minro equipment	94.00
17/05/2021	OFFICEWORKS	cleaning supplies	113.35
27/05/2021	CARD FEE	CARD FEE	5.00
6/05/2021	BLITZFIELD ENTERPRIS	Positive Ageing activities with clients	4.49
11/05/2021	COLES 0392	Positive Ageing purchases for clients 'activities	19.00
11/05/2021	BLITZFIELD ENTERPRIS	Positive Ageing purchases for clients 'activities	2.99
20/05/2021	BLITZFIELD ENTERPRIS	PA activities with clients	11.99
20/05/2021	BLITZFIELD ENTERPRIS	PA activities with clients	4.47
24/05/2021	COLES 0392	PA activities with clients	15.00
25/05/2021	BLITZFIELD ENTERPRIS	PA activities with clients	4.49
27/05/2021	CARD FEE	CARD FEE	5.00
27/05/2021	CARD FEE	CARD FEE	5.00
10/05/2021	Ridge Ascot Medical	Medical Assessment	220.00
14/05/2021	First 5 Minutes Pty Lt	Warden Hats	65.34
14/05/2021	First 5 Minutes Pty Lt	Shipping	16.95
27/05/2021	CARD FEE	CARD FEE	5.00
3/05/2021	FACEBK MYUYL2TNC2	Paid Social media advertising	154.50
4/05/2021	FACEBK P6FVC43PC2	Paid Social media advertising	23.09
27/05/2021	CARD FEE	CARD FEE	5.00
27/05/2021	CARD FEE	CARD FEE	5.00
28/04/2021	ZFLOWERS-AU	NCC Staff Member - loss of parent	108.95
29/04/2021	1300 FLOWERS PTY LTD	New Baby - Technical Services Employee	134.90
4/05/2021	PAYPAL	Executive Assistant Network 2021/22	110.00
14/05/2021	LOCAL GOVERNEMENT MANA	LG Professionals Network Forum 27 May 2021	400.00
27/05/2021	SECURE PARKING - 164-1	Training Course EO - 26 May 2021	12.30
27/05/2021	CARD FEE	CARD FEE	5.00
17/05/2021	GALVINS PLUMBING SUPPL	Irrigation fittings for pressure gauge	62.11
27/05/2021	CARD FEE	CARD FEE	5.00
6/05/2021	JBHiFi.com.au	Surface pen for Health Officer	139.95
27/05/2021	CARD FEE	CARD FEE	5.00
4/05/2021	J & K HOPKINS	Office chair	219.00
6/05/2021	BROADWAY IGA	Consumables for staff activity	16.00
17/05/2021	BIG W/HIGH ROAD AND WILLE	Stationery	8.00
17/05/2021	THE REJECT SHOP 609	Office supplies - minor equipment	17.00
17/05/2021	WOOLWORTHS/MORLEY S/C COL	Consumables for client activities	43.54
17/05/2021	WOOLWORTHS/MORLEY S/C COL	Consumables for client activities	18.00
17/05/2021	OFFICEWORKS 0602	Stationery	170.21
20/05/2021	LAWLEYS BAKERY CAFE	Catering for on-site meeting	27.00
20/05/2021	WOOLWORTHS/FLOREAT PARK S	Office Consumables	59.20
26/05/2021	WOOLWORTHS/FLOREAT PARK S	Catering for staff activity	15.50
26/05/2021	TAYLOR RD IGA	Catering for staff activity	40.94
27/05/2021	CARD FEE	CARD FEE	5.00
18/05/2021	TOTALLY WORKWEAR MT	PPE Clothing	206.12
26/05/2021	ACTROL 6054	Digital Thermometer's	309.94

## City of Nedlands

## Purchasing Card Payments - May 2021 (Statement period 28 Apr 2021 to 27 May 2021)

Date	Supplier	Description	AUD
26/05/2021	ACTROL 6054	Air Monitoring Thermometer	545.73
27/05/2021	CARD FEE	CARD FEE	5.00
27/05/2021	CARD FEE	CARD FEE	5.00
28/04/2021	COLES ONLINE	monthly meal items	83.05
28/04/2021	COLES ONLINE	monthly meal items	138.40
29/04/2021	FARMER JACKS WOODLAN	afternoon/morning tea& lunches	15.29
29/04/2021	FARMER JACKS WOODLAN	afternoon/morning tea& lunches	40.85
28/04/2021	COLES 0299	lunch/afternoon& morning tea	27.61
28/04/2021	COLES 0299	lunch/afternoon& morning tea	50.50
30/04/2021	JACK'S WHOLEFOODS &	monthly/ fortnightly meals	227.41
29/04/2021	COLES 0299	children's lunches	18.70
3/05/2021	KMART 1139	mothers day -program	89.00
6/05/2021	FARMER JACKS WOODLAN	lunches / afternoon/morning tea	66.77
6/05/2021	MARTINEAUS PATISSERI	mothers day catering	63.80
6/05/2021	PARTYTOWN	mothers day	44.85
10/05/2021	BABY BUNTING OSBRN	baby monitor	439.93
11/05/2021	BLITZFIELD ENTERPRIS	fortnight - afternoon/morning/lunch meals	23.43
11/05/2021	BLITZFIELD ENTERPRIS	fortnight - afternoon/morning/lunch meals	65.02
11/05/2021	DALKEITH PHARMACY	thermometer wipes	13.98
17/05/2021	PRIME PRODUCTS P/L	monthly lunches	37.85
18/05/2021	FARMER JACKS WOODLAN	fortnight- lunch/morning/afternoon meals	0.44
18/05/2021	FARMER JACKS WOODLAN	fortnight- lunch/morning/afternoon meals	131.04
18/05/2021	WOODLANDS NEW SAGENC	program resources	59.80
18/05/2021	BLITZFIELD ENTERPRIS	afternoon and lunch meals	23.96
20/05/2021	TAYLOR RD IGA	childrens lunch	14.75
27/05/2021	COLES ONLINE	lunch/morning/afternoon tea meals	16.83
27/05/2021	COLES ONLINE	lunch/morning/afternoon tea meals	221.77
27/05/2021	BLITZFIELD ENTERPRIS	morning/afternoon tea	0.11
27/05/2021	BLITZFIELD ENTERPRIS	morning/afternoon tea	32.01
26/05/2021	SPOTLIGHT INNALOO	children's program resources	22.50
27/05/2021	BLITZFIELD ENTERPRIS	kitchen utensils	6.70
27/05/2021	CARD FEE	CARD FEE	5.00
3/05/2021	MSFT * E0200E2OOR	Software- Azure	636.94
6/05/2021	MSFT *<E0700ECDH3>	Software-Office 365 Storage	600.05
10/05/2021	WWW.RECKON.COM	Software-Reckon	87.00
11/05/2021	WWW.SNAPCOMMS.COM	Software- Snapcomms	2600.00
11/05/2021	WWW.SNAPCOMMS.COM	Bank charges	78.00
13/05/2021	INDESIGN	Software- Adobe Indesign	343.07
19/05/2021	MSFT *<E0700ENQLU>	Software-Microsoft Voice	12.10
19/05/2021	MSFT *<E0700ENMDO>	Software-Microsoft Voice	12.10
20/05/2021	MSFT *<E0700ENTV5>	Software License- MSFT-	23.54
20/05/2021	MSFT *<E0700ENW1L>	Software License- MSFT- 365 Phone System	12.10
27/05/2021	FS *wordrake	Software- Wordrake	516.92
27/05/2021	FS *wordrake	Bank Charges	15.99
27/05/2021	CARD FEE	CARD FEE	5.00
3/05/2021	SQ *MANDURAH CRUISES O	Refund of booking fee. Booking was cancelled due t	-147.00
11/05/2021	DAN MURPHY'S/331-367 BULW	Dan Murphy's receipt	81.98
11/05/2021	COLES 0357	Coles receipt	16.80
11/05/2021	DAN MURPHY'S/331-367 BULW	Dan Murphy's receipt	93.90
27/05/2021	CARD FEE	CARD FEE	5.00
27/05/2021	CARD FEE	CARD FEE	5.00
18/05/2021	OFFICEWORKS 0616	Name Tags for Business Sundowner	29.55
18/05/2021	DAN MURPHY'S/52 BENNINGFI	Refreshments for Business Sundowner	101.60
20/05/2021	TAYLOR RD IGA	Refreshments for Corp & Strat Depart Meeting	24.64
20/05/2021	TAYLOR RD IGA	Refreshments for Corp & Strat Depart Meeting	28.49
21/05/2021	GOLDEN BAKERY (WA) P	Refreshments for Corp & Stat Depart Meeting	58.00
24/05/2021	OFFICEWORKS 0602	Receipt rolls for Front Counter	79.96
24/05/2021	TAYLOR RD IGA	Refreshments for Councillors	54.22
27/05/2021	CARD FEE	CARD FEE	5.00
27/05/2021	CARD FEE	CARD FEE	5.00

## City of Nedlands

## Purchasing Card Payments - May 2021 (Statement period 28 Apr 2021 to 27 May 2021)

Date	Supplier	Description	AUD
19/05/2021	WOOLWORTHS/FLOREAT PARK S	Shopping bags for BOW and library use (Nedlands)	19.80
27/05/2021	CARD FEE	CARD FEE	5.00
4/05/2021	CAFE ZAMIA KINGS PAR	3.5.21 client and Volunteer cost on outing	9.80
5/05/2021	YE OLDE NARROGIN	4.5.21 client Volunteer cost while on outing with	82.30
6/05/2021	ODIN TAVERN	5.5.21 Client and Volunteer cost on seniors outin	85.00
13/05/2021	COLES ONLINE	12.5.2021 clients Monthly food order	174.02
13/05/2021	COLES ONLINE	12.5.2021 clients Monthly food order	85.12
24/05/2021	MUNDARING HOTEL	20.5.21 Client and Volunteer cost on outing	102.00
26/05/2021	SUBWAY CLAREMONT	25.5.21Lunch cost for Client and volunteers outing	98.00
27/05/2021	CARD FEE	CARD FEE	5.00
14/05/2021	DALKEITH NEWS & LPO	Stationary Supplies for NCC 13.05.2021	11.24
26/05/2021	PAYPAL	4 Thermos Jugs for Waratah Club Clients 25.05.2021	104.60
27/05/2021	CARD FEE	CARD FEE	5.00
10/05/2021	SWANBOURNE MARKET	Refreshments for volunteer morning teas	85.74
10/05/2021	SWANBOURNE MARKET	Refreshments for volunteer morning teas	5.02
17/05/2021	SWANBOURNE MARKET	Refreshments for volunteer work session	17.98
24/05/2021	Swanbourne Greens	Debtor invoice raised for reimbursement	14.00
27/05/2021	CARD FEE	CARD FEE	5.00
27/05/2021	CARD FEE	CARD FEE	5.00
			<b><u>17,359.73</u></b>

**13.9 Update on Audit Report - Records Management**

<b>Council</b>	22 June 2021
<b>Applicant</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>CEO</b>	Ed Herne – Acting Chief Executive Officer
<b>Attachments</b>	1. Nil
<b>Confidential Attachments</b>	1. Moore Australia – Records Management Internal Audit Report; and 2. Dialog IT – City of Nedlands Audit Report (Final). 3. Recommendations by Dialogue IT.

**Executive Summary**

The objective of this report is to present to Council the outcomes from the Moore Australia (Internal Auditor's) Records Management Audit and the Dialog IT SharePoint and Recordkeeping Audit Report for endorsement. This report seeks to provide the Council with an update of the key records management initiatives being undertaken to achieve proper compliance.

**Recommendation to Council****Council notes:**

1. with concern the Moore Australia Audit into Records Management and Dialog I.T; and
2. the actions recommended by the Administration.

**Voting Requirement**

Simple Majority.

**Discussion/Overview**

The Moore Australia (WA) Pty Ltd ("Moore Australia") audit into Records Management identified a total of 9 Findings and 13 Recommendations were identified. Six of those Recommendations were categorised as high risk.

The Dialog IT report identified a further eight Recommendations, of which 4 relate to records management and 4 relate to SharePoint.

In summary, the findings reported by both Moore Australia and Dialog IT highlight the seriousness of the City's deficiencies in records management, making the City non-compliant with the *State Records Act 2000*.

### **How did this situation occur?**

During 2016, the City's the Chief Executive Officer decided that the Records Management business unit be made redundant, as it was expected that the SharePoint product being implemented across the City would enable other Administration staff to undertake the records management tasks.

Abolishing the Records Management business unit resulted in Records and Information Management functions being devolved to all business units. The resulting outcome was that there was no accountability for records policy, procedures, and processes due to the absence of centralised governance for Records Management.

Recently, the City has appointed a Senior Information Management Officer, however, the capacity of this position is not sufficient to undertake all the necessary tasks and functions required of the business unit. This position primarily deals with Records Management operational functions and simple Freedom of Information (FOI) functions.

### **The Way Forward**

For the City to deliver the change required as outlined in the audit reports, the City's expertise, skills, and capacity within Records Management function will need to be reviewed and addressed as a high priority. Benchmarking Records Management staffing capacity with similar Local Governments will be undertaken to inform appropriate capacity for the Records Management and FOI functions.

This will also inform the development a work program to identify key initiatives addressing the Moore Australia and Dialog IT Recommendations as detailed in their Reports to achieve legislative compliance.

The proposed strategy for addressing the issues raised in the Internal Audit Reports is to assess the six (high risk) Recommendations. If these high risk Recommendations are not addressed adequately, the City will continue to be non-compliant with the *State Records Act 2000*.

The six key initiatives that were assessed as high risk within the Moore Australia report are quoted as follows:

1. Lack of records management policy and procedure (estimated completion by Dec 2021)
2. Inadequate Record Keeping Plan (RKP) (review to be completed following the implementation of the new records management system)
3. Lack of qualified and experienced staff (to be addressed upon review and FTE availability in 2022)

4. Inadequate records management training (estimated completion by Jun 2022 with the outcome being resource dependant)
5. Lack of monitoring, identification, categorisation and classification of documents (estimated completion between Dec 2021 - Jun 2022 dependant on available resources and system being available)
6. Physical and digital security of documents (this is resource dependant where resourcing needs to be allocated for the registering of documents being removed and returned to and from the secure room).

There is a requirement for new resources to address an upgraded level of Business as Usual (BAU) benchmark as identified within the Moore Australia report. Preliminary benchmarking of similar sized local governments has identified that an appropriate staffing level across records management and FOI is a total 2 FTE in records management and 1 FTE in Freedom of Information management.

Much of the work identified due to the audit will require additional resources, time, and budget.

For example, the digitisation of our off-site records will take a considerable level of time and effort. Only records created after 2000 can be digitized, where records are older, the hard copy version must be kept. Of the 2000 boxes, it has been estimated that 650 boxes potentially could fall into this time period. Following assessment of the content, this may change.

Content should be categorised and classified for either disposal or keeping, potentially changing the number of records to be digitized. Based on preliminary research, the potential cost of this task could range between \$90,000 - \$120,000, plus the additional cost of up to two FTE/contractors to support, file and transfer records into our record management system.

### **New Enterprise Resource Planning Solution (ERP)**

The new ERP solution, if approved and implemented, will provide considerable benefits and efficiencies for these types of tasks. Through consistent automation and providing access to the necessary information as needed will improve our current practices.

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

Audit and Risk Committee held on 31 May 2021.

“The Audit & Risk Committee:

1. notes with concern the Moore Australia Audit into Records Management and Dialog I.T;
2. notes the actions recommended by the City’s Officers; and



3. refers the report to the next Ordinary Council Meetings, where the Chief Executive Officer is requested to advise Council what resources are required to address this matter on an urgent basis.”

## **Consultation**

Dialog IT and Moore Australia primarily consulted with key City stakeholders from within several business units across the Administration.

## **Strategic Implications**

### **How well does it fit with our strategic direction?**

Addressing the findings reported by Moore Australia and Dialog IT will ensure that the City can achieve compliance with *State Records Act 2000* and reduce operational and strategic risk.

### **Who benefits?**

The City will benefit by complying with state legislation, being the *State Records Act 2000*.

### **Does it involve a tolerable risk?**

The Moore Australia and Dialog IT audits have identified a significant number of business risks that can only be mitigated to a tolerable level if their recommendations are addressed by the City.

### **What level of risk is associated with the option and how can it be managed?**

Addressing the Moore Australia and Dialog IT audits recommendations will mitigate the risks that the City is currently exposed to in the area of Records Management.

### **Do we have the information we need?**

Yes, the Moore Australia and Dialog IT audits has informed the City on what actions are required to mitigate the identified records management risks.

## **Budget/Financial Implications**

### **Can we afford it?**

There are no financial implications to this report.

There may be budget implications when the report's recommendations are addressed in detail, where operational impacts are estimated and considered by the Administration, and then by Council at the appropriate time.

**How does the option impact upon rates?**

There will be no impact on rates in the receipt of this report. Future costs will need to be considered by the Administration and Council at a later date following a detailed review of the report's implications to the City's operations.

