

Corporate & Community Services Committee Meeting

Minutes for Monday 17 June 2013

CONFIRMED



**shire of
kalamunda**

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MINUTES

1.0 OFFICIAL OPENING

The Chairman opened the meeting at 6.30pm, and welcomed Councillors and Staff.

2.0 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

2.1 Attendance

Councillors

Sue Bilich	(Shire President)	North Ward
Simon Di Rosso		North Ward
Allan Morton		South West Ward
Noreen Townsend		South West Ward
Justin Whitten		South West Ward
Geoff Stallard		South East Ward
John Giardina		South East Ward
Frank Lindsey		South East Ward
Martyn Cresswell	(Chairman)	North West Ward
Dylan O'Connor		North West Ward
Bob Emery		North West Ward

Members of Staff

Clayton Higham	Acting Chief Executive Officer
Rhonda Hardy	Director Corporate & Community Services
Darrell Forrest	Manager Governance
Rajesh Malde	Manager Financial Services
Sam Assaad	Manager Infrastructure Operations
Darren Jones	Manager Community Services
Warwick Carter	Manager Economic Property & Procurement Services
Davina Sandhu	Manager Human Resources & Organisational Development
Nicole O'Neil	Public Relations Coordinator
Michelle Clark	Executive Assistant to the CEO
Meri Comber	Governance Officer

Members of the Public Nil

Members of the Press Nil

2.2 Apologies

Councillors Nil

2.3 Leave of Absence Previously Approved

Margaret Thomas North Ward

3.0 PUBLIC QUESTION TIME

A period of not less than 15 minutes is provided to allow questions from the gallery on matters relating to the functions of this Committee. For the purposes of Minuting, these questions and answers are summarised.

3.1 Nil.

4.0 PETITIONS/DEPUTATIONS

4.1 Nil.

5.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 That the Minutes of the Corporate & Community Services Committee Meeting held on 20 May 2013 are confirmed as a true and accurate record of the proceedings.

Moved: **Cr Bob Emery**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (11/0)**

6.0 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUTDISCUSSION

6.1 The Chairman noted that there would be a Special Council Meeting, as well as the Ordinary Council Meeting, on Monday 24 June 2013. The purpose of the Special Council meeting is for the Budget to be presented for adoption.

7.0 MATTERS FOR WHICH MEETING MAY BE CLOSED

7.1 Nil.

8.0 DISCLOSURE OF INTERESTS

8.1 Disclosure of Financial and Proximity Interests

- a. Members must disclose the nature of their interest in matters to be discussed at the meeting. (Sections 5.60B and 5.65 of the *Local Government Act 1995*.)
- b. Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Sections 5.70 and 5.71 of the *Local Government Act 1995*.)

8.1.1 Nil.

8.2 **Disclosure of Interest Affecting Impartiality**

- a. Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the member or employee had given or will give advice.

8.2.1 Nil.

9.0 REPORTS TO COUNCIL

Please Note: declaration of financial/conflict of interests to be recorded prior to dealing with each item.

Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

38 Debtors and Creditors Reports for the Period Ended 31 May 2013

Previous Items Responsible Officer	N/A Director Corporate & Community Services
Service Area	Finance
File Reference	FI-CRS-002
Applicant	N/A
Owner	N/A
Attachment 1	Summary of Debtors for the period ended 31 May 2013
Attachment 2	Summary of Creditors for the period ended 31 May 2013
Attachment 3	Creditors Payments for the Period 25 April 2013 to 23 May 2013

PURPOSE

1. To receive a monthly report on debtors and creditors (Attachments 1 and 2).
2. To receive creditor accounts paid during the period 25 April to 23 May 2013 (Attachment 3).

BACKGROUND

3. Attached are the reports detailing aged Debtors (Attachment 1) and Creditors (Attachment 2) as at 31 May 2013.
4. Council has requested reports detailing outstanding debtors and creditors on a monthly basis.

DETAILS

Debtors

5. Invoices over 30 days total \$88,470.73. Debts of significance for which reminder notices have been sent:
 - Department of Health and Ageing \$70,000 – Healthy Communities Grant. The Grant has been approved and is payment pending.
 - Zig Zag Café \$3,449.42 – lease / operational expenses – payment schedule currently under discussion with debtor.
 - Department of Fire and Emergency Services \$2000.35 – quarterly contribution for the Community Fire Officer.
6. Invoices over 60 days total \$2,436.45. Debts of significance:
 - Zig Zag Café \$3,232.16 – lease /operational expenses – as above.

7. Invoices over 90 days total \$63,397.88. Debts of significance:
- Lesmurdie Tennis Club \$28,218.60 – contribution to the extension of the Club rooms. The Shire is currently negotiating with the Club regarding issues raised.
 - Forrestfield United Soccer Club \$15,677.51 - Loan instalments, reserve hire and operational expenses. Fortnightly direct debit of \$1200 in place. The Club paid an additional \$420 against current invoices in May. Meetings have been held with the club committee members to determine a payment programme which is acceptable to both parties.
 - Chamber of Commerce \$2,279 – annual lease fees. Fortnightly direct debit \$283.
 - Kalamunda Cricket Club \$2,787.61 – operational expenses. Club queried retrospective expenses. Meeting with Club scheduled to discuss their issues on 6 June 2013.
 - Zig Zag Café \$3,638.71 – monthly lease/operational expenses. Payment schedule currently under discussion with debtor.
 - Kalamunda & Districts Football Club \$2,901.05 – operational expenses / lease fees. Club queried retrospective expenses.
 - Local Government Insurance \$2,208.47 – reimbursement – electrical tagging. Paperwork resubmitted as requested by LGIS.
 - Kalamunda & Districts Junior Football Club \$1,694.44 – operational expenses. Club has queried retrospective expenses.

Creditors

8. Payments totalling \$3,222,475.21 were made during the month of May 2013. Standard payment terms are 30 days from the end of month, with local business and contractors on 14 day terms.
9. Significant Municipal payments made in the month were:

Supplier	Purpose	\$
Australian Tax Office	PAYG	271,246.88
Cleanaway	Rubbish Collection	193,205.73
Datacom	IT Infrastructure Audit	51,245.59
Earthcare Landscapes	Wattle Grove Playspace	98,820.77
EMRC	Red Hill Tip Chgs & Grnd Monitoring fees for Brand Rd	437,070.19
Fulton Hogan	Road Material – Various	68,589.16
Hilltop Group	Building Maintenance Various	52,953.38
Macquarie Finance	Equipment Lease Cost	92,786.25
PH Concrete	Footpath Maintenance Various	49,776.44
Prosser Toyota	Coaster Bus for HACC	109,767.11
Synergy	Power Charges	81,984.92
WA Local Govt Superannuation	Super Contributions	154,865.83
Western Educting	Bulk Kerbside Collection	277,080.75

10. These payments total \$1,939,375.00 and represents 60% of all payments for the month.

Trust Account Payments

11. The Trust Account maintained by the Shire relates to the following types:

- CELL 9 Trust
- POS - Trust
- BCITF Levy
- Building Licence Levy
- Unclaimed Monies

12. The following payments were made from the Trust Accounts in the month of May 2013:

Cell 9 Transactions		Amount (\$)
Date	Description	
1/05/2013	Sally Malone - Wattle Grove Lot 35 Landscape Concept	2,244.00
7/05/2013	Earthcare (Australia) Pty Ltd - Wattle Grove Discovery Playspace	9,350.03
9/05/2013	McLeods Solicitors- Acquisition of a portion of 30 Hale Road Wattle Grove	652.30
9/05/2013	Earthcare (Australia) Pty Ltd - Wattle Grove Discovery Playspace	810.70
9/05/2013	Shire of Kalamunda- Private Works	30,854.38
9/05/2013	Shire of Kalamunda- Project Management Costs April 2013	3,156.88

STATUTORY AND LEGAL IMPLICATIONS

13. Nil.

POLICY IMPLICATIONS

14. Nil.

PUBLIC CONSULTATION/COMMUNICATION

15. Nil.

FINANCIAL IMPLICATIONS

16. Nil.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

Strategic Planning Implications

17. *Kalamunda Advancing: Strategic Community Plan to 2023*

OBJECTIVE 6.8 To ensure financial sustainability through the implementation of effective financial management, systems and plans.

Strategy 6.8.4 Provide effective financial services to support the Shire's operations and to meet sustainability planning, reporting and accountability requirements.

Sustainability Implications

Social Implications

18. Nil.

Economic Implications

19. Nil.

Environmental Implications

20. Nil.

OFFICER COMMENT

21. Nil.

A Councillor queried EFT 29597; the Acting Chief Executive Officer clarified that the amount was to cover the services of Talis Consultants who had been engaged to help resolve some concerns resulting from the restructure of the Engineering Department.

A Councillor queried EFT 29164 and EFT 29480 for Kalamunda Sweeping as both payments are for the same amount. The Director Corporate & Community Services took this question on notice.

COMMITTEE RECOMMENDATION TO COUNCIL (C&C 38/2012)

That Council:

1. Receives the outstanding debtors (Attachment 1) and creditors (Attachment 2) reports for the period ended 31 May 2013.
2. Receives the list of creditors paid during the period 25 April 2013 to 23 May 2013 (Attachment 3) in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996 (Regulation 12)*.

3. Receives the list of payments made from the Trust Accounts in May 2013 as noted in point 9 above in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996 (Regulation 12)*.

Moved: **Cr Geoff Stallard**

Seconded: **Cr Allan Morton**

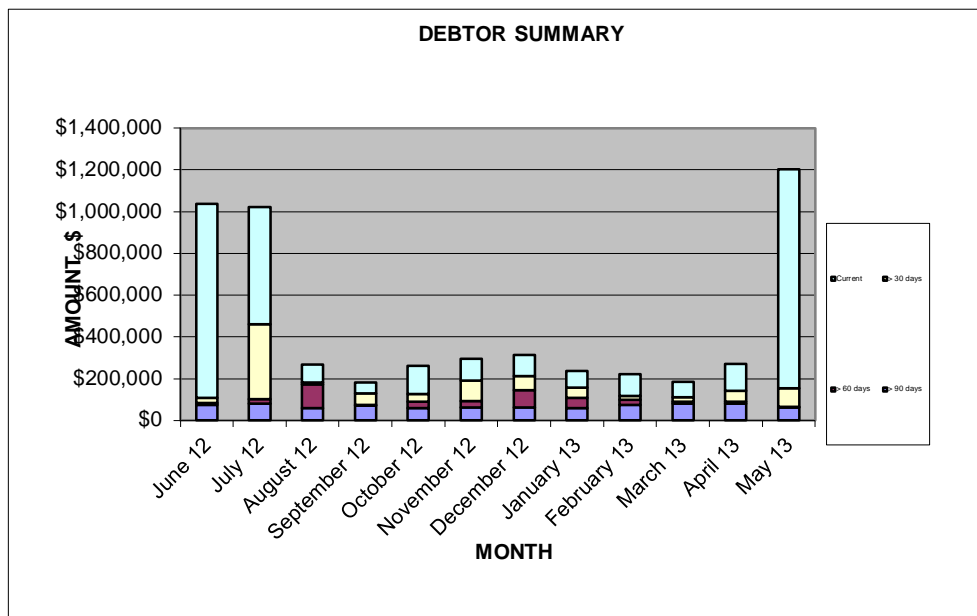
Vote: **CARRIED UNANIMOUSLY (11/0)**

Attachment 1

**SHIRE OF KALAMUNDA
SUMMARY OF DEBTORS
OR THE PERIOD ENDED 31st May 2013**

Sundry Debtors Trial Balance - Summary Aged Listing

Period	> 90 days	> 60 days	> 30 days	Current	Total
June 12	\$74,201	\$9,487	\$25,123	\$927,493	\$1,036,304
July 12	\$81,218	\$19,540	\$361,204	\$560,352	\$1,022,313
August 12	\$58,924	\$114,643	\$7,994	\$87,469	\$269,031
September 12	\$70,242	\$4,613	\$54,323	\$54,074	\$183,252
October 12	\$57,664	\$31,443	\$36,312	\$135,754	\$261,173
November 12	\$63,746	\$29,488	\$97,046	\$106,392	\$296,672
December 12	\$62,557	\$81,810	\$68,850	\$101,098	\$314,316
January 13	\$58,449	\$48,824	\$48,471	\$80,427	\$236,171
February 13	\$76,014	\$23,599	\$17,881	\$105,556	\$223,051
March 13	\$81,111	\$9,196	\$20,088	\$75,939	\$186,335
April 13	\$80,450	\$8,181	\$53,087	\$128,415	\$270,133
May 13	\$63,398	\$2,436	\$88,471	\$1,047,105	\$1,201,410



**SHIRE OF KALAMUNDA
SUMMARY OF DEBTORS
FOR THE PERIOD ENDED 31st May 2013**

AMOUNT	DEBTOR	DETAILS	STATUS
>90 days			
\$15,677.51	Forrestfield United Soccer Club WA Inc. ^	Loan 214 Payment / Reserve Hire / Operational Expenses	Fortnightly Direct Debits in place - \$1200. In addition to the May direct debits the Club paid current invoices \$420 directly.
\$2,901.05	Kalamunda & Districts Football	Operational Expenses / Lease Fee	Club expressed concerns regarding retrospective expenses. Shire investigating the issue for response. Urgent reminder sent.
\$1,694.44	Kalamunda & Districts Junior Football	Operational Expenses	Reminder Invoice sent. Query has been raised by the club for an off period bill. Urgent reminder sent.
\$2,279.00	Kalamunda Chamber of Commerce ^	Lease Fees 12/13	Direct Debit in place - \$283 per f/n.
\$2,787.61	Kalamunda Cricket Club *	Operational Expenses	Query regarding retrospective expenses. Shire investigating the issue for response. Meeting with Club scheduled 06/06/13.
\$28,218.60	Lesmurdie Tennis Club *	Club contribution to extention of Tennis Club	The Shire have met the Tennis Club representatives to respond to the queries raised.
\$2,208.47	LGIS	Reimbursement - electrical tagging	Paperwork resubmitted as requested by LGIS.
\$3,638.71	Zig Zag Café Kalamunda	Zig Zag Café Lease / Utility Expenses	The Shire is discussing payment schedule with Debtor.
\$3,992.49	90+ Days Debts consisting of amounts under \$1,000.00.		Debtors have been contacted by telephone to advise debt recovery action pending / final notices issued or debt with D&B.
\$63,397.88	Total Debts 90+ Days		

**SHIRE OF KALAMUNDA
SUMMARY OF DEBTORS
FOR THE PERIOD ENDED 31st May 2013**

AMOUNT	DEBTOR	DETAILS	STATUS
>60 days			
\$3,232.16	Zig Zag Café Kalamunda	Zig Zag Café Lease / Utility Expenses	As above.
-\$2,140.59	Total of debtor accounts in credit		Namely payment in advance for a loan.
\$1,344.88	60+ Days Debts consisting of amounts under \$1,000.00.		All debtors have been contacted by telephone / email - copy invoices mailed as required.
\$2,436.45	Total Debts 60+ Days		
AMOUNT	DEBTOR	DETAILS	STATUS
>30 days			
\$2,000.35	Department of Fire & Emergency	Quarterly contribution	Reminder invoice to be sent.
\$70,000.00	Department of Health & Ageing	Healthy Communities Grant	The grant has been approved and is pending payment.
\$1,399.51	Gray & Lewis Land Use Planning	Structure plan modification fees	Reminder invoice to be sent.
\$3,500.00	Kalamunda Basketball Association	Loan 208	Part payment of total invoice receipted - to contact regarding balance.
\$1,042.36	Kalamunda Rangers	Operational Expenses - Norm Sadler	Reminder invoice to be sent.

**SHIRE OF KALAMUNDA
SUMMARY OF DEBTORS
FOR THE PERIOD ENDED 31st May 2013**

AMOUNT	DEBTOR	DETAILS	STATUS
>30 days (cont.)			
\$1,216.45	Kalamunda United FC	Operational Expenses - Norm Sadler	Reminder invoice to be sent.
\$1,037.00	Konga - Amber Jones	Hire Fees - Woodlupine	Direct debit payment schedule being arranged.
\$3,449.42	Zig Zag Café Kalamunda	Zig Zag Café Lease / Utility Expenses	As above.
\$4,825.64	30+ Days Debts consisting of amounts under \$1,000.00.		Reminder invoices to be sent.
\$88,470.73	Total Debts 30+ Days		
\$1,047,104.77	Total of Current Debts		One invoice totalling \$848,098.90

* Denotes currently in negotiation of invoice amount and details

^ Denotes payment arrangement in place

Attachment 2

**SHIRE OF KALAMUNDA
SUMMARY OF CREDITORS
FOR THE PERIOD ENDED 31 MAY 2013**

Sundry Creditors Trial Balance - Summary Aged Listing

Month End	> 90 days	> 60 days	> 30 days	Current	Total
31/07/2012	\$1,129	\$2,418	\$829,279	\$1,240,322	\$2,073,148
31/08/2012	\$5,953	\$434	\$10,731	\$1,784,665	\$1,801,783
30/09/2012	\$13,713	\$1,630	\$6,362	\$1,036,804	\$1,058,509
31/10/2012	\$923	\$91,135	\$40,634	\$1,275,858	\$1,408,551
30/11/2012	\$8,738	\$4,059	\$10,289	\$1,387,687	\$1,410,773
31/12/2012	\$8,580	-\$454	\$53,987	\$544,597	\$606,710
31/01/2013	\$2,275	-\$4	\$10,756	\$380,050	\$393,077
28/02/2013	-\$191	-\$154	\$8,042	\$500,380	\$508,078
31/03/2013	-\$344	\$6,566	\$5,034	\$163,125	\$174,380
30/04/2013	\$7,253	\$39,057	\$10,266	\$690,585	\$747,161
31/05/2013	\$1,225	\$942	\$14,952	\$1,063,504	\$1,080,623

Comment

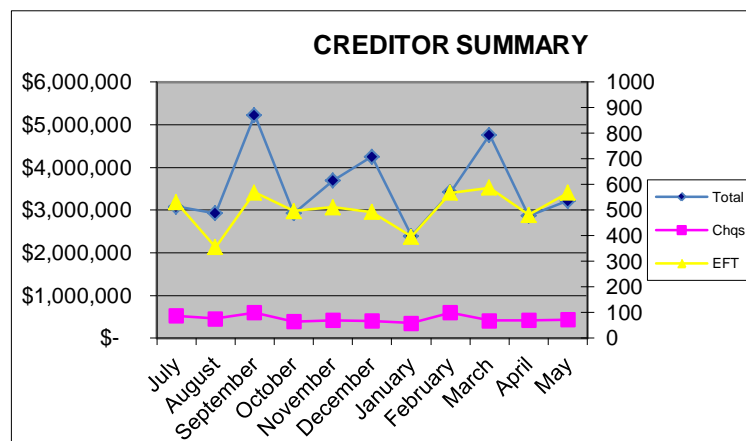
- > 90 days Original Invoices for Bradley Brown, Landgate, Collector of Public Monies, Sign-A-Rama, Woods Bagot and a Credit for Midland Disposal Store not received in Accounts to process.
- > 60 days Original Invoices for Landgate, Sandgroper Kids Entertainment & Seamless Pty Ltd not received but it has been queried.
- > 30 days These invoices are paid on the third fortnightly payment run.

Creditor Payments made Month	Amount \$	Quantity		
		Cheques	EFTs	Total
July	\$ 3,085,557	88	531	619
August	\$ 2,928,637	77	356	433
September	\$ 5,229,543	101	569	670
October	\$ 2,931,587	66	497	563
November	\$ 3,692,467	70	512	582
December	\$ 4,255,844	68	493	561
January	\$ 2,396,387	59	397	456
February	\$ 3,426,479	100	568	668
March	\$ 4,766,915	69	588	588
April	\$ 2,869,343	70	482	552
May	\$ 3,222,475	73	568	641

*Excludes net staff payroll

*Creditors on 30 day terms are paid on the 28th of the month following.

*Local suppliers are paid on 14 day terms.



