




Corporate & Strategy Reports

Committee Consideration – 12 November 2013
Council Resolution – 26 November 2013

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CPS35.13	List of Accounts Paid – September 2013
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Committee	12 November
Council	26 November
Applicant	City of Nedlands
Officer	Rajah Senathirajah – Manager Finance
Director	Michael Cole – Director Corporate & Strategy
Director Signature	
File Reference	Fin/072-17
Previous Item	Nil

Executive Summary

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

Recommendation to Committee

Council receives the List of Accounts Paid for the month of September 2013 (Refer to Attachment).

Strategic Plan

KFA: Governance and Civic Leadership

This report will ensure the City meets its statutory requirements.

Background

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

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

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

Discussion

The list of accounts paid for September 2013 is attached and is presented to Council. Also including for the first time in these reports in a schedule of Credit Card payments.

Consultation

Required by legislation:

Yes ☐

No ☒

Required by City of Nedlands policy:

Yes ☐

No ☒

Legislation / Policy

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

Budget/Financial Implications

Not applicable.

Risk Management

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

Conclusion

The list of accounts paid for the month of September 2013 complies with the relevant legislation and can be received by Council.

Attachments

1. List of Accounts Paid – September 2013
2. Purchasing Card Expenses - September (Statement period 29th August to 28th September 2013)



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NAB - Municipal Account						
CHEQUE						
58880	AMP FLEXIBLE LIFETIME SUPER	04/09/2013	-1,703.10	INV 83	- 83-14-4-5-83	1,703.10
58881	AMP RETIREMENT SAVINGS ACCOUNT	04/09/2013	-482.14	INV 80	- 80-14-4-5-80	482.14
58882	ANZ SMART CHOICE SUPER	04/09/2013	-502.19	INV 96	- 96-14-4-5-96	502.19
58883	AUSTRALIAN SUPER - WESTSCHEME DIVIS	04/09/2013	-1,680.34	INV 68	- 68-14-4-5-68	646.73
				INV 81	- 81-14-4-5-81	101.32
				INV 92	- 92-14-4-5-92	112.60
				INV 95	- 95-14-4-5-95	819.69
58884	CITY OF NEDLANDS PETTY CASH	04/09/2013	-479.55	INV	PROCC PETTY CASH RECOUP 28/8/13	105.10
				INV	TRESILLIAN PETTY CASH RECOUP 28/8/13	244.10
				INV	ADMIN PETTY CASH RECOUP 03/09/13	130.35
58885	COLONIAL FIRST STATE - FIRSTCHOICE	04/09/2013	-165.94	INV 87	- 87-14-4-5-87	165.94
58886	COMMISSIONER OF STATE REVENUE	04/09/2013	-386.19	INV	REFUND OF REBATE CLAIMED INCORRECTLY	347.44
				INV	REFUND OF REBATE CLAIMED INCORRECTLY	38.75
58887	CONCEPT ONE SUPERANNUATION PLAN	04/09/2013	-508.22	INV 97	- 97-14-4-5-97	508.22
58888	GUILDSUPER	04/09/2013	-285.08	INV 99	- 99-14-4-5-99	285.08
58889	HESTA SUPER FUND	04/09/2013	-424.79	INV 78	- 78-14-4-5-78	424.79
58890	COUNCILLOR B G HODSDON	04/09/2013	-4,899.78	INV	COUNCILLORS ALLOWANCE BACK PAY JULY/AUGUST 2013	2,774.78
				INV	COUNCILLORS ALLOWANCE SEPT. 2013	2,125.00
58891	HOST PLUS SUPERANNUATION FUND	04/09/2013	-1,315.71	INV 77	- 77-14-4-5-77	1,315.71
58892	KINETIC SUPER	04/09/2013	-392.65	INV 94	- 94-14-4-5-94	392.65
58893	LOCAL SUPER DIVISION OF STATEWIDE S	04/09/2013	-1,947.13	INV 69	- 69-14-4-5-69	1,947.13
58894	MLC NOMINEES PTY LIMITED	04/09/2013	-568.66	INV 65	- 65-14-4-5-65	568.66
58895	MTAA SUPERANNUATION FUND	04/09/2013	-860.77	INV 66	- 66-14-4-5-66	311.90
				INV 82	- 82-14-4-5-82	548.87



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58896	PBTL-LIFETIME SUPERANNUATION FUND	04/09/2013	-207.10	INV 62	- 62-14-4-5-62	207.10
58897	RETAIL EMPLOYEES SUPERANNUATION FUN	04/09/2013	-520.18	INV 63	- 63-14-4-5-63	213.46
				INV 63	- 63-14-99-4-5-63	106.73
				INV 93	- 93-14-4-5-93	199.99
58898	SHIRE OF AUGUSTA-MARGARET RIVER	04/09/2013	-1,862.87	INV	REIMBURSEMENT OF LSL FOR RACHAEL DRUMMOND	1,862.87
58899	SUNSUPER SUPERANNUATION FUND	04/09/2013	-167.05	INV 91	- 91-14-4-5-91	167.05
58900	UNISUPER LIMITED	04/09/2013	-487.90	INV 67	- 67-14-4-5-67	487.90
58901	WATER CORPORATION	04/09/2013	-1,943.59	INV	CENTRE ADDERLEY ST TO 31/7/13	1,943.59
58902	RETIREMENT CARE AUSTRALIA PTY LTD	04/09/2013	-55,260.54	RFND	OVERPAYMENT REFUND	55,260.54
58903	MS GAIL SALEEBA	04/09/2013	-300.00	INV	COURSE REFUND	300.00
58904	MS SILPA JETHWA	04/09/2013	-94.00	INV	COURSE REFUND	94.00
58905	MS L MARZEC	04/09/2013	-86.00	INV	COURSE REFUND	86.00
58906	JED DAVIS	04/09/2013	-250.00	INV	13/14 SPONSORSHIP OF YOUTH INITIATIVES FUND	250.00
58907	JACK POGSON	04/09/2013	-200.00	INV	EMERGE YOUTH ART AWARDS	200.00
58908	ALINTA GAS	11/09/2013	-443.75	INV	110 SMYTH RD 27/5/13-22/8/13	71.55
				INV	71 STIRLING HWY 27/5/13-22/8/13	39.75
				INV	67 STIRLING HWY 27/5/13-22/8/13	140.45
				INV	LT 123 MELVISTA AVE (5/6/13-30/8/13)	18.55
				INV	21 TYRELL ST (5/6/13-30/8/13)	173.45
58909	CITY OF NEDLANDS PETTY CASH	11/09/2013	-760.20	INV	ADMIN PETTY CASH RECOUP 10/9/13	127.65
				INV	DEPOT PETTY CASH RECOUP 10/9/13	300.10
				INV	NCC PETTY CASH RECOUP 10/9/13	332.45
58910	WATER CORPORATION	11/09/2013	-140.95	INV	HALL R36394 DRAPER ST SERVICE CHARGES TO 31/8/13	140.95
58911	I A & MR R M BINKS	11/09/2013	-737.61	RFND	OVERPAYMENT REFUND	737.61
58912	R H & J M CULLEN	11/09/2013	-292.24	RFND	OVERPAYMENT REFUND	292.24
58913	MR M J & MRS C L LEUNG	11/09/2013	-181.08	RFND	OVERPAYMENT REFUND	181.08
58914	ANNABEL SMITH	11/09/2013	-350.00	INV	SUBJECTS OF NOTE - AUTHOR TALK	350.00



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58915	EWEN MALCOLM	11/09/2013	-68.64	INV	VOLUNTEER VEHICLE REIMBURSEMENT	68.64
58916	RUBY BENJAMIN ANIMAL FOUNDATION INC	11/09/2013	-1,000.00	INV	DONATION	1,000.00
58917	JACOB KENDALL	12/09/2013	-130.50	INV	REFUND BA FEE	130.50
58918	SHARON STEWART	12/09/2013	-80.00	INV	REFUND DOUBLE PAID INFRINGEMENT 3001307	80.00
58919	AUST INSTITUTE OF BUILDING SURVEYOR	18/09/2013	-1,350.00	INV	WA CHAPTER CONFERENCE JOONDALUP RESORT - WA	515.00
				INV	CONFERENCE JOONDALUP RESORT HOTEL - WA BUILDING	835.00
58920	CITY OF NEDLANDS PETTY CASH	18/09/2013	-312.05	INV	NEDLANDS LIBRARY PETTY CASH RECOUP 12/9/13	312.05
58921	FINES ENFORCEMENT REGISTRY	18/09/2013	-2,752.00			
58922	IINET LTD	18/09/2013	-429.75	INV	IINET BROADBAND SERVICE FROM 20/09/2013 TO	429.75
58923	DA & LE ROBINSON	18/09/2013	-69.30	INV	VOLUNTEER VEHICLE REIMBURSEMENT	69.30
58924	KEVIN CLIFTON	18/09/2013	-400.00	INV	SECOND HAND DINGHY	400.00
58925	JASON PACHOL	18/09/2013	-300.00	INV	SENIOR YOGA CLASS	300.00
58926	ALINTA GAS	25/09/2013	-22.55	INV	DRABBLE HOUSE 7/6/13-4/9/13	22.55
58927	AMP FLEXIBLE LIFETIME SUPER	25/09/2013	-1,703.10	INV	83 - 83-14-6-7-83	1,703.10
58928	AMP RETIREMENT SAVINGS ACCOUNT	25/09/2013	-458.80	INV	80 - 80-14-6-7-80	458.80
58929	ANZ SMART CHOICE SUPER	25/09/2013	-483.60	INV	96 - 96-14-6-7-96	483.60
58930	AUSTRALIAN CATHOLIC SUPERANNUATION	25/09/2013	-308.48	INV	8 - 8-14-6-7-8	308.48
58931	AUSTRALIAN SUPER - WESTSCHEME DIVIS	25/09/2013	-2,085.21	INV	68 - 68-14-6-7-68	623.32
				INV	81 - 81-14-6-7-81	115.13
				INV	92 - 92-14-6-7-92	108.52
				INV	95 - 95-14-6-7-95	1,238.24
58932	CITY OF NEDLANDS PETTY CASH	25/09/2013	-732.35	INV	ADMIN PETTY CASH RECOUP 24/9/13	251.60
				INV	NCC PETTY CASH 24/9/13	480.75
58933	CITY OF VINCENT	25/09/2013	-22,400.53	INV	REIMBURSEMENT OF LSL- CARLIE ELDRIDGE	22,400.53
58934	COLONIAL FIRST STATE - FIRSTCHOICE	25/09/2013	-487.88	INV	87 - 87-14-6-7-87	487.88
58935	CONCEPT ONE SUPERANNUATION PLAN	25/09/2013	-508.22	INV	97 - 97-14-6-7-97	508.22



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58936	GUILDSUPER	25/09/2013	-356.35	INV 99	- 99-14-6-7-99	356.35
58937	HESTA SUPER FUND	25/09/2013	-1,206.78	INV 78	- 78-14-6-7-78	391.34
				INV 98	- 98-14-4-5-6-7-98	815.44
58938	HOST PLUS SUPERANNUATION FUND	25/09/2013	-1,199.42	INV 77	- 77-14-6-7-77	1,199.42
58939	KINETIC SUPER	25/09/2013	-381.80	INV 94	- 94-14-6-7-94	381.80
58940	LOCAL SUPER DIVISION OF STATEWIDE S	25/09/2013	-1,830.76	INV 69	- 69-14-6-7-69	1,830.76
58941	MERCER SUPER TRUST	25/09/2013	-186.07	INV 4	- 14-4-6-7-4	186.07
58942	MLC NOMINEES PTY LIMITED	25/09/2013	-547.60	INV 65	- 65-14-6-7-65	547.60
58943	MTAA SUPERANNUATION FUND	25/09/2013	-828.89	INV 66	- 66-14-6-7-66	300.34
				INV 82	- 82-14-6-7-82	528.55
58944	PBTL-LIFETIME SUPERANNUATION FUND	25/09/2013	-186.92	INV 62	- 62-14-6-7-62	186.92
58945	RETAIL EMPLOYEES SUPERANNUATION FUN	25/09/2013	-156.76	INV 93	- 93-14-6-7-93	156.76
58946	SUNSUPER SUPERANNUATION FUND	25/09/2013	-161.89	INV 91	- 91-14-6-7-91	161.89
58947	THE BEEMAN	25/09/2013	-165.00	INV	REMOVE ESTABLISHED BEEHIVE FROM VERGE TREE	165.00
58948	UNISUPER LIMITED	25/09/2013	-465.00	INV 67	- 67-14-6-7-67	465.00
58949	HELEN VAN HOOFT	25/09/2013	-171.60	INV	VOLUNTEER VEHICLE REIMBURSEMENT	171.60
58950	JOSHUA MCEVOY	25/09/2013	-250.00	INV	13/14 YOUTH GRANTS FUND	250.00
58951	GING MO ACADEMY	25/09/2013	-200.00	INV	KIDSPORT VOUCHER FOR BEN HEMMI	200.00
58952	MS K SHABER	25/09/2013	-92.50	INV	COURSE REFUND	92.50
58953	MS CLAUDIA MONCADA-WARING	25/09/2013	-26.25	INV	COURSE REFUND	26.25
58954	MS SUSAN FORBES	25/09/2013	-26.25	INV	COURSE REFUND	26.25
58955	MS DEBRA PERKINS	25/09/2013	-26.25	INV	COURSE REFUND	26.25
58956	MS SILPA JETHWA	25/09/2013	-26.25	INV	COURSE REFUND	26.25
58957	MS JILL SHAW	25/09/2013	-23.65	INV	COURSE REFUND	23.65
58958	CITYVISION	25/09/2013	-95.00	INV	ANNUAL BILL WARNOCK DINNER LECTURE	95.00
58959	GRAHAM & BARBARA IFFLA	25/09/2013	-442.00	INV	CROSSOVER SUBSIDY	442.00



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58960	MS GABI HOLT	25/09/2013	-187.00	INV	COURSE REFUND	187.00
58961	CURTIS BERSAN	25/09/2013	-157.01	INV	BOOKING OFFICER FEES	157.01
58962	MICHAEL THORPE	25/09/2013	-250.00	INV	13/14 YOUTH GRANT FUNDS	250.00
58963	MATILDA SIMCOCK	25/09/2013	-250.00	INV	2013/14 YOUTH GRANT FUNDS	250.00
Total CHEQUE			-\$126,867.26			

EFT

PY01-06	NAB - MUNICIPAL ACCOUNT	10/09/2013	-298,760.89			
PY01-07	NAB - MUNICIPAL ACCOUNT	24/09/2013	-298,370.68			
638	EFT TRANSFER: - 05/09/2013	05/09/2013	-279,339.32	638.10405	White Eagle Commercial Cleaning	
				INV	Cleaning for Nedlands Library September 2013	2,070.30
				638.10843	VOLUNTEERING WA	
				INV	Registration Fee for HR Management for Volunteer	110.00
				638.11173	Ralph Beattie Bosworth	
				INV	Provision of Quantity Survey for All Abilities	3,300.00
				638.11268	City of Joondalup	
				INV	Reimbursement of LSL for Tim Halls	14,451.93
				638.11588	WA Rangers Association	
				INV	2013 WA Rangers Conference 2 day attendance	1,040.00
				638.11634	Councillor N Horley	
				INV	Councillors Allowance Sept. 2013	2,125.00
				638.11804	West Australian Local Government As	
				INV	Marketforce Advertising	1,098.32
				638.11922	Oral History Assoc of Australia WA	
				INV	Anthea Harris attendance at Transcribing workshop	55.00
				638.12026	Bolinda Publishing Pty Ltd	
				INV	Standing order for Large Print and Audio book	44.42
				638.12079	COMPLETE PEST MANAGEMENT SERVICES	
				INV	Nedlands community Care monthly internal	190.00
				638.12117	SAI Global Ltd	
				INV	Copy of Australian Standard. 4970-09. Protection	76.93
				INV	AS 4122-2010 General Conditions of Contract for	65.84
				638.12118	Councillor I Argyle	
				INV	Councillors Allowance Sept. 2013	2,125.00
				638.12357	Nedlands Newspaper Delivery	
				INV	Standing Order Newspaper Delivery to Nedlands	241.26



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				638.12427	ROD HAWKER	
				INV	Volunteer Vehicle Reimbursement	37.00
				638.12456	WA PROFILING	
				INV	Profile road and lay-by 30mm - Alfred Road	1,410.75
				638.12507	Carpet Force (Commercial) Pty Ltd	
				INV	Supply new underlay to Drabble House	1,042.80
				638.12532	TOTAL EDEN PTY LTD	
				INV	irrigation parts for melvista oval	354.09
				638.12544	Councillor T P James	
				INV	Councillors Allowance Sept. 2013	2,125.00
				638.12546	Greenway Enterprises	
				INV	Greenstock for national tree day	726.00
				INV	2 x Litter Picker	310.02
				638.12628	DIAMOND HIRE	
				INV	Hire 2 sets of task lighting and silent generator	158.40
				638.12682	SYNERGY	
				INV	Group Electricity 21/5/13-13/8/13	14,746.15
				638.12735	COMFORT KEEPERS	
				INV	Provision of domestic assistance to HACC clients	324.14
				638.12777	PERTH IRRIGATION CENTRE	
				INV	100mm Slueth valve, 100mm non return valve and	850.24
				638.12918	GLG GreenLife Group Pty Ltd	
				INV	Landscape Maintenance as per RFQ 2011/12.06 -	7,532.57
				638.13010	Quick Colourprint	
				INV	Name Badge - Shaun Fletcher -Michael Italiano	37.90
				638.13014	NESPRESSO PROFESSIONAL	
				INV	Service of coffee machine	150.00
				638.13129	Quality Traffic Management Pty Ltd	
				INV	Traffic management plan and traffic control	995.36
				638.13305	Councillor K E Collins	
				INV	Deputy Mayor Allowance Sept. 2013	3,332.00
				638.13306	Mr R M Binks	
				INV	Councillors Allowance Sept. 2013	2,125.00
				638.13307	M L Somerville-Brown	
				INV	Councillors Allowance Sept. 2013	2,125.00
				638.13369	DATA#3 LIMITED	
				INV	IBM 300GB 15 000 rpm hot-swap SAS hard drive -	539.00
				INV	Three HP Z420 Workstation,Intel Xeon E5-1620	9,999.00



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638.13412					QUICK CORPORATE AUSTRALIA	
INV					Standing Order- White A4 Printing Paper - August	173.58
638.13476					ROAD SIGNS AUSTRALIA PTY LTD	
INV					Class 2 yellow reflective stickers, 1m long x	158.40
638.13537					FIRST FIVE MINUTES PTY LTD	
INV					Confined Space and Woking at Heights Training x 2	4,400.00
638.13713					Kinetic Health Group Pty Ltd	
INV					Pre Employment Medical Check	335.84
638.13778					Asphalt In A Bag Pty Ltd	
INV					20kg Bags of Cold-Mix Asphalt - City-Wide	1,768.75
638.13800					Corporate Sports Australia	
INV					City to Surf 2013 Traffic Management	7,731.00
638.13803					Snap Printing Northbridge	
INV					Robyn Camerer Invitations 2013	378.00
638.13812					Nicole Ceric	
INV					Reimbursement Mobile August 2013	60.00
INV					Reimbursement Mobile September 2013	60.00
638.13824					ALS Library Services Pty Ltd	
INV					Standing order for Adult Library Stock Mt	19.99
INV					Standing order for Adult Library Stock Mt	10.39
INV					Standing order for Adult Library Stock Mt	19.03
638.13825					Frankie Shaw	
INV					Produce Icons for WHADJUK Trails - Numbers 1 to	900.00
638.13846					Councillor N W Shaw	
INV					Councillors Allowance Sept. 2013	2,125.00
638.13856					Councillor J Porter	
INV					Councillors Allowance Sept. 2013	2,125.00
638.13857					Councillor L McManus	
INV					Councillors Allowance Sept. 2013	2,125.00
638.13863					G M S Security (WA) Pty Ltd	
INV					Installation and upgrade of security equipment at	4,052.40
INV					Upgrade of Tressillian after hours alarm	380.00
638.13872					The WRB & SV Hassell Superannuation	
INV					Councillors Allowance Sept. 2013	2,125.00
638.13902					Plantrite	
INV					Plants	788.26
638.13948					Lovering Super Fund Pty Ltd	
INV					73 - 73-14-4-5-73	217.18



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				638.13977	Engineering Approvals	
				INV	Engineering DCU Consultancy Services - STANDING	280.00
				INV	Engineering DCU Consultancy Services - STANDING	280.00
				638.14001	Humaan Pty Ltd	
				INV	Produce 9 x QR codes for Bush to Beach Trail	1,188.00
				638.14004	Drainflow Services Pty Ltd	
				INV	Educting Services in accordance with RFT	1,078.00
				INV	Educting Services in accordance with RFT	1,276.00
				INV	Educting Services in accordance with RFT	748.00
				INV	Educting Services in accordance with RFT	1,078.00
				INV	Educting Services in accordance with RFT	550.00
				INV	Educting Services in accordance with RFT	1,496.00
				638.14005	Perth Energy Pty Ltd	
				INV	Electricity 25/7/13-24/8/13	11,305.94
				638.14012	Have A Go News	
				INV	June issue advert for Affinity Club	220.00
				638.14080	RANDSTAD	
				INV	Michelle Reilly Week Ending 18/8/13	1,354.05
				INV	Emer Doherty Week Ending 18/8/13	270.81
				638.14101	Ms J Eyre	
				INV	Reimbursement of Expenses	24.50
				638.14123	J D Wetherall	
				INV	Councillors Allowance Sept. 2013	2,125.00
				638.14150	Just Boards	
				INV	Felt Board	375.00
				638.14160	National Food Service Equipment	
				INV	Supply and deliver assorted kitchen equipment as	1,542.43
				638.14168	Astron Environmental Services	
				INV	Weed Spraying Shenton Bushland	13,092.75
				638.14176	Advance Interests Pty Ltd	
				INV	OSH consultancy service - Ashley Cole - 29/7/2013	2,079.95
				638.14179	Aaron Ennis Ceiling Fixer	
				INV	supply & install doors & walls at depot	1,309.00
				INV	supply & install doors & walls at depot	990.00
				INV	supply & install doors & walls at depot	352.00
				638.14181	Database Super Fund	
				INV	10 - 14-10-4-5-10	970.48
				638.14195	Anglicare WA	



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				INV	Staff Training on 23/10/13	440.00
			638.2262		Elliott's Irrigation Pty Ltd	
				INV	Dot Bennett Park - Filtration srvice	205.70
				INV	Dot Bennett Park - Iron Filter Service - 22nd	216.70
			638.380		Australian Taxation Office	
				INV	Payroll Deduction	556.05
			638.3910		KLEENIT PTY LTD	
				INV	Graffiti Removal and Bus Shelter Maintenance	1,197.90
			638.4040		The Lane Bookshop	
				INV	Standing order for Library Stock Mt Claremont	50.35
				INV	Standing order for Library Stock Nedlands from	6.39
			638.4150		LO-GO Appointments	
				INV	Weekending 17/8/13, J Britton , labourer parks	1,458.60
			638.4500		McLeods Barristers & Solicitors	
				INV	Matter No. 33340 Hawk Constructions 55	1,812.00
				INV	Matter No 33309 Lot 61 Nidjalla Loop, Swanbourne	2,522.72
				INV	Matter No 33361 136 Victoria Avenue - departure	1,119.10
			638.5120		Office Line	
				INV	x1 right angled custom desk for depot seating in	1,111.00
			638.6100		JARAM FLEET EQUIPMENT	
				INV	VEHICLE PARTS	429.00
			638.640		Benara Nurseries	
				INV	PURCHASE OF VARIOUS PLANTS	661.93
			638.6560		Southern Scene Pty Ltd	
				INV	Standing order for Large Print and Audio book	17.55
			638.741		Boyan Electrical Services	
				INV	Hampton Lane - Replace Bollard	181.50
				INV	Drosera Lane - Faulty light	88.00
				INV	Install new LED lights to Mayor's office	2,445.30
				INV	Replace motor in Rangehood unit 2 Maisonettes	132.00
				INV	Repair Pavillion lights at Mt Claremont Oval	232.10
			638.8358		WALGS PLAN	
				INV	Mayoral Allowance (Sept. 13) Members Contribution	7,577.92
				INV	50 - 50-14-4-5-50	40,503.30
				INV	51 - 50-14-4-5-51	56,163.76
				INV	50 - 50-14-99-4-5-50	339.90
				INV	51 - 51-14-99-4-5-51	106.27
			638.860		Bunnings Group Limited	



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				INV	BUILDING SUPPLIES	94.77
				INV	BUILDING SUPPLIES	5.94
				INV	BUILDING SUPPLIES	7.61
				INV	BUILDING SUPPLIES	2.65
				INV	BUILDING SUPPLIES	94.05
				INV	BUILDING SUPPLIES	44.13
				INV	BUILDING SUPPLIES	28.01
				INV	BUILDING SUPPLIES	179.17
				INV	BUILDING SUPPLIES	32.33
				INV	BUILDING SUPPLIES	100.98
				INV	Pond liner	341.55
				INV	BUILDING SUPPLIES	279.48
				INV	BUILDING SUPPLIES	23.96
			638.880		Bunzl Limited	
				INV	PRCC- hygine essentials	158.33
				INV	PRCC- hygine essentials	755.67
			638.95		Advanced Nursery	
				INV	PURCHASE OF VARIOUS PLANTS	7,762.50
639 EFT TRANSFER: - 12/09/2013		12/09/2013	-1,252,058.76	639.10731	Green Skills (Eco Jobs)	
				INV	Natural Area Maintenance staff Allen Park	8,810.04
				639.10895	State Library of WA	
				INV	Recoveries of Lost and Damaged Books	6.60
				639.11284	Australia Post	
				INV	Standing Order - Bulk Postage Administration -	1,835.75
				639.11410	Hays Specialist Recruitment (Aust)	
				INV	Placement fees - Engineering Survey Assistant -	9,026.35
				INV	Michael Italiano Week Ending 25/8/13	2,557.32
				639.11559	Icon Septech Pty Ltd	
				INV	414W2050 - Non-Trafficable Offset Conversion Slab	4,960.56
				INV	515W1800 - 1800x1200 Soakwells - Minora Road	6,280.56
				639.11732	Local Govt Managers Australia	
				INV	LGMA Women in Local Government Conference	3,180.00
				639.11804	West Australian Local Government As	
				INV	WALGA - Local Government Vision - Waste	77.00
				INV	Additional enterprise agreement negotiation	1,650.00
				639.11944	COMMUNICATIONS AUSTRALIA PTY LTD	
				INV	OCT-DEC 2013 Comms Australia PABX /Telephone	1,511.33
				639.12020	THE CHURCHES' COMMISSION ON EDUCATI	



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				INV	Donation to YouthCare for Chaplaincy 13/14	11,880.00
639.12026					Bolinda Publishing Pty Ltd	
				INV	Standing order for Large Print and Audio book	108.42
639.12079					COMPLETE PEST MANAGEMENT SERVICES	
				INV	Pre Demolition Rat Baiting - 5 Boronia Avenue,	165.00
				INV	rodent and cockroach treatment at Allen park	380.00
639.12425					PSV Design	
				INV	As-built Auto CAD plans	4,750.00
639.12427					ROD HAWKER	
				INV	Mileage Claim for Library Volunteer	30.75
639.12450					DEXION	
				INV	Repairs and maintenance on Property Room Compactu	165.00
639.12622					Charles Service Company	
				INV	Cleaning to Tresillian Arts centre	1,972.14
				INV	CLEANING SERVICES for July 2013	11,409.46
				INV	Cleanig to Tresillian Arts centre	1,538.87
639.12644					Insight CCS	
				INV	Standing order Insight after hours call service	281.38
639.12654					The Blinds Gallery	
				INV	aluminium venetian blinds to fit 2200mm wide and	213.00
639.12682					SYNERGY	
				INV	34 Verdun St 2/8/13-5/9/13	515.65
				INV	Moss Vale Floreat 9/7/13-5/9/13	50.00
639.12732					Mr N Collard	
				INV	3 Hours noongar Interpretation for bush to beach	450.00
639.12735					COMFORT KEEPERS	
				INV	Provision of domestic assistance to HACC clients	154.04
639.12743					Active Transport & Tilt Tray Svces	
				INV	Transport disabled Holden Cruze from Carrington	176.00
639.12810					PLAYMASTER PTY LTD	
				INV	Pommel Disc Seats	99.00
639.12847					LANIER (AUSTRALIA) PTY LTD	
				INV	Printer Lease August 2013	7,715.83
				INV	Copiers Lease Contracts for July 2013	9,143.60
				INV	eCOPY HP TRIM CONNECTOR 5.0	550.00
639.12884					CY O'Connor Institute	
				INV	Dog and Cat Management - Dannielle May and Glen	1,470.00
639.12982					Bandit Sales & Service	



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				INV	Supply and fit new clutch assembly to Bandit	2,324.53
639.13014					NESPRESSO PROFESSIONAL	
				INV	Coffee for both Kitchens - 350 Capsules - Lungo	337.28
639.13056					Robinson Buildtech	
				INV	after hours call out to investigate gas leak at	412.50
639.13220					Lightning Towing	
				INV	STANDING ORDER - Abandoned Vehicle Towing -	132.00
639.13267					Dept of Transport	
				INV	Vehicle Search Fees 2013/14	556.80
639.13290					Mr V R Senathirajah	
				INV	Broadband Reimbursement 8/9/13-8/10/13	59.95
639.13412					QUICK CORPORATE AUSTRALIA	
				INV	Web Order 502404	502.10
				INV	Web Order 502404	113.90
				INV	Standing Order- White A4 Printing Paper - August	173.58
639.13476					ROAD SIGNS AUSTRALIA PTY LTD	
				INV	Supply & installation of signage & other street	19.80
639.13480					DU Electrical Pty Ltd	
				INV	Repair electrical fault at cubicle at Melvista	115.50
639.13537					FIRST FIVE MINUTES PTY LTD	
				INV	Evacuation Diagram - A3 - polycarboate with holes	302.50
				INV	Confined Space Refresher Course	2,200.00
639.13541					INTEGRATED DISTRIBUTION PTY LTD	
				INV	Measuring Jugs	495.35
639.13588					Truck Centre (WA) Pty Ltd	
				INV	Oil, air, fuel and power steering filter service	530.04
639.13760					GMC Print Pty Ltd	
				INV	20,000 Letterheads	1,794.10
639.13775					Australia Post - 604909	
				INV	Standing Order for 6 months - Reply Paid Letters	67.91
639.13783					Chemsol Australia Pty Ltd	
				INV	Fuel Power fuel additive for bulk tanks x 2 20	600.00
639.13813					Ms J A Heyes	
				INV	Mobile Reimbursement August 2013	78.75
639.13823					Miss P J Huigens	
				INV	Reimbursement of Macquarie Dictionary Subscription	39.99
639.13824					ALS Library Services Pty Ltd	
				INV	Standing order for Adult Library Stock Mt	38.37



