



City of Nedlands

Corporate & Strategy Reports


Committee Consideration – 14 July 2015

Council Resolution – 28 July 2015

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CPS17.15	List of Accounts Paid – May 2015
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Committee	14 July 2015
Council	28 July 2015
Applicant	City of Nedlands
Officer	Kim Chua – Manager Finance
Director	Michael Cole – Director Corporate & Strategy
Director Signature	
File Reference	Fin/072-17
Previous Item	Nil

Executive Summary

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

Recommendation to Committee

Council receives the List of Accounts Paid for the month of May 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 May 2015 is attached and is presented to Council.

Conclusion

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

Attachments

1. List of Accounts Paid – May 2015; and
2. Purchasing Card Expenses – April (Statement period 29th April 2015 – 28th May 2015).



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All Payments 1/05/2015 to 31/05/2015

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
NAB - Municipal Account						
CHEQUE						
59932	STRATA SCHEME:30656 MOUNT CLAREMONT	07/05/2015	-975.00	INV	PAYMENT OF CITY'S 50% CONTR FOR REPAIR OF FENCE	975.00
59933	MS DIANE MASON	07/05/2015	-200.00	INV	TERM2 2015 CANCELLED COURSE	200.00
59934	MS SALLY GEORGE	07/05/2015	-1,325.00	INV	COURSE FEE REFUNDED. JOINT ARTIST WITHDRAW	1,325.00
59935	MS A DARLINGTON	07/05/2015	-181.00	INV	TERM2 2015 JUST PASTELS	181.00
59936	MS S COBB	07/05/2015	-49.50	INV	TERM 2 2015 CANCELLED COURSE	49.50
59937	MR B CONWAY	07/05/2015	-202.50	INV	TERM 2 2015 COURSE CANCELLED DUE TO LACK OF ENROLM	202.50
59938	DAVID BEARD,TRITECH NOMINEES PTY LT	07/05/2015	-385.00	INV	SUBJECT OF NOTE SPEAKER	385.00
59939	DAVID & LUCIE ROBINSON	07/05/2015	-108.36	INV	VEHICLE REIMBURSEMENT	108.36
59940	MRS T WALSH	07/05/2015	-200.00	INV	TERM 2 2015 COURSE CANCELLED	200.00
59941	MS MARGARET MARTIN	07/05/2015	-136.00	INV	TERM 2/2015. WITHDRAWL FRM COURSE	136.00
59942	ULTRASONIC HOLDINGS PTY LTD	07/05/2015	-1,500.00	INV	VERGE BOND FOR7 PHILIP RD	1,500.00
59943	MS S MCDONALD	07/05/2015	-50.00	INV	KEY BND FOR S MCDONALD	50.00
59947	CITY OF NEDLANDS - CASH CHEQUE / PE	07/05/2015	-497.05	INV	NCC RECOUP PETTY CASH	144.15
				INV	WAA PETTY CASH RECOUP	140.85
				INV	ADMIN RECOUP PETTY CASH	212.05
59948	WATER CORPORATION	07/05/2015	-4,677.66	INV	RESERVE AT GRANBY CR 18/02-18/04/2015	652.27
				INV	GARDEN AT PRINCESS RD 18/02-17/04/2015	8.13
				INV	CAR PARK 17 COOPER ST 17/02/15-17/04/15	186.94
				INV	ROAD VERGE AT L999 PRINCESS RD 18/02-18/04/15	6.09
				INV	ROAD VERGE 23 VINCENT 18/02/15-17/04/2015	8.13
				INV	ROAD VERGE 1 BRUCE ST 18/02-20/04/15	26.42
				INV	L1-9 STIRLING HWY 19/02-20/04/2015	107.16
				INV	ROAD VERGE L1 STANLEY ST FROM 18/02-20/04/2015	8.13
				INV	MEDIAN STRIP AT FLORENCE RD 19/02-20/04/2015	12.19
				INV	ROAD VERGE AT DALKEITH RD 19/02-20/04/2015	62.99
				INV	CENTER AT 21-23 TYRELL ST 17/02-17/04/2015	762.23



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				INV	HALL AT 62 STRILING HWY 17/02-17/04/2015	232.85
				INV	KINDERGARTEN AT R1670 PRINCESS RD FROM 20/02-21/04	494.75
				INV	PARK AT MELVISTA AVE 09/02-09/04	506.36
				INV	CLUB AT 140 MELVISTA 09/02-09/04	292.80
				INV	CLUB AT VICTORIA AVE 09/02-09/04/2015	847.79
				INV	TENNIS COURTS AT BRUCE ST 09/02-09/04/2015	208.24
				INV	BOWLING CLUB AT JUTLAND PDE 01/03-30/04/2015	254.19
59949	FRIENDS OF ALLEN PARK BUSHLAND	07/05/2015	-380.00	INV	ADMINISTRATION ASSISTANCE GRANT FOR 2015	380.00
59950	CITY OF NEDLANDS - CASH CHEQUE / PE	15/05/2015	-930.65	INV	RECOUP PETTY CASH- TRESILLIAN	189.90
				INV	PETTY CASH LIBRARY	362.10
				INV	NCC PETTYCASH RECOUP	378.65
59951	COMMISSIONER OF STATE REVENUE	15/05/2015	-84.45	INV	REFUND OF REBATE CLAIMED INCORRECTLY A194233	84.45
59952	PORTFOLIO CARE SUPER	15/05/2015	-872.66	INV	5 - 5-15-22-23-5	872.66
59953	WATER CORPORATION	15/05/2015	-653.94	INV	CLUB AT BRUCE ST FROM 01/05/2015-30/06/2015	145.25
				INV	AMENITIES AT MELVISTA AVE 01/03/2015-30/04/2015	508.69
59954	AUSTRALIAN TAXATION OFFICE	25/05/2015	-9,992.00	INV	FBT 2014-15 PAYMENT	9,992.00
59955	CENTRELINK	25/05/2015	-641.05	INV	REFUND RACHELLE HANNAH LAS DAY WAS 17/04/2015	641.05
59956	CITY OF NEDLANDS - CASH CHEQUE / PE	25/05/2015	-190.20	INV	ADMIN PETTY CASH	190.20
59957	WATER CORPORATION	25/05/2015	-191.73	INV	TENNIS COURTS AT SMYTH RD 01/05-30/06/2015	181.57
				INV	ROAD VERGE AT R999 DALKEITH RD 18/02-20/04	10.16
59958	BARRY NUNN	29/05/2015	-160.00	INV	SAUSAGE ROLLS FOR ANZAC DAY 2015 EVENT	160.00
59959	NIKI MORCOMBE	29/05/2015	-23.75	INV	COURSE REFUND TERM 2,2015-REFUND DIFFERENCE FEE	23.75
59960	MS KATE FLOYD	29/05/2015	-200.00	INV	TERM 2 2015 COURSE CANCELLED DUE TO LACK OF ENROLM	200.00
59961	MS PENNY BILLINGHAM	29/05/2015	-200.00	INV	TERM 2 2015 COURSE CANCELLED LACK OF ENROLMENTS	200.00
59962	MR P SADLIER	29/05/2015	-280.00	INV	TERM 2 2015 COURSE CANCELLED LACK OF ENROLMENTS	280.00



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59963	MR P GIANNAS	29/05/2015	-225.00	INV	TERM 2 2015 COURSE CANCELLED LACK OF ENROLMENTS	225.00
59964	MS V NAZER	29/05/2015	-154.00	INV	TERM 2 2015 COURSE CANCELLED LACK OF ENROLMENTS	154.00
59965	CLAIRE KESSISSOGLOU	29/05/2015	-52.00	INV	TERM 2 2015 COURSE CANCELLED LACK OF ENROLMENTS	52.00
59966	MS ALICE WALSH	29/05/2015	-180.00	INV	TERM 2-2015 WITHDRAWAL FROM WATERCOLOUR COURSE	180.00
59967	MR H BRADFIELD	29/05/2015	-202.50	INV	TERM 2 2015 COURSE CANCELLED LACK OF ENROLMENTS	202.50
59968	RENATA HAVRANKOVA	29/05/2015	-70.00	INV	REFUND INF 3014322	70.00
59969	MRS A MURDOCH	29/05/2015	-150.00	INV	TERM 2 2015 PILATES. DUE TO HEALTH REASONS	150.00
59970	MS C RYAN	29/05/2015	-170.00	INV	TERM 2015 FRENCH REFRESHER. CLASS LEVEL NOT SUITAB	170.00
59971	MRS WENDY GREGORY	29/05/2015	-153.00	INV	TERM 2 - 2015 ARTS ON PAPER. DUE TO HEALTH REASON	153.00
59972	MRS M DELONGIS	29/05/2015	-170.00	INV	TERM 2 - 2015.OIL PAINTING, NOT SUITABLE	170.00
59973	MS L WALSKE	29/05/2015	-225.00	INV	TERM 2 -2015 COURSE CANCELLED.	225.00
59974	CITY OF NEDLANDS - CASH CHEQUE / PE	29/05/2015	-779.25	INV	PETTYCASH RECOUP DEPOT	229.50
				INV	RECOUP ADMIN PETTY CASH	192.25
				INV	NCC PETTY CASH	357.50
59975	FINES ENFORCEMENT REGISTRY	29/05/2015	-3,681.40	INV	LODGEMENT OF UNPAID INFRINGEMENTS	3,681.40
59976	WATER CORPORATION	29/05/2015	-226.27	INV	60 STIRLING HWY 01/03/15 TO 30/04/15	226.27
Total CHEQUE			-31,725.92			

EFT

PY01-23	NAB - MUNICIPAL ACCOUNT	05/05/2015	-325,673.69			
PY99-23	NAB - MUNICIPAL ACCOUNT	05/05/2015	-6,676.96			
PY01-24	NAB - MUNICIPAL ACCOUNT	19/05/2015	-319,851.86			
773	EFT TRANSFER: - 30/04/2015	01/05/2015	-424,801.48		773.10056-01 City of Nedlands - Social Club	
				INV	Payroll Deduction	220.00
				INV	Payroll Deduction	220.00
					773.10428-01 Roads 2000	



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				INV	ROAD/FOOTPATH MTCE/CONSTRUCTION	38,013.34
				INV	ROAD/FOOTPATH MTCE/CONSTRUCTION	32,955.47
				INV	ROAD/FOOTPATH MTCE/CONSTRUCTION	31,050.82
				INV	ROAD/FOOTPATH MTCE/CONSTRUCTION	27,975.19
					773.10731-01 Green Skills (Eco Jobs)	
				INV	Bushcare staff Shenton Bushland	1,810.77
					773.10786-01 Verti-Turf	
				INV	Turf renovation - Charles Crt Reserve (Rugby	1,834.80
					773.10859-01 CSP Industries Pty Ltd	
				INV	Stihl supercut self adjusting brushcutter heads	123.00
					773.11113-01 JR & A Hersey Pty Ltd	
				INV	CA1765 Champion lock ring kit.(1 off) Uvex	275.00
					773.11421-01 Waterlogic Australia	
				INV	Water (filtered) svces - Tresillian	524.70
					773.115-01 AJ Auto & Marine Upholstery	
				INV	VEHICLE REPAIRS	1,023.00
					773.11559-01 Icon Septech Pty Ltd	
				INV	Universal side entry lid - Langham Street	1,171.17
				INV	Offset conversion slab (without insert) 2050mm -	3,372.22
					773.11565-01 Wellington Surplus Stores Perth	
				INV	Work Boots for Hayley	215.90
					773.11634-01 Ms N Horley	
				INV	COUNCILLORS ALLOWANCE May 15	2,180.00
					773.11954-01 Carealot Home Health Services Pty L	
				INV	Casual Social Support to HACC clients	558.50
					773.12026-01 Bolinda Publishing Pty Ltd	
				INV	Nedlands Library stock - Talking books	89.06
					773.12118-01 Councillor I Argyle	
				INV	COUNCILLORS ALLOWANCE	2,180.00
					773.12120-01 Mr B G Hodsdon	
				INV	COUNCILLORS ALLOWANCE may 15	2,180.00
					773.12250-01 A P Constructions	
				INV	Installation of park seat on concrete pad plus	990.00
					773.12317-01 Techsand Pty Ltd	
				INV	3x concrete pads installation -The cost including	1,400.00
					773.12350-01 Capital Recycling	
				INV	STANDING ORDER - Cartage of Concrete Waste fom	8,191.61
					773.12532-01 Total Eden Pty Ltd	