Attachment 3

**SHIRE OF KALAMUNDA
Creditors Payments for the period 8 May to 23 May 2013**

Chq/EFT	Date	Name	Description	Amount \$
618	08/05/2013	AUSTRALIAN TAXATION OFFICE	TAXATION	133270.44
619	09/05/2013	IINET TECHNOLOGIES PTY LTD	INTERNET ACCESS	958.90
620	09/05/2013	COMMONWEALTH BANK - BUSINESS CARD	BUSINESS CORPORATE CARD - VARIOUS PURCHASES MANAGER PROPERTY & PROCUREMENT \$7610.62 FUNCTIONS CO-ORDINATOR \$2423.91 HEALTHY COMMUNITIES TEAM LEADER \$123.18 HACC ACTIVITY OFFICER \$503.50 HACC ACTIVITY OFFICER \$894.50 LIBRARY SERVICES TEAM LEADER \$726.45 MANAGER HR \$9221.07 DAY CENTRE CO-ORDINATOR \$457.00 HACC ACTIVITY OFFICER \$941.00 HACC ACTIVITY OFFICER \$774.07	23675.30
621	10/05/2013	LES MILLS AUSTRALIA	MONTHLY LICENCE FEE	977.07
622	14/05/2013	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN # 216 - INTEREST PAYMENT	4508.52
623	15/05/2013	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN # 217 - INTEREST PAYMENT	2577.48
624	22/05/2013	AUSTRALIAN TAXATION OFFICE	TAXATION	137976.44
EFT29055	02/05/2013	MORGAN J SCARFE (SCOOBY CIRCUS)	ENTERTAINMENT FOR VARIOUS EVENTS	1430.00
EFT29056	03/05/2013	WOODS BAGOT PTY LTD	FINAL PAYMENT FOR SERVICES - ZIG ZAG COMMUNITY AND CULTURAL CENTRE	6050.00
EFT29057	09/05/2013	PHILLIP & MARLENE JAMES	CROSSOVER CONTRIBUTION	385.00

Chq/EFT	Date	Name	Description	Amount \$
EFT29058	09/05/2013	STYLECORP CORPORATE WEAR	SUPPLY OF UNIFORM FOR VARIOUS STAFF MEMBERS	252.75
EFT29059	09/05/2013	MOTORCHARGE - WRIGHT EXPRESS FUEL CARDS AUSTRALIA LTD	FUEL - PERIOD ENDING 30 APRIL	7055.20
EFT29060	09/05/2013	NEVERFAIL SPRINGWATER LTD (KALA LIB)	BOTTLED WATER SUPPLIES / MAINTENANCE	58.75
EFT29061	09/05/2013	DAWN WILLIAMS	RATES REFUND	50.00
EFT29062	09/05/2013	1ST FORRESTFIELD SCOUT GROUP	KIDSPORT FUNDING FOR VARIOUS PLAYERS	800.00
EFT29063	09/05/2013	KALAMUNDA GLASS & WINDSCREENS ON WHEELS	GLASS REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	1905.40
EFT29064	09/05/2013	FREESTYLE NOW	MANAGEMENT OF RAMP IT UP COMPETITION	2090.00
EFT29065	09/05/2013	OLK & ASSOCIATES	ARCHITECTURAL DESIGN - UNIVERSAL ACCESS TOILET BLOCK DESIGN	4400.00
EFT29066	09/05/2013	CABCHARGE AUSTRALIA LIMITED	CABCHARGE FEES	6.00
EFT29067	09/05/2013	COLLECTOR OF PUBLIC MONIES (CENTRELINK)	CENTREPAY - TRANSACTION CHARGES	72.60
EFT29068	09/05/2013	BRUMBY'S KALAMUNDA	CATERING SUPPLIES	29.50
EFT29069	09/05/2013	JOHN HUGHES GROUP	SUPPLY OF 1 NEW VEHICLE FOR RANGERS DEPARTMENT	27600.91
EFT29070	09/05/2013	SANDGROPER KIDS ENTERTAINMENT	ALICE IN WONDERLAND ENTERTAINMENT FOR KALAMUNDA LIBRARY BIRTHDAY CELEBRATIONS	660.00
EFT29071	09/05/2013	PICTON PRESS	PRINTING OF BROCHURES FOR VARIOUS EVENTS	5926.78
EFT29072	09/05/2013	HILLS HOCUS POCUS	SAVE KALAMUNDA CAMPAIGN - 150 HELIUM BALLOONS FOR KALAMUNDA SHOW	618.00
EFT29073	09/05/2013	MACQUARIE EQUIPMENT FINANCE PTY LTD	QUARTERLY IT EQUIPMENT LEASE PAYMENT MACQUARIE	92768.25
EFT29074	09/05/2013	DOT ULIJN (DOT BLASZCZAK)	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	24.50
EFT29075	09/05/2013	BEEES HIRE & SALES	PLANT EQUIPMENT HIRE OF VARIOUS ITEMS	910.80

Chq/EFT	Date	Name	Description	Amount \$
EFT29076	09/05/2013	VIP CARPET AND UPHOLSTERY CLEANING SERVICE	CARPET CLEANING AT VARIOUS LOCATIONS	780.00
EFT29077	09/05/2013	1SPATIAL	REGISTRATION FOR 1 STAFF TO ATTEND - FME WORLD TOUR	99.00
EFT29078	09/05/2013	HESTER PROPERTY SOLUTIONS	PROVISION OF SERVICES IN ACCORDANCE WITH RETAINER AGREEMENT	12959.37
EFT29079	09/05/2013	SEAMLESS (AUST) PTY LTD	PART PAYMENT FOR WEBSITE DEVELOPMENT AND NEAR ME INSTALLMENTS	38293.20
EFT29080	09/05/2013	KOORI KIDS PTY LTD	COMMUNITY DEVELOPMENT FUNDING PROGRAM 2013 - ROUND 1	450.00
EFT29081	09/05/2013	EVANGELINE CHRISTINA MEATH	TRAVEL COMMUNITY VISITORS SCHEME REFUND	16.00
EFT29082	09/05/2013	ST BRIGID'S COLLEGE	SPORT & COMMUNITY DEVELOPMENT FUNDING PROGRAM 2013 - ROUND 1	500.00
EFT29083	09/05/2013	ROBYN BEARDSSELL	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	94.50
EFT29084	09/05/2013	DONALD RAMSAY	RATES REFUND	282.46
EFT29085	09/05/2013	DIANNE MAY REIMERS	RATES REFUND	238.52
EFT29086	09/05/2013	DAPHNE LEMKE	TRAVEL COMMUNITY VISITORS SCHEME REFUND	22.50
EFT29087	09/05/2013	CARMEL VALLEY CHOCOLATES	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	68.60
EFT29088	09/05/2013	JANICE MACKIE	RATES REFUND	175.00
EFT29089	09/05/2013	GILL BAXTER	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13 AND ARREARS FROM NOV/DEC 2012	80.50
EFT29090	09/05/2013	GRANT & DIANE KEENAN	CROSSOVER CONTRIBUTION	385.00
EFT29091	09/05/2013	SIMON F & ELENA C PARKE	CROSSOVER CONTRIBUTION	385.00
EFT29092		EFT PAYMENT CANCELLED		

Chq/EFT	Date	Name	Description	Amount \$
EFT29093	09/05/2013	ADAM PETER ZUVELA	PLANNING APPLICATION FEE REFUND	69.50
EFT29094	09/05/2013	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	76153.76
EFT29095	09/05/2013	SHIRE OF KALAMUNDA STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	918.00
EFT29096	09/05/2013	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	891.13
EFT29097	09/05/2013	AUSTRALIA POST	POSTAL EXPENSES / COUNTER BILLPAY TRANSACTION FEES	7096.03
EFT29098	09/05/2013	COVS PARTS PTY LTD	PLANT / VEHICLE PARTS	1131.14
EFT29099	09/05/2013	GULLY VIEWS NEWSAGENCY	SUBSCRIPTIONS & NEWSPAPERS FOR VARIOUS LOCATIONS	836.63
EFT29100	09/05/2013	KALAMUNDA AUTO ELECTRICS	PLANT / VEHICLE PARTS	850.05
EFT29101	09/05/2013	KALAMUNDA TOYOTA	PLANT / VEHICLE PARTS	873.94
EFT29102	09/05/2013	MCLEODS BARRISTERS & SOLICITORS	LEGAL EXPENSES	2234.02
EFT29103	09/05/2013	MIDWASTE - TRANSPACIFIC CLEANAWAY PTY LTD	WASTE / RECYCLING SERVICES	1019.87
EFT29104	09/05/2013	LANDGATE - VALUATIONS	VALUATIONS FOR VARIOUS LOCATIONS	878.73
EFT29105	09/05/2013	WALKERS HARDWARE (MITRE 10)	HARDWARE SUPPLIES	286.28
EFT29106	09/05/2013	EASTERN METROPOLITAN REGIONAL COUNCIL	DOMESTIC / WASTE CHARGES - RED HILL TIP	257401.95
EFT29107	09/05/2013	A & S HILL	ELECTRICAL REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	23681.14
EFT29108	09/05/2013	3 VODAFONE HUTCHISON AUSTRALIA PTY LTD	COMMUNICATION EXPENSES	1933.20
EFT29109	09/05/2013	FASTA COURIERS	COURIER FEES	310.43
EFT29110	09/05/2013	THE WATERSHED WATER SYSTEMS	RETICULATION PARTS FOR VARIOUS RESERVES	3305.23
EFT29111	09/05/2013	KINETIC HEALTH GROUP LTD	PREPLACEMENT MEDICALS / BASELINE HEARING TESTS	156.20
EFT29112	09/05/2013	BRADOCK PODIATRY SERVICES PTY LTD	PODIATRY SERVICES AT JACK HEALEY CENTRE	1328.58

Chq/EFT	Date	Name	Description	Amount \$
EFT29113	09/05/2013	DAYNITE TOWING SERVICE (WA) PTY LTD (FORMERLEY MOBITOW PTY LTD)	TOWING SERVICES	99.00
EFT29114	09/05/2013	KALA BOB KATS PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	5024.80
EFT29115	09/05/2013	GRIMES CONTRACTING PTY LTD	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	5693.00
EFT29116	09/05/2013	HILL TOP TROPHIES (MILPRO WA)	SUPPLY OF NAME BADGES	34.65
EFT29117	09/05/2013	FULTON HOGAN INDUSTRIES PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	29095.00
EFT29118	09/05/2013	FOODWORKS FRESH FORRESTFIELD	GROCERY SUPPLIES	409.45
EFT29119	09/05/2013	WA LOCAL GOVERNMENT ASSOCIATION (ADVERTISING)	ADVERTISING FOR VARIOUS JOBS / EVENTS	4421.76
EFT29120	09/05/2013	KALAMUNDA YOUTH SWING BAND	KEY BOND REFUND	50.00
EFT29121	09/05/2013	TL ENGINEERING (AUST) PTY LTD	PLANT / VEHICLE PARTS	573.00
EFT29122	09/05/2013	LO-GO APPOINTMENTS	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	19783.17
EFT29123	09/05/2013	WESTERN EDUCTING SERVICE PTY LTD	BULK WASTE KERBSIDE COLLECTION / PLANT EQUIPMENT AND OPERATOR	178131.17
EFT29124	09/05/2013	AIR LIQUIDE WA PTY LTD	GAS BOTTLE FACILITY FEE	126.93
EFT29125	09/05/2013	KALAMUNDA & DISTRICTS HISTORICAL SOCIETY	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/11/12 - 31/11/12 AND REFUND OF GST DEDUCTED IN ERROR IN CENTAMAN SYSTEM	505.10
EFT29126	09/05/2013	CRABBS KALAMUNDA (IGA)	GROCERY SUPPLIES	1100.29
EFT29127	09/05/2013	STAGE FX	TECHNICIAN SERVICES FOR VARIOUS EVENTS	238.50
EFT29128	09/05/2013	HILL VIEW OVER 55'S GOLF CLUB	SPORT & COMMUNITY DEVELOPMENT FUNDING PROGRAM 2013 - ROUND 1	150.00
EFT29129	09/05/2013	PAYNE SETTLEMENTS	RATES REFUND	417.85
EFT29130	09/05/2013	FORRESTFIELD FOOTBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	1325.00

Chq/EFT	Date	Name	Description	Amount \$
EFT29131	09/05/2013	WESTRAL HOME IMPROVEMENTS	PLANNING APPLICATION FEE REFUND	139.00
EFT29132	09/05/2013	VENTURA HOMES PTY LTD	FOOTPATH DEPOSIT REFUNDS & PLANNING APPLICATION FEE REFUND	2874.35
EFT29133	09/05/2013	CONTENT LIVING PTY LTD	FOOTPATH DEPOSITS REFUNDS	1400.00
EFT29134	09/05/2013	HIGHLINE LTD	PLANNING APPLICATION FEE REFUND	139.00
EFT29135	09/05/2013	DEVON SETTLEMENTS	RATES REFUND	225.74
EFT29136	09/05/2013	LITTLE LOADS	GARDEN / VERGE SUPPLIES FOR VARIOUS LOCATIONS	569.70
EFT29137	09/05/2013	SCOTT PARK HOMES	FOOTPATH DEPOSIT REFUND	1000.00
EFT29138	09/05/2013	HAWLEY'S BOBCAT SERVICE	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	8233.50
EFT29139	09/05/2013	WILD SEASONS FLOWERS PTY LTD	FLOWER ARRANGEMENTS & WREATH FOR ANZAC DAY	375.00
EFT29140	09/05/2013	JUSTIN BRAINE	HALL AND KEY BOND REFUND	1050.00
EFT29141	09/05/2013	DANMAR HOMES PTY LTD	FOOTPATH DEPOSIT REFUNDS	1400.00
EFT29142	09/05/2013	DEPARTMENT OF FIRE AND EMERGENCY SERVICES (DFES)	50% COST SHARING FOR THE COMMUNITY FIRE MANAGER FOR THE PERIOD - 28/12/12 - 28/03/13 - BETWEEN DFES AND THE SHIRE OF KALAMUNDA	16478.16
EFT29143	09/05/2013	HILL TOP GROUP PTY	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	20551.93
EFT29144	09/05/2013	A1 WALLISTON TREE SERVICES	TREE REMOVAL / PRUNING FOR VARIOUS LOCATIONS	2880.00
EFT29145	09/05/2013	SONJA SULLIVAN	KEY BOND REFUND	50.00
EFT29146	09/05/2013	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LTD	HIRE OF TEMPORARY STAFF FOR ADMIN / DEPOT	15290.00
EFT29147	09/05/2013	FREEDOM POOLS	FOOTPATH DEPOSIT REFUND	1000.00
EFT29148	09/05/2013	CELEBRATION HOMES	FOOTPATH DEPOSIT REFUND	1000.00

Chq/EFT	Date	Name	Description	Amount \$
EFT29149	09/05/2013	DEBBIE JOSE JEWELLERY	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	22.40
EFT29150	09/05/2013	PHONOGRAPHIC PERFORMANCE COMPANY OF AUSTRALIA LTD	LICENCE FEES FOR VARIOUS HALLS	1037.19
EFT29151	09/05/2013	SOUTHERN WIRE	REPAIRS TO EXISTING TENNIS COURTS FENCING INCLUDING GATES - LESMURDIE TENNIS CLUBS	5989.50
EFT29152	09/05/2013	1ST KALAMUNDA SCOUT GROUP	KIDSPORT FUNDING FOR VARIOUS PLAYERS	600.00
EFT29153	09/05/2013	KANYANA WILDLIFE REHABILITATION CENTRE INC	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	9.60
EFT29154	09/05/2013	ZIG ZAG COMMUNITY ARTS INC	HALL AND KEY BOND REFUND	350.00
EFT29155	09/05/2013	PRIME CORPORATE PSYCHOLOGY SERVICES P/L	EMPLOYEE ASSISTANCE PROGRAMME AT FORRESTFIELD LIBRARY	170.50
EFT29156	09/05/2013	ROSIE O FACE PAINTER EXTRAORDINAIRE	FACE PAINTING/STORY TELLER AT FORRESTFIELD LIBRARY	260.00
EFT29157	09/05/2013	DUN & BRADSTREET (AUSTRALIA) PTY LTD	DEBT COLLECTION FEES FOR RATES	11252.22
EFT29158	09/05/2013	CONFECT - EXPRESS	KIOSK SUPPLIES FOR HARTFIELD RECREATION CENTRE	457.00
EFT29159	09/05/2013	HEATHER DAVIS - COLOURFUL HEATHER	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/11/12 - 31/12/12	28.00
EFT29160	09/05/2013	WEST AUSTRALIAN SHOWMEN'S ASSOC (INC)	BOND REFUND - KALAMUNDA SHOW	1000.00
EFT29161	09/05/2013	SIGN-A -RAMA	SIGNAGE DISPLAYS FOR SAVE KALAMUNDA CAMPAIGN	2706.00
EFT29162	09/05/2013	GOOSEBERRY HILL ARTS & CRAFTS	KEY BOND REFUND	50.00
EFT29163	09/05/2013	BLUEPRINT HOMES	PLANNING APPLICATION FEE REFUND	419.53
EFT29164	09/05/2013	KALAMUNDA SWEEPING	ROAD / PATH SWEEPING AT VARIOUS LOCATIONS	6375.63
EFT29165	09/05/2013	WOOLWORTHS LIMITED	GROCERY SUPPLIES FOR KIDS COOKING CLUB, TERM 1 2013	104.06

Chq/EFT	Date	Name	Description	Amount \$
EFT29166	09/05/2013	AFFORDABLE LIVING HOMES	FOOTPATH DEPOSIT REFUND	700.00
EFT29167	09/05/2013	FORRESTFIELD TENNIS CLUB (INC)	SPORT & COMMUNITY DEVELOPMENT FUNDING PROGRAM 2013 - ROUND 1	500.00
EFT29168	09/05/2013	HILLIANS NETBALL CLUB	SPORT & COMMUNITY DEVELOPMENT FUNDING PROGRAM 2013 - ROUND 1	1000.00
EFT29169	09/05/2013	MAIDA VALE DELIVERY ROUND	PAPER AND MAGAZINES DELIVERIES FOR HIGH WYCOMBE LIBRARY	68.65
EFT29170	09/05/2013	G.D.CHARLTON	PODIATRY SERVICES AT JACK HEALEY CENTRE	955.26
EFT29171	09/05/2013	SECURE TRAFFIC	TRAFFIC MANAGEMENT FOR VARIOUS LOCATIONS	13816.00
EFT29172		EFT PAYMENT CANCELLED		
EFT29173	09/05/2013	AVALON SHEDS & STABLES	PLANNING APPLICATION FEE REFUND	139.00
EFT29174	09/05/2013	ALLAN DAVIES & TREVOR CHUDLEIGH ARCHITECTS	ARCHITECTURAL SERVICES - REROOFING AND ADDITIONS TO KADS THEATRE	946.00
EFT29175	09/05/2013	DARREN WILLIAM RIEKIE	RATES REFUND	398.50
EFT29176	09/05/2013	AUSTRALIAN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1032.33
EFT29177	09/05/2013	WENDY MARIE WELLS	RATES REFUND	449.65
EFT29178	09/05/2013	MADE 4 YOU (LYGIA)	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	4.20
EFT29179	09/05/2013	JWH GROUP PTY LTD	FOOTPATH DEPOSIT REFUND	700.00
EFT29180	09/05/2013	REDINK HOMES PTY LTD	FOOTPATH DEPOSIT REFUND	700.00
EFT29181	09/05/2013	ANDREW FOWLER-TUTT	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	162.18
EFT29182	09/05/2013	SHIRLEY SPENCER	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	5.60
EFT29183	09/05/2013	TERESA MILLER	VOLUNTEER TRAVEL REIMBURSEMENT	37.50
EFT29184	09/05/2013	ROSE SMART	MAINTAIN ROSE BEDS AT VARIOUS LOCATIONS	1897.23
EFT29185	09/05/2013	TOWNLEY'S PLUMBING & GAS SERVICE	MAINTENANCE SERVICE FOR ATV SYSTEM	495.00

Chq/EFT	Date	Name	Description	Amount \$
EFT29186	09/05/2013	PETER TUCATS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	238.92
EFT29187	09/05/2013	BINDALE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	64.99
EFT29188	09/05/2013	ROBERT J VELTMAN	DRAFTING FEE FOR AMENDMENTS TO PRINTING / TRAINING ROOM LAYOUT - IT TRAINING ROOM	385.00
EFT29189	09/05/2013	THE TYRE DOCTOR	PLANT / VEHICLE PARTS	561.00
EFT29190	09/05/2013	NEVERFAIL SPRINGWATER LTD (PETER ANDERTON CEN)	BOTTLED WATER SUPPLIES / MAINTENANCE	22.50
EFT29191	09/05/2013	GAMEZON ENTERPRISES PTY LTD	PLANT / VEHICLE PARTS	330.00
EFT29192	09/05/2013	MOHAMMAD AMIR HOSSAIN	PLANNING APPLICATION FEE REFUND	139.00
EFT29193	09/05/2013	STARPACE ENTERPRISES PTY LTD	RATES REFUND	746.65
EFT29194	09/05/2013	KIWALES NETBALL CLUB	KID SPORT FUNDING FOR VARIOUS PLAYERS	895.00
EFT29195	09/05/2013	ALLISON BARTIER	HALL AND KEY BOND REFUND	350.00
EFT29196	09/05/2013	NEVERFAIL SPRINGWATER LTD (ZZCC)	BOTTLED WATER SUPPLIES / MAINTENANCE	53.75
EFT29197	09/05/2013	MARRA & ASSOCIATES	STRUCTURAL ENGINEERS REPORT FOR THE LIGHTING INSTALLATION AT PIONEER PARK BEING FOR INTEGRITY OF POLES INSTALLED AT PIONEER PAVILION	550.00
EFT29198	09/05/2013	PILA GROUP	GARDEN / RESERVE SUPPLIES	3503.50
EFT29199	09/05/2013	IDEAL HOMES PTY LTD	FOOTPATH DEPOSIT REFUND	700.00
EFT29200	09/05/2013	DON & MARIA VACCA	CROSSOVER CONTRIBUTION	385.00
EFT29201	09/05/2013	AVELING HOMES	FOOTPATH DEPOSIT REFUND	717.48
EFT29202	09/05/2013	CALLY'S CONVEYANCING	RATES REFUND	66.68
EFT29203	09/05/2013	SAFETY BARRIERS WA PTY LTD	SUPPLY AND INSTALLATION OF GUARD RAILS	32709.60
EFT29204	09/05/2013	STATE WIDE TURF SERVICES	TURF SUPPLIES / MAINTENANCE FOR VARIOUS LOCATIONS	2750.00
EFT29205	09/05/2013	KALAMUNDA UNITED FOOTBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	525.00
EFT29206	09/05/2013	UNIQCO (WA) PTY LTD	PLANT & VEHICLE MANAGEMENT BUREAU SERVICE FOR APRIL 2013	3198.80