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639.13842					Tree Amigos Tree Surgeons Pty Ltd	
INV					138 Rochdale Rd Mt Claremont-Remove dead	553.25
INV					504 Railway Pde-(Monumental House)2x Euc	768.24
INV					Railway Pde-Opp Karrakatta, northern verge-	1,453.98
INV					53 Alderbury St Floreat .Euc citriodora, redirect	774.40
INV					Melvista Ave verge-remove and stump grind 4x Box	1,243.44
639.13931					Enviro Sweep	
INV					City Wide Additional Street Sweeping in	3,102.00
639.13935					Pronto Gourmet Deli	
INV					Catering for Councillors Briefing Tuesday 20	297.25
639.13938					HAS Earthmoving	
INV					Alfred Road Emergency Works -	2,055.63
639.13992					Get Wet Ponds & Aquariums	
INV					Fish Tank Servicing - City of Nedlands Front	110.00
639.14052					Mr G K Trevaskis	
INV					Internet Reimbursement 8/9/13-8/10/13	59.95
639.14074					Neri Roofing Contractors	
INV					Roof repairs - 108 Smyth Rd	825.00
INV					Roof repairs - NCC	330.00
INV					Roof repairs - Mt Claremont	330.00
639.14080					RANDSTAD	
INV					Michelle Reilly Week Ending 25/8/13	1,354.05
639.14165					Bridgestone Select Nedlands	
INV					Rotate, balance and wheel alignment to Mitsubishi	99.00
639.145					PROTECTOR ALSAFE PTY LTD	
INV					02906 Legends Extra Light Cotton Trousers (0060	186.05
639.350					AIM Aust Institute of Management	
INV					TRAINING -SEMINARS/COURSES	880.00
639.360					Australia Post	
INV					Standing Order - Mastercard Counter Transaction	1,593.15
639.380					Australian Taxation Office	
INV					Payroll Deduction	87,703.52
639.4040					The Lane Bookshop	
INV					Standing order for Library Stock Nedlands from	43.95
INV					Standing order for Library Stock Nedlands from	13.56
INV					VARIOUS BOOKS	23.99
639.4150					LO-GO Appointments	
INV					S.Baulch Week Ending 24/8/13	1,716.00



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				INV	S. Baulch Week Ending 31/8/13	1,704.56
				INV	Week ending 17/08/13 - J Bumstead - Technical	1,685.53
639.5682					WA HINO SALES & SERVICE	
				INV	oil, air, fuel and power steering filter service	781.66
				INV	Air, oil, fuel filter service kit	1,673.52
639.640					Benara Nurseries	
				INV	PURCHASE OF VARIOUS PLANTS	1,804.00
				INV	PURCHASE OF VARIOUS PLANTS	121.55
639.6500					SKIPPER TRUCK PARTS	
				INV	Air, oil, and fuel filter service kit for Fuso	399.77
639.7321					Town of Cottesloe	
				INV	WESROC Annual Subscription - Sept 12 to Aug 13	3,220.80
639.741					Boyan Electrical Services	
				INV	Replace faulty pe cell in light at roundabout on	156.20
				INV	Dot Bennet Park - Replace 2 uplights and fit	1,122.00
				INV	Replace cover and pe cell on pole light on Adelma	667.70
639.760					Brealey Plumbing Service	
				INV	ladies toilet at mt claremont community centre	270.60
639.7675					Landgate - GRV	
				INV	Gross Rental Valuations - GRV Schedules	142.00
639.7840					Department of Fire and Emergency	
				INV	2013/14 ESL Quarter 1	907,097.77
639.7990					WA TREASURY CORPORATION	
				INV	Loan 182 September 2013 Repayment	69,456.24
639.8170					Westcare Industries	
				INV	Binding of Council Minutes - Red Spine Library	183.70
639.8242					West Metro Regional Council	
				INV	WASTE DISPOSAL	23,820.18
				INV	WASTE DISPOSAL	24,193.73
639.860					Bunnings Group Limited	
				INV	BUILDING SUPPLIES	97.12
				INV	BUILDING SUPPLIES	18.66
				INV	BUILDING SUPPLIES	19.56
				INV	BUILDING SUPPLIES	123.12
639.897					Cabcharge Australia Limited	
				INV	Cabcharge Travel Fee - 3 Journeys	176.77
639.9876					PRIESTMAN & SHARP	
				INV	Panel and paint repairs as per quotation No	1,731.40



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				INV	Panel and paint repairs as per quotation No 13214	1,865.61
640 EFT TRANSFER: - 19/09/2013		19/09/2013	-228,764.66	640.10221	HIRE SOCIETY	
				INV	Hire of catering equipment for Volunteer	284.61
				640.10248	MIRACLE RECREATION EQUIPMENT	
				INV	Bullet Buffers for Ausplay Scale Swing	176.00
				640.11410	Hays Specialist Recruitment (Aust)	
				INV	Michael Italiano Week Ending 1/9/13	2,557.32
				INV	Taryn King Week Ending 01/09/13	2,110.35
				640.11559	Icon Septech Pty Ltd	
				INV	422WLID - Universal Side Entry Lid - Minora Rd	1,240.14
				640.11732	Local Govt Managers Australia	
				INV	Where to with IPR? Workshop attendance for Phoebe	290.00
				640.11804	West Australian Local Government As	
				INV	West Australian Advertising EOI Provision of	2,189.51
				INV	POST Advertising EOI Provision of Child Care	177.80
				INV	employment advertisement - Tresillian Community	1,088.24
				INV	Employment advertisement - Purchasing and Tenders	660.03
				INV	WALGA TRAINING - K BINDING - WORK IN AN EMERGENCY	250.00
				INV	Introduction to Local Government Course on 23	913.00
				640.12026	Bolinda Publishing Pty Ltd	
				INV	Standing order for Large Print and Audio book Mt	54.23
				640.12079	COMPLETE PEST MANAGEMENT SERVICES	
				INV	Nedlands community Care monthly internal	190.00
				640.12317	TECHSAND PTY LTD	
				INV	Remove and reconstruct 58 square metres of paving	2,972.16
				640.12406	J & M PAULIK & SONS	
				INV	Floral arrangements for Citizenship Ceremony	150.00
				640.12411	L7 Solutions Pty Ltd	
				INV	Administering Microsoft SQL Server 2012 Databases	3,300.00
				640.12532	TOTAL EDEN PTY LTD	
				INV	Irrigation Parts as per quotation 6713984 dated	3,859.07
				640.12580	LG NET	
				INV	Employment Advertisement - Environmental Health	165.00
				INV	Employment Advertisement - Library Services	165.00
				640.12622	Charles Service Company	
				INV	CLEANING SERVICES August 2013	11,933.28
				640.12677	Wilson Security	



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				INV	Mobile patrol services at John Leckie	229.33
				INV	Nedlands Library mobile security patrol services	346.02
				INV	Mt Claremont Library mobile security patrol	214.38
640.12732					Mr N Collard	
				INV	Complete 9 Nyoongar Stories for interperative	2,100.00
640.12735					COMFORT KEEPERS	
				INV	Provision of domestic assistance to HACC clients	357.79
640.12754					Armaguard	
				INV	August 2013- Daily Banking Pickup	1,081.00
640.1280					Chubb Fire & Security Pty Ltd	
				INV	Supply and install new fire alarm bell At Admin	704.61
				INV	Monitoring and servicing of Fir indication panels	313.50
640.12839					BG & E Pty Ltd	
				INV	Inspection of sheet Piling on site and design	768.63
640.12884					CY O'Connor Institute	
				INV	Relevant modules for completion of CertIV	544.00
640.12918					GLG GreenLife Group Pty Ltd	
				INV	Standing Order for Verge Mowing Services provided	7,322.08
				INV	Landscape Maintenance as per RFQ 2011/12.06 -	7,532.57
640.12944					Reliance Petroleum	
				INV	Fuel - Unleaded Petrol	6,183.41
640.12951					Rainbow Mulch Australia	
				INV	Please supply 20 cubes of 'Fire Chief Red' mulch.	2,000.00
640.13015					Austral Mercantile Collections Pty	
				INV	Court Attendance Fees for Debtor 12188.01 Thomas	205.25
				INV	Charges for follow up on Debtor 12188.01 Thomas	60.00
640.13016					OPUS INTERNATIONAL CONSULT (PCA) LT	
				INV	Nedlands Road Reserve Asset Data Collection -	1,342.00
640.13093					D & T ASPHALT PTY LTD	
				INV	Supply of Stone mastic asphalt surface repairs -	5,885.00
				INV	Road Repairs in City-Wide Locations - Includes	2,356.20
				INV	Road Repairs in City-Wide Locations - Includes	1,871.10
				INV	Road Repairs in City-Wide Locations - Includes	554.40
				INV	Repair 60 square metres of crossover at 14/16	1,386.00
640.13123					TOLL PRIORITY	
				INV	Standing Order 2013/2014 Daily Collection of mails	344.11
640.13129					Quality Traffic Management Pty Ltd	
				INV	Traffic Management for Beecham Rd hire of signage	657.14



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				INV	Installation, maintenance and removal of traffic	1,163.00
				INV	Installation, maintenance and removal of traffic	1,122.00
				INV	Traffic Management for Beecham Rd hire of signage	434.28
				INV	Traffic Management for Beecham Rd hire of signage	434.28
				INV	Installation, maintenance and removal of traffic	1,756.86
640.13290					Mr V R Senathirajah	
				INV	Payment of Excess After Tax Deduction	1,356.23
640.13382					H & L GLASS	
				INV	Replacement rear cabin window, supply and fit to	330.00
640.13384					Harvey Fresh	
				INV	Weekly Milk Delivery - July to December 2013	69.39
				INV	Weekly Milk Delivery - July to December 2013	69.39
640.13397					Sladana Knezevic	
				INV	TERM 3 -2013 TUTOR FEES EASY CRAFT FOR KIDS block	376.00
640.13404					Apple Pty Ltd	
				INV	IPHONE 5 BLACK 16GB GSM-AUS	799.00
640.13412					QUICK CORPORATE AUSTRALIA	
				INV	Standing Order- White A4 Printing Paper - August	173.58
				INV	Technical Services Stationery Order (Depot)	161.56
				INV	Technical Services Stationery Order (Depot)	54.13
				INV	Web Order 504212	25.20
				INV	Web Order 504212	329.75
				INV	Standing Order- White A4 Printing Paper - August	173.58
640.13420					ELEMENTAURS	
				INV	Presenter children's book week 2013 at Mt	660.00
640.13476					ROAD SIGNS AUSTRALIA PTY LTD	
				INV	Supply & installation of signage & other street	266.20
				INV	Supply & installation of signage & other street	2,970.00
640.13499					Perth Dishwashers	
				INV	dishwasher to be repaired in councillors kitchen	121.00
640.13628					Liquor Barons Dalkeith	
				INV	Consumables for Technical Serices Team Meeting	94.98
640.13713					Kinetic Health Group Pty Ltd	
				INV	Pre-employment medical - Corporate and Strategy	156.20
				INV	Pre-employment medical - Senior Communications	156.20
				INV	Pre-employment medicals - Lisa Dixon - NCC	156.20
640.13777					Covs Parts Pty Ltd	



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				INV	Trailer 7.pin base & plugs (6ea) H1 12v	9.57
				INV	Trailer 7.pin base & plugs (6ea) H1 12v	184.36
			640.13802		Kool Digital Graphics	
				INV	Graphic design of interperative signage- Bush to	1,419.00
			640.13818		Civic Legal	
				INV	Audit Letter 2012/13	187.00
			640.13842		Tree Amigos Tree Surgeons Pty Ltd	
				INV	Grind stump	775.14
				INV	Grind stump	892.91
				INV	Grind stump	986.95
			640.13877		47 On Kirwan	
				INV	Catering for Emerge Youth Art Awards Ceremony	500.00
			640.13882		Commercial Cleaning Services (WA) P	
				INV	Cleaning services to various council locations	7,227.00
			640.13887		Shamrock Tyres	
				INV	bore stain removal	902.00
			640.13931		Enviro Sweep	
				INV	City Wide Additional Street Sweeping in	4,257.00
				INV	City Wide Scheduled Street Sweeping in accordance	16,225.00
			640.13932		Information Management Group Pty Lt	
				INV	Offsite Storage, Archiving August 2013	1,318.54
			640.13938		HAS Earthmoving	
				INV	Installation of 1800mm dia x 2400mm deep rc liner	9,592.00
			640.13946		Plants and Garden Rentals	
				INV	Planter boxes/vegetation for PARKing Day	385.00
			640.13959		Manheim Pty Ltd	
				INV	STANDING ORDER - Storage fees abandoned vehicles	110.00
			640.14074		Neri Roofing Contractors	
				INV	remove and install roof sheets and supply x2	4,262.50
				INV	supply materials & fix leaking roof at 108 smyth	588.50
			640.14075		Austin Computers	
				INV	Toshiba U840W ULV15-3317u PSU5XA-001006	749.00
			640.14080		RANDSTAD	
				INV	Mythili Ambati Week Ending 21/7/13	258.38
				INV	Michelle Reilly Week Ending 1/9/13	1,354.05
			640.14090		Western Technical Services	
				INV	labour of installation for Daikin reverse cycle	2,679.27
			640.14093		Western Glass Pty Ltd	



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<u>Chq/Ref</u>	<u>Pavce</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Supply and install Aluminium glass doors and	4,379.06
			640.14105		Picture of Health Personal Training	
				INV	Exercise Sessions for DRC Clients on 4/9, 18/9,	180.00
			640.14126		AccountAbility	
				INV	Yvonne Quill Week Ending 18/08/13	2,181.16
			640.14127		T-Quip	
				INV	Supply and hire of Toro 360 ride on mower	600.00
			640.14136		C-Wise	
				INV	Supply Moisture Mulch	1,980.00
			640.14144		Ms P Bustamante	
				INV	Term 3 tutor payment 2013 Spanish beg. cont.	752.00
			640.14145		Mr F Tizon	
				INV	Volunteer Vehicle Reimbursement	142.08
			640.14165		Bridgestone Select Nedlands	
				INV	Internal patch puncture repair. Nissan X Trail	24.20
				INV	Firestone 11R.22.5 16 ply radial tyres. Strip,	1,892.00
				INV	Wheel balance, all wheels, rotate as necessary,	99.00
			640.14176		Advance Interests Pty Ltd	
				INV	OSH Consultancy Service - Ashley Cole - 12/8/2013	2,079.95
			640.14178		Rinnai Australia	
				INV	check and test gas heater unit at Mt Claremont	258.50
			640.14197		National Corporate Imaging	
				INV	4 footpath signs to promote the Waratah Avenue	1,870.00
			640.14198		Mr J C Ridley	
				INV	Reimbursement of High Risk License Renewal	69.00
			640.14202		Bad Backs WA	
				INV	TSC241 Pulo Mesh Chair for Jacqueline Scott	499.00
			640.145		PROTECTOR ALSAFE PTY LTD	
				INV	SAFETY CLOTHING	261.28
				INV	Supply of PPE for Steve Crossman - 2132. Standing	137.85
			640.1795		Courier Australia	
				INV	Subpoena delivery to Supreme Court WA	6.81
			640.2048		TILLYS HOME HELPERS	
				INV	Provision of Gardening Service to HACC Clients in	1,139.60
			640.2600		FORPARK AUSTRALIA	
				INV	Supply of Byron Information Bay community	9,372.00
			640.2690		Galvins Plumbing Supplies	
				INV	2 rolls lead 1200x 900 108 smyth rd	414.17



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			640.3580		JASON SIGNMAKERS	
			INV		River wall - Danger signs	693.00
			640.3615		JJ CLEANING PTY LTD	
			INV		Cleaning of NCC offices for August 2013	1,996.00
			640.3616		J & K HOPKINS	
			INV		New office chair	304.00
			640.4150		LO-GO Appointments	
			INV		S.Baulch Week Ending 07/09/13	1,716.00
			INV		Week ending 24/08/13 - J Bumstead - Technical	1,619.86
			INV		Weekending 24/8/13, J Britton , labourer parks	1,801.80
			INV		Weekending 31/8/13, J Britton , labourer parks	1,458.60
			INV		Lo-Go. Liam Brennan .Week Ending 24.8.13	1,750.82
			640.4370		Martineaus Patisserie	
			INV		Catering for Volunteer Appreciation lunch; 2	151.00
			640.4500		McLeods Barristers & Solicitors	
			INV		#76204 - SAT Reviews at 64 Jutland Parade,	2,088.55
			INV		#76201 - Lot 60 Alfred Road, Swanbourne -	3,217.63
			INV		#76202 - Application for Retrospective Approval	4,099.07
			INV		#76203 SAT Matter - No.57 Gallop Road, Dalkeith	306.18
			INV		Matter No. 154082 Swanbourne Nedlands Surf Life	474.05
			INV		Matter No. 29608 Advice - Sublease to "Sand	1,617.33
			INV		Advice regarding draft Local Government Property	4,561.84
			INV		#76257 - Advice - Setback of Patios, Definition	990.00
			640.4945		SHEPPARD'S NEWSROUND	
			INV		NEWSPAPER DELIVERY 11/8/13-7/9/13	92.00
			640.5080		OCE AUSTRALIA LTD	
			INV		Usage charge for OCE Color Wave 550 Printer from	96.51
			INV		Usage charge for OCE Color Wave 550 Printer from	108.59
			INV		Usage charge for OCE Color Wave300 Printer 1/8/13-	64.88
			640.5850		Soundpack Solutions	
			INV		20 cd plastic cases for library stock	189.20
			640.6983		TELSTRA CORPORATION LTD	
			INV		Mobile Phone Charges to 1/9/13	5,017.96
			640.7900		W A LIMESTONE CO	
			INV		75mm Crushed Limestone - Kerbing Backfilling and	426.72
			INV		Supply screened lawn sand	429.75
			640.8010		Staples Australia Pty Ltd	
			INV		STATIONERY	54.52



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				INV	STATIONERY	410.32
				INV	STATIONERY	45.57
				INV	STATIONERY	267.96
				INV	STATIONERY	127.18
				INV	STATIONERY	231.96
				INV	STATIONERY	44.42
				INV	STATIONERY	189.56
				640.8110	Wattleup Tractors	
				INV	Iseki 72" deck belt set. Fleet No 306.	89.85
				640.8170	Westcare Industries	
				INV	Silver reflective lettering heat applied to	46.20
				INV	Printing of 2000 copies of The Buzz October	873.40
				INV	Citizenship Ceremony booklets August 2013	289.30
				640.860	Bunnings Group Limited	
				INV	BUILDING SUPPLIES	45.13
				INV	BUILDING SUPPLIES	75.90
				INV	BUILDING SUPPLIES	54.77
				INV	BUILDING SUPPLIES	4.18
				640.880	Bunzl Limited	
				INV	TOILET SUPPLIES	2,524.50
				640.9872	Civica Pty Ltd	
				INV	an 12/13 CIVICA GIS Integration (Intramaps)	3,074.50
				INV	Authority managed services implementation in	9,350.00
642 EFT TRANSFER: - 26/09/2013		26/09/2013	-496,379.19	642.10024	Lawn Doctor	
				INV	LAWNMOWING	3,954.16
				INV	LAWNMOWING July 2013	4,053.71
				642.10056	City of Nedlands Social Club	
				INV	Payroll Deduction	212.00
				INV	Payroll Deduction	202.00
				642.10687	Advanced Spatial Technologies Pty L	
				INV	Autodesk Infrastructure Design Suite Premium	9,868.98
				642.10731	Green Skills (Eco Jobs)	
				INV	Natural Area Maintenance Staff -	10,510.23
				642.10859	CSP Industries Pty Ltd	
				INV	Stihl blower BG 86 C E. Trading BG86 serial No	339.00
				642.10895	State Library of WA	
				INV	Recoveries of Lost and Damaged Books	214.50
				INV	Recoveries of Lost and Damaged Books	251.90



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				INV	Recoveries of Lost and Damaged Books	17.60
642.11268					City of Joondalup	
				INV	red library bags	182.60
642.11293					KELYN TRAINING SERVICES	
				INV	White Card Training - Welshpool	180.00
642.11296					Budget Rent a Car	
				INV	Rental of Hyundai 1DXN546 Res' No 29705170-AU-5E.	589.52
642.11410					Hays Specialist Recruitment (Aust)	
				INV	T. King Week Ending 15/9/13	2,138.49
642.11421					COOL CLEAR WATER GROUP LTD	
				INV	Water (Filtered) Svces	546.70
642.11528					University of WA Financial Services	
				INV	UWA Turf Research Annual Sponsorship	3,300.00
642.11666					WACOSS	
				INV	Registration Fee for Training - Taking the Stress	180.00
642.11710					North City Holden	
				INV	Parts and labour to replace oil cooler and engine	1,856.90
642.11732					Local Govt Managers Australia	
				INV	2013-14 LGMA Corporate Council member subscriptio	1,810.00
642.11786					Imagesource	
				INV	A4 Books on Wheels Flyer â printed full colour	599.39
642.11804					West Australian Local Government As	
				INV	Herbicide application notification August 2013	1,010.55
				INV	Advertising "Art in your favourite public place"	235.24
				INV	Advertising in WSW and The Post for Emerge Youth	1,695.94
				INV	Waste Managment Service tender advert- The west	705.22
				INV	Enterprise Agreement Negotiation Consultancy	3,300.00
				INV	Summer Consutants Request for Quotation -	532.89
642.12026					Bolinda Publishing Pty Ltd	
				INV	Standing order for Large Print and Audio book	94.91
642.12235					Lovegrove Turf Services Pty Ltd	
				INV	Supply and apply Fusilade	880.00
642.12317					TECHSAND PTY LTD	
				INV	Reconstruct 23 square metres of tree damaged	1,401.39
				INV	reconstruct 3 square metres of tree damaged	702.51
642.12357					Nedlands Newspaper Delivery	
				INV	Standing Order Newspaper Delivery to Nedlands	246.60
642.12406					J & M PAULIK & SONS	



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				INV	Native flower arrangement for Sustainable Springr	90.00
642.12413					Cannon Hygiene Australia Pty Ltd	
				INV	supply and service sanitary bins and nappy	1,174.42
642.12427					ROD HAWKER	
				INV	Volunteer Vehicle Reimbursement	32.25
642.12442					EFFICIENT PRINT	
				INV	10 books of 50 A4 pool inspection reports in	498.00
642.12463					GEODETIC SUPPLY & REPAIR PTY LTD	
				INV	Pacific Laser System PLS 2-laser cross - Minor	261.80
642.12532					TOTAL EDEN PTY LTD	
				INV	Mt Claremont Lakes - Parts for aeration system -	10.95
				INV	Mt Claremont Lakes - Parts for aeration system -	229.47
				INV	Parts for stret verges at the Marlows	41.34
642.12590					All Occasions Management - IPWEA	
				INV	International Public Works Conference 2013 -	1,700.00
642.12648					Mt Claremont Newsround	
				INV	Newspaper for Mt Claremont July 2013 - December	106.88
642.12682					SYNERGY	
				INV	Lt 368 Kirkwood Rd 19/7/13-13/9/13	372.05
				INV	Lt 1 Odern Cres 17/7/13-12/9/13	1,782.75
				INV	City wide Auxillary Lighting Charges 28/7/13-	1,478.10
				INV	Street Light Tariff Charges 25/7/13-24/8/13	41,281.00
				INV	Grasby St, Floreat 9/7/13-5/9/13	82.80
642.12711					SPRAYLINE SPRAYING EQUIPMENT	
				INV	15L back pack spray unit, four back pack support	436.50
642.12732					Mr N Collard	
				INV	Complete 9 Nyoongar Stories for interperative	600.00
642.12735					COMFORT KEEPERS	
				INV	Provision of domestic assistance to HACC clients	287.09
642.12743					Active Transport & Tilt Tray Svces	
				INV	Transport wicket rollers from Depot to Parks	176.00
642.12755					IRRIGATION AUSTRALIA LTD	
				INV	Irrigation Efficiency Training Course - Gavin	720.00
				INV	Irrigation Efficiency Training Course - Andy Drane	720.00
642.12776					Swanbourne Cricket Club	
				INV	Turf Wicket Maintenance Agreement - Allen Park	25,416.03
642.12792					Gladstone MRM (Pty) Ltd	
				INV	AN 13/14 Gladstone MRM: anul software maintce	4,125.00



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642.12914					The Worm Shed	
INV					WORM FARM FOR 21 COAST RISE, SWANBOURNE (COOKE)	247.00
642.13010					Quick Colourprint	
INV					Name Badge - Clare O'Brien - Qualified Care Giver	55.85
642.13093					D & T ASPHALT PTY LTD	
INV					Road Repairs in City-Wide Locations - Includes	3,187.80
642.13095					Rentokil Initial Pty Ltd	
INV					Ambius - Plants and Plant Watering Sept 2013	341.04
642.13254					Murphy Painting & Decorating	
INV					Painting of office area in Depot - Managers offic	990.00
642.13347					SPEEDY HIRE	
INV					Hire of Portable toilet for John XXIII Depot from	194.84
642.13369					DATA#3 LIMITED	
INV					ECHO ERC-38 BLACK RIBBON FOR EPSON TM-2XX SERIES	508.20
642.13384					Harvey Fresh	
INV					Weekly Milk Delivery - July to December 2013	69.39
642.13412					QUICK CORPORATE AUSTRALIA	
INV					Standing Order- White A4 Printing Paper - August	168.63
INV					Web Order 497519	537.51
INV					Standing Order- White A4 Printing Paper - August	173.58
INV					Web Order 507905	179.21
642.13428					Lock Stock & Farrell Locksmith Pty	
INV					Change locks onsite, supply keys for stock, labor	776.00
642.13480					DU Electrical Pty Ltd	
INV					Repair starter fault at Mason Gardens	154.00
INV					Probe fault at Daran Park / Mt Claremont Lakes.	231.00
INV					Diagnose fault at pump site at Melvista Oval	269.50
642.13537					FIRST FIVE MINUTES PTY LTD	
INV					Annual Service Fee - 2013/2014 - Nedlands Library	471.04
INV					Annual Service Fee - 2013/2014 - PROCC	471.04
INV					Annual Service Fee - 2013/2014 - Tresillian Centr	471.04
INV					Annual Service Fee - 2013/2014 - Administration	471.04
INV					Annual Service Fee - 2013/2014 - Nedlands	471.04
INV					Annual Service Fee - 2013/2014 - Depot	471.04
INV					Annual Service Fee - 2013/2014 - Mt Claremont	471.04
642.13550					FREMANTLE ARTS CENTRE PRESS INC	
INV					6 COPIES The River Brian Simmonds	136.50



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642.13568					Digital Mapping Solutions	
INV					GIS Consulting Services - Installation and	2,662.00
642.13605					City Carpet Cleaners	
INV					steam cleaning carpets in admin office and	1,471.25
642.13614					Wood Bros Mazada	
INV					Mazda CX5 1EHG036	18,843.19
642.13713					Kinetic Health Group Pty Ltd	
INV					Pre-employment medical - Library Services	349.80
642.13733					West Coast Spring Water P/L	
INV					15L Cooler bottle water supply to NCC	14.50
INV					15L Cooler bottle water supply to NCC	21.75
642.13773					Freehills	
INV					Legal Representation - HAS Earthmoving Pty Ltd	1,650.00
INV					Legal representation - Beecham Road Project	638.01
642.13803					Snap Printing Northbridge	
INV					1500 Student Tutor Exhibition invitations 2013	448.00
642.13824					ALS Library Services Pty Ltd	
INV					Standing order for Adult Library Stock Nedlands	175.11
INV					Standing order for Adult Library Stock Mt	81.57
INV					Standing order for Adult Library Stock Nedlands	63.98
INV					Standing order for Adult Library Stock Mt	30.10
INV					Standing order for Adult Library Stock Nedlands	3.19
642.13842					Tree Amigos Tree Surgeons Pty Ltd	
INV					21 Robinson St-Remove Box tree on northern side	580.64
INV					6 Finchley Rise Mt Claremont-Prune branches	512.16
642.13853					Find Wise Location Services	
INV					Service location company for greenway development	374.00
642.13895					Ms M B Hulls	
INV					Mobile Phone Reimbursement 3/8/13-2/9/13	74.33
642.13902					Plantrite	
INV					60 Grevillea crithmifolia prostrate x tube	1,851.30
642.13935					Pronto Gourmet Deli	
INV					Catering for Councillors Briefing Tuesday 3rd	325.50
642.13946					Plants and Garden Rentals	
INV					Six month Hire and maintenace	281.60
INV					Six month Hire and maintenace	281.60
642.13948					Lovering Super Fund Pty Ltd	
INV					73 - 73-14-6-7-73	286.99



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642.13977					Engineering Approvals	
INV					Engineering DCU Consultancy Services - STANDING	367.50
642.13992					Get Wet Ponds & Aquariums	
INV					Fish Tank Servicing - City of Nedlands Front	77.00
642.14004					Drainflow Services Pty Ltd	
INV					Mt Claremont Lakes - Drain water and sludge from	2,464.00
INV					Mt Claremont Lakes - Drain water and sludge from	2,772.00
INV					Mt Claremont Lakes - Drain water and sludge from	2,772.00
INV					Educting Services in accordance with RFT	1,617.00
INV					Educting Services in accordance with RFT	808.50
INV					Educting Services in accordance with RFT	880.00
INV					Educting Services in accordance with RFT	880.00
INV					Educting Services in accordance with RFT	1,848.00
INV					Educting Services in accordance with RFT	2,156.00
642.14080					RANDSTAD	
INV					Bhavini Pankhania Week Ending 8/9/13	629.10
642.14126					AccountAbility	
INV					Yvonne Quill Week Ending 1/9/13	2,102.32
642.14136					C-Wise	
INV					Supply Moisture Mulch to Dott Bennett Pk	1,980.00
642.14179					Aaron Ennis Ceiling Fixer	
INV					repair ceilings at ncc	1,705.00
642.14181					Database Super Fund	
INV					10 - 10-14-6-7-10	909.10
642.14189					Melville Subaru	
INV					Subaru Forester 1EHC691	17,100.70
INV					Subaru Forester 1 EHC 692	11,200.70
INV					Subaru Forester 1EHC696	15,300.70
INV					Subaru Forester 1EHC697	7,099.95
642.14193					OfficeLife Pty Ltd	
INV					Plantronics CS540 Wireless Convertible Headset	347.60
642.14194					Italiano Superannuation Fund	
INV					9 - 9-14-6-7-9	286.31
642.14204					Mr A Nicholls	
INV					Nagal Pass public art project proposal	500.00
642.14205					Mr B Kovacsy	
INV					Nagal Pass public art project proposal	500.00
642.145					PROTECTOR ALSAFE PTY LTD	



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				INV	Supply PPE for David Bowman - 1315. Standing	156.74
				INV	SAFETY CLOTHING	317.51
				INV	6 x Confined space signs, 2 x Construction site	39.86
				INV	SAFETY CLOTHING	210.85
				INV	Supply PPE to Andy Drane - Emp No 2182 Standing	52.71
				INV	SAFETY CLOTHING	178.69
				642.1670	Western Australia Police	
				INV	police checks for volunteers for the period	65.00
				642.1760	Cottesloe Golf Club (Inc)	
				INV	Room hire, catering and bar account for	2,612.10
				642.1900	DALKEITH NEDLANDS BOWLING CLUB	
				INV	Electricity PROCC 18/6/13-12/8/13	601.89
				642.2030	Child Support Registrar	
				INV	Payroll Deduction	584.42
				INV	Payroll Deduction	584.42
				642.2075	Landgate	
				INV	Landgate serches - Online transactions	288.00
				642.380	Australian Taxation Office	
				INV	Payroll Deduction	87,533.14
				642.400	Australian Services Union	
				INV	Payroll Deduction	112.70
				INV	Payroll Deduction	105.00
				642.4040	The Lane Bookshop	
				INV	VARIOUS BOOKS	59.08
				642.4120	Lightning Laundry	
				INV	PRCC august laundry	442.00
				642.4150	LO-GO Appointments	
				INV	Lo-Go. Liam Brennan .Week Ending 24.8.13	1,469.82
				INV	Lo-Go. Liam Brennan .Week Ending 24.8.13	1,750.82
				INV	Week ending 7/09/13 - J Bumstead - Technical	1,641.75
				INV	Week ending 31/08/13 - J Bumstead - Technical	1,641.75
				642.4200	Lullfitz Nursery	
				INV	PURCHASE OF VARIOUS PLANTS	1,150.05
				INV	PURCHASE OF VARIOUS PLANTS	607.75
				642.4500	McLeods Barristers & Solicitors	
				INV	Webb & Brown - Neaves Pty Ltd- Lot 61 Nidjalla	1,251.99
				INV	Hawk Construction- 55 Carringotn Street, Nedlands	820.98
				INV	Matter number 33361 - 136 Victoria Avenue -	2,326.06