**Conclusion**

To improve the City's records management program, its capacity, and legislative compliance, Council should note the following:

1. The City is not compliant with State Records Office legislative framework.
2. The City is working towards addressing the 6 high risk recommendations identified in the Moore Australia report.
3. Initial Benchmarking undertaken comparing the records management staffing capacity at similar Local Governments, indicates that the City's employee resourcing is inadequate.

**13.10 Update on Audit Report - Contracts Management**

<b>Council</b>	22 June 2021
<b>Applicant</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>CEO</b>	Ed Herne – Acting Chief Executive Officer
<b>Attachments</b>	Nil.
<b>Confidential Attachments</b>	1. Internal Audit Report – Contracts Management.

**Executive Summary**

Moore Australia are the City's appointed Internal Auditors. As part of an agreed internal audit plan, Moore Australia have conducted a number of internal audits across various business areas within the City. This report seeks to provide Council with an update on the findings of the draft Contract Management Audit Report.

**Recommendation to Council**

**Council notes;**

- 1. with concern the Moore Australia Audit into Contracts Management; and**
- 2. notes the actions recommended by the City's Officers.**

**Discussion/Overview**

Moore Australia are the City's appointed Internal Auditors and in accordance with the internal audit plan have facilitated a Review of the City's Contract Management processes.

An Audit is a process through which internal control effectiveness is examined and assessed. The objective is to provide an Audit for compliance with relevant legislation, management policies and procedures. The assessment is conducted with input from city personnel and is facilitated by the Moore Australia audit team.

The attached draft report contains details of the issues raised and management's comments.

The City is aware of shortcomings within the Contracts Management function, and it has been tasked with delivering a significant program of reform.

The reform process has commenced, and the Procurement component was endorsed by the Audit and Risk Committee on 31 August 2020. This process has been complicated with the recent resignation of the Procurement Coordinator. This resignation will result in delays to this process through the need to recruit a replacement officer and the necessary induction of the new staff member to the organisation.

This work is now being completed for the Contracts Management function. The operational workload required of the sole officer is significant, and resourcing is insufficient for the City to deliver an efficient and transparent Procurement and Contracts Management service for the City.

The proposed strategy for addressing the issues raised in the Internal Audit Report is to assess the end-to-end procurement and contract development process, looking at all activities undertaken to deliver these in a compliant and professional manner, providing value for money to the City.

## **Procurement**

The Procurement processes, covering the identification of the need, sourcing through the quotation or tender process, and contract development, have been addressed through the development of the following documents:

- a. City of Nedlands Procurement Procedures Manual
- b. Risk Controls for the City's Tendering process

These processes were approved by the Audit and Risk Committee on 31 August 2020 and a subsequent training program for key staff has ensured that there is a general understanding and acceptance by staff of the new processes. With the arrival of new staff in recent months this training needs to be revisited as matter of urgency.

The new processes have captured all relevant procurement activity into a single methodology, and this has led to a significant increase in the workload of the Procurement section as it is an integral part of the processes and provide a "Centre Led" assurance of compliance and probity across a larger number of procurements than had previously been the case. This aligned with the high activity in planning (consultancy contracts) and Technical Services (capital and operational contracts) has placed significant pressure on Procurement.

The recent issuing by the Department of Finance of the new "Procurement Rules" (effective as of 01 June 2021), whilst initially directed at State Government Agencies, will have some flow on effect to Local Government so there will be a need to review these new rules against the current City Procurement Policy and procedures.

It is estimated the following resources will be required to bring the City Procurement processes to the required level of compliance.

\*WD = FTE Work Day

## **Procurement (135 WD / 27 WEEKS)**

1. Engagement of an experienced Procurement Coordinator to replace the incumbent who has resigned. **40 WD**
2. Time for new Procurement Coordinator to familiarise with the City's Procurement processes. **5 WD**
3. Review of City procurement procedures against the new procurement rules issued by the Department and effective as of June 01. **10 WD**
4. Assess any impact and amend as necessary. **5 WD**
5. Continue training of all City Officers in the procurement processes – especially new staff Estimate 60 staff – 3 per session – 20 sessions **20 WD**
6. Review and update all Request for Tender and Request for Quotation documents **30 WD**
7. Review and update for use up to 30 procurement related templates **20 WD**
8. Develop and populate Online Tender Register and procedures for managing it **5 WD**
9. Finalise City Procurement & Contract Management Strategy **3 WD**
10. Finalise a Statement of Business Ethics for Suppliers **2 WD**
11. Set up online FAQs for procurement and tendering **10 WD**

## **Contracts Management**

Having completed the procurement activity and awarded the contract the City must then manage the contractor in the delivery of the requirements of the contract. There are many procedures aligned to proper delivery of a contract and city officers responsible for this delivery need to do so in a compliant way to ensure contract deliverables are being met and the expected value for money in terms of quality of work, compliance with contract terms and contract budget are achieved.

To facilitate this a Contract management Framework, Contract Management Policy and a suite of contract management procedures and templates have been drafted and will need to be ready for presentation to Executive and Council in the coming months.

Once approved for issue to City Officers, a comprehensive training program to provide an understanding of the procedures will need to be undertaken in all relevant areas.

This would comprise of a number of workshops and would take some months to complete.

It is estimated the following resources will be required to bring the City Contract Management processes to the required level of compliance and to fully address the deficiencies detail in the Internal Audit Report.

\*WD = FTE Workday

### **Contract Management (95 WD / 19 WEEKS)**

1. Time for new Procurement Coordinator to familiarise with the City's Contract Management processes. **10 WD**
2. Develop/Finalise and present to Executive the following documents:
  - a. Contract Management Procedures Manual **30 WD**
  - b. Contract Management Framework **5 WD**
  - c. Contract Management Policy **3 WD**
  - d. Contract Register – Populate and develop Procedures for managing it **7 WD**
  - e. Develop Contract Performance Review and Reporting processes **10 WD**
3. Provide training to City officers on Contracts Management 40+ staff **20 WD**
4. Set up online FAQs for contracts management. **10 WD**

### **Business As Usual (BAU)**

The new Procurement Coordinator will require a backfill to ensure business as usual is maintained during the review process. This will require an FTE for the review period and for an extended time thereafter. **12 Month** period as a minimum

The draft Contract Management Report is presented to Council for their information.

### **New Enterprise Resource Planning Solution (ERP)**

The new ERP solution, if approved and implemented will provide considerable benefits and efficiencies for these types of tasks. Through consistent automation and providing access to the necessary information as needed will improve our current practices.

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

Audit & Risk Committee Meeting held on 31 May 2021.

"The Audit & Risk Committee:

1. notes with concern the Moore Australia Audit into Contracts Management;
2. notes the actions recommended by the City's Officers; and
3. refers the report to the next Ordinary Council Meetings, where the Chief Executive Officer is requested to advise Council what resources are required to address this matter on an urgent basis."

## **Consultation**

Over the period of the audit several staff members across the city were interviewed and consulted by the Moore Australia audit team regarding their involvement with contract management, and the processes structures guiding around them.

## **Strategic Implications**

### **How well does it fit with our strategic direction?**

Strategically, the City is committed to reducing operational risk and continual improvement of administrative processes to deliver more efficient services.

### **Who benefits?**

The City benefits from the effective management of its contracts. This ensures regulatory compliance, transparency, reduced risk, process efficacy, and improved controls on contract expenditure, especially that related to contract variance and executive reporting.

### **Does it involve a tolerable risk?**

The greatest risk is that we do nothing. This will expose the City to multiple risks operationally, reputationally and financially. The availability of an effective Procurement and Contracts function with sufficiently resourced and qualified staff will ensure the City can address those risks identified.

### **What level of risk is associated with the option? How can it be managed?**

The draft audit report demonstrates that the City is performing poorly in all areas of its contract management activities and this represents a high risk to the City, financially, reputationally and operationally.

### **Do we have the information we need?**

The Moore Australia Audit into the City's contract management function provides all the information required to improve our contract management processes.

## **Budget/Financial Implications**

There are no financial implications to this report.

There may be budget implications when the report's recommendations are addressed in detail, where operational impacts are estimated and considered by the Administration, and then by Council at the appropriate time.

### **Can we afford it?**

There is no immediate budgetary implication to receiving this report. Due to the current status, as identified by the Audit Report, the City is exposed to risk with a continuation of a business as usual operation within this function. This will need to be considered by the Administration and Council at a later date.

**How does the option impact upon rates?**

There will be no impact on rates in the receipt of this report. Future costs will need to be considered by the Administration and Council at a later date following a detailed review of the report's implications to the City's operations.

**Conclusion**

Moore Australia are the City's appointed Internal Auditors and have facilitated a review of the City's contract management processes.

The objective of the Audit is to determine compliance with relevant legislation, management policies and procedures. The assessment is conducted with input from city personnel and is facilitated by the Moore Australia audit team.

The report contains details of the issues raised and management's comments. The draft Contract Management Report is presented to Council for their information.



**13.11 Annual Financial Ausit 2019/20**

<b>Council</b>	22 June 2021
<b>Applicant</b>	City of Nedlands
<b>Employee Disclosure under section 5.70 Local Government Act 1995</b>	Nil.
<b>CEO</b>	Ed Herne – Acting Chief Executive Officer
<b>Attachments</b>	1. 2019-20 Annual Financial Report; and 2. Audit Representation Letter.
<b>Confidential Attachments</b>	Nil.

**Executive Summary**

The Annual Financial Report for the year ended 30 June 2020, including Auditor's Report and the Audit Completion Report by The Auditor General, is presented to Council to be received and be included as part of the City's Annual Report for discussion at the Annual Electors' Meeting.

The Audit Representation Letter is also presented.

**Recommendation to Council**

**That Council:**

1. **accepts the Financial Report for the City of Nedlands for the year ended 30 June 2020 comprising the Financial Report and the Auditor's Report; and**
2. **that it accepts the 2020 Audit Completion Report as presented.**

**Voting Requirement**

Absolute Majority.

**Discussion/Overview****Background****Financial Performance**

A brief overview of the City's financial performance for the 2019/20 financial year is provided below.

The City completed the 2019/20 year with a surplus net result of \$3.2m compared to the adopted budget surplus of \$0.02m. The overall favourable variance was mostly due to an underspend in Capital projects.

Operating Revenue for the year totalled \$34.3m, which is aligned to the budget target of \$34.3m for the year.

Operating Expenditure marginally increased to \$30.6m compared to a budget of \$30.5m. This was mostly due to an overspend in Materials and Contracts, which was offset by an underspend in employee costs as a result of vacancies throughout the year.

Capital Works of \$7.2m were completed in 2019/20 compared to a budget of \$12.8m. This was mostly as a result of the COVID-19 impact on City operations that impeded the progress of infrastructure capital projects around parks, gardens and roads.

The City's key financial ratios in Note 38 provide an overview of the financial performance of the City in 2019/20 compared with the previous two years. All the ratios are within or above recommended standard benchmarks set by the Department of Local Government.

	Target	2020 Actual	2019 Actual	2018 Actual
Current ratio	>1.10	1.18	0.98	0.85
Asset consumption ratio	>0.5	0.59	0.58	0.57
Asset renewal funding ratio	0.75 - 0.95	0.95	0.92	0.86
Asset sustainability ratio	0.9 - 1.10	1.61	2.33	1.45
Debt service cover ratio	>2.00	4.23	5.61	1.83
Operating surplus ratio	0.01-0.15	0.12	0.18	(0.12)
Own source revenue coverage ratio	>0.4	1.06	1.14	0.84

### Key Relevant Previous Council Decisions:

Nil.

### Consultation:

Nil.

### Strategic Implications

#### How well does it fit with our strategic direction?

The Financial Report is required to comply with *Local Government Act 1995* and associated regulations and supports the City in sound strategy and governance around its financial health.

The following legislation is adhered to:

- *Section 6.4 of the Local Government Act 1995*
- *Regulation 36 of the Local Government (Financial Management) Regulations 1996*
- *Regulations 9 and 10 of the Local Government (Audit) Regulations 1996*

**Who benefits?**

The City benefits from the effective management of its finances. This ensures regulatory compliance, transparency, and accountability of the City's processes.

**Does it involve a tolerable risk?**

There is a risk that if the City does not accept the report on the City's Annual Financial Report, that the City will not be compliant with the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

**Do we have the information we need?**

The Audit report provides all of the information required for the Committee to consider this recommendation.

**Budget/Financial Implications**

There are no financial implications to this report.

**Can we afford it?**

There is no budgetary implication to receiving this report.

**How does the option impact upon rates?**

There is no impact on rates as the information presented is historical information for 2019/20.

**Conclusion**

The Financial Report for the City of Nedlands for the year ended 30 June 2020, comprising the Financial Report and the Auditor's Report financial report, showing the financial performance of the City for 2019/20, is recommended for approval.

**CITY OF NEDLANDS**  
**FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

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**COMMUNITY VISION**

Our City will be an environmentally-sensitive beautiful and inclusive place.

Principal place of business:  
71 Stirling Highway  
Nedlands WA 6009

**CITY OF NEDLANDS  
FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2020**

*Local Government Act 1995  
Local Government (Financial Management) Regulations 1996*

**STATEMENT BY CHIEF EXECUTIVE OFFICER**

The attached financial report of the CITY OF NEDLANDS for the financial year ended 30 June 2020 is based on proper accounts and records to present fairly the financial position of the CITY OF NEDLANDS at 30 June 2020 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the [redacted] day of [redacted] 2021



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A/ Chief Executive Officer

Ed Herne

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Name of Acting Chief Executive Officer

**CITY OF NEDLANDS**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**BY NATURE OR TYPE**  
**FOR THE YEAR ENDED 30 JUNE 2020**

	NOTE	2020 Actual \$	2020 Budget \$	2019 Actual \$
<b>Revenue</b>				
Rates	29(a)	24,367,185	24,144,574	23,459,523
Operating grants, subsidies and contributions	2(a)	2,293,237	1,845,710	2,126,813
Fees and charges	2(a)	7,099,852	7,071,447	6,998,936
Service charges		(204,464)	280,747	3,406,430
Interest earnings	2(a)	500,063	648,000	645,924
Other revenue	2(a)	490,161	297,720	262,841
		<b>34,546,034</b>	<b>34,288,198</b>	<b>36,900,467</b>
<b>Expenses</b>				
Employee costs		(13,890,564)	(14,007,534)	(13,373,742)
Materials and contracts		(10,139,596)	(9,719,311)	(10,971,507)
Utility charges		(881,896)	(889,350)	(868,508)
Depreciation on non-current assets	12(d)	(4,128,897)	(4,378,000)	(3,999,335)
Interest expenses	2(b)	(241,893)	(238,615)	(299,062)
Insurance expenses		(412,313)	(355,975)	(334,926)
Other expenditure		(937,514)	(902,851)	(738,311)
		<b>(30,632,673)</b>	<b>(30,491,636)</b>	<b>(30,585,391)</b>
		<b>3,913,361</b>	<b>3,796,562</b>	<b>6,315,076</b>
Non-operating grants, subsidies and contributions	2(a)	2,174,522	4,640,042	2,386,090
Profit on asset disposals	12(a)	77,691	43,228	57,230
(Loss) on asset disposals	12(a)	(24,217)	(108,448)	(46,823)
Fair value adjustments to financial assets at fair value through profit or loss		2,305	0	16,403
		<b>2,230,301</b>	<b>4,574,822</b>	<b>2,412,900</b>
<b>Net result for the period</b>		<b>6,143,662</b>	<b>8,371,384</b>	<b>8,727,976</b>
<b>Other comprehensive income</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	14	0	0	0
<b>Total other comprehensive income for the period</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Total comprehensive income for the period</b>		<b>6,143,662</b>	<b>8,371,384</b>	<b>8,727,976</b>

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



**CITY OF NEDLANDS**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**BY PROGRAM**  
**FOR THE YEAR ENDED 30 JUNE 2020**