Chq/EFT	Date	Name	Description	Amount \$
EFT29207	09/05/2013	BENCHMARK MAINTENANCE SERVICES	CONTRACTOR BUILDING MAINTENANCE VARIOUS BUILDINGS	231.00
EFT29208	09/05/2013	FONZ'S BOBCAT & TRUCK HIRE	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	4957.91
EFT29209	09/05/2013	BEAVER TREE SERVICES	TREE REMOVAL / PRUNING FOR VARIOUS LOCATIONS	9482.00
EFT29210	09/05/2013	MAGGIES NETBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	1600.00
EFT29211	09/05/2013	VISION SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	715.15
EFT29212	09/05/2013	WEST-SURE GROUP	CASH IN TRANSIT SERVICES - APRIL 2013	2067.73
EFT29213	09/05/2013	RYLAN PTY LTD	SUPPLY OF MOUNTABLE KERBING INSTALLED AT VARIOUS LOCATIONS	6919.55
EFT29214	09/05/2013	FRANCI LIEBENBERG	REFUND OF PURCHASE - CONVERSATION 5 EXHIBITION	70.00
EFT29215	09/05/2013	KIDS WACKY WAGON	ENTERTAINMENT FOR CORYMBIA FESTIVAL	615.00
EFT29216	09/05/2013	JENNIFER DE YOUNG	VOLUNTEER TRANSPORT REIMBURSEMENT REFUND	154.00
EFT29217	09/05/2013	AARON J STIRK	TECHNICIAN SERVICES FOR VARIOUS EVENTS	181.50
EFT29218	09/05/2013	LINDSAY GOODWIN	TECHNICIAN SERVICES FOR KALAMUNDA PERFORMING ARTS CENTRE	228.00
EFT29219	09/05/2013	SUPALUX PAINT CO PTY LTD	PAINTING SERVICES AT VARIOUS LOCATIONS	19544.25
EFT29220	09/05/2013	ALLOY & STAINLESS PRODUCTS	VEHICLE / PLANT PARTS	660.77
EFT29221	09/05/2013	UNIQUE WASTE MANAGEMENT SERVICES	HIRE OF TRUCK & BOBCAT WITH GREENWASTE GRAB TO REMOVE VARIOUS WASTE	1617.00
EFT29222	09/05/2013	BETA SOUVENIRS	SUPPLY OF VARIOUS MERCHANDISE FOR ZIG ZAG CULTURAL CENTRE	1167.88
EFT29223	09/05/2013	CLAIRE O'NEILL - CLAIRE'S EMBROIDERY	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	100.80

Chq/EFT	Date	Name	Description	Amount \$
EFT29224	09/05/2013	LINDA STONES	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	40.60
EFT29225	09/05/2013	IAN MOSS	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE -1/04/13 - 30/04/13	129.50
EFT29226	09/05/2013	AROUNDABOUT GARDENING SERVICES	VERGE / GARDEN MAINTENANCE FOR VARIOUS LOCATIONS	3168.00
EFT29227	09/05/2013	LEWIS FAMILY TRUST	REPLACE CABLING AT LESMURDIE LIBRARY	240.90
EFT29228	09/05/2013	HEY PRESTO ENTERTAINMENT	ENTERTAINMENT - 2013 APRIL SCHOOL HOLIDAY PROGRAMME	220.00
EFT29229	09/05/2013	PETER FALCONER	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	45.50
EFT29230	09/05/2013	CITY OF STIRLING	MEALS FOR MEALS ON WHEELS PROGRAM	6327.92
EFT29231	09/05/2013	BEHIND PTY LTD T/A TOPKATS ENTERTAINMENT	CHRIS MURPHY PERFORMANCE	385.00
EFT29232	09/05/2013	MARY FORWARD	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	25.90
EFT29233	09/05/2013	ANTHONY PATRICK MCARTHY	CROSSOVER CONTRIBUTION	385.00
EFT29234	09/05/2013	HANS SCHWALB	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	7.00
EFT29235	09/05/2013	BIGBOY & LUFUNO M ZIKHALI	CROSSOVER CONTRIBUTION	385.00
EFT29236	09/05/2013	KATIE GORDON	REIMBURSEMENT FOR PURCHASE OF FRIDGE	268.00
EFT29237	09/05/2013	KIERAN INGRAM	SALE OF ARTWORK - IRISH LANDSCAPES EXHIBITION	11039.00
EFT29238	09/05/2013	TANGOS NETBALL CLUB	SPORT & COMMUNITY DEVELOPMENT FUNDING PROGRAM 2013 - ROUND 1	500.00
EFT29239	09/05/2013	KALAJOS SCHOOL OF GYMNASTICS	KIDSPORT FUNDING FOR VARIOUS PLAYERS	200.00

Chq/EFT	Date	Name	Description	Amount \$
EFT29240	09/05/2013	THE ARTFUL FLOWE - FELICIA LOWE	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	115.85
EFT29241	09/05/2013	DAVID GREEN	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	27.94
EFT29242	09/05/2013	BELMONT JUNIOR FOOTBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	530.00
EFT29243	09/05/2013	MPJ (WA) PTY LTD	SUPERANNUATION CONTRIBUTIONS	414.00
EFT29244	09/05/2013	ROSS WATSON	CROSSOVER CONTRIBUTION	385.00
EFT29245	09/05/2013	TAMARA HOCKING	GROUP FITNESS CLASSES INSTRUCTOR	272.58
EFT29246	09/05/2013	NELLY MACALALAD	CROSSOVER CONTRIBUTION	385.00
EFT29247	09/05/2013	DAVID ANTHONY LETIZIA	RATES REFUND	468.02
EFT29248	09/05/2013	NATALIE ACTON	SALE OF ARTWORK - PORCELAIN PERSPECTIVE EXHIBITION - REMAINING BALANCE PAID	98.00
EFT29249	09/05/2013	GREG CROWE - HOVEA POTTERY	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	42.00
EFT29250	09/05/2013	REDISCOVERING CERAMICS - DANICA WICHTERMANN	SALE OF ARTWORK - PORCELAIN PERSPECTIVE EXHIBITION - REMAINING BALANCE PAID	91.00
EFT29251	09/05/2013	REFLECTIONS WINDOW CLEANING	WINDOW CLEANING SERVICES AT VARIOUS LOCATIONS	440.00
EFT29252	09/05/2013	DMC CLEANING	CLEANING OF VARIOUS SHIRE BUILDINGS	44533.03
EFT29253	09/05/2013	SILK ON SILK (ROSEMARY LONSDALE)	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/03/13 - 31/03/13	175.00
EFT29254	09/05/2013	STERIHEALTH SERVICES PTY LTD	SUPPLY OF SHARPS RECEPTACLES	273.60
EFT29255	09/05/2013	CUROST MILK SUPPLY	MILK SUPPLY FOR ADMINISTRATION & DEPOT	199.02
EFT29256	09/05/2013	DFP RECRUITMENT SERVICES PTY LTD	HIRE OF TEMPORARY STAFF	1900.92
EFT29257	09/05/2013	KJERSTIN BJELLAND	MONTHLY RENTAL OF LOTS 918 & 919 MONARCH WAY	3160.00

Chq/EFT	Date	Name	Description	Amount \$
EFT29258	09/05/2013	MAVIS PASKULICH	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	157.50
EFT29259	09/05/2013	DEMENTIA CARE AUSTRALIA	HALL BOND REFUND	300.00
EFT29260	09/05/2013	BEESWAX CREATIONS	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	59.90
EFT29261	09/05/2013	LESMURDIE WARRIORS NETBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	1645.00
EFT29262	09/05/2013	ELENA JEAN MCCONVILLE-WOLFE	RATES REFUND	575.28
EFT29263	09/05/2013	BRADLEY BROWN	CROSSOVER CONTRIBUTION	385.00
EFT29264	09/05/2013	TRACEY SPENCER	GROUP FITNESS CLASSES INSTRUCTOR	45.43
EFT29265	09/05/2013	VISSYART	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	18.20
EFT29266	09/05/2013	IRRIGATION WA PTY LTD	IRRIGATION MAINTENANCE AT VARIOUS LOCATIONS	198.00
EFT29267	09/05/2013	NEVERFAIL SPRINGWATER LTD (ADMIN OFFICE)	BOTTLED WATER SUPPLIES / MAINTENANCE	26.25
EFT29268	09/05/2013	KISS MY GLASS AUSTRALIA (JENNIE MERRITT)	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/04/13 - 30/04/13	77.00
EFT29269	09/05/2013	HI-JINX QUARTET	PERFORMANCE FOR MAY MORNING MUSIC	400.00
EFT29270	09/05/2013	FALLS RD NETBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	540.00
EFT29271	09/05/2013	KATALIN DOBOS	SALE OF ARTWORK - ESORDIO EXHIBITION	217.00
EFT29272	09/05/2013	JULIA SUTTON	SALE OF ARTWORK - ESORDIO EXHIBITION	61.88
EFT29273	09/05/2013	MICHELLE REYNOLDS	SALE OF ARTWORK - ESORDIO EXHIBITION	420.00
EFT29274	09/05/2013	STAN THE TYRE MAN (STAN'S TYRE SERVICE WA)	PLANT / VEHICLE PARTS	1364.00
EFT29275	09/05/2013	WOBBLYJULES INVESTMENTS FUND	SUPERANNUATION CONTRIBUTIONS	196.22
EFT29276	09/05/2013	CRAIG FITZGERALD	REIMBURSEMENT OF RELOCATION EXPENSES	1100.00
EFT29277	09/05/2013	BRONWYN GERSCHOW	FOOTPATH DEPOSIT REFUND	1000.00

Chq/EFT	Date	Name	Description	Amount \$
EFT29278	09/05/2013	ANDREW GARDNER	RATES REFUND	394.66
EFT29279	09/05/2013	KEREN PIACHNIARSKI	HALL AND KEY BOND REFUND	350.00
EFT29280		EFT PAYMENT CANCELLED		
EFT29281	09/05/2013	KEEAH HYNES	REFUND ON MARKET STALL APPLICATION UNABLE TO PROVIDE FOOD REGISTRATION CERTIFICATE	66.00
EFT29282	09/05/2013	ABSOLUTE OUTCOMES PTY LTD	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT ZIG ZAG CULTURAL CENTRE	300.00
EFT29283	09/05/2013	PAUL E VAN SANDWYK	FOOTPATH DEPOSIT REFUND	700.00
EFT29284	09/05/2013	JUDITH HARVEY	SALE OF ARTWORK - BLANC ET NOIR EXHIBITION	126.00
EFT29285	09/05/2013	HELEN ALMOND	SALE OF ARTWORK - BLANC ET NOIR EXHIBITION	259.00
EFT29286		EFT PAYMENT CANCELLED		
EFT29287	09/05/2013	JEAN AITKEN	SALE OF ARTWORK - BLANC ET NOIR EXHIBITION	287.00
EFT29288	09/05/2013	CHRIS PULLIN	SALE OF ARTWORK - BLANC ET NOIR EXHIBITION	906.50
EFT29289	09/05/2013	JENNIFER ROSSER	SALE OF ARTWORK - BLANC ET NOIR EXHIBITION	273.00
EFT29290	09/05/2013	JULIE CALCUTT	SALE OF ARTWORK - BLANC ET NOIR EXHIBITION	105.00
EFT29291	09/05/2013	WILLEMINA FOEKEN	SALE OF ARTWORK - BLANC ET NOIR EXHIBITION	245.00
EFT29292		EFT PAYMENT CANCELLED		
EFT29293	09/05/2013	RYAN COCKING	REIMBURSEMENT OF RELOCATION EXPENSES	1100.00
EFT29294	09/05/2013	IAN CUMMING	KEY BOND REFUND	50.00
EFT29295	09/05/2013	SARAH M MARSH	HALL AND KEY BOND REFUND	1050.00
EFT29296	09/05/2013	CHEVROLET CAMARO OWNERS	HALL AND KEY BOND REFUND	350.00
EFT29297		EFT PAYMENT CANCELLED		
EFT29298	23/05/2013	KALAMUNDA ACCIDENT REPAIR CENTRE	INSURANCE EXCESS FOR REPAIRS TO VARIOUS VEHICLES	2734.57
EFT29299	23/05/2013	HART SPORT	GYM EQUIPMENT SUPPLIES	340.50
EFT29300	23/05/2013	BARNETTS (WA) PTY LTD	HARDWARE SUPPLIES	1086.80
EFT29301	23/05/2013	STYLECORP CORPORATE WEAR	SUPPLY OF UNIFORM FOR VARIOUS STAFF MEMBERS	3451.93

Chq/EFT	Date	Name	Description	Amount \$
EFT29302	23/05/2013	MOTORCHARGE - WRIGHT EXPRESS FUEL CARDS AUSTRALIA LTD	FUEL - PERIOD ENDING 15 MAY 2013	7413.37
EFT29303	23/05/2013	SALMAT MEDIAFORCE PTY LTD	DISTRIBUTION OF FLYERS FOR EVENTS WITHIN THE SHIRE	1145.72
EFT29304	23/05/2013	NEVERFAIL SPRINGWATER LTD (KALA LIB)	BOTTLED WATER SUPPLIES / MAINTENANCE	23.75
EFT29305	23/05/2013	WILSONS SIGN SOLUTIONS	SUPPLY OF NAME PLAQUE - CR SIMON DI ROSSO	110.00
EFT29306	23/05/2013	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	DEBT COLLECTION FEES FOR RATES	88.00
EFT29307	23/05/2013	IMAGE EMBROIDERY	SUPPLY OF UNIFORM FOR VARIOUS STAFF MEMBERS	277.86
EFT29308	23/05/2013	PFD FOOD SERVICES	KIOSK SUPPLIES FOR HARTFIELD PARK	292.95
EFT29309	23/05/2013	KONICA MINOLTA BUSINESS SOLUTIONS P/L	PHOTOCOPYING CHARGES / MAINTENANCE FEES	1411.68
EFT29310	23/05/2013	CLARE STAGE	SANSATIONAL STRING STORIES AT FORRESTFIELD LIBRARY	572.00
EFT29311	23/05/2013	WILEY AIR TRANSPORT SERVICES & HIGHLAND EXPRESS	COURIER SERVICES TO COUNCILLORS	77.00
EFT29312	23/05/2013	COUNTRYWIDE PUBLICATIONS	ZZCC LISTING / INCLUSION ON WA VISITOR CENTRE MAP - APRIL 2013	99.00
EFT29313	23/05/2013	OLK & ASSOCIATES	ARCHITECTURAL SERVICES - UNIVERSAL ACCESS TOILET BLOCK DESIGN	4400.00
EFT29314	23/05/2013	CARLA BOND	GROUP FITNESS CLASSES INSTRUCTOR	395.23
EFT29315	23/05/2013	BRUMBY'S KALAMUNDA	CATERING SUPPLIES	182.00
EFT29316	23/05/2013	NEVERFAIL SPRINGWATERLTD (FORRESTFIELD LIB)	BOTTLED WATER SUPPLIES / MAINTENANCE	46.25
EFT29317	23/05/2013	REVIVE EMERGENCY MEDICAL TRAINING	REGISTRATION FOR 2 STAFF TO ATTEND - SENIOR FIRST AID COURSE	198.00
EFT29318	23/05/2013	THE PLANNING GROUP WA PTY LTD	FINAL CHANGES TO STAGE 1 STRUCTURE PLAN (2013) (PROJECT 710-135) FORRESTFIELD BERKSHIRE RD LAND - STRUCTURE PLAN	649.00

Chq/EFT	Date	Name	Description	Amount \$
EFT29319	23/05/2013	VE GRAPHICS PTY LTD	SUPPLY OF BANNERS FOR VARIOUS EVENTS	2321.00
EFT29320	23/05/2013	TOP OF THE LADDER GUTTER CLEANING	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS LOCATIONS	2651.00
EFT29321	23/05/2013	VIP CARPET AND UPHOLSTERY CLEANING SERVICE	CARPET CLEANING AT VARIOUS LOCATIONS	632.00
EFT29322	23/05/2013	CLEVERPATCH PTY LTD	ARTS AND CRAFTS SUPPLIES	225.82
EFT29323	23/05/2013	BIDVEST FOODSERVICE	GROCERIES FOR PETER ANDERTON CENTRE	659.44
EFT29324	23/05/2013	TOTALLY WORKWEAR MIDLAND	SUPPLY OF PROTECTIVE CLOTHING	889.83
EFT29325	23/05/2013	UPTEMPO	SUPPLY OF PROMOTIONAL MATERIAL	99.00
EFT29326	23/05/2013	GARY & JOAN PROCTOR	CROSSOVER CONTRIBUTION	385.00
EFT29327	23/05/2013	TRACY GORDON	HALL & KEY BOND REFUND	350.00
EFT29328	23/05/2013	PATRICIA ANNE CAREY	RATES REFUND	528.15
EFT29329	23/05/2013	COLIN THOMAS MARTYN	RATES REFUND	528.15
EFT29330	23/05/2013	K&L FROST & S&M VAJAS	WORKS BOND REFUND - WAPC 141958 - LOT 3 JEAN HULLEY ROAD HIGH WYCOMBE	1518.75
EFT29331	23/05/2013	KAYE WINIFRED TONZING	RATES REFUND	883.77
EFT29332	23/05/2013	GARY MARTIN LAWNMOWING	VERGE / RESERVE MOWING FOR VARIOUS LOCATIONS	240.00
EFT29333	23/05/2013	ZOFIA PALUSZAK	BOND REFUND FOR THE USE OF THE GALLERY AT ZIG ZAG CULTURAL CENTRE	500.00
EFT29334	23/05/2013	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	78712.07
EFT29335	23/05/2013	SHIRE OF KALAMUNDA STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	1032.00
EFT29336	23/05/2013	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	795.69
EFT29337	23/05/2013	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES FOR VARIOUS LOCATIONS	984.26
EFT29338	23/05/2013	CLEANAWAY (7004295)	DOMESTIC AND RECYCLING RUBBISH COLLECTION FEES	193205.73
EFT29339	23/05/2013	COVS PARTS PTY LTD	PLANT / VEHICLE PARTS	1683.68
EFT29340	23/05/2013	KALAMUNDA TOYOTA	PLANT / VEHICLE PARTS	139.90

Chq/EFT	Date	Name	Description	Amount \$
EFT29341	23/05/2013	MCLEODS BARRISTERS & SOLICITORS	LEGAL EXPENSES	1735.85
EFT29342	23/05/2013	SESCO SECURITY CO	SECURITY MONITORING SERVICES FOR VARIOUS LOCATIONS	6213.50
EFT29343	23/05/2013	STATE LIBRARY OF W.A.	LOST AND DAMAGED BOOKS - KALAMUNDA LIBRARY	743.60
EFT29344	23/05/2013	LANDGATE - VALUATIONS	VALUATIONS FOR VARIOUS LOCATIONS	5730.84
EFT29345	23/05/2013	WA LIBRARY SUPPLIES PTY LTD	LIBRARY / OFFICE SUPPLIES	280.00
EFT29346	23/05/2013	WALKERS HARDWARE (MITRE 10)	HARDWARE SUPPLIES	252.45
EFT29347	23/05/2013	ECHO NEWSPAPER	ADVERTISING FOR VARIOUS JOBS / EVENTS	1700.00
EFT29348	23/05/2013	MCKAY EARTHMOVING PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	1045.00
EFT29349	23/05/2013	EASTERN METROPOLITAN REGIONAL COUNCIL	DOMESTIC / WASTE CHARGES - RED HILL TIP. BIN HIRE FEES. GROUND WATER MONITORING BRAND ROAD FORRESTFIELD AND DISPOSAL FEES	179668.24
EFT29350	23/05/2013	BORAL CONSTRUCTION MATERIALS GROUP	ROAD MATERIALS FOR VARIOUS LOCATIONS	5254.49
EFT29351	23/05/2013	OCE AUSTRALIA LIMITED	PHOTOCOPYING CHARGES	228.22
EFT29352	23/05/2013	KEEP AUSTRALIA BEAUTIFUL COUNCIL	SUPPLY OF ROAD SIDE LITTER BAGS ORANGE	360.00
EFT29353	23/05/2013	DOMUS NURSERY	GARDEN SUPPLIES FOR VARIOUS LOCATIONS	4259.36
EFT29354	23/05/2013	3 VODAFONE HUTCHISON AUSTRALIA PTY LTD	COMMUNICATION EXPENSES	2213.53
EFT29355	23/05/2013	FASTA COURIERS	COURIER FEES	188.38
EFT29356	23/05/2013	RAECO	STATIONERY / OFFICE SUPPLIES	146.45
EFT29357	23/05/2013	MCINTOSH & SON	PLANT / VEHICLE PARTS	87.12
EFT29358	23/05/2013	KINETIC HEALTH GROUP LTD	PREPLACEMENT MEDICALS / BASELINE HEARING TESTS	1574.10
EFT29359	23/05/2013	SANDGROPER SEPTICS	PUMPOUT SEPTIC TANKS AT VARIOUS LOCATIONS	328.55
EFT29360	23/05/2013	CANON AUSTRALIA PTY LTD	PHOTOCOPYING CHARGES	11.43
EFT29361	23/05/2013	ALSCO LINEN SERVICE	LINEN HIRE / LAUNDRY SERVICES	1699.51

