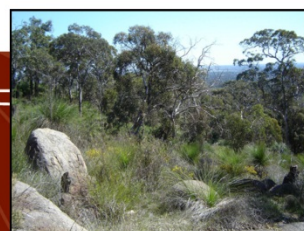


# Corporate & Community Services Committee Meeting

Minutes for Monday 8 February 2016

**UNCONFIRMED**



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kalamunda**

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## MINUTES

### 1.0 OFFICIAL OPENING

The Presiding Member opened the meeting at 6.07pm, and welcomed Councillors, Staff and Members of the Public Gallery.

### 2.0 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

#### 2.1 Attendance

##### Councillors

Andrew Waddell JP	(Shire President)	North West Ward
Sara Lohmeyer		North West Ward
Tracy Destree		North Ward
Michael Fernie		South East Ward
John Giardina		South East Ward
Geoff Stallard		South East Ward
Allan Morton		South West Ward
Brooke O'Donnell		South West Ward
Noreen Townsend	(Presiding Member)	South West Ward

##### Members of Staff

Rhonda Hardy	Chief Executive Officer
Warwick Carter	Director Development Services
Dennis Blair	Director Infrastructure Services
Gary Ticehurst	Director Corporate Services
Darrell Forrest	Manager Governance and PR
Davina Sandhu	Manager Strategy & People Services
Darren Jones	Manager Community Development
Andrew Fowler-Tutt	Manager Development Services
Donna McPherson	Executive Research Officer to Chief Executive Officer
Nicole O'Neill	Public Relations Coordinator
Meri Comber	Governance Officer

**Members of the Public** 22

**Members of the Press** 1

#### 2.2 Apologies

##### Councillors

Dylan O'Connor	North West Ward
Sue Bilich	North Ward
Simon Di Rosso	North Ward

**2.3 Leave of Absence Previously Approved** Nil

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### **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 Questions Public Question Time 14 December 2015**

Neta Parker, Paulls Valley

Q1. With reference to my previous questions, I tied a red ribbon to the Patterson's Curse bush which is now dead, it is one metre from a Deadly Nightshade bush which is still thriving, there are now no weeds thriving along that stretch on Kalamunda Street between Elizabeth Street and the Gumnut Fountain. Are your weed control people trained and educated in species identification and if so where did they get their training?

A1. The weed control contractor are most likely not trained in identifying all weed species and as Paterson Cruse is not prevalent in the Shire it is considered that their weed identification on this species is minimal. It is confirmed that weed control on specific verges targets all weeds and in the spring period emphasis is placed on grasses, with broadleaf weeds targeted during the summer months. Weed identification across contractors depends on the nature of each contractor's expertise with regards bushland, wetlands, turf and asset maintenance. All of Shire's weed control operators are licensed under Department of Health and have a pesticide licence.

#### **3.2 Questions Public Question Time 8 February 2016**

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 14 December 2015, as published and circulated, are confirmed as a true and accurate record of the proceedings.

Moved: **Cr Andrew Waddell**

Seconded: **Cr John Giardina**

Vote: **CARRIED UNANIMOUSLY (9/0)**

### **6.0 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**

6.1 Nil.

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## 7.0 MATTERS FOR WHICH MEETING MAY BE CLOSED

### **C&C 08. CONFIDENTIAL REPORT – Enterprise Bargaining Agreement (Operations Employees) August 2015 – 30 June 2018**

Reason for confidentiality. *Local Government Act s 5.23(d) (c) " a contract entered into, or which may be entered into, by the local government which relates to a matter to be discussed at the meeting.*

### **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. (Section 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. (Section 5.70 of the *Local Government Act 1995*.)

8.1.1 Nil.

#### 8.2 Disclosure of Interest Affecting Impartiality

8. 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.

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

**01. Debtors and Creditors Report for the Period Ended 31 December 2015**

Previous Items	N/A
Responsible Officer	Director Corporate Services
Service Area	Finance
File Reference	FI-CRS-002
Applicant	N/A
Owner	N/A
Attachment 1	Creditors Payment Listing for the month of December 2015
Attachment 2	Summary of Debtors for the month of December 2015
Attachment 3	Summary of Creditors for the month of December 2015

**PURPOSE**

1. To receive the monthly report on creditors payment listings for the month of December 2015 (Attachment 1).
2. To receive the monthly report on debtors and creditors (Attachments 2 and 3).

**BACKGROUND**

3. Council has requested reports detailing outstanding debtors and creditors on a monthly basis.

**DETAILS**

4. Invoices over 30 days total \$329,987.08, debts of significance are:
  - P J Dujmovic Pty Ltd, \$ 312,273, Developer Contribution;
  - Forrestfield United Soccer Club, \$ 3,555.79, Loan 214 repayment;
  - Kalamunda Rangers, \$4,281, hall hire;
  - Lesmurdie Mazonod Cricket, \$2,784, hall hire; and
  - Zig Zag Café, \$2,497.48, lease/operating expenses.
5. Invoices over 60 days total \$16,493.24, debts of significance are:
  - Zig Zag Café, \$4,723.31, lease/operating expenses;
  - Zig Zag Gymnastics, \$2,520.15, hall hire; and
  - Kalamunda and Districts Football Club, \$2,330.71, operating expenses.
6. Invoices over 90 days total \$275,527.25, debts of significance are:
  - DA Letizia, \$258,930.49, developer contribution;
  - Kalamunda & Canning Rugby League, \$4,230.31, operating expenses; and
  - Markham Brother's Haulage, \$4,307.82, private works.

## Creditors

7. Payments totalling \$6,191,992.46 were made during the month of December 2015. Standard payment terms are 30 days from the end of the month, with local businesses and contractors on 14 day terms.

8. Significant Municipal payments made in the month were:

Supplier	Purpose	\$
Department of Fire and Emergency Services (DFES)	Emergency Services Levy – 2015/2016 quarter 2	1,698,532.61
All Earth Group Pty Ltd	Kostera Oval re-development – progress claim 4	489,709.00
Eastern Metropolitan Regional Council	Domestic/Waste Charges and disposal fees	358,266.62
Perth Waste Pty Ltd	Weekly collection and disposal of waste services	331,552.44
Australian Tax Office	PAYG payments	514,320.82
Dun & Bradstreet (Australia) Pty Ltd	Rates debt collection fees	154,871.89
Asphaltech Pty Ltd	Road materials – various locations	145,407.34
Synergy	Power charges – various locations	140,015.05
Western Australian Electoral Commission	Local government election 2015 expenses	113,320.28
Total Eden Pty Ltd	Kostera Oval re-development – progress claim 3	110,743.35
WA Local Government Superannuation Plan	Superannuation contributions	289,465.18
Hender Lee Electrical	Hartfield Park Rugby Fields Lighting – progress claim 4	93,809.15
Gundry's Carpet Choice	Supply and installation of carpet tiles at Kalamunda library	58,226.00

These payments total \$4,498,239.73 and represent 73% of all payments for the month.

## Payroll

9. Salaries are paid in fortnightly cycles. A total of \$1,723,921.37 was paid in net salaries for the month of December 2015.

10. Details are provided in (Attachment 1) after the creditor's payment listing.

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## Trust Account Payments

11. The Trust Accounts maintained by the Shire relate 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 December 2015.

Cell 9 Trust		Amount (\$)
Date	Description	
17/12/2015	Project management costs - November 2015	1,232.00
BCITF Levy		Amount (\$)
Date	Description	
7/12/2015	Building and Construction Industry – payment for November 2015	11,292.39
Building Licence Levy		Amount (\$)
Date	Description	
2/12/2015	Building Commission – Building Levy November 2015	12,746.39
3/12/2015	Qest Holdings Pty Ltd – Building services levy refund	676.38

## STATUTORY AND LEGAL CONSIDERATIONS

13. In accordance with the requirements of the *Local Government (Financial Management) Regulations 1996 (Regulation 13)* a list of accounts paid by the Chief Executive Officer is to be prepared each month and presented in the manner required as per the Regulation.

## POLICY CONSIDERATIONS

14. Nil.

## COMMUNITY ENGAGEMENT REQUIREMENTS

15. Nil.

## FINANCIAL CONSIDERATIONS

16. Nil.



## STRATEGIC COMMUNITY PLAN

### Strategic Planning Alignment

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

### Social Implications

18. Nil.

### Economic Implications

19. Nil.

### Environmental Implications

20. Nil.

## RISK MANAGEMENT CONSIDERATIONS

### Debtors

21.

Risk	Likelihood	Consequence	Rating	Action/Strategy
The Shire is exposed to the potential risk of the debtor failing to make payments resulting in the disruption of cash flow.	Possible	Minor	Medium	Ensure debt collection process is rigorously managed.

### Creditors

22.

Risk	Likelihood	Consequence	Rating	Action/Strategy
Adverse credit records due to the Shire defaulting on creditor.	Possible	Minor	Medium	Ensure all disputes are resolved in a timely manner.

## OFFICER COMMENT

23. Nil.

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<b>Voting Requirements: Simple Majority</b>
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**COMMITTEE RECOMMENDATION TO COUNCIL (C&C 01/2016)**

That Council:

1. Receives the list of payments made from the Municipal Accounts in December 2015 (Attachment 1) in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996 (Regulation 12)*.
2. Receives the list of payments made from the Trust Accounts in December 2015 as noted in point 12 above in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996 (Regulation 12)*.
3. Receives the outstanding debtors (Attachment 2) and creditors (Attachment 3) reports for the month of December 2015.

Moved: **Cr Andrew Waddell**

Seconded: **Cr Michael Fernie**

Vote: **CARRIED UNANIMOUSLY (9/0)**

**Attachment 1**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
907	01/12/2015	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN #214 INTEREST PAYMENT	5869.65
908	02/12/2015	AUSTRALIAN TAXATION OFFICE	TAXATION	170922.50
909	02/12/2015	LES MILLS AUSTRALIA	MONTHLY LICENCE FEE	1229.56
910	08/12/2015	FLEETCARE PTY LTD	STAFF CONTRIBUTIONS TO NOVATED/OPERATING LEASING	6408.74
911	09/12/2015	IINET TECHNOLOGIES PTY LTD	INTERNET ACCESS	690.99
912	10/12/2015	COMMONWEALTH BANK - BUSINESS CARD	BUSINESS CORPORATE CARD - VARIOUS COSTS HACC ACTIVITY OFFICER - \$15.00 HACC ACTIVITY OFFICER - \$307.80 LIBRARY SERVICES TEAM LEADER - \$2207.89 HACC ACTIVITY OFFICER - \$900.00 HACC ACTIVITY OFFICER - \$241.50 ART GALLERY & EVENTS CO-ORDINATOR - \$21.96 FUNCTIONS CO-ORDINATOR - \$5874.90 BUILDING MAINTENANCE OFFICER - \$390.24 CO-ORDINATOR PROCUREMENT - \$6823.89 EVENTS OFFICER - \$726.36 HACC ACTIVITY OFFICER - \$568.80 HACC ACTIVITY OFFICER - \$528.91 BUILDING MAINTENANCE OFFICER - \$1607.73 MANAGER HR - \$2015.75	22230.73
913	16/12/2015	SG FLEET AUSTRALIA PTY LTD	MONTHLY LEASE FEES	3877.03
914	16/12/2015	AUSTRALIAN TAXATION OFFICE	TAXATION	175610.38
915	24/12/2015	AUSTRALIAN TAXATION OFFICE	TAXATION	167787.94
EFT46649	02/12/2015	KALAMUNDA ACCIDENT REPAIR CENTRE	INSURANCE EXCESS FOR REPAIRS TO VEHICLE	458.41
EFT46650	02/12/2015	WEX AUSTRALIA PTY LTD - WRIGHT EXPRESS FUEL CARDS AUSTRALIA LTD	FUEL - PERIOD ENDING 30/11/15	5702.14
EFT46651	02/12/2015	JB HI-FI MIDLAND	ELECTRICAL SUPPLIES FOR OPERATIONS CENTRE	297.80

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46652	02/12/2015	KALAMUNDA GLASS & WINDSCREENS ON WHEELS	GLASS REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	1598.70
EFT46653	02/12/2015	FIRE AND SAFETY WA	FIRE PROTECTION WEAR / SUPPLIES	1013.30
EFT46654	02/12/2015	COMMUNITYWEST (INC)	REGISTRATION FOR 3 STAFF TO ATTEND BASIC FIRST AID TRAINING	346.50
EFT46655	02/12/2015	PICTON PRESS	PRINTING OF VEHICLE LOG BOOKS AND MEMBERSHIP PADS	2070.04
EFT46656	02/12/2015	MELTWATER AUSTRALIA PTY LTD	ANNUAL SUBSCRIPTION TO MELTWATER FOR MEDIA MONITORING - DEC 2015 - NOV 2016	6957.50
EFT46657	02/12/2015	LINDA MARY JONES	SALE OF ARTWORK - TIMELESS EXPRESSIONS EXHIBITION	105.00
EFT46658	02/12/2015	LORNA PENKETH	SALE OF ARTWORK - TIMELESS EXPRESSIONS EXHIBITION	199.50
EFT46659	02/12/2015	RHONDA MARGARET & STEPHEN PAUL CRUSKALL	RATES REFUND	398.32
EFT46660	02/12/2015	BENJAMIN THACKRAY	TRAVEL COMMUNITY VISITORS SCHEME REFUND	166.00
EFT46661	02/12/2015	PAULINE TONKIN	FALLS FARM GARDEN REIMBURSEMENT	90.00
EFT46662	02/12/2015	GEOFFRY K & DALE L ROGERS	FOOTPATH DEPOSIT REFUND	1550.00
EFT46663	02/12/2015	GARY CHRISTIAN ROELOFS	REFUND OF FEES FOR NOTICE OF DISCONTINUANCE THAT COULD NOT BE ACTIONED	150.00
EFT46664	02/12/2015	WENDY ANN CRAFT	SALE OF ARTWORK - TIMELESS EXPRESSIONS EXHIBITION	315.00
EFT46665	02/12/2015	SHIRE OF KALAMUNDA STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	711.87
EFT46666	02/12/2015	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	589.14
EFT46667	02/12/2015	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES FOR VARIOUS LOCATIONS	2561.98
EFT46668	02/12/2015	KALAMUNDA TOYOTA	PLANT / VEHICLE PARTS	1467.44
EFT46669	02/12/2015	WA LOCAL GOVERNMENT ASSOCIATION	REGISTRATION FOR 1 STAFF TO ATTEND WALGA CULTURAL PLANNING FORUM	65.00
EFT46670	02/12/2015	MCLEODS BARRISTERS & SOLICITORS	LEGAL EXPENSES	11913.06
EFT46671	02/12/2015	LANDGATE - VALUATIONS	VALUATIONS FOR VARIOUS LOCATIONS	640.56

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46672	02/12/2015	WALKERS HARDWARE (MITRE 10)	HARDWARE SUPPLIES	113.53
EFT46673	02/12/2015	BORAL CONSTRUCTION MATERIALS GROUP	ROAD MATERIALS FOR VARIOUS LOCATIONS	860.70
EFT46674	02/12/2015	FASTA COURIERS	COURIER FEES	222.62
EFT46675	02/12/2015	THE WATERSHED WATER SYSTEMS	RETICULATION PARTS FOR VARIOUS RESERVES	933.58
EFT46676	02/12/2015	ALSCO LINEN SERVICE	LINEN HIRE / LAUNDRY SERVICES	409.98
EFT46677	02/12/2015	BRADOCK PODIATRY SERVICES PTY LTD	PODIATRY SERVICES AT JACK HEALEY CENTRE	1085.70
EFT46678	02/12/2015	LINDLEY CONTRACTING	PLUMBING REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	1419.00
EFT46679	02/12/2015	KALA BOB KATS PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	3593.70
EFT46680	02/12/2015	GRONBEK SECURITY	SECURITY KEY SERVICES TO VARIOUS LOCATIONS	36.63
EFT46681	02/12/2015	GRIMES CONTRACTING PTY LTD	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	7742.34
EFT46682	02/12/2015	BGC ASPHALT	ROAD MATERIALS FOR VARIOUS LOCATIONS	1427.79
EFT46683	02/12/2015	DORMA AUTOMATICS PTY LTD	AUTOMATIC DOOR MAINTENANCE TO VARIOUS SHIRE BUILDINGS	693.00
EFT46684	02/12/2015	CADSULT IRRIGATION CONSULTANTS	DESIGN AND DOCUMENTATION OF NEW IRRIGATION SYSTEM FOR MORRISON OVAL	5203.66
EFT46685	02/12/2015	BRICK CONCEPTS	CROSSOVER MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	594.00
EFT46686	02/12/2015	FOODWORKS FRESH FORRESTFIELD	GROCERY SUPPLIES – PETER ANDERTON CENTRE	1036.95
EFT46687	02/12/2015	BRIDGESTONE AUSTRALIA LTD	PLANT / VEHICLE PARTS	574.60
EFT46688	02/12/2015	LOVEGROVE TURF SERVICES	TURF MAINTENANCE / SERVICES AT VARIOUS LOCATIONS	20812.00
EFT46689	02/12/2015	CRABBS KALAMUNDA (IGA)	GROCERY SUPPLIES – OPERATIONS CENTRE	405.58
EFT46690	02/12/2015	DALE ALCOCK HOMES PTY LTD	FOOTPATH DEPOSIT REFUND	1500.00
EFT46691	02/12/2015	BARBARA GEORGE	SALE OF ARTWORK - BURNT OFFERINGS EXHIBITION	2810.50

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46692	02/12/2015	KALAMUNDA VOLUNTEER BUSHFIRE BRIGADE	REIMBURSEMENT COSTS FOR VOLUNTEER BUSHFIRE BRIGADE	2128.45
EFT46693	02/12/2015	BIBBULMUN TRACK FOUNDATION	BOND REFUND SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	300.00
EFT46694	02/12/2015	HOME GROUP WA PTY LTD	FOOTPATH DEPOSIT REFUND	1500.00
EFT46695	02/12/2015	ST JOHN AMBULANCE AUSTRALIA (WA) INC	FIRST AID COVER FOR SUPPER CLUB AT SENIORS WEEK 2015	268.40
EFT46696	02/12/2015	COMMISSIONER OF POLICE	VOLUNTEER POLICE CHECKS	192.40
EFT46697	02/12/2015	TOTAL EDEN PTY LTD	PROGRESS CLAIM #3 - KOSTERA OVAL REDEVELOPMENT PROJECT & RETICULATION SUPPLIES FOR VARIOUS LOCATIONS	110743.35
EFT46698	02/12/2015	WILD SEASONS FLOWERS PTY LTD	FLOWER ARRANGEMENTS FOR SENIORS WEEK 2015	550.00
EFT46699	02/12/2015	BENTLEY SYSTEMS PTY LTD	MICROSTATION SELECT SUBSCRIPTION RENEWAL 01/01/16 - 31/12/16	1322.00
EFT46700	02/12/2015	LPNLC PTY LTD T/A KELYN TRAINING SERVICES	REGISTRATION FOR MULTIPLE STAFF TO ATTEND BASIC WORKSITE TRAFFIC MANAGEMENT & TRAFFIC CONTROLLER COURSE	2236.00
EFT46701	02/12/2015	LOCAL GOVERNMENT MANAGERS AUSTRALIA (WA DIVISION)	REGISTRATION FOR 2 STAFF TO ATTEND LGMA'S WOMEN'S FORUM AND REGISTRATION FOR 2 STAFF TO ATTEND AGE FRIENDLY COMMUNITIES WORKSHOP	1591.00
EFT46702	02/12/2015	GHD PTY LTD	ENGINEERING, ARCHITECTURE & ENVIRONMENTAL CONSULTING SERVICES - KALAMUNDA REGION DETAILED FLOOD STUDY	4824.60
EFT46703	02/12/2015	KALAMUNDA SENIOR HIGH SCHOOL	BOND REFUND SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	300.00
EFT46704	02/12/2015	LLOYD & SONJA GROVERMANN	FOOTPATH DEPOSIT REFUND	1550.00
EFT46705	02/12/2015	HILL TOP GROUP PTY	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	36044.49

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46706	02/12/2015	TRILOGY SERVICING PTY LTD	AIRCONDITIONING MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	5112.29
EFT46707	02/12/2015	LOCAL GOVERNMENT PLANNERS ASSOCIATION	REGISTRATION FOR 4 STAFF TO ATTEND HOT TOPICS FORUM	220.00
EFT46708	02/12/2015	1ST KALAMUNDA SCOUT GROUP	KIDSPORT FUNDING FOR VARIOUS PLAYERS	200.00
EFT46709	02/12/2015	BIG W (AR W1.C3.U.07)	LIBRARY SUPPLIES - BOOKS, DVDS AND OTHER ITEMS	548.94
EFT46710	02/12/2015	DUN & BRADSTREET (AUSTRALIA) PTY LTD	DEBT COLLECTION FEES FOR RATES	1139.00
EFT46711	02/12/2015	AUSTIN COMPUTERS	SUPPLY OF COMPUTERS / ACCESSORIES	177.00
EFT46712	02/12/2015	CONFECT - EXPRESS	KIOSK SUPPLIES FOR HARTFIELD RECREATION CENTRE	293.49
EFT46713	02/12/2015	SIGN-A -RAMA	SUPPLY AND INSTALL PROJECT DEVELOPMENT SIGNAGE FOR THE HARTFIELD PARK REDEVELOPMENT	5137.00
EFT46714	02/12/2015	WOOLWORTHS LIMITED	GROCERY SUPPLIES - FUNCTIONS	468.74
EFT46715	02/12/2015	FORRESTFIELD TENNIS CLUB (INC)	FORRESTFIELD TENNIS CLUB HIRE FEES FROM HARTFIELD PARK RECREATION CENTRE – 01/10/15 – 31/10/15	88.00
EFT46716	02/12/2015	HILLS GAS SUPPLY	SUPPLY OF BOTTLED GAS FOR VARIOUS LOCATIONS	100.00
EFT46717	02/12/2015	GLENDA DAWN CHARLTON (PODIATRY)	PODIATRY SERVICES AT JACK HEALEY CENTRE	1269.00
EFT46718	02/12/2015	KIM'S SKIM	PLANT / VEHICLE PARTS	77.00
EFT46719	02/12/2015	SECURE TRAFFIC	TRAFFIC MANAGEMENT FOR VARIOUS LOCATIONS	9614.00
EFT46720	02/12/2015	DAVID RIVETT - THE PIONEERS BUSH BAND	PERFORMANCE AT THANK A VOLUNTEER DAY 2015	330.00
EFT46721	02/12/2015	INSTITUTE OF PUBLIC WORKS ENGINEERING AUST. (NAT)	REGISTRATION FOR 4 STAFF TO ATTEND ALIGNING ACCOUNTING WITH INFRASTRUCTURE MANAGEMENT WORKSHOP	2860.00
EFT46722	02/12/2015	HARCOURTS REAL ESTATE - KALAMUNDA	REIMBURSEMENT FOR WINDOW REPAIR AT 41B GROVE ROAD WALLISTON	397.43

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46723	02/12/2015	PERTH ADVENTIST ORCHESTRA - SEVENTH DAY ADVENTIST CHURCH (WA CONFERENCE) LTD	HALL, KEY AND GRAND PIANO BOND REFUND	665.00
EFT46724	02/12/2015	BEST CONSULTANTS PTY LTD	ELECTRICIAL CONSULTING SERVICES TO VARIOUS LOCATIONS	5032.50
EFT46725	02/12/2015	LESMURDIE ARTS & CRAFTS INC	HALL AND KEY BOND REFUND	350.00
EFT46726	02/12/2015	NEVERFAIL SPRINGWATER LTD (PETER ANDERTON CEN)	BOTTLED WATER SUPPLIES / MAINTENANCE	53.20
EFT46727	02/12/2015	HENDER LEE ELECTRICAL	AS PER RFT-1509 HARTFIELD PARK RUGBY FIELDS LIGHTING UPGRADES PROJECT NUMBER 4442 - PROGRESS CLAIM #3	28136.50
EFT46728	02/12/2015	NEVERFAIL SPRINGWATER LTD (ZZCC)	BOTTLED WATER SUPPLIES / MAINTENANCE	26.85
EFT46729	02/12/2015	ENGINEERING DESIGN CONSULTANCY PTY LTD	STRUCTURAL ENGINEERING SERVICES AT REID OVAL FORRESTFIELD	198.00
EFT46730	02/12/2015	VERA MURRAY	TRAVEL COMMUNITY VISITORS SCHEME REFUND	45.00
EFT46731	02/12/2015	LIBERTY OIL WESTERN AUSTRALIA PTY LTD	SUPPLY OF FUEL	34060.01
EFT46732	02/12/2015	PH CONCRETE (WA) PTY LTD	FOOTPATH MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	7446.00
EFT46733	02/12/2015	STATE WIDE TURF SERVICES	TURF SUPPLIES / MAINTENANCE FOR VARIOUS LOCATIONS	8327.00
EFT46734	02/12/2015	JORGE'S CONTRACTING SERVICES	CLEANING SERVICES FOR PETER ANDERTON CENTRE	2397.01
EFT46735	02/12/2015	BENCHMARK MAINTENANCE SERVICES	CONTRACTOR BUILDING MAINTENANCE VARIOUS BUILDINGS	440.00
EFT46736	02/12/2015	GURU PRODUCTIONS	PART PAYMENT OF SHIRE FEATURE ON 'DESTINATION WA' TV SHOW	5500.00
EFT46737	02/12/2015	BEAVER TREE SERVICES	TREE REMOVAL / PRUNING FOR VARIOUS LOCATIONS	8435.37
EFT46738	02/12/2015	GREENSENSE PTY LTD	WALGA REPORTING PLATFORM ANNUAL SUBSCRIPTION AND DATA INTEGRATION FEE - 08/10/15 - 08/10/16	4270.40