	NOTE	2020 Actual \$	2020 Budget \$	2019 Actual \$
<b>Revenue</b>				
Governance	2(a)	253,900	338,820	256,684
General purpose funding		25,787,306	25,285,574	25,000,040
Law, order, public safety		400,106	504,500	493,028
Health		159,281	138,000	63,204
Education and welfare		1,943,721	1,808,210	1,915,442
Community amenities		3,618,105	3,883,047	3,768,226
Recreation and culture		1,400,353	757,450	863,721
Transport		153,415	542,972	84,831
Economic services		889,132	943,650	980,971
Other property and services		(59,285)	85,975	3,474,321
		<b>34,546,034</b>	<b>34,288,198</b>	<b>36,900,468</b>
<b>Expenses</b>				
Governance	2(b)	(2,597,806)	(3,121,658)	(2,260,384)
General purpose funding		(667,253)	(403,590)	(692,359)
Law, order, public safety		(1,000,422)	(1,002,754)	(1,025,572)
Health		(661,509)	(694,366)	(659,400)
Education and welfare		(2,441,082)	(2,462,024)	(2,371,404)
Community amenities		(4,766,093)	(4,849,225)	(4,234,334)
Recreation and culture		(8,881,821)	(8,797,805)	(8,247,611)
Transport		(4,478,937)	(3,474,393)	(4,393,161)
Economic services		(4,727,977)	(4,916,703)	(5,094,579)
Other property and services		(177,842)	(530,503)	(1,307,526)
		<b>(30,400,742)</b>	<b>(30,253,021)</b>	<b>(30,286,330)</b>
<b>Finance Costs</b>				
Community amenities	2(b)	(80,107)	(22,842)	(104,454)
Recreation and culture		(115,745)	(178,801)	(151,740)
Transport		(36,079)	(36,972)	(42,868)
Economic services		0	0	0
Other property and services		0	0	0
		<b>(231,931)</b>	<b>(238,615)</b>	<b>(299,062)</b>
		<b>3,913,361</b>	<b>3,796,562</b>	<b>6,315,076</b>
Non-operating grants, subsidies and contributions	2(a)	2,174,522	4,640,042	2,386,090
Profit on disposal of assets	12(a)	77,691	43,228	57,230
(Loss) on disposal of assets	12(a)	(24,217)	(108,448)	(46,823)
Fair value adjustments to financial assets at fair value through profit or loss		2,305	0	16,403
		<b>2,230,301</b>	<b>4,574,822</b>	<b>2,412,900</b>
<b>Net result for the period</b>		<b>6,143,662</b>	<b>8,371,384</b>	<b>8,727,976</b>
<b>Other comprehensive income</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	14	0	0	0
<b>Total other comprehensive income for the period</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Total comprehensive income for the period</b>		<b>6,143,662</b>	<b>8,371,384</b>	<b>8,727,976</b>

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

**CITY OF NEDLANDS**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 JUNE 2020**

	NOTE	2020	2019	1 July 2018
		\$	*Restated	*Restated
<b>CURRENT ASSETS</b>				
Cash and cash equivalents	3	10,219,350	8,170,423	5,097,698
Trade and other receivables	6	2,132,896	2,428,507	1,199,152
Other financial assets	5(a)	6,277,329	4,874,125	6,037,348
Inventories	7	22,816	15,727	31,936
Lease receivable	8	50,422	0	0
Contract assets	2(a)	33,686	0	0
Other assets	9	290,591	170,830	0
<b>TOTAL CURRENT ASSETS</b>		<b>19,027,090</b>	<b>15,659,612</b>	<b>12,366,134</b>
<b>NON-CURRENT ASSETS</b>				
Trade and other receivables	6	1,110,860	1,227,236	540,167
Other financial assets	5(b)	221,257	218,952	123,734
Lease receivable	8	493,575	0	0
Property, plant and equipment	10	147,286,247	319,626,719	319,350,041
Infrastructure	11	90,302,381	87,638,048	82,571,683
Right of use assets	13(a)	5,039,912	0	0
<b>TOTAL NON-CURRENT ASSETS</b>		<b>244,454,232</b>	<b>408,710,955</b>	<b>402,585,625</b>
<b>TOTAL ASSETS</b>		<b>263,481,322</b>	<b>424,370,567</b>	<b>414,951,759</b>
<b>CURRENT LIABILITIES</b>				
Trade and other payables	15	6,186,122	4,782,262	2,086,520
Contract liabilities	16	1,022,659	0	0
Lease liabilities	17(a)	52,999	0	0
Borrowings	18(a)	1,750,166	1,693,964	3,249,692
Employee related provisions	19	2,652,371	2,274,759	2,027,291
<b>TOTAL CURRENT LIABILITIES</b>		<b>11,664,317</b>	<b>8,750,985</b>	<b>7,363,503</b>
<b>NON-CURRENT LIABILITIES</b>				
Lease liabilities	17(a)	137,163	0	0
Borrowings	18(a)	4,114,485	5,861,752	6,748,982
Employee related provisions	19	264,987	474,196	337,618
Other payables	15	47,251	54,001	0
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>4,563,886</b>	<b>6,389,949</b>	<b>7,086,600</b>
<b>TOTAL LIABILITIES</b>		<b>16,228,203</b>	<b>15,140,934</b>	<b>14,450,103</b>
<b>NET ASSETS</b>		<b>247,253,119</b>	<b>409,229,632</b>	<b>400,501,656</b>
<b>EQUITY</b>				
Retained surplus		81,399,623	75,945,610	67,275,653
Reserves - cash/financial asset backed	4	5,895,843	6,095,369	6,037,350
Revaluation surplus	14	159,957,653	327,188,653	327,188,653
<b>TOTAL EQUITY</b>		<b>247,253,119</b>	<b>409,229,632</b>	<b>400,501,656</b>

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

\*Restated - refer to Note 34



CITY OF NEDLANDS  
STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30 JUNE 2020

		RESERVES CASH/FINANCIAL		
	NOTE	RETAINED SURPLUS	ASSET BACKED	REVALUATION SURPLUS
		\$	\$	\$
<b>Balance as at 1 July 2018</b>		<b>67,275,655</b>	<b>6,037,348</b>	<b>353,546,653</b>
Correction of error	34	0	0	(26,358,000)
<b>Restated total equity at the beginning of the financial year</b>		<b>67,275,655</b>	<b>6,037,348</b>	<b>327,188,653</b>
Comprehensive income				
Net result for the period		8,727,976	0	0
Total comprehensive income		8,727,976	0	0
Transfers from reserves	4	717,369	(717,369)	0
Transfers to reserves	4	(775,390)	775,390	0
<b>Balance as at 30 June 2019 *</b>		<b>75,945,610</b>	<b>6,095,369</b>	<b>327,188,653</b>
Change in accounting policy	32(c)	(889,175)	0	(167,231,000)
<b>Restated total equity at 1 July 2019</b>		<b>75,056,435</b>	<b>6,095,369</b>	<b>159,957,653</b>
Comprehensive income				
Net result for the period		6,143,662	0	0
Total comprehensive income		6,143,662	0	0
Transfers from reserves	4	2,561,212	(2,561,212)	0
Transfers to reserves	4	(2,361,686)	2,361,686	0
<b>Balance as at 30 June 2020</b>		<b>81,399,623</b>	<b>5,895,843</b>	<b>159,957,653</b>

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

\* Restated - refer to note 34

**CITY OF NEDLANDS**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 30 JUNE 2020**

	NOTE	2020 Actual \$	2020 Budget \$	2019 Actual \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>				
<b>Receipts</b>				
Rates		23,395,781	24,114,074	23,327,006
Operating grants, subsidies and contributions		2,866,485	1,845,710	2,126,813
Fees and charges		7,099,852	7,031,447	5,957,117
Service charges		(204,464)	330,747	2,959,234
Interest received		500,063	648,000	645,924
Goods and services tax received		2,082,634	2,020,000	1,496,613
Other revenue		490,161	297,720	262,841
		36,230,512	36,287,698	36,775,548
<b>Payments</b>				
Employee costs		(13,652,282)	(13,937,534)	(12,924,696)
Materials and contracts		(8,664,330)	(9,520,561)	(8,560,451)
Utility charges		(881,896)	(889,350)	(868,508)
Interest expenses		(241,893)	(238,615)	(297,770)
Insurance paid		(412,313)	(355,975)	(334,926)
Goods and services tax paid		(1,764,049)	(2,000,000)	(1,779,393)
Other expenditure		(937,514)	(902,851)	(738,311)
		(26,554,277)	(27,844,886)	(25,504,055)
<b>Net cash provided by (used in) operating activities</b>	20	9,676,235	8,442,812	11,271,493
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Payments for financial assets at amortised cost		0	0	1,176,852
Payments for purchase of property, plant & equipment	10(a)	(1,721,433)	(2,854,676)	(2,059,828)
Payments for construction of infrastructure	11(a)	(5,430,933)	(9,947,698)	(7,619,246)
Payments for right of use assets		(25,672)	0	0
Non-operating grants, subsidies and contributions	2(a)	2,174,522	4,640,042	2,386,090
Proceeds from financial assets at amortised cost - term deposits		(1,415,692)	0	0
Proceeds from financial assets at amortised cost - self supporting loans		10,183	13,630	13,219
Proceeds from lease receivable		33,352	0	0
Proceeds from sale of property, plant & equipment	12(a)	519,905	491,636	347,103
<b>Net cash provided by (used in) investment activities</b>		(5,855,769)	(7,657,066)	(5,755,810)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Repayment of short term borrowings		0	0	(2,603,076)
Repayment of borrowings	18(b)	(1,691,065)	(1,691,065)	(1,597,168)
Payments for principal portion of lease liabilities	17(b)	(80,474)	0	0
Proceeds from new short term borrowings		0	0	950,552
Proceeds from new borrowings	18(b)	0	0	806,734
<b>Net cash provided by (used in) financing activities</b>		(1,771,539)	(1,691,065)	(2,442,958)
<b>Net increase (decrease) in cash held</b>		2,048,927	(905,319)	3,072,725
Cash at beginning of year		8,170,423	11,274,862	5,097,698
<b>Cash and cash equivalents at the end of the year</b>	20	10,219,350	10,369,543	8,170,423

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



**CITY OF NEDLANDS  
RATE SETTING STATEMENT  
FOR THE YEAR ENDED 30 JUNE 2020**

	NOTE	2,020 Actual \$	2020 Budget \$	2019 Actual \$
<b>OPERATING ACTIVITIES</b>				
Net current assets at start of financial year - surplus/(deficit)	30 (b)	1,604,417	1,703,203	2,201,758
		1,604,417	1,703,203	2,201,758
<b>Revenue from operating activities (excluding rates)</b>				
Governance		253,900	338,820	256,684
General purpose funding		1,422,426	1,141,000	1,556,920
Law, order, public safety		400,106	504,500	493,028
Health		159,281	138,000	63,204
Education and welfare		1,943,721	1,808,210	1,915,442
Housing		0	0	0
Community amenities		3,618,105	3,883,047	3,768,226
Recreation and culture		1,400,353	757,450	863,721
Transport		153,415	542,972	84,831
Economic services		889,132	943,650	980,971
Other property and services		18,406	129,203	3,531,551
		10,258,845	10,186,852	13,514,578
<b>Expenditure from operating activities</b>				
Governance		(2,597,806)	(3,121,658)	(2,260,384)
General purpose funding		(667,253)	(403,590)	(692,359)
Law, order, public safety		(1,000,422)	(1,002,754)	(1,025,572)
Health		(661,509)	(694,366)	(659,400)
Education and welfare		(2,441,082)	(2,462,024)	(2,371,404)
Housing		0	0	0
Community amenities		(4,846,200)	(4,872,067)	(4,338,788)
Recreation and culture		(8,997,566)	(8,976,665)	(8,399,351)
Transport		(4,515,016)	(3,511,365)	(4,436,029)
Economic services		(4,727,977)	(4,916,703)	(5,094,579)
Other property and services		(202,059)	(638,951)	(1,354,349)
		(30,656,890)	(30,600,143)	(30,632,215)
		(20,398,045)	(30,575,209)	
Non-cash amounts excluded from operating activities	30(a)	3,710,881	3,849,883	3,383,590
Amount attributable to operating activities		(15,082,747)	(14,860,205)	(11,532,289)
<b>INVESTING ACTIVITIES</b>				
Non-operating grants, subsidies and contributions	2(a)	2,174,522	4,640,042	2,386,090
Proceeds from disposal of assets	12(a)	519,905	491,636	347,103
Proceeds from financial assets at amortised cost - self supporting loans		10,183	13,630	13,219
Purchase of property, plant and equipment	10(a)	(1,721,433)	(2,854,676)	(2,059,828)
Purchase and construction of infrastructure	11(a)	(5,430,933)	(9,947,698)	(7,619,246)
Right of use asset	13(a)	(25,672)		
Amount attributable to investing activities		(4,473,429)	(7,657,066)	(6,932,662)
<b>FINANCING ACTIVITIES</b>				
Repayment of borrowings	18(b)	(1,691,065)	(1,691,065)	(1,597,168)
Repayment of short term borrowings		0	0	(2,603,077)
Proceeds from borrowings	18(c)	0	0	806,734
Proceeds from short term borrowings		0	0	950,552
Proceeds from principal portion of lease receivable				
Payments for principal portion of lease liabilities	17(b)	(80,474)	0	0
Transfers to reserves (restricted assets)	4	(2,361,686)	(1,768,566)	(775,390)
Transfers from reserves (restricted assets)	4	2,561,212	1,856,862	717,369
Amount attributable to financing activities		(1,572,013)	(1,602,769)	(2,500,980)
Surplus/(deficit) before imposition of general rates		(21,128,189)	(24,120,040)	(20,965,931)
Total amount raised from general rates	29(a)	24,367,185	24,144,574	23,459,523
Surplus/(deficit) after imposition of general rates	30(b)	3,238,996	24,534	2,493,592

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

**CITY OF NEDLANDS**  
**INDEX OF NOTES TO THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

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**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

## 1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with

Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

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

### AMENDMENTS TO LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Prior to 1 July 2019, *Financial Management Regulation 16* arbitrarily prohibited a local government from recognising as assets Crown land that is a public thoroughfare, i.e. land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets pertaining to vested land, including land under roads acquired on or after 1 July 2008, were not recognised in previous financial reports of the City. This was not in accordance with the requirements of AASB 1051 *Land Under Roads* paragraph 15 and AASB 116 *Property, Plant and Equipment* paragraph 7.

From 1 July 2019, the City has applied AASB 16 *Leases* which requires leases to be included by lessees in the statement of financial position. Also, the *Local Government (Financial Management) Regulations 1996* have been amended to specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not included in the statement of financial position) rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the City to measure any vested improvements at zero cost.

The City has accounted for the removal of the vested land values associated with vested land previously recognised by removing the land value and associated revaluation reserve as at 1 July 2019. The comparative year amounts have been retained as AASB 16 does not require comparatives to be restated in the year of transition.

Therefore the departure from AASB 1051 and AASB 16 in respect of the comparatives for the year ended 30 June 2019 remains.

### NEW ACCOUNTING STANDARDS FOR APPLICATION IN FUTURE YEARS

On 1 July 2020 the following new accounting standards are to be adopted:

- AASB 1059 *Service Concession Arrangements: Grantors*
- AASB 2018-7 *Amendments to Australian Accounting Standards - Materiality*

AASB 1059 *Service Concession Arrangements: Grantors* is not expected to impact the financial report.

Specific impacts of AASB 2018-7 *Amendments to Australian Accounting Standards - Materiality*, have not been identified.

### CRITICAL ACCOUNTING ESTIMATES

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

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

### THE LOCAL GOVERNMENT REPORTING ENTITY

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

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. There are no Trust Fund held by the City.



**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**2. REVENUE AND EXPENSES**

**REVENUE RECOGNITION POLICY**

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	Timing of revenue recognition until 30 June 2019	Timing of revenue recognition 1 July 2019
Rates	General Rates	When rates notice is issued	When rates notice is issued
Service charges	Underground Power, charge for specific service	When rates notice is issued	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	On receipt of funds.	Income based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	On receipt of funds.	Capital grants are recognised as income based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants without specific performance obligations	General appropriations and contributions with no reciprocal commitment	On receipt of funds.	When assets are controlled
Fees and charges	<ul style="list-style-type: none"> <li>• Building, planning, development, and animal management, having the same nature as a license regardless of naming.</li> <li>• Compliance safety check</li> <li>• Regulatory Food, Health and safety</li> <li>• Kerbside collection service</li> <li>• Halls and facilities</li> <li>• Library fees, reinstatements and private works</li> <li>• Art course fees</li> <li>• Fines issued for breaches of local laws</li> </ul>	When fee or charge is raised in relation as event or service occurring, or upon receipt of funds.	At a point in time(or over a relatively short period of time) when the services have been provided and payments are received
Other Revenue	Insurance claims, Commissions on Licensing and ticket sales	When significant risks and rewards of ownership transfer to the purchaser and can be measured reliably, or upon receipt of funds. fee or charge is raised in relation as event or service occurring, or upon receipt of funds.	At a point in time when the goods have been transferred and payments are received, or upon receipt of funds.

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**2. REVENUE AND EXPENSES**

**(a) Grant revenue**

Grants, subsidies and contributions are included as both operating and non-operating revenues in the Statement of Comprehensive Income:

	<b>2020 Actual \$</b>	<b>2020 Budget \$</b>	<b>2019 Actual \$</b>
<b>Operating grants, subsidies and contributions</b>			
Governance	4,106	20,000	48,027
General purpose funding	786,478	363,000	472,819
Law, order, public safety	31,116	30,000	28,678
Education and welfare	1,099,315	1,063,210	1,089,830
Recreation and culture	112,627	49,300	85,464
Transport	96,068	195,200	291,049
Economic services	153,641	125,000	110,946
Other property and services	9,886	0	0
	<b>2,293,237</b>	<b>1,845,710</b>	<b>2,126,813</b>
<b>Non-operating grants, subsidies and contributions</b>			
Recreation and culture	58,670	33,500	905,430
Transport	2,115,852	4,606,542	1,480,660
	<b>2,174,522</b>	<b>4,640,042</b>	<b>2,386,090</b>
<b>Total grants, subsidies and contributions</b>	<b>4,467,759</b>	<b>6,485,752</b>	<b>4,512,903</b>
<b>Fees and charges</b>			
Governance	263,817	77,800	80,305
General purpose funding	119,420	130,000	130,644
Law, order, public safety	356,103	474,500	464,350
Health	70,231	137,000	62,538
Education and welfare	715,356	743,000	823,612
Community amenities	3,618,102	3,883,047	3,754,179
Recreation and culture	1,088,545	686,250	748,703
Transport	57,166	80,000	84,869
Economic services	753,861	789,850	787,574
Other property and services	57,251	70,000	62,162
	<b>7,099,852</b>	<b>7,071,447</b>	<b>6,998,936</b>

**SIGNIFICANT ACCOUNTING POLICIES**

**Grants, subsidies and contributions**

Operating grants, subsidies and contributions are grants, subsidies or contributions that are not non-operating in nature.