Chq/EFT	Date	Name	Description	Amount \$
EFT29362	23/05/2013	BRADOCK PODIATRY SERVICES PTY LTD	PODIATRY SERVICES AT JACK HEALEY CENTRE	1014.56
EFT29363	23/05/2013	DAYNITE TOWING SERVICE (WA) PTY LTD (FORMERLY MOBITOW PTY LTD)	TOWING SERVICES	88.00
EFT29364	23/05/2013	CLEAN CLOTH COTTON TRADERS	PROTECTIVE SUPPLIES	202.79
EFT29365	23/05/2013	KALA BOB KATS PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	2060.30
EFT29366	23/05/2013	DEPARTMENT OF ENVIRONMENT & CONSERVATION	REGISTRATION FOR 1 STAFF TO ATTEND - NOISE REFRESHER COURSE	300.00
EFT29367	23/05/2013	GRONBEK SECURITY	SECURITY KEY SERVICES TO VARIOUS SHIRE BUILDINGS	869.63
EFT29368	23/05/2013	GRIMES CONTRACTING PTY LTD	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	4471.17
EFT29369	23/05/2013	BGC ASPHALT	ROAD MATERIALS FOR VARIOUS LOCATIONS	1486.49
EFT29370	23/05/2013	WESTBOOKS	LIBRARY SUPPLIES	343.70
EFT29371	23/05/2013	WESTSIDE FIRE SERVICES	TESTING AND INSPECTION OF FIRE EQUIPMENT / SUPPLIES	796.40
EFT29372	23/05/2013	STAPLES AUSTRALIA PTY LTD(CORPORATE EXPRESS AUSTRALIA LTD)	STATIONERY / OFFICE SUPPLIES	3351.38
EFT29373	23/05/2013	SUNNYVALE PLANTS	SUPPLY OF ANNUAL PLANTS	486.64
EFT29374	23/05/2013	BLADON WA PTY LTD	MEMORABILIA SUPPLIES	7041.38
EFT29375	23/05/2013	FULTON HOGAN INDUSTRIES PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	39494.16
EFT29376	23/05/2013	MIDLAND DISPOSAL STORES	SUPPLY OF PROTECTIVE CLOTHING	35.85
EFT29377	23/05/2013	FOODWORKS FRESH FORRESTFIELD	GROCERY SUPPLIES	1286.10
EFT29378	23/05/2013	WA LOCAL GOVERNMENT ASSOCIATION (ADVERTISING)	ADVERTISING FOR VARIOUS JOBS / EVENTS	4205.71
EFT29379	23/05/2013	IT VISION	REMOTE CUSTOMER ASSISTANCE AND IMPLEMENTATIONS	321.75
EFT29380	23/05/2013	MACDONALD JOHNSTON ENGINEERING	PLANT / VEHICLE PARTS	214.79

Chq/EFT	Date	Name	Description	Amount \$
EFT29381	23/05/2013	LO-GO APPOINTMENTS	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	12565.00
EFT29382	23/05/2013	BRIDGESTONE AUSTRALIA LTD	PLANT / VEHICLE PARTS	2376.61
EFT29383	23/05/2013	CHELSEA DECOR	PLANNING APPLICATION FEE REFUND	576.00
EFT29384	23/05/2013	CITY OF SWAN	LONG SERVICE LEAVE LIABILITY FOR STEPHEN GOULD	2820.20
EFT29385	23/05/2013	ZIG ZAG GRAPHICS AND PRINT	PRINTING OF A1 MAPS PRINTED AND LAMINATED	258.00
EFT29386	23/05/2013	WESTERN EDUCTING SERVICE PTY LTD	BULK WASTE KERBSIDE COLLECTION / PLANT EQUIPMENT AND OPERATOR	98949.58
EFT29387	23/05/2013	J BLACKWOOD & SON LIMITED	PROTECTIVE WEAR / SUPPLIES	4083.43
EFT29388	23/05/2013	COURIER AUSTRALIA	COURIER CHARGES	35.24
EFT29389	23/05/2013	EASTERN HILLS SAWS AND MOWERS	PLANT / VEHICLE PARTS	175.00
EFT29390	23/05/2013	CHUBB FIRE & SECURITY PTY LTD	SERVICING OF CCTV EQUIPMENT AT HARTFIELD ROAD RECREATION CENTRE	374.00
EFT29391	23/05/2013	PROSSER TOYOTA	SUPPLY OF COASTER BUS FOR HACC	109767.11
EFT29392	23/05/2013	REPCO BRAKE & CLUTCH	PLANT / VEHICLE PARTS	867.90
EFT29393	23/05/2013	DELOITTE TOUCHE TOHMATSU	ADDITIONAL ADVISE SOUGHT REGARDING RELEASE OF FORENSIC AUDIT FOLLOWING RECEIPT OF FOI REQUEST	2832.59
EFT29394	23/05/2013	CRABBS KALAMUNDA (IGA)	GROCERY SUPPLIES	627.58
EFT29395	23/05/2013	KALAMUNDA DISTRICTS SWIMMING CLUB (INC)	HALL AND KEY BOND REFUND	550.00
EFT29396	23/05/2013	STAGE FX	TECHNICIAN SERVICES FOR VARIOUS EVENTS	1036.00
EFT29397	23/05/2013	FORRESTFIELD FOOTBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	845.00
EFT29398	23/05/2013	WESTRAL HOME IMPROVEMENTS	SUPPLY OF CRIMS SAFE SECURITY SCREEN - STAINLESS STEEL MESH FOR KITCHEN AREA	829.00
EFT29399	23/05/2013	DALE ALCOCK HOMES PTY LTD	FOOTPATH DEPOSIT REFUND	700.00
EFT29400	23/05/2013	KALAMUNDA VOLUNTEER BUSHFIRE BRIGADE	REIMBURSEMENT COSTS FOR CATERING - BFAC	220.00
EFT29401	23/05/2013	HILLS BMX CLUB (INC)	KIDSPORT FUNDING FOR VARIOUS PLAYERS	294.00
EFT29402	23/05/2013	WATTLE GROVE VETERINARY HOSPITAL	VETERINARY FEES	60.00

Chq/EFT	Date	Name	Description	Amount \$
EFT29403	23/05/2013	ASHMY PTY LTD	FOOTPATH DEPOSIT REFUND	1000.00
EFT29404	23/05/2013	GEM CAMERA CLUB INC	KALAMUNDA PHOTOGRAPHY WORKSHOP	500.00
EFT29405	23/05/2013	PLUNKETT HOMES	FOOTPATH DEPOSIT REFUND	796.41
EFT29406	23/05/2013	WACKER NEUSON AUSTRALIA PTY LTD	PLANT / VEHICLE PARTS	135.01
EFT29407	23/05/2013	GCS SERVICES	PLUMBING SERVICES TO REPAIR FAULTY URN IN KITCHEN AREA - ADMINISTRATION BUILDING	1058.20
EFT29408	23/05/2013	AUSTRALIAN LIBRARY AND INFORMATION ASSOCIATION	LIBRARY SUPPLIES	135.00
EFT29409	23/05/2013	NORTON DISTRIBUTION PTY LTD	DRAINAGE SUPPLIES FOR VARIOUS LOCATIONS	739.20
EFT29410	23/05/2013	ST JOHN AMBULANCE AUSTRALIA (WA) INC	SUPPLY OF FIRST AID ITEMS AND FIRST AID COVER AT RAMP IT UP	633.18
EFT29411	23/05/2013	COMMISSIONER OF POLICE	VOLUNTEER POLICE CHECKS	65.00
EFT29412	23/05/2013	SWAN MARQUEES AND PARTY HIRE	MARQUEE & EQUIPMENT HIRE FOR RAMP IT UP 2013	1641.00
EFT29413	23/05/2013	HAWLEY'S BOBCAT SERVICE	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	6842.00
EFT29414	23/05/2013	CURTIN UNIVERSTY	PROVISION OF RESEARCH AND ANALYSIS SERVICES FOR SPECIALIST FIFO SERVICES AT PROPOSED COMMUNITY FACILITY IN FORRESTFIELD	6820.00
EFT29415	23/05/2013	WILD SEASONS FLOWERS PTY LTD	FLOWER ARRANGEMENTS	175.00
EFT29416	23/05/2013	MALCOLM DAVID RUSSELL	RATES REFUND	597.88
EFT29417	23/05/2013	HIGH WYCOMBE JUNIOR FOOTBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	2100.00
EFT29418	23/05/2013	KALAMUNDA & DISTRICTS BASKETBALL ASSOCIATION INC	KIDSPORT FUNDING FOR VARIOUS PLAYERS	2420.00
EFT29419	23/05/2013	TOTAL PACKAGING (WA) PTY LTD	SUPPLY OF DOG LITTER BAGS	2574.00
EFT29420	23/05/2013	WEST AUSTRALIAN YOUNG READERS BOOK AWARD	LIBRARY SUPPLIES	74.00
EFT29421	23/05/2013	AABEL LINE MARKING	LINE MARKING FOR VARIOUS LOCATIONS	4060.82

Chq/EFT	Date	Name	Description	Amount \$
EFT29422	23/05/2013	ANIMAL CARE EQUIPMENT & SERVICES PTY LTD	DOG POUND SUPPLIES	398.37
EFT29423	23/05/2013	CYCLING WESTERN AUSTRALIA	BE ACTIVE CYCLE INSTEAD BIKE SKILLS PROGRAM WORKSHOP AND ASSISTANCE AT BIKE WEEK EVENT	300.00
EFT29424	23/05/2013	J CORP PTY LTD	FOOTPATH DEPOSIT REFUND	700.00
EFT29425	23/05/2013	ICON-SEPTECH	DRAINAGE SUPPLIES FOR VARIOUS LOCATIONS	3071.82
EFT29426	23/05/2013	DICK SMITH ELECTRONICS	ELECTRICAL SUPPLIES	180.94
EFT29427	23/05/2013	SOUTHERN SCENE PTY LTD	LIBRARY SUPPLIES	47.14
EFT29428	23/05/2013	ORBIT HEALTH & FITNESS SOLUTIONS	SPORTING EQUIPMENT SUPPLIES	1811.70
EFT29429	23/05/2013	THE FARM SHOP (WA) PTY LTD	GARDEN / RESERVE SUPPLIES	2986.07
EFT29430	23/05/2013	AGAINST THE GRAIN BUILDING MAINTENANCE	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	148.50
EFT29431	23/05/2013	B & J CATALANO PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	16699.61
EFT29432	23/05/2013	HILL TOP GROUP PTY	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	32401.45
EFT29433	23/05/2013	EARTHCARE LANDSCAPES	PROGRESS PAYMENT - WATTLE GROVE DISCOVERY PLAYSPACE	98820.77
EFT29434	23/05/2013	EDDESA SETTLEMENTS	RATES REFUND	644.72
EFT29435	23/05/2013	ABCO PRODUCTS	SUPPLY OF 10 JUMBO RESERVE DISPENSERS AND 2 WHITE EDCO PEDAL BIN	646.12
EFT29436	23/05/2013	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LTD	HIRE OF TEMPORARY STAFF FOR ADMIN / DEPOT	915.20
EFT29437	23/05/2013	FREEDOM POOLS	FOOTPATH DEPOSIT REFUND	1000.00
EFT29438	23/05/2013	LIONS CLUB OF LESMURDIE (INC)	BBQ COST FOR WORKSHOP SATURDAY 13 APRIL 2013	260.00
EFT29439	23/05/2013	TRILOGY SERVICING PTY LTD	AIRCONDITIONING MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	3917.54
EFT29440	23/05/2013	CELEBRATION HOMES	FOOTPATH DEPOSIT REFUND	1000.00

Chq/EFT	Date	Name	Description	Amount \$
EFT29441	23/05/2013	GYMCARE	GYM EQUIPMENT REPAIRS / MAINTENANCE	411.68
EFT29442	23/05/2013	QUICK CORPORATE AUST PTY LTD	STATIONERY & OFFICE SUPPLIES	5975.42
EFT29443	23/05/2013	STS HEALTH	SERVICE STERILISER EQUIPMENT AT JACK HEALEY CENTRE	775.19
EFT29444	23/05/2013	PLAYMASTER PTY LTD	SUPPLY AND INSTALLATION OF PLAYGROUND EQUIPMENT	5703.50
EFT29445	23/05/2013	COMMUNITY NEWSPAPER GROUP LTD	ADVERTISING FOR VARIOUS JOBS AND EVENTS	4259.28
EFT29446	23/05/2013	FREDERICK GOWLAND	RATES REFUND	468.52
EFT29447	23/05/2013	WREN OIL	WASTE OIL RECYCLING - DISPOSAL FEES	139.15
EFT29448	23/05/2013	HIGHBURY HOMES (WA) PTY LTD	SEPTIC TANK INSPECTION FEE REFUND	113.00
EFT29449	23/05/2013	BIG W (AR W1.C3.U.07)	LIBRARY SUPPLIES - BOOKS, MUSIC & DVD'S	347.82
EFT29450	23/05/2013	PRIME CORPORATE PSYCHOLOGY SERVICES P/L	EMPLOYEE ASSISTANCE PROGRAMME	170.50
EFT29451	23/05/2013	BOC LIMITED	GAS BOTTLES	852.42
EFT29452	23/05/2013	DUN & BRADSTREET (AUSTRALIA) PTY LTD	DEBT COLLECTION FEES FOR RATES	9974.69
EFT29453	23/05/2013	AUSTIN COMPUTERS	SUPPLY OF COMPUTERS / ACCESSORIES	310.00
EFT29454	23/05/2013	CONCEPT MEDIA (KEY FACTORS)	ADVERTISEMENT FOR GRACE BARBE CONCERT - APRIL EDITION	275.00
EFT29455	23/05/2013	VICKI PHILIPPOFF SETTLEMENTS	RATES REFUND	1029.88
EFT29456	23/05/2013	FOOD TECHNOLOGY SERVICES PTY LTD	HIRE OF TEMPORARY STAFF FOR HEALTH DEPARTMENT	2435.40
EFT29457	23/05/2013	JAYNE YASMIN MCPHERSON	RATES REFUND	323.44
EFT29458	23/05/2013	ALL EARTH GROUP PTY LTD	GREEN WASTE REMOVAL / WASTE RECYCLING CHARGES	4541.98
EFT29459	23/05/2013	TACTILE INDICATORS PTY LTD	SUPPLY OF PAVING BRICKS FOR BUS SHELTERS	600.00
EFT29460	23/05/2013	TRACEY DOREEN SWAN	RATES REFUND	689.99
EFT29461	23/05/2013	COCA-COLA AMATIL (AUST) PTY LTD	KIOSK SUPPLIES FOR HARTFIELD RECREATION CENTRE	1528.56
EFT29462	23/05/2013	CONFECT - EXPRESS	KIOSK SUPPLIES FOR HARTFIELD RECREATION	131.37

Chq/EFT	Date	Name	Description	Amount \$
			CENTRE	
EFT29463	23/05/2013	CORDELL INFORMATION PTY LTD	WA BUILDING COSTS GUIDE	775.50
EFT29464	23/05/2013	G FORCE PRINTING	SUPPLY OF PRINTED STATIONERY STOCK	2963.18
EFT29465	23/05/2013	T-QUIP	PLANT / VEHICLE PARTS	254.05
EFT29466	23/05/2013	LAC TRAN	CROSSOVER CONTRIBUTION	385.00
EFT29467	23/05/2013	HOSECO	PLANT / VEHICLE PARTS	867.37
EFT29468	23/05/2013	HILLS GOURMET	CATERING SUPPLIES	645.91
EFT29469	23/05/2013	DIRECT TRADES SUPPLY PTY LTD	HARDWARE SUPPLIES	3610.17
EFT29470	23/05/2013	WA PROFILING	PLANT AND EQUIPMENT HIRE	1072.50
EFT29471	23/05/2013	GREENWAY ENTERPRISES	GARDEN / RESERVE SUPPLIES	3472.22
EFT29472	23/05/2013	WA NATURALLY PUBLICATIONS/DEPARTMENT OF ENVIRONMENT & CONSERVATION	MERCHANDISE SUPPLIES FOR THE ZIG ZAG CULTURAL CENTRE	279.74
EFT29473	23/05/2013	CS LEGAL	RATES REFUND	229.72
EFT29474	23/05/2013	M2 TECHNOLOGY	MESSAGING SERVICES FOR HARTFIELD PARK RECREATION CENTRE	389.99
EFT29475	23/05/2013	SIGN-A -RAMA	SIGNAGE SUPPLY OF SML ROSTER SIGN - REFLECTIVE VINYL WITH DIGITAL PRINT LOGO	352.00
EFT29476	23/05/2013	MAYDAY EARTHMOVING	PLANT AND EQUIPMENT HIRE	704.00
EFT29477	23/05/2013	BGC CEMENT BAGGED PRODUCTS	ROAD MATERIALS SUPPLIES	1173.43
EFT29478	23/05/2013	INSIGHT CCS PTY LTD	AFTER HOURS ANSWERING SERVICES	2557.63
EFT29479	23/05/2013	PROJECT INDUSTRIES	REPAIRS TO PLANT / VEHICLE EQUIPMENT	775.50
EFT29480	23/05/2013	KALAMUNDA SWEEPING	ROAD / PATH SWEEPING AT VARIOUS LOCATIONS	6375.63
EFT29481	23/05/2013	SNAP PRINTING - MIDLAND	PRINTING OF BUSINESS CARDS FOR VARIOUS STAFF	936.00
EFT29482	23/05/2013	HUGHES BUILDERS PTY LTD	FOOTPATH DEPOSIT REFUND	1000.00
EFT29483	23/05/2013	EASTERN REGION SECURITY	SECURITY SERVICES TO VARIOUS SHIRE BUILDINGS	6356.21
EFT29484	23/05/2013	G.D.CHARLTON	PODIATRY SERVICES AT JACK HEALEY CENTRE	1350.54

Chq/EFT	Date	Name	Description	Amount \$
EFT29485	23/05/2013	WEBSITE WEED & PEST PTY LTD	WEED CONTROL AT VARIOUS LOCATIONS	440.00
EFT29486	23/05/2013	POS DISPLAYS PTY LTD	POINT OF SALE DISPLAYS	1612.80
EFT29487	23/05/2013	JOMAR CONTRACTING	FENCING INSTALLATION / REPAIRS	4444.00
EFT29488	23/05/2013	KALAMUNDA EASTERN SUNS BASKETBALL	KIDSPORT FUNDING FOR VARIOUS PLAYERS	220.00
EFT29489	23/05/2013	KEMPE FLUIDAIR PTY LTD	PLANT / VEHICLE PARTS	184.80
EFT29490	23/05/2013	SECURE TRAFFIC	TRAFFIC MANAGEMENT FOR VARIOUS LOCATIONS	6195.75
EFT29491	23/05/2013	JACKSON MCDONALD LAWYERS	LEGAL EXPENSES	4045.58
EFT29492	23/05/2013	GOLDY HOLDEN & SUZUKI - KOMET PTY LTD	PLANT / VEHICLE PARTS	65.00
EFT29493	23/05/2013	EASIFLEET MANAGEMENT	STAFF CONTRIBUTIONS TO NOVATED LEASES	11026.43
EFT29494	23/05/2013	HUMES	DRAINAGE SUPPLIES FOR VARIOUS LOCATIONS	2981.18
EFT29495	23/05/2013	TOUFIC PETER CHAHIN	RATES REFUND	635.00
EFT29496	23/05/2013	NIAMH O'REILLY	HALL BOND REFUND	300.00
EFT29497	23/05/2013	ALLAN DAVIES & TREVOR CHUDLEIGH ARCHITECTS	ARCHITECTURAL SERVICES FOR OPERATIONS CENTRE	627.00
EFT29498	23/05/2013	BOYA EQUIPMENT PTY LTD	PLANT / VEHICLE PARTS	584.22
EFT29499	23/05/2013	THE CHAIR DOCTOR WA PTY LTD	OFFICE FURNITURE REPAIRS	1810.00
EFT29500	23/05/2013	AUSTRALIAN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1213.74
EFT29501	23/05/2013	ROAD SIGNS AUSTRALIA (ALLPACK SIGNS)	TRAFFIC PROTECTION PRODUCTS / SIGNAGE	457.60
EFT29502	23/05/2013	MULTILEC ENGINEERING	QUARTERLY SERVICING & TESTING OF LIFTS	1650.00
EFT29503	23/05/2013	KARYN ACTON	HALL AND KEY BOND REFUND	350.00
EFT29504	23/05/2013	HOLCIM AUSTRALIA PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	2167.47
EFT29505	23/05/2013	BEST CONSULTANTS PTY LTD	ELECTRICAL DESIGN AND ENGINEERING FOR THE PROPOSED SPORTS LIGHTING UPGRADE AT MAIDA VALE RESERVE	330.00
EFT29506	23/05/2013	LESMURDIE ARTS & CRAFTS INC	HALL AND KEY BOND REFUND	350.00
EFT29507	23/05/2013	PETER TUCATS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	238.92
EFT29508	23/05/2013	DRAINFLOW SERVICES PTY LTD	CLEANING / MAINTAINING STORM WATER DRAINS	12762.20

