



City of Nedlands

Corporate & Strategy Reports

Committee Consideration – 8 March 2016

Council Resolution – 22 March 2016

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CPS06.16	List of Accounts Paid – January 2016
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Committee	08 March 2016
Council	22 March 2016
Applicant	City of Nedlands
Officer	Kim Chua – Manager Finance
Director	Andrew Melville – A/ Director Corporate & Strategy
Director Signature	
File Reference	Fin/072-17
Previous Item	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 Committee

Council receives the List of Accounts Paid for the month of January 2016 (Refer to Attachment).

Strategic Plan

KFA: Governance and Civic Leadership

This report will ensure the City meets its statutory requirements.

Background

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

1. the payee's name;
2. the amount of the payment;
3. the date of the payment; and
4. sufficient information to identify the transaction.

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

Consultation

Required by legislation:

Yes

No

Required by City of Nedlands policy:

Yes

No

Legislation / Policy

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

Budget/Financial Implications

Not applicable.

Risk Management

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

Discussion

The list of accounts paid for January 2016 is attached and is presented to Council.

Conclusion

The list of accounts paid for the month of January 2016 complies with the relevant legislation and can be received by Council.

Attachments

1. List of Accounts Paid – January 2016; and
2. Purchasing Card Expenses – January 2016 (29th December 2016 – 28th January 2016).



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All Payments 1/01/2016 to 31/01/2016

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<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
NAB - Municipal Account						
CHEQUE						
60303	WATER CORPORATION	03/01/2016	-1,707.11	INV	RD VERGE 23 VINCENT ST	6.28
				INV	AMENITIES AT MELVISTA AV CLAREMONT LOT 103 RES1670	646.73
				INV	RESERVE AT 60 STIRLING HWY NEDLANDS	189.97
				INV	ROAD VERGE AT L1 STANLEY ST NEDLANDS	6.28
				INV	ROAD VERGE 999 DALKEITH RD NEDLANDS LOTR 999	14.66
				INV	GARDEN AT R PRINCESS RD NEDLANDS	20.93
				INV	KINDERGARTEN AT R 1670 PRINCESS RD NEDLANDS	179.19
				INV	WATER FOR COMMON NON RESERVE JUTLAND 06/10-03/12	643.07
60306	CAT HAVEN	08/01/2016	-300.00	INV	DONATIONS	300.00
60307	CITY OF NEDLANDS - CASH CHEQUE / PE	08/01/2016	-322.65	INV	PETTYCASH ADMIN	322.65
60308	WATER CORPORATION	08/01/2016	-1,098.66	INV	RESERVE AT GRANBY CR NEDLANDS LOT 33	634.18
				INV	HALL AT 62 STIRLING HWY NEDLANDS	435.18
				INV	ROAD VERGE AT L 999 PRINCESS RD NEDLANDS	6.28
				INV	MEDIAN STRIP AT FLORENCE RD NEDLANDS LOT OFF LOT	16.74
				INV	RESERVE AT 113 DALKEITH RD NEDLANDS LOT 294	6.28
60309	DAVID PETERSON	08/01/2016	-67.00	INV	REFUND FOR NSD APPLICATION FREE - NOT PROCEEDING	67.00
60310	CITY OF NEDLANDS - CASH CHEQUE / PE	15/01/2016	-268.15	INV	RECOUP PETTY CASH - NCC	268.15
60311	KATHRYN WHITLEY	15/01/2016	-250.00	INV	COMMUNITY GRANTS FUND	250.00
60312	DEVRITE CONSTRUCTIONS PTY LTD	15/01/2016	-1,490.66	INV	OVERPAID BOND 40 THOMAS STREET	1,490.66
60313	NEXUS HOME IMPROVEMENTS	15/01/2016	-610.57	INV	OVER PAYMENT OF PLANNING FEES 55 ALDERBURY STREET	610.57
60314	SGIO	15/01/2016	-1,918.87	INV	PAYMENT OF REPAIRS FOR VEHICLE OF FLEIX SCHLATTER	1,918.87
60315	CITY OF NEDLANDS - CASH CHEQUE / PE	22/01/2016	-467.32	INV	RECOUP PETTY CASH -LIBRARY 15/12/15	404.35
				INV	RECOUP PETTY CASH - PROCC 21/01/15	62.97



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Chq/Ref	Payee	Date	Amount	Tran	Description	Amount
60316	WATER CORPORATION	22/01/2016	-3,766.97	INV	CROQUET CLUB AT BRUCE ST NEDLANDS 27/01/2016	149.49
				INV	TENNIS COURTS AT R 15752 SMYTH RD	186.87
				INV	REPAIR WORK - 1 WELD ST NEDLANDS LOT 289	3,430.61
60317	CITY OF NEDLANDS - CASH CHEQUE / PE	28/01/2016	-562.10	INV	RECOUP PETTY CASH - ADMIN 22/01/2016	118.15
				INV	RECOUP PETTY CASH - NCC	351.45
				INV	RECOUP PETTY CASH - POSITIVE AGEING	92.50
60318	SANNYS ORIGAMI	28/01/2016	-88.00	INV	JANUARY SCHOOL HOLIDAY PRESENTER @ NEDLANDS	88.00
Total CHEQUE			-\$12,918.06			

EFT

PY01-14	NAB - MUNICIPAL ACCOUNT	12/01/2016	-316,536.58			
PY01-15	NAB - MUNICIPAL ACCOUNT	25/01/2016	-331,895.53			
827	EFT TRANSFER: - 07/01/2016	08/01/2016	-1,298,777.41			
				827.10056-01	City of Nedlands - Social Club	
				INV	Payroll Deduction	342.00
				INV	Payroll Deduction	348.00
				827.10221-01	Hire Society	
				INV	EQUIPMENT HIRE	127.00
				827.10731-01	Green Skills (Eco Jobs)	
				INV	Point resolution - weed management	541.26
				INV	Fire management	2,226.51
				INV	Weed control and firebreak maintenance	1,169.98
				INV	Weed control and firebreak maintenance	523.14
				INV	Fuel reduction work Heritage Houses - Allen Park	1,476.79
				827.10859-01	CSP Industries Pty Ltd	
				INV	Annual replacement of FS360 Stihl brushcutters (7,022.00
				827.11296-01	Budget Rent a Car	
				INV	Rental of small sedan for 1 week. 18550532 AU0.	223.85
				827.11634-01	Ms N Horley	
				INV	Monthly Councillor Allowance 2015/16	2,180.00
				827.12079-01	Complete Pest Management Services	
				INV	Pest & Rodent inspection and treatment - PRCC	208.00
				827.12118-01	Councillor I Argyle	
				INV	Monthly Councillor Allowance 2015/16	2,180.00
				827.12120-01	Mr B G Hodsdon	
				INV	Monthly Councillor Allowance 2015/16	2,180.00



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827.12250-01					A P Constructions	
INV					Urgent repairs to damaged gates at Masons Gardens	165.00
827.12292-01					Charles & Veronica Soto	
INV					Volunteers account November - Tresillian Arts	251.90
827.12357-01					Nedlands Newspaper Delivery	
INV					01/11/15 to 28/11/15	280.61
827.12427-01					R Hawker	
INV					Volunteer vehicle reimbusment	99.00
827.12433-01					Bale Data Services	
INV					80 x 80mm Thermo paper for DigiPoS Receipt	50.95
INV					Nedlands Library Stationery Order - BDS thermal	82.19
827.12532-01					Total Eden Pty Ltd	
INV					Fittings for Water Stand at Allen Park	122.01
INV					Charles Court - 2 x 80mm triangle water metre	1,089.70
827.12544-01					Councillor T P James	
INV					Monthly Councillor Allowance 2015/16	2,180.00
827.12642-01					Domain Catering	
INV					Catering for Monday 7 December Sustainable	226.50
827.12648-01					Mt Claremont Newsround	
INV					Mt Claremont library newspapers	126.48
827.12682-01					Synergy	
INV					84 Beatrice from 22/10/2015-10/12/2015	687.60
827.12896-01					Chandler MacLeod Limited	
INV					Pay Joseph Hodges W/E 06/12/15	2,221.19
827.12985-01					Mr R M Hipkins	
INV					Monthly Councillor Allowance 2015/16	7,973.75
827.13220-01					Lightning Towing	
INV					Standing Order - Abandoned vehicle towing	310.75
827.13306-01					Mr R M Binks	
INV					Monthly Councillor Allowance 2015/16	2,180.00
827.13412-01					Quick Corporate Australia	
INV					Standing order for Reflex paper	115.72
827.13428-01					Lock Stock & Farrell Locksmith Pty	
INV					x7 3572 mortice locks; x7 1801/70 handles; x7	2,135.00
827.13534-01					Nu-Trac Rural Contracting	
INV					Swanbourne Beach - 23 x beach cleans as	1,398.00
827.13568-01					Digital Mapping Solutions	
INV					SO GIS Consulting Service Onsite (Drew France)	5,148.00



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827.13628-01	Liquor Barons Dalkeith					
INV					Tresillian Studio Artists Exhibition 2015 -	143.88
827.13652-01	Sustainable Outdoors					
INV					Maintenance of Smyth Road, Karella Street and	3,853.85
827.13746-01	Petrol Pump Repairs Pty Ltd					
INV					Supply and install new bulk oil tank inside bund	1,548.53
827.13856-01	Councillor J Porter					
INV					Monthly Councillor Allowance 2015/16	2,180.00
827.13857-01	Councillor L McManus					
INV					Monthly Councillor Allowance 2015/16	2,180.00
827.13872-01	The WRB & SV Hassell Superannuation					
INV					Monthly Councillor Allowance 2015/16	3,467.50
827.13915-01	Schmick Steel Work					
INV					Installation of 7 x Yange Kep Bidi directional	922.13
827.14123-01	J D Wetherall					
INV					Monthly Councillor Allowance 2015/16	2,180.00
827.14145-01	Mr F Tizon					
INV					Vol vehicle reimbursment	104.94
827.14208-01	Western Kitchens					
INV					Supply and install cabinets at admin	1,630.20
827.14232-01	Mr G Hay					
INV					Monthly Councillor Allowance 2015/16	2,180.00
827.14233-01	Ms K A Smyth					
INV					Monthly Councillor Allowance 2015/16	2,180.00
827.14325-01	All Auds Super Fund					
INV					Monthly Councillor Allowance 2015/16	2,180.00
827.14393-01	Hudson & Hughie Pty Ltd					
INV					Catering for partnership meeting 2/12/15	150.00
827.14466-01	E H Malcolm					
INV					Val vehicle reimbursment	63.36
827.145-01	Protector Alsafe Pty Ltd					
INV					Supply of PPE for Glen Burwood - Standing Order.	179.00
INV					Supply of PPE for Glen Burwood - Standing Order.	28.15
827.14510-01	JB Hi-Fi Group Pty Ltd					
INV					5x LG - CBV42-BL PCoIP Zero Client	1,875.00
827.14515-01	Programmed Integrated Workforce					
INV					Provision of labour hire service - Jabin Dawson	749.23
INV					Provision of labour hire service - Jabin Dawson	249.74



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827.14693-01	Easifleet					
INV					Payment of car lease for Paul Busby Emp#335	469.76
827.14765-01	Westside Sound and Image					
INV					Hands free phone installation to new Ford Ranger	741.00
827.14831-01	Julie Cutler					
INV					Tutor Fees - Term 4, 2015 - Mah Jong for	768.00
827.14895-01	Data Documents					
INV					Term 1 2016 Tresillian Courses Brochure.	3,371.50
827.14914-01	C J Planning Pty Ltd T/A Planning					
INV					Planning and Urban Design consultancy service for	3,300.00
INV					New Local Planning Scheme No.3 - advice from	3,146.00
827.14932-01	Aus Chill Technical Services Pty Lt					
INV					repair ice machine	537.47
827.14935-01	Richard Coldicutt					
INV					Tutor Fees - Term 4 2015 - Observing the Human	576.00
827.14968-01	Divalicious					
INV					Councillor and Executive 2015 Christmas Party.	2,000.00
827.14969-01	Trudy McAuliffe					
INV					Tutor Fees - Term 4, 2015 -Starting with Oils 1X	1,152.00
827.14980-01	OSHGroup Pty Ltd					
INV					Pre - employment medical and Musculoskeletal	275.00
INV					Pre- employment medical and Musculoskeletal	275.00
827.14986-01	C J Tarry					
INV					Rates Refund	951.44
827.2262-01	Elliott's Irrigation Pty Ltd					
INV					Dot Bennett Park - Iron filtration services on	236.50
827.260-01	Arteil WA Pty Ltd					
INV					Ergonomic Office Chair	181.50
827.2622-01	Fuji Xerox Australia Pty Ltd					
INV					Fuji-Copy Charges- Serial # 050381- Coordinators	3,048.33
827.3045-01	Hollywood-Subiaco Bowling Club Inc					
INV					Progress claim No 3 renovations to Clubroom	15,311.78
827.3055-01	Holton Connor Pty Ltd					
INV					Completion of 60% contract documentation - Allen	11,242.00
827.380-01	Australian Taxation Office					
INV					Payroll Deduction	102,365.88
827.3910-01	Kleenit Pty Ltd					
INV					STANDING ORDER - graffiti removal (June to	1,624.70



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				827.400-01	Australian Services Union	
				INV	Payroll Deduction	93.70
				INV	Payroll Deduction	93.70
				827.4020-01	L & T Venables Pty Ltd	
				INV	Gates B 130 blade runner deck V belts. Iseki Fleet	311.23
				827.4082-01	Abnote Australasia Pty Ltd	
				INV	STATIONERY	347.60
				827.4500-01	McLeods Barristers & Solicitors	
				INV	legal advice in relation to Stormwater Drainage	2,385.43
				827.5080-01	Oce Australia Ltd	
				INV	SO Basic Charges for Admin OCE Color Wave 550	187.00
				827.741-01	Boyan Electrical Services	
				INV	Electrical maintenance	458.70
				INV	Electrical maintenance	89.10
				INV	Electrical maintenance	675.82
				INV	Electrical maintenance	602.42
				INV	Electrical maintenance	650.22
				INV	Electrical maintenance	89.10
				INV	Electrical maintenance	113.30
				INV	Electrical board upgrade	942.15
				INV	Electrical maintenance	906.40
				INV	Electrical maintenance - Mechanics workshop	155.93
				827.7675-01	Landgate - GRV	
				INV	GRV valuation for 2015-16	311.17
				INV	GRV valuation for 2015-16	662.31
				827.7840-01	Dept of Fire and Emergency Services	
				INV	2015-16 ESL Quater 2	1,061,677.75
				827.8169-01	Westbooks	
				INV	Mt Claremont Library - West Book Junior and YA	89.53
				INV	Nedlands Library - West Books Junior and YA books	103.50
				INV	Nedlands Library -West Books Adult Fiction and	20.99
				INV	Mt Claremont Library - West Books Adult Fiction	137.21
				827.9876-01	Priestman & Sharp	
				INV	Panel and paint repairs as per quotation # 16681.	460.90
828 EFT TRANSFER: - 15/01/2016		15/01/2016	-479,290.86	828.100-01	Advantech Mobile Auto Electrics	
				INV	Uncover alternator and source and fit new drive	173.25
				INV	Investigate and repair why no rh reverse light on	99.00
				828.10428-01	Roads 2000	



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				INV	ROAD/FOOTPATH MTCE/CONSTRUCTION	34,418.35
				828.10859-01	CSP Industries Pty Ltd	
				INV	New HT 131 Z telescopic pruner chain saw. Trading	964.00
				INV	Chainsaw bars 30050003905 (4 off) Combi tool	1,005.20
				828.11410-01	Hays Specialist Recruitment Aust Pt	
				INV	Pay Ashlee Evans W/E 27/12/2015	634.43
				828.11588-01	WA Rangers Association	
				INV	Ranger Equipment - PO 523272	70.00
				INV	Ranger equipment	72.10
				INV	1 x uniform Glen 2 xRanger Bag	95.05
				INV	5 x Ranger Association Membership	250.00
				828.11732-01	LGMA Local Govt Managers Australia	
				INV	2016 LG Finanace Professionals Conference 17 March	920.00
				INV	2016 LG Finance Professional Conference 17 March	920.00
				828.12292-01	Charles & Veronica Soto	
				INV	Food catering for Tresillian Christmas party on	550.00
				828.12333-01	City Rubber Stamps & Trophies	
				INV	Supply 2 x creditor stamps for workshop	163.70
				828.12451-01	GHD Pty Ltd	
				INV	Brockway/ Brookdale/ Underwood Intersection design	10,635.90
				828.12532-01	Total Eden Pty Ltd	
				INV	1 x Box of 12" I 20 rotors 1 x Box of 12" PRS	1,282.29
				828.12546-01	Greenway Enterprises	
				INV	Cnr Broome & Carrington Sts	409.49
				INV	Materials	505.56
				828.12642-01	Domain Catering	
				INV	Catering for Councillor Briefing Meetings until	455.00
				828.12682-01	Synergy	
				INV	25 Nov to 21 Dec 2015 - Lot 3128 UA Esplande Dalke	155.40
				INV	ELECTRICITY 18/09/215 to 11/12/15	9,319.67
				828.12732-01	Mr N Collard	
				INV	Entertainment for Citizenship Ceremony 21.1.16 -	350.00
				INV	Record 3 x stories for Karda Bidi as follows:	900.00
				828.12735-01	Comfort Keepers	
				INV	Provision of domestic assistance to HACC clients	114.29
				INV	Provision of domestic assistance to HACC clients	286.18
				828.12833-01	Macri Partners	
				INV	Professional Services rendered for attending to	11,616.00



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				INV	Audit for HACC financials for the year ended 30	1,540.00
				INV	Audit of Roads to Recovery Programme 30 June 2015	770.00
					828.12885-01 Raeco/CEI Pty Ltd	
				INV	Library Stationery	1,276.40
					828.12896-01 Chandler MacLeod Limited	
				INV	Pay Joseph Hodges W/E 13/12/15	2,743.82
					828.12990-01 MMM WA Pty Ltd	
				INV	Path Upgrades Point Resolution Site 3 and 5	38,875.10
					828.13042-01 Totally Workwear - Mount Hawthorn	
				INV	Work shirts, pants, boots	584.20
					828.13093-01 D & T Asphalt Pty Ltd	
				INV	Supply and Lay bitumen repairs - City wide	3,300.00
					828.13129-01 Quality Traffic Management Pty Ltd	
				INV	Crew of two traffic	1,222.45
				INV	Traffic control drainage project	7,938.09
				INV	Traffic control drainage projects	10,561.64
				INV	Crew of two traffic controllers, one vehicle and	1,222.45
				INV	Crew of two traffic controllers, one vehicle and	1,769.33
					828.13187-01 Sinclair Communications	
				INV	1 Scandisk Extreme 8 Gig SD card	25.00
					828.133-01 Alinta Energy	
				INV	19 Nov to 17 Dec 15 Lot 5837 Beatrice Rd Dalkeith	13.35
				INV	29 sept to 24 dec -Lot 2 Carr	133.10
					828.13316-01 Safety World - Wangara	
				INV	Supply Mechanics Glove Gel Inserts	184.80
					828.13327-01 By Word of Mouth Catering	
				INV	Catering for Council Meetings and Council	137.50
				INV	Catering for Council Meetings and Council	770.00
					828.13384-01 Harvey Fresh	
				INV	Standing Order - Weekly Milk Delivery	71.01
				INV	Standing Order - Weekly Milk Delivery	71.01
				INV	Standing Order - Weekly Milk Delivery	71.01
					828.13412-01 Quick Corporate Australia	
				INV	Stationery	87.43
				INV	Standing order for Reflex paper	115.72
				INV	Stationery - NCC	68.48
				INV	Stationery NCC	7.19
					828.13588-01 Truck Centre (WA) Pty Ltd	



