




# Corporate & Strategy Reports

**Committee Consideration – 14 April 2015**  
**Council Resolution – 28 April 2015**

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<b>CPS09.15</b>	<b>List of Accounts Paid – February 2015</b>
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<b>Committee</b>	14 April 2015
<b>Council</b>	28 April 2015
<b>Applicant</b>	City of Nedlands
<b>Officer</b>	Rajah Senathirajah – Manager Finance
<b>Director</b>	Michael Cole – Director Corporate & Strategy
<b>Director Signature</b>	
<b>File Reference</b>	Fin/072-17
<b>Previous Item</b>	Nil

## Executive Summary

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

## Recommendation to Committee

**Council receives the List of Accounts Paid for the month of February 2015 (Refer to Attachment).**

## Strategic Plan

KFA: Governance and Civic Leadership

This report will ensure the City meets its statutory requirements.

## Background

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

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

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

## Consultation

Required by legislation:

Yes ☐

No ☒

Required by City of Nedlands policy:

Yes ☐

No ☒

## Legislation / Policy

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

## Budget/Financial Implications

Not applicable.

## Risk Management

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

## Discussion

The list of accounts paid for February 2015 is attached and is presented to Council.

## Conclusion

The list of accounts paid for the month of February 2015 complies with the relevant legislation and can be received by Council.

## Attachments

1. List of Accounts Paid –February 2015; and
2. Purchasing Card Expenses – February (Statement period 29<sup>th</sup> January 2015 – 27<sup>th</sup> February 2015).



## CITY OF NEDLANDS

## All Payments 1/2/2015 to 28/2/2015

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<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
<b>NAB - Municipal Account</b>						
<b>CHEQUE</b>						
59831	CITY OF NEDLANDS - CASH CHEQUE	04/02/2015	-502.70	INV	HEALTH PETTY CASH RECOUP 2/2/15	149.10
				INV	NCC PETTY CASH RECOUP 2/2/15	353.60
59832	WATER CORPORATION	04/02/2015	-4,354.53	INV	ROUNDAABOUT NORTH ST SWANBOURNE	24.38
				INV	GARDEN 59 KARELLA ST	6.11
				INV	CHANGE ROOMS MARINE PDE SWANBOURNE LOT 23729	1,330.10
				INV	BEACH FACILITIES MARINE PDE SWABOURNE LOT 372 RES	60.96
				INV	RD VERGE PRINCE ALBERT CT MTC	109.73
				INV	ROUNDAABOUT CARRINGTON ST NEDLANDS	12.19
				INV	TENNIS COURTS R28416 DRAPER ST FLOREAT	422.33
				INV	HALL R37093 DRAPER ST FLOREAT LOT 11682	222.40
				INV	INFANT HEALTH CENTRE RESERVE R24029 DRAPER ST FLOR	39.19
				INV	RESERVE R24029 DRAPER ST FLOREAT	10.19
				INV	RESERVE MONTGOMERY AVE MTC LOT 11694 RES 42170	247.31
				INV	YARD 1-15 CARRINGTON ST NEDLANDS	275.48
				INV	GDN 1 FINCH WAY MTC	288.54
				INV	RD VERGE ALFRED RD MTC	65.02
				INV	RD VERGE BROCKWAY RD MTC	110.38
				INV	CLUB 282 MARINE PDE SWANBOURNE LOT 403	776.58
				INV	PARK KIRKWOOD RD SWANBOURNE LOT 368	299.59
				INV	INFANT HEALTH CENTRE 25 STRICKLAND ST MTC	54.05
59833	WILLIAM WEE	04/02/2015	-250.00	INV	YOUTH GRANT FUNDS	250.00
59834	J BURKE	04/02/2015	-202.50	INV	COURSE REFUND	202.50
59835	INGER THOMPSON	04/02/2015	-28.10	INV	COURSE REFUND	28.10
59836	SILPA JETHWA	04/02/2015	-28.10	INV	COURSE REFUND	28.10
59837	NATASHA BLYCHA	04/02/2015	-28.10	INV	COURSE REFUND	28.10
59838	LOUISE WYNTER	04/02/2015	-25.30	INV	COURSE REFUND	25.30
59839	ROBYN TSAPAZI	04/02/2015	-28.10	INV	COURSE REFUND	28.10



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59840	ELIZABETH NOTTAGE	04/02/2015	-202.50	INV	COURSE REFUND	202.50
59841	ALISTAIR SINDEN	04/02/2015	-46.78	INV	REFUND OF DOUBLE PAYMENT	46.78
59842	ALZHEIMER'S AUSTRALIA WA	10/02/2015	-170.00	INV	TRAINING REGISTRATION FOR STAFF	170.00
59843	CITY OF NEDLANDS - CASH CHEQUE	10/02/2015	-74.50	INV	MTC LIBRARY PETTY CASH RECOUP 6/2/15	74.50
59844	WATER CORPORATION	10/02/2015	-1,457.39	INV	118 WOOD ST SWANBOURNE LOT 368 RES 7804	185.84
				INV	CENTRE ADDERLEY ST MTC LOT 6987	1,271.55
59845	REGIS ELLOURA LODGE	10/02/2015	-18.00	INV	REFUND FOR LOST ITEM	18.00
59846	VANESSA FLETCHER	10/02/2015	-47.00	INV	COURSE REFUND	47.00
59847	CITY OF NEDLANDS - CASH CHEQUE	20/02/2015	-1,323.65	INV	NCC PETTY CASH RECOUP 12/2/15	302.50
				INV	TRESILLIAN RECOUP PETTY CASH 18/02/15	412.55
				INV	ADMIN RECOUP PETTY CASH 18/02/15	151.45
				INV	DEPOT RECOUP PETTY CASH - 18/02/15	457.15
59848	PORTFOLIO CARE SUPER	20/02/2015	-2,617.98	INV	5 - 5-15-12-14-5	1,308.99
				INV	5 - 5-15-15-17-5	1,308.99
59849	PROFESSIONAL SETTLEMENT SERVICES	20/02/2015	-677.83	INV	RATES REFUND	677.83
59850	SILVER CHAIN NURSING ASSOCIATION	20/02/2015	-253.89	INV	CARELINK MONITORING ALARM FOR PAULINE LEGG (NCC'S	17.86
				INV	CARELINK MONITORING ALARM FOR PAULINE LEGG (NCC'S	16.63
				INV	CARELINK MONITORING ALARM FOR PAULINE LEGG (NCC'S	16.63
				INV	CARELINK MONITORING ALARM FOR PAULINE LEGG (NCC'S	16.63
				INV	CARELINK MONITORING ALARM FOR PAULINE LEGG (NCC'S	17.86
				INV	CARELINK MONITORING ALARM FOR ERIKA JACOBSON (NCC'S	15.13
				INV	CARELINK MONITORING ALARM FOR ERIKA JACOBSON (NCC'S	51.05
				INV	CARELINK MONITORING ALARM FOR ERIKA JACOBSON (NCC'S	51.05
				INV	CARELINK MONITORING ALARM FOR ERIKA JACOBSON (NCC'S	51.05
59851	OASIS PATIOS	27/02/2015	-147.00			



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## All Payments 1/2/2015 to 28/2/2015

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59852	ANNE - LOUISE LYNCH	27/02/2015	-392.73			
59853	MICHELLE NEWTON	27/02/2015	-34.50			
59854	MS FIONA PALMER	27/02/2015	-350.00			
59855	CITY OF ROCKINGHAM	27/02/2015	-27.50			
59856	CM & PM GLYNN 67 A LOFTUS ST	27/02/2015	-14.70			
59857	MS HEATHER BAKER	27/02/2015	-153.00			
59858	MS ANNEMARIA BAKER	27/02/2015	-108.00			
59859	MARK & CLARE WESLEY	27/02/2015	-455.00			
59860	OASIS PATIO	27/02/2015	-147.00	INV	REFUND OF PLANNING APPLICATION FEE	147.00
59861	ANNE - LOUISE LYNCH	27/02/2015	-392.73	INV	REFUND OF PLANNING APPLICATION FEE	392.73
59862	MICHELLE NEWTON	27/02/2015	-34.50	INV	REFUND FAULTY COMPOSTER	34.50
59863	MS FIONA PALMER	27/02/2015	-350.00	INV	PAYMENT FOR AUTHOR TALK AT NEDLANDS LIBRARY	350.00
59864	CITY OF ROCKINGHAM	27/02/2015	-27.50	INV	PAYMENT FOR LOST LIBRARY ITEM	27.50
59865	CM & PM GLYNN	27/02/2015	-14.70	INV	REFUND OF OVERPAID PLANNING APPLICATION FEE	14.70
59866	MS HEATHER BAKER	27/02/2015	-153.00	INV	REFUND FOR THE COURSE DUE TO HEALTH REASONS	153.00
59867	MS ANNEMARIE BAKER	27/02/2015	-108.00	INV	REFUND FOR THE COURSE DUE TO HEALTH REASONS	108.00
59868	MARK & CLARE WESLEY	27/02/2015	-455.00	INV	CROSSOVER SUBSIDY	455.00
Total CHEQUE			<u>-\$15,701.81</u>			

### EFT

PY01-17	NAB - MUNICIPAL ACCOUNT	10/02/2015	-317,116.84			
PY98-17	NAB - MUNICIPAL ACCOUNT	10/02/2015	-1,615.15			
PY99-17	NAB - MUNICIPAL ACCOUNT	10/02/2015	-1,508.48			
PY01-18	NAB - MUNICIPAL ACCOUNT	24/02/2015	-315,919.51			
754	EFT TRANSFER: - 05/02/2015	05/02/2015	-144,823.03	754.100-01	Advantech Mobile Auto Electrics	
				INV	VEHICLE REPAIRS	119.00
				INV	VEHICLE REPAIRS	102.00
				INV	VEHICLE REPAIRS	244.00
				754.10731-01	Green Skills (Eco Jobs)	



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## All Payments 1/2/2015 to 28/2/2015

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				INV	Bushcare staff	2,866.44
				754.10895-01	<a href="#">State Library of WA</a>	
				INV	SLWA van service delivery for 2014/15 - Nedlands	3,920.40
				754.10912-01	<a href="#">Skillpath Seminars</a>	
				INV	Vanaja Jayaraman Training - How To Excel at	695.00
				754.11062-01	<a href="#">Globe Australia Pty Ltd</a>	
				INV	1 x 10kg buckets of Noculate Aqua for the	1,199.00
				754.11293-01	<a href="#">Kelyn Training Services</a>	
				INV	Essential Supervisor Course	485.00
				754.11559-01	<a href="#">Icon Septech Pty Ltd</a>	
				INV	406 square non-trafficable access cover. Code -	195.57
				INV	106 Victoria Ave Dalkeith Lid Replacement	146.84
				INV	12 Archdeacon Dalkeith Drive way Entry Lid	427.26
				754.11634-01	<a href="#">Ms N Horley</a>	
				INV	Councillor Allowance February 2015	2,180.00
				754.11795-01	<a href="#">Mr J Donaldson</a>	
				INV	RUBBISH COLLECTION	100.00
				754.11849-01	<a href="#">Marfleet Distributing Co Pty Ltd</a>	
				INV	RDX2053SM front disc pad sets (6 off) Suit Triton	349.80
				754.11975-01	<a href="#">JLR Pumps</a>	
				INV	Supply & install replacement parts as quoted on	2,213.20
				754.12079-01	<a href="#">Complete Pest Management Services</a>	
				INV	annual termite inspection for city buildings-	195.00
				754.12118-01	<a href="#">Councillor I Argyle</a>	
				INV	Councillor Allowance February 2015	2,180.00
				754.12120-01	<a href="#">Mr B G Hodsdon</a>	
				INV	Councillor Allowance February 2015	2,180.00
				754.12232-01	<a href="#">Dymocks Claremont</a>	
				INV	Library Stock	1,194.70
				754.12532-01	<a href="#">Total Eden Pty Ltd</a>	
				INV	Sprinklers and fittings for Leslie Graham Reserve	3,293.54
				754.12544-01	<a href="#">Councillor T P James</a>	
				INV	Councillor Allowance February 2015	2,180.00
				754.12546-01	<a href="#">Greenway Enterprises</a>	
				INV	Jarrah stakes supply and stake driver hire Point	315.70
				INV	Jarrah stakes supply and stake driver hire Point	1,665.95
				754.12644-01	<a href="#">Insight CCS</a>	
				INV	Afterhours call service -	420.05



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754.12682-01	Synergy					
INV		Group Electricity 14/10/14-19/1/15	8,551.20			
INV		U A Lot 3128 Esplanade Dalkeith 18/12/14-22/1/15	610.45			
INV		Group Electricity 8/11/14-20/1/15	3,380.45			
754.12735-01	Comfort Keepers					
INV		Provision of domestic assistance to HACC clients	891.43			
INV		Provision of domestic assistance to HACC clients	683.05			
INV		Provision of domestic assistance to HACC clients	297.14			
754.12777-01	Perth Irrigation Centre					
INV		Repair fittings for Campsie Park	105.58			
INV		Sprinklers, nozzles and fittings for Dalkeith	593.88			
INV		Valves and fittings for Loftus St Sump & street	95.63			
INV		Nozzles & Repair joints for Leslie Graham Reserve	299.92			
754.12982-01	Bandit Sales & Service					
INV		1,000 hour service and safety inspection on	1,620.65			
754.12985-01	Mr R M Hipkins					
INV		Mayoral Allowance February 2015	7,814.58			
754.13051-01	Deon Schafer					
INV		Supply concept drawings for community	396.00			
754.13081-01	Green Steam Australia Pty Ltd					
INV		Grass slashing of sumps	1,980.00			
754.13306-01	Mr R M Binks					
INV		Councillor Allowance February 2015	2,180.00			
754.13369-01	Data#3 Limited					
INV		Part number: 33-310-060 Neo-Flex LCD Display	71.50			
INV		Part Number:33-310-060 Neo-Flex LCD Display	786.50			
754.13384-01	Harvey Fresh					
INV		Standing Order - Weekly Milk Delivery	71.01			
INV		Standing Order - Weekly Milk Delivery	71.01			
754.13412-01	Quick Corporate Australia					
INV		Web Order 623545	211.74			
754.13476-01	Road Signs Australia Pty Ltd					
INV		Signage	462.88			
INV		2@3.2meter long galv poles+end caps to suit for	163.46			
754.13613-01	Community West Inc					
INV		Registration for Professional Boundaries - Judith	60.50			
754.13713-01	Sonic HealthPlus Pty Ltd					
INV		Pre-employment Medicals A.Frieda	247.50			