<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46739	02/12/2015	ARBOR MAN	REMOVAL OF GREENWASTE STOCKPILE AT WALLISTON TRANSFER STATION	11000.00
EFT46740	02/12/2015	SHENAYE HUMMERSTON	SEED COLLECTION AT VARIOUS LOCATIONS	750.00
EFT46741	02/12/2015	LOUISA O'CONNOR	HALL AND KEY BOND REFUND	350.00
EFT46742	02/12/2015	FIRE 4 HIRE	VERGE / RESERVE MAINTENANCE AT VARIOUS LOCATIONS	4924.70
EFT46743	02/12/2015	TRISLEYS HYDRAULIC SERVICES PTY LTD	REPLACEMENT OF HYDRA GAS SHUTDOWN/DETECTOR FOR POOL FILTRATION SYSTEM	5340.50
EFT46744	02/12/2015	IAN MOSS	SALE OF ARTWORK - TIMELESS EXPRESSIONS EXHIBITION	98.00
EFT46745	02/12/2015	EVAN JEFFREY ROBERTS	RETURN OF OUTSTANDING WORKS BOND - WAPC 275-13, LOT 172 (3) BARBARY RD HIGH WYCOMBE	9555.00
EFT46746	02/12/2015	MACQUARIE EQUIPMENT RENTALS PTY LTD	LEASE PAYMENTS FOR KALAMUNDA WATER PARK	5811.86
EFT46747	02/12/2015	KALAMUNDA ELECTRICS	ELECTRICAL REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	7333.32
EFT46748	02/12/2015	INFINITI GROUP	KITCHEN PRODUCTS FOR PETER ANDERTON CENTRE - CLEANING GOODS AND CONSUMABLES	519.09
EFT46749	02/12/2015	CANNINGTON RETRAVISION	ELECTRICAL SUPPLIES – FREEZER FOR FUNCTIONS	1145.00
EFT46750	02/12/2015	CUROST MILK SUPPLY	MILK SUPPLY FOR DEPOT	125.90
EFT46751	02/12/2015	DFP RECRUITMENT SERVICES PTY LTD	HIRE OF TEMPORARY STAFF – CUSTOMER SERVICE OFFICERS	6208.70
EFT46752	02/12/2015	MPK TREE SERVICES	TREE REMOVAL / BRANCH PRUNING AT VARIOUS LOCATIONS	29729.20
EFT46753	02/12/2015	A1 TROJAN PEST CONTROL	PEST CONTROL SERVICES FOR VARIOUS LOCATIONS	885.00
EFT46754	02/12/2015	NEVERFAIL SPRINGWATER LTD (ADMIN OFFICE)	BOTTLED WATER SUPPLIES / MAINTENANCE	39.65
EFT46755	02/12/2015	RIDING FOR THE DISABLED - HILLS GROUP	KIDSPORT FUNDING FOR VARIOUS PLAYERS	200.00
EFT46756	02/12/2015	STAN THE TYRE MAN (STAN'S TYRE SERVICE WA)	PLANT / VEHICLE PARTS	3168.00
EFT46757	02/12/2015	CHRIS KERSHAW PHOTOGRAPHY	PHOTOGRAPHY FOR MOUNTAIN BIKING SHOTS	337.50

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46758	02/12/2015	ALLEASING PTY LTD	QUARTERLY LEASING FEES FOR VARIOUS CONTRACTS	51953.17
EFT46759	02/12/2015	TOP CLASS ROOF RESTORATION	BUILDING APPLICATION FEE REFUND	90.00
EFT46760	02/12/2015	FLEETCARE PTY LTD	STAFF CONTRIBUTIONS TO NOVATED / OPERATING LEASING	10852.63
EFT46761	02/12/2015	RONALD PENDAL	VOLUNTEER TRANSPORT REIMBURSEMENT REFUND	64.00
EFT46762	02/12/2015	URBANECO GARDENS	HOME MAINTENANCE SERVICES FOR HACC CLIENTS	3825.00
EFT46763	02/12/2015	PAULINE MANN	ASSORTED MERCHANDISE FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	118.00
EFT46764	02/12/2015	SEATADVISOR PTY LTD	TICKET SALES FOR SHOW AT KALAMUNDA PERFORMING ARTS CENTRE	149.22
EFT46765	02/12/2015	CLASSIC HOME & GARAGE INNOVATIONS PTY LTD	FOOTPATH DEPOSIT REFUND	3000.00
EFT46766	02/12/2015	BLACKTREE TECHNOLOGY	RADIO ID & ACCESS TO THE CENTRAL REPEATER SITE - AUGUST TO NOVEMBER 2015	1276.00
EFT46767	02/12/2015	KARENNA WOOD	GRANT WRITING FOR CORYMBIA FESTIVAL - HEALTHWAY AND LOTTERYWEST GRANTS	406.00
EFT46768	02/12/2015	2TONE MOTOR TRIMMING	SEAT AND CANVAS REPAIRS TO SHIRE EQUIPMENT	1100.00
EFT46769	02/12/2015	EMMA GOODWIN	HALL AND KEY BOND REFUND	1050.00
EFT46770	02/12/2015	LYNNE & GARY LANNEN	FOOTPATH DEPOSIT REFUND	1500.00
EFT46771	02/12/2015	TELSTRA SNP MONITORING PTY LTD	SUPPLY SECURITY MONITORING AND REPAIR SERVICES	209.00
EFT46772	02/12/2015	BALLPOINT PENGUINS	PERFORMANCE FOR MORNING MUSIC 7 OCTOBER 2015	500.00
EFT46773	02/12/2015	MASINA MILLER	PERFORMANCE 'TRIBUTE TO CAROLE KING'S TAPESTRY ALBUM' 19 NOVEMBER 2015	1650.00
EFT46774	02/12/2015	FUTUREWEST INSTITUTE	REGISTRATION FOR 1 STAFF TO ATTEND ADVANCED DIPLOMA OF PUBLIC SAFETY (EMERGENCY MANAGEMENT) COURSE	2000.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46775	02/12/2015	WOOD VETERINARY SERVICES PTY LTD	VETERINARY FEE FOR IMPLANTING 109 MICROCHIPS	545.00
EFT46776	02/12/2015	KATHERINE FARRANT (NERVANA CHIROPRACTIC)	BOND REFUND SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	300.00
EFT46777	02/12/2015	PERITAS CIVIL PTY LTD	PLANNING APPLICATION FEE REFUND	294.00
EFT46778	02/12/2015	PRESTIGE CATERING AND EVENT HIRE	DEPOSIT FOR CATERING FOR THANK A VOLUNTEER DAY 2015	100.00
EFT46779	02/12/2015	BIBBULMUN NETWORK	BOND REFUND SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	300.00
EFT46780	02/12/2015	THOMAS MOIR	HALL AND KEY BOND REFUND	450.00
EFT46781	02/12/2015	ANNETTE MUTHUKUMARASWAMY	HALL AND KEY BOND REFUND	1050.00
EFT46782	02/12/2015	TIA FRECKER	KEY BOND REFUND	50.00
EFT46783	02/12/2015	PRARTHOSUSAN JONES	KEY BOND REFUND	50.00
EFT46784	02/12/2015	MOHAMMAD J HAQUE	KEY BOND REFUND	50.00
EFT46785	02/12/2015	SEVENTH DAY ADVENTIST ALL NATIONS FORRESTFIELD	KEY BOND REFUND	50.00
EFT46786	02/12/2015	ESTHER DELLA FAVORY	KEY BOND REFUND	50.00
EFT46787	07/12/2015	SHIRE OF KALAMUNDA STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	25000.00
EFT46788	16/12/2015	HART SPORT	FITNESS EQUIPMENT SUPPLIES FOR GROUP FITNESS CLASS AT HIGH WYCOMBE RECREATION CENTRE	501.80
EFT46789	16/12/2015	STYLECORP CORPORATE WEAR	UNIFORM FOR VARIOUS STAFF MEMBERS	463.94
EFT46790	16/12/2015	WEX AUSTRALIA PTY LTD - WRIGHT EXPRESS FUEL CARDS AUSTRALIA LTD	FUEL - PERIOD ENDING 14 DECEMBER 2015	4547.61
EFT46791	16/12/2015	PLE COMPUTERS	COMPUTER SUPPLIES / ACCESSORIES FOR OPERATIONS CENTRE	7707.42
EFT46792	16/12/2015	SHAWMAC PTY LTD	CONSULTING SERVICES – A REVIEW TO RETROFIT A SERIES OF ACROD BAYS AGAINST THE LATEST AUSTRALIAN STANDARD	550.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46793	16/12/2015	JB HI-FI MIDLAND	ELECTRICAL SUPPLIES FOR OPERATIONS CENTRE	198.00
EFT46794	16/12/2015	FIRE AND SAFETY WA	FIRE PROTECTION WEAR / SUPPLIES	77.02
EFT46795	16/12/2015	WATERCOM PTY LTD	ANNUAL MAINTENANCE WATERCOM DRAINS SOFTWARE	1100.00
EFT46796	16/12/2015	EXPERIENCE PERTH	ADVERTISING IN THE 2016 EXPERIENCE PERTH HOLIDAY PLANNER	975.00
EFT46797	16/12/2015	FREESTYLE NOW	SKATEPARK COACHING WORKSHOP AT FORRESTFIELD SKATEPARK	440.00
EFT46798	16/12/2015	COMMUNITYWEST (INC)	REGISTRATION FOR 3 STAFF TO ATTEND BETTER QUESTIONS RELEASING HUMAN POTENTIAL WORKSHOP	81.42
EFT46799	16/12/2015	OLK & ASSOCIATES	ARCHITECTURAL SERVICES - CONCEPT DESIGN OF THE PROPOSED SPECTATOR SEATING FOR FORRESTFIELD UNITED SOCCER CLUB	4675.00
EFT46800	16/12/2015	CABCHARGE AUSTRALIA LIMITED	CABCHARGE FEES	180.08
EFT46801	16/12/2015	A CLASS DISPLAYS	A1 POSTER DISPLAY CASE FOR KALAMUNDA PERFORMING ARTS CENTRE	1393.99
EFT46802	16/12/2015	NEVERFAIL SPRINGWATERLTD (FORRESTFIELD LIB)	BOTTLED WATER SUPPLIES / MAINTENANCE	39.25
EFT46803	16/12/2015	PICTON PRESS	PRINTING OF ANNUAL REPORT AND RECREATION CENTRE BROCHURES	6500.26
EFT46804	16/12/2015	VE GRAPHICS PTY LTD	SUPPLY OF BANNERS FOR PERTH HILLS SPRING FESTIVAL	1123.10
EFT46805	16/12/2015	DOT ULIJN (DOT BLASZCZAK)	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	97.30
EFT46806	16/12/2015	TOP OF THE LADDER GUTTER CLEANING	GUTTER CLEANING SERVICES FOR VARIOUS LOCATIONS	946.00
EFT46807	16/12/2015	ALL EARTH GROUP PTY LTD	PROGRESS CLAIM #4 - KOSTERA OVAL REDEVELOPMENT	489709.00
EFT46808	16/12/2015	BEES HIRE & SALES	EQUIPMENT HIRE SUPPLIES TO VARIOUS LOCATIONS	1975.73

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46809	16/12/2015	TOTALLY WORKWEAR MIDLAND	SUPPLY OF PROTECTIVE CLOTHING	407.55
EFT46810	16/12/2015	CIRCUITWEST INC.	REGISTRATION FOR 1 STAFF TO ATTEND CIRCUITWEST CONFERENCE 2015	198.00
EFT46811	16/12/2015	ROBYN BEARDSSELL	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	3.50
EFT46812	16/12/2015	CAROL ANNE CRUTE	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	14.00
EFT46813	16/12/2015	ALLAN MORTON	COUNCILLOR ALLOWANCE - 01/12/15 - 31/12/15	2184.17
EFT46814	16/12/2015	BENJAMIN THACKRAY	TRAVEL COMMUNITY VISITORS SCHEME REFUND	293.20
EFT46815	16/12/2015	AVERIL ANNE BAKER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	42.00
EFT46816	16/12/2015	SPECTRUM ARTS	CURATING OF THE REDUCTIVE SIGNAL EXHIBITION BY RONAN LANE AT ZIG ZAG GALLERY	660.00
EFT46817	16/12/2015	GILL BAXTER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	10.50
EFT46818	16/12/2015	KALAMUNDA CLUB INC	INSURANCE CLAIM FOR VARIOUS REPAIRS	1050.55
EFT46819	16/12/2015	ALZTUFF	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	8.75
EFT46820	16/12/2015	SHIRE OF KALAMUNDA STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	646.87
EFT46821	16/12/2015	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	589.14
EFT46822	16/12/2015	AUSTRALIA POST	POSTAL EXPENSES / COUNTER BILLPAY TRANSACTION FEES – NOVEMBER 2015	5866.19
EFT46823	16/12/2015	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES FOR VARIOUS LOCATIONS	1390.58
EFT46824	16/12/2015	COVS PARTS PTY LTD	PLANT / VEHICLE PARTS	1637.34
EFT46825	16/12/2015	LANDGATE	AERIAL PHOTOGRAPHY OF KALAMUNDA	523.60
EFT46826	16/12/2015	JASOL AUSTRALIA	CLEANING SUPPLIES	523.58
EFT46827	16/12/2015	KALAMUNDA AUTO ELECTRICS	PLANT / VEHICLE PARTS	2581.20
EFT46828	16/12/2015	KALAMUNDA TOYOTA	PLANT / VEHICLE PARTS	359.14

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46829	16/12/2015	MCLEODS BARRISTERS & SOLICITORS	LEGAL EXPENSES	13018.07
EFT46830	16/12/2015	STATE LIBRARY OF W.A.	LOST AND DAMAGED BOOKS FOR VARIOUS LIBRARIES	93.50
EFT46831	16/12/2015	LANDGATE - VALUATIONS	VALUATIONS FOR VARIOUS LOCATIONS	1814.08
EFT46832	16/12/2015	WA LIBRARY SUPPLIES PTY LTD	LIBRARY / OFFICE SUPPLIES	556.00
EFT46833	16/12/2015	WALKERS HARDWARE (MITRE 10)	HARDWARE SUPPLIES	101.65
EFT46834	16/12/2015	WESFARMERS KLEENHEAT GAS PTY LTD	GAS BOTTLES SUPPLIES	68.20
EFT46835	16/12/2015	ECHO NEWSPAPER	ADVERTISING FOR VARIOUS JOBS / EVENTS	2876.50
EFT46836	16/12/2015	MCKAY EARTHMOVING PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	27586.20
EFT46837	16/12/2015	EASTERN METROPOLITAN REGIONAL COUNCIL	DOMESTIC / WASTE CHARGES - RED HILL TIP AND BIENNIAL GROUND WATER MONITORING	358266.62
EFT46838	16/12/2015	BORAL CONSTRUCTION MATERIALS GROUP	ROAD MATERIALS FOR VARIOUS LOCATIONS	1052.76
EFT46839	16/12/2015	THE WATERSHED WATER SYSTEMS	RETICULATION PARTS FOR VARIOUS RESERVES	672.02
EFT46840	16/12/2015	FORRESTFIELD MOWER CENTRE	SUPPLY OF HARDWARE / PLANT PARTS	1000.00
EFT46841	16/12/2015	SONIC HEALTHPLUS (KINETIC HEALTH GROUP LTD)	PREPLACEMENT MEDICALS / BASELINE HEARING TESTS	185.90
EFT46842	16/12/2015	LESMURDIE SAND, SOIL & BOBCAT HIRE	GARDEN / RESERVE SUPPLIES	156.00
EFT46843	16/12/2015	ALSCO LINEN SERVICE	LINEN HIRE / LAUNDRY SERVICES	1412.23
EFT46844	16/12/2015	BRADOCK PODIATRY SERVICES PTY LTD	PODIATRY SERVICES AT JACK HEALEY CENTRE	1421.75
EFT46845	16/12/2015	DAYNITE TOWING SERVICE (WA) PTY LTD (FORMERLEY MOBITOW PTY LTD)	TOWING SERVICES	726.00
EFT46846	16/12/2015	LINDLEY CONTRACTING	PLUMBING REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	2772.00
EFT46847	16/12/2015	CLEAN CLOTH COTTON TRADERS	PROTECTIVE SUPPLIES	164.87
EFT46848	16/12/2015	KALA BOB KATS PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	5895.45

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46849	16/12/2015	DEPARTMENT OF PARKS & WILDLIFE	LEASE 2234/35 - WILDLIFE HOSPITAL: RENTAL DUE 01/11/15 - 31/10/16 AND HOLIDAY PARK PASS	399.87
EFT46850	16/12/2015	ACTIMED AUSTRALIA PTY LTD	MEDICAL SUPPLIES FOR PODIARTIST	585.47
EFT46851	16/12/2015	GRONBEK SECURITY	SECURITY KEY SERVICES TO VARIOUS LOCATIONS	855.87
EFT46852	16/12/2015	GRIMES CONTRACTING PTY LTD	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	6525.96
EFT46853	16/12/2015	BGC ASPHALT	ROAD MATERIALS FOR VARIOUS LOCATIONS	490.05
EFT46854	16/12/2015	WESTBOOKS	LIBRARY SUPPLIES	12.80
EFT46855	16/12/2015	WA LIMESTONE COMPANY	ROAD MATERIALS FOR VARIOUS LOCATIONS	1247.91
EFT46856	16/12/2015	WESTSIDE FIRE SERVICES	TESTING AND INSPECTION OF FIRE EQUIPMENT / SUPPLIES	442.01
EFT46857	16/12/2015	STAPLES AUSTRALIA PTY LTD (CORPORATE EXPRESS AUSTRALIA LTD)	STATIONERY / OFFICE SUPPLIES	1014.07
EFT46858	16/12/2015	KALAMUNDA STATE EMERGENCY SERVICE (SES)	REIMBURSEMENT - GOODS AND SERVICES	1934.85
EFT46859	16/12/2015	WESTERN AUSTRALIAN ELECTORAL COMMISSION	WESTERN AUSTRALIAN ELECTORAL COMMISSION 2015 - LOCAL GOVERNMENT ORDINARY ELECTIONS	113320.28
EFT46860	16/12/2015	JOHN GIARDINA	COUNCILLOR ALLOWANCE - 01/12/15 - 31/12/15	3471.67
EFT46861	16/12/2015	GEOFF STALLARD	COUNCILLOR ALLOWANCE - 01/12/15 - 31/12/15	2184.17
EFT46862	16/12/2015	OWEN MCGRATH	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	70.00
EFT46863	16/12/2015	FOODWORKS FRESH FORRESTFIELD	GROCERY SUPPLIES – PETER ANDERTON CENTRE	1219.47
EFT46864	16/12/2015	MARKETFORCE PTY LTD	ADVERTISING FOR VARIOUS JOBS / EVENTS	826.02
EFT46865	16/12/2015	KALAMUNDA YOUTH SWING BAND	HALL AND KEY BOND REFUND	655.00
EFT46866	16/12/2015	KALAMUNDA DRAMATIC SOCIETY INS (KADS)	KEY BOND REFUND	50.00
EFT46867	16/12/2015	BUCHER MUNICIPAL PTY LTD	PLANT / VEHICLE PARTS	542.31
EFT46868	16/12/2015	LO-GO APPOINTMENTS	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	1080.18
EFT46869	16/12/2015	BRIDGESTONE AUSTRALIA LTD	PLANT / VEHICLE PARTS	1488.38
EFT46870	16/12/2015	ONESTEEL DISTRIBUTION (MIDALIA STEEL)	PLANT / VEHICLE PARTS	742.01

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46871	16/12/2015	J BLACKWOOD & SON LIMITED	PROTECTIVE WEAR / SUPPLIES	3053.32
EFT46872	16/12/2015	EASTERN HILLS SAWS AND MOWERS	PLANT / VEHICLE PARTS	6600.00
EFT46873	16/12/2015	DFES DIRECT BRIGADE ALARM MONITORING	INVESTIGATION OF COMMUNICATIONS FAULT AT KALAMUNDA THEATRE	38.50
EFT46874	16/12/2015	LOVEGROVE TURF SERVICES	TURF MAINTENANCE / SERVICES AT VARIOUS LOCATIONS	888.00
EFT46875	16/12/2015	REPCO BRAKE & CLUTCH	PLANT / VEHICLE PARTS	54.65
EFT46876	16/12/2015	KALAMUNDA & DISTRICTS HISTORICAL SOCIETY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	140.00
EFT46877	16/12/2015	JOHN SARA	SALE OF ARTWORK - SPRING IN THE HILLS EXHIBITION	21.00
EFT46878	16/12/2015	CRABBS KALAMUNDA (IGA)	GROCERY SUPPLIES FOR OPERATIONS CENTRE	969.36
EFT46879	16/12/2015	DALE ALCOCK HOMES PTY LTD	FOOTPATH DEPOSIT REFUND	1500.00
EFT46880	16/12/2015	KALAMUNDA VOLUNTEER BUSHFIRE BRIGADE	HAZARD REDUCTION BURNS AT VARIOUS LOCATIONS	240.00
EFT46881	16/12/2015	WATTLE GROVE VETERINARY HOSPITAL	VETERINARY FEES	125.00
EFT46882	16/12/2015	FORRESTFIELD UNITED SOCCER CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	2600.00
EFT46883	16/12/2015	WALLISTON DELI	CATERING AND EVENT SUPPLIES AS REQUIRED FOR THE WORKS DEPOT	55.00
EFT46884	16/12/2015	ASHMY PTY LTD	FOOTPATH DEPOSIT REFUND	1500.00
EFT46885	16/12/2015	LIONS CLUB OF KALAMUNDA	HALL AND KEY BOND REFUND	350.00
EFT46886	16/12/2015	HIGH WYCOMBE CRICKET CLUB	TURF WICKET MAINTENANCE FOR SEASON 15/16	12980.77
EFT46887	16/12/2015	ELLENBY TREE FARM	GARDEN / RESERVE SUPPLIES	1897.50
EFT46888	16/12/2015	THE HONDA SHOP	PLANT / VEHICLE PARTS	30.57
EFT46889	16/12/2015	SWAN EVENT HIRE	EQUIPMENT HIRE FOR THANK A VOLUNTEER DAY 2015	5823.58
EFT46890	16/12/2015	THE CHURCHES COMMISSION ON EDUCATION (INC) T/A YOUTHCARE	GRANT FOR CHAPLAINCY SERVICES IN THE HILLS AND FOOTHILLS REGION 2015/2016	22550.00



<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46891	16/12/2015	MIDWAY FORD (WA)	SUPPLY OF NEW VEHICLE FOR SES	51267.35
EFT46892	16/12/2015	TOTAL EDEN PTY LTD	RETICULATION PARTS AS REQUIRED	20.90
EFT46893	16/12/2015	WILD SEASONS FLOWERS PTY LTD	FLOWER ARRANGEMENTS FOR 2 STAFF	135.00
EFT46894	16/12/2015	AABEL LINE MARKING	LINE MARKING FOR VARIOUS LOCATIONS	803.00
EFT46895	16/12/2015	ARCUS REFRIGERATION SERVICE PTY LTD	SUPPLY REFRIGERATION EQUIPMENT AND SPARES	824.10
EFT46896	16/12/2015	WA HINO SALES & SERVICE	PLANT / VEHICLE PARTS	394.22
EFT46897	16/12/2015	DEPARTMENT OF FIRE AND EMERGENCY SERVICES (DFES)	EMERGENCY SERVICES LEVY - QUARTER 2 - 2015/16	1698532.61
EFT46898	16/12/2015	GHD PTY LTD	ENGINEERING, ARCHITECTURE & ENVIRONMENTAL CONSULTING SERVICES	9075.00
EFT46899	16/12/2015	ICON-SEPTECH	DRAINAGE SUPPLIES FOR VARIOUS LOCATIONS	4064.50
EFT46900	16/12/2015	ORBIT HEALTH & FITNESS SOLUTIONS	GYM EQUIPMENT SUPPLIES	142.89
EFT46901	16/12/2015	THE FARM SHOP	GARDEN / RESERVE SUPPLIES	230.00
EFT46902	16/12/2015	ANNA HAMERSLEY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	17.50
EFT46903	16/12/2015	LEANNE KUDRAY	KEY BOND REFUND	50.00
EFT46904	16/12/2015	COMMUNICATION SUPPORT UNIT SES	ASSIST WITH PARKING & TRAFFIC CONTROL AT WALK THE ZIG ZAG 2015	500.00
EFT46905	16/12/2015	B & J CATALANO PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	10856.88
EFT46906	16/12/2015	HILL TOP GROUP PTY	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	44085.41
EFT46907	16/12/2015	JARAM PRODUCTS PTY	PLANT / VEHICLE PARTS	3225.00
EFT46908	16/12/2015	ABCO PRODUCTS	CLEANING SUPPLIES FOR HARTFIELD PARK RECREATION CENTRE	119.70
EFT46909	16/12/2015	FREEDOM POOLS	FOOTPATH DEPOSIT REFUND	1000.00
EFT46910	16/12/2015	TRILOGY SERVICING PTY LTD	AIRCONDITIONING MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	3502.55