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				INV	Oil, air, fuel and power steering filters kit	355.33
828.13628-01					Liquor Barons Dalkeith	
				INV	3 x 12 Johnny Q SSB. 3 x 12 Shiraz Johnny Q. 2x	1,302.45
				INV	Tresillian Christmas Party on 11/12/2015	695.74
828.13652-01					Sustainable Outdoors	
				INV	Maintenance Underwood Avenue	1,584.00
828.13733-01					West Coast Spring Water P/L	
				INV	15 L Cooler bottle water supply to NCC	15.50
828.13777-01					Covs Parts Pty Ltd	
				INV	Hitachi CR18DSL (HJ) Reciprocating Saw.	621.50
828.13895-01					Ms M B Hulls	
				INV	50% Charges for Mobile Phone for Nove & Dec 2015	255.80
828.13905-01					Marketforce Express Pty Ltd	
				INV	November Nedlands News Update	1,573.00
				INV	Thank You to Volunteer Day - 5 Dec 2015	489.84
				INV	Nedlands News Update full page ad in the Post	1,996.49
				INV	Post Newspapers - Electors' meeting local public	234.81
828.13931-01					Enviro Sweep	
				INV	City Street sweeping	23,172.37
828.13964-01					Syba Signs Pty Ltd	
				INV	Nedlands Library Stationery Order - Syba Signs	60.50
828.14005-01					Perth Energy Pty Ltd	
				INV	a/c 601000 - 25 oct 2015 to 24 Nov 2015	7,511.23
				INV	pay acc 60175 - 5/11/15 to 4/12/15	4,401.75
				INV	A/c 601000 25 nov 15 to 24 Dec 15	7,162.18
828.14017-01					Mr M A Goodlet	
				INV	Internet charges Oct 15 to Dec 15	138.00
828.14165-01					Bridgestone Select Nedlands	
				INV	Bridgestone 225/80/17.5 steel radial truck tyres	1,540.00
				INV	Environmental disposal of abandoned tyres. (3	33.00
828.14176-01					Advanced Consulting	
				INV	Standing Order - OSH consulting service - Ashley	2,079.00
828.1427-01					City of Stirling	
				INV	Meals to be delivered to Nedlands Day Centre in-	1,273.20
828.14386-01					Adelphi Tailoring	
				INV	Ranger Uniform	280.50
828.14432-01					Ampac Debt Recovery	
				INV	Further Legal advice regarding summons City	65.45



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					828.14462-01 Ms N Grant	
				INV	Tutor fees - Term 4 2015 Semi Abstract Painting	44.00
				INV	Tutor fees - Term 4 2015 Semi Abstract Painting	2,188.00
					828.14468-01 Ricoh Australia Pty Ltd	
				INV	Service Fin rental & service contract	6,860.26
					828.14510-01 JB Hi-Fi Group Pty Ltd	
				INV	Apple Ipad Air2 128 GB wifi & cellular GOLD-	1,027.00
				INV	DELL - Y510854AU INSPIRON 15' 5000- Salary	735.00
					828.14514-01 Valvoline Australia Pty Ltd	
				INV	200 litres of Valvoline Synpower FE 5W30. Bulk	1,170.35
					828.14602-01 Professional Tree Surgeons	
				INV	Bougainvillea removal Birdwood Parade Bushland	2,178.00
					828.14674-01 Seashore Engineering Pty Ltd	
				INV	Seashore Engineering has been appointed to	23,474.00
					828.14681-01 Internode Pty Ltd	
				INV	internode IBC Access and Hardware management &	14,302.00
					828.14693-01 Easifleet	
				INV	Payment of car lease for Paul Busby Emp#335	469.76
					828.14749-01 McCorkell Constructions Pty Ltd	
				INV	Construction of Collegians Football Club Rooms	25,324.28
					828.14853-01 Adventure Plus	
				INV	Supply and install playground upgrade at Zamia	41,844.00
					828.14879-01 Stylus Design	
				INV	Summer Concert- Design for marketing material	1,633.50
					828.14888-01 Corsign WA Pty Ltd	
				INV	pole and sticker order 15/12/15	889.90
				INV	sign order 25/11/15	962.50
					828.14979-01 N Coles	
				INV	Proofreading/editing texts- Graylands Hostel/camp	180.00
					828.14980-01 OSHGroup Pty Ltd	
				INV	Pre-employment medical and Musculoskeletal	275.00
				INV	Pre-employment medical and Musculoskeletal	275.00
				INV	Pre- employment medical and Musculoskeletal	275.00
				INV	Pre-employment medical and Musculoskeletal	275.00
				INV	Fitness for work assessment for Bruce Tregonning	849.75
					828.2048-01 Tillys Home Helpers	
				INV	Provision of Gardening Service to HACC clients in	569.25
					828.2077-01 Domus Nursery	



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				INV	PURCHASE OF VARIOUS PLANTS	315.65
				828.350-01	AIM - Australian Institute of Manag	
				INV	TRAINING -SEMINARS/COURSES	3,575.00
				828.380-01	Australian Taxation Office	
				INV	Payroll Deduction	99,720.25
				828.4020-01	L & T Venables Pty Ltd	
				INV	1/4" Nylock nuts (1 box) 5/16" flat washers (3	241.52
				828.4040-01	The Lane Bookshop	
				INV	VARIOUS BOOKS	43.99
				INV	Nedlands Library - Lane Book Shop Adult Fiction	99.95
				828.4370-01	Martineaus Patisserie	
				INV	Catering for YAC meeting 09.12.15	70.00
				828.4500-01	McLeods Barristers & Solicitors	
				INV	Acquisition of land - 61 Aberdare Road - Meeting	1,377.66
				INV	Parking Issue - Lot 735 (161) Broadway Nedlands -	1,561.23
				INV	Standing Order - Legal Advice Mcleods - 2016	1,479.30
				INV	Matter No. 38618. Invoice No 148 Victoria Ave	593.47
				INV	Matter No. 38361. Invoice No. 90095 37	1,088.05
				INV	Standing order - Legal Advice Mcleods - 2016	927.39
				INV	Matter No. 38618. Invoice No. 90097 12 Colin St	593.47
				828.5080-01	Oce Australia Ltd	
				INV	SO 2015 Basic charges at Depot OCE Color Wave 550	187.00
				828.5716-01	Professional PC Support	
				INV	COMPUTER EQUIPMENT/MTCE	956.93
				INV	COMPUTER EQUIPMENT/MTCE	960.64
				828.5850-01	Soundpack Solutions	
				INV	Library - Soundpack	973.50
				828.6800-01	Sussex Industries	
				INV	Survey Consumeables Related to Construction Setou	785.97
				828.6820-01	Swanbourne Veterinary Centre	
				INV	POUND FEES	186.40
				828.6983-01	Telstra Corporation Ltd	
				INV	PHONE CHARGES 4250504000 13/01/16	238.27
				828.741-01	Boyan Electrical Services	
				INV	Investigate and repair roundabout light at	480.16
				INV	Electrical maintenance	588.92
				828.7900-01	WA Limestone Co	
				INV	19mm Limestone Stirling Hwy Footpath	658.46



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				INV	Yellow sand supply	574.00
				828.7990-01	WA Treasury Corporation	
				INV	Debenture	22,672.23
				828.8010-01	Staples Australia Pty Ltd	
				INV	STATIONERY	2.30
				INV	STATIONERY	13.19
				INV	STATIONERY	40.55
				828.8169-01	Westbooks	
				INV	VARIOUS BOOKS	45.48
				INV	Nedlands Library - West Books Junior and YA books	80.14
				INV	VARIOUS BOOKS	87.62
				INV	VARIOUS BOOKS	30.77
				828.8170-01	Westcare Industries	
				INV	Summer Concerts 2016 - Various printing	200.20
				INV	Summer Concerts 2016 - Various printing	535.70
				828.9872-01	Civica Pty Ltd	
				INV	Authroity Managed Services MS- DR, Admin	4,738.37
829	EFT TRANSFER: -	22/01/2016	-252,540.90	829.100-01	Advantech Mobile Auto Electrics	
				INV	VEHICLE REPAIRS	240.00
				829.10731-01	Green Skills (Eco Jobs)	
				INV	Pay causal staff Mt Claremont 09/12/15	373.67
				INV	Fire and maintenance management	224.20
				INV	Pay casual staff green stock maintain 15/12/15	565.41
				INV	Pay casual staff shenton reserve 02/12/2015	261.57
				INV	Pay casual staff 03 and 08 dec 2015	851.14
				INV	Weed control and firebreak maintenance	484.64
				INV	Maintenance and Fire Management	788.16
				829.10895-01	State Library of WA	
				INV	Mt Claremont 11 items ref no 15695	107.80
				INV	Mt Claremont 1 item ref no 15652	7.70
				INV	Nedlands 16 items ref no 15694	137.50
				829.11284-01	Australia Post	
				INV	POSTAGE -670192	4,441.46
				829.11293-01	Kelyn Training Services	
				INV	Basic Worksite Traffic Management - Daniel20Jan16	302.00
				829.11410-01	Hays Specialist Recruitment Aust Pt	
				INV	Pay John Miller - W/E 20/12/2015	1,233.83
				INV	Pay John Miller W/E 27/12/2015	717.34



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				INV	Pay for Ashlee Evans W/E 20/12/2015	1,381.78
				INV	Pay for Claire Bock W/E 06/12/15	2,375.49
				INV	Pay for Claire Bock W/E 27/12/2015	1,937.90
				INV	Pay for Claire Bock W/E 10/01/16	2,375.49
				INV	Pay for Claire Bock W/E 13/12/2015	2,375.49
				INV	Pay Ashlee Evans W/E 13/12/2015	1,311.15
				INV	Pay for Claire Bock W/E 20/12/15	2,375.49
					829.11717-01 APRA - Australian Performing Rights	
				INV	APRA Licence Fees - 2015-2016- period - Various	233.85
					829.11732-01 LGMA Local Govt Managers Australia	
				INV	LGMA Executive Management Program (22-24 Feb	2,300.00
					829.11795-01 Mr J Donaldson	
				INV	Recycling Station	100.00
				INV	RUBBISH COLLECTION	50.00
					829.12038-01 WA Energy Consultants Pty Ltd	
				INV	Routine reading of 8 electricity meters at City	176.00
					829.12079-01 Complete Pest Management Services	
				INV	Insect & Pest inspection and treatment - Mt	195.00
				INV	Insect & Pest inspection and treatment - NCC	198.00
				INV	Inest & Pest treatment - Public toilet	195.00
					829.12250-01 A P Constructions	
				INV	Maintenance Broadwalk Point Resoultion	2,403.50
					829.12295-01 Midalia Steel Pty Ltd	
				INV	7.5mm length of 75mm x 50mm x 5 mm mild steel angl	82.28
				INV	purchase stell rsh and flat bar	145.99
					829.12317-01 Techsand Pty Ltd	
				INV	Concrete Work - Various Locations	2,574.09
					829.12333-01 City Rubber Stamps & Trophies	
				INV	Accounts payable stamp - com dev & tresillian	163.70
					829.12532-01 Total Eden Pty Ltd	
				INV	Sprinklers & associated fittings Various location	3,339.24
				INV	Parts	3,665.92
					829.12643-01 Floorgaurd	
				INV	Recoat floor in John Leckie Pavillion - PO 523028	4,710.75
					829.12654-01 The Blinds Gallery	
				INV	Aluminium venetian blinds for Finance office	190.00
					829.12682-01 Synergy	
				INV	84 Beatrice rd, Dalkeith 11/12/15 to 7/01/16	321.95



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				INV	25/11/2015 to 24/12/2015 - Street lights	41,880.50
				INV	Auxillary Lighting 28/11/2015 to 27/12/2015	1,419.45
				INV	Parks Electricity 14 oct to 15 Dec 2015	11,242.75
					829.12735-01 Comfort Keepers	
				INV	Provision of domestic assistance to HACC clients	197.81
				INV	Provision of domestic assistance to HACC clients	114.29
				INV	Provision of domestic assistance to HACC clients	193.41
					829.12777-01 Perth Irrigation Centre	
				INV	1 x Inspection Spike	45.66
					829.1280-01 Chubb Fire & Security Pty Ltd	
				INV	Fire panel servicing	332.31
					829.12831-01 P E Panayotou	
				INV	Minor Equipment	120.80
					829.12896-01 Chandler MacLeod Limited	
				INV	Pay Joseph Hodges W/E 20/12/2015	2,221.19
					829.13123-01 Toll Priority	
				INV	Standing Order - Toll Priority	112.20
					829.13129-01 Quality Traffic Management Pty Ltd	
				INV	Crew of two traffic controllers, one vehicle and	2,253.51
					829.133-01 Alinta Energy	
				INV	07/10/15 to 07/01/15 - Shann St Floreat	37.65
					829.13369-01 Data#3 Limited	
				INV	2 x (N5K-C5548UP- FA) Nexus 5548 UP Chassis, 32	6,581.79
					829.13412-01 Quick Corporate Australia	
				INV	2016 Dairies for Depot Staff (web order No.	201.81
				INV	2016 Dairies for Depot staff (web order No.	84.69
				INV	Stationery - NCC	26.49
				INV	2016 Dairies for Depot staff (web order No.	42.48
				INV	Stationery for Depot (Web order No. 700020)	32.07
					829.13428-01 Lock Stock & Farrell Locksmith Pty	
				INV	Upgrade to specialised key system - PRCC, NCC	1,315.00
				INV	Upgrade to specialised key system - PRCC, NCC	2,506.39
				INV	Upgrade to specialised key system - PRCC, NCC	4,039.04
				INV	Upgrade to specialised key system - Mt Claremont	2,135.00
				INV	Upgrade to specialised key system - Mt Claremont	207.20
					829.13537-01 First Five Minutes Pty Ltd	
				INV	Fire and safety Procedures and Training -	492.44
					829.13628-01 Liquor Barons Dalkeith	



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				INV	Staff Christmas Party Consumables	1,377.50
				829.13733-01	West Coast Spring Water P/L	
				INV	PRCC water	31.00
				INV	PRCC water	31.00
				INV	15 L cooler bottle water supply to NCC	23.25
				829.13741-01	Dave's Landscaping & Brickpaving	
				INV	Paving works to Carrington Street drainage	585.00
				829.13775-01	Australia Post - 604909	
				INV	Reply paid Letter -604909	118.83
				829.13905-01	Marketforce Express Pty Ltd	
				INV	Tresillian Arts Centre, Term 1 2016	725.32
				INV	Advertisement - CSO (Tresillian Arts Centre) -	267.45
				829.13946-01	Plants and Garden Rentals	
				INV	Hire and maintenance - January 2016	281.60
				829.14004-01	Drainflow Services Pty Ltd	
				INV	Jetting drainage lines John XXIII Ave	2,112.00
				829.14037-01	Beaver Tree Services Aust Pty Ltd	
				INV	Grind Stump various location	1,454.15
				INV	Refer quote - # 87435. 57 Alderbury St Floreat	633.60
				INV	Refer quote- #87784- 12 Dalkeith Rd- Prune from	443.30
				INV	Refer quote # 88177. 79Archdeacon St. prune	475.20
				829.14052-01	Mr G K Trevaskis	
				INV	Internet - Jan 2016	59.95
				829.14053-01	Claremont Cellars	
				INV	Business Sundowner Drinks	324.83
				829.14165-01	Bridgestone Select Nedlands	
				INV	225/60/17 Steel radial tyres, x 2 off. Strip	484.00
				829.14168-01	Astron Environmental Services	
				INV	Weed control- Various location	7,824.72
				829.14176-01	Advanced Consulting	
				INV	Work completed by Ashley Cole for the period	1,477.30
				INV	Standing order - OSH consulting service - Ashley	1,232.00
				829.14241-01	King.S Contracting	
				INV	Restore any damage to verges and reticulation to	2,561.35
				829.14266-01	Denver Technology	
				INV	Supply of data management switches and WIFI	7,626.72
				829.1447-01	CJD Equipment Pty Ltd	
				INV	VEHICLE PARTS	6,864.67



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				829.145-01	Protector Alsafe Pty Ltd	
				INV	SAFETY CLOTHING	99.99
				INV	Supply 14 x Sunscreen SPF 30 +, 'Cancer Council'	227.92
				INV	SAFETY CLOTHING	56.30
				INV	Supply of PPE for Tom Van Der Hulst - Employee #	8.10
				829.14535-01	Skyline Landscape Services	
				INV	Landscape maintenance - September 2015	3,862.13
				INV	Landscape maintenance - November 2015	3,003.89
				INV	Pay for shortfall of invoice - November 2015	858.24
				INV	Landscape maintenance - October 2015	3,003.89
				INV	Pay for shortfall of invoice - October 2015	858.24
				829.14731-01	Newton-Burriss Carpentry	
				INV	Replacing storeroom doors and locks at Dalkeith	550.00
				INV	Replace store room 3 door at Dalkeith hall	110.00
				829.14766-01	TransAct Capital Communications Pty	
				INV	Transact Mobile Voice and Data services Bill for	3,292.94
				829.14774-01	T J Depiazzi & Sons	
				INV	Supply and deliver 30M3 (semi load) 'Bushland	1,495.89
				829.14858-01	Aha! Consulting	
				INV	Registration Fee for Engagement Design Training 3	600.00
				829.14888-01	Corsign WA Pty Ltd	
				INV	Replacement of Irrigation sinage for vehicles /	528.00
				829.14893-01	G. Tuke	
				INV	2x Line Dance sessions	120.00
				829.14915-01	Sugarman Group	
				INV	relief staff 2.5 hrs	126.50
				829.14920-01	Parties Kids Remember	
				INV	annual christmas party 2015	300.00
				829.14939-01	BAX Services	
				INV	Soft fall cleaning	904.80
				829.14950-01	Sands Promotions	
				INV	500 bubbles, 500 bottles and 500 sunscreens	3,454.00
				829.14978-01	Labourforce Impex Personnel Pty Ltd	
				INV	Pay Brad Beard W/E 13/12/2015	1,887.27
				INV	Pay Brad Beard W/E 20/12/2015	1,482.86
				829.14980-01	OSHGroup Pty Ltd	
				INV	Pre employment medical	335.50
				829.14984-01	Whiz Digital	