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## All Payments 1/2/2015 to 28/2/2015

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
754.13733-01					<b>West Coast Spring Water P/L</b>	
INV					15L Cooler bottle water supply to NCC	15.50
754.13771-01					<b>Triple A Haulage</b>	
INV					Remove waste/jetty from yard	396.00
754.13777-01					<b>Covs Parts Pty Ltd</b>	
INV					GM oil filters (6 off) Loctite 40124-25 (2 off)	110.15
754.13803-01					<b>Snap Printing - Northbridge</b>	
INV					Eco Star White Recycled Bookmarks	66.00
754.13818-01					<b>Civic Legal</b>	
INV					Civic Legal Local Government Structural Reform	66.00
INV					Civic Legal Local Government Structural Reform	66.00
INV					Civic Legal Local Government Structural Reform	66.00
754.13841-01					<b>Commercial &amp; Industrial Mowing</b>	
INV					Fire break clearing to various properties	187.00
754.13856-01					<b>Councillor J Porter</b>	
INV					Councillor Allowance February 2015	2,180.00
754.13857-01					<b>Councillor L McManus</b>	
INV					Councillor Allowance February 2015	2,180.00
754.13872-01					<b>The WRB &amp; SV Hassell Superannuation</b>	
INV					Councillor Allowance February 2015	3,427.50
754.13887-01					<b>Shamrock Tyres</b>	
INV					Remove bore water stains from wall at Beatrice Rd	600.00
INV					Bore stain removal- Admin	600.00
754.13905-01					<b>Marketforce Express Pty Ltd</b>	
INV					Walk in the Whadjuk Country 2 x 20x4 ads in The	2,528.13
754.13944-01					<b>Ergolink</b>	
INV					Ergolink chair for Coordinator Statutory Planner	322.75
INV					footstool for staff	242.80
754.13946-01					<b>Plants and Garden Rentals</b>	
INV					hire & maintenance of plants	281.60
754.13992-01					<b>Get Wet Ponds &amp; Aquariums</b>	
INV					Fish Tank Servicing - City of Nedlands Front	126.50
754.14001-01					<b>Humaan Pty Ltd</b>	
INV					Whadjuk Trails website hosting for 2014 and 2015.	660.00
754.14071-01					<b>M Devine</b>	
INV					TUTOR FEES - 2015 School Holiday Term 1, Drawing	160.00
754.14080-01					<b>Randstad</b>	
INV					relief staff (19/12/14)	324.97



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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
					<b>754.14090-01 Western Technical Services</b>	
				INV	Air conditioning Maintenance- Nedlands library	885.50
				INV	Supply and install 2 x Daikin Split Sytems to The	4,705.80
					<b>754.14114-01 CBC Bearings</b>	
				INV	Bearings and seals as per Quote # QN940060 using	537.95
					<b>754.14123-01 J D Wetherall</b>	
				INV	Councillor Allowance February 2015	2,180.00
					<b>754.14136-01 C-Wise</b>	
				INV	Supply Moisture Mulch to Camellia Ave	2,156.00
					<b>754.14165-01 Bridgestone Select Nedlands</b>	
				INV	Call out on site to strip and repair Ferguson	115.50
				INV	225/60/17 Yokohama steel radial tyre, fit and	345.00
					<b>754.14187-01 Barrett Displays</b>	
				INV	Display boards for Emerge	1,140.70
					<b>754.14228-01 ADV Technical Consulting</b>	
				INV	Onsite Support - Tickets #33231 (Exchange project	412.50
					<b>754.14232-01 Mr G Hay</b>	
				INV	Councillor Allowance February 2015	2,180.00
					<b>754.14233-01 Ms K A Smyth</b>	
				INV	Councillor Allowance February 2015	2,180.00
					<b>754.14238-01 Ms J Rogers</b>	
				INV	Tutor Fees Term 1, 2015 School Holiday x 1	282.00
					<b>754.14280-01 Total Print</b>	
				INV	Advertising stickers for Stirling Highway	522.50
					<b>754.14325-01 All Auds Super Fund</b>	
				INV	Nigel Shaw Councillor Allowance February 2015	2,180.00
					<b>754.14492-01 Subaru Osborne Park</b>	
				INV	SA718 Fuel injector cleaner x 12 bottles.	190.34
					<b>754.145-01 Protector Alsafe Pty Ltd</b>	
				INV	SAFETY CLOTHING	301.22
				INV	SAFETY CLOTHING	136.00
					<b>754.14509-01 Ms J Berry</b>	
				INV	School Holiday Tutor payment Term 1 2015 Clay x	759.00
					<b>754.14515-01 Programmed Integrated Workforce</b>	
				INV	Shaun Bird Week Ending 21/12/14	1,461.59
				INV	Shaun Bird. Week Ending 4/1/15	1,461.59
				INV	Shaun Bird Week Ending 28/12/14	1,096.19
					<b>754.14611-01 Specialty Balloon Printers</b>	



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				INV	Blue 40cm balloon, white print, one sided, neck	809.82
754.14641-01					<b>Minuteman Press Fremantle</b>	
				INV	2 x outdoor banners for Splashfest	418.00
754.14715-01					<b>Mrs S Quail</b>	
				INV	Course Refund	202.50
754.14716-01					<b>Mr G Whitley</b>	
				INV	Course Refund	99.00
754.14717-01					<b>Mr K Cockburn</b>	
				INV	Course Refund	110.00
754.14718-01					<b>Ms D Walker</b>	
				INV	Course Refund	25.00
754.14719-01					<b>Ms P Lane</b>	
				INV	Refund of Duplicate Membership Payment	35.00
754.14720-01					<b>Ms S J Hobson</b>	
				INV	Course Refund	110.00
754.14721-01					<b>The Gilbert &amp; Sullivan Society of</b>	
				INV	Entertainment for Councillors Christmas Dinner	330.00
754.14722-01					<b>Royal Freshwater Bay Yacht Club</b>	
				INV	Kidsport Voucher for Toby Pyvis	200.00
				INV	Kidsport Voucher for Axell Pyvis	160.00
754.14723-01					<b>Sandra Whitelaw</b>	
				INV	Refund of Overpaid Infringement	84.65
754.1700-01					<b>Community Newspaper Group Ltd</b>	
				INV	a8,00 City News newsletters distributed in	506.00
754.3045-01					<b>Hollywood-Subiaco Bowling Club Inc</b>	
				INV	Remembrance Day 2014 - Catering -Hollywood	330.00
754.3580-01					<b>Jason Signmakers</b>	
				INV	2 signs and Vinyl banner Tresillian Art Centre	619.30
754.3620-01					<b>John Hughes</b>	
				INV	1230A114oil filters (10) 1500A098 air filters (6)	1,000.06
				INV	Dashmat to suit Hyundai Santa Fe Wagon Fleet No	80.65
754.4500-01					<b>McLeods Barristers &amp; Solicitors</b>	
				INV	Matter No. 35675 Goldbox Holdings porta loo on	1,684.18
				INV	Matter No. 36542 infringement notices Invoice	976.03
754.5080-01					<b>Oce Australia Ltd</b>	
				INV	SO 2015 Basic charges OCE Color Wave 550 Printer	187.00
				INV	SO 2015 Basic charges OCE Color Wave 550 Printer	187.00
754.5085-01					<b>P O'Connor</b>	



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				INV	TUTOR FEES - 2015 School Holiday Term 1, 3 x	594.00
			754.6160-01		<a href="#">Ruby Benjamin Animal Foundation Inc</a>	
				INV	Donation for Animal Welfare	1,000.00
			754.6983-01		<a href="#">Telstra Corporation Ltd</a>	
				INV	Landline Charges to 13/1/15	399.04
			754.741-01		<a href="#">Boyan Electrical Services</a>	
				INV	Repair vandalized 6009 sign light at Admin	89.10
				INV	North St Blister Island - Replace dmed lead on	387.20
				INV	Replace faulty circuit breaker at Swanbourne	259.60
				INV	street light repair 10/12	255.20
				INV	street light repair 10/12	301.40
				INV	Replace lighting system in the Depot workshop	15,397.25
			754.760-01		<a href="#">Brealey Plumbing Service</a>	
				INV	Repair copper pipe damaged in wall at Swanbourne	495.00
			754.8010-01		<a href="#">Staples Australia Pty Ltd</a>	
				INV	STATIONERY	74.55
			754.8170-01		<a href="#">Westcare Industries</a>	
				INV	printing 200 A3 posters for Splashfest	104.50
			754.8242-01		<a href="#">Western Metropolitan Regional Council</a>	
				INV	WASTE DISPOSAL	14,114.11
				INV	WASTE DISPOSAL	397.38
				INV	WASTE DISPOSAL	850.00
				INV	WASTE DISPOSAL	1,599.72
755 EFT TRANSFER: - 11/02/2015		11/02/2015	-251,580.86	755.100-01	<a href="#">Advantech Mobile Auto Electrics</a>	
				INV	Supply of new deep cycle battery for diesel	286.00
				755.10895-01	<a href="#">State Library of WA</a>	
				INV	Microfilming 3 reels of The Post newspaper	3,000.00
				755.11357-01	<a href="#">The Honda Shop</a>	
				INV	Recoil Starter to suit Honda GX390. Fleet No 751.	158.85
				755.11410-01	<a href="#">Hays Specialist Recruitment Aust Pt</a>	
				INV	Matthew Loney Week Ending 18/1/15	2,375.49
				755.11660-01	<a href="#">Perth Auto Alliance Pty Ltd</a>	
				INV	U20214302 oil filters (10off) U20113240 air	641.41
				755.11898-01	<a href="#">Turf Care WA Pty Ltd</a>	
				INV	Herbicide spray lawn on verge and grounds at	250.00
				755.12427-01	<a href="#">R Hawker</a>	
				INV	Volunteer Vehicle Reimbursement	63.91
				INV	Volunteer Vehicle Reimbursement	55.44



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755.12546-01					<b>Greenway Enterprises</b>	
INV					Supply 6 x Cyclone Leaf Rakes (C636974)	212.85
755.12648-01					<b>Mt Claremont Newsround</b>	
INV					Mt Claremont Newspaper delivery	184.39
755.12677-01					<b>Wilson Security</b>	
INV					Unlock and lower bollards at Swanbourne Beach	273.35
755.12762-01					<b>Assa Abloy Entrance Systems Aust Pt</b>	
INV					servicing needed for administration front doors-	402.20
755.12914-01					<b>The Worm Shed</b>	
INV					Worm farm	988.00
755.13220-01					<b>Lightning Towing</b>	
INV					STANDING ORDER - Abandoned Vehicle Towing -	189.75
INV					STANDING ORDER - Abandoned Vehicle Towing -	253.00
755.13267-01					<b>Dept of Transport</b>	
INV					DEPARTMENT OF TRANSPORT - Vehicle Search lists 14	520.00
755.13290-01					<b>Mr V R Senathirajah</b>	
INV					Reimbursement of Mobile/Internet January 2015	127.71
755.13369-01					<b>Data#3 Limited</b>	
INV					Yearly Symantec Virus Renewal	5,989.50
755.13392-01					<b>Universal Fencing</b>	
INV					Continuation of security fence hire - Dalkeith	400.00
755.13398-01					<b>Clever Patch Pty Ltd</b>	
INV					craft material for Mt Claremont library	131.89
755.13412-01					<b>Quick Corporate Australia</b>	
INV					Web Order 625434	188.45
755.13480-01					<b>DU Electrical Pty Ltd</b>	
INV					Repair Vandal damage to pump controller and	419.65
INV					Reset fault and test pump operation at Dalkeith	176.00
755.13775-01					<b>Australia Post - 604909</b>	
INV					SO Reply Paid	50.47
755.13777-01					<b>Covs Parts Pty Ltd</b>	
INV					NGK CMR 6 H spark plugs (12 off) 3/16 x 3/16 key	80.75
755.13802-01					<b>Kool Digital Graphics</b>	
INV					Summer Concerts 2015 design artwork for marketing	1,980.00
755.13803-01					<b>Snap Printing - Northbridge</b>	
INV					1000 x A4 swimming pool brochures Quotation no.	586.00
755.13842-01					<b>Tree Amigos Tree Surgeons Pty Ltd</b>	
INV					Bruce and Melvista St nature strip & roundabout-	3,769.76



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<b>755.13905-01 Marketforce Express Pty Ltd</b>						
	INV				Summer Concerts 2015 - Advertising - multiple	1,026.25
	INV				Advertising Term 1 2015 Tresillian Program.	2,141.57
	INV				Summer Concerts 2015 - Advertising - multiple	1,025.15
	INV				Town Planning Scheme Amendment No. 203 Advertisin	705.64
<b>755.13931-01 Enviro Sweep</b>						
	INV				City Wide Sweeping	24,123.00
<b>755.14004-01 Drainflow Services Pty Ltd</b>						
	INV				Educting Services	880.00
	INV				Educting Services	880.00
	INV				Educting Services	880.00
	INV				Educting Services	880.00
	INV				Educting Services	880.00
	INV				Educting Services	2,112.00
	INV				Educting Services	13,669.70
	INV				Educting Services	880.00
	INV				Educting Services	2,112.00
<b>755.14012-01 Have A Go News</b>						
	INV				Seniors Week Event Advert	266.64
<b>755.14037-01 Beaver Tree Services Aust Pty Ltd</b>						
	INV				Refer quote-# 84730. 28 Hynes Rd. - Marri- Remove	739.20
	INV				Refer job# 28828. 6 Granby Cres- Prune agonis as	638.00
	INV				Refer job-# 28786. 36 Stanley St-remove dead	321.20
	INV				Refer quote-# 85174. 38 Browne Ave cnr Carroll.	765.60
	INV				Refer quote-# 85164. 69 Riley Rd. Boundary prune	382.80
	INV				Refer quote-# 85171. 45 Browme Ave and Carroll.	382.80
	INV				Refer job# 29315. Call out-Dot Bennett Res.	354.20
	INV				Refer job #22824. 20 Wavell Rd. Remove deadwood	98.45
	INV				aRefer job # 28823. 22 Wavell Rd. Remove limb over	536.80
	INV				Refer Job # 28822 Birdwood Pde Res. Annual	2,857.80
	INV				Refer job-# 28225. 18 & 27 Circe Circle-remove	457.60
	INV				Refer Job # 28226. 1 Granby Cres. remove	574.20
	INV				Refer job-# 29476. Underwood Ave. 3 Man crew,	1,424.50
	INV				Refer quote-# 85166. 74 Watkins Rd .Prune from	574.20
	INV				Refer Job # 28821.Melvista Park .APM. Deadwood	919.60
	INV				Refer job-# 28827.Median Isle opposite 80	143.03
	INV				Quote # 85176. Annual Program maintenance	765.60
<b>755.14052-01 Mr G K Trevaskis</b>						