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				642.5120	Office Line	
				INV	x1 1800 x 1800 desk for depot seating and	555.50
				INV	noticeboard for allen park pavilion	1,752.30
				642.681	BGC Cement	
				INV	1 pallet of rapid set concrete	422.66
				642.6890	JTAGZ Pty Ltd	
				INV	DOG REGISTRATION Tags	1,397.00
				642.6983	TELSTRA CORPORATION LTD	
				INV	an 12/13 - Telstra Mntly internet data, Line and	11,904.86
				642.741	Boyan Electrical Services	
				INV	Electrical maintenance as per contract	181.50
				INV	Electrical maintenance as per contract	106.70
				INV	Electrical maintenance as per contract	335.50
				INV	Electrical maintenance as per contract	275.00
				642.760	Brealey Plumbing Service	
				INV	PLUMBING	126.50
				642.7675	Landgate - GRV	
				INV	Gross Rental Valuations - GRV Schedules	1,352.65
				642.7990	WA TREASURY CORPORATION	
				INV	Loan 178 October 2013 Repayment	25,014.50
				642.8010	Staples Australia Pty Ltd	
				INV	STATIONERY	195.71
				INV	STATIONERY	127.31
				642.8358	WALGS PLAN	
				INV	50 - 50-14-6-7-50	35,325.44
				INV	51 - 51-14-6-7-51	57,704.75
				642.860	Bunnings Group Limited	
				INV	BUILDING SUPPLIES	111.96
				INV	BUILDING SUPPLIES	77.64
				INV	BUILDING SUPPLIES	61.36
				INV	BUILDING SUPPLIES	112.53
				642.8913	Department of Parks and Wildlife	
				INV	Noise Refresher Course for Shannon Bernal	350.00
				642.897	Cabcharge Australia Limited	
				INV	Standing Order - Cabcharge 6 Months	6.00
643 EFT TRANSFER: - 27/09/2013		27/09/2013	-211,599.05	643.10248	MIRACLE RECREATION EQUIPMENT	
				INV	Please weld seat for combination BBQ table	110.00
				643.11037	JIM DAVIES & ASSOCIATES	



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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				INV	Mt Claremont Lake Assessment - Ref No P5419b -	1,989.90
			643.11293		KELYN TRAINING SERVICES	
				INV	Shaun Fletcher to attend Risk Management Training	315.00
				INV	Shaun Fletcher to attend Advanced WTM course from	1,150.00
			643.11410		Hays Specialist Recruitment (Aust)	
				INV	Week ending 1 September 2013 - Roger Chalk, Civil	1,549.48
				INV	Week ending 25 August 2013 - Roger Chalk, Civil	1,139.33
				INV	Week ending 8 September 2013 - Roger Chalk, Civil	1,910.83
			643.11559		Icon Septech Pty Ltd	
				INV	414W2050 Conc Frame - Minora Rd	963.60
				INV	422WLID - Universal side entry lid - Waroonga /	373.43
				INV	422WLID - Universal side entry lid - Waratah Plac	2,192.10
				INV	422WLID - Universal side entry lid - Bishop Road	560.14
				INV	427W1880R - Side entry apron, right,	1,549.90
				INV	515W1800 - 1800x1200 soakwells - Haldane Street	2,480.28
				INV	515W1800 - 1800x1200 soakwells - Waroonga /	1,653.52
				INV	424WSEF - Universal side entry frame - Bishop Roa	1,162.42
				INV	Side entry apron	1,378.35
				INV	Universal Side entry frame	1,256.70
			643.11732		Local Govt Managers Australia	
				INV	LGMA 2013 - 2014 Membership P.Mickelson	465.00
			643.12215		Martins Environmental Services	
				INV	Weed spraying	5,308.44
			643.12250		A P Constructions	
				INV	For the supply of material and labour to cut	935.00
			643.12350		Capital Recycling	
				INV	1x Semi-Load Delivered - Grade 1 Road Base for	8,005.05
			643.12765		PERTHWASTE PTY LTD	
				INV	October 2013 Prepayment	90,100.00
			643.12777		PERTH IRRIGATION CENTRE	
				INV	6 x Pressure gauges, 1 x 20mm tee & 1 x 20x15mm	231.78
				INV	3 x 50mm Gate valves & 6 x 50mm valve sockets -	181.44
				INV	2 x 25 metre rolls of 19mm poly-pipe for Pine	30.25
				INV	10 x 50mm Caps and 2 x Valve box lids for Allen	26.40
			643.12970		Cardno (WA) Pty Ltd	
				INV	Carry out location, drafting and 3D CAD survey	445.50
			643.13014		NESPRESSO PROFESSIONAL	
				INV	Espresso Leggero - 250 Capsules Lungo Leggero -	331.70



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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>
			643.13129		Quality Traffic Management Pty Ltd	
			INV		Installation, maintenance and removal of traffic	1,583.99
			INV		Installation, maintenance and removal of traffic	643.36
			643.13468		TREK TEL PTY LTD	
			INV		Refurbished OptiPoint 500 Standard Artic	110.00
			643.13476		ROAD SIGNS AUSTRALIA PTY LTD	
			INV		Supply & installation of signage & other street	2,508.00
			643.13480		DU Electrical Pty Ltd	
			INV		Supply & Install light timer at Melvista Oval	418.00
			643.13713		Kinetic Health Group Pty Ltd	
			INV		Pre-employment medicals - Paul Busby - Manager	156.20
			643.13773		Freehills	
			INV		Legal representation - Perthwaste Contract	6,600.00
			643.13915		Schmick Steel Work	
			INV		Manufacture marine grade stainless steel	8,798.67
			643.13990		Vehequip	
			INV		Supply and fit hands free charging phone cradle	277.20
			643.14105		Picture of Health Personal Training	
			INV		Exercise Sessions for DRC Clients on 2/10, 9/10,	300.00
			643.14179		Aaron Ennis Ceiling Fixer	
			INV		extra work on ceilings at ncc	418.00
			643.14200		Fast Track Approvals Pty Ltd	
			INV		Building Surveying Services to the City of	5,395.50
			643.4150		LO-GO Appointments	
			INV		Weekending 7/9/13, J Britton , labourer parks and	1,801.80
			INV		Weekending 14/9/13, J Britton , labourer parks	1,458.60
			INV		Lo-Go. Liam Brennan .Week Ending 24.8.13	1,102.37
			643.5080		OCE AUSTRALIA LTD	
			INV		Usage charge for OCE Color Wave300 Printer from	117.59
			643.6820		Swanbourne Veterinary Centre	
			INV		POUND FEES	313.50
			643.6983		TELSTRA CORPORATION LTD	
			INV		Landline Charges to 13/9/13 Equipment Rental to	3,869.21
			643.741		Boyan Electrical Services	
			INV		Replace lamp at Lyons / Odern roundabout	181.50
			643.8242		West Metro Regional Council	
			INV		WASTE DISPOSAL	24,376.75
			INV		WASTE DISPOSAL	23,228.64



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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
			643.860		Bunnings Group Limited	
			INV		BUILDING SUPPLIES	69.12
			INV		BUILDING SUPPLIES	33.76
			INV		BUILDING SUPPLIES	41.75

Total EFT - \$3,065,272.55

TOTAL PAYMENTS - \$3,192,139.81

NAB - Trust Account

CHEQUE

11802	MR W R HASSELL	04/09/2013	-80.00	RFND	TRIM D13/18825	80.00
11803	R DAVISON	04/09/2013	-1,500.00	RFND	25 CIRCE CIRCLE - FOOTPATH REFUND	1,500.00
11804	RITZ EXTERIOR DESIGN	04/09/2013	-1,500.00	RFND	65 KINGSWAY - FOOTPATH REFUND	1,500.00
11805	K H DOOLAN	04/09/2013	-1,500.00	RFND	8 HILLWAY - FOOTPATH REFUND	1,500.00
11806	TEMPO HOMES	04/09/2013	-1,500.00	RFND	49 ARCHDEACON STREET - FOOTPATH REFUND	1,500.00
11807	PATIO LIVING	04/09/2013	-1,500.00	RFND	49 MARITA RD - FOOTPATH REFUND	1,500.00
11808	C VERHOEF	04/09/2013	-71.00	RFND	KEY BOND JOHN LECKIE PAVILION	71.00
11809	MR B BOYS	04/09/2013	-68.00	RFND	KEY BOND TOY LIBRARY COLLEGE PARK CJFC	68.00
11810	J D ANNAN	04/09/2013	-1,500.00	RFND	15 HALDANE ST - FOOTPATH REFUND	1,500.00
11811	ADDSTYLE CONSTRUCTIONS PTY LTD	04/09/2013	-1,500.00	RFND	57 THE AVENUE - FOOTPATH REFUND	1,500.00
11812	R E BRIMAGE	04/09/2013	-1,500.00	RFND	6 CLEMENT ST - FOOTPATH REFUND	1,500.00
11813	BATHGATE HOLDINGS PTY LTD	04/09/2013	-1,500.00	RFND	26 KINGSWAY - FOOTPATH REFUND	1,500.00
11814	SEACLIFF BUILDING & CONSTRUCTION	04/09/2013	-1,500.00	RFND	77 VICTORIA AVE - FOOTPATH REFUND	1,500.00
11815	MRS V M VERITY	04/09/2013	-1,500.00	RFND	60 WOOD ST - FOOTPATH REFUND	1,500.00
11816	MILLION DOLLAR MAKEOVERS	04/09/2013	-1,500.00	RFND	22 KINGSTON ST - FOOTPATH REFUND	1,500.00
11817	J ALLISS	04/09/2013	-205.00	RFND	KEY & ROOM - JACQUELINE ALISS	205.00
11818	ELEMENT CONSTRUCTION WA	11/09/2013	-1,500.00	RFND	48 WARATAH AVE - FOOTPATH REFUND	1,500.00
11819	H MORGAN	11/09/2013	-1,500.00	RFND	88 BRUCE ST - FOOTPATH REFUND	1,500.00
11820	H MORGAN	11/09/2013	-1,500.00	RFND	88 BRUCE ST - FOOTPATH REFUND	1,500.00



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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
11821	HAVEN CONSTRUCTION	11/09/2013	-1,500.00	RFND	61 STRICKLAND ST - FOOTPATH REFUND	1,500.00
11822	TIMESRIGHT PTY LTD	11/09/2013	-1,500.00	RFND	39 MOUNTJOY RD - FOOTPATH REFUND	1,500.00
11823	SUMMIT PROJECTS	11/09/2013	-1,500.00	RFND	30 MOUNTJOY RD - FOOTPATH REFUND	1,500.00
11824	MILVERTON NOMINEES PTY LTD	11/09/2013	-1,500.00	RFND	35 BULIMBA RD - FOOTPATH REFUND	1,500.00
11825	A M NICOLL	11/09/2013	-1,500.00	RFND	15 VIEWWAY - FOOTPATH REFUND	1,500.00
11826	R E FRIEND	11/09/2013	-1,500.00	RFND	11 GODETIA GARDENS - FOOTPATH REFUND	1,500.00
11827	W J DICKSON	11/09/2013	-1,500.00	RFND	27 LEURA ST - FOOTPATH REFUND	1,500.00
11828	MS S HART	11/09/2013	-1,500.00	RFND	13 BURWOOD ST - FOOTPATH REFUND	1,500.00
11829	J AMBROSE	11/09/2013	-1,500.00			
11830	M P COLLISS	11/09/2013	-1,540.50	RFND	43 STRICKLAND ST - FOOTPATH REFUND	1,540.50
11831	DALE ALCOCK HOME IMPROVEMENT	11/09/2013	-1,500.00	RFND	41 MERIWA ST - FOOTPATH REFUND	1,500.00
11832	TIMESRIGHT PTY LTD	11/09/2013	-1,500.00	RFND	45 MOUNTJOY RD - FOOTPATH REFUND	1,500.00
11833	BUILDALL	11/09/2013	-1,500.00	RFND	187 STIRLING HWY - FOOTPATH REFUND	1,500.00
11834	MR G MATSON	18/09/2013	-1,500.00	RFND	38 REEVE ST - FOOTPATH REFUND	1,500.00
11835	MR C A INDERJEETH	18/09/2013	-1,560.00	RFND	121 VICTORIA AVE - FOOTPATH REFUND	1,560.00
11836	MS J A MAGEE	18/09/2013	-1,500.00	RFND	1 PINE CLOSE - FOOTPATH REFUND	1,500.00
11837	J REYNOLDS	18/09/2013	-1,500.00	RFND	68 HOBBS AVE - FOOTPATH REFUND	1,500.00
11838	CITY OF NEDLANDS	18/09/2013	-1,500.00	INV	RECEIPTING OF 39 ALDERBURY ST (WRONG CHQ ISSUED)	1,500.00
11839	CONSTRUCTION TRAINING FUND	25/09/2013	-13,913.01	INV	RECONCILIATION & RETURN AUGUST 2013	13,913.01
11840	DEPT OF COMMERCE- BUILDING COMMISSI	25/09/2013	-4,582.63	INV	RECONCILIATION & RETURN AUGUST 2013	4,582.63
11841	NULOOK HOMES PTY LTD	25/09/2013	-1,500.00	RFND	27 ALDERBURY ST - FLOREAT 6014	1,500.00
11842	R A LATHAM	25/09/2013	-1,500.00	RFND	32 HILLWAY - FOOTPATH REFUND	1,500.00
11843	EZZAT SALMAN PTY LTD	25/09/2013	-500.00	RFND	33 ALFRED - FOOTPATH REFUND	500.00
11844	WENHAM HOLDINGS PTY LTD T/AS WENHAM	25/09/2013	-1,500.00	RFND	65 MAYFAIR ST - FOOTPATH REFUND	1,500.00
Total CHEQUE			-73,520.14			

EFT



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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>
641 EFT TRANSFER: - 25/09/2013		25/09/2013	-6,320.00	641.14095	Dept of Planning	
				INV	Refund of DAP Application Fee	6,320.00
	Total EFT		-6,320.00			
TOTAL PAYMENTS			-79,840.14			

Date	Supplier	Description	AUD
29-Aug-13	Country Kitchen Cate	Catering council meeting dinner 27th August	740.00
29-Aug-13	Jacks Wholefoods And Groc	client activitiy cooking lunch	78.93
29-Aug-13	J & K Hopkins Perth	office chair for workshop- replace faulty one	129.00
30-Aug-13	Lamp Replacements Aust	fluro for jaquelines office & downlights refill	127.05
30-Aug-13	Martineauspatisserie	Farewell catering - Yvonne Quill	78.00
02-Sep-13	Elises Fresh Flower	Farewell Flowers - Katy Trevaskis - 2/9/2013	39.00
02-Sep-13	The Cheesecake Shop	Farewell Morning Tea - Katy Trevaskis - 2/9/2013	88.85
02-Sep-13	Woolworths 4350	Farewell Morning Tea - Katy Trevaskis - 2/9/2013	104.05
02-Sep-13	Anixter Aust P/I	Purchase for Fibre extenders for the Depot	757.76
02-Sep-13	Woolworths 4356	DRC monthly provisions	217.65
02-Sep-13	Marment Holdings	window tinting for depot offices	295.00
02-Sep-13	Captain Stirling Iga	Food for monthly staff meeting	110.49
02-Sep-13	Nedlands Supa Iga	Food for monlthy staff meeting	13.50
02-Sep-13	Captain Stirling Newsagen	Laminating paper for planners	7.50
02-Sep-13	Captain Stirling Iga	Farewell catering - Yvonne Quill	25.34
02-Sep-13	Nedlands Supa Iga	fathers day cooking(Entertainmnet	7.57
02-Sep-13	Woolworths 4392	Minor equipment (graden tools)	25.00
02-Sep-13	Woolworths 4392	minor equipment (garden tools)	15.00
03-Sep-13	Cti Logistics Ltd	Freight for discard books	74.26
04-Sep-13	Parker Black/forr	tread ramp for wheelchair access door	25.30
04-Sep-13	Corporate Onl Tooronga	Coles Myer Gift Cards:10 x \$50 & 4 x \$20 + del	594.85
04-Sep-13	Australia Post 639699	police clearence & WWC check renewal - staff	117.50
06-Sep-13	City Of Perth Car Park 46	LGMA Conference Parking - Nicole Ceric - 5/9/2013	21.30
06-Sep-13	City Of Perth Car Park 46	Convention Centre Parking	21.30
09-Sep-13	City Of Perth Car Park 46	LGMA Conference Parking - Nicole Ceric - 6/9/2013	21.30
09-Sep-13	Toan Cong Nguyen	DRC Client Picnic	12.00
09-Sep-13	Ikea Perth	minor equipment- art shirts, home corner utensils	87.20
09-Sep-13	Bunnings 306000	Materials for Bushcare	86.12
10-Sep-13	National Lib Aus	map of Sunning Hill Estate	45.00
10-Sep-13	Jacks Wholefoods And Groc	DRC Activitiy	55.76
10-Sep-13	Jb Hi Fi	Work vehicle phone charger	16.95
10-Sep-13	Kirkwood Deli	Food for Bushcare's Major Day Out Events	250.00
10-Sep-13	Kirkwood Deli	Food for Bushcare's Major Day Out Events	205.90
11-Sep-13	Country Kitchen Cate	Catering for council meeting 10th September	740.00
12-Sep-13	Jacks Wholefoods And Groc	DRC Activity	85.71
13-Sep-13	Educational Art	DRC art supplies	24.30
16-Sep-13	United Osborne Prk	Miscellaneous *	24.50
17-Sep-13	J & K Hopkins Perth	Cupboard for Administration	399.00
17-Sep-13	Gull Yokine	Miscellaneous *	166.49
17-Sep-13	City Provisions Pty Ltd	Miscellaneous *	10.00
17-Sep-13	Gull Yokine	Miscellaneous *	408.50
17-Sep-13	Gull Yokine	Miscellaneous *	200.00
18-Sep-13	Forrest Chase	Miscellaneous *	5.80
18-Sep-13	Gull Yokine	Miscellaneous *	325.55
18-Sep-13	General Pants 61	Miscellaneous *	429.75
18-Sep-13	Myer Perth City	Miscellaneous *	219.70
18-Sep-13	Gull Dianella	Miscellaneous *	21.20
18-Sep-13	The Body Shop Perth Picca	Miscellaneous *	104.70
19-Sep-13	Institute Of Public Wo	Luncheon - Impact of Amalgamations	100.00
19-Sep-13	Institute Of Public Wo	Luncheon - Impact on Amalgamations - Gab Poezyn	100.00
20-Sep-13	Chelsea Pizza Co	YAC meeting catering - Megan Chittock	79.50
20-Sep-13	Facebk *v37y35w2m2	Advertising for Strategic Planning	5.00
23-Sep-13	City Of Perth Car Park 46	Parking for PIA Conference x 2	21.30
23-Sep-13	City Of Perth Car Park 46	Parking for PIA Conference	21.30
23-Sep-13	Juvenile Diabetes Fd	Donation payment for 12 Gardens talk	150.00
25-Sep-13	Kmart Innaloo	kitchen supplies- chopping boards	8.00
25-Sep-13	Coles Claremont	refreshments- tea,coffee	53.09
26-Sep-13	Spud Shed	Ingredients day centre activity	68.86
26-Sep-13	Nespresso Australia	Nespresso coffee pods for staff coffee machine	211.50
			<u>8,478.18</u>

The above miscellaneous expenses totalling \$1,916.19 have been recovered by the City from the cardholder.

CPS36.13	Code of Conduct
-----------------	------------------------

Committee	10 September 2013
Council	24 September 2013
Applicant	City of Nedlands
Officer	Phoebe Huigens, Policy & Projects Officer
Director	Michael Cole, Director Corporate & Strategy
Director Signature	
File Reference	CRS/007-02
Previous Item	NIL

Executive Summary

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 as per Attachment 1.

Strategic Plan

Governance and Civic Leadership

The Code of Conduct seeks to ensure that professional working relationships are maintained in the interest of providing excellent customer service and good governance of the City.

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.

Key Relevant Previous Council Decisions:

Nil

Consultation

Required by legislation:

Yes ☐

No ☒

Required by City of Nedlands policy:

Yes ☐

No ☒

Legislation / Policy

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

Budget/Financial Implications

Within current approved budget:

Yes ☒

No ☐

Requires further budget consideration:

Yes ☐

No ☒

Risk Management

By adopting and adhering to a code of conduct, the City and Council encourages good conduct by Council members, Committee members and staff and seeks to reduce the risk of claims of misconduct and poor governance.

Discussion

At the Councillor Briefing of Tuesday 6 August 2013, a number of issues and concerns relating to the City's Standing Orders Local Law and Code of Conduct were discussed.

A number of changes to the Code of Conduct were identified throughout this discussion, and are detailed below. The attached Code of Conduct contains all listed changes.

1. Remove the section relating to "Corporate Team"
2. Amend clause 7.4 to read "Elected Members and employees shall accept that the Mayor or relevant Chairperson and the Chief Executive Officer retain 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."
3. Amend clause 8.16 to include reference to bullying and intimidation, to read "Elected Members and employees shall not harass, discriminate against, bully, intimidate, or support others who harass, discriminate against, bully or intimidate 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."

Administration also noticed that section 6 titled “Organisational Arrangement and Decision Making” makes no reference to Council’s decision-making criteria that it agreed upon through the Strategic Community Plan. An additional clause 6.7 is proposed as follows:

4. Elected Members are committed to adhere to the decision-making criteria adopted through its Strategic Community Plan:
 - a. How well does it fit our strategic direction?
 - b. Who benefits?
 - c. Can we afford it?
 - d. Does it involve a tolerable risk?

The Code of Conduct will next be reviewed following Council elections in October 2013, where the new Council will be required to adopt the Code of Conduct.

Conclusion

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

Attachments

1. City of Nedlands Code of Conduct



City of Nedlands

nedlands.wa.gov.au

Code of Conduct

As at ~~26 October 2010~~ 24 September 2013

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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.~~

76. Organisational Arrangements and Decision Making

76.1 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.

76.2 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.

76.3 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.

76.4 Elected Members and Employees shall accept that the Mayor or relevant Chairperson and the Chief Executive Officer retain~~s~~ 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.

76.5 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.

76.6 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*.

6.7 Elected Members are committed to adhere to the following decision-making criteria, adopted through its Strategic Community Plan:

a. How well does it fit our strategic direction?

b. Who benefits?

c. Can we afford it?

d. Does it involve a tolerable risk?

~~76.78 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.~~

76.89 The corporate team will respect the procedural decisions of the Chair at meetings.

7.6 **6.10** 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.

7.7 **6.11** Further to **76.9**, 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.

7.8 **6.12** 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.

7.126.13 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.

7.136.14 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.

87. Use of Council Property

87.1 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.

| **87.2** Elected Members should not occupy any part of the building after normal office hours, unless expressly permitted by the Chief Executive Officer.

| **87.3** The use of all communication aids and support equipment provided to Elected Members shall be restricted to Council business.

| **98. Conduct of ELECTED MEMBERS and Employees**

| **98.1** 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.

| **98.2** 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.
- | 98.3 Elected Members shall represent and promote the interests of the community as a whole, while recognising their special duty to their ward constituents.
- | 98.4 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.
- | 98.4 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.
- | 98.5 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.
- | 98.6 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.
- | 98.7 Elected Members and employees shall demonstrate mutual respect and understanding in relation to their respective roles, functions and responsibilities.
- | 98.8 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.

- | 98.9 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.
- | 98.10 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.
- | 98.11 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.
- | 98.12 Elected Members are not to distribute via electronic mail, facsimile or any other means any material which contravenes this Code of Conduct.
- | 98.13 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.
- | 98.14 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.

| **98.15** Elected Members acknowledge the importance of minimising disruption to staff. Unannounced visits to Council offices or work sites are not encouraged.

| **98.16** Elected Members and employees shall not harass, discriminate against, bully, intimidate, or support others who harass ~~and~~, discriminate against, bully or intimidate 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.

| **409. Public Relations and Communications**

| **409.1** 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 **9.2** 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.

| **409.3** Council is committed to the principle of building a sustainable and successful partnership with the community, of which community consultation is an integral component.

| **409.4** 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.

| **409.5** 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.

| **409.6** 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.

| **4410. Conflict of Interest**

10.1 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.

- | ~~44~~10.2 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.
- | ~~44~~10.3 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.
- | ~~44~~10.4 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.
- | ~~44~~10.5 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.
- | ~~44~~10.6 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.
- | ~~44~~10.7 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.
- | ~~44~~10.8 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.
- | ~~44~~10.9 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*.

| **4410.10** 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.

| **4410.11** 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.

| **4410.12** 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.

| **4211. Personal Benefit**

| **4211.1** 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.

| **4211.2** 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*.

4211.3 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.

4211.4 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.

4312. 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.

4312.2 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.

4312.3 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.

4312.4 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.

4312.5 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.

4312.6 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*.

4413. Breaches and Enforcement of the Code of Conduct

4413.1 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.

4413.2 Responsibility for Upholding the Code of Conduct

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

4413.3 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.

4413.4 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.

4413.5 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 Land Government or to another appropriate person or authority.

4413.6 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 Land Government or to another appropriate person or authority.

| **4413.7** 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 Land Government or to another appropriate person or authority.

4413.8 Panel

Dealing with Alleged Breaches - Elected Members - Internal Review

- 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.

| 4413.9 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.

| 4413.10 Investigating Breaches

- A finding that a breach has occurred is to be based on the standard of proof from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- The investigation of a breach will be guided by the principle that the more serious the allegation and the consequences of an adverse finding, the higher the standard of proof required.
- The investigation of a breach will be guided by the principles of natural justice and will be investigated in confidence.

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

Adopted by Council at its Meeting dated 22nd 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)
Further amended by Council on 24 September 2013

CPS37.13 Post-Audit Changes to 2013/14 Budget

Committee	12 November 2013
Council	26 November 2013
Applicant	City of Nedlands
Officer	Rajah Senathirajah
Director	Michael Cole – Director Corporate & Strategy
Director Signature	
File Reference	Fin/003-15
Previous Item	Nil

Executive Summary

This report is being presented to Council to obtain approval to modify the 2013/14 Budget to reflect the brought forward surplus from 2012/13 following the audit of Annual Financial Statements for 2012/13, and to include in the Capital Works program the projects carried forward from the previous financial year.

Recommendation to Committee

Council:

1. receives and adopts the changes to the 2013/14 adopted Budget following the audit of the Annual Financial Statements for the 2012/13 financial year,
2. notes the additional brought forward surplus from 2012/13 financial year of \$2,056,200 includes the following:
 - a. \$ 1,265,300 of unutilised funding for capital works approved in 2012/13 but carried forward for completion in 2013/14;
 - b. \$ 413,500 from WA Grants Commission, being 53% of the operating grant for 2013/14;
 - c. \$210,000 grant for Blackspot project received in advance;

3. **approves the inclusion in the 2013/14 Capital Works Budget the brought forward capital works, as listed in Attachment 1 and totalling \$1,265,300;**
4. **approves the reduction of the Operating Grants revenue for 2013/14 by \$413,500;**
5. **approves the increase in the operating expenditure budget for Governance by \$233,320 to meet the increased meeting fees as approved by salaries and allowance tribunal effective from 1 July 2013;**
6. **approves the reduction in Roads capital works to reflect:**
 - a. **only the City's contribution to Stirling Highway/Broadway Black Spot project as the project will now be taken over and constructed by Perth Transport Authority, and**
 - b. **the City having to return grant funds received in advance for this project; and**
7. **approves the revised Rate Setting Statement incorporating all the above adjustments, with the anticipated surplus at the end of this financial year of \$ 331,100 - this amount being subject to the Mid-year Budget Review in January 2014.**

ABSOLUTE MAJORITY REQUIRED

Strategic Plan

KFA: Governance and Civic Leadership

The Local Government Act 1995 requires changes to the adopted Budget to be approved by Council with an absolute majority.

Adoption of the changes will ensure that monthly financial reports reflect the current financial capacity of the City.

Background

In developing a balanced Budget in May 2013 the City estimated the surplus funds that would be available as at 1 July 2013 for operations and capital works to be carried out in 2013/14. This estimate was based on then available information on possible savings from operations and the completion of the capital works program (other than those to be re-budgeted).

The actual surplus available is confirmed following the completion of the independent audit of the Annual Financial Statements in September 2013.

The Local Government (Financial Management) Regulations 1996, as amended, requires every local government to review its adopted Budget at the end of the first

six months, and revise it to accommodate, amongst other factors, the difference between the estimated surplus in the adopted Budget and the actual surplus as confirmed in the audited Financial Statements.

As in the previous year, Management is proposing that the revision to the Budget to accommodate the difference in the brought forward surplus be approved soon after the Financial Statements are audited. This will enable more meaningful monitoring of expenditure against the Budget.

The Mid-year Budget Review, as required by the Regulations, will be carried out in January 2014. At that stage consideration will be given to approving new initiatives as well as increases to operational expenditure deemed necessary.

Proposal Detail

That the 2013/14 Budget be amended as per the recommendations at the start of this report. The reasons for the recommendations are given later under “Discussion”.

Key Relevant Previous Council Decisions:

Adoption of the 2013/14 Budget at a Special Meeting of Council on 20 June 2013.

Consultation

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

There have been internal consultations with Managers of the various Business Units and with the Directors.

Legislation / Policy

This report satisfies the requirements of Local Government (Financial Management) Regulations 1996.

Budget/Financial Implications

The implications of the recommendations in this report are summarized in the revised Rate Setting Statement for 2013/14 (Attachment 2). The surplus to be carried forward to the next financial year is \$ 331,100. This amount is subject to the outcome of the Mid-year Budget Review in January 2014.

Risk Management

The main risk related to the proposals is that there could be over-runs of the operating budget or the capital works budget. Management will monitor and report to Council on a monthly basis variances between the current (revised) budget and actual financial performance for the period, and take appropriate action to minimise the risk.

Discussion

The City has, for a number of years, not carried forward funds allocated to operations and not spent in the Budget year. If the funds were for projects or activities deemed necessary, they are re-budgeted in the following year's Budget.

However, Capital works, especially infrastructure projects, can span two or more financial years. In most cases these are projects which commenced, or were expected to commence, in the second half of the financial year, and will be completed in the first half of the following financial year.

Capital works carried forward from the 2012/13 financial year have been identified, and are listed in Attachment 1. The total funds needed for completion of these projects this financial year amount to \$1,265,300. These funds have been brought forward from the previous year, and are a major component of the increase compared to the surplus funds brought forward on 1 July 2013 as shown in the adopted Budget. It is recommended that the carried forward projects and the respective allocation of the brought funds be entered into the revised 2013/14 Budget.

The second component of the increase in surplus funds brought forward is the receipt in advance of part of the WA Grants Commission grant for 2013/14, amounting to \$413,500, received in late June 2013. It was a requirement of the Department of Local Government that this receipt be recognised as revenue in the 2012/13 year but will require an adjustment so the revenue budget for 2013/14 be reduced by this value.

Another component of the increase in surplus funds brought forward is the advance receipt of part of the grant for the Broadway/Stirling Highway/Hampden Road Blackspot project, amounting to \$306,000. This project has been delayed due to a number of changes to the scope of the project by the Public Transport Authority. The City is now seeking agreement that the project construction and management be handed over to Main Roads WA and Perth Transport Authority, with the City making a contribution as its component of the Blackspot funding. This is being suggested in order to reduce contractual complexity in the design and construction process, thus reducing risk to the City. Consequently, the advance receipt of the grant is to be returned, and the value of the project in the Budget is to be reduced to the City's cash contribution of \$115,000.