Chq/EFT	Date	Name	Description	Amount \$
EFT29509	23/05/2013	BINDALE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	68.15
EFT29510	23/05/2013	CHRIS ANTILL PLANNING & URBAN DESIGN CONSULTANT	FEE PROPOSAL FOR PREPARING ADVERTISING MATERIAL - LOCAL HOUSING STRATEGY	14850.00
EFT29511	23/05/2013	NEVERFAIL SPRINGWATER LTD (PETER ANDERTON CEN)	BOTTLED WATER SUPPLIES / MAINTENANCE	22.50
EFT29512	23/05/2013	BRETT ROBERT CLARK	RATES REFUND	195.35
EFT29513	23/05/2013	MARRA & ASSOCIATES	ENGINEER CERTIFICATION, INSPECTION AND RECOMMENDED REMEDIAL WORKS	385.00
EFT29514	23/05/2013	LIBERTY OIL WESTERN AUSTRALIA PTY LTD	SUPPLY OF FUEL	32579.57
EFT29515	23/05/2013	MICHAEL & JOANNE HOCKING	FOOTPATH DEPOSIT REFUND	1000.00
EFT29516	23/05/2013	CONTRAFLOW	TRAFFIC MANAGEMENT FOR VARIOUS LOCATIONS	1195.70
EFT29517	23/05/2013	SUPERIOR LAWNS AUSTRALIA	RESERVE / GARDEN SUPPLIES	700.00
EFT29518	23/05/2013	PH CONCRETE	FOOTPATH MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	49776.44
EFT29519	23/05/2013	IDEAL HOMES PTY LTD	FOOTPATH DEPOSIT REFUNDS	1400.00
EFT29520	23/05/2013	GUNDRY'S CARPET CHOICE	SUPPLY & LAY EXPONA SUPERPLANK IN CARDIO AREA OF GYM AT HARTFIELD RECREATION CENTRE AND CARPET AT WOODLUPINE COMMUNITY CENTRE	4554.00
EFT29521	23/05/2013	KALAMUNDA UNITED FOOTBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	400.00
EFT29522	23/05/2013	UNIQCO (WA) PTY LTD	UNIFLEET ANNUAL ACCESS FEE FROM 01/06/13 - 30/05/14	13750.00
EFT29523	23/05/2013	JOHN CARNEY	KEY BOND REFUND	50.00
EFT29524	23/05/2013	BUILDING SOLUTIONS	FOOTPATH DEPOSIT REFUND	1200.00
EFT29525	23/05/2013	BENCHMARK MAINTENANCE SERVICES	CONTRACTOR BUILDING MAINTENANCE VARIOUS BUILDINGS	1805.00
EFT29526	23/05/2013	CHRISTIE & GP DALY	BIRTHDAY PARTY BOND REFUND AT HARTFIELD PARK RECREATION CENTRE	50.00

Chq/EFT	Date	Name	Description	Amount \$
EFT29527	23/05/2013	FONZ'S BOBCAT & TRUCK HIRE	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	7399.45
EFT29528	23/05/2013	BEAVER TREE SERVICES	TREE REMOVAL / PRUNING FOR VARIOUS LOCATIONS	13748.90
EFT29529	23/05/2013	MAGGIES NETBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	600.00
EFT29530	23/05/2013	VISION SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	715.15
EFT29531	23/05/2013	KALEIDOSCOPE CRAFT KITS	DRY CLEANING / WASHING SERVICES FOR HARTFIELD PARK RECREATION CENTRE	80.00
EFT29532	23/05/2013	POCKETPHONE COMMUNICATIONS	PLANT / VEHICLE PARTS	1235.00
EFT29533	23/05/2013	ACCESS OFFICE INDUSTRIES	LIBRARY SUPPLIES	852.40
EFT29534	23/05/2013	KENNARDS TRAFFIC MANAGEMENT WA	HIRE OF MESSAGE BOARDS - RE: ANZAC MARCH & DAWN SERVICE	1440.00
EFT29535	23/05/2013	BICYCLING WESTERN AUSTRALIA	KEY BOND REFUND	50.00
EFT29536	23/05/2013	AKA EVENTS HIRE	HIRE OF EQUIPMENT FOR RAMP IT UP 2013	2948.00
EFT29537	23/05/2013	OFFICINO	SUPPLY OF OFFICE FURNITURE	704.00
EFT29538	23/05/2013	DEPARTMENT OF HEALTH - HEALTH CORPORATE NETWORK	REGISTRATION FOR 1 STAFF TO ATTEND - MOSQUITO MANAGEMENT MANAGEMENT COURSE	1100.00
EFT29539	23/05/2013	FIRE 4 HIRE	VERGE / RESERVE MAINTENANCE AT VARIOUS LOCATIONS	1265.00
EFT29540	23/05/2013	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPYING CHARGES	12953.15
EFT29541	23/05/2013	FIRST 5 MINUTES PTY LTD	BACK TO BACK WARDEN TRAINING AND EVACUATION DRILLS AT VARIOUS LOCATIONS	1650.00
EFT29542	23/05/2013	STARDATA PTY LTD	MAINTENANCE AGREEMENT	1246.09
EFT29543	23/05/2013	AARON J STIRK	TECHNICIAN SERVICES FOR VARIOUS EVENTS	247.50
EFT29544	23/05/2013	UNIQUE WASTE MANAGEMENT SERVICES	HIRE OF TRUCK AND OPERATOR TO TRANSPORT 26 M3 HOOK LIFT WASTE BINS FROM WALLISTON TRANSFER STATION TO VARIOUS SITES	4215.75
EFT29545	23/05/2013	IT MANAGEMENT ASSOCIATES	CONSULTANT SERVICES - IT SUPPORT SERVICES	275.00

Chq/EFT	Date	Name	Description	Amount \$
EFT29546	23/05/2013	CONSOLIDATED TRAINING	REGISTRATION FOR 2 STAFF TO ATTEND - SKID STEER LOADER (BOBCAT) COURSE	1980.00
EFT29547	23/05/2013	BETA SOUVENIRS	SUPPLY OF VARIOUS MERCHANDISE FOR ZIG ZAG CULTURAL CENTRE	411.19
EFT29548	23/05/2013	STRATEGEN ENVIRONMENTAL CONSULTANTS	SERVICES REQUIRED FOR UNDERTAKING MORRISON OVAL CLEANING APPLICATION AND WATER MONITORING AT MOIRA AVENUE	1559.25
EFT29549	23/05/2013	MD RAHIS UDDIN	CROSSOVER CONTRIBUTION	385.00
EFT29550	23/05/2013	PRARTHON JONES	KEY BOND REFUND	50.00
EFT29551	23/05/2013	AROUNDABOUT GARDENING SERVICES	VERGE / GARDEN MAINTENANCE FOR VARIOUS LOCATIONS	3080.00
EFT29552	23/05/2013	WA SPECIAL NEEDS CHILDREN'S CHRISTMAS PARTY	SPONSORSHIP OF ANNUAL CHRISTMAS PARTY FOR WA SPECIAL NEEDS CHILDREN	330.00
EFT29553	23/05/2013	LEWIS FAMILY TRUST	BUILDING MAINTENANCE TELEPHONE / SECURITY LINE REPAIR WORK - KALAMUNDA PERFORMING ARTS CENTRE	132.00
EFT29554	23/05/2013	HEY PRESTO ENTERTAINMENT	ENTERTAINMENT - MAGIC SHOW AT LESMURDIE LIBRARY	220.00
EFT29555	23/05/2013	BIODIVERSAFETY PTY LTD	TREATMENT OF LOVE GRASS AT VARIOUS LOCATIONS	5250.00
EFT29556	23/05/2013	SPEEDIMPEX AUSTRALIA PTY LTD	12 MONTH SUBSCRIPTION TO COUNTRY LIVING UK	228.90
EFT29557	23/05/2013	AMCOR RECYCLING	WASTE CARDBOARD RECYCLING CHARGE	189.20
EFT29558	23/05/2013	DYMOCKS MIDLAND GATE	LIBRARY SUPPLIES	326.68
EFT29559	23/05/2013	SAFE T CARD AUSTRALIA PTY LTD	MONTHLY CHARGES FOR SAFE T CARD	33.00
EFT29560	23/05/2013	FOXTEL	MONTHLY FEES - BUSINESS PACKAGE - HARTFIELD PARK	200.00
EFT29561	23/05/2013	TANGOS NETBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	800.00
EFT29562	23/05/2013	KALAJOS SCHOOL OF GYMNASTICS	KIDSPORT FUNDING FOR VARIOUS PLAYERS	400.00
EFT29563	23/05/2013	FORRESTFIELD FLAMES NETBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	400.00

Chq/EFT	Date	Name	Description	Amount \$
EFT29564	23/05/2013	INSPIRED BY NATURE	REIMBURSEMENT FOR TIP FEES AND BLOCKS FOR COMMUNITY GARDEN SITE. GIY KALAMUNDA GROUP	300.00
EFT29565	23/05/2013	ELECTRICAL TEST TAG & INSPECTION SERVICES (ETTIS)	ELECTRICAL TAG TESTING AT VARIOUS LOCATIONS	1131.24
EFT29566	23/05/2013	JOHN JINDRICH	CROSSOVER CONTRIBUTION	385.00
EFT29567	23/05/2013	SAINT BRIGID'S NETBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	330.00
EFT29568	23/05/2013	BELMONT JUNIOR FOOTBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	380.00
EFT29569	23/05/2013	MPJ (WA) PTY LTD	SUPERANNUATION CONTRIBUTIONS	414.00
EFT29570	23/05/2013	ROCKWATER PTY LTD	PROVIDE STAGE 2 OF HYDROLOGEOLOGIST STUDY FOR HARTFIELD PARK WATER PROOFING STRATEGY	11902.00
EFT29571	23/05/2013	CIC EVENTS MANAGEMENT	TOUR DE PERTH 2013 SPONSORSHIP	5500.00
EFT29572	23/05/2013	KALAMUNDA DISTRICTS RUGBY UNION CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	880.00
EFT29573	23/05/2013	ART GUIDE AUSTRALIA	ART GUIDE WEBSITE BANNER	242.00
EFT29574	23/05/2013	REFLECTIONS WINDOW CLEANING	PROVIDE WINDOW CLEANING SERVICES AT VARIOUS LOCATIONS	1050.00
EFT29575	23/05/2013	CUROST MILK SUPPLY	MILK SUPPLY FOR ADMINISTRATION AND DEPOT	210.68
EFT29576	23/05/2013	DFP RECRUITMENT SERVICES PTY LTD	HIRE OF TEMPORARY STAFF	5785.41
EFT29577	23/05/2013	KJERSTIN BJELLAND	MONTHLY RENTAL OF LOTS 918 & 919 MONARCH WAY WATTLE GROVE	3160.00
EFT29578	23/05/2013	DEMENTIA CARE AUSTRALIA	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT ZIG ZAG CULTURAL CENTRE	300.00
EFT29579	23/05/2013	LESMURDIE WARRIORS NETBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	190.00
EFT29580	23/05/2013	FLOORGUARD	SANDING AND FINISHING PARQUETRY FLOOR AT PICKERING BROOK SPORTS CLUB AND LINEMARKING OF SQUASH COURTS AT HARTFIELD PARK RECREATION CENTRE	6759.00

Chq/EFT	Date	Name	Description	Amount \$
EFT29581	23/05/2013	GRANT THORNTON AUSTRALIA LTD	PROFESSIONAL SERVICES - FBT CONSULTANCY	2926.00
EFT29582	23/05/2013	MPK TREE SERVICES	TREE REMOVAL / BRANCH PRUNING AT VARIOUS LOCATIONS	11159.50
EFT29583	23/05/2013	JASON BURNS HOMES	FOOTPATH DEPOSIT REFUND	700.00
EFT29584	23/05/2013	AMANDA & ARRON WALKOM	FOOTPATH DEPOSIT REFUND	1000.00
EFT29585	23/05/2013	TURFWORKS WA PTY LTD	MOWING OF TURF GRASS ON RESERVES	13884.00
EFT29586	23/05/2013	WILD THINGS ANIMAL CONTROL SOLUTIONS	FOX AND RABBIT CONTROL - MAIDA VALE RESERVE	1760.00
EFT29587	23/05/2013	BE PROJECTS (WA) PTY LTD	PROGRESS CALIM 3 - KALAMUNDA WATER PARK - DISABLED TOILET WITH ACCESS	19057.95
EFT29588	23/05/2013	A1 TROJAN PEST CONTROL	PEST CONTROL SERVICES AT VARIOUS LOCATIONS	5129.00
EFT29589	23/05/2013	BLACK COCKATOO PRESERVATION SOC	COCKATOO CLUEDO WORKSHOP AT GOOSEBERRY HILL HALL	132.00
EFT29590	23/05/2013	EQUIPCO	SUPPLY OF FUEL TANK AND FITTINGS FOR THE DEPOT	4309.80
EFT29591	23/05/2013	ELIZABETH RICHARDS SCHOOL SUPPLIES PTY LTD	LIBRARY SUPPLIES	380.00
EFT29592	23/05/2013	URBIS PTY LTD	LANDSCAPE PLAN FOR ANDERSON ROAD RESERVE	2989.31
EFT29593	23/05/2013	PROMACO GEODRAFT	CARTOGRAPHY SERVICES FOR PERTH HILLS MAP UPDATE	2210.00
EFT29594	23/05/2013	QUALITY MARINE COATING SYSTEMS PTY LTD	HIRE OF SPRAY UNIT TO REMOVE LINEMARKING MEAD STREET, KALAMUNDA	3520.00
EFT29595	23/05/2013	FALLS RD NETBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	130.00
EFT29596	23/05/2013	KATRINA LEAH GIGLIA	GROUP FITNESS CLASSES INSTRUCTOR	45.43
EFT29597	23/05/2013	TALIS CONSULTANTS	UNDERTAKE REVIEW OF SHIRE OF KALAMUNDA ENGINEERING STRUCTURE	2475.00
EFT29598	23/05/2013	KATALIN DOBOS	SALE OF ARTWORK - BALANCE OF PAYMENT FROM ESORDIO EXHIBITION	31.50
EFT29599	23/05/2013	JULIA SUTTON	SALE OF ARTWORK - BALANCE OF PAYMENT FOR ESORDIO EXHIBITION	247.52

Chq/EFT	Date	Name	Description	Amount \$
EFT29600	23/05/2013	PROTECTIVE CASES	SUPPLY OF PROTECTIVE CASE FOR CAMERA & LASER CASES	385.00
EFT29601	23/05/2013	RIDING FOR THE DISABLED - HILLS GROUP	KIDSPORT FUNDING FOR VARIOUS PLAYERS	600.00
EFT29602	23/05/2013	STAN THE TYRE MAN (STAN'S TYRE SERVICE WA)	PLANT / VEHICLE PARTS	3014.00
EFT29603	23/05/2013	DATACOM SYSTEMS (WA) PTY LTD	IT INFRASTRUCTURE AUDIT	51245.59
EFT29604	23/05/2013	AUSTRALIAN MOBILE RADIO	SUPPLY OF ROAD SAFETY EQUIPMENT	946.00
EFT29605	23/05/2013	HUMMINGBIRD ELECTRONICS PTY LTD	SUPPLY OF TOOLS FOR ACCURATE ROAD MEASUREMENTS	1663.20
EFT29606	23/05/2013	IMPREST BUSINESS SERVICES	SUPPLY OF PROMOTIONAL MATERIAL	648.00
EFT29607	23/05/2013	SMARTGOV PTY LTD	SERVICE REVIEW KIT - MANUAL FOR UNDERTAKING A SERVICE REVIEW, INCLUDES PROCEDURES, TEMPLATES AND REGISTERS	1200.00
EFT29608	23/05/2013	WOBBLYJULES INVESTMENTS FUND	SUPERANNUATION CONTRIBUTIONS	196.22
EFT29609	23/05/2013	THORNIE HAWKS SOFTBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	190.00
EFT29610	23/05/2013	GOSNELLS HAWKS BASEBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	195.00
EFT29611	23/05/2013	HILDA KLAP	SALE OF ARTWORK - BLANC ET NOIR EXHIBITION	434.00
EFT29612	23/05/2013	PRINTMAKERS ASSOCIATION OF WA	BOND REFUND FOR THE USE OF THE GALLERY ROOM AT ZIG ZAG CULTURAL CENTRE	500.00
EFT29613	23/05/2013	JANE COFFEY & ASSOCIATES	CONDUCT OF ROLE EVALUATION SESSIONS FOR TEAM LEADERS, LEADING HANDS AND SUPERVISORS	572.00
EFT29614	23/05/2013	LINZI DOHERTY	FEE REFUND - CHARGED TWICE	30.00
EFT29615	23/05/2013	MULDOON TILES	SUPPLY OF FLOOR TILES FOR KALAMUNDA WATER PARK	826.10
EFT29616	23/05/2013	NICOLE HOWE	CROSSOVER CONTRIBUTION	385.00
EFT29617	23/05/2013	ARROW ELECTRICAL SERVICES PTY LTD	FINAL PAYMENT FOR THE SUPPLY A GENERATOR AND 1 x GENSET MAINS TRANSFER SWITCH	12622.50
EFT29618	23/05/2013	EMDADUL HAQUE & RIFAT ARA	CROSSOVER CONTRIBUTIONS	385.00
EFT29619	23/05/2013	ALLEASING PTY LTD	HARTFIELD PARK GYM STRENGTH EQUIPMENT LEASE	3396.50

Chq/EFT	Date	Name	Description	Amount \$
EFT29620	23/05/2013	DARLING RANGE HORSE & PONY CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	200.00
EFT29621	23/05/2013	WEST RISE BASKETBALL	CONTRIBUTION TO MEDALS / TROPHIES FOR PARTICIPANTS OF WEST RISE BASKETBALL CARNIVAL FOR STUDENTS WITH DISABILITIES	400.00
EFT29622	23/05/2013	THE BUSINESS MASTERY INSTITUTE	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT ZIG ZAG CULTURAL CENTRE	300.00
EFT29623	23/05/2013	CARMEN COX	PART REFUND FOR SESSION BLOCK AT HARTFIELD PARK RECREATION CENTRE	207.80
66674	09/05/2013	HOSPITAL BENEFIT FUND OF WA	PAYROLL DEDUCTIONS	363.45
66675	09/05/2013	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	206.10
66676	09/05/2013	MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	388.00
66677	09/05/2013	TELSTRA CORPORATION	TELEPHONE EXPENSES	18954.75
66678	09/05/2013	WATER CORPORATION	WATER EXPENSES	1438.00
66679	09/05/2013	BCITF	LEVY FEE APRIL 2013	31684.22
66680	09/05/2013	SYNERGY	POWER CHARGES	4425.25
66681	09/05/2013	ALINTA ENERGY	GAS CHARGES	328.30
66682	09/05/2013	BUILDING COMMISSION	BUILDING LEVY FEB 2013 - APRIL 2013	11562.16
66683	09/05/2013	DEPARTMENT OF TRANSPORT	TRANSFER VEHICLE AND LICENCE	37.20
66684	09/05/2013	CASH - KALAMUNDA LIBRARY	PETTY CASH REIMBURSEMENT	198.95
66685	09/05/2013	CASH - FORRESTFIELD LIBRARY	PETTY CASH REIMBURSEMENT	97.45
66686	09/05/2013	WESTSCHEME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	551.83
66687	09/05/2013	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	904.98
66688	09/05/2013	AMP RETIREMENT SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	246.15
66689	09/05/2013	COGNET NOMINEES PTY LTD ACF MAP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	90.86
66690	09/05/2013	COLONIAL 1ST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	863.40
66691	09/05/2013	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	636.12
66692	09/05/2013	AMPLIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	86.45