Non-operating grants, subsidies and contributions are amounts received for the acquisition or construction of recognisable non-financial assets to be controlled by the local government.

**Fees and Charges**

Revenue (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees.



**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**2. REVENUE AND EXPENSES (Continued)**

**(a) Revenue (Continued)**

**Contracts with customers and transfers  
for recognisable non-financial assets**

Revenue from contracts with customers and transfers to enable the acquisition or construction of recognisable non-financial assets to be controlled by the City was recognised during the year for the following nature or types of goods or services:

Non-operating grants, subsidies and contributions	2,174,522	4,640,042	2,386,090
	2,174,522	4,640,042	2,386,090

Revenue from contracts with customers and transfers to enable the acquisition or construction of recognisable non-financial assets to be controlled by the City is comprised of:

Contracts with customers included as a contract liability at the start of the period	0	1,150,000	0
Transfers intended for acquiring or constructing recognisable non financial assets included as a contract liability at the start of the period	1,086,062	0	0
Other revenue from performance obligations satisfied during the year	1,088,460	3,490,042	2,386,090
	2,174,522	4,640,042	2,386,090

Information about receivables, contract assets and contract liabilities from contracts with customers along with financial assets and associated liabilities arising from transfers to enable the acquisition or construction of recognisable non financial assets is:

Trade and other receivables from contracts with customers	811,770	521,815	1,319,546
Contract assets	33,686	0	0
Contract liabilities from contracts with customers	(1,022,659)	0	0

Contract assets primarily relate to the City's right to consideration for work completed but not billed at 30 June 2020.

Assets associated with contracts with customers were not subject to an impairment charge.

Impairment of assets associated with contracts with customers are detailed at note 2 (b) under 'Other expenditure'.

Contract liabilities for contracts with customers primarily relate to grants with performance obligations received in advance, for which revenue is recognised over time as the performance obligations are met.

Information is not provided about remaining performance obligations for contracts with customers that had an original expected duration of one year or less.

Consideration from contracts with customers is included in the transaction price.

Performance obligations in relation to contract liabilities from transfers for recognisable non financial assets are satisfied as project milestones are met or completion of construction or acquisition of the asset. All associated performance obligations are expected to be met over the next 12 months.



**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**2. REVENUE AND EXPENSES (Continued)**

**(a) Revenue (Continued)**

**Revenue from statutory requirements**

Revenue from statutory requirements was recognised during the year for the following nature or types of goods or services:

	2020 Actual \$	2020 Budget \$	2019 Actual \$
General rates	24,367,185	24,144,574	23,459,523
Statutory permits and licences	492,661	398,500	374,598
Fines	458,081	542,000	484,401
	25,317,927	25,085,074	24,318,522

**Other revenue**

Reimbursements and recoveries	159,178	241,020	65,432
Other	330,983	56,700	197,409
	490,161	297,720	262,841

**Interest earnings**

Financial assets at amortised cost - self supporting loans	2,680	2,682	3,066
Interest on reserve funds	104,817	155,000	157,890
Rates instalment and penalty interest (refer Note 29(e))	215,994	198,000	205,459
Lease interest income	14,906	0	0
Other interest earnings	161,666	292,318	279,509
	500,063	648,000	645,924

**SIGNIFICANT ACCOUNTING POLICIES**

**Interest earnings**

Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

**Interest earnings (continued)**

Interest income is presented as finance income where it is earned from financial assets that are held for cash management purposes.

**(b) Expenses**

**Auditors remuneration**

- Audit of the Annual Financial Report	80,000	42,000	10,000
- Other services	4,500	37,000	2,180
	84,500	79,000	12,180

**Interest expenses (finance costs)**

Borrowings	235,312	238,615	299,062
Lease liabilities	6,581	0	0
	241,893	238,615	299,062

**Other expenditure**

Impairment loss on trade and other receivables	152,517	28,500	39,189
Sundry expenses	784,997	874,351	699,122
	937,514	902,851	738,311

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**3. CASH AND CASH EQUIVALENTS**

	NOTE	2020 \$	2019 \$
Cash at bank and on hand		6,682,574	3,849,110
Short - Term deposits		3,536,776	4,321,313
<b>Total cash and cash equivalents</b>		<b>10,219,350</b>	<b>8,170,423</b>

**Restrictions**

The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:

- Cash and cash equivalents		2,893,379	4,068,346
- Financial assets at amortised cost (Term Deposits)		6,273,882	4,860,495
- Bonds & Retention Funds	15	2,248,759	1,874,670
		<b>9,167,261</b>	<b>8,928,841</b>

The restricted assets are a result of the following specific purposes to which the assets may be used:

Reserves - cash/financial asset backed	4	5,895,843	6,095,369
Bonds & Retention Funds	15	2,248,759	1,874,670
Contract liabilities from contracts with customers	16	1,022,659	0
Contract liabilities from transfers for recognisable non financial assets	16	0	0
Unspent grants, subsidies and contributions		0	958,802
<b>Total restricted assets</b>		<b>9,167,261</b>	<b>8,928,841</b>

**SIGNIFICANT ACCOUNTING POLICIES**

**Cash and cash equivalents**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position. This includes term deposits with an original maturity of less than 90 days.

**Restricted assets**

Restricted asset balances are not available for general use by the local government due to externally imposed restrictions. Externally imposed restrictions are specified in an agreement, contract or legislation. This applies to reserves, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement.



**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**4. RESERVES - CASH/FINANCIAL ASSET BACKED**

	2020 Actual Opening Balance	2020 Actual Transfer to	2020 Actual Transfer (from)	2020 Actual Closing Balance	2020 Budget Opening Balance	2020 Budget Transfer to	2020 Budget Transfer (from)	2020 Budget Closing Balance	2019 Actual Opening Balance	2019 Actual Transfer to	2019 Actual Transfer (from)	2019 Actual Closing Balance
(a) Reserves cash backed - Plant Replacement Reserve	\$ 34,000	\$ 483	\$ 0	\$ 34,483	\$ 34,051	\$ 851	\$ 0	\$ 34,902	\$ 0	\$ 34,000	\$ 0	\$ 34,000
(b) Reserves cash backed - City Development Reserve	367,068	6,594	(100,000)	273,662	367,580	9,190	(100,000)	276,770	456,580	50,488	(140,000)	367,068
(c) Reserves cash backed - North Street Reserve	760,605	12,912	(400,000)	373,517	761,266	19,032	(400,000)	380,298	765,464	20,142	(25,000)	760,605
(d) Reserves cash backed - Welfare Reserve	484,909	208,779	0	693,688	491,387	12,285	0	503,672	479,887	10,022	(5,000)	484,909
(e) Reserves cash backed - Service Reserve	207,568	3,669	0	211,237	207,591	5,190	0	212,781	202,591	4,977	0	207,568
(f) Reserves cash backed - Insurance Reserve	64,099	1,024	0	65,123	64,117	1,603	0	65,720	62,547	1,552	0	64,099
(g) Reserves cash backed - Waste Management Reserve	962,682	119,122	0	1,081,804	964,793	124,120	0	1,088,913	842,547	120,135	0	962,682
(h) Reserves cash backed - Building Replacement Reserve	718,057	101,157	(74,000)	745,214	715,969	106,049	(60,000)	762,018	689,120	103,937	(75,000)	718,057
(i) Reserves cash backed - Swanbourne Development Reserve	132,008	2,459	0	134,467	132,296	3,307	0	135,603	129,140	2,868	0	132,008
(j) Reserves cash backed - Public Art Reserve	210,866	44,511	(158,000)	97,377	60,807	41,520	(50,000)	52,327	126,894	83,972	0	210,866
(k) Reserves cash backed - Business System Reserve	295,424	255,196	0	550,620	295,404	57,385	0	352,789	102,229	193,195	0	295,424
(l) Reserves cash backed - All Abilities Play Space	193,262	101,205	(14,000)	280,467	193,349	103,234	(30,000)	266,583	94,900	98,362	0	193,262
(m) Reserves cash backed - Underground Power Projects	370,166	1,480,664	(1,080,840)	769,990	36,549	1,268,571	(756,862)	548,258	485,450	12,085	(127,369)	370,166
(n) Reserves cash backed - Major Projects	1,294,655	23,911	(734,372)	584,194	1,298,417	16,230	(460,000)	854,647	1,600,000	39,655	(345,000)	1,294,655
	6,095,369	2,381,686	(2,561,212)	5,895,843	5,623,576	1,768,566	(1,856,862)	5,535,281	6,037,349	775,390	(717,369)	6,095,369

All reserves are supported by cash and cash equivalents and financial assets at amortised cost and are restricted within equity as Reserves - cash/financial assets backed.

In accordance with Council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

<b>Name of Reserve</b>	<b>Anticipated date of use</b>	<b>Purpose of the reserve</b>
(a) Reserves cash backed - Plant Replacement Reserve	On-going	To fund replacement of plant and equipment so that the cost is spread over to a number of years.
(b) Reserves cash backed - City Development Reserve	On-going	To fund improvement and purchase of property, plant and equipment.
(c) Reserves cash backed - North Street Reserve	On-going	To fund operational and capital costs of community and recreational facilities at Mt Claremont and Swanbourne, and infrastructure generally.
(d) Reserves cash backed - Welfare Reserve	On-going	To fund the operational and capital costs to welfare services.
(e) Reserves cash backed - Service Reserve	On-going	To fund purchase of property, purchase of land and for parking areas, expense of streets depots, town planning schemes, valuation and legal cost, items of works of an urgent nature such as drainage.
(f) Reserves cash backed - Insurance Reserve	On-going	To fund any excess that may arise from having a performance based workers compensation premium.
(g) Reserves cash backed - Waste Management Reserve	On-going	To fund replacement of rubbish bin stock so that the cost is spread over number of years.
(h) Reserves cash backed - Building Replacement Reserve	On-going	To fund the upgrade and/or replacement of council buildings.
(i) Reserves cash backed - Swanbourne Development Reserve	On-going	To fund capital works in the Swanbourne area associated with the Swanbourne Masterplan. Set-up in with proceeds of the insurance claim arising from the fire of council property in Swanbourne.
(j) Reserves cash backed - Public Art Reserve	On-going	To fund works of art in the City of Nedlands.
(k) Reserves cash backed - Business System Reserve	On-going	To fund council's business system.
(l) Reserves cash backed - All Abilities Play Space	On-going	To fund the annual operating and maintenance cost of the All Abilities Play Space
(m) Reserves cash backed - Underground Power Projects	On-going	To fund Underground Power Projects
(n) Reserves cash backed - Major Projects	On-going	To fund capital works from proceeds from sale of major assets

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**5. OTHER FINANCIAL ASSETS**

**(a) Current assets**

Financial assets at amortised cost

2020	2019
\$	\$
6,277,329	4,874,125
6,277,329	4,874,125

**Other financial assets at amortised cost**

Term deposits

Self supporting loans

6,273,882	4,860,495
3,447	13,630
6,277,329	4,874,125

**(b) Non-current assets**

Financial assets at amortised cost

Financial assets at fair values through other comprehensive income

Financial assets at fair value through profit and loss

78,815	78,815
0	0
142,442	140,137
221,257	218,952

**Financial assets at amortised cost**

Self supporting loans

78,815	78,815
78,815	78,815

**Financial assets at fair value through profit and loss**

Units in Local Government House Trust

142,442	140,137
142,442	140,137

During the year, the following gains/(losses) were recognised in profit and loss

2,305	16,403
2,305	16,403

Loans receivable from clubs/institutions have the same terms and conditions as the related borrowing disclosed in Note 18(b) as self supporting loans. Due to the COVID-19 pandemic additional longer repayment period have been provided to the club.

Units in LG House Trust represents the equity the City of Nedlands has in the Local Government House Trust as a consequence of a contribution towards the cost of purchasing Local Government House. The total contribution by all Councils towards the cost of the WALGA building was \$582,000 of which the City of Nedlands contributed \$8,000. There are 620 units in the Local Government House Trust, 8 of which are held by the City of Nedlands.

**SIGNIFICANT ACCOUNTING POLICIES**

**Term deposits**

Term deposits represent deposits held with financial institutions with an original maturity date of greater than 90 days.

**Other financial assets at amortised cost**

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

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

**Impairment and risk**

Information regarding impairment and exposure to risk can be found at Note 31.



**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**6. TRADE AND OTHER RECEIVABLES**

**Current**

Rates receivable
Trade and other receivables
GST receivable
Allowance for impairment of receivables
Service charges receivable

**Non-current**

Pensioner's rates and ESL deferred
Service charges receivable

2020	2019
\$	\$
1,004,284	440,333
811,770	1,319,546
220,871	539,456
(9,282)	(9,282)
105,253	138,454
2,132,896	2,428,507
470,734	491,436
640,126	735,800
1,110,860	1,227,236

**SIGNIFICANT ACCOUNTING POLICIES**

**Trade and other receivables**

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

**Impairment and risk exposure**

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 31.

**SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**Classification and subsequent measurement**

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Trade receivables are held with the objective to collect the contractual cashflows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**7. INVENTORIES**

**Current**

Fuel and materials

	2020	2019
	\$	\$
	22,816	15,727
	22,816	15,727
	15,727	31,936
	(149,824)	(189,170)
	2,305	16,403
	154,608	156,558
	22,816	15,727

The following movements in inventories occurred during the year:

**Carrying amount at beginning of period**

Inventories expensed during the year

Reversal of write down of inventories to net realisable value

Additions to inventory

**Carrying amount at end of period**

**SIGNIFICANT ACCOUNTING POLICIES**

**General**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

## 8. LEASE RECEIVABLES

### Current

Lease receivable

2020	2019
\$	\$
50,422	0
50,422	0

### Non-current

Lease receivable

493,575	0
493,575	0

When the City acts as a lessor, it determines at lease inception whether each lease is a finance lease or an operating lease. When the City is an intermediate lessor, it accounts for its interests in the head lease and sub-lease separately. It assesses the lease classification of a sub-lease with reference to the right-of-use asset arising from the head lease, not with reference to the underlying asset.

The lease receivable relates to a property that the City has sub-leased to a third party. The City has classified the sub lease as a finance lease, because the sub-lease is for the whole of the remaining term of the head lease.

## 9. OTHER ASSETS

### Other assets - current

Prepayments

2020	2019
\$	\$
290,591	170,830
290,591	170,830

### SIGNIFICANT ACCOUNTING POLICIES

#### Other current assets

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.



