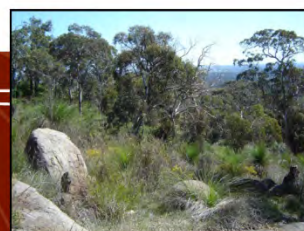


# Corporate & Community Services Committee Meeting

Agenda for Monday 14 March 2016



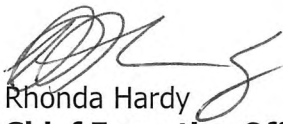
**shire of  
kalamunda**

## NOTICE OF MEETING CORPORATE & COMMUNITY SERVICES COMMITTEE

Dear Councillors

Notice is hereby given that the next meeting of the Corporate & Community Services Committee will be held in the Council Chambers, Administration Centre, 2 Railway Road, Kalamunda on **Monday 14 March 2016 at 6.00pm.**

Dinner will be served prior to the meeting, from 5.15pm.



Rhonda Hardy  
**Chief Executive Officer**

9 March 2016

## Our Vision and Our Values

### Our Vision

The Shire will have a diversity of lifestyle and people. It will take pride in caring for the natural, social, cultural and built environments and provide opportunities for people of all ages.

### Our Core Values

**Service** – We deliver excellent service by actively engaging and listening to each other.

**Respect** – We trust and respect each other by valuing our difference, communicating openly and showing integrity in all we do.

**Diversity** – We challenge ourselves by keeping our minds open and looking for all possibilities and opportunities.

**Ethics** – We provide honest, open, equitable and responsive leadership by demonstrating high standards of ethical behavior.

### Our Aspirational Values

**Prosperity** – We will ensure our Shire has a robust economy through a mixture of industrial and commercial development.