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46911	16/12/2015	DARREN R & CATHERINE A CLOHESSY	RETURN OF OUTSTANDING WORKS BOND FOR ACCESSWAY AND CROSSOVER - WAPC 66813, 78 BANDALONG WAY HIGH WYCOMBE	13524.25
EFT46912	16/12/2015	QUICK CORPORATE AUST PTY LTD	STATIONERY & OFFICE SUPPLIES	3465.16
EFT46913	16/12/2015	DEBBIE JOSE JEWELLERY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	140.00
EFT46914	16/12/2015	PHONOGRAPHIC PERFORMANCE COMPANY OF AUSTRALIA LTD	LICENCE FEES FOR VARIOUS HALLS	1060.18
EFT46915	16/12/2015	SUSAN BILICH	COUNCILLOR ALLOWANCE - 01/12/15 - 31/12/15	2184.17
EFT46916	16/12/2015	MCDOWALL AFFLECK PTY LTD	DESIGN AND ENGINEERING DETAIL FOR THE PROPOSED WALKWAYS, RAMPS AND HANDRAILING TO KOSTERA OVAL TO MEET ACCESS REQUIREMENTS	7480.00
EFT46917	16/12/2015	COMMUNITY NEWSPAPER GROUP LTD	ADVERTISING FOR VARIOUS JOBS AND EVENTS	4813.77
EFT46918	16/12/2015	KANYANA WILDLIFE REHABILITATION CENTRE INC	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	272.80
EFT46919	16/12/2015	PERRY ENVIRONMENTAL CONTRACTING	WEED CONTROL AT VARIOUS LOCATIONS	12945.00
EFT46920	16/12/2015	ACES (ANIMAL CARE EQUIPMENT & SERVICES P/L)	ANIMAL HANDLING EQUIPMENT	660.92
EFT46921	16/12/2015	YAIRABIN PTY LTD T/A DRIVE STRAIGHT ALIGNMENT SERVICES	PLANT / VEHICLE PARTS	524.70
EFT46922	16/12/2015	PACIFIC BIOLOGICS PTY LTD	MOSQUITO CONTROL	11730.35
EFT46923	16/12/2015	BT EQUIPMENT P/L T/A TUTT BRYANT EQUIPMENT	PLANT / VEHICLE PARTS	463.04
EFT46924	16/12/2015	BROOKE O'DONNELL	COUNCILLOR ALLOWANCE - 01/12/15 - 31/12/15	2184.17
EFT46925	16/12/2015	DUN & BRADSTREET (AUSTRALIA) PTY LTD	DEBT COLLECTION FEES FOR RATES	154871.89
EFT46926	16/12/2015	AUSTIN COMPUTERS	SUPPLY OF COMPUTERS / ACCESSORIES FOR LIBRARIES	9143.00
EFT46927	16/12/2015	KAB SEATING SYSTEMS	PLANT / VEHICLE PARTS	2150.50
EFT46928	16/12/2015	CAROL BOWEN	PART WHITEGOODS COLLECTION FEE REFUND	3.50

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46929	16/12/2015	FOOD TECHNOLOGY SERVICES PTY LTD	HIRE OF TEMPORARY STAFF FOR HEALTH DEPARTMENT	2881.18
EFT46930	16/12/2015	MICHAEL ANDREW FERNIE	COUNCILLOR ALLOWANCE - 01/12/15 - 31/12/15	2184.17
EFT46931	16/12/2015	COCA-COLA AMATIL (AUST) PTY LTD	KIOSK SUPPLIES FOR HARTFIELD RECREATION CENTRE	1048.45
EFT46932	16/12/2015	G FORCE PRINTING	SUPPLY OF PRINTED STATIONERY STOCK	1714.90
EFT46933	16/12/2015	T-QUIP	PLANT / VEHICLE PARTS	1113.55
EFT46934	16/12/2015	HYDROQUIP PUMPS	MAINTENANCE OF PUMPING INSTALLATIONS	9645.90
EFT46935	16/12/2015	KAREN SIGGINS	KEY BOND REFUND	50.00
EFT46936	16/12/2015	AROUND THE CORNER	CATERING SUPPLIES	227.50
EFT46937	16/12/2015	DIRECT TRADES SUPPLY PTY LTD	HARDWARE SUPPLIES	1414.08
EFT46938	16/12/2015	SNAKES HARMFUL & HARMLESS	SUPPLY OF A STANDARD SNAKE CATCHING KIT	374.00
EFT46939	16/12/2015	DONNA GAHAN	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	38.50
EFT46940	16/12/2015	SARA LOHMEYER	COUNCILLOR ALLOWANCE - 01/12/15 - 31/12/15	2184.17
EFT46941	16/12/2015	WA NATURALLY PUBLICATIONS/DEPARTMENT OF ENVIRONMENT & CONSERVATION	MERCHANDISE SUPPLIES FOR THE ZIG ZAG CULTURAL CENTRE	372.24
EFT46942	16/12/2015	CABLE LOCATES & CONSULTING	LOCATION SERVICES FOR VARIOUS AREAS	5348.42
EFT46943	16/12/2015	PORTER CONSULTING ENGINEERS	CONSULTING SERVICES FOR PATTERSON ROAD PICKERING BROOK UPGRADE	2090.00
EFT46944	16/12/2015	BGC CEMENT BAGGED PRODUCTS	ROAD MATERIALS SUPPLIES	775.19
EFT46945	16/12/2015	MARTIN HICKS	FOOTPATH DEPOSIT REFUND	1000.00
EFT46946	16/12/2015	NOREEN TOWNSEND	COUNCILLOR ALLOWANCE - 01/12/15 - 31/12/15	2184.17
EFT46947	16/12/2015	WOOLWORTHS LIMITED	GROCERY SUPPLIES FOR ENVIRONMENTAL WORKSHOPS	427.66
EFT46948	16/12/2015	SNAP PRINTING - MIDLAND	PRINTING OF BUSINESS CARDS FOR COUNCILLORS AND STAFF	2093.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46949	16/12/2015	FORRESTFIELD TENNIS CLUB (INC)	FORRESTFIELD TENNIS CLUB HIRE FEES FROM HARTFIELD PARK RECREATION CENTRE – 01/11/15 – 30/11/15	48.00
EFT46950	16/12/2015	MAIDA VALE DELIVERY ROUND	PAPER AND MAGAZINES DELIVERIES FOR HIGH WYCOMBE LIBRARY	51.60
EFT46951	16/12/2015	SIMON DI ROSSO	COUNCILLOR ALLOWANCE - 01/12/15 - 31/12/15	2184.17
EFT46952	16/12/2015	EASTERN REGION SECURITY	SECURITY SERVICES TO VARIOUS SHIRE BUILDINGS	6362.56
EFT46953	16/12/2015	GLENDA DAWN CHARLTON (PODIATRY)	PODIATRY SERVICES AT JACK HEALEY CENTRE	822.50
EFT46954	16/12/2015	WEBSITE WEED & PEST PTY LTD	WEED CONTROL AT VARIOUS LOCATIONS	7920.00
EFT46955	16/12/2015	SECURE TRAFFIC	TRAFFIC MANAGEMENT FOR VARIOUS LOCATIONS	14693.25
EFT46956	16/12/2015	EASIFLEET MANAGEMENT	STAFF CONTRIBUTIONS TO NOVATED / OPERATING LEASES	5824.68
EFT46957	16/12/2015	HUMES	DRAINAGE SUPPLIES FOR VARIOUS LOCATIONS	3867.74
EFT46958	16/12/2015	BOYA EQUIPMENT PTY LTD	PLANT / VEHICLE PARTS	118.87
EFT46959	16/12/2015	INSTITUTE OF PUBLIC WORKS ENGINEERING AUST. (NAT)	INTERNATIONAL INFRASTRUCTURE MANAGEMENT MANUAL AND AUSTRALIAN INFRASTRUCTURE FINANCIAL MANAGEMENT MANUAL	1984.46
EFT46960	16/12/2015	MARY & NOEL HOFFMAN	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	31.50
EFT46961	16/12/2015	AQUA SHADES	REPLACEMENT OF SHADE SAIL AT THE GRASSY SEATING AREA OF LAP POOL	1400.00
EFT46962	16/12/2015	ROAD SIGNS AUSTRALIA (ALLPACK SIGNS)	TRAFFIC PROTECTION PRODUCTS / SIGNAGE	3967.26
EFT46963	16/12/2015	DANTHONIA DESIGNS	PART PAYMENT - 3D ENTRANCE SIGN FOR FORRESTFIELD SKATE PARK	6449.85
EFT46964	16/12/2015	PIRTEK WELSHPOOL	PLANT / VEHICLE PARTS	1661.30
EFT46965	16/12/2015	SHIRLEY SPENCER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	273.70
EFT46966	16/12/2015	MULTILEC ENGINEERING	QUARTERLY SERVICING & TESTING OF LIFTS	541.75

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46967	16/12/2015	ANITA J PHILLIPS	SALE OF ARTWORK - 2 PERSPECTIVES NEAR AND FAR EXHIBITION	1680.00
EFT46968	16/12/2015	HOLCIM AUSTRALIA PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	3570.00
EFT46969	16/12/2015	MAJESTIQUE SCHOOL OF DANCE	HALL AND KEY BOND REFUND	455.00
EFT46970	16/12/2015	ANDREW WADDELL	COUNCILLOR ALLOWANCE - 01/12/15 - 31/12/15	7977.92
EFT46971	16/12/2015	DRAINFLOW SERVICES PTY LTD	CLEANING / MAINTAINING STORM WATER DRAINS	12925.00
EFT46972	16/12/2015	NEVERFAIL SPRINGWATER LTD (PETER ANDERTON CEN)	BOTTLED WATER SUPPLIES / MAINTENANCE	67.86
EFT46973	16/12/2015	HENDER LEE ELECTRICAL	PROGRESS CLAIM #4 - HARTFIELD PARK RUGBY FIELDS LIGHTING UPGRADES	93809.15
EFT46974	16/12/2015	NEVERFAIL SPRINGWATER LTD (ZZCC)	BOTTLED WATER SUPPLIES / MAINTENANCE	27.65
EFT46975	16/12/2015	DYLAN O'CONNOR	COUNCILLOR ALLOWANCE - 01/12/15 - 31/12/15	2184.17
EFT46976	16/12/2015	BOWDEN TREE CONSULTANCY	ARBORICULTURAL CONSULTANCY	528.00
EFT46977	16/12/2015	LIBERTY OIL WESTERN AUSTRALIA PTY LTD	SUPPLY OF FUEL	10952.24
EFT46978	16/12/2015	CANDY GORDON	KEY BOND REFUND	50.00
EFT46979	16/12/2015	PH CONCRETE (WA) PTY LTD	FOOTPATH MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	19126.56
EFT46980	16/12/2015	GUNDRY'S CARPET CHOICE	SUPPLY AND INSTALL CARPET TILES WITH RUBBER UNDERLAY AT KALAMUNDA LIBRARY	58226.00
EFT46981	16/12/2015	STATE WIDE TURF SERVICES	TURF SUPPLIES / MAINTENANCE FOR VARIOUS LOCATIONS	4400.00
EFT46982	16/12/2015	VANESSA ROBINSON (MCNAIR)	ADVERTISING REIMBURSEMENT FOR PERTH HILLS COMPETITION AND PERTH HILLS SPRING FESTIVAL	92.91
EFT46983	16/12/2015	KOTT GUNNING LAWYERS	LEGAL EXPENSES	2047.43
EFT46984	16/12/2015	BENCHMARK MAINTENANCE SERVICES	CONTRACTOR BUILDING MAINTENANCE VARIOUS BUILDINGS	5196.00
EFT46985	16/12/2015	DISCOUNT HOME IMPROVEMENTS T/AS GRANNY FLATS WA	FOOTPATH DEPOSIT REFUND	1550.00
EFT46986	16/12/2015	GT AUTOMOTIVE FASTENERS	PLANT / VEHICLE PARTS	466.35

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT46987	16/12/2015	NANCY GILLESPIE	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	7.00
EFT46988	16/12/2015	BEAVER TREE SERVICES	TREE REMOVAL / PRUNING FOR VARIOUS LOCATIONS	8030.00
EFT46989	16/12/2015	WEST-SURE GROUP PTY LTD	CASH IN TRANSIT SERVICES – NOVEMBER 2015	1535.00
EFT46990	16/12/2015	FIRST HOME BUYERS DIRECT	FOOTPATH DEPOSIT REFUND	1500.00
EFT46991	16/12/2015	RYLAN PTY LTD	SUPPLY OF KERBING AT VARIOUS LOCATIONS	5130.40
EFT46992	16/12/2015	CENTURION TEMPORARY FENCING	TEMPORARY FENCING HIRE	1148.13
EFT46993	16/12/2015	BULL MOTOR BODIES PTY LTD	PLANT / VEHICLE PARTS	477.40
EFT46994	16/12/2015	POCKETPHONE COMMUNICATIONS	PLANT / VEHICLE PARTS	625.00
EFT46995	16/12/2015	3 MONKEYS AUDIOVISUAL PTY LTD	SUPPLY OF 6 X ACRYLIC HEARING SYMBOL SIGNAGE	204.11
EFT46996	16/12/2015	KARIN HOTCHKIN	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	51.10
EFT46997	16/12/2015	TASHANA TWEDDLE	HALL AND KEY BOND REFUND	350.00
EFT46998	16/12/2015	FIRE 4 HIRE	VERGE / RESERVE MAINTENANCE AT VARIOUS LOCATIONS	1862.08
EFT46999	16/12/2015	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPYING CHARGES	1899.62
EFT47000	16/12/2015	SONJA SPEIGHT	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	50.40
EFT47001	16/12/2015	JENNIFER DE YOUNG	VOLUNTEER TRANSPORT REIMBURSEMENT REFUND	378.00
EFT47002	16/12/2015	A PLUS TRAINING SOLUTIONS PTY LTD	PERSONAL PROTECTIVE EQUIPMENT PRESENTATIONS FOR PARKS & ENVIRONMENT TEAMS	1540.00
EFT47003	16/12/2015	KALAMUNDA BULLDOGS RUGBY LEAGUE FOOTBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	3000.00
EFT47004	16/12/2015	BETA SOUVENIRS	MERCHANDISE FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	334.40

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47005	16/12/2015	SHILLER IMAGES (BELLART)	MERCHANDISE FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	390.55
EFT47006	16/12/2015	STRATEGEN ENVIRONMENTAL CONSULTANTS	VARIOUS ENVIRONMENTAL CONSULTING SERVICES	12180.25
EFT47007	16/12/2015	CLAIRE O'NEILL - CLAIRE'S EMBROIDERY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	173.60
EFT47008	16/12/2015	RHONDA HARDY	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	179.85
EFT47009	16/12/2015	LINDA STONES	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	103.25
EFT47010	16/12/2015	IAN MOSS	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	52.50
EFT47011	16/12/2015	AROUNDABOUT GARDENING SERVICES	VERGE / GARDEN MAINTENANCE FOR VARIOUS LOCATIONS	4778.40
EFT47012	16/12/2015	LEWIS FAMILY TRUST T/A DATA TECH SERVICES	BUILDING MAINTENANCE TELEPHONE / SECURITY LINE REPAIR WORK	198.00
EFT47013	16/12/2015	DR SHAKIL AHMED	HALL AND KEY BOND REFUND	350.00
EFT47014	16/12/2015	EYEZON PTY LTD (WHAT'S ON)	MONTHLY ADVERTISING	449.00
EFT47015	16/12/2015	PETER FALCONER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	9.80
EFT47016	16/12/2015	CITY OF STIRLING	MEALS ON WHEELS PROGRAM - OCTOBER 2015	4461.06
EFT47017	16/12/2015	REMONDIS AUSTRALIA PTY LTD	COLLECTION OF CARDBOARD FROM WALLISTON TRANSFER STATION	1075.80
EFT47018	16/12/2015	ASPHALTECH PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	145407.34
EFT47019	16/12/2015	DYMOCKS MIDLAND GATE	LIBRARY SUPPLIES	400.00
EFT47020	16/12/2015	SAFE T CARD AUSTRALIA PTY LTD	MONTHLY MONITORING CHARGES FOR VARIOUS LOCATIONS	33.00
EFT47021	16/12/2015	MARY FORWARD	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	9.80
EFT47022	16/12/2015	FOXTEL	MONTHLY SUBSCRIPTION FEE	210.00
EFT47023	16/12/2015	YMCA MORLEY SPORT & RECREATION CENTRE	KIDSPORT FUNDING FOR VARIOUS PLAYERS	132.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47024	16/12/2015	HANDS-ON INFECTION CONTROL	SUPPLY OF HEPATITIS VACCINATIONS FOR VARIOUS STAFF	235.61
EFT47025	16/12/2015	QAS PTY LTD - EXPERIAN AUSTRALIA PTY LTD	EXPERIAN QAS SUBSCRIPTION RENEWAL FEES TO 31/03/16	3503.86
EFT47026	16/12/2015	HANS SCHWALB	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	14.00
EFT47027	16/12/2015	KALAMUNDA ELECTRICS	ELECTRICAL REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	7770.02
EFT47028	16/12/2015	THE ARTFUL FLOWE - FELICIA LOWE	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	7.00
EFT47029	16/12/2015	DAVID GREEN	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	27.86
EFT47030	16/12/2015	TRACY L DESTREE-THOMPSON	COUNCILLOR ALLOWANCE - 01/12/15 - 31/12/15	2184.17
EFT47031	16/12/2015	DMC CLEANING	CLEANING SERVICES FOR VARIOUS LOCATIONS	45961.06
EFT47032	16/12/2015	NICHOLAS TAYLOR PHOTOGRAPHY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	102.90
EFT47033	16/12/2015	SILK ON SILK (ROSEMARY LONSDALE)	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	451.50
EFT47034	16/12/2015	SANDRA A HALL	SALE OF ARTWORK - 2 PERSPECTIVES NEAR AND FAR EXHIBITION	1064.70
EFT47035	16/12/2015	KALAMUNDA RANGERS INCORPORATED	KIDSPORT FUNDING FOR VARIOUS PLAYERS	95.00
EFT47036	16/12/2015	CUROST MILK SUPPLY	MILK SUPPLY FOR ADMINISTRATION CENTRE AND DEPOT	406.14
EFT47037	16/12/2015	DFP RECRUITMENT SERVICES PTY LTD	HIRE OF TEMPORARY STAFF CUSTOMER SERVICE OFFICERS	6208.70
EFT47038	16/12/2015	MAVIS PASKULICH	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	158.20
EFT47039	16/12/2015	TIERRA ECOLOGIA	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	27.30
EFT47040	16/12/2015	FORRESTFIELD JUNIOR CRICKET CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	99.00



<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47041	16/12/2015	TURFWORKS WA PTY LTD	RESERVE MOWING AT VARIOUS LOCATIONS	9504.25
EFT47042	16/12/2015	A1 TROJAN PEST CONTROL	PEST CONTROL SERVICES FOR VARIOUS LOCATIONS	567.00
EFT47043	16/12/2015	JANINE KOEFOED	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	119.00
EFT47044	16/12/2015	OFF PEN PUBLISHING - BETH BAKER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	174.30
EFT47045	16/12/2015	STAN THE TYRE MAN (STAN'S TYRE SERVICE WA)	PLANT / VEHICLE PARTS	764.50
EFT47046	16/12/2015	DATAKOM SYSTEMS (WA) PTY LTD	MICROSOFT OFFICE PROFESSIONAL PLUS LICENSE RENEWAL 2016	1503.81
EFT47047	16/12/2015	CHRIS KERSHAW PHOTOGRAPHY	COUNCIL AND COUNCILLOR PHOTOS FOR 2015/2017	625.00
EFT47048	16/12/2015	THORNLIE HAWKS SOFTBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	200.00
EFT47049	16/12/2015	GRAHAM STIMSON	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	50.40
EFT47050	16/12/2015	BALLIGART - HELEN LOCK	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	34.30
EFT47051	16/12/2015	GECCO	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	490.09
EFT47052	16/12/2015	PERTH WASTE PTY LTD	DOMESTIC / RECYCLING RUBBISH SERVICES & BIN CHARGES	331552.44
EFT47053	16/12/2015	FORT KNOX RECORDS MANAGEMENT	OFFSITE STORAGE WITH FORT KNOX - 01/11/15 - 30/11/15	241.01
EFT47054	16/12/2015	ONE DEGREE ADVISORY PTY LTD	PREPARATION AND PRESENTATION FOR LGMA WOMAN'S PANEL- RESEARCH AND TECHNIQUES	1905.75
EFT47055	16/12/2015	VICTORIA PARK BELMONT BASEBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	100.00
EFT47056	16/12/2015	WEST COAST PRODUCTION SERVICES	PREPARATION, SCOUTING, TAKING IMAGES AND METATAGGING FOR UPLOAD TO LOCATION GALLERY	2805.00
EFT47057	16/12/2015	SPRAYLINE SPRAYING EQUIPMENT	SUPPLY 50 METRES 10 MM SPRAY HOSE AND FIT TO SPRAY UNIT TRUCK 0040	212.85

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47058	16/12/2015	DARLING RANGE CONNECT INC	SPONSORSHIP FOR MEET YOUR NEIGHBOUR PROGRAM FOR 2015/2016	1650.00
EFT47059	16/12/2015	IRENE YOUNG	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	12.60
EFT47060	16/12/2015	PAUL JONES	KEY BOND REFUND	50.00
EFT47061	16/12/2015	LINDA RAPHAEL	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	15.75
EFT47062	16/12/2015	WAITAWHILE ART	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	72.10
EFT47063	16/12/2015	FRIDGAI INDUSTRIES PTY LTD	SKOPE FRIDGE REPAIR FEES	247.50
EFT47064	16/12/2015	GARY TICEHURST	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	180.00
EFT47065	16/12/2015	DAYTONE PRINTING PTY LTD	PRINTING OF BROCHURES / INVITES FOR VARIOUS LOCATIONS	138.09
EFT47066	16/12/2015	ALLPET PRODUCTS	PET FOOD SUPPLIES FOR POUND	85.47
EFT47067	16/12/2015	WORKPOWER INCORPORATED	HALL AND KEY BOND REFUND	550.00
EFT47068	16/12/2015	DANIELLE MONTAGUE	HALL AND KEY BOND REFUND	655.00
EFT47069	16/12/2015	JOYCE MATHERS	PERFORMANCE FOR MORNING MUSIC DECEMBER 2015	1000.00
EFT47070	16/12/2015	DAVIDSON TRAHAIRE CORPSYCH	EMPLOYEE ASSISTANCE PROGRAMME	6187.50
EFT47071	16/12/2015	19TH PERTH (GOSNELLS) GIRLS BRIGADE	KIDSPORT FUNDING FOR VARIOUS PLAYERS	200.00
EFT47072	16/12/2015	WEST TIP WASTE CONTROL PTY LTD	COLLECTION AND RETURN OF HOOKLIFT BINS FROM WALLISTON TRANSFER STATION	14535.68
EFT47073	16/12/2015	URBANECO GARDENS	HOME MAINTENANCE SERVICES	3325.00
EFT47074	16/12/2015	DREW W & PHYLLIS L SHAW	RETURN OF DRIVEWAY AND CROSSOVER BOND - WAPC 255-14 - LOT 225(7) STRATHEARN ROAD FORRESTFIELD	14922.00
EFT47075	16/12/2015	THE FOREVER PROJECT	GREAT GARDENS WORKSHOP IN KALAMUNDA OCTOBER 2015	2660.90