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				INV	Internet Reimbursement 8/2/15--8/3/15	59.95
755.14114-01					<a href="#">CBC Bearings</a>	
				INV	Internal DIN 472	8.92
755.14135-01					<a href="#">Miss N R Wilson</a>	
				INV	Rates Consulting	479.65
755.14243-01					<a href="#">Hudson Global Resources</a>	
				INV	Placement Fees - Qurban Ali - Finance Officer	6,152.98
755.14379-01					<a href="#">Mr D Dunn</a>	
				INV	consultancy work for assistance with SharePoint	1,283.33
755.14393-01					<a href="#">Hudson &amp; Hughie Pty Ltd</a>	
				INV	Catering for Access Working Group meeting with	110.00
755.14492-01					<a href="#">Subaru Osborne Park</a>	
				INV	New Subaru Forester meeting all requirements of	17,139.63
755.14514-01					<a href="#">Valvoline Australia Pty Ltd</a>	
				INV	Valvoline Synpower XL111 5w30 engine oil. Product	221.06
755.14601-01					<a href="#">Shamrock Electrics</a>	
				INV	Supply and install new power supply's and Data	14,828.00
755.14608-01					<a href="#">MRGTV Pty Ltd</a>	
				INV	Nedlands Promotional video	6,600.00
755.14725-01					<a href="#">Mrs P B Pannell</a>	
				INV	Course Refund	180.00
755.14727-01					<a href="#">Coorinja Vineyards</a>	
				INV	Refund of Incorrect Payment	564.00
755.14728-01					<a href="#">Mr J Spyker</a>	
				INV	Steel Cap Boots Reimbursement	179.95
755.2048-01					<a href="#">Tillys Home Helpers</a>	
				INV	Provision of Gardening Service to HACC Clients in	2,324.58
755.2075-01					<a href="#">Landgate</a>	
				INV	Landgate serches - Online transactions	72.00
755.360-01					<a href="#">Australia Post</a>	
				INV	SO Counter transaction Fees	67.78
755.5682-01					<a href="#">WA Hino Sales &amp; Service</a>	
				INV	Set of engine belts as per quotation # 31433.	106.08
755.5716-01					<a href="#">Professional PC Support</a>	
				INV	COMPUTER EQUIPMENT/MTCE	956.93
				INV	COMPUTER EQUIPMENT/MTCE	960.64
755.6816-01					<a href="#">Swanbourne Nedlands Surf Life Savin</a>	
				fund	Payment made to AR Account when it should have	202.50



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				755.741-01	<b>Boyan Electrical Services</b>	
				INV	Supply lighting to new gazebo at Peace Memorial	4,400.00
				755.7675-01	<b>Landgate - GRV</b>	
				INV	Gross Rental Valuations - GRV Schedules	460.77
				755.7990-01	<b>WA Treasury Corporation</b>	
				INV	Loan 181 February 2015 Repayment	66,860.48
				INV	Loan 179 February 2015 Repayment	38,406.48
				755.8010-01	<b>Staples Australia Pty Ltd</b>	
				INV	Nedlands Library stationery	12.55
				755.8169-01	<b>Westbooks</b>	
				INV	VARIOUS BOOKS	191.83
				755.860-01	<b>Bunnings Group Limited</b>	
				INV	BUILDING SUPPLIES	95.00
				INV	BUILDING SUPPLIES	207.46
				INV	BUILDING SUPPLIES	78.06
				INV	BUILDING SUPPLIES	217.90
758	EFT TRANSFER: - 20/02/2015	20/02/2015	-226,876.11	758.10221-01	<b>Hire Society</b>	
				INV	Equipment for Joint Citizenship and Australia Day	623.17
				758.11284-01	<b>Australia Post</b>	
				INV	POSTAGE	1,435.22
				758.11357-01	<b>The Honda Shop</b>	
				INV	Air filter elements for Honda GX270. AF ZE28. (6	143.70
				758.11410-01	<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Joseph Cheong Week Ending 18/1/15	1,155.39
				INV	Matthew Loney Week Ending 25/1/15	2,187.96
				INV	Joseph Cheong Week Ending 25/1/15	1,723.28
				INV	Joseph Cheong Week Ending 1/2/15	1,664.53
				758.11588-01	<b>WA Rangers Association</b>	
				INV	Employment advertisement - Ranger (Parking)	250.00
				758.11760-01	<b>Forcorp Pty Ltd</b>	
				INV	200ZHL-A amber led mini beacon. Iseki Fleet No	528.00
				758.11795-01	<b>Mr J Donaldson</b>	
				INV	RUBBISH COLLECTION	1,000.00
				INV	RUBBISH COLLECTION	150.00
				INV	RUBBISH COLLECTION	150.00
				758.12079-01	<b>Complete Pest Management Services</b>	
				INV	Pre demolition rat baiting to be carried out for	190.00
				758.12447-01	<b>Replas WA</b>	





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				INV	Supply only 22 x bollards 125mm square x 1.5m	1,070.12
				758.12532-01	Total Eden Pty Ltd	
				INV	Mt Claremont Ponds - 40mm Poly pipe, venturi	825.91
				758.12918-01	GLG GreenLife Group Pty Ltd	
				INV	Landscape Maintenance as per RFT 2013/14.21 -	7,433.49
				758.13010-01	Quick Colourprint	
				INV	Name Badges	216.65
				INV	Business Cards for Rachel Birighitti	79.00
				758.13123-01	Toll Priority	
				INV	FREIGHT /OTHER CHARGES	364.29
				758.13280-01	Accessible Transit Specialists	
				INV	Repairs and annual service to wheelchair lift on	545.00
				758.133-01	Alinta Energy	
				INV	Lot 1 Odern Cres 31/10/14-4/2/15	36.25
				INV	Lt 6987 Montgomery Ave 6/11/14-6/2/15	73.10
				758.13364-01	Envobis Pty Ltd	
				INV	asbestos direction paper for Shenton Bushland	1,100.00
				758.13412-01	Quick Corporate Australia	
				INV	Reflex White Paper Standing Order	173.58
				INV	Stationery for Depot (web order number 620829)	178.82
				INV	Web Order 627170	270.61
				758.13428-01	Lock Stock & Farrell Locksmith Pty	
				INV	As per quotation 1,530,423 (9/1/15) please open	174.55
				758.13476-01	Road Signs Australia Pty Ltd	
				INV	sign order 18/11	899.80
				INV	sign order 8/1/15	242.00
				758.13480-01	DU Electrical Pty Ltd	
				INV	Nedlands Park - Supply and install damaged	578.60
				758.13628-01	Liquor Barons Dalkeith	
				INV	7 SSB Johny Q, 4 Shiraz Johny Q, 4 x ice, 6 pack	188.98
				INV	12 X white wine, Brian Simmonds Art Sale 2014	160.08
				758.13777-01	Covs Parts Pty Ltd	
				INV	24mm 48mm Rolls masking tape (6 each). Rolls	155.50
				758.13905-01	Marketforce Express Pty Ltd	
				INV	Advert for Manager Finance position to appear in	815.90
				INV	9X2 C CM, POST & WESTERN SUBURBS WEEKLY	448.60
				INV	Advertising for Purchase of 1 GVM Truck and	610.94
				INV	Advertisement - Home Maintenance Officer /	262.91



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					<b>758.13937-01 Doghouse Media Pty Ltd</b>	
				INV	Projest management	2,037.75
				INV	website upgrades to search function	354.75
					<b>758.14005-01 Perth Energy Pty Ltd</b>	
				INV	Lot 181 Montgomery Ave 2/1/15-4/2/15	5,275.48
				INV	USAGE 25/12/14 TO 24/01/15	7,523.96
					<b>758.14017-01 Mr M A Goodlet</b>	
				INV	Home Internet Reimbursement 23/6/14 - 22/1/15	483.00
					<b>758.14075-01 Austin Computers</b>	
				INV	Monitor for Building Team	699.00
					<b>758.14136-01 C-Wise</b>	
				INV	Supply 40m3 Moisture Mulch (414 - Summer Batch)	2,156.00
					<b>758.14165-01 Bridgestone Select Nedlands</b>	
				INV	Internal patch puncture repair. Hyundai Fleet No	25.00
				INV	Re balance 4 wheels on Triton cab chassis. Fleet	44.00
					<b>758.14234-01 Insight Enterprises Australia Pty L</b>	
				INV	yearly one place Mail subscription	2,710.40
					<b>758.1427-01 City of Stirling</b>	
				INV	Meals to be delivered to Nedlands Day Centre in -	790.50
				INV	Delivered meals subsidies for the City of	813.10
					<b>758.14393-01 Hudson &amp; Hughie Pty Ltd</b>	
				INV	Catering for Joint Citizenship and Australia Day	1,800.00
					<b>758.14462-01 Ms N Grant</b>	
				INV	Term 1 2015 Tutor Fees - Semi Abstract Painting,	2,288.00
					<b>758.14465-01 Osborne Park Volkswagen</b>	
				INV	aOil filters (2 off) Air Filters (2 off) for	137.96
					<b>758.14468-01 Ricoh Australia Pty Ltd</b>	
				INV	COPY 14/15 NCC S/N E153M650142	6,231.38
					<b>758.145-01 Protector Alsafe Pty Ltd</b>	
				INV	SAFETY CLOTHING	272.01
				INV	6 sunhats with logo for Works Crew	78.76
				INV	SAFETY CLOTHING	15.75
					<b>758.14515-01 Programmed Integrated Workforce</b>	
				INV	Shaun Bird. Week Ending 8/2/15	1,805.50
					<b>758.14612-01 Unisite Pty Ltd</b>	
				INV	Supply and deliver 5 Dolphin Bike Racks Option A	12,100.00
					<b>758.14670-01 Protek 24/7</b>	
				INV	Supply and install new lanyards to flag poles on	990.00



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				758.14681-01	<b>Internode Pty Ltd</b>	
				INV	Internet Charges to March 2015	10,320.00
				758.14707-01	<b>Australian Institute of Techonolgy</b>	
				INV	5 day safety representative course - Alison	1,100.00
				758.14736-01	<b>Miss J Scott</b>	
				INV	Reimbursement of IPWEA Workshop	660.00
				758.1980-01	<b>Dawson's Garden World Pty Ltd</b>	
				INV	PURCHASE OF VARIOUS PLANTS	89.90
				758.380-01	<b>Australian Taxation Office</b>	
				INV	Payroll Deduction	408.00
				INV	Payroll Deduction	354.08
				INV	Payroll Deduction	98,219.26
				758.3910-01	<b>Kleenit Pty Ltd</b>	
				INV	Graffiti removal for the month of December 2014	1,272.59
				758.4040-01	<b>The Lane Bookshop</b>	
				INV	VARIOUS BOOKS	199.85
				758.4150-01	<b>LO-GO Appointments</b>	
				INV	J BRITTON - LABOURER P&G	1,801.80
				INV	J Britton, Labourer P&G	1,458.60
				758.4500-01	<b>McLeods Barristers &amp; Solicitors</b>	
				INV	Invoice 84656 Matter No: 19449 City of Nedlands:	263.02
				INV	Legal Fees - Advice: Dedication of Riverview	7,119.58
				758.6892-01	<b>Taman Tools</b>	
				INV	16" Diamond combination blades for Wacker BSF100	907.50
				758.6983-01	<b>Telstra Corporation Ltd</b>	
				INV	Mobile Phone Charges to 1/2/15	320.29
				758.860-01	<b>Bunnings Group Limited</b>	
				INV	BUILDING SUPPLIES	21.93
				INV	BUILDING SUPPLIES	79.48
				758.9872-01	<b>Civica Pty Ltd</b>	
				INV	Business Process Services - Authority Support	3,223.00
				INV	AUTHORITY MANAGED SERVICE IN ACCORDANCE WITH	10,054.00
				INV	ANNUAL LICENCE (BIS) & EXCEL REPORT WRITER	12,265.00
760	EFT TRANSFER: - 27/02/2015	27/02/2015	-368,863.01	760.10056-01	<b>City of Nedlands - Social Club</b>	
				INV	Payroll Deduction	222.00
				INV	Payroll Deduction	232.00
				760.10548-01	<b>Poppy Florist</b>	