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				INV	Production of All Abilities Play Space	4,400.00
				829.14994-01	Truda Pty Ltd	
				INV	Rates Refund	6,062.92
				829.14997-01	Ms C Walker	
				INV	Reimbursement of removal expenses as per employmen	1,000.00
				829.2075-01	Landgate	
				INV	Landgate seaches - Online transactions	78.96
				829.2690-01	Galvins Plumbing Supplies	
				INV	20 x 1/4' by 1/4' quick conn connectors	447.92
				829.3250-01	linet Ltd	
				INV	COMPUTER NETWORK FEES	1,397.27
				829.360-01	Australia Post	
				INV	POSTAGE - 9484754	103.57
				829.3910-01	Kleenit Pty Ltd	
				INV	Standing order - graffiti removal (June to	1,027.18
				829.4370-01	Martineaus Patisserie	
				INV	Catering for event	63.80
				829.4500-01	McLeods Barristers & Solicitors	
				INV	Legal advice in relation to unauthorised	1,454.53
				INV	Parking Issue - Lot 735 (161) Broadway Nedlands	8,750.17
				INV	Matter 38611. Invoice No. 90096 2 Broome St	1,088.03
				829.5682-01	WA Hino Sales & Service	
				INV	Hino oil, air, fuel and cabin filters as per	1,001.59
				INV	Hino oil, air, fuel and cabin filters as per	401.13
				INV	Hino oil, air, fuel and cabin filters as per	407.36
				INV	Hino oil, air, fuel and cabin filters as per	1,530.63
				INV	Hino oil, air, fuel and cabin filters as per	235.97
				829.741-01	Boyan Electrical Services	
				INV	Electrical maintenance - ref inv 00021525	155.93
				829.760-01	Brealey Plumbing Service	
				INV	Unblock drinking fountain at Mt Claremont Oval	165.00
				INV	plumbing maintenance	143.00
				INV	plumbing maintenane - Drabble house	374.00
				829.7675-01	Landgate - GRV	
				INV	GRV Valuation for 2015-16	378.68
				829.8010-01	Staples Australia Pty Ltd	
				INV	STATIONERY	176.24
				829.8169-01	Westbooks	



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				INV	VARIOUS BOOKS	75.55
				INV	VARIOUS BOOKS	16.08
				INV	VARIOUS BOOKS	149.73
				INV	VARIOUS BOOKS	109.08
				829.8240-01	Western Maze Pty Ltd	
				INV	so 2015/16 Bulk Rubbish Collection	12,401.71
				INV	2015/16 Bulk Rubbish Collection 11 Areas	13,987.68
				829.8450-01	Wurth Australia Pty Ltd	
				INV	Top up all grab kits, sandpaper rolls and battery	10.43
				INV	Top up all grab kits, sandpaper rolls and battery	329.80
				829.860-01	Bunnings Group Limited	
				INV	Supply of building products and materials	267.60
				INV	BUILDING SUPPLIES	370.61
				INV	BUILDING SUPPLIES	78.85
				INV	BUILDING SUPPLIES	50.86
				INV	BUILDING SUPPLIES	790.38
				INV	BUILDING SUPPLIES	30.84
				INV	BUILDING SUPPLIES	14.46
				INV	Buildings supplies for allocated tasks - depot	32.45
				INV	BUILDING SUPPLIES	519.00
				INV	BUILDING SUPPLIES	313.14
				INV	Locks and harware for Drabble House	524.29
				INV	BUILDING SUPPLIES	22.62
				829.9872-01	Civica Pty Ltd	
				INV	Annual Licence Renewal Fee - Long Term Financial	3,670.25
831	EFT TRANSFER: - 29/01/2016	29/01/2016	-466,719.60	831.10056-01	City of Nedlands - Social Club	
				INV	Payroll Deduction	351.00
				INV	Payroll Deduction	360.00
				831.11421-01	Waterlogic Australia	
				INV	Water filtered services - various locations	680.90
				831.11781-01	Dept of Premier & Cabinet	
				INV	Local Government Appointment - Registration	99.75
				831.12079-01	Complete Pest Management Services	
				INV	Check Termite Feeding stations at Drabble house	528.00
				INV	Pest & Rodent Treatment- Com dev cottage	240.00
				INV	Pest & Rodent treatment- Hackett playcentre	195.00
				INV	Annual termite Inspection at Admin	195.00
				INV	Pest & Rodent treatment - Nedlands Library	295.00



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				INV	Pest & Rodent treatment - public toilets	195.00
				INV	Pest & Rodent treatment - public toilets	195.00
				INV	Annual termite Inspection at Friends of Allen	195.00
				INV	Pre demolition rat baiting to be carried out for	208.00
				INV	Annual termite inspection at John Leckie	195.00
				INV	Annual termite inspection at Drabble House	230.00
				INV	Annual termite inspection - at Hackett Playgroup	195.00
				INV	Annual termite inspection at Hackett playgroup	195.00
				INV	Pest & Rodent treatment - public toilets	195.00
				INV	Pest & Rodent treatment - Tresillian Cafe	198.00
				INV	Pest & Rodent treatment	240.00
				INV	Pest & Rodent treatment - Dalkeith hall	190.00
				INV	Pest & Rodent treatment- Tresillian cafe	198.00
				INV	Pest & Rodent treatment- Admin	295.00
				INV	Pest & Rodent treatment- PT resolution child care	195.00
				INV	Pest & Rodent treatment- Friends of Allen Park	195.00
				INV	Annual termite inspection at Tresillian	195.00
				INV	Pest & Rodent treatment - Drabble house	230.00
				INV	Annual termite Inspection at Maisonettes	230.00
				INV	Annual termite Inspection at Nedlands library	230.00
				INV	Annual termite Inspection at Mt Claremont library	195.00
				INV	Annual termite inspection at Tresillian	240.00
				INV	Annual termite inspection at Admin	230.00
				INV	Pest treatments and inspections	195.00
				INV	Pest & Rodent treatment - NCC	198.00
				INV	Annual termite Inspection at Depot workshop	330.00
				INV	Annual termite Inspection at PRCC	230.00
				INV	Annual termite Inspection at JC Smith pavilion	195.00
					831.12117-01 SAI Global Ltd	
				INV	Licence AS2124 annexures Allen Park	90.73
					831.12251-01 Greening Australia WA Inc	
				INV	WESROC: Feral Animal Monitoring and Control Study	6,015.90
					831.12305-01 Natsync Environmental	
				INV	Removal of Bee Hives at Birdwood Parade	1,875.00
					831.12677-01 Wilson Security	
				INV	Nedlands Library - Wilson Security for late night	377.25
				INV	Unlock and lock gate at Swanbourne Beach Overflow	255.71
				INV	Mt Claremont Library - Wilson Security for late	231.52



CITY OF NEDLANDS

All Payments 1/01/2016 to 31/01/2016

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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>
					831.12682-01 Synergy	
				INV	Electricity for Moss Vale Floreat from 10/11-07/01	79.70
				INV	Electricity for Lot 368 Kirkwood from 17/11-19/01/	1,420.75
				INV	Electricity for Grasby st Floreat from 10/11-07/01	90.30
					831.12714-01 Mobile Mouse	
				INV	LPS3 Scheme Text Word Training and Production	3,360.00
					831.12754-01 Armaguard	
				INV	6 month standing order - Banking Pickup	1,108.46
					831.12765-01 Perthwaste Pty Ltd	
				INV	Waste disposal - Residential and commercial	45,000.00
				INV	Waste disposal residential and commercial kerbside	45,000.00
				INV	SO 2015/16 Residential Recycling (1 July to 31	9,965.33
				INV	Contamination - Mixed recycle and greenwaste	2,097.39
				INV	Monthly Prepayment - Standing order	90,100.00
				INV	Waste Disposal - Residential and Commercial	17,039.02
				INV	Contamination - Mixed recycle and greenwaste	2,097.39
					831.12841-01 Flexipole Industries Pty Ltd	
				INV	2x removable bollards with reflector tape	578.60
					831.12890-01 Mr M R Cole	
				INV	Reimbursement Broadband 07/12to 06/01 and 07/01-29/	119.55
					831.12896-01 Chandler MacLeod Limited	
				INV	Pay for Joe Hodges W/E 27/12/2015	2,221.19
					831.12944-01 Reliance Petroleum	
				INV	Fuel - Diesel	11,151.78
					831.13095-01 Rentokil Initial Pty Ltd	
				INV	Standing order for interior plantscape rental	358.30
					831.13123-01 Toll Priority	
				INV	Standing Order - Toll Priority	368.65
					831.13296-01 Mr D Kelsall	
				INV	Heritage Advice for Proposed Signage at 35	330.00
					831.133-01 Alinta Energy	
				INV	Gas charges for Lotr 5837 Beatrice from 17/12-20/0	12.90
					831.13369-01 Data#3 Limited	
				INV	VMWare 3 Year Capped ELA with Support and	40,700.00
					831.13412-01 Quick Corporate Australia	
				INV	Leads staedtler	18.98
				INV	Standing order for Reflex paper	115.72
				INV	Standing order for Reflex paper	115.72



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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	Standing order for Reflex paper	115.72
831.13534-01					Nu-Trac Rural Contracting	
				INV	Swanbourne beach - 23 x beach cleans as	2,097.00
831.13581-01					Morgan Unit Trust	
				INV	Morning tea for Splashfest team meeting	39.87
831.13869-01					Instant Products Hire	
				INV	On Going : Portable toilet hire for John 23rd Depo	141.52
831.13992-01					Get Wet Ponds & Aquariums	
				INV	Standing Order - Service for Aquariums	77.00
831.14004-01					Drainflow Services Pty Ltd	
				INV	Educt sand under heritage house	2,112.00
831.14056-01					Shred-X Pty Ltd	
				INV	Standing Order Document destruction. Bin Pick ups	72.60
831.14166-01					Dept of Lands	
				INV	S13/Cake, Kiosk & Change rooms	9,522.44
831.14408-01					Natureworks Packaging	
				INV	supply of 500, 000 biodegradable compostable dog	37,900.00
831.14425-01					Ms R A Forrest	
				INV	Accommodation payment for national volunteering con	854.00
831.14535-01					Skyline Landscape Services	
				INV	Landscape maintenance - December 2015	4,291.25
831.14690-01					Swift Property Repairs	
				INV	Beach fencing maintenance	660.00
831.14693-01					Easifleet	
				INV	Payment of car lease for Paul Busby Emp#335	469.76
831.14953-01					The BBQ Man	
				INV	Cleaning of barbecue hotplates	2,286.90
831.14955-01					Nedlands News	
				INV	Paper Delivery, Standing Order	79.68
831.14978-01					Labourforce Impex Personnel Pty Ltd	
				INV	Pay Beard Brad W/E 27/12/2015	1,437.92
831.1900-01					Dalkeith Nedlands Bowling Club	
				INV	Power to Kindergarten 16/10 to 11/12	690.00
831.2262-01					Elliott's Irrigation Pty Ltd	
				INV	Dot Bennett Park - Iron filtration services on	236.50
831.2622-01					Fuji Xerox Australia Pty Ltd	
				INV	Fuji Copy Charges	1,590.63
831.380-01					Australian Taxation Office	



CITY OF NEDLANDS

All Payments 1/01/2016 to 31/01/2016

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Chq/Ref	Payee	Date	Amount	Tran	Description	Amount
				INV	Payroll Deduction	105,329.73
				831.400-01	Australian Services Union	
				INV	Payroll Deduction	93.70
				INV	Payroll Deduction	93.70
				831.4040-01	The Lane Bookshop	
				INV	VARIOUS BOOKS	79.95
				831.4120-01	Lightning Laundry	
				INV	December 2015 - Laundry	432.00
				831.4500-01	McLeods Barristers & Solicitors	
				INV	airconditioner noise 68 Viking Road Environmental	779.90
				831.5482-01	Pete's Gold Bins	
				INV	RUBBISH/COMPOST BINS	396.00
				831.6983-01	Telstra Corporation Ltd	
				INV	PHONE CHARGES - 21 Jan 2016	192.47
				INV	Phone charges for Jan 2016	183.67
				831.741-01	Boyan Electrical Services	
				INV	Electrical maintenance	893.50
				INV	Electrical maintenance- Admin	2,317.70
	Total EFT		-\$3,145,760.88			
	TOTAL PAYMENTS		-\$3,158,678.94			

NAB - Trust Account

CHEQUE

12702	A1 POOLS	08/01/2016	-1,560.00	RFND	VERGE BOND - 70 VINCENT ST	1,560.00
12703	WISEPOT PTY LTD	08/01/2016	-1,650.00	RFND	VERGE BOND - 76 STANLEY ST	1,650.00
12704	LIME STREET PROJECTS	15/01/2016	-1,600.00	RFND	40 NIDJALLA LOOP - FOOTPATH REFUND	1,600.00
12705	LIME STREET PROJECTS	15/01/2016	-1,600.00	RFND	42 NIDJALLA LOOP - FOOTPATH REFUND	1,600.00
12706	MS C A SANDERS	15/01/2016	-1,650.00	RFND	64 STRICKLAND ST - FOOTPATH REFUND	1,650.00
12707	HIGHBURY HOMES	15/01/2016	-1,560.00	RFND	13 NORTH ST - FOOTPATH REFUND	1,560.00
12708	GREG COWIE HOMES	15/01/2016	-1,560.00	RFND	21 REEVE ST - FOOTPATH REFUND	1,560.00
12709	D M BOWMAN	15/01/2016	-1,650.00	RFND	10 BEDFORD ST - FOOTPATH REFUND	1,650.00
12710	LORD MAYOR'S DISTRESS RELIEF FUND	25/01/2016	-235.15	RFND	YARLOOP/WAROONA APPEAL	235.15



CITY OF NEDLANDS

All Payments 1/01/2016 to 31/01/2016

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Chq/Ref	Payee	Date	Amount	Tran	Description	Amount
12711	ADDSTYLE CONSTRUCTIONS PTY LTD	25/01/2016	-1,600.00	RFND	15 NEVILLE RD - FOOTPATH REFUND	1,600.00
12712	J CORP PTY LTD	25/01/2016	-700.00	INV	VERGE BOND 90 ROSEDALE ST - NEW RESIDENCE	700.00
12713	ALBEC CONSTRUCTIONS	28/01/2016	-1,650.00	RFND	67 HAMPDEN RD - FOOTPATH REFUND	1,650.00
12714	MINCHIN & SIMS PTY LTD	28/01/2016	-1,650.00	RFND	12 BULIMBA RD - FOOTPATH REFUND	1,650.00
12715	MRS S N THOMAS	28/01/2016	-1,650.00	RFND	30 GENESTA CR - FOOTPATH REFUND	1,650.00
12716	J G ROSSER	28/01/2016	-1,650.00	RFND	41 VIKING RD - FOOTPATH REFUND	1,650.00
12717	NORTH SHORE POOLS	28/01/2016	-1,500.00	RFND	53 ALDERBURY ST - FOOTPATH REFUND	1,500.00
12718	MRS L A BYARS	28/01/2016	-1,500.00	RFND	53 ALDERBURY ST - FOOTPATH REFUND	1,500.00
12719	BROOKS CONSTRUCTION PTY LTD	28/01/2016	-1,560.00	RFND	43 RILEY RD - FOOTPATH RD	1,560.00
12720	WEBB & BROWN NEAVES	28/01/2016	-1,560.00	RFND	18 COLIN ST - FOOTPATH REFUND	1,560.00
Total CHEQUE			-\$28,085.15			
EFT						
830	EFT TRANSFER: - 29/01/2016	29/01/2016	-59,345.06	830.12193-01	City of Nedlands - Payment to Muni	
				INV	Pacific Biologics	227.49
				830.12228-01	Dept of Commerce - Building Commiss	
				INV	Reconciliation and Return Dec 2015	17,072.75
				830.12229-01	Construction Training Fund	
				INV	Monthly reconciliation and return Dec 2015	37,324.82
				830.14631-01	Distinctive Homes WA Pty Ltd	
				fund	Verge Bond - 9 Rene Rd	1,560.00
				830.14998-01	S L Harper	
				fund	5 THOMAS ST - FOOTPATH REFUND	1,560.00
				830.15001-01	A J Pozzi	
				fund	1 HYNES RD - FOOTPATH REFUND	1,600.00
Total EFT			-\$59,345.06			
TOTAL PAYMENTS			-\$87,430.21			

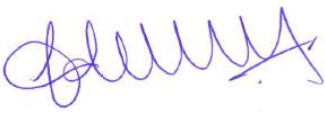
City of Nedlands

Purchasing Card Payments - January 2016 (Statement period 29th Dec 2015 to 28th Jan 2016)

Date	Supplier	Description	AUD
30-Dec-15	Officeworks 0602	Minor equipment	840.69
4-Jan-16	Facebk *m2kry863m2	Facebook advertising	19.38
4-Jan-16	Jb Hi Fi	Minor equipment	199.00
4-Jan-16	Officeworks 0622	Stationery	83.92
5-Jan-16	On Topic Media Pty L	Summer Concerts 2016 Weekend Notes advert	150.00
5-Jan-16	Captain Stirling Newsagen	Farewell Card for Mike Cole - Director Corporate	10.00
5-Jan-16	Repc0 016452	Towing materials for 4wd	119.98
6-Jan-16	Allpack Signs Wa Pl	Signs for illegal dumping	124.63
6-Jan-16	The Scale Shop	Scale for measuring herbicides for weed control.	180.00
6-Jan-16	Officeworks 0622	Centre Based Day Care activities	508.01
6-Jan-16	Kmart 1057	DRC activities	34.00
7-Jan-16	Autobarn Innaloo	Fleet 863 + 865 air compressors and tyre deflators	589.99
7-Jan-16	Autobarn Innaloo	Tyre gauge for 4wd	9.99
8-Jan-16	Elixir Coffee Spec	Team meeting offsite	12.50
8-Jan-16	Elixir Coffee Spec	Team meeting offsite	8.50
8-Jan-16	Red Dot Stores	photo frames	10.00
8-Jan-16	Red Dot Stores	water play accessories for children	46.97
11-Jan-16	Coles 0299	DRC monthly supplies	73.70
11-Jan-16	Coles 0299	DRC monthly supplies	134.70
11-Jan-16	Central Institute Of	InDesign training for Jacqui O'Leary	280.00
11-Jan-16	Officeworks 0621	Stationery	168.52
11-Jan-16	Kitchen Warehouse Osborne	utensils for children	22.75
11-Jan-16	Paypal *childinclus	training	240.00
11-Jan-16	Eb Nutrition Professi	training	97.00
12-Jan-16	Msy Technology Wa	3 * LG monitor and cables	574.54
12-Jan-16	Msy Technology Wa	3 * LG monitor and cables	14.00
12-Jan-16	Dannys Shoe Repair	Extra keys cut for noticeboards	20.00
12-Jan-16	Dick Smith 8890	Minor equipment	51.98
13-Jan-16	On Topic Media Pty L	Splashfest advertising	280.00
13-Jan-16	Bookdepository.Com	Library stock adult Nedlands	182.62
13-Jan-16	Martineaus Patisseri	Team morning tea	50.80
13-Jan-16	Bunnings 483000	Centre Based Day Care activities	65.03
15-Jan-16	Bookdepository.Com	Library stock adult nedlands	62.98
15-Jan-16	Barnetts Achtrl H W Osb	Cabin hooks for various doors	151.80
15-Jan-16	Triangle Filt/tion	Pulse Cable for Zamia Park water meter	97.35
15-Jan-16	Martineaus Patisseri	Farewell morning tea Donelle Maxwell	44.50
15-Jan-16	Ikea Perth	stationery for children and staff	42.55
18-Jan-16	Bunnings 483000	Cleaning Station refills and locks for kitchen	160.93
18-Jan-16	Bookdepository.Com	Nedlands Library stock	52.26
18-Jan-16	Galvins Plumbing Suppl	Cistern pipe rubber replacement.	45.16
18-Jan-16	Bunnings 483000	Tools and materials to repair irrigation on verges	116.60
18-Jan-16	Central Institute Of	Photoshop course for Michelle Newton	280.00
18-Jan-16	Captain Stirling Iga	Farewell morning tea Donelle Maxwell	21.67
18-Jan-16	Captain Stirling Iga	Farewell morning tea Donelle Maxwell	33.99
18-Jan-16	Best And Less	face washeers	32.00
18-Jan-16	Coles 0299	food for children	43.30
19-Jan-16	Woolworths 4358	Catering for DRC	132.48