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47076	16/12/2015	WKC SPATIAL	BOUNDARY RE-ESTABLISHMENT AT 8 FLORA TERRACE LESMURDIE	1419.00
EFT47077	16/12/2015	HERB & ESSENCE	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	40.95
EFT47078	16/12/2015	WORKPLACE WING WA PTY LTD	SUPPLY AND INSTAL ACCESS LADDER TO HARTFIELD PARK REC CENTRE	5403.74
EFT47079	16/12/2015	SPIDER WASTE COLLECTION SERVICES PTY LTD	COLLECTION AND RECYCLING OF MATTRESSES FROM WALLISTON TRANSFER STATION AND DAWSON AVE	2895.20
EFT47080	16/12/2015	KALAMUNDA MUSIC ACADEMY	HALL, KEY AND GRAND PAINO BOND REFUND	560.00
EFT47081	16/12/2015	JESSICA JUBB	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	119.00
EFT47082	16/12/2015	CHER DENISE MCKAIN	CROSSOVER CONTRIBUTION	400.00
EFT47083	16/12/2015	CLASSIC HOME & GARAGE INNOVATIONS PTY LTD	FOOTPATH DEPOSIT REFUND	1500.00
EFT47084	16/12/2015	ALPERSTEIN DESIGNS	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	465.73
EFT47085	16/12/2015	A TEAM PRINTING	2000 x MORNING MUSIC DL FLYERS	436.70
EFT47086	16/12/2015	VICTORIA MIZEN	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	35.49
EFT47087	16/12/2015	PHILIP RAMESH & JESSICA PHILIP	CROSSOVER CONTRIBUTION	400.00
EFT47088	16/12/2015	IAIN JUSTIN LEWIS	HALL, KEY BOND AND HIRE COST FEES REFUND	1247.50
EFT47089	16/12/2015	H B DISPLAYS	SUPPLY AND DELIVERY OF FRAME SIDEWALK SIGN HOLDER	203.20
EFT47090	16/12/2015	SECURE PAY	SEAT ADVISOR TRANSACTION FEES	4.29
EFT47091	16/12/2015	RUSTY ROO	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	776.10
EFT47092	16/12/2015	THE LINEN PRESS	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	889.02
EFT47093	16/12/2015	LINDA STANLEY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	12.25

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47094	16/12/2015	STYLEEYES DESIGN	GRAPHICS FOR FIRE AND BURNING BROCHURE	1045.00
EFT47095	16/12/2015	MIDVALE JUNIOR FOOTBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	400.00
EFT47096	16/12/2015	WATERLINK	SUPPLY AND INSTALL AUTOMATIC IRRIGATION SYSTEM AT GEORGE SPRIGGS OVAL PICKERING BROOK	12255.40
EFT47097	16/12/2015	NATURE CALLS PORTABLE TOILETS	SUPPLY, DELIVERY AND INSTALLATION OF PORTABLE TOILETS FOR THANK A VOLUNTEER DAY 2015	401.50
EFT47098	16/12/2015	QEST HOLDINGS PTY LTD	BUILDING APPLICATION FEE REFUND	676.38
EFT47099	16/12/2015	HARVEY WARWICK PTY LTD TRUSTEE FOR THE F&N TRUST TRADING AS MAYBO	CONFLICT MANAGEMENT TRAINING FOR RANGERS, HEALTH OFFICERS AND COMPLIANCE OFFICER	2500.00
EFT47100	16/12/2015	METATTUDE	DEALING WITH THE DIFFICULT WORKSHOPS FOR VARIOUS STAFF	11800.00
EFT47101	16/12/2015	MENOPAUSAL MUPPETS RED HAT GROUP	KEY BOND REFUND	50.00
EFT47102	16/12/2015	INSTANT WASTE MANAGEMENT	BIN HIRE FOR WALK THE ZIG ZAG 2015	1298.00
EFT47103	16/12/2015	AUS CHILL TECHNICAL SERVICES PTY LTD	SUPPLY AND INSTALLATION OF 4 EVAPORATIVE AIRCONDITIONER UNITS FOR THE ROLLERAMA BUILDING	32835.22
EFT47104	16/12/2015	ROYAL BUSINESS PRODUCTS	EPSON PRINTER FOR FORRESTFIELD LIBRARY	1089.77
EFT47105	16/12/2015	MACRO PLAN HOLDINGS PTY LTD	PREPARATION OF BUSINESS CASE FOR AGED CARE	14850.00
EFT47106	16/12/2015	LA LA LAND / HOME & HUMAN FASHION PTY LTD	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	778.04
EFT47107	16/12/2015	PHARMAUST MANUFACTURING	MASK CLEANING ITEMS	211.29
EFT47108	16/12/2015	BEDFORD ROOF RESTORATION	ROOF RESTORATION WORKS AT VARIOUS LOCATIONS	20724.00
EFT47109	16/12/2015	WINGS PHOTOGRAPHICS	AERIAL PHOTOGRAPHY OF FORRESTFIELD NORTH AREA	550.00
EFT47110	16/12/2015	ZD CONSTRUCTIONS 93 PTY LTD	FOOTPATH DEPOSIT REFUND	1500.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47111	16/12/2015	JOYCE HALL & PATTIE LEIGHTON	MERCHANDISE SUPPLIES FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	45.00
EFT47112	16/12/2015	DELISH SOFT SERVE	REFUND OF TEMPORARY FOOD STALL - EVENT (PAYMENT TAKEN TWICE)	73.00
EFT47113	16/12/2015	KEN ITO	MAPPING FOR THE BUSHFIRE HAZARD REPORT FORRESTFIELD NORTH PROJECT	360.00
EFT47114	16/12/2015	MOVEMBER FOUNDATION	MOVEMBER FUNDRAISING DONATION 2015	150.40
EFT47115	16/12/2015	BRAHMA KUMARISAUSTRALIA	BOND REFUND SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	200.00
EFT47116	16/12/2015	MARK ONE VISUAL	CHRISTMAS LIGHTS FOR THE SHIRE OF KALAMUNDA	34801.25
EFT47117	16/12/2015	BLUE FORCE PTY LTD	SUPPLY AND INSTALLATION OF CCTV SYSTEM AT WOODLUPINE COMMUNITY CENTRE	9762.50
EFT47118	16/12/2015	ANDREW O'DWYER	HALL BOND REFUND	600.00
EFT47119	16/12/2015	NEAR AND FAR: 2 PERSPECTIVES	BOND REFUND GALLERY AT THE ZIG ZAG CULTURAL CENTRE	500.00
EFT47120	16/12/2015	TANIA PARK PUBLISHING	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/11/15 - 30/11/15	17.50
EFT47121	16/12/2015	CREATIVE CATERING	PETER ANDERTON CHRISTMAS FUNCTION CATERING FOR 120 GUESTS AT WOODLUPINE CENTRE	3750.00
EFT47122	16/12/2015	PERTH BROTHERS TOUCH	KIDSPORT FUNDING FOR VARIOUS PLAYERS	400.00
EFT47123	16/12/2015	ACADEMY OF DANCE AND ELEGANCE	HALL AND KEY BOND REFUND	355.00
EFT47124	16/12/2015	DENNIS BLAIR	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	286.00
EFT47125	17/12/2015	LYNN PARKER	RATES REFUND	400.00
EFT47126	24/12/2015	PICTON PRESS	PRINTING OF VEHICLE LOG BOOKS	916.09
EFT47127	24/12/2015	O'BRIEN HARROP ACCESS PTY LTD	DISABILITY ACCESS AUDIT OF SPLIT LEVEL AT PICKERING BROOK SPORTS CLUB	1782.00
EFT47128	24/12/2015	ROCCO & ANGELA TRIMBOLI	RATES REFUND	258.57

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47129	24/12/2015	RONALD & GAIL SHARP	RATES REFUND	430.73
EFT47130	24/12/2015	BENJAMIN THACKRAY	TRAVEL COMMUNITY VISITORS SCHEME REFUND	120.00
EFT47131	24/12/2015	JAMES & WENDY MASON	RATES REFUND	245.65
EFT47132	24/12/2015	THERESE OUWENDYK	HALL AND KEY BOND REFUND	550.00
EFT47133	24/12/2015	SHIRE OF KALAMUNDA STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	381.87
EFT47134	24/12/2015	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	589.14
EFT47135	24/12/2015	COVS PARTS PTY LTD	PLANT / VEHICLE PARTS	1403.75
EFT47136	24/12/2015	KALAMUNDA AUTO ELECTRICS	PLANT / VEHICLE PARTS	407.00
EFT47137	24/12/2015	MCLEODS BARRISTERS & SOLICITORS	LEGAL EXPENSES	907.22
EFT47138	24/12/2015	WALKERS HARDWARE (MITRE 10)	HARDWARE SUPPLIES	133.87
EFT47139	24/12/2015	MCKAY EARTHMOVING PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	2464.00
EFT47140	24/12/2015	BORAL CONSTRUCTION MATERIALS GROUP	ROAD MATERIALS FOR VARIOUS LOCATIONS	932.97
EFT47141	24/12/2015	3 VODAFONE HUTCHISON AUSTRALIA PTY LTD	COMMUNICATION EXPENSES FOR EMERGENCY SERVICES - DECEMBER 2015	3126.18
EFT47142	24/12/2015	FASTA COURIERS	COURIER FEES	392.04
EFT47143	24/12/2015	BRADOCK PODIATRY SERVICES PTY LTD	PODIATRY SERVICES AT JACK HEALEY CENTRE	542.85
EFT47144	24/12/2015	DAYNITE TOWING SERVICE (WA) PTY LTD (FORMERLEY MOBITOW PTY LTD)	TOWING SERVICES	627.00
EFT47145	24/12/2015	KALA BOB KATS PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	8534.90
EFT47146	24/12/2015	GRIMES CONTRACTING PTY LTD	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	110.00
EFT47147	24/12/2015	GREEN SKILLS (ECOJOBS)	LABOUR ASSISTANCE FOR TREE PLANTING	759.00
EFT47148	24/12/2015	COURIER AUSTRALIA	COURIER CHARGES	7.02
EFT47149	24/12/2015	VENTURA HOMES PTY LTD	FOOTPATH DEPOSIT REFUND	1000.00
EFT47150	24/12/2015	HANTLEY & SANDRA BYRDE	RATES REFUND	227.41

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47151	24/12/2015	SWAN EVENT HIRE	EQUIPMENT HIRE FOR WALK THE ZIG ZAG 2015	8271.89
EFT47152	24/12/2015	SCANLAN SURVEYS PTY LTD	SURVEYING CONSULTING SERVICES	3740.00
EFT47153	24/12/2015	CHAMBER OF COMMERCE & INDUSTRY OF WA	CONSULTING SERVICES FOR EMPLOYEE RELATION MATTERS	92.40
EFT47154	24/12/2015	THE FARM SHOP	GARDEN / RESERVE SUPPLIES	1650.00
EFT47155	24/12/2015	PERRY ENVIRONMENTAL CONTRACTING	WEED CONTROL AT VARIOUS LOCATIONS	1815.00
EFT47156	24/12/2015	AFFORDABLE LIVING HOMES	FOOTPATH DEPOSIT REFUND	1500.00
EFT47157	24/12/2015	GLENDIA DAWN CHARLTON (PODIATRY)	PODIATRY SERVICES AT JACK HEALEY CENTRE	634.50
EFT47158	24/12/2015	FUN AIRBRUSH TATTOOS	ACTIVITY AT WALK THE ZIG ZAG 2015	550.00
EFT47159	24/12/2015	OXFAM AUSTRALIA	KEY BOND REFUND	50.00
EFT47160	24/12/2015	PH CONCRETE (WA) PTY LTD	FOOTPATH MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	3479.35
EFT47161	24/12/2015	DISCOUNT HOME IMPROVEMENTS T/AS GRANNY FLATS WA	FOOTPATH DEPOSIT REFUND	1550.00
EFT47162	24/12/2015	PAUL CUMMINGS	FOOTPATH DEPOSIT REFUND	1550.00
EFT47163	24/12/2015	JOHN W & KATHLEEN EDMONDS	FOOTPATH DEPOSIT REFUND	1000.00
EFT47164	24/12/2015	NICOLE DAWSON	FOOTPATH DEPOSIT REFUND	1550.00
EFT47165	24/12/2015	DFP RECRUITMENT SERVICES PTY LTD	HIRE OF TEMPORARY STAFF CUSTOMER SERVICE OFFICERS	3104.35
EFT47166	24/12/2015	MPK TREE SERVICES	TREE REMOVAL / BRANCH PRUNING AT VARIOUS LOCATIONS	19006.45
EFT47167	24/12/2015	NEVERFAIL SPRINGWATER LTD (ADMIN OFFICE)	BOTTLED WATER SUPPLIES / MAINTENANCE	54.05
EFT47168	24/12/2015	STAN THE TYRE MAN (STAN'S TYRE SERVICE WA)	PLANT / VEHICLE PARTS	132.00
EFT47169	24/12/2015	WORKPOWER INCORPORATED	MONTHLY WEED CONTROL	1914.00
EFT47170	24/12/2015	SPIDER WASTE COLLECTION SERVICES PTY LTD	ELECTRICAL COLLECTION AND RECYCLING OF MATTRESSES FROM WALLISTON TRANSFER STATION AND DAWSON AVE	3280.20
EFT47171	24/12/2015	SAFDAR MALIK	CROSSOVER CONTRIBUTION	400.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47172	24/12/2015	BEV LEAMAN	PART DOG REGISTRATION FEE REFUND	40.00
EFT47173	24/12/2015	MICHAEL S DONOHUE & KATHERINE A SOTIROPOULOS	FOOTPATH DEPOSIT REFUND	1550.00
EFT47174	24/12/2015	HERMINA SCHUTTE	RATES REFUND	353.35
EFT47175	24/12/2015	ROBOTA PTY LTD TRADING AS FIREFLIES ENTERTAINMENT	SCHOOL HOLIDAY PROGRAM FOR VARIOUS LIBRARIES	500.00
EFT47176	24/12/2015	AUDIO TECHNIK	PA SYSTEM FOR KALAMUNDA WATER PARK	2403.50
EFT47177	24/12/2015	IEMCON PROJECTS	FOOTPATH DEPOSIT REFUND	1550.00
EFT47178	24/12/2015	KAI PAI KAI PAE	REFUND OF BOOKING. CANCELLED DUE TO COMPLICATIONS IN USING THE KITCHEN AT HIGH WYCOMBE RECRATION CENTRE	500.00
EFT47179	24/12/2015	AARON GRAY	FOOTPATH DEPOSIT REFUND	1550.00
EFT47180	24/12/2015	ERICK GARAY	KEY BOND REFUND	50.00
EFT47181	24/12/2015	GUMNUT MEWS STRATA	KEY BOND REFUND	50.00
69180	02/12/2015	HOSPITAL BENEFIT FUND OF WA	PAYROLL DEDUCTIONS	361.65
69181	02/12/2015	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	177.40
69182	02/12/2015	MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	830.26
69183	02/12/2015	TELSTRA CORPORATION	TELEPHONE EXPENSES	7418.65
69184	02/12/2015	WATER CORPORATION	WATER USE AND SERVICE CHARGE FEES	7651.31
69185	02/12/2015	SYNERGY	POWER CHARGES	11671.85
69186	02/12/2015	ALINTA ENERGY	GAS CHARGES	13.80
69187	02/12/2015	DIVERSIONAL THERAPY ASSOC OF WA	REGISTRATION FOR 1 STAFF TO ATTEND WA PERTH WORKSHOP	195.00
69188	02/12/2015	CASH - ADMIN	PETTY CASH REIMBURSEMENT	451.73
69189	02/12/2015	CASH - MEALS ON WHEELS	PETTY CASH REIMBURSEMENT	343.40
69190	02/12/2015	CASH - KALAMUNDA HACC	PETTY CASH REIMBURSEMENT	140.70
69191	02/12/2015	CASH - ZIG ZAG CULTURAL CENTRE	PETTY CASH REIMBURSEMENT	152.15



<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
69192	16/12/2015	WAYNE SMITH	PART DOG REGISTRATION FEE REFUND	20.00
69193	16/12/2015	HOSPITAL BENEFIT FUND OF WA	PAYROLL DEDUCTIONS	361.65
69194	16/12/2015	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	177.40
69195	16/12/2015	MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	861.02
69196	16/12/2015	TELSTRA CORPORATION	TELEPHONE EXPENSES	19009.04
69197	16/12/2015	WATER CORPORATION	WATER USE AND SERVICE CHARGE FEES	3808.04
69198	16/12/2015	BCITF	LEVY FEE NOVEMBER 2015	11011.89
69199	16/12/2015	SYNERGY	POWER CHARGES	140015.05
69200	16/12/2015	DIRECTOR OF LICENSING SERVICES	LOCAL AUTHORITY SERIES NUMBER PLATES	200.00
69201	16/12/2015	RAC	ROADSIDE ASSISTANT RENEWALS	2144.00
69202	16/12/2015	BUILDING COMMISSION	BUILDING LEVY FOR NOVEMBER 2015	12246.39
69203	16/12/2015	DEPARTMENT OF TRANSPORT	FLEET VEHICLE REGISTRATIONS	20.10
69204	16/12/2015	CASH - ADMIN	PETTY CASH REIMBURSEMENT	565.40
69205	16/12/2015	CASH - KALAMUNDA LIBRARY	PETTY CASH REIMBURSEMENT	223.86
69206	16/12/2015	CASH - FORRESTFIELD LIBRARY	PETTY CASH REIMBURSEMENT	109.90
69207	16/12/2015	CASH - HARTFIELD PARK	PETTY CASH REIMBURSEMENT	283.35
69208	16/12/2015	CASH - MEALS ON WHEELS	PETTY CASH REIMBURSEMENT	349.60
69209	16/12/2015	CASH - LESMURDIE LIBRARY	PETTY CASH REIMBURSEMENT	82.78
69210	16/12/2015	CASH - KALAMUNDA HACC	PETTY CASH REIMBURSEMENT	622.60
69211	16/12/2015	CASH - HIGH WYCOMBE LIBRARY	PETTY CASH REIMBURSEMENT	127.00
69212	16/12/2015	ROBERT J ORLOWSKI	PART CAT REGISTRATION REFUND - OVER CHARGED	100.00
69213	16/12/2015	LEIF ANDERSEN	CLIENT ACCOUNT IN CREDIT. CLIENT NO LONGER RECEIVING SERVICES - REIMBURSEMENT DUE	12.00
69214	24/12/2015	HOSPITAL BENEFIT FUND OF WA	PAYROLL DEDUCTIONS	361.65
69215	24/12/2015	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	177.40

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
69216	24/12/2015	MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	861.02
69217	24/12/2015	WATER CORPORATION	WATER USE AND SERVICE CHARGE FEES	8355.20
69218	24/12/2015	SYNERGY	POWER CHARGES	20529.70
69219	24/12/2015	ALINTA ENERGY	GAS CHARGES	13.15
69220	24/12/2015	CASH - KALAMUNDA HACC	PETTY CASH REIMBURSEMENT	386.90
DD32456.1	01/12/2015	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	96134.03
DD32456.2	01/12/2015	BENDIGO SMART START PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	267.55
DD32456.3	01/12/2015	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	179.46
DD32456.4	01/12/2015	AMPLIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	369.76
DD32456.5	01/12/2015	AUSTRALIAN ETHICAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	375.78
DD32456.6	01/12/2015	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	850.51
DD32456.7	01/12/2015	AMP RETIREMENT SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	298.81
DD32456.8	01/12/2015	COGNET NOMINEES PTY LTD ACF MAP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	67.83
DD32456.9	01/12/2015	G ROSS SUPERANNUATION PTY LTD ATF BINDALE SUPER FUND	SUPERANNUATION CONTRIBUTIONS	55.12
DD32565.1	15/12/2015	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	98432.32
DD32565.2	15/12/2015	BENDIGO SMART START PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	267.55
DD32565.3	15/12/2015	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	172.69
DD32565.4	15/12/2015	AMPLIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	376.82
DD32565.5	15/12/2015	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	876.60
DD32565.6	15/12/2015	AMP RETIREMENT SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	259.76
DD32565.7	15/12/2015	COGNET NOMINEES PTY LTD ACF MAP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	91.86
DD32565.8	15/12/2015	G ROSS SUPERANNUATION PTY LTD ATF BINDALE SUPER FUND	SUPERANNUATION CONTRIBUTIONS	48.76

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
DD32565.9	15/12/2015	AMP SUPER LEADER	SUPERANNUATION CONTRIBUTIONS	110.99
DD32610.1	29/12/2015	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	94898.83
DD32610.2	29/12/2015	BENDIGO SMART START PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	267.55
DD32610.3	29/12/2015	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	181.72
DD32610.4	29/12/2015	AMPLIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	370.46
DD32610.5	29/12/2015	MEDIA SUPER	SUPERANNUATION CONTRIBUTIONS	73.19
DD32610.6	29/12/2015	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	857.98
DD32610.7	29/12/2015	AMP RETIREMENT SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	307.38
DD32610.8	29/12/2015	COGNET NOMINEES PTY LTD ACF MAP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	96.80
DD32610.9	29/12/2015	G ROSS SUPERANNUATION PTY LTD ATF BINDALE SUPER FUND	SUPERANNUATION CONTRIBUTIONS	67.13
DD32456.10	01/12/2015	AMP SUPER LEADER	SUPERANNUATION CONTRIBUTIONS	116.79
DD32456.11	01/12/2015	WATER CORPORATION SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	273.16
DD32456.12	01/12/2015	PETER TUCATS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	933.53
DD32456.13	01/12/2015	ASGARD & WRAP ALLOCATED PENSION	SUPERANNUATION CONTRIBUTIONS	150.01
DD32456.14	01/12/2015	IOOF PORTFOLIO SERVICE PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	102.60
DD32456.15	01/12/2015	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND (ACSRF)	SUPERANNUATION CONTRIBUTIONS	255.61
DD32456.16	01/12/2015	POWERWRAP MASTER PLAN	SUPERANNUATION CONTRIBUTIONS	293.35
DD32456.17	01/12/2015	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	594.30
DD32456.18	01/12/2015	CBUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	399.48
DD32456.19	01/12/2015	VISION SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	834.93
DD32456.20	01/12/2015	ONEPATH MASTERFUND	SUPERANNUATION CONTRIBUTIONS	218.48
DD32456.21	01/12/2015	ANZ SUPER ADVANTAGE	SUPERANNUATION CONTRIBUTIONS	216.39

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
DD32456.22	01/12/2015	KINETIC SUPERANNUATION LTD	SUPERANNUATION CONTRIBUTIONS	203.87
DD32456.23	01/12/2015	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	2232.41
DD32456.24	01/12/2015	MLC MASTERKEY SUPER GOLD STAR VERSION ACCOUNT	SUPERANNUATION CONTRIBUTIONS	199.86
DD32456.25	01/12/2015	TWU SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	214.26
DD32456.26	01/12/2015	CHRISTIAN SUPER	SUPERANNUATION CONTRIBUTION	198.79
DD32456.27	01/12/2015	BWMT SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	168.31
DD32456.28	01/12/2015	COLONIAL 1ST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	880.43
DD32456.29	01/12/2015	AUSTRALIAN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	2199.96
DD32456.30	01/12/2015	MPJ (WA) PTY LTD	SUPERANNUATION CONTRIBUTIONS	553.09
DD32456.31	01/12/2015	MACQUARIE WRAP	SUPERANNUATION CONTRIBUTIONS	701.71
DD32456.32	01/12/2015	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	562.48
DD32456.33	01/12/2015	ANZ SMART CHOICE SUPER	SUPERANNUATION CONTRIBUTIONS	482.06
DD32565.10	15/12/2015	ONE PATH LIFE LTD	SUPERANNUATION CONTRIBUTIONS	107.68
DD32565.11	15/12/2015	WATER CORPORATION SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	273.16
DD32565.12	15/12/2015	PETER TUCATS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	933.53
DD32565.13	15/12/2015	ASGARD & WRAP ALLOCATED PENSION	SUPERANNUATION CONTRIBUTIONS	159.77
DD32565.14	15/12/2015	IOOF PORTFOLIO SERVICE PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	102.60
DD32565.15	15/12/2015	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND (ACSRF)	SUPERANNUATION CONTRIBUTIONS	255.61
DD32565.16	15/12/2015	POWERWRAP MASTER PLAN	SUPERANNUATION CONTRIBUTIONS	293.35
DD32565.17	15/12/2015	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	507.07
DD32565.18	15/12/2015	CBUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	546.75
DD32565.19	15/12/2015	VISION SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	831.43
DD32565.20	15/12/2015	ONEPATH MASTERFUND	SUPERANNUATION CONTRIBUTIONS	218.48