A Revised Rate Setting Statement incorporating the recommended budget changes is attached to this Report (Attachment 2).

Conclusion

The objective of the recommendations in this report is to have the 2013/14 Budget updated to reflect the current estimates with regards to operating revenue and expenses, and the capital works to be carried out this financial year.

No new capital project has been identified at this stage, with the changes to the Budget being the capital projects approved for the previous year but not completed in 2012/13. Similarly no new operating expenses are being proposed other than recognise the increase in fees and entitlements for the elected members of Council.

Attachments

2. Capital Works Program- Carried Forward Projects from 2012/13
3. Revised Rate Setting Statement as at 1 November 2013

CAPITAL WORKS PROGRAM -CARRIED FORWARD PROJECTS FROM 2012/13								
PC Account	Description	2012/13			2013/14			Comments
		Actual @ 30/6 2013	Revised Budget	Available	Actual YTD	Adopted Budget	Additional Funds Required	
2	Footpath Rehabilitation							
	Footpath Rehabilitation Total	0	0	0	0	0	0	
3	Road Rehabilitation							
	2189 Adams Road	1004	116,000	114,996	171,171	0	171,200	
	Road Rehabilitation Total	1,004	116,000	114,996	171,171	0	171,200	
4	Drainage Rehabilitation							
	Drainage Rehabilitation Total	0	0	0	0	0	0	
5	Street Furniture							
	9000 City Wide	0	120,000	120,000				
	Street Furniture Total	0	120,000	120,000	0	0	0	
6	Grant Funded Projects							
	2003 Alfred Road	2,795	40,000	37,205	9,000	0	37,000	Pedestrian crossing with two islands
	2402 Stirling Highway / Vincent Street	0	19,000	19,000	13,134	0	20,500	Black Spot Intersection. 2/3 grant-funded
	2057 Stirling Highway / Florence Street	26729	30,000	3,271	12,607	0	20,600	cost over-run
	Grant Funded Projects Total	29,524	89,000	59,476	34,741	0	78,100	
10	Road Improvement							
	Road Improvement Total	0	0	0	0	0	0	
11	Building Construction							
	4001 Allen Park Lower Pavillion	9,835	70,000	60,165		0	60,100	Re-roof pavillion
	4008 Nedlands Library	0	150,000	150,000		0	150,000	Re-roof building -constant leaks
	4020 Administration Building	3,578	125,000	121,422		25,000	121,400	Re-roof section over Chambers & Corporate services. Current Budget is for toilet upgrade.
	9000 City Wide - Buildings	57,279	125,000	67,721		0	60,000	Major repairs to prevent deterioration of City assets
	Building Construction Total	13,413	195,000	399,308	0	25,000	391,500	
12	Off Street Parking							
	Off Street Parking Total	0	0	0	0		0	
14	Parks & Reserves Construction							
	4072 College Park	33,363	126,900	93,537	0	81,700	30,100	Extra \$30,087 funds required to be carried forward to finalise the 2012/13 cricket wicket project at College Park. (current budget is not for wicket)
	4169 River Wall Maintenance	73,600	380,000	306,400	0	400,000	306,400	\$400K in current budget includes grant of \$200K but does not include carry forward funds.
	Parks & Reserves Construction Total	262,849	674,200	411,351	0	501,700	336,500	
15	Plant & Equipment							
	Plant & Equipment Total	0	0	0	0	0	0	

16	ICT Capital Projects								
	6032	Disaster Recovery	2,145	260,000	257,855		0	258,000	The project will be carried out in 2013/14
	ICT Capital Projects Total		2,145	260,000	257,855	0	0	258,000	
17	Greenway Development								
	Greenway Development Total		0	0	0	0	0	0	
18	Furniture & Fixture								
	Furniture & Fixture Total		0	0	0	0	0	0	
19	Public Art								
	9000	City wide public art	0	30,000	30,000	0	40,000	30,000	The Budget in 2012/13 was in 61.5050, and is to be combined with the \$40K already approved for 2013/14.
	Total of above items		308,935	1,484,200	1,392,986	205,912	566,700	1,265,300	

CITY OF NEDLANDS
REVISED RATED SETTING STATEMENT AS AT 1 NOVEMBER 2013
FOR THE YEAR ENDING 30 JUNE 2014

	Adopted Budget	Changes Requested	Revised Budget
<u>Revenue</u>			
Governance	147,900		147,900
General Purpose Funding	1,841,800	(413,500)	1,428,300
Law, Order, Public Safety	72,200		72,200
Health	62,800		62,800
Education and Welfare	1,431,000		1,431,000
Community Amenities	4,205,100		4,205,100
Recreation and Culture	613,400		613,400
Transport	522,600		522,600
Economic Services	719,100		719,100
Other Property and Services	12,600		12,600
	9,628,500		9,215,000
<u>Expenses</u>			
Governance	(1,821,100)	(233,320)	(2,054,420)
General Purpose Funding	(469,400)		(469,400)
Law, Order, Public Safety	(935,100)		(935,100)
Health	(431,100)		(431,100)
Education and Welfare	(2,414,200)		(2,414,200)
Community Amenities	(5,594,000)		(5,594,000)
Recreation and Culture	(7,066,000)		(7,066,000)
Transport	(4,809,000)		(4,809,000)
Economic Services	(3,626,200)		(3,626,200)
Other Property and Services	(923,700)		(923,700)
	(28,089,800)		(28,323,120)
Net Operating Result Excluding Rates	(18,461,300)		(19,108,120)
Adjustments for Cash Budget Requirements:			
Depreciation and Amortisation on Assets	5,169,800		5,169,800
Capital Expenditure and Revenue			
Purchase Land and Buildings	(229,000)	(391,500)	(620,500)
Purchase Infrastructure Assets - Roads	(5,617,300)	325,700	(5,291,600)
Purchase Infrastructure Assets - Parks & Reserves	(1,486,400)	(336,500)	(1,822,900)
Purchase Plant and Equipment	(906,500)		(906,500)
Purchase Furniture and Equipment	(398,000)	(288,000)	(686,000)
Proceeds from Disposal of Assets	407,400		407,400
Repayment of Debentures	(1,219,500)		(1,219,500)
Capital Grants & Contributions	2,397,100	(479,200)	1,917,900
Refund of grant funds received in advance	0	(306,700)	(306,700)
Transfers to Reserves (Restricted Assets)	(102,100)		(102,100)
Transfers from Reserves (Restricted Assets)	200,000		200,000
Surplus/(Deficit) July 1 B/Fwd	1,448,900		3,505,090
Surplus/(Deficit) June 30 C/Fwd	542,000	(210,900)	331,100
Amount Required to be Raised from Rates	(19,338,900)		(19,194,830)

CPS38.13 Annual Report for the year ended 30 June 2013
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Committee	12 November 2013
Council	26 November 2013
Applicant	City of Nedlands
Officer	Rajah Senathirajah – Manager Finance
Director	Michael Cole – Director Corporate & Strategy
Director Signature	
File Reference	Fin/008-25
Previous Item	Nil

Executive Summary

The Annual Report for the year ended 30 June 2013, including Audited Financial Report and the Independent Auditor's Report is presented to Council for acceptance. Once formally received and accepted by Council, the Annual Report is to be referred for discussion at the Annual Electors' Meeting.

Recommendation to Committee / Council

Council

1. in accordance with the provisions of *Section 5.54 of the Local Government Act 1995*, accepts the annual report of the City of Nedlands for the Year ended 30 June 2013 including:
 - a. the Financial Report
 - b. the Independent Auditor's Report; and
2. refers the Annual Report for the year ended 30 June 2013 to the Annual General Meeting of Electors of the City of Nedlands to be held at 6:00pm, Tuesday 10th December 2013 in the Council Chambers.

Strategic Plan

KFA: Governance and Civic Leadership

The report enables Council to assess compliance with the relevant statutory obligations and the financial performance of the City.

Background

Section 5.53 of the Local Government Act 1995 requires a Local

Government to 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.

Once received and accepted 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.

Proposal Detail

Attached is the Annual Report Financial Report for the year ended 30 June 2013, including the Financial Report and Independent Auditor's Report. The Financial Report comprising the Accounts for the year ended 30 June 2013 was completed and submitted to Council's Auditor Macri Partners who completed their audit in September 2013.

Consultation

Required by legislation: Yes ☐ No X

Required by City of Nedlands policy: Yes ☐ No X

Legislation

Sections 5.27, 5.29, 5.53, 5.54 and 6.4 of the Local Government Act 1995 respectively deal with the requirement for a General Meeting of

Electors each financial year and the requirement for an Annual Financial Report.

Budget/financial implications

Financial Performance

In terms of Financial Performance the City completed the year with an operating surplus of \$1,136,629. This compares with an operating surplus of \$63,900 in the budget adopted in June 2012. 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 adopted budget. The operating revenues, excluding contributions for capital acquisitions, were better than budget by \$93,956. The operating expenses show savings of \$1,352,290. Grants and contributions received for capital acquisitions, together with net profit on asset disposals, were below the budget by \$373,516. The significant reasons for the variances are:

Revenue

1. Operating Grants and Contributions show an improvement over Budget of \$29,311 (1.6%). Although the City received in late June 2013 an advance of \$413,527 on the 2013/14 operating grant from the Grants Commission, this was largely off-set by \$401,736 of the grant budgeted for 2012/13 being received the previous financial year.
2. Fees and charges raised were better than budget by \$61,213 (1.0%), due mainly to more than anticipated parking infringements being issued.
3. The City earned \$164,958 less than budgeted from the investment of funds surplus to its immediate requirements. This was due to a drop in interest rates by banks, coupled with the restrictions on placement of the funds to the “big four” banks and the maximum percentage that can be placed with any one institution.
4. Rates levied were \$71,911 (0.40%) more than what was anticipated at the time of Budget adoption. The increase was due to improvement to properties, resulting in higher Gross Rental Values.

Operating Expenses

1. The operating expenses for the year were \$27,103,910.

Compared to the Budget of \$28,456,200, this is an overall 'savings' of \$1,352,290 (4.8 %).
2. Most of the operating expenses were close to budget, with the bulk of the 'savings' coming from depreciation of non-current assets. This reduction in depreciation expenses was due to the revaluation of the roads by components, as required by Accounting Standard AASB 116, at the end of the previous financial year using the Roman II system. Prior to the revaluation roads were treated as one asset type, and all the four components were treated as having identical useful life. After the revaluation each component was assigned its own unique useful life. Road "formation" valued at \$ 18 million was, in keeping with industry practice, assumed to have an indefinite useful life, and hence not subject to depreciation. This resulted in total depreciation dropping by \$1.54 million compared to the Budget, which was adopted before the revaluation was taken into the books.
3. Employee costs were up by \$550,931 (5.7 %) compared to the Budget. The review of salaries in line with the Mercer recommendations resulted in an increase of \$263, 679 above the Budget; the other contributors to the increased employee costs were the additional workers compensation premium of \$112,606 due to the high claims paid out during the year and adjustments of \$174,646 to the long service provisions.
4. Materials and Contracts costs are down by \$287,932 (2.8%) compared to the Budget. This is partly due to the deferment of some operating projects.
6. Insurance expenses have come down by \$55,700. This is mainly due to the drop in premiums on motor vehicles insurance, in turn resulting from the switch to replacement of the light fleet after 3 years instead of after two years' use and the use of market values for the insurance cover.

Capital Works

During the financial year the City spent \$6.62 million in carrying out its capital works program. The major share of the funds, \$3.58 million, was utilised in improving infrastructure assets –roads, drainage, parks and gardens – with another \$1.34 million used for upgrading and renovating the City's buildings and purchase of plant and equipment.

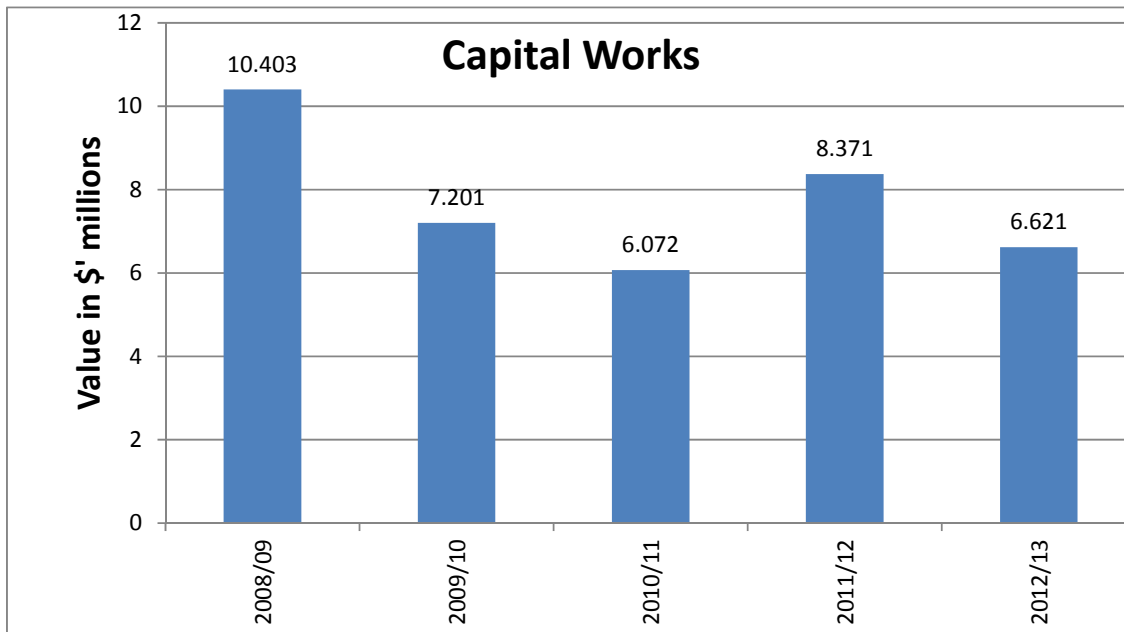
The City also purchased the land next to the Administration buildings, together with the house on it, for \$1.71 million. This purchase was fully funded from the City's Reserves. This is not listed in Note 30 Major Land Transactions in the Financial Statements as the value is below the value for inclusion prescribed in the Local Government Act 1995 and the Local Government (Functions and General) Regulations 1996.

The original capital budget for the year was \$7.09 million. During the mid-year Budget Review this was amended to \$10.01 million. However, a number of projects were not completed during the year and are carried forward to 2013/14. Some of these have been re-budgeted in the 2013/14 budget adopted in June 2013; the funds carried over for those that have not been re-budgeted include:

River Wall Maintenance (unspent) -	\$306,400
Adams Road	- \$171,200
Alfred Road (Black Spot)	- \$37,000
Stirling Hwy/Vincent St	- \$20,500
Stirling Hwy/Florence	- \$20,600
Nedlands Library	- \$50,000
Allen Park Lower Pavillion	- \$60,100
Administration Building Roof	- \$121,400
City Wide Building Repairs	- \$60,000
College Park Practice Wickets	- \$30,100
IT Disaster Recovery Centre	- \$258,000

Of the total funds expended on capital works, \$914,000 were from grants and contributions. The balance was made up of operating surplus, sale of plant, depreciation write-back and drawdown from Reserves.

The value of capital works completed during the past 5 years is shown in the following chart. It is to be noted that the high value of capital works in 2008/09 is due to the construction of the Karrakatta Underpass which was completed in that year. The high value in 2011/12 was due to the refurbishment of John Leckie Pavilion, valued at \$2.6 million.



Revaluation of Assets

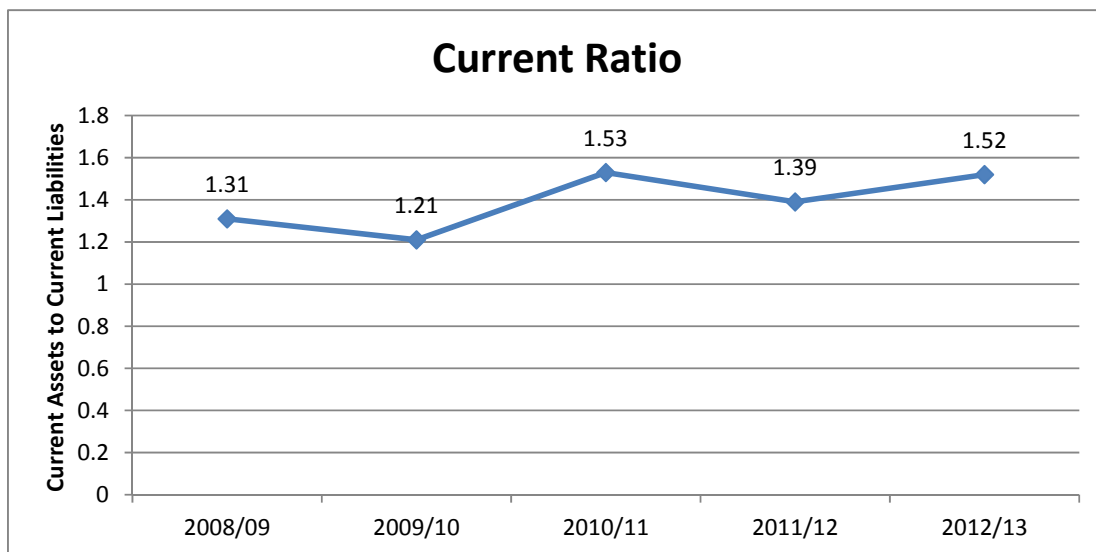
The City's Accounting Policy, as well as the Australian Accounting Standards, requires certain asset classes to be revalued on a regular basis such that the carrying values in the books are not materially different from fair value. Towards the end of 2012/13 financial year the City assessed the fair value of the City's Plant and Equipment, and the relevant asset records have been amended effective 30 June 2013. The impact of the revaluation is the recognition in Other Comprehensive Income of a notional gain of \$458,442, and a corresponding increase in the Asset Revaluation Reserves.

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

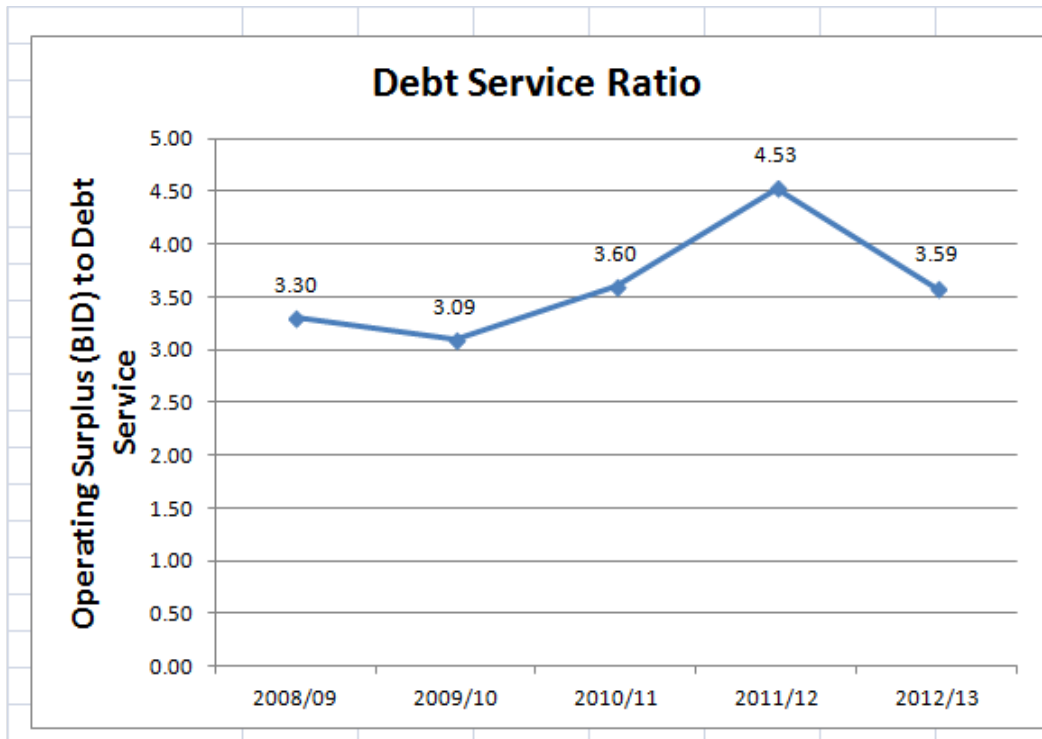
Financial Performance Indicators

The Financial Ratios in Note 18 to the accounts give an overview of the financial performance of the City in 2012/13 compared with the previous two years. Three of the key indicators are charted below, for the past 5 years.

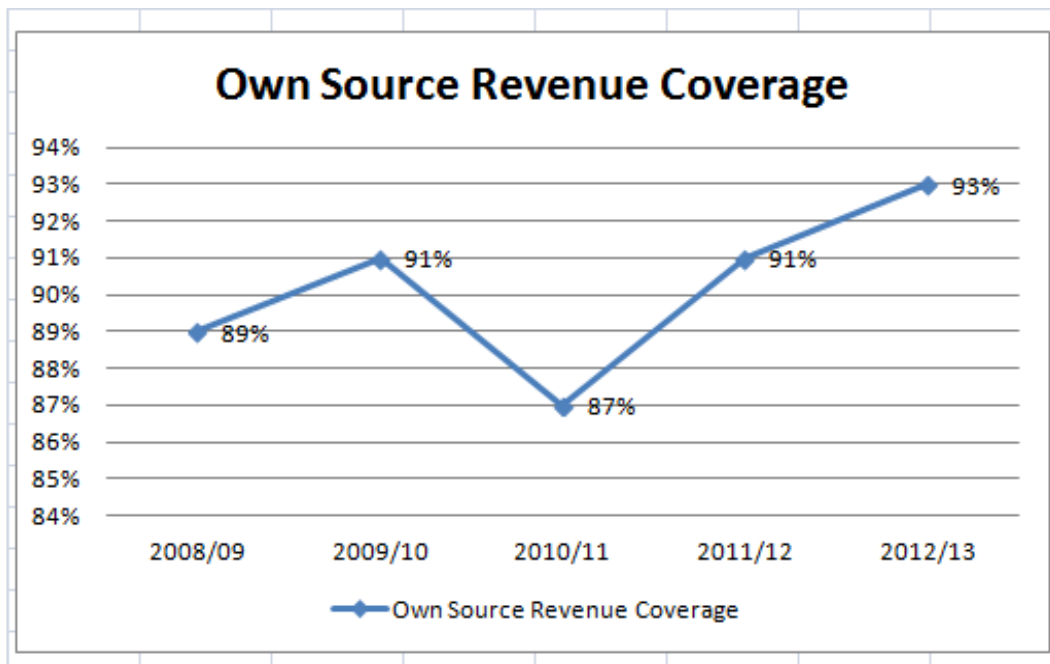
Current Ratio - The Current Ratio is a liquidity ratio which indicates the ability of the City to meet its short-term financial obligations out of unrestricted current assets. A ratio greater than 1.00 is preferred. The chart shows that the City has had good liquidity levels of 1.21 to 1.53 over the past 5 years.



Debt Service Cover Ratio - The Debt Service Cover Ratio measures the capacity of the City to service its debt (principal and interest, as they become due) out of its available operating surplus before interest and depreciation. A Basic standard is achieved if the ratio is equal to or greater than 2. The City's debt service cover ratio was 3.59 for 2012/13, and has been above 3.09 for the past 5 years.



Own Source Coverage Ratio - This ratio is a measure of the City's ability to cover its costs through its own revenue efforts – rates and service charges, fees and user charges, reimbursements and recoveries, interest income and profit on disposal of assets. A ratio in the 60% to 90% range is considered healthy for medium sized local governments without a major source of user-pay fee revenue like parking. The City's Own Source Coverage has averaged around the upper limit of the range over the past five years.



Receivables

One of the risk factors evaluated in the Notes to the Accounts (Note 32) is receivables – the risk that the debts may not be repaid. The percentage of receivables other than rates shows that the overdue percentage has increased from 64.30% in 2012 to 77.03% in 2013. The increase in percentage is due to the decrease in total amount to be received, from \$308,390 in 2012 to \$202,666 in 2013. The overdue amount has also decreased from \$198,291 in 2012 to \$154,611 in 2013. Of the overdue amount in 2013, 79% is made up of uncollected infringements.

Audit Report

The City's Auditor, Macri Partners, has given a standard form unqualified Audit Report for 2011/12.

Risk Management

Not applicable.

Conclusion

That the Committee recommends to Council the acceptance of the Financial Report for the City of Nedlands for the year ended 30 June 2013 comprising the Financial Report and the Auditor's Report.

Attachments

1. Annual Report for the year ended 30 June 2013

ANNUAL REPORT

2012-2013



City of Nedlands

nedlands.wa.gov.au

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REPORT FROM MAYOR



Max Hipkins, Mayor

Mayor Message

It is with pleasure that I present the City of Nedlands' 2012–2013 annual report. I would like to express my thanks and appreciation for the role all our residents and local businesses have played in helping us to achieve our goals this year.

Council amalgamations

As you would be aware, the Western Australian Government is proposing a range of local government reforms. As at 30 June 2012, local governments were still awaiting the state government's directions on local government reform for the metropolitan area. Council remains of the view that the City of Nedlands is financially sustainable and has a preference to remain as it is.

Strategic community plan

In the last year, Council completed its considerations of the draft Strategic Community Plan, culminating in the adoption of the plan, Corporate Business Plan and Annual Budget in June 2013. To formulate the community plan, we consulted extensively with the community. We now have a clear direction for the City and look forward to delivering the results for our community.

Heritage

Old Swanbourne Hospital

We have been working cooperatively with the new owners of the Old Swanbourne Hospital, AEGIS Aged Care Group, to enable the redevelopment of the iconic buildings for residential aged care. The City recently supported a detailed area plan for the site, and the longstanding controversies surrounding the future use of the site have finally been resolved. The City expects that the planning approval and building licence processes will begin shortly so that long-awaited restoration work can begin.

Development projects

Adams Road

The Adams Road improvement project is drawing to a conclusion after more than six years. Works at the western end of Adams Road are now almost complete with the road works finished, drainage improved and the landscaping in place. The longstanding court injunction has been lifted and no legal impediments remain. Residents have indicated they are very happy with the construction process and have said the final product meets their needs.

The City of Nedlands contributes to making Perth a city of choice for individuals and families to work, visit and play.

Waratah Avenue Placemaking

The City is continuing to work with the community through a resident-based steering group and community consultation to create a placemaking strategy for the publicly owned land in Waratah Avenue between Adelma Road and Alexander Road. The strategy will be the planning framework to guide the development of this area into a place where people want to stay, play and enjoy.

All Abilities Play Space

The City of Nedlands is proud to be involved in the development of the All Abilities Play Space in partnership with Inclusion WA and the Rotary Clubs of Nedlands, Subiaco and West Perth. The space is located on the Nedlands foreshore and will be a fantastic facility for the whole community of Perth, to be enjoyed by people of all ages and abilities.

The objective for this innovative state-of-the-art playground is to create opportunities for everyone to enjoy regardless of their age, gender, abilities or cultural backgrounds; and to provide people with an environment where their varied needs are thoughtfully considered. It will also protect, enhance and celebrate the beautiful natural setting of the playground on the Swan River.

We look forward to starting construction of this \$3 million project, anticipated for August 2014.

Development Assessment Panels

During the 2012-13 year the City of Nedlands experienced its first examples of decision-making by government-appointed Development Assessment Panels. The Council was over-ruled when a five-level mixed commercial and residential development was approved in Waratah Avenue, Dalkeith, but was supported when it endorsed new buildings for Regis Aged Care, Hollywood Private Hospital and a new ambulance depot in the Hollywood ward. **[To be confirmed]**

Changes to the Planning Scheme

Council resolved to amend a number of aspects of the City's Town Planning Scheme No 2 by initiating proposed Scheme Amendment 199. The main purpose of the proposed amendment is to strengthen the current scheme's provisions to safeguard the City's green, leafy environment. The proposal recommends increased setbacks from boundaries and a mandatory landscaping requirement for all development. It also addresses various anomalies that currently exist in the current scheme. It is expected that the proposal will be available for public comment in 2014.

Property purchases

During the financial year, the City made the strategic decision to purchase 108 Smyth Road, which is next door to the Administration building. Fully funded from the City's reserves, this acquisition is currently leased out on the private rental market with a long-term tenant, and is providing a valuable income stream for the City.

Car parking pressures

Over the year the City has experienced growing car parking pressures, primarily from the QEII Medical Centre and University of WA but also from the showgrounds and Challenge Stadium. Adding to the problem is lack of parking at northern railway stations and commuters driving as close to central Perth as they can to find free all-day street parking. With ongoing public consultation, the City is progressively extending parking controls, aware of the needs of residents.

Thank you

I would like to take this opportunity to thank everyone at the City of Nedlands – my fellow councillors and the City's staff – whose expertise and skill continue to contribute to the smooth and professional operations of the City.

In December 2012, one of our elected Councillors, Councillor Kerry Walker, resigned her position due to her husband's work commitments and relocation overseas. Cr. Walker's contribution specifically emphasised social and environmental values in community building. We greatly appreciate all the hard work and determination Cr Walker brought to her position.

During the year, we welcomed Councillor John Weatherall to the Hollywood ward. He brings with him 10 years' experience as a councillor both in Nedlands and in Subiaco, and as a former biomedical scientist, valuable knowledge. I look forward to working with him into the next year and beyond.

I would also like to welcome our new CEO, Greg Trevaskis, to the City of Nedlands. Mr Trevaskis took up the position of CEO in December 2012 after an extensive search process. I would like to convey my appreciation to Michael Cole, who acted as CEO and led the administration staff during a period of change until Mr Trevaskis took up his position.

Max Hipkins
Mayor

YOUR COUNCIL



Mayor
Max Hipkins



Cr. Nikola Horley
Coastal Districts Ward



Cr. Kenneth Collins
Coastal Districts Ward



Cr. Leo McManus
Coastal Districts Ward



Cr. Toni James
Melvista Ward



Cr. John Wetherall
Hollywood Ward



Cr. Ben Hodsdon
Hollywood Ward



Cr. Robert Binks
Hollywood Ward



Cr. Mike Somerville-Brown
Melvista Ward



Cr. Bill Hassell
Dalkeith Ward



Cr. Joe Porter
Dalkeith Ward



Cr. Ian Argyle
Dalkeith Ward



Cr. Nigel Warren Shaw
Melvista Ward

The Strategic Plan 2008/2013

The City of Nedlands Strategic Plan 2008 /2013 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.

Our Vision

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

The draft Strategic Community Plan for the next 10 years is due to be presented to Council for adoption in December 2012.

Council Achievements Highlights for 2011/12

- Council finally put to an end the previous processes to explore the potential for an amalgamation with the City of Subiaco;
- Removal of the unpopular speed humps in Carrington Street;
- Departure of former CEO led to internal appointment of the Acting CEO and a comprehensive process involving professional help with recruiting a new permanent CEO;
- Two major recruitments of professional personnel to fill vacancies and which have brought stability and a higher level of qualification to key positions;
- Continuation of professional work to update the heritage register in Nedlands, with Council conscious of some conflicting issues with heritage;
- Final resolution of the basic planning rules for Old Swanbourne Hospital to allow the private owners to proceed with development;
- Initiation of action for a 'Place making' Strategy for Village;
- A very vigorous approach to budgeting and budget outcomes, with a realignment of priorities to ensure the proper maintenance of City infrastructure, especially roads and footpaths;
- Initiation of action to establish a comprehensive City-wide register of public trees to enhance their protection and preservation;
- Work on the Strategic Community Plan as required by the State Government;
- Work on the parking problems of Nedlands and extension of time limitation areas in response to the needs of residents;
- Progress towards adoption of a new local law relating to parking, with a firm decision not to introduce provision for pay-for-use parking in Nedlands;
- Engagement of an additional parking ranger to respond to the need for effective parking control, especially in the sensitive areas near the university and the hospitals sites.
- Progress on the adoption of a new Dog local law.