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**10. PROPERTY, PLANT AND EQUIPMENT**

**(a) Movements in Carrying Amounts**

Movement in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Land - freehold land	Land - vested in and under the control of Council	Total land	Buildings - specialised non-	Buildings - specialised	Total buildings	Total land and buildings	Furniture and equipment	Plant and equipment	Total property, plant and equipment
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Balance at 1 July 2018 (previously reported)</b>	137,993,000	167,231,000	305,224,000	1,282,304	35,635,539	36,917,843	342,141,843	655,887	2,910,310	345,708,040
Correction of error (Note 34)	(26,358,000)	0	(26,358,000)	0	0	0	(26,358,000)	0	0	(26,358,000)
Restated balance as at 1 July 2018 (Note 34)	111,635,000	167,231,000	278,866,000	1,282,304	35,635,539	36,917,843	315,783,843	655,887	2,910,310	319,350,040
Additions	0	0	0	21,211	1,360,656	1,381,867	1,381,868	229,695	448,265	2,059,828
(Disposals)	0	0	0	0	0	0	0	(4,031)	(332,665)	(336,696)
Depreciation (expense)	0	0	0	(47,435)	(782,545)	(829,980)	(829,980)	(125,288)	(491,186)	(1,446,454)
<b>Carrying amount at 30 June 2019</b>	111,635,000	167,231,000	278,866,000	1,256,080	36,213,650	37,469,730	316,335,731	756,263	2,534,724	319,626,718
<b>Comprises:</b>										
Gross carrying amount at 30 June 2019	111,635,000	167,231,000	278,866,000	1,351,211	53,875,737	55,226,948	334,092,948	2,849,677	6,424,077	343,366,702
Accumulated depreciation at 30 June 2019	0	0	0	(95,131)	(17,662,087)	(17,757,218)	(17,757,218)	(2,093,414)	(3,889,353)	(23,739,985)
<b>Carrying amount at 30 June 2019</b>	111,635,000	167,231,000	278,866,000	1,256,080	36,213,650	37,469,730	316,335,731	756,263	2,534,724	319,626,718
Change in accounting policy (Note 33 (a))	(167,231,000)	(167,231,000)	(167,231,000)	0	(5,112,928)	(5,112,928)	(172,343,928)	0	0	(172,343,928)
<b>Adjusted carrying amount at 1 July 2019</b>	111,635,000	0	111,635,000	1,256,080	31,100,722	32,356,802	143,991,802	756,263	2,534,724	147,282,789
Additions	0	0	0	21,445	817,468	838,913	838,913	130,058	752,463	1,721,433
(Disposals)	0	0	0	0	(6,327)	(6,327)	(6,327)	(653)	(459,451)	(466,431)
(Impairment)	0	0	0	0	0	0	0	(60,454)	(33,305)	(93,759)
Depreciation (expense)	0	0	0	(48,007)	(670,566)	(718,573)	(718,573)	(119,874)	(319,339)	(1,157,786)
<b>Carrying amount at 30 June 2020</b>	111,635,000	0	111,635,000	1,229,518	31,241,297	32,470,815	144,105,815	705,340	2,475,092	147,286,247
<b>Comprises:</b>										
Gross carrying amount at 30 June 2020	111,635,000	0	111,635,000	1,372,656	46,030,803	47,403,459	159,038,459	2,779,757	6,549,765	168,367,981
Accumulated depreciation at 30 June 2020	0	0	0	(143,138)	(14,789,506)	(14,932,644)	(14,932,644)	(2,074,417)	(4,074,673)	(21,081,734)
<b>Carrying amount at 30 June 2020</b>	111,635,000	0	111,635,000	1,229,518	31,241,297	32,470,815	144,105,815	705,340	2,475,092	147,286,247



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## 10. PROPERTY, PLANT AND EQUIPMENT (Continued)

### (b) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
<b>Land and buildings</b>					
Land - freehold land	Level 2	Market Approach	Independent Registered valuer	June 2017	Sales evidence of similar assets
Land - freehold (unique)	Level 3	Depreciated Replacement Cost Approach	Independent Registered valuer	June 2017	Estimates of replacement cost, residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount.
Buildings - non-specialised	Level 2	Market Approach	Independent Registered valuer	June 2017	Sales evidence of similar assets
Buildings - specialised	Level 3	Depreciated Replacement Cost Approach	Independent Registered valuer	June 2017	Estimates of replacement cost, residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount.
<b>Furniture and equipment</b>	Level 3	Market Approach (until 30 June 2019)	Management valuation	June 2016	Make, size, year of manufacture and condition
<b>Plant and equipment</b>	Level 3	Market Approach (until 30 June 2019)	Management valuation	June 2016	Make, size, year of manufacture and condition

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.

Following a change to *Local Government (Financial Management) Regulation 17A*, plant and equipment type assets (being plant and equipment and furniture and equipment) are to be measured under the cost model, rather than at fair value. This change is effective from 1 July 2019 and represents a change in accounting policy. Revaluations carried out previously were not reversed as it was deemed fair value approximates cost at the date of change.

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**11. INFRASTRUCTURE**

**(a) Movements in Carrying Amounts**

Movement in the carrying amounts of each class of infrastructure between the beginning and the end of the current financial year.

	Infrastructure - Roads	Other Infrastructure - Drainage	Other Infrastructure - Footpath	Other Infrastructure - Parks, Garden and Reserves	Street Furniture	Other Infrastructure - Furniture	Total Infrastructure
	\$	\$	\$	\$	\$	\$	\$
<b>Balance at 1 July 2018</b>	43,669,775	13,457,517	11,207,906	12,041,667	2,194,818		82,571,683
Additions	3,859,227	342,898	963,927	2,262,379	190,815		7,619,246
Depreciation (expense)	(1,031,443)	(382,921)	(380,316)	(601,238)	(156,963)		(2,552,881)
<b>Carrying amount at 30 June 2019</b>	46,497,559	13,417,494	11,791,517	13,702,808	2,228,670		87,638,048
<b>Comprises:</b>							
Gross carrying amount at 30 June 2019	78,680,714	27,747,042	20,399,482	20,745,570	3,565,004		151,137,812
Accumulated depreciation at 30 June 2019	(32,183,155)	(14,329,548)	(8,607,965)	(7,042,762)	(1,336,334)		(63,499,764)
<b>Carrying amount at 30 June 2019</b>	46,497,559	13,417,494	11,791,517	13,702,808	2,228,670		87,638,048
Additions	3,278,754	32,189	409,723	1,652,838	57,429		5,430,933
Depreciation (expense)	(1,140,109)	(383,123)	(400,119)	(693,462)	(149,787)		(2,766,601)
<b>Carrying amount at 30 June 2020</b>	48,636,204	13,066,560	11,801,121	14,662,184	2,136,312		90,302,380
<b>Comprises:</b>							
Gross carrying amount at 30 June 2020	81,959,468	27,779,231	20,809,205	22,398,408	3,622,433		156,568,745
Accumulated depreciation at 30 June 2020	(33,323,264)	(14,712,671)	(9,008,084)	(7,736,224)	(1,486,121)		(66,266,364)
<b>Carrying amount at 30 June 2020</b>	48,636,204	13,066,560	11,801,121	14,662,184	2,136,312		90,302,381

**CITY OF NEDLANDS**  
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**11. INFRASTRUCTURE (Continued)**

**(b) Fair Value Measurements**

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
Infrastructure - Roads	Level 3	Depreciated Replacement Cost Approach	Independent Registered valuer	01 June 2018	Estimates of replacement cost, residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount.
Other infrastructure - Drainage	Level 3	Depreciated Replacement Cost Approach	Independent Registered valuer	01 June 2018	Estimates of replacement cost, residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount.
Other infrastructure - Footpath	Level 3	Depreciated Replacement Cost Approach	Independent Registered valuer	01 June 2018	Estimates of replacement cost, residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount.
Other infrastructure - Parks, Garden and Reserves	Level 3	Depreciated Replacement Cost Approach	Independent Registered valuer	01 June 2018	Estimates of replacement cost, residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount.
Other infrastructure - Street Furniture	Level 3	Depreciated Replacement Cost Approach	Independent Registered valuer	01 June 2018	Estimates of replacement cost, residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount.

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.



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**12. FIXED ASSETS**

**SIGNIFICANT ACCOUNTING POLICIES**

**Fixed assets**

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

**Initial recognition and measurement between mandatory revaluation dates**

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets that are land, buildings, infrastructure and investment properties acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework.

**Revaluation**

The fair value of land, buildings, infrastructure and investment properties is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on vested land acquired by the City.

At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with Local Government (Financial Management) Regulation 17A (2) which requires land, buildings, infrastructure, investment properties and vested improvements to be shown at fair value.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

**AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY**

**Land under control prior to 1 July 2019**

In accordance with the then Local Government (Financial Management) Regulation 16(a)(ii), the City was previously required to include as an asset (by 30 June 2013), vested Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land.

**Land under roads prior to 1 July 2019**

In Western Australia, most land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the then Local Government (Financial Management) Regulation 16(a)(i) which arbitrarily prohibited local governments from recognising such land as an asset. This regulation has now been deleted.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, the then Local Government (Financial Management) Regulation 16(a)(i) prohibited local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail. Consequently, any land under roads acquired on or after 1 July 2008 was not included as an asset of the City.

**Land under roads from 1 July 2019**

As a result of amendments to the Local Government (Financial Management) Regulations 1996, effective from 1 July 2019, vested land, including land under roads, are treated as right-of-use assets measured at zero cost. Therefore, the previous inconsistency with AASB 1051 in respect of non-recognition of land under roads acquired on or after 1 July 2008 has been removed, even though measurement at zero cost means that land under roads is still not included in the statement of financial position.

The City has accounted for the removal of the vested land values associated with vested land previously recognised by removing the land value and associated revaluation reserve as at 1 July 2019. The comparatives have not been restated.

**Vested improvements from 1 July 2019**

The measurement of vested improvements at fair value in accordance with Local Government (Financial Management) Regulation 17A(2)(iv) is a departure from AASB 16 which would have required the City to measure the vested improvements as part of the related right-of-use assets at zero cost.

Refer to Note 13 that details the significant accounting policies applying to leases (including right of use assets).



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**12. FIXED ASSETS**

**(a) Disposals of Assets**

	2020 Actual Net Book Value	2020 Actual Sale Proceeds	2020 Actual Profit	2020 Actual Loss	2020 Budget Net Book Value	2020 Budget Sale Proceeds	2020 Budget Profit	2020 Budget Loss	2019 Actual Net Book Value	2019 Actual Sale Proceeds	2019 Actual Profit	2019 Actual Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Buildings - specialised	6,327	6,327	0	0	0	0	0	0	0	0	0	0
Furniture and equipment	653	0	0	(653)	0	0	0	0	4,031	0	0	(4,031)
Plant and equipment	459,451	513,577	77,691	(23,565)	556,856	491,636	43,228	(108,448)	332,665	347,103	57,230	(42,792)
	466,431	519,905	77,691	(24,217)	556,856	491,636	43,228	(108,448)	336,696	347,103	57,230	(46,823)

The following assets were disposed of during the year.

	2020 Actual Net Book Value	2020 Actual Sale Proceeds	2020 Actual Profit	2020 Actual Loss
<b>Plant and Equipment</b>				
Other property and services	459,451	513,578	77,691	(23,565)
<b>Buildings</b>				
Recreation and culture	6,327	6,327	0	0
<b>Furniture and Equipment</b>				
Recreation and culture	379	0	0	(379)
Other property and services	274	0	0	(274)
	653	0	0	(653)
	466,431	519,905	77,691	(24,217)

**(b) Fully Depreciated Assets in Use**

The gross carrying value of assets held by the City which are currently in use yet fully depreciated are shown in the table below.

	2020	2019
	\$	\$
Furniture and equipment	765,145	0
Plant and equipment	298,144	0
	1,063,289	0

**(c) Temporarily Idle Assets**

The carrying value of assets held by the City which are temporarily idle or retired from active use and not classified as held for sale are shown in the table below.

	2020	2019
	\$	\$
Buildings - specialised	1,262,790	600,737
	1,262,790	600,737

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**12. FIXED ASSETS**

**(d) Depreciation**

	<b>2020 Actual</b>	<b>2020 Budget</b>	<b>2019 Actual</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>
Buildings - non-specialised	48,007	47,700	47,435
Buildings - specialised	670,566	877,200	782,545
Furniture and equipment	119,874	95,200	125,288
Plant and equipment	319,339	655,000	491,186
Infrastructure - Roads	1,140,109	1,163,700	1,031,443
Other infrastructure - Drainage	383,123	413,500	382,921
Other infrastructure - Footpath	400,119	260,300	380,316
Other infrastructure - Parks, Garden and Reserve	693,462	705,300	601,238
Other infrastructure - Street Furniture	149,787	160,100	156,963
Right of use assets - Building	137,675	0	0
Right of use assets - Printer	66,835	0	0
	<b>4,128,897</b>	<b>4,378,000</b>	<b>3,999,335</b>

**SIGNIFICANT ACCOUNTING POLICIES**

**Depreciation**

The depreciable amount of all fixed assets including buildings but excluding freehold land and vested land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

**Depreciation rates**

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

<b>Asset Class</b>	<b>Useful life</b>
Buildings	
- Structure	100 to 140 yrs
- Fit-outs	30 to 50 yrs
- Mechanical	50 to 100 yrs
- Roof Cladding	50 to 120 yrs
Furniture and equipment	4 to 10 yrs
Plant and equipment	5 to 15 yrs
Roads	
- Pavement	20 to 210 yrs
- Sub Grade	Not depreciated
- Top Surface	35 to 50 yrs
Footpaths	25 to 50 yrs
Stormwater	
- Pipes	60 to 80 yrs
- Pits	60 to 80 yrs
- Plant	30 to 80 yrs
Right of use (plant and equipment)	Based on the remaining lease

**Depreciation rates (continued)**

<b>Asset Class</b>	<b>Useful life</b>
Transport	
- Bus Shelters	30 yrs
- Roundabouts	20 to 80 yrs
- Street Lights	10 to 50 yrs
Parks	10 to 100 yrs
Parks Reticulation	25 to 50 yrs

**Depreciation on revaluation**

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or
- Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

**Amortisation**

All intangible assets with a finite useful life, are amortised on a straight-line basis over the individual asset's useful life from the time the asset is held for use.

The residual value of intangible assets is considered to be zero and the useful life and amortisation method are reviewed at the end of each financial year.

Amortisation is included within Depreciation on non-current assets in the Statement of Comprehensive Income and in the note above.



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### 13. LEASES

#### (a) Right of Use Assets

Movement in the carrying amounts of each class of right of use asset between the beginning and the end of the current financial year.

	Right of use assets - Building	Right of use assets - Printer	Right of use assets Total
	\$	\$	
<b>Carrying amount at 30 June 2019</b>	0	0	0
Recognised on initial application of AASB 16	5,112,928	105,822	5,218,750
<b>Restated total equity at the beginning of the financial year</b>	5,112,928	105,822	5,218,750
Additions	25,672	0	25,672
Depreciation (expense)	(137,675)	(66,835)	(204,510)
<b>Carrying amount at 30 June 2020</b>	5,000,925	38,987	5,039,912
<b>(b) Cash outflow from leases</b>			
Interest expense on lease liabilities	0	2,339	2,339
Lease principal expense	0	66,835	66,835
<b>Total cash outflow from leases</b>	0	69,174	69,174

The City has one lease relating to printer equipment.

#### SIGNIFICANT ACCOUNTING POLICIES

##### Leases

At inception of a contract, the City assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the City uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Leases for right-of-use assets are secured over the asset being leased.

##### Right-of-use assets - valuation

Right-of-use assets are measured at cost. This means that all right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not included in the statement of financial position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 12 for details on the significant accounting policies applying to vested improvements.

##### Right-of-use assets - depreciation

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shortest. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the City anticipates to exercise a purchase option, the specific asset is amortised over the useful life of the underlying asset.

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**14. REVALUATION SURPLUS**

	2020 Opening Balance	2020 Change in Accounting Policy	2020 Revaluation Increment	2020 Revaluation (Decrement)	2020 Total Movement on Revaluation	2020 Closing Balance	2019 Opening Balance	2019 Correction of Error	2019 Opening Balance *Restated	2019 Revaluation Increment	2019 Revaluation (Decrement)	2019 Total Movement on Revaluation	2019 Closing Balance
Revaluation surplus - Land - freehold land	94,742,418		0	0	0	94,742,418	121,100,418	(26,358,000)	94,742,418	0	0	0	94,742,418
Revaluation surplus - Land - vested in and under the control of Council	167,231,000	(167,231,000)	0	0	0	0	167,231,000	0	167,231,000	0	0	0	167,231,000
Revaluation surplus - Buildings - non-specialised	140,384	0	0	0	0	140,384	140,384	0	140,384	0	0	0	140,384
Revaluation surplus - Buildings - specialised	23,004,320	0	0	0	0	23,004,320	23,004,320	0	23,004,320	0	0	0	23,004,320
Revaluation surplus - Plant and equipment	732,800	0	0	0	0	732,800	732,800	0	732,800	0	0	0	732,800
Revaluation surplus - Infrastructure - Roads	28,141,668	0	0	0	0	28,141,668	28,141,668	0	28,141,668	0	0	0	28,141,668
Revaluation surplus - Other infrastructure - Drainage	8,401,646	0	0	0	0	8,401,646	8,401,646	0	8,401,646	0	0	0	8,401,646
Revaluation surplus - Other infrastructure - Footpath	3,998,893	0	0	0	0	3,998,893	3,998,893	0	3,998,893	0	0	0	3,998,893
Revaluation surplus - Other infrastructure - Street Furniture	795,524	0	0	0	0	795,524	795,524	0	795,524	0	0	0	795,524
	327,188,653	(167,231,000)	0	0	0	159,957,653	353,546,653	(26,358,000)	327,188,653	0	0	0	327,188,653

Movements on revaluation of property, plant and equipment (including infrastructure) are not able to be reliably attributed to a program as the assets were revalued by class as provided for by AASB 116 Aus 40.1.

\*Restated - refer to note 34



**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**15. TRADE AND OTHER PAYABLES**

**Current**

Sundry creditors  
 Service charge refund  
 Accrued salaries and wages  
 Accrued interest on borrowings  
 Bonds and retentions funds (Note 35)  
 Prepaid rates

**Non-current**

Service charge refund

2020	2019
\$	\$
3,141,264	2,286,980
22,096	234,603
411,724	341,845
43,958	44,164
2,248,759	1,874,670
318,321	0
6,186,122	4,782,262
47,251	54,001
47,251	54,001

**SIGNIFICANT ACCOUNTING POLICIES**

**Trade and other payables**

Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition

**Prepaid rates**

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises revenue for the prepaid rates that have not been refunded.