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				INV	FLOWERS/GIFTS	250.00
			760.10662-01		<a href="#">B &amp; J Illustrations</a>	
				INV	WORKSHOP FEES	4,800.00
			760.10731-01		<a href="#">Green Skills (Eco Jobs)</a>	
				INV	HIRE OF ECOJOBS CASUAL STAFF ON-14, 15, 16 & 21 JA	2,649.41
			760.11357-01		<a href="#">The Honda Shop</a>	
				INV	Honda engine parts as per quotation No Q05092.	213.04
			760.11410-01		<a href="#">Hays Specialist Recruitment Aust Pt</a>	
				INV	Joseph Cheong Week Ending 8/2/15	1,057.47
			760.115-01		<a href="#">AJ Auto &amp; Marine Upholstery</a>	
				INV	VEHICLE REPAIRS	682.00
				INV	VEHICLE REPAIRS	341.00
			760.11559-01		<a href="#">Icon Septech Pty Ltd</a>	
				INV	Universal side entry lid - Selby Street	373.43
			760.11710-01		<a href="#">North City Holden</a>	
				INV	Dashmat and windscreen shade for Calais wagon.	78.80
			760.12238-01		<a href="#">Men In Harmony Barbershop Chorus In</a>	
				INV	Performance by Men in Harmony - Citizenship and	650.00
			760.12317-01		<a href="#">Techsand Pty Ltd</a>	
				INV	Remove 1.2m wide slab path on Greenville St	2,272.50
				INV	Remove 1.2m wide slab path on Greenville St	1,287.75
			760.12333-01		<a href="#">City Rubber Stamps &amp; Trophies</a>	
				INV	Sign stamp for Brid Ni Mhuineachain - Community	52.50
			760.12346-01		<a href="#">U N Dodds</a>	
				INV	TUTOR FEES ITALIAN X 5 CLASSES	3,920.00
			760.12451-01		<a href="#">GHD Pty Ltd</a>	
				INV	Waratah Avenue Placemaking Strategy - Consultant	19,250.00
			760.12507-01		<a href="#">Carpet Force (Commercial) Pty Ltd</a>	
				INV	Carpet and glue	866.80
			760.12609-01		<a href="#">A Siegrsist</a>	
				INV	TERM 1 2015 TUTOR FEES ITALIAN X 4	3,088.00
			760.12682-01		<a href="#">Synergy</a>	
				INV	LOT 8001 ABERDARE RD 06/12/14 - 12/02/15	1,029.20
			760.12765-01		<a href="#">Perthwaste Pty Ltd</a>	
				INV	REsidential services	9,166.00
				INV	Waste disposal	13,922.23
				INV	Mar 2015 Waste Prepayment	45,000.00



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				INV	Mar 2015 Prepayment	90,100.00
			760.1280-01		<a href="#">Chubb Fire &amp; Security Pty Ltd</a>	
				INV	FIRE EQUIPMENT / SERVICES	332.31
				INV	FIRE EQUIPMENT / SERVICES	2,800.82
			760.12829-01		<a href="#">UHY Haines Norton</a>	
				INV	Hassan Shiblee FBT Workshop 2015	803.00
			760.12964-01		<a href="#">Barrie's Driving Academy</a>	
				INV	Driving tests for volunteers from November 2014 -	176.00
			760.13006-01		<a href="#">Animal Pest Management Services</a>	
				INV	Feral animal control Allen Park	2,002.00
			760.13014-01		<a href="#">Nespresso Professional</a>	
				INV	8 boxes of Espresso Leggero (50 Capsule per box)	744.00
			760.13217-01		<a href="#">J Brown</a>	
				INV	TERM 1 2015 TUTOR FEES Ornate Beading	940.00
			760.13347-01		<a href="#">Speedy Hire</a>	
				INV	Hire of Portable toilet for John XXIII Depot from	194.84
			760.13404-01		<a href="#">Apple Pty Ltd</a>	
				INV	MF352X/A iPhone 5S Space Gray 16GB-AUS - Tony	704.07
			760.13412-01		<a href="#">Quick Corporate Australia</a>	
				INV	Reflex White Paper Standing Order	115.72
				INV	Web Order 627170	13.16
				INV	Web Order 623545	3.60
				INV	Web Order 623545	271.08
				INV	Web Order 628681	220.91
			760.13428-01		<a href="#">Lock Stock &amp; Farrell Locksmith Pty</a>	
				INV	6 x 1401 Padlocks, 10 x 1401 Keys, 12 x Parks	1,132.20
			760.13437-01		<a href="#">Mowmaster Turf Equipment</a>	
				INV	Bearing housings, bearings (2 off each) Shaft to	240.60
			760.13568-01		<a href="#">Digital Mapping Solutions</a>	
				INV	GIS Consulting Services - Prepare extract of data	429.00
			760.13653-01		<a href="#">Achieveability Pty Ltd</a>	
				INV	Cert IV in Access Consulting for Building	4,000.00
			760.13713-01		<a href="#">Sonic HealthPlus Pty Ltd</a>	
				INV	Pre-employment Medicals A.Qurban	148.50
			760.13806-01		<a href="#">Andy Craft Pty Ltd</a>	
				INV	Marking Crayons	72.60
			760.13895-01		<a href="#">Ms M B Hulls</a>	
				INV	50% PAYMENT FOR MOBILE PHONE CHARGES	85.54



# CITY OF NEDLANDS

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760.13937-01	Doghouse Media Pty Ltd					
INV	VPS with support retainer		1,749.00			
760.13943-01	Architects of Arcadia Pty Ltd					
INV	Approved fee proposl		5,004.45			
760.13990-01	Vehequip					
INV	De install 2 way radio and hands free phone kit		88.00			
INV	De install hands free phone kit from traded		66.00			
INV	Replace damaged hands free phone cradle on works		110.00			
INV	Replace hands free phone kit and supply and fit		130.00			
INV	Repair Bluetooth and phone in Utility Fleet No		66.00			
760.13992-01	Get Wet Ponds & Aquariums					
INV	Fish Tank Servicing - City of Nedlands Front		77.00			
760.14001-01	Humaan Pty Ltd					
INV	Produce 9 x QR codes for Yange Kep Bidi		1,485.00			
760.14004-01	Drainflow Services Pty Ltd					
INV	Standing Order Educting Services		8,377.60			
INV	Standing Order Educting Services		2,156.00			
760.14037-01	Beaver Tree Services Aust Pty Ltd					
INV	ARBOR RFT 2013/14.18 - STUMP GRINDING		101.60			
760.14075-01	Austin Computers					
INV	Samsung S32D85KTSN 32" Widescreen AMVA Monitor		1,398.00			
760.14085-01	Think Water					
INV	Irrigation contractor		4,778.99			
760.14090-01	Western Technical Services					
INV	Replace capacitor		253.00			
760.14101-01	Ms J Eyre					
INV	SOCIAL SUPPORT ACTIVITY		5.40			
760.14164-01	Ms S Hibbert					
INV	Tutor Fees Term 1 2015 - Landscape Watercolour		752.00			
760.14209-01	Eye in The Sky Photography					
INV	TERM 1 2015 TUTOR FEES Guitar & i pad & i phone		1,128.00			
760.14273-01	Lasso Kip Pty Ltd					
INV	Summer Concerts 2015-Advertisment in Parents Pape		363.00			
760.14336-01	Superfins WA Inc					
INV	KIDSSPORT - HAMISH RAE		200.00			
760.145-01	Protector Alsafte Pty Ltd					
INV	SAFETY CLOTHING		175.10			
760.14528-01	Ms S Macleay					



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				INV	TUTOR FEES TERM 1 2015 Needlecraft	1,504.00
760.14621-01	Ms T V Mercea			INV	MILEAGE CLAIM FOR LIBRARY VOLUNTEER	89.70
760.14678-01	Castles WA			INV	Summer Concerts 2015 Bouncy Castle	315.00
				INV	Summer Concerts 2015 Bouncy Castles	315.00
				INV	Summer Concerts 2015 Bouncy Castles	315.00
				INV	Summer Concerts 2015 Bouncy Castle	315.00
760.14693-01	Easifleet			INV	PAYMENT OF CAR LEASE FOR PAUL - EMP NO 335	469.74
				INV	Car lease payment - Paul Busby	469.74
760.14732-01	Ms M Smith			INV	TUTOR FEES Term 1 2015 - Structured Drawing & Oil	2,256.00
760.2262-01	Elliott's Irrigation Pty Ltd			INV	Dot Bennett Park - Iron filtration services on	216.70
760.2690-01	Galvins Plumbing Supplies			INV	150mm stormwater pipe and accessories including	203.67
760.367-01	Ausnet Industries			INV	Supply and installation of replacement White	1,842.50
760.380-01	Australian Taxation Office			INV	Payroll Deduction	99,120.60
760.400-01	Australian Services Union			INV	Payroll Deduction	141.10
				INV	Payroll Deduction	141.10
760.4082-01	Abnote Australasia Pty Ltd			INV	Barcodes for Nedlands Library service	266.20
760.4150-01	LO-GO Appointments			INV	Labour charges - J.Britton	1,801.80
760.4500-01	McLeods Barristers & Solicitors			INV	Matter 36821 Charlies Garden Coffee Lounge	678.60
760.5120-01	Office Line			INV	FURNITURE	924.00
760.6600-01	St John Ambulance Western Australia			INV	First aid kits restock for Depot and council	2,523.66
				INV	Rates Refund	4,811.48
				INV	Annual First Aid Restock for Administration,	345.84
760.6892-01	Taman Tools			INV	Dembicon Midget floor saw 16" blade guard/water	506.00

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12391	MS J A CRAWFORD	04/02/2015	-1,560.00	RFND	14 LISLE ST - FOOTPATH REFUND	1,560.00
12392	M L PAVLICH	04/02/2015	-1,560.00	RFND	18 KNUTSFORD ST - FOOTPATH REFUND	1,560.00
12393	APG HOMES	04/02/2015	-1,500.00	RFND	4A DALKEITH RD - FOOTPATH REFUND	1,500.00
12394	MR D GRANT	10/02/2015	-1,560.00	RFND	45 WATKINS RD - FOOTPATH REFUND	1,560.00
12395	ESPLANADE HOMES PTY LTD	10/02/2015	-1,500.00	RFND	17 CARROLL ST - FOOTPATH REFUND	1,500.00
12396	J G HUTTON	10/02/2015	-1,500.00	RFND	104 CLEMENT ST - FOOTPATH REFUND	1,500.00
12397	DANMAR HOMES PTY LTD	10/02/2015	-1,500.00	RFND	1 DORSE COVE - FOOTPATH REFUND	1,500.00
12398	ECONSTRUCT	10/02/2015	-1,500.00	INV	REPLACEMENT CHEQUE 12357	1,500.00
12399	MR R J MALCOLM	10/02/2015	-1,560.00	RFND	8 TYRELL ST - FOOTPATH REFUND	1,560.00
12400	MRS M J WHITE	10/02/2015	-48.00	RFND	80 KIRWAN ST - FOOTPATH REFUND	48.00
12401	K J BAKER	10/02/2015	-1,500.00	RFND	43 ROCKTON RD - FOOTPATH REFUND	1,500.00
12402	SUMMIT HOMES GROUP	10/02/2015	-1,560.00	RFND	25 MARTIN AV - FOOTPATH REFUND	1,560.00
Total CHEQUE			-38,488.00			

### EFT

756	EFT TRANSFER: - 11/02/2015	11/02/2015	-70,373.10	756.12228-01	Dept of Commerce - Building Commiss	
				INV	Reconciliation & Return December 2014	5,095.90
				756.12229-01	Construction Training Fund	
				INV	Reconciliation & Return December 2014	47,459.20
				756.14095-01	Dept of Planning	
				INV	DAP Application Levy DP/13/00838	150.00
				756.14658-01	Tarinka Pty Ltd	
				fund	83 TYRELL ST - FOOTPATH REFUND	1,500.00
				756.14696-01	Mrs H C McGlew	
				fund	30 BEDFORD ST - FOOTPATH REFUND	1,500.00
				756.14697-01	D4 Residential & Commercial Design	
				fund	51 HOBBS AV - FOOTPATH REFUND	1,000.00
				756.14698-01	Dale Alcock Homes	
				fund	27 DAVIES RD - FOOTPATH REFUND	1,500.00
				fund	38 KINNINMONT AV - FOOTPATH REFUND	168.00
				fund	64 CLIFTON ST - FOOTPATH REFUND	1,500.00
				fund	47 DOONAN RD - NEDLANDS	1,500.00
				756.14699-01	Optimum Resource Architects Pty Ltd	



# CITY OF NEDLANDS

## All Payments 1/2/2015 to 28/2/2015

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				fund	22 COOPER ST - FOOTPATH REFUND	1,500.00
				756.14700-01	Mrs C M Pollock	
				fund	73 LOUISE ST - FOOTPATH REFUND	1,500.00
				756.14701-01	David Wills & Associates	
				fund	10 SELBY ST - FOOTPATH REFUND	1,500.00
				756.14702-01	Stonehenge Constructions WA Pty Ltd	
				fund	61 KINGSWAY - FOOTPATH REFUND	1,500.00
				756.14706-01	Pact Construction Pty Ltd	
				fund	26 ODERN CRESCENT- FOOTPATH REFUND	1,500.00
				756.14729-01	Mr J Sandford	
				fund	41 MAYFAIR ST - MT CLAREMONT	1,500.00
757	EFT TRANSFER: - 12/02/2015	12/02/2015	-73,018.29	757.12229-01	Construction Training Fund	
				INV	Balance of November 2014 Levy Payment	73,018.29
759	EFT TRANSFER: - 23/02/2015	23/02/2015	-35,288.38	759.12228-01	Dept of Commerce - Building Commiss	
				INV	RECONCILIATION AND RETURN - JAN 2015	22,479.84
				759.12229-01	Construction Training Fund	
				INV	MONTHLY RECONCILIATION AND RETURN - JAN 2015	12,808.54
Total EFT			-			\$178,679.77
TOTAL PAYMENTS			-			\$217,167.77