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
DD32565.21	15/12/2015	ANZ SUPER ADVANTAGE	SUPERANNUATION CONTRIBUTIONS	216.39
DD32565.22	15/12/2015	KINETIC SUPERANNUATION LTD	SUPERANNUATION CONTRIBUTIONS	203.87
DD32565.23	15/12/2015	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	2210.15
DD32565.24	15/12/2015	MLC MASTERKEY SUPER GOLD STAR VERSION ACCOUNT	SUPERANNUATION CONTRIBUTIONS	199.86
DD32565.25	15/12/2015	TWU SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	214.26
DD32565.26	15/12/2015	CHRISTIAN SUPER	SUPERANNUATION CONTRIBUTION	178.91
DD32565.27	15/12/2015	BWMT SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	170.44
DD32565.28	15/12/2015	PLUM PERSONAL PLAN	SUPERANNUATION CONTRIBUTIONS	54.94
DD32565.29	15/12/2015	MLC NAVIGATOR ACCESS SUPER & PENSION	SUPERANNUATION CONTRIBUTIONS	58.53
DD32565.30	15/12/2015	COLONIAL 1ST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	885.71
DD32565.31	15/12/2015	AUSTRALIAN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	2313.03
DD32565.32	15/12/2015	MPJ (WA) PTY LTD	SUPERANNUATION CONTRIBUTIONS	553.09
DD32565.33	15/12/2015	MACQUARIE WRAP	SUPERANNUATION CONTRIBUTIONS	676.11
DD32565.34	15/12/2015	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	562.48
DD32565.35	15/12/2015	ANZ SMART CHOICE SUPER	SUPERANNUATION CONTRIBUTIONS	347.89
DD32610.10	29/12/2015	AMP SUPER LEADER	SUPERANNUATION CONTRIBUTIONS	111.82
DD32610.11	29/12/2015	ONE PATH LIFE LTD	SUPERANNUATION CONTRIBUTIONS	43.07
DD32610.12	29/12/2015	PETER TUCATS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	933.53
DD32610.13	29/12/2015	WATER CORPORATION SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	273.16
DD32610.14	29/12/2015	ASGARD & WRAP ALLOCATED PENSION	SUPERANNUATION CONTRIBUTIONS	134.62
DD32610.15	29/12/2015	IOOF PORTFOLIO SERVICE PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	111.93
DD32610.16	29/12/2015	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND (ACSRF)	SUPERANNUATION CONTRIBUTIONS	255.61
DD32610.17	29/12/2015	AXA	SUPERANNUATION CONTRIBUTIONS	47.81

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
DD32610.18	29/12/2015	POWERWRAP MASTER PLAN	SUPERANNUATION CONTRIBUTIONS	293.35
DD32610.19	29/12/2015	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	551.13
DD32610.20	29/12/2015	CBUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	525.71
DD32610.21	29/12/2015	VISION SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	820.70
DD32610.22	29/12/2015	ONEPATH MASTERFUND	SUPERANNUATION CONTRIBUTIONS	218.48
DD32610.23	29/12/2015	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1963.63
DD32610.24	29/12/2015	ANZ SUPER ADVANTAGE	SUPERANNUATION CONTRIBUTIONS	216.39
DD32610.25	29/12/2015	KINETIC SUPERANNUATION LTD	SUPERANNUATION CONTRIBUTIONS	203.21
DD32610.26	29/12/2015	MLC MASTERKEY SUPER GOLD STAR VERSION ACCOUNT	SUPERANNUATION CONTRIBUTIONS	199.86
DD32610.27	29/12/2015	TWU SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	214.25
DD32610.28	29/12/2015	CHRISTIAN SUPER	SUPERANNUATION CONTRIBUTION	296.29
DD32610.29	29/12/2015	BWMT SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	168.31
DD32610.30	29/12/2015	MLC NAVIGATOR ACCESS SUPER & PENSION	SUPERANNUATION CONTRIBUTIONS	69.43
DD32610.31	29/12/2015	PLUM PERSONAL PLAN	SUPERANNUATION CONTRIBUTIONS	22.89
DD32610.32	29/12/2015	AUSTRALIAN ETHICAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	43.16
DD32610.33	29/12/2015	COLONIAL 1ST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	837.69
DD32610.34	29/12/2015	AUSTRALIAN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	2158.18
DD32610.35	29/12/2015	MPJ (WA) PTY LTD	SUPERANNUATION CONTRIBUTIONS	553.09
DD32610.36	29/12/2015	MACQUARIE WRAP	SUPERANNUATION CONTRIBUTIONS	676.11
DD32610.37	29/12/2015	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	406.86
DD32610.38	29/12/2015	ANZ SMART CHOICE SUPER	SUPERANNUATION CONTRIBUTIONS	371.94

**6191992.46**

**Payroll Payments**

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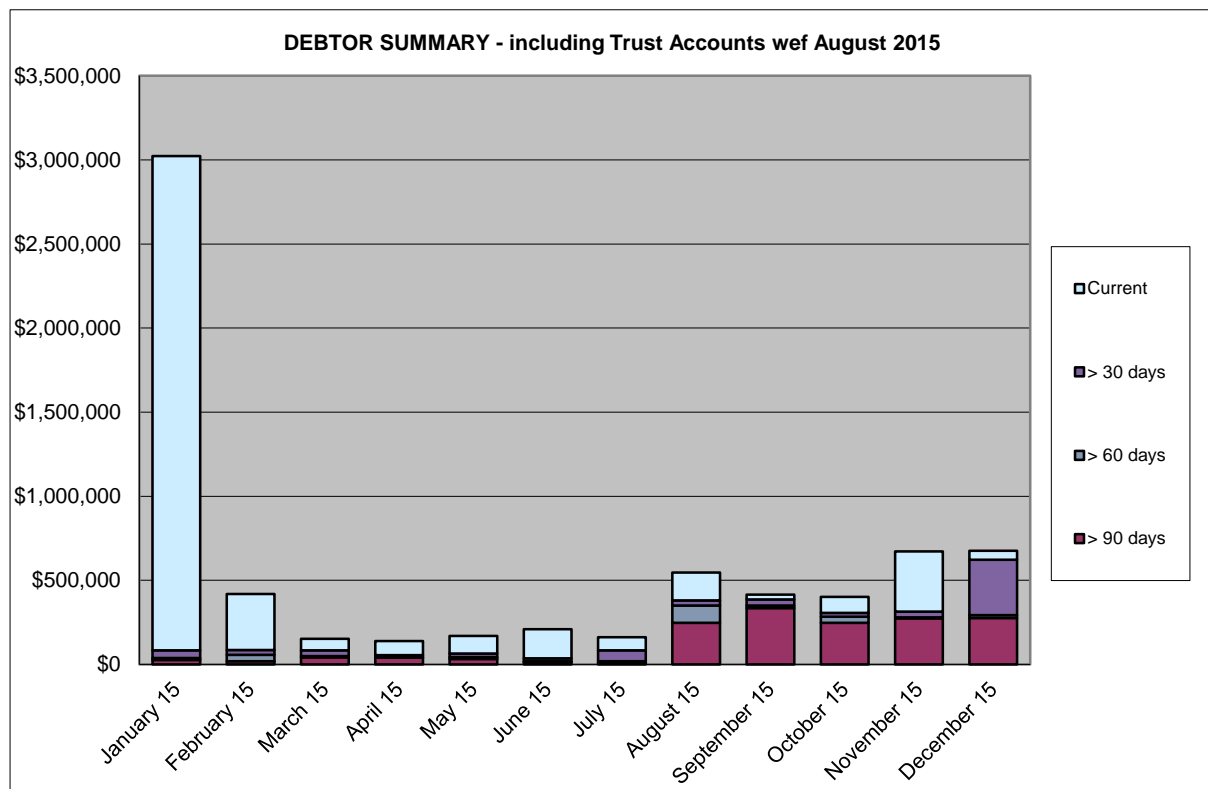
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
F512027708725	02/12/2015	SHIRE OF KALAMUNDA PAYROLL	FOR THE PERIOD TO 2 DECEMBER 2015 - VARIOUS AWARDS	574738.74
F512168393301	15/12/2015	SHIRE OF KALAMUNDA PAYROLL	FOR THE PERIOD TO 15 DECEMBER 2015 - VARIOUS AWARDS	585108.45
F512248880808	29/12/2015	SHIRE OF KALAMUNDA PAYROLL	FOR THE PERIOD TO 29 DECEMBER 2015 - VARIOUS AWARDS	564074.18
				<b>1723921.37</b>

**Attachment 2**

**SHIRE OF KALAMUNDA  
SUMMARY OF DEBTORS  
FOR THE PERIOD ENDED 31 DECEMBER 2015**

**Sundry Debtors Trial Balance - Summary Aged Listing**

	> 90 days	> 60 days	> 30 days	Current	Total
January 15	\$25,805	\$11,841	\$45,278	\$2,938,970	\$3,021,893
February 15	\$17,884	\$38,295	\$29,893	\$332,021	\$418,092
March 15	\$42,362	\$6,134	\$34,711	\$69,419	\$152,626
April 15	\$39,128	\$2,100	\$14,226	\$84,112	\$139,566
May 15	\$32,601	\$10,401	\$21,704	\$103,860	\$168,565
June 15	\$12,559	\$6,161	\$17,913	\$173,414	\$210,047
July 15	\$8,043	\$9,817	\$65,469	\$77,801	\$161,131
August 15	\$246,364	\$104,261	\$29,134	\$167,088	\$546,847
September 15	\$335,324	\$14,115	\$37,678	\$28,153	\$415,271
October 15	\$247,565	\$35,554	\$22,318	\$96,175	\$401,613
November 15	\$274,360	\$5,966	\$33,194	\$357,662	\$671,182
December 15	\$275,527	\$16,493	\$329,987	\$52,899	\$674,907





<b>SHIRE OF KALAMUNDA</b>			
<b>SUMMARY OF DEBTORS FOR THE PERIOD ENDED 31 DECEMBER 2015</b>			
<b>AMOUNT</b>	<b>DEBTOR</b>	<b>DETAILS</b>	<b>STATUS</b>
<b>&gt;90 days</b>			
\$258,930.49	DA Letizia	Developer Contribution	The Shire is monitoring account
\$1,685.60	Food Marque	Hall Hire	Debtor in contact - asked for additional time to pay - paid \$400 06/01
\$4,230.01	Kalamunda & Canning Rugby League Club*	Operating Expenses	Holding discussions with the Shire regarding finances
\$1,156.53	Kalamunda Cricket Club	Loan 207	Paid January 2016
\$4,307.82	Markham Brother's Haulage	Private Works - Diesel Spillage	Queried charge - had used another company to clean spill
\$5,216.80	90+ Days Debts consisting of amounts under \$1,000.00		Debtors to be contacted to advise debt recovery action pending / final notices issued / debt with D&B or possible write-off of debt pending
<b>\$275,527.25</b>	<b>Total Debts 90+ Days</b>		
<b>&gt;60 days</b>			
\$2,330.71	Kalamunda & Districts Football Club	Operating Expenses	To follow up
\$1,989.60	Kalamunda Performers	Hall Hire	Paying in instalments
\$4,723.31	Zig Zag Café ^	Lease / Operating Expenses	Direct Debit Payment
\$2,520.15	Zig Zag Gymnastics	Hall Hire	To follow up
\$4,929.47	60+ Days Debts consisting of amounts under \$1,000.00		All debtors to be contacted by telephone / email - copy invoices mailed as required
<b>\$16,493.24</b>	<b>Total Debts 60+ Days</b>		
<b>&gt;30 days</b>			
\$3,555.79	Forrestfield United Soccer Club ^	Loan 214	Direct Debit Payment
\$2,277.40	Kalamunda Cricket Club	Reserve Hire / Operating Expenses	Reminder Invoice to be sent
\$4,281.00	Kalamunda Rangers	Reserve Hire / Operating Expenses	Reminder Invoice to be sent
\$2,784.00	Lesmurdie Mazenod Cricket	Reserve Hire / Operating Expenses	Reminder Invoice to be sent
\$312,273.00	PJ Dujmovic Pty Ltd	Developers Contribution	
\$2,497.48	Zig Zag Café ^	Lease / Operating Expenses	Direct Debit Payment
\$2,318.41	30+ Days Debts consisting of amounts under \$1,000.00		Reminder invoices to be sent
<b>\$329,987.08</b>	<b>Total Debts 30+ Days</b>		

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<b>&lt; 30 days</b>			
<b>\$56,319.11</b>	<b>Total of Current Debts</b>		
<b>\$3,419.84</b>	<b>Total of Accounts in Credit</b>		
<b>\$674,906.84</b>	<b>Total - Debtors Trial Balance</b>		
<b>FOOTNOTES</b>			
* Denotes currently in negotiation of invoice amount and details			
^ Denotes payment arrangement in place			

**Attachment 3**

**SHIRE OF KALAMUNDA  
SUMMARY OF CREDITORS  
FOR THE PERIOD ENDED 31 DECEMBER 2015**

**Sundry Creditors Trial Balance - Summary Aged Listing**

Month End	> 90 days	> 60 days	> 30 days	Current	Total
31/07/2014	\$9,347	\$1,978	\$27,392	\$449,082	\$487,799
31/08/2014	\$1,000	\$208,043	\$15,978	\$601,439	\$826,460
30/09/2014	\$11,865	\$62,484	\$62,683	\$908,456	\$1,045,488
31/10/2014	\$2,955	\$3,399	\$76,354	\$1,209,519	\$1,292,227
30/11/2014	\$6,311	\$15,497	\$89,340	\$1,137,344	\$1,248,492
31/12/2014	\$16,026	\$3,890	\$42,960	\$837,074	\$899,950
31/01/2015	\$5,137	\$407,117	\$4,182	\$292,502	\$708,938
28/02/2015	\$0	\$0	\$81,137	\$511,560	\$592,697
31/03/2015	\$13,318	\$1,430	\$17,916	\$406,194	\$438,858
30/04/2015	\$3,023	\$8,397	\$182,562	\$526,209	\$720,191
31/05/2015	\$11,955	\$13,047	\$34,358	\$1,538,190	\$1,597,551
30/06/2015	\$6,259	\$16,998	\$91,434	\$3,391,506	\$3,506,197
31/07/2015	\$1,100	\$2,200	\$81,330	\$570,084	\$654,714
31/08/2015	\$3,787	\$7,093	\$297,295	\$2,823,505	\$3,131,680
30/09/2015	\$20,875	\$24,891	\$91,014	\$621,133	\$757,913
31/10/2015	\$10,874	\$26,568	\$61,935	\$2,471,516	\$2,570,893
30/11/2015	\$13,246	\$1,716	\$38,818	\$531,081	\$584,862
31/12/2015	\$1,499	\$495	\$38,339	\$479,424	\$519,757

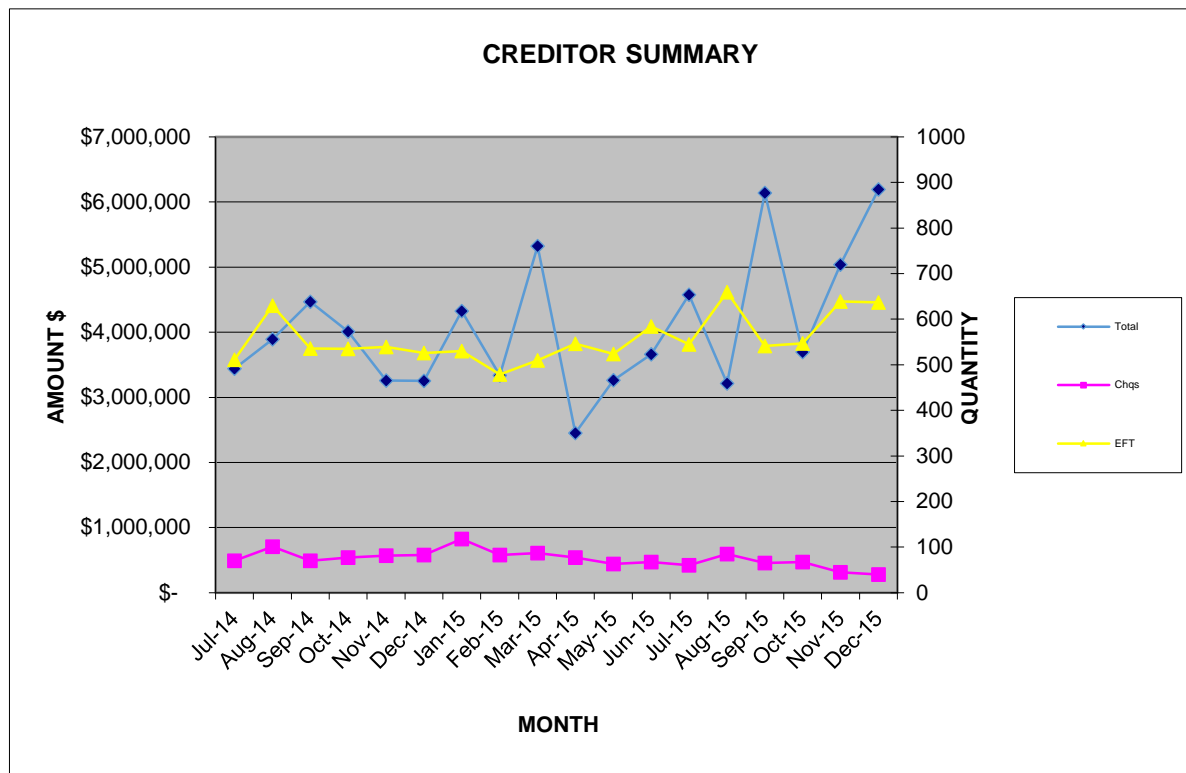
**Comment**

- > 90 days      Original Invoices for LG Net & PH Concrete not received in Accounts to process.
- > 60 days      Original Invoices for Koori Kids Pty Ltd not received in Accounts to process.
- > 30 days      These invoices are paid on the third fortnightly payment run.

**Creditor Payments Made**

Month	Amount \$	Quantity		
		Cheques	EFTs	Total
Jul-14	\$3,439,392	70	511	581
Aug-14	\$3,890,438	101	630	731
Sep-14	\$4,467,596	70	536	606
Oct-14	\$4,009,379	77	535	612
Nov-14	\$3,259,838	81	539	620
Dec-14	\$3,255,778	83	526	609
Jan-15	\$4,323,371	118	530	648
Feb-15	\$3,335,267	83	479	562
Mar-15	\$5,324,488	87	510	597
Apr-15	\$2,454,269	77	546	523
May-15	\$3,263,699	63	524	587
Jun-15	\$3,661,757	67	584	651
Jul-15	\$4,574,236	60	545	605
Aug-15	\$3,213,086	85	659	744
Sep-15	\$6,139,271	65	541	606
Oct-15	\$3,693,763	67	547	614
Nov-15	\$5,036,934	45	639	684
Dec-15	\$6,191,992	40	637	677

- \*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.



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

**02. Rates Debtors Report for the Period Ended 31 December 2015**

Previous Items	N/A
Responsible Officer	Director Corporate 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 December 2015.

**PURPOSE**

1. To receive the report on rates debtors for the period ended 31 December 2015 (Attachment 1).

**BACKGROUND**

2. Rates notices were issued on 13 July 2015 with the following payment options:-

Options	Payment Dates			
Full Payment	17 August 2015			
Two Instalments	17 August 2015	10 December 2015		
Four Instalments	17 August 2015	12 October 2015	10 December 2015	08 February 2016

3. Rates levied for the 2015/2016 Financial Year totalled \$31,923,721. Of this amount, \$26,602,131 (82.58%) has been collected as at 31 December 2015. This compares to 82.08% collected as at December 2014. A total of 22,834 Rate Notices were sent on 13 July 2015.
4. Three additional services have been introduced to better assist ratepayers in paying their amounts due. These are:
  - A Smarter Way to Pay – to date 788 ratepayers have signed up.
  - eRates – To date there are 1056 properties signed up for electronic delivery
  - BPay View – To date 156 ratepayers have signed up for this service.
5. A total of 8,934 ratepayers have opted for payment by an instalment option in 2015/16. Of these, 1,583 have taken up the option to pay by two instalments and 7,351 have taken up the option to pay by four instalments. 12,457 have paid in full.
6. The raising of Interim Rates for the 2015/2016 financial year is proceeding.

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## DETAILS

### Debt Recovery

7. There are nine claims outstanding from the 2012/2013 and 2013/2014 financial years. Five of these have had rates outstanding for three years and over and are waiting for a Property Seizure and Sales Order (PSSO). Councillors received a briefing session regarding these properties on 25 May 2015. One ratepayer has since entered into an arrangement. The remaining four properties are now being passed on to the Shire's lawyers for processing.
8. The Shire has issued 246 General Procedure Claims (GPC) through the courts for outstanding 2014/2015 rates and services charges; of these 214 have been closed due to payment being received.
9. Of the remaining 32 properties with an active default judgement, two are being defended. The defended properties have been to a pre-trial conference with judgement being awarded to the Shire with costs, 27 have received a PSSO.
10. Debt recovery for the 2015/2016 rates commenced on 11 September 2015 with final notices sent to 1894 ratepayers, of which 948 have since paid in full or entered into a payment arrangement. Letters of demand have been sent to 946 ratepayers who did not take appropriate action following the Final Notice. Of these 946 ratepayers, 631 either paid in full or entered into a direct debit arrangement. For 21 ratepayers a payment was made which has taken them below the Shire's legal action threshold of \$600; these will be followed-up internally by the Shire.
11. Of the remaining 294 accounts, 263 have been sent to the Shire's lawyers for a GPC to be issued. Once confirmation has been received that all claims have been serviced, the Shire has the option of continuing with recovery action after a 14 day period has passed. Accounts that are not paid in full, or in a direct debit arrangement, will be assessed again at this time. The remaining 31 properties have been forwarded to the Shire's lawyers for a rental order under S6.60 of the *Local Government Act 1995*, to be issued on the tenants which will require them to make any rent payments to the Shire in order to pay off the outstanding rates.

### STATUTORY AND LEGAL CONSIDERATIONS

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 CONSIDERATIONS

13. Nil.

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## **COMMUNITY ENGAGEMENT REQUIREMENTS**

14. Nil.

## **FINANCIAL CONSIDERATIONS**

15. The raising of rates in July has allowed the Shires operations to commence without delays in addition to earning additional interest income.

## **STRATEGIC COMMUNITY PLAN**

### **Strategic Planning Alignment**

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**

### **Social Implications**

17. Debt collection can have implications upon those ratepayers facing financial hardship and the Shire must ensure equity in its debt collection processes.
18. The Shire has introduced "a smarter way to pay" to ease the financial hardship for ratepayers.

### **Economic Implications**

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

### **Environmental Implications**

20. Nil.

## RISK MANAGEMENT CONSIDERATIONS

21.	Risk	Likelihood	Consequence	Rating	Action/Strategy
	The Shire is exposed to the potential risk of the ratepayer failing to make payments which it is obligated to do. This will result in the disruption of cash flows and increased collection costs.	Possible	Major	High	Ensure debt collection process is rigorously managed.

### OFFICER COMMENT

22. The Shire's debt collection strategy has proven to be very effective with a 98.70% collection rate in the 2014/2015 financial year. With the additional services launched, it is envisaged that the collection rate will be achieved again for 2015/2016 financial year. The results to date are very positive.