**CITY OF NEDLANDS**  
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**16. CONTRACT LIABILITIES**

**Current**

Contract liabilities from contracts with customers  
 Contract liabilities from transfers for recognisable non  
 financial assets

2020	2019
\$	\$
1,022,659	0
0	0
<u>1,022,659</u>	<u>0</u>

Contract liabilities are expected to be recognised as  
 revenue in accordance with the following time bands:

Less than 1 year

<u>1,022,659</u>
1,022,659

**SIGNIFICANT ACCOUNTING POLICIES**

**Contract Liabilities**

Contract liabilities represent the the City's obligation to transfer goods or services to a customer for which the City has received consideration from the customer. With respect to transfers for recognisable non-financial assets, contract liabilities represent performance obligations which are not yet satisfied.

Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

CITY OF NEDLANDS  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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**17. LEASE LIABILITIES**

**(a) Lease Liabilities**

	2020	2019
	\$	\$
Current	52,999	0
Non-current	137,163	0
	<u>190,162</u>	<u>0</u>

**(b) Movements in Carrying Amounts**

Purpose	Lease Number	Institution	Lease Interest Rate	Lease Term	Actual Lease Principal 1 July 2019	30 June 2020 Actual New Leases	30 June 2020 Actual Lease Principal Repayments	30 June 2020 Actual Lease Principal Outstanding	30 June 2020 Actual Lease Interest Repayments
<b>Other property and services</b>									
Photocopier		Fuji Xerox Australia Pty X636629 Limited	3.5%	24 months	105,822	0	66,835	38,987	2,339
Land		Department of Planning, Lands and Heritage	2.5%	20 years plus 364 days	164,814	0	13,639	151,175	4,242
					<u>270,636</u>	<u>0</u>	<u>80,474</u>	<u>190,162</u>	<u>6,581</u>

## CITY OF NEDLANDS

## 18. INFORMATION ON BORROWINGS

	2020	2019
(a) Borrowings	\$	\$
Current	1,750,166	1,693,964
Non-current	4,114,485	5,861,752
	5,864,651	7,555,716

**(b) Repayments - Borrowings**

Loan Number	Institution	Interest Rate	30 June 2020				30 June 2020				30 June 2020				30 June 2020				30 June 2019				30 June 2019			
			Actual Principal 1 July 2019	Actual New Loans	Actual Principal repayments	Actual Interest repayments	Budget Principal 1 July 2019	Budget New Loans	Budget Principal repayments	Budget Interest repayments	Actual Principal 1 July 2019	Actual New Loans	Actual Principal repayments	Actual Interest repayments	Budget Principal 1 July 2019	Budget New Loans	Budget Principal repayments	Budget Interest repayments	Actual Principal 1 July 2018	Actual New Loans	Actual Principal repayments	Actual Interest repayments	Actual Principal outstanding	Actual Principal		
Community amenities																										
178	WATC	6.01%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	48,688	0	48,688	409	0	0			
187	WATC	2.64%	2,464,759	0	633,675	57,467	1,831,084	2,464,759	0	633,675	58,831	1,831,084	0	0	0	0	0	3,081,977	0	617,218	73,959	2,464,759	0			
188	WATC	3.07%	645,499	0	66,873	18,115	578,626	645,499	0	66,873	18,277	578,626	0	0	0	0	0	645,499	0	645,499	12,487	645,499	0			
189	WATC	3.07%	94,279	0	9,767	2,646	84,512	94,279	0	9,767	2,689	84,512	0	0	0	0	0	94,279	0	94,279	1,824	94,279	0			
190	WATC	3.07%	66,956	0	6,937	1,879	60,019	66,956	0	6,937	1,866	60,019	0	0	0	0	0	66,956	0	66,956	1,295	66,956	0			
Recreation and culture																										
181	WATC	5.91%	498,901	0	242,135	22,396	256,766	498,901	0	242,135	24,184	256,766	0	0	0	0	0	727,240	0	228,339	36,294	498,901	0			
182	WATC	4.67%	649,124	0	250,646	25,458	398,478	649,125	0	250,646	25,967	398,479	0	0	0	0	0	888,398	0	239,274	36,853	649,124	0			
183	WATC	2.80%	1,031,607	0	160,250	26,316	871,357	1,031,607	0	160,250	27,018	871,357	0	0	0	0	0	1,187,478	0	155,871	30,713	1,031,607	0			
184	WATC	3.12%	921,180	0	129,895	26,418	791,285	921,181	0	129,895	27,231	791,286	0	0	0	0	0	1,047,100	0	125,920	30,418	921,180	0			
185	WATC	3.12%	435,974	0	61,476	12,503	374,498	435,974	0	61,476	12,888	374,498	0	0	0	0	0	495,569	0	59,595	14,396	435,974	0			
Transport																										
179	WATC	6.04%	654,992	0	115,781	36,079	539,211	654,992	0	115,781	36,972	539,211	0	0	0	0	0	764,036	0	109,044	42,868	654,992	0			
			7,463,271	0	1,677,435	229,276	5,785,836	7,463,273	0	1,677,435	235,933	5,785,838	0	0	0	0	0	8,240,468	806,734	1,583,949	281,516	7,463,271	0			
Self Supporting Loans																										
186	WATC	3.07%	92,445	0	13,630	2,655	78,815	92,445	0	13,630	2,682	78,815	0	0	0	0	0	105,664	0	13,219	3,066	92,445	0			
			92,445	0	13,630	2,655	78,815	92,445	0	13,630	2,682	78,815	0	0	0	0	0	105,664	0	13,219	3,066	92,445	0			
			7,555,716	0	1,691,065	231,931	5,864,651	7,555,718	0	1,691,065	238,615	5,864,653	0	0	0	0	0	9,248,150	908,734	1,457,408	302,558	7,555,716	0			

\* WA Treasury Corporation

Self supporting loans are financed by payments from third parties. These are shown in Note 5 as other financial assets at amortised cost. All other loan repayments were financed by general purpose revenue.



**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
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**18. INFORMATION ON BORROWINGS (Continued)**

**(c) New Borrowings - 2019/20**

The City has no new borrowings during the financial year.

**(d) Unspent Borrowings**

The City has no unspent borrowings during the financial year.

**(e) Undrawn Borrowing Facilities**

**Credit Standby Arrangements**

	2020 \$	2019 \$
Credit card limit	130,000	130,000
Credit card balance at balance date	(4,319)	(725)
<b>Total amount of credit unused</b>	<b>125,681</b>	<b>129,275</b>

**Loan facilities**

Loan facilities - current	1,750,166	1,693,964
Loan facilities - non-current	4,114,485	5,861,752
Lease liabilities - current	52,999	0
Lease liabilities - non-current	137,163	0
<b>Total facilities in use at balance date</b>	<b>6,054,813</b>	<b>7,555,716</b>

**SIGNIFICANT ACCOUNTING POLICIES**

**Financial liabilities**

Financial liabilities are recognised at fair value when the City becomes a party to the contractual provisions to the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

**Borrowing costs**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

**Risk**

Information regarding exposure to risk can be found at Note 31.

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**19. EMPLOYEE RELATED PROVISIONS**

**(a) Employee Related Provisions**

**Opening balance at 1 July 2019**

Current provisions  
 Non-current provisions

Additional provision  
 Amounts used

**Balance at 30 June 2020**

**Comprises**

Current  
 Non-current

	Provision for Annual Leave	Provision for Long Service Leave	Total
	\$	\$	\$
Opening balance at 1 July 2019			
Current provisions	1,174,724	1,100,035	2,274,759
Non-current provisions	0	474,196	474,196
	1,174,724	1,574,231	2,748,955
Additional provision	1,221,946	174,601	1,396,547
Amounts used	(1,042,963)	(185,181)	(1,228,144)
Balance at 30 June 2020	1,353,707	1,563,651	2,917,358
Comprises			
Current	1,353,707	1,298,664	2,652,371
Non-current	0	264,987	264,987
	1,353,707	1,563,651	2,917,358

**Amounts are expected to be settled on the following basis:**

Less than 12 months after the reporting date  
 More than 12 months from reporting date

	2020	2019
	\$	\$
Less than 12 months after the reporting date	1,856,660	1,751,564
More than 12 months from reporting date	1,060,698	997,391
	2,917,358	2,748,955

Timing of the payment of current leave liabilities is difficult to determine as it is dependent on future decisions of employees. Expected settlement timings are based on information obtained from employees and historical leave trends and assumes no events will occur to impact on these historical trends.

**SIGNIFICANT ACCOUNTING POLICIES**

**Employee benefits**

**Short-term employee benefits**

Provision is made for the City's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

**Other long-term employee benefits**

The City's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at

**Other long-term employee benefits (Continued)**

rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

**Provisions**

Provisions are recognised when the City has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.



**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

## 20. NOTES TO THE STATEMENT OF CASH FLOWS

### Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	2020 Actual \$	2020 Budget \$	2019 Actual \$
Cash and cash equivalents	10,219,350	10,369,543	8,170,423
<b>Reconciliation of Net Cash Provided By Operating Activities to Net Result</b>			
Net result	6,143,662	8,371,384	8,727,976
Non-cash flows in Net result:			
Adjustments to fair value of financial assets at fair value through profit and loss	(2,305)	0	(16,403)
Depreciation on non-current assets	4,128,897	4,378,000	3,999,335
(Profit)/loss on sale of asset	(53,474)	65,220	(10,407)
Write off of minor assets	93,759	0	0
Changes in assets and liabilities:			
(Increase)/decrease in receivables	411,987	(500)	(2,208,421)
(Increase)/decrease in other assets	(119,761)	0	15,503
(Increase)/decrease in inventories	(4,784)	(2,000)	16,211
(Increase)/decrease in contract assets	(33,686)	0	0
Increase/(decrease) in payables	1,188,212	210,750	2,695,742
Increase/(decrease) in provisions	161,653	60,000	438,048
Increase/(decrease) in contract liabilities	(63,403)	0	0
Non-operating grants, subsidies and contributions	(2,174,522)	(4,640,042)	(2,386,090)
Net cash from operating activities	9,676,235	8,442,812	11,271,494

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**21. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY**

	<b>2020</b>	<b>2019</b>	<b>1 July 2018</b>
	<b>\$</b>	<b>*Restated</b>	<b>*Restated</b>
Governance	303,457,372	309,522,255	309,383,585
Education and welfare	7,895,542	7,861,730	7,882,953
Community amenities	2,082,448	2,084,291	2,114,867
Recreation and culture	36,136,618	35,351,500	34,017,223
Transport	75,640,196	73,935,239	70,530,016
Other property and services	25,378,103	21,973,551	17,381,115
Unallocated	(187,108,957)	(26,357,999)	(26,358,000)
	<b>263,481,322</b>	<b>424,370,567</b>	<b>414,951,759</b>

\*Restated - refer to note 34

**22. CONTINGENT LIABILITIES**

The City of Nedlands is not aware of any legal claims against the City which would require disclosure as contingent liabilities.

**23. CAPITAL COMMITMENTS**

**Capital Expenditure Commitments**

Contracted for:

- capital expenditure projects	2,227,483	692,158
- plant & equipment purchases	211,671	329,657
	<b>2,439,154</b>	<b>1,021,815</b>

Payable:

- not later than one year	2,439,154	1,021,815
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**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
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## 24. RELATED PARTY TRANSACTIONS

### Elected Members Remuneration

The following fees, expenses and allowances were paid to council members and/or the Mayor.

	2020 Actual	2020 Budget	2019 Actual
	\$	\$	\$
Meeting fees	298,831	298,000	306,838
Mayor's allowance	63,354	63,354	62,725
Deputy Mayor's allowance	15,266	15,838	15,682
Telecommunications allowance	43,807	51,000	45,504
	421,258	428,192	430,749

### Key Management Personnel (KMP) Compensation Disclosure

The total of remuneration paid to KMP of the City during the year are as follows:

	2020 Actual	2019 Actual
	\$	\$
Short-term employee benefits	2,447,556	2,545,319
Post-employment benefits	256,151	256,188
Other long-term benefits	59,199	56,533
Termination benefits	6,568	0
	2,769,474	2,858,040

#### Short-term employee benefits

These amounts include all salary, fringe benefits and cash bonuses awarded to KMP except for details in respect to fees and benefits paid to elected members which may be found above.

#### Post-employment benefits

These amounts are the current-year's estimated cost of providing for the City's superannuation contributions made during the year.

#### Other long-term benefits

These amounts represent long service benefits accruing during the year.

#### Termination benefits

These amounts represent termination benefits paid to KMP

### Transactions with related parties

Transactions between related parties and the City are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

There were no transactions with related parties.

### The City's main related parties are as follows:

#### i. Key management personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel.

**CITY OF NEDLANDS  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2020**

**25. INVESTMENT IN ASSOCIATE AND JOINT ARRANGEMENTS**

The City has no interest in any Joint Ventures.

**26. INVESTMENT IN ASSOCIATES**

The City has no interest in any Associated Entities.

**27. MAJOR LAND TRANSACTIONS**

The City did not participate in any major land transactions during the 2019/20 financial year.

**28. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS**

The City did not participate in any trading undertaking or major trading undertakings during the 2019/20 financial year.

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**29. RATING INFORMATION**

**(a) Rates**

**RATE TYPE**

Differential general rate / general rate

**Gross rental valuations**

		2019/20 Actual Rateable Value	2019/20 Actual Rate Revenue	2019/20 Actual Interim Rates	2019/20 Actual Back Rates	2019/20 Actual Total Revenue	2019/20 Budget Rate Revenue	2019/20 Budget Back Rate	2019/20 Budget Interim Rate	2019/20 Budget Total Revenue	2018/19 Actual Total Revenue
Residential	6,853	308,334,460	17,877,024	142,056	13,291	18,032,371	17,666,250	25,000	3,000	17,694,250	17,093,691
Residential Vacant	112	6,715,660	551,448	(4,298)	(3,465)	543,685	533,984	25,000	3,000	561,984	552,278
Non Residential	390	47,117,312	3,271,666	(14,726)	537	3,257,477	3,339,804	25,000	0	3,364,804	3,358,407
<b>Sub-Total</b>	<b>7,355</b>	<b>362,167,432</b>	<b>21,700,138</b>	<b>123,032</b>	<b>10,363</b>	<b>21,833,533</b>	<b>21,540,038</b>	<b>75,000</b>	<b>6,000</b>	<b>21,621,038</b>	<b>21,004,376</b>

**Minimum payment**

**Gross rental valuations**

		2019/20 Actual Rateable Value	2019/20 Actual Rate Revenue	2019/20 Actual Interim Rates	2019/20 Actual Back Rates	2019/20 Actual Total Revenue	2019/20 Budget Rate Revenue	2019/20 Budget Back Rate	2019/20 Budget Interim Rate	2019/20 Budget Total Revenue	2018/19 Actual Total Revenue
Residential	1,484	31,635,500	2,182,964	(34,063)	(3,840)	2,145,061	2,190,384	0	0	2,190,384	2,139,922
Residential Vacant	60	1,128,205	118,080	10,270	11,702	140,052	82,656	0	0	82,656	71,897
Non Residential	127	2,286,035	248,539	(23,793)	7,862	248,539	250,496	0	0	250,496	243,328
<b>Sub-Total</b>	<b>1,658</b>	<b>35,049,740</b>	<b>2,549,583</b>	<b>(23,793)</b>	<b>7,862</b>	<b>2,533,652</b>	<b>2,523,536</b>	<b>0</b>	<b>0</b>	<b>2,523,536</b>	<b>2,455,147</b>

**Discounts (Note 29(d))**

Total amount raised from general rate

Concessions (Note 29(d))

Specified Area Rate (Note 29(b))

**Totals**

Discounts (Note 29(d))	9,013	397,217,172	24,249,721	99,239	18,225	24,367,185	24,063,574	75,000	6,000	24,144,574	23,459,523
Total amount raised from general rate						24,367,185				24,144,574	23,459,523
Concessions (Note 29(d))						0				0	0
Specified Area Rate (Note 29(b))						0				0	0
<b>Totals</b>						<b>24,367,185</b>	<b>24,063,574</b>	<b>75,000</b>	<b>6,000</b>	<b>24,144,574</b>	<b>23,459,523</b>

**SIGNIFICANT ACCOUNTING POLICIES**

**Rates**

Control over assets acquired from rates is obtained at the commencement of the rating period.

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises revenue for the prepaid rates that have not been refunded.



**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
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**29. RATING INFORMATION (Continued)**

**(b) Specified Area Rate**

No specified area rates were imposed by the City of Nedlands during the year ended 2020.

**(c) Service Charges**

No service charges were imposed by the City of Nedlands during the year ended 2020.

**(d) Discounts, Incentives, Concessions, & Write-offs**

**Rates Discounts**

The City of Nedlands offered no discounts or incentives for the early payment of rates or any other debts of ratepayers unless specifically approved by the Council.