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				INV	4 x triangle 80mm water meter top 10 x 4m	519.61
				INV	Sprinkler, pipe, fittings, nozzles and	1,775.54
					773.12544-01 Councillor T P James	
				INV	COUNCILLORS ALLOWANCE May 15	2,180.00
					773.12546-01 Greenway Enterprises	
				INV	Trailblazer trimmer lineTZ275 . Brushcutters	440.75
					773.12551-01 Weston Road Systems	
				INV	6 x No parking (white) with traffic control at	330.00
				INV	1sqm blacking out and traffic control on Waratah	231.00
					773.12656-01 Copyright Agency Limited	
				INV	Annual Licence 2015	560.00
					773.12678-01 Green's Hiab Service Pty Ltd	
				INV	Pickup, deliver and install Rugby and AFL goals	1,391.50
					773.12682-01 Synergy	
				INV	lot 792 Esplanade 14/02-16/04/2015	304.50
				INV	Esplanade nedlands from 17/02-18/04	549.35
					773.12754-01 Armaguard	
				INV	Standing order 2014 - Banking Pickup	1,358.16
					773.12777-01 Perth Irrigation Centre	
				INV	Irrigation sprays and associated fittings for	806.96
				INV	Irrigation sprays and associated fittings for	412.72
				INV	Irrigation Turf Keys for Mt Claremont Invoice	798.19
					773.12885-01 Raeco/CEI Pty Ltd	
				INV	Contact MTC	65.24
					773.12890-01 Mr M R Cole	
				INV	Broadbend 07/03/15 to 10/04/15	69.95
					773.12918-01 GLG GreenLife Group Pty Ltd	
				INV	Landscape Maintenance as per RFT 2013/14.21 -	7,433.49
					773.12969-01 AJ Baker & Sons Pty Ltd	
				INV	Supply 1 x Manitowoc ice machine	5,200.03
					773.13042-01 Totally Workwear - Mount Hawthorn	
				INV	2 x Womens Drill Pants	71.90
					773.13093-01 D & T Asphalt Pty Ltd	
				INV	Supply and lay bitumen to property crossovers -	1,903.00
					773.13095-01 Rentokil Initial Pty Ltd	
				INV	interior plantscape rental	349.57
					773.13129-01 Quality Traffic Management Pty Ltd	
				INV	Variable message board hire - Selby Street	486.75



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				INV	Installation, maintenance and removal of traffic	30,804.37
773.13296-01					Mr D Kelsall	
				INV	121 Bruce Street, Nedlands - Re-roof to Nedlands	247.50
773.13306-01					Mr R M Binks	
				INV	COUNCILLORS ALLOWANCE MAY 15	2,180.00
773.13347-01					Speedy Hire	
				INV	Hire of Portable toilet for John XXIII Depot from	234.14
773.13402-01					Wavesound Pty Ltd	
				INV	Children Audiobooks	475.20
773.13428-01					Lock Stock & Farrell Locksmith Pty	
				INV	Keys to be cut for David Cruckshank oval PM4	256.90
773.13508-01					J Ewen	
				INV	TUTOR FEES Term 2 School Holiday 2015 Week 2 1	423.00
773.13509-01					J K Wallis	
				INV	Oral history and transcription with Ann Whyntie 4	1,200.00
773.13536-01					Recovre Pty Ltd	
				INV	Ergonomic Assessment for Michelle Newton 5/3/2015	610.50
				INV	Ergonomic Assessment for Natasha Turfrey 5/3/2015	627.00
773.13537-01					First Five Minutes Pty Ltd	
				INV	SPOT Training - 20 credits	242.00
773.13611-01					United Equipment Pty Ltd	
				INV	Forklift daily checklist books. (10) . Fleet No	34.65
773.13696-01					Woodlands Distributors & Agencies	
				INV	6 x custom made bin enclosures including	26,400.00
773.13777-01					Covs Parts Pty Ltd	
				INV	Windscreen washer sachets Holden 92140004 (2	121.00
773.13803-01					Snap Printing - Northbridge	
				INV	Local Studies events brochure for National Trust	278.00
773.13813-01					Ms J A Heyes	
				INV	Airfare Melbourne to Perth Planning Institute Con	342.00
773.13856-01					Councillor J Porter	
				INV	COUNCILLORS ALLOWANCE may 15	2,180.00
773.13857-01					Councillor L McManus	
				INV	COUNCILLORS ALLOWANCE may15	2,180.00
773.13869-01					Instant Products Hire	
				INV	On Going: Portable toilet hire for John 23rd Depo	112.98
773.13872-01					The WRB & SV Hassell Superannuation	
				INV	COUNCILLORS ALLOWANCE	3,427.50



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					773.13931-01 Enviro Sweep	
				INV	City Wide Sweeping	25,963.54
					773.13932-01 Information Management Group Pty Lt	
				INV	Standing Order - Archives and Storage	2,019.95
					773.13936-01 Tenderlink.com	
				INV	Tenderlink upload Provision of Pavement Marking	495.00
					773.13938-01 HAS Earthmoving	
				INV	Drainage supervision - Langham Street	47,608.55
				INV	12 Archdeacon Lid Replacement	1,650.00
					773.13972-01 Proword Enterprises	
				INV	Transcribing Sunset Hospital interviews from	196.38
					773.14037-01 Beaver Tree Services Aust Pty Ltd	
				INV	Grind stump at 43 Stirling Hwy various location	854.68
				INV	Refer job # 29751. 2 Watkins Ave. Hanger in	316.80
				INV	Refer job# 30524. 11 James Rd- Remove hanger and	371.80
				INV	Refer quote-# 86208. Melvista St palms x24.	2,992.00
				INV	Refer quote-# 86067. 12 Grainger Dve. Remove	371.80
				INV	Refer quote # 86065. Collect and dispose of	550.00
				INV	Refer job # 29790.Melvista Park- Emergency call	767.80
					773.14056-01 Shred-X Pty Ltd	
				INV	Standing Order Document destruction. Bin Pick ups	153.91
					773.14123-01 J D Wetherall	
				INV	COUNCILLORS ALLOWANCE may 15	2,180.00
					773.14139-01 Perth Asbestos Removal Company	
				INV	asbestos in bus stop	660.00
					773.14145-01 Mr F Tizon	
				INV	Vol Vehicle Reimbursement	148.96
					773.14165-01 Bridgestone Select Nedlands	
				INV	Dunlop grand trek 255/70/16 steel radial tyre.	295.00
					773.14232-01 Mr G Hay	
				INV	Councillors Allowance May 15	2,180.00
					773.14233-01 Ms K A Smyth	
				INV	Councillors Allowance May 15	2,180.00
					773.14267-01 Eco Faeries	
				INV	Faeries for Earth Hour event 28th March 2015	440.00
					773.14325-01 All Auds Super Fund	
				INV	Councillors Allowance May 15	2,180.00
					773.14444-01 BDO Audit (WA) Pty Ltd	



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				INV	Internal audit: Review of Mobile Phone Purchase	10,179.35
				773.14469-01	Hodge Collard Preston Architects	
				INV	Architect fees for Collegians Football Club Rooms	4,958.80
				INV	Collegians Football Club Rooms Redevelopment at	9,332.12
				773.145-01	Protector Alsafe Pty Ltd	
				INV	SAFETY CLOTHING	180.02
				INV	PPE For David Carter and Daniel Gunasekaran:	344.89
				773.14515-01	Programmed Integrated Workforce	
				INV	Casual. Tree pruning crew. Shaun Bird. Week	1,418.60
				773.14518-01	Mr I De Souza	
				INV	Tutor Fees Term 1 2015 Human Form & Watercolour	2,376.00
				773.14535-01	Skyline Landscape Services	
				INV	Lawn Mowing Maintenance Contract for October 2014	3,862.13
				INV	Lawn Mowing Maintenance Contract for October 2014	3,862.13
				INV	Lawn Mowing Maintenance Contract for October 2014	4,291.25
				773.14703-01	A Anderson-Mayes	
				INV	Term 2 2015 TUTOR FEES School Holiday x 2	282.00
				773.14726-01	Your Deck	
				INV	Dancefloor for Splashfest	440.00
				773.14742-01	The Basketball Man	
				INV	Basketball ring net - metal chain style	88.00
				773.14744-01	The Trustee for The Lane Family Tru	
				INV	Initial line mark - Hockey field at Highview Pk	4,367.00
				773.14748-01	System Maintenance	
				INV	12 Month service and continuing monthly services	290.29
				773.14758-01	IBR Conference	
				INV	Conference - Investigating the Future of Social	1,777.05
				773.14768-01	WA Super (Indiv. Acct)	
				INV	M Hipkins Client No 40448/member no 006031	7,814.58
				773.14784-01	Maar Koodjal Pty Ltd	
				INV	Monitoring Services Watkins Riverbank	440.00
				773.14791-01	Civic Legal	
				INV	Knowledge sharing G Trevas, M cole, P mickl	99.00
				773.2075-01	Landgate	
				INV	SLIP Non commercial subscriber 11 seat or more	3,451.60
				773.210-01	Apace Aid Inc	
				INV	Seed cleaning for Shenton bushland	162.50
				773.2262-01	Elliott's Irrigation Pty Ltd	



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				INV	Dot Bennett Park - Iron filtration services on	216.70
				773.3620-01	John Hughes	
				INV	5,000 km intermediate service on site, on Fiat	327.00
				INV	1500A098 Air filter elements. (12 off). Includes	877.32
				773.367-01	Ausnet Industries	
				INV	Relocate netball ring from end of wall to central	297.00
				773.400-01	Australian Services Union	
				INV	Payroll Deduction	116.00
				INV	Payroll Deduction	141.10
				773.4120-01	Lightning Laundry	
				INV	LAUNDRY SERVICE	414.00
				773.4500-01	McLeods Barristers & Solicitors	
				INV	Charlies Gard coffee & Solquist Nomi Food Act Prose	2,125.75
				773.5085-01	P O'Connor	
				INV	WORKSHOP FEES	470.00
				773.681-01	BGC Cement	
				INV	24 x 20kg bags of rapid set cement for	842.16
				773.741-01	Boyan Electrical Services	
				INV	Electrical Maintenance- John Leckie	111.38
				773.7880-01	WA Library Supplies	
				INV	STATIONERY	232.00
				773.7900-01	WA Limestone Co	
				INV	SAND/SOIL	907.48
				773.8010-01	Staples Australia Pty Ltd	
				INV	STATIONERY	227.29
				773.8110-01	Wattleup Tractors	
				INV	5	2,271.20
				773.8169-01	Westbooks	
				INV	VARIOUS BOOKS	83.92
				INV	VARIOUS BOOKS	557.10
				773.9876-01	Priestman & Sharp	
				INV	Panel and paint repairs as per quotation # 15675.	1,821.10
774	EFT TRANSFER: - 07/05/2015	08/05/2015	-325,155.66	774.10731-01	Green Skills (Eco Jobs)	
				INV	Contract staff Mount Claremont	515.90
				774.10786-01	Verti-Turf	
				INV	Turf renovation - Allen Pk (bottom) AFL -	1,636.25
				774.11272-01	Furnace Technologies Pty Ltd	
				INV	Kiln repairs & call out. 12/02/15 and 08/04/15	517.00



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774.11781-01					Dept of Premier & Cabinet	
INV					State Law Publisher - Government Gazette	97.30
774.11804-01					WALGA	
INV					WALGA Presenting with Confidence Training - July	522.50
774.12026-01					Bolinda Publishing Pty Ltd	
INV					Nedlands Library stock - Talking books	178.03
774.12079-01					Complete Pest Management Services	
INV					Pre demolition rat baiting to be carried out for	190.00
INV					Pre demolition rat baiting to be carried out for	195.00
774.12357-01					Nedlands Newspaper Delivery	
INV					Newspaper delivery for Nedlands Library	269.46
774.12427-01					R Hawker	
INV					Vehicle Reimbursement	48.51
774.12682-01					Synergy	
INV					Electricity lot 3128 U A Esplanade 27/3-24/4	78.60
INV					Auxillary Street Light 280215 to 270315	1,254.05
774.12735-01					Comfort Keepers	
INV					Provision of social support to HACC clients -	759.04
774.1280-01					Chubb Fire & Security Pty Ltd	
INV					FIRE EQUIPMENT / SERVICES	341.00
774.12914-01					The Worm Shed	
INV					2 x 1kg of worms for the admin worm farm	210.00
INV					two worm farms purchased at the Worm Workshop	494.00
INV					Worm Caf�� for Depot	247.00
774.13263-01					BLJ Australia	
INV					Electricity Maintenance Service for 2014/15.	693.00
INV					Electricity Maintenance Service for 2014/15 -	790.90
774.13369-01					Data#3 Limited	
INV					GLC-BX-U= - 1000BASE-BX SFP, 1310NM	1,274.67
774.13382-01					H & L Glass	
INV					Supply and fit new rear tailgate glass to Subaru	605.00
774.13402-01					Wavesound Pty Ltd	
INV					Renewal of IndiFlix WSLG consortium subscription	1,402.50
774.13403-01					Bowden Tree Consultancy	
INV					Supply Arborist Report- VTA -13 Haldane St. Mt	396.00
774.13412-01					Quick Corporate Australia	
INV					6mth Standing order for Reflex paper	115.72
INV					SIN-589220	201.67