Chq/EFT	Date	Name	Description	Amount \$
66693	09/05/2013	CASH - MEALS ON WHEELS	PETTY CASH REIMBURSEMENT	735.05
66694	09/05/2013	CASH - LESMURDIE LIBRARY	PETTY CASH REIMBURSEMENT	186.66
66695	09/05/2013	CASH - KALAMUNDA HACC	PETTY CASH REIMBURSEMENT	306.55
66696	09/05/2013	ANZ SUPER ADVANTAGE	SUPERANNUATION CONTRIBUTIONS	190.47
66697	09/05/2013	AMP SUPER LEADER	SUPERANNUATION CONTRIBUTIONS	87.28
66698	09/05/2013	CASH - HIGH WYCOMBE LIBRARY	PETTY CASH REIMBURSEMENT	145.48
66699	09/05/2013	UNISUPER	SUPERANNUATION CONTRIBUTIONS	246.92
66700	09/05/2013	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	185.85
66701	09/05/2013	AUSTRALIAN RETIREMENT FUND - ARF ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	115.60
66702	09/05/2013	COMMONWEALTH SUPERSELECT	SUPERANNUATION CONTRIBUTIONS	117.60
66703	09/05/2013	RYAN POVAH	DONATION OF PRIZE MONEY - THIRD PRIZE FOR BANNERS IN THE TERRACE DESIGN COMP 2013	70.00
66704	09/05/2013	CASH - ZIG ZAG CULTURAL CENTRE	PETTY CASH REIMBURSEMENT	113.75
66705	09/05/2013	MACQUARIE WRAP	SUPERANNUATION CONTRIBUTIONS	490.08
66706	09/05/2013	WATER CORPORATION SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	121.74
66707	09/05/2013	OLIVIA DAVISON	DONATION OF PRIZE MONEY - SECOND PRIZE FOR BANNERS IN THE TERRACE DESIGN COMP 2013	70.00
66708	09/05/2013	RILEY HUGHES	DONATION OF PRIZE MONEY - FIRST PRIZE FOR BANNERS IN THE TERRACE DESIGN COMP 2013	175.00
66709		CHEQUE CANCELLED - PRINTER MALFUNCTION		
66710		CHEQUE CANCELLED - PRINTER MALFUNCTION		
66711		CHEQUE CANCELLED DUE TO INCORRECT AMOUNT		
66712	10/05/2013	ARROW ELECTRICAL SERVICES PTY LTD	PART PAYMENT FOR SUPPLY OF BACKUP GENERATOR AND 1 x GENSET MAINS TRANSFER	12622.50

Chq/EFT	Date	Name	Description	Amount \$
			SWITCH	
66713	15/05/2013	FINES ENFORCEMENT REGISTRY	FINES ENFORCEMENT REGISTRY	4042.00
66714	22/05/2013	HOSPITAL BENEFIT FUND OF WA	PAYROLL DEDUCTIONS	363.45
66715	22/05/2013	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	183.20
66716	22/05/2013	MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	426.80
66717	22/05/2013	TELSTRA CORPORATION	TELEPHONE EXPENSES	17199.06
66718	22/05/2013	WATER CORPORATION	WATER EXPENSES	1038.65
66719	22/05/2013	SYNERGY	POWER CHARGES	72441.09
66720	22/05/2013	ALINTA ENERGY	GAS CHARGES	1504.00
66721	22/05/2013	DIRECTOR OF LICENSING SERVICES	NUMBER PLATES	1485.00
66722	22/05/2013	CASH - ADMIN	PETTY CASH REIMBURSEMENT	715.20
66723	22/05/2013	DEPARTMENT OF REGIONAL DEVELOPMENT AND LANDS	ACQUISITION OF RESERVE 43471 CYGENT COURT HIGH WYCOMBE AND DOCUMENTATION PREPARATION & REGISTRATION FEES	9267.00
66724	22/05/2013	CASH - KALAMUNDA LIBRARY	PETTY CASH REIMBURSEMENT	54.95
66725	22/05/2013	CASH - FORRESTFIELD LIBRARY	PETTY CASH REIMBURSEMENT	114.57
66726	22/05/2013	CASH - HARTFIELD PARK	PETTY CASH REIMBURSEMENT	143.60
66727	22/05/2013	WESTSCHEME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	695.65
66728	22/05/2013	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	964.46
66729	22/05/2013	AMP RETIREMENT SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	230.76
66730	22/05/2013	COGNET NOMINEES PTY LTD ACF MAP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	87.08
66731	22/05/2013	COLONIAL 1ST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	872.04
66732	22/05/2013	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	763.75
66733	22/05/2013	AMPLIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	80.77
66734	22/05/2013	CASH - KALAMUNDA HACC	PETTY CASH REIMBURSEMENT	753.80

Chq/EFT	Date	Name	Description	Amount \$
66735	22/05/2013	CASH - LESMURDIE LIBRARY	PETTY CASH REIMBURSEMENT	86.69
66736	22/05/2013	ANZ SUPER ADVANTAGE	SUPERANNUATION CONTRIBUTIONS	190.47
66737	22/05/2013	AMP SUPER LEADER	SUPERANNUATION CONTRIBUTIONS	82.10
66738	22/05/2013	CASH - HIGH WYCOMBE LIBRARY	PETTY CASH REIMBURSEMENT	116.34
66739	22/05/2013	ING INTEGRA PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	144.23
66740	22/05/2013	UNISUPER	SUPERANNUATION CONTRIBUTIONS	246.92
66741	22/05/2013	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	184.86
66742	22/05/2013	AUSTRALIAN RETIREMENT FUND - ARF ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	111.99
66743	22/05/2013	COMMONWEALTH SUPERSELECT	SUPERANNUATION CONTRIBUTIONS	68.79
66744	22/05/2013	CASH - ZIG ZAG CULTURAL CENTRE	PETTY CASH REIMBURSEMENT	111.95
66745	22/05/2013	MACQUARIE WRAP	SUPERANNUATION CONTRIBUTIONS	490.08
66746	22/05/2013	WATER CORPORATION SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	304.34
66747	23/05/2013	SYNERGY	POWER CHARGES	5118.58
				3,222,475.21

Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

39. Rates Debtors Report for the Period Ended 31 May 2013

Previous Items	N/A
Responsible Officer	Director Corporate & Community Services
Service Area	Finance
File Reference	FI-DRS-004
Applicant	N/A
Owner	N/A

Attachment 1 Summary of Outstanding Rates for the period ended 31 May 2013

PURPOSE

1. To receive a report on rates debtors for the period ended 31 May 2013.

BACKGROUND

2. Attached is the report detailing rates debtors for the period ended 31 May 2013 (Attachment 1).
3. Rates notices were issued on 14 August 2012.
Instalment dates are as follows:

Option 1 (Full Payment)	By 18 September 2012
Option 2 (Two Instalments)	1 st Instalment Date by 18 September 2012 2 nd Instalment Date by 18 December 2012
Option 3 (Four Instalments)	1 st Instalment Date by 18 September 2012 2 nd Instalment Date by 19 November 2012 3 rd Instalment Date by 18 January 2013 4 th Instalment Date by 19 March 2013
4. A grace period of two weeks is given before closing the instalment period. Any amounts outstanding on those ratepayers with an instalment option are regarded as defaulted and essentially fall off from this arrangement. The Shire can accept a direct debit payment arrangement to finalise the balance or a special payment arrangement is made in extenuating circumstances. Strict protocols are maintained so that the Shire is seen to be fair and equitable to all ratepayers.
5. As noted on (Attachment 1), the Shire has collected 97.62% of the debt within eight and a half months. As a comparison, last year's collection rate was 96.18% even though rates notices were issued earlier.
6. Seventy Three letters of demand were sent in March 2013, 49 General Procedure Claims have been issued. Final notices have been sent for all outstanding instalments in early April 2013.

-
7. Interim rates raised to the month of May has been minimal with only \$4,744 being raised. No more interims will be raised as the database is prepared for the 2013/14 rates generation. On another note, the Shire is still awaiting valuation services from Landgate to determine the Ex-gratia amount due from the Dampier Bunbury pipeline. Department of Regional Development have been in contact regarding the delay in payment and have raised the issue that the rateable area according to them should be less than that recorded in the Shire's database.

DETAILS

Debt Recovery

8. Debt Recovery (Stage 1) – This stage involves the Debt Collection Agency sending a Letter of Demand to the defaulting ratepayer on behalf of the Shire.
9. As noted in Point 5, a total of 73 letters of demand have been sent to rate payers via the debt collection agency, Dun & Bradstreet. Some of these have now paid or have made direct debit arrangements with the Shire to settle their debts. 49 files have been sent for processing a General Procedure Claim as part of Stage 2 collection.
10. Debt Recovery (Stage 3) - this stage involves the issue of Property Seizure and Sale Orders ("PS&SO") with Dun & Bradstreet.
11. All of the 49 outstanding debts that remain with Dun & Bradstreet have had Judgement entered against them; 42 of these have now substantially paid their rates. Of the remaining, six have gone to PSSO stage.

STATUTORY AND LEGAL IMPLICATIONS

12. The Shire collects its rates debts in accordance with the *Local Government Act (1995) Division 6 – Rates and Service Charges under the requirements of subdivision 5 – Recovery of unpaid rates and service charges.*

POLICY IMPLICATIONS

13. Nil.

PUBLIC CONSULTATION/COMMUNICATION

14. Nil.

FINANCIAL IMPLICATIONS

15. Effective rates debt collection has enabled the Shire to benefit from improved cashflow and capacity to run its operations.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

Strategic Planning Implications

16. *Kalamunda Advancing: Strategic Community Plan to 2023*
OBJECTIVE 6.8 To ensure financial sustainability through the implementation of effective financial management, systems and plans.
Strategy 6.8.4 Provide effective financial services to support the Shire's operations and to meet sustainability planning, reporting and accountability requirements.

Sustainability Implications

Social Implications

17. Debt collection can have implications upon those ratepayers facing hardship and the Shire must ensure equity in its debt collection processes.

Economic Implications

18. Effective collection of all outstanding debtors leads to enhanced financial sustainability for the Shire.

Environmental Implications

19. Nil.

OFFICER COMMENT

20. The total amount outstanding as at 31 May 2013 is \$1,041,285 which includes deferred rates of \$420,385. All instalment payment dates have now passed leaving the above balance as collectable and represents 2.38 % of the rates balance.

Voting Requirements: Simple Majority

COMMITTEE RECOMMENDATION TO COUNCIL (C&C 39/2013)

That Council:

1. Receives the rates debtors report for the period ended 31 May 2013 (Attachment 1).

Moved: **Cr Geoff Stallard**

Seconded: **Cr Bob Emery**

Vote: **CARRIED UNANIMOUSLY (11/0)**

Attachment 1

**SHIRE OF KALAMUNDA
SUMMARY OF OUTSTANDING RATES
FOR THE PERIOD ENDED May 2013**

Rates Outstanding Debtors

	3rd Previous Year + Outstanding	2nd Previous Year Outstanding	Previous Year Outstanding	Current Outstanding	Total Outstanding	Previous Year Total Outstanding
31/01/2012	\$260,914	\$110,802	\$154,888	\$4,959,470	\$5,486,074	\$7,011,340
29/02/2012	\$259,617	\$105,398	\$139,395	\$2,183,852	\$2,688,263	\$4,559,161
31/03/2012	\$259,520	\$87,962	\$121,087	\$1,287,044	\$1,755,614	\$3,568,478
30/04/2012	\$259,496	\$86,468	\$114,770	\$900,448	\$1,361,182	\$1,683,884
31/05/2012	\$259,166	\$84,731	\$108,821	\$665,149	\$1,117,867	\$1,138,225
31/06/2012	\$258,050	\$79,620	\$99,766	\$535,703	\$973,139	\$860,256
31/07/2012		\$332,789	\$89,640	\$356,660	\$779,089	\$24,249,501
31/08/2012	\$328,059	\$86,156	\$288,226	\$21,696,002	\$22,398,443	\$20,577,566
30/09/2012	\$325,814	\$77,302	\$214,610	\$12,879,066	\$13,496,792	\$12,854,591
30/10/2012	\$322,288	\$92,829	\$188,433	\$12,218,828	\$12,822,377	\$11,877,663
30/11/2012	\$316,368	\$70,318	\$163,723	\$9,019,188	\$9,569,597	\$9,389,022
31/12/2012	\$311,157	\$693,373	\$147,761	\$7,478,618	\$8,630,908	\$8,348,304
31/01/2013	\$309,687	\$68,194	\$141,032	\$5,044,630	\$5,563,543	\$5,486,074
28/02/2013	\$304,179	\$59,643	\$124,553	\$4,035,243	\$4,523,618	\$2,688,263
31/03/2013	\$295,597	\$58,193	\$116,128	\$1,583,045	\$2,052,964	\$1,755,614
30/04/2013	\$292,434	\$56,413	\$111,911	\$998,374	\$1,459,132	\$1,361,182
31/05/2013	\$283,047	\$53,696	\$103,619	\$600,924	\$1,041,285	\$1,683,884
				\$600,924	\$600,924	
				\$600,924		

Total Rate Levied 2007/08	\$16,045,496
Total Rate Levied 2008/09	\$17,322,057
Total Rate Levied 2009/10	\$19,832,279
Total Rate Levied 2010/11	\$21,035,935
Rate Levied 2012/2013	\$25,289,378
	\$25,289,378
Back Rates Levied in 12/13	\$107,753
Less - Prepayments (SOY static)	
Number Rateable of Assessments	22,019
% of Current Rates Outstanding :	2.38%
Current Deferred Rates Amount (from Rate Reports)	\$420,385.84 Rates
Total Rates amount to be collected	\$620,899 Rates Only

Comment

The 2012/2013 Instalment Dates are as follows:

	4xinstalments	2xinstalments
1st Instalment	18.09.2012	18.09.2012
2nd Instalment	19.11.2012	18.12.2012
3rd Instalment	18.01.2013	
4th Instalment	19.03.2013	

Statistics as of 09/05/2013

16,814	Assessments - Paid in Full or who are in 'Credit' balance
3,735	Assessments - Not Yet Paid in Full (report only balances greater than \$2.00)
20,549	
1,123	Assessments - Paying via 2 x Instalment Option as at today
5,990	Assessments - Paying via 4 x Instalment Option as at today

Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

40. Review of Policy Register

Previous Items	N/A
Responsible Officer	Manager Governance
Service Area	Office of the CEO
File Reference	OR-CMA-001
Applicant	
Owner	
Attachment 1	List of Policies to be Revoked
Attachment 2	Council Policies to be Adopted
Attachment 3	Shire Policies to be Noted
Attachment 4	Management Procedures to be Noted

PURPOSE

1. To consider the outcome of the review of the Shire of Kalamunda Policy Register and:
 - Revoke unnecessary and out dated Policies.
 - Adopt new and revised Council Policies.
 - Note the new Management Procedures for Council Policies.
 - Note the new Shire Policies and their associated Management Procedures.

BACKGROUND

2. Section 2.7 of the *Local Government Act 1995* ("the Act") provides that the development and adoption of policies is a key part of the role of Council.
3. In addition, it is necessary for the Chief Executive Officer to develop policies to support his functions and responsibilities and provide direction and guidance to the administrative staff.

DETAILS

4. The Shire of Kalamunda Policy Register has been in need of a comprehensive review for some time to ensure that the policies are still relevant with respect to the Shire's current strategic direction and operational environment.
5. The current review has assessed all existing policies on this basis as well as incorporating recommendations arising out of recent forensic audits and other investigations.
6. It is proposed that the new Policy Register will be divided into two parts consisting of Council Policies and their associated Management Procedures and Shire Operational Policies and Management Procedures.
7. Additionally, the policy format was assessed for conciseness of direction and guidance as well as operational efficiency. As a consequence the format has been revised with the Policy Statement in a stand-alone document supported by a Management Procedure document.

-
8. This style of format is consistent with that of Acts adopted by Parliament, whereby a Head of Power is included in an Act and the specific detail and direction to make the Head of Power work is contained in Regulations.
 9. The first series of policies to be adopted and those identified as not being required (and should therefore be revoked) are now ready for consideration by Council.

STATUTORY AND LEGAL CONSIDERATIONS

10. Section 2.7 of the *Local Government Act 1995*.

POLICY CONSIDERATIONS

11. The review being undertaken is aimed at ensuring all policies are current and relevant to the strategic objectives of Council and the current operational environment of the Shire.

COMMUNITY ENGAGEMENT REQUIREMENTS

12. None of the policies proposed to be revoked or adopted have a direct impact on the community and it is therefore considered that specific engagement is not required.

FINANCIAL CONSIDERATION

13. There are no financial issues associated with the adoption or revocation of Policies.

STRATEGIC COMMUNITY PLAN

Strategic Planning Alignment

14. *Kalamunda Advancing: Strategic Community Plan to 2023*

OBJECTIVE 6.3 To lead, motivate and advance the Shire of Kalamunda.

Strategy 6.3.3 Regularly review the organisation's structure, policies and procedures in response to changing circumstances.

SUSTAINABILITY

Social Implications

15. Nil.

Economic Implications

16. Nil.

Environmental Implications

17. Nil.

RISK MANAGEMENT CONSIDERATIONS

18. The proposed new policies will provide better guidance and direction to staff and improve operational efficiency and management of risk. There is considered to be no operational risks attached to the policies to be revoked.

OFFICER COMMENT

19. The proposed new policies included with this Report have undergone a vigorous development and assessment process and are now considered in line with strategic objectives of the Council.
20. Further new and revised policies will be presented to Council as they are finalised.