Will this be updated or shall we remove?

REPORT FROM CEO



Michael Cole, A/Chief Executive Officer

CEO's message

I am very proud of the City's achievements in the past 2013/13 financial year and congratulate the Council and staff for their dedication and professionalism in serving the Nedlands community.

More T.B.A ???????

Text to be updated

Michael Cole
A/Chief Executive Officer

We work closely with the community to make the changes that the community want

Text to be updated



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: 22 144
- Electors: 14 108
- Suburbs: Dalkeith, Nedlands, Karakatta, Mount 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
- Premier's Australia Day Awards Ceremony
- Citizenship Ceremonies
- Remembrance Day Ceremony
- Blessing of the River Ceremony
- Anzac Day Ceremony

The built form

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



INTEGRATED STRATEGIC PLANNING

Strategic Community Plan

The City of Nedlands Strategic Community Plan “Nedlands 2023” was adopted by Council on 11 December 2012. While the plan is for a 10-year period the City is required to undertake a minor review of the plan in two years and a major review in four years which will involve community consultation.

Through the Strategic Community Plan, the community developed its vision for Nedlands in the year 2023:

Our overall vision is of a diverse community where people can live through the different ages and stages of their lives. We will have easy access to community ‘hubs’ where a mix of parks, shops, community and sporting facilities will bring people together, strengthening local relationships.

Our gardens, streets, parks and bushlands will be clean, green and tree-lined and we will live sustainably within the natural environment.

We will enjoy great transport systems and people will have access to local amenities through efficient cycling and walking facilities.

We will be an active, safe, inclusive community enjoying a high standard of local services and facilities.

We will live in a beautiful place.

The elected members responded with their own vision:

Our overall vision is of an harmonious community. We will have easy access to quality health and educational facilities and lively local hubs consisting of parks, community and sporting facilities and shops where a mix of activities will bring people together, strengthening local relationships.

Our gardens, streets, parks will be well maintained, green and tree-lined and we will live sustainably within the natural environment.

We will work with neighbouring Councils and provide leadership to achieve an active, safe, inclusive community enjoying a high standard of local .

We will live in a beautiful place.

The Strategic Community Plan will guide Council decisions to ensure that the community’s aspirations are taken in to account in decision making, to deliver the best possible results with the available resources.

Corporate Business Plan

The Corporate Business Plan was adopted at the Special Council Meeting of 20 June 2013. The plan sees current service delivery continue, with enhancements in the coming four years including:

- Implementing a pro active asset management program and arresting the decline in infrastructure
- Focusing on strategic land use – planning to develop the City’s hubs and improving parking and traffic management
- Accelerating the street tree-planting program
- Encouraging sustainable building
- Retaining remnant bushland and cultural heritage
- Managing parking
- Facilitating the development of underground power
- Working with neighbouring councils to achieve the best outcomes for the western suburbs as a whole
- Increasing energy efficiency

Major projects from the Strategic Community Plan that will be completed or progressed are:

- Commencing the construction of the DC Cruickshank Reserve
- Preparing the Highview Park masterplan

The Corporate Business Plan focuses on continuous service reviews and an internal culture of efficiency-seeking. A number of reviews are scheduled for the coming years including Point Resolution Child Care, aged care services, natural area management, water efficiency, traffic management and community development.

We will live in a beautiful place



COMMUNITY ENGAGEMENT



The City is committed to undertaking robust and comprehensive engagement and consultation with its community to facilitate a dialogue on key decisions and projects.

Throughout the 2012/13 year the City undertook engagement and consultation in relation to various projects and works. Community engagement methods used included surveys, comment forms, open days and consultation events. Providing this opportunity to the community ensures that the community's concerns and ideas are represented in decisions made by the City.

Significant community engagement was undertaken during 2012/13 in the development of the City's Strategic Community Plan. These consultation events were designed over two stages. Stage one included a series of precinct-based workshops with the community and stage two was a full day community conference. The results from this consultation ensure that the City now has a robust 10-year Strategic Community Plan which reflects the community's vision and priorities.

**Providing this
opportunity to the
community ensures
that the community's
concerns and ideas are
represented in decisions
made by the City**



INFRASTRUCTURE

Engineering Services

The City's Engineering Services has improved the City's road and footpath infrastructure networks by providing 33,249 square metres of road rehabilitation or resurfacing, 330 square metres of new footpaths and 1,602 square metres of rehabilitated footpaths over the 2012/13 financial year.

The City's 10-year forward works plan for road and footpath works has recently been completed. A full analysis of roads and pavements has been undertaken and is due to be delivered to Council in late 2013. This data will then be used to create an up-to-date forward works program for the next 10-years to ensure projects are on schedule and allowance is made for new priorities to be scheduled into the works program.

The City's fleet of vehicles, plant and equipment is replaced on rotation to ensure these resources remain in good working order.

Road resurfacing and rehabilitation

All roads in the City, whether resurfaced or rehabilitated, involved extensive drainage improvements that aim to reduce the impact of flooding, improve road traffic safety and recharge the ground water system. Roads rehabilitated or resurfaced in the past year include:

- Elizabeth Street (Dalkeith Road to Thomas Road)
- Walpole Road (entire length)
- James Road (entire length)
- Erica Avenue (entire length)
- Curlew Road (Beatrice Road to Viking Road)
- Garland Road (entire length)
- Whitfeld Street (entire length)
- Asquith Street (Strickland Street to Landon Way)
- Montgomery Avenue (Alfred Road to Stephenson Avenue) (two-thirds funded by the Metropolitan Regional Roads Group, one-third by City of Nedlands))
- Adams Road (improvements to drainage and road widening at the end of the cul de sac)

Footpath improvement and rehabilitation

The City's annual footpath replacement plan involves replacing slab pavements with concrete footpaths to accelerate the network of footpaths in the medium to long term. Footpath rehabilitation included:

- School Road (upgrade slabs to concrete)
- Administration building (Stirling Highway and Smyth Road)
- Gordon Street (upgrade slabs to concrete)
- Kirwin Street (upgrade slabs around shopping precinct to concrete)
- Whitfeld Street (upgrade slabs to concrete)
- Asquith Street (upgrade slabs to concrete)
- The Avenue (upgrade slabs to concrete for the section between numbers 31 and 43)

New footpaths

- Alexander Road (Construction of missing link between Beatrice Road and Viking Road)

Right of way

- Design has now been completed for the upgrade of Acacia Lane. The project is currently out for tender and will be constructed by December 2013.



Black spot funding

Black Spot funding, available through the Department of Main Roads, allows the City to apply for funds to upgrade roads and intersections that address commuter safety issues. The City of Nedlands has one of the highest rates of successfully attracting funding in the western suburbs under this program. Funds were secured to improve the following intersections:

- Florence Road & Princess Road (Median Islands) Works completed
- Florence Road & Stirling Highway (Median Islands) Works completed
- Elizabeth Street & Tyrell Street (Median Islands) Works Completed
- Bruce Street / Elizabeth Street (Design)
- Brockway Road / Underwood Avenue / Brookdale Road (Design)
- Railway Road / Loch Street / Gugerri Road (Design)
- Stirling Highway / Vincent Street (Design)

River wall

The City is currently seeking design options for the river wall along with investigating opportunities to turn some locations along the foreshore area back to pocket beaches. Once the designs are complete tenders will be called to undertake the works.

Tawarri Jetty

The City is currently seeking design options for the replacement of the Tawarri Jetty which was removed in January 2011 due to it being structurally damaged by a boat. Once the design is complete the City will use this to seek grant funding for this project.

Principal Shared Pathway

The design phase of the Principal Shared Path (PSP) between Shenton Station and Loch Street was awarded to Shawmac Consultants after

request for tender. The purpose of the PSP is to provide a safe pathway for bike riders and pedestrians with limited crossover interruptions. The passenger railway line reserve and adjoining road verge are the perfect locations for the path.

The ultimate aim is to provide a PSP from Fremantle to Perth allowing residents to walk and cycle to the city with few vehicular interruptions. The Department of Transport's Bikewest Branch, the Public Transport Authority and Main Roads WA are working with the City of Nedlands towards achieving this aim. The design works have now been completed and the proposed options are ready to go to Community consultation in September 2013.

Main Roads WA will be managing the project.

Beecham Road wall

Stages 1&2 of the retaining wall have now been completed. Civil works will commence in September 2013 for stages 3 & 4. Landscaping will follow completion of civil works (subject to optimal planting conditions)

Traffic management

- Alfred Road / Lisle Street – Construction of median islands and pram ramps to improve pedestrian safety

Drainage improvements and storm water management

All roads Programmed for resurfacing have a detailed survey undertaken to ensure they have adequate storm water drainage capacity. During resurfacing works the City may install additional drainage to ensure there is one soak well to cover approximately 80 sqm of impervious surface.

A total of 22 new soak wells were installed as part of the 2012/13 roads resurfacing program.

INFRASTRUCTURE

Parks Services

There were a number of strategic focal points for the Parks Services department during the 2012/13 financial year. A review of operations was undertaken to identify efficiencies and areas where operational expenditure could be minimised. A number of efficiencies were implemented with the resultant savings being directed into supportive programs with the aim of improving productivity within the department. Development of a 10 year forwards works infrastructure renewal program was completed and matched to a sustainable budget profile ready for implementation to address the back log of ageing and non functional parks infrastructure

Maintenance Operations

During 2012/13 the City completed 352 operational maintenance programs. Programs completed included beach and parks cleaning, general rubbish removal, landscape maintenance, turf mowing, fertilising sports ovals, planting trees, turf renovations, pest and weed control, parks furniture/playground maintenance, watering and sports facility preparations.

Capital Works and Infrastructure Renewal

The following infrastructure renewal and new infrastructure projects were completed during the 2012/13 financial year:

Sports Facilities

- Mt Claremont Oval - completion of sports lighting (stage 2)
- College Park - new concrete and five block turf practice cricket wicket
- Mason Gardens - new basketball tower
- Highview Park - irrigation infrastructure upgrade with hydrozoning
- Carrington Park - irrigation infrastructure upgrade with hydrozoning
- Allen Park - upgrade of irrigation control cabinet and switchboard
- Beatrice Road Reserve - installation of new submersible bore pump

Paths and Paving

- Grainger Reserve – construction of Accessible path linking Montgomery Avenue and Grainger Drive
- Peace Memorial Rose Garden - construction of accessible path linking existing path to toilet block

Planting and Landscapes

- Gardens and Verges - planting of 1750 m2 of greenways along Aberdare Road
- Peace Memorial Rose Garden – renewal of four rose beds

Playgrounds

- Pine Tree Park - upgrading of double swing to Australian Standards
- Mt Claremont Oval - upgrade of playground including shade sails and soft-fall

Groundwater Conservation

The Department of Water allocates 709,300 kilolitres (kL) of groundwater which is equal to 709,300,000 litres for irrigation purposes, to the City each financial year. The recorded use for the financial year 2012/13 was 594,685 kL realising a saving of 114,615 kL from its maximum allocation. To put this into perspective, this equates to approximately 46 olympic sized swimming pools of groundwater that remained in superficial aquifers.

Central Irrigation Control Pilot Program

The City initiated a pilot program for the central control of its irrigation controllers during the 2012/13 financial year. The objective of this program is to have the functions of all irrigation controllers throughout the City centralised through the mobile phone network. In the future operation of irrigation controllers will be connected to a central software program and functions will be able to be operated independent of manual operation through a mobile phone application.

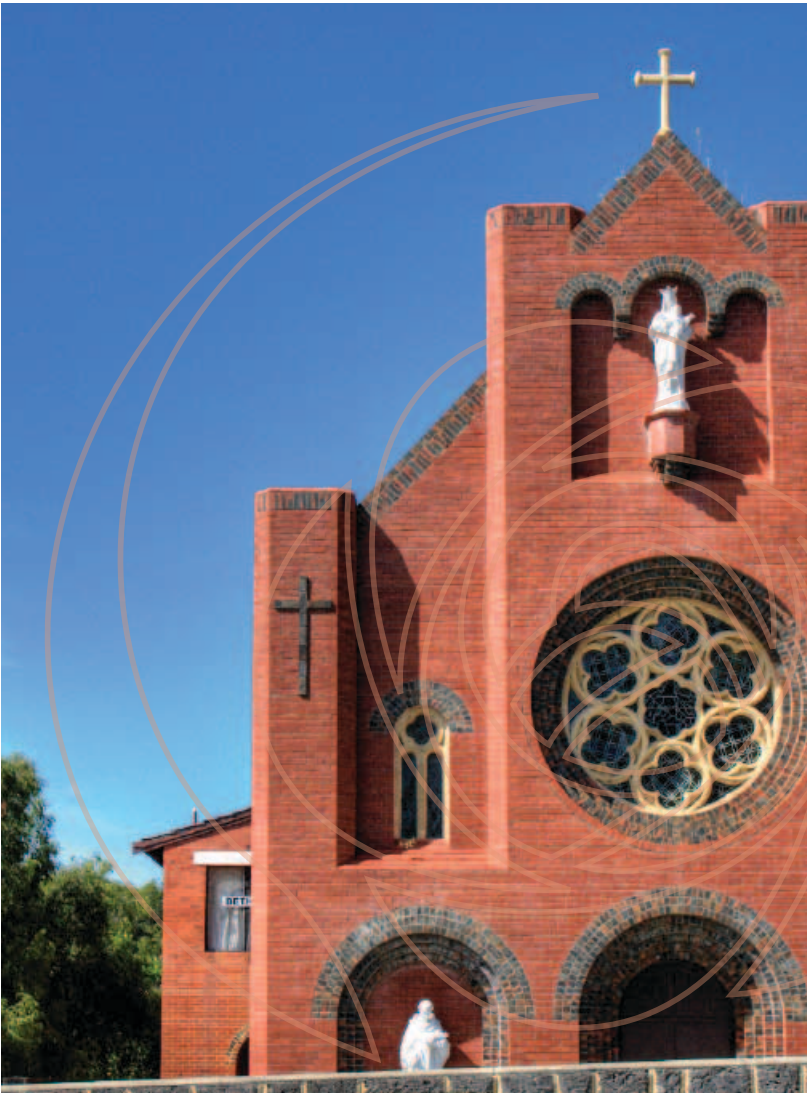
The benefits of a centralised control system are many and include:

- Minimising the time in identifying system malfunctions by allowing the identification of malfunctions at the tip of a finger each morning and attendance to these in a more direct and efficient manner.
- Improved water savings and efficiencies e.g. having the ability to remotely shut down irrigation systems during rain events.
- 'Real time' accurate monitoring of water

consumption allowing for more effective adjustment of irrigation scheduling resulting in reduced groundwater consumption.

Street Tree Infill Program

Having completed a comprehensive City wide audit of the type, condition and number of street trees, the City commenced development of a street tree infill planting master document during 2012/13. The objective of the infill program is to maintain and protect the future of the tree lined streetscapes for which the City is renowned for. A trial of the program is being implemented in the Dalkeith ward during the 2013 winter planting season. The program will be escalated and expanded to other wards during the 2014 winter planting season.



NATURAL ENVIRONMENT

Bushcare

The City manages approximately 55Ha of natural areas where it seeks to conserve and enhance the environmental values of these conservation areas through ongoing implementation of Natural Area Management Plans and the Greenway Corridors Policy. Implementation of the City's Natural Area Management Plans is undertaken in close conjunction with local Friends Groups.

The City completed the following operations within the City's natural area reserves and greenways:

- Control of invasive and declared weeds using an integrated weed management system;
- Restoration of degraded bushland areas using locally occurring native species;
- Greenway maintenance and development;
- Bushland condition and weed mapping;
- Erosion control;
- Infrastructure upgrade and maintenance;
- Fire fuel reduction management;
- Feral animal control; and
- Community partnerships and programs.

Achievements include:

- 23,000 native seedlings planted along greenways and in natural areas;
- Control of invasive weeds such as perennial veldt grass and geraldton carnation weed;
- Completion of a stabilisation and restoration project at Point Resolution along eroded sections of the western foreshore and embankment;
- Feral animal control of rabbits, foxes and feral bees to improve habitat for native fauna;
- Upgrade of 110m of an eroded limestone pathway at Allen Park. With further path upgrades scheduled for 2013/14 which aim to complete the path upgrades required in Allen Park;
- Completion of stage 1 of a 4 stage project to create a greenway along the railway reserve. This project is a WESROC initiative that aims to

develop a greenway from Perth to Fremantle. Stage 2 is due to commence in 2013/14; and

- Treatment of 114 declining iconic tree species such as Tuart, Jarrah and Marri along road reserves and in natural areas. The treatments aim to protect declining or dying trees suffering stress as a result of plant diseases such as phytophthora dieback, fungal canker pathogens and drought and stem – boring insects.

Community Partnerships and Projects:

- Completion of the project 'Protection and Restoration of Swanbourne Dunes' in conjunction with the Swanbourne Coastal Alliance and the Department of Planning's Coastwest Grant Program.
- Commencement of a joint project in cooperation with Lotterywest, the Friends of Allen Park, Swanbourne Primary School and the City to install limestone entry walls and interpretive signage within Allen Park Bushland.
- Schools Tree Day held where Swanbourne Primary School planted 900 coastal seedlings at Swanbourne Dunes and learnt about the importance of conserving coastal environments;
- The Friends of Hollywood Reserve joined with Hollywood Primary School in May 2013 and planted approximately 600 locally occurring native seedlings in Hollywood Reserve; and
- Community events were held with the Friends of Shenton Bushland, Point Resolution, Allen Park, Hollywood Reserve and Swanbourne Coastal Alliance.

Sustainability

The City has once again been re-endorsed as a Waterwise Council. This is a program run by the Department of Water, the Water Corporation and ICLEI Water Campaign. Re-endorsement confirms the City's commitment to water conservation including the implementation of a variety of water conservation actions including irrigation efficiency, efficient bathroom fittings and Waterwise training

for staff. The City also has a permanent display of Waterwise information at the Administration Building's reception foyer.

The City's Waterwise Garden Competition received great community support once again with residents, local schools and businesses all getting involved. The competition finished with the awards presented at a Beyond Gardens seminar which had 50 attendees from the community. A free waterwise verge makeover was given out by the Beyond Gardens team.

The WESROC Native Plant Subsidy Scheme saw even greater response from City of Nedlands' residents with over 2,700 native seedlings being purchased in May 2013.

The City is looking into some exciting new initiatives to reduce waste. Although in the early stages of development the City is looking into opportunities to recycle the City's street sweepings and educted soil. Finding an alternate disposal method to landfill could be a great financial and environmental benefit to the City. Samples have been tested and research into ongoing viability is continuing.

The City has expressed an interest to reduce single use plastic waste in the community. The City is researching opportunities to reduce plastic bag use in retail outlets in its boundaries jurisdiction. The City supported a free screening of 'Bag It' at the Windsor Cinema in June 2013 for Plastic Free July.

The City's sustainability message was promoted at the following events:

- Clean Up Australia Day
- National Tree Day
- Earth Hour
- National Tree Day

- World Environment Day
- World Water Day
- Waterwise Garden Competition
- WESROC Native Plant Subsidy Scheme
- Free 'Bag It' screening for Plastic Free July
- Paul Hardisty talk
- BeyondGardens workshop
- Perry Lakes Garden Week

Waste Management

Throughout the 2012/13 financial year the City collected 6,204 tonnes of general waste, 3,332 tonnes of greenwaste, 2,581 tonnes of recyclable material, 10 tonnes of e-waste, approximately 2 tonnes of household batteries and 2 tonnes of metals from the City's waste service.

While over 85 per cent of residents are currently utilising the 120L litre rubbish bin service and over 30 per cent of households are utilising the second recycling bin service.

To achieve a 65% diversion target by 2020 the City has implemented another recycling initiative by introducing a mattress recycling collection program. This collection program will coincide with the annual bulk rubbish collection.

The City is seeking residents' ongoing support to separate unwanted mattresses when they place their rubbish on the verge. The City anticipates at least 20 tonnes of mattresses to be diverted from landfill annually.

The City will continue to work closely with residents to reduce household waste going to landfill. Our message was to encourage "waste" materials to be thought of in terms of a resource to be recovered, reused and recycled where possible.



NATURAL ENVIRONMENT



Built environment

Environmental Health had input on a number of development applications received by the City for commercial applications including Development Application Panel (DAP) referrals. Issues such as noise impact and provision of adequate waste management were assessed and considered for these applications along with statutory requirements for premises fit-outs and use.

Public buildings received routine inspections. New public buildings and temporary public buildings, (for events), were assessed and certified. A number of buildings, (especially older ones), have required works to be compliant with regulations and this has seen an overall improvement towards the safety of these buildings. The City has discovered some buildings which had not been captured as public buildings which have been included for inspection. Environmental Health Officers continue to work with establishments to see that buildings comply with regulations.

Aquatic facilities, (swimming pools), were tested monthly, (both water chemistry and water microbiology), as required by the aquatic facilities legislation to ensure satisfactory water quality and safety for users. Overall Facilities complied with testing, there was one exception which has since been resolved. Approvals of all public swimming pools within the City are issued by the

Department of Health WA, as required under the aquatic facilities legislation. A single new facility was approved.

The number of applications for Department of Health WA approved greywater diversion devices and greywater treatment systems have slowed considerably. 2012/1013 continued this trend with only three systems receiving approval from the City.

The City received five complaints about smoke from residential wood smoke chimneys and one complaint for emission from a commercial flue. Environmental Health Officers had minimal involvement with Tobacco Control Act enforcement by providing advice on the requirements relating to smoking in enclosed public places.

A number of complaints were received for activities on residential properties. These were addressed through the City's Health Local Laws and included the keeping of large animals, roosters, discharge of swimming pool water and swimming pool water liable to breed mosquitoes.

Surrounding environment

The City received a small number of complaints from householders regarding mosquitoes. Those complaints received mostly implicated neighbours' stagnant swimming pools where the pool water

was deemed liable to breed mosquitoes. The complaint was addressed through the City's Health Local Laws.

The City continued its annual groundwater monitoring of the contaminated groundwater plume associated with the former Brockway Landfill site in Mt Claremont with results remaining consistent with previous years. The signature of the plume was ammoniacal nitrogen which had previously been established. The various sites which make up the former Brockway Landfill continue to have a contamination classification by the Department of Environment and Conservation (now Department of Environment Regulation). The City is working with DER on reporting of groundwater data and site contamination status.

In conjunction with the Department of Health WA, the City participated in the annual metropolitan recreational waters ocean monitoring programme. This involved fortnightly water sampling at Swanbourne Beach and collation of site data, (drainage). Sampling was completed between

the months of November 2012 to April 2013. No sewage overflow was reported from the Swanbourne Beach outlet. There were no sewage outfall/incidents in the Swan River requiring assistance from Environmental Health Officers, (water monitoring). Some sewage episodes occurred at residential and commercial properties which Environmental Health Officers saw to minimise public health risk and liaised with the Water Corporation.

Environmental Health Officers advised residents on various seasonal pest queries including white cedar moths, portuguese millipedes, bees, wasps, coastal brown ants, mosquitoes, rats and possums. The City continued to provide residents with a limited supply of free rat bait to assist with control of the rodent population.

Residents can now take unwanted household chemicals to the Western Metropolitan Regional Council's transfer station and dispose of them at no charge – a program supported by Waste Authority WA.



NATURAL ENVIRONMENT

Noise

Responding to noise complaints formed a large part of environmental health compliance activities this financial year. Sources of noise included:

- Traffic
- Hotels, pubs, restaurants
- Shops and other commercial activities
- Industrial activities
- Construction noise
- Outdoor concert events
- Airconditioners
- Audible alarms or sirens
- Bird noise
- Rubbish trucks
- Lawnmowers or garden maintenance
- Musical instruments
- Power tools or workshops
- Pool pumps, auto pool cleaners, spas
- Radios and stereos/household parties

Construction and stereo noise were subject to most of the complaints received by the City during the 2012/13 financial year.

The City also agreed to conditions for several events hosted by surrounding local government authorities which had the potential to impact residents in the City of Nedlands.

Food Surveillance

Overall, the City has seen improvements among food business compliance with the Food Standards Code through educational materials and enforcement activities.

Food businesses were routinely inspected for compliance with the Food Act 2008, Food Regulations 2009 and the Food Standards Code. Where necessary some inspections resulted in enforcement activities including the service of

improvement notices and prohibition orders. Two prosecutions for food related offences were pursued by the City and resulted in penalties imposed on those businesses.

A number of food complaints were received by the City. These related to labelling, hygiene, pest contamination, beyond use-by date food storage and foreign object contamination. The City notified food businesses of 18 relevant food recalls from the Department of Health WA. Food recalls were for incorrect labelling, undeclared allergens, incorrect identification of product, microbial contamination, choking hazard, foreign object and packaging faults.

The City continued to provide free online, interactive 'I'M ALERT' food safety training, which has been available since 2010. A total of 660 persons have used the programme since its introduction. The training was utilised by temporary food handlers, food business and anyone looking to improve their knowledge of food safety. 417 users participated in the training program in 2012/1013. The training aligns with the national food standards code requirements.

The City submitted its third year of food surveillance reporting to the Department of Health WA, as required by the Food Act. The City's Environmental Health Officers have continued working with those food businesses required to have implemented food safety programs under the Food Standards Code. This encompasses businesses who provide food for service to vulnerable persons, who may be more susceptible to food-borne illness. The City has verified most food safety programs and continues to work with those businesses requiring verification.

A number of food businesses changed ownership this financial year without notifying the City. Food businesses are required to notify the local government authority of any changes to the business, as required by the Food Act.

Parking initiatives

The City's rangers team was the first in Western Australia to implement Licence Plate Recognition technology into one of the City's vehicles. This leading-edge technology enables increased monitoring of parking areas to ensure that community amenity is maintained.



THE BUILT ENVIRONMENT

Key facts

Number of development applications determined for 2012/2013:	
Determined by Council	20
Determined under delegation	533
Determined by Development assessment Panel (DAP)	6
TOTAL Development Applications determined	559
Average days to process	35
Total fees received	\$451,000

A key initiative achieved in the past year is the reduction of days taken to process applications, especially minor applications. When all the information is received, over a third of development applications are now being approved within 10 days.

The City processed 13 applications for subdivision/ amalgamation. Five of these proposals were for amalgamations and created nine lots from the original 16 lots. The remaining applications were for subdivisions, either to create “green titled” lots or survey strata lots creating 23 lots from the original eight lots. Overall seven new lots were created in the past year.

The City also dealt with five proposals to amend the current Town Planning Scheme No 2. Four of these were processed in response to requests from the respective property owners, and included the proposed scheme amendment at the Captain Stirling site for Woolworths.

An Outline Development plan (ODP) was also adopted by Council for the Para quad Centre site in Selby Street and the City commenced public consultation on a proposed limited Outline Development Plan for the Biological Resources Support Facility at Lot 4 located on the corner of Selby Street and Underwood Avenue.

A total of \$66,000 in fees was received for Town Planning Scheme Amendments, subdivisions, ODPs and Masterplans.

In the past year the City has undertaken numerous planning initiatives to protect the City’s quality environment. These include:

- Finalisation of a master plan to guide the future development of the sporting facilities at DC Cruikshank Reserve
- Council endorsement of a movement strategy for North Hollywood
- Initiating work on the Waratah Placemaking Strategy project that will focus on improving the public space along the street between Alexander and Adelma Roads
- Creation of a Hubs Framework to guide the planning work that is required to be done to strengthen the local hubs identified throughout the City
- Progressing the update of the City’s heritage list

The City also continues to support and participate in the TravelSmart network. TravelSmart is a behaviour change program which aims to increase the number of people using alternative transport modes. The City of Nedlands is proud to have been involved in the TravelSmart program for over ten years. Projects for the last year include the UWA-Nedlands Bike Breakfast, TravelSmart in Schools and continuation of the City’s walking groups and Walking School Buses.

Challenges ahead:

- Making the necessary changes to Town Planning Scheme No 2 to ensure that the document remains current and able to fulfil its function until the new scheme becomes operative.
- Progressing its Local Planning Strategy and draft Local Planning Scheme No 3.
- Implementation of the amended Residential Design Codes.
- Increased Development Assessment Panel (DAP) applications with mandatory processing times.
- Finalising a Bike Plan for the City.
- Finalising the City’s updated heritage list.
- Completing the Waratah Avenue Placemaking Strategy.
- Progress with the planning work for character areas such as Hampden Road and Broadway so that their unique character can be strengthened.
- Continuing to promote active transport.
- Work collaboratively with the State Government in relation to:
 - its proposal to redevelop the Royal Perth site in Selby Street, particularly in regard to addressing the questions of biodiversity in the Shenton park area and
 - Any other area within the City that attracts state government planning interest.
- Meeting the demands of the State Government to implement the objectives of Directions 2031.
- Working with relevant stakeholders outside of the City such as state government departments and adjoining local authorities to address transport matters relating to the light rail project and Stirling Highway.
- Compliance and enforcement of development and development approval conditions.



THE BUILT ENVIRONMENT

Building control

Building control statistics	2009/2010	2010/2011	2011/2012	2012/2013
Building Permit applications received	746	671	538	632
Building Permits granted	580	506	458	509
New residences	59	55	62	68
Demolition permits	58	46	41	39
Swimming pool licences	50	70	47	49
Sign licences	8	1	5	6
Verge material licences	35	41	25	34
Building approval certificates	27	26	20	22
Value of fees collected	\$558 354	\$481 088	\$432 149	\$288 233
Value of all works	\$89 600 198	\$86 660 975	\$90 902 819	\$100 495 000

2012 has seen the implementation of the new Building Act 2011; this includes the introduction of private certification, residents now have a choice on whether to use a private building surveyor or the City building surveyor to check plans and documentation against the relevant building codes and standards. The City building services team has adapted to the new regime and worked with the local building industry and customers to ensure a smooth transition and provide required information.



Swimming pool inspections

The City now carries out its own inspections of pool enclosures in an effort to increase the compliance rate. The City has performed 551 inspections during the year. 86% of the pools have been recorded as compliant.

Property Services

The City's asset and maintenance teams have continued to upgrade and maintain built facilities and infrastructure to benefit the user groups and the community.

108 Smyth Road

During the financial year, the City made the strategic decision to purchase 108 Smyth Road, which is next door to the Administration building on Smyth Road. The property was acquired for \$1.71 million. This purchase was fully funded from the City's reserves. The property is currently leased out on the private rental market and with a long-term tenant is providing a valuable alternative income stream for the City.

Community facilities upgrades

The extensive refurbishment of the John Leckie Pavilion was completed in October 2012 and is now housing the local sporting clubs who are enjoying the new facilities.

The City has continued to maintain and upgrade City community buildings including Hackett and Mount Claremont child care centres, they both received kitchen upgrades and other essential maintenance.

The extensive refurbishment of the John Leckie Pavilion was completed in October 2012 and is now housing the local sporting clubs who are enjoying the new facilities



COMMUNITY SERVICES

Library Services

The Nedlands Library service offers two libraries, one in Nedlands on Stirling Highway and one in Mount Claremont on Montgomery Avenue. Membership currently stands at 10,178 members, which includes 3,145 members from outside the City’s local government boundary. Loans and renewals of books and other materials exceeded 200,000 transactions for the year and more than 3,000 people participated in public events held at the library.