**Waivers or Concessions**

The City of Nedlands offers those residents who hold a current valid seniors or pensioners concession card, a concession in respect of the following services:

- (i) Rates & Charges
- (ii) ESL
- (iii) Dogs and Cats Registration

**(e) Interest Charges & Instalments**

	Instalment Options		Date Due	Instalment Plan		Instalment Plan		Unpaid Rates Interest Rate	
	Admin Charge	Interest Rate		Admin Charge	Interest Rate	Interest Rate			
	\$	%		\$	%	%	%		
Option One									
Single full payment			26 August 2019					11.00%	
Option Two									
First instalment	0.00	5.50%	26 August 2019		5.50%			11.00%	
Second instalment	16.00	5.50%	28 October 2019		5.50%			11.00%	
Third instalment	16.00	5.50%	28 January 2020		5.50%			11.00%	
Fourth instalment	16.00	5.50%	30 March 2020		5.50%			11.00%	
				2020	2020	2019			
				Actual	Budget	Actual			
				\$	\$	\$			
Interest on unpaid rates	88,563				70,000	81,172			
Interest on instalment plan	118,162				120,000	116,161			
ESL interest income	9,269				8,000	8,126			
				215,994	198,000	205,459			
				95,664	100,000	99,504			
				311,658	298,000	304,963			
Charges on instalment plan									

As a result of the state of emergency which has arisen due to the COVID-19 pandemic, the City has frozen penalty interest rates from 15 March 2020 to 15 September 2020 for ratepayers affected by the pandemic in accordance with the City's Policy.

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
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**30. RATE SETTING STATEMENT INFORMATION**

		2019/20 Budget	2019/20	2018/19
		(30 June 2020)	(1 July 2019)	(30 June 2019)
		Carried	Brought	Carried
		Forward)	Forward)	Forward
Note		\$	\$	\$
<b>(a) Non-cash amounts excluded from operating activities</b>				
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> .				
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	12(a)	(77,691)	(43,228)	(57,230)
Less: Movement in liabilities associated with restricted cash			910	(57,230)
Less: Fair value adjustments to financial assets at fair value through profit and loss		(2,305)	0	(16,403)
Movement in pensioner deferred rates (non-current)		20,702	0	(43,714)
Movement in service charge receivable (non-current)		95,674	0	(735,800)
Movement in lease receivable (non-current)		(493,575)	0	0
Movement in employee benefit provisions (non-current)		(209,209)	0	136,578
Movement in payables (non-current)		(6,750)	0	54,001
Movement in lease payables (non-current)		137,163	0	0
Add: Change in accounting policy		0	(594,247)	0
Add: Loss on disposal of assets	12(a)	24,217	108,448	46,823
Add: Write off minor assets		93,758	0	0
Add: Depreciation on non-current assets	12(d)	4,128,897	4,378,000	3,999,335
<b>Non cash amounts excluded from operating activities</b>		<b>3,710,881</b>	<b>3,849,883</b>	<b>3,383,590</b>
<b>(b) Surplus/(deficit) after imposition of general rates</b>				
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.				
<b>Adjustments to net current assets</b>				
Less: Reserves - cash/financial asset backed	4	(5,895,843)	(5,535,281)	(6,095,369)
Less: Financial assets at amortised cost - self supporting loans	5(a)	(3,447)	(14,053)	(13,630)
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of borrowings	18(a)	1,750,166	1,750,166	1,693,964
- Employee benefit provisions		25,348	35,020	0
<b>Total adjustments to net current assets</b>		<b>(4,123,776)</b>	<b>(3,764,148)</b>	<b>(4,415,035)</b>
Total current assets		19,027,090	11,666,244	15,659,612
Less: Total current liabilities		(11,664,317)	(7,877,562)	(8,750,985)
Less: Total adjustments to net current assets		(4,123,776)	(3,764,148)	(4,415,035)
<b>Net current assets used in the Rate Setting Statement</b>		<b>3,238,997</b>	<b>24,534</b>	<b>2,493,592</b>
<b>(c) Adjustments to current assets and liabilities at 1 July 2019 on application of new accounting standards</b>				
<b>Total current assets at 30 June 2019</b>				15,659,612
- Lease receivable	32(a)			577,349
<b>Total current assets at 1 July 2019</b>				<b>16,236,961</b>
<b>Total current liabilities at 30 June 2019</b>				(8,750,985)
- Contract liabilities from contracts with suppliers	32(a)			(11,443)
- Contract liabilities from transfers for recognisable non financial assets	32(a)			(1,074,619)
- Lease liabilities	32(b)			(164,814)
<b>Total current liabilities at 1 July 2019</b>				<b>(10,217,509)</b>

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### 31. FINANCIAL RISK MANAGEMENT

This note explains the City's exposure to financial risks and how these risks could affect the City's future financial performance.

Risk	Exposure arising from	Measurement	Management
Credit risk	Cash and cash equivalents, trade receivables, financial assets and	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
Liquidity risk	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of borrowing facilities

#### (a) Interest rate risk

##### Cash and cash equivalents

The City's objective is to maximise its return on cash and term deposits whilst maintaining an adequate level of liquidity and preserving capital. Council has an investment policy and the policy is subject to review by Council. An Investment Report is provided to Council on a monthly basis setting out the make-up performance of the portfolio.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the City to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents and term deposits held disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted Average Interest Rate	Carrying Amounts	Fixed Interest Rate	Variable Interest Rate	Non Interest Bearing
	%	\$	\$	\$	\$
<b>2020</b>					
Cash and cash equivalents	0.51%	10,219,350	3,536,776	6,682,574	0
Financial assets at amortised cost - term deposits	0.89%	6,273,882	6,273,882	0	0
<b>2019</b>					
Cash and cash equivalents	1.60%	8,170,423	4,321,313	3,849,110	0
Financial assets at amortised cost	2.13%	4,860,495	4,860,495	0	0

##### Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2020	2019
	\$	\$
Impact of a 1% movement in interest rates on profit and loss and equity*	102,194	81,704

\* Holding all other variables constant

##### Borrowings

Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The City manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The City does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 18(b).



**CITY OF NEDLANDS**  
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**31. FINANCIAL RISK MANAGEMENT (Continued)**

**(b) Credit risk**

**Trade and Other Receivables**

The City's major receivables comprise rates and annual charges and user charges and fees. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The City manages this risk by monitoring outstanding debt and employing debt recovery processes.

Credit risk on rates and annual charges is minimised by the ability of the City to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. The City is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The City applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

The expected loss rates are based on the payment profiles of rates and fees and charges over a period of 36 months before 1 July 2019 or 1 July 2020 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors

The loss allowance as at 30 June 2020 and 30 June 2019 was determined as follows for trade receivables.

	Current	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total
<b>30 June 2020</b>					
Trade and other receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.04%	
Gross carrying amount	241,667	159,240	9,241	254,259	664,407
Loss allowance	0	0	0	9,282	9,282
<b>30 June 2019</b>					
Trade and other receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.05%	
Gross carrying amount	893,424	218,956	14,583	192,583	1,319,546
Loss allowance	0	0	0	9,282	9,282

**Contract Assets**

The City's contract assets represent work completed, which have not been invoiced at year end. This is due to the City not having met all the performance obligations in the contract which give an unconditional right to receive consideration. The City applies the simplified approach to measure expected credit losses which uses a lifetime expected loss allowance for all contract assets. To measure the expected credit losses, contract assets have been grouped based on shared credit risk characteristics and the days past due. Contract assets have substantially the same risk characteristics as the trade receivables for the same types of contracts. The City has therefore concluded that the expected loss rates for trade receivables are a reasonable approximation of the loss rates for the contract assets.

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**31. FINANCIAL RISK MANAGEMENT (Continued)**

**(c) Liquidity risk**

**Payables and borrowings**

Payables and borrowings are both subject to liquidity risk - that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The City manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended if required.

The contractual undiscounted cash flows of the City's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
	\$	\$	\$	\$	\$
<b>2020</b>					
Payables	6,186,122	0	0	6,186,122	6,186,122
Borrowings	1,926,583	3,962,019	429,791	6,318,393	5,864,651
Contract liabilities	1,022,659	0	0	1,022,659	1,022,659
Lease liabilities	58,232	71,524	81,950	211,706	190,162
	9,193,596	4,033,543	511,741	13,738,880	13,263,594
<b>2019</b>					
Payables	4,782,262	0	0	4,782,262	4,782,262
Borrowings	1,926,583	5,350,209	968,184	8,244,976	7,555,716
	6,708,845	5,350,209	968,184	13,027,238	12,337,978



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**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
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**32. INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS**

During the current year, the City adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

**(a) AASB 1058: Income For Not-For-Profit Entities**

The City adopted AASB 1058 Income for Not-for-Profit Entities (issued December 2016) on 1 July 2019 which will result in changes in accounting policies. In accordance with the transition provisions AASB 1058, the City adopted the new rules retrospectively with the cumulative effect of initially applying AASB 1058 recognised at 1 July 2019. Comparative information for prior reporting periods was not restated in accordance with AASB 1058 transition requirements.

In applying AASB 1058 retrospectively with the cumulative effect of initially applying the Standard on 1 July 2019 changes occurred to the following financial statement line items by application of AASB 1058 as compared to AASB 118: Revenue and AASB 1004: Contributions before the change:

	Note	AASB 118 and AASB 1004 carrying amount 30 June 2019 \$	Reclassification \$	AASB 1058 carrying amount 01 July 2019 \$
<b>Trade and other payables</b>				
Rates paid in advance		0	(215,648)	(215,648)
Contract liabilities - current				
Contract liabilities from transfers for recognisable non financial assets		0	(1,086,062)	(1,086,062)
Adjustment to retained surplus from adoption of AASB 1058	33(b)	0	(1,301,710)	(1,301,710)

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Therefore the rates received in advance gave rise to a financial liability that is within the scope of AASB 9. On 1 July 2019 the prepaid rates were recognised as a financial asset and a related amount recognised as a financial liability and no income recognised by the City. When the taxable event occurred, the financial liability was extinguished and the City recognised income for the prepaid rates that have not been refunded.

Assets that were acquired for consideration, that were significantly less than fair value principally to enable the City to further its objectives, may have been measured on initial recognition under other Australian Accounting Standards at a cost that was significantly less than fair value. Such assets are not required to be remeasured at fair value.

The table below provides details of the amount by which each financial statement line item is affected in the current reporting period by the application of this Standard as compared to AASB 118 and 1004 and related Interpretations that were in effect before the change.

	Note	2020 \$ As reported under AASB 15 and AASB 1058	Adjustment due to application of AASB 15 and AASB 1058
<b>Statement of Comprehensive Income</b>			
<b>Revenue</b>			
Rates	29(a)	24,367,185	318,321
Operating grants, subsidies and contributions	2(a)	2,293,237	11,443
Fees and charges	2(a)	7,099,852	72,952
Non-operating grants, subsidies and contributions	2(a)	2,174,522	938,264
Net result		6,143,662	1,340,980
<b>Statement of Financial Position</b>			
Contract assets	2(a)	33,686	(33,686)
Trade and other payables	15	6,186,122	(318,321)
Contract liabilities	16	1,022,659	(1,022,659)
Net assets		247,253,119	1,307,294
<b>Statement of Changes in Equity</b>			
Net result		6,143,662	1,340,980

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Retained surplus 81,399,623 1,340,980

Refer to Note 2 for new revenue recognition accounting policies as a result of the application of AASB 15 and AASB 1058.

**(b) AASB 16: Leases**

The City adopted AASB 16 retrospectively from 1 July 2019 which resulted in changes in accounting policies. In accordance with the transition provisions of AASB 16, the City has applied this Standard to its leases retrospectively, with the cumulative effect of initially applying AASB 16 recognised on 1 July 2019. In applying AASB 16, under the specific transition provisions chosen, the City will not restate comparatives for prior reporting periods.

On adoption of AASB 16, the City recognised lease liabilities in relation to leases which had previously been classified as an 'operating lease' applying AASB 117 (excluding short term and low value leases). These lease liabilities were measured at the present value of the remaining lease payments discounted using the lessee's incremental borrowing rate on 1 July 2019. The weighted average lessee's incremental borrowing rate applied to the lease liabilities on 1 July 2019 was between 2.50% and 3.50%.

	Note	2020 Printer Lease \$	2020 Land lease \$	2020 Land Sub-lease \$
Operating lease commitments at 30 June 2019 applying AAS 117		109,526	189,241	664,888
Discount applied using incremental borrowing rate		(3,704)	(24,427)	(87,539)
Lease liability recognised as 1 July 2019 discounted using the City's incremental borrowing rate of 3.50%	17(b)	105,822	164,814	577,349
Lease liability - current		66,835	13,639	0
Lease liability - non-current		38,987	151,175	0
Right-of-use assets recognised at 1 July 2019		105,822	0	0
Lease receivable - current		0	0	33,352
Lease receivable - non-current		0	0	543,997
Right-of-use assets recognised at 1 July 2019		0	0	0
Retained earnings re-stated as at 1 July 2019		0	(164,814)	577,349

The City has leased a land which is sub-leased to a third party. On adoption of AASB 16 on 1 July 2019 the lease transactions are adjusted against the retained earnings.

On adoption of AASB 16, the City recognised a right-of-use asset in relation to leases which had previously been classified as an operating lease' applying AASB 117. This right-of-use asset is deemed to be equal to the lease liability adjusted by the amount of any prepaid or accrued lease payments.

In applying AASB 16 for the first time, the City will use the following practical expedient permitted by the standard.

- The exclusion of initial direct costs from the measurement of the right-of-use asset at the date of initial application.

**(c) Impact of New Accounting Standards on Retained Surplus**

The impact on the City's retained surplus due to the adoption of AASB 15, AASB 1058 and AASB 16 as at 1 July 2019 was as follows:

	Note	Adjustments	2019 \$
Retained surplus - 30 June 2019			75,945,610
Adjustment to retained surplus from adoption of AASB 16	32(b)	412,535	
Adjustment to retained surplus from adoption of AASB 1058	32(a)	(1,301,710)	(889,175)
Retained surplus - 1 July 2019			75,056,435

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**33. CHANGE IN ACCOUNTING POLICIES**

**(a) Change in Accounting Policies due to regulation changes**

Effective 6 November 2020, *Local Government (Financial Management) Regulation 16* was deleted and *Local Government (Financial Management) Regulation 17A* was amended with retrospective application. The changes were effective for financial years ending on or after 30 June 2020 so are required to be applied retrospectively with cumulative effect applied initially on 1 July 2019.

In accordance with the changes, the City was required to remove the values attributable to certain crown land assets previously required to be recognised, as well as the associated revaluation surplus at 1 July 2019. These assets have been measured as concessionary lease right-of-use assets at zero cost in accordance with AASB 16. For further details relating to these changes, refer to Note 11.

In summary the following adjustments were made to the amounts recognised in the statement of financial position at the date of initial application (1 July 2019):

	Note	Carrying amount 30 June 2019 \$	Adjustment \$	Carrying amount 01 July 2019 \$
Property, plant and equipment *	10	319,626,718	(172,343,928)	147,282,790
Revaluation surplus	14	327,188,653	(167,231,000)	159,957,653
Right of use assets	13	0	5,112,928	5,112,928

\* Restated - refer to Note 34

Also, following changes to *Local Government (Financial Management) Regulation 17A*, plant and equipment type assets (being plant and equipment and furniture and equipment) are to be measured under the cost model, rather than at fair value. This change is effective from 1 July 2019 and represents a change in accounting policy. Revaluations carried out previously or during the year were not reversed as it was deemed fair value approximates cost at the date of the change.

**(b) Changes in equity due to change in accounting policies**

The impact on the City's opening retained surplus due to the adoption of AASB 15 and AASB 1058 as at 1 July 2019 was as follows:

	Note	Adjustments	2019 \$
Retained surplus - 30 June 2019			75,945,610
Adjustment to retained surplus from adoption of AASB 15	32(a)	0	
Adjustment to retained surplus from adoption of AASB 16	32(a)	412,535	412,535
Adjustment to retained surplus from adoption of AASB 1058	32(b)	(1,301,710)	(1,301,710)
Retained surplus - 1 July 2019			76,358,145

The impact on the City's opening revaluation surplus resulting from *Local Government (Financial Management) Regulation 16* being deleted and the amendments to *Local Government (Financial Management) Regulation 17A* as at 1 July 2019 was as follows:

	Note	Adjustments	2019 \$
Revaluation surplus - 30 June 2019			327,188,653
Adjustment to revaluation surplus from deletion of FM Reg 16	33(a)	(167,231,000)	
Adjustment to revaluation surplus from deletion of FM Reg 17	33(a)	0	(167,231,000)
Revaluation surplus - 1 July 2019			159,957,653



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### 34. CORRECTION OF ERROR

During the year ended 30 June 2020, the following misstatement was identified relating to the prior year financial report. The misstatement has been corrected by restating each of the affected financial statement line items for the prior period. The misstatement has had no impact on the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program or Statement of Cash Flows for the year ended 30 June 2019, and is set out below:

The fair value of land was not correctly determined at 30 June 2017 due to the following errors:

- Land that the City leases, and therefore is not within the scope of AASB116, was incorrectly recognised as property, plant and equipment (\$6,031,000); and
- Land that is vested to the City, but did not meet the recognition requirements of Local Government (Financial Management) Regulation 16, was incorrectly recognised as property, plant and equipment (\$20,327,000).