## City of Nedlands


## Purchasing Card Payments - February 2015 (Statement period 29th Jan 2015 to 27th Feb 2015)

Date	Supplier	Description	AUD
29-Jan-15	City Of Perth Park11	Parking SLWA	5.10
29-Jan-15	Austin Computers	purchased 3 x USB Speakers to use with VDI Units	57.00
29-Jan-15	Totally Workwear Mt Ha	Long sleeved shirts for outdoor event staff	473.55
29-Jan-15	Bunnings 309000	Paint for hit up wall	54.15
29-Jan-15	Austin Computers	Cables for meeting room	98.00
30-Jan-15	Captain Stirling Iga	DRC provisions	56.70
30-Jan-15	Parker Black/forr	x3 lever handle for replacement doors.	574.20
30-Jan-15	Jb Hi Fi	Digital set top box for meeting room	175.00
30-Jan-15	Austin Computers	Cabling and accessories for meeting room	269.00
2-Feb-15	The Reject Shop 6617	Concerts sponsorship baskets, napkins, cups	64.00
2-Feb-15	Captain Stirling Iga	Summer Concerts Sponsorship baskets first 2concerts	142.36
2-Feb-15	Facebk *nddcf7w3m2	Facebook advertising library	40.79
2-Feb-15	Coles Bassendean	Summer Concerts cheese for sponsorship baskets	8.36
2-Feb-15	Bunnings 454000	building supplcs for meeting room reno.	33.60
2-Feb-15	Red Dot Stores Perth	other	69.93
2-Feb-15	Officemax Australia	stionerary	32.34
2-Feb-15	Officemax Australia	stionerary	0.07
2-Feb-15	Harvey Norman Av/it	Mobile phone	492.00
2-Feb-15	Bunnings 454000	Screw drivers and cutters for Depot	94.92
3-Feb-15	Austin Computers	Dvi-D to HDMI adaptor for Council chamber monitors	55.00
3-Feb-15	Austin Computers	11 x Monitor screens for Council chamber	1,595.00
3-Feb-15	Robert Muir Books	paul hasluck A political biography / Robert Porter	40.00
3-Feb-15	Bunnings 454000	other	21.96
3-Feb-15	Dalkeith Iga	other	5.20
3-Feb-15	Techbuy Pty Ltd	Usb converters for meeting room	98.75
4-Feb-15	Rexel Electrical Sup	electrical supply for meeting room	139.56
4-Feb-15	Act*alia	Wikipedia and Libraries workshopsID 77884235	250.00
4-Feb-15	Palace Cinema Nominees Pl	Entry fee for clients to the Movies	112.50
4-Feb-15	Alxndr House Of Flowers	Sympathy flowers Natalie Wilson	100.00
4-Feb-15	Bunnings 306000	materials needed to adhere to maintenance requests	30.52
4-Feb-15	On Topic Media Pty L	Advert in Weekend Notes for Splashfest youth event	179.50
4-Feb-15	Curriculum Kids Pty	minor equipment	6.80
4-Feb-15	Curriculum Kids Pty	minor equipment	68.05
4-Feb-15	Jaycar Osborne Park	Amplifiers for meetin room	409.30
4-Feb-15	Bunnings 389000	Fencing materials for SRT grant area at Pt Res	411.25
5-Feb-15	Facebk *zbcfg7w2m2	Facebook advertising library	37.54
5-Feb-15	Rexel Electrical Supplies	Materials needed for locating cable.	154.73
6-Feb-15	Norms Doors	replacement door for public toilet	495.00
9-Feb-15	Bunnings 306000	MDF Boards art classes	94.00
9-Feb-15	Coles Bassendean	Cheese for sponsor baskets Summer Concert Masons G	6.00
9-Feb-15	Bookdepository.Com	Junior local stock purchase Mtc and Ned library	314.20
9-Feb-15	Bookdepository.Com	Junior local stock purchase Mtc and Ned library	400.00
9-Feb-15	Nedlands Supa Iga	DRC client BBQ lunch at centre	11.99
9-Feb-15	Nedlands Supa Iga	DRC client BBQ lunch at centre	45.86
9-Feb-15	Bunnings 306000	Drill bits, screws, & hose fittings	116.27

9-Feb-15	Facebk *gw35r7nnh2	Advertising Nedlands Page on Facebook	10.38
9-Feb-15	Coles Floreat	Consumables	14.50
9-Feb-15	Woolworths 4358	Consumables	16.14
10-Feb-15	Australia Day Council	Flags for Australia Day Citizenship Ceremony	34.51
10-Feb-15	Productive Plastics	Perspex to repair Notice board	192.50
10-Feb-15	Wa Bag Closing Equip	roll of cardboard to protect polished floor.	67.10
10-Feb-15	Big W 0454	Consumables	27.00
10-Feb-15	Jb Hi Fi	minor equipment	127.95
10-Feb-15	Grayland Deli	Materials for rabbit control	13.50
11-Feb-15	Bookdepository.Com	Library stock for Mt Claremont and Nedlands	199.78
11-Feb-15	Bookdepository.Com	Library stock for Mt Claremont and Nedlands	100.00
11-Feb-15	Country Kitchen Cate	Catering committee meeting 10th February	831.00
11-Feb-15	Facebk *yyjte724m2	Facebook advertisements Summer Concerts	33.50
12-Feb-15	Captain Stirling Iga	Catering for meetings	9.95
12-Feb-15	Captain Stirling Iga	Catering for meetings	15.79
13-Feb-15	Nedlands Supa Iga	DRC BBQ supplies	96.74
13-Feb-15	J & K Hopkins Perth	Desk insert for Maria's office	49.00
13-Feb-15	Stk*shutterstock, Inc.	monthly sub for purchase of images for print	49.00
13-Feb-15	Bunnings 391000	Materials for fencing SRT Project	105.43
13-Feb-15	Bunnings 309000	Materials for fencing SRT Project	450.30
16-Feb-15	City Of Perth Park11	Parking SLWA	8.50
16-Feb-15	Captain Stirling Iga	Summer Concerts sponsorship goodies for basket	111.95
16-Feb-15	Lasso Media	Slashfest Parents Paper advertising	88.00
16-Feb-15	Bookdepository.Com	Local stock purchase Junior Library	246.70
16-Feb-15	Facebk *yjf76ph2	Facebook advertising for Splashfest	2.62
16-Feb-15	Captain Stirling Iga	CONSUMABLES	14.85
16-Feb-15	Captain Stirling Iga	CONSUMABLES	3.95
16-Feb-15	The Reject Shop 6617	OFFICE	23.00
16-Feb-15	Coles Claremont	Fish for wasp traps	16.05
16-Feb-15	City Of Perth Park6	Parking for PLWA meeting	10.20
17-Feb-15	J & K Hopkins Perth	Office chair mat for Mt Claremont Library	59.00
18-Feb-15	Jaycar Osborne Park	Lead Audio Stereo Plug for Boardroom	8.45
18-Feb-15	Facebk *crmwn7n3m2	Summer Concerts Facebook advertising	30.73
18-Feb-15	Leeming Supa Iga	DRC monthly provisions	53.79
18-Feb-15	Leeming Supa Iga	DRC monthly provisions	81.76
18-Feb-15	Woolworths 4313	Friday night social support function	73.92
18-Feb-15	Woolworths 4313	Friday night social support function	32.41
18-Feb-15	Kmart 1139	Friday night Social support function	138.50
18-Feb-15	Kmart 1139	Stationery	39.00
18-Feb-15	Dalkeith Iga	CONSUMABLES	5.36
19-Feb-15	Nedlands Supa Iga	DRC BBQ	23.21
19-Feb-15	Nedlands Supa Iga	DRC BBQ	26.00
19-Feb-15	Bunnings 306000	Credit on insulation returned	(75.00)
19-Feb-15	Bunnings 306000	Insulation & associated gear 4 pumps @ Dot Bennett	134.87
19-Feb-15	Sanity Music	Library stock	61.99
19-Feb-15	Captain Stirling Iga	Catering for events	70.86
19-Feb-15	Bookdepository.Com	Local stock purchases - Nedlands Library	204.75
20-Feb-15	Post Nedlands Post	Postage - DA Referral to SRT 36/38/40 Jutland	10.10
20-Feb-15	Jaycar Osborne Park	auxiliary split cable needed for meeting room	8.95
23-Feb-15	Facebk *bx9rg724m2	Summer Concerts Facebook advertisements	32.80

23-Feb-15	Novotel Vine Resort	Mark Goodlet - CRC Workshop	390.00
23-Feb-15	Captain Stirling Iga	Friday night social support function	14.97
23-Feb-15	Solver Decorator Ctr	paint to patch up floor section in admin.	29.70
23-Feb-15	Garden City News	Local stock	45.85
23-Feb-15	Woolworths 4313	consumables	2.97
23-Feb-15	Woolworths 4313	consumables	10.03
24-Feb-15	Captain Stirling Iga	Summer Concerts Sponsorship food	16.92
24-Feb-15	Austin Computers	cable needed for projector function	8.00
24-Feb-15	Woolworths 4358	Consumables	10.45
24-Feb-15	Woolworths 4358	Consumables	110.13
24-Feb-15	Cms Electracom	Electrical cabling conduit	191.95
25-Feb-15	Bookdepository.Com	Library stock for Nedlands and Mt Claremont	600.00
25-Feb-15	Bookdepository.Com	Library stock for Nedlands and Mt Claremont	61.52
25-Feb-15	Sizzler Innaloo	client lunch at Sizzlers	159.50
26-Feb-15	Country Kitchen Cate	Catering Council meeting dinner 24th February 2015	831.50
26-Feb-15	Bookdepository.Com	Nedlands Library local stock	453.12
27-Feb-15	Barnetts Achtrl H/w	Door Hardware	159.16
			<u>15,027.16</u>

<b>CPS10.15</b>	<b>Policy Review</b>
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<b>Committee</b>	14 April 2015
<b>Council</b>	28 April 2015
<b>Applicant</b>	City of Nedlands
<b>Officer</b>	Phoebe Huigens, Policy & Projects Officer
<b>Director</b>	Michael Cole – Director Corporate & Strategy
<b>Director Signature</b>	
<b>File Reference</b>	Policy & Projects
<b>Previous Item</b>	Nil

## Executive Summary

All Council Policies are required to be reviewed regularly and approved by Council. The Policies contained in this report have been reviewed.

## Recommendation to Committee

### That Council

1. Approves the following policies:
  - a) Bulk Waste Collection and Waste Receptacles on Nature Strips
  - b) Domestic Receiving Dishes
  - c) Graffiti Management
  - d) Retention of Existing Dwelling During Construction of a New Dwelling
  - e) State Administrative Tribunal – Response to Appeals
  - f) Natural Area Path Network

and;

2. Revokes the following policy:
  - a) Public Attendance at Briefings and Workshops.

## Strategic Plan

KFA: Governance and Civic Leadership

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

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

## Background

Council policies are reviewed at least once every three years to ensure they reflect the strategic nature and responsibilities of Council and are kept up to date.

### Key Relevant Previous Council Decisions:

Not applicable.

## Discussion

The procedure for policy review is as follows:

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

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

The following policies are presented for approval:

#### Bulk Waste Collection and Waste Receptacles on Nature Strips

- Workshopped with Councillors on Tuesday 3 March 2015
- Last reviewed 2012
- Request was made at the workshop that residents be reminded that bins can only be on the nature strip 24 hours before and after collection (as per the City's Health Local Law 1997). This has been added as clause (c), and clause (d) has been amended appropriately.

#### Domestic Receiving Dishes

- Workshopped with Councillors on Tuesday 3 March 2015
- Last reviewed 2012

#### Graffiti Management

- Workshopped with Councillors on Tuesday 3 March 2015
- Last reviewed 2012
- No changes to the existing policy are proposed.

#### Retention of Existing Dwelling during Construction of a New Dwelling

- Workshopped with Councillors on Tuesday 3 March 2015
- Last reviewed 2012

#### State Administrative Tribunal – Response to Appeals

- Workshopped with Councillors on Tuesday 3 March 2015
- Last reviewed 2012

#### Natural Area Path Network

- Workshopped with Councillors on Tuesday 17 March 2015
- Last reviewed 2012
- A request was made at the workshop to prioritise path upgrades based on usage.

The following policy is presented for revocation:

#### Public Attendance at Briefings and Workshops

- Workshopped with Councillors on Tuesday 17 March 2015
- Administration recommends revoking this policy as Council briefings and workshops are defined as “concept forums” by the *Local Government Act 1995*. The Department of Local Government’s Guideline 5 – Council Forums, explains “council forms as opportunities for staff and elected members to propose, discuss and formulate philosophies, ideas, strategies and concepts for the development of the local government and the district... Holding such meetings behind closed doors is justified in that many of the ideas and concepts are preliminary and while looking for that creative gem some may be extreme, expensive or impractical and never adopted. Discussion on such proposals in a public forum would be counter-productive.”

### Consultation

Required by legislation:

Yes ☐

No ☒

Required by City of Nedlands policy:

Yes ☐

No ☒

The draft policies were workshopped with Councillors during March 2015.

### Legislation / Policy

*Local Government Act 1995*

*Disability Services Act 1994* (as amended in 2004)

### Budget/Financial Implications

Within current approved budget:

Yes ☒

No ☐

Requires further budget consideration:

Yes ☐

No ☒

### Risk Management

Risk management processes are built into operational guidelines where appropriate.

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



## **Conclusion**

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

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

## **Attachments**

- 1. Bulk Waste Collection and Waste Receptacles on Nature Strips (old policy with tracked changes);**
- 2. Bulk Waste Collection and Waste Receptacles on Nature Strips (new policy);**
- 3. Domestic Receiving Dishes (old policy with tracked changes);**
- 4. Domestic Receiving Dishes (new policy);**
- 5. Graffiti Management ;**
- 6. Retention of Existing Dwelling During Construction of a New Dwelling;**
- 7. State Administrative Tribunal – Response to Appeals (old policy with tracked changes);**
- 8. State Administrative Tribunal – Response to Appeals (new policy);**
- 9. Natural Area Path Network; and**
- 10. Public Attendance at Briefings and Workshops.**

## Bulk Waste Collection and Waste Receptacles on ~~Verges~~Nature Strips

**KFA** Natural and Built Environment

**Status** Council

**Responsible division** Technical Services

### Objective

The objectives of this policy are to:

- a) Communicate Council's position that unauthorised placement of material on ~~verges~~nature strips contrary to the City's advice is not acceptable.
- b) To ensure that community members are not inconvenienced by the depositing of unauthorised material on ~~verge~~nature strips.
- c) To practically minimise the amount of time that material is located on a ~~verge~~nature strip prior to collection.
- d) Ensure that the City collects bulk collection material within advertised timeframes.  
~~To provide guidance for the depositing waste bins on verges and of material on verges prior to a bulk collection~~

### Context

The City is committed to excellence in providing waste minimisation services and amenity for all community members. An orderly waste collection and recycling system will ensure that any adverse impact on amenity from ~~this service, or other~~ waste services is minimised. Material that is deposited, separated and collected will be removed by the City or its bulk collection service contractors~~agents~~ in a more~~an~~ efficient~~efficient and timely~~ manner, and be less likely subject to~~reducing~~ vandalism, arson ~~or cause a~~and nuisance.

### Statement

#### ~~2.1~~ **Objectives**

~~The objectives of this policy are to:~~

- ~~e) Communicate Council's position that unauthorised placement of material on verges contrary to the City's advice is not acceptable.~~
- ~~f) To ensure that community members are not inconvenienced by the depositing of unauthorised material on verges.~~

~~g) To practically minimise the amount of time that material is located on a verge prior to collection.~~

~~h) Ensure that the City collects bulk collection material within advertised timeframes.~~

## 2.2 — Outcomes

The outcomes of this policy are that:

a) The amenity of the City is retained and any inconvenience related to waste services to residents is minimised.

b) People who deposit material or bins on the verge without approval are warned or prosecuted.