Loans and Renewals	204,830
Event participation	3,199
% of residents as members	32%

Subject of Notes Sessions

Every month the library service holds a Subject of Notes event for the community. These events cover a range of topics. Over the last year we have had visiting authors, sessions dedicated to travel, cooking demonstrations and a variety of other workshops.

Local Studies

The Local Studies Collection continues to build up its resources on the history of the City of Nedlands. It is used by students of all ages for projects ranging from school assignments to history books for publication.

The local studies collection is growing rapidly as old records are digitized and new photos and records are donated to the collection. The information in the collection is being used by researchers and residents for many different projects. A few of the common research queries relate to family history, discovering the history of local properties and research into historical areas of Nedlands. Once a month we have volunteers from the WA Genealogical Society come and provide assistance to people who are researching their family history.

The two main research projects that are currently under way are; Dairying in the Western Suburbs and the Nedlands Primary school centenary. Dairying in the Western suburbs has been a popular topic with many people coming forward to share their knowledge and in some cases tell of their ancestors who were dairy farmers in this area. A map is currently being developed that will show the location of the various dairy farms. The other project is for the Nedlands Primary centenary in October 2013. People have been donating photographs to be displayed at this event. With the help of our volunteers we have scanned and catalogued nearly 500 of these photos with more being delivered every day.

Library Services for Young People

Baby Rhyme Time sessions are held fortnightly during school term throughout the year at Nedlands library with 198 participants attending last year. As part of The State Library’s Better Beginnings Program, Baby Rhyme Time supports children’s early literacy development through sharing songs, stories and action rhymes with babies from 0–12 months old. The program also introduces parents to techniques for sharing books with their babies.

Weekly storytime sessions continue to be a great success with 1 582 children and parents attending this year. The sessions include songs, storytelling and craft activities with a different theme each week. The storytime sessions are also used to celebrate different events throughout the year. In May Nedlands and Mount Claremont Libraries joined hundreds of other libraries around the country to read “The Wrong Book” by Nick Bland for National simultaneous storytime, an annual event for Library and Information Week.

During the school holidays the library holds special events for the children. This past year we had a range of events including Face Painting

workshops, drumming workshop facilitated by Rhythm Fix and Children’s Book Week which attracted a total of 432 students attending across both libraries.

2012 Roland Leach Poetry Prize

Every two years the library runs the Roland Leach Poetry contest. For our 2012 competition we received a record number of entries with 960 from across the state participating.

We had a variety of ages with our youngest participant being 7 years old and our oldest being 22. Entries were judged by poet Shane McCauley and prizes were presented by local poet Roland Leach at the awards ceremony on 24 October 2012.

Winning poems were displayed in Nedlands Library until the end of November and can also be viewed on the Library website. The overall winner was Celine Ng from Yidarra Catholic Primary School for her poem “I Would Like To”.

Day of Literary Feasting

The third ‘Day of Literary Feasting’ was held on Monday 20 May 2013 at Nedlands Library. This all-day event celebrated the art of writing with talks from four authors and one workshop. Deborah Burrows, a local author, started our event by talking about her two novels and her writing process.

For our lunch time session we held a two-hour blogging workshop with Amanda Kendle. During the afternoon sessions we had representatives from Margaret River Press followed by author Erin Pearce. To finish off the day Rosalind Appleby, author of Women of Note, talked about the contributions that women have made to Australian classical music.

Books on Wheels and Bus service

The library runs two different outreach programs for senior and housebound individuals. The first is our fortnightly Books on Wheels service for customers that are house-bound. This service can

deliver up to 12 items per fortnight. A library staff member coordinates the service but the books are chosen and delivered by our volunteers.

Our weekly Monday bus service is our other outreach service and is offered to senior library members that are able bodied but don’t have their own transport. Our volunteer bus drivers pick up patrons and bring them to the library where they choose their own books and socialise over morning tea.

Other Library Services

The Library Book Club meets at Nedlands Library on the second Thursday of each month at 1pm. This is a great way for library members to meet new people and discuss books. Afternoon tea is served and discussions are always lively.

Quarterly library newsletters are published which showcase our upcoming events, popular books, new services, local history knowledge and provide a general update on the library. The newsletter is available in the library, on our website and is mailed out to the people on our mailing list.

The library also provides volunteer-run computer classes. These classes run in four week blocks and cover basic internet skills, how to use email and basic Microsoft Office skills. Classes are limited to six students to ensure everyone gets the attention and help they need.

Online Resources

The latest addition to our online resources was Overdrive, which allows library members to borrow five eBooks for a three week period. This was a new initiative of the State Library in conjunction with Public Libraries to fill the growing need for eBooks within the library.

One of the most popular services this year was OneClick Digital which allows library members to download audiobooks from home and load them onto their portable device such as an iPhone, iPod or Android device.

COMMUNITY SERVICES

Point Resolution Child Care Centre

Point Resolution Child Care is located at Jutland Parade Dalkeith and has been providing child care services to the Nedlands community for more than 30 years.

Attendance at the centre is always high with a constant waiting list for vacancies. The start of 2013 saw changes to the age groups of children attending the centre as many of our previously 'older' children started attending pre-school. This saw an increase in the number of babies and toddlers who took their place.

Even with the changing ages of the children, the programming and activities prepared at the centre remained at a high standard and always with the

intention of continuing to meet the new child care standards as well as applying the Early Years Learning Framework.

Parents are encouraged to be involved in their child's care and learning, so the centre staff provides plenty of information on the program, what the outcomes will be and the benefits for the children. The staff and children still have time to learn about each other, share stories and news, create, explore and learn while having fun.

During the year, garden beds were established, fire trucks were created, mini master chefs were discovered and intergenerational time was spent with some of the seniors from Nedlands Community Care.



Aged Services

Nedlands Community Care is a community based organisation, established in 1982 by residents and the City of Nedlands. Professional staff and volunteers work as a team to provide support services to allow elderly people, people living with disabilities and their carers to remain in their own home for as long as they wish.

Nedlands Community Care is funded by the Home and Community Care Program (HACC) and the City of Nedlands.

Eligibility is reserved for residents of the City of Nedlands, living independently in the community, who in the absence of basic support services are at risk of premature or inappropriate long term residential care and their carers. Each prospective client's needs are professionally assessed to provide the most effective individualised service.

Trained staff provide support for:

- Showering
- Medication prompts
- Shopping
- Light household duties
- Respite
- Meal Preparation
- Transport to Local Medical Appointments or Shopping Precincts
- Light Garden Maintenance
- Shopping Bus services to Floreat, Karrinyup and Innaloo on a weekly and monthly basis.



The Waratah Club provides opportunities for regular socialising and promotes wellness activities for members.

A morning at the centre can consist of:

- Morning tea, current news affairs and crosswords
- Programmed exercises and games
- Hot/cold two course lunch
- Cooking classes

The afternoon program is flexible and varied and may include:

- Guest speakers / Entertainers
- Art and Craft session
- Board / Table games including scrabble and Rummy
- Social gatherings and activities with members of other centres
- Computers
- Afternoon tea
- Afternoon drive

Wheelchair accessible transport is provided to and from the centre. The Waratah Club also operates days specifically catered for supporting members with dementia.

The Nedlands Community Care Social Support program offers social bus outings for seniors as well a range of special interest groups which provide opportunities for clients to interact and form new friendships. All services are facilitated by volunteers, many living within the City of Nedlands themselves; thereby creating a strong link between our ageing population and the wider community.

Out 'n' About Tours are designed for people who do not have independent transport and may be experiencing social isolation. These trips give people the chance to explore places beyond their local area and participate in special events they may otherwise not be able to attend independently.

Scenic Drives are designed for our less mobile clients. The bus collects clients from their homes, they are driven to a scenic location in the city and afternoon tea is served on the bus. This service gives people an opportunity to simply "get out of the house", have some fresh air and a social chat without the more physical demands of a full day outing.

The Men’s Group meets once a month for a Saturday outing. This small social gathering provides men with a place to reminisce about the past and discuss current issues with their peers in a relaxed and supportive environment.

There are currently two Book Clubs running through Nedlands Community Care which are facilitated by avid volunteers. The Book Clubs are an opportunity for seniors with a shared love of reading to come together. Reviews are often entwined with personal experiences and powerful story telling of their own. Clients arrange their transport independently for the monthly meetings.

Dinner Club is a monthly gathering of clients at a selected local restaurant, which changes on each occasion. A volunteer attends to take care of details including any special requests and settling the bill. All participants pay a small fee which goes towards the cost of the volunteer’s meal and arrange their own transport for the evening.

Computer Classes commenced in January 2013. This structured 10 week program is delivered by a qualified teacher on staff, and gives seniors the confidence and ability to navigate today’s technology. Highlights of the program include practical exercises to become familiar with operating a computer, learning how to be safe when shopping online and communicating with loved ones via social media. Classes are tailored for absolute beginners and small class sizes mean all participants receive considerable individual attention during each session.

The annual Engaging the Ageing Expo brings together businesses and organisations which provide services to seniors seeking to enhance their overall lifestyle. Growing every year, the Expo features guest speakers from the community, information stalls and product demonstrations. This is an important event for Nedlands Community Care to engage with the wider community, and provide an access point for current and prospective clients to the range of services available to them.



COMMUNITY DEVELOPMENT

Community Groups and Events

Summer Concerts in the Parks

Each year the City holds the Summer Concerts in the Park series on Sunday evenings throughout February. Each concert is an opportunity for families, friends and neighbours to gather in a relaxed atmosphere in one of the City’s beautiful parks. In 2013 the four concerts were held at Lawler Park, Mason Gardens, Allen Park and Dot Bennett Reserve. The concerts attracted over \$20,000 in sponsorship from Lotterywest and local business Westcare Inc.

The 2013 concerts series attracted approximately 2,000 people, providing a wonderful opportunity for community members to enjoy free live music and a range of children’s activities. Those attending expressed a very high level of satisfaction with the concerts, at 92%.

Community Tours

Nedlands Going Places Tours give residents an opportunity to enjoy a day out while getting to know other community members and neighbours. The City hosted two tours this year. These tours were:

- Christmas in July Tour to Northam on 26 July 2012. 36 community members enjoyed a tour to the Northam region, stopping for a three course Christmas Lunch at the Grass Valley Tavern, followed by a visit to the Avonbrook Winery to look around the gift shop and sample the wine.
- Wildflower Tour, 4 October 2012. 60 community members enjoyed a tour of the Chittering Valley. The tour meandered through the Julimar State Forest to view a beautiful display of native flowers, followed by lunch in Toodyay and then wine tasting at Corringa Winery.

Participants expressed a very high level of satisfaction with the tours, at 91%.

Community Grants Fund

The purpose of the City’s Community Grants

Fund is to provide financial support for events and projects that contribute to community spirit and help build a more inclusive community in the City of Nedlands. The funded project must show a direct benefit to the local community and support the building of local relationships. In 2012/13 the City provided eleven grants totalling \$8,750 for a wide range of local community events. These are shown below:

Recipient	Event
Rowena Walsh	Art Exhibition
Tanya McDonald	International Day of People with a Disability community event
C3 Church	Christmas Carols Event, Genesta Park Dalkeith
Allen Park Tennis Club	Christmas Carols, Allen Park Tennis Club
Bronwyn Nelles	Street Party
Ian Love	Street Party
Kathy Whitley	Street Party
Dalkeith Church of Christ	Christmas Carols Event, Dalkeith Church
Sonlife Church	Community Easter Event, Mason Gardens Dalkeith
Autism West Support Inc	Volunteer Appreciation Event
Learning and Attentional Disorders Society	Volunteer Appreciation Event

Blessing of the River Ceremony and Community Breakfast

The City provided its inaugural Blessing of the River Ceremony at Beaton Park on the Nedlands

foreshore in December 2012. The event brought the people together to celebrate the importance of the river to our culture, environment and community. Senior Noongar man James Webb and the Wadambah Dance group entertained those who attended and breakfast was provided by the Claremont - Nedlands Lions Club. Approximately 50 community members attended the event.

Following the success of this event, it is set to make an appearance again in 2013.

Community Halls and Pavilions

The City’s community facilities include halls, pavilions and community centres that can be booked from 7am to midnight on any day of the year. The City provides four facilities that are available to be booked, including:

- Drabble House
- Allen Park Pavilion
- Dalkeith Hall
- Mount Claremont Community Centre

Grants received for Community Events

- \$2,500 from Heathway for 4Sure Music & Skate Festival.
- \$500 from Neighbourhood Watch for Halloween at The Grove (joint WESROC project).
- \$1,000 from Department for Communities for Western Suburbs National Youth Week Events (joint WESROC project).
- \$18,000 from Lotterywest for the City’s Summer Concerts.

Community Event Approvals

The City approves events held in public locations. The City’s approval role aims to minimize any potential negative impact while still ensuring the community enjoys a wide range of local events.

In 2012/13 the events approved by the City included 29 weddings, 10 Public Sporting events, 7 large scale community events and 6 large private events.

The major events approved included the City to Surf run, Bike Ride for MS, Bark in the Park, Sunflower Sunday and Hunt 4 Easter.

Citizenship Ceremonies

The City held three Citizenship Ceremonies in 2012-13 and 109 residents became Australian citizens. New citizens included people originally from Japan, Brazil, India, Malaysia, Canadian, Sweden, Kenya and China.

Anzac and Remembrance Day ceremonies

The City again partnered with the Nedlands RSL to provide two well-attended ceremonies - the Anzac Day Ceremony and the Remembrance Day Ceremony. Both events are embraced by the local community, with attendance growing annually.

The City honours veteran Nedlands RSL President Doug Arrowsmith for his contribution to these much-loved services.



COMMUNITY DEVELOPMENT

Volunteering

Internal volunteers

	2011-12	2012-13
No. of volunteers	84	125
No.of volunteer hours worked	10,678	11,100
Financial value	\$309,662	\$333,630

Internal volunteers are those who donate their time to work within the City of Nedlands as an organisation. In 2012-13 they helped provide valuable services across the organisation. They ranged from 10 to 92 years of age and included students, retirees, business owners, community leaders, young professionals, visitors and new immigrants.

In the 2012/13 financial year, 125 volunteers donated an estimated 11,100 hours of service to the City of Nedlands as an organization. This is valued at over \$330,000, based on Volunteering WA’s ascribed value of \$30 per hour as the estimated value of services provided by the average volunteer.

Volunteers strengthened services provided by the City in the following areas:

- Nedlands Community Care
- Nedlands Library and Local Studies
- Tresillian Community Centre
- Youth Advisory Council
- Access Working Group
- Sustainable Nedlands Committee
- Nedlands Volunteer Resource Centre
- Waratah Place making Steering Committee
- Bush care groups

In March 2013 the City held a Volunteer Appreciation event for the City’s internal volunteers and their guests to thank them for their valued contribution to the organization and therefore the community. Retiring Tresillian volunteer lead-lighting tutor, Tom Malcolm, received an award for 20 years of service.

Nedlands Volunteer Resource Centre

The City’s Volunteer Resource Centre promotes volunteering, strengthens the capacity of the volunteer sector and matches volunteers with suitable volunteer opportunities. The Nedlands Volunteer Resource Centre is located upstairs in the Nedlands Library and is open Monday to Friday 10am – 4pm.

The City’s Volunteer Resource Centre provided information about:

- Volunteer positions in up to 50 local community organisations
- Promoting volunteerism to the community
- Best practice standards in volunteer management
- Current volunteering trends and sector development

Volunteers in the community

In 2012/13 the City received a grant of \$29,815 from the Department for Local Government and Communities to assist with operating the Nedlands Volunteer Resource Centre. 467 volunteers were referred to community organisations. The City also provided two free training workshops for volunteer-based community organisations. Workshop topics included Advanced Volunteer Management, Equipping Paid Staff to Work with Volunteers and Enhancing Access to Culturally Linguistically Diverse Volunteers.

National Volunteer Week celebration

In May 2013 during National Volunteer Week the Nedlands Volunteer Resource Centre provided information at Volunteer Pop-Up Stalls around the City. Forty people inquired about volunteering opportunities as a result of this publicity.

COMMUNITY DEVELOPMENT



TRESILLIAN

Tresillian Courses

The Tresillian Community Centre offers an annual program of learning opportunities that builds a strong sense of local community and offers ongoing opportunities for the development of local relationships.

In 2012-13, Tresillian offered 209 art, craft and language courses. These included 58 children's school holiday courses. Income from courses was \$ 206, 582 compared to \$220,665 in 2011/2012.

The table below shows a consistent service delivery while maintaining a high level of customer satisfaction over the years.

Year	2010-11	2011-12	2012-13
Number of courses provided	297	286	209
Room hire income	\$33,065	\$25,611	\$29,517
Customer satisfaction level	94%	95%	94%

Exhibitions

Tresillian's exhibition program provides the opportunity for the community to engage with artists and their artworks in a relaxed environment. The exhibition program offers three flexible options to exhibiting artists:

- Tresillian's own exhibitions
- Exhibitions curated by Tresillian for external artists
- Exhibitions held at Tresillian on a room-hire basis.

A total of 11 exhibitions were held at Tresillian during 2012/2013. Of these, three were produced directly by Tresillian:

- Tresillian Studio Artists 2012
- Brian Simmonds Unframed Art
- Tresillian Student and Tutor Exhibition 2012

These exhibitions provide a platform for the annual inclusion of students, tutors and studio artists to promote their artworks and Tresillian activities. In total all three exhibitions displayed 221 works with a combined sales turnover of \$16,615.

Tresillian also offers an exhibition venue for hire either as a promotion package or just as a casual room hire. This flexibility ensures that the widest possible audience of artists and art viewers can participate in both producing and attending an exhibition.

The Annual Tresillian Garage Sale

Tresillian's annual garage sale is a fund raising initiative which began in 1991 by play centre volunteer Sue Flower. Today it continues to provide financial support to replace and upgrade the play centre's equipment.

Once again this very successful event held in May saw sales of second hand children's books, toys and furniture total \$ 2,219.

Studio Artists

Tresillian's studio artists are a key contributor to the skill sharing environment. They provide community with tuition, support and an accessible view into their individual practices. There are 10 studio artists in Tresillian offering activities such as painting, drawing, sculpture, art therapy and holistic counselling.

The Tresillian Centre renewed its studio leases during 2012/2013. This renewal retained seven studio artists and yielded three new studio artists. The new mix of studio artists diversifies Tresillian's range of talent to share with the community in the

fields of photography, sculpture, drawing, painting, printmaking and therapeutic practice.



COMMUNITY DEVELOPMENT

Access and Inclusion

Access Working Group

The City's Access Working Group continued to provide advice on improving access and inclusion locally. All members of the group have extensive experience relating to access and inclusion. The City acknowledges the contributions of long standing members Greg Madson, Kerry Revell, Robyn Tsapazi and Eric Moxham. We also welcome new members Margaret Nunn, Deborah Gordon and Brooke Toia. Councillors Nickola Horley and Ken Collins represented Council on this working group.

Disability Access and Inclusion Plan

The City is required by legislation produce a Disability Access and Inclusion Plan (DAIP) outlining how it will ensure that its services, buildings information and consultations are accessible to the whole community, including people with disabilities.

In 2012-13 the City developed a new DAIP for 2013-14 – 2017-18. Comprehensive consultation with the community and City departments was conducted. On advice from the City's Access Working Group, the new DAIP is presented in a clear, straight-forward and accountable format. Council approved the revised DAIP in June 2013.

Improved Access at John Leckie Pavilion

In 2012-13, the City continued its program to improve access to its community buildings. The highlight was a comprehensive upgrade of the John Leckie Pavilion. Following the upgrade, an Access Audit was undertaken by the City's Community Development Officer (Access and Business), as a result of the Access Audit, a new automatic door to the accessible toilet was installed and the accessible parking bay was moved to a more suitable location.

Disability Awareness Week

To celebrate Disability Awareness Week (2 – 8 December 2012) a group of seven extraordinary dancers visiting Perth from Cambodia performed at the City's 4Sure Youth Festival. The event was a collaboration between the City and Westcare Inc, a local business that provides employment opportunities for people with disabilities. The group, known as Epic Arts, features young performers aged 19 – 26 years, who have sensory or physical disabilities. They performed a mix of hip hop and contemporary dance sequences mixed with traditional Khmer movements. Their performance delighted the young audience. (include photo from Festival – Megan has some great shots).



COMMUNITY DEVELOPMENT



All Abilities Play Space Concept Design Completed

2012/13 saw a great deal of progress on the collaborative community partnership to develop an All Abilities Play Space on Beaton Park in Dalkeith. The project was initiated by three local Rotary Clubs (Nedlands, Subiaco and West Perth), with other project partners being the City, Inclusion WA, the City’s Access Working Group, community members and staff from the Disability Services Commission. Rotary’s role is to raise the funds for this state-of-the-art, innovative play facility.

In October 2012 the Final Design Workshop was held at Mt Claremont Community Centre, inviting members of the public to comment on the draft concept design. Those attending strongly endorsed the draft design before it was presented to Council for approval.

In November 2012 a Memorandum of Understanding between the City and Rotary was approved by Council. While the City agreed to provide the site and coordinate the project, Rotary aims to raise the \$3.6 million needed to fund the project.

In December 2012, the concept design for the All Abilities Play Space was approved by Council.

Community engagement with the project continued in 2012-13, with students from Dalkeith Primary School and Shenton College Deaf Education Centre coming together in December 2012 to design a sculpture for the site.

In May 2013, an exciting Play Space Fundraising Launch event was held at the UWA Club. Ninety guests from Perth’s business, government and community sectors gathered to support this visionary project. Verity James’ donation of her time as MC created a lively atmosphere and generous sponsors donated over \$650,000 to the project on the night. The City acknowledges the support of sponsors and Rotarians, without whom this high quality community facility for the whole of Perth could not be provided.

Local Business

In 2012-13, the City held two events to provide local business people with the informal opportunity to meet with the Mayor, Councillors and senior staff.

- In December 2012, the City held a Business Breakfast in partnership with local business Westcare Inc. Held during Disability Awareness Week on-site at Westcare’s business premises, guests were able to tour Westcare’s printing and packaging workshop.
- In June 2013, a traditional business sundowner in Council Chambers gave local business people the opportunity to meet the City’s new CEO, senior staff and Councillors.

Community Safety

In 2012-13 the City provided a grant of \$250 to the Safety House Association to help them provide crime prevention information to children in local primary schools.

2012-13 saw a great deal of progress on the collaborative community partnership to develop an All Abilities Play Space on Beaton Park in Dalkeith

Youth Services

Youth Development

The City of Nedlands’ youth development program aims to provide opportunities for young people to get involved in their community by providing events, activities, school holiday programs and opportunities for community engagement. The aim of these activities is to provide constructive and engaging opportunities for development, ensuring our local young people develop into well engaged, community minded young adults.

This year the City provided a wide range of activities for children and young people including a movie screening during National Youth Week, the 4Sure Music & Skate Festival, skateboarding workshops, a Halloween event, and school holiday activities. Overall, more than 3000 children and young people took part in City run programs throughout the year.

Youth Advisory Council (YAC)

The Youth Advisory Council consists of a group of local young people aged 12 to 21 years 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 rebranded their promotional material, in the process gaining skills in business development, communications and marketing. In 2012-13 the YAC coordinated the 4Sure Music & Skate Festival,

assisted with National Youth Week events, and assisted with the development of the upcoming Emerge: Youth Art Awards, held earlier this year.

The Buzz

The Buzz is published quarterly and compiles details on school holiday activities and upcoming events specific to children, youth and families. The Buzz comes out just in time for each school holiday, detailing the City’s school holiday program for under 18s. As well as the publication of The Buzz, the City has also developed a Youth & Children eNewsletter, aimed at families living in and around the City of Nedlands, informing parents on upcoming events and opportunities that affect local families.

Skate Workshops

This year the City held skate workshops at the Nedlands Skate Park on Charles Court Reserve, during both the October and April school holidays. These workshops provide children and young people with expert coaching and training, giving them skills and confidence. A total of eight sessions were held, with more than 80 young people taking part throughout the year. Both beginners and intermediate level skateboarders are catered for with young people gaining expert tuition and getting out in their community at the same time.

Schools

The City continued to build on the relationships with its local schools through the implementation of the Engagement with Local Schools Strategy which outlines the City's approach to a more pro-active relationship with the 11 local schools within its boundaries. The Principals of all 11 schools were once again invited to meet with Mayor Max Hipkins in May and were given the opportunity to bring to the City's attention the issues that they were facing in the community. This meeting is a fantastic opportunity for the City to address any issues that arise, as well as to provide an opportunity for Mayor Hipkins to become familiar with the schools and the fantastic work that they are doing.

National Youth Week

National Youth Week aims to celebrate our local young people and put the spotlight on youth issues. The Cities of Nedlands and Subiaco, Towns of Claremont and Mosman Park and the Shire of Peppermint Grove jointly provided activities during National Youth Week in April. The theme for this year was "Be Active, Be Happy, Be You".

The activities provided were chosen to inspire young people to become more active in their communities. The five local councils worked together to provide a range of workshops, including jewellery making, cooking and photography as well as a movie screening at Windsor Cinema. Over 100 young people from across the western suburbs took part in the series of events.

Halloween at 'The Grove'

This year the City of Nedlands, along with Shire of Peppermint Grove, City of Subiaco, Town of Mosman Park and Town of Claremont provided an evening of Halloween fun and activities at The Grove Library. This project was partly funded by Neighbourhood Watch with the aim of providing a

fun event for families and a safe way for children take part in some "trick or treating". Around 450 people took part in the event, hosted by the Shire of Peppermint Grove.

4Sure Music & Skate Festival

For the third year running the City's Youth Advisory Council planned and coordinated the 4Sure Music & Skate Festival at the Nedlands Foreshore and Skate Park. This is a free event incorporating live bands, a skate competition and various activities over the course of the afternoon with approximately 500 people in attendance throughout the day. As part of this year's festival the City hosted the Epic Arts dance group, a group of dancers from Cambodia who were touring Perth as part of Disability Awareness Week. This event has established itself as a significant occasion on the City's calendar, gaining in size and popularity each year.

John Leckie Youth Music Room

The City has launched a youth band rehearsal room at the newly refurbished John Leckie Pavilion. The space is soundproof and available for hire at a discounted rate by young bands looking for a rehearsal space away from their families and neighbours.

Sponsorships provided by the City

This year the City provided the following donations and subsidies:

- \$10 800 to the Shenton Christian Council to assist with the provision of Chaplains at Shenton College, Mt Claremont and Swanbourne Primary Schools.
- Seventeen grants of \$250 each to individual young people for initiatives that connected them to their community under the Youth Grants Fund. Applications that received support this year included sporting trips and events, international volunteering tours and inter-state debating.

COMMUNITY DEVELOPMENT

Recreation Services

Supporting sporting clubs

In February 2013, Nedlands' sport and recreation clubs attended a workshop on key topics of grant funding and sponsorships. This workshop included several representatives from the Department of Sport and Recreation who facilitated discussion on Community Sport and Recreation Facilities Funding. (CSRFF). Feedback from clubs that attended the session was extremely positive with several clubs actively going back to their committees to start the planning to apply for funding at a future date.

Walking Groups

The City has continued to support walking groups and has several groups that meet weekly within the City of Nedlands. Links to the groups can be found at nedlands.wa.gov.au/exercise-areas.

Stay on Your Feet Week

The City promoted a week of 'Walking and Healthy Eating' for a "Happier You" activities from 9 - 15 September. The week involved free sessions aimed at Over 50's, along with information on healthy eating, managing your health, foot care and improving your balance. Activities included: Croquet, Bowls, Walking, Yoga and Dance. satisfaction over 3 years:

Kidsport

In 2012/13, the Cities of Nedlands continued to utilise the annual grant provided by the Department of Sport and Recreation to administer the Kidsport program. Kidsport provides eligible children and young people aged 5-18 years with financial assistance to contribute towards membership fees in clubs. The fees go directly to the registered Kidsport clubs participating in the

project and enable more children to participate in community sport and recreation, no matter their financial circumstances. Presently 24 clubs have signed up with numerous Nedlands residents applying and successfully receiving Kidsport funding for the 2012 season.

SUBSIDISED PROGRAMS

School Swimming Pools

The City provided a subsidy of \$7 000 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 the swimming season, November to April.

In 2011/2012, Claremont Nedlands Cricket Club was paid \$54,710 by the City to maintain the two turf wickets at Melvista and College Park Oval. Swanbourne Cricket Club was paid \$20,415 to maintain the turf wicket at Allen Park. These amounts have been agreed after the City asked organisations to express an interest to maintain the Council turf wickets and reduce the maintenance to the Council.

Surf Lifesaving

Swanbourne Nedlands Surf Life Saving Club received an annual grant of \$39,284. This is based on the Council decision on 13 December 2005 that the club would receive a grant of \$34,000, plus CPI, for loss of income from the demolished kiosk and hall at Swanbourne beach.

Sporting Club Satisfaction

In 2012-13, sporting clubs within the City expressed an overall level of satisfaction of 75 per cent regarding services provided to them by the City.



Sports Facilities Improvements Grants

The City has provided financial support to sporting clubs who have been successful with further funds from the Department of Sport & Recreation, Community Sport and Recreation Facilities Fund (CSRFF). Funding is provided to projects that make a huge contribution to the health and wellbeing of the local community. The following is a list of the clubs who have worked with us to access funding:

Grants Approved/ Acquired 12/13

Allen Park Tennis Club

- Received a CSRFF grant of \$46,000 and a grant from the City of \$46,000 for upgrade of clubhouse/ facilities based at Allen Park.

Dalkieth Tennis Club

- Received a CSRFF grant of \$144,000 and a grant from the City of \$144,000 for the installation of three Hartru clay tennis courts and infrastructure for the club based at David Cruickshank Reserve in Dalkieth.

Western suburbs Cricket Club

- Received a CSRFF grant of \$41 433 and a grant from the City of \$42 278 for the installation of two synthetic cricket practice wickets, a block of turf and netting for College Park.

UWA Nedlands Football Club

- Received a CSRFF grant of \$30 713 and a grant from the City of also \$30 713 for the second stage of installation of floodlighting on Mount Claremont Oval.

Current projects/ Planning

- Collegians Amateur Football Club – David Cruickshank Reserve
- Allen Park Pavilion Upgrade

Sports Clubs City Building Leases

The City has continued to support clubs by providing City owned buildings for clubs to lease at no cost. These include:

- Allen Park Tennis Club
- Claremont Junior Football Club
- Collegians Amateur Football Club
- Cottesloe Golf Club
- Nedlands Bridge Club
- Nedlands Croquet Club
- Nedlands Golf Club
- Nedlands Yacht Club
- Suburban Lions Hockey Club
- Dalkeith Nedlands Bowling Club
- Dalkeith Tennis Club
- Hollywood Subiaco Bowling Club
- Nedlands Rugby Union Football Club
- Nedlands Tennis Club
- Perth Flying squadron Yacht Club
- Swanbourne Nedlands surf Lifesaving Club
- Associates Rugby Union Football Club
- WA Bridge Club
- West Coast Futsal Association

GOVERNANCE

Records Services

In the 2012-13 financial year the Records services team processed 28125 pieces of incoming correspondence. The City registered 33202 pieces of internal/outgoing correspondence into the Electronic Document management system (EDMS). On a strategic level the records team have:

- Undertaken a large Back scanning project;
- Continued to monitor and track Business Process within the City;
- Conducted Corporate Training using TRIM Electronic Document system.

Record Keeping

Record Keeping Plan

The City's current Record Keeping Plan, 2010069, is approved to April 2016.

Freedom of Information

The City of Nedlands complies with the Freedom of Information Act 1992 by making information about our operations available in the form of our information statement. This document is available on request or on the City of Nedlands website at nedlands.wa.gov.au/access-information

Persons wishing to apply for access to additional information held by the City may submit a Freedom of Information (FOI) Application. The City aims to make information available promptly and at the lowest reasonable cost. The City received six Freedom of Information applications in the 2012/13 financial year.

Our People

In 2012/13 a Strategic Workforce Plan was developed in line with the local government integrated strategic planning process and the creation of the City's Strategic Community Plan. The key focus in preparing the Strategic Workforce Plan has been to assess current staff levels, skills and capacity – asking the questions: What do we have now? What will we need in the future? Where are the gaps?

Workshops involving staff from across the organisation gathered input from managers and staff in all areas and at all levels to create a workforce plan which looked at the makeup of our workforce, identified issues and set goals for the next four years and beyond – the aim being to have an appropriate workforce to deliver the Community's priorities into the future.

While not fixed or static, the Strategic Workforce Plan is a useful tool for the City, providing a foundation for appropriate staff resourcing and management.

The planning "journey" was a positive exercise in that management and staff embraced the Community's goals, recognised the workplace as having many positive attributes and reinforced a willingness to build on and improve services to the Community through continued effort.

Staff survey

The City conducted a staff survey in early 2012 with the assistance of consultancy Marketintel. The results of the survey were available in June of 2012 and as a result, initiatives were introduced in the 2012-2013 calendar year. The general employment market reflected high staff turnover. Results of the survey indicated that while the need for wholesale change wasn't necessary, some adjustments could be made such as changes in staff remuneration strategy, increased information about learning and career development, improvements in communication methods with staff and a greater emphasis on internal customer service. The intention is to repeat a staff survey in the 2014 calendar year.

Recognition of Employees

The City continues its recognition of employees who are dedicated to customer service and put in extra effort in customer service. Nominations by team members identify Customer Service Champions who are then awarded with a non-monetary reward of a certificate and a trophy.

Long term staff members continue to be rewarded at significant milestone events with a small monetary reward in recognition of service at years 5, 10, 15, 20, 25 and 30+ years.

Staff member	Event
Carmel Wright	44 years
Alex Macarthur	34 years
John Anthony	33 years
Coralie Searles	31 years
Susan West	28 years
Greg Lightfoot	26 years
Peter Dawson	21 years
Mark Warren	20 years

The FTEs as at 30 June 2013 reported in the Annual Financial Report is **148**.

Staff turnover

The City experienced a fall in staff turnover in late 2012. External economic conditions appeared to influence the quantity of high calibre applicants applying for roles. This was good news for our recruiting strategy where we more readily filled positions across a diverse number of areas.

Employee departures 2012-13 – 32
Employee commencements 2012-13 – 49

Learning and Development

The City continues to provide a wide range of learning and development opportunities to staff. The aim training and development is to ensure legislative compliance, build skills and be an employer that values learning.

Employees from both internal and external business units receive training covering diverse areas such as use of mechanical equipment and machinery, delivering child and aged care services, meeting safety requirements and increasing skills across numerous occupational functions. The City partners with a range of providers and Registered Training Organisations to ensure training is relevant and of high quality.

Occupational Safety and Health

The City’s safety and health obligations under the OSH Act 1984 are applicable to employees, contractors, volunteers and visitors. In 2012 the City partnered with the Local Government Insurance Services (LGIS) to audit its safety systems and look at areas for ongoing improvement.

An OSH management structure with a safety committee comprising both managers and trained safety representatives is in place and monthly meetings are held. The City is preparing for increased obligations under harmonised legislation proposed by the Federal government.

Employee Assistance and Wellbeing

The City continues to partner with Employee Assistance Program PPC Worldwide, a service which provides free confidential counselling support to employees and families during times of life challenge.

The City also provided general health assessments, skin cancer screening and winter flu vaccination. The City also partnered with Global Corporate Challenge to encourage employees to reach a basic health target of walking at least 10,000 steps a day. This has been embraced by 7 teams of 7 (70 employees) who have embarked on the increased activity challenge – many with very positive results.

Employee’s remuneration

The number of employees of the City entitled to an annual salary of \$100000 or more were in the following categories:

Salary range	2011	2012	2013
\$100 000 to \$109 999	0	1	7
\$110 000 to \$119 999	1	1	2
\$120 000 to \$129 999	0	2	1
\$130 000 to \$139 999	3	0	2
\$140 000 to \$149 999	0	0	0
\$150 000 to \$159 999	0	1	1
\$160 000 to \$169 999	0	1	0
\$170 000 to \$179 999	1	0	0
\$180,000 plus	0	0	1

GOVERNANCE

Risk management and business continuity planning

Finance Services

Finance Services supports the operations of the City by providing the full range of financial management services. These include timely and relevant financial information to all Business Units and Council, management of the budget process, accounts payable and accounts receivable, payroll, accounting and statutory reporting. Finance Services is also responsible for managing the City’s rating system and the levying and collection of rates revenue.

Key projects undertaken each year are the preparations of the annual budget for the upcoming financial year, annual issue of rates notices, and the completion of the Annual Financial Statements. As in the past two years, the annual budget was again adopted by Council in June. This allowed rate notices to be issued early, with the follow-on effect of improved cash flow and interest earnings. This year the Finance Services contributed key inputs for the development of the City’s Corporate Business Plan.

Compliance audit

The Compliance Audit was completed in February 2013, and the City achieved a 100% compliant rating. This rating reflects the City’s culture of compliance and commitment towards best practice. It further confirms that the management of the City is based on good governance.

The findings of the Compliance Audit were received by Council at its March 2013 meeting. The completion of the annual return is based on self-assessment and provides the CEO and Council further assurance of the City’s adherence to best practice guidelines and accountability of the staff.

Ranger Services

The City’s Ranger Services team covers a wide range of issues from parking enforcement, animal control, fire breaks and building compliance, on behalf of the Development Services team. A summary of some of their activities are as follows



Statutory Information

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
- Legislation Review.

Competitive Neutrality

With respect to Competitive Neutrality, the City of Nedlands reports as follows:

- No business enterprise of the City of Nedlands has been classified by the Australian Bureau of Statistics as either a public trading enterprise, or a public financial enterprise.
- No City of Nedlands activities have been identified to which the principles of Competitive Neutrality apply in this reporting period.
- No allegations of non-compliance with the Competitive Neutrality principles have been made by any private entity.

Structural Review of Public Monopolies

The City of Nedlands does not operate any public monopolies that pursue commercial functions. Any activities of the City of Nedlands that are conducted as a monopoly are regulatory only, and are directed to the public benefit. No further action is required in this area.



ELECTED MEMBERS ATTENDANCE

Councillor attendance at Council and Committee Meetings 2012-13

Elected Member	Council (11)	Special Council (3)	Council Committee (11)	Audit and Risk Committee (2)	CEO Recruitment & Selection Committee (2)	CEO Performance Review Committee (1)	Sustainable Nedlands Committee (5)
His Worship the Mayor, M Hipkins	11	3	11	2	2	1	1
Cr. I.S. Argyle	11	3	9	2			
Cr. R.M. Binks	11	3	10				1
Cr. K.E. Collins	10	3	9				
Cr. B. Hassell	10	2	10				
Cr. B.G. Hodsdon	8	3	10	1	2		
Cr. N.B.J. Horley	7	2	9				
Cr. T. James	10	2	8	1		1	
Cr. L. McManus	10	3	11	2	2	1	
Cr. S.J. Porter	11	2	10	1	2	1	
Cr. M.L. Somerville-Brown	10	3	2				
Cr. N.W. Shaw	10	3	10		2		2*
Cr. J Wetherall (from April 2013)	1		1				
Cr. K. Walker (until December 2012)	5	1	5		1		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 30 JUNE 2013
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 other information for the financial year ended 30 June 2013 are in my opinion properly drawn up to present fairly the financial position of the City of Nedlands at 30th June 2013 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 as authorisation of issue on the 18th day of September 2013


Greg Trevaskis
Chief Executive Officer

CITY OF NEDLANDS
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2013

	NOTE	2013 \$	2013 Budget \$	2012 \$
Revenue				
Rates	22(a)	17,900,311	17,828,400	16,673,692
Operating Grants, Subsidies and Contributions	27	1,884,311	1,855,000	2,110,895
Fees and Charges	26	6,472,813	6,411,600	6,333,547
Interest Earnings	2(a)	894,142	1,059,100	1,214,001
Other Revenue		154,480	58,000	125,764
		<u>27,306,056</u>	<u>27,212,100</u>	<u>26,457,900</u>
Expenses				
Employee Costs		(10,267,931)	(9,717,000)	(9,062,398)
Materials and Contracts		(9,839,168)	(10,127,100)	(9,624,063)
Utility Charges		(813,551)	(846,800)	(711,933)
Depreciation on Non-Current Assets	2(a)	(4,843,963)	(6,383,800)	(5,956,406)
Interest Expenses	2(a)	(358,615)	(378,400)	(384,167)
Insurance Expenses		(360,134)	(415,700)	(388,059)
Other Expenditure		(620,549)	(587,400)	(440,096)
		<u>(27,103,910)</u>	<u>(28,456,200)</u>	<u>(26,567,122)</u>
		202,146	(1,244,100)	(109,223)
Non-Operating Grants, Subsidies and Contributions	27	914,045	1,277,900	1,468,030
Profit on Asset Disposals	20	20,468	35,000	67,596
Loss on Asset Disposal	20	(29)	(4,900)	(8,098)
Net Result		1,136,629	63,900	1,418,305
Other Comprehensive Income				
Changes on Revaluation of Non-Current Assets		458,442	-	(12,681,698)
Total Other Comprehensive Income		458,442	-	(12,681,698)
Total Comprehensive Income		1,595,071	63,900	(11,263,393)

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

CITY OF NEDLANDS
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30 JUNE 2013

	NOTE	2013 \$	2013 Budget \$	2012 \$
Revenue				
Governance		203,178	115,000	187,334
General Purpose Funding		19,659,768	19,706,500	18,912,010
Law, Order, Public Safety		60,664	319,200	70,179
Health		95,309	60,000	45,240
Education and Welfare		1,362,059	1,295,500	1,271,194
Community Amenities		4,167,728	4,236,700	4,035,577
Recreation and Culture		645,042	591,200	684,620
Transport		519,143	86,300	435,684
Economic Services		578,153	789,700	801,370
Other Property and Services		15,012	12,000	14,692
		<u>27,306,056</u>	<u>27,212,100</u>	<u>26,457,900</u>
Expenses				
Governance		(1,786,031)	(1,692,300)	(1,740,294)
General Purpose Funding		(211,844)	(218,400)	(189,891)
Law, Order, Public Safety		(873,666)	(900,500)	(769,801)
Health		(418,897)	(400,800)	(371,971)
Education and Welfare		(2,509,624)	(2,569,300)	(2,303,440)
Community Amenities		(5,286,980)	(5,362,500)	(4,787,780)
Recreation and Culture		(7,246,473)	(6,959,200)	(6,567,144)
Transport		(4,576,164)	(5,922,300)	(5,953,874)
Economic Services		(3,554,070)	(3,336,600)	(3,442,230)
Other Property and Services		(281,547)	(715,900)	(56,531)
		<u>(26,745,296)</u>	<u>(28,077,800)</u>	<u>(26,182,956)</u>
Finance Costs				
General Purpose Funding		(358,615)	(378,400)	(384,167)
	2(a)	(358,615)	(378,400)	(384,167)
Non-Operating Grants, Subsidies and Contributions				
Education & Welfare		-	-	143,170
Recreation & Culture		258,263	446,100	520,000
Transport		655,782	831,800	804,860
		<u>914,045</u>	<u>1,277,900</u>	<u>1,468,030</u>
Profit/(Loss) on Disposal of Assets				
Other Property and Services	20	20,468	30,100	56,612
Governance	20	(29)	-	2,886
		<u>20,439</u>	<u>30,100</u>	<u>59,498</u>
Net Result		1,136,629	63,900	1,418,305
Other Comprehensive Income				
Changes on Revaluation of Non-current Assets		458,442	-	(12,681,698)
Total Other Comprehensive Income		458,442	-	(12,681,698)
Total Comprehensive Income		1,595,071	63,900	(11,263,393)

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

**CITY OF NEDLANDS
STATEMENT OF FINANCIAL POSITION
AS AT 30TH JUNE 2013**

	NOTE	2013 \$	2012 \$
CURRENT ASSETS			
Cash and Cash Equivalents	3	9,264,584	11,567,629
Trade and Other Receivables	4	1,186,140	893,331
Inventories	5	13,522	31,611
TOTAL CURRENT ASSETS		10,464,246	12,492,571
NON-CURRENT ASSETS			
Other Receivables	4	332,710	305,828
Property, Plant and Equipment	6	59,668,201	57,950,670
Infrastructure	7	73,432,117	73,048,446
TOTAL NON-CURRENT ASSETS		133,433,028	131,304,944
TOTAL ASSETS		143,897,274	143,797,514
CURRENT LIABILITIES			
Trade and Other Payables	8	1,689,075	2,344,195
Long Term Borrowings	9	1,219,420	1,152,827
Provisions	10	1,459,436	1,257,100
TOTAL CURRENT LIABILITIES		4,367,931	4,754,122
NON-CURRENT LIABILITIES			
Long Term Borrowings	9	4,789,859	6,009,279
Provisions	10	243,610	133,310
TOTAL NON-CURRENT LIABILITIES		5,033,469	6,142,589
TOTAL LIABILITIES		9,401,400	10,896,711
NET ASSETS		134,495,874	132,900,803
EQUITY			
Retained Surplus		62,796,111	60,255,735
Reserves - Cash Backed	11	3,810,643	5,214,390
Revaluation Surplus	12	67,889,120	67,430,678
TOTAL EQUITY		134,495,874	132,900,803

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

**CITY OF NEDLANDS
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2013**

	NOTE	RETAINED SURPLUS \$	RESERVES CASH BACKED \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
Balance as at 1 July 2011		59,122,960	4,928,860	80,112,376	144,164,196
Net Result		1,418,305	-	-	1,418,305
Change on revaluation of Non-Current Assets	12	-	-	(12,681,698)	(12,681,698)
Total Comprehensive Income		1,418,305	-	(12,681,698)	(11,263,393)
Reserve Transfers		(285,530)	285,530	-	-
Balance as at 30 June 2012		60,255,735	5,214,390	67,430,678	132,900,803
Net Result		1,136,629	-	-	1,136,629
Change on revaluation of Non-Current Assets	12	-	-	458,442	458,442
Total Comprehensive Income		1,136,629	-	458,442	1,595,071
Reserve Transfers		1,403,747	(1,403,747)	-	-
Balance as at 30 June 2013		62,796,111	3,810,643	67,889,120	134,495,874

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

**CITY OF NEDLANDS
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2013**

	NOTE	2013	2013 Budget	2012
		\$	\$	\$
Cash Flows From Operating Activities				
Receipts				
Rates		17,345,271	17,810,600	16,506,073
Operating Grants, Subsidies and Contributions		1,884,311	1,855,000	2,110,895
Fees and Charges		6,578,537	6,412,800	6,041,865
Interest Earnings		894,142	1,059,100	1,214,001
Other Revenue		154,480	58,000	639,237
		<u>26,856,741</u>	<u>27,195,500</u>	<u>26,512,071</u>
Payments				
Employee Costs		(9,897,459)	(9,678,500)	(9,038,796)
Materials and Contracts		(10,525,153)	(10,157,400)	(10,245,020)
Utility Charges		(813,551)	(846,800)	(711,934)
Insurance Expenses		(367,497)	(415,700)	(388,059)
Interest expenses		(360,134)	(378,400)	(387,848)
Goods and Services Tax		129,625	-	(37,961)
Other Expenditure		(620,549)	(587,400)	(440,096)
		<u>(22,454,718)</u>	<u>(22,064,200)</u>	<u>(21,249,714)</u>
Net Cash Provided By (Used In) Operating Activities	13(b)	<u>4,402,023</u>	<u>5,131,300</u>	<u>5,262,361</u>
Cash Flows from Investing Activities				
Payments for Purchase of Property, Plant & Equipment	6	(3,044,563)	(1,392,500)	(3,607,456)
Payments for Construction of Infrastructure	7	(3,576,503)	(5,696,200)	(4,763,790)
Non-Operating Grants, Subsidies and Contributions used for the Development of Assets	27	914,045	1,277,900	1,468,030
Proceeds from Sale of Plant & Equipment		154,782	118,500	363,676
Net Cash Provided By (Used In) Investing Activities		<u>(5,552,239)</u>	<u>(5,692,300)</u>	<u>(6,539,540)</u>
Cash Flows from Financing Activities				
Repayment of Debentures	21(a)	(1,152,827)	(1,212,800)	(1,004,455)
Proceeds from New Debentures		-	-	2,200,000
Net Cash Provided By (Used In) Financing Activities		<u>(1,152,827)</u>	<u>(1,212,800)</u>	<u>1,195,545</u>
Net Increase (Decrease) in Cash Held		<u>(2,303,045)</u>	<u>(1,773,800)</u>	<u>(81,634)</u>
Cash at Beginning of Year		11,567,629	10,769,700	11,649,263
Cash and Cash Equivalents at the End of the Year	13(a)	<u><u>9,264,584</u></u>	<u><u>8,995,900</u></u>	<u><u>11,567,629</u></u>

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

**CITY OF NEDLANDS
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2013**

	NOTE	2013 Actual	2013 Budget	2012 Actual
		\$	\$	\$
Revenue				
Governance		203,178	115,000	190,220
General Purpose Funding		1,759,457	1,878,100	2,238,318
Law, Order, Public Safety		60,664	319,200	70,179
Health		95,309	60,000	45,240
Education and Welfare		1,362,059	1,295,500	1,414,364
Community Amenities		4,167,728	4,236,700	4,035,577
Recreation and Culture		903,305	1,037,300	1,204,620
Transport		1,174,925	918,100	1,240,544
Economic Services		578,153	789,700	801,370
Other Property and Services		35,480	12,000	71,304
		<u>10,340,258</u>	<u>10,661,600</u>	<u>11,311,736</u>
Expenses				
Governance		(1,786,060)	(1,692,300)	(1,740,294)
General Purpose Funding		(570,459)	(596,800)	(574,058)
Law, Order, Public Safety		(873,666)	(900,500)	(769,801)
Health		(418,897)	(400,800)	(371,971)
Education and Welfare		(2,509,624)	(2,569,300)	(2,303,440)
Community Amenities		(5,286,980)	(5,362,500)	(4,787,780)
Recreation and Culture		(7,246,473)	(6,959,200)	(6,567,144)
Transport		(4,576,164)	(5,922,300)	(5,953,874)
Economic Services		(3,554,070)	(3,336,600)	(3,442,230)
Other Property and Services		(281,547)	(715,900)	(56,531)
		<u>(27,103,940)</u>	<u>(28,456,200)</u>	<u>(26,567,123)</u>
Net Result Excluding Rates		<u>(16,763,682)</u>	<u>(17,794,600)</u>	<u>(15,255,387)</u>
Adjustments for Cash Budget Requirements:				
Non-Cash Expenditure and Revenue				
(Profit)/Loss on Asset Disposals	20	(20,439)	-	(59,498)
Movement in Deferred Pensioner Rates (Non-Current)		(26,882)	-	(44,638)
Movement in Employee Benefit Provisions (Non-Current)		110,300	-	(26,981)
Depreciation and Amortisation on Assets	2(a)	4,843,963	6,383,800	5,956,406
Capital Expenditure and Revenue				
Purchase Land and Buildings		(2,518,323)	(673,500)	(2,618,188)
Purchase Infrastructure Assets - Roads		(2,366,319)	(4,175,400)	(2,685,895)
Purchase Infrastructure Assets - Parks & Reserves		(1,210,184)	(1,520,800)	(2,077,895)
Purchase Plant and Equipment		(394,754)	(336,000)	(630,279)
Purchase Furniture and Equipment		(131,486)	(383,000)	(358,989)
Proceeds from Disposal of Assets	20	154,782	118,500	363,676
Repayment of Debentures	21(a)	(1,152,827)	(1,212,800)	(1,004,455)
Proceeds from New Debentures	21	-	-	2,200,000
Transfers to Reserves (Restricted Assets)	11	(305,937)	(400,000)	(285,530)
Transfers from Reserves (Restricted Assets)	11	1,709,684	1,100,000	-
ADD	22(b)	3,676,886	1,093,700	3,530,849
LESS	22(b)	3,505,091	28,300	3,676,886
Amount Required to be Raised from Rates	22(a)	<u><u>(17,900,311)</u></u>	<u><u>(17,828,400)</u></u>	<u><u>(16,673,692)</u></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 30 JUNE 2013

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.

Except for cash flow and rate setting information, 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.

Trust Funds

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

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. The net amount of GST recoverable from, or payable to the ATO, is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to the ATO, are presented as operating cash flows.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(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 maturities 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 in the statement of financial position.

(e) Trade and Other Receivables

Collectability 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.

(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) Property, Plant and Equipment and Infrastructure

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 overheads.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable future economic benefits associated with the item will flow to the Council and the cost of the item can be measured reliably. All other repairs and maintenance are recognised as expenses in the statement of comprehensive income in the period in which they are incurred.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(g) Fixed Assets (Continued)

Application of Fair Value to Local Government Financial Reporting

Regulation 17A of the Local Government (Financial Management) Regulations 1996 mandates the measurement of non-current assets at Fair Value effective from 1 July 2012.

The table provides the phased-in implementation of fair value in accordance with the timeframe below:

Financial Year	Asset Group - Resources
2012/13	Plant & Equipment
2013/14 or 2014/15	Land and Buildings
2013/14 or 2014/15 (alternate year to land and buildings)	Infrastructure
2014/15	All other classes of assets

Thereafter, in accordance with the Regulations, each asset class must be revalued at least every 3 years.

The Council has commenced the process of adopting Fair Value in accordance with the Regulations. Relevant disclosures, in accordance with the requirements of Australian Accounting Standards, have been made in the financial report as necessary.

Land Under Control

In accordance with Local Government (Financial Management) Regulation 16(a), the Council is required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting facility of State or regional significance.

The City has two golf courses which have been leased to private clubs. These are currently held in the books at nil value, but will have fair values assigned to them when independent valuation is carried out by June 2014.

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.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Revaluation

When performing a revaluation, the Council uses a mix of both independent and management valuations using the following as a guide:

Revalued assets are carried at their fair value being the price that would be received to sell the asset, in an orderly transaction between market participants at the measurement date (Level 1 inputs in the fair value hierarchy).

For land and buildings, fair value will be determined based on the nature of the asset class. For land and non-specialised buildings, fair value is determined on the basis of observable open market values of similar assets, adjusted for conditions and comparability at their highest and best use (Level 2 inputs in the fair value hierarchy).

With regards to specialised buildings, fair value is determined having regard for current replacement cost and both observable and unobservable costs. These include construction costs based on recent contract prices, current condition (observable Level 2 inputs in the fair value hierarchy), residual values and remaining useful life assessments (unobservable Level 3 inputs in the fair value hierarchy).

For infrastructure and other asset classes, fair value is determined to be the current replacement cost of an asset (Level 2 inputs in the fair value hierarchy) 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 (Level 3 inputs in the fair value hierarchy).

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases in the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised as profit or loss.

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount of the asset.

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.

In addition, the amendments to the Financial Management Regulations mandating the use of Fair Value impose a further minimum of 3 years revaluation requirement. As a minimum, all assets carried at a revalued amount, will be revalued at least every 3 years.

Transitional Arrangement

During the time it takes to transition the carrying value of non-current assets from the cost approach to the fair value approach, the Council may still be utilising both methods across differing asset classes.

Those assets carried at cost will be carried in accordance with the policy detailed in the Initial Recognition section as detailed above.

Those assets carried at fair value will be carried in accordance with the Revaluation methodology section as detailed above.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(g) Fixed Assets (Continued)

Depreciation of Non-Current Assets

All non-current assets having a limited useful life (excluding freehold land) 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	40 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 / asphalt	20 years
Gravel roads formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads 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.

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 \$1,000 is not capitalised. Rather, it is recorded on an asset inventory listing.

(h) Intangible Assets

Easements

Regulation 16 of the Local Government (Financial Management) Regulations 1996 requires easements to be recognised as assets.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Easements (continued)

The Council has determined that under AASB 138, easements are valued on an historical cost basis, because it is unlikely that an active market in easements exists to allow for fair value measurement. Due to acquisition of easements at NIL values, no easements have been included in the financial report.

(i) 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 (i.e. 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 either 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:

(i) the amount in which the financial asset or financial liability is measured at initial recognition;

(ii) less principal repayments;

(iii) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method; and

(iv) 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.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Financial Instruments (Continued)

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

Financial assets are classified at 'fair value through profit or loss' when they are either held for trading for the purpose of short term profit taking, derivatives not held for hedging purposes, or when they are designated as such to avoid an accounting mismatch or to enable performance evaluation where a group of financial assets is managed by key management personnel on a fair value basis in accordance with a documented risk management or investment strategy. Such assets are subsequently measured at fair value with changes in carrying value being included in profit or loss.

(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. (All other loans and receivables are 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. They are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Held-to-maturity investments are included in current assets where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current.

If during the period the Council sold or reclassified more than a significant amount of the held-to-maturity investments before maturity, the entire held-to-maturity investments 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 payments.

Available-for-sale financial assets are included in current assets where they are expected to be sold within 12 months after the end of the reporting period. All other financial assets are classified as non-current.

(v) Financial liabilities

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

(vi) Fair Value

Fair value is determined based on current bid prices of all quoted investments. Valuation techniques are applied to determine the fair value of all unlisted securities, including arm's length transactions, reference to similar instruments and option pricing models.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Impairment

At each reporting date, 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 an impairment has arisen. Impairment losses are recognised in the statement of comprehensive income.

Derecognition

Financial assets are derecognised where the contractual rights to receipt of cash flows expire or the asset is transferred to another party whereby the Council no longer has any significant continued involvement in the risks and benefits associated with the asset.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expire. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

(i) 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 impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another standard (eg AASB 116). Any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other standard.

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.

(j) 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.

(k) Employee Benefits

Provision is made for the Council's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for the benefits. In determining the liability, consideration is given to the employee wage increases and the probability the employee may not satisfy vesting requirements. Those cash flows are discounted using market yields on national government bonds with terms to maturity matching the expected timing of cash flows.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(l) 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.

(m) 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; 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.

(n) 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 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.

(o) 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.

(p) 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.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Superannuation

The Council contributes to a number of superannuation funds on behalf of employees. All funds to which the Council contributes are defined contribution plans.

(r) Carbon Tax

The Council does not have a direct carbon price liability as it does not fall within the "Major Polluters" as defined by the Australian Government. It will be impacted by the indirect flow-through of the carbon price via increased costs on its operations largely from costs increases in electricity, materials and waste disposal in landfills.

(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 original budget estimate for the relevant item of disclosure.

(w) Event after the Reporting Period

Subsequent to year end, the State Government has announced the proposed amalgamation of some metropolitan local councils. The impact on the City of Nedlands of this amalgamation has yet to be determined.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the Council.
Management's assessment of the new and amended pronouncement that are relevant to the Council, applicable to future reporting periods and which have

	Title and Topic	Issued	Applicable (*)	Impact
(i)	AASB 9 – Financial Instruments AASB 2012 – 6 Amendments to Australian Accounting Standards – Mandatory effective date of AASB 9 and Transition Disclosures	December 2009 September 2012	01 January 2013 Deferred AASB 9 until 1 January 2015	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 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).

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

	Title and Topic	Issued	Applicable (*)	Impact
(iii)	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, 120, 121, 127, 128, 131, 132, 136, 137, 139, 1023 & 1038 and Interpretations 2, 5, 10, 12, 19 & 127]	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).
(iv)	AASB 10 - Consolidated Financial Statements, AASB 11 - Joint Arrangements, AASB 12 - Disclosure of Interests in Other Entities, AASB 127 -Separate Financial Statements, AASB 128 - Investments in Associates and Joint Ventures, AASB 2011 - 7 Amendments to Australian Accounting Standards arising from the Consolidation and Joint Arrangement Standards [AASB 1, 2, 3, 5, 7, 9, 2009-11, 101, 107, 112, 118, 121, 124, 132, 133, 136, 138, 139, 1023 & 1038 and Interpretations 5, 9, 16 & 17]	August 2011	01 January 2013	Nil - None of these.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

	Title and Topic	Issued	Applicable (*)	Impact
(v)	AASB 2011 - 9 Amendments to Australian Accounting Standards – Presentation of Items of Other Comprehensive Income [AASB 1, 5, 7, 101, 112, 120, 121, 132, 133, 134, 1039 & 1049]	September 2011	01 July 2013	The main change embodied in this standard is the requirement to group items presented in other comprehensive income on the basis of whether they are potentially reclassifiable to profit or loss subsequently. It effects presentation only and is not expected to significantly impact the Council.
(vi)	AASB 119 - Employee Benefits, AASB 2011 - 10 Amendments to Australian Accounting Standards arising from AASB 119 [AASB 1, 8, 101, 124, 134, 1049 & 2012-8 and Interpretation 14]	September 2011	01 January 2013	The changes in relation to defined benefit plans contained in this standard are not expected to significantly impact the Council nor are the changes to AASBs in relation to termination benefits.
(vii)	AASB 2012-2 Amendments to Australian Accounting Standards – Disclosures – Offsetting Financial Assets and Financial Liabilities [AASB 7 & 32]	June 2012	01 January 2013	Principally amends AASB 7: Financial Instruments: Disclosures to require entities to include information that will enable users of their financial statements to evaluate the effect or potential effect of netting arrangements, including rights of set-off associated with the entity's recognised financial assets and recognised financial liabilities, on the entity's financial position. This Standard is not expected to significantly impact on the Council's financial statements.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

	Title and Topic	Issued	Applicable (*)	Impact
(viii)	AASB 2012-3: Amendments to Australian Accounting Standards – Offsetting Financial Assets and Financial Liabilities [AASB 132]	June 2012	01 January 2014	This Standard adds application guidance to AASB 132: <i>Financial Instruments: Presentation</i> to address potential inconsistencies identified in applying some of the offsetting criteria of AASB 132, including clarifying the meaning of “currently has a legally enforceable right of set-off” and that some gross settlement systems may be considered equivalent to net settlement. This Standard is not expected to significantly impact on the Council's financial statements.
(ix)	AASB 2012-5: Amendments to Australian Accounting Standards arising from Annual Improvements 2009-2011 Cycle [AASB 1, 101, 116, 132, 134 and Interpretation 2]	June 2012	01 January 2013	Outlines changes to the various standards and interpretations as listed. These topics are not currently relevant to Council, nor are they expected to be in the future. As a consequence, this Standard is not expected to significantly impact on the Council's financial statements.
(x)	AASB 2012-10: Amendments to Australian Accounting Standards – Transition Guidance and Other Amendments. [AASB 1, 5, 7, 8, 10, 11, 12, 13, 101, 102, 108, 112, 118, 119, 127, 128, 132, 133, 134, 137, 1023, 1038, 1039, 1049 & 2011-7 and Interpretation 12]	December 2012	01 January 2013	Mainly consequential changes relating to transition guidance. It is not expected to have a significant impact on Council.

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

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(y) 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 2010 – 8
AASB 2011 - 3
AASB 2011 - 13

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 30 JUNE 2013

2. REVENUE AND EXPENSES

(a) Net Result	2013 \$	2012 \$
The Net Result includes:		
(i) Charging as an Expense:		
Auditors Remuneration		
- Audit of Financial Report	22,030	10,000
- Audit of Project	1,700	2,400
	<u>23,730</u>	<u>12,400</u>
Depreciation		
Buildings	687,573	567,479
Furniture and Equipment	230,014	242,836
Plant and Equipment	733,544	651,165
Roads	1,987,239	3,390,438
Footpaths	395,403	417,157
Drainage	217,534	197,536
Parks, Gardens & Reserves	581,389	477,494
Street Furniture	11,267	12,301
	<u>4,843,963</u>	<u>5,956,406</u>
Interest Expenses (Finance Costs)		
Debentures (refer Note 21(a))	<u>358,615</u>	<u>384,167</u>
Rental Charges		
- Operating Leases	<u>68,636</u>	<u>98,425</u>
(ii) Crediting as Revenue:	2013	2013 Budget
	\$	\$
Interest Earnings		
Investments		
- Reserve Funds	225,937	275,000
- Other Funds	465,359	620,000
Other Interest Revenue (refer note 25)	202,846	164,100
	<u>894,142</u>	<u>1,059,100</u>
		<u>1,214,001</u>

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

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.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

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

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 cost, plant repair and operation costs and infrastructure services operation costs.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

2. REVENUE AND EXPENSES (Continued)

(c) Conditions Over Grants/Contributions		Opening Balance (*) 01-Jul-11 \$	Received (+) 2011/12 \$	Expended (#) 2011/12 \$	Closing Balance (*) 30-Jun-12 \$	Received (+) 2012/13 \$	Expended (#) 2012/13 \$	Closing Balance 30-Jun-13 \$
Grant/Contribution	Function/ Activity							
Department of Sports	Sports for Kids	-	30,000	(4,400)	25,600	-	(3,131)	22,469
Office of Crime Prevention	Boatsafe	-	2,500	-	2,500	-	-	2,500
Total		-	32,500	(4,400)	28,100	-	(3,131)	24,969

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 30 JUNE 2013

	2013 \$	2012 \$
3. CASH AND CASH EQUIVALENTS		
Unrestricted	5,428,972	5,679,139
Restricted	3,835,612	5,888,490
	<u>9,264,584</u>	<u>11,567,629</u>
The following restrictions have been imposed by regulations or other externally imposed requirements:		
Plant Replacement Reserve	229,701	219,815
City Development Reserve	346,329	1,488,358
North Street Reserve	1,125,114	1,073,224
Welfare Reserve	411,565	392,435
Services Reserve	821,074	1,201,202
Insurance Reserve	54,072	51,745
Waste Management Reserve	146,745	139,998
Building Replacement Reserve	564,370	541,074
Swanbourne Reserve	111,673	106,539
Unspent Loans	-	646,000
Unspent Grants	24,969	28,100
	<u>3,835,612</u>	<u>5,888,490</u>
4. TRADE AND OTHER RECEIVABLES		
Current		
Rates Outstanding	869,358	341,200
Sundry Debtors	202,665	308,389
Less: Provision for Doubtful Debts	(11,473)	(11,473)
GST Receivable	125,590	255,215
	<u>1,186,140</u>	<u>893,331</u>
Non-Current		
Rates Outstanding - Pensioners	332,710	305,828
	<u>332,710</u>	<u>305,828</u>
5. INVENTORIES		
Current		
Fuel and Oil	13,522	31,611
	<u>13,522</u>	<u>31,611</u>

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

6. PROPERTY, PLANT AND EQUIPMENT

	2013 \$	2012 \$
Land and Buildings		
Land at:		
Management Valuation 2013	30,400,582	29,344,000
	30,400,582	29,344,000
Buildings at:		
Management Valuation 2013	25,514,877	25,308,188
Less Accumulated Depreciation	-	(567,479)
Total Buildings	25,514,877	24,740,709
Total Land and Buildings	55,915,459	54,084,709
Furniture and Equipment - Management Valuation 2013	824,825	3,963,782
Less Accumulated Depreciation	-	(3,040,400)
	824,825	923,382
Plant and Equipment -Management Valuation 2013	2,927,917	5,353,637
Less Accumulated Depreciation	-	(2,411,058)
	2,927,917	2,942,579
	<u>59,668,201</u>	<u>57,950,670</u>

Land and Buildings:

Independent valuation was done in 2011 to obtain fair value all the City's land and buildings. Management has decided that the values obtained in 2011, less accumulated depreciation for buildings, represent fair value as at 30 June 2013. Additions since the independent valuation are included at cost.

The City has two golf courses under its control but leased to private clubs. These are crown land, and were not included in the independent valuation done in 2011. They are currently in the City's Asset Register at nil value. As required by Regulation 17A(3), independent valuation will be carried out to obtain fair values by 30 June 2014.

Motor Vehicles and Plant have been revalued as at 30 June 2013 by Management. The current market value was based on Glass' Guide, and cross checked with the Red Book. Recent history on the disposal of similar vehicles and plant also influenced the values recorded as fair value.

The revaluation of these assets resulted in net increase of \$458,442, which amount has been credited to the revaluation surplus in equity. The amount is also recognised as changes on revaluation of non-assets in the Statement of Comprehensive Income.

Furniture and Equipment:

Most of the information technology and office equipment are replaced at regular intervals, and it has been decided that the written down values represent their respective fair values. No further revaluation is required of these equipment.

Office furniture are generally low value items, and Management has determined that the written down values in the Asset Register represent fair value. Hence no further revaluation has been undertaken.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

6. 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.

	Land (Level 2) \$	Non- Specialised Buildings (Level 2) \$	Specialised Buildings (Level 3) \$	Total Buildings \$	Total Land and Buildings \$	Plant and Equipment (Level 2) \$	Furniture and Equipment (Level 3) \$	Total \$
Balance as at the beginning of the year	29,344,000	1,198,701	23,542,008	24,740,709	54,084,709	2,942,578	923,382	57,950,669
Additions	1,056,582	650,000	811,741	1,461,741	2,518,323	394,754	131,486	3,044,563
(Disposals)	-	-	-	-	-	(134,314)	(29)	(134,343)
Revaluation - Increments - (Decrements)	-	-	-	-	-	458,443	-	458,443
Depreciation (Expense)	-	(36,028)	(651,545)	(687,573)	(687,573)	(733,544)	(230,014)	(1,651,131)
Carrying amount at the end of year	<u>30,400,582</u>	<u>1,812,673</u>	<u>23,702,204</u>	<u>25,514,877</u>	<u>55,915,459</u>	<u>2,927,917</u>	<u>824,825</u>	<u>59,668,201</u>

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2013

	2013 \$	2012 \$
7. INFRASTRUCTURE		
Roads - Management Valuation	52,512,174	50,693,331
Less Accumulated Depreciation	<u>(1,987,239)</u>	<u>-</u>
	50,524,935	50,693,331
 Footpaths - Cost	 8,681,338	 8,504,455
Less Accumulated Depreciation	<u>(2,860,982)</u>	<u>(2,465,579)</u>
	5,820,356	6,038,876
 Drainage - Management Valuation	 7,938,084	 7,567,491
Less Accumulated Depreciation	<u>(609,239)</u>	<u>(391,705)</u>
	7,328,845	7,175,786
 Parks - Cost	 10,542,918	 9,332,734
Less Accumulated Depreciation	<u>(2,273,059)</u>	<u>(1,806,422)</u>
	8,269,859	7,526,312
 Reticulation - Cost	 2,295,040	 2,295,040
Less Accumulated Depreciation	<u>(908,318)</u>	<u>(793,566)</u>
	1,386,722	1,501,474
 Street Furniture - Cost	 242,799	 242,799
Less Accumulated Depreciation	<u>(141,399)</u>	<u>(130,132)</u>
	101,400	112,667
 Grand Total	 <u><u>73,432,117</u></u>	 <u><u>73,048,446</u></u>

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

7. 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.

	Roads					Street			
	Formation	Footpaths	Drainage	Parks	Reticulation	Furniture	Total		
	\$	\$	\$	\$	\$	\$	\$		\$
Balance at the beginning of the year	50,693,331	6,038,876	7,175,786	7,526,312	1,501,474	112,667	73,048,446		
Additions	1,818,843	176,883	370,593	1,210,184	-	-	3,576,503		
(Disposals)	-	-	-	-	-	-	-		
Revaluation - Increments	-	-	-	-	-	-	-		
Depreciation (Expense)	(1,987,239)	(395,403)	(217,534)	(466,637)	(114,752)	(11,267)	(3,192,832)		
Carrying amount at the end of year	<u><u>50,524,935</u></u>	<u><u>5,820,356</u></u>	<u><u>7,328,845</u></u>	<u><u>8,269,859</u></u>	<u><u>1,386,722</u></u>	<u><u>101,400</u></u>	<u><u>73,432,117</u></u>		

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

	2013 \$	2012 \$
8. TRADE AND OTHER PAYABLES		
Current		
Sundry Creditors	1,262,079	1,966,154
Accrued Interest on Debentures	39,094	47,976
Accrued Salaries and Wages	387,902	330,065
	<u>1,689,075</u>	<u>2,344,195</u>
9. LONG-TERM BORROWINGS		
Current		
Secured by Floating Charge Debentures	<u>1,219,420</u>	<u>1,152,827</u>
Non-Current		
Secured by Floating Charge Debentures	<u>4,789,859</u>	<u>6,009,279</u>
Additional detail on borrowings is provided in Note 21.		
10. PROVISIONS		
Current		
Provision for Annual Leave	717,539	613,648
Provision for Long Service Leave	741,897	643,452
	<u>1,459,436</u>	<u>1,257,100</u>
Non-Current		
Provision for Long Service Leave	<u>243,610</u>	<u>133,310</u>

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

	2013 \$	2013 Budget \$	2012 \$
11. RESERVES - CASH BACKED			
(a) Plant Replacement Reserve			
Opening Balance	219,815	320,160	207,488
Amount Set Aside / Transfer to Reserve	9,886	42,170	12,327
Amount Used / Transfer from Reserve	-	(250,000)	-
	<u>229,701</u>	<u>112,330</u>	<u>219,815</u>
(b) City Development Reserve			
Opening Balance	1,488,358	1,483,230	1,405,918
Amount Set Aside / Transfer to Reserve	137,204	79,530	82,440
Amount Used / Transfer from Reserve	(1,279,233)	(400,000)	-
	<u>346,329</u>	<u>1,162,760</u>	<u>1,488,358</u>
(c) North Street Reserve			
Opening Balance	1,073,224	716,370	1,014,393
Amount Set Aside / Transfer to Reserve	51,890	38,410	58,831
Amount Used / Transfer from Reserve	-	-	-
	<u>1,125,114</u>	<u>754,780</u>	<u>1,073,224</u>
(d) Welfare Reserve			
Opening Balance	392,435	389,470	370,047
Amount Set Aside / Transfer to Reserve	19,130	20,880	22,388
Amount Used / Transfer from Reserve	-	-	-
	<u>411,565</u>	<u>410,350</u>	<u>392,435</u>
(e) Services Reserve			
Opening Balance	1,201,202	1,171,290	1,137,417
Amount Set Aside / Transfer to Reserve	50,323	62,800	63,785
Amount Used / Transfer from Reserve	(430,451)	(200,000)	-
	<u>821,074</u>	<u>1,034,090</u>	<u>1,201,202</u>
(f) Insurance Reserve			
Opening Balance	51,745	51,660	48,843
Amount Set Aside / Transfer to Reserve	2,327	2,770	2,902
Amount Used / Transfer from Reserve	-	-	-
	<u>54,072</u>	<u>54,430</u>	<u>51,745</u>
(g) Waste Management Reserve			
Opening Balance	139,998	189,360	131,942
Amount Set Aside / Transfer to Reserve	6,747	10,150	8,056
Amount Used / Transfer from Reserve	-	-	-
	<u>146,745</u>	<u>199,510</u>	<u>139,998</u>
(h) Building Replacement Reserve			
Opening Balance	541,074	701,280	512,405
Amount Set Aside / Transfer to Reserve	23,296	137,600	28,669
Amount Used / Transfer from Reserve	-	(250,000)	-
	<u>564,370</u>	<u>588,880</u>	<u>541,074</u>
(i) Swanbourne Reserve			
Opening Balance	106,539	106,050	100,407
Amount Set Aside / Transfer to Reserve	5,134	5,690	6,132
Amount Used / Transfer from Reserve	-	-	-
	<u>111,673</u>	<u>111,740</u>	<u>106,539</u>
TOTAL CASH BACKED RESERVES	<u>3,810,643</u>	<u>4,428,870</u>	<u>5,214,390</u>

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

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 in 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 building maintenance. The use of funds in this reserve is ongoing.

Insurance Reserve

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

Waste Management 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.

Swanbourne Reserve

To fund capital works in the Swanbourne area associated with the Swanbourne Masterplan. The use of funds in this reserve is ongoing.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

12. RESERVES - ASSET REVALUATION

2013
\$

2012
\$

Asset revaluation reserves have arisen on revaluation of the following classes of non-current assets:

(a) Land		
Opening balance	12,354,000	12,354,000
Revaluation Increment	-	-
Revaluation Decrement	-	-
	<u>12,354,000</u>	<u>12,354,000</u>
(b) Buildings		
Opening Balance	9,297,909	9,297,909
Revaluation Increment	-	-
Revaluation Decrement	-	-
	<u>9,297,909</u>	<u>9,297,909</u>
(c) Plant & Equipment		
Opening Balance	31,447	31,447
Revaluation Increment	458,443	-
Revaluation Decrement	-	-
	<u>489,890</u>	<u>31,447</u>
(d) Roads		
Opening Balance	43,780,629	56,462,327
Revaluation Increment	-	-
Revaluation Decrement	-	(12,681,698)
	<u>43,780,629</u>	<u>43,780,629</u>
(e) Drainage		
Opening Balance	1,966,692	1,966,692
Revaluation Increment	-	-
Revaluation Decrement	-	-
	<u>1,966,692</u>	<u>1,966,692</u>
Total Asset Rrvaluation Reserves	<u>67,889,120</u>	<u>67,430,677</u>

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

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:

	2013	2013 Budget	2012
	\$	\$	\$
Cash and Cash Equivalents	<u>9,264,584</u>	<u>8,995,900</u>	<u>11,567,629</u>
(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result			
Net Result	1,136,629	63,900	1,418,305
Depreciation	4,843,963	6,383,800	5,956,406
(Profit)/Loss on Sale of Asset	(20,439)	(30,100)	(59,498)
(Increase)/Decrease in Receivables	(319,691)	308,400	16,213
(Increase)/Decrease in Inventories	18,089	-	(19,072)
Increase/(Decrease) in Payables	(655,120)	(372,400)	(560,350)
Increase/(Decrease) in Employee Provisions	312,637	55,600	(21,613)
Grants/Contributions for the Development of Assets	<u>(914,045)</u>	<u>(1,277,900)</u>	<u>(1,468,030)</u>
Net Cash from Operating Activities	<u>4,402,023</u>	<u>5,131,300</u>	<u>5,262,361</u>
(c) Undrawn Borrowing Facilities			
Credit Standby Arrangements			
Bank Overdraft limit	500,000		500,000
Bank Overdraft at Balance Date	-		-
Credit Card limit	25,000		25,000
Credit Card Balance at Balance Date	3,806		-
Purchasing Card limit	100,000		-
Purchasing Card Balance at Balance Date	10,015		-
Total Amount of Credit Unused	<u>611,179</u>		<u>525,000</u>
Loan Facilities			
Loan Facilities - Current	1,219,420		1,152,827
Loan Facilities - Non-Current	<u>4,789,859</u>		<u>6,009,279</u>
Total Facilities in Use at Balance Date	<u>6,009,279</u>		<u>7,162,106</u>
Unused Loan Facilities at Balance Date	<u>-</u>		<u>-</u>

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

14. CONTINGENT LIABILITIES

The City is not aware of any legal claims against the City.

15. CAPITAL AND LEASING COMMITMENTS

(a) Finance Lease Commitments

	2013 \$	2012 \$
Payable:		
- not later than one year	41,382	47,084
- later than one year but not later than five years	8,920	50,301
- later than five years	-	-
Minimum Lease Payments	<u>50,302</u>	<u>97,385</u>
Less Future Finance Charges	-	-
Total Lease Liability	<u>50,302</u>	<u>97,385</u>

(b) Operating Lease Commitments

Non-cancellable operating leases contracted for but not capitalised in the accounts.

Payable:		
- not later than one year	29,999	38,718
- later than one year but not later than five years	38,637	38,223
- later than five years	-	-
	<u>68,636</u>	<u>76,941</u>

(c) Capital Expenditure Commitments

Contracted for:		
- capital expenditure projects	<u>500,000</u>	<u>682,714</u>
Payable:		
- not later than one year	<u>500,000</u>	<u>682,714</u>

The capital expenditure project outstanding at the end of the current reporting period represents the retaining wall along Beecham Road. There are no other major contracts outstanding.

16. JOINT VENTURE

The City has not entered into any joint venture agreements.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

17. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

	2013	2012
	\$	\$
Governance	33,837,841	32,244,617
General Purpose Funding	-	-
Law, Order, Public Safety	1,419,912	1,459,727
Health	436,324	532,651
Education and Welfare	2,996,471	3,067,706
Community Amenities	63,649	72,291
Recreation and Culture	26,246,781	25,472,778
Transport	66,432,473	66,905,936
Economic Services	12,198	15,835
Other Property and Services	12,450,224	14,025,974
Unallocated	1,401	(1)
	<u>143,897,274</u>	<u>143,797,514</u>

18. FINANCIAL RATIOS

	2013	2012	2011
Current Ratio	1.52	1.39	1.21
Asset Sustainability Ratio	0.99	1.36	1.06
Debt Service Cover Ratio	3.59	4.53	3.60
Operating Surplus Ratio	0.01	0.00	(0.03)
Own Source Revenue Coverage Ratio	0.93	0.91	0.87

The above ratios are calculated as follows:

Current Ratio	$\frac{\text{Current Assets minus Restricted Assets}}{\text{Current Liabilities minus Liabilities Associated with Restricted As}}$
Asset Sustainability Ratio	$\frac{\text{Capital Renewal and Replacement Expenditure}}{\text{Depreciation}}$
Debt Service Cover Ratio	$\frac{\text{Annual Operating Surplus Before Interest and Depreciation}}{\text{Principal and Interest}}$
Operating Surplus Ratio	$\frac{\text{Operating Revenue minus Operating Expense}}{\text{Own Source Operating Revenue}}$
Own Source Revenue Coverage Ratio	$\frac{\text{Own Source Operating Revenue}}{\text{Operating Expense}}$

ADDITIONAL RATIOS

The following information relates to those ratios which only require an attestation they have been checked and are supported by verifiable information.

	2013	2012	2011
Asset Consumption Ratio	0.86	*N/A	*N/A
Asset Renewal Funding Ratio	1.0	*N/A	*N/A

The above ratios are calculated as follows:

Asset Consumption Ratio	$\frac{\text{Depreciated Replacement Cost of Assets}}{\text{Current Replacement Cost of Depreciable Assets}}$
Asset Renewal Funding Ratio	$\frac{\text{NPV of planned capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$

*N/A - In keeping with amendments to Local Government (Financial Management) Regulation 50,

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

19. TRUST FUNDS

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

Particular	Balance 01-Jul-12	Amounts Received	Amounts Paid	Balance 30-Jun-13
	\$	\$	(\$)	\$
Bonds and Deposits	1,267,814	901,951	(692,750)	1,477,015
Unclaimed Monies	18,473	206	(1,195)	17,484
Charity Donation by Staff	1,404	16,010	(17,414)	-
	<u>1,287,691</u>	<u>918,167</u>	<u>(711,359)</u>	<u>1,494,499</u>

20. DISPOSALS OF ASSETS - 2012/13 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	134,314	88,400	154,782	118,500	20,468	30,100
Furniture & Equipment	29	-	-	-	(29)	-
	<u>134,343</u>	<u>88,400</u>	<u>154,782</u>	<u>118,500</u>	<u>20,439</u>	<u>30,100</u>

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

21. INFORMATION ON BORROWINGS

(a) Repayments - Debentures

Particulars	Principal 01-Jul-12 \$	New Loans \$	Principal Repayments		Principal 30-Jun-13		Interest Repayments	
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
New Bin Stock - Loan 178	532,530		69,109	69,100	463,421	463,430	19,076	30,950
Roads Infrastructure - Loan 179	1,297,251		76,101	76,100	1,221,150	1,221,151	76,938	77,530
Buildings & Roads - Loan 180	1,371,204		665,935	725,900	705,269	645,304	60,575	66,330
Buildings & Infrastructure - Loan 181	1,848,565		160,585	160,600	1,687,980	1,687,965	105,671	106,860
Buildings & Infrastructure - Loan 182	2,112,556		181,097	181,100	1,931,459	1,931,456	96,355	96,730
	7,162,106	-	1,152,827	1,212,800	6,009,279	5,949,306	358,615	378,400

All loan repayments were financed by general purpose revenue.

(b) New Debentures - 2012/13

There were no new debentures in 2012/13.

(c) Unspent Debentures

Particulars	Date Borrowed	Balance 01-Jul-12 \$	Borrowed During Year \$	Expended During Year \$	Balance 30-Jun-13 \$
Buildings & Infrastructure - Loan 182	15/12/2011	646,000	-	646,000	-
		646,000	-	646,000	-

(d) Overdraft

Council established an overdraft facility of \$500,000 in 2008 to assist with short term liquidity requirements.
The balance of the bank overdraft at 1 July 2012 and 30 June 2013 was \$Nil.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

22. RATING INFORMATION - 2012/13 FINANCIAL YEAR

(a) Rates

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Budget Rate Revenue \$	Budget Interim Rate \$	Budget Total Revenue \$
Differential General Rate										
GRV - Residential	0.05332	6,092	233,666,684	12,459,108	157,578 (16,544)	3,797 2,615	12,620,483	12,411,200	65,000	12,476,200
GRV - Vacant Residential	0.06922	180	8,228,740	569,593	(8,481)		555,664	556,400	5,000	561,400
GRV - Non Residential	0.05875	390	44,822,373	2,633,315	(21,113)	394	2,612,596	2,616,400	5,000	2,621,400
Sub-Totals		6,662	286,717,797	15,662,016	119,921	6,806	15,788,743	15,584,000	75,000	15,659,000
Minimum Rates	Minimum \$									
GRV - Residential	1,124	1,580	27,517,278	1,775,920	(29,326)	(81)	1,746,513	1,788,300	-	1,788,300
GRV - Vacant Residential	1,484	113	1,967,360	167,692	(8,481)	(930)	158,281	172,100	-	172,100
GRV - Non Residential	1,537	135	2,381,770	207,495	-	(721)	206,774	209,000	-	209,000
Sub-Totals		1,828	31,866,408	2,151,107	(37,807)	(1,732)	2,111,568	2,169,400	-	2,169,400
Totals							17,900,311			17,828,400
							17,900,311			17,828,400

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30TH JUNE 2013

22. RATING INFORMATION - 2012/13 FINANCIAL YEAR

(b) Information on Surplus/(Deficit) Brought Forward	2013 30-June-2013 Carried Forward \$	2013 01-July-2012 Brought Forward \$	2012 30-June-2012 Carried Forward \$
Surplus/(Deficit) 1 July 2012 Brought Forward	3,505,091	3,676,886	3,676,886
Comprises:			
Cash - Unrestricted	5,428,972	5,679,139	5,679,139
Cash - Restricted	3,835,612	5,888,490	5,888,490
Investments - Restricted	-	-	-
Rates - Current	869,357	341,200	341,200
Sundry Debtors	191,192	296,917	296,917
GST Receivable	125,590	255,215	255,215
Inventories			
- Fuel and Materials	13,522	31,611	31,611
Less:			
Reserves (Restricted)	(3,810,643)	(5,214,391)	(5,214,391)
Sundry Creditors	(1,262,079)	(1,966,154)	(1,966,154)
Accrued Interest on Debentures	(39,094)	(47,976)	(47,976)
Accrued Salaries and Wages	(387,902)	(330,065)	(330,065)
Current Employee Benefits Provision	(1,459,436)	(1,257,100)	(1,257,100)
Surplus/(Deficit)	3,505,091	3,676,886	3,676,886

Difference:

There was no difference between the Surplus/(Deficit) 1 July 2012 Brought Forward position used in the 2013 audited financial report and the Surplus/(Deficit) Carried Forward position as disclosed in the 2012 audited financial report.

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

23. SPECIFIED AREA RATE - 2012/13 FINANCIAL YEAR

The City of Nedlands did not levy any Special Area Rate in 2012/2013 financial year.

**24. DISCOUNTS, INCENTIVES, CONCESSIONS, & WRITE-OFFS
- 2012/13 FINANCIAL YEAR**

There were no discounts, incentive, concessions, and write-offs during the 2012/13 financial year.

25. INTEREST CHARGES AND INSTALMENTS - 2012/13 FINANCIAL YEAR

	Interest Rate	Admin. Charge \$	Revenue \$	Budgeted Revenue \$
Interest on Unpaid Rates	11.00%		89,777	61,000
ESL Interest Income	11.00%		7,349	3,100
Interest on Instalments Plan	5.00%		95,174	90,000
Deferred Rates Interest			10,546	10,000
Total Interest Income			202,846	164,100
Admin Charges on Instalment Plan		24	48,509	50,000

Ratepayers had the option of paying rates in four equal instalments, due on 22 September 2012, 24 November 2012, 2 February 2013 and 5 April 2013. Administration charges and interest applied for the final three instalments.

26. FEES & CHARGES

	2013 \$	2012 \$
Governance	69,679	94,536
General Purpose Funding	49,875	56,033
Law, Order, Public Safety	38,597	49,358
Health	95,309	45,240
Education and Welfare	424,686	366,793
Sanitation Services	3,615,868	3,517,284
Community Amenities	548,465	517,657
Recreation and Culture	559,376	587,191
Transport	480,139	386,604
Economic Services	575,807	698,159
Other Property and Services	15,012	14,692
	6,472,813	6,333,547

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 30 JUNE 2013

27. GRANT REVENUE

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

	2013	2012
	\$	\$
By Nature and Type:		
Operating Grants, Subsidies and Contributions	1,884,311	2,110,895
Non-Operating Grants, Subsidies and Contributions	914,045	1,468,030
	<u>2,798,356</u>	<u>3,578,925</u>
By Program:		
Governance	65,011	-
General Purpose Funding	760,970	956,243
Law, Order, Public Safety	21,867	20,821
Health	-	-
Education and Welfare	910,251	1,047,571
Community Amenities	2,346	84,337
Recreation and Culture	260,190	617,429
Transport	677,721	852,524
Economic Services	-	-
Other Property and Services	100,000	-
	<u>2,798,356</u>	<u>3,578,925</u>

28. ELECTED MEMBERS REMUNERATION

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

	2013	2013	2012
	\$	Budget	\$
Meeting Fees	95,394	98,000	97,323
Mayor's Allowance	41,831	42,200	40,915
Deputy Mayor's Allowance	10,380	10,500	10,225
Information Technology Allowance	10,741	11,000	10,890
Telecommunications Allowance	12,636	13,000	12,250
	<u>170,982</u>	<u>174,700</u>	<u>171,603</u>

29. EMPLOYEE NUMBERS

The number of full-time equivalent employees at balance date

2013	2012
<u>148</u>	<u>146</u>

30. MAJOR LAND TRANSACTIONS

The City did not undertake any major land transaction during the 2012/13 financial year.

31. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS

The City did not participate in any trading undertakings or major trading undertakings during the 2012/13

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

32. 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 foreign currency risk.

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:

	Carrying Value		Fair Value	
	2013	2012	2013	2012
	\$	\$	\$	\$
Financial Assets				
Cash and cash equivalents	9,264,584	11,567,629	9,264,584	11,567,629
Receivables	1,518,850	1,199,159	1,518,850	1,199,159
	<u>10,783,434</u>	<u>12,766,788</u>	<u>10,783,434</u>	<u>12,766,788</u>
Financial Liabilities				
Payables	1,689,075	2,340,739	1,689,075	2,340,739
Borrowings	6,009,279	7,162,106	5,374,901	5,978,024
	<u>7,698,354</u>	<u>9,502,845</u>	<u>7,063,975</u>	<u>8,318,763</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 30 JUNE 2013

32. 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 area 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.

	2013	2012
	\$	\$
Impact of a 2% (*) movement in interest rates on cash and investments:		
- Equity	185,300	231,400
- Statement of Comprehensive Income	185,300	231,400

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 30 JUNE 2013

32. 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:

	2013	2012
Percentage of Rates and Annual Charges		
- Excluding Deferred Pensioners	4.86%	2.05%
- Including Deferred Pensioners	6.72%	3.88%
Percentage of Other Receivables		
- Current	22.97%	35.70%
- Overdue	77.03%	64.30%

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

32. 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 when 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:

	Due within 1 year \$	Due between 1 & 5 years \$	Due after 5 years \$	Total contractual cash flows \$	Carrying values \$
2013					
Payables	1,689,075	-	-	1,689,075	1,689,075
Borrowings	1,531,213	3,195,800	2,468,667	7,195,680	6,009,279
	<u>3,220,288</u>	<u>3,195,800</u>	<u>2,468,667</u>	<u>8,884,754</u>	<u>7,698,354</u>
2012					
Payables	2,344,195	-	-	2,344,195	2,344,195
Borrowings	1,531,213	3,928,063	3,267,617	8,726,892	7,162,106
	<u>3,875,408</u>	<u>3,928,063</u>	<u>3,267,617</u>	<u>11,071,087</u>	<u>9,506,301</u>

CITY OF NEDLANDS
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2013

32. 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:

	<1 year \$	>1<2 years \$	>2<3 years \$	>3<4 years \$	>5 years \$	Total \$	Weighted Average Effective Interest Rate %
Year Ended 30 June 2013							
Fixed Rate							
Debentures	705,269				5,304,011	6,009,280	5.58%
Weighted Average Effective Interest Rate	5.78%				5.55%		
Year Ended 30 June 2012							
Fixed Rate							
Debentures		1,371,204			5,790,903	7,162,107	5.59%
Weighted Average Effective Interest Rate		5.78%			5.55%		

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 2013 and the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity and 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 information and the Statement by Chief Executive Officer.

Management's Responsibility for the Financial Report

Management is responsible for the preparation and fair presentation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards, the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended) and for such internal controls as management determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

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 council'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 council'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.

INDEPENDENT AUDITOR'S REPORT (Cont'd)

Auditor's Opinion

In our opinion, the financial report of the City of Nedlands:

- (a) gives a true and fair view of the financial position of the City of Nedlands as at 30 June 2013 and of its financial performance for the year ended on that date; and
- (b) complies with the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) and the Australian Accounting Standards.


Report on Other Legal and Regulatory Requirements

In accordance with the Local Government (Audit) Regulations 1996, we also report that:

- (a) There are no matters that in our opinion indicate significant adverse trends in the financial position or financial management practices of the Council.
- (b) There are no matters indicating non-compliance with Part 6 of the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) or applicable financial controls of any other written law were noted during the course of our audit.
- (c) In relation to the asset consumption ratio and asset renewal funding ratio (presented at Note 18 of the annual financial report) we have reviewed the calculations as presented and nothing has come to our attention to suggest they are not:
 - (i) reasonably calculated; and
 - (ii) based on verifiable information.
- (d) All necessary information and explanations were obtained by us.
- (e) All audit procedures were satisfactorily completed in conducting our audit.

Matters Relating to the Electronic Publication of the Audited Financial Report

This auditor's report relates to the financial report of City of Nedlands for the year ended 30 June 2013 included on the City of Nedlands's website. The Council is responsible for the integrity of the City of Nedlands's website. The auditor's report refers only to the subject matter described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these statements. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.


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A MACRI
PARTNER

PERTH
DATED THIS 23rd DAY OF SEPTEMBER 2013.



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