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				INV	Reflex White Paper Standing Order	115.72
				INV	Web order 645286	135.60
				INV	Stationery	67.94
				INV	Web order 642195	19.39
				INV	Web order 644331	232.36
					774.13534-01 Nu-Trac Rural Contracting	
				INV	Swanbourne Beach Reserve - Beach cleaning	1,358.00
					774.13696-01 Woodlands Distributors & Agencies	
				INV	6 x custom made bin enclosures - variations (2,028.84
					774.13713-01 Sonic HealthPlus Pty Ltd	
				INV	Pre-employment Medicals	148.50
				INV	Pre-employment Medicals	148.50
				INV	Supplementary report to be carried out by Dr	268.40
				INV	Boostrix vaccinations for PRCC staff (6) and	732.60
					774.13802-01 Kool Digital Graphics	
				INV	Design and layout of full page ANZAC Advert for	429.00
				INV	Design and provide the files for Nedlands Library	825.00
					774.13896-01 Isubscribe Pty Ltd	
				INV	New Scientist 3 month subscription - nedlands	109.00
					774.13935-01 Pronto Gourmet Deli	
				INV	Catering for the following Councillor Briefing	441.30
					774.13937-01 Doghouse Media Pty Ltd	
				INV	Service Ticket 6232 for creating a video on how	49.50
					774.13945-01 Italia Stone Group Pty Ltd	
				INV	Payment of Retention funds from Beecham Rd Wall	12,601.30
					774.14005-01 Perth Energy Pty Ltd	
				INV	Lot 181 Montgomery Ave 05/03-04/04	3,619.01
					774.14037-01 Beaver Tree Services Aust Pty Ltd	
				INV	Refer quote 86071- 13 James Rd.- Remove deadwood	371.80
				INV	Refer quote 86066. Opp 14 Pine Tree Lane-Remove	491.70
				INV	Refer job # 31076. Blain Park. Dead wood jarrah	475.20
				INV	Refer quote-# 86209. Carrington St Nedlands.	727.65
				INV	Annual Programmed Maintenance. Genesta Park.	475.20
					774.14080-01 Randstad	
				INV	Ordinary time Sahar Sleiman W/E 05/04/2015	670.92
					774.14128-01 Five Star Fencing	
				INV	Replacement of existing fence with Colorbond	2,535.00
					774.14165-01 Bridgestone Select Nedlands	



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				INV	Replace damaged tyre with new Bridgestone	269.50
				774.1428-01	City of Subiaco	
				INV	Invoice for lost/damaged items	245.75
				774.14320-01	Ms V Jayaraman	
				INV	CPA membership renewal 01/01-31/12/2015	690.00
				774.14408-01	Natureworks Packaging	
				INV	supply of 200,0000 biodegradable compostable dog	1,237.00
				774.14470-01	HSV Nominees Pty Ltd	
				INV	Survey or road/road reserve to limits indicated	1,650.00
				774.14492-01	Subaru Osborne Park	
				INV	Wiper assy c/w arm and blade as per quotation #	424.14
				774.145-01	Protector Alsafe Pty Ltd	
				INV	Supply 15 x Bottle Emergency Eyewash - SAEW10 -	34.30
				774.14674-01	Seashore Engineering Pty Ltd	
				INV	Seashore Engineering has been appointed to	14,256.00
				774.14757-01	Barnetts (WA) Pty Ltd	
				INV	3582 mortice locks and lever set handles for	1,085.07
				774.14766-01	TransAct Capital Communications Pty	
				INV	Transact Mobile Voice and Data services 1/04-30/04	25,790.37
				774.14773-01	Scorpion Training Solutions Pty Ltd	
				INV	OSH - WHS 1 Day training for Stacey Gibson on the	350.00
				774.14789-01	The Scott Smalley Partnership	
				INV	Principal and Design Engineer Fees for Rose	1,314.50
				774.14801-01	Mr K Chua	
				INV	Reimbursement - Relocation Cost as per Contract	3,000.00
				774.350-01	AIM - Australian Institute of Manag	
				INV	Part payment of AIM Course Embracing Change	68.00
				774.3580-01	Jason Signmakers	
				INV	VARIOUS SIGNS	1,144.00
				INV	Delivery charge of Selby grab rails	77.00
				774.380-01	Australian Taxation Office	
				INV	Payroll Deduction	3,139.53
				INV	Payroll Deduction	99,747.27
				774.4500-01	McLeods Barristers & Solicitors	
				INV	Legal Advice - McLeods - SAT Reviews: DR	10,368.86
				INV	Invoice for legal services for Review of Local	3,071.83
				774.6983-01	Telstra Corporation Ltd	
				INV	PHONE CHARGES for March 2015	216.99



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				INV	Phone charges to April 13/2015	172.77
				INV	Library bigpond internet 17/04-16/05/2015	89.95
				774.741-01	Boyan Electrical Services	
				INV	repaired a round-a-bout light hit by vehicle at	89.10
				774.7990-01	WA Treasury Corporation	
				INV	Loan 181 May 15 Repayments	66,860.48
				INV	Loan 179 May 2015 Repayment	38,406.48
				774.8010-01	Staples Australia Pty Ltd	
				INV	STATIONERY	58.37
				774.8169-01	Westbooks	
				INV	VARIOUS BOOKS	37.08
				INV	VARIOUS BOOKS	72.00
				INV	Nedlands Library Junior stock - Westbooks	261.79
				774.8902-01	Rocla Pipeline Products	
				INV	PIPES & FITTINGS	1,568.00
				774.9872-01	Civica Pty Ltd	
				INV	Infringements Administration & Operational	4,026.00
				INV	Business Process Services - Authority Support	3,223.00
775	EFT TRANSFER: -	15/05/2015	-245,912.40	775.10004-01	Associates Rugby Union Football Clu	
				INV	Grant payment for club house development CM01.14	33,000.00
				775.10428-01	Roads 2000	
				INV	ROAD/FOOTPATH MTCE/CONSTRUCTION	48,696.65
				775.10786-01	Verti-Turf	
				INV	Turf renovation - Allen Pk (top) Rugby - hollow	1,911.25
				INV	Turf renovation - Mt Claremont Oval - solid core	1,309.00
				775.11410-01	Hays Specialist Recruitment Aust Pt	
				INV	Mathew Loney W/E 22/03/2015	343.83
				INV	Mathew Loney W/E 12/04/2015	437.59
				INV	Mathew Loney W/E 29/03/2015	375.08
				775.11717-01	APRA - Australian Performing Rights	
				INV	APRA fees for Splashfest	55.00
				775.11781-01	Dept of Premier & Cabinet	
				INV	Local Government Appointment - Ranger - Hayley	139.00
				775.12026-01	Bolinda Publishing Pty Ltd	
				INV	Nedlands Library stock - Talking books	256.33
				INV	Nedlands Library stock - Talking books	57.42
				775.12317-01	Techsand Pty Ltd	
				INV	Remove damaged path as marked on Alfred Rd/Mt	14,587.72



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				INV	Remove 1.2m wide damaged slab path as marked on	4,914.45
				775.12427-01	R Hawker	
				INV	Mileage claim reimbursement	32.34
				775.12456-01	WA Profiling	
				INV	Profile road by 20mm - Karella Street West	4,411.00
				775.12532-01	Total Eden Pty Ltd	
				INV	irrigation sprinklers and associated fittings for	157.01
				775.12546-01	Greenway Enterprises	
				INV	Supply 2 cartons (24 cans) orange fluoro survey	145.99
				775.12642-01	Domain Catering	
				INV	Catering Monday 13th April 2015 Sustainable	236.00
				775.12654-01	The Blinds Gallery	
				INV	Supply and install shutter blinds to Meeting room	2,420.00
				775.12682-01	Synergy	
				INV	Auxillary lighting charges 94 from 28/03-27/04	1,401.20
				INV	Electricity group bill 13/02/2015-21/04/2015	10,924.90
				775.12743-01	Active Transport & Tilt Tray Svces	
				INV	Transport wicket rollers from Melvista and Allen	220.00
				775.12765-01	Perthwaste Pty Ltd	
				INV	Waste Disposal - Residential and Commerical	11,651.69
				INV	SO 2013/14 Residential Services (1 Jan to 30	7,470.99
				775.13251-01	Nindethana Seed Services Pty Ltd	
				INV	Everlasting seeds for Karrella and Smyth Road	1,014.20
				775.13290-01	Mr V R Senathirajah	
				INV	Mobile Phone and internet reimbursement April 2015	115.56
				775.13334-01	Form Contemporary Craft & Design In	
				INV	tickets for the Mayor to attend the two day	588.32
				775.13363-01	IAP2 Australasian Affiliate	
				INV	Brockman Reserve - Service and repair damaged	715.00
				775.13404-01	Apple Pty Ltd	
				INV	iPad Air 2 Wi-Fi + Cellular 16GB - Silver	1,526.80
				INV	iPad Air 2 Wi-Fi + Cellular 16GB - Silver	1,742.40
				INV	iPad Air 2 Wi-Fi + Cellular 16GB - Space Grey	763.40
				INV	iPhone 6 16GB Space Grey MG472X/A - Chaminda	979.00
				775.13500-01	Mentay Steel Fab Construction Pty L	
				INV	Rectifier for Vanguard engine on Mentay Roller	165.00
				775.13611-01	United Equipment Pty Ltd	
				INV	Scheduled 6 month service and safety inspection	682.00



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					775.13652-01 Sustainable Outdoors	
				INV	emergency site remediation works Shenton Bushland	63,734.00
					775.13713-01 Sonic HealthPlus Pty Ltd	
				INV	Pre-employment medicals	24.05
					775.13726-01 Leederville Camera House	
				INV	Pentax DSLR Camera for Communications Department	999.00
					775.13733-01 West Coast Spring Water P/L	
				INV	15L Bottle	23.25
					775.13741-01 Dave's Landscaping & Brickpaving	
				INV	68 Bruce St. Lift paved crossover. remove roots	770.00
				INV	Damaged wall on corner of Lisle Street and	990.00
				INV	Repair Bus Stop at Cnr of Ashton & Alfred	965.00
				INV	Brick Paving	877.00
				INV	Joyce St - Brick paving drive ways	924.00
					775.13803-01 Snap Printing - Northbridge	
				INV	Poultry brochure x 200	278.00
				INV	2000 DL invites colour one side with black only	548.88
					775.13813-01 Ms J A Heyes	
				INV	Mobile reimbursement April 2015	80.00
					775.13832-01 Pamela Pik-wan Stephenson	
				INV	TUTOR FEES - 2015 School Holiday Term 2 x 2	188.00
					775.13932-01 Information Management Group Pty Lt	
				INV	Standing Order - Archives and Storage	1,248.52
					775.13972-01 Proword Enterprises	
				INV	TRANSCRIPTION INTO COMPUTER READABLE FORM	183.33
					775.13992-01 Get Wet Ponds & Aquariums	
				INV	Fish Tank Servicing - City of Nedlands Front	77.00
					775.14037-01 Beaver Tree Services Aust Pty Ltd	
				INV	Refer quote-# 85919. 14a Karella St.Prune euc as	984.50
				INV	Refer quote-# 86073. 57 Aderbury St . Remove	1,178.65
				INV	Refer job # 321172. 2 Minora Rd. Prune lower	689.70
					775.14052-01 Mr G K Trevaskis	
				INV	Internet reimbursement 08/05-08/06/2015	59.95
					775.14135-01 Miss N R Wilson	
				INV	Authority rates module consulting 9hr@35.53/h	319.77
					775.14157-01 Bolinda Digital	
				INV	New eBook content for Bolinda BorrowBox platform	42.01
					775.14159-01 Unirack Australia Pty Ltd	



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				INV	new racking system in kiln room at tresillian	2,967.00
			775.145-01		Protector Alsafe Pty Ltd	
				INV	SAFETY CLOTHING	344.89
				INV	1 x wet weather jacket including vest. 1 x pair	130.00
			775.14509-01		Ms J Berry	
				INV	School Holiday Tutor payment Term 2 2015 Clay x	396.00
			775.14602-01		Professional Tree Surgeons	
				INV	Green waste removal Watkins Road	610.50
			775.14693-01		Easifleet	
				INV	Car lease Paul Busby EMP No 335	469.76
			775.14712-01		West Oz Wildlife	
				INV	April school holiday activity	308.00
			775.14713-01		A & A Print	
				INV	10 A4 books of 50 in triplicate City of Nedlands	341.00
			775.14775-01		The Hire Guys - Osborne Park	
				INV	Toilets for Splashfest	530.00
			775.14778-01		Mosaics With Hannah	
				INV	Term 2 School Holiday Tutor payment Mosaics x 2	312.00
			775.14780-01		A2K Technologies Pty Ltd	
				INV	AutoCAD Civil 3D Fundamentals plus training	1,295.00
			775.14787-01		Tritech Nominees Pty Ltd David Bear	
				INV	David Beard Event Nedlands Library	385.00
			775.14795-01		Samantha Hughes	
				INV	April school holidays event	300.00
			775.3620-01		John Hughes	
				INV	Left and right hand weathershields for GLX cab	112.44
			775.4040-01		The Lane Bookshop	
				INV	VARIOUS BOOKS	7.96
			775.5080-01		Oce Australia Ltd	
				INV	SO 2015 Basic Charges for OCE Color Wave 550	187.00
				INV	SO 2015 Basic charges OCE Color Wave 550 Printer	187.00
			775.540-01		Baileys Fertilisers	
				INV	Soil Improver Plus 30LTR	423.00
			775.5716-01		Professional PC Support	
				INV	COMPUTER EQUIPMENT/MTCE	956.93
				INV	COMPUTER EQUIPMENT/MTCE	960.64
			775.5850-01		Soundpack Solutions	
				INV	Nedlands Library stationery order	73.15