**Harmony** – We will retain our natural assets in balance with our built environment.

**Courage** – We take risks that are calculated to lead us to a bold new future.

**Creativity** – We create and innovate to improve all we do.

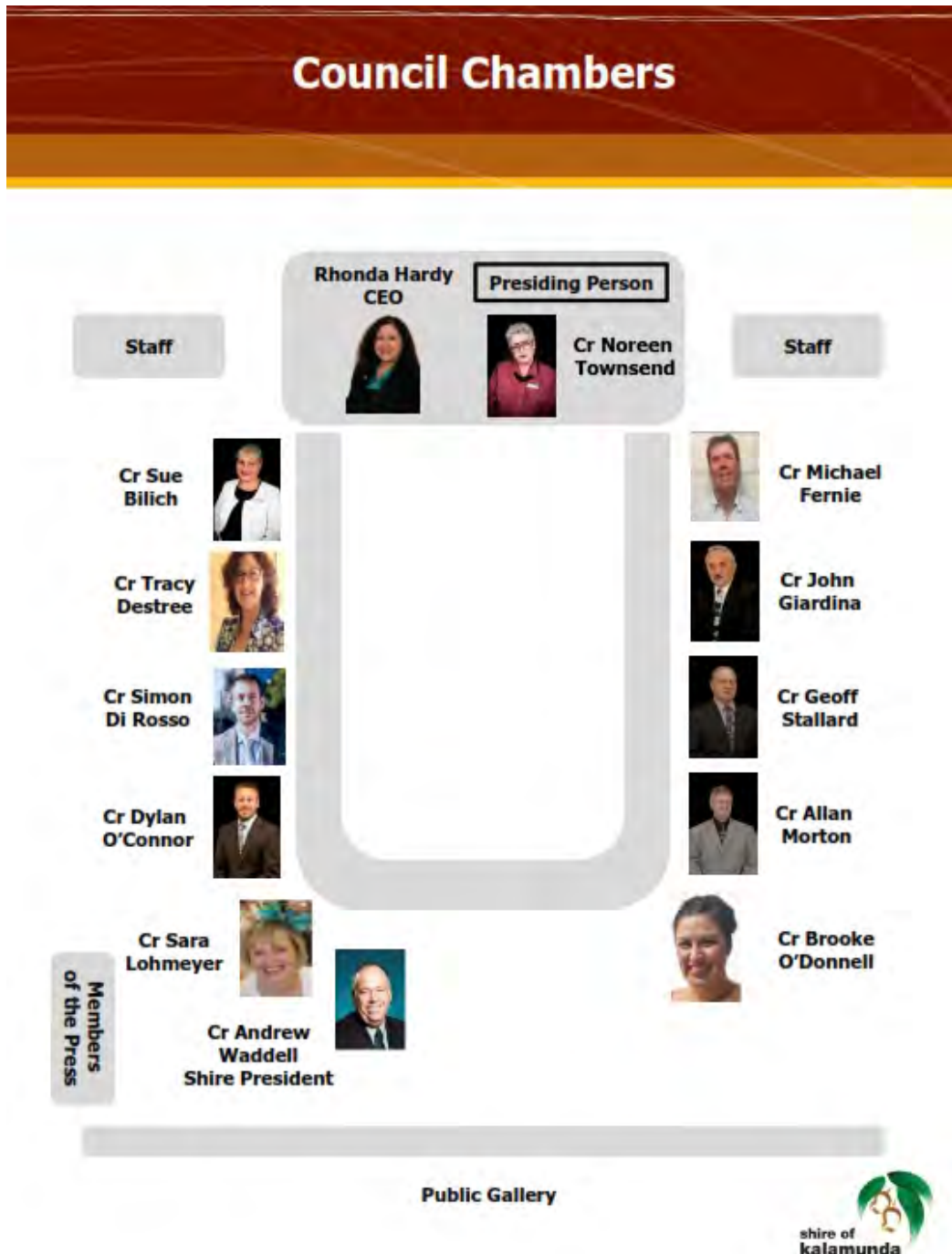


## INFORMATION FOR THE PUBLIC ATTENDING COMMITTEE OR COUNCIL MEETINGS

Welcome to this evening's meeting. The following information is provided on the meeting and matters which may affect members of the public.

If you have any queries related to procedural matters, please contact a member of staff.

### Council Chambers – Seating Layout



## **Standing Committee Meetings – Procedures**

1. Standing Committees are open to the public, except for Confidential Items listed on the Agenda.
2. Shire of Kalamunda Standing Committees have a membership of all 12 Councillors.
3. Unless otherwise advised a Standing Committee makes recommendations only to the next scheduled Ordinary Council Meeting.
4. Members of the public who are unfamiliar with meeting proceedings are invited to seek advice prior to the meeting from a Shire Staff Member.
5. Members of the public are able to ask questions at a Standing Committee Meeting during Public Question Time. The questions should be related to the purposes of the Standing Committee.
6. Members of the public wishing to make a comment on any Agenda item may request to do so by advising staff prior to commencement of the Standing Committee Meeting.
7. Comment from members of the public on any item of the Agenda is usually limited to three minutes and should address the Recommendations at the conclusion of the report.
8. To facilitate the smooth running of the meeting, silence is to be observed in the public gallery at all times except for Public Question Time.
9. All other arrangements are in general accordance with Council's Standing Orders, the Policies and decision of person chairing the Committee Meeting.

## **Emergency Procedures**

**Please view the position of the Exits, Fire Extinguishers and Outdoor Assembly Area as displayed on the wall of Council Chambers.**

**In case of an emergency follow the instructions given by Council Personnel.**

**We ask that you do not move your vehicle as this could potentially block access for emergency services vehicles.**

**Please remain at the assembly point until advised it is safe to leave.**

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## AGENDA

### 1.0 OFFICIAL OPENING

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

### 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 will be summarised.

### 4.0 PETITIONS/DEPUTATIONS

### 5.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

- 5.1 That the Minutes of the Corporate & Community Services Committee Meeting held on 8 February 2016, as published and circulated, are confirmed as a true and accurate record of the proceedings.

Moved:

Seconded:

Vote:

#### Statement by Presiding Member

"On the basis of the above Motion, I now sign the minutes as a true and accurate record of the meeting of 8 February 2016".

### 6.0 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

### 7.0 MATTERS FOR WHICH MEETING MAY BE CLOSED

#### 7.1 C&C 14. CONFIDENTIAL ITEM – 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.*

### 8.0 DISCLOSURE OF INTERESTS

#### 8.1 Disclosure of Financial and Proximity Interests

- a. Members must disclose the nature of their interest in matters to be discussed at the meeting. (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*.)

8.2 **Disclosure of Interest Affecting Impartiality**

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

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.**

**09. Debtors and Creditors Report for the Period Ended 29 February 2016**

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 February 2016
Attachment 2	Summary of Debtors for the month of February 2016
Attachment 3	Summary of Creditors for the month of February 2016

**PURPOSE**

1. To