19-Jan-16	Woolworths 4358	Catering for DRC	33.22
19-Jan-16	Hireking Partysour	Table and linen hire for Opening Event	464.00
19-Jan-16	Landsdale Plants Lan	plants for the centre	129.30
20-Jan-16	Bookdepository.Com	Library stock adult Nedlands and Mt claremont	202.21
20-Jan-16	Bookdepository.Com	Library stock adult Nedlands and Mt claremont	102.10
20-Jan-16	Jacks Wholefoods And Groc	food for children	52.31
20-Jan-16	Www.Istock.Com	Top up account for istock images	136.40
21-Jan-16	Kmart 1139	Forks & Teaspoons for Staff Kitchen	39.50
21-Jan-16	Electrical Home Aids	replacement parts for vacuum.	49.85
21-Jan-16	Bunnings 483000	Extend arm for pool scoop and replacement pliers	91.89
21-Jan-16	Bunnings 391000	Pool scoop to clean out lakes at Mt Claremont	29.99
22-Jan-16	Msy Technology Wa	Moniors & cable 2X volunteer service & 1x NCC 1xIT	348.00
22-Jan-16	Msy Technology Wa	Moniors & cable 2X volunteer service & 1x NCC 1xIT	190.00
22-Jan-16	Msy Technology Wa	Moniors & cable 2X volunteer service & 1x NCC 1xIT	171.92
22-Jan-16	Bookdepository.Com	Library stock adult Ned and Mtc	94.00
22-Jan-16	Bookdepository.Com	Library stock adult Ned and Mtc	31.91
22-Jan-16	Bunnings 483000	worm farm	49.98
25-Jan-16	Nespresso Australia	Nespresso Coffee Pods for Kitchen Supplies	113.95
25-Jan-16	Nespresso Australia	Nespresso Coffee Pods for Kitchen Supplies	6.05
25-Jan-16	Vtech Industries	LG monitor NCC	215.00
25-Jan-16	Tarrod Enterprises P Ned	Consumables for Training Purposes	51.85
25-Jan-16	Martineaus Patisseri	Catering for Positivie Ageing Presentation	94.00
25-Jan-16	Bunnings 483000	Cleaning products for vehicles (remove bore stain)	108.90
25-Jan-16	Stk*shutterstock, Inc.	Stock photos	49.00
27-Jan-16	Diamond Hire	day hire cement mixer	50.00
28-Jan-16	Post Nedlands Post	hammock for children	10.00
28-Jan-16	Coles 0299	food for children	22.77
28-Jan-16	Coles 0299	food for children	4.89
28-Jan-16	Coles 0299	food for children	6.74
28-Jan-16	Nedlands Hardware	Cutting keys Hollywood Reserve Pump	24.50
			<u>9,495.00</u>

CPS07.16	Corporate Business Plan – Quarter 2 2015/16
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Committee	08 March 2016
Council	22 March 2016
Applicant	City of Nedlands
Officer	Pollyanne Fisher - Policy & Projects Officer
Director	Andrew Melville – A/ Director Corporate & Strategy
Director Signature	
File Reference	CS-BP-00002
Previous Item	CPS30.15 (Quarter 1 Report)

Executive Summary

By regularly reporting to Council on progress towards the implementation of the Corporate Business Plan, the City ensures that it is meeting the requirements of the Department of Local Government's Integrated Planning & Reporting Framework as well as the expectations of its community.

The Quarter 2, 2015/2016 Report is presented here for receipt by Council. This report outlines what the City planned to, and did achieve, for the second quarter of year three of the Corporate Business Plan.

Recommendation to Committee

Council receives the Quarter 2 2015/2016 report on progress towards “Nedlands 2023 – Making it Happen”, the Corporate Business Plan.

Strategic Plan

KFA: Governance and Civic Leadership

All local governments in Western Australia are required to have a Strategic Community Plan and a Corporate Business Plan, and to work towards achieving these. By reporting to Council quarterly regarding progress, the City's Council and Administration can ensure that the targets are being met.

Background

Council adopted the City's inaugural Strategic Community Plan “Nedlands 2023” at its meeting of 11 December 2012. The plan was based on extensive community consultation including precinct-based workshops, open days, online and hard-copy

surveys and a community conference. “Nedlands 2023” identified that the community is concerned about the City’s deteriorating assets, and that urgent corrective action must take place to ensure the community’s vision of a thriving, liveable Nedlands can be realised.

The Strategic Community Plan is currently undergoing a review and will be presented to Council later this financial year.

Key Relevant Previous Council Decisions:

The City’s Corporate Business Plan “Nedlands 2023 – Making it Happen” was adopted by Council at its Special Council Meeting of 20 June 2013. This plan contained a number of service level changes to be achieved by 2016/17.

Discussion

The City’s Corporate Business Plan “Nedlands 2023 – Making it Happen” was developed to meet the expectations and commitments identified in the City’s Strategic Community Plan. Deteriorating assets and infrastructure was a key concern for the community during the community consultation process.

The Plan assumes a 4% rates increase year-on-year above a balanced budget (assumed to be 4% per year above CPI) which will fund the implementation of “Nedlands 2023”. The Plan also commits administration to ongoing efficiency-seeking to reduce administrative costs where at all possible.

1. Service Level Changes

The Plan identified a number of service level changes to be achieved by 2016/17. The attached report states progress towards each level of service change as at the end of Q2 2015/2016 (31 December 2015).

2. Operational Reviews

Operational reviews scheduled for 2015/2016 included traffic and transport planning, land use planning, access and inclusion, community recreation, consultation and engagement, planning and building control and compliance.

Reviews were completed by the Executive in March 2015 for presentation during the 2015/16 budget discussions with Councillors.

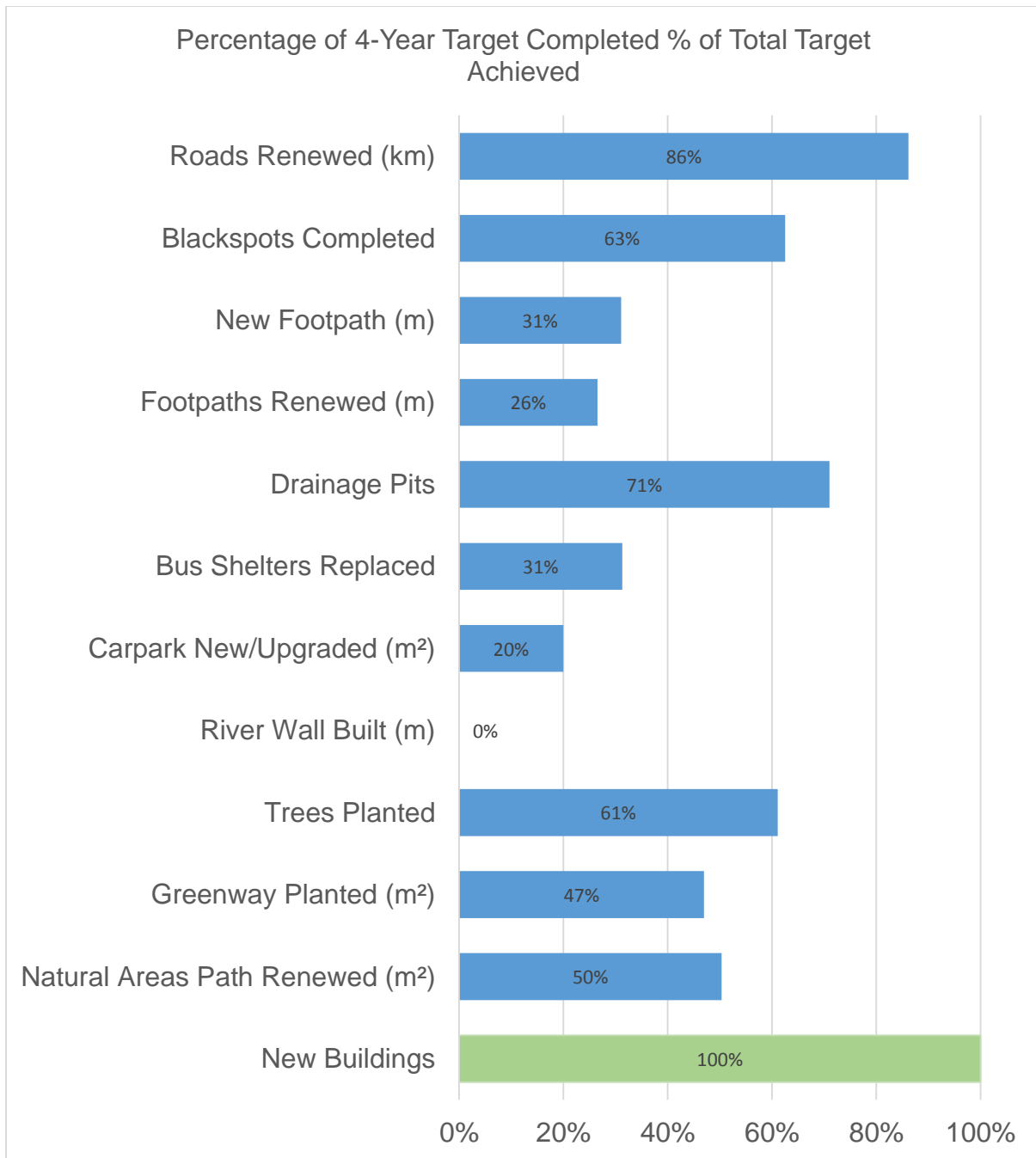
3. Delivery of increase in infrastructure expenditure

The Strategic Community Plan proposed a yearly 4% increase in rates above a balanced budget to be invested in the City’s infrastructure.

Key deliverables of this Plan and achievements to date are included in the table over page.

Description	Corporate Business Plan (CBP) 4-year target	Completed 2013/2014 (Y1)	Completed 2014/2015 (Y2)	Target 2015/2016 (Y3)	Completed Quarter 2 2015/2016	Comments
New Building Projects Completed	David Cruickshank completed	0	50%	1	1	Project completed 23 October 2015, on time and under budget. Pavilion named 'Adam Armstrong Pavilion'
Natural Areas Path Renewed (m²)	Renew 2285 m ²	620 m ²	895 m ²	600 m ²	255 m ²	Approximately 750m ² to be completed by June 2016. This includes 255m ² upgraded in December 2015 at Pt Resolution. A further 345m ² at Pt Resolution be completed by June 2016 (pending Administration approval) and approximately 170m ² to be completed at Birdwood Parade by June 2016.
Greenway Planted (m²)	Plant 5860 m ²	1500 m ²	2750 m ²	1500 m ²	0 m ²	Greenway Development at Point Resolution – Stage 1 commencing April 2016
Number of Tree Planted	2050 street / reserve trees	481	1131	400	121	Planning underway to maximise planting next winter through implementation of street tree management plan actions.
River Wall Built (m)	281 m	0	0 m	0 m	0 m ²	Dependant on approvals and grant funding from Swan River Trust

Carpark new / upgraded (m²)	Upgrade or build 13240 m ²	144 m ²	2644 m ²	2500 m ²	0 m ²	Car park rehabilitation at the David Cruickshank Reserve planned to commence in February 2016. Beaton Park car park improvements deferred.
Bus Shelters Replaced	16	5	5	2	0	Bus shelter replacements planned this financial year.
Drainage Pits Installed	100	23	42	40	29	On track overall. Carrington Street drainage project commenced
Footpath Renewed (m)	Renew 12793 m	2492 m	3084 m	800 m	306 m	Stirling Highway footpath renewal commenced
New Footpath (m)	1223 m	360 m	360 m	0 m	20 m	Hardy Road footpath reconstructed and extended by 20m
Blackspots Completed	8	3	4	1	1	Broadway / Stirling Intersection completed in conjunction with PTA
Roads Renewed (km)	8.52 km	3.02 km	5.64 km	2.48 km	1.70 km	On track



Consultation

Required by legislation:

Yes

No

Required by City of Nedlands policy:

Yes

No

Legislation / Policy

Under the *Local Government Act 1995*, s5.56:

- (1) A local government is to plan for the future of the district;

- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Under the *Local Government (Administration) Regulation 1996*, regulation 19DA:

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.
- (3) A corporate business plan for a district is to —
 - (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district; and
 - (b) govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and
 - (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.
- (4) A local government is to review the current corporate business plan for its district every year.
- (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government’s strategic community plan.
- (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.
*Absolute majority required.
- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

Budget/Financial Implications

Within current approved budget: Yes No
 Requires further budget consideration: Yes No

Risk Management

By regularly reporting to Council on progress towards the Corporate Business Plan, the City ensures that it is meeting the requirements of the Department’s Integrated Planning & Reporting Framework as well as the expectations of its community.

Conclusion

The City's Corporate Business Plan "Nedlands 2023 – Making it Happen" contains a number of service level changes to be achieved by 2016/17. This report advises Council and the community of the City's progress towards these changes as at 31 December 2015, the end of quarter 2 of the 2015/16 financial year.

Attachments

1. Q2 2015/16 Report

REPORTING Q2 2015-2016

Key	
SCP	Strategic Community Plan
CBP	Corporate Business Plan
SP	Strategic Priority

Planning and Development

SCP Key Focus Area	SP	Activity Objective	Level of Service Change over 4 years (13/14 - 16/17)	Progress as at 31 December 2015
A1.1 Natural Area Management				
Natural and Built Environment	SCP SP4 CBP SP4	Manage and improve the natural area and bio-diversity within the CoN.	<ul style="list-style-type: none"> Pathway upgrades – renew 2285 square metres of natural path (over four years) Additional tree injections (commencing 2013/14) Greenway development – 5860 square metres of greenway planted (over four years) Whadjuk Trails development (2013/14 -2014/15) 	<ul style="list-style-type: none"> 1,770m² path upgrades complete. Allen Park pathways completed May 2015, Point Resolution path upgrades commenced November 2015 (due for completion June 2016). Path upgrades at Birwood Parade and Stage 1 greenway development at Point Resolution to commence April 2016. 2,750m² greenways completed 2013-2015. Bush to Beach Trail launched. Wardun Beelie Trail launched 30 May 2014. Karda Bidi completed June 2015. Yange Kep Bidi directional trail marking underway. Natural Area Management Plans adopted by Council in March 2014. Tree injections completed December 2014.
A1.2 Sustainability and Capacity Building				
Natural and Built Environment	SCP SP1	Improve resource efficiencies within the CoN, so ensuring that they are used effectively.	<ul style="list-style-type: none"> Develop an Energy Efficiency Strategy (2013/14) Budget for and implement the Energy Efficiency Strategy (2013/14 forward) 	<ul style="list-style-type: none"> Development of Strategy completed and presented to Council. The strategy was not adopted by Council.
A1.7 Heritage Protection				
Natural and Built Environment	CBP SP4	Protect and enhance the character and heritage of the City of Nedlands	<ul style="list-style-type: none"> Updated Heritage Inventory (Annual update from 2013/14 and a review every four years thereafter) 	<ul style="list-style-type: none"> Update of Heritage Inventory in progress Introduction of incentives not supported in 2014/15 budget
A1.8 Landuse Planning				
Natural and Built Environment	SCP SP1 CBP SP1	Provide a well-functioning natural and built environment where landuses and spaces support each other.	<ul style="list-style-type: none"> An adequate suite of strategic documents to protect and enhance urban character to meet SCP outcomes (2013/14 forward) Proactive engagement and represent CoN interests on state initiatives (2013/14 forward) 	<ul style="list-style-type: none"> A number of strategic documents are being reviewed and/or developed, including the Local Planning Strategy (LPS) and Town Planning Scheme No.3. Ongoing review and comment on state planning initiatives.
A2.5 Parking Services				

SCP Key Focus Area	SP	Activity Objective	Level of Service Change over 4 years (13/14 - 16/17)	Progress as at 31 December 2015
Transport	CBP SP7	Manage Parking to maximise parking availability and maintain street amenity and safety	<ul style="list-style-type: none"> Increase in number of vehicles marked, to enforce parking restrictions as demand increases (2013/14 forward) 	<ul style="list-style-type: none"> Vehicle markings dropped in Q2 to 4,998 compared to same quarter last year 7,484. However, parking infringements have increased from the previous four years to 1,096 suggesting increased enforcement of non-compliant parking in 'no-parking' areas, unauthorised verge parking, and other unsafe parking practices. Vehicles marked dropped in 2014-15 from comparison to 2013/14 with a deficit in resource. Additional Ranger resources in the second half of the 2014-15 year led to an increase in vehicles marked from 6080 in Q3 to 8,650 in Q4.
A3.12 Emergency Management				
A3.13 Environmental Health Services				
Community Development	SCP SP1	Ensure public health is maintained within the CoN	<ul style="list-style-type: none"> Shenton bushland, Allen Park, Laneway asbestos survey (2013/14 and 2014/15) Additional well installation and maintenance of existing bores to ensure adequate environmental monitoring according to Department of Environment and Conservation requirements (2013/14 - 2014/15) Public Health Plan developed with introduction of impending legislation 	<ul style="list-style-type: none"> Laneway asbestos survey was not allocated funding, so not completed. Shenton Bushland asbestos removal completed. Budget was not allocated to the well installation project and will not go ahead. Budget allocation is being sought for next financial year. Public Health Plan not commenced as legislation requiring it has not been finalised. The Bill is currently before Parliament for consideration.
A3.15 Animal Management				
Community Development	CBP SP11	Protect health and safety of residents and animals through effective animal management.	<ul style="list-style-type: none"> Administration of the <i>Cat Act 2011</i>(November 2013/14 forward) Discontinue cat sterilisation subsidy (2013/2014 forward) 	COMPLETED