~~c) The City operates a safe, efficient and effective waste and recycling service and bulk collection service.~~

## 2.3 — Guiding principles

The following guiding principles will assist in achieving the above outcomes:

a) This policy will not apply to reserves or land vested in other agencies.

b) Wherever appropriate, a notice will be issued ~~in accordance with Council Delegation “9G Removal of Obstructions and Deposit on Streets and Public Places”~~ to the property owner or occupier for unauthorised placement of waste material or waste receptacles on the ~~verge~~nature strip.

~~c) Residents are to ensure that all municipal garbage, recycling and greenwaste bins are not put on the nature strip for collection earlier than 24 hours before collection, and must be removed within 24 hours of collection.~~

~~d) Residents are to ensure that all municipal garbage, recycling and greenwaste bins stored on the City’s verge and where practicable, are stored out of sight from the street. Residents can apply to Council where they wish to store bins in a manner where they can be viewed from the street outside of their normal collection day.~~

~~e) During bulk waste collection times, Bulk waste, green waste, metals, mattresses and e-waste are to be stacked separately.~~

~~e)f) No rubbish is to be placed on the verge nature strip more than one week prior to collection date.~~

~~g) Skip style or bulk waste bins should not be placed on the nature strip verge where practicable. These bins may be placed on the verge nature strip immediately adjacent to the property with the express written permission of the City’s Waste Minimisation Officer building services City. Repair for any damage~~

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caused to the ~~verge-nature strip~~ or its infrastructure due to the placement or transportation of the bin will be the responsibility of the landowner of the adjacent land.

~~h)~~ Recognising that illegal dumping on ~~verges-nature strips and other public land~~ occurs from time to time, the City will investigate reported instances prior to the material being removed.

~~i)~~ ~~All offenders of illegal dumping will be infringed or prosecuted to prosecute/fine in accordance with relevant acts or laws.~~

~~e)~~  
~~f)~~ The City will continue to advise residents annually, via a booklet or similar, detailing the timelines and methods in which material should be placed on the ~~verge-nature strip~~ for those residents wishing to participate in the bulk collection service.

~~g)~~ ~~k)~~ Material containing asbestos or material suspected of containing asbestos ~~will be handled in accordance with the Health (Asbestos) Regulations 1992 and any applicable Code of Practice must not be placed in a City waste receptacle, nor placed on the nature strip for bulk waste collection.-~~

~~h)~~ ~~Monitoring, evaluation and review of the policy is critical in the continual improvement in the achievement of the policy objectives. The policy shall be subject to formal City review periodically in accordance with the City's review of its policies.~~

#### Related documentation

Nil

#### Related Local Law/legislation

City of Nedlands Health Local Law  
Litter Act 1979  
Litter Regulations 1981  
Health (Asbestos) Regulations 1992  
[Waste Avoidance and Resource Recovery Act 2007](#)

#### Related delegation

~~9G Removal of Obstructions and Deposit on Streets and Public Places~~  
Nil

#### Review History

13 December 2005 (Report CP36.05)  
26 October 2004 (Report E111.04)  
25 November 2003 (Report E108.03)  
12 November 2002 (Report E154.02)

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12 March 1996 (Item 12 TS)

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## Domestic Receiving Dishes

<b>KFA</b>	Natural and Built Environment
<b>Status</b>	Council
<b>Responsible division</b>	Planning & Development Services

~~The objective of this policy is to provide guidance for the installation of domestic receiving dishes greater in diameter than 1.5 metres.~~

To specify standards relating to the installation of domestic receiving satellite dishes in residential areas.

### 1.0 Context

~~The City has established criteria for the installation of domestic receiving dishes with a diameter greater than 1.5 metres.~~

1.1 This Policy has been prepared in accordance with Clause 8.1 and 8.3 of the City's Town Planning Scheme No. 2.

1.2 This policy applies to all residential properties within the City.

1.3 For the purpose of this policy:

- a) A public place includes a road, laneway and public open space, or other area as determined by the City.
- b) The boundary setback distances are measured from the dish itself to the dividing property boundary.
- c) Height is measured from the natural ground level and includes both the dish and its support(s) combined.
- d) 'Natural ground level' being the level(s) on a site which precede the proposed development, excluding any site works, unless approved by the City has the same meaning as defined in Town Planning Scheme No.2.

### 2.0 Statement

The City values the protection of the quality of the streetscape and the amenity of adjoining residents by minimising the visual impact of domestic receiving dishes.

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### 3.0 Details

3.1 An Application for Planning Approval is required for the erection of a domestic receiving dish where it ~~A development application is required for any proposal to install a domestic receiving dish has~~ with a diameter greater than 1.5 metres.

3.2 Where an application for Planning Approval is required, the proposal is to conform to the following:

- a) A domestic receiving dish is to be hidden from view from any public place, either installed within roof space or screened by vegetation, fencing and/or portions of building.
- b) A domestic receiving dish is not to be higher than 1.8 metres above natural ground level.  
~~A domestic receiving dish is not to be closer than 1.5m to side and/or rear boundaries. If it is proposed to affix a receiving dish to a building then an application for building licence must be made.~~  
~~All receiving dishes greater than 1.5 metres shall be:~~
  - hidden from view from any public place, either installed within roof space or screened by vegetation, fencing or portions of building;
- c)
  - coloured sympathetic to the background where mounted externally;
  - not closer than 1.5 metres to side and rear boundaries;
  - no higher than 1.8 metres for ground mounted dishes.
- d) No ground mounted dishes are to be located within the street setback area even when not visible from a public area.
- e) A maximum of one domestic receiving dish per dwelling.

3.3 Where, in the opinion of the Manager Statutory Planning or Coordinator Statutory Planning, any domestic receiving dish ~~which may be~~ is in close proximity to or visible from an adjoining property, the owners shall be invited to comment on the proposed domestic receiving dish for a period of 14 days.

3.4 An Application for Planning Approval for a domestic receiving dish is to include the following:

- a) A completed Planning Application Form 1;
- b) The prerequisite planning application fee;
- c) Three copies of a site plan drawn to a scale of no less than 1:500 showing the proposed location of the domestic receiving dish, existing landscaping and buildings/structures, the setback distance of the dish to the nearest property boundaries, dividing fencing details (height, material etc.) road name(s) and the north point);

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- d) Three copies of an elevation drawn to a scale of no less than 1:500 showing its combined height above natural ground level, colour, and the diameter of the dish;
- e) Written justification on how the domestic receiving dish will not be visually obtrusive to the adjoining landowners; and
- f) Photographs of the dish's proposed location.

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Related documentation

Nil

Related Local Law/legislation

City of Nedlands Town Planning Scheme No. 2 Residential Design Codes

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Related delegation

~~Nil~~

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Register of Delegations under City of Nedlands Town Planning Scheme No. 2

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1. Determine planning applications in the following categories:

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b) Developments, including retrospective developments, involving uses which are incidental to the predominant uses already existing.

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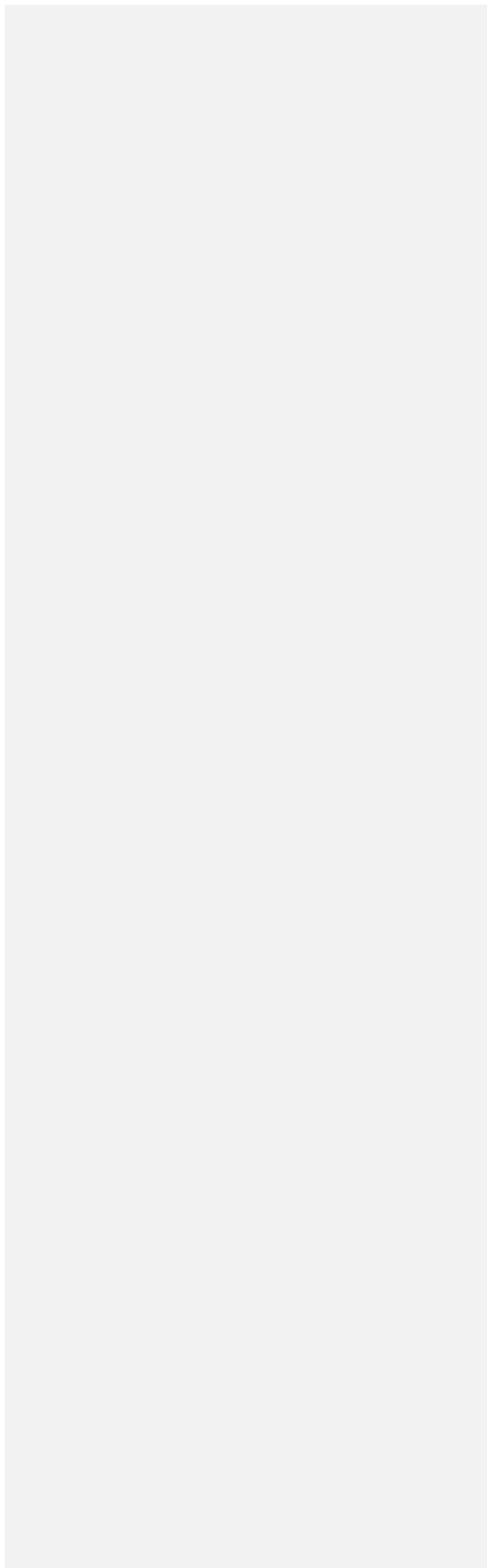
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Review History

28 February 2012 (Report CM12.12)  
22 November 2005 (Report CP35.05)  
26 October 2004 (Report E130.04)  
25 November 2003 (Report E109.03)  
10 December 2002 (Report E166.02)  
12 March 2002 (Report E31.02)  
22 July 1997



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## Domestic Receiving Dishes

<b>KFA</b>	Natural and Built Environment
<b>Status</b>	Council
<b>Responsible division</b>	Planning & Development Services
<b>Objective</b>	To specify standards relating to the installation of domestic receiving satellite dishes in residential areas.

---

### 1.0 Context

- 1.1 This Policy has been prepared in accordance with Clause 8.1 and 8.3 of the City's Town Planning Scheme No. 2.
- 1.2 This policy applies to all residential properties within the City.
- 1.3 For the purpose of this policy:
- a) A public place includes a road, laneway and public open space, or other area as determined by the City.
  - b) The boundary setback distances are measured from the dish itself to the dividing property boundary.
  - c) Height is measured from the natural ground level and includes both the dish and its support(s) combined.
  - d) 'Natural ground level' has the same meaning as defined in Town Planning Scheme No.2.

### 2.0 Statement

The City values the protection of the quality of the streetscape and the amenity of adjoining residents by minimising the visual impact of domestic receiving dishes.

### 3.0 Details

- 3.1 An Application for Planning Approval is required for the erection of a domestic receiving dish where it has a diameter greater than 1.5 metres.
- 3.2 Where an application for Planning Approval is required, the proposal is to conform to the following:
- a) A domestic receiving dish is to be hidden from view from any public place, either installed within roof space or screened by vegetation, fencing and/or portions of building.

- b) A domestic receiving dish is not to be higher than 1.8 metres above natural ground level.
  - c) A domestic receiving dish is not to be closer than 1.5m to side and/or rear boundaries;
  - d) No ground mounted dishes are to be located within the street setback area even when not visible from a public area.
  - e) A maximum of one domestic receiving dish per dwelling.
- 3.3 Where, in the opinion of the Manager Statutory Planning or Coordinator Statutory Planning, any domestic receiving dish is in close proximity to or visible from an adjoining property, the owners shall be invited to comment on the proposed domestic receiving dish for a period of 14 days.
- 3.4 An Application for Planning Approval for a domestic receiving dish is to include the following:
- a) A completed Planning Application Form 1;
  - b) The prerequisite planning application fee;
  - c) Three copies of a site plan drawn to a scale of no less than 1:500 showing the proposed location of the domestic receiving dish, existing landscaping and buildings/structures, the setback distance of the dish to the nearest property boundaries, dividing fencing details (height, material etc.) road name(s) and the north point);
  - d) Three copies of an elevation drawn to a scale of no less than 1:500 showing its combined height above natural ground level, colour, and the diameter of the dish;
  - e) Written justification on how the domestic receiving dish will not be visually obtrusive to the adjoining landowners; and
  - f) Photographs of the dish's proposed location.

#### **Related documentation**

Nil

#### **Related Local Law/legislation**

City of Nedlands Town Planning Scheme No. 2  
Residential Design Codes

#### **Related delegation**

Register of Delegations under City of Nedlands Town Planning Scheme No. 2

1. *Determine planning applications in the following categories:*
    - b) *Developments, including retrospective developments, involving uses which are incidental to the predominant uses already existing.*
-

## **Review History**

28 February 2012 (Report CM12.12)  
22 November 2005 (Report CP35.05)  
26 October 2004 (Report E130.04)  
25 November 2003 (Report E109.03)  
10 December 2002 (Report E166.02)  
12 March 2002 (Report E31.02)  
22 July 1997

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## Retention of Existing Dwelling During Construction of New Dwelling

<b>KFA</b>	Natural and Built Environment
<b>Status</b>	Council
<b>Responsible division</b>	Planning & Development Services
<b>Objective</b>	To provide for an existing dwelling to remain on a site whilst a new dwelling is being constructed.

---

### Context

- 1.1 This Policy has been prepared in accordance with Clause 8.1 and 8.3 of the City's Town Planning Scheme No. 2 (TPS 2).
- 1.2 This policy applies to all residential properties within the City with a density coding of either R10 or R12.5 under TPS 2.

### 2.0 Statement

The City values the protection of the quality of the streetscape and the amenity of residential areas by minimising the impact of new residential development.