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				775.640-01	Benara Nurseries	
				INV	PURCHASE OF VARIOUS PLANTS	402.62
				775.6820-01	Swanbourne Veterinary Centre	
				INV	STANDING ORDER - Pound Fees 2014-2015	264.00
				775.741-01	Boyan Electrical Services	
				INV	Wire up new chain saw grinder through emergency	89.10
				775.760-01	Brealey Plumbing Service	
				INV	Brockman Reserve - Service and repair damaged	176.00
				775.7675-01	Landgate - GRV	
				INV	GRV Int Vals Metro Shrd and Fesa 21501-100000	366.48
				775.8010-01	Staples Australia Pty Ltd	
				INV	Nedlands Library stationery order	429.33
				INV	Nedlands library stationery order	210.36
				INV	Nedlands Library stationery order	108.21
				775.8110-01	Wattleup Tractors	
				INV	Fuel tank cap and filter assembly. Iseki mower	97.65
				775.8169-01	Westbooks	
				INV	Mt Claremont Library local stock - Westbooks	214.13
				INV	Mt Claremont Library Junior local stock -	12.58
				775.8242-01	Western Metropolitan Regional Council	
				INV	WASTE DISPOSAL	954.50
				INV	WASTE DISPOSAL	988.57
				INV	WASTE DISPOSAL	362.36
				INV	WASTE DISPOSAL	1,229.10
				775.860-01	Bunnings Group Limited	
				INV	BUILDING SUPPLIES	17.74
				INV	BUILDING SUPPLIES	61.67
776	EFT TRANSFER: - 22/05/2015	21/05/2015	-671,735.61	776.10786-01	Verti-Turf	
				INV	Turf renovation - College Pk (bottom) - solid cor	3,337.95
				INV	Turf renovation - Highview Pk - hollow core	818.13
				776.10895-01	State Library of WA	
				INV	Lost and damage 2 items	34.10
				776.11296-01	Budget Rent a Car	
				INV	Rental of group (A) 2wd tray back for 1 month	1,056.00
				776.11353-01	Dick Smith Electronics Pty Ltd	
				INV	Kaiser Baas Power Bank 11000mAh - Portable iPad	62.72
				776.11559-01	Icon Septech Pty Ltd	
				INV	Universal side entry lid - Langham Street	2,989.75



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					776.11795-01 Mr J Donaldson	
	INV				STANDING ORDER 2014/15 - Swanbourne beach rubbish	100.00
	INV				STANDING ORDER 2014/15 - Swanbourne beach rubbish	100.00
	INV				STANDING ORDER 2014/15 - Swanbourne beach rubbish	1,000.00
					776.11954-01 Carealot Home Health Services Pty L	
	INV				Casual Social Support to HACC clients	277.00
					776.12026-01 Bolinda Publishing Pty Ltd	
	INV				Nedlands Library stock - Talking books	127.67
					776.12038-01 WA Energy Consultants Pty Ltd	
	INV				Routine reading of electricity meters at City	176.00
					776.12079-01 Complete Pest Management Services	
	INV				Pest and spider treatment	198.00
	INV				Pest and spider treatment	195.00
	INV				Pest and spider treatment	195.00
	INV				Pest and spider treatment	190.00
	INV				Pest treatment- Nedlands Library	195.00
					776.12317-01 Techsand Pty Ltd	
	INV				Repair 10m2 of cream coloured (0.5%) concrete	873.00
	INV				Remove 22m x 2m footpath at Paul Hasluck Reserve	3,261.33
					776.12357-01 Nedlands Newspaper Delivery	
	INV				Newspaper delivery for Nedlands Library	322.38
					776.12451-01 GHD Pty Ltd	
	INV				Waratah Avenue Placemaking Strategy - Consultant	3,216.40
					776.12628-01 Diamond Hire	
	INV				1 day hire of 1.7 tonne excavator - Monday	275.00
					776.12682-01 Synergy	
	INV				Group electricity charge from 09/01-20/03	4,381.90
	INV				Group Electricity bill various property 13/02-20/4	9,762.95
					776.12765-01 Perthwaste Pty Ltd	
	INV				Waster disposal residential and commercial kerbsid	45,000.00
	INV				Vairous bin services for June 2015	90,100.00
	INV				SO 2013/14 Residential Services (1 Jan to 30	3,012.75
					776.12884-01 CY O'Connor Institute	
	INV				Training - Evidence for Investigators & Statutory	390.00
	INV				Training - Evidence for Investigators & Statutory	734.23
					776.12944-01 Reliance Petroleum	
	INV				Energrease LC2 450gm cartridges. x 10 cartons.	806.36
	INV				Fuel - Diesel	14,327.43



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				INV	Fuel - Unleaded Petrol	5,170.40
				776.13014-01	Nespresso Professional	
				INV	10 x boxes espresso leggero coffee capsules	810.00
				776.13093-01	D & T Asphalt Pty Ltd	
				INV	Allen Park Path Upgrade	7,260.00
				776.13123-01	Toll Priority	
				INV	Standing Order - Toll Priority	364.29
				776.133-01	Alinta Energy	
				INV	Gas Charges Lot 6987 Montgomery Ave 06/02-07/05	73.75
				776.13384-01	Harvey Fresh	
				INV	Standing Order - Weekly Milk Delivery	71.01
				INV	Standing Order - Weekly Milk Delivery	71.01
				INV	Standing Order - Weekly Milk Delivery	71.01
				776.13404-01	Apple Pty Ltd	
				INV	iPhone 6 64GB Gold MG4J2X/A - Qurban Ali	1,126.40
				776.13412-01	Quick Corporate Australia	
				INV	6mth Standing order for Reflex paper	115.72
				INV	Reflex White Paper Standing Order	115.72
				776.13476-01	Road Signs Australia Pty Ltd	
				INV	sign order 4/3/15	140.80
				INV	street blade repair 25/3/15	816.20
				INV	street blade order 4/3/15	349.80
				INV	sign order 25/2/15	176.00
				776.13480-01	DU Electrical Pty Ltd	
				INV	Brockman Reserve - supply and install complete	13,073.50
				776.13536-01	Recovre Pty Ltd	
				INV	Ergonomic Assessment completed for Darren Murphy	643.50
				776.13713-01	Sonic HealthPlus Pty Ltd	
				INV	Pre-employment medicals	247.50
				776.13733-01	West Coast Spring Water P/L	
				INV	prcc water (6 months) July- dec 2014)	31.00
				INV	15L Cooler bottle water supply to NCC	23.25
				776.13741-01	Dave's Landscaping & Brickpaving	
				INV	Rene St - Brick paving drive ways	385.00
				776.13797-01	Arbor Carbon Pty Ltd	
				INV	Treatment of declining trees and dieback sampling	8,200.00
				776.13803-01	Snap Printing - Northbridge	
				INV	10,000 My Great Idea entry forms	1,143.00



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				INV	Subject of Notes flyer - 300 A4 Flyers (Library),	332.00
				776.13887-01	Shamrock Tyres	
				INV	Bore stain removal	900.00
				776.13905-01	Marketforce Express Pty Ltd	
				INV	Advertising RFT 14 1522 Refurb of Handrail at	366.83
				INV	Advertising for Wonders of Wormfarming Workshop	405.44
				INV	Advertising for positions (Landscape Maintenance	242.58
				INV	A full page advert in the post newspaper, for	1,769.85
				INV	Advertising for Supply and Installation of Signs	336.38
				INV	Advertising for Irrigation Repair Service RFT	342.47
				INV	Advertising for Stormwater Drainage Construction	354.65
				INV	Advertisement-Senior CDO (Recreation)	716.29
				INV	Nedlands News Update - monthly page in Post	1,982.37
				776.13935-01	Pronto Gourmet Deli	
				INV	Catering for the following Councillor Briefing	375.70
				776.13938-01	HAS Earthmoving	
				INV	Dayworks to remove drainage and aid the asbestos	12,952.50
				776.13946-01	Plants and Garden Rentals	
				INV	Three month hire & maintenance FEB, MARCH, APRIL	281.60
				776.14005-01	Perth Energy Pty Ltd	
				INV	Energy bill vaious locaiton from 25/03-24/04	7,493.58
				776.14037-01	Beaver Tree Services Aust Pty Ltd	
				INV	Refer quote-# 85403- .33 Portland St-(located in	443.85
				776.14080-01	Randstad	
				INV	relief staff week ending (12/4/15) and 19/4/15	1,278.93
				INV	relief staff week ending 12/4/15	335.46
				776.14090-01	Western Technical Services	
				INV	Air conditioner maintenace	458.00
				776.14176-01	Advanced Consulting	
				INV	Standing Order - Ashley Cole - OSH Consultant	2,106.50
				776.14241-01	King.S Contracting	
				INV	Repair/reinstate Retic at 5 Erica Ave Mt	360.80
				INV	Reticulation - Cut, temporarily relocate and	4,491.61
				776.14280-01	Total Print	
				INV	Six Enviro Non Slip Printed Pavement Stickers	583.00
				776.14451-01	Cleandustrial Services Pty Ltd	
				INV	5	39,739.35
				776.14514-01	Valvoline Australia Pty Ltd	



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				INV	20 litre drum of Synpower MST 5w-40 engine oil.	112.86
				776.14515-01	Programmed Integrated Workforce	
				INV	Weekending 3/5/15, L Pinca, Labourer parks and	1,021.31
				INV	Weekending 26/4/15, L Pinca, Labourer parks and	1,682.14
				INV	Weekending 19/4/15, L Pinca, Labourer parks and	1,341.71
				INV	Weekending 12/4/15, L Pinca, Labourer parks and	1,341.71
				776.14684-01	JB Hi Fi Claremont	
				INV	DVDs for Nedlands library	529.61
				INV	Purchase local stock junior Nedlands library	746.98
				776.14693-01	Easifleet	
				INV	Car Lease payment for Paul Busby Emp No 335	469.76
				776.14745-01	Vivid Promotions	
				INV	100 x Dog Collars	386.10
				INV	500 Dog Leads	1,116.01
				776.14748-01	System Maintenance	
				INV	12 Month service and continuing monthly services	317.79
				776.14749-01	McCorkell Constructions Pty Ltd	
				INV	Construction of Collegians Football Club Rooms	201,084.92
				776.14777-01	Dr P J Graziotti	
				INV	Recent reports required for Carlo Laface's	110.00
				776.14807-01	Bayvogue Pty Ltd	
				INV	Urgent repairs required to build a retaining wall	13,035.00
				776.1700-01	Community Newspaper Group Ltd	
				INV	Flyer drop for Waterwise Garden Competition	534.60
				776.2048-01	Tillys Home Helpers	
				INV	Provision of Gardening Service to HACC Clients in	2,715.63
				776.2077-01	Domus Nursery	
				INV	Supply and deliver 10 x 175mm Geranium 'Big Red'	109.45
				776.2600-01	Forpark Australia	
				INV	Kakadu 75mm End Caps	312.40
				776.380-01	Australian Taxation Office	
				INV	Payroll Deduction	102,779.50
				776.4040-01	The Lane Bookshop	
				INV	VARIOUS BOOKS	199.67
				776.4150-01	LO-GO Appointments	
				INV	Weekending 18/4/15, J Render , labourer parks and	1,968.12
				INV	Weekending 11/4/15, A Aydin , labourer parks and	1,544.02
				INV	Weekending 25/4/15, A Aydin , labourer parks and	1,935.78



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				INV	Weekending 4/4/15, A Aydin , labourer parks and	760.49
				INV	Weekending 18/4/15, A Aydin, labourer parks and	1,567.06
				INV	Weekending 25/4/15, J Render , labourer parks and	1,452.66
				INV	Weekending 11/4/15, J Render , labourer parks and	1,194.93
				INV	Weekending 4/4/15, J Render , labourer parks and	1,593.24
				776.4500-01	McLeods Barristers & Solicitors	
				INV	Legal Fees - Public works by Local Government of	627.13
				INV	STANDING ORDER - Legal Advice McLeods - 2014/2015	1,854.74
				776.4945-01	Sheppard's Newsround	
				INV	NEWSPAPER DELIVERY 22/03-18/04	90.40
				776.640-01	Benara Nurseries	
				INV	Supply and delivery of 50 x Agonis flexuosa	3,281.85
				776.6765-01	Sunday Times	
				INV	Sunday Times Ad 6x4 Student & Tutor 2014	246.00
				776.7322-01	Town of Claremont	
				INV	20% share of WESROC CEO Lunch 16/04/2015	86.62
				776.741-01	Boyan Electrical Services	
				INV	Electrical maintenace	417.45
				INV	Electrical maintenace	922.90
				INV	Electrical maintenace	94.60
				INV	Electrical maintenace	142.45
				776.760-01	Brealey Plumbing Service	
				INV	Plumbing maintenance- Foreshore toilets	137.50
				INV	Plumbing maintenance- depot	473.00
				INV	Plumbing maintenance- Mt Claremont Community	143.00
				INV	Plumbing maintenance- Nedlands Library	308.00
				776.7675-01	Landgate - GRV	
				INV	GRV int vals metro shrd and FESA , Minor addition	392.75
				776.8169-01	Westbooks	
				INV	Nedlands Library adult local stock - Westbooks	23.09
				INV	Nedlands Library adult local stock - Westbooks	34.94
				INV	Nedlands Library adult local stock - Westbooks	152.49
				INV	Nedlands Library adult local stock - Westbooks	11.89
				INV	Nedlands Library Junior stock - Westbooks	34.88
				INV	Nedlands Library adult local stock - Westbooks	91.00
				INV	Nedlands Library adult local stock - Westbooks	125.90
				INV	Nedlands Library Junior stock - Westbooks	574.24
				INV	Mt Claremont Library Junior local stock	141.28