Voting Requirements: Simple Majority

COMMITTEE RECOMMENDATION TO COUNCIL (C&C 40/2013)

That Council:

1. Revokes the following Policies:
- | | |
|-------|---|
| ADM1 | Appointment of Commissioner for Declarations |
| ADM2 | Business Dealings with Elected Members, Employees and Close Associates |
| ADM4 | Christmas/New Year – Office Opening |
| ADM8 | Council Chambers – Use of |
| ADM10 | Council Owned Buildings – Guidelines for Maintenance |
| ADM11 | Delegation Register |
| ADM12 | Election Campaigning on Reserves |
| ADM13 | Houses Owned by Council – Rental Guidelines |
| ADM15 | Policies – Process for Adoption, Amending or Rescinding |
| ADM17 | Requests/Queries from Councillors |
| ADM18 | Smoking in Council Buildings and Vehicles |
| ADM19 | Use of Council Crest and Logo |
| ADM22 | Organisational Structure |
| CTEE1 | Executive Management Committee – Terms of Reference |
| CTEE2 | Management and Advisory Committees – Delegation of Authority |
| CTEE3 | Management and Advisory Committees – Representation, Review and Procedures |
| CTEE4 | Management and Advisory Committees – Role of Council |
| CTEE5 | Standing Committees – Terms of Reference |
| ELM1 | Appointment of Council Delegates to Outside Organisations |
| ELM2 | Council Delegates to Outside Organisations - Correspondence |
| ELM3 | Councillors' Fees, Expenses, Allowances and Equipment |
| ENF1 | Complaints By or About Residents |
| ENG1 | Battleaxe Blocks Access Legs – Standard of Construction |
| ENG2 | Construction of Public Road as a Condition of Subdivision- Conditions |
| ENG3 | Construction of Public Roads as a Condition of Subdivision – Conduct & Administration |
| ENG4 | Crossings (Crossovers) |
| ENG7 | Gravel Road Sealing Program |

ENG8	House Numbers on Kerbs
ENG9	Notification to Residents of Works Affecting their Property
ENG10	Path Construction Program – Setting Priorities
ENG11	Roads - Standards
ENG12	Street Trees – Planning in New Developments
ENG14	Verge Maintenance
HRI	Annual Leave - Accumulation
HR2	Education and Study Assistance – Staff Development Program
HR3	Employee Relations Philosophy
HR4	Equal Employment Opportunity
HR5	Higher Duties Allowance
HR6	Long Service Leave - Accumulation
HR8	Severance Pay and Redundancy
HR9	Skin Cancer Protection – Outside Workers
HR10	Staff Manual and Induction Guide
HR11	Staff Undertaking Other Employment
HR12	Terminating Employees – Exit Interview
HR13	Recognition of Service: Gratuity Payments and Gifts to Employees on Resignation or Retirement
HR14	Emergency Service Leave
HR15	Leave Management Policy
FIRE1	Bush Fire Control
FIRE2	Fireworks Displays
FIRE3	Volunteer Fire-fighters – Meals
HLTH1	Appointment of Deputies under the Health Act 1911
FIN2	Building Insurance Excess – Contribution by Sporting Clubs and Institutions
FIN3	Carry over funds – Road construction programs
FIN4	Cash Discrepancies
FIN5	Fringe Benefits Tax (FBT) Liability
FIN7	Short Term Investments
MTG1	Agenda and Minutes – Availability
MTG3	Disclosure of Financial Interests
MTG4	Minutes of Ordinary Council Meetings – Adoption
MTG 5	Nature and Content of Report Items
MTG6	Notes/Tapes of Proceedings of Meetings
MTG7	Ordinary Council Meeting – No Meeting in January
MTG8	Reports Relating to Staff Matters to be Confidential
MTG9	Standing Committee Meeting Reports – Adoption at Ordinary Council Meeting
MTG11	Standing Committee Meetings – Procedures
MTG12	Standing Committee and Council Meetings – Standing Orders
MTG13	Standing Committee Meetings Falling on a Public Holiday
MTG14	Standing Committee Reports – Names of Applicants to be Included

2. Adopts the following Policies contained in (Attachment 2):

C-HR01	Recognition of Service
C-HR02	Dealing with Family Members
C-HR03	Occupational Safety and Health
C-FIN02	Investments

3. Notes the New Shire Policies contained in (Attachment 3).

S-HR01	Fitness For Work
S-HR02	Home Based Work
S-HR03	Leave
S-HR04	Management Grievances
S-HR05	Professional Development
S-IT01	E-Waste Usage Disposal
S-IT02	Internet and Email Usage
S-IT03	IT Project Management
S-IT04	IT Security

4. Notes the Management Procedures contained in (Attachment 4).

Management Procedures for Council Policies

CM-HR01	Recognition of Service
CM-HR02	Dealing with Family Members
CM-HR03(1)	Occupational Safety and Health – Electrical Tagging and Testing Workplace Facility
CM-HR03(2)	Occupational Safety and Health – Skin Cancer Protection
CM-HR03(3)	Occupational Safety and Health – Smoking in the Workplace
CM-HR03(4)	Occupational Safety and Health – First Aid
CM-FIN02	Investment
CM-PUR01	Purchasing Procedure (Note: Revised Procedure for Policy Adopted by Council 15 October 2012)

Management Procedures for Shire Policies

SM-HR01	Fitness for Work
SM-HR02	Home Based Work
SM-HR03	Leave
SM-HR04	Management of Grievances
SM-HR05	Professional Development
SM-IT01	E-Waste Usage Disposal
SM-IT02	Internet and Email Usage
SM-IT03	IT Project Management
SM-IT04	IT Security

Moved: **Cr Bob Emery**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (11/0)**

Attachment 1

Policies to be Revoked

1. Administration Policies

<i>Policy No.</i>	<i>Description</i>	<i>Comment</i>
ADM1	Appointment of Commissioner for Declarations	Illegal Policy
ADM2	Business Dealings with Elected Members, Employees and Close Associates	Being replaced by new Policy and incorporation of other matters within revised Code of Conduct.
ADM4	Christmas/New Year – Office Opening	CEO Management responsibility
ADM8	Council Chambers – Use of	Direction/Procedure not policy
ADM10	Council Owned Buildings – Guidelines for Maintenance	Procedure to be incorporated into Asset Management Plans
ADM11	Delegation Register	Requirements covered in <i>Local Government Act 1995</i>
ADM12	Election Campaigning on Reserves	Direction, not policy
ADM13	Houses Owned by Council – Rental Guidelines	Redundant – no houses owned by Shire
ADM15	Policies – Process for Adoption, Amending or Rescinding.	Procedure, not Policy
ADM17	Requests/Queries from Councillors	CEO role to develop procedures
ADM18	Smoking in Council Buildings and Vehicles	Covered by Law
ADM19	Use of Council Crest and Logo	Included in Style Guide previously adopted by Council
ADM22	Organisational Structure	Specific Role of Council within the Budget Process

2. Committees

<i>Policy No.</i>	<i>Description</i>	<i>Comment</i>
CTEE1	Executive Management Committee – Terms of Reference	CEO Authority - Procedure
CTEE2	Management and Advisory Committees – Delegation of Authority	Procedure handled through provisions of the <i>Local Government Act 1995</i>
CTEE3	Management and Advisory Committees – Representation, Review and Procedures	Procedure handled through provisions of the <i>Local Government Act 1995</i>
CTEE4	Management and Advisory Committees – Role of Council	Procedure and Role of Council part of Local Government Act 1995
CTEE5	Standing Committees – Terms of Reference	Procedure handled through provisions of the <i>Local Government Act 1995</i>

3. Elected Members

<i>Policy No.</i>	<i>Description</i>	<i>Comment</i>
ELM1	Appointment of Council Delegates to Outside Organisations	Procedure
ELM2	Council Delegates to Outside Organisations - Correspondence	Procedure
ELM3	Councillors' Fees, Expenses, Allowances and Equipment	Partly handled within <i>Local Government Act 1995</i> , balance is procedure or covered in Expense Reimbursement Policy and Procedure.

4. Enforcement (Breaches of Federal, State or Local Laws)

<i>Policy No.</i>	<i>Description</i>	<i>Comment</i>
ENF1	Complaints by or About Residents	CEO Role as a Management Procedure

5. Engineering

<i>Policy No.</i>	<i>Description</i>	<i>Comment</i>
ENG1	Battleaxe Blocks Access Legs – Standard of Construction	Management Operational Procedure
ENG2	Construction of Public Roads as a Condition of Subdivision – Conditions	Management Operational Procedure
ENG3	Construction of Public Roads as a Condition of Subdivision – Conduct & Administration	Management Operational Procedure
ENG4	Crossings (Crossovers)	Management Operational Procedure/Law
ENG7	Gravel Road Sealing Program	Asset Management and Budget Process
ENG8	House Numbers on Kerbs	Procedure
ENG9	Notification to Residents of Works Affecting their Property	Management Operational Procedure
ENG10	Path Construction Program – Setting of Priorities	Asset Management Strategy and Plan
ENG11	Roads – Standards	Asset Management Strategy and Plan
ENG12	Street Trees – Planning in New Developments	Strategy
ENG14	Verge Management	Review for new Policy or Local Law

6. Human Resources

<i>Policy No.</i>	<i>Description</i>	<i>Comment</i>
HR1	Annual Leave – Accumulation	CEO management role. New Shire Policy developed
HR2	Education and Study Assistance – Staff Development Program	CEO management role. New Shire Policy developed
HR3	Employee Relations Philosophy	CEO management role.
HR4	Equal Employment Opportunity	Covered by specific legislation
HR5	Higher Duties Allowance	CEO management role.
HR6	Long Serve Leave – Accumulation	CEO management role. New Shire Policy developed
HR8	Severance Pay and Redundancy	Covered by specific legislation
HR9	Skin Cancer Protection – Outside Workers	Occupational Safety and Health (“OSH”) legislation. Being redone as a procedure to OSH Policy
HR10	Staff Manual and Induction Guide	CEO management role.
HR11	Staff Undertaking Other Employment	CEO management role. New Shire Policy developed
HR12	Terminating Employees – Exit Interview	CEO management role.
HR13	Recognition of Service: Gratuity Payments and Gifts to Employees on Resignation or Retirement	New Policy developed
HR14	Emergency Services Leave	CEO management role.
HR15	Leave Management Policy	CEO management role. New Shire Policy developed

7. Fire Control

<i>Policy No.</i>	<i>Description</i>	<i>Comment</i>
FIRE1	Bush Fire Control	CEO management role.
FIRE2	Fireworks Displays	CEO management role.
FIRE3	Volunteer Fire-fighters – Meals	CEO management role.

8. Health

<i>Policy No.</i>	<i>Description</i>	<i>Comment</i>
HLTH1	Appointment of Deputies under the Health Act 1911	Covered by specific legislation

9. Finance

<i>Policy No.</i>	<i>Description</i>	<i>Comment</i>
FIN2	Building Insurance Excess – Contribution by Sporting Clubs and Institutions	Now incorporated in the Leases and Licences Policy
FIN3	Carry over funds – Road construction programs	Procedure and part of Annual Budget process.
FIN4	Cash Discrepancies	CEO management role.
FIN5	Fringe Benefits Tax (FBT) Liability	Procedure and covered by specific legislation
FIN7	Short Term Investments	New Policy developed

10. Meetings

<i>Policy No.</i>	<i>Description</i>	<i>Comment</i>
MTG1	Agenda and Minutes – Availability	Procedure handled through provisions of the <i>Local Government Act 1995</i>
MTG3	Disclosure of Financial Interests	Procedure handled through provisions of the <i>Local Government Act 1995</i>
MTG4	Minutes of Ordinary Council Meetings – Adoption	Procedure handled through provisions of the <i>Local Government Act 1995</i>
MTG5	Nature and Content of Report Items	Procedure
MTG6	Notes/Tapes of Proceedings of Meetings	Contained within Standing Orders Local law
MTG7	Ordinary Council Meeting – No Meeting in January	Procedure handled when Council sets meeting dates
MTG8	Reports Relating to Staff Matters to be Confidential	Procedure handled through provisions of the <i>Local Government Act 1995</i>
MTG9	Standing Committee Meeting Reports – Adoption at Ordinary Council Meeting	Contained within Standing Orders Local law
MTG10	Standing Committee Meeting – Cut-Off Time for Inclusion of Items on Agenda	Procedure handled through provisions of the <i>Local Government Act 1995</i>
MTG11	Standing Committee Meetings – Procedures	Procedure handled through Standing Orders Local Law
MTG12	Standing Committee and Council Meetings – Standing Orders	Procedure handled through provisions of the <i>Local Government Act 1995</i>
MTG13	Standing Committee Meetings Falling on a Public Holiday	Procedure handled when Council sets meeting dates
MTG14	Standing Committee Reports – Names of Applicants to be Included	Procedure

Attachment 2

Council Policies to be Adopted

[Click **HERE** to go directly to the document.](#)

Attachment 3

Shire Policies to be Noted

[Click **HERE** to go directly to the document.](#)

Attachment 4

Management Procedures to be Noted

[Click **HERE** to go directly to the document.](#)

Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

41. Kalamunda Working: Strategic Workforce Plan to 2023

Previous Items	Nil
Responsible Officer	Manager Human Resources & Organisational Development
Service Area	Office of the CEO
File Reference	HU-PLN-001
Applicant	N/A
Owner	N/A

Attachment 1	Kalamunda Working - Strategic Workforce Plan to 2023
Attachment 2	Elements of the Integrated Planning Framework

PURPOSE

1. To adopt the *Kalamunda Working - Strategic Workforce Plan to 2023* ("Workforce Plan") (Attachment 1).

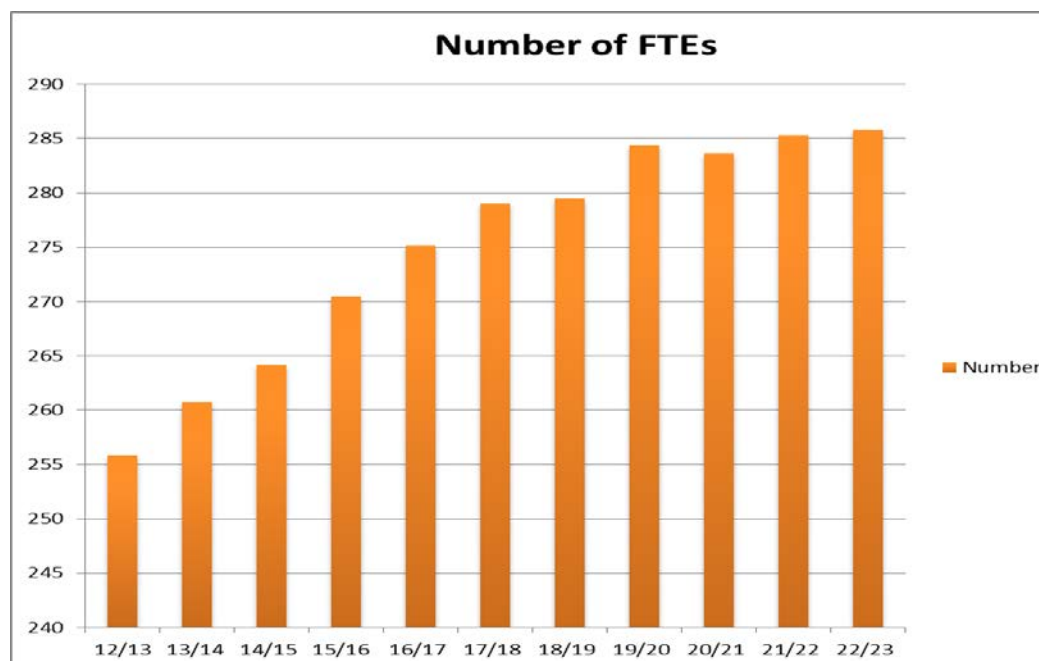
BACKGROUND

2. In August 2011, the State Government introduced new requirements for planning for the future of local government districts. This is articulated through the Integrated Planning Framework ("IPF") which includes the development of a Long Term Workforce Plan.
3. Regulation 19DA (3) (6) of the *Local Government (Administration) Regulation 1996*, requires that Workforce Planning be one of the informing strategies of the Corporate Business Plan.
4. The elements of the IPF, detailing the hierarchical alignment of the Workforce Plan are illustrated in (Attachment 2).

DETAILS

5. The Shire of Kalamunda has developed a draft Workforce Plan entitled *Kalamunda Working – Strategic Workforce Plan to 2023*.
6. The Workforce Plan is intended to provide a blueprint for creating a high performing and sustainable workforce to deliver the services our diverse community will require over the next decade.
7. Workforce planning enables the Shire to:
 - Have a strategy for the allocation of resources to allow the Shire to meet its strategic objectives.
 - Prepare for contingencies that prevent the Shire from attaining its strategic objectives.
 - Develop a framework for the orderly growth and progress of the Shire.
 - Provide a transparent basis for business decisions.
 - Be proactive in anticipating future workforce requirements.
 - Maximise organisational effectiveness by integrating strategy, budget and human resources needs.

6. The Workforce Plan is a methodical plan for identifying, acquiring, developing and retaining employees over a ten year period.
7. The Workforce plan includes six steps, being:
 1. Strategic Workforce Planning Framework which identifies the key aspects of workforce planning that will be addressed through developing and implementing strategies and actions.
 2. Analysis of internal and external environment and workforce.
 3. Identifying the priorities from the Strategic Community Plan.
 4. Developing strategies to meet future workforce needs.
 5. Developing a costing model to monitor the growth and cost of the workforce.
 6. Monitoring and evaluation of outcomes.
8. In order to build a high performing workforce over the next decade, Strategic Priorities, Objectives and Strategies have been developed to lead into the annual action planning, monitoring, reporting and review of the plan.
 - Strategic Priority 1 – Designing a desired workforce
 - Strategic Priority 2 – Acquiring the desired workforce
 - Strategic Priority 3 – Organisational Development
 - Strategic Priority 4 – Creating a learning organisation
 - Strategic Priority 5 – Employee Health and Wellbeing
 - Strategic Priority 6 – Managing Employee performance and reward
9. Each Strategic Priority contains objectives, strategies and actions. These will be monitored and measured for effectiveness throughout the life of the plan.
10. The growth model projections over the ten year period are:



-
11. The Workforce Plan will be reviewed every two to four years and will undergo a detailed assessment each year before new positions are funded in the annual budget cycle.

STATUTORY AND LEGAL IMPLICATIONS

12. Regulation 19DA (3) (6) of the *Local Government (Administration) Regulation 1996*.

POLICY IMPLICATIONS

13. Nil.

PUBLIC CONSULTATION/COMMUNICATION

14. Nil.

FINANCIAL IMPLICATIONS

15. All employee costs over the ten years will be linked into the Long Term Financial Plan.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

Strategic Planning Implications

16. Nil.

Sustainability Implications

Social Implications

14. Nil.

Economic Implications

15. The Workforce Plan supports the sustainability of the Shire as a whole.

Environmental Implications

16. Nil.

OFFICER COMMENT

17. The Shire of Kalamunda recognises the importance of establishing and maintaining a proactive response in developing strategies to meet the future workforce requirements.

18. Whilst the Workforce Plan provides for a growth model scenario that is linked to achieving the strategies outlined in the Strategic Community Plan, it should be noted that annual business case assessments will be provided to Council before new positions are added to the approved establishment and organisational structure.

A Councillor foreshadowed a Motion that this item be deferred to the June Ordinary Council Meeting for consideration as he would like to receive further information regarding existing staffing. There was no mover for the Officer Recommendation and this lapsed.

A Councillor asked if the information presented to Councillors earlier in the evening would affect this document. The Director Corporate & Community Services noted that it would not as the current full time employees will not change, this evening's presentation only noted a six month deferral for additional staff.

The Director Corporate & Community Services will provide a breakdown by business unit of all existing 255 full time employees to Councillors prior to the Ordinary Council Meeting.

The Shire President requested that Councillors present any further queries regarding this document by email to the Director Corporate & Community Services prior to the Ordinary Council Meeting in order that they could be addressed prior to the meeting.

Voting Requirements: Simple Majority

OFFICER RECOMMENDATION (C&C 41/2013)

That Council:

1. Adopts *Kalamunda Working - Strategic Workforce Plan to 2023*.
2. Notes that all new positions continue to be assessed through the annual budget cycle process provided to Council. At this stage, the new positions are only requested and not approved.

Moved: **LAPSED**

Seconded:

Vote:

COMMITTEE RECOMMENDATION TO COUNCIL (C&C 41/2013)

That Council:

1. Defer Item 41, *Kalamunda Working – Strategic Workforce Plan to 2023* to the June Ordinary Council Meeting.

Moved: **Cr Frank Lindsey**

Seconded: **Cr Frank Giardina**

Vote: **CARRIED UNANIMOUSLY (11/0)**

Attachment 1

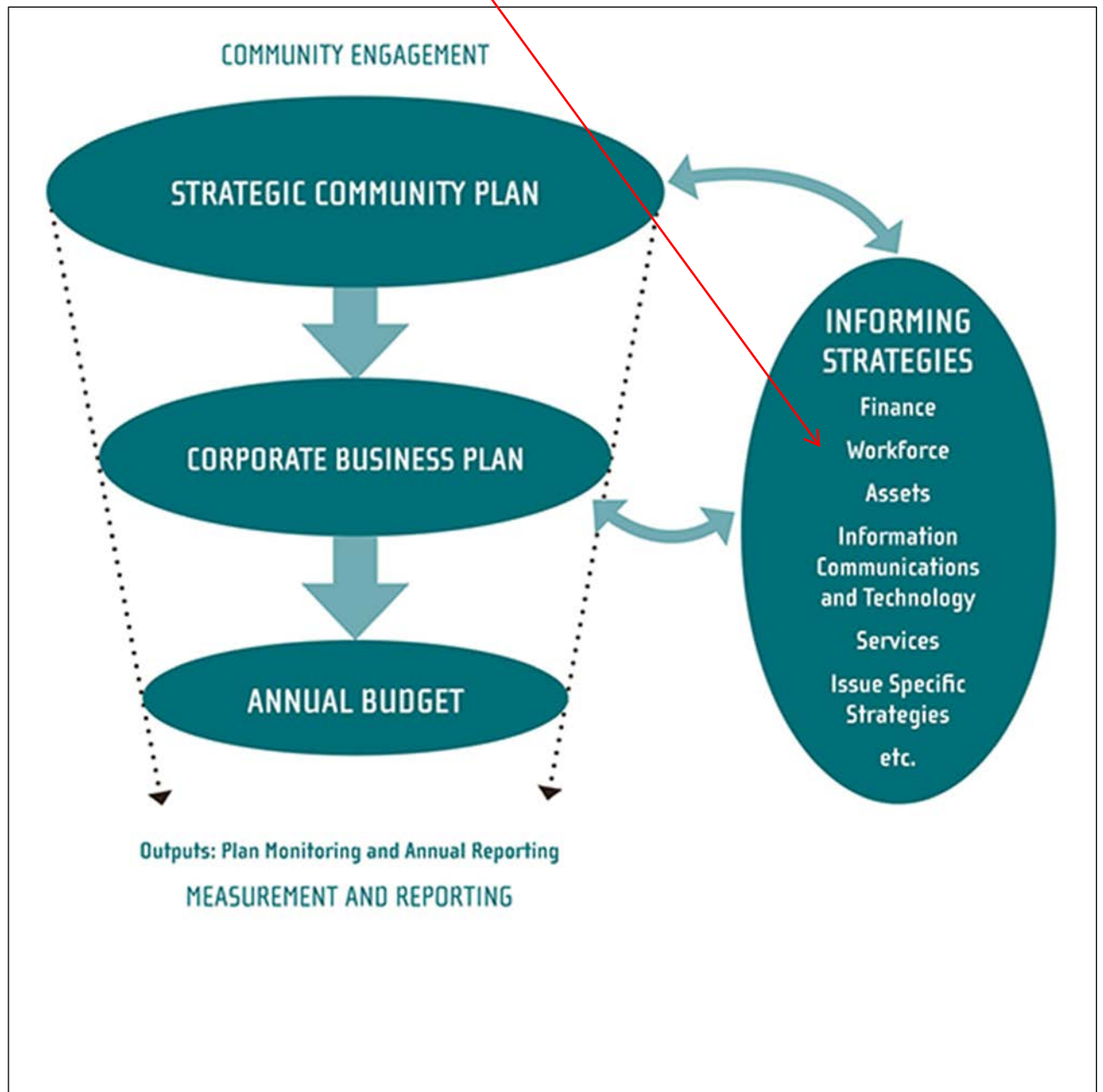
Kalamunda Working - Strategic Workforce Plan to 2023

[Click **HERE** to go directly to the document.](#)

Attachment 2

Elements of the Integrated Planning Framework

Kalamunda Working: Strategic Workforce Plan to 2023 is an informing strategy under the Department of Local Government's integrated Planning Framework as shown in the diagram below.



Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

42. Asset Management Strategy 2013-2017

Previous Items	N/A
Responsible Officer	Director Development & Infrastructure Services
Service Area	Infrastructure Operations
File Reference	HU-PAA-013
Applicant	N/A
Owner	N/A
Attachment 1	Draft Asset Management Strategy
Attachment 2	Elements of WA Asset Management Framework
Attachment 3	Elements of Integrated Planning Framework

PURPOSE

1. To consider the adoption of the "Asset Management Strategy 2013-2017" (Attachment 1). The Asset Management Strategy ("AMS") sets the essential strategies and guidelines for the implementation of consistent and sustainable asset management processes.

BACKGROUND

2. Section 5.56 of the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996* now require local governments to implement the Integrated Planning Framework ("IPF"). These requirements are shown schematically in (Attachment 2).
3. Key elements of the IPF include a Strategic Community Plan and a Corporate Business Plan.
4. Asset Management information is one of the informing strategies that link to the Strategic Community and Corporate Business Plans. The AMS is a critical part of the IPF and has been developed in accordance with the Shire's Asset Management Policy.
5. The elements of the IPF, detailing the hierarchical alignment of the AMS are illustrated in (Attachment 3).

DETAILS

6. The AMS explains current and future asset management practices, condition of assets and resource requirements. It also illustrates a set of strategic actions, responsibilities of business units and timelines to achieve advanced asset management practices in the Shire.
7. The Strategy has been aligned with National Asset Management Assessment Framework ("NAMAFA") and Asset Management Framework and Guidelines for Western Australian Local Governments.

STATUTORY AND LEGAL IMPLICATIONS

8. The AMS has been developed with reference to the following documents

- *Asset Management Policy (ENG 15)*
- *Local Government (Administration) Regulations 1996*
- *Australian Accounting Standards (AASB13)*
- *Local Government Act 1995 Section 5.56(1) and (2)*
- *Occupational Health & Safety Act 2000*
- *Protection of the Environment Operations Act 1997*
- *Disability Discrimination Act 1992*

POLICY IMPLICATIONS

9. The AMS supports the Asset Management Policy ENG15 and Accounting Policy FIN1.

PUBLIC CONSULTATION/COMMUNICATION

10. The AMS supports the Shire of Kalamunda Community Engagement Strategy 2013.

FINANCIAL IMPLICATIONS

11. The long term financial plan, capital, operational and maintenance budgets will be derived through the implementation of the Asset Management Plans ("AMPs") and strategically guided by the Asset Management Strategy.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

Strategic Planning Implications

12. The AMS will assist in the efficient and effective management of assets and will improve the long term sustainability of the Shire of Kalamunda Strategic Community Plan and Long Term Financial Plan.

Sustainability Implications

Social Implications

13. The AMS will help to maximise the social benefits of the Shire's infrastructure by maintaining agreed levels of service that are financially sustainable.

Economic Implications

14. The AMS will assist the Shire to manage infrastructure assets for present and future needs in a sustainable manner.

Environmental Implications

15. Environmental considerations will be incorporated into the AMPs.

OFFICER COMMENT

16. The Shire of Kalamunda is the custodian of assets which includes roads, buildings, footpaths, car parks, drainage, parks and reserves and plant and equipment. As custodian of these assets, the Shire has an obligation to manage them in a sustainable manner where a long-term approach must be taken with regard to asset management planning.
17. There is no existing endorsed strategy or formal procedure within the Shire of Kalamunda for the ongoing management of infrastructure assets. Accordingly, the proposed AMS will assist with the future management of all asset categories for the Shire of Kalamunda.
18. The AMS clarifies current and future status, financial needs and strategic actions to achieve comprehensive asset management in the Shire.
19. Once the AMS has been adopted, AMPs for each of the asset categories will be developed.
20. The AMPs will support the strategy to achieve effective asset management delivery and continue to meet the service level demands and expectations of the community.

A Councillor queried the imbalance at Table 8.1 in the Strategy; noting the renewal rating for roads was extremely good, whilst the rating for property seemed quite poor. Manager Infrastructure Services stated that there are other factors to consider when looking at these asset groups as there are requirements for the Shire to carry out a minimum amount of road works and there are also some monies relating to grant funding where the Shire must match the amount of the grant.

Voting Requirements: Simple Majority

COMMITTEE RECOMMENDATION TO COUNCIL (C&C 42/2013)

That Council:

1. Adopts the *Asset Management Strategy 2013-2017* (Attachment 1).

Moved: **Cr Frank Lindsey**

Seconded: **Cr Noreen Townsend**

Vote: **CARRIED UNANIMOUSLY (11/0)**

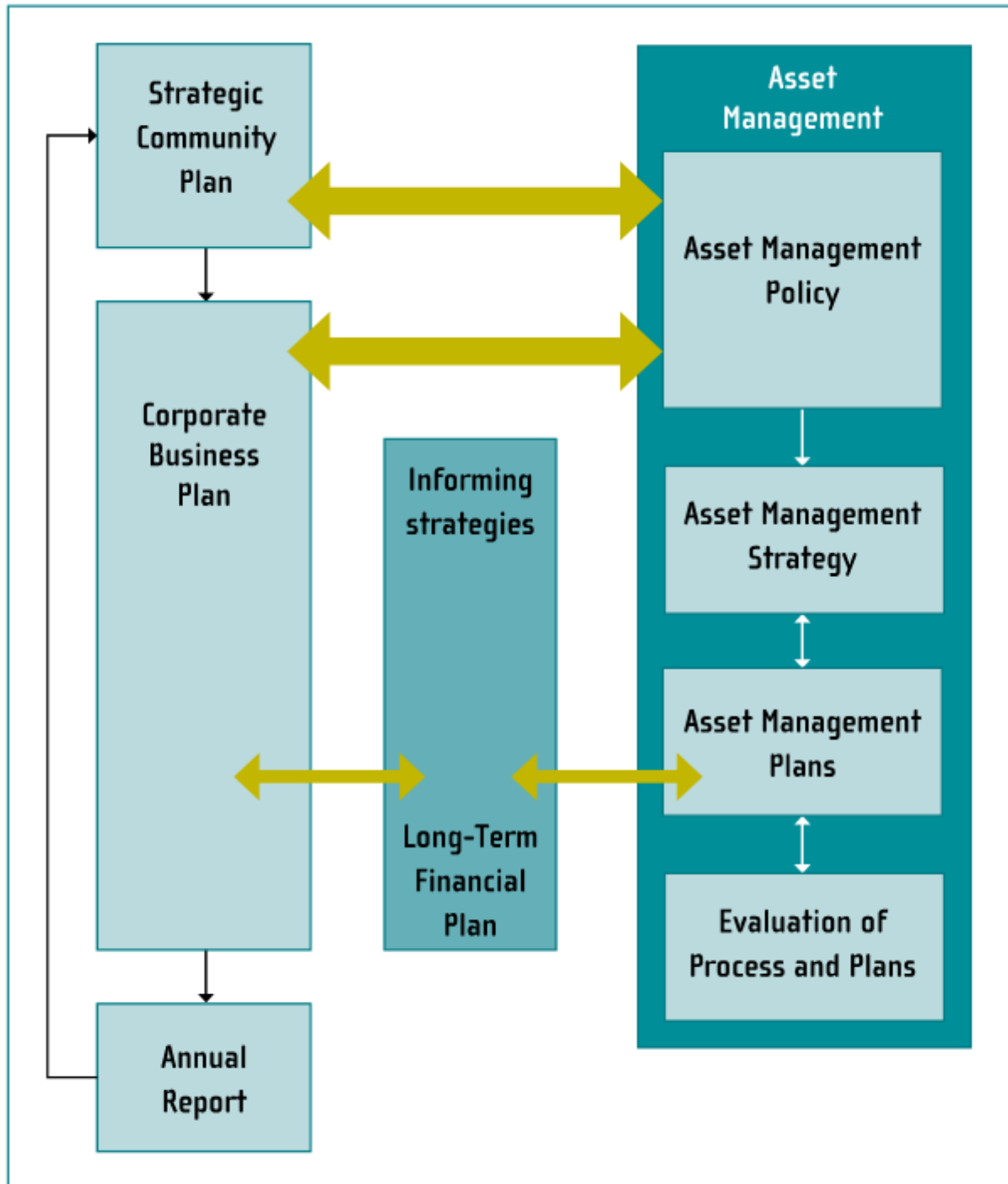
Attachment 1

Asset Management Strategy 2013 - 2017

[Click **HERE** to go directly to the document.](#)

Attachment 2

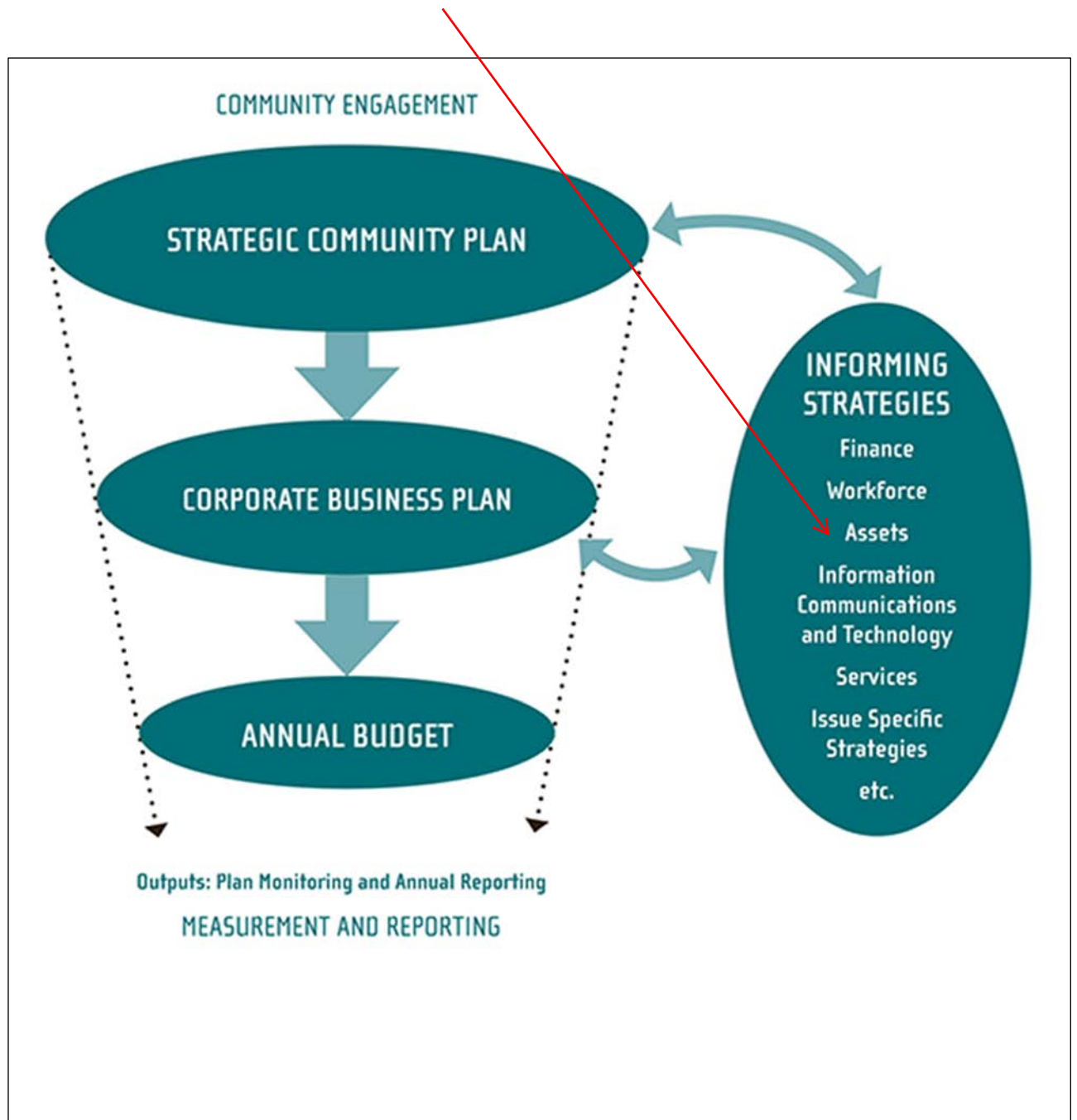
Elements of WA Asset Management Framework



Attachment 3

Elements of the Integrated Planning Framework

The Asset Management Strategy is an informing strategy under the Department of Local Government's integrated Planning Framework as shown in the diagram below.



Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

43. Kalamunda Achieving: Corporate Business Plan 2013 - 2017

Previous Items	N/A
Responsible Officer	Director Corporate & Community Services
Service Area	Corporate & Community Services
File Reference	OR-IGR-013
Applicant	N/A
Owner	N/A
Attachment 1	Kalamunda Achieving: Corporate Business Plan 2013 – 2017
Attachment 2	Elements of the Integrated Planning Framework

PURPOSE

1. To adopt the Shire of Kalamunda's four year Corporate Business Plan - *Kalamunda Achieving: Corporate Business Plan 2013 – 2017* (Attachment 1).

BACKGROUND

2. The Department of Local Government's Integrated Planning Framework ("IPF") requires local governments to establish a number of interlinked guiding plans. The outcomes of a successful integrated planning process, as stated by the Department, are:

"A Strategic Community Plan that clearly links the community's aspirations with the Council's vision and long term strategy;

A Corporate Business Plan that integrates resourcing plans and specific council plans with the Strategic Community Plan, and

A clearly stated vision for the future viability of the local government area."

3. Council adopted *Kalamunda Advancing: Strategic Community Plan to 2023* ("the Strategic Plan") in March (OCM 22/2013). As the next element of the integrated planning framework, the Corporate Business Plan is now presented.
4. The elements of the IPF detailing the hierarchical alignment of the Corporate Business Plan are illustrated in (Attachment 2).

DETAILS

5. *Kalamunda Achieving: Corporate Business Plan 2013 -2017* (Attachment 1) ("*Kalamunda Achieving*") sets out the priority actions, services and projects that the Shire will carry out over a four year period, together with the resources that will be required.
6. *Kalamunda Achieving* addresses the requirements of the Integrated Planning Framework. Each priority action, service or project within the Plan is linked to an Objective and Strategy from the adopted Strategic Plan. This ensures the

operations of the Shire are leading towards the achievement of the community's vision for its future.

7. The resourcing of the operational priorities in *Kalamunda Achieving* is linked to the ten-year Long Term Financial Plan. The Financial Plan includes the projected operational costs and funding for the major projects which have been planned for.
8. *Kalamunda Achieving* has been developed by taking into consideration the long term projections of the Workforce Plan (ensuring that sufficient resources will be available to achieve the priority actions) and the major projects and infrastructure requirements of the Asset Management Plan. A number of other informing plans and strategies have also been referred to in developing the priority actions, for example, the Aged Accommodation Strategy and Youth Plan. This integrated planning approach will ensure that the strategic direction of the Shire is translated into achievable and sustainable operations goals.
9. *Kalamunda Achieving* includes measures and targets by which the achievement of each priority action, service or project can be measured. The Quarterly Progress Report will enable Council to monitor the progress of the Corporate Business Plan actions on a regular basis. The Annual Report will also provide Council and the community with information on the achievement of these priorities.
10. The Shire's business planning and reporting tool, Interplan, will be used to ensure that there is accountability for the achievement of the priority actions, and that progress can be monitored and reported at any time.
11. The activities set out in *Kalamunda Achieving* are to be reviewed and re-prioritised on an annual basis. The review will be carried out in conjunction with the preparation of the annual budget. An additional year of actions will be added each year, and the current year's actions recorded as completed and archived. This will ensure that the focus of the Shire's operations is able to change in response to its community's needs or the availability of resources.

STATUTORY AND LEGAL IMPLICATIONS

12. All local governments are required to produce a Plan for the Future under s5.56 (1) of the *Local Government Act 1995*. It is intended regulations will be made under s5.56(2) of the Act to outline the minimum requirements to achieve this.

POLICY IMPLICATIONS

13. Nil.

PUBLIC CONSULTATION/COMMUNICATION

14. Public consultation was undertaken to formulate the various strategies which inform this Plan (for example, the Strategic Community Plan). No specific public consultation was carried out in relation to *Kalamunda Achieving*.

FINANCIAL IMPLICATIONS

15. The Shire is currently developing a Long Term Financial Plan. This is a ten year rolling plan which will link in with the Corporate Business Plan and Strategic Community Plan priorities. It indicates the Shire's long term financial sustainability and allows early identification of financial issues and their longer term impacts.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

Strategic Planning Implications

16. All actions, services and projects within *Kalamunda Achieving* are linked to the adopted Strategic Plan. This ensures that all projects and tasks that are carried out are done so with the strategic direction of Council as a focus.

Sustainability Implications

Social implications

17. Nil.

Economic Implications

18. Nil.

Environmental Implications

19. Nil.

OFFICER COMMENT

20. Nil.

Voting Requirements: Simple Majority

COMMITTEE RECOMMENDATION TO COUNCIL (C&C 43/2013)

That Council:

1. Adopts *Kalamunda Achieving: Corporate Business Plan 2013 -2017* (Attachment 1).
2. Notes that the *Kalamunda Achieving: Corporate Business Plan 2013 -2017* is integrated with the Shire of Kalamunda's *Long Term Financial Plan* and is subject to any amendments within that Plan as adopted by the Council.

Moved: **Cr Bob Emery**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (11/0)**

Attachment 1

KALAMUNDA ACHIEVING – Corporate Business Plan to 2013 - 2017

[Click **HERE** to go directly to the document.](#)

Attachment 2

Elements of the Integrated Planning Framework

Kalamunda Achieving: Corporate Business Plan 2013-2017 is a key plan under the Department of Local Government's integrated Planning Framework as shown in the diagram below.



10.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

10.1 Nil.

11.0 QUESTIONS BY MEMBERS WITHOUT NOTICE

11.1 Cr Geoff Stallard, Memo regarding the Water Corporation

Q. On our desks tonight there is a communication giving details regarding the Water Corporation's dwelling unit reticulation scheme ("DURS"), does this indicate that there will be no more spent on the setting up of the infrastructure and if so does this mean there will be no money for later developments?

A. This question was taken on notice by the Acting Chief Executive Officer.

11.2 Cr Emery, Accounts for Horticulture

Q. When the Shire is looking to buy fertiliser, plants etc do they just go and buy them or do we have a contractor for this?

A. Manager Infrastructure Services answered that the Shire employs a number of contractors for different tasks, for example general tree services. The supplier of fertiliser is the same as that for other materials and it is purchased in bulk.

11.3 Gerard Thomas – Update

Q. Manager Technology & Corporate Support has been involved in a car accident, could we please have an update?

A. Director Corporate & Community Services reported that the Manager was released from hospital on Sunday 16 June 2013, he has sustained some chest and back injuries however there is no internal damage. He will be away from work next week receiving treatment to help ease some of the pain. Flowers and best wishes have been sent on behalf of Councillors and staff.

12.0 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

12.1 Question C&C Meeting 13 May 2013; Answer supplied to Councillors prior to The Ordinary Council Meeting.

Q. Can you please explain how the Chaplaincy Service funding is allocated to the participating schools?"

A. In the absence of any formal agreement in relation to the Chaplaincy funding provided by the Shire over the last 19 years, the YouthCARE Council (which is separate from the schools) currently make decisions based on their awareness of need / priorities in the area (ie at their own discretion).

As a consequence, officers are proposing the development of a three year formal agreement between the Shire of Kalamunda and YouthCARE to ensure clarity regarding expectations, service delivery, outcomes and reporting requirements exists. This agreement would provide the Shire with an opportunity influence the manner in which funds are allocated.

13.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

13.1 Nil.

14.0 MEETING CLOSED TO THE PUBLIC

14.1 Nil.

15.0 CLOSURE

15.1 There being no further business the Chairman declared the meeting closed at 6.54pm.

I confirm these Minutes to be a true and accurate record of the proceedings of this Council.

Signed: _____
Chairman

Dated this _____ day of _____ 2013