### 3.0 Details

- 3.1 The policy enables the City to vary Clause 5.3.1 (a) (Residential Planning Codes – Variations and Exclusions) of TPS 2 which stipulates:

*“Where an area is designated with an R Code R.10 or R12.5, no development other than a single dwelling house or an ancillary accommodation unit is permitted.”*

- 3.2 This policy provides the City with the ability to vary this for a temporary period until practicable completion of a new dwelling on the same property.
- 3.3 The applicant will be required to enter into a Deed of Agreement with the City of Nedlands which may include, but is not limited to:
  - a) A specific timeframe for the demolition of the existing dwelling upon practicable completion of the new dwelling.
  - b) Lodgement of a cash bond or bank guarantee to be provided to the City. The amount will be sufficient to satisfactorily cover the cost of demolition

- and removal of the existing dwelling in the event the owners fail to do so in accordance with the Deed.
- c) The requirement for the applicant to obtain the relevant licence by the City for the demolition of the existing dwelling.
  - d) Without the prior written consent, the owners of the land subject to the Deed will not be able to sell, agree to sell, transfer or the like without the prior written consent of the City until such time as the existing dwelling is demolished.
  - e) A caveat will be place against the Certificate of Title to the Land in order to protect the rights and interests of the City under the Deed.
- 3.4 All costs of and incidental to fulfilment of this requirement must be paid by the landowner including, without limitation, the City's legal costs and all registration fees and stamp duty (if any).

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**Related documentation**

Nil

**Related Local Law/legislation**

Town Planning Scheme No. 2

**Related delegation**

Executive – Procedure amendments

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**Review History**

28 February 2012 (Report CM12.12)  
27 November 2007 (Report C66.07)

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## Graffiti Management

**KFA** Community Development

**Status** Council

**Responsible division** Technical Services

**Objective** To provide an approved set of strategies for the prevention and control of graffiti.

### Context

To engage and educate the community and businesses within the city to facilitate the implementation of these strategies.

### Statement

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

### Related documentation

Graffiti Management Procedure

### Related Local Law/legislation

Section 65 Police Act 1998

### Related delegation

Nil

### Review History

28 February 2012 (Report CM12.12)



## **Bulk Waste Collection and Waste Receptacles on Nature Strips**

**KFA** Natural and Built Environment

**Status** Council

**Responsible division** Technical Services

### **Objective**

The objectives of this policy are to:

- a) Communicate Council's position that unauthorised placement of material on nature strips contrary to the City's advice is not acceptable.
- b) To ensure that community members are not inconvenienced by the depositing of unauthorised material on nature strips.
- c) To practically minimise the amount of time that material is located on a nature strip prior to collection.
- d) Ensure that the City collects bulk collection material within advertised timeframes.

---

### **Context**

The City is committed to excellence in providing waste minimisation services and amenity for all community members. An orderly waste collection and recycling system will ensure that any adverse impact on amenity from waste services is minimised. Material that is deposited, separated and collected will be removed by the City or its bulk collection service contractors in an efficient and timely manner, reducing vandalism, arson and nuisance.

### **Statement**

- a) This policy will not apply to reserves or land vested in other agencies.
- b) Wherever appropriate, a notice will be issued to the property owner or occupier for unauthorised placement of waste material or waste receptacles on the nature strip.
- c) Residents are to ensure that all municipal garbage, recycling and greenwaste bins are not put on the nature strip for collection earlier than 24 hours before collection, and must be removed within 24 hours of collection.
- d) Residents are to ensure that all municipal garbage, recycling and greenwaste bins are stored out of sight from the street. Residents can apply to Council where they

wish to store bins in a manner where they can be viewed from the street outside of their normal collection day.

- e) During bulk waste collection times, bulk waste, green waste, metals, mattresses and e-waste are to be stacked separately.
- f) No rubbish is to be placed on the nature strip more than one week prior to collection date.
- g) Skip style or bulk waste bins should not be placed on the nature strip where practicable. These bins may be placed on the nature strip immediately adjacent to the property with the express written permission of the City. Repair for any damage caused to the nature strip or its infrastructure due to the placement or transportation of the bin will be the responsibility of the landowner of the adjacent land.
- h) Recognising that illegal dumping on nature strips and other public land occurs from time to time, the City will investigate reported instances prior to the material being removed.
- i) All offenders of illegal dumping will be infringed or prosecuted in accordance with relevant acts or laws.
- j) The City will continue to advise residents annually, via a booklet or similar, detailing the timelines and methods in which material should be placed on the nature strip for those residents wishing to participate in the bulk collection service.
- k) Material containing asbestos or material suspected of containing asbestos must not be placed in a City waste receptacle, nor placed on the nature strip for bulk waste collection.

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#### **Related documentation**

Nil

#### **Related Local Law/legislation**

City of Nedlands Health Local Law  
Litter Act 1979  
Litter Regulations 1981  
Health (Asbestos) Regulations 1992  
Waste Avoidance and Resource Recovery Act 2007

#### **Related delegation**

Nil

#### **Review History**

13 December 2005 (Report CP36.05)

26 October 2004 (Report E111.04)  
25 November 2003 (Report E108.03)  
12 November 2002 (Report E154.02)  
12 March 1996 (Item 12 TS)

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## State Administrative Tribunal - Response to Appeals

**KFA:** Governance and Civic Leadership

**Status:** Council

**Responsible Division:** Planning and Development Services

**Objective:** ~~The policy outlines the approach to the Councils handling of matters in the State Administrative Tribunal.~~

To ensure that development matters that are brought before the State Administrative Tribunal and involve the City of Nedlands, are dealt with in an open and accountable manner.

---

### 1.0 Context:

- 1.1 The State Administrative Tribunal (SAT) was established in Western Australia in 2005 as an independent body that makes and reviews a range of administrative decisions.
- 1.2 Decisions on planning applications made by the City are subject to the *State Administrative Tribunal Act 2004* and the *State Administrative Tribunal (Conferral of Jurisdiction) Amendment and Repeal Act 2004* (Conferral Act). Decision made by the City can be appealed.

~~Three (3) categories of decisions made by Council are dealt with differently by the City in regards to the SAT.~~

~~They are:~~

- ~~• Decisions made under delegation~~
- ~~• Decisions made by Council aligned with the Administration recommendation~~
- ~~• Decisions made by Council contrary to the Administration recommendation~~

### 2.0 Statement:

~~These categories are handled by the City as follows:~~

- 2.1 In accordance with the *State Administrative Tribunal Act 2004* and the *Planning and Development Act 2005*, an applicant who is dissatisfied with the decision of the City or the Council on a Development Application, may seek a review of this decision by the SAT.

- 2.2 The City has standard practices for dealing with these matters, which reflect the values of honesty, transparency and inclusiveness. This Policy deals with the high level principles under which development proposals before the SAT should be considered by the City to inform administrative processes and procedures.

### **3.0 Details**

- 3.1 The City will deal with development proposals before the SAT in a manner that is consistent with the following principles:

- a) Matters should be heard in public where all parties consent.
  - b) Where permitted by the SAT, public comment should be obtained on amended plans or modified proposals, if the changes result in the development being likely to impact nearby landowners and affected stakeholders.
  - c) The use of external advocates is supported for complex or controversial matters, and/or where independent assistance would be considered beneficial to the process.
  - d) Where City officers or appointed external advocates attend Development Proposals before the SAT Policy for the purposes of defending a decision made by the Council, other than a decision made under delegated authority, any outcome achieved through Development Proposals before the SAT Policy mediation must be referred back to the Council for approval.
  - e) Council should be regularly advised of matters currently before the SAT and the status of these matters.
- 

- 3.2 Three (3) categories of decisions made by Council are dealt with differently by the City in regards to the SAT. They are:

- a) Decisions made under delegation
- b) Decisions made by Council aligned with the Administration recommendation
- c) Decisions made by Council contrary to the Administration recommendation

- 3.3 The categories of decisions made by Council are dealt by the City as follows:

#### **3.3.1 Decisions made under delegation**

Where a Council decision is made under delegation then an officer as nominated by the CEO shall act on behalf of the Council and make the decision as if it was made by the Council, and attend a mediation or tribunal hearing to represent Council's position.



### **3.3.2 Decisions made by Council aligned to the Administration recommendation**

Where a Council decision is essentially the same as the Administration recommendation, then an officer as nominated by the CEO shall act on behalf of the Council and attend a mediation or tribunal hearing to represent Council's position.

### **3.3.3 Decisions made by Council contrary to the Administration recommendation**

Where a decision of the Council is contrary to the recommendation of Administration then the Council may be represented by up to 2 elected members that moved or seconded, or by a Consultant. Administration will not be requested to represent the City. Where a decision of the Council is the subject of a right of review by the State Administrative Tribunal and that decision is contrary to the recommendation of Administration then the Chief Executive Officer shall arrange for Council to be represented in the following ways.

- a) The Mover and Secunder of the relevant motion shall be responsible for attending as a witness or in any other capacity necessary to a mediation or tribunal hearings and represent the Council's position. Where the Mover and/or Secunder are not available an alternative Elected Member supporting the Council's position may act in this capacity.
- b) Where no members of Council are prepared to represent the Council's position at the mediation or tribunal hearings then the Chief Executive Officer shall appoint a private consultant or advocate to act on the Council's behalf and attend any mediation or tribunal hearings as an expert witness.
- c) Council officers shall provide all necessary information to the nominated Member of the Council, consultant or advocate to assist in the compilation of a response or a witness statement.
- d) Council officers, if required, or subpoenaed can give evidence at a tribunal hearing in support of the officer's recommendation despite the fact that the evidence given may be contrary to the Council decision, and the subject of the appeal.
- e) Class 1 Applications - In accordance with the *State Administrative Tribunal Act 2004*, the Council can receive legal representation only if the applicant chooses to elect that parties be represented by a lawyer.
- f) Class 2 Applications \_ In accordance with the *State Administrative Tribunal Act 2004*, the Council may choose to be represented by a legal representative in place of, or in addition to, a private consultant or advocate.

- g) Upon receipt of an invitation from the SAT to reconsider the matter under s31 of the *State Administration Act 2004*, the officer and/or Council representative shall write a report for Council's reconsideration.
- 3.4 For all decisions, legal representation and/or relevant consultant/s may be used to handle SAT matters to support the officer or Council representatives, in accordance with the *State Administrative Act 2004 and Regulations*.
- 3.5 Where legal representation is so engaged, no elected member participating in a SAT hearing shall act contrary to legal advice provided by the Council's appointed solicitor.
- 3.6 Where a Councillor is representing the Council's position at the SAT they are not permitted to discuss the application with any person not directly involved in the SAT process.
- 3.7 Elected Members and employees involved in SAT matters are reminded that they are to adhere to the City of Nedlands Code of Conduct, paying particular attention to clause 9.4:
- “9.4 *Elected Members and employees are bound by Council and shall not engage in any communications or practices which are contrary to the effect of the Council decision.*”

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#### **Related Documentation:**

Council's Code of Conduct

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

~~The SAT was established by the *State Administrative Tribunal Act 2004* and the *State Administrative Tribunal (Conferral of Jurisdiction) Amendment and Repeal Act 2004* (Conferral Act~~

*State Administrative Tribunal Act 2004*

*State Administrative Tribunal (Conferral of Jurisdiction) Amendment and Repeal Act 2004*

*Planning and Development Act 2005*

#### **Related Delegation:**

Nil

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#### **Review History**

25 September 2012 (Report CP41.12)

27 July 2010 (Report CM14.10)

## State Administrative Tribunal - Response to Appeals

**KFA:** Governance and Civic Leadership

**Status:** Council

**Responsible Division:** Planning and Development Services

**Objective:** To ensure that development matters that are brought before the State Administrative Tribunal and involve the City of Nedlands, are dealt with in an open and accountable manner.

### 1.0 Context:

- 1.1 The State Administrative Tribunal (SAT) was established in Western Australia in 2005 as an independent body that makes and reviews a range of administrative decisions.
- 1.2 Decisions on planning applications made by the City are subject to the *State Administrative Tribunal Act 2004* and the *State Administrative Tribunal (Conferral of Jurisdiction) Amendment and Repeal Act 2004* (Conferral Act). Decision made by the City can be appealed.

### 2.0 Statement:

- 2.1 In accordance with the *State Administrative Tribunal Act 2004* and the *Planning and Development Act 2005*, an applicant who is dissatisfied with the decision of the City or the Council on a Development Application, may seek a review of this decision by the SAT.
- 2.2 The City has standard practices for dealing with these matters, which reflect the values of honesty, transparency and inclusiveness. This Policy deals with the high level principles under which development proposals before the SAT should be considered by the City to inform administrative processes and procedures.

### 3.0 Details

- 3.1 The City will deal with development proposals before the SAT in a manner that is consistent with the following principles:
  - a) Matters should be considered in public unless Council decides otherwise.
  - b) Where permitted by the SAT, public comment should be obtained on amended plans or modified proposals, if the changes result in the



development being likely to impact nearby landowners and affected stakeholders.

- c) The use of external advocates is supported for complex or controversial matters, and/or where independent assistance would be considered beneficial to the process.
- d) Where City officers or appointed external advocates attend Development Proposals before the SAT Policy for the purposes of defending a decision made by the Council, other than a decision made under delegated authority, any outcome achieved through Development Proposals before the SAT Policy mediation must be referred back to the Council for approval.
- e) Council should be regularly advised of matters currently before the SAT and the status of these matters.

3.2 Three (3) categories of decisions made by Council are dealt with differently by the City in regards to the SAT. They are:

- a) Decisions made under delegation
- b) Decisions made by Council aligned with the Administration recommendation
- c) Decisions made by Council contrary to the Administration recommendation

3.3 The categories of decisions made by Council are dealt by the City as follows:

#### **3.3.1 Decisions made under delegation**

Where a Council decision is made under delegation then an officer as nominated by the CEO shall act on behalf of the Council and make the decision as if it was made by the Council, and attend a mediation or tribunal hearing to represent Council's position.

#### **3.3.2 Decisions made by Council aligned to the Administration recommendation**

Where a Council decision is essentially the same as the Administration recommendation, then an officer as nominated by the CEO shall act on behalf of the Council and attend a mediation or tribunal hearing to represent Council's position.

#### **3.3.3 Decisions made by Council contrary to the Administration recommendation**

Where a decision of the Council is contrary to the recommendation of Administration then the Council may be represented by up to 2 elected members that moved or seconded, or by a Consultant. Administration will not be requested to represent the City. Where a decision of the Council is the subject of a right of review by the State Administrative Tribunal and that decision is contrary to the recommendation of Administration then the Chief

Executive Officer shall arrange for Council to be represented in the following ways.