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				INV	Mt Claremont Library Junior local stock -	11.89
				776.8170-01	Westcare Industries	
				INV	2 x Hi Vis Safety Vest	121.00
				776.8242-01	Western Metropolitan Regional Council	
				INV	Greens pass, Local Govt Waste-Non WDA	943.62
				INV	Mixed waste pass, Greens Pass-Member	1,284.90
				776.860-01	Bunnings Group Limited	
				INV	BUILDING SUPPLIES	88.91
				INV	BUILDING SUPPLIES	82.59
				INV	BUILDING SUPPLIES	56.92
				INV	BUILDING SUPPLIES	46.21
				INV	BUILDING SUPPLIES	29.37
				776.9872-01	Civica Pty Ltd	
				INV	Authority Managed Services MS - DR, Admin	10,054.00
778	EFT TRANSFER: - 29/05/2015	29/05/2015	-379,940.83	778.100-01	Advantech Mobile Auto Electrics	
				INV	VEHICLE REPAIRS	269.50
				INV	VEHICLE REPAIRS	396.00
				INV	VEHICLE REPAIRS	198.00
				INV	Replace supply plug in , supply and fit new	203.50
				INV	VEHICLE REPAIRS	198.00
				778.10428-01	Roads 2000	
				INV	ROAD/FOOTPATH MTCE/CONSTRUCTION	20,188.80
				INV	Supply and Lay 7mm SMA - Karella Street West	16,126.02
				778.10662-01	B & J Illustrations	
				INV	WORKSHOP FEES	4,800.00
				778.10731-01	Green Skills (Eco Jobs)	
				INV	Bushcare staff Allen Park	2,733.26
				INV	Contract staff Mount Claremont	257.95
				778.1080-01	Carramar Coastal Nursery	
				INV	PURCHASE OF VARIOUS PLANTS	171.60
				778.11421-01	Waterlogic Australia	
				INV	Water (filtered) svces - Tresillian	524.70
				778.11559-01	Icon Septech Pty Ltd	
				INV	Universal side entry lid - Burwood Street	6,725.63
				INV	Universal side entry lid - Karella Street West	4,249.52
				INV	Sandpiper lane, drain lid replacement	544.45
				778.11588-01	WA Rangers Association	
				INV	Ranger notebooks	53.25



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				INV	Advertisement - Ranger - 23/2015	250.00
				778.11778-01	Subsurface Detection Pty Ltd	
				INV	Selby St services location for hand rail	528.00
				778.11804-01	WALGA	
				INV	15 hours of Enterprise Agreement Consultancy	3,300.00
				INV	Assist in the unfair dismissal application made	4,400.00
				778.12026-01	Bolinda Publishing Pty Ltd	
				INV	Nedlands Library stock - Talking books	125.69
				INV	Nedlands Library stock - Talking books	334.13
				INV	Nedlands Library stock - Talking books	471.08
				778.12292-01	Charles & Veronica Soto	
				INV	Volunteer accounts for February - March 2015	135.00
				INV	Volunteer accounts for February - March 2015	151.00
				778.12317-01	Techsand Pty Ltd	
				INV	Reinstate footpath around Side Entry Pit - Cnr	1,272.20
				778.12451-01	GHD Pty Ltd	
				INV	Technical Coordinator Contract Number 2013/14.15	4,950.00
				778.12532-01	Total Eden Pty Ltd	
				INV	irrigation pipe for valve boxes 225mm riblock	232.32
				INV	TAPPING BAND PVC 80MM x 50MM	164.04
				INV	et 107 weather station w/034b solar no tlmt y w/3m	12,334.74
				778.12644-01	Insight CCS	
				INV	Afterhours call service - March 15	233.81
				778.12653-01	Sifting Sands	
				INV	Clean sand/undersurface at playground located in	9,273.48
				778.12682-01	Synergy	
				INV	Street light teriff 25/03/2015 to 24/04/2015	41,343.50
				INV	ELECTRICITY	61.90
				INV	ELECTRICITY	57.70
				778.12693-01	Photo Perth Wholesale Pty Ltd	
				INV	TAB-10 Tab Sheets 10 pack	27.00
				778.12732-01	Mr N Collard	
				INV	Talk at Nedlands Library about Whadjuk Trails	300.00
				778.12735-01	Comfort Keepers	
				INV	Provision of domestic assistance to HACC clients	217.62
				778.12754-01	Armaguard	
				INV	Standing order 2014 - Banking Pickup	962.03
				778.12775-01	Advance Press Pty Ltd	



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				INV	Print 1500 Yange Kep Bidi brochures from print	2,343.00
				778.1280-01	Chubb Fire & Security Pty Ltd	
				INV	FIRE EQUIPMENT / SERVICES	332.31
				778.12837-01	Techniworks Action Learning Pty Ltd	
				INV	Recordkeeping Awareness training , Techniworks	1,505.90
				778.12884-01	CY O'Connor Institute	
				INV	Dog & Cat Management - Jessica	884.00
				778.12890-01	Mr M R Cole	
				INV	Broadband 07/04/2015 to 06/05/2015	69.95
				778.12918-01	GLG GreenLife Group Pty Ltd	
				INV	Landscape Maintenance as per RFT 2013/14.21 -	7,433.49
				778.12960-01	Atlantic Therapy Services	
				INV	Assist in Day Respite Centre at NCC	248.00
				778.13010-01	Quick Colourprint	
				INV	Name Badges for Tony (NCC) and Emma (Planning)	53.85
				INV	Name Badge for Matthew Kohler - Volunteer	19.95
				778.13093-01	D & T Asphalt Pty Ltd	
				INV	Supply and Lay bitumen repairs - City wide	1,903.00
				INV	Aprons - Additional material to create raised	3,425.40
				778.13095-01	Rentokil Initial Pty Ltd	
				INV	interior plantscape rental	349.57
				778.13220-01	Lightning Towing	
				INV	STANDING ORDER - Abandoned Vehicle Towing -	253.00
				778.13274-01	Syrinx Environmental Pty Ltd	
				INV	Watkins Road Riverbank project including fig tree	19,429.82
				778.13382-01	H & L Glass	
				INV	Supply and fit RHF door glass to Rangers Triton	297.00
				778.13384-01	Harvey Fresh	
				INV	Standing Order - Weekly Milk Delivery	71.01
				778.13402-01	Wavesound Pty Ltd	
				INV	Atomic training subscription	2,337.50
				778.13404-01	Apple Pty Ltd	
				INV	iPhone 6 16GB Space Grey MG472X/A	979.00
				INV	iPhone 6 64GB Gold MG4J2X/A - Rajah Senathirajah	1,126.40
				778.13412-01	Quick Corporate Australia	
				INV	6mth Standing order for Reflex paper	115.72
				INV	Stationery for admin	121.08
				INV	Stationery for admin	25.93



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					778.13480-01 DU Electrical Pty Ltd	
				INV	Hollywood Tennis - Supply and install new cabinet	4,730.00
					778.13568-01 Digital Mapping Solutions	
				INV	SO GIS Consulting Service Onsite (Drew France)	3,432.00
					778.13713-01 Sonic HealthPlus Pty Ltd	
				INV	Pre-employment Medicals	313.50
					778.13728-01 FOI WA Services, Advice &	
				INV	For FOI Consulting services provided by Tim	3,500.00
					778.13733-01 West Coast Spring Water P/L	
				INV	prcc water (6 months) July- dec 2014)	23.25
					778.13760-01 GMC Print Pty Ltd	
				INV	10,000 x Letterheads	888.80
				INV	50 x NCC Receipt Books	401.50
					778.13802-01 Kool Digital Graphics	
				INV	Design of Yange Kep Bidi Brochure from copy	891.00
				INV	Creation of a suite of templates in InDesign and	1,782.00
				INV	Design and print banner for City of Nedlands	473.00
				INV	Graphic design for newspaper advertisement for	297.00
					778.13869-01 Instant Products Hire	
				INV	ANZAC Day 2015 - Toilet Hire	429.48
					778.13887-01 Shamrock Tyres	
				INV	Bore stain removal for Drabble house.	600.00
					778.13895-01 Ms M B Hulls	
				INV	50% payment for mobile phone charges for April15	119.23
					778.13905-01 Marketforce Express Pty Ltd	
				INV	Advertisement for notification of herbicide	469.73
				INV	Advert for Pets at the Park Event 29th March 2015	602.75
					778.13918-01 Pirtek Malaga	
				INV	Remove damaged hydraulic hose and replace with	463.68
					778.13931-01 Enviro Sweep	
				INV	City Wide Sweeping	25,061.64
				INV	City Wide Sweeping	27,889.61
					778.13932-01 Information Management Group Pty Lt	
				INV	Standing Order - Archives and Storage	930.66
					778.13936-01 Tenderlink.com	
				INV	Tenderlink upload Stormwater Drainage	660.00
					778.13944-01 Ergolink	
				INV	Small Seat Medium Inca Back No Arms (colour -	872.30



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					778.13972-01 Proword Enterprises	
				INV	Transcription of interviews for Sunset Hospital -	302.50
					778.14005-01 Perth Energy Pty Ltd	
				INV	LOT 181 Montgomery ave 050415 to 030515	2,886.07
					778.14108-01 Bicycle Network	
				INV	2015 Super Tuesday Bike Counts - 22 sites	5,830.00
					778.14129-01 Global Corporate Challenge	
				INV	10 teams of 7 participants for the 2015 Global	6,853.00
					778.14164-01 Ms S Hibbert	
				INV	Tutor Fees Term 2 2015 - Landscape Watercolour &	1,880.00
					778.14165-01 Bridgestone Select Nedlands	
				INV	Strip and fit 4 trf tyres and fit new tyres	69.00
				INV	Environmental disposal of 8 abandoned tyres.	44.00
				INV	Puncture repair and new rim and 8 ply tyre for	311.00
				INV	Supply and fit new 225/60/17 steel radial tyre to	345.00
					778.14176-01 Advanced Consulting	
				INV	Standing Order - Ashley Cole - OSH Consultant	2,189.00
					778.14182-01 South West Fire Services	
				INV	Fuel Load Assessment Training	825.00
					778.14183-01 Stott + Hoare	
				INV	Flex System Upgrade Purchases	45,016.40
					778.14280-01 Total Print	
				INV	Half the cost for 10 x concrete stickers for	803.00
					778.14358-01 Ms N Degioanni	
				INV	Tutor Fees French classes x 5 Term 2 2015	3,168.00
					778.14444-01 BDO Audit (WA) Pty Ltd	
				INV	Interim fee for professional services rendered in	2,200.00
				INV	Interim Fee for professional services rendered in	550.00
				INV	Interim Fee for professional services rendered in	1,650.00
				INV	Interim Fee for professional services rendered in	440.00
					778.14469-01 Hodge Collard Preston Architects	
				INV	Collegians Football Club Rooms Redevelopment at	7,635.38
					778.145-01 Protector Alsafe Pty Ltd	
				INV	SAFETY CLOTHING	187.35
				INV	SAFETY CLOTHING	63.00
				INV	SAFETY CLOTHING	154.00
					778.14602-01 Professional Tree Surgeons	
				INV	Green waste removal Mt Claremont Oval	418.00



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					778.14708-01 Express Test & Tag	
				INV	ANZAC Day - electrical tag and testing of	330.00
					778.14753-01 Astro Synthetic Turf Pty Ltd	
				INV	Remove and dispose of rubber soft fall at Leslie	5,167.80
					778.14779-01 Party Plus Morley	
				INV	ANZAC Day - Chair and table hire	732.00
					778.14799-01 Web Key It Pty Ltd	
				INV	Accessibility training for Michelle Newton and	1,650.00
					778.14806-01 Mattress Removal WA	
				INV	350x mattresses collection and disposal	528.00
					778.14809-01 David Wills & Associates	
				INV	Lot 78,120 The Esplanade fesibility for Utility	6,160.00
					778.14813-01 Injaz Family Trust	
				INV	Preparation of Two award submissions for the city	7,315.00
					778.2075-01 Landgate	
				INV	Non Commercial Rectified Aerial Imagrey	510.40
				INV	TITLE SEARCHES	48.00
					778.3840-01 Kenyon & Company Pty Ltd	
				INV	VEHICLE PARTS	309.40
				INV	VEHICLE PARTS	404.04
					778.4500-01 McLeods Barristers & Solicitors	
				INV	Legal advice provided in relation to Western	801.56
				INV	Legal advice in relation to unauthorised street	1,350.17
				INV	Matter No: 19449 Invoice No. 86021 Swanbourne	633.73
				INV	Matter 36167 Unlawful pool Five Star Pools 1	1,591.76
					778.6892-01 Taman Tools	
				INV	Weka DK 16 Coring Drill. Replacing burnt out	1,925.00
					778.741-01 Boyan Electrical Services	
				INV	Repair faulty ignite and lamp after checking all	247.50
				INV	Check Roundabout light at Haldane and Rochdale rd	89.10
				INV	Repair ignite and lamp at Lyons and Odern rd	336.60
				INV	Check uplights at Bruce st and Melvista ave	89.10
				INV	Repair faulty capacitor and ignite at Aberdare	260.70
				INV	Repair 1 faulty uplight lamp at Melvista and	182.60
				INV	Repaired 1 fuse and metal halide lamp at North	189.20
				INV	Repair 1 faulty lamp at Baines park	108.90
				INV	Check Uplights within Roundabout remove mulch and	89.10
				INV	Check lights at Monash and Hampden rd Roundabout	89.10