*A Councillor queried what the "Smarter Way to Pay" was and what impact it is having on the receipt of rates. The Director Corporate Services noted this is part of the roll-out of new payment options to assist residents choose a method which best suits their requirements.*

<b>Voting Requirements: Simple Majority</b>
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### COMMITTEE RECOMMENDATION TO COUNCIL (C&C 02/2016)

That Council:

1. Receives the rates debtors report for the period ended 31 December 2015 (Attachment 1).

Moved: **Cr Andrew Waddell**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (9/0)**



**Attachment 1**

**SHIRE OF KALAMUNDA  
SUMMARY OF OUTSTANDING RATES  
FOR THE PERIOD ENDED 31 DECEMBER 2015**

**Rates Outstanding Debtors**

	3rd Previous Year + Outstanding	2nd Previous Year Outstanding	Previous Year Outstanding	Current Outstanding	<b>Total Outstanding</b>	Previous Year Total Outstanding
30-Jun-15	Balance Forward				<b>\$856,619</b>	\$869,771
30-Jul-15	\$374,610.99	\$125,241.75	\$303,167.40	\$27,284,383.73	<b>\$28,087,403.87</b>	\$26,049,358.00
31-Aug-15	\$367,737.91	\$123,002.22	\$244,669.79	\$15,772,036.99	<b>\$16,507,446.91</b>	\$15,674,989.41
30-Sep-15	\$360,942.16	\$116,661.24	\$218,888.30	\$13,518,550.12	<b>\$14,215,041.82</b>	\$14,481,858.12
31-Oct-15	\$352,283.54	\$114,663.10	\$205,346.56	\$10,871,503.98	<b>\$11,552,148.18</b>	\$11,402,265.00
30-Nov-15	\$351,140.21	\$112,077.50	\$194,147.64	\$9,266,304.21	<b>\$9,923,669.56</b>	\$10,024,860
31-Dec-15	\$347,040.65	\$108,855.12	\$188,200.98	\$5,472,593.20	<b>\$6,116,689.95</b>	\$5,958,954.00

**Rates Outstanding as at 30/06/2015**

**\$856,619**

**Rate Levied 2015/2016**

\$31,884,691

Interim 2015/2016

-\$22,489

Back Rates

\$8,351

**Total Levies To Date for 2015/2016**

\$31,870,553

Total Collectable

**\$32,727,172**

Total Collected to date

**\$26,602,131**

Total Rates Outstanding

**\$6,125,041**

Current Deferred Rates amount (from Rate Reports)

**\$514,420**

**Total Rates amount to be collected not including deferred**

**\$5,610,621**

% of Rates Outstanding:

**17.42%**

% of Rates Collected:

**82.58%**

**Comment**

The 2015/2016 Instalment Dates are as follows:

	4xinstalments	2xinstalments
1st Instalment	17/08/2015	17/08/2015
2nd Instalment	12/10/2015	10/12/2015
3rd Instalment	10/12/2015	
4th Instalment	08/02/2016	

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

### 03. Draft Monthly Financial Statements to 31 December 2015

Previous Items	N/A
Responsible Officer	Director Corporate Services
Service Area	Finance
File Reference	FIR-SRR-006
Applicant	N/A
Owner	N/A

- Attachment 1 Draft Statements of Financial Activity for the period ended 31 December 2015 incorporating the following:
- Statement of Financial Activity (Nature or Type)
  - Statement of Financial Activity (Statutory Reporting Program)
  - Net Current Funding Position, note to financial statement

#### PURPOSE

1. To provide Council with statutory financial reports on the activity of the Shire of Kalamunda with comparison of the year's performance against the revised budget adopted on 23 November 2015. This Statement compares the actual results for the period with the revised budget.

#### BACKGROUND

2. The Statement of Financial Activity (Attachment 1), incorporating various sub-statements, has been prepared in accordance with the requirement of the *Local Government Act 1995*, Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.
3. The opening funds in the Statement of Financial Activity reflects the audited surplus brought forward from 2014/2015.
4. The budget column reflects the budget adopted subsequent to the mid-year budget review approved by Council at its meeting on 23 November 2015.

#### DETAILS

5. The *Local Government Act 1995* requires Council to adopt a percentage or value to be used in reporting variances against Budget. Council has adopted the reportable variances of 10% or \$50,000 whichever is greater.

#### Financial Commentary

##### Draft Statement of Financial Activity by Nature and Type for the six months ended 31 December 2015

6. This Statement reveals a net result surplus of \$30,620,791 compared to budget for the same period of \$27,934,390. The variance of \$2,686,558 represents 8.8% of the current surplus for the year to date. The majority of

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the variance is in operating expenditure categories which is due to timing issues.

### *Revenue*

7. Total Revenue excluding rates is over budget by \$409,994. This is made up as follows:

- Operating Grants, Subsidies and Contributions are over budget by \$68,861. The variances are primarily due to timing matters, and made up of the following:
  - Federal Government Financial Assistance grant received for general bridges \$52,500.
- Profit on Asset disposal is over budget by \$3,194. The variance is within the reporting threshold.
- Fees and Charges variance is over budget by \$289,906. This is mainly attributable to:
  - Legal charges amounting to \$143,486 from general procedure claims from rates debtors recovered through cyclical debt recovery process. Debt recovery for the 2015/2016 rates commenced on 11 September 2015.
  - Refuse collection being over budget by \$92,859 as a consequence of the retention of secondary bins by some ratepayers.
  - Dog registration fees are over budget by \$47,697 due to increased number of dog licences. The number of licenses issued during the year was higher than the expected numbers.
- Interest earnings are over budget by \$65,078. This is largely due to a timing matter and to the delays in the capital works programme, resulting in higher cash holdings and subsequent investment on short term deposits.
- Other Revenue is slightly under budget by \$3,341. These are within the reporting threshold.

### *Expenditure*

8. Total expenses is under budget with a variance of \$2,108,954. The significant variances within the individual categories are as follows:

- Employment Costs are under budget by \$900,874 arising from a number of vacant positions not being filled and currently under review.
- Materials and Contracts is under budget by \$811,610 which is comprised of:
  - Expenditure on consultancy costs of \$357,642. This relates to various non-recurrent projects which are yet to commence, such as

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the Forrestfield North project, which was approved by Council in late September therefore deemed as a timing issue;

- Waste costs are under budget by \$116,104 mainly due to lower putrescible waste tonnages; and
  - Maintenance related to roads, this is approximately \$211,550 under budget which is deemed a timing issue.
- Utilities are under budget by \$33,852 which is within the reporting threshold.
  - Depreciation, although a non-cash cost, is tracking under budget, reporting a variance of \$237,507. The infrastructure revaluation has now been completed and the audited assets position as of 30 June 2015 is finalised. During the midyear budget review in February 2016 depreciation amounts will be modified to reflect the outcome of the new infrastructure revaluation.
  - The interest expense is slightly under budget by \$6,613. This is the result of a timing difference between amounts accrued and the budget which is based on the debenture repayment schedule.
  - Insurance expense is under budget by \$48,369 which is principally due to building insurance costs being lower than the amount budgeted. This is attributed to lower revaluation amounts for the building components.
  - Other expenditure is under budget by \$78,990. These are mainly related to non-recurrent projects caused by a timing variance. This is within the reporting threshold.

#### *Capital Revenues*

#### *Non-operating Grants and Contributions*

9. The non-operating grant income is lower than the budget by \$204,295. The variance was mainly due to the timing of claims from Roads to Recovery project, National Black Spot Funding and contributions from Public open space.
10. The capital contributions variance of \$229,027 relates to Forrestfield Industrial Area Stage 1 which is now managed by the Shire and funds are backed via a fully cash backed reserve. The variance reflects the contributions received after the mid-year review in September 2015.

#### *Capital Expenditures*

11. Infrastructure projects, comprised roads, drainage, footpaths, car parks and parks and ovals, are under budget by \$156,969. The operations delivery team have been busy scheduling the various projects that are due in 2015/2016 with on ground works commencing in December 2015.

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*Rates revenues*

12. Rates generation is under budget with a variance of \$207,919. The variance is due to a timing issue.

Draft Statement of Financial Activity by Program for the six months to 31 December 2015

13. The overall result comments are as above and generally each Program is within the accepted budget except for Community Amenities and Recreation and Culture. Major variances have been reported by Nature and Type under points 7 to 12 above.

Draft Statement of Net Current Funding Position as at 31 December 2015

14. The commentary on the net current funding position is based on comparison of the draft December 2015 year to date actuals with December 2014 year to date actuals.

15. Net Current Assets (Current Assets less Current Liabilities) show a positive result of \$36.5 million. The un-restricted cash position has a positive balance of \$27.7 million which is higher than the previous year's balance of \$27.4 million. This can mainly be attributed to the rates collection and transfers from reserves in anticipation of infrastructure works projects.

16. Trade and other receivables comprise rates and sundry debtors totalling \$6.4 million outstanding.

The rates balance fell by \$3.8 million to \$5.8 million, representing a collection rate of 82.58% for the year to date. The improved debt recovery partially reflecting the successful launch of "A Smarter Way to Pay" and BPoint Enterprise which allows charging of direct debits via credit cards.

Receivables Other represents \$1.5 million with the bulk made up of:

- Emergency Services Levy (ESL) - \$799,933;
- Waste services due - \$320,688; and
- Pensioner ESL rebates - \$177,385.

17. Sundry debtors have increased by \$3,725 to \$674,907, of which \$329,987 is made up of current debt due within 30 days. A total of \$275,527 remains outstanding over 90 days. An amount of \$258,930 is due from developers from the Forrestfield Industrial Area Stage 1. Legal proceedings are underway to recover the amounts due.

18. Provisions for annual and long service leave are generally stable having increased by \$315,520 to \$2.8 million when compared to the previous year. The main reason for the increase is due to more officers being above the seven year threshold at which point long service leave entitlements begin to accrue. The Shire aggressively pursues a leave management plan that will not adversely affect service delivery. The long term goal is to bring this liability down to a more manageable level and also ensure there are adequate reserves in place to support it.

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19. Restricted Reserves have increased significantly from \$2.6 million to \$8.6 million when compared to December 2014. The increase is due to the following:
- Transfer of Forrestfield Industrial Area Scheme Stage 1 from Trust accounts to reserves, amounting to \$2.9 million.
  - Land and Property Enhancement and Maintenance Reserve has increased by \$0.5 million.
  - Long Service Leave reserve has increased by \$0.8 million.
  - HACC reserve has increased by \$0.6 million.
  - Nominated employee leave reserve has increased by \$0.5 million.

## **STATUTORY AND LEGAL CONSIDERATIONS**

20. The *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996* require presentation of a monthly financial activity statement.

## **POLICY CONSIDERATIONS**

21. Nil.

## **COMMUNITY ENGAGEMENT REQUIREMENTS**

22. Nil.

## **FINANCIAL CONSIDERATIONS**

23. Nil.

## **STRATEGIC COMMUNITY PLAN**

### **Strategic Planning Alignment**

24. *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**

### **Social Implications**

25. Nil.

### **Economic Implications**

26. Nil.

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## Environmental Implications

27. Nil.

## RISK MANAGEMENT CONSIDERATIONS

28.

Risk	Likelihood	Consequence	Rating	Action / Strategy
Over-spending the budget	Possible	Major	High	<ul style="list-style-type: none"><li>• Monthly management reports are reviewed by the Shire.</li><li>• Weekly engineering reports on major projects and maintenance.</li></ul>
Non-compliance with Financial Regulations	Unlikely	Major	Medium	The financial report is scrutinised by the Shire to ensure that all statutory requirements are met.

## OFFICER COMMENT

29. The Shire's draft financial statements as at 31 December 2015 demonstrate the Shire has managed its budget and financial resources effectively.

<b>Voting Requirements: Simple Majority</b>
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## COMMITTEE RECOMMENDATION TO COUNCIL (C&C 03/2016)

That Council:

1. Receives the draft Monthly Statutory Financial Statements for the month to 31 December 2015, which comprises:
  - Statement of Financial Activity (Nature or Type).
  - Statement of Financial Activity (Statutory Reporting Program).
  - Net Current Funding Position, note to financial statement.

Moved: **Cr Geoff Stallard**

Seconded: **Cr Brooke O'Donnell**

Vote: **CARRIED UNANIMOUSLY(9/0)**

**Attachment 1**

**SHIRE OF KALAMUNDA  
STATEMENT OF FINANCIAL ACTIVITY BY NATURE OR TYPE  
FOR THE 6 MONTHS TO 31 DECEMBER 2015**

	31/12/2015 YTD Actual (b) \$	31/12/2015 YTD Budget (a) \$	Annual Budget \$	Var. \$ (b)-(a) \$	Var. % (b)- (a)/(b) %
<b>Operating Revenues</b>					
Operating Grants and Subsidies	2,533,785	2,513,939	5,728,243	19,846	0.8%
Contributions, Reimbursements and Donations	468,901	419,886	4,398,075	49,015	10.5%
Profit on Asset Disposal	188,194	185,000	471,640	3,194	1.7%
Fees and Charges	12,489,086	12,199,180	14,027,334	289,906	2.3%
Interest Earnings	505,016	439,938	896,545	65,078	12.9%
Other Revenue	28,963	32,304	64,641	(3,341)	(11.5%)
Ex Gratia Rates Revenue	51,136	64,840	129,680	(13,704)	(26.8%)
<b>Total (Excluding Rates)</b>	<b>16,265,081</b>	<b>15,855,087</b>	<b>25,716,158</b>	<b>409,994</b>	
<b>Operating Expense</b>					
Employee Costs	(11,195,474)	(12,096,348)	(24,014,369)	900,874	8.0%
Materials and Contracts	(9,456,715)	(10,268,325)	(19,877,350)	811,610	8.6%
Utilities Charges	(1,145,153)	(1,179,005)	(2,358,938)	33,852	3.0%
Depreciation (Non-Current Assets)	(3,844,221)	(4,081,728)	(8,163,761)	237,507	6.2%
Interest Expenses	(202,721)	(209,334)	(418,674)	6,613	3.3%
Insurance Expenses	(568,196)	(616,565)	(617,249)	48,369	8.5%
Loss on Asset Disposal	(18,857)	(9,996)	(20,000)	(8,861)	(47.0%)
Other Expenditure	(155,104)	(234,094)	(491,703)	78,990	50.9%
<b>Total</b>	<b>(26,586,441)</b>	<b>(28,695,395)</b>	<b>(55,962,044)</b>	<b>2,108,954</b>	
<b>Funding Balance Adjustment</b>					
Add Back Depreciation	3,844,221	4,081,728	8,163,761	(237,507)	(6.2%)
Adjust (Profit)/Loss on Asset Disposal	(169,337)	(175,004)	(451,640)	5,667	(3.3%)
EMRC Contribution (Non-cash)	0	0	(3,600,407)	0	
Movement in Provisions	168,975	0	749,271	168,975	100.0%
Pensioners Deferred Rates Movement	0	0	(30,000)	0	
<b>Total</b>	<b>3,843,701</b>	<b>3,906,724</b>	<b>4,830,985</b>	<b>(62,865)</b>	
<b>Net Operating (Ex. Rates)</b>	<b>(6,477,659)</b>	<b>(8,933,584)</b>	<b>(25,414,901)</b>	<b>2,456,083</b>	
<b>Capital Revenues</b>					
Proceeds from Disposal of Assets	540,967	540,967	1,032,000	(0)	(0.0%)
Grants, Subsidies and Contributions	884,348	1,088,643	3,855,218	(204,295)	(23.1%)
Self-Supporting Loan Principal	32,514	32,894	67,870	(380)	(1.2%)
Debenture Funding	0	0	500,000	0	
Capital (Developer) - Contributions	1,300,614	1,071,587	1,071,587	229,027	17.6%
Transfer from Reserves	3,728,853	3,976,774	5,203,728	(247,921)	(6.6%)
<b>Total</b>	<b>6,487,296</b>	<b>6,710,865</b>	<b>11,730,403</b>	<b>(223,569)</b>	
<b>Capital Expenses</b>					
Land Development Costs	(2,000)	(19,776)	(28,782)	17,776	888.8%
Land and Buildings New	(78,039)	(154,578)	(336,513)	76,539	98.1%
Land and Buildings Replacement	(251,371)	(469,197)	(1,391,617)	217,826	86.7%
Plant and Equipment New	(46,635)	(48,416)	(54,520)	1,781	3.8%
Plant and Equipment Replacement	(25,347)	(25,347)	(25,347)	0	0.0%
Furniture and Equipment	(4,637)	(40,788)	(98,700)	36,151	779.7%
Infrastructure Assets - Roads New	(114,276)	(140,142)	(688,376)	25,866	22.6%
Infrastructure Assets - Roads Renewal	(373,427)	(728,927)	(3,626,729)	355,500	95.2%
Infrastructure Assets - Drainage New	(134,058)	(142,073)	(222,390)	8,015	6.0%



**SHIRE OF KALAMUNDA**  
**STATEMENT OF FINANCIAL ACTIVITY BY NATURE OR TYPE**  
**FOR THE 6 MONTHS TO 31 DECEMBER 2015**

	31/12/2015	31/12/2015	Annual	Var. \$	Var. %
	YTD Actual (b) \$	YTD Budget (a) \$	Budget \$	(b)-(a) \$	(b)- (a)/(b) %
Infrastructure Assets - Drainage Renewal	<b>(18,995)</b>	(13,793)	(174,291)	(5,202)	(27.4%)
Infrastructure Assets - Footpaths New	<b>(5,044)</b>	(21,915)	(71,339)	16,871	334.5%
Infrastructure Assets - Footpaths Renewal	<b>(56,084)</b>	(55,597)	(125,248)	(487)	(0.9%)
Infrastructure Assets - Car Parks New	<b>(39,072)</b>	(109,744)	(396,040)	70,672	180.9%
Infrastructure Assets - Car Parks Renewal	<b>0</b>	0	(75,162)	0	
Infrastructure Assets - Parks and Ovals New	<b>(238,937)</b>	(228,851)	(1,782,229)	(10,086)	(4.2%)
Infrastructure Assets - Parks and Ovals Renewal	<b>(2,872,682)</b>	(2,568,503)	(4,540,447)	(304,179)	(10.6%)
Repayment of Debentures	<b>(292,567)</b>	(296,922)	(593,851)	4,355	1.5%
Transfer to Reserves	<b>(1,192,381)</b>	(1,342,947)	(5,931,679)	150,566	12.6%
<b>Total</b>	<b><u>(5,745,552)</u></b>	<b><u>(6,407,516)</u></b>	<b><u>(20,163,260)</u></b>	<b><u>661,964</u></b>	
<b>Net Capital</b>	<b><u>741,745</u></b>	<b><u>303,349</u></b>	<b><u>(8,432,857)</u></b>	<b><u>438,395</u></b>	
<b>Total Net Operating + Capital</b>	<b><u>(5,735,915)</u></b>	<b><u>(8,630,235)</u></b>	<b><u>(33,847,758)</u></b>	<b><u>2,894,477</u></b>	
Rate Revenue	<b>31,388,591</b>	31,596,510	31,884,831	(207,919)	(0.7%)
Opening Funding Surplus(Deficit)	<b><u>4,968,115</u></b>	<u>4,968,115</u>	<u>4,968,115</u>	<u>0</u>	<u>0.0%</u>
<b>Closing Funding Surplus(Deficit)</b>	<b><u>30,620,791</u></b>	<b><u>27,934,390</u></b>	<b><u>3,005,188</u></b>	<b><u>2,686,558</u></b>	<u>8.8%</u>

**SHIRE OF KALAMUNDA**  
**STATEMENT OF FINANCIAL ACTIVITY (STATUTORY REPORTING PROGRAM)**  
**FOR THE 6 MONTHS TO 31 DECEMBER 2015**

	31/12/2015 YTD Actual (b) \$	31/12/2015 YTD Budget (a) \$	Annual Budget \$	Var. \$ (b)-(a) \$	Var. % (b)- (a)/(b) %
<b>Operating Revenues</b>					
Governance	85,711	102,374	112,755	(16,663)	(19.4%)
General Purpose Funding	1,547,794	1,244,654	7,085,777	303,140	19.6%
Law, Order and Public Safety	286,030	233,884	367,836	52,146	18.2%
Health	205,604	195,877	221,066	9,727	4.7%
Education and Welfare	2,067,519	2,008,930	3,759,595	58,589	2.8%
Community Amenities	10,788,201	10,791,715	11,613,174	(3,514)	(0.0%)
Recreation and Culture	772,045	821,354	1,657,534	(49,309)	(6.4%)
Transport	24,023	0	0	24,023	100.0%
Economic Services	280,018	269,226	538,527	10,792	3.9%
Other Property and Services	208,136	187,073	359,894	21,063	10.1%
<b>Total (Excluding Rates)</b>	<b>16,265,081</b>	<b>15,855,087</b>	<b>25,716,158</b>	<b>409,994</b>	
<b>Operating Expense</b>					
Governance	(1,774,038)	(1,801,584)	(3,250,382)	27,546	1.6%
General Purpose Funding	(563,851)	(377,302)	(773,316)	(186,549)	(33.1%)
Law, Order and Public Safety	(853,565)	(963,162)	(1,871,914)	109,597	12.8%
Health	(549,455)	(605,886)	(1,189,841)	56,431	10.3%
Education and Welfare	(2,028,203)	(2,152,625)	(4,282,665)	124,422	6.1%
Community Amenities	(6,137,816)	(6,812,520)	(13,793,759)	674,704	11.0%
Recreation and Culture	(8,967,042)	(9,788,892)	(19,184,053)	821,850	9.2%
Transport	(4,771,018)	(4,596,086)	(9,230,029)	(174,932)	(3.7%)
Economic Services	(523,731)	(579,125)	(1,096,746)	55,394	10.6%
Other Property and Services	(417,722)	(1,018,213)	(1,289,339)	600,491	143.8%
<b>Total</b>	<b>(26,586,441)</b>	<b>(28,695,395)</b>	<b>(55,962,044)</b>	<b>2,108,954</b>	
<b>Funding Balance Adjustment</b>					
Add back Depreciation	3,844,221	4,081,728	8,163,761	(237,507)	(6.2%)
Adjust (Profit)/Loss on Asset Disposal	(169,337)	(175,004)	(451,640)	5,667	(3.3%)
EMRC Contribution (Non-cash)	0	0	(3,600,407)	0	
Movement in Provisions	168,975	0	749,271	168,975	100.0%
Pensioners Deferred Rates Movement	0	0	(30,000)	0	
<b>Total</b>	<b>3,843,701</b>	<b>3,906,724</b>	<b>4,830,985</b>	<b>(63,023)</b>	
<b>Net Operating (Ex. Rates)</b>	<b>(6,477,659)</b>	<b>(8,933,584)</b>	<b>(25,414,901)</b>	<b>2,456,083</b>	
<b>Capital Revenues</b>					
Proceeds from Disposal of Assets	540,967	540,967	1,032,000	(0)	(0.0%)
Capital Contributions and Grants	884,348	1,088,643	3,855,218	(204,295)	(23.1%)
Self-Supporting Loan Principal Income	32,514	32,894	67,870	(380)	(1.2%)
Debenture Funding	0	0	500,000	0	
Capital (Developer) - Contributions	1,300,614	1,071,587	1,071,587	229,027	17.6%
Transfer from Reserves	3,728,853	3,976,774	5,203,728	(247,921)	(6.6%)
<b>Total</b>	<b>6,487,296</b>	<b>6,710,865</b>	<b>11,730,403</b>	<b>(223,569)</b>	
<b>Capital Expenses</b>					
Land Development Costs	(2,000)	(19,776)	(28,782)	17,776	888.8%
Land and Buildings New	(78,039)	(154,578)	(336,513)	76,539	98.1%
Land and Buildings Replacement	(251,371)	(469,197)	(1,391,617)	217,826	86.7%
Plant and Equipment New	(46,635)	(48,416)	(54,520)	1,781	3.8%
Plant and Equipment Replacement	(25,347)	(25,347)	(25,347)	0	0.0%

**SHIRE OF KALAMUNDA  
STATEMENT OF FINANCIAL ACTIVITY (STATUTORY REPORTING PROGRAM)  
FOR THE 6 MONTHS TO 31 DECEMBER 2015**

	31/12/2015 YTD Actual (b) \$	31/12/2015 YTD Budget (a) \$	Annual Budget \$	Var. \$ (b)-(a) \$	Var. % (b)- (a)/(b) %
Furniture and Equipment	<b>(4,637)</b>	(40,788)	(98,700)	36,151	779.7%
Infrastructure Assets - Roads New	<b>(114,276)</b>	(140,142)	(688,376)	25,866	22.6%
Infrastructure Assets - Roads Renewal	<b>(373,427)</b>	(728,927)	(3,626,729)	355,500	95.2%
Infrastructure Assets - Drainage New	<b>(134,058)</b>	(142,073)	(222,390)	8,015	6.0%
Infrastructure Assets - Drainage Renewal	<b>(18,995)</b>	(13,793)	(174,291)	(5,202)	(27.4%)
Infrastructure Assets - Footpaths New	<b>(5,044)</b>	(21,915)	(71,339)	16,871	334.5%
Infrastructure Assets - Footpaths Renewal	<b>(56,084)</b>	(55,597)	(125,248)	(487)	(0.9%)
Infrastructure Assets - Car Parks New	<b>(39,072)</b>	(109,744)	(396,040)	70,672	180.9%
Infrastructure Assets - Car Parks Renewal	<b>0</b>	0	(75,162)	0	
Infrastructure Assets - Parks and Ovals New	<b>(238,937)</b>	(228,851)	(1,782,229)	(10,086)	(4.2%)
Infrastructure Assets - Parks and Ovals Renewal	<b>(2,872,682)</b>	(2,568,503)	(4,540,447)	(304,179)	(10.6%)
Repayment of Debentures	<b>(292,567)</b>	(296,922)	(593,851)	4,355	1.5%
Transfer to Reserves	<b>(1,192,381)</b>	(1,342,947)	(5,931,679)	150,566	12.6%
<b>Total</b>	<b><u>(5,745,552)</u></b>	<b><u>(6,407,516)</u></b>	<b><u>(20,163,260)</u></b>	<b><u>661,964</u></b>	
<b>Net Capital</b>	<b><u>741,744</u></b>	<b><u>303,349</u></b>	<b><u>(8,432,857)</u></b>	<b><u>438,395</u></b>	
<b>Total Net Operating + Capital</b>	<b><u>(5,735,915)</u></b>	<b><u>(8,630,235)</u></b>	<b><u>(33,847,758)</u></b>	<b><u>2,894,477</u></b>	
Rate Revenue	<b>31,388,591</b>	31,596,510	31,884,831	(207,919)	(0.7%)
Opening Funding Surplus(Deficit)	<b><u>4,968,115</u></b>	<u>4,968,115</u>	<u>4,968,115</u>	<u>0</u>	<u>0.0%</u>
<b>Closing Funding Surplus(Deficit)</b>	<b><u>30,620,791</u></b>	<b><u>27,934,390</u></b>	<b><u>3,005,188</u></b>	<b><u>2,686,558</u></b>	<u>8.8%</u>

**SHIRE OF KALAMUNDA**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE 6 MONTHS TO 31 DECEMBER 2015**

**NET CURRENT FUNDING POSITION**

Positive=Surplus (Negative=Deficit)

	<b>31/12/2015</b>	<b>31/12/2014</b>
	<b>\$</b>	<b>\$</b>
<b>Current Assets</b>		
Cash and Cash Equivalents Unrestricted	27,726,350	27,435,501
Cash and Cash Equivalents - Reserves (Restricted)	8,671,623	2,641,745
Receivables - Rates	5,753,280	5,600,080
Receivables - Sundry	674,907	686,604
Receivables -Other	1,522,942	1,127,275
Inventories	95,329	103,990
<b>(*excludes loan receivable)</b>	<b>44,444,431</b>	<b>37,595,195</b>
 <b>Less: Current Liabilities</b>		
Payables	(5,152,017)	(6,555,379)
Provisions	(2,788,665)	(2,473,145)
<b>(*excludes loan payable)</b>	<b>(7,940,682)</b>	<b>(9,028,524)</b>
 <b>Net Current Asset Position</b>	<b>36,503,750</b>	<b>28,566,670</b>
 <b>Add:</b>		
Provision for Long Service Leave	1,211,709	800,112
Provision for Annual Leave	1,576,956	1,673,033
 <b>Less:</b>		
Cash and Cash Equivalents - Reserves (Restricted)	<b>(8,671,623)</b>	<b>(2,641,745)</b>
Cash Restricted		
<b>Net Current Funding Position</b>	<b>30,620,791</b>	<b>28,398,070</b>

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

**04. Community Care Quarterly Report October to December 2015**

Previous Items	
Responsible Officer	Director Corporate Services
Service Area	Community Care
File Reference	CO-SPC-022
Applicant	N/A
Owner	N/A
Attachment 1	Volumes Report – Monthly Volumes by Category
Attachment 2	Community Care Financials
Attachment 3	Meals on Wheels Financials
Attachment 4	Satisfaction Survey Report

**PURPOSE**

1. To endorse the Community Care Quarterly Report – October to December 2015 and note the Community Care Satisfaction Survey.