- a) The Mover and Seconder of the relevant motion shall be responsible for attending as a witness or in any other capacity necessary to a mediation or tribunal hearings and represent the Council's position. Where the Mover and/or Seconder are not available an alternative Elected Member supporting the Council's position may act in this capacity.
  - b) Where no members of Council are prepared to represent the Council's position at the mediation or tribunal hearings then the Chief Executive Officer shall appoint a private consultant or advocate to act on the Council's behalf and attend any mediation or tribunal hearings as an expert witness.
  - c) Council officers shall provide all necessary information to the nominated Member of the Council, consultant or advocate to assist in the compilation of a response or a witness statement.
  - d) Council officers, if required, or subpoenaed can give evidence at a tribunal hearing in support of the officer's recommendation despite the fact that the evidence given may be contrary to the Council decision, and the subject of the appeal.
  - e) Class 1 Applications - In accordance with the *State Administrative Tribunal Act 2004*, the Council can receive legal representation only if the applicant chooses to elect that parties be represented by a lawyer.
  - f) Class 2 Applications \_ In accordance with the *State Administrative Tribunal Act 2004*, the Council may choose to be represented by a legal representative in place of, or in addition to, a private consultant or advocate.
  - g) Upon receipt of an invitation from the SAT to reconsider the matter under s31 of the *State Administration Act 2004*, the officer and/or Council representative shall write a report for Council's reconsideration.
- 3.4 For all decisions, legal representation and/or relevant consultant/s may be used to handle SAT matters to support the officer or Council representatives, in accordance with the *State Administrative Act 2004 and Regulations*.
- 3.5 Where legal representation is so engaged, no elected member participating in a SAT hearing shall act contrary to legal advice provided by the Council's appointed solicitor.
- 3.6 Where a Councillor is representing the Council's position at the SAT they are not permitted to discuss the application with any person not directly involved in the SAT process.

- 3.7 Elected Members and employees involved in SAT matters are reminded that they are to adhere to the City of Nedlands Code of Conduct, paying particular attention to clause 9.4:

*“9.4 Elected Members and employees are bound by Council and shall not engage in any communications or practices which are contrary to the effect of the Council decision.”*

**Related Documentation:**

Council's Code of Conduct

**Related Local Law / Legislation:**

*State Administrative Tribunal Act 2004*

*State Administrative Tribunal (Conferral of Jurisdiction) Amendment and Repeal Act 2004*

*Planning and Development Act 2005*

**Related Delegation:**

Nil

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**Review History**

25 September 2012 (Report CP41.12)

27 July 2010 (Report CM14.10)

## Natural Area Path Network

<b>KFA</b>	Natural and Built Environment
<b>Status</b>	Council
<b>Responsible division</b>	Planning & Development Services
<b>Objective</b>	To outline a strategy for improving and rehabilitating the natural area path network throughout the City.

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### Context

To minimise the cost of rehabilitating and maintaining natural area paths as described in the City's Bushland Management Plans in the City to an acceptable standard in accordance with Australian Standards (where possible).

### Statement

Council will develop a strategy for the improvement and rehabilitation of the natural area path network in accordance with fire protection strategies (where appropriate) and for the integration of a hierarchy of paths for pedestrians and cyclists.

A schedule of natural area path improvements and rehabilitation shall be submitted to Council as a ten Year Capital Works Program. Priority shall be for paths that are degraded and as such pose safety risks. Priority will also be for paths that require upgrading for fire fighting vehicle access (where appropriate).

The procedures associated with this policy detail the ways in which the strategy will be developed and the standards and specifications for natural area paths.

The City shall aim to upgrade natural area paths to meet its obligations under the Disability Access and Inclusion Plan in consultation with Bushland Friends Groups.

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### Related documentation

Natural Area Paths – Construction and Maintenance Procedures  
[Natural Area Management Plans 2013 - 2018](#)  
 Phytophthora Dieback Management Plan

### Related Local Law/legislation

Local Government Act 1995  
 Disability Access and Inclusion Plan

**Related delegation**

Nil

**Review History**

26 June 2012 (CP27.12)

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## Public Attendance At Briefings And Workshops

**KFA:** Governance and Civic Leadership

**Status:** Council

**Responsible Division:** Corporate & Strategy

**Objective:** To clarify that briefings and workshops are open to the public and the media unless closed.

### Context:

Briefings and workshops are held to allow elected members and officers to meet and discuss matters relating to the affairs of the City outside the formal Council meeting framework.

While openness and transparency are essential for all decision making by the Council, it is acknowledged that some forums are best held behind closed doors. In these instances privacy and informality allow a free exchange of ideas and proposals, some of which may not be adopted because they are expensive, impractical or unsustainable. Discussion on such proposals in a public forum would be counter-productive.

### Statement:

All briefings and workshops of the Council, unless otherwise notified, will be open to the public. Meetings that will be closed include budget workshops, legal briefings as well as meetings to consider matters listed under Section 5.23 of the Local Government Act, namely:

- (a) a matter affecting an employee or employees;
- (b) the personal affairs of any person;
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;
- (e) a matter that if disclosed, would reveal
  - (i) a trade secret;
  - (ii) information that has a commercial value to a person; or
  - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;
- (f) a matter that if disclosed, could be reasonably expected to:

- (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
  - (ii) endanger the security of the local government's property; or
  - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
- (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and
- (h) such other matters as may be prescribed.

**Related Documentation**

Nil

**Related Local Law / Legislation**

Section 5.23 of Local Government Act 1995

**Related Guidelines**

Local Government Operational Guidelines – No. 5

**Related delegation**

3D Operation of Council Bank Accounts


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**Review History**

26 June 2012 (Report CP27.12)

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<b>CPS11.15</b>	<b>Tender No. 2014/15.04 – Multifunctional Device (Print &amp; Scan) Lease Renewal Contract</b>
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<b>Committee</b>	14 April 2015
<b>Council</b>	28 April 2015
<b>Applicant</b>	City of Nedlands
<b>Officer</b>	Nalin Dias – IS Coordinator
<b>Director</b>	Michael Cole – Director Corporate & Strategy
<b>Director Signature</b>	
<b>File Reference</b>	IS-PRO-00002
<b>Previous Item</b>	Nil

## Executive Summary

To award the term contract for Multifunctional Device (Print & Scan) Lease Renewal in the City of Nedlands.

## Recommendation to Council

### Council:

1. **Agrees to award tender no. 2014/15.04 parts A and B to Fuji Xerox Pty Ltd for the provision of Multifunctional Device (Print & Scan) Lease Renewal as per the schedule of rates (Attachment 1) submitted; and**
2. **Authorises the Chief Executive Officer to sign an acceptance of offer for this tender.**

## Strategic Plan

KFA: Governance

Award of this tender enables the City to improve then maintain business continuity and uphold current service levels.

## Background

As part of the corporate services operational works the City of Nedlands includes a provision for the contract of 32 multifunction devices to maintain and improve the City's business operations. Expenditure in this contract is likely to exceed \$100,000 and to



comply with legislative requirements outlined in the *Local Government Act 1995* and ensure the best value for money for the City, this service must be tendered.

Tender documents were advertised on Saturday 6 September 2014 in the West Australian Newspaper. Tenders opened on Tuesday 9 September 2014 and submissions closed at 11:00 am Thursday 2 October 2014. Submitted tenders were opened by Officers of the City at 11 am on Thursday 2 October 2014.

The tender was split into two parts, part A and part B as follows:

- Part A – Hardware; Lease, Maintenance & Support – this part of the tender sought submissions for the lease renewal of multi-functional devices and related services; and
- Part B – Software; Improved Services - this part of the tender sought submissions for the ability to scan documents into the City's document management system aligned with the requirements of the *State Records Act 2000*.

Conforming tenders were received from the following four companies for Part A of the tender:

1. Ricoh Australia Pty Ltd;
2. Datacom Systems (W.A) Pty Ltd
3. Fuji Xerox (Australia) Pty Ltd; and
4. Konica Minolta Business Solutions Australia Pty Ltd

Conforming tenders were received from the following two companies for Part B of the tender:

1. Datacom Systems (W.A) Pty Ltd; and
2. Fuji Xerox (Australia) Pty Ltd.

## Key Relevant Previous Council Decisions

Nil.

## Consultation

Required by legislation:

Yes ☐

No ☒

Required by City of Nedlands policy:

Yes ☐

No ☒

## Legislation / Policy

*Local Government Act 1995, section 3.57*

*Local Government (Functions and General) Regulations 1996, Part 4*

City of Nedlands Policy – 'Purchasing of Goods and Services'

## Budget/Financial Implications

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

Allowance is made in the corporate services operations budget for the supply of multifunctional devices and scan software in accordance with this contract.

## Risk Management

Failing to appoint the contract will impact on the City's ability to maintain business continuity and uphold current service levels.

Key risk areas, including financial and regulatory risks, have been addressed through the control measures applied through the tender documentation and evaluation process. Reference checks were completed on the recommended contractor following the evaluation process.

## Discussion

The tender was independently evaluated by five City Officers in accordance with the qualitative criteria specified in the tender documentation, as set out in the below table extract from RFT 2014/15.04.

Qualitative Selection Criteria	Weighting
<b>Relevant Experience</b>  Tenderer's must, as a minimum, address the following information in an attachment and label it " <b>Relevant Experience</b> ":  a) Provide details of similar work; b) Provide scope of the Tenderer's involvement including details of outcomes; c) Provide details of issues that arose during the project and how these were managed; and d) Demonstrate competency and proven track record of achieving outcomes.	10%
<b>Key Personnel, Skills and Experience</b>  Tenderer's must, as a minimum, address the following information in an attachment and label it " <b>Key Personnel</b> ":  a) Their role in the performance of the Contract; b) Curriculum vitae inclusive of qualifications and Membership to any professional or business association.	10%

<p><b>Tenderer's Resources</b></p> <p>Tenderer's must, as a minimum, address the following information in an attachment and label it "<b>Tenderer's Resources (Equipment and Personnel)</b>":</p> <ul style="list-style-type: none"> <li>a) Plant, equipment and materials; and</li> <li>b) Any contingency measures or back up of resources including personnel (where applicable).</li> </ul>	<p><b>5%</b></p>
<p><b>Demonstrated Understanding</b></p> <p>Tender's must, as a minimum, address the following information in an attachment and label it "<b>Demonstrated Understanding</b>":</p> <ul style="list-style-type: none"> <li>a) A project schedule/timeline (where applicable);</li> <li>b) The process for the delivery of the goods/services;</li> <li>c) Supply details and provide an outline of your proposed methodology</li> </ul>	<p><b>30%</b></p>
<p><b>Organisation Capabilities</b></p> <p>A Tenderer must as a minimum, address the following information in an attachment and label it "<b>Organisation Capabilities</b>":</p> <ul style="list-style-type: none"> <li>a) A organisation chart/structure</li> </ul>	<p><b>5%</b></p>

<p><b>Risk</b></p> <p>A Tenderer must as a minimum, address the following information in an attachment and label it “<b>Risk</b>”:</p> <ul style="list-style-type: none"> <li>a) An outline of your organisational structure inclusive of any branches and number of personnel.</li> <li>b) If companies are involved, attach their current ASC company extracts search including latest annual return.</li> <li>c) Provide the organisations directors/company owners and any other positions held with other organisations.</li> <li>d) Provide a summary of the number of years your organisation has been in business.</li> <li>e) Attach details of your referees. You should give examples of work provided for your referees where possible.</li> <li>f) Are you acting as an agent for another party? If Yes, attach details (including name and address) of your principal</li> <li>g) Are you acting as a trustee of a trust? If Yes, give the name of the trust and include a copy of the trust deed (and any related documents), and if there is no trust deed, provide the names and addresses of beneficiaries.</li> <li>h) Do you intend to subcontract any of the Requirements? If Yes provide details of the subcontractor(s) including; the name, address and the number of people employed; and the Requirements that will be subcontracted.</li> <li>i) Will any actual or potential conflict of interest in the performance of your obligations under the Contract exist if you are awarded the Contract, or are any such conflicts of interest likely to arise during the Contract? If Yes, please supply in an attachment details of any actual or potential conflict of interest and the way in which any conflict will be dealt with</li> <li>j) Are you presently able to pay all your debts in full as and when they fall due?</li> <li>k) Are you currently engaged in litigation as a result of which you may be liable for \$50,000 or more? If Yes please provide details.</li> <li>l) In order to demonstrate your financial ability to undertake this contract, include a profit and loss statement and the latest financial return for you and each of the other proposed contracting entities, together with a list of financial referees from your bank and/or accountant.</li> <li>m) The insurance requirements for this Request are stipulated in the Section 7 Annexure of this Request. Tenderers are to supply evidence of their insurance coverage including, insurer, expiry date, value and type of insurance. If Tenderer hold</li> </ul>	<p><b>10%</b></p>
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“umbrella Insurance” please ensure a breakdown of the required insurances are provided. A copy of the Certificate of Currency is to be provided to the Principal within 7 days of acceptance.	
<b>Price Schedule</b>  A Tenderer must as a minimum, address the following information in an attachment and label <b>“Price Schedule”</b> :	<b>30%</b>

The priced items were compiled into a spreadsheet for analysis of value comparison. A price criteria score was allocated based on the best value being scored at 100% and other values scored proportionally against this price.

The pricing was weighted at 30% of the assessment with the remaining 70% being allocated to the qualitative section criteria.

### Evaluation

The tenderer who scored highest on the evaluation was Fuji Xerox Pty Ltd with a score of 80.30% for Part A and 83.90% for Part B.

Fuji Xerox Pty Ltd offered a solution that would provide the City with a fast, cost effective business solution which could simplify projects like back scanning, automation of invoice processing, forms data extraction and automation of records mailroom processing.

### Conclusion

After an assessment of the submitted tenders it is proposed that the tender submission received from the contractor Fuji Xerox Pty Ltd be accepted having attained the highest score in the evaluation (both Part A and B) and providing the most cost efficient outcome.

The contract provides the option to extend the contract for a period of two 12 months extensions at the end of the initial two year period, subject to satisfactory performance.

### Attachments

1. Confidential Schedule of Rates (not to be published); and
2. Confidential Tender Assessment (not to be published).