CITY OF NEDLANDS

All Payments 1/05/2015 to 31/05/2015

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Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
				INV	Repair 5 faulty bollard lights 3 ballasts and 1	1,071.68
				778.7675-01	Landgate - GRV	
				INV	GRV Int Vals Metro Shrd And Fesa	244.32
				778.8110-01	Wattleup Tractors	
				INV	Blades and hardware for Pegasus Mower (36 off).	457.40
				778.8169-01	Westbooks	
				INV	Mt Claremont Library local stock - Westbooks	176.12
				INV	Mt Claremont Library Junior local stock -	29.94
				778.860-01	Bunnings Group Limited	
				INV	BUILDING SUPPLIES	42.48
				778.9872-01	Civica Pty Ltd	
				INV	Infringements - Implement new offence codes -	6,039.00
					Total EFT	
						-\$2,699,748.49
					TOTAL PAYMENTS	
						-\$2,731,474.41

NAB - Trust Account

CHEQUE

12466	PETER STANNARD HOMES PTY LTD	07/05/2015	-1,560.00	RFND	19 LONERAGAN ST - FOOTPATH REFUND	1,560.00
12467	MS A M STEENS	07/05/2015	-1,560.00	RFND	7 VIX ST - FOOTPATH REFUND	1,560.00
12468	S GEORGE	07/05/2015	-205.00	RFND	EXIBITION & KEY BND - MS SALLY GEORGE	205.00
12469	MR I M GARVEN	07/05/2015	-205.00	RFND	ROOM HIRE KEY BND - MS R GARVEN	205.00
12470	MS L OWENS	07/05/2015	-150.00	RFND	KEY & ROOM HIRE - L OWENS	150.00
12471	MS L OWENS	07/05/2015	-55.00	RFND	KEY & ROOM HIRE - L OWENS	55.00
12472	AQUATIC LEISURE TECHNOLOGIES PTY LT	07/05/2015	-1,600.00	RFND	14 LEOPOLD ST - FOOTPATH REFUND	1,600.00
12473	BIG BEN HOMES	07/05/2015	-1,500.00	RFND	195 SELBY ST - FOOTPATH REFUND	1,500.00
12474	ADVANCED ROOF RESTORATION	07/05/2015	-1,600.00	RFND	41 WELD ST - FOOTPATH REFUND	1,600.00
12475	S J BARNES	07/05/2015	-1,600.00	RFND	19 BIRRIGON LOOP - FOOTPATH REFUND	1,600.00
12476	APG HOMES	07/05/2015	-1,500.00	RFND	2 BARROW CRT - FOOTPATH REFUND	1,500.00
12477	DALE ALCOCK HOME IMPROVEMENT	07/05/2015	-1,560.00	RFND	5 FINCHLEY RISE - FOOTPATH REFUND	1,560.00
12478	SUMMIT HOMES GROUP	07/05/2015	-1,560.00	RFND	3 BEECHAM RD - FOOTPATH REFUND	1,560.00



CITY OF NEDLANDS

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All Payments 1/05/2015 to 31/05/2015

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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>
12479	MRS S C FLANAGAN	07/05/2015	-1,600.00	RFND	5 GRANDY HOUSE - FOOTPATH REFUND	1,600.00
12480	MS L TIMPANO	07/05/2015	-1,500.00	RFND	12 BETTY ST - FOOTPATH REFUND	1,500.00
12481	P F WILLOX	07/05/2015	-1,500.00	RFND	12 BETTY RD - FOOTPATH REFUND	1,500.00
12482	DILL-MACKY	07/05/2015	-50.00	RFND	KEY BND - S DILL MACKY	50.00
Total CHEQUE			-\$19,305.00			
EFT						
777	EFT TRANSFER: - 22/05/2015	22/05/2015	-30,669.92	777.12228-01	Dept of Commerce - Building Commiss	
				INV	Reconciliation and Return March 2015	5,465.91
				777.12229-01	Construction Training Fund	
				INV	Reconciliation and return Apr15	22,044.01
				777.14333-01	Tangent Nominees Pty Ltd	
				fund	3 BEECHAM RD - FOOTPATH REFUND	1,560.00
				777.14800-01	Haven Construction	
				fund	32 CIRCE CIRCLE - FOOTPATH REFUND	1,600.00
Total EFT			-\$30,669.92			
TOTAL PAYMENTS			-\$49,974.92			


City of Nedlands

Purchasing Card Payments - May 2015 (Statement period 29th April 2014 to 28th May 2015)

Date	Supplier	Description	AUD
29-Apr-15	Country Kitchen Cate	Catering Council meeting dinner 28th April 2015	831.00
29-Apr-15	Facebk *6y63u7w3m2	Promotion of City's Page on Facebook	36.35
29-Apr-15	Bunzl	Consumables	85.80
30-Apr-15	Totally Workwear Mt Ha	rain jacket	59.95
30-Apr-15	Jb Hi Fi	Minor equipment	129.95
30-Apr-15	Michaels Health Care Chem	minor equipment	29.90
30-Apr-15	Hollywood Pvt Hospita	Parking	6.40
4-May-15	Bunnings 309000	Safety Vests for Drivers	45.50
4-May-15	Woolworths 4371	Leaving Gift for a Ranger	199.98
4-May-15	Woolworths 4371	Leaving Gift for a Ranger	0.02
4-May-15	Nedlands Supa Iga	DRC monthly supplies	86.13
4-May-15	Nedlands Supa Iga	DRC monthly supplies	97.23
4-May-15	Facebk *5hkg4823m2	Promotion of the City's Facebook Page	35.17
4-May-15	Bethesda Hospital-Coff	Catering for meeting	10.40
4-May-15	Officeworks 0622	office	61.01
4-May-15	Kmart 1162	Other equipment	30.00
5-May-15	Michels	Ranger - Catering	50.90
5-May-15	Coles Express 6902	consumables	8.00
6-May-15	Adobe Creative Cloud	Adobe Creative cloud renewal for Brid Ni Mhuineach	599.88
6-May-15	Mike S Multi Service	Leave gift for a Ranger	140.00
6-May-15	Facebk *vt3238n3m2	Promotion of the City's Facebook Page	43.54
6-May-15	Coles 0302	Catering	34.80
7-May-15	Bunnings 306000	Card tables for course	119.92
7-May-15	Coles 0299	Supplies for Council Admin Building	5.61
7-May-15	Coles 0299	Supplies for Council Admin Building	2.67
7-May-15	Coles 0299	Ranger - Catering	60.90
7-May-15	Coles 0299	Ranger - Catering	50.25
7-May-15	Tudor Interior Blind	New tilt wheel installed for blind at unit 3	60.50
7-May-15	Woolworths 4358	consumables	36.23
8-May-15	Wilson Parking Per113	Jonathan Parking at city on DDLS Training	20.60
11-May-15	Wilson Parking Per113	Jonathan Parking at city on DDLS Training	20.60
11-May-15	Wilson Parking Per113	Jonathan Parking at city on DDLS Training	20.60
11-May-15	Bakers Delight Nedlands	Catering for meeting	13.60
11-May-15	Captain Stirling Iga	entertainment	13.31
11-May-15	Captain Stirling Iga	entertainment	32.06
11-May-15	Captain Stirling Iga	Catering	42.31
11-May-15	Stewart Fine Art Pic	Picture framing for local studies	275.00
12-May-15	Ortons	gas for nail gun in construction of retic office.	40.00
13-May-15	Country Kitchen Cate	Catering council meeting dinner 12th May 2015	831.00
13-May-15	Concept Media	May Have a Go New Affinity Advert	198.00
13-May-15	Facebk *8gl768a3m2	Facebook Page advertsiing - promote page	27.29
14-May-15	Virgin Aust 7958215704335	Travel - Conference - Mark Goodlet	70.00
14-May-15	Captain Stirling Iga	Positive Ageing Consumables	46.09
14-May-15	Captain Stirling Iga	Positive Ageing Consumables	20.26
14-May-15	Woolworths 4358	Catering for meetings	36.00

14-May-15	Dalkeith Iga	consumables	3.96
14-May-15	Dalkeith Iga	consumables	12.71
14-May-15	Totally Workwear Mt Ha	Saftey gear	29.90
15-May-15	Kmart 1139	Friday night Social Support evening	56.00
15-May-15	Bunnings 306000	Nuts & bolts - bore heads & batteries - wire locat	84.72
15-May-15	Coles 0302	Catering for meetings	37.38
15-May-15	Woolworths 4358	Catering for meetings	6.93
15-May-15	Woolworths 4358	Catering for meetings	32.61
15-May-15	Brightsky Nominees Pl	stationery	12.00
18-May-15	Nexway	TurboFLOORPLAN 3D Software for Marcus Sinden	136.43
18-May-15	Bookdepository.Com	Library stock junior Nedlands library	169.57
18-May-15	Bookdepository.Com	Local stock junior Nedlands library	230.13
18-May-15	Nedlands Supa Iga	DRC supplies	4.51
18-May-15	Nedlands Supa Iga	DRC supplies	51.81
18-May-15	Eae Holdings P/I	DRC kitchen and food prep items	403.90
18-May-15	Colesgroup Gift Cards	Coles Myers Gift Cards 19 x \$50 plus delivery	964.85
18-May-15	Bunnings 306000	Refund on nuts and bolts for bore head	(54.74)
18-May-15	Bunnings 306000	Nuts & bolts - bore heads.	62.40
18-May-15	Stk*shutterstock, Inc.	Monthly subscription payment to shutterstock	49.00
18-May-15	Super Cheap Auto	Car accessory	8.99
18-May-15	Bakers Delight Floreat	Catering for meetings	20.20
18-May-15	Big W 0454	Minor equipment	98.00
18-May-15	Coles 0302	Catering for meetings	176.29
18-May-15	Bunnings 454000	Building products	15.32
19-May-15	Commerce Building Comm	Department of Commerce – Building Surveyor Registr	506.33
19-May-15	Woolworths 4358	Catering for meetings	31.90
19-May-15	Woolworths 4358	Catering for meetings	96.26
19-May-15	Coles 0299	consumables	23.18
19-May-15	Coles 0299	consumables	8.00
20-May-15	Bookdepository.Com	Library stock junior Mtc	355.42
20-May-15	Nedlands Supa Iga	DRC lunch	117.59
20-May-15	Nedlands Supa Iga	DRC lunch	2.31
20-May-15	Godden Electrics Pty	Small equipment repair quote	50.00
21-May-15	Spudshed	DRC provisions	43.89
21-May-15	Spudshed	DRC provisions	95.64
21-May-15	Tai Chi Productions	Minoe Equipment for Positive Ageing	87.30
21-May-15	City Of Nedlands	Building Approval Fees for Rose Garden Gazebo	174.04
21-May-15	Citymelville Parking	Parking for PLWA meeting	5.00
22-May-15	Bookdepository.Com	Library stock junior Nedlands Library	127.55
22-May-15	Paypal *timsignman	toilet signage for foreshore	198.00
22-May-15	Bunnings 306000	Return of bolts for bore head	(48.40)
22-May-15	Bunnings 306000	Bolts and tools for bore head testing	216.10
22-May-15	Ikea Perth	Kitchen supplies	2.72
22-May-15	Ikea Perth	Kitchen supplies	27.18
22-May-15	Good Guys Web	Ned + MtC Library Microwave x2 + GST	179.00
22-May-15	Good Guys Web	Ned + MtC Library Microwave x2 + GST	179.00
22-May-15	Good Guys Web	Ned + MtC Library Microwave x2 + GST	30.00
25-May-15	Msy Technology Wa	Nedlands Library Laptop & IT cat6e Cables	724.14
25-May-15	Msy Technology Wa	Nedlands Library Laptop & IT cat6e Cables	48.00
25-May-15	Msy Technology Wa	DVI-HDMI Cable for Boardroom	2.04

25-May-15	Lamp Replacements Aust	stock upgrade for lighting cage.	449.63
25-May-15	Aussie Fencing	Fencing panels	88.00
25-May-15	Bookdepository.Com	Nedlands Library - local stock purchase	371.32
25-May-15	Captain Stirling Iga	Public events	19.13
25-May-15	Captain Stirling Iga	Public events	2.13
25-May-15	Captain Stirling Iga	Public events	11.70
25-May-15	Captain Stirling Iga	Public events	1.30
26-May-15	Godfreys Vcs 481 Claremon	Portable Vacuum for tasks clean up.	149.00
26-May-15	Access Office Industr	replacement locker keys	54.67
26-May-15	Stk*shutterstock, Inc.	Monthlu subscription to shutterstock for stock	49.00
26-May-15	Mosman Fresh Iga	Refreshments for Volunteer Event	32.36
26-May-15	Mosman Fresh Iga	Refreshments for Volunteer Event	5.84
26-May-15	Martineaus Patisseri	Catering	97.70
27-May-15	Bookdepository.Com	Library stock	60.62
27-May-15	Captain Stirling Iga	Milk for Staff Kitchen	13.14
27-May-15	Lizzi Bee	Dried Wreath for American Memorial Day	120.00
27-May-15	Bunnings 306000	items to assist with repairs at PRCC	20.90
27-May-15	Captain Stirling Iga	refreshments	20.68
27-May-15	Captain Stirling Iga	refreshments	5.27
27-May-15	Association Of Independen	stationery	120.00
28-May-15	Association Of Independen	office	120.00
28-May-15	Bookdepository.Com	Mt Claremont Library - Local stock purchases	46.77
			<u>12,418.93</u>
			-

CPS18.15	Policy Review
Committee	14 July 2015
Council	28 July 2015
Applicant	City of Nedlands
Officer	Pollyanne Fisher - Policy & Projects Officer
Director	Michael Cole - Director Corporate & Strategy
Director Signature	
File Reference	PP-PR-00001
Previous Item	Not Applicable

Executive Summary

All Council Policies are required to be reviewed regularly and approved by Council. This report contains Policies that have been reviewed and require formal Council adoption.