**BACKGROUND**

2. The quarterly report is prepared in accordance with the approved Kalamunda Achieving: Corporate Business Plan 2014- 2018. The basis of which is:

*"That Community Care produce a quarterly progress report".*

**DETAILS**

**HACC SERVICE DELIVERY**

3. Referrals for Home and Community Care (HACC) support are received from the Regional Assessment Service. Community Care do not screen for eligibility nor assess potential consumers for services and as such, are dependent on these referrals to maintain and increase service levels.
4. Inception of the *Assessment Framework in 2011* has resulted in increased compliance with eligibility criteria and people receiving services based on assessed need and not just an eligibility status, meaning a person with an ongoing functional disability may be eligible for HACC support but with the provision of the correct assistive equipment may continue to support themselves independently without formalised support.
5. The Volumes Report (Attachment 1) shows how Community Care is performing in relation to its contracted service provision levels for the HACC program for the period of October, November and December 2015.
6. The HACC Contract contains service groups that cluster, where appropriate, like service types together. Service Group 1 includes the following service types: domestic assistance, personal care, social support, respite and other food services.

- 
7. Service Group 1 was contracted to provide hours of support against the service types listed in paragraph 6. This allows the service types to be adjusted to meet the needs of eligible consumers regardless of the contracted number of hours against each service type.
  8. Because of this service grouping, a service type such as domestic assistance can achieve higher than 100% of service delivery, providing other service types are not also achieving 100%. The hours are used in a flexible manner to address need.
  9. During this quarter Community Care was contracted to provide 6285 hours across service group 1 to eligible community members. A total of 4841 hours were provided (77%). This is a 1% increase from last quarter with one less working day.

#### **Domestic Assistance (Service Group 1)**

10. During this quarter Community Care was contracted to provide 2928 hours to eligible community members. A total of 3386 hours were provided (115%). This is a 2% decrease from last quarter.
11. Impacts on these hours included 540 hours that were not provided due to public holidays or consumers exercising their right of choice and cancelling services to attend to other commitments. Had these hours been delivered domestic assistance would have achieved 134% which is accommodated by the flexible delivery model assigned to Service Group 1 as describe in paragraph 7.

#### **Respite (Service Group 1)**

12. During this quarter Community Care was contracted to provide 450 hours to eligible community members. A total of 189 hours were provided (42%). This is a 9% increase from last quarter.
13. Impacts on these hours included 18 hours that were not provided due to public holidays or consumers exercising their right of choice and cancelling services to attend to other commitments. Had these hours been delivered domestic assistance would have achieved 46%

#### **Other Food Services (Service Group 1)**

14. During this quarter Community Care was contracted to provide 96 hours to eligible community members. A total of 43 hours were provided (45%). This is a 28% increase from last quarter.
15. Impacts on these hours included 7 hours that were not provided due to public holidays or consumers exercising their right of choice and cancelling services to attend to other commitments. Had these hours been delivered domestic assistance would have achieved 52%.

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### **Social Support (Service Group 1)**

16. During this quarter Community Care was contracted to provide 1875 hours to eligible community members. A total of 849 hours were provided (45%). This is a 1% increase from last quarter.
17. Impacts on these hours included 140 hours that were not provided due to public holidays or consumers exercising their right of choice and cancelling services to attend to other commitments. Had these hours been provided Social Support would have achieved 53%.

### **Personal Care (Service Group 1)**

18. During this quarter Community Care was contracted to provide 936 hours to eligible community members. A total of 374 hours were provided (40%). This is a 2% increase from last quarter.
19. Impacts on these hours included 65 hours that were not provided due to public holidays or consumers exercising their right of choice and cancelling services to attend to other commitments. Had these hours been provided Personal Care would have achieved 47%.

### **Centre Based Day Care (Service Group 4)**

20. During this quarter Community Care was contracted to provide 9981 hours to eligible community members. A total of 8318 hours were provided (83%). This is a 2% decrease from last quarter.
21. Impacts on these hours included 3204 hours that were not provided due to public holidays or consumers exercising their right of choice and cancelling services to attend to other commitments. Had these hours been provided Centre Based Day Care would have achieved 115%.

### **Meals on Wheels (Service Group 6)**

22. During this quarter Community Care was contracted to provide 1500 meals to eligible community members. A total of 1049 meals were provided (70%). This is consistent with last quarter.
23. Impacts included 65 meals that were not provided due to public holidays or consumers exercising their right of choice and cancelling services to attend to other commitments. Had these hours been provided Meals on Wheels would have achieved 74%.

### **Transport (Service Group 7)**

24. During this quarter Community Care was contracted to provide 6816 one way trips to eligible community members. A total of 4028 one way trips were provided (59%). This is a 3% decrease from last quarter.
25. Impacts included 1267 one way trips that were not provided due to public holidays or consumers exercising their right of choice and cancelling services to attend to other commitments. Had these hours been provided Transport would have achieved 78%.

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### **Counselling Support Information and Advocacy (Service Group 9)**

26. During this quarter Community Care was contracted to provide 645 hours to eligible community members. A total of 164 hours were provided (25%).

### **Home Maintenance (Service Group 10)**

27. During this quarter Community Care was contracted to provide 1788 hours to eligible community members. A total of 1401 hours were provided (79%). This is consistent with last quarter.
28. In November 2014, the Shire ceased accepting new referrals for Home Maintenance due to a change in staffing arrangements resulting in a risk of not being able to fulfil consumer requests.
29. Impacts on these hours included 145.5 hours that were not provided due to public holidays or consumers exercising their right of choice and cancelling services to attend to other commitments. Had these hours been provided Home Maintenance would have achieved 86%.

### **Ceased HACC Services**

30. During this quarter Community Care had 57 consumers exit the HACC program. The feedback from consumers and/or family as to why the services were ceasing were:
- The consumer has moved to a higher level of community care support or residential care – 24 responses;
  - The consumer is now self-managing – nine responses;
  - The consumer has passed away – 10 responses;
  - The consumer has relocated out of the service area – eight responses; and
  - The service did not meet the needs or expectation of the consumer – six responses.

### **COMMUNITY VISITORS SCHEME**

31. During this quarter Community Care was contracted to provide 270 visits to eligible residents in approved Commonwealth Funded residential facilities. A total of 154 visits were provided (57%).
32. Impacts on these visits included a facility shut down, volunteer movement and residents passing away.

### **HOME CARE PACKAGES LEVEL 2**

33. During this quarter Community Care was contracted to provide 20 packages to eligible community members. A total of 17 packages were provided (85%).
34. Referrals for packages come from the Aged Care Assessment Team (ACAT). Community Care do not screen for eligibility nor assess potential consumers for services and as such, are dependent on these referrals to maintain and increase service levels.



- 
35. Home Care Packages were transitioned to Consumer Directed Care Packages as of 1 July 2015.

### **SENIOR AND DISABILITY**

36. During this quarter the Shire supported a range of activities for people in the community as shown in paragraphs 37 to 40.
37. "Low Vision and Vision Loss." Paul Garwood from Senses Australia partnered with Shire of Kalamunda staff to present a free information session on Low Vision and Vision Loss at the Kalamunda Library on 16 October 2015.
38. "Our Changing Bushfire Landscape." On 26 October 2015 Shire staff worked in partnership to present a free information session at Woodlupine Family and Community Centre on how to prepare homes and properties for the bushfire season.

Topics of discussion included:

- Bushfire preparedness & current Firebreak Notice
  - 20m Building Protection Zones (BPZs)
  - The Shire's changing bushfire landscape
  - Where to find the information you need
39. "Seniors Week 2015." A range of exciting free events were presented during Seniors Week between 8 and 15 November 2015. Staff from Community Care attended two of the events and presented the "Wisdom Wall" activity. Seniors were invited to join our conversation about what it is like to be growing older and what things are important to them as they age. Seniors were able to share some of their hopes, dreams, life lessons or pearls of wisdom on a poster or blackboard to add to the wisdom wall. This also provided an opportunity to inform seniors of the Positive Ageing Plan that the Shire is working on.
40. "Disability Awareness Week" and "International Day of People with Disability" were celebrated in the first two weeks of December 2015 through a static photographic display at the Lesmurdie Library. Photos depicting young students from the Kalamunda Senior High School Education Support Unit engaging in work experience opportunities were displayed to raise awareness of the ability of the students. Books and videos about people with disability were displayed for recommended reading or viewing.

### **STATUTORY AND LEGAL CONSIDERATIONS**

41. Nil.

### **POLICY CONSIDERATIONS**

42. Nil.

### **COMMUNITY ENGAGEMENT REQUIREMENTS**

43. Between July and September Community Care commenced a HACC service wide satisfaction survey.

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44. The survey demonstrated ongoing satisfaction with service delivery as shown in the Survey Report (Attachment 4).
45. Overall 98.5% of participants were satisfied with the services they receive.

### **FINANCIAL CONSIDERATIONS**

46. The Community Care HACC program, with an adjustment for the annual grant paid in advance, had an operating surplus of \$37,086 for first half of the 2015/16 financial year.
47. The Meals on Wheels program, with an adjustment for the grant paid in advance and invoices not received (for meals purchased for the quarter), has an estimated operating deficit of \$4,400 for the first half of the 2015/16 financial year.

### **STRATEGIC COMMUNITY PLAN**

#### **Strategic Planning Alignment**

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

OBJECTIVE 1.1 – To be a community that cares for its aged and frail and those less fortunate.

Strategy 1.1.2 – Continue to deliver relevant and effective programs to our elderly so that they can feel socially connected and supported from within the community.

### **SUSTAINABILITY**

#### **Social Implications**

49. *Shire of Kalamunda Aged Accommodation Strategy 2008:*

6.1 A strong desire to “age in place” is now the well-established preference for older people and is a key theme that underlies Commonwealth and State Government policy and programs. This encompasses being able to continue to live in the familiar surroundings of the home and local environment as independently as possible, and with support services if required.

#### **Economic Implications**

50. Nil.

#### **Environmental Implications**

51. Nil.

**RISK MANAGEMENT CONSIDERATIONS**

52.

Risk	Likelihood	Consequence	Rating	Action/Strategy
Seniors in the Shire are not supported.	Unlikely	Major	Medium	<ul style="list-style-type: none"> <li>• Continue to promote services and programs as a Shire core business.</li> <li>• Continue to work in partnership with other local providers.</li> <li>• Continue to attend HACC, HCP and Swan Hospital Networking Meetings.</li> <li>• Ensure staffing levels are retained at a level that facilitates ongoing service provision.</li> <li>• Progress the development of Marketing and Communication Plan.</li> <li>• Progress the development of the Ageing Population Plan</li> <li>• Commence consultation and engagement opportunities to determine what is working well and not working well and develop an action plan to address identified opportunities for improvement.</li> </ul>

**OFFICER COMMENT**

53. On 13 October 2015, Community Care participated in a Quality Review, facilitated by the Australian Aged Care Quality Agency of its Home Care Packages. This included a review of Community Care's effectiveness of implementing service level change as part of the Consumer Directed Care service model. The Shire of Kalamunda – Community Care met the requirements for the three Home Care Community Standards and their 18 outcomes.

54. Community Care continues to work closely with National Disability Insurance Scheme (NDIS) to transition HACC people under the age of 65 who have successfully explored NDIS eligibility to an NDIS support plan.

- 
55. A draft positive action plan has been produced for consideration by the Shire Executive Management group.
  56. A submission to the Department of Local Government and Communities for Age Friendly Communities grant was submitted in December 2015. It is expected that an outcome will be received by March 2016.
  57. HACC have commenced negotiations to amend the contract and transition Counselling Support Information and Advocacy (CSIA) money to an alternative service group as it ceases the CSIA support type to mainstream providers.
  58. Community Care opened a Facebook page. The intent is to connect with the community wider than our existing consumers and promote our brand while increasing health literacy.
  59. As part of the Community Care focus on continuous improvement, a customer satisfaction survey was undertaken in order to assess the level of client satisfaction with service management and delivery.
  60. A total of 904 consumers were contacted with 210 or 23% willing to participate. From this 98.5% of the participants were satisfied with the services they receive.

*A Councillor noted that at point 30 the report indicates that the service not meeting needs and expectation was cited as a reason to cease the service and asked if it is known in what way these needs were not met. This question was taken on notice.*

*A Councillor asked if the overall satisfaction of the program sitting at 98.5% was inclusive or exclusive of the 57 consumers who had exited the services. This question was taken on notice.*

<b>Voting Requirements: Simple Majority</b>
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**COMMITTEE RECOMMENDATION TO COUNCIL (C&C 04/2016)**

That Council:

1. Receives the Community Care Quarterly Report – October to December 2015.
2. Notes the results of the Community Care Satisfaction Survey.

Moved: **Cr Tracy Destree**

Seconded: **Cr Andrew Waddell**

Vote: **CARRIED UNANIMOUSLY (9/0)**

**Attachment 1**

**Community Care 15/16  
Monthly Hours Worked By Category**

OUTPUT DELIVERABLES		SERVICE VOLUME		Ave	Ave	Ave	July	Aug	Sept	MDS	Oct	Nov	Dec	ACTUAL	Contracted YTD	% Met YTD	Variance Volume
		P.A	P. Mth	13/14	14/15	15/16				Adj				YTD			
Service Group 1																	
DOMESTIC ASSISTANCE	1231	11,709	976	915	1,090	1,149	1,193	1,108	1,124	81	1,113	1,124	1,149	6,891	5,855	117.71%	1,037
SOCIAL SUPPORT	1222	7,501	625	224	266	281	276	264	279	21	288	267	294	1,688	3,751	45.00%	-2,063
PERSONAL CARE	1232	3,748	312	92	85	122	109	109	135	7	145	122	107	732	1,874	39.07%	-1,142
OFS	1234	386	32	7	7	10	4	4	8	2	13	16	14	59	193	30.70%	-134
RESPIRE	1224	1,800	150	23	35	57	40	49	61	1	69	51	69	339	900	37.69%	-561
<b>TOTAL SERVICE GROUP 1</b>														<b>9,710</b>	<b>12,572</b>	<b>77.23%</b>	<b>-2,862</b>
Service Group 9																	
CSIA	1227	2,574	215	94	89	71	57	77	57	70	55	54	55	424	1,287	32.96%	-863
Service Group 4																	
CNTR BASED DAY CARE	1221	39,921	3,327	2,499	2,743	2,808	3,048	2,706	2,784	-6	2,880	2,758	2,680	16,850	19,961	84.42%	-3,111
Service Group 10																	
HOME MAINTENANCE	1230	7,166	597	431	511	473	493	450	459	36	483	460	458	2,838	3,583	79.20%	-745
Service Group 7																	
TRANSPORT(occasions)	1229	17,981	1,498	439	459	466	530	453	485	0	473	442	415	2,798	8,991	31.12%	-6,193
TRANSPORT(CBDC)	1233	9,280	773	803	875	906	975	865	899	-2	931	895	872	5,435	4,640	117.13%	795
<b>TOTAL SERVICE GROUP 7</b>														<b>8,233</b>	<b>13,631</b>	<b>60.40%</b>	<b>-5,398</b>
<b>TOTAL</b>		<b>102,066</b>	<b>8,506</b>	<b>5,526</b>	<b>6,159</b>	<b>6,342</b>	<b>6,724</b>	<b>6,085</b>	<b>6,289</b>		<b>6,447</b>	<b>6,189</b>	<b>6,113</b>	<b>38,055</b>	<b>51,033</b>	<b>75%</b>	<b>-15,841</b>

OUTPUT DELIVERABLES		SERVICE VOLUME		Ave	Ave	Ave	July	Aug	Sept	MDS	Oct	Nov	Dec	ACTUAL	Contracted YTD	Met YTD	Variance Volume
		Total	P. Mth	13/14	14/15	15/16				Adj				YTD			
Service Group 6																	
MEALS ON WHEELS		6,009	501	410	449	351	420	309	326	0	344	325	380	2,104	3,005	70%	-901

**Attachment 2**

**Home and Community Care Service 2015/2016**

<b>INCOME AND EXPENDITURE</b>	<b>Budget 2015/16 Jul - Dec</b>	<b>Actuals 2015/16 Jul - Dec</b>
<b>Recurrent Income and Expenditure</b>		
<b>Income</b>		
Fees - Adult Day Care Attendance	(20,934)	(21,685)
Fees - Adult Day Care Transport	(13,290)	(13,553)
Fees - In Home Respite	(1,746)	(2,164)
Fees - Social Support	(12,144)	(12,888)
Fees - Transport / Shoppers Bus	(16,242)	(16,501)
Fees - Personal Care	(4,962)	(5,778)
Fees - Domestic Assistance	(52,440)	(54,325)
Fees - Gardening	(23,604)	(22,267)
Fees - Other Food Services	(306)	(460)
Fees - Meals / Activities Adult Day Care	(34,470)	(36,399)
Brokerage	(4,734)	(7,127)
Government Grants	(1,559,752)	(1,558,966)
<b>Total Recurrent Income</b>	<b>(1,744,624)</b>	<b>(1,752,114)</b>
<b>Expenses</b>		
Salaries and Wages and on costs	1,200,472	1,126,572
Leave Accruals	94,752	94,802
Workers Compensation	27,198	40,884
Contractors	45,000	41,237
Accommodation Expenses	59,225	64,816
Motor Vehicle Expenses	22,686	26,294
Fringe Benefits Tax	3,546	3,564
Insurance	2,314	969
Printing and Stationery	1,986	1,371
Subscriptions	2,597	5,220
Purchases - Consumables / Materials	15,900	9,394
Purchases - Sundry	14,104	15,488
Depreciation	35,994	35,680
Audit	1,836	2,941
Management Fee - Administration and Accounting	44,268	49,515
Management Fee - Human Resources	16,188	12,985
Management Fee - Information Technology	17,988	20,602
Meal Expenses - Clients	34,098	35,198
Brokerage	0	0
<b>Total Recurrent Expenditure</b>	<b>1,640,152</b>	<b>1,587,531</b>
<b>Adjustments as at 31/12/2015</b>		
<b>Grant received in advance</b>	<b>120,369</b>	<b>120,369</b>
<b>Deduct Brokerage Fees - Non-HACC Income</b>	<b>4,734</b>	<b>7,127</b>
<b>Net Recurrent Income/Expenses</b>	<b>20,631</b>	<b>(37,086)</b>

**Attachment 3**

**Meals on Wheels 15/16**

Income / Expenditure Description	Annual Budget 2015/16	Budget 2015/16 Jul - Dec	Actuals 2015/16 Jul - Dec
<b>Recurrent Income and Expenditure</b>			
<b>Income</b>			
Fees - Brokerage	(380)	(186)	(176)
Fees - MOW's	(59,200)	(29,598)	(25,789)
Government Grants - State Operating	(12,000)	(6,000)	(7,138)
<b>Total Recurrent Income</b>	<b>(71,580)</b>	<b>(35,784)</b>	<b>(33,103)</b>
<b>Expenses</b>			
Shire Service Fees	8,887	5,154	5,026
Volunteer Reimbursements (Delivery / Fuel)	8,400	4,200	3,885
Purchases - Consumables	67,100	33,546	17,809
Purchases - Sundry	2,000	996	637
<b>Total Recurrent Expenses</b>	<b>86,387</b>	<b>43,896</b>	<b>27,358</b>
<b>Net Recurrent Income/Expenses</b>	<b>14,807</b>	<b>8,112</b>	<b>(5,746)</b>

**Attachment 4**

# **Community Care**

## Satisfaction Survey 2015



**shire of  
kalamunda**



### **Purpose**

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The Shire of Kalamunda, Community Care, actively pursues and demonstrates continuous improvement in all aspects of service management and delivery, as required in the Community Care Common Standards – Expected Outcome 1.5.

Community Care use a variety of proactive and reactive mechanisms to seek feedback from our consumers, their carers, staff, volunteers and community. This survey was conducted because we had a specific interest in seeking feedback regarding, service satisfaction, professionalism, staff skill set, privacy and complaints management.

### **Methodology**

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A survey tool was designed asking nine questions regarding service management and delivery. Participants were asked to measure their level of satisfaction or to provide their opinion with each question, and were provided with the opportunity to comment as required. Surveys were completed over the phone.

This survey was conducted with our eligible Home and Community Care (HACC) program consumers only.

HACC Consumers under 65 years were excluded as they were in the process of commencing the exploration of National Disability Insurance Scheme (NDIS) eligibility at the time this was conducted. Home Care Package consumers were excluded as they were being closely consulted during their transition to Consumer Directed Care (CDC).

All active consumers (n 904) were contacted, 210 agreed to participate (23%). Doing a second call around to consumers who may not have been home at the time we called was considered, however a review of the data captured to date suggested consistency and therefore that a learning saturation point had been reached.

In addition three consultative questions were asked to gauge planning information from participants.

### **Summary of Results**

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Collation and analysis of the results shows that the clients are satisfied with the services provided by the Shire of Kalamunda – Community Care unit. There were a few comments and suggestions for improvement that will influence the Community Care continuous improvement processes.

“Overall 98.5% of participants were satisfied with the services they receive”

**Results**

The report that follows will show the collation of results, analysis of that data, identified opportunities for improvement and recommendations to address those opportunities.

**Question 1: How satisfied are you with the support you receive?**

Option	Very Satisfied	Satisfied	Neither	Dissatisfied	Very Dissatisfied	No Response
Response	192	15	2	1	0	0
Percentage	91.5%	7%	1%	0.5%	-	-

**Participants Comments:**

- Floor is being replaced which impacts service. [response was dissatisfied]
- Variances in cleaning standards. [response was satisfied]
- So happy with everything. [response was very satisfied]
- Have to call in advance to go anywhere. [response was very satisfied]
- Doesn't like having different people. [response was very satisfied]
- Time always changing as to when people are coming. [response was very satisfied]
- A couple of times staff came at the times not agreed. [response was very satisfied]

**Analysis:**



91.5% of participants were very satisfied with the support they receive and 7% were satisfied. Overall 98.5% of participants were satisfied with the services they receive. One person (0.5%) was dissatisfied.

**Recommendations:**

1. Share feedback with staff of overall satisfaction.
2. Investigate reasons that unknown changes to support are occurring, including changes to staff.