As a consequence, the City has determined that Land - freehold land and the revaluation surplus reserve were overstated by \$26,358,000

Statement of Financial Position (Extract)	30 June 2018 (previously reported) \$	Increase/ (Decrease) \$	01 July 2018 (Restated) \$
Land - freehold land	137,993,000	(26,358,000)	111,635,000
Property, Plant & Equipment	345,708,040	(26,358,000)	319,350,040
Total Non-Current Assets	428,943,625	(26,358,000)	402,585,625
Total Assets	441,309,759	(26,358,000)	414,951,759
Net Assets	426,859,656	(26,358,000)	400,501,656
Revaluation surplus	353,546,653	(26,358,000)	327,188,653
Total Equity	426,859,656	(26,358,000)	400,501,656

Statement of Financial Position (Extract)	30 June 2019 (previously reported) \$	Increase/ (Decrease) \$	30 June 2019 (Restated) \$
Land - freehold land	137,993,000	(26,358,000)	111,635,000
Property, Plant & Equipment	345,984,719	(26,358,000)	319,626,719
Total Non-Current Assets	435,068,955	(26,358,000)	408,710,955
Total Assets	450,728,567	(26,358,000)	424,370,567
Net Assets	435,587,632	(26,358,000)	409,229,632
Revaluation surplus	353,546,653	(26,358,000)	327,188,653
Total Equity	435,587,632	(26,358,000)	409,229,632

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### 35. BONDS & RETENTION FUNDS

All bonds and deposits not required by Legislation to be held in trust are included in restricted Cash in Note 3 and shown as current liability in Note 15.

	1 July 2019	Amounts Received	Amounts Paid	30 June 2020
	\$	\$	\$	\$
Footpath Bonds	(1,073,976)	(509,600)	438,633	(1,144,943)
Hall & Key Bond	(51,848)	(2,132)	1,275	(52,705)
Tresillian Bond & Miscellaneous	(7,300)	(641)	697	(7,244)
Retention for Non Compliance	(42,662)	0	0	(42,662)
Construction Training Bond	(60,417)	(398,219)	237,468	(221,168)
Building Construction Bond	(212,863)	(331,382)	207,232	(337,013)
Unclaimed Money	(50,784)	(1,595)	0	(52,379)
Tresillian Artist Sales	(749)	(500)	500	(749)
Crossover Bond	(6,219)	0	0	(6,219)
Miscellaneous	(258,353)	(7,888)	41,676	(224,565)
DAP Application Levy	0	(157,281)	143,028	(14,253)
Adelma	(100,000)	0	0	(100,000)
Supplier Retention	(9,465)	(113,304)	77,940	(44,829)
Staff Funds	(36)	(32)	36	(32)
	(1,874,670)	(1,522,574)	1,148,486	(2,248,759)



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**36. OTHER SIGNIFICANT ACCOUNTING POLICIES**

**a) Goods and services tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**b) Current and non-current classification**

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the City's intentions to release for sale.

**c) Rounding off figures**

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

**d) Comparative figures**

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the City applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

**e) Budget comparative figures**

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

**f) Superannuation**

The City contributes to a number of Superannuation Funds on behalf of employees. All funds to which the City contributes are defined contribution plans.

**g) Fair value of assets and liabilities**

Fair value is the price that the City would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

**h) Fair value hierarchy**

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

**Level 1**

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

**Level 2**

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

**Level 3**

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

**Valuation techniques**

The City selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the City are consistent with one or more of the following valuation approaches:

**Market approach**

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

**Income approach**

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

**Cost approach**

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the City gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

**i) Impairment of assets**

In accordance with Australian Accounting Standards the City's cash generating non-specialised assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regulatory to ensure the carrying value does not differ materially from that which would be determined using fair value at the ends of the reporting period.



**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2020**

**37. ACTIVITIES/PROGRAMS**

City operations as disclosed in these financial statements encompass the following service orientated activities/programs.

<b>PROGRAM NAME AND OBJECTIVES</b>	<b>ACTIVITIES</b>
<b>GOVERNANCE</b> To provide a decision making process for the efficient allocation of scarce resources.	Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.
<b>GENERAL PURPOSE FUNDING</b> To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
<b>LAW, ORDER, PUBLIC SAFETY</b> To provide services to help ensure a safer and environmentally conscious community.	Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.
<b>HEALTH</b> To provide an operational framework for environmental and community health.	Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.
<b>EDUCATION AND WELFARE</b> To provide services to disadvantaged persons, the elderly, children and youth.	Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.
<b>HOUSING</b> To provide and maintain elderly residents housing.	Provision and maintenance of elderly residents housing.
<b>COMMUNITY AMENITIES</b> To provide services required by the community.	Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.
<b>RECREATION AND CULTURE</b> To establish and effectively manage infrastructure and resource which will help the social wellbeing of the community.	Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.
<b>TRANSPORT</b> To provide safe, effective and efficient transport services to the community.	Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.
<b>ECONOMIC SERVICES</b> To help promote the shire and its economic wellbeing.	Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.
<b>OTHER PROPERTY AND SERVICES</b> To monitor and control City of Nedlands's overheads operating accounts.	Private works operation, plant repair and operation costs and engineering operation costs.

CITY OF NEDLANDS  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2020

### 38. FINANCIAL RATIOS

	2020 Actual	2019 Actual	2018 Actual
Current ratio	1.18	0.98	0.85
Asset consumption ratio	0.59	0.58	0.57
Asset renewal funding ratio	0.95	0.92	0.86
Asset sustainability ratio	1.61	2.33	1.45
Debt service cover ratio	4.34	5.61	1.83
Operating surplus ratio	0.12	0.18	(0.12)
Own source revenue coverage ratio	1.06	1.14	0.84

The above ratios are calculated as follows:

Current ratio	$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$
Asset consumption ratio	$\frac{\text{depreciated replacement costs of depreciable assets}}{\text{current replacement cost of depreciable assets}}$
Asset renewal funding ratio	$\frac{\text{NPV of planned capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$
Asset sustainability ratio	$\frac{\text{capital renewal and replacement expenditure}}{\text{depreciation}}$
Debt service cover ratio	$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$
Operating surplus ratio	$\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$
Own source revenue coverage ratio	$\frac{\text{own source operating revenue}}{\text{operating expense}}$



Enquiries: Andrew Melville – A/Director Corporate & Strategy – 9273 3500  
Our reference: [CORP-986343273-1123](#)



City of Nedlands

ABN 92 614 728 214

Ms Caroline Spencer  
Auditor General  
Office of the Auditor General  
7<sup>th</sup> Floor, Albert Facey House  
469 Wellington Street  
PERTH WA 6000

Dear Ms Spencer

**REPRESENTATION LETTER IN RESPECT OF THE CITY OF  
NEDLANDS' ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED  
30 JUNE 2020.**

This representation letter is provided in connection with your audit of the City of Nedlands annual financial report for the year ended 30 June 2020 for the purpose of expressing an opinion as to whether the annual financial report is fairly presented in accordance with the *Local Government Act 1995* (the Act), the *Local Government (Financial Management) Regulations 1996* and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

We submit the following representations for the year ended 30 June 2020 after making appropriate enquiries and according to the best of our knowledge and belief. This representation covers all material items in each of the categories listed below.

**1. GENERAL**

- (a) We have fulfilled our responsibilities for the preparation and fair presentation of the annual financial report in accordance with the *Local Government Act 1995* (the Act), the *Local Government (Financial Management) Regulations 1996* and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.
- (b) We have advised your auditors of all material contentious methods used in the presentation of the financial report.
- (c) There have been no changes in accounting policies or application of those policies that would have a material effect on the financial report, except as disclosed in Note 33 to the financial report.
- (d) The prior period comparative information in the financial report has not been restated other than disclosed in Note 34 of the financial report.

## Item 13.11 - Attachment 2

- (e) Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable. We confirm the disclosures related to accounting estimates are complete and appropriate.
- (f) We have established and maintained an adequate internal control structure and adequate financial records as we have determined are necessary to facilitate the preparation of the financial report that is free from material misstatement, whether due to fraud or error.
- (g) We have provided your auditors with:
  - (i) Access to all information of which we are aware that is relevant to the preparation of the financial report, such as records, documentation and other matters.
  - (ii) Additional information that your auditors have requested for the purpose of the audit.
  - (iii) Unrestricted access to staff and councillors of the City from whom your auditors determined it necessary to obtain audit evidence.
- (h) All transactions have been recorded in the accounting and other records and are reflected in the financial report.
- (i) All internal audit reports and reports resulting from other management reviews, including legal issues and legal opinions which have the capacity to be relevant to the fair presentation of the financial report including, where relevant, minutes of meetings, have been brought to your auditors' attention and made available to them.
- (j) We have advised your auditors of all known instances of non-compliance or suspected non-compliance with laws and regulations, and all known data or security breaches whose effects should be considered when preparing the financial report.
- (k) We have provided to your auditors the results of our assessment of the risk that the financial report may be materially misstated as a result of fraud.
- (l) No frauds or suspected frauds affecting the City involving:
  - (i) Management;
  - (ii) Employees who have significant roles in internal control; or
  - (iii) Othershave occurred to the knowledge of management of the City.
- (m) To our knowledge no allegations of fraud or suspected fraud affecting the City's financial report has been communicated to us by employees, former employees, analysts, regulators or others.



- (n) We have disclosed to your auditors all known actual or possible litigation and claims whose effects should be considered when preparing the financial report, and they have been accounted for and disclosed in accordance with Australian Accounting Standards.

## **2. FAIR VALUE MEASUREMENTS AND DISCLOSURES**

We confirm that where assets and liabilities are recorded at fair value, the value attributed to these assets and liabilities is the fair value.

We confirm that the carrying amount of each physical non-current asset does not materially differ from its fair value at the end of the reporting period. Significant fair value assumptions, including those with high estimation uncertainty, are reasonable.

We confirm the measurement methods, including related assumptions, used by management in determining fair values are appropriate and have been consistently applied.

We confirm that the fair value disclosures in the financial report are complete and appropriate.

## **3. GOING CONCERN**

We confirm that the going concern basis of accounting is appropriate for the annual financial report.

## **4. CONTINGENT LIABILITIES**

There are no material contingent liabilities at year end that have not been completely and adequately disclosed in the Notes to the financial report.

## **5. COMMITMENTS FOR CAPITAL AND OTHER EXPENDITURE**

Other than those commitments reported in the Notes to the financial report, there were no significant commitments for capital or other expenditure contracts carrying over at year end.

## **6. FINANCIAL LIABILITY FOR CONTAMINATED SITES**

We are aware of our obligations under the *Contaminated Sites Act 2003* and have reported to the Department of Water and Environmental Regulation, all land owned, vested or leased by the City that is known to be, or is suspected of being, contaminated. All actual liabilities or contingent liabilities, if any, have been recognised and/or disclosed in the financial report as appropriate.

**7. RELATED ENTITIES**

We acknowledge our responsibility under section 17(1) of the *Auditor General Act 2006* (as applied by section 7.12AL of the *Local Government Act 1995*) to give written notice to the Auditor General if any of the City's functions are being performed in partnership or jointly with another person or body, through the instrumentality of another person or body, and/or by means of a trust. We confirm that we have provided the Auditor General with details of all related entities in existence at 30 June 2020.

**8. RELATED PARTIES**

We have disclosed to your auditors the identity of the City's related parties, as defined in Australian Accounting Standards, of which we are aware, and all the related party relationships and transactions of which we are aware. These include the City's key management personnel and their related parties, including their close family members and their controlled and jointly controlled entities.

We have appropriately accounted for and disclosed such relationships and transactions in accordance with the requirements of Australian Accounting Standards.

**9. KEY MANAGEMENT PERSONNEL COMPENSATION**

We confirm the City's key management personnel have not received any other money, consideration or benefit (except amounts being reimbursements for out of pocket expenses) which has not been included in the compensation disclosed in the Notes to the financial report.

**10. SUBSEQUENT EVENTS**

No matters or occurrences have come to our attention between the date of the financial report and the date of this letter which would materially affect the financial report or disclosures therein, or which are likely to materially affect the future results or operations of the City.

**11. INTERNAL CONTROL**

We acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud.

**12. INSURANCE**

We have established procedures to assess the adequacy of insurance cover on all assets and insurable risks. We believe, where appropriate, assets and insurable risks are adequately covered by insurance.

**13. RISK MANAGEMENT**

We confirm that we have established and maintained a risk management framework that is appropriate to the City.

**14. FINANCIAL RATIOS**

We confirm that the financial ratios included in the annual financial report have been prepared and fairly presented in accordance with the *Local Government (Financial Management) Regulations 1996*.

We confirm that the asset consumption ratio and the asset renewal funding ratio are supported by verifiable information and reliable assumptions.

**15. ACCOUNTING MISSTATEMENTS**

There are no uncorrected misstatements in the financial report.

**16. ELECTRONIC PRESENTATION OF THE AUDITED ANNUAL FINANCIAL REPORT AND AUDITOR'S REPORT**

- (a) We acknowledge that we are responsible for the electronic presentation of the annual financial report.
- (b) We will ensure that the electronic version of the audited annual financial report and the auditor's report presented on the City's website is the same as the final signed versions of the audited annual financial report and the auditor's report.
- (c) We have clearly differentiated between audited and unaudited information in the construction of City's website and understand the risk of potential misrepresentation in the absence of appropriate controls.
- (d) We have assessed the security controls over the audited annual financial report and the auditor's report and are satisfied that procedures in place are adequate to ensure the integrity of the information provided.
- (e) We will ensure that where the auditor's report on the annual financial report is provided on the website, the annual financial report is also provided in full.

**17. OTHER (UNAUDITED) INFORMATION IN THE ANNUAL REPORT**

We will provide the final version of the annual report to you when available, to enable you to complete your required procedures.

  
**Acting Director Corporate & Strategy**

31 May 2021  
Date

NAME: Andrew Melville

  
**Acting Chief Executive Officer**

31 May 2021  
Date

NAME: Ed Herne



**14. Council Members Notices of Motions of Which Previous Notice Has Been Given**

Disclaimer: Where administration has provided any assistance with the framing and/or wording of any motion/amendment to a Council Member who has advised their intention to move it, the assistance has been provided on an impartial basis. The principle and intention expressed in any motion/amendment is solely that of the intended mover and not that of the officer/officers providing the assistance. Under no circumstances is it to be expressed to any party that administration or any Council officer holds a view on this motion other than that expressed in an official written or verbal report by Administration to the Council meeting considering the motion.

**14.1 Councillor Senathirajah – Point Resolution Child Care Financial Sustainability Review**

On 11 June 2021 Councillor Senathirajah gave notice of his intention to move the following at this meeting.

**That Council requests the CEO to:**

- 1. carry out the review of the financial viability of the continued operation of PRCC beyond 31 December 2021, as per the Council resolution of 23 February 2021, and report the findings to Council at its Ordinary Meeting of Council in August 2021;**
- 2. defer any changes to the current fees charged by PRCC until the review in (1) above is completed; and**
- 3. confirm that the resolution 4 of 23 February 2021 pertaining to staffing and improvement of administration processes has been implemented.**

Justification

This motion is a follow up of Council decision in February 2021 and sets a time frame for the review. This is to give certainty to the children enrolled at PRCC and their parents, as well as administration, so that appropriate action can be taken in a timely manner.

Administration Comment

Clause 1 - Administration requests the report be presented to Council at its Ordinary Meeting of Council in September 2021, to allow sufficient time to gather and ensure the accuracy of the information being presented.

The yearend financial process will not be completed until the end of July 2021 and then the required data for the report will be available.

This is a very busy time for the Finance team, and they will need be involved in the creation of the report to Council.

Clause 2 - In the proposed 2021/22 Schedule of Fees and Charges, the fees for PRCC will remain at the current rate of \$150 per day until 31 December 2021. The fees are then scheduled to increase to \$155 per day from 1 January – 31 December 2022, as is standard practice for these fees.

Clause 3 - From 4 January 2021, the number of children that can be enrolled at PRCC increased from 24 to 26, as per Council resolution on 24 November 2020.



**15. Council Members notices of motion given at the meeting for consideration at the following ordinary meeting on 27 July 2021**

Disclaimer: Where administration has provided any assistance with the framing and/or wording of any motion/amendment to a Council Member who has advised their intention to move it, the assistance has been provided on an impartial basis. The principle and intention expressed in any motion/amendment is solely that of the intended mover and not that of the officer/officers providing the assistance. Under no circumstances is it to be expressed to any party that administration or any Council officer holds a view on this motion other than that expressed in an official written or verbal report by Administration to the Council meeting considering the motion.

Notices of motion for consideration at the Council Meeting to be held on 27 July 2021 to be tabled at this point in accordance with Clause 3.9(2) of Council's Local Law Relating to Standing Orders.

**16. Urgent Business Approved By the Presiding Member or By Decision**

Any urgent business to be considered at this point.

**17. Confidential Items**

Any confidential items to be considered at this point.

**17.1 Appointment of Interim Chief Executive Officer**

Confidential report circulated to Council Members separately.

**Declaration of Closure**

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