Recommendation to Committee

Council:

1. Approves the following new policy:
 - a) Community Signage;
2. Approves the following reviewed policies:
 - a) Trading in Public Places;
 - b) Social Media;
 - c) Development of Policies and Administrative Protocols;
 - d) Asset Management; and
 - e) Occupational Safety and Health.
3. Revokes the following policy:
 - a) Deputations.

Strategic Plan

KFA: Governance and Civic Leadership

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

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

Background

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

Key Relevant Previous Council Decisions:

Nil.

Discussion

The procedure for policy review is as follows:

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

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

The following policies are presented for approval:

- Community Signage
 - Workshopped with Council on Tuesday 17 March 2015; and
 - This is a new policy. This policy aims to stipulate what community signage (blue street signs) the City will consider installing when requested by organisations within the City, and how installation costs will be applied
- Trading in Public Places
 - Workshopped with Council on Tuesday 2 June 2015; and
 - This is an existing policy and there have been no changes made since it was last adopted.
- Social Media
 - Workshopped with Council on Tuesday 2 June 2015;
 - This is an existing policy and there have been some minor changes made since it was last adopted;

- The policy has been extended to include that the Communications team are the only staff members authorised to use the City of Nedlands social media accounts. Other proposed accounts must be approved by the relevant manager and accompanied by a business strategy incorporating social media;
 - Clarification has also been provided that expectations of the policy are extended to contractors as well as staff; and
 - The use of Skype has been removed from the policy as it is not a means by which the City utilises for social media.
- Development of Policies and Administrative Protocols
 - Workshopped with Council on Tuesday 2 June 2015; and
 - This is an existing policy and there have been no changes made since it was last adopted.
 - Asset Management
 - Workshopped with Council on Tuesday 2 June 2015; and
 - This is an existing policy and there have been no changes made since it was last adopted.
 - Occupational Safety and Health
 - Workshopped with Council on Tuesday 2 June 2015; and
 - This is an existing policy and there have been no changes made since it was last adopted.

The following policy is to be revoked:

- Deputations
 - This policy was adopted by Council in 2012. On review of the policy, it was noted that Deputations are already provided for in the City of Nedlands Standing Orders. Accordingly, it is recommended that this Policy is revoked.

Consultation

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

The draft policies were workshopped with Councillors during briefing sessions in March and June 2015.

Legislation / Policy

Local Government Act 1995
City of Nedlands Standing Orders

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. Draft Community Signage Policy;
2. Trading in Public Places Policy;
3. Draft Social Media Policy;
4. Development of Policies and Administrative Protocols Policy;
5. Asset Management Policy;
6. Occupational Safety and Health Policy; and
7. Deputations Policy (to be revoked).

Community Signage

KFA	KFA 3 Built Environment
Status	Council
Responsible Division	Technical Services
Objective	This policy aims to stipulate what community signage the City will consider installing when requested by organisations within the City, and how installation costs will be applied.

Context

Community and commercial organisations request signage (blue street signs) to their facilities from time to time. The purpose of such signs is to advise road users of the direction of facilities located in side streets. A proliferation of signs, together with street name signs, can render all of the signs insignificant. For this reason the City will only approve community signage in rare circumstances.

Definitions

Major road means Primary Distributors and District Distributors (A and B). This includes such major roads as Railway Road, Aberdare Road, Hampden Road and Monash Avenue. This does not include Local Distributor roads such as Dalkeith Road or Princess Road.

Statement

Approval of community signage shall be in accordance with: AS1742.5 section 3; MRWA requirements for Category 3 signs; and the following:

1. Community signage will not be approved for facilities located on a major road;
2. Community signage will not be approved for facilities located on a street directly abutting a major road unless in the opinion of the City there is uncertainty as to which direction the facility is in (Main Roads WA does not permit community signage to be placed on Stirling Highway);
3. Community signage will only be approved for facilities which attract a significant number of visitors from outside of the City;
4. Community signage will not be approved for commercial facilities. Facilities able to apply include:
 - Sporting and Recreational Grounds and Facilities
 - Hospitals
 - Railway Stations and Coach Stations

- Post Offices
 - Churches and religious institutions
 - Other non-profit institutions
 - Shopping Centres (but not individual shops)
5. Community signage will only be approved for primary and secondary schools which contain within them a specific facility which attracts a significant number of visitors from outside of the City;
 6. A written application must be submitted to the City for consideration of a community sign. An application fee will apply;
 7. The City is responsible for supply and installation of community signage. All costs for the supply and installation of community signs will be borne by the applicant;
 8. A maximum of two community signs shall be erected at any one location;
 9. Once approved, community signage will state the shortest name by which the facility is commonly known. Signs should be generic where possible, for example “Hospital” rather than “St Andrew’s Hospital”. Churches and religious institutions may have the full name displayed; and
 10. The City reserves the right to remove community signage at its own discretion. Where this is within six months of the sign being erected, the installation costs (not including the application fee) will be refunded to the applicant.

The AS 1742.5 advises that a better way of directing people to a facility is to ensure that a clear address is provided on stationery and publicity material – this should be a recommendation where applications do not meet the eligibility criteria for a community sign.

Related documentation

Australian Standard 1742.5

Related local law and legislation

Nil

Related delegation

Nil

Review History

Trading in Public Places

KFA	KFA 3 Built Environment
Status	Council
Responsible Division	Planning & Development Services
Objective	To allow for the operation of trading activities in public places in such a manner that they do not conflict with or prejudice the City's permanent retail and service base, or other normal functions of the City.

Context

The City encourages vibrant local centres which deliver local services to community. Outdoor dining and the display of goods associated with a shop may be allowed in accordance with this policy.

Statement

General

- Council will consider applications to trade in public places, including outdoor dining and the display of goods upon the footpath.
- Applications will be assessed in a way similar to applications for the use of private land made under the Town Planning Scheme.
- The ways in which any proposal will impact upon the following will be given particular attention.
- The appropriateness of any activity to the character and function of the area.
- The movement of pedestrians and vehicular traffic.
- The safety and accessibility of proposed trading locations.

Outdoor Dining

- Approval will only be given to proposals for outdoor dining that is part of an eating establishment in an adjacent building.

- The use of any item of equipment including, tables and chairs, planters, umbrellas and railings will be subject to conditions that will facilitate the safe movement of pedestrians and protect access to facilities such as parking and bus stops.
- Any approval for outdoor dining on footpaths will require a minimum clear footpath width of 1.5 metres.

Goods on Footpaths

- Approval will only be given to display goods on footpaths directly in front of the premises from which the goods are being offered for sale and where no obstruction is caused to adjacent premises.
- Any approval for the display of goods on footpaths will require a minimum clear footpath width of 1.8 metres.

Related documentation

Nil

Related Local Law/legislation

Health Local Law
Trading in Public Places Local Law

Related delegation

Nil

Review History

28 February 2012 (Report CM12.12)

Social Media Policy

KFA	KFA 5 Governance and Civic Leadership
Status	Council
Responsible Division	Office of the Chief Executive Officer
Objective	To guide all councillors, employees, contractors, agents and volunteers of the City of Nedlands in the appropriate use of social media.

Context

The City of Nedlands recognises that social media provides new opportunities for dynamic and interactive two-way communications which can complement existing communication and further improve information, access and delivery of key services.

The intent of this policy is to provide understanding and guidance for the appropriate use of social media platforms and tools by council staff, councillors and contractors, agents and volunteers of the City of Nedlands who purport to use social media for the purpose of conducting Council business.

Statement

The policy outlines requirements for compliance with confidentiality, governance, legal, privacy and regulatory parameters when using social media to conduct council business. It aims to:

- Inform appropriate use of social media tools for the City of Nedlands
- Promote effective and productive community engagement through social media
- Minimise miscommunication or mischievous communications
- Help the City of Nedlands manage the inherent challenges of speed and immediacy

The policy applies to those digital spaces where people may comment, contribute, create, forward, post, upload and share content, including – but not limited to:

- Blogs
- Bulletin boards
- Citizen journalism and news sites
- Forums and discussion boards
- Instant messaging facilities
- Microblogging sites (e.g. Twitter)
- Online encyclopaedias (e.g. Wikipedia)
- Podcasts
- Social networking sites (e.g. Facebook, MySpace, Bebo, Friendster, LinkedIn)
- Video and photo sharing sites (e.g. Flickr, YouTube)
- Video podcasts
- Wikis

- Any other websites that allow individuals to use simple publishing tools or new technologies emerging from the digital environment

This policy is not intended to cover personal use of social media where:

- the author publishes information in their personal capacity and not on behalf of, or in association with the City of Nedlands; and
- no reference is made to the City of Nedlands, its councillors, staff, policies and services, suppliers or other stakeholders or council related issues.
- Individuals should use discretion and keep personal use of social media to a minimum during work hours. For guidance on acceptable levels of personal use of social media during work hours see your manager.

This policy should be read in conjunction with other relevant policies and procedures of the City of Nedlands.

Social Media Policy/Guidelines

~~When using social media, council staff and contractors are expected to:~~

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The Communications team are the only staff members authorised to use the City of Nedlands social media accounts. Other proposed accounts must be approved by the relevant manager and accompanied by a business strategy incorporating social media.

In all social media use, council staff and contractors are expected to:

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- Seek prior authorisation from the Communications team
- Adhere to the City of Nedlands Code of Conduct, policies and procedures
- Behave with caution, courtesy, honesty and respect
- Comply with relevant laws and regulations
- Reinforce the integrity, reputation and values of the City of Nedlands

The following content is not permitted under any circumstances:

- Abusive, profane or sexual language
- Content not relating to the subject matter of that blog, board, forum or site
- Content which is false or misleading
- Confidential information about Council or third parties
- Copyright or Trade Mark protected materials
- Discriminatory material in relation to a person or group based on age, colour, creed, disability, family status, gender, nationality, marital status, parental status, political opinion/affiliation, pregnancy or potential pregnancy, race or social origin, religious beliefs/activity, responsibilities, sex or sexual orientation
- Illegal material or materials designed to encourage law breaking
- Materials that could compromise council, employee or system safety
- Materials which would breach applicable laws (defamation, privacy, trade practices, financial rules and regulations, fair use, trademarks)
- Material that would offend contemporary standards of taste and decency
- Material which would bring the Council into disrepute
- Personal details or references to councillors, council staff or third parties, which may breach privacy laws

- Spam, meaning the distribution of unsolicited bulk electronic messages
- Statements which may be considered to be bullying or harassment

If you have any doubt about applying the provisions of this policy, check with the Communications team before using social media to communicate. Depending upon the nature of the issue and potential risk, it may also be appropriate to consider seeking legal advice.

Authorisation

Ensure appropriate authorisation has been obtained before using social media including but not limited to uploading content and acting as a spokesperson on behalf of Council.

Expertise

Do not comment outside your area of expertise. Do not commit Council to actions or undertakings.

Disclosure

Only discuss publicly available information. Do not disclose confidential information, internal discussions or decisions of Council, employees or third parties. This includes publishing confidential, personal or private information where there is sufficient detail for potential identification of councillors, Council staff or third parties.

Accuracy

Be accurate, constructive, helpful and informative. Correct any errors as soon as practicable. Do not publish information or make statements which you know to be false or may reasonably be taken to be misleading or deceptive.

Identity

Be clear about professional identity or any vested interests. Do not use fictitious names or identities that deliberately intend to deceive, mislead or lie. Do not participate anonymously or covertly via a third party or agency.

Opinion

Clearly separate personal opinions from professional ones and be mindful of Council's Code of Conduct when discussing or commenting on council matters. In general, don't express personal opinions using Council tags or other identifications. Only where this is not possible, consider using a formal disclaimer to separate official council positions from personal opinions and distance council from comments made by public and other outside interests.

Privacy

Be sensitive to the privacy of others. Seek permission from anyone who appears in any photographs, video or other footage before sharing these via any form of social media. If asked to remove materials do so as soon as practicable.

Intellectual Property

Seek permission from the creator or copyright owner to use or reproduce copyright material including applications, audio tracks (speeches, songs), footage (video), graphics (graphs, charts and logos), images, artwork, photographs, publications or

music. Also seek permission before publishing or uploading material in which the intellectual property rights, such as Trademarks, are owned by a third party e.g. company logos. Seek permission from the website's owner wherever possible before linking to another site (including a social media application).

Defamation

Do not comment, contribute, create, forward, post, upload or share content that is malicious or defamatory. This includes statements which may negatively impact the reputation of another.

Reward

Do not publish content in exchange for reward of any kind.

Transparency

Do not seek to buy or recompense favourable social media commentary. Encourage online publishers to be open and transparent in how they engage with, or review council personnel, services or wares.

Political bias

Do not endorse any political affinity or allegiance.