Technical Services

SCP Key Focus Area	SP	Activity Objective	Level of Service Change over 4 years (13/14 - 16/17)	Progress as at 31 December 2015
A1.3 Water Conservation and Management				
Natural and Built Environment		Improve water efficiencies within the CoN	<ul style="list-style-type: none"> All new irrigation systems designed and installed with hydro-zone and central control capability (2013/14 forward). Investigate and develop systems to capture and retain rainwater (2013/14 forward) 	<ul style="list-style-type: none"> Water action plan being developed with a target date of 31 October 2016. Central control capability solution implemented as per forward works program (completed setup of PC Central Control software to control cabinets; completed implementation of Smartphone Irrigation Apps to allow for remote management of irrigation controllers; completed installation of 33 x modems in control cabinets; 33 x control cabinets central control capable at present representing 69% of controllers); Completed upgrade of irrigation system with hydrozoning at Hollywood Reserve as per forward works program; Completed upgrade of 2 bores and associated pumping infrastructure (Melvista Oval and College Park) No progress on rainwater capture
A1.5 Parks, Ovals and Reserves				
Natural and Built Environment	SCP SP1 CBP SP2	Enhance the city's green, leafy character and outdoor community spaces through planning, providing and managing high quality parks, sports facilities, playgrounds and open spaces.	<ul style="list-style-type: none"> Build an accessible play space at Beaton Park in partnership with Rotary WA (2014/15). Upgrade about 3 existing playgrounds per year to make them accessible, safe and shady (install shade sails) (2013/14 forward). Implement the Parks Asset Management Plan: <ul style="list-style-type: none"> Maintain all parks infrastructure in a safe and functional condition, upgrade existing non-compliant sports lighting to Australian standards for sporting codes Build 226m of riverwall (over four years) 	<ul style="list-style-type: none"> In 2015/16 - Full playground upgrades completed at Lawler, Melvista, Campsie and Zamia Parks. Masons Gardens playground upgraded with new rubber and softfall. Swings replaced at Beatrice Road Reserve. Accessible play space project is progressing in partnership with Rotary WA. 4 x Playground upgrades planned 2015-16 financial year. 6 x playground upgrade projects; Completed replacement of wooden park name signs with metal standard parts at 4 locations; Completed replacement of drinking fountains at 6 locations; Completed replacement of BBQs at 3 locations; Completed refurbishment of gazebos at 3 locations; Completed resurfacing of 2 x tennis courts (Lawler Park); Completed installation of accessible path and stairs at Swanbourne Beach Reserve; Riverwall: Swan River Trust funding contribution confirmed – approved by council.
A1.6 Streetscape				

Natural and Built Environment	SCP SP1 CBP SP1	Maintain and enhance Nedlands' character through planning and managing streetscapes	<ul style="list-style-type: none"> Plant 2050 street and reserve trees (over four years) Increase the health of street and reserve trees (2013/14 forward) 	<ul style="list-style-type: none"> Resource gap has been filled to ensure effective street tree planting programme developed for second half of winter planting season 2015-16. Completed audit of street tree planting opportunities. Development of street tree management plan anticipated to be completed in July 2015 for endorsement by Executive team and for actions arising from the management plan to be identified. Total 1,131 street and reserve trees planted 2013-2015.
A1.11 Underground Power				
Natural and Built Environment	CBP SP9	To advocate for and facilitate the under-grounding of the power network to improve the amenity of the area and to improve the reliability of power supply	<ul style="list-style-type: none"> Lobby state government for assistance/grants for underground power projects (2013/14 forward until achieved) Facilitate the undergrounding of the City's power network via Council's agreed arrangement (grant, user pays, City pays etc). (as applicable) 	<ul style="list-style-type: none"> Report to be made to Council regarding underground power in October 2015. Liaison with Western Power has indicated that grant success is highly unlikely. Survey results were issued to councillor Briefing – Investigations are ongoing as per council direction. The outcome of the Survey were published on the website. Further action requires budget consideration.
A2.1 Roads				
Transport	CBP SP2	Efficiently refurbish and maintain roads to a safe standard, as per Main Roads Act and Australian Guide to Road Design. (safe standard - trafficable surfaces, safe and free from pot-holes, rutting and undulation with good skid resistance and low noise levels)	<ul style="list-style-type: none"> 83% in a satisfactory condition <ul style="list-style-type: none"> Renew 34.31 km of roads (over four years) Upgrade or build 13240 square metres of carpark (over four years) 	<ul style="list-style-type: none"> Car park rehabilitation planned to commence at the David Cruickshank Reserve in February 2016. Improvements to car park at Beaton Road deferred. Total 5.65km of road renewed over 2013-2015 financial years. Total 2644 m² new or upgraded carpark over 2013-2015 financial years, including Swanbourne Bridge Club carpark in June 2015.
A2.2 Drainage				
Transport	CBP SP2	Install and maintain a safe, efficient and effective drainage system, that minimises the risk of flood damage, whilst minimising water pollution and replenishing groundwater.	<ul style="list-style-type: none"> implement 10 year forward works program for renewal and upgrade of aging and inefficient drainage infrastructure (2013/14 forward) <ul style="list-style-type: none"> 100 extra functional pits (over four years) 	<ul style="list-style-type: none"> Carrington Catchment upgrades to commence in 2015-16. 19 pits upgraded and 19 new pits constructed in 2014-15.
A2.3 Paths (Footpaths, Dual-use Paths, Cycleways)				

Transport	CBP SP2	Efficiently re-furbish and maintain paths to a safe standard. Provide accessible paths that provide links to public facilities. (safe standard - footpaths which are easily accessed and trafficable and free from tripping hazards with good slip resistance).	<ul style="list-style-type: none"> ■ Implement 10 year forward works program for footpath renewal (2013/14 forward) ■ footpath audit (4-yearly) ■ renew 12793m of path (over four years) ■ construct 1864m of new paths (over four years) 	<ul style="list-style-type: none"> ■ Stirling Highway Footpath Reconstruction Stage 1 completed in first quarter of 2015-16. ■ 360m of new footpath alongside Karrakatta Cemetery.
A2.4 Transport Planning and Management				
Transport	SCP SP1 CBP SP1	Plan and manage the Cities transport systems so it is easy to get around by the preferred mode of travel, whether by car, public transport, cycle or foot.	<ul style="list-style-type: none"> ■ complete 8 blackspots (over four years) ■ replace 16 bus shelters (over four years) 	<ul style="list-style-type: none"> ■ Hampden/Broadway/Stirling completed by PTA under PTA bus-lane project. ■ North Street Mast Arms now completed by MRWA. ■ Total 4 blackspots completed 2013-2015.
A3.17 Built Facilities - Provision				
Community Development		Manage, maintain and upgrade Council Buildings so that they are fit for purpose and available for agreed users.	<ul style="list-style-type: none"> ■ Complete DC Cruickshank and commence Highview (over four years) ■ Audit buildings and review maintenance program (2013/14-2014/15) 	<ul style="list-style-type: none"> ■ DC Cruickshank project underway – contract awarded to McCorkell for construction commencement in February 2015. Project is 85% complete and target date for completion is 23 October 2015. ■ Buildings maintenance review completed. ■ Major Maintenance completed on Nedlands Library and Administration Building during 2013/2014. ■ General upgrades to 5 other buildings completed to meet required DAIP standards during 2013/2014 ■ Building Audit completed. Currently programming Forward Works Programme for Building Maintenance. ■ Planning underway for building upgrades at the Allen Park Pavilion, Dalkeith Bowling Club and Hollywood Subiaco Bowling Club in 2015/16.
A4.8 Asset Management - Planning				
Governance	CBP SP2	Optimise the value and longevity of the City's assets through sustainable asset management.	<ul style="list-style-type: none"> ■ Proactive maintenance of assets to ensure a schedule of maintenance which will avoid dilapidated assets (2013/14 forward) ■ Implementation of asset management strategy (2013/14 forward) 	<ul style="list-style-type: none"> ■ Asset Management policy in place; ■ Asset Management strategy endorsed by Executive February 2014 ■ Asset Management planning project in progress.
A4.13 Fleet Management				

Governance		Provide for the acquisition, maintenance & replacement of vehicles, plant & machinery to meet the operational needs of the City & maintain standards that ensure outstanding customer service.	<ul style="list-style-type: none"> Improved compliance with CoN's Purchasing Policy's sustainability principles (2013/14 forward) 	<ul style="list-style-type: none"> Fleet review ongoing Review of fit-for-purpose vehicles completed – downgrading of general purpose vehicles and commercial light vehicles
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COMMUNITY DEVELOPMENT

SCP Key Focus Area	SP	Activity Objective	Level of Service Change over 4 years (13/14 - 16/17)	Progress as at 31 December 2015
A3.4 Libraries				
Community Development		Provide a library service with a wide range of services and resource to meet the recreational, educational and technological needs of the community.	<ul style="list-style-type: none"> Install a new library management system in partnership with the Western Suburbs Regional Library Network to provide an improved, reliable and user friendly electronic library service (2013/14). Improved program delivery (2013/14) 	<ul style="list-style-type: none"> After renewed support from WESROC to revisit this project – the Western Suburbs Library Group are developing a Business Case to progress the selection and implementation of a new LMS with budget to be allocated for implementation in 2015/16. Program delivery being developed and reviewed on an ongoing basis.

CEO, CORPORATE AND STRATEGY

SCP Key Focus Area	SP	Activity Objective	Level of Service Change over 4 years (13/14 - 16/17)	Progress as at 31 December 2015
A4.2 Communications				
Governance		Ensure that the community is well informed.	<ul style="list-style-type: none"> Marketing for the Strategic Community Plan (2013/14) Video information (2014/15) Implement comprehensive communication plans for major events or campaigns (2014/15) 	<ul style="list-style-type: none"> Full page advertisement “Your Strategic Community Plan in Action” released twice yearly. 2 Large signs were developed for the Collegians Amateur Football Club upgrade which also promoted the Strategic Community Plan. Communications plans being developed for major events and campaigns. City of Nedlands promotional video produced and now appears on the City’s website homepage.
A4.5 Advocacy				

Governance	CBP SP9 SP10	Advocate on key issues of community interest.	<ul style="list-style-type: none"> ■ Key issues for advocacy (over four years): <ul style="list-style-type: none"> - underground power - transport (Stirling Highway and light rail) - metropolitan reform - Swan River issues 	<ul style="list-style-type: none"> ■ Underground Power: a community survey has been undertaken, with an investigation of funding options underway. ■ MAX light rail: In December 2013 the state government announced the deferral of the project to 2017. No further work required until the project recommences. ■ WESROC Regional Transport Working Group: City representatives attend regular meetings, ongoing work to complete group's initiatives. ■ Swan River Foreshore Management Plan is with the Swan River Trust for approval.
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A4.6 Regional Cooperation and Collaboration

Governance	CBP SP8	Work with other local authorities in the region for the benefit of the Nedlands community	<ul style="list-style-type: none"> ■ Work with neighbouring local authorities for the benefit of the Community <ul style="list-style-type: none"> - light rail project (over four years) - greenways - project along railway (ongoing project commencing 2013/14) - replace libraries operating system (2013/14) 	<ul style="list-style-type: none"> ■ Stage 1 of greenways project complete. ■ MAX light rail: In December 2013 the state government announced the deferral of the project to 2017. No further work required until the project recommences. ■ WESROC Regional Transport Working Group: City representatives attend regular meetings, ongoing work to complete group's initiatives. ■ After renewed support from WESROC to revisit this project – the Western Suburbs Library Group are developing a Business Case to progress the selection and implementation of a new LMS with budget to be allocated for implementation in 2015/16.
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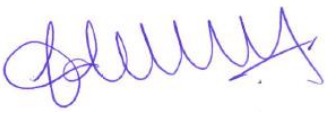
A4.7 Corporate Planning

Governance		Ensure that Council's decisions take community views into account and deliver the best results possible within available resources, through Integrated Planning and Reporting, in accordance with Act	<ul style="list-style-type: none"> ■ implement monitoring and performance management (2013/14 forward) ■ 'intermediate' or 'advanced' standard for Integrated Planning and Reporting (over four years) 	<ul style="list-style-type: none"> ■ Quarterly reports to Council are on track ■ "Intermediate" and "advanced" standards not yet released by Department of Local Government ■ Attending LGMA's Integrated Strategic Planner's networking meetings to remain informed on developments to IPR
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A4.10 Human Resources

Governance		Provide high performing human resources to deliver efficient, effective and legislatively compliant services to the City of Nedlands.	<ul style="list-style-type: none"> ■ Meet Increased requirements under the OHS Act (as required by impending legislation) 	<ul style="list-style-type: none"> ■ Meeting requirements.
A4.12 Information Technology and Records Management				
Governance		<p>Manage the City's IT resources effectively to support the business systems of the CoN</p> <p>Provide IT services to visitors of the Cities main service centres (Nedlands Library, NCC and Administration Building)</p>	<ul style="list-style-type: none"> ■ Selected staff to be provided with remote access to City's systems while on the road, so able to better respond to customer enquiries and complaints (Year 2) ■ WiFi to be established at main service centres (Year 2) 	<ul style="list-style-type: none"> ■ Remote access available to staff. ■ Public wifi at main service centres launched.

CPS08.16	2015 Compliance Audit Return
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Committee	08 March 2016
Council	22 March 2016
Applicant	City of Nedlands
Officer	Pollyanne Fisher - Policy & Projects Officer
Director	Andrew Melville – A/ Director Corporate & Strategy
Director Signature	
File Reference	CS-002814
Previous Item	Nil.

Executive Summary

The 2015 Compliance Audit Return is an annual return that is required to be reviewed and adopted by Council prior to submission to the Department of Local Government by 31 March 2016. The City's Audit and Risk Committee has reviewed the return and has recommended Council adopt it.

Recommendation to Committee

Council adopts the 2015 Compliance Audit Return as per recommendation by the Audit & Risk Committee.

Strategic Plan

KFA: Governance and Civic Leadership

The completion of the 2015 Compliance Audit Return provides a measure of compliance with certain statutory requirements under the *Local Government Act 1995* and related regulations.

Background

Local governments are required to complete the annual Compliance Audit Return. The attached return for the City of Nedlands is for the period 1 January 2015 to 31 December 2015. It is required to be considered and adopted by Council, and submitted to the Department of Local Government by 31 March 2016. The Audit and Risk Committee is required to review the return and is to submit the results of that review to Council.

The Audit and Risk Committee reviewed the return on 18 February 2016 and recommended that Council adopt it.

Key Relevant Previous Council Decisions:

Not applicable.

Consultation

Required by legislation: Yes No

Required by City of Nedlands policy: Yes No

The Audit and Risk Committee is required to review the return and is to submit the results of that review to Council.

Legislation / Policy

Regulations 14 and 15 of the Local Government (Audit) Regulations 1996 as follows:

In accordance with Regulation 14 and 15 of the Local Government (Audit) Regulations 1996 the Compliance Audit Return 2015 must be:

1. Presented to the Audit and Risk Committee for review and then presented to Council;
2. Adopted by Council;
3. Recorded in the minutes of the meeting at which it was adopted; and
4. A certified copy of the return, along with a copy of the minutes recording its adoption, to be submitted to the Department of Local Government by 31 March 2016.

Budget/Financial Implications

Within current approved budget: Yes No

Requires further budget consideration: Yes No

Compliance Audit Returns are conducted using internal resources and there are no other financial impacts.

Risk Management

The completion of the 2015 Compliance Audit Return provides a measure of compliance with a number of statutory requirements under the *Local Government Act 1995* and related regulations. Completion of the return minimises the risk of legislative non-compliance.

Discussion

The City's 2015 Compliance Audit Return was completed in January 2016 by the Policy and Projects Officer after reviewing and assessing:

- Council meeting agendas and minutes;
- Performance plans, media advertisements, procedures and policies, registers, delegation records, local laws; and
- Interviews with responsible officers.

Conclusion

The City is committed to compliance and operating at best-practice levels in all areas. The completion of the Compliance Audit Return for 2015 demonstrated a high level of compliance by the City of Nedlands for questions listed in the return.

In accordance with Regulation 14 and 15 of the Local Government (Audit) Regulations 1996 the Compliance Audit Return 2015 must be:

1. Presented to Council;
2. Adopted by Council;
3. Recorded in the minutes of the meeting at which it was adopted; and
4. A certified copy of the return, along with a copy of the minutes recording its adoption, to be submitted to the Department of Local Government by 31 March 2016.

The report is attached for the Committee's review.

Attachments

1. Compliance Audit Return 2015



Nedlands - Compliance Audit Return 2015

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government and Communities together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2015.	N/A	No major trading undertaking in 2015	Michael Cole
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2015.	N/A	No major land transactions	Michael Cole
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2015.	N/A		Michael Cole
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2015.	N/A		Michael Cole
5	s3.59(5)	Did the Council, during 2015, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Michael Cole



Delegation of Power / Duty						
No	Reference	Question	Response	Comments	Respondent	
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	Yes		Pollyanne Fisher	
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	Yes		Pollyanne Fisher	
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	Yes		Pollyanne Fisher	
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	Yes		Pollyanne Fisher	
5	s5.18	Has Council reviewed delegations to its committees in the 2014/2015 financial year.	Yes		Pollyanne Fisher	
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Pollyanne Fisher	
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Pollyanne Fisher	
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Pollyanne Fisher	
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Pollyanne Fisher	
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Pollyanne Fisher	
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Pollyanne Fisher	
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2014/2015 financial year.	Yes		Pollyanne Fisher	
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Pollyanne Fisher	

Disclosure of Interest						
No	Reference	Question	Response	Comments	Respondent	
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Pollyanne Fisher	
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Pollyanne Fisher	



No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Pollyanne Fisher
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	N/A	No newly elected members	Pollyanne Fisher
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	Yes		Pollyanne Fisher
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2015.	Yes		Pollyanne Fisher
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2015.	Yes		Pollyanne Fisher
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Pollyanne Fisher
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Pollyanne Fisher
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Pollyanne Fisher
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		Pollyanne Fisher
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Pollyanne Fisher
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Pollyanne Fisher
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	N/A	There were no interests to be disclosed by employees	Pollyanne Fisher



No	Reference	Question	Response	Comments	Respondent
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	N/A		Pollyanne Fisher
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Pollyanne Fisher

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	N/A	Disposals all in accordance with S3.58	Michael Cole
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	N/A		Michael Cole

Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	Yes		Michael Cole

Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Michael Cole
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	Yes		Michael Cole
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Michael Cole
4	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Michael Cole



No	Reference	Question	Response	Comments	Respondent
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2015 received by the local government within 30 days of completion of the audit.	Yes		Michael Cole
6	s7.9(1)	Was the Auditor's report for 2014/2015 received by the local government by 31 December 2015.	Yes		Michael Cole
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	Yes		Michael Cole
8	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A		Michael Cole
9	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		Michael Cole
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	N/A		Michael Cole
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Michael Cole
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Michael Cole
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Michael Cole
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Michael Cole



Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A	There were no new CEO appointments	Shelley Mettam
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	N/A		Shelley Mettam
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		Shelley Mettam
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		Shelley Mettam
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		Shelley Mettam

Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A	CEO or Acting CEO is the complaints officer	Greg Trevaskis
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Greg Trevaskis
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Greg Trevaskis
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Greg Trevaskis
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Greg Trevaskis
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c).	Yes		Greg Trevaskis



Tenders for Providing Goods and Services					
No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Michael Cole
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	Yes		Michael Cole
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	Yes		Michael Cole
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Michael Cole
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes		Michael Cole
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16.	Yes		Michael Cole
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	Yes		Michael Cole
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Michael Cole
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	Yes		Michael Cole
10	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Michael Cole
11	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	Yes		Michael Cole
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	Yes		Michael Cole



No	Reference	Question	Response	Comments	Respondent
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	Yes		Michael Cole
14	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	Yes		Michael Cole
15	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice.	Yes		Michael Cole
16	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE.	Yes		Michael Cole
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application.	Yes		Michael Cole
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, notice of the variation.	N/A		Michael Cole
19	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications.	Yes		Michael Cole
20	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application(s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Michael Cole
21	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG.	Yes		Michael Cole
22	F&G Reg 24AI	Did the local government send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted.	Yes		Michael Cole



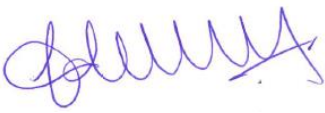
No	Reference	Question	Response	Comments	Respondent
23	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	N/A	No regional price preference	Michael Cole
24	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy.	N/A		Michael Cole
25	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less.	Yes		Michael Cole

I certify this Compliance Audit return has been adopted by Council at its meeting on _____

 Signed Mayor / President, Nedlands

 Signed CEO, Nedlands

CPS09.16	Policy Review
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Committee	08 March 2016
Council	22 March 2016
Applicant	City of Nedlands
Officer	Pollyanne Fisher - Policy & Projects Officer
Director	Andrew Melville – A/ Director Corporate & Strategy
Director Signature	
File Reference	PP-PPR-00016
Previous Item	Not Applicable

Executive Summary

All Council Policies are required to be reviewed regularly and approved by Council. This report contains a policy that has been reviewed and requires formal Council adoption.

Recommendation to Committee

Council agrees to update the Graffiti Management policy, as per Attachment 1.

Strategic Plan

KFA: Governance and Civic Leadership

Under the *Local Government Act 1995* section 2.7, one of the roles of Council is to:

(2)(b) Determine the local government's policies.

Background

Council commenced the policy review process in December 2009. Council policies are now continuously reviewed to ensure they reflect the strategic nature and responsibilities of Council and are kept up to date.

Key Relevant Previous Council Decisions:

Nil.

Discussion

The procedure for policy review is as follows:

- Policies will be discussed at Councillor Briefings prior to presentation to Council;
- Where a number of policies have common themes, these policies will be combined to establish a new policy. The old policies will be revoked, and the new replacement policy will be adopted;
- Administration may at times recommend a policy be revoked with no Council Policy to replace it. This may occur when it has been identified that the policy is operational or covered under legislation and/or the responsibility of the Chief Executive Officer.

Policy statements should provide guidance for decision making by Council and demonstrate the transparency of the decision making process.

The Graffiti Management policy is presented with a recommendation to be updated.

This policy has been updated to clarify the City's position in the management of graffiti on private property. The City's strategy to date has been to cover the costs of graffiti from private property that is within view of public areas to deter further offences and detract graffiti from spoiling the amenity of the area. This strategy is generally considered to be quite effective. Graffiti management is quite unique in this respect as it is not normal for the City to undertake remedial actions in response to crime on private property. However, the elements that qualify graffiti for removal to be undertaken by the City and how, is not made clear in the existing policy which creates difficulty in managing the expectations of the rate payers.

The City is aware of 'hot spot' areas that are targeted regularly and it is not cost effective for repeated graffiti removal to be undertaken in these areas on a regular basis. Allowing the arrangement of cost recovery or partial cost recovery for clean-up of graffiti where applicable from private property puts the City in a stronger position to work proactively with property owners who are targeted regularly, to identify suitable changes that might reduce future occurrences.

The City currently has effective procedures and processes in place for the reporting, removal and management of graffiti issues, provided for in the annual operating budget.

Consultation

Required by legislation:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Required by City of Nedlands policy:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

The Graffiti Management policy was workshopped with Councillors at a briefing session on 2 February 2016.

Legislation / Policy

Local Government Act 1995

Budget/Financial Implications

Within current approved budget:

Yes

No

Requires further budget consideration:

Yes

No

Risk Management

Risk management processes are built into operational guidelines where appropriate.

Regularly reviewing and updating Council Policies reduces risk to Council and the City.

Conclusion

Council policy is continuously reviewed to ensure policies are current and that effective service delivery and organisational performance is maintained.

Once approved by Council, the appropriate procedures will be updated or developed by Administration to reflect the new policies.

Attachments

1. Graffiti Management Policy – recommended to be updated.

Graffiti Management

KFA Community Development

Status Council

Responsible Division Technical Services

Objective To [contribute to the](#) prevention and control of graffiti [within the City of Nedlands](#).

Deleted: d

Deleted: provide an approved set of strategies for the

Context

To engage and educate the community and businesses within the city to facilitate the implementation of [graffiti management strategies](#). [Graffiti is a crime ultimately enforced by the Police, however the City can contribute to the prevention and control of graffiti within its borders](#).

Deleted: these

Statement

[The City will contribute to the prevention of graffiti by the provision of graffiti data to the Office of Crime Prevention's Goodbye Graffiti initiative, to assist with the identification and prosecution of offenders.](#)

[The City will actively endeavour to remove any reported graffiti from public property within two working days to discourage re-offences.](#)

Deleted: Council

[The removal of graffiti from private property will be considered, and will be dependent on the following factors:](#)

- [Access to property;](#)
- [Nature and type of graffiti;](#)
- [The impact of the graffiti on the wider community;](#)
- [Visibility of graffiti from the public thoroughfare impacting on the amenity of an area; and](#)
- [Full or part cost recovery may apply, and is to be agreed in advance of removal with the property owner.](#)

Deleted: progress its strategy to control graffiti on public and private property within two working days based upon community involvement, prevention, removal and enforcement.

Related documentation

Graffiti Management Procedure

Related Local Law/legislation

Section 65 Police Act 1998

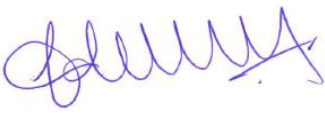
Related delegation

Nil

Review History

28 April 2015 (CPS10.15)
28 February 2012 (Report CM12.12)

CPS10.16	Mid-Year Budget Review – 2015/16
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Committee	08 March 2016
Council	22 March 2016
Applicant	City of Nedlands
Officer	Kim Chua – Manager Finance
Director	Andrew Melville – A/ Director Corporate & Strategy
Director Signature	
File Reference	FIN-BUD-0007
Previous Item	Nil.

Executive Summary

Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year, as per Local Government (Financial Management) Regulations 1996. Management carried out this review in February 2016, and the recommendation for changes to the current Budget are submitted for consideration and adoption by Council.

Recommendation to Committee

Council:

1. receives and adopts, in accordance with Regulation 33A of the Local Government (Financial Management) Regulations 1996, the budget review and the Revised Rate Setting Statement for the year ending 30 June 2016.
2. notes that following the audit of the 2014/15 Annual Financial Statements the Council had on 5 November 2015 approved changes to the 2015/16 adopted Budget, as reflected in the Revised Rate Setting Statement in Attachment 1.
3. notes the requested changes to the current 2015/16 Budget listed in Attachments 2 and 3, and summarised in the Report.
4. approves the Revised Budget incorporating all the changes listed in Attachments 2 and 3 of this Report, providing a net surplus of \$2,234,145.

ABSOLUTE MAJORITY REQUIRED

Strategic Plan

KFA 4 - Governance and Civic Leadership

This Review will ensure the City meets its statutory requirements.

Background

Regulation 33A of the Local Government (Financial Management) Regulations 1996 requires as follows:

- (1) *Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.*
- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (3) *A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*
- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

**Absolute majority required.*

Discussion

Accounts which are anticipated to vary from the current Budget are identified, and submitted for Budget adjustment. These submissions are submitted for Council approval (Attachment 2 & 3 to this Report).

The variance between the carried forward surplus from 2014/15 financial year estimated during the budget process and actual surplus following the audit of the Annual Financial Statements was considered by Council in November 2015, as part of the Post-Audit Budget Review. The major portion of the variance, amounting to \$1,904,300, was related to capital projects which could not be completed in that financial year. Council agreed to add these unfinished works to this year's adopted Budget. A revised Rate Setting Statement for 2015/16, incorporating the additional surplus funds brought forward and the additional capital projects brought forward, was also adopted by Council.

This Budget Review deals mainly with the amendments to the Operating Budget deemed necessary due to changes in the assumptions that were used in developing the Operating Budget towards June of last year. Amendments to the Capital Budget are also requested as some projects have to be deferred due to factors outside the control of the Administration.

Operating Revenue

2015/2016 Adopted Budget	\$31,447,000
Current Budget (Post-Audit)	\$30,559,000
Mid-Year Revised Budget	\$30,706,200
Variance (Favourable)	\$147,200

Significant factors contributing to this unfavourable variance include:

- Favourable - Additional income from Environmental fines (\$31,000), Sundry Income Governance (\$97,000) and Sundry Income Town Planning (\$17,200).
- Favourable - Additional Environmental Grants identified (\$21,400).

It is to be noted that the favourable variance amounted to \$147,200 has offset the reduction in Rates revenue during the post-audit review.

Operating Expenses

2015/2016 Adopted Budget	\$30,888,400
Current Budget (Post-Audit)	\$30,934,400
Mid-Year Revised Budget	\$32,337,600
Less: Depreciation Variance	(\$1,020,500)
Variance (Unfavourable)	\$235,500

Significant factors contributing to this increased expenditure include:

- Favourable – Reduction in motor vehicle (\$48,300), public liability (\$25,450) and property insurances (\$38,200).
- Favourable – Reduction in motor vehicle expenses (\$94,900).
- Unfavourable - Increase data communication project (\$27,000).
- Unfavourable - Increase software licensing support (\$84,000)
- Unfavourable - Election expenses (\$17,500) which was omitted in the adopted budget.
- Unfavourable - A marginal increase 0.3% in the employee costs re relief staff (\$62,000) to fill several vacancies and Workers Comp premiums (\$28,200).

The impact of the above additional expenditure is offset by savings in other areas and a larger than expected surplus carried forward post Audit of 2014-2015 Financial Audit. The surplus carried forward after this review will be increased by \$254,800 from \$2,219,745 to \$2,234,145.

Capital Expenditure

2015/16 Adopted Budget	\$12,304,100
Revised Estimate (Post Audit)	\$14,208,400
Mid-Year Revised Estimate	\$13,953,600
Variance – Decrease in Expenditure	\$254,800

The City’s 2015/16 capital works budget was developed to align with the four year priorities within the Strategic Community Plan. The capital works programme is on track to deliver most of the infrastructure and buildings 2015/16 programmed projects with some mid-year adjustments.

However, there are projects unlikely to be completed due to a number of circumstances, typically where events outside of the City’s control have impacted on the timeline, such as unsuccessful grants, state government requirements and geotechnical complications. Taking this into consideration, the capital expenditure on Parks will be reduced by \$1,521,700. Of these, \$407,900 will be used to increase the expenditure on Land and Buildings and \$546,050 will be used to increase the expenditure on Roads.

Importantly, the City is mindful of the imperative to renew and repair its infrastructure in line with good asset management practice and within the parameters set by the Strategic Community Plan and is therefore proposing that the shortfall due to projects at risk is made up by bringing forward some projects that were planned to be implemented in the next budget. This will then meet our net infrastructure expenditure objectives while project planning for the more difficult project continues, for execution in the next financial year.

The proposed changes to affected projects are described in the table in Attachment 3.

Consultation

Required by legislation: Yes No
 Required by City of Nedlands policy: Yes No

Legislation / Policy

The Mid-Year Budget Review meets the requirements of *Regulation 34(1) and 34(5) of the Local Government (Financial Management) Regulations 1996*.

Budget/Financial Implications

As outlined in this report.

Risk Management

Extensive consultation has been performed within the organisation as part of the review process to minimise any significant variation from the Revised Budget at 5 November 2015. Management will continue to monitor and report to Council on a monthly basis variance between the revised budget and actual financial performance for the period.

Conclusion

The outcome of the Budget Review shows an estimated end of year surplus of \$2,234,145, compared with a deficit of \$207,900 in the Budget adopted in June 2015.

While there are several individual variations this is not unusual in a rapidly changing landscape in Local Government industry, and the Budget Review process was instituted under Local Government (Financial Management) Regulations to enable local governments to take into account the changes.

The Budget Review is recommended for adoption and for the above adjustments to be approved.

Attachments

1. Revised Rate Setting Statement for 2015/2016
2. Listing of Changes Required to the 2015/2016 - Operating Budget
3. Listing of Changes Required to the 2015/2016 - Capital Works & Acquisition Budget

CITY OF NEDLANDS
Revised Rate Setting Statement as at 31 December 2015
FOR THE YEAR ENDING 30 JUNE 2016

	MYBR Revised Budget	MYBR Changes Required	2015/16 Current Budget \$	Post Audit Changes Adopted \$	2015/16 Adopted \$
Revenues					
Governance	201,900	97,000	104,900	0	104,900
Corporate & Strategy	1,238,800	0	1,238,800	(394,500)	1,633,300
Community Development	2,398,900	(9,700)	2,408,600	0	2,408,600
Planning & Development Services	2,066,800	59,900	2,006,900	(50,000)	2,056,900
Technical Services	3,966,300	0	3,966,300	0	3,966,300
	9,872,700	147,200	9,725,500	(444,500)	10,170,000
Expenses					
Governance	(2,667,900)	(154,000)	(2,513,900)	0	(2,513,900)
Corporate & Strategy	(1,065,200)	(271,500)	(793,700)	(46,000)	(747,700)
Community Development	(5,384,300)	(2,600)	(5,381,700)	0	(5,381,700)
Planning & Development Services	(5,387,900)	43,100	(5,431,000)	0	(5,431,000)
Technical Services	(17,832,300)	(1,018,200)	(16,814,100)	0	(16,814,100)
	(32,337,600)	(1,403,200)	(30,934,400)	(46,000)	(30,888,400)
Net Operating Result Excluding Rates	(22,464,900)	(1,256,000)	(21,200,900)	(490,500)	(20,710,400)
Adjustments for Cash Budget Requirements:					
Non-Cash Expenditure and Revenue					
(Profit)/Loss on Asset Disposals	(41,900)		(41,900)		(41,900)
Depreciation on Assets	7,090,400	1,020,500	6,069,900		6,069,900
Movement in Non-Current Staff Leave Provisions	6,200		6,200		6,200
Movement in Non-Current - Deferred Pensioner Rates	(20,800)		(20,800)		(20,800)
Movement in Non-Current Investment	0		0		0
Capital Expenditure and Revenue					
Purchase Land and Buildings	(5,098,000)	(407,900)	(4,690,100)	(438,100)	(4,252,000)
Purchase Infrastructure Assets - Roads	(5,807,800)	(546,000)	(5,261,800)	(856,700)	(4,405,100)
Purchase Infrastructure Assets - Parks	(1,666,300)	1,521,700	(3,188,000)	(497,200)	(2,690,800)
Purchase Plant and Equipment	(786,200)		(786,200)		(786,200)
Purchase Furniture and Equipment	(290,300)	(8,000)	(282,300)	(112,300)	(170,000)
Proceeds from Disposal of Assets	250,900		250,900		250,900
Capital Grants and Contributions (Revenue)	2,896,300		2,896,300		2,896,300
Refund of Grants Received in Prior Year	0		0		0
Repayment of Debentures	(719,800)		(719,800)		(719,800)
Proceeds from New Debentures	2,122,000		2,122,000		2,122,000
Self-Supporting Loan Disbursements	(140,000)		(140,000)		(140,000)
Self-Supporting Loan Principal Income	6,000		2,900		2,900
Grants Capital (Expenditure)	(305,000)	(305,000)	0		0
Transfers to Reserves (Restricted Assets)	(240,800)		(240,800)		(240,800)
Transfers from Reserves (Restricted Assets)	653,500		653,500		653,500
		254,800		(1,904,300)	
Estimated Surplus/(Deficit) July 1 B/Fwd	5,957,145		5,957,145	5,257,945	699,200
Estimated Surplus/(Deficit) June 30 C/Fwd	2,234,145	14,400	2,219,745	2,427,645	(207,900)
Amount Required to be Raised from General Rate	(20,833,500)		(20,833,500)	443,500	(21,277,000)

CITY OF NEDLANDS				
MID-YEAR BUDGET REVIEW 2015-16 FY				
OPERATIONAL GL - CHANGES REQUIRED				
	YTD Actuals as @ 31/12/15	Current Budgets	MYBR Revised Budget	Changes Required
	\$	\$	\$	\$
Expenditure				
2000 Salaries				
21920 Salaries - Rates	33,364	72,300	70,000	(2,300)
24820 Salaries - Town Planning Admin	35,464	82,000	75,400	(6,600)
2000 Salaries Change Required				(8,900)
2001 Relief Staff				
21420 Salaries - Finance	16,990	3,100	17,000	13,900
21920 Salaries - Rates	-	5,100	-	(5,100)
22020 Salaries - Records	33,645	9,200	39,700	30,500
24820 Salaries - Town Planning Admin	10,222	3,100	10,800	7,700
29120 Salaries - Tresillian CC	18,897	14,900	29,900	15,000
2001 Relief Staff Change Required				62,000
2003 Overtime				
21420 Salaries - Finance	4,405	2,500	3,600	1,100
21920 Salaries - Rates	-	1,100	-	(1,100)
24820 Salaries - Town Planning Admin	-	500	-	(500)
2003 Overtime Change Required				(500)
2004 Allowances				
24820 Salaries - Town Planning Admin	-	600	-	(600)
2004 Allowances Change Required				(600)
2021 Workers Compensation Insurance				
20421 Other Employee Costs - Governance	9,104	13,300	11,100	(2,200)
20521 Other Employee Costs - HR	35,337	55,200	45,300	(9,900)
21121 Other Employee Costs - Ranger Services	6,163	9,000	7,600	(1,400)
21321 Other Employee Costs - Customer Service	2,728	4,000	3,400	(600)
21421 Other Employee Costs - Finance	9,273	13,400	11,400	(2,000)
21721 Other Employee Costs - ICT	5,671	7,500	6,900	(600)
21921 Other Employee Costs - Rates	965	1,400	1,300	(100)
22021 Other Employee Costs - Records	3,386	5,000	4,200	(800)
24121 Other Employee Costs - Building Maintenance	2,707	3,900	3,400	(500)
24421 Other Employee Costs - Building Services	8,433	12,700	10,400	(2,300)
24521 Other Employee Costs - Waste Minimisation	2,650	3,400	3,200	(200)
24621 Other Employee Costs - Sustainability	795	1,300	1,000	(300)
24721 Other Employee Costs - Environmental Health	4,549	7,100	5,700	(1,400)
24821 Other Employee Costs - Town Planning Admin	11,103	15,500	13,500	(2,000)
26221 Other Employee Costs - Infrastructure Svs	56,931	64,500	66,600	2,100
27421 Other Employee Costs - Positive Ageing	565	800	700	(100)
28121 Other Employee Costs - Community Development	5,036	7,300	6,200	(1,100)
28321 Other Employee Costs - Communications	3,248	4,700	4,000	(700)
28721 Other Employee Costs - Library Services	9,574	14,000	11,800	(2,200)
28821 Other Employee Costs - PRCC	5,386	7,900	6,700	(1,200)
29121 Other Employee Costs - Tresillian CC	2,608	3,900	3,300	(600)
29321 Other Employee Cost - Volunteer Services VRC	965	1,400	1,300	(100)
2021 Workers Compensation Insurance Change Required	187,175	257,200	229,000	(28,200)
2029 Conferences & Meetings				
24721 Other Employee Costs - Environmental Health	3,107	2,500	3,200	700
2029 Conferences & Meetings Change Required	3,107	2,500	3,200	700
2050 Printing & Stationery				
24723 Office - Environmental Health	1,583	1,000	1,700	700

	YTD Actuals as @ 31/12/15	Current Budgets	MYBR Revised Budget	Changes Required
2050 Printing & Stationery Change Required	1,583	1,000	1,700	700
2052 Postage & Freight				
28523 Office - Mt Claremont Library	1,873	3,100	2,100	(1,000)
28723 Office - Nedlands Library	2,067	4,100	3,000	(1,100)
2052 Postage & Freight Change Required	3,939	7,200	5,100	(2,100)
2053 Entertainment/ Refreshments				
24723 Office - Environmental Health	237	-	300	300
2053 Entertainment/ Refreshments Change Required	237	-	300	300
2054 Advertising & Promotions				
24723 Office - Environmental Health	-	3,000	1,500	(1,500)
2054 Advertising & Promotions Change Required	-	3,000	1,500	(1,500)
2080 Motor Vehicles				
20424 Motor Vehicles - Governance	6,127	17,900	12,300	(5,600)
20524 Motor Vehicles - HR	5,693	9,600	11,500	1,900
21124 Motor Vehicles - Ranger Services	25,254	79,600	51,000	(28,600)
21424 Motor Vehicles - Finance	5,423	28,000	11,000	(17,000)
21724 Motor Vehicles - ICT	4,333	28,100	20,000	(8,100)
24124 Motor Vehicles - Building Maintenance	13,799	44,900	29,000	(15,900)
24424 Motor Vehicles - Building Services	15,691	35,000	33,000	(2,000)
24624 Motor Vehicles - Sustainability	9,577	24,300	20,000	(4,300)
24824 Motor Vehicles - Town Planning Admin	23,391	62,200	48,000	(14,200)
26224 Motor Vehicles - Infrastructure Svs	38,808	86,000	79,000	(7,000)
28124 Motor Vehicles - Community Development	6,996	10,100	14,000	3,900
28724 Motor Vehicles - Nedlands Library	9,108	23,700	18,300	(5,400)
28824 Motor Vehicles - PRCC	3,150	-	7,400	7,400
2080 Motor Vehicles Change Required	167,350	449,400	354,500	(94,900)
2090 Depreciation				
20425 Depreciation - Governance	61,998	124,000	203,900	79,900
21125 Depreciation - Ranger Services	29,598	59,200	44,300	(14,900)
21325 Depreciation - Customer Service	102	200	-	(200)
21425 Depreciation - Finance	1,500	3,000	2,800	(200)
21725 Depreciation - ICT	103,500	207,000	278,600	71,600
24125 Depreciation - Building Maintenance	413,250	826,500	2,148,000	1,321,500
24425 Depreciation - Building Services	300	600	300	(300)
24625 Depreciation - Sustainability	1,800	3,600	1,700	(1,900)
24725 Depreciation - Environmental Health	2,352	4,700	4,000	(700)
24825 Depreciation - Town Planning Admin	1,500	3,000	600	(2,400)
26225 Depreciation - Infrastructure Svs	6,250	15,000	10,900	(4,100)
26360 Depreciation - Parks Services	337,248	674,500	640,100	(34,400)
26525 Depreciation - Plant Operating	360,634	721,000	480,000	(241,000)
26625 Depreciation - Streets Roads & Depots	38,198	73,900	116,300	42,400
28125 Depreciation - Community Development	2,100	4,200	3,500	(700)
28725 Depreciation - Nedlands Library	3,552	7,100	6,700	(400)
28825 Depreciation - PRCC	450	900	300	(600)
29125 Depreciation - Tresillian CC	1,939	3,100	2,600	(500)
2090 Depreciation Change Required	1,366,271	2,731,500	3,944,600	1,213,100
2091 Depreciation - Infrastructure- Roads				
26625 Depreciation - Streets Roads & Depots	1,253,250	2,506,500	2,394,000	(112,500)
2091 Depreciation - Infrastructure- Roads Change Required	1,253,250	2,506,500	2,394,000	(112,500)
2092 Depreciation - Infrastructure - Drainage				
26625 Depreciation - Streets Roads & Depots	121,200	242,400	302,200	59,800
2092 Depreciation - Infrastructure - Drainage Change Required	121,200	242,400	302,200	59,800
2093 Depreciation - Infrastructure - Footpaths				
26625 Depreciation - Streets Roads & Depots	221,952	443,900	272,000	(171,900)
2093 Depreciation - Infrastructure - Footpaths Change Required	221,952	443,900	272,000	(171,900)
2095 Dep'n - Infrastructure - Bus Shelters				
26625 Depreciation - Streets Roads & Depots	5,952	11,900	43,900	32,000

	YTD Actuals as @ 31/12/15	Current Budgets	MYBR Revised Budget	Changes Required
2095 Dep'n - Infrastructure - Bus Shelters Change Required	5,952	11,900	43,900	32,000
2100 Gas / PC41				
24126 Utility - Building Maintenance / PC41 & 42 & 43	2,255	4,600	4,800	200
2100 Gas / PC41 Change Required	2,255	4,600	4,800	200
2101 Electricity / PC42				
24126 Utility - Building Maintenance / PC41 & 42 & 43	71,939	151,200	173,200	22,000
2101 Electricity / PC42 Change Required	71,939	151,200	173,200	22,000
2102 Water / PC43				
24126 Utility - Building Maintenance / PC41 & 42 & 43	37,208	55,800	78,200	22,400
2102 Water / PC43 Change Required	37,208	55,800	78,200	22,400
2120 Refunds				
29127 Finance - Tresillan CC	6,940	12,400	8,000	(4,400)
2120 Refunds Change Required	6,940	12,400	8,000	(4,400)
2126 Prior Year Adjustment				
21427 Finance - Finance	7,029	-	7,000	7,000
2126 Prior Year Adjustment Change Required	7,029	-	7,000	7,000
2150 Public Liability				
20428 Insurance - Governance	41,250	49,750	43,200	(6,550)
26228 Insurance - Infrastructure Svcs	61,875	80,800	61,900	(18,900)
2150 Public Liability Change Required	103,125	130,550	105,100	(25,450)
2151 Property Insurance				
21728 Insurance - ICT	3,698	5,800	3,800	(2,000)
24528 Insurance - Waste Minimisation	3,698	5,800	3,800	(2,000)
26228 Insurance - Infrastructure Svcs	22,186	-	22,300	22,300
2151 Property Insurance Change Required	29,582	11,600	29,900	18,300
2151 Property Insurance / PC40				
24128 Insurance - Building Maintenance	46,450	85,000	46,800	(38,200)
2151 Property Insurance / PC40 Change Required	46,450	85,000	46,800	(38,200)
2152 Other Insurance				
20428 Insurance - Governance	166,045	138,450	166,100	27,650
21428 Insurance - Finance	-	500	-	(500)
26228 Insurance - Infrastructure Svcs	3,209	6,100	3,300	(2,800)
2152 Other Change Required	169,253	145,050	169,400	24,350
2164 Elections				
20329 Members of Council - MOC	17,426	-	17,500	17,500
2164 Elections Change Required	17,426	-	17,500	17,500
2184 Volunteer Expenses				
29230 Other - Volunteer Services NVS	1,525	2,900	2,100	(800)
29330 Other - Volunteer Services VRC	715	5,000	3,000	(2,000)
2184 Volunteer Expenses Change Required	2,240	7,900	5,100	(2,800)
2186 Local Studies				
28730 Other - Nedlands Library	2,073	16,500	15,500	(1,000)
2186 Local Studies Change Required	2,073	16,500	15,500	(1,000)
2187 Contract Services				
28830 Other - PRCC	4,472	20,600	15,600	(5,000)
29230 Other - Volunteer Services NVS	160	500	1,300	800
2187 Contract Services Change Required	4,632	21,100	16,900	(4,200)
2193 Minor Equipment				
24130 Other - Building Maintenance	2,251	1,500	3,500	2,000
28530 Other - Mt Claremont Library	378	2,100	600	(1,500)
28730 Other - Nedlands Library	1,426	5,100	2,100	(3,000)
28830 Other - PRCC	1,746	5,000	7,000	2,000

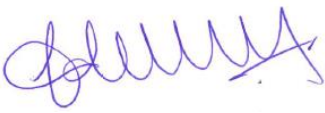
	YTD Actuals as @ 31/12/15	Current Budgets	MYBR Revised Budget	Changes Required
2193 Minor Equipment Change Required	5,801	13,700	13,200	(500)
2263 Motor Vehicle Insurance				
26532 Plant - Plant Operating	26,020	82,400	48,300	(34,100)
2263 Motor Vehicle Insurance Change Required	26,020	82,400	48,300	(34,100)
2300 Building Repairs & Maintenance				
24133 Building - Building Maintenance / PC58	541,609	1,063,400	1,218,000	154,600
2300 Building Repairs & Maintenance Change Required	541,609	1,063,400	1,218,000	154,600
2320 Legal				
26234 Professional Fees - Infrastructure Svs	21,312	15,000	30,000	15,000
2320 Legal Change Required	21,312	15,000	30,000	15,000
2323 Consultants				
20434 Professional Fees - Governance	8,238	10,000	20,000	10,000
20534 Professional Fees - HR	34,811	45,000	60,000	15,000
22034 Professional Fees - Records	14,883	14,000	73,000	59,000
26234 Professional Fees - Infrastructure Svs	51,682	165,000	150,000	(15,000)
28734 Professional Fees - Nedlands Library	-	1,200	-	(1,200)
2323 Consultants Change Required	109,614	235,200	303,000	67,800
2330 Software - Licencing Support Maintenance				
21735 ICT Expenses - ICT	182,402	465,600	549,600	84,000
2330 Software - Licencing Support Maintenance Change Required	182,402	465,600	549,600	84,000
2333 Data Communications				
21735 ICT Expenses - ICT	80,953	105,000	150,000	45,000
2333 Data Communications Change Required	80,953	105,000	150,000	45,000
2511 Community				
28137 Donations - Community Development	12,550	7,000	17,000	10,000
2511 Community Change Required	12,550	7,000	17,000	10,000
2517 Meals On Wheels				
28437 Donations - Positive Ageing	2,311	10,000	8,000	(2,000)
2517 Meals On Wheels Change Required	2,311	10,000	8,000	(2,000)
2700 Special Projects				
20450 Special Projects - Governance / PC93	114,706	40,000	50,000	10,000
28350 Special Projects - Communications / PC 90	7,536	37,000	54,000	17,000
2700 Special Projects Change Required	122,243	77,000	104,000	27,000
2714 Community Events PC83				
28151 OPRL Activities - Community Development / PC82-87	29,108	80,000	79,400	(600)
2714 Community Events PC83 Change Required	29,108	80,000	79,400	(600)
2723 Environmental Health PC78				
24751 OPRL Activities - Environmental Health PC76 & 77 & 78	4,105	20,000	30,000	10,000
2723 Environmental Health PC78 Change Required	4,105	20,000	30,000	10,000
2724 Environmental Conservation				
24251 Operational Activities-Environ Conservation / PC80	284,507	589,700	613,100	23,400
2724 Environmental Conservation Change Required	284,507	589,700	613,100	23,400
2725 Parks & Reserves Maintenance				
26365 Maintenance - Parks Services / PC59	2,034,435	3,880,800	3,901,200	20,400
2725 Parks & Reserves Maintenance Change Required	2,034,435	3,880,800	3,901,200	20,400
Expenditure Change Required				1,403,200

	YTD Actuals as @ 31/12/15	Current Budgets	MYBR Revised Budget	Changes Required
Income				
1517 Licenses				
54701 Fees & Charges - Environmental Health	(40,842)	(60,500)	(50,000)	10,500
1517 Licenses Change Required	(40,842)	(60,500)	(50,000)	10,500
1525 Facilities Hire				
Tresillian Community Centre	(6,047)	(16,500)	(12,100)	4,400
1525 Facilities Hire Change Required				4,400
1539 External Events				
58101 Fees & Charges - Community Development	(6,918)	(20,000)	(14,000)	6,000
1539 External Events Change Required	(6,918)	(20,000)	(14,000)	6,000
1786 Youth				
58104 Grants Operating - Community Development	(500)	(800)	(1,500)	(700)
1786 Youth Change Required	(500)	(800)	(1,500)	(700)
1790 Other - Grants				
54204 Grants Operating - Environmental Conservation	(36,476)	(34,400)	(55,800)	(21,400)
1790 Other - Grants Change Required	(36,476)	(34,400)	(55,800)	(21,400)
1905 Prosecutions				
54711 Fines & Penalties - Environmental Health	(8,000)	-	(8,000)	(8,000)
54811 Fines & Penalties - Town Planning	(410)	-	(400)	(400)
1905 Prosecutions Change Required	(8,410)	-	(8,400)	(8,400)
1912 Fines - Local Laws Health				
54711 Fines & Penalties - Environmental Health	(7,250)	(30,000)	(20,000)	10,000
1912 Fines - Local Laws Health Change Required	(7,250)	(30,000)	(20,000)	10,000
1913 Fines - Food				
54711 Fines & Penalties - Environmental Health	(5,000)	-	(31,000)	(31,000)
1913 Fines - Food Change Required	(5,000)	-	(31,000)	(31,000)
1952 Other - Sundry				
50410 Sundry Income - Governance	(82,143)	(5,000)	(102,000)	(97,000)
54210 Sundry Income - Environmental Conservation	(8,071)	(6,100)	(8,500)	(2,400)
1952 Other - Sundry Change Required	(90,213)	(11,100)	(110,500)	(99,400)
1959 Planning Contract Services				
54810 Sundry Income - Town Planning Admin	(17,262)	-	(17,200)	(17,200)
1959 Planning Contract Services Change Required	(17,262)	-	(17,200)	(17,200)
Income Change Required				(147,200)
		Current Budgets	MYBR Revised Budget	Change Required
		\$	\$	\$
Summary Revised Change Required		375,400	1,631,400	1,256,000
Less: Depreciation (non-cash item)				(1,020,500)
				235,500

CITY OF NEDLANDS					
MID-YEAR BUDGET REVIEW 2015-16 FY					
CAPITAL WORKS AND ACQUISITIONS CHANGES REQUIRED					
	YTD Actuals as @ 31/12/2015	Current Budget	MYBR Revised Budget	Changes Required	Justification
	\$	\$	\$	\$	
Footpath Rehabilitation					
02.4101 - Melvista Reserve	-	49,500	75,000	25,500	Actual quote came over budget.
Change Required - Footpath Rehabilitation				25,500	
Road Rehabilitation					
03.2012 - Waratah Avenue	-	60,000	64,000	4,000	Actual quotes done.
03.2038 - Jenkins Ave	-	192,000	330,000	138,000	Increased infrastructure requirements.
03.2105 - Kinninmont Avenue	9,870	510,000	782,000	272,000	Increased infrastructure requirements.
03.2150 - Circe Circle North	219,491	279,000	219,500	(59,500)	Project Completed. Transfer savings to Kinninmont Street project (3.21059).
03.2195 - Circe Circle South	202,050	224,000	202,000	(22,000)	Project Completed. Transfer savings to Kinninmont Street project (3.21059).
Change Required - Road Rehabilitation				332,500	
Drainage Rehabilitation					
04.2085 - Walpole Street	-	75,000	45,000	(30,000)	Transfer savings to Greenville Street project (6.2169).
04.2200 - John XXII Avenue	4,939	150,000	85,000	(65,000)	Pipe reline not required. Transfer savings to Greenville Street project (6.2169).
Change Required - Drainage Rehabilitation				(95,000)	
Grant Gunded Projects					
06.2084 - Clement Street	144,658	185,000	150,000	(35,000)	Project completed. Transfer savings to Greenville Street project (6.2169).
06.2169 - Greenville Street	8,728	279,000	397,000	118,000	Latent conditions increased infrastructure costs.
06.2401 - INTXN - Brockway/Brookdale /Underwood	18,458	-	20,000	20,000	Required design costs expended.
Change Required - Grant Gunded Projects				103,000	
Building Construction					
11.4019 - 84 Beatrice Rd - DCR Pavilion (Collegians AFC)	1,622,064	1,857,100	2,570,000	712,900	Savings from last FY.
11.4032 - 55 Jutland Pde - Dalkeith Bowling Club	-	795,000	490,000	(305,000)	Offset grants amount to Capital Grants expenditure acct.
				407,900	
38101 - Grants Capital - Dalkeith Bowling Club	-	-	305,000	305,000	Offset grants amount to Capital Grants expenditure acct.
Change Required - Building Construction				712,900	
Off Street Parking					
12.2007 - Smyth Road	6,276	150,000	490,000	340,000	Missed carry forward from last FY plus increased complexity.
12.4057 - Beaton Park	-	160,000	-	(160,000)	Construction deferred to 2016-17 FY.
Change Required - Off Street Parking				180,000	
Parks & Reserves Construction					
14.4057 - Beaton Park	9,142	1,634,900	91,000	(1,543,900)	Construction of 'All Abilities Play Space' and associated works deferred to November 2016.
14.4059 - Beatrice Road Reserve	15,161	16,100	15,200	(900)	Completed under budget.
14.4060 - Birdwood Parade Reserve	15,929	23,000	16,000	(7,000)	Completed under budget.
14.4061 - Bishop Road Reserve	-	-	18,000	18,000	Irrigation control cabinet requires urgent upgrade.
14.4067 - Campsie Park	21,627	20,100	21,700	1,600	Completed slightly over budget.
14.4083 - Sunset Foreshore	-	162,600	82,400	(80,200)	Completed; budget allowed for replacement of electrical cable which was found to be in good working order.
14.4092 - Hollywood Tennis Court Reserve	22,820	28,900	22,800	(6,100)	Completed under budget.
14.4095 - Karella Park	-	-	18,000	18,000	Irrigation control cabinet requires urgent upgrade.
14.4107 - Mount Claremont Reserve	29,228	35,200	38,500	3,300	Bollard project completed under budget; new link path required from Community Centre to adjoining bushland path network.
14.4108 - Alfred Rd/Montgomery Ave - MTC Oval	47,443	60,400	47,500	(12,900)	Completed under budget.

	YTD Actuals as @ 31/12/2015	Current Budget	MYBR Revised Budget	Changes Required	Justification
14.4111 - Nedlands Library Surrounds	4,094	4,300	9,300	5,000	Central control completed; replaced 30 metres of potential asbestos dividing fence in poor condition.
14.4118 - Peace Memorial Rose Garden	16,402	48,000	100,000	52,000	Completed; condition report and State Heritage approval requirements have resulted in a significant increase to works specification and scope for the entrance arbour refurbishment
14.4127 - Rogerson Gardens	16,566	23,000	16,600	(6,400)	Completed under budget.
14.4131 - Street Gardens and Verges	400	66,700	30,000	(36,700)	Revised and reduced area of verge planting along Smyth Rd and Verdun St.
14.4137 - Swanbourne Beach Reserve	173,369	179,700	185,200	5,500	Handrail project completed slightly over budget.
14.4138 - The Marlows	-	-	61,500	61,500	Approved budget item from 2014/15 being carried over.
14.4169 - River Wall Restoration	34,664	33,500	41,000	7,500	Additional landscape design work required to satisfy Parks and Wildlife approvals.
Change Required - Parks & Reserves Construction				(1,521,700)	
ICT Capital Projects					
16.6053 - Hardware	10,200	-	40,000	40,000	Offset from Software.
16.6054 - Software	-	80,000	40,000	(40,000)	Offset to Hardware.
Change Required - ICT Capital Projects				-	
Furniture & Fixture					
18.4008 - 60 Stirling Hwy - Nedlands Library	7,989	-	8,000	8,000	Savings transferred from Library Operational Budget.
Change Required - Furniture & Fixture				8,000	
		Current Budget	MYBR Revised Budget	Changes Required	
		\$	\$	\$	
Summary Change Required		14,208,400	13,953,600	(254,800)	

CPS11.16	WATERWISE Council Program
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Committee	08 March 2016
Council	22 March 2016
Applicant	City of Nedlands
Officer	Pollyanne Fisher - Policy & Projects Officer
Director	Andrew Melville – A/ Director Corporate & Strategy
Director Signature	
File Reference	PP-EI-00016
Previous Item	Nil.

Executive Summary

The City is currently endorsed by the Water Corporation as a Waterwise Council. Since the conclusion of the ICLEI Water Campaign in June 2015 the Waterwise Council program has been reviewed and changes made to the framework and endorsement criteria.

To continue participating in the program, the City is required to sign and submit a Memorandum of Understanding with the Water Corporation and Department of Water by 31 March 2016, and develop and submit a Water Efficiency Action Plan by 31 October 2016.

Recommendation to Committee

Council authorises the Chief Executive Officer to sign a Memorandum of Understanding confirming the City’s commitment to participate in the Waterwise Council program (Attachment 1).

Strategic Plan

KFA: Natural and Built Environment

This KFA contributes directly to enhanced, engaging community spaces, heritage protection and environmental protection, including water conservation and management.

Background

The City of Nedlands joined the ICLEI Water Campaign in 2008 and developed its first Local Action Plan. ICLEI is a world organisation dealing with sustainability and environmental issues. Locally in Western Australia, ICLEI was running first the Sustainable Cities program, and then the Water Campaign for Local Governments. The City joined the Water Corporation's Waterwise Council Program in 2012, which had many similarities with ICLEI's program. Because of the similarities between the two, the City decided to cease its ICLEI program in 2013 and focus on the Waterwise Council Program instead.

Historically, the City has submitted a report to the Water Corporation annually to retain its Waterwise Council endorsement. The purpose of the report is to demonstrate that the City is continuing to monitor, report and improve the efficiency of its water use, organise Waterwise training for staff, report on water efficiency and performance in the Council's annual report, continuing to implement the Department of Water's water conservation plan, and has not breached its water license or received any infringements from the Water Corporation. These reports link with the actions identified in the Corporate Business Plan, with water usage and conservation being published in the City Annual Report.

Since the conclusion of the ICLEI Water Campaign in June 2015 the Waterwise Council program has been reviewed and changes made to the framework and endorsement criteria.

Key Relevant Previous Council Decisions:

Nil.

Discussion

The Department of Water released "Water Futures for Western Australia 2008-2030" in December 2008. This report states that water demand is growing at a faster rate than population growth, and will remain a significant issue for Western Australia in the future, and most seriously in the Perth Metropolitan Region.

In 2009, the Water Corporation released their 50 year plan for Perth and Western Australia "Water Forever". The challenges facing us all in the future were identified, being less rainfall, higher temperatures, increasing population, and reducing ground water quality.

The Water Corporation set the following targets:

2030 Targets:

- 15% reduction in scheme water use per person from 2008 levels;
- 30% recycling of all metropolitan wastewater;
- Develop 70-100GL from the current source options.

2060 Targets:

- 25% reduction in scheme water use per person from 2008 levels;
- 60% recycling of all metropolitan wastewater;
- Identify new water source options.

The Australian Government's Department of Environment released climate predictions for Western Australia that predict a 7% reduction in mean rainfall by 2050 compared to 1990 (Australian Government Department of the Environment, n.d.). Based on this prediction Perth will be faced with reduced rainfall and increased demand for water.

In response to Western Australia's increasing demand for limited water resources, a number of activities are currently undertaken by the City to conserve water, minimise water pollution and replenish groundwater resources.

Groundwater is the primary water supply for the City. A concept of using recycled water to irrigate its public open spaces with a vision for future proofing water supply for the irrigation of parks, ovals and reserves, which will ensure the City's ability to keep its parkland amenity, is currently being pursued.

The City already undertakes best practice hydro-zoning. The Capital Works budget has allowed for an extensive program of upgrades to the City's irrigation to enable better irrigation practices and to minimise leaks, and for significant storm water drainage works and improvements reducing water pollution and improving groundwater quality. The Department of Water allocated 709,300kL of groundwater to the City for irrigation throughout the last financial year 2014/15 with the City using 707,860kL of that allowance (<1% up from 2013/14). The consistent use of groundwater had been maintained through the continued development of a new irrigation technology that focuses on utilising the City's groundwater allocation in the most efficient manner possible to maintain public areas, despite a drier than average year in terms of rainfall.

The City undertakes numerous other water efficiency activities, including retrofits in buildings that contribute to water and cost savings, and the promotion of water conservation through community education, policies and annual events such as the Waterwise Garden Competition.

Whilst the City is committed to improving water use efficiencies within the Council and community, there are some benefits to being recognised through endorsement by the Water Corporation as a Waterwise Council. Some of these benefits include:

- Assistance in understanding water use in Council operations and the community;
- Potential water and financial savings through improved efficiencies;
- Access to free Waterwise training for staff;
- Access to Waterwise materials to promote water conservation to the community;
- Access to Waterwise Council branding to promote the council as an efficient water manager;
- Opportunities to participate in funded and co-funded water efficiency initiatives; and
- Access to additional services, such as data logging.

The Waterwise Council program was reviewed in 2015 and changes made to the framework and endorsement criteria. A submission was made prior to October 2015 under the previous criteria to retain endorsement for the current year, however, to fully continue participating in the program, the City is required to sign and submit a Memorandum of Understanding (Attachment 1) with the Water Corporation and Department of Water by 31 March 2016, and develop and submit a Water Efficiency Action Plan by 31 October 2016. A full checklist of the endorsement criteria is provided in Attachment 2. It is recognised that some of the criteria may not be achievable or relevant to every Council which is acceptable provided an explanation is given.

The City commenced the development of a Water Efficiency Action Plan in 2014 but was put on hold in anticipation of the new framework proposed by the Water Corporation.

Consultation

Required by legislation:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Required by City of Nedlands policy:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Legislation / Policy

Nil.

Budget/Financial Implications

Within current approved budget:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Requires further budget consideration:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

There are no fees or costs associated with participating in the Waterwise Council Program, however Officer resources will be required to complete the criteria for endorsement.

Risk Management

Nil.

Conclusion

There are a number of benefits associated with continuing to be endorsed as Waterwise Council. Instead the opportunities to increase efficiencies and save both water and costs are increased through participating in the program.

Capital works budget funding has been allocated towards significant water saving irrigation works in recent years and the City is currently pursuing the concept of using recycled water. Water conservation and water management to protect the built and natural environment is directly linked with the City's Strategic Community Plan. It is therefore recommended that Council agree to commit to future participation in the Waterwise Council Program to continue to monitor and improve water efficiencies.

Attachments

1. Memorandum of Understanding with the Water Corporation and Department of Water; and
2. Waterwise Council Program Endorsement Checklist.

Memorandum of Understanding



This document represents an agreement between **Water Corporation, the Department of Water and <Council>**

Purpose

The purpose of this Memorandum of Understanding (MOU) is to outline <council> commitment to the Waterwise Council Program (the Program) and detail the organisation's commitment to build a cooperative working relationship to improve water use in the <council> area and increase awareness of the importance of water efficiency and conservation in the community.

Term

This MOU will guide the working relationship between the parties to achieve the MOU intent for a period from the date of its signing until either party decides it no longer wishes to participate in the Program. At that time, the working relationship between the parties will be reviewed.

Background

Water Corporation and the Department of Water launched the Waterwise Council Program in 2009 to build a cooperative working relationship with local government to improve water use efficiency in their operations and their communities.

Population and economic growth combined with the changing climate are placing additional pressures on those planning, managing and using our water resources. In response, the State Government is creating a portfolio of options to meet our future water demands highlighting the importance of water use efficiency.

The partnership with local government is an essential component in achieving water savings in our communities. The Program will assist local government to improve water management of potable and non-potable sources for public open space and facilities. The Program also supports behavioural changes in the community by encouraging the use of products and services designed to reduce water demand.

Water Corporation and the Department of Water:

- Will present the council with an official acknowledgement of achievement on completion of the program criteria. Additional recognition will be provided to endorsed councils that have achieved significant progress towards best practice water efficiency in council operations and the community.
- Will provide the council with branding to promote the council as Waterwise.
- Will promote the council as Waterwise through any relevant advertising campaigns and on both the Corporation and Department's websites.
- Will provide access to Waterwise training including all training materials at no charge to councils participating in the Program.





<Council>:

- Will work with Water Corporation and the Department of Water to improve water management and champion water efficiency, take part in appropriate promotional activities and encourage all appropriate staff to undertake relevant waterwise training.
- Will commit to meeting the Program criteria as detailed below:
 1. Council commitment – sign this Memorandum of Understanding confirming the council's commitment to participate in the Waterwise Council Program.
 2. Review council water consumption and create a Water Efficiency Action Plan for potable and non-potable water sources for all council operations and the community.
 3. Ensure that appropriate staff members complete Waterwise training.
 4. No breaches of groundwater licence terms or conditions set by the Department of Water and no breaches of scheme water usage in the past 12 months. (This includes permanent water efficiency measures)
 5. Report annually to retain Waterwise Council endorsement. Evidence to demonstrate compliance with the Program criteria will be requested every year. Should a council fail to meet the criteria, Water Corporation and the Department of Water may remove the council's endorsement status. If endorsement is withdrawn this automatically removes the council's right to use the Program branding.
- Will recognise the partnership with Water Corporation and the Department of Water through promotion where appropriate on the council's website, on materials and at events.

Future Commitments

1. The parties commit to:
 1. Recognise and protect the intellectual property that parties may invest in the preparation of any promotion or offer.
 2. Ensure logos used on all promotional materials are used in accordance with the organisation's guidelines and that the appropriate approvals are received prior to use.
 3. Nominate a point of contact at each organisation that will be responsible for overseeing progress towards the purpose of this MOU.
2. The parties will not disclose, advertise, or publish the details of this MOU without the prior written consent of the other parties, unless required to do so under law.





No Obligations

The parties agree that in working towards the purpose of this MOU they will deal with each other and conduct themselves in accordance with good commercial business and industrial practice.

The relationship between the parties is limited to carrying out the purpose of the MOU.

This MOU does not preclude either organisation from developing similar mutually beneficial understandings with other parties.

Date of Effect

<XX/XX/XXXX >

For Water Corporation

By: _____

Name:

Title:

Date:

For Department of Water

By: _____

Name:

Title:

Date:

For <Council >

By: _____

Name:

Title:

Date:



Endorsement Assessment checklist



Criteria for <Council> to be recognised:

Requirement	Evidence	Provided (by LGA) Yes / No	Criteria met Yes / No
Criteria 1 - Council commitment			
1.1 Sign a Memorandum of Understanding confirming the council's commitment to participate in the Waterwise Councils Program.	✓ Signed MoU received by the Water Corporation		
1.2 Nominate an employee position as a point of contact for the Program and establish a water management team.	✓ Provide name and contact details to Water Corporation		
Criteria 2 – Review council water consumption and create a water efficiency action plan for potable and non-potable water sources for all council operations and the community			
2.1 Review council's water consumption over the last 3 years and identify the top water using buildings and grounds owned by the council.	✓ Copy of water audit report		
2.2 Set goals to improve water efficiency.	✓ Goals included in water efficiency action plan		
2.3 Establish a water efficiency action plan that outlines current and future actions to meet water efficiency goals. Action plans to be endorsed by council.	<ul style="list-style-type: none"> ✓ Provide a copy of the Council's endorsed action plan ✓ Provide evidence that minimum actions have been addressed in the action plan 		
Criteria 3 - Ensure appropriate staff members complete free waterwise training			
3.3 Complete Garden and Irrigation Training.	✓ List of Council attendees that have completed training		
3.4 Complete Water Auditing Training Complete.	✓ List of Council attendees that have completed training		
Criteria 4 - No breaches of groundwater licence terms or conditions set by the Department of Water and no breaches of scheme water usage issued by Water Corporation in the past 12 months (This includes permanent water efficiency measures)			
4.1 Groundwater.	✓ Copy of advice from Department of Water that no breaches have occurred		
4.2 Scheme water.	✓ Copy of advice from Water Corporation hat no breaches have occurred		



Criteria 5 - Report annually to retain Waterwise Council endorsement. (Required once council has been endorsed for 12 months or more)

5.1 Quantify actions to demonstrate progress towards goals in water efficiency action plan.	✓ Provide a copy of the annual report which includes progress on actions to date and demonstrates ongoing commitment to water efficiency		
5.2 No breaches of water licence terms or conditions, or breaches of scheme water usage in the past 12 months. <i>The Department of Water and Water Corporation will verify the have been no breaches as part of the assessment process.</i>	<ul style="list-style-type: none"> ✓ Copy of advice from DoW that no breaches have occurred ✓ Advice that no infringements have been incurred 		

Waterwise Council Program Recognition Scheme

The Waterwise Council Program recognition scheme provides additional recognition for endorsed councils that have achieved significant progress towards best practice water efficiency in council operations and the community.

Gold Waterwise Council Recognition

To attain this level of recognition a council must provide evidence of significant progress towards, or achievement of, a further five actions per annum, above and beyond the minimum requirements for endorsement (listed overleaf). A list of potential additional actions is included in the Water Efficiency Action Plan template for consideration.

Waterwise Council of the Year Recognition (Platinum Waterwise Council)

A Waterwise Council of the Year will be announced annually at the Waterwise Council Forum. Platinum recognition is awarded to a council demonstrating innovation and best practice techniques to improve water efficiency in facilities and in public open space. To be eligible for this award a council must be an endorsed (or eligible for) Gold Waterwise Council and address additional criteria, as included in the Water Efficiency Action Plan template.



Minimum actions required for Waterwise Council Endorsement

Area	Action	Evidence required
Facilities	Conduct a water audit on each of the council's top water using sites.	✓ Copy of water audit report
	Commit to implementing the most viable recommendations from water audits undertaken.	✓ Actions listed in Action Plan
	Procurement processes incorporate consideration of better than 3 star WELS rated fixtures.	✓ Copy of policy or procedure
Education	Appropriate staff have completed Water Corporation water efficiency training.	✓ List of Council attendees that have completed training
	Processes in place to achieve behavioural change within council, e.g. leak reporting process established and water conservation signage in staff facilities, water management team meetings held on a regular basis.	✓ Copy of policy or procedure
Monitoring	Meters (and any sub-meters) are read on a regular basis and recorded.	✓ Completed meter reading templates
	Leak detection is included in inspections and reported on or repaired if a leak is observed.	✓ Completed meter reading templates
	Meter all bores - install a water meter to the standards detailed in the Department of Water Guidelines for water meter installation 2009, on all non-scheme water sources to measure both water flow rate and cumulative volume.	✓ Completed meter reading templates
Irrigation practices	Create/maintain a water budget for council open spaces. Each irrigated area of irrigated parkland to have base annual water budget. Scheduling should be adjusted on a monthly basis and tracked against the water budget.	✓ Copy of water budget
	Audit of irrigation system to identify poorly performing irrigation hardware.	✓ Copy of audit report
	Develop a system maintenance and audit schedule. Keep replacement and repair parts consistent and available to maintain irrigation system performance.	✓ Copy of maintenance and audit schedule
Irrigation & landscape Design	Landscaping plans to include low water use plants, hydrozoning and soil amendments.	✓ Copy of landscaping plans
	Develop a Local Planning Policy to implement water sensitive urban design in new land developments.	✓ Copy of policy
Community Engagement	Engage with household and business ratepayers and promote water efficiency.	✓ Examples of engagement e.g. newsletters, events
	Engage with local schools on water efficiency and sustainability programs.	✓ Examples of engagement e.g. newsletters, events
Water Sources	Provide information on the installation and local regulation of greywater systems and rainwater tanks where appropriate.	✓ Copies of information provided