**Officers Comment:**

1. The respondent who is dissatisfied is having work carried out at their home which results in services not being able to be delivered as per agreed support plan, however, this is only for a set period of time.

**Questions 2: Have you ever made a complaint about your support?**

Option	Yes	No	No Response
Response	32	178	0
Percentage	18%	82%	-

**Participants Comments:**

- A staff member was inappropriate, I spoke with the Team Leader and it was resolved [response was yes and confirmed satisfaction with resolution]
- Called regarding a support worker who was rude and not helpful. Spoke to the office and I have a new support worker who is great. [response was yes and confirmed satisfaction with resolution]
- Unsure when service times will be, times always change [response was no]

**Analysis:**



82% of participants have had no need to complain about their support. 18% of participants have complained, with the majority qualifying that their feedback yielded a satisfactory resolution.

**Recommendations:**

1. Continue to promote complaint and feedback processes to all consumers.
2. Review feedback received from participants who have not complained as these are opportunities for improvement.

**Officers Comment:**

1. Of the 32 respondents that made a complaint to Community Care, 29 also advised that their complaint was satisfactorily resolved, demonstrating that the Complaints Management Procedure is followed and effective.
2. The one respondent who advised their complaint was not satisfactorily resolved is requesting services above those that they have assessed as needing.
3. Two respondents didn't answer the question about their satisfaction with the resolution offered.
4. In 2015 no formal complaints were recorded, meaning that the feedback referenced in this survey was managed as feedback and reached a resolution that resulted in the issue not being escalated to a formal complaint.

**Question 3: Do you feel the staff who provide your support have the appropriate skills and knowledge to meet your assessed needs?**

Option	Yes	No	No Response
Response	207	2	1
Percentage	98.5%	1%	0.5%

**Participants Comments:**

- Really happy with staff. [response was yes]
- Support worker is very good. [response was yes]

**Analysis:**



98.5% of participants were very satisfied with the skills and knowledge of staff.

**Recommendations:**

1. Continue to enhance training needs analysis process in partnership with CommunityWest.

**Officers Comment:**

1. In 2015, Community Care invested 1052 hours into training to support direct care delivery to our consumers including, but not limited to;
  - a. Fire and Emergency Evacuation
  - b. Infection Control
  - c. First Aid
  - d. Safe Transport
  - e. Disability Awareness
  - f. Consumer Directed Care
  - g. GROW program initiatives.
  - h. Innovation
  - i. Customer Service
  - j. Medication Competency
2. This is an increase of 570.5 hours from 2014 and was deemed a sound investment in light of the impact that ongoing reform is having on the industry.

**Question 4: Do you feel the administration staff respond to your requests in a timely and professional way?**

Option	Yes	No	No Response
Response	200	5	5
Percentage	95%	2.5%	2.5%

**Participants Comments:**

- Would like to know if we can pay by credit card. [response was yes]
- Support worker didn't turn up for the expected service time, office didn't contact to advise why. [response was no]
- Very impressed. [response was yes]

**Analysis:**



95% of participants felt that the administration staff responded to their requests in a timely and professional way. 2.5% of participants felt administration staff did not.

**Recommendations:**

1. Follow up with consumers who have concerns around support workers not arriving at agreed time to determine if we can record or capture a message that can be utilised in training.

**Officers Comment:**

1. Enquiry regarding credit card payments was addressed at the time it was raised.

**Question 5: Do you feel the staff respect your privacy and treat you with dignity?**

Option	Yes	No	No Response
Response	208	2	0
Percentage	99%	1%	-

**Participants Comments:**

- Didn't like that the support worker advised my neighbour who she was, when I wasn't home to receive my service. [response was yes]

**Analysis:**



99% of participants felt that staff respect their privacy and treat them with dignity.

**Recommendations:**

1. Continue to promote the rights and responsibilities of privacy and confidentiality with staff.
2. Promote the Non-Response to a Scheduled Visit Management Procedure with staff.
3. Continue to promote the wellness approach with staff.

**Officers Comment:**

Nil.

**Question 6: Do you think that the support you receive has assisted you to maintain independent?**

Option	Yes	No	No Response
Response	208	0	2
Percentage	99%	-	1%

**Participants Comments:**

- Gives me respite which is so needed. [response was yes]
- Very happy with the jobs done. [response was yes]
- A very big help, thank you. [response was yes]
- They help so much. [response was yes]

**Analysis:**



99% of participants think they support they receive has assisted them to maintain independent.

**Recommendations:**

1. Continue to promote the wellness approach with staff.

**Officers Comment:**

1. Surveyor commented that the participants who did not answer may have not fully understood the question due to English being a second language.

**Question 7: How satisfied are you with the support plan you have in place to meet your assessed needs?**

Option	Very Satisfied	Satisfied	Neither	Dissatisfied	Very Dissatisfied	No Response
Response	189	16	1	2	0	2
Percentage	90%	7.5%	0.5%	1%	-	1%

**Participants Comments:**

- Extra assistance has been requested and received. Very happy. [response was very satisfied]
- Unhappy with what RAS (Regional Assessment Service) would include to address my needs. [response was neither satisfied nor dissatisfied]

**Analysis:**



90% of participants were very satisfied with their support plan meeting their assessed need and 7.5% were satisfied. 97.5% of participants were satisfied overall with their support plan. One participant was neither satisfied nor dissatisfied and two participants were dissatisfied.

**Recommendations:**

1. Follow up with respondents who was unhappy with RAS outcome and determine when their support was last reviewed, where agreed, request a reassessment of need.

**Officers Comment:**

1. While 2 respondents are not satisfied with their support plan, they are satisfied that the support they receive is assisting them to maintain their independence.



**Question 8: Would you be interested in receiving a client newsletter as a way of keeping informed of service news and aged care reform?**

Option	Yes	No	No Response
Response	167	39	4
Percentage	79.5%	18.5%	2%

**Participants Comments:**

Nil.

**Analysis:**



79% of participants indicated they would be interested in receiving a client newsletter.

**Recommendations:**

1. Include feedback in Marketing Strategy for Community Care.
2. Include an 'unsubscribe' process in all issues of the newsletter for consumers who do not wish to receive this information and record in client data base.

**Officers Comment:**

Nil.

**Question 9: Do you have any suggestions on how to improve our services or the way we communicate?**

***Summary Participants Comments:***

- Some miscommunication about when people are supposed to turn up.
- Home maintenance needs to be more regular than six weekly.
- Feel uncomfortable with support worker wearing name badge when we are out doing my shopping, would prefer they don't wear it.
- Improve consistency of gardener\*
- More activities to be run out of the centre

(\* denotes where feedback was received more than once)

***Summary of Positive Feedback:***

- Keep doing what is being done, love the service being provided.
- Communication is excellent.

***Recommendations:***

1. Develop strategies to improve communication around necessary changes to services.
2. Develop strategies to minimise unnecessary changes to service times.
3. Empower staff to discuss with consumers about when wearing their name badge may not be the preferred option.
4. Review current staffing and rostering of home maintenance to determine whether there is scope to create better consistency.
5. Look for opportunities to diversify what takes place in the centre.

***Officers Comment:***

1. All recommendations will be actioned and monitored through the Community Care continuous improvement processes.

**Consultation Questions**

The report that follows will show the collation of results, analysis of that data, identified opportunities for improvement and recommendations to address those opportunities.

**Question 1: Different Government funded services give different titles to the people who use the services. What do you prefer to be referred to as?**

Option	Client	Consumer	Customer	Participant	Member	Other	No Preference
Response	100	0	20	16	35	6	33
Percentage	48%	-	9.5%	7.5%	16.5%	3%	15.5%

**Participants Comments:**

- By name\*
- User or services
- Seniors
- Service recipient

(\* denotes where feedback was received more than once)

**Recommendations:**

1. Ensure the term consumer is only used internally.

**Question 2: Community Care is currently drafting a marketing plan. To assist it would be useful to know why you like using us as your service provider.**

The same theme of responses were strong in response to this question and have been grouped

Categories	Local Service Provider	Shire Affiliated	Excellent Service Record	Convenience	Affordable	Recommended
Responses	71	10	42	5	4	104

**Other Participants Comments:**

- Great Staff
- Makes me feel a part of my community
- Accessible
- The staff get an opportunity to get to know you
- Locally promoted.

**Officers Comment:**

1. Word of mouth, based on our service delivery record resulted in a high number of people selecting Community Care as their provider of choice. These recommendations came from family, friends and allied health professionals.
2. There is a definite trend for people preferring a local service provider.

**Question 3: Community Care is always looking for new and innovative services to support the community. To assist you to remain living at home for as long as possible, what other types of services do you believe you need now or in the future?**

- All comments received referred to services that Community Care is already funded to provide.

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

**05. Quarterly Progress Report – October to December 2015**

Previous Items	N/A
Responsible Officer	Chief Executive Officer
Service Area	Office of the CEO
File Reference	OR-CMA-009
Applicant	N/A
Owner	N/A

Attachment 1 Quarterly Progress Report – October to December 2015

**PURPOSE**

1. To report to Council on the Shire's progress towards achieving its strategic goals.

**BACKGROUND**

2. The Quarterly Progress Report is generated from the Shire's integrated planning system, "interplan". The report reflects the progress of individual actions, which are linked to Council's Strategic Plan. This ensures that each employee is working towards achieving the strategic direction of the Council.
3. The person responsible for an action or task in interplan is required to provide an update each month, giving an indication of how the action is progressing. Key Performance Indicators (KPIs) are also updated. This information is collated by interplan to provide an overview of how the organisation is performing.

**DETAILS**

4. The Quarterly Progress Report for the period 1 October 2015 to 31 December 2015 is presented at (Attachment 1).
5. The report shows the progress of the actions and Key Performance Indicators from the recently revised Corporate Business Plan, *Kalamunda Achieving*. The report also shows the progress of the Shire against the goals set out in Council's Strategic Plan to 2023, *Kalamunda Advancing*.

**Quarterly Progress Against Goals**

6. Each business unit in the Shire has a business plan, which contains the actions to be achieved in the 2015/2016 year. Each of these actions is linked to a strategy, outcome and goal in the Strategic Plan adopted by Council.
7. Of the 430 actions monitored across the organisation, 390 (or 91%) are at 90% or more of their progress target for the year to date. This is an improvement over the July – September quarter. There are only 13 actions (3%) at less than 70% of their progress target.
8. As shown by the gauges on page 2 of the report, all Strategic Goals from Council's Strategic Plan are progressing well against set targets.

- 
9. The two actions listed as “Actions With No Target” are those that are not due to start until later in the year.

### Key Performance Indicators

10. Performance against the Shire’s corporate KPIs is shown. All measures have been derived from the Shire’s Strategic Plan, to be reported to Council and the community.

11. Annual KPIs are not due to be updated until July 2016. Of the remaining 11 KPIs, for the period 1 October 2015 - 31 December 2015 –

- Seven are at or exceeding their target.
- Two are within 10% of their target.
- Two are below 10% of their target.

The off-track KPIs are the final two – relating to planning and subdivision applications.

12. Please note that the “traffic light” indicator on the Report only relates to the month of December 2015, not to the whole quarter.

13. Business unit managers are reminded regularly of the importance of updating their actions, tasks and KPIs in interplan. In 2015/2016, managers were provided with written copies of their business plans, and required to sign to acknowledge that they are aware of their responsibilities.

### Major Projects

14. The Corporate Business Plan, *Kalamunda Achieving*, sets out a number of Priority Actions for the Shire for the four-year period to 30 June 2019. The progress of the Priority Actions for 2015/2016 is shown in the Major Projects section of the Report.

15. There is only one Priority Action which is currently at less than 40% of the progress target for the year to date. This is:

“Ensure the Compliance Audit Return is completed and lodged in accordance with the Local Government Act.”

This action was due to commence in December 2015, but is still marked as “not started”. The action needs to be reviewed, to determine if the start date needs to be revised, or if the action has in fact been started but not updated correctly in interplan.

16. Comments indicating the status of all actions and their current progress are included in pages 7 to 60 of the report.

### STATUTORY AND LEGAL CONSIDERATIONS

17. Nil.

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## **POLICY CONSIDERATIONS**

18. Nil.

## **COMMUNITY ENGAGEMENT REQUIREMENTS**

19. The report is presented to keep Council informed of the organisation's progress. The community is advised of the Shire's achievements and progress via the Annual Report.

## **FINANCIAL CONSIDERATIONS**

20. Financial progress is reported monthly via the Monthly Financial Statements.

## **STRATEGIC COMMUNITY PLAN**

### **Strategic Planning Alignment**

21. *Kalamunda Advancing: Strategic Community Plan to 2023*  
OBJECTIVE 6.7 – To provide a business environment that strives for continuous improvement through the use of highly effective business systems and processes.  
Strategy 6.7.4                      Develop and maintain information systems to capture, monitor and compare corporate data and performance.

## **SUSTAINABILITY**

### **Social Implications**

22. Nil.

### **Economic Implications**

23. Nil.

### **Environmental Implications**

24. Nil.

## **RISK MANAGEMENT CONSIDERATIONS**

25. The following risks have been considered:

<b>Risk</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>	<b>Action/Strategy</b>
The Shire fails to carry out the actions set out in the corporate Business Plan.	Unlikely	Major	Medium	Regular reporting of action progress to CEO, Directors and Council to ensure that performance is monitored and managed.

<b>Risk</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>	<b>Action/Strategy</b>
KPIs are not met – standard of customer service declines.	Possible	Major	High	Regular reporting of KPI achievement to CEO, Directors and Council to ensure that performance is monitored and managed.

**OFFICER COMMENT**

26. Nil.

**Voting Requirements: Simple Majority**

**OFFICER RECOMMENDATION (C&C 05/2016)**

That Council:

1. Receives the Quarterly Progress Report for October to December 2015.

Moved: **Cr Geoff Stallard**

Seconded: **Cr Andrew Waddell**

Vote: **CARRIED UNANIMOUSLY (9/0)**



**Attachment 1**

Quarterly Progress Report – October to December 2015

[Please click HERE to go direct to the document](#)

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

**06. Appointment of Deputy Community Representatives to Scott Reserve Advisory Committee**

Previous Items	N/A
Responsible Officer	Chief Executive Officer
Service Area	Community Development
File Reference	
Applicant	N/A
Owner	

**PURPOSE**

1. To consider the appointment of Deputy community representatives to the Scott Reserve Advisory Committee (SRAC).

**BACKGROUND**

2. The Shire recently appointed new members to the SRAC for each of the user groups within the reserve.

As per the Terms of Reference for this Committee, Deputising members can also be appointed to represent the user groups when the appointed member is unable to attend.

3. As such, Council is requested to consider the nomination of Aaron Savory (HWCC) and Greg Geier (HWJFC) as Deputy members for their respective user groups for the SRAC.

**DETAILS**

4. As per the Terms of Reference for SRAC, the key components of the membership include:

- User groups with representatives on the Advisory Committee may nominate a Deputy that only has provision to attend meetings and vote when the key representative is absent.
- A total membership of up to eight (8) members, all of whom shall be appointed by Council. The term of appointment shall be up to two years; however retiring members are eligible for re-nomination.
- Membership shall include one representative from each user group of the facility or other interested people.

5. Both nominations are for deputising roles.

- 
6. The nominations received from Greg Geier (HWJFC) and Aaron Savory (HWCC), would provide the Clubs with representation on the Committee should the nominated member be unable to attend.

#### **STATUTORY AND LEGAL CONSIDERATIONS**

7. Section 5.11 (2)(d) of the *Local Government Act 1995* – Tenure of Committee Membership.

#### **POLICY CONSIDERATIONS**

8. Nil.

#### **COMMUNITY ENGAGEMENT REQUIREMENTS**

9. Nil.

#### **FINANCIAL CONSIDERATION**

10. Nil.

#### **STRATEGIC COMMUNITY PLAN**

##### **Strategic Planning Alignment**

11. *Kalamunda Advancing: Strategic Community Plan to 2023*
- Strategy 1.8.1 Provide leadership and assistance to local community groups and organisations.

#### **SUSTAINABILITY**

##### **Social Implications**

12. Community representation on Shire Management and Advisory Committees is integral to ensuring a relationship is maintained between Shire operations and facility users.

##### **Economic Implications**

13. Nil.

##### **Environmental Implications**

14. Nil.

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## RISK MANAGEMENT CONSIDERATIONS

15.

Risk	Likelihood	Consequence	Rating	Action/Strategy
Council do not approve the nominations	Rare	Major	Medium	Council to provide an explanation as to why nomination was not accepted. The Terms of Reference would need to be amended to reflect any proposed changes to the membership

## OFFICER COMMENT

16. Mr Greg Geier has been nominated as the Deputy member to represent the HWJFC. Mr Aaron Savory has been nominated as the Deputy member to represent the HWCC.

<b>Voting Requirements: Absolute Majority</b>
---

## COMMITTEE RECOMMENDATION TO COUNCIL (C&C 06/2016)

That Council:

1. Appoints the nominees, Mr Greg Geier and Mr Aaron Savory, to the Scott Reserve Advisory Committee to represent High Wycombe Junior Football Club and the High Wycombe Cricket Club as deputy members.

Moved: **Cr Tracy Destree**

Seconded: **Cr John Giardina**

Vote: **CARRIED UNANIMOUSLY/ABSOLUTE MAJORITY (9/0)**

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

**07. Appointment of Community Representatives to Hartfield Park Advisory Committee**

Previous Items	N/A
Responsible Officer	Chief Executive Officer
Service Area	Community Development
File Reference	
Applicant	N/A
Owner	

**PURPOSE**

1. To consider the appointment of a community representative to the Hartfield Park Advisory Committee (HPAC).

**BACKGROUND**

2. The Shire has received a new nomination to represent Forrestfield Districts Bowls Club (FDBC) on the HPAC.  
  
Hartfield Park has ten (10) user groups located within the reserve. Current Committee membership consists of nine (9) members from those groups. FDBC do not currently have a representative on the Committee.
3. As such, Council is requested to consider the nomination of Jeff Tillemans, President of the FDBC, as a member of the HPAC.

**DETAILS**

4. As per the Terms of Reference for HPAC, the key components of the membership include:
  - A total membership of up to ten (10) members, all of whom shall be appointed by Council. The term of appointment shall be up to two years; however retiring members are eligible for re-nomination.
  - Membership shall include one representative from each user group of the facility or other interested people.
  - In accordance with the Local Government Act 1995, a minimum of three (3) persons must be appointed to the Committee.
5. The nomination received from Jeff Tillemans, President of the FDBC, would provide the Club with representation on the Committee.

**STATUTORY AND LEGAL CONSIDERATIONS**

6. Section 5.11 (2)(d) of the *Local Government Act 1995* – Tenure of Committee Membership.

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## POLICY CONSIDERATIONS

7. Nil.

## COMMUNITY ENGAGEMENT REQUIREMENTS

8. Nil.

## FINANCIAL CONSIDERATION

9. Nil.

## STRATEGIC COMMUNITY PLAN

### Strategic Planning Alignment

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

Strategy 1.8.1 Provide leadership and assistance to local community groups and organisations.

## SUSTAINABILITY

### Social Implications

11. Community representation on Shire Management and Advisory Committees is integral to ensuring a relationship is maintained between Shire operations and facility users.

### Economic Implications

12. Nil.

### Environmental Implications

13. Nil.

## RISK MANAGEMENT CONSIDERATIONS

14.

Risk	Likelihood	Consequence	Rating	Action/Strategy
Council do not approve the nomination	Rare	Major	Medium	Council to provide explanation as to why nomination was not accepted. Amend Terms of reference as required.

## **OFFICER COMMENT**

15. Mr Jeff Tillemans has been nominated as a representative of the Forreestfield District Bowls Club.

*A Councillor who is a member of this Club asked for confirmation as to whether a disclosure should be made, the Manager Governance & PR confirmed this was not necessary.*

<b>Voting Requirements: Absolute Majority</b>
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## **COMMITTEE RECOMMENDATION TO COUNCIL (C&C 07/2016 )**

That Council:

1. Appoints the nominee, Mr Jeff Tillemans, to the Hartfield Park Advisory Committee to represent Forreestfield Districts Bowls Club as a member.

Moved: **Cr Allan Morton**

Seconded: **Cr Brooke O'Donnell**

Vote: **CARRIED UNANIMOUSLY/ABSOLUTE MAJORITY (9/0)**

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

**08                    CONFIDENTIAL REPORT: Enterprise Bargaining Agreement  
(Operations Employees) August 2015 – 30 June 2018**

*Reason for Confidentiality Local Government Act 1995 S5.23 (2) (a) – “a matter affecting an employee or employees.”*

Previous Items	N/A
Responsible Officer	Chief Executive Officer
Service Area	Office of CEO
File Reference	
Applicant	N/A
Owner	N/A
Attachment 1	Enterprise Agreement (Operations Employees) August 2015 - 30 June 2018
Attachment 2	Salary Scale

<b>Voting Requirements: Simple Majority</b>
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**COMMITTEE RECOMMENDATION TO COUNCIL (C&C 08/2016)**

That Council:

1.                    Adjourn this item to the Corporate and Community Services Committee Meeting to be held on 14 March 2016 to allow full consideration of the terms of the agreement.

Moved:            **Cr Andrew Waddell**

Seconded:        **Cr John Giardina**

Vote:                **CARRIED UNANIMOUSLY (9/0)**

**This item had been circulated to Councillors under separate cover; it was discussed at Point 14 behind closed doors.**



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**10.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

10.1 Nil.

**11.0 QUESTIONS BY MEMBERS WITHOUT NOTICE**

11.1 Nil.

**12.0 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

12.1 Item 50. 14 December 2015, Community Care Quarterly Report July to September

Q. A Councillor requested clarification as to whether the Shire of Kalamunda's Home and Community Care was planning to become a National Disability Insurance Scheme approved provider.

A. The Shire is considering its position as a registered NDIS provider; the Shire will evaluate unit costs for appropriate services in order to determine whether this option is sustainable.

12.2 Cr Dylan O'Connor – Travel Insurance Card

Q. This rings alarm bells for me, free items when we engage providers of services to our organisation; could I ask that this be reviewed immediately as to whether this is common practise and is a gift?

A. The Shire has sought clarification on this matter from both the Department and LGIS. We are awaiting further advice from LGIS as this is not a situation unique to the Shire. In the meantime, it is prudent to not utilise this service.

12.3 Cr Dylan O'Connor – Waste Services Review

Q. I was recently contacted by a resident who asked if as part of the Shire's Waste Services Review could on-line-booking for skip bins be incorporated?

A. The tender for the skip bin service will be re-advertised in early 2016. The provision for online booking will be incorporated into the scope for this service and form a part of the assessment process.

It was recognised that the previous contractor was hesitant regarding online booking as having direct contact permitted the contractor to explain the limitations and restrictions on the service.

**13.0 URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION**

13.1 Nil.

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**14.0 MEETING CLOSED TO THE PUBLIC**

**14.1 Meeting closed to the public**

That the meeting be closed to the public to discuss confidential item C&C 08.

Moved: **Cr John Giardina**

Seconded: **Cr Brooke O'Donnell**

Vote **CARRIED UNANIMOUSLY (9/0)**

*The meeting closed to the public at 6.20pm. All members of the public and press left the meeting.*

**14.2 C&C 08. CONFIDENTIAL REPORT – Enterprise Bargaining Agreement (Operations Employees) August 2015 – 30 June 2018**

Reason for confidentiality. *Local Government Act s 5.23(d) (c) " a contract entered into, or which may be entered into, by the local government which relates to a matter to be discussed at the meeting.*

<b>Voting Requirements: Simple Majority</b>
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**OFFICER RECOMMENDATION (C&C 08/2016)**

That Council:

1. Notes and endorses the proposed Enterprise Bargaining Agreement (Municipal employees) 7 August 2015 to 30 June 2018 as shown in (Attachment 1).

Moved: **LAPSED**

Seconded:

Vote:

*The Presiding Member put a procedural motion.*

**COMMITTEE RECOMMENDATION TO COUNCIL (C&C 08/2016)**

That Council:

1. Adjourn this item to the Corporate and Community Services Committee Meeting to be held on 14 March 2016 to allow full consideration of the terms of the agreement.

Moved: **Cr Andrew Waddell**

Seconded: **Cr John Giardina**

Vote: **CARRIED UNANIMOUSLY (9/0)**

14.3            **Meeting Reopened to the Public**

That the meeting reopen to the public.

Moved:            **Cr Allan Morton**

Seconded:        **Cr Brooke O'Donnell**

Vote:              **CARRIED UNANIMOUSLY (9/0)**

*The meeting reopened to the public at 6.23pm. Members of the public and press returned to the Council Chambers at the resumption of the meeting.*

**15.0            CLOSURE**

15.1            There being no further business the Presiding Member declared the meeting closed at 6.25pm.

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

Signed: \_\_\_\_\_  
Presiding Member

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2016