Respect

Always be courteous, patient and respectful of others' opinions, including detractors.

Discrimination

Be mindful of anti-discrimination laws and do not publish statements or information which may be discriminatory.

Language

Be mindful of language and expression.

State of Mind

Do not use social media when inebriated, irritated, upset or tired.

Be safe

Protect your personal privacy and guard against identity theft.

Media

Do not issue statements or make announcements through social media channels unless authorised. Do not respond directly if approached by media for comment through social media.

Refer the inquiry to the Communications team as per Council's Media policy.

Modification and moderation

Ensure that any social media sites created or contributed to can be readily edited, improved or removed and appropriately moderated.

Access

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Be mindful of the requisite government web standards for accessibility. Information made available via non-compliant platforms should be made accessible in another form where practical.

Be responsive

Specify the type of comments and feedback that will receive a response and clearly communicate a target response time. Make it easy for audiences to reach Council via other methods by publishing Council's phone number, generic email, Facebook, ~~Skype~~ and Twitter accounts.

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Roles and responsibilities

Role	Responsibilities
Councillors	<ul style="list-style-type: none"> Seek approval for any council branding of social media Register social media account/tools/site with the Communications team Understand and comply with the provisions in this policy Seek training and development for using social media Seek advice from the Communications team if unsure about applying the provisions of this policy
Staff and contractors	<ul style="list-style-type: none"> Seek approval from relevant manager for business strategy incorporating social media Seek advice and authorisation from Communications team on using social media and developing a communications plan to support business strategy Seek approval for council branding of social media Register social media account/tools/site with the Communications team Seek training and development for using social media Understand and comply with the provisions in this policy Maintain records of email addresses, comments, 'friends', followers and printed copies or electronic 'screen grabs' when using externally hosted sites to the extent practicable Seek advice from the Communications team if unsure about applying the provisions of this policy Ensure relevant contractors are provided with a copy of this policy Familiarise self with the End User Licence Agreements of any external social media tools being used
Business Unit Managers	<ul style="list-style-type: none"> Approve business strategy incorporating use of social media Ensure staff consult and obtain authorisation from the Communications team on their planned use of social media Ensure contractors are provided with a copy of the social media policy Offer training for staff using social media Authorise use of social media tools for conducting Council business Provide advice and assist with the development of communication plans using social media Educate councillors, staff and contractors about this policy and their responsibilities when using social media Advise appropriate precautions eg disclaimers Maintain a register of social media being used for conducting Council business including records of the business case for using social media, its strategic imperative, the intended administrator, URL, login, password and audience Assist staff to retain some record explaining the context or purpose of social media, and a sample of posts where it is impractical to retain large volumes of screen grabs Monitor social media accounts/tools/sites registered for conducting Council business Monitor social media for references to the City of Nedlands

	<ul style="list-style-type: none"> • Seek legal advice as appropriate where an issue is likely to be contentious or may create legal risk for Council. • Advise IT of approval to access social media for business purposes
IT Department	<ul style="list-style-type: none"> • Facilitate secure access to support delivery of council business via social media • Regularly back up and archive internally hosted social media sites
Communications Department	<ul style="list-style-type: none"> • Authorise use of social media tools for conducting Council business • Provide advice and assist with the development of communication plans using social media • Educate councillors, staff and contractors about this policy and their responsibilities when using social media • Advise appropriate precautions eg disclaimers • Maintain a register of social media being used for conducting Council business including records of the business case for using social media, its strategic imperative, the intended administrator, URL, login, password and audience • Assist staff to retain some record explaining the context or purpose of social media, and a sample of posts where it is impractical to retain large volumes of screen grabs • Monitor social media accounts/tools/sites registered for conducting Council business • Monitor social media for references to the City of Nedlands • Seek legal advice as appropriate where an issue is likely to be contentious or may create legal risk for Council.

Enforcement

The City of Nedlands actively monitors social media for relevant contributions that impact on the City, its operations and reputation. The City will be able to find and act upon – contributions made by councillors and staff if deemed necessary.

This policy will be published and promoted to councillors and staff of the City of Nedlands. Breaching this policy may result in disciplinary action, performance management and review. Serious breaches may result in suspension or termination of employment or association. The City of Nedlands reserves the right to remove, where possible, content that violates this policy or any associated policies.

Related documentation

- Media Policy
- Community Engagement Policy
- Communication Protocol
- City of Nedlands Council Code of Conduct
- City of Nedlands employment contracts
- City of Nedlands Human Resource Policy
- City of Nedlands Information and Communications Technology Policy
- City of Nedlands Online Privacy and Security Protocols
- City of Nedlands Privacy and Personal Information Policy
- City of Nedlands Community Engagement Policy
- City of Nedlands Sponsorship of Youth Initiatives Fund Policy

Related Local Law/legislation

- Copyright Act 1968
- Fair Work Act 2009
- Freedom of Information Act 1992
- Local Government Act 1995
- Equal Opportunity Act 1984
- Australian Human Rights Commission Act 1986
- Spam Act 2003
- Privacy Act 1988

Related delegation

Nil or list delegated authority number, not officer name or title

Review History

28 August 2012 (CP35.12)

Development of Policies and Administrative Protocols

KFA	Governance and Civic Leadership
Status	Council
Responsible Division	Corporate & Strategy
Objective	<p>To establish a policy framework that aims to set an overarching governance hierarchy enabling the Council and Administrations to collectively:</p> <ul style="list-style-type: none"> • Provide effective and accountable strategic leadership • Make decisions based on principles of equity, fairness, natural justice, transparency of decision making and good government, as well as meeting statutory requirements.

Context

Council Policies and Administrative Protocols enable effective and efficient management of Council resources and assist staff and Council to achieve an equitable decision making process.

Statement

In respect to policy development and implementation, the intent outlined in the Local Government Act 1995 (section 2.7 (2b) and 5.41) is for Council to set the strategy and policy direction with the implementation of that direction and the day to day operations resting with the Chief Executive Officer (CEO).

Council Policies – approved by Council

- Are strategic, outcome focused and set governing principles guiding the direction of the organisation;
- Have a strategic external focus;
- Align with community values and aspirations;
- Are clearly linked to the role of Council;
- Are focused on alignment with the Strategic Plan and Strategic Financial Plan of Council; and
- Do not prevail over or contradict the Local Planning Scheme.

Their intent is to have Council Policies that drive and align with the four key focus areas of the Strategic Plan:

- Natural and Built Environment;

- Transport;
- Community Development; and
- Governance and Civic Leadership.

Council policies are developed through a Council workshop process and/or the administration and adopted by Council.

Council Policies provide general guidance without directing operational activities.

Administrative Protocols

- Are developed for administrative and operational imperatives;
- Have an internal focus;
- Are developed by the administration; and
- Are endorsed by the Executive and approved by the CEO.

Procedures

Procedures are the administrative guidelines for the implementation of Council Policies and Administration Protocols, supporting sound administration of the City (generally technical and/or operational in nature). They are endorsed by the Executive and approved by the CEO.

Related documentation

Review of Policies

Related Local Law/legislation

Local Government Act 1995 (section 2.7 (2b) and 5.41)

Related delegation

Nil

Review History

25 September 2012 (Report CP41.12)

Asset Management

KFA	Governance and Civic Leadership
Status	Council
Responsible Division	Office of the Chief Executive Officer
Objective	This policy is to set the broad framework for decision making by Council in undertaking asset management in a structured, coordinated and organised approach.

Context

As Council is the custodian of the City's assets, it shall ensure:

- all legal obligations of the Council are met;
- representation of the community as asset owners; and
- assets are sustainably managed in an equitable manner.

It is the responsibility of Administration to provide accurate, well founded technical and professional asset management advice to enable elected members to make informed decisions on behalf of the community they represent.

Statement

Asset Management in the City of Nedlands is the utilisation of best practise within available resources ensuring that the assets under its control are maintained in a safe and functional condition and replaced according to adopted strategies and plans.

Asset Management involves Council, Administration and the Community; from those that plan services, provide services and manage assets and services to those who use the assets. Council will utilise integrated decision making in order that the built, social, economic and natural impacts of asset provision and maintenance are properly considered throughout the asset management lifecycle.

The primary goal of asset management is to provide the required level of service in the most cost effective way through the creation, acquisition, maintenance, operation, rehabilitation and disposal of assets to provide for present and future generations.

Asset management is a key objective in the City's ten (10) year Strategic Community Plan and Strategic Plan and shall be incorporated in to long term financial planning and Management plans. The City's strategic financial planning will ensure that:

- a) Sufficient funds are allocated as a priority each year for operating, maintenance and refurbishment or replacement of existing assets; and

- b) Additional funds are identified and allocated where appropriate for the investment in new or upgraded assets.

Long term financial models will be prepared which identify the whole of life costs for all City infrastructure assets. Where appropriate this should include performance modelling of assets based on different funding scenarios.

Investments in new infrastructure creation shall consider whole of life costs of the asset assessing benefit/cost ratios, net present values and the environmental and social benefits of investment.

This policy shall be read in conjunction with the ten (10) year Strategic Community Plan, Strategic Plan, four (4) year Corporate Business Plan and various strategic documents including but not limited to:

- Asset Management Strategy;
- Asset Management Plans;
- Forward Financial Plans; and
- Disability Access and Inclusion Plan.

Related documentation

- Asset Management Strategy;
- Asset Management Plans;
- Forward Financial Plans; and
- Disability Access and Inclusion Plan.

Related Local Law / Legislation

Nil

Related delegation

Nil

Review History

27 November 2012 (Report CPS48.12)
22 June 2010 (Report D34.10)

Occupational Safety and Health

KFA	Governance and Civic Leadership
Status	Council
Responsible Division	Office of the Chief Executive Officer
Objective	To ensure that the City of Nedlands maintains its commitment to provide a safe and healthy work environment for employees, councillors, contractors, customers and visitors. This commitment extends to ensuring that the City's operations do not place the local community at risk of injury or illness.

Context

This policy recognises that in accordance with the *Occupational Safety and Health Act 1984* (the Act), safety and health of all employees and all others engaged in business with or visiting the City of Nedlands, (the City) is the responsibility of the City and its employees.

Statement

The City of Nedlands actively supports the *Occupational Safety and Health Act of 1984* and will conduct its business in such a way as to:

- ensure managers and supervisors at all levels are committed to providing a safe working environment for all employees and engaging employees in maintaining a safe working environment;
- provide an environment which will protect the well being of our employees, councillors, labour hire staff, volunteers, visitors and customers;
- commit to promoting and, as far as is practicable, a secure environment that complies with all relevant occupational safety and health legislation, Regulations, Codes of Practice and Australian Standards;
- recognise the importance of maintaining a safe working environment and encourages the involvement of Management, Supervisors, Safety and Health Representatives and staff in achieving these objectives;
- where possible and reasonable, provide the necessary resources to provide and maintain a safe working environment for employees and comply with the requirements of current Occupational Safety and Health Legislation and as

amended from time to time. This will include appropriate safety and health induction, training, information, instruction and facilities;

- endorse the formation and continuing operation of an Occupational Safety and Health Committee. As such, the Committee will consult with employees regarding the organisation's safety management through the use of Safety Representatives and awareness raising and information sharing;
 - conduct risk assessments and hazard identification;
 - train by providing appropriate information and instruction in relation to OSH matters in the workplace;
 - Identify issues of concern by use of safety checks;
 - Provide employees with policies and procedures in safe systems for work including return to work programs;
 - Comply with current legislation and best practice.
-

Related documentation

Nil

Related Local Law/legislation

Occupational Safety and Health Act 1984

Occupational Safety and Health Regulations 1996

Workers Compensation & Injury Management Act 1981

Local Government Act 1995 Section 5.40 – Principles affecting Employment by Local Government

Related delegation

Nil

Review History

27 November 2012 (Report CPS48.12)

24 August 2010 (Report CM21.10)

To be revoked:

Deputations

KFA: Governance and Civic Leadership

Status: Council

**Responsible
Division:** Corporate & Strategy

Objective: To establish the criteria for considering requests for deputations to Council and Committees.

Context

The City of Nedlands Standing Orders Local Law provides for deputations to Council and Committee meetings, including Special Council and Committee meetings.

A deputation to Council may relate to any subject within the Council's jurisdiction. However, deputations to the Committee of the Whole Council and other Committees must only relate to items on the agenda of that Committee meeting.

Statement

Any request for a deputation wishing to be received by the Council or a committee must be submitted in writing to the CEO who is to forward the request to the Mayor, or the Presiding Member of the Committee as the case may be.

The Mayor, or the Presiding Member of the Committee, may either approve the request, in which event the CEO is to invite the deputation to attend a meeting of the Council or committee as the case may be, or may instruct the CEO to refer the request to the Council or committee to decide by simple majority whether or not to receive the deputation.

A deputation invited to attend a Council or committee meeting –

1. is not to exceed 5 persons, only 2 of whom may address the Council or committee, although others may respond to specific questions from the members; and
2. is not to address the Council or committee for a period exceeding 15 minutes without the agreement of the Mayor, the Presiding Member, the Council or the committee as the case requires.

Any matter which is the subject of a deputation to the Council or a committee is not to be decided by the Council or that committee until the deputation has completed its presentation.

Related Documentation

Nil

Related Local Law / Legislation

Section 5.25 of the Local Government Act 1995

Related delegation

Nil

Review History

25 September 2012 (Report CP41.12)