


# Corporate Services Reports

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

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

### **Purpose**

Administration is required to provide Council with a monthly financial report in accordance with *Regulation 34(1) of the Local Government (Financial Management) Regulations 1996*.

### **Recommendation to Committee**

**Council receives the Monthly Financial Report for September 2011.**

### **Strategic Plan**

*KFA 5: Governance*

*5.6 – Ensure compliance with statutory requirements and guidelines.*

This report will ensure the City meets its statutory requirements.

### **Background**

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

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

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

### **Proposal Detail**

Not applicable.

### **Consultation**

Required by legislation: Yes ☐ No ☒

Required by City of Nedlands policy: Yes ☐ No ☒

### **Legislation**

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

### **Budget/Financial Implications**

As outlined in the Monthly Financial Report.

### **Risk Management**

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

### **Discussion**

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

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

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

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

### Governance

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

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

### Corporate Services

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

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

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

### Community and Strategy

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

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

### Development Services

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

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

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

### Technical Services

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

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

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

### Capital Works Programme

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

No grant for capital works were received in September 2011.

### **Conclusion**

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

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

### **Attachments**

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

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

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

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

		September Actual YTD	September Budget YTD	Variance	Committed Balance	Annual Budget	Budget Available
21428	Insurance - Finance	4,488	6,400	1,912	0	6,400	1,912
21430	Other - Finance	0	501	501	2,420	2,000	(420)
21434	Professional Fees - Finance	7,061	18,751	11,690	3,885	75,000	64,055
21435	ICT Expenses - Finance	0	3,750	3,750	0	15,000	15,000
21450	Special Projects - Finance	0	0	0	0	40,000	40,000
<b>Expense Total</b>		<b>(24,866)</b>	<b>22,323</b>	<b>47,189</b>	<b>96,394</b>	<b>69,000</b>	<b>(2,528)</b>
Income							
51401	Fees & Charges - Finance	(26,916)	(14,751)	12,165	0	(59,000)	(32,084)
51410	Sundry Income - Finance	0	(27,498)	(27,498)	0	(110,000)	(110,000)
<b>Income Total</b>		<b>(26,916)</b>	<b>(42,249)</b>	<b>(15,333)</b>	<b>0</b>	<b>(169,000)</b>	<b>(142,084)</b>
General Finance Total		(51,782)	(19,926)	31,856	96,394	(100,000)	(144,612)
General Purpose							
Expense							
21631	Interest - General Purpose	37,157	92,275	55,118	0	369,100	331,943
<b>Expense Total</b>		<b>37,157</b>	<b>92,275</b>	<b>55,118</b>	<b>0</b>	<b>369,100</b>	<b>331,943</b>
Income							
51604	Grants Operating - General Purpose	(138,627)	(139,975)	(1,348)	0	(559,900)	(421,273)
51606	Contrib'n Reim & Donations Oper - General Purpose	(40,140)	(1,251)	38,889	0	(5,000)	35,140
51607	Interest - General Purpose	(253,480)	(190,201)	63,279	0	(760,800)	(507,320)
51610	Sundry Income - General Purpose	(20)	0	20	0	0	20
<b>Income Total</b>		<b>(432,267)</b>	<b>(331,427)</b>	<b>100,840</b>	<b>0</b>	<b>(1,325,700)</b>	<b>(893,433)</b>
General Purpose Total		(395,110)	(239,152)	155,958	0	(956,600)	(561,490)
Rates							
Expense							
21920	Salaries - Rates	14,603	16,747	2,144	0	62,500	47,897
21921	Other Employee Costs - Rates	1,400	1,602	202	0	6,400	5,000
21927	Finance - Rates	43,298	21,600	(21,698)	0	86,400	43,102
21930	Other - Rates	18,213	6,249	(11,964)	0	25,000	6,787
21934	Professional Fees - Rates	821	6,498	5,677	0	26,000	25,179
<b>Expense Total</b>		<b>78,335</b>	<b>52,696</b>	<b>(25,639)</b>	<b>0</b>	<b>206,300</b>	<b>127,965</b>
Income							
51908	Rates - Rates	(16,774,473)	(16,604,026)	170,447	0	(16,713,300)	61,173
<b>Income Total</b>		<b>(16,774,473)</b>	<b>(16,604,026)</b>	<b>170,447</b>	<b>0</b>	<b>(16,713,300)</b>	<b>61,173</b>
Rates Total		(16,696,139)	(16,551,330)	144,809	0	(16,507,000)	189,139
Shared Services							
Expense							
21523	Office - Shared Services	7,984	15,000	7,016	8,927	60,000	43,088
21534	Professional Fees - Shared Services	10,048	9,999	(49)	0	40,000	29,952
<b>Expense Total</b>		<b>18,032</b>	<b>24,999</b>	<b>6,967</b>	<b>8,927</b>	<b>100,000</b>	<b>73,040</b>
Shared Services Total		18,032	24,999	6,967	8,927	100,000	73,040
<b>Finance Total</b>		<b>(17,124,998)</b>	<b>(16,785,409)</b>	<b>339,589</b>	<b>105,321</b>	<b>(17,463,600)</b>	<b>(443,923)</b>
<b>Corporate Services Total</b>		<b>(17,046,060)</b>	<b>(16,604,200)</b>	<b>441,860</b>	<b>425,260</b>	<b>(16,908,300)</b>	<b>(287,500)</b>

Community & Strategy							
Community Development							
Community Development							
Expense							
28120	Salaries - Community Development	53,458	69,890	16,432	5,815	260,200	200,927
28121	Other Employee Costs - Community Development	11,717	8,802	(2,915)	177	35,200	23,306
28123	Office - Community Development	244	501	257	1,300	2,000	456
28124	Motor Vehicles - Community Development	32	0	(32)	0	0	(32)
28125	Depreciation - Community Development	1,912	2,076	164	0	8,300	6,388
28127	Finance - Community Development	25,900	25,899	(1)	0	103,600	77,700
28130	Other - Community Development	1,488	1,875	387	2,853	7,500	3,158
28137	Donations - Community Development	5,273	92,700	87,427	0	276,900	271,627
28151	Operational Activities - Community Development	7,478	15,363	7,885	26,752	113,800	79,570
28152	Community Visioning	0	17,000	17,000	0	17,000	17,000
29320	Salaries - Volunteer Services VRC	14,117	15,334	1,217	0	57,000	42,883
29321	Other Employee Cost - Volunteer Services VRC	634	1,479	845	0	5,900	5,266
29323	Office - Volunteer Services VRC	130	447	317	1,268	2,600	1,201
29327	Finance - Volunteer Services VRC	4,350	4,350	0	0	17,400	13,050
29328	Insurance - Volunteer Services VRC	0	700	700	0	700	700
29330	Other - Volunteer Services VRC	13	5,001	4,988	318	24,300	23,969
29335	ICT Expenses - Volunteer Services VRC	75	0	(75)	0	0	(75)
<b>Expense Total</b>		<b>126,820</b>	<b>261,417</b>	<b>134,597</b>	<b>38,485</b>	<b>932,400</b>	<b>767,095</b>
Income							
58101	Fees & Charges - Community Development	(400)	0	400	0	(5,400)	(5,000)



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

		September Actual YTD	September Budget YTD	Variance	Committed Balance	Annual Budget	Budget Available
Expense							
28620	Salaries - NCC	141	0	(141)	0	0	(141)
28621	Other Employee Costs - NCC	11,401	0	(11,401)	0	0	(11,401)
28623	Office - NCC	805	0	(805)	0	0	(805)
28625	Depreciation - NCC	4,539	0	(4,539)	0	0	(4,539)
28626	Utility - NCC	4,299	0	(4,299)	0	0	(4,299)
28664	Hacc Unit Cost - NCC	193,273	280,029	86,756	21,323	1,120,100	905,504
<b>Expense Total</b>		<b>214,458</b>	<b>280,029</b>	<b>65,571</b>	<b>21,323</b>	<b>1,120,100</b>	<b>884,319</b>
Income							
58601	Fees & Charges - NCC	(17,011)	(25,002)	(7,991)	0	(100,000)	(82,989)
58604	Grants Operating - NCC	(252,391)	(216,627)	35,764	0	(866,500)	(614,109)
58610	Sundry Income - NCC	0	0	0	0	(2,000)	(2,000)
<b>Income Total</b>		<b>(269,402)</b>	<b>(241,629)</b>	<b>27,773</b>	<b>0</b>	<b>(968,500)</b>	<b>(699,098)</b>
Nedlands Community Care Total		(54,944)	38,400	93,344	21,323	151,600	185,221
Point Resolution Occasional Care							
Expense							
28820	Salaries - Point Resolution	61,588	77,541	15,953	0	289,000	227,412
28821	Other Employee Costs - Point Resolution	8,927	6,598	(2,329)	0	26,400	17,473
28823	Office - Point Resolution	1,333	1,586	253	3,188	6,300	1,779
28825	Depreciation - Point Resolution	402	399	(3)	0	1,600	1,198
28826	Utility - Point Resolution	2,319	951	(1,368)	3,163	3,800	(1,682)
28827	Finance - Point Resolution	15,100	15,099	(1)	0	60,400	45,300
28830	Other - Point Resolution	1,461	6,000	4,539	132	24,000	22,406
28835	ICT Expenses - Point Resolution	0	873	873	0	3,500	3,500
<b>Expense Total</b>		<b>91,130</b>	<b>109,047</b>	<b>17,917</b>	<b>6,484</b>	<b>415,000</b>	<b>317,386</b>
Income							
58801	Fees & Charges - Point Resolution	(59,937)	(63,504)	(3,567)	0	(252,000)	(192,063)
<b>Income Total</b>		<b>(59,937)</b>	<b>(63,504)</b>	<b>(3,567)</b>	<b>0</b>	<b>(252,000)</b>	<b>(192,063)</b>
Point Resolution Occasional Care Total		31,193	45,543	14,350	6,484	163,000	125,324
Volunteer Services							
Expense							
29220	Salaries - Volunteer Services NVS	6,396	7,638	1,242	0	28,400	22,004
29221	Other Employee Costs - Volunteer Services NVS	310	1,050	740	0	4,200	3,890
29223	Office - Volunteer Services NVS	0	753	753	65	3,000	2,935
29227	Finance - Volunteer Services NVS	6,300	6,300	0	0	25,200	18,900
29228	Insurance - Volunteer Services NVS	0	474	474	0	1,900	1,900
29230	Other - Volunteer Services NVS	359	576	217	116	2,300	1,825
29235	ICT Expenses - Volunteer Services NVS	0	99	99	0	400	400
<b>Expense Total</b>		<b>13,366</b>	<b>16,890</b>	<b>3,524</b>	<b>182</b>	<b>65,400</b>	<b>51,853</b>
Volunteer Services Total		13,366	16,890	3,524	182	65,400	51,853
<b>Community Service Centres Total</b>		<b>285,530</b>	<b>461,139</b>	<b>175,609</b>	<b>98,373</b>	<b>1,780,500</b>	<b>1,396,597</b>
Community Services Administration							
Community Services Administration							
Expense							
28420	Salaries - Community Services Administration	42,733	50,816	8,083	0	189,300	146,567
28421	Other Employee Costs - Community Services Admin	22,195	20,850	(1,345)	1,975	83,400	59,230
28423	Office - Community Services Administration	991	0	(991)	91	9,000	7,918
28424	Motor Vehicles - Community Services Administration	10,440	8,475	(1,965)	0	33,900	23,460
28425	Depreciation - Community Services Administration	120	126	6	0	500	380
28427	Finance - Community Services Administration	23,150	23,151	1	0	92,600	69,450
28430	Other - Community Services Administration	0	0	0	0	1,000	1,000
28434	Professional Fees - Community Services Admin	3,576	0	(3,576)	0	4,000	424
28435	ICT Expenses - Community Services Administration	408	0	(408)	3,825	6,300	2,067
28437	Donations - Community Services Administration	1,726	9,824	8,098	7,730	39,300	29,844
28450	Special Projects - Community Services Admin	459	1,334	875	63	4,000	3,479
<b>Expense Total</b>		<b>105,798</b>	<b>114,576</b>	<b>8,778</b>	<b>13,683</b>	<b>463,300</b>	<b>343,819</b>
Income							
58420	Positive Ageing Revenue	(1,005)	(1,334)	(329)	0	(4,000)	(2,995)
<b>Income Total</b>		<b>(1,005)</b>	<b>(1,334)</b>	<b>(329)</b>	<b>0</b>	<b>(4,000)</b>	<b>(2,995)</b>
Community Services Administration Total		104,793	113,242	8,449	13,683	459,300	340,824
<b>Community Services Administration Total</b>		<b>104,793</b>	<b>113,242</b>	<b>8,449</b>	<b>13,683</b>	<b>459,300</b>	<b>340,824</b>
Support and Media							
Support and Media							
Expense							
28320	Salaries - Marketing & Communications	17,506	10,713	(6,793)	0	39,800	22,294
28323	Office - Marketing & Communications	31,812	14,499	(17,313)	17,998	58,000	8,190
28325	Depreciation - Marketing & Communications	120	126	6	0	500	380

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

Development Services							
Property Services							
Council Buildings							
Expense							
24120	Salaries - Council Buildings	38,987	45,841	6,854	0	170,900	131,913
24121	Other Employee Costs - Council Buildings	6,191	6,429	238	0	25,700	19,509
24123	Office - Council Buildings	392	875	483	0	3,500	3,108
24124	Motor Vehicles - Council Buildings	8,929	8,301	(628)	0	33,200	24,271
24125	Depreciation - Council Buildings	114,558	90,025	(24,533)	0	360,100	245,542
24126	Utility - Council Buildings	7	0	(7)	0	0	(7)
24127	Finance - Council Buildings	30,300	30,300	0	0	121,200	90,900
24128	Insurance - Council Buildings	1,054	6,000	4,946	0	6,000	4,946
24130	Other - Council Buildings	156	1,500	1,344	0	6,000	5,844
24133	Building - Council Buildings	289,819	307,847	18,028	79,754	981,801	612,228
<b>Expense Total</b>		<b>490,392</b>	<b>497,118</b>	<b>6,726</b>	<b>79,754</b>	<b>1,708,401</b>	<b>1,138,255</b>
Income							
54109	Council Property - Council Buildings	(25,459)	(15,000)	10,459	0	(110,000)	(84,541)
<b>Income Total</b>		<b>(25,459)</b>	<b>(15,000)</b>	<b>10,459</b>	<b>0</b>	<b>(110,000)</b>	<b>(84,541)</b>
Council Buildings Total		464,932	482,118	17,186	79,754	1,598,401	1,053,715
Property Services							
Expense							
24420	Salaries - Property Services	82,265	97,284	15,019	0	362,000	279,735
24421	Other Employee Costs - Property Services	24,174	16,596	(7,578)	1,600	66,400	40,626
24423	Office - Property Services	6,978	3,700	(3,278)	777	14,800	7,045
24424	Motor Vehicles - Property Services	5,785	5,676	(109)	0	22,700	16,915
24425	Depreciation - Property Services	68	75	8	0	300	233
24427	Finance - Property Services	45,191	45,851	660	0	183,400	138,209
24430	Other - Property Services	343	875	532	503	3,500	2,653
24434	Professional Fees - Property Services	30,577	37,500	6,923	5,918	150,000	113,505
<b>Expense Total</b>		<b>195,381</b>	<b>207,557</b>	<b>12,176</b>	<b>8,798</b>	<b>803,100</b>	<b>598,921</b>
Income							
54401	Fees & Charges - Property Services	(160,909)	(132,500)	28,409	0	(530,000)	(369,091)
54410	Sundry Income - Property Services	(4,278)	(3,000)	1,278	0	(12,000)	(7,722)
54411	Fines & Penalties - Property Services	0	(2,500)	(2,500)	0	(10,000)	(10,000)
<b>Income Total</b>		<b>(165,187)</b>	<b>(138,000)</b>	<b>27,187</b>	<b>0</b>	<b>(552,000)</b>	<b>(386,813)</b>
Property Services Total		30,194	69,557	39,363	8,798	251,100	212,107
<b>Property Services Total</b>		<b>495,126</b>	<b>551,675</b>	<b>56,549</b>	<b>88,552</b>	<b>1,849,501</b>	<b>1,265,822</b>
Sustainable Nedlands							
Environmental Health							
Expense							
24638	Operational Activities - Sust & Environ	2,663	8,000	5,337	2,823	8,000	2,515
24720	Salaries - Environmental Health	51,271	56,836	5,565	0	211,300	160,029
24721	Other Employee Costs - Environmental Health	8,075	7,224	(851)	1,505	28,900	19,321
24722	Staff Recruitment - Environmental Health	0	125	125	0	500	500
24723	Office - Environmental Health	522	775	253	0	3,100	2,578
24725	Depreciation - Environmental Health	1,225	525	(700)	0	2,100	875
24727	Finance - Environmental Health	18,800	18,801	1	0	75,200	56,400
24730	Other - Environmental Health	951	9,900	8,949	2,974	39,600	35,675
24751	Operational Activities - Environmental Health	6,486	22,248	15,762	77	89,000	82,436
<b>Expense Total</b>		<b>89,993</b>	<b>124,434</b>	<b>34,441</b>	<b>7,379</b>	<b>457,700</b>	<b>360,328</b>
Income							
54701	Fees & Charges - Environmental Health	(39,684)	0	39,684	0	(65,000)	(25,316)
54710	Sundry Income - Environmental Health	0	0	0	0	(5,000)	(5,000)
54711	Fines & Penalties - Environmental Health	0	(1,251)	(1,251)	0	(5,000)	(5,000)
<b>Income Total</b>		<b>(39,684)</b>	<b>(1,251)</b>	<b>38,433</b>	<b>0</b>	<b>(75,000)</b>	<b>(35,316)</b>
Environmental Health Total		50,309	123,183	72,874	7,379	382,700	325,012
Natural Areas							
Expense							

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

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

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

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

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

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

12	Off Street Parking					
	2182	The Esplanade	0	0	80,000	80,000
	<b>Off Street Parking Total</b>		<b>0</b>	<b>0</b>	<b>80,000</b>	<b>80,000</b>

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

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

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




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

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

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

**CITY OF NEDLANDS**  
**NET CURRENT ASSETS**  
AS AT 30 SEPTEMBER 2011

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

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

### **Purpose**

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

### **Recommendation to Committee**

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

### **Strategic Plan**

KFA5: Governance

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

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

### **Background**

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

### **Proposal Detail**

Not applicable.

### Consultation

Required by legislation: Yes ☐ No ☒

Required by City of Nedlands policy: Yes ☐ No ☒

### Legislation

Not applicable.

### Budget/Financial Implications

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

### Risk Management

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

### Discussion

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

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

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

The Investment Portfolio comprises Investments in the following institutions:

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

### **Conclusion**

The Investment Report is presented to Council.

### **Attachments**


1. Investment Report for the period ended 30 September 2011

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

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

Current Proportion of Portfolio

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

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

## Purpose

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

## Recommendation to Committee

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

## Strategic Plan

*KFA 5: Governance*

*5.6 - Ensure compliance with statutory requirements and guidelines.*

This report will ensure the City meets its statutory requirements.

## Background

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

- the payee's name;
- the amount of the payment;
- the date of the payment; and
- sufficient information to identify the transaction.



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

### **Proposal Detail**

Not applicable.

### **Consultation**

Required by legislation: Yes ☐ No ☒

Required by City of Nedlands policy: Yes ☐ No ☒

### **Legislation**

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

### **Budget/Financial Implications**

Not applicable.

### **Risk Management**

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

### **Discussion**

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

### **Conclusion**

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

### **Attachments**

1. List of Accounts Paid – September 2011



# CITY OF NEDLANDS

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

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



# CITY OF NEDLANDS

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

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



# CITY OF NEDLANDS

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

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



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



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



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



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





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



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



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



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



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



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



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



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





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



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



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



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



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



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



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



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			502.8110		<b>Wattleup Tractors</b>	
			INV		5000HR SERVICE MASSEY TRACTOR FLT 198	2,181.70
			INV		24X BLADE MBA 29 8 PART#3495550M4	658.45
			INV		4X ROLLER, 2X SUPPORT	1,248.60
			502.8240		<b>Western Educting Service</b>	
			INV		EDUCTING 8/8/11	1,912.90
			INV		EDUCTING 9/8/11	2,300.65
			INV		EDUCTING 10/8/11	3,463.90
			INV		EDUCTING 5/8/11	465.30
			502.8242		<b>West Metro Regional Council</b>	
			INV		WASTE DISPOSAL 22/8 - 31/8/11	26,241.24
			502.860		<b>Bunnings Group Limited</b>	
			INV		BUILDING SUPPLIES	33.83
			INV		GATE LATCH GOLIATH 07/11, GATER ADJ	31.78
			INV		BUILDING SUPPLIES	55.67
			INV		10X CONCRETE RAPID SET 20KG	62.38
			INV		BUILDING SUPPLIES	19.70
			INV		BUILDING SUPPLIES	29.24
			INV		BUILDING SUPPLIES	32.82
			INV		BUILDING SUPPLIES	3.87
			INV		BUILDING SUPPLIES	26.22
			INV		BUILDING SUPPLIES	34.87
			INV		MATERIALS - COLLEGE PK	54.07
			INV		BUILDING SUPPLIES	18.86
			INV		DUSTPAN & BRUSH SET, TAPE MEASURE 8M	36.44
			INV		BUILDING SUPPLIES	54.38
			INV		BUILDING SUPPLIES	9.98
			INV		BUILDING SUPPLIES	16.48
			INV		BUILDING SUPPLIES	44.43
			INV		BUILDING SUPPLIES	282.09
			502.8639		<b>Aged &amp; Community Services WA Inc</b>	
			INV		11/12 MEMBERSHIP AGED & COM SVCES	1,157.90
			502.897		<b>Cabcharge Australia Limited</b>	
			INV		25/7-21/8/11 CABCHARGE SVCE FEE+TAXI FARES	445.17
			502.9872		<b>Civica Pty Ltd</b>	
			INV		MS - DR & ADMIN SVCES OCT 2011	7,656.00
			INV		OCT 2010-SEP 2011 GIS INTEGRATION	2,860.00
503	EFT TRANSFER: - 26/09/2011	23/09/2011	-299,733.03	503.10731	<b>Green Skills (Eco Jobs)</b>	





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



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



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



# CITY OF NEDLANDS

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

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



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

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



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



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



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





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



# CITY OF NEDLANDS

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

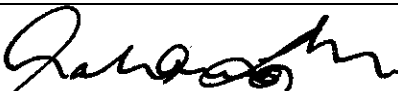
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<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	72X 20KG FAST SETTING CONCRETE	412.41
			504.741		<b>Boyan Electrical Services</b>	
				INV	ELECTRICAL MAINT- ROCHDALE/HALDANE	415.80
				INV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

<b>CP40.11</b>	<b>City of Nedlands Code of Conduct</b>
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<b>Committee</b>	8 November 2011
<b>Council</b>	22 November 2011

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

## Purpose

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

## Recommendation to Committee

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

## Strategic Plan

*KFA 5: Governance*

*5.6 - Ensure compliance with statutory requirements and guidelines.*

## Background

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

## Proposal Detail

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

## Consultation

Required by legislation: Yes ☐ No ☒

Required by City of Nedlands policy: Yes ☐ No ☒

## Legislation

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

## Budget/Financial Implications

Not applicable.

## Risk Management

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

## Discussion

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

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

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

## Conclusion

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

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

**Attachments**

1. City of Nedlands Code of Conduct



City of Nedlands

nedlands.wa.gov.au

# ***Code of Conduct***

As at 26 October 2010

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## 1. Introduction

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

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

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

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

## 2. Role and Function of Council

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

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



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

Further to the above:

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

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

### **3. Role of the Mayor**

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

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

Further to the above:

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

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

## **4. Role of the Chief Executive Officer**

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

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

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

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

## **5. Council Staff**

5.1 The role of employees is to:

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

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

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

5.4 Employees shall:

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

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

## **6. Corporate Team**

- 6.1 Council's corporate team comprises the Mayor, Elected Members and the Executive Management Team which consists of the Chief Executive Officer and Directors.
- 6.2 The corporate team has an attitude of team membership towards all members recognising the political role of the Council and the importance of supporting the corporate structure of the administration, upholding the professional integrity of all concerned and thereby ensuring and supporting the effective running of the Council.
- 6.3 Subject to Elected Members rights and duties to make comment as allowed in clause 9.5 of this Code in recognition of their role as representatives of the electors, ratepayers and residents of the City of Nedlands the corporate team should be committed to a clear acceptance and support of all corporate decisions.
- 6.4 The corporate team accepts and shall uphold the need to maintain confidentiality when dealing with confidential matters.
- 6.5 The corporate team is committed to the maintenance, deployment and regular updating of the Strategic Plan.
- 6.6 The corporate team recognises the need for delegation of operational matters to management, with the Council concentrating on policy issues.
- 6.7 The Executive Management Team is expected to take the initiative and responsibility for developing issues to a stage where comprehensive information can be placed before the Council or a Committee for discussion.
- 6.8 The corporate team accepts the need for the Mayor to share the official local government workload with the Deputy Mayor and City Elected Members. Where the Mayor is unable to attend a particular function, delegation is to the Deputy Mayor or one of the Elected Members. This is at the Mayor's discretion, subject to the requirements of the *Local Government Act 1995*.
- 6.9 The corporate team recognises the need, when appointing delegates, to achieve evenness in the distribution of the workload on Elected Members and Directors and ensure that Council is represented at meetings or organisations where relevant.
- 6.10 The corporate team supports the Mayor and Elected Members in each Ward by attending official functions and other engagements involving the City.

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

## **7. Organisational Arrangements and Decision Making**

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



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

## **8. Use of Council Property**

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



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

## **9. Conduct of ELECTED MEMBERS and Employees**

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

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

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

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

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

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

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

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

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

## **10. Public Relations and Communications**

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

## **11. Conflict of Interest**

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

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

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

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

11.12 If –

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

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

## **12. Personal Benefit**

- 12.1 Elected Members and employees shall not use confidential information to gain improper advantage for themselves or for any other person or body, or to cause detriment to the City or any person.
- 12.2 Information of a confidential nature will not be disclosed by an Elected Member or Employee to until it is no longer regarded as confidential, except in accordance with the *Local Government Act*.
- 12.3 Elected Members and employees shall not improperly take advantage of their position to influence other Elected Members or employees in the performance of their duties or functions in order to gain (directly or indirectly) any advantage for themselves or for any other person or body, or to cause detriment to the City or any person.
- 12.4 No Elected Member shall use the City's resources, including photocopying, stationery or other physical resources for the purpose of persuading electors to vote in a particular way in an election, referendum or other poll held under any written law.

## 13. Gifts

### 13.1 In this Part –

***activity involving a local government discretion*** means an activity —

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

of each other gift accepted within the 6 month period.

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

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

## 14. Breaches and Enforcement of the Code of Conduct

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



## 14.2 Responsibility for Upholding the Code of Conduct

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

## 14.3 Reporting Alleged Breaches of the Code

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

A report of an alleged breach is to include:

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

## 14.4 Dealing with Alleged Breaches – Employees

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

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

#### 14.5 Dealing with Alleged Breaches – CEO

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

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

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

#### 14.6 Dealing With Alleged Breaches – Elected Members

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

If:

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

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

#### 14.7 Dealing with Alleged Breaches – Mayor

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

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

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

If:

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

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

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

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

#### 14.9 Dealing with Alleged Breaches - Referral to Council

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

#### 14.10 Investigating Breaches

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

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

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

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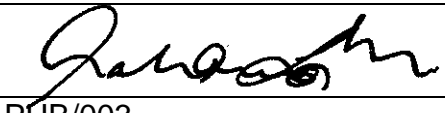
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<b>CP41.11</b>	<b>Annual Report and Annual Electors Meeting</b>
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<b>Committee</b>	8 November 2011
<b>Council</b>	22 November 2011

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

### Purpose

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

### Recommendation to Committee

#### That Council:

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

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

## Strategic Plan

KFA 5: Governance

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

## Background

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

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

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

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

## Proposal Detail

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

## Consultation

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

## Legislation

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

### **Budget/financial implications**

Budget:

Within current approved budget: Yes ☒ No ☐

Requires further budget consideration: Yes ☐ No ☒

### **Risk Management**

This report has been prepared in accordance with legislation.

### **Discussion**

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

### **Financial Performance**

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

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

The significant reasons for the variances are:

### **Revenue**

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

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

### **Operating Expenses**

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

### **Capital Works**

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

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

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

### **Revaluation of Assets**

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

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

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

### **Financial Performance Indicators**

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

### **Audit Report**

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

### **Disability Services Plan**

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

### **National Competition Policy**

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

### **Annual Meeting of Electors**

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

## **Conclusion**

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

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

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

## **Attachment**

1. Annual Report for 2010-2011



City of Nedlands

# ANNUAL REPORT 2010-II

[nedlands.wa.gov.au](http://nedlands.wa.gov.au)







City of Nedlands





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# REPORT FROM MAYOR



Sheryl Froese, Mayor

*The City is a dynamic and close-knit community which has so much to be proud of.*

## Mayor's message

Throughout the 2010–11 year your Council continued to develop and implement strategies to improve the delivery of service to its community. Council focused upon efficiencies and core functions, and as a result many important projects were completed.

## Engaging our community

In September 2010, the City undertook an inspiring Community Visioning Project, 2030: *imagine, engage, create*. The visioning project involved community members taking part in a series of community conversations with the aim of developing a shared vision for the future, which would be expressed in a community plan.

The Our Vision for 2030 Community Plan demonstrates what can be achieved when a community comes together to create its own future. In taking on the 2030 project, the City's goal and dream was to put the community in the driver's seat. We wanted the community to work together for a shared vision that would play a part in the City's major plans for the future.

## Sustainability

Our natural environment was given a high priority within Council in the last financial year. In June 2011 the City was awarded Waterwise Council status by the Water Corporation for its ongoing efforts to improve water management across its operations in the City.

## Safer roads

In the 2010–11 financial year, your Council was active in reviewing strategic traffic management issues throughout the City.

With its now well established Traffic Management Committee, investigations and reviews of strategic traffic management issues such as Black Spot projects, traffic and parking hot-spots and safety issues are regularly undertaken.

## Heritage

In June this year, restoration and refurbishment works commenced at the state heritage-listed site, The Maisonettes. The City will spend approximately \$325 000 on improvements to this historic building.



### Summer concerts

This year, once again the City was proud to present its annual Summer Concerts in the Park series held on every Sunday evening throughout February. The concerts are an opportunity for families, friends and neighbours to gather in a relaxed atmosphere in one of the City's beautiful parks.

### Thank you

The City is a dynamic and close-knit community which has so much to be proud of.

I would like to thank my fellow councillors, the CEO and City staff who have, over the past twelve months, contributed so much of their time, expertise and energy to assist us in delivering outcomes to our community.

We all look forward to an even more successful year in 2012.

Sheryl Froese  
Mayor

# REPORT FROM CEO



Graham Foster, Chief Executive Officer

*The strategic plan is a plan for the future and sets the strategic direction and key focus areas for Council and elected members.*

## CEO's message

I am pleased to bring you the 2010–11 annual report. In doing so, I would like to thank my strong team of directors, managers and staff for their continued commitment, dedication and hard work over the past twelve months.

This year has once again seen some significant achievements against the City's Strategic Plan 2008–13 and the City working with its community, neighbouring councils and state government. The strategic plan is a plan for the future and sets the strategic direction and key focus areas for Council and elected members. It is also the foundation for how the City develops its annual plans, service schedules and future budgets. The plan is focussed around the City's infrastructure, natural environment, the built environment, community wellbeing and governance.

## Local government reform

The 2010–11 financial year has represented a year of commitment and challenges. In 2010 the City entered into a Regional Transition Agreement with the City of Subiaco, and undertook a business case for local government restructure.

The report of this process, prepared by KPMG, indicated substantial savings of \$4.4 million annually and strategic advantages were achievable. An independent body will consider the future of this process.

## Community engagement

In 2010, the City embarked upon its Community Visioning 2030 Project. The 2030 project has been the City's most significant community engagement project to date, and was based on a model developed in Oregon, USA and adopted by a large number of councils around the world since. The local community responded strongly to the many consultation opportunities that the project provided, with over 2000 people providing input over a five month consultation period.

The next stage of the project will be the development of the Our Vision for 2030 Community Plan. The community plan will provide key input towards the City's strategic planning process, and the outcome of a 10 year City of Nedlands Strategic Plan.

It is an important time for the City to have a sound strategic plan in place. The City must be well prepared for many future challenges, including population pressures, infrastructure costs, environmental changes and local government reform.



Both the community plan and strategic plan will help ensure that the priorities of the City's community continue to influence its future, regardless of the outcomes of any local government restructure, and will make an important contribution now and in the future.

### **Budget and expenditure**

In the 2010–11 financial year our total revenue budget was \$25.17 million. The total revenue raised was \$26.51 million, mainly through rates \$15.44 million, grants and contributions \$3.39 million and fees and charges \$5.98 million.

The major areas of expenditure included recreation and culture \$6.56 million, roads, footpaths and drainage \$5.71 million, sanitation and town planning services \$4.37 million, buildings and regulatory services \$3.01 million and welfare services \$2.23 million. Other areas of expenditure were law and public safety, health and governance.

In early 2011, the City was successful in obtaining \$600 000 in grant funds that will go toward the planned upgrade of the John Leckie Pavilion. The full cost to upgrade the pavilion will be \$2.8 million. This will be offset by the amount approved in grants. It is anticipated that the refurbishments to the pavilion will be completed in 2012.

The City faces many challenges and will continue to set aside funds for improvements to its parks, buildings, plant and equipment, and traffic management projects such as upgrades to our roads, footpaths, drainage and kerbs. Often neglected in the past we can no longer afford to ignore the need to upgrade and improve our facilities. We will continue to provide a wide range of services for the community including child and youth services, aged care services, recreation programs, crime prevention, library services, waste collection, courses, activities and events.

In April this year the City took out a national communications award at the Government Communications Australia annual conference held in Canberra. The City was the only local government in Western Australia to win an award at this event. The award was presented for using a minimum budget to recreate its corporate branding of all its publications and website with particular attention to disability and accessibility requirements.

Finally, I want to thank our councillors, staff and members of our community groups who have all contributed to the liveability and amenity of our City, and to achieving our vision of making Nedlands an attractive City, with a strong sense of community and place.

Graham Foster  
Chief Executive Officer



# COUNCIL



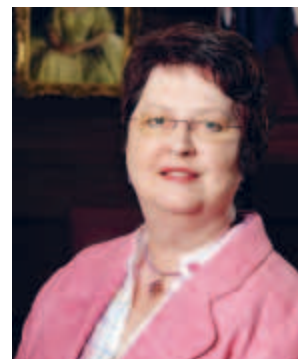
Mayor  
Sheryl Froese



Cr. Nikola Horley  
**Coastal Districts Ward**



Cr. Kenneth Collins  
**Coastal Districts Ward**



Cr. Kerry Smyth  
**Coastal Districts Ward**



Cr. John Bell  
**Hollywood Ward**



Cr. Ben Hodsdon  
**Hollywood Ward**



Cr. Robert Binks  
**Hollywood Ward**

## The Strategic Plan 2008–13

The City of Nedlands Strategic Plan 2008–13 is a plan for the future and sets the strategic direction and key focus areas for Council and elected members. It also becomes the foundation for how the City develops its annual plans, service schedules and future budgets.

The strategic plan has been developed by elected members, City staff and members of the community. The goals and strategies represent the type of City we want to become and what we need to do to get there.

The strategic plan is based on the following principles and assumptions:

- The City will provide services and infrastructure that support the development of inclusive communities and liveable neighbourhoods.
- The City will effectively and efficiently plan and manage its resources in a transparent and accountable manner.



Cr. Ian Argyle  
**Dalkeith Ward**



Cr. Max Hipkins  
**Dalkeith Ward**



Cr. Matthew Negus  
**Dalkeith Ward**



Cr. Mike Somerville-Brown  
**Melvista Ward**



Cr. Irene Tan  
**Melvista Ward**



Cr. Bronwen Tyson  
**Melvista Ward**

- The City recognises the diversity of its community across the municipality and will ensure that the broader community needs of the whole City are considered.
- The City will take into account global trends and issues including climate change and sustainability as part of its planning for the future.
- The City will report back to the community on Council's progress in achieving the strategic plan on an annual basis.

### **Corporate purpose**

Serving our community.

### **Vision**

The City of Nedlands is an attractive City with residential amenity and a strong sense of community and place.



# ABOUT THE CITY OF NEDLANDS



Just 7 kilometres from Perth, the City of Nedlands stretches from the banks of the beautiful Swan River to the shores of the Indian Ocean.

The City is divided into four wards each represented by three councillors who are available to discuss and assist with any matters concerning your quality of life within the City.

## People

- Population: 22 404
- Electors: 14 272
- Suburbs: Dalkeith, Nedlands, Karakatta, Mt Claremont, Swanbourne and parts of Floreat and Shenton Park

## Environment

- Area: 21 square kilometres
- Fourteen major parks and reserves
- Area of parks, gardens, reserves and golf courses: 46 parks, gardens, reserves and bushlands totalling 314 ha

## Other facts of interest

- Council established in 1893
- Proclaimed as a City 1 July 1959
- Tourist attractions: river foreshore, water sports, Swanbourne Beach, Allen Park heritage area

## Community events

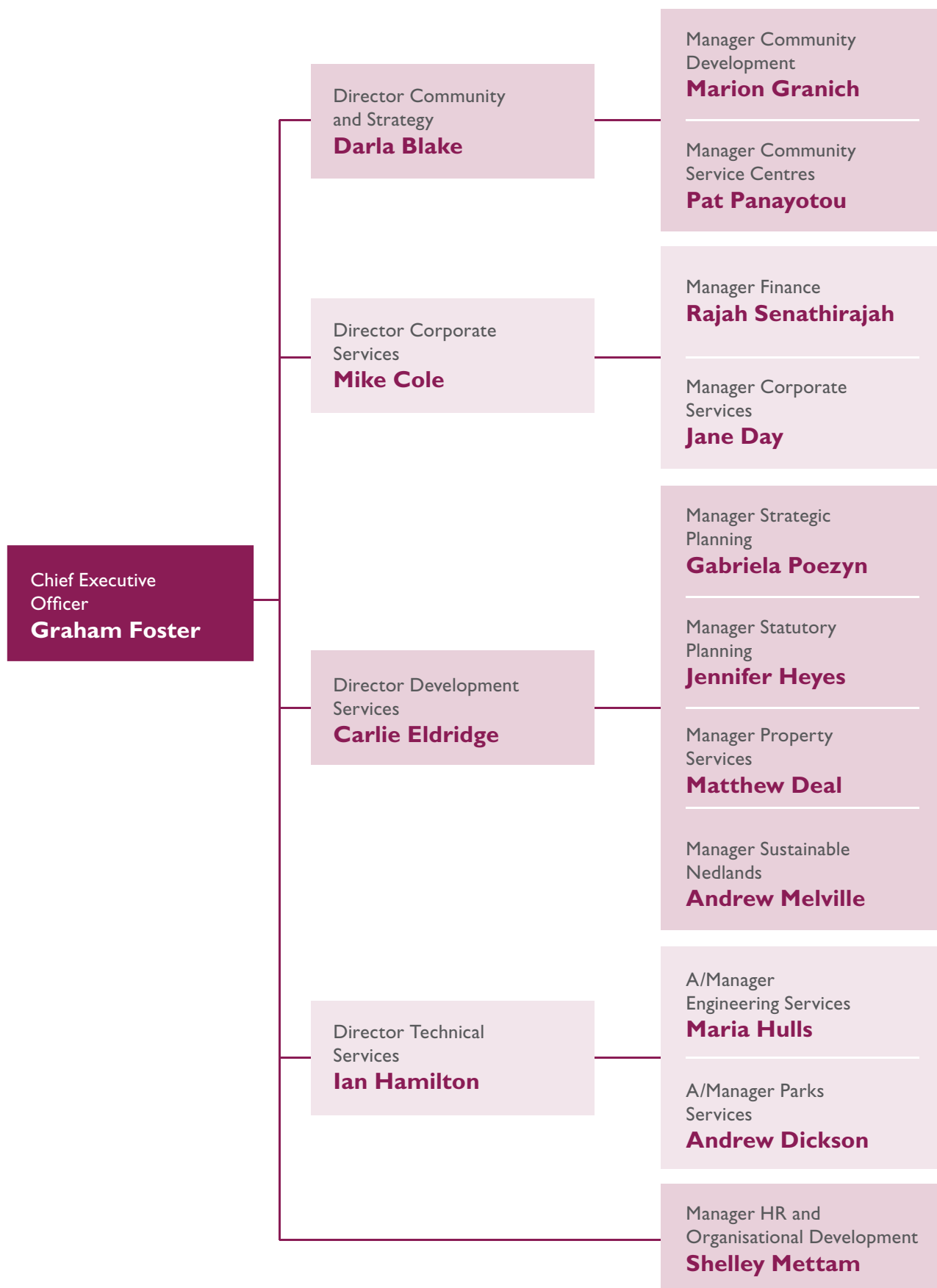
- Summer Concerts in the Park series
- Premier's Australia Day Awards Ceremony
- Citizenship Ceremonies
- Remembrance Day Ceremony

## The built form

- Two libraries
- One senior citizens centre
- One child health centre
- Eight primary schools
- Two secondary colleges
- Two community centres



# ORGANISATIONAL STRUCTURE



# INFRASTRUCTURE

**To provide functional infrastructure in order to enable safe, efficient and effective transport systems, and passive and active recreational opportunities.**

## **Services provided under this key focus area:**

- parks services
- asset management
- special projects
- engineering services
- capital works
- traffic management
- parking strategy
- road safety.

## **Parks services**

During 2010–11, the City completed 352 parks maintenance programs on time and within budget. Maintenance programs included cleaning and rubbish removal, landscape maintenance, fertilising grounds, planting trees, turf renovations, weed control, watering and general maintenance.

## **Asset management**

**Provide and maintain quality passive and active recreational and leisure facilities and open space to meet community needs**

It was identified that the City required a more considered approach towards the future management of assets within its parks and reserves. An extensive audit was initiated and is due to be completed next year. This will include a report on the condition of each asset, a recommended replacement priority program and a budget for the replacement program.

This year a parks and playgrounds assets audit was completed and compiled into the Parks Asset Register. In 2011–12, the City will embark on an audit to compile a Living Asset Register for the future strategic management of street trees and trees in parks and reserves throughout the City.

In 2009, the City secured a reliable supply of good quality groundwater for use in irrigating parks and reserves throughout the St Johns Wood Estate area in Mt Claremont. This new supply replaced the previous groundwater resource, which had suffered from ongoing water quality issues and significant irrigation maintenance complications. To capitalise on the new water source, the City successfully undertook the cleaning of 32 kilometres of irrigation pipe that services 13 parks and numerous roadside verges in the area. The works included the installation of 81 isolation valves and flushing points, and has secured a more reliable supply of irrigation during the summer watering period.

## **Water conservation**

**Implement a water plan to reduce water consumption**

In June 2011 the City received Waterwise Council endorsement from the Department of Water, the Water Corporation and the International Council for Local Environment Initiatives - Local Governments for Sustainability (ICLEI). An important step in achieving this status was the development of a water conservation plan for using groundwater on parks and gardens. The City was also recognised for taking important steps in improving its irrigation of parks and gardens, including planting native and waterwise species in public open spaces.

The City implemented its Irrigation Operating Strategy, as adopted by Council in 2009. The strategy is a multiple site management plan where operational tasks are applied to all irrigation systems operated by the City. Tasks involve irrigation scheduling, monitoring and reporting of ground water usage and irrigation hydrozoning.

## **Parks capital works**

**Implement a capital works program based on five and twenty year forward work schedules linked to the Strategic Financial Plan**

The City's capital works program for 2010–11 included:

- modifications to basketball courts at Mt Claremont Community Centre
- new barbeque facilities at Blain Park
- new synthetic cricket wicket at College Park
- new bore at Genesta Park
- new sports lighting designed to Australian Standards at Highview Park
- irrigation pipe cleaning at Mt Claremont
- new hydrozoned irrigation system at Nedlands Library surrounds
- a playground at Nedlands Park
- renovation of four garden beds at Peace Memorial Rose Garden
- conversion of an old well to a new submersible bore at Swanbourne Beach Reserve.

## **Engineering services**

Throughout 2010–11 the City improved road and footpath infrastructure networks by providing 6872 metres of road rehabilitation and resurfacing, 539 metres of new footpaths and 2628 metres of rehabilitated footpaths. The City's five year forward plan for road and footpath works is reviewed annually to ensure projects are on schedule and allowance is made for new priorities to be scheduled into the works program.

## **Capital works program**

**Implement a capital works program based on five and twenty year forward work schedules linked to the Strategic Financial Plan**

The Alfred and Montgomery roads intersection project was completed in June 2010. This federal government



# INFRASTRUCTURE

funded Black Spot Program achieved an improvement in pedestrian safety, and reinforced the intersection with an LED signals upgrade including an overhead mast arm.

The City's annual footpath rehabilitation program maintains community amenity throughout the City. In 2010–11 improvements took place at Beatrice Road, John XXIII, Elizabeth and Verdun streets, Dalkeith Road and Stubbs Terrace.

In this financial year's capital works program, all roads in the City that were resurfaced or rehabilitated, required extensive drainage improvements aimed to reduce the impact of flooding, improve road traffic safety and to recharge the ground water system. Road improvements took place at various locations throughout the City, which included upgrading existing drainage, underaking kerbing and asphalt resurfacing works, traffic management projects and the installation of five new bus shelters.

In the 2010–11 financial year a budget review of all the City's drainage network was undertaken with Council allocating an additional \$100 000 towards upgrades. Drainage was upgraded at Jenkins Avenue catchment and North Hollywood and Floreat precincts. A study was also undertaken on Loftus and Napier streets drainage sumps.

The City undertook repairs at three locations along its river wall foreshore area during 2010–11. Repairs included a 50 metre section at Paul Hasluck Reserve, a 10 metre section west of the Tawarri Function Centre jetty and a 100 metre section west of the Tawarri Function Centre. River wall urgent repairs remain a priority and will continue to receive upgrades on an as needs basis.

## Black Spot funding

The City successfully applied for Black Spot funding to upgrade roads and intersections that will address commuter safety issues and crashes.

The following projects are proposed to be undertaken in 2011–12 subject to community consultation and Main Roads Western Australia approval:

- upgrade to the intersection at Stirling Highway, Broadway and Hampden Road
- installation of median islands at Stirling Highway and Florence Road, Elizabeth and Tyrell streets, and Princess and Florence roads
- upgrade to street lighting at Carrington and Broome streets, Princess Road and Bruce Street, and Monash Avenue and Hampden Road
- installation of a roundabout at Bruce and Elizabeth streets.

## Traffic management

**Develop and implement an Integrated Transport Strategy for the City which promotes access to safe and integrated transport options**

In 2008, the City established a Traffic Management Committee with the specific purpose to investigate and review strategic traffic management issues within the municipality. Current projects under review by the committee include a Black Spot Program at the intersection of Broadway and Stirling Highway, a City-wide traffic and parking hot-spots analysis and corresponding action plan, a review of safety issues at the intersection of Broadway and Elizabeth Street, a review implementation of parking restrictions in the Hollywood Ward and a review of the *Parking and Parking Facilities Local Laws*.

To keep in line with the National Road Safety Strategy 2011–20 and the state government's Towards Zero Road Safety Strategy, the City devised an educational strategy that outlines three key areas: **Safe Roads, Safe Drivers = Saving Lives**. This involved strategically mapping hotspots throughout the City and a workshop for traffic and parking strategic planning. The educational strategy is proposed initially for a period of five years, which coincides with road accident data released by Main Roads WA.





Safe Roads, Safe Drivers  
= Saving Lives



# NATURAL ENVIRONMENT

**To enhance and protect the City's environmental assets to ensure management of natural resources and habitats, and environmental sustainability.**

## **Services provided under this key focus area:**

- environment education
- bushcare
- environment planning
- waste minimisation and management
- sustainability
- environmental health.

## **TravelSmart**

TravelSmart is a behaviour change program which aims to increase the number of people using alternative transport modes. The City is proud to have been involved with the program for ten years. TravelSmart was promoted at a number of events coordinated by the City and other local organisations throughout the year, including the Summer Concerts in the Park series and the 4Sure Youth and Skate Festival.

Community projects held throughout the year included:

- a cycle maintenance workshop for cyclists
- the continuation of the Waratah Walking Group and development of the Hollywood Walkers (in conjunction with the Heart Foundation)
- local schools promoting the TravelSmart message including, in-class activities and reward programs
- schools continued involvement in the walking school bus program
- the installation of bicycle u-rails at Hampden Road, supported by local businesses.

## **Bushcare**

The City's bushcare program has involved the ongoing implementation of its Natural Area Management Plans. The City undertook controlling of priority weed species, re-vegetation of degraded bushland areas and greenways using locally occurring native species (24 000 seedlings planted), erosion control measures, and fire management and feral animal control measures in the City's bushland reserves.

The final stage (stage three) of the Point Resolution Foreshore Stabilisation and Restoration Project was completed with final funding of \$72 138 received from the Swan River Trusts Riverbank Grants Scheme Program. This was a joint initiative between the City, the Friends of Point Resolution Reserve and the Swan River Trust. The project stabilised and restored 210 linear metres of unstable foreshore and embankment. The City also received \$20 000 from the Swan River Trusts Program to help stabilise the Waratah Place river end foreshore and embankment.

The final stage of the Montgomery Avenue Greenway Project was completed this year. Over 10 000 local native seedlings were planted to re-vegetate the grassed lawn area between St Johns Wood Boulevard and Stephenson Avenue, and also near Mt Claremont Primary School. The greenway will assist with the City's aims to protect biodiversity and will provide improved habitats for local fauna, increase the City's capacity to absorb greenhouse gas emissions and reduce water consumption.

## **Waste minimisation**

The City's Waste Minimisation Strategic Plan 2009–13 highlights the long-term strategy for continuous improvement of the City's waste services, waste avoidance and resource recovery. This was benchmarked against best practice and sets targets for waste reduction, resource recovery and the diversion of waste from landfill disposal.

As part of the City's commitment to waste recovery, in 2010–11 three portable recycling stations were designed and custom made for used and unwanted fluorescent tubes and light globes, printer cartridges, batteries and mobile phones. These recycling stations are located at the City's Administration Centre, Nedlands Library and the Mt Claremont Community Centre. The City is the first Western Australian local government to design and introduce new custom made recycling stations. In its first year, this new initiative managed to divert approximately 3 tonnes of recyclable materials from landfill.

The City is also actively engaged in collection and recycling of residential e-waste and metal. It is anticipated that up to 95 per cent recovery rate from all e-waste materials and commodities will be collected. Therefore, the City predicts a significant reduction in the volume of e-waste going to landfill as a result of this initiative.

Throughout the year 6000 tonnes of general waste, 2900 tonnes of greenwaste, 2750 tonnes of recyclable material, 7 tonnes of e-waste, 3 tonnes of household batteries and 3 tonnes of metals were collected and processed. More than 5700 tonnes of material was diverted from landfill this year, compared to last year's 5500 tonnes.

## Sustainability

As part of its involvement in the ICLEI Local Governments for Sustainability, the City has almost completed Milestone 4 of the Water Campaign, for community and corporate water quality and conservation. Milestone 5 will see the City assess progress made since the program's inception in 2003.

The City's inaugural Waterwise Garden Competition opened in May, coinciding with the start of the Native Plant Subsidy Scheme and the development of the City's Waterwise demonstration garden on the Stirling Highway verge outside the Administration Centre. The Native Plant Subsidy Scheme saw 2100 plants being purchased by residents, plus plants going to Nedlands Primary School and everlasting seeds to Moerlina Primary School.





# NATURAL ENVIRONMENT



## Food surveillance

In 2010–11 the City saw its first full year implementation of the state-wide food legislation which came into effect in October 2009. This involved the City submitting its first food surveillance report to the Department of Health WA. The new legislation allows for greater flexibility in meeting safe food outcomes for businesses, and has also introduced a food safety program for businesses that provide meals to persons more susceptible to food-borne illness.

## Swimming pools and recreational waters

As required under the Department of Health WA aquatic facilities legislation, public swimming pools are tested monthly to ensure high water quality and safety for swimmers. In 2010–11 two public swimming pools revealed to have substandard bacterial water quality results. Both pools reopened after rectification works and the receipt of satisfactory water quality results.

The City together with Department of Health WA took part in the annual Ocean Sampling Program for metropolitan recreational waters. The City performed water sampling at Swanbourne Beach and submitted information to the department who is anticipated to produce a report for the results of the program in the near future.

This year found a number of residential properties illegally discharging their swimming pool water into the street and stormwater drains. This contravenes the City's *Health Local Laws 1997* for the disposal of liquid refuse, and as a consequence the City will look at implementing strategies to address the issue in 2011–12.

## Environmental

In 2010–11 the City had substantial input on a number of larger scale development applications to address matters such as noise, odour, plume modelling and construction management aspects. Several development applications incorporated new technologies such as the DICOM waste treatment



facility in Shenton Park, highlighting the diversity of land uses across the City.

In early 2011, the City received a number of complaints about excessive numbers of mosquitoes at Pelican Point Reserve, which is a renowned breeding ground for mosquitoes. The cities of Nedlands and Subiaco have worked jointly to control mosquitoes at this site since 2008. Numbers of mosquitoes declined after a fresh larvicide treatment of the site in March 2011. Both cities look forward to a successful 2011–12 mosquito control season for the area.

The City liaised with the Department of Environment and Conservation (DEC) investigation, into a leaking unleaded petrol bowser from a club on foreshore land. The club was issued with a notice by DEC to clean up the site. Public access was restricted while remediation works (excavation and safe removal of contaminate soil and groundwater) were underway, and floating booms were deployed for extra surety. Ongoing monitoring will continue at the site.

### Noise

The City continues to work with the community to address noise complaints. In 2010–11 a total of 98 noise complaints such as music and parties (residential and commercial), construction, air-conditioning, delivery vehicles and leaf blowers were received.

**More than 5700 tonnes of material was diverted from landfill this year**



# THE BUILT ENVIRONMENT

**To provide a built environment and land use planning framework which offers diversity in housing choice, is environmentally responsible, provides a high level of amenity, consists of a variety of neighbourhoods with community identity, encourages economic activity in harmony with local amenity and enables appropriate facilities for community groups.**

## **Services provided under this key focus area:**

- property services
- statutory planning
- strategic planning
- building control services
- sustainability.

## **Property services**

In 2010–11 the City undertook significant projects to improve built facility infrastructure within the municipality.

## **Community facility upgrades**

The City completed the detailed architectural and relevant consultant drawings for the redevelopment of the John Leckie Pavilion. The City's Strategic Recreation Plan nominated this location as one of the four main centres for community recreation to be centralised within the City. The other locations are Allen Park, Highview Park and Charles Court Reserve. Refurbishments to the John Leckie Pavilion are expected to be completed by the end of 2012.

Construction of the new Mt Claremont Oval change rooms commenced in January. The new building will house two change rooms, ablution facilities, two storerooms, a kitchen and two universal public toilets. The new public toilets will be open for general public use, and are fitted with automated locking devices. There were no change room facilities previously located at the oval.

## **Building maintenance**

Refurbishment work of The Maisonettes commenced in June this year. The City anticipates the building will be an example that places of heritage significance can be restored and refurbished to a high standard, which will permit property owners to derive a relative rental return.

In addition, several maintenance projects were completed across the City at Drabble House, the City's Administration Centre and Depot, Nedlands Library, Mt Claremont Community Centre, Allen Park Lower Pavilion, JC Smith Pavilion and Dalkeith Hall.

## **Built facility asset management**

The City has commenced the progression towards complying with the Built Facility Asset Management Policy which was adopted by Council last year. The construction of the Mt Claremont Oval change rooms, and the refurbishment of The Maisonettes and John Leckie Pavilion are just a few projects that are planned for completion in the next financial year. This will ensure that the City delivers on the directives of the Strategic Plan 2008–13.

## **Swimming pool inspections**

The City performed 814 pool inspections during the year. In an effort to increase the compliance rate of pool barriers the frequency of inspections by the City was increased to a three-year cycle in 2002–03. The change has been successful with an increase in the compliance from 61 per cent in 2004–05 to 87 per cent in 2010–11.

## Building control

Building control statistics	2007–08	2008–09	2009–10	2010–11
Applications received	736	660	746	671
Licences issued	545	515	580	506
New residences	86	69	59	55
Demolition licences	56	55	58	46
Swimming pool licences	75	75	50	70
Sign licences	7	11	8	1
Verge material licences	17	26	35	41
Amended building licences	35	30	33	30
Residential strata titles approved	4	4	0	1
Acknowledgements	16	7	2	1
Building approval certificates	24	29	27	26
Value of fees collected	\$524 129	\$400 908	\$558 354	\$481 088
Value of all works	\$152 401 121	\$98 113 410	\$89 600 198	\$86 660 975

In May 2011, a new requirement for the provision of universal access to buildings was introduced by the state government. The Access to Premises Standards 2010 requires that all commercial buildings provide significant fixtures and access for all people, so as to not discriminate against individuals that have mobility or vision impairment. This new standard bridges the gap between the overarching legislation of the *Disability Discrimination Act 1992* and the requirements of the Building Code of Australia and Australian Standard. These new requirements will place design and cost implications to the construction of new buildings, which the City has no jurisdiction to vary.

New building control legislation is proposed to be adopted by parliament in 2011. The new legislation will enable building designers and owners the opportunity to have their building permit applications certified by private building surveyors or the relevant local government. The flexibility of the new legislation may provide many new commercial opportunities the current legislation does not cater for.

## Town planning

### Prepare and implement management plans for natural areas

A section 18 process under the *Aboriginal Heritage Act 1972* was completed in regards to all the River Foreshore Reserves. This approval is one of a number of approvals required before the City is able to do work in the reserves.

### Develop and implement a new planning scheme for the City

After Council adopted draft Town Planning Scheme 3 and the Local Planning Strategy in 2009, the document was also referred for a legal review. Identified legal changes were incorporated into the document and the updated version was forwarded to the Western Australian Planning Commission (WAPC) in September 2010.

The City has been working with the state government on the Local Planning Strategy.



# THE BUILT ENVIRONMENT



## **Encourage the development of diverse residential and commercial areas to meet the future needs of the whole City**

The design guidelines for the Waratah commercial area were completed and a scheme amendment to Town Planning Scheme 2 was initiated, advertised and forwarded to the WAPC as scheme amendment 192. As the WAPC recently returned the document requiring further advertising of proposed changes to the amendment, completion of this scheme amendment will progress into 2011–12.

Scheme amendment 193 was initiated and adopted by Council. This amendment seeks to streamline a number of anomalies in Town Planning Scheme 2 such as the zoning of the design guideline areas of Karella Street and Dalkeith Road, and introduces parking restrictions on residential properties. The documentation has been forwarded to the WAPC and it is expected that the amendment will be finalised in 2011–12.

Following a request for subdivision along Verdun Street, the Council initiated scheme amendment 194 to change the zoning of all properties along this street to allow for subdivision. The matter has not progressed beyond advertising, as more comprehensive planning of the area is required.

## **Develop and implement precinct plans for key areas in the City**

As part of the objective to provide housing diversity areas in Nedlands and to align with state government visions, a study was commenced to determine the future of the Broadway, Hampden Road, North Hollywood areas. Included in the study has been extensive community consultation to determine the needs and aspirations of the community. The study will continue through 2011–12. Design guidelines for these areas are expected to be finalised by August 2012.



### **Provide efficient and integrated approvals system**

The City processed and adopted an Outline Development Plan that will guide the future development or land used by the Cancer Council and John XXIII College. While significant progress was made in relation to the Outline Development Plan for the old Swanbourne Hospital, it is expected to be finalised in 2011–12.

The City commenced community consultation with the view of creating a Local Planning Policy to guide development of the land located within the waste water treatment buffer area.

### **Town planning key facts**

**Number of applications determined in 2010–11 for planning applications were:**

- Council - 35 (5%)
- Administration under delegation - 617 (95%)
- Total - 652 (100%)

Council determined 60 per cent within statutory timeframes. Determined by delegated authority 99 per cent within statutory timeframes. Total fees received for development applications \$561 000. Subdivisions - 22 applications, 86 per cent dealt with within statutory timeframes.

### **Town planning - State Administrative Tribunal (SAT) reviews**

- Eight reviews determined
- Three determined by SAT – all three upheld Councils decision
- Five determined by Council under reconsideration following mediation.

# COMMUNITY WELLBEING

**To provide a community where people have an opportunity to interact and enjoy a sense of belonging in order to promote healthy lifestyles, a safe and secure community and quality of life.**

## **Services provided under this key focus area:**

- volunteering services
- disability services
- sport and recreation
- child and youth services
- seniors' services
- community events
- crime prevention
- library services
- child care services
- community care services.

## **Summer Concerts in the Park series**

Each year the City holds the Summer Concerts in the Park series every Sunday evening throughout February. The concerts are an opportunity for families, friends and neighbours to gather in a relaxed atmosphere in one of the City's beautiful parks. The 2011 summer concerts attracted more than 2400 people. Four concerts in total were held at Lawler Park, Masons Gardens, Allen Park and Dot Bennett Park.

## **Community tours**

Nedlands Going Places Tours give residents an opportunity to enjoy a day out while getting to know other community members. The City hosted four tours this year including a Christmas in July, Swan Valley, Mandurah Canals and a visit to the Perth ABC studios.

## **Grants received for community events**

The City received various funding throughout the year. This included \$15 296 from Lotterywest for the Summer Concerts in the Park series, \$818 from the Injury Control Council of WA for Stay on Your Feet

week project, \$1000 from Healthway for the youth and children Pro Sports Program, \$7000 from Healthway for the 4Sure Music and Skate Festival and \$1000 from the Department for Communities for National Youth Week.

## **Community grants fund**

The City's community grants fund is to provide small grants to community groups and organisations wishing to organise events and projects that benefit and contribute to community spirit and help build a more inclusive community. The fund also aims to support the building of local relationships, networks, community interaction and the gathering and socialising of residents within their local communities. In 2010–11 the City provided twelve grants totalling \$7000.

## **Community halls**

The City has a number of community facilities including halls, pavilions and community centres, which are available for hire all year round. In 2010–11 a number of these facilities received renovations including Allen Park Pavilion and Dalkeith Hall.

## **Crime prevention**

The City's Safer Nedlands Program continued to provide a range of crime prevention and community safety initiatives. This included a cyber safety information session held at John XXIII College with the Australian Federal Police as guest speakers.

## **Community safety subsidies provided by the City**

The City continued its support to the Safety House Association and Constable Care Child Safety Foundation, by providing a subsidy to both organisations to enable them to provide safety and crime prevention information to children in local primary schools.



## Disability access

The City's Disability Access and Inclusion Plan outlines how the City ensures its services, buildings and information are accessible to people with disabilities. Some access improvements in 2010–11 included:

- Tresillian Community Centre's external toilet was refurbished into a universal toilet.
- Seats were installed with armrests to provide extra support for people with mobility impairments at Pine Tree Park.
- Mt Claremont basketball courts were made accessible with the path widened at the entrance.
- A Braille plaque was installed at the newly donated artworks at Genesta Park for the visually impaired, which has a description about the artwork and artist.

The Access Working Group continued to provide advice to the City on improving access and inclusion for people with disabilities. Individuals with experience in the field of disability access, who live or work within the City, volunteered their time and expertise as members of this advisory body.

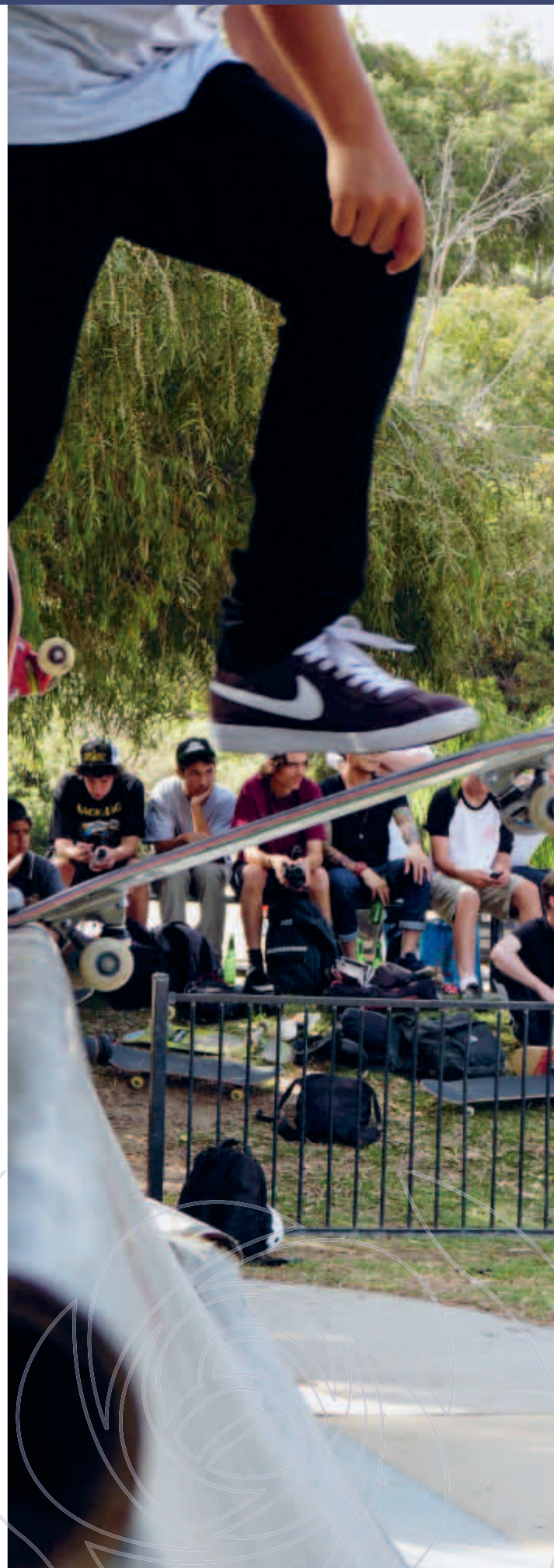
## Community events

The City approves events held at public locations by the community within the City. The City's approval role aims to minimise any potential negative impact, while still ensuring the community enjoys a wide range of local events. In 2010–11, major events approved included the City to Surf Fun Ride, the Challenge Fun Run and the Bike Ride for MS. These events increased social interaction and added to the wellbeing of the local community.

## Volunteering services

The City's volunteer service promotes volunteering, strengthens the capacity of the volunteer sector and matches volunteers with volunteer opportunities.

The City receives an annual grant from the Department of Communities to operate a Volunteer Resource Centre. With this funding, the City assists



# COMMUNITY WELLBEING

local community organisations with finding volunteers and provides training and information.

The City's volunteer service also places volunteers in positions within the City's community service areas. This provides valuable experience to volunteers who help provide assistance to services within the organisation and its customers. The main body of these volunteers are attached to Nedlands Community Care and Nedlands Library. Other areas include the Tresillian Community Centre, Volunteer Referral Centre and the City's Administration Centre. In the last financial year, volunteers donated an estimated 14 000 hours to the organisation, which equates to a dollar value of \$336 000.

In 2010–11, the invaluable contribution of volunteers within the community was recognised during the National Volunteer Week held in May. The City held a celebratory afternoon tea where over 60 volunteers attended and were acknowledged for their important contribution within the community. In addition, a breakfast was held in December to thank the City's 94 registered volunteers for their tireless efforts and ongoing commitment.

## Youth development

The City's youth program encourages young people to be involved in their local community through a wide range of youth specific activities that support community wellbeing are safe and encourage active participation in the community.

This year the City provided a wide range of activities for children and young people including the Youth Arts Festival during National Youth Week, 4Sure Music and Skate Festival held in December, skateboarding workshops and school holiday activities. Overall, participation rates increased this year with more than 3500 young people and children taking part in City run programs.

Last year, the City introduced a new publication *The Buzz!* which provides details on activities, events and relevant information provided by the City specific to children, youth and families. The publication is produced quarterly for the school holidays.

The artistic talent of six local young people was recognised as part of the City's annual art project. The artists designed and created an urban art mural on a wall at the Mt Claremont Community Centre. The basis of the design was the participants' visions for the year 2030.

The City's Youth Advisory Council (YAC) consists of a group of local young people aged 12 to 21 who advise the City on youth issues, plan and deliver activities for local young people and encourage youth participation in the community. This year the YAC ran the first 4Sure Music and Skate Festival, and also supplied a range of giant games at the City's summer concert held at Dot Bennett Park.

The City continued to build on relationships with local schools through the implementation of the Engagement with Local Schools Strategy. The strategy outlines the City's approach to a more pro-active relationship with the 10 local schools within its boundaries. The City surveyed the schools on their level of satisfaction with service provided by the City throughout the year, resulting in an overall satisfaction rating of 86 per cent.

## Sponsorships

This year the City provided the following donations and subsidies:

- \$10 800 to Shenton Christian Council to assist with the provision of Chaplains at Shenton College, Mt Claremont and Swanbourne primary schools.
- Thirty-two grants of \$250 to individual young people for initiatives that connected them to their community, under the Sponsorship of Youth Initiatives Fund.



## Tresillian Centre

The City's Tresillian Centre brings people together by providing art, craft and leisure courses, a variety of studio artists working on site, art exhibitions, a crèche and café. In 2010–11 the Tresillian offered 297 art, craft, language and other leisure courses, with course participants expressing a 94 per cent satisfaction level. Income from courses this year was a record \$182 675.

The table below shows an increase in the Tresillian Centre's service delivery while maintaining a high level of customer satisfaction.



Year	2008–09	2009–10	2010–11	% Change 2008–09 to 2010–11
Number of courses	212	274	297	40 %
Room hire income	\$16 765	\$22 545	\$33 065	97 %
Customer satisfaction	94%	94%	94%	0 %

## Exhibitions

Throughout 2010–11 a total of 14 exhibitions were held at the Tresillian. Of these, six were curated by the Tresillian and eight were provided by organisations or artists hiring Tresillian's facilities.

The total revenue for exhibitions at the Tresillian this year was \$72 307. The annual Studio Artists' Exhibition opened on Friday 22 October with 125 works by nine Tresillian studio artists, generating sales of \$16 345. The 2011 Annual Student and Tutor Exhibition opened on Friday 11 June, where students and tutors exhibited 276 items generating sales of \$8970.

For the tenth consecutive year, the Tresillian Centre held an auction of demonstration artworks created by Brian Simmonds in his popular Tresillian art classes. Sales at auction totalled \$6858.

## Recreation services

The City's 2011 Sport Awards ceremony was held in April with local sporting clubs and community

members attending. The biannual awards' recognise the sporting achievements of local players, teams and individuals who have made outstanding contributions to the sporting industry.

The City continued to partner with the Shire of Peppermint Grove and towns of Claremont and Mosman Park to implement the sportslink program at Presbyterian Ladies' College. This program has been developed by the Recreation and Sport Network and is aimed at increasing participation in physical activity by children who are less likely to participate. It is an inclusive program that teaches basic sports skills and confidence to children experiencing difficulty with motor skills or with disabilities. Community participation funding from the Department of Sport and Recreation was obtained to implement the program.

The City continued to support local clubs with two events held this year. In February, the City together with the Department of Sport and Recreation held an information session on funding for sports facilities. The session provided information from how to apply

# COMMUNITY WELLBEING

for financial assistance to upgrading or constructing new facilities. In June this year, the cities of Nedlands and Subiaco jointly hosted a sport and recreation club development workshop. The clubs shared discussions on key topics of club governance, working with and recruiting volunteers, financial management and sponsorship and grants.

## Subsidised programs

The City provided a subsidy of \$7000 to the Parents and Citizens Association at Hollywood and Nedlands primary schools. The subsidy ensures their swimming pools are made available to the public on a regular basis during November to April.

The City continued its support of two local cricket clubs who were given a subsidy to maintain two turf wickets at College Park, plus one centre turf wicket and a training block at Melvista Oval and Allen Park. Claremont-Nedlands and Swanbourne cricket clubs received the grants which reduces the maintenance for the City.

Swanbourne-Nedlands Surf Life Saving Club again received a grant to support patrolling of Swanbourne Beach. The long standing agreement is linked with the closure of the kiosk at the beach, but provides support to those enjoying the facilities at Swanbourne.

## Customer satisfaction

Having surveyed the exclusive and non-exclusive use by clubs in the City, a significant increase in satisfaction was achieved with the City's service and facilities. Satisfaction ratings increased from 64 per cent in 2009–10 to 86 per cent in 2010–11.

## Grant success

The City has had a year of funding success to deliver projects to improve the City's sporting facilities. The Department for Sport and Recreation, Community Sport and Recreation Facilities Fund (CSRFF) has been the major provider of funding and made a huge contribution to the health and wellbeing of the local

community. The following is a list of clubs who worked with the City to access funding:

- Nedlands Rugby Club received \$160 000 from CSRFF and \$50 000 from the City for upgrades to the clubhouse, changing rooms, toilets and outdoor area.
- Dalkeith Tennis Club received \$123 471 from CSRFF and \$144 000 from the City to upgrade the courts at the club.
- Dalkeith Nedlands Bowling Club received \$8066 from CSRFF and \$8067 from the City to upgrade the ladies toilets at the club.
- Nedlands Tennis Club received \$64 000 from CSRFF and \$64 000 from the City for the upgrade of two tennis courts, fencing and lighting.

Subject to CSRFF funding being granted, the City has committed funds for Nedlands Croquet Club to place lighting in their grounds and endorsed lighting for UWA Hockey Club. The City was also successful in gaining a \$55 000 grant from the federal government's Regional and Local Community Infrastructure Fund to place lighting on Mt Claremont Oval.

## Library services

The City's two libraries, Nedlands and Mt Claremont have a combined membership of 10 595 members. In this financial year, loans and renewals of books and other items exceeded 243 000 transactions. Over 4000 community members participated in library coordinated events.

## Programs

In order to promote the City's libraries, a variety of events and programs were held throughout the year. These included the Subjects of Note series which presented a variety of assorted topics both educational and of entertainment value. Nedlands Library continued to host meet the author events with various professional local and interstate authors attending as guest speakers.

In September 2010, the library held the second series of A Day of Literary Feasting. This year's program included an array of sessions for book-lovers, food writers and aspiring authors. In February this year, the Local Studies Collection embarked on their new memoirs for *Your Family* series of workshops. These monthly workshops were held in conjunction with the Royal Historical Society of Western Australia.

The libraries also coordinated a range of reading and literacy programs throughout the year for children and young people. These included weekly storytime, pyjama storytime, baby rhyme time sessions and National Simultaneous Storytime. Once again a range of exciting school holiday activities also took place. These included activities with Scitech, guest authors, theatre entertainment and writing workshops.

A new series of parenting workshops commenced this year at the libraries. The workshops held every quarter are aimed at parents with babies to toddlers.

Over the year, the libraries also provided their outreach services including the fortnightly Books on Wheels service for customers that are house-bound, and the weekly bus service offered to senior library members that are able bodied but don't have their own transport.

### **Nedlands Community Care**

Throughout 2010–11 the City provided in-home care support for residents who are assessed as either frail aged, a younger person with a disability, or their carer. Services included activities for dementia-specific clients, respite for carers, social support activities and transport to appointments. Some activities held during the year included an open day with stalls and guest speakers, computer classes, Out and About Tours, Waratah Dinner Club, men's group and new wellness activities such as ballroom dancing, mah-jong and porcelain painting.

### **Point Resolution Occasional Child Care Centre**

The City's Point Resolution Occasional Child Care Centre (PROCC) provides occasional child care to residents of the City. Many families enjoy the bright, comfortable environment at PROCC and the centre continued to develop programs which are designed to stimulate and engage children with age appropriate activities.





# GOVERNANCE



**To ensure that the processes of local government are delivered responsibly and in a transparent, consistent and an accountable manner.**

## **Services provided under this key focus area:**

- records services
- councillor support
- financial services
- human resources
- customer service
- information technology
- statutory approvals.

## **Records services**

In the 2010–11 financial year the City processed 34 615 pieces of incoming correspondence, which captured 15 896 pieces of that correspondence into the Electronic Document Management System.

The City complies with the *Freedom of Information Act 1992* by making information about City operations available in the form of an information statement. The City received 18 FOI applications in 2010–11.

## **Our people**

The City has an increasing focus on encouraging wellness in employees. A number of initiatives were encouraged and contributed to, which supported the employees' health and wellbeing. The City offered general health risk assessments, skin cancer screening and a flu vaccination program to all staff.

The Employee Assistance Program continued to be a success with employees and their families making use of the free, confidential counselling service provided by PPC Worldwide. This additional support continues to be popular, it is well received by users and can provide timely support in times of need.

The City recognises the need for a workforce that is current in its knowledge with the ability to keep pace with contemporary needs. A wide range of training and development programs were rolled out across the City. These included:

- job specific training for outside and inside workers
- first aid training
- supervisory training
- local government training and information sessions
- seminars and briefings on a wide range of topics across all functional areas
- inducting and mentoring new staff.

## Employee's remuneration

The number of employees of the City entitled to an annual salary of \$100 000 or more were in the following categories:

Salary range	2010	2011
\$100 000 to \$109 999	0	0
\$110 000 to \$119 999	1	1
\$120 000 to \$129 999	3	0
\$130 000 to \$139 999	0	3
\$140 000 to \$149 999	0	0
\$150 000 to \$159 999	0	0
\$160 000 to \$169 999	1	0
\$170 000 to \$179 999	0	1

## Risk management and business continuity planning

The City's activities expose it to a variety of risks. To ensure these risk exposures don't adversely impact on the operations of the City, a risk management framework has been developed across the organisation. The City has continued with the development of a business continuity plan that will assist the City to deliver its critical services in the event of an emergency.

## Finance services

Finance services support the operations of the City through the provision of budgeting services, financial management reporting, accounts payable, accounts receivable, payroll, accounting and reporting of FBT and GST. Finance services is also responsible for managing the City's rating system.

Key projects undertaken each year include the preparations of the annual budget for the upcoming financial year, the annual issue of rates notices and the completion of annual financial statements. For the past two years the annual budget for the coming year has been adopted in June allowing the earlier issue of annual rates notices with resulting improvements in cash flow and interest earnings. Finance services also rolled out electronic requisitioning across the City during the financial year. This has enabled the streamlining of procurement processes resulting in increased efficiencies and improvements in internal controls across the organisation.





# GOVERNANCE



## Compliance audit

The City achieved a rating of 97.9 per cent for the annual Compliance Audit Return for 2010. The six non-compliant issues were reported to Council at their meeting of 22 March 2011. For each item of non-compliance, the recommendations of the reviewer have been accepted and have since been implemented.

While not meeting 100 per cent, the completion of the Compliance Audit Return for 2010 demonstrated a high level of compliance by the City in all areas. The City has a proven internal culture of compliance and commitment towards best practice, and the management of the City is based on sound systems and procedures with an emphasis on good governance.

The completion of the annual return is on the basis of self assessment. The City, however, engages the services of an independent consultant. An independent assessment such as this, with resulting high level of compliance, helps to demonstrate good governance, compliance and best practice and also provides the CEO and Council with additional elements of awareness of compliance and accountability by staff.

## Ranger services

The City's rangers cover a wide range of issues from parking enforcement, animal control, fire breaks and building compliance. A summary of some of their activities include:

Activity	2008–09	2009–10	2010–11
Number of dogs impounded	59	50	48
Number of complaints about barking	132	85	60
Number of inspections on vacant blocks for fire breaks (non-compliant blocks)	55	92	62
Number of abandoned vehicles dealt with (impounded)	32	21	17

## National competition policy

The Competition Principles Agreement is an agreement between the commonwealth and state governments that stipulates the manner in which governments will apply competition policy principles to public sector organisations under their jurisdiction. While local governments are not a signatory to the agreement, they are bound to apply the same competition principles to their activities and functions by virtue of Clause 7 of the agreement.

Clause 7 obliges the state government, in consultation with local government, to apply competition principles to local government activities and functions. These principles are competitive neutrality, structural reform of public monopolies and legislation review.

## Legislation review

The City's Disability Access and Inclusion Plan (DAIP) is a legislative requirement of the *Disability Services Act 2006*, which outlines how public authorities will make

their services, information and buildings accessible for people with disabilities. The City continues to meet its obligations outlined within the DAIP.

## Record keeping

Government legislation and regulations mandate the City's roles and functions. The City creates and maintains compliant records of these activities to ensure sufficient evidence of the City's performance of these functions. The City's records are consistent with any written law to which the City of Nedlands is subject when performing its functions.

New employees at the City are required to participate in an induction program on records management, to be made familiar with the filing system as well as the Electronic Data Management System. Staff are also inducted in their record keeping responsibilities.

File audits are conducted each quarter throughout the City including administration and offsite offices.



# COMMUNITY ENGAGEMENT

**To achieve a community which is informed and engaged in order to enable it to participate in decisions that affect the local area.**

**Services provided under this key focus area:**

- community engagement
- communications and media.

## **2030 *imagine, engage, create***

The City undertook the community visioning project 2030 *imagine, engage, create* which was launched to the community at a family fun day at Mt Claremont Community Centre in October 2010. This visioning project was designed to engage our community in creating a shared vision for the future that both the community and City could work towards together. The project was carried out in three stages.

Stage one of the visioning project was the information gathering stage, where approximately 2100 participants provided over 8500 separate items of information. The consultation process and events were designed specifically for residents, local businesses, sporting clubs, community organisations, children, young people and seniors. The strategies used in consulting with these groups included workshops, surveys, sundowners, children's art competition, community events and activities.

Four vision statements emerged from the consultation process:

- built environment
- natural environment
- transport
- community connections.

Stage two of the project was the Our 2030 Conference, which was held at the University Club of WA in February 2011. The 2030 vision statements were unveiled and conference attendees spent a full day developing specific strategies to achieve the statements.

Stage three of the project will be the development of a community plan Our Vision 2030. A draft version of the community plan will be delivered to the community in 2011, where it will be open for comment. This draft will then be developed into the community's final document.

## **Communications and media**

The City's Communication Strategy sets a minimum standard for communicating with key stakeholders and outlined strategies to assist with the implementation of a customer-focused organisational culture.

Four key projects were highlighted to be implemented over the next two years to ensure clear, consistent messaging, the best use of communication resources and the timely, effective distribution of key information.

- Reaffirm and communicate the City's brand, functions services and identity.
- Improve the City's relationship with the community and encourage community involvement.
- Deliver effective internal communication.
- Effectively utilise electronic media.

The effective implementation of this strategy requires a commitment to communication by both Council and staff at all levels and across all departments.

Various tools used to inform the public in the last financial year included:

- full page advertisements published monthly in the *Post Newspaper*
- print advertisements in local papers on events, out-for comment projects and public notices
- media releases issued to all media outlets
- the City's website
- community information notice boards
- two editions annually of the City's newsletter distributed to all residents and businesses.





## ECONOMIC DEVELOPMENT



**To encourage an environment where local businesses can operate efficiently and effectively, in harmony with residential amenity and which provides services to the local and broader community.**

**Services provided under this key focus area:**

- economic development.

### **Local Business Association**

During 2010–11 the City consulted with local businesses on preferred options for setting up a local business association. Three options were considered. Setting up a completely new organisation, joining Local Chambers of Commerce or joining an existing business association. Local businesses decided to join forces with the Subiaco Business Association (SBA). The City has taken up a membership with SBA, as have a number of local businesses.





### Business sundowners

This year the City held two business sundowners giving local businesses an opportunity to meet with councillors and senior staff in a relaxed social setting. The first sundowner, held at Chellingworth Nedlands attracted over 60 attendees who were addressed by the Subiaco Business Association. The second event was hosted by the Hon Bill Marmion MLA at his offices in Nedlands. Over 25 people attended the event, which was addressed by Darren Lomman of

Dreamfit Foundation. Darren provided an insight into this inspirational foundation which engineers equipment for people with disabilities.

# ECONOMIC DEVELOPMENT

## Grants

The City secured more than \$3 million in grant monies this financial year. Of the grants secured, a small number were recurring income, with the remainder representing one-off grants for specific projects.

The one-off grants included:

Grant	Amount	Funding body
2011 Summer Concerts in the Park series	\$15 296	LotteryWest
Black Spot – Hampden and Gordon roads	\$16 000	Main Roads WA
Black Spot – Stirling Highway, Dalkieth Road	\$26 667	Main Roads WA
Black Spot – Alfred and Davies roads, Montgomery Avenue	\$61 000	Main Roads WA
Black Spot – Lemnos Street, Brockway Road	\$24 000	Main Roads WA
Road projects – Stephenson Avenue	\$262 619	Main Roads WA
Road projects – Underwood Avenue	\$427 569	Main Roads WA
River Bank Funding - Waratah Place	\$20 000	Swan River Trust
River Bank Funding - Point Resolution	\$72 138	Swan River Trust
Part of the funding for the refurbishment of John Leckie Pavillion	\$200 000	LotteryWest
Mt Claremont Oval - lighting	\$55 000	Department of Infrastructure, Transport, Regional Development and Local Government
Playground – Nedlands Park Infant Health Centre	\$20 000	LotteryWest
Protection of Swanbourne dunes	\$20 454	Western Australian Planning Commission
Community Safety and Crime Prevention	\$10 200	Office of Crime Prevention
Graffiti Collection Automation	\$15 386	Office of Crime Prevention
4Sure Music and Skate Festival	\$7000	Healthways





# COMPLAINT REGISTER

Council member about whom the complaint is made	Person making the complaint	Local government complaint no.	Description of minor breach	Action taken	Date the complaint was referred to the standards panel	Outcome of the standards panel consideration of the minor complaint
Cr. I. S. Argyle	Mr. C. Courtney	SP 12 of 2010	Breach alleged to have occurred under the Local Government (Rules of Conduct) Regulations 2007: Regulation 7 - Securing personal advantage or disadvantaging others; and Regulation 11 - Non-disclosure of interest adverse to impartiality	I. Reported to Standards Panel.	10 March 2010	Notice of Finding: 8 March 2011 - The Panel found that Councillor Argyle did not contravene regulation 7(1) or regulation 11 in the circumstances alleged in the complaint.
Cr. M.R. Hipkins	Cr. I. Tan	SP 14 of 2010	Breach alleged to have occurred under the Local Government (Rules of Conduct) Regulations 2007: Regulation 7 - Securing personal advantage or disadvantaging others;	I. Reported to Standards Panel.	20 April 2010	Notice of Finding: 3 November 2010 - The Local Government Standards Panel (the Panel) has made a finding of minor breach in this matter - namely, that on 25 March 2010 Councillor Hipkins committed a minor breach by breaching regulation 7(1)(a) of the Regulations in that he made improper use of his office of Council member to gain directly or indirectly an advantage for Ms Margot Grace by voluntarily giving evidence for her in her application to the State Administrative Tribunal for a review of the decision by the City of Nedlands to refuse a development approval application for the use of the Feast Cafe premises in the Nedlands Village shopping centre as a cafe/restaurant with 48 seats. (the breach)
Cr. I. S. Argyle	Mr. C. Courtney	SP 30 of 2010	Breach alleged to have occurred under the Local Government (Rules of Conduct) Regulations 2007: Regulation 4 – Breach of Meeting Procedures Local Law (Standing Orders) Regulation 7 - Securing personal advantage or disadvantaging others; and Regulation 11 - Non-disclosure of interest adverse to impartiality	I. Reported to Standards Panel.	22 July 2010	Notice of Finding: 8 March 2011 - The panel found that Councillor Argyle did not contravene standing order 41(1) of the, City's standings orders or any of regulations 6, 7 or 11 in the circumstances alleged in the complaint.

Council member about whom the complaint is made	Person making the complaint	Local government complaint no.	Description of minor breach	Action taken	Date the complaint was referred to the standards panel	Outcome of the standards panel consideration of the minor complaint
Cr. I. Tan	Mrs. K. Kikiros	SP 32 of 2010	Breach alleged to have occurred under the Local Government (Rules of Conduct) Regulations 2007: Regulation 7 - Securing personal advantage or disadvantaging others Regulation 8 - Misuse of local government resources Regulation 9 - Prohibition against involvement in administration Regulation 10 - Relations with local government employees Regulation 11 - Non-disclosure of interest adverse to impartiality	I. Reported to Standards Panel.	2 August 2010	Notice of Finding: 18 April 2011 – The Panel found that Councillor Tan did not commit any minor breach as alleged in the complaint.
Cr. I. Tan	Mr. K.W. Eastwood	SP 33 of 2010	Breach alleged to have occurred under the Local Government (Rules of Conduct) Regulations 2007: Regulation 7 - Securing personal advantage or disadvantaging others Regulation 11 - Non-disclosure of interest adverse to impartiality	I. Reported to Standards Panel.	9 August 2010	Notice of Finding: 18 April 2011 – The Panel found that Councillor Tan did not contravene regulation 7(1)(b) as alleged in the complaint.
Cr. M.R. Hipkins	Ms S. Minshall	SP 49 of 2010	Breach alleged to have occurred under the Local Government (Rules of Conduct) Regulations 2007: Regulation 7 - Securing personal advantage or disadvantaging others	I. Reported to Standards Panel.	8 September 2010	No outcome as at 30 June 2011.
Cr. M.R. Hipkins	Mr. J. R. Anderson for Hadley Holdings	SP 52 of 2010	Breach alleged to have occurred under the Local Government (Rules of Conduct) Regulations 2007: Regulation 7 - Securing personal advantage or disadvantaging others	I. Reported to Standards Panel.	21 September 2010	No outcome as at 30 June 2011.

## ELECTED MEMBERS ATTENDANCE

Elected Member	Council (11)	Special Council (4)	Council Committee (11)	Audit and Risk Committee (3)	Budget Committee (1)	CEO Performance Review Committee (4)	Sustainable Nedlands Committee (3)	Traffic Management (7)
Her Worship the Mayor, S.A. Froese	11	4	8	2	1	4	1	6
Cr. I.S. Argyle	11	3	11	3	1			6
Cr. J.D. Bell	9	3	6		0			2 *
Cr. R.M. Binks	11	4	11		1			6
Cr. K.E. Collins	8	3	11	3	0			
Cr. R.M. Hipkins	11	3	10		1		3	
Cr. B.G. Hodsdon	10	3	10	2	1	4	1	2
Cr. N.B.J. Horley	8	4	8		1			*
Cr. M.S. Negus	11	4	11		1	3	*	
Cr. K.A. Smyth	11	2	9		0	3		6
Cr. M.L. Somerville-Brown	10	4	11	3	0			7
Cr. I. Tan	10	4	11		1			3 *
Cr. B. Tyson	9	2	11		1	4	3	3

( ) Number of meetings held | \* Deputy Delegate | ■ Councillor not required to attend meeting



Elected Member	Nedlands Cultural and Community Society (4)	Nedlands Aged Persons Homes Trust (Inc.) (11)	Swan River Trust Board (1)	WA Local Government Association – Central (5)	Western Suburbs District Planning Committee (Nil did not meet during this period)	Western Suburbs Regional Organisation of Councils (WESROC) (3)
Her Worship the Mayor, S.A. Froese	4			3		3
Cr. I.S.Argyle						
Cr. J.D. Bell			1			
Cr. R.M. Binks						
Cr. K.E. Collins		*				
Cr. R.M. Hipkins				5		*
Cr. B.G. Hodsdon	0		*			
Cr. N.B.J. Horley		6				
Cr. M.S. Negus					*	
Cr. K.A. Smyth						
Cr. M.L. Somerville-Brown						
Cr. I. Tan						
Cr. B. Tyson	3					

( ) Number of meetings held | \* Deputy Delegate | ■ Councillor not required to attend meeting

# FINANCIAL REPORT

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CITY OF NEDLANDS

FINANCIAL REPORT

FOR THE YEAR ENDED 30TH JUNE 2011

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

STATEMENT BY CHIEF EXECUTIVE OFFICER

The attached financial report of the City of Nedlands being the annual financial report and supporting notes and other information for the financial year ended 30th June 2011 are in my opinion properly drawn up to present fairly the financial position of the City of Nedlands at 30th June 2011 and the results of the operations for the financial year then ended in accordance with the Australian Accounting Standards and comply with the provisions of the Local Government Act 1995 and the regulations under that Act.

Signed on the 13 day of SEPTEMBER 2011

  
Graham Foster  
Chief Executive Officer

**CITY OF NEDLANDS**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**BY NATURE OR TYPE**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

	NOTE	2011 \$	2011 Budget \$	2010 \$
<b>REVENUE</b>				
Rates	22	15,437,483	15,405,600	14,151,678
Operating Grants, Subsidies and Contributions	28	2,209,034	1,705,700	1,982,430
Fees and Charges	27	5,981,652	5,845,000	5,710,051
Service Charges	24	-	-	932,004
Interest Earnings	2(a)	1,055,723	844,000	718,309
Other Revenue		498,358	155,900	289,287
		<u>25,182,249</u>	<u>23,956,200</u>	<u>23,783,759</u>
<b>EXPENSES</b>				
Employee Costs		(8,525,104)	(8,392,000)	(7,890,853)
Materials and Contracts		(10,061,983)	(10,918,800)	(10,267,120)
Utility Charges		(694,691)	(666,500)	(544,436)
Depreciation on Non-Current Assets	2(a)	(5,667,375)	(5,546,400)	(3,216,889)
Interest Expenses	2(a)	(255,576)	(268,700)	(188,314)
Insurance Expenses		(291,474)	(306,500)	(168,519)
Other Expenditure		(540,271)	(470,600)	(397,599)
		<u>(26,036,474)</u>	<u>(26,569,500)</u>	<u>(22,673,729)</u>
		(854,225)	(2,613,300)	1,110,030
Non-Operating Grants, Subsidies and Contributions				
	28	1,184,449	1,144,900	1,733,467
Profit on Asset Disposals	20	145,769	69,000	98,321
Loss on Asset Disposal	20	<u>(11,707)</u>	<u>(39,000)</u>	<u>(9,604)</u>
<b>NET RESULT</b>		<b>464,287</b>	<b>(1,438,400)</b>	<b>2,932,213</b>
<b>Other Comprehensive Income</b>				
Changes on Revaluation of Non-Current Assets		21,683,357	-	41,093,672
<b>Total Other Comprehensive Income</b>		<u><b>21,683,357</b></u>	<u><b>-</b></u>	<u><b>41,093,672</b></u>
<b>TOTAL COMPREHENSIVE INCOME</b>		<u><u><b>22,147,644</b></u></u>	<u><u><b>(1,438,400)</b></u></u>	<u><u><b>44,025,885</b></u></u>

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

**CITY OF NEDLANDS**  
**STATEMENT OF COMPREHENSIVE INCOME**  
**BY PROGRAM**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

	NOTE	2011 \$	2011 Budget \$	2010 \$
<b>REVENUE</b>				
Governance		503,124	148,500	302,778
General Purpose Funding		17,286,517	16,876,100	16,575,899
Law, Order, Public Safety		51,636	49,000	219,624
Health		64,408	80,000	2,490
Education and Welfare		1,220,627	1,221,600	1,201,276
Community Amenities		3,947,839	3,907,400	3,642,338
Recreation and Culture		1,000,774	657,000	677,710
Transport		374,342	282,400	129,527
Economic Services		718,490	727,600	1,017,012
Other Property and Services		14,492	12,000	15,105
	2 (a)	<u>25,182,249</u>	<u>23,961,600</u>	<u>23,783,759</u>
<b>EXPENSES EXCLUDING FINANCE COSTS</b>				
Governance		(1,597,520)	(1,660,700)	(1,755,398)
General Purpose Funding		(467,075)	(445,100)	(359,456)
Law, Order, Public Safety		(804,761)	(849,100)	(778,098)
Health		(195,082)	(237,400)	(250,245)
Education and Welfare		(2,228,963)	(2,363,300)	(2,130,840)
Community Amenities		(4,365,197)	(4,691,900)	(4,261,738)
Recreation & Culture		(6,559,503)	(6,826,800)	(5,858,567)
Transport		(5,705,847)	(5,585,500)	(3,291,253)
Economic Services		(3,013,785)	(2,947,000)	(2,847,485)
Other Property and Services		(843,165)	(699,400)	(952,336)
	2 (a)	<u>(25,780,898)</u>	<u>(26,306,200)</u>	<u>(22,485,416)</u>
<b>FINANCE COSTS</b>				
Transport		(272)	-	(1,359)
General Purpose Funding		(255,304)	(268,700)	(186,955)
	2 (a)	<u>(255,576)</u>	<u>(268,700)</u>	<u>(188,314)</u>
<b>NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>				
Recreation & Culture		9,223	-	160,000
Economic Services		-	-	55,000
Education & Welfare		-	-	28,648
Transport		1,175,226	1,144,900	1,489,819
		<u>1,184,449</u>	<u>1,144,900</u>	<u>1,733,467</u>
<b>PROFIT/(LOSS) ON DISPOSAL OF ASSETS</b>				
Profit		145,769	69,000	98,321
Loss		(11,707)	(39,000)	(9,604)
		<u>134,063</u>	<u>30,000</u>	<u>88,717</u>
<b>NET RESULT</b>		<b>464,287</b>	<b>(1,438,400)</b>	<b>2,932,213</b>
<b>Other Comprehensive Income</b>				
Changes on Revaluation of Non-Current Assets		21,683,357	-	41,093,672
<b>Total Other Comprehensive Income</b>		<b>21,683,357</b>	<b>-</b>	<b>41,093,672</b>
<b>TOTAL COMPREHENSIVE INCOME</b>		<b>22,147,644</b>	<b>(1,438,400)</b>	<b>44,025,885</b>

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

**CITY OF NEDLANDS**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30TH JUNE 2011**

	NOTE	2011 \$	2010 \$
<b>CURRENT ASSETS</b>			
Cash and Cash Equivalents	3	11,649,263	10,027,708
Trade and Other Receivables	4	954,182	822,397
Inventories	5	12,539	17,083
<b>TOTAL CURRENT ASSETS</b>		<b>12,615,984</b>	<b>10,867,188</b>
<b>NON-CURRENT ASSETS</b>			
Other Receivables	4	261,190	313,488
Property, Plant and Equipment	6	56,108,872	33,562,969
Infrastructure	7	85,461,277	86,278,304
<b>TOTAL NON-CURRENT ASSETS</b>		<b>141,831,339</b>	<b>120,154,761</b>
<b>TOTAL ASSETS</b>		<b>154,447,323</b>	<b>131,021,949</b>
<b>CURRENT LIABILITIES</b>			
Trade and Other Payables	8	2,904,545	3,620,637
Borrowings	9	917,010	135,474
Provisions	10	1,251,732	1,172,233
<b>TOTAL CURRENT LIABILITIES</b>		<b>5,073,287</b>	<b>4,928,344</b>
<b>NON-CURRENT LIABILITIES</b>			
Borrowings	9	5,049,549	3,966,560
Provisions	10	160,291	110,494
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>5,209,840</b>	<b>4,077,054</b>
<b>TOTAL LIABILITIES</b>		<b>10,283,127</b>	<b>9,005,398</b>
<b>NET ASSETS</b>		<b>144,164,196</b>	<b>122,016,552</b>
<b>EQUITY</b>			
Retained Surplus		59,122,960	59,816,711
Reserves - Cash Backed	11	4,928,860	3,770,822
Reserves - Asset Revaluation	12	80,112,376	58,429,019
<b>TOTAL EQUITY</b>		<b>144,164,196</b>	<b>122,016,552</b>

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



**CITY OF NEDLANDS  
STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30TH JUNE 2011**

	NOTE	RETAINED SURPLUS \$	RESERVES CASH BACKED \$	ASSET REVALUATION RESERVE \$	TOTAL EQUITY \$
<b>Balance as at 1 July 2009</b>		<b>56,252,673</b>	<b>4,402,647</b>	<b>17,335,347</b>	<b>77,990,667</b>
Net Result		2,932,213	-	-	2,932,213
Total Other Comprehensive Income		-	-	41,093,672	41,093,672
Reserve Transfers		631,825	(631,825)	-	-
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Balance as at 30 June 2010</b>		<b>59,816,711</b>	<b>3,770,822</b>	<b>58,429,019</b>	<b>122,016,552</b>
Net Result		464,287	-	-	464,287
Total Other Comprehensive Income		-	-	21,683,357	21,683,357
Reserve Transfers		(1,158,038)	1,158,038	-	-
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Balance as at 30 June 2011</b>		<b><u>59,122,960</u></b>	<b><u>4,928,860</u></b>	<b><u>80,112,376</u></b>	<b><u>144,164,196</u></b>

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

**CITY OF NEDLANDS  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30TH JUNE 2011**

	NOTE	2011 \$	2011 Budget \$	2010 \$
<b>Cash Flows From Operating Activities</b>				
<b>Receipts</b>				
Rates		15,489,781	15,405,600	14,120,197
Operating Grants, Subsidies and Contributions		1,880,434	1,705,700	1,982,430
Fees and Charges		5,912,565	5,845,000	5,878,537
Service Charges		-	-	932,004
Interest Earnings		1,055,723	844,000	718,309
Goods and Services Tax		-	-	-
Other Revenue		448,748	155,900	289,287
		<u>24,787,251</u>	<u>23,956,200</u>	<u>23,920,764</u>
<b>Payments</b>				
Employee Costs		(8,382,752)	(8,392,000)	(7,806,287)
Materials and Contracts		(10,395,321)	(10,918,800)	(9,687,554)
Utility Charges		(694,691)	(666,500)	(544,436)
Insurance Expenses		(291,474)	(268,700)	(168,519)
Interest expenses		(301,602)	(306,500)	(188,314)
Goods and Services Tax		(29,718)	-	(6,214)
Other Expenditure		(540,271)	(470,600)	(397,599)
		<u>(20,635,829)</u>	<u>(21,023,100)</u>	<u>(18,798,923)</u>
<b>Net Cash Provided By (Used In) Operating Activities</b>	13(b)	<u>4,151,422</u>	<u>2,933,100</u>	<u>5,121,841</u>
<b>Cash Flows from Investing Activities</b>				
Payments for Purchase of Property, Plant & Equipment		(2,557,845)	(2,421,300)	(1,375,494)
Payments for Construction of Infrastructure		(3,514,447)	(5,321,800)	(5,824,543)
Non-Operating Grants, Subsidies and Contributions used for the Development of Assets		1,184,449	1,144,900	1,492,267
Proceeds from Sale of Plant & Equipment		493,450	299,100	361,444
<b>Net Cash Provided By (Used In) Investing Activities</b>		<u>(4,394,393)</u>	<u>(6,299,100)</u>	<u>(5,346,326)</u>
<b>Cash Flows from Financing Activities</b>				
Repayment of Debentures		(127,971)	(165,200)	(1,306,444)
Repayment of Finance Leases		(7,504)	-	(13,975)
Proceeds from New Debentures		2,000,000	2,000,000	2,000,000
<b>Net Cash Provided By (Used In) Financing Activities</b>		<u>1,864,525</u>	<u>1,834,800</u>	<u>679,581</u>
<b>Net Increase (Decrease) in Cash Held</b>		1,621,555	(1,531,200)	455,096
Cash at Beginning of Year		10,027,708	10,027,700	9,572,611
<b>Cash and Cash Equivalents at the End of the Year</b>	13(a)	<u><u>11,649,263</u></u>	<u><u>8,496,500</u></u>	<u><u>10,027,708</u></u>

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

**CITY OF NEDLANDS  
RATE SETTING STATEMENT  
FOR THE YEAR ENDED 30TH JUNE 2011**

	2011	2011 Budget
	\$	\$
<b>REVENUE</b>		
Governance	503,124	148,500
General Purpose Funding	1,849,034	1,470,500
Law, Order, Public Safety	51,636	49,000
Health	64,408	80,000
Education and Welfare	1,220,627	1,221,600
Community Amenities	3,947,839	3,907,400
Recreation and Culture	681,397	657,000
Transport	1,549,568	1,427,300
Economic Services	718,490	727,600
Other Property and Services	14,492	12,000
	<u>10,600,615</u>	<u>9,700,900</u>
<b>EXPENSES</b>		
Governance	(1,597,520)	(1,660,700)
General Purpose Funding	(722,582)	(713,800)
Law, Order, Public Safety	(804,761)	(849,100)
Health	(195,082)	(237,400)
Education and Welfare	(2,228,963)	(2,363,300)
Community Amenities	(4,365,197)	(4,691,900)
Recreation & Culture	(6,559,503)	(6,826,800)
Transport	(5,706,119)	(5,585,500)
Economic Services	(3,013,785)	(2,947,000)
Other Property and Services	(843,165)	(699,400)
	<u>(26,036,677)</u>	<u>(26,574,900)</u>
<b>Net Operating Result Excluding Rates</b>	(15,436,062)	(16,874,000)
<b>Adjustments for Cash Budget Requirements:</b>		
<b>Non-Cash Expenditure and Revenue</b>		
Movement in Accrued Interest	11,412	-
Movement in Deferred Pensioner Rates (Non-Current)	52,298	-
Movement in Accrued Salaries and Wages	13,056	-
Movement in Employee Benefit Provisions	79,499	-
Depreciation and Amortisation on Assets	5,667,375	5,546,400
<b>Capital Expenditure and Revenue</b>		
Purchase Land and Buildings	(1,364,134)	(1,424,800)
Purchase Infrastructure Assets - Roads	(2,720,892)	(4,494,600)
Purchase Infrastructure Assets - Parks	(793,555)	(827,200)
Purchase Plant and Equipment	(980,599)	(683,500)
Purchase Furniture and Equipment	(213,113)	(213,000)
Purchase of Investments		
Proceeds from Disposal of Assets	493,450	299,100
Repayment of Debentures	(135,475)	(165,200)
Proceeds from New Debentures	2,000,000	2,000,000
Self-Supporting Loan Principal Income		
Transfers to Reserves (Restricted Assets)	(1,873,038)	(727,000)
Transfers from Reserves (Restricted Assets)	715,000	716,100
<b>ADD</b> Estimated Surplus/(Deficit) July 1 B/Fwd	2,303,497	2,303,500
<b>LESS</b> Estimated Surplus/(Deficit) June 30 C/Fwd	3,256,202	836,700
<b>Amount Required to be Raised from Rates</b>	<u>(15,437,483)</u>	<u>(15,405,600)</u>

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

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

**1. SIGNIFICANT ACCOUNTING POLICIES**

The significant accounting policies which have been adopted in the preparation of this financial report are:

**(a) Basis of Preparation**

The financial report is a general purpose financial statement which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the local Government Act 1995 and accompanying regulations.

The report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of the selected non-current assets, financial assets and liabilities.

***Critical Accounting Estimates***

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

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

**(b) The Local Government Reporting Entity**

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

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements, but a separate statement of those monies appears at Note 19 to these financial statements.

**(c) Goods and Services Tax**

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables in the statement of financial position are stated inclusive of applicable GST.

**(d) Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, cash at bank, deposits held at call with banks, other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities on the statement of financial position.

**(e) Trade and Other Receivables**

Collectibility of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

## 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

### (f) Inventories

#### ***General***

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

#### ***Land Held for Resale***

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until Finance costs and holding charges incurred after development is completed are expensed.

Revenue arising from the sale of property is recognised in the statement of comprehensive income as at the time of signing an unconditional contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intention to release for sale.

### (g) Fixed Assets

Each class of fixed assets is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation or impairment losses.

#### ***Initial Recognition***

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

#### ***Revaluation***

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. For infrastructure and other asset classes where no active market exists, fair value is determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying

Those assets carried at a revalued amount, being their fair value at the date of revaluation less any subsequent accumulated depreciation and accumulated impairment losses, are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

## 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

### (g) Fixed Assets (Continued)

#### ***Land under Roads***

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB1051 - Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.

#### ***Depreciation of Non-Current Assets***

All non-current assets having a limited useful life are separately and systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time the asset is completed and held ready for use.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
- bituminous seals	20 years
- asphalt surfaces	20 years
Gravel roads	
formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads (unsealed)	
formation	not depreciated
pavement	50 years
Footpaths - slab	20 years
Sewerage piping	100 years
Water supply piping and drainage systems	75 years

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.



## 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

### (g) Fixed Assets (Continued)

#### ***Depreciation of Non-Current Assets (Continued)***

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

#### ***Capitalisation Threshold***

Expenditure on items of equipment under \$500 is not capitalised. Rather, it is recorded on an asset inventory listing.

### (h) Financial Instruments

#### ***Initial Recognition and Measurement***

Financial assets and financial liabilities are recognised when the Council becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Council commits itself to either the purchase or sale of the asset (ie trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

#### ***Classification and Subsequent Measurement***

Financial instruments are subsequently measured at fair value, amortised cost using the effective interest rate method or at cost.

Fair value represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

#### ***Amortised cost is calculated as:***

- (a) the amount in which the financial asset or financial liability is measured at initial recognition;
- (b) less principal repayments;
- (c) plus or minus the cumulative amortisation of the difference, if any, between the amount
- (d) less any reduction for impairment.

The effective interest rate method is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

- (i) Financial assets at fair value through profit and loss

Financial assets at fair value through profit or loss are financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short term. Assets in this category are classified as current assets.

## 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

### (h) Financial Instruments (Continued)

#### ***Amortised cost is calculated as: (Continued)***

##### (ii) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost.

Loans and receivables are included in current assets, except for those which are not expected to mature within 12 months after the end of the reporting period (classified as non-current assets).

##### (iii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments and fixed maturities that the Council's management has the positive intention and ability to hold to maturity.

Held-to-maturity financial assets are included in non-current assets, except for those which are expected to mature within 12 months after the end of the reporting period (classified as current assets).

If the Council were to sell other than an insignificant amount of held-to-maturity financial assets, the whole category would be tainted and reclassified as available-for-sale.

##### (iv) Available-for-sale financial assets

Available-for-sale financial assets, are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable.

Available-for-sale financial assets are included in non-current assets, except for those which are expected to mature within 12 months after the end of the reporting period (classified as current assets).

##### (v) Financial liabilities

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

#### ***Impairment***

At the end of each reporting period, the Council assesses whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is considered to determine whether impairment has arisen. Impairment losses are recognised in the statement of comprehensive income.

## **1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **(h) Financial Instruments (Continued)**

#### **(i) Estimation of Fair Value**

The fair value of financial assets and financial liabilities must be estimated for recognition and measurement or for disclosure purposes.

The fair value of financial instruments traded in active markets is based on quoted market prices at the reporting date.

The fair value of financial instruments that are not traded in an active market is determined using valuation techniques. The Council uses a variety of methods and makes assumptions that are based on market conditions existing at each reporting date. These include the use of recent arm's length transactions, reference to other instruments that are substantially the same, discounted cash flow analysis, and option pricing models making maximum use of market inputs and relying as little as possible on entity-specific inputs.

Quoted market prices or dealer quotes for similar instruments are used for long-term debt instruments held. Other techniques, such as estimated discounted cash flows, are used to determine fair value for the remaining financial instruments.

The nominal value less estimated credit adjustments of trade receivables and payables are assumed to approximate their fair values. The fair value of financial liabilities for disclosure purposes is estimated by discounting the future contractual cash flows at the current market interest rate that is available to the Council for similar financial instruments.

#### **(j) Impairment**

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 *'Impairment of Assets'* and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the statement of comprehensive income.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

#### **(k) Trade and Other Payables**

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

## 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

### (l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

#### (i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Council has a present obligation to pay resulting from employees services provided to reporting date. The provision has been calculated at nominal amounts based on remuneration rates the Council expects to pay and includes related on-costs.

#### (ii) Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

### (m) Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

### (n) Provisions

Provisions are recognised when:

- a) the Council has a present legal or constructive obligation as a result of past events;
- b) for which it is probable that an outflow of economic benefits will result to settle the obligation; and
- c) that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Provisions are not recognised for future operating losses.

### (o) Leases

Leases of fixed assets, where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the Council, are classified as finance leases. Finance leases are capitalised recording an asset and a liability equal to the present

Finance leases are capitalised recording an asset and a liability at the lower amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

## **1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **(p) Joint Venture**

The Council's interest in a joint venture has been recognised in the financial statements by including its share of any assets, liabilities, revenues and expenses of the joint venture within the appropriate line items of the financial statement. The Council has no joint ventures.

### **(q) Rates, Grants, Donations and Other Contributions**

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 2(c). That note also discloses the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the local government's operation for the current reporting period.

### **(r) Superannuation**

The Council contributes to a number of superannuation funds on behalf of employees.

### **(s) Current and Non-Current Classification**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where the Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non-current based on Council's intentions to release for sale.

### **(t) Rounding Off Figures**

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar.

### **(u) Comparative Figures**

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

### **(v) Budget Comparative Figures**

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the revised budget estimate for the relevant item of disclosure.

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(w) New Accounting Standards and Interpretations for Application in Future Periods**

Australian Accounting Standards and Interpretations that have recently been issued or amended but are not yet effective have not been adopted by the Council for the annual reporting period ending 30 June 2011.

Council's assessment of these new standards and interpretation is set out below:

	<b>Title and Topic</b>	<b>Issued</b>	<b>Applicable (*)</b>	<b>Impact</b>
(i)	AASB 9 – Financial Instruments	December 2009	01 January 2013	Nil – The objective of this Standard is to improve and simplify the approach for classification and measurement of financial assets compared with the requirements of AASB 139. Given the nature of the financial assets of the Council, it is not anticipated the standard will have any material effect.
(ii)	AASB 124 – Related Party Disclosures	December 2009	01 January 2011	Nil – It is not anticipated the Council will have any related parties as defined by the Standard.
(iii)	AASB 1053 - Application of Tiers of Australian Accounting Standards	June 2010	01 July 2013	Nil - Due to its nature and statutory requirements the Council will be deemed a Tier 1 entity and will continue to prepare general purpose financial statements.
(iv)	AASB 2009 -12 Amendments to Australian Accounting Standards [AASB 5, 8, 108, 110, 112, 119, 133, 137, 139, 1023 & 1031 and Interpretations 2, 4, 16, 1039 & 1052]	December 2009	01 January 2011	Nil – The revisions embodied in this standard relate to standards which do not apply to local government (ie AASB8) or are largely editorial in nature and will have minimal effect (if any) on the accounting practices of the Council.
(v)	AASB 2009– 11 Amendments to Australian Accounting Standards arising from AASB 9  [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 121, 127, 128, 131, 132, 136, 139, 1023 & 1038 and Interpretations 10 & 12]	December 2009	01 January 2013	Nil – The revisions embodied in this standard give effect to the consequential changes arising from the issuance of AASB 9 which is not anticipated to have any material effect on the Council (refer (i) above).
(vi)	AASB 2010 - 2 Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements [AASB 1, 2, 3, 5, 7, 8, 101, 102, 107, 108, 110, 111, 112, 116, 117, 119, 121, 123, 124, 127, 128, 131, 133, 134, 136, 137, 138, 140, 141, 1050, & 1052 and Interpretations 2, 4, 5, 15, 17, 127, 129 & 1052]	June 2010	01 July 2013	Nil - None of these amendments will have any effect on the financial report as the standard does not apply in the case of general purpose financial statements.
(vii)	AASB 2010 - 4 Further Amendments to Australian Accounting Standards arising from the Annual Improvements Project [AASB 1, 7, 101, 134, and Interpretation 13]	June 2010	01 January 2011	Nil - The revisions are part of the AASB's annual improvement project to help ensure consistency with presentation, recognition and measurement criteria of IFRSs. It is not anticipated these will have any effect on the Council.



## 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

### (w) New Accounting Standards and Interpretations for Application in Future Periods (Continued)

	Title and Topic	Issued	Applicable (*)	Impact
(viii)	AASB 2010 - 5 Amendments to Australian Accounting Standards [AASB 1, 3, 4, 5, 101, 107, 112, 118, 119, 121, 132, 133, 134, 137, 139, 140, 1023 & 1038 and Interpretations 112, 115, 127, 132 & 1042]	October 2010	01 January 2011	Nil - The revisions embodied in this standard are largely editorial in nature or relate to standards not applicable to the Council and will have minimal effect (if any) on the accounting practices of the Council.
(ix)	AASB 2010 - 6 Amendments to Australian Accounting Standards - Disclosures on Transfers of Financial Assets [AASB 1 & 7]	November 2010	01 July 2011	Nil - The revisions embodied in this standard amend disclosures required on transfers of financial assets. The Council is not expected to have any qualifying transfers.
(x)	AASB 2010 - 7 Amendments to Australian Accounting Standards arising from AASB 9 (December 2010) [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 121, 127, 128, 131, 132, 136, 139, 1023 & 1038 and Interpretations 10 & 12]	December 2010	01 January 2013	Nil - The revisions embodied in this standard give effect to the consequential changes arising from the issuance of AASB 9 which is not anticipated to have any material effect on the Council (refer (i) above).
(xi)	AASB 2010 - 8 Amendments to Australian Accounting Standards - Deferred Tax: Recovery of Underlying Assets [AASB 1 & 7]	December 2010	01 January 2012	Nil - None of these amendments will have any effect on the financial report as none of the topics are relevant to the operations of the Council.
	AASB 2010 - 9 Amendments to Australian Accounting Standards - Severe Hyperinflation and Removal of Fixed Dates for First-time Adopters [AASB 1]	December 2010	01 July 2011	Nil - None of these amendments will have any effect on the financial report as none of the topics are relevant to the operations of the Council.
	AASB 2009- 14 Amendments to Australian Interpretations – Prepayments of a Minimum Funding Requirement [AASB Interpretation 14]	December 2009	01 January 2011	Nil - None of these amendments will have any effect on the financial report as none of the topics are relevant to the operations of the Council.
	AASB 2010 - 10 Further Amendments to Australian Accounting Standards - Removal of Fixed Dates for First-time Adopters [AASB 2009 - 11 & 2010 - 7]	December 2010	01 January 2013	Nil - None of these amendments will have any effect on the financial report as none of the topics are relevant to the operations of the Council.

Notes:

(\*) Applicable to reporting periods commencing on or after the given date.

## 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

### (x) Adoption of New and Revised Accounting Standards

During the current year, the Council adopted all of the new and revised Australian Accounting Standards and Interpretations which became mandatory and which were applicable to its operations.

These new and revised standards were:

AASB 2009 - 5  
AASB 2009 - 8  
AASB 2009 - 10  
AASB 2009 - 13  
AASB 2010 - 1  
AASB 2010 - 3

Interpretation 19

The standards adopted had a minimal effect on the accounting and reporting practices of the Council as they were either largely editorial in nature, were revisions to help ensure consistency with presentation, recognition and measurement criteria of IFRSs or related to topics not relevant to operations.

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

**2. REVENUE AND EXPENSES**

**2011**

**2010**

**\$**

**\$**

**(a) Net Result**

The Net Result includes:

(i) Charging as an Expense:

**Auditors Remuneration**

- Audit

17,140

15,550

**Depreciation**

Buildings

378,309

364,031

Furniture and Equipment

306,425

335,368

Plant and Equipment

651,178

599,966

Roads

3,306,904

1,092,904

Footpaths

392,573

370,677

Drainage

194,170

74,204

Street Furniture

-

11,906

Parks, Gardens and Reserves

437,816

367,833

5,667,375

3,216,889

**Interest Expenses (Finance Costs)**

Debentures & HP interest

255,576

188,314

255,576

188,314

(ii) Crediting as Revenue:

**2011**

**2011  
Budget**

**2010**

**\$**

**\$**

**\$**

**Interest Earnings**

Investments

- Reserve Funds

230,212

210,000

209,429

- Other Funds

653,928

500,000

382,049

Other Interest Revenue (Refer Note 26)

171,583

134,000

126,830

1,055,723

844,000

718,309

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**STATEMENT BY CHIEF EXECUTIVE OFFICER**

**2. REVENUE AND EXPENSES (Continued)**

**(b) Statement of Objective**

In order to discharge its responsibilities to the community, the City of Nedlands has developed operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this report encompass the following service orientated activities/programs:

**GOVERNANCE**

**Objective:** To provide a decision making process for the efficient allocation of scarce resources.

**Activities:** Includes the activities of members of council, the administrative support available to the council for the provision of governance of the district, and corporate services.

**GENERAL PURPOSE FUNDING**

**Objective:** To collect revenue to allow for the provision of services.

**Activities:** Rates, general purpose government grants, and interest revenue.

**LAW, ORDER, PUBLIC SAFETY**

**Objective:** To provide services to help ensure a safer and environmentally conscious community.

**Activities:** Supervision and enforcement of various local laws relating to fire prevention, animal control and protection of the environment and other aspects of public safety including emergency services.

**HEALTH**

**Objective:** To provide services that will ensure a healthy environment.

**Activities:** Regulation and monitoring of food premises, and management of pest control.

**EDUCATION AND WELFARE**

**Objective:** To provide services that will assist the elderly to enjoy meaningful, independent living and child care services

**Activities:** Home and Community Care (HACC) services, Meals on Wheels, Seniors' activities and Occasional Child Care services.

**COMMUNITY AMENITIES**

**Objective:** To provide services required by the community.

**Activities:** Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.

## **2. REVENUE AND EXPENSES (Continued)**

### **(b) Statement of Objective (Continued)**

#### **RECREATION AND CULTURE**

**Objective:** To establish and effectively manage infrastructure and resources which will help the social well being of the community.

**Activities:** Maintenance of public halls, civic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, and facilitating of cultural activities.

#### **TRANSPORT**

**Objective:** To provide safe, effective and efficient transport services to the community.

**Activities:** Construction and maintenance of roads, streets, footpaths, depots, cycleways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting, drainage etc. Control of parking and enforcement of parking local laws.

#### **ECONOMIC SERVICES**

**Objective:** To help promote the City and it's economic wellbeing.

**Activities:** Maintenance of the City's buildings and natural areas. Building control.

#### **OTHER PROPERTY AND SERVICES**

**Objective:** To monitor and control council's overheads operating accounts.

**Activities:** Private works operation, plant repair and operation costs and infrastructure services

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

**2. REVENUE AND EXPENSES (Continued)**

**(c) Conditions Over Grants/Contributions**

Grant/Contribution	Function/ Activity	Opening Balance (*) 01/07/09 \$	Received (+) 2009/10 \$	Expended (#) 2009/10 \$	Closing Balance (*) 30/06/10 \$	Received (+) 2010/11 \$	Expended (#) 2010/11 \$	Closing Balance 30/06/11 \$
Community Development	Grants Operation					34,046	29,546	4,500
Natural Areas			269,834	(234,804)	35,030	103,948	134,219	4,759
Office of Crime Prevention	Graffiti Software					15,386	-	15,386
Swan River Trust	River wall					250,000	-	250,000
<b>Total</b>		-	<b>269,834</b>	<b>(234,804)</b>	<b>35,030</b>	<b>403,380</b>	<b>163,765</b>	<b>274,645</b>

**Notes:**

(\*) - Grants/contributions recognised as revenue in a previous reporting period which were not expended at the close of the previous reporting period.

(+) - New grants/contributions which were recognised as revenues during the reporting period and which had not yet been fully expended in the manner specified by the contributor.

(#) - Grants/contributions which had been recognised as revenues in a previous reporting period or received in the current reporting period and which were expended in the current reporting period in the manner specified by the contributor.



**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

	2011 \$	2010 \$
<b>3. CASH AND CASH EQUIVALENTS</b>		
Unrestricted	5,022,545	4,701,945
Restricted	6,626,718	5,325,763
	<u>11,649,263</u>	<u>10,027,708</u>
The following restrictions have been imposed by regulations or other externally imposed requirements:		
Plant Replacement Reserve	207,488	197,130
City Development Reserve	1,405,918	1,387,206
North St Reserve	1,014,393	638,357
Welfare Reserve	370,047	348,131
Services Reserve	1,137,417	268,218
Insurance Reserve	48,843	46,179
Waste Management Infrastructure Reserve	131,942	124,066
Building Replacement Reserve	512,405	666,886
Swanbourne Reserve	100,407	94,649
Adelma Account	101,481	
Provision for Long Service Leave	160,291	110,494
Bonds and Deposits	1,161,440	1,444,447
Unspent Grants	274,645	
	<u>6,626,718</u>	<u>5,325,763</u>
<b>4. TRADE AND OTHER RECEIVABLES</b>		
<b>Current</b>		
Rates Outstanding	218,220	315,970
Sundry Debtors	497,199	297,408
Less: Provision for Doubtful Debts	(11,473)	(16,983)
Other Receivables	32,982	38,465
GST Receivable	217,255	187,537
	<u>954,182</u>	<u>822,397</u>
<b>Non-Current</b>		
Rates Outstanding - Pensioners	261,190	313,488
	<u>261,190</u>	<u>313,488</u>
<b>5. INVENTORIES</b>		
<b>Current</b>		
Fuel and Oil	12,539	17,083
	<u>12,539</u>	<u>17,083</u>

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

	2011 \$	2010 \$
<b>6. PROPERTY, PLANT AND EQUIPMENT</b>		
Land - Independent Valuation	29,344,000	16,990,000
Less: Accumulated Depreciation	<u>-</u>	<u>-</u>
	29,344,000	16,990,000
Buildings - Independent Valuation	22,690,000	14,744,013
Less: Accumulated Depreciation	<u>-</u>	<u>(2,337,747)</u>
	22,690,000	12,406,265
Furniture and Equipment - Cost	3,604,793	3,467,745
Less: Accumulated Depreciation	<u>(2,797,564)</u>	<u>(2,563,391)</u>
	807,229	904,354
Plant and Equipment - Cost	5,289,887	5,141,763
Less: Accumulated Depreciation	<u>(2,022,245)</u>	<u>(1,879,414)</u>
	3,267,643	3,262,349
	<u>56,108,872</u>	<u>33,562,969</u>

The valuations for land and buildings were carried out by Mr. Martin McEneaney (Licensed Valuer No. 44551) on 30 June 2011.

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

**6a. PROPERTY, PLANT AND EQUIPMENT (Continued)**

**Movements in Carrying Amounts**

Movement in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year.

	<b>Land</b>	<b>Buildings</b>	<b>Furniture &amp; Equipment</b>	<b>Plant &amp; Equipment</b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Balance as at the beginning of the year	16,990,000	12,406,265	904,355	3,262,350	33,562,970
Additions	-	1,364,134	213,113	980,599	2,557,845
(Disposals)	-	-	(3,814)	(355,575)	(359,389)
Revaluation - Increments	12,354,000	9,297,909	-	31,447	21,683,356
Depreciation (Expense)	-	(378,308)	(306,425)	(651,178)	(1,335,911)
<b>Carrying amount at the end of year</b>	<b><u>29,344,000</u></b>	<b><u>22,690,000</u></b>	<b><u>807,229</u></b>	<b><u>3,267,643</u></b>	<b><u>56,108,872</u></b>

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

	2011 \$	2010 \$
<b>7. INFRASTRUCTURE</b>		
Roads - Independent Valuation	67,965,325	66,000,000
Less Accumulated Depreciation	<u>(3,300,000)</u>	<u>-</u>
	64,665,325	66,000,000
 Footpaths - Cost	 8,343,155	 7,851,458
Less Accumulated Depreciation	<u>(2,048,422)</u>	<u>(1,655,848)</u>
	6,294,734	6,195,610
 Drainage - Independent Valuation	 7,048,341	 6,795,951
Less Accumulated Depreciation	<u>(194,170)</u>	<u>-</u>
	6,854,171	6,795,951
 Parks - Cost	 7,254,839	 6,461,284
Less Accumulated Depreciation	<u>(1,443,680)</u>	<u>(1,120,616)</u>
	5,811,159	5,340,668
 Reticulation - Cost	 2,295,040	 2,295,040
Less Accumulated Depreciation	<u>(678,814)</u>	<u>(564,062)</u>
	1,616,226	1,730,978
 Street Furniture - Cost	 240,836	 133,936
Less Accumulated Depreciation	<u>(117,832)</u>	<u>(133,936)</u>
	123,005	-
 Rights of Ways - Cost	 159,987	 159,987
Less Accumulated Depreciation	<u>(63,328)</u>	<u>(56,424)</u>
	96,658	103,563
 <b>Sub-Total</b>	 85,461,277	 86,166,770
 <b>Work-in-Progress</b>	 <u>-</u>	 <u>111,525</u>
 <b>Grand Total</b>	 <u><u>85,461,277</u></u>	 <u><u>86,278,304</u></u>

Council has adopted a policy of re-valuing with sufficient regularity to ensure the carrying amount of each road asset is fairly stated at reporting date. The independent valuation was last carried out at 30 June 2010.

This policy also accords with AASB 116.

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

**7a. INFRASTRUCTURE (Continued)**

**Movements in Carrying Amounts**

Movement in the carrying amounts of each class of infrastructure between the beginning and the end of the current financial year.

	<b>Roads \$</b>	<b>Footpaths \$</b>	<b>Drainage \$</b>	<b>Parks and Ovals \$</b>	<b>Reticulation \$</b>	<b>Street Furniture \$</b>	<b>Right of Ways</b>	<b>Work-in Progress</b>	<b>Total \$</b>
Balance at the beginning of the year	66,000,000	6,195,610	6,795,951	5,340,668	1,730,978	-	103,563	111,525	86,278,304
Additions	1,965,325	491,697	252,391	793,555	-	123,005	-	(111,525)	3,514,447
Revaluation - Increments	-	-	-	-	-	-	-	-	-
Depreciation (Expense)	(3,300,000)	(392,573)	(194,170)	(323,064)	(114,752)	-	(6,904)	-	(4,331,463)
<b>Carrying amount at the end of year</b>	<b>64,665,325</b>	<b>6,294,734</b>	<b>6,854,172</b>	<b>5,811,159</b>	<b>1,616,226</b>	<b>123,005</b>	<b>96,659</b>	<b>-</b>	<b>85,461,277</b>

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

	2011 \$	2010 \$
<b>8. TRADE AND OTHER PAYABLES</b>		
<b>Current</b>		
Sundry Creditors	1,314,200	1,271,028
Bonds and Deposits	1,161,440	1,444,447
Accrued Interest on Debentures	144,055	633,369
Accrued Salaries and Wages	284,850	271,794
	<u>2,904,545</u>	<u>3,620,637</u>
<b>9. LONG-TERM BORROWINGS</b>		
<b>Current</b>		
Secured by Floating Charge		
Debentures	917,010	127,972
HP Loan	-	7,502
	<u>917,010</u>	<u>135,474</u>
<b>Non-Current</b>		
Secured by Floating Charge		
Debentures	5,049,549	3,966,560
HP Loan	-	-
	<u>5,049,549</u>	<u>3,966,560</u>
Additional detail on borrowings is provided in Note 21.		
<b>10. PROVISIONS</b>		
<b>Current</b>		
Provision for Annual Leave	670,632	648,805
Provision for Long Service Leave	581,100	523,428
	<u>1,251,732</u>	<u>1,172,233</u>
<b>Non-Current</b>		
Provision for Long Service Leave	160,291	110,494
	<u>160,291</u>	<u>110,494</u>



**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

	2011	2011 Budget	2010
	\$	\$	\$
<b>11. RESERVES - CASH BACKED</b>			
<b>(a) Plant Replacement Reserve</b>			
Opening Balance	197,130	197,117	141,917
Amount Set Aside / Transfer to Reserve	410,358	372,605	55,213
Amount Used / Transfer from Reserve	(400,000)	(400,000)	-
	<u>207,488</u>	<u>169,722</u>	<u>197,130</u>
<b>(b) City Development Reserve</b>			
Opening Balance	1,387,205	1,390,364	1,388,390
Amount Set Aside / Transfer to Reserve	83,713	83,423	65,355
Amount Used / Transfer from Reserve	(65,000)	(66,100)	(66,540)
	<u>1,405,918</u>	<u>1,407,687</u>	<u>1,387,205</u>
<b>(c) North Street Reserve</b>			
Opening Balance	638,356	645,294	882,802
Amount Set Aside / Transfer to Reserve	376,037	38,722	35,554
Amount Used / Transfer from Reserve	-	-	(280,000)
	<u>1,014,393</u>	<u>684,016</u>	<u>638,356</u>
<b>(d) Welfare Reserve</b>			
Opening Balance	348,130	350,356	401,895
Amount Set Aside / Transfer to Reserve	21,917	22,914	16,235
Amount Used / Transfer from Reserve	-	-	(70,000)
	<u>370,047</u>	<u>373,270</u>	<u>348,130</u>
<b>(e) Services Reserve</b>			
Opening Balance	268,218	271,733	628,633
Amount Set Aside / Transfer to Reserve	919,199	148,952	23,585
Amount Used / Transfer from Reserve	(50,000)	(50,000)	(384,000)
	<u>1,137,417</u>	<u>370,685</u>	<u>268,218</u>
<b>(g) Insurance Reserve</b>			
Opening Balance	46,179	45,924	43,724
Amount Set Aside / Transfer to Reserve	2,664	2,755	2,455
Amount Used / Transfer from Reserve	-	-	-
	<u>48,843</u>	<u>48,679</u>	<u>46,179</u>
<b>(i) Waste Management Infrastructure Reserve</b>			
Opening Balance	124,066	124,130	118,030
Amount Set Aside / Transfer to Reserve	7,876	7,448	6,036
Amount Used / Transfer from Reserve	-	-	-
	<u>131,942</u>	<u>131,578</u>	<u>124,066</u>
<b>(j) Building Replacement Reserve</b>			
Opening Balance	666,886	670,580	675,214
Amount Set Aside / Transfer to Reserve	45,519	25,240	32,672
Amount Used / Transfer from Reserve	(200,000)	(200,000)	(41,000)
	<u>512,405</u>	<u>495,820</u>	<u>666,886</u>
<b>(l) Swanbourne Reserve</b>			
Opening Balance	94,650	94,588	-
Amount Set Aside / Transfer to Reserve	5,757	5,675	94,650
Amount Used / Transfer from Reserve	-	-	-
	<u>100,407</u>	<u>100,263</u>	<u>94,650</u>
<b>TOTAL CASH BACKED RESERVES</b>	<u><u>4,928,861</u></u>	<u><u>3,781,720</u></u>	<u><u>3,770,820</u></u>

**CITY OF NEDLANDS  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2011**

**11. RESERVES - CASH BACKED (Continued)**

All of the reserve accounts are supported by money held in financial institutions and match the amounts shown as restricted cash of this financial report.

In accordance with council resolutions in relation to each reserve account, the purpose for which the funds are set aside are as follows:

**Plant Replacement Reserve**

To provide for the replacement of Council's plant and equipment so that the cost is spread over a number of years. The use of funds in this reserve is ongoing.

**City Development Reserve**

To fund the improvement of Property, Plant and Equipment. The use of funds in this reserve is ongoing.

**North Street Reserve**

To fund the operational and capital costs of community facilities in Mt Claremont, community and recreation facilities in Swanbourne and infrastructure generally. Use of this reserve is ongoing.

**Welfare Reserve**

To fund the operational and capital costs of welfare services. The use of funds in this reserve is ongoing.

**Services Reserve**

To provide funds for the purchase of land for parking areas, streets, depots etc. town planning schemes, valuation and legal expenses, items of works of an urgent nature such as drainage, street works, provision of street lighting and buildings maintenance. The use of funds in this reserve is ongoing.

**Swanbourne Reserve**

Set-up during the year with proceeds of the insurance claim arising from the fire of Council property in Swanbourne, for future development in that suburb.

**Insurance Reserve**

To cover any excess that may arise from having a performance based workers compensation premium.

**Waste Management Infrastructure Reserve**

To provide for the replacement of Council's Rubbish Bin stock so that the cost is spread over a number of years. The use of funds in this reserve is ongoing.

**Building Replacement Reserve**

To fund the upgrade and/or replacement of Council's buildings. The use of this reserve is ongoing.

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

	2011 \$	2010 \$
<b>12. RESERVES - ASSET REVALUATION</b>		
Asset revaluation reserves have arisen on revaluation of the following classes of non-current assets:		
Revaluations prior to 30th June 2009	17,335,347	17,335,347
(a) <b>Land</b>		
Opening balance	-	-
Revaluation Increment	12,354,000	-
Revaluation Decrement	-	-
	<u>12,354,000</u>	<u>-</u>
(b) <b>Buildings</b>		
Opening balance	-	-
Revaluation Increment	9,297,909	-
Revaluation Decrement	-	-
	<u>9,297,909</u>	<u>-</u>
(c) <b>Plant &amp; Equipment</b>		
Opening Balance	-	-
Revaluation Increment	31,447	-
Revaluation Decrement	-	-
	<u>31,447</u>	<u>-</u>
(d) <b>Roads</b>		
Opening Balance	39,126,980	-
Revaluation Increment	-	39,126,980
Revaluation Decrement	-	-
	<u>39,126,980</u>	<u>39,126,980</u>
(e) <b>Drainage</b>		
Opening Balance	1,966,692	-
Revaluation Increment	-	1,966,692
Revaluation Decrement	-	-
	<u>1,966,692</u>	<u>1,966,692</u>
<b>TOTAL ASSET REVALUATION RESERVES</b>	<u><u>80,112,375</u></u>	<u><u>58,429,019</u></u>

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

**13. NOTES TO THE STATEMENT OF CASH FLOWS**

**(a) Reconciliation of Cash**

For the purposes of the statement of cash flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the statement of financial position as follows:

	2011	2011 Budget	2010
	\$	\$	\$
Cash and Cash Equivalents	<u>11,649,263</u>	<u>8,496,500</u>	<u>10,027,708</u>

**(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result**

Net Result	464,287	(1,438,400)	2,932,213
Depreciation	5,667,375	5,546,400	3,216,889
(Profit)/Loss on Sale of Asset	(134,063)	(30,000)	(88,717)
(Increase)/Decrease in Receivables	(79,487)	100,000	130,780
(Increase)/Decrease in Inventories	4,544	-	(1,202)
Increase/(Decrease) in Payables	(716,081)	(150,000)	413,995
Increase/(Decrease) in Employee Provisions	129,296	50,000	10,150
Grants/Contributions for the Development of Assets	<u>(1,184,449)</u>	<u>(1,144,900)</u>	<u>(1,492,267)</u>
Net Cash from Operating Activities	<u>4,151,422</u>	<u>2,933,100</u>	<u>5,121,841</u>

**(c) Undrawn Borrowing Facilities  
Credit Standby Arrangements**

Bank Overdraft limit	500,000	500,000	500,000
Bank Overdraft at Balance Date	-	-	-
Credit Card limit	25,000	25,000	25,000
Credit Card Balance at Balance Date	<u>8,281</u>	<u>6,000</u>	<u>2,567</u>
<b>Total Amount of Credit Unused</b>	<u>533,281</u>	<u>531,000</u>	<u>527,567</u>

**Loan Facilities**

Loan Facilities - Current	917,010	917,000	135,474
Loan Facilities - Non-Current	<u>5,049,549</u>	<u>4,858,900</u>	<u>3,966,560</u>
<b>Total Facilities in Use at Balance Date</b>	<u>5,966,559</u>	<u>5,775,900</u>	<u>4,102,034</u>

<b>Unused Loan Facilities at Balance Date</b>	<u>-</u>	<u>-</u>	<u>-</u>
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**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

	2011 \$	2010 \$
<b>14. CONTINGENT LIABILITIES</b>		
No claims outstanding.		
<b>15. CAPITAL AND LEASING COMMITMENTS</b>		
<b>(a) Finance Lease Commitments</b>		
Nil		
<b>(b) Operating Lease Commitments</b>		
Non-cancellable operating leases contracted for but not capitalised in the accounts.		
Payable:		
- not later than one year	90,038	27,440
- later than one year but not later than five years	96,918	39,243
- later than five years	-	-
	<u>186,956</u>	<u>66,683</u>
<b>(c) Capital Expenditure Commitments</b>		
Contracted for:		
- capital expenditure projects	215,413	466,000
Payable:		
- not later than one year	215,413	466,000
The capital expenditure project outstanding at the end of the current reporting period represents the renovation of the Maisonettes and the upgrade of Peace Memorial Rose Garden.		

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

	2011 \$	2010 \$
<b>16. JOINT VENTURE</b>		
The City has not entered into any joint venture agreements.		
<b>17. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY</b>		
Governance	32,161,188	18,170,494
General Purpose Funding	-	-
Law, Order, Public Safety	1,422,326	1,235,334
Health	621,478	683,587
Education and Welfare	2,899,752	1,336,454
Community Amenities	82,429	19,631
Recreation and Culture	21,735,033	15,552,152
Transport	81,578,610	82,080,831
Economic Services	20,332	313,152
Other Property and Services	13,926,174	11,630,314
	<u>154,447,323</u>	<u>131,021,949</u>



**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

	2011	2010	2009
<b>18. FINANCIAL RATIOS</b>			
Current Ratio	1.53 : 1.0	1.59 : 1.0	1.31 : 1.0
Untied Cash to Unpaid Trade Creditors Ratio	3.82 : 1.0	2.47 : 1.0	3.66 : 1.0
Debt Ratio	6.7%	6.9%	9.2%
Debt Service Ratio	1.5%	6.3%	5.9%
Gross Debt to Revenue Ratio	23.6%	17.2%	14.8%
Gross Debt to Economically Realisable Assets Ratio	8.6%	9.2%	7.6%
Rate Coverage Ratio	59.1%	59.3%	52.9%
Outstanding Rates Ratio (excluding Deferred Rates)	1.4%	2.2%	1.9%

The above ratios are calculated as follows:

Current Ratio	$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$
Untied Cash to Unpaid Trade Creditors Ratio	$\frac{\text{untied cash}}{\text{unpaid trade creditors}}$
Debt Ratio	$\frac{\text{total liabilities}}{\text{total assets}}$
Debt Service Ratio	$\frac{\text{debt service cost}}{\text{available operating revenue}}$
Gross Debt to Revenue Ratio	$\frac{\text{gross debt}}{\text{total revenue}}$
Gross Debt to Economically Realisable Assets Ratio	$\frac{\text{gross debt}}{\text{economically realisable assets}}$
Rate Coverage Ratio	$\frac{\text{net rate revenue}}{\text{operating revenue}}$
Outstanding Rates Ratio	$\frac{\text{rates outstanding}}{\text{rates collectable}}$

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

**19. TRUST FUNDS**

Funds held at balance date over which the Shire has no control and which are not included in the financial statements are as follows:

	Balance 1 July 2010 \$	Amounts Received \$	Amounts Paid \$	Balance 30 June 2011 \$
Unclaimed Monies	20,777	30	(1,375)	19,432
Charity donation by staff	4,280	3,577	(1,146)	6,711
	<u>25,057</u>			<u>-</u>
				<u>26,143</u>

**20. DISPOSALS OF ASSETS - 2010/11 FINANCIAL YEAR**

The following assets were disposed of during the year.

	Net Book Value		Sale Price		Profit (Loss)	
	Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Plant & Equipment	355,575	260,100	493,450	299,100	137,875	39,000
Furniture & Equipment	3,812	9,000	-	-	(3,812)	(9,000)
	<u>359,387</u>	<u>269,100</u>	<u>493,450</u>	<u>299,100</u>	<u>134,063</u>	<u>30,000</u>

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

**21. INFORMATION ON BORROWINGS**

(a) Repayments - Debentures

Particulars	Principal \$	New Loans \$	Principal Repayments		Principal 30/06/2011		Interest Repayments	
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
<b>Community Amenities</b>								
New Bin Stock - Loan 178**	658,105		60,469	61,300	597,636	597,700	37,851	38,700
Roads Infrastructure - Loan 179**	1,436,426		67,502	67,500	1,368,924	1,368,900	85,605	86,100
Buildings & Roads - Loan 180**	2,000,000		-	154,300	2,000,000	1,845,700	116,933	112,700
Building & Infrastructure - Loan 181**		2,000,000	-	36,400	2,000,000	1,963,600	14,915	31,200
	4,094,531	2,000,000	127,971	319,500	5,966,560	5,775,900	255,304	268,700

\*\* Repayments for loans 178, 179, 180 and 181 are financed from general purpose revenue.

(b) New Debentures - 2010/11

Particulars/Purpose	Amount Borrowed		Institution	Loan Type	Term (Years)	Total Interest & Charges \$	Interest Rate %	Amount Used		Balance Unspent \$
	Actual \$	Budget \$						Actual \$	Budget \$	
Building & Infrastructure - Loan 181	2,000,000	2,000,000	WA Treasury	Fixed Interest, Principal & Interest Payment	10 years	674,419	5.91 % pa	2,000,000	2,000,000	-

(c) Unspent Debentures  
Council had no unspent debenture funds as at 30th June 2011.

(d) Overdraft  
Council has not utilised an overdraft facility during the financial year although an overdraft facility of \$500,000 with the National Australia Bank

CITY OF NEDLANDS  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2011

22. RATING INFORMATION - 2010/11 FINANCIAL YEAR

RATE TYPE		Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Budget Rate Revenue \$	Budget Interim Rate \$	Budget Back Rate \$	Budget Total Revenue \$
<b>Differential General Rate</b>												
GRV - Residential		0	5,653	199,299,277	10,778,104	70,362		10,848,466	10,709,200	(148,000)	-	10,561,200
GRV - Non Residential		0	366	28,615,157	2,153,577	35,232		2,188,809	2,156,600	-	-	2,156,600
<b>Sub-Totals</b>			6,019	227,914,434	12,931,681	105,594	-	13,037,275	12,865,800	(148,000)	-	12,717,800
<b>Minimum Rates</b>		<b>Minimum \$</b>										
GRV - Residential		992	2,248	31,402,718	2,230,016	(30,661)		2,199,355	2,245,100	(15,400)	-	2,229,700
GRV - Non Residential		1,348	148	1,619,208	199,504	1,348		200,852	199,500	-	-	199,500
<b>Sub-Totals</b>			2,396	33,021,926	2,429,520	(29,313)	-	2,400,207	2,444,600	(15,400)	-	2,429,200
Specified Area Rate (refer note 23)								15,437,483				15,147,000
Discounts (refer note 25)								15,437,483				15,147,000
<b>Totals</b>								15,437,483				15,147,000

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

**23. SPECIFIED AREA RATE - 2010/11 FINANCIAL YEAR**

The City of Nedlands did not levy any Special Area Rate in 2010/11 year.

**24. SERVICE CHARGES - 2010/11 FINANCIAL YEAR**

The City did not levy any Service Charges in 2010/11 year.

**25. DISCOUNTS, INCENTIVES, CONCESSIONS, & WRITE-OFFS - 2010/11 FINANCIAL YEAR**

There were no discounts, incentives, concessions or write-offs during the 2010/11 financial year.

**26. INTEREST AND INSTALMENT CHARGES- 2010/11 FINANCIAL YEAR**

	Interest Rate %	Admin. Charge \$	Revenue \$	Budgeted Revenue \$
Interest on Unpaid Rates	11.00%		54,668	40,000
ESL Interest Income			23,411	3,000
Interest on Instalments Plan	5.00%		76,543	75,000
Deferred Rates Interest			16,962	16,000
<b>Total Interest Charge</b>			<b>171,583</b>	<b>134,000</b>
Charges on Instalment Plan		18	40,344	38,000
<b>Total Instalment Charge</b>			<b>40,344</b>	<b>38,000</b>

Ratepayers had the option of paying rates in four equal instalments, due on 17th August 2010, 18th October 2010, 20th December 2010 and 21st February 2011. Administration charges and interest applied for the final three instalments.

<b>27. FEES &amp; CHARGES</b>	<b>2011 \$</b>	<b>2010 \$</b>
Governance	74,844	106,068
General Purpose Funding	56,662	37,590
Law, Order, Public Safety	34,311	34,619
Health	63,542	2,490
Education and Welfare	349,794	363,539
Community Amenities	3,913,581	3,562,746
Recreation and Culture	567,091	529,841
Transport	318,480	244,265
Economic Services	588,855	813,788
Other Property and Services	14,492	15,105
	<b>5,981,652</b>	<b>5,710,051</b>

There were no changes during the year to the amount of the fees or charges detailed in the original budget.

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

**28. GRANT REVENUE**

Grants, subsidies and contributions are included as operating revenues in the Statement of Comprehensive Income:

<b>By Nature and Type:</b>	<b>2011 \$</b>	<b>2010 \$</b>
Operating Grants, Subsidies and Contributions	2,209,034	1,982,430
Non-Operating Grants, Subsidies and Contributions	<u>1,184,449</u>	<u>1,733,467</u>
	<u><u>3,393,483</u></u>	<u><u>3,715,897</u></u>
<b>By Program:</b>		
Governance	-	74,139
General Purpose Funding	736,444	729,158
Law, Order, Public Safety	17,222	-
Education and Welfare	933,247	865,083
Community Amenities	103,948	-
Recreation and Culture	375,920	253,677
Transport	1,226,702	1,540,222
Economic Services	-	253,618
	<u><u>3,393,483</u></u>	<u><u>3,715,897</u></u>

**29. ELECTED MEMBERS REMUNERATION**

The following fees, expenses and allowances were paid to council members and/or the president.

	<b>2011 \$</b>	<b>2011 Budget \$</b>	<b>2010 \$</b>
Meeting Fees	98,447	98,000	97,947
Mayor's Allowance	39,730	39,500	41,711
Deputy Mayor's Allowance	9,930	9,900	9,579
Information Technology Allowance	10,394	10,100	8,444
Travelling Expenses	300	-	291
Telecommunications Allowance	12,147	11,700	9,758
	<u><u>170,948</u></u>	<u><u>169,200</u></u>	<u><u>167,730</u></u>

**30. EMPLOYEE NUMBERS**

The number of full-time equivalent employees at balance date

<b>2011</b>	<b>2010</b>
<u><u>139</u></u>	<u><u>130</u></u>

**31. MAJOR LAND TRANSACTIONS**

The City did not undertake any major land transaction during the 2010/11 financial year.

**32. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS**

The City did not participate in any trading undertakings or major trading undertakings during the 2010/11 financial year.



**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

**33. FINANCIAL RISK MANAGEMENT**

Council's activities expose it to a variety of financial risks including price risk, credit risk, liquidity risk and interest rate risk. The Council's overall risk management focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Council.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to

Financial risk management is carried out by the finance area under policies approved by the Council.

The Council held the following financial instruments at balance date:

	<b>Carrying Value</b>		<b>Fair Value</b>	
	<b>2011</b>	<b>2010</b>	<b>2011</b>	<b>2010</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Financial Assets</b>				
Cash and cash equivalents	11,649,263	10,027,708	11,649,263	10,027,708
Receivables	1,215,372	1,135,885	1,215,372	1,135,885
	<u>12,864,635</u>	<u>11,163,593</u>	<u>12,864,635</u>	<u>11,163,593</u>
<b>Financial Liabilities</b>				
Payables	2,904,545	3,620,637	2,904,545	3,620,637
Borrowings	5,966,559	4,102,034	4,218,769	3,386,329
	<u>8,871,104</u>	<u>7,722,671</u>	<u>7,123,314</u>	<u>7,006,966</u>

Fair value is determined as follows:

- Cash and Cash Equivalents, Receivables, Payables - estimated to the carrying value which approximates net market value.
- Borrowings - estimated future cash flows discounted by the current market interest rates applicable to assets and liabilities with similar risk profiles.

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

**33. FINANCIAL RISK MANAGEMENT (Continued)**

**(a) Cash and Cash Equivalents**

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital. The finance manages the cash and investments portfolio with the assistance of independent advisers (where applicable). Council has an investment policy and the policy is subject to review by Council. An Investment Report is provided to Council on a monthly basis setting out the make-up and performance of the portfolio.

The major risk associated with investments is price risk – the risk that the capital value of investments may fluctuate due to changes in market prices, whether these changes are caused by factors specific to individual financial instruments of their issuers or factors affecting similar instruments traded in a market.

Cash and investments are also subject to interest rate risk – the risk that movements in interest rates could affect returns.

Another risk associated with cash and investments is credit risk – the risk that a contracting entity will not complete its obligations under a financial instrument resulting in a financial loss to Council.

Council manages these risks by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees. Council also seeks advice from independent advisers (where applicable) before placing any cash and investments.

	<b>2011</b>	<b>2010</b>
	<b>\$</b>	<b>\$</b>
Impact of a 2% (*) movement in interest rates on cash and investments:		
- Equity	233,000	200,600
- Statement of Comprehensive Income	233,000	200,600

**Notes:**

(\*) Sensitivity percentages based on management's expectation of future possible market movements. Recent market volatility has seen large market movements for certain types of investments.

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

**33. FINANCIAL RISK MANAGEMENT (Continued)**

**(b) Receivables**

Council's major receivables comprise rates and annual charges and user charges and fees. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. Council manages this risk by monitoring outstanding debt and employing debt recovery policies. It also encourages ratepayers to pay rates by the due date through incentives.

Credit risk on rates and annual charges is minimised by the ability of Council to recover these debts as a secured charge over the land – that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

Council makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subject to a re-negotiation of repayment terms.

The profile of the Council's credit risk at balance date was:

	2011	2010
Percentage of Outstanding Rates and Annual Charges		
- Excluding Deferred Pensioners	1.41%	2.23%
- Including Deferred Pensioners	3.11%	4.45%
Percentage of Other Receivables		
- Current	88.77%	85.05%
- Overdue	11.23%	14.95%

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

**33. FINANCIAL RISK MANAGEMENT (Continued)**

**(c) Payables**

**Borrowings**

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and they fall due. Council manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required.

The contractual undiscounted cash flows of Council's Payables and Borrowings are set out in the Liquidity Sensitivity Table below:

	<b>Due within 1 year \$</b>	<b>Due between 1 &amp; 5 years \$</b>	<b>Due after 5 years \$</b>	<b>Total contractual cash flows \$</b>	<b>Carrying values \$</b>
<b>2011</b>					
Payables	2,904,545	-	-	2,904,545	2,904,545
Borrowings	1,253,389	3,549,030	2,816,362	7,618,781	5,966,560
	<u>4,157,934</u>	<u>3,549,030</u>	<u>2,816,362</u>	<u>10,523,326</u>	<u>8,871,105</u>
<b>2010</b>					
Payables	3,620,637	-	-	3,620,637	3,620,637
Borrowings	378,482	3,211,521	1,732,828	5,322,831	4,102,034
	<u>3,999,119</u>	<u>3,211,521</u>	<u>1,732,828</u>	<u>8,943,468</u>	<u>7,722,671</u>

**CITY OF NEDLANDS**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2011**

**33. FINANCIAL RISK MANAGEMENT (Continued)**

**(c) Payables**

**Borrowings (Continued)**

Borrowings are also subject to interest rate risk – the risk that movements in interest rates could adversely affect funding costs. Council manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation.

The following tables set out the carrying amount, by maturity, of the financial instruments exposed to interest rate risk:

						Weighted Average Effective Interest Rate %	
	<1 year \$	>1<2 years \$	>2<3 years \$	>3<4 years \$	>4<5 years \$	>5 years \$	Total \$
<b>Year Ended 30 June 2011</b>							
Payables							
Borrowings							
<b>Fixed Rate</b>							
Debentures	-	-	2,000,000	-	-	3,966,560	5,966,560
Weighted Average Effective Interest Rate			5.78%			5.97%	5.91%
<b>Year Ended 30 June 2010</b>							
Payables							
Borrowings	7,503	-	-	-	-	-	7,503
<b>Fixed Rate</b>							
Debentures	-	-	-	2,000,000	-	2,094,531	4,094,531
Weighted Average Effective Interest Rate	9.64%			5.78%		6.03%	5.91%

## **INDEPENDENT AUDITOR'S REPORT**

### **TO: RATEPAYERS OF CITY OF NEDLANDS**

We have audited the financial report of the City of Nedlands, which comprises the Statement of Financial Position as at 30 June 2011 and the Statement of Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year ended on that date and a summary of significant accounting policies and other explanatory notes.

#### **Council's Responsibility for the Financial Report**

Council is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations), the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended). This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

#### **Auditor's Responsibility**

Our responsibility is to express an opinion on the financial report based on our audit. Our audit has been conducted in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with the relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Council, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### **Independence**

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.




### Auditor's Opinion

In our opinion, the financial report of the City of Nedlands:

- (i) gives a true and fair view of the financial position of the City of Nedlands as at 30 June 2011 and of its financial performance for the year ended on that date; and
- (ii) complies with the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) and the Australian Accounting Standards (including the Australian Accounting Interpretations).

### Statutory Compliance

We did not during the course of our audit become aware of any instances where the Council did not comply with the requirements of the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended).

  
MACRI PARTNERS  
CERTIFIED PRACTISING ACCOUNTANTS  
28 THOROGOOD STREET  
BURSWOOD WA 6100

  
A MACRI  
PARTNER

PERTH  
DATED THIS 13<sup>th</sup> DAY OF SEPTEMBER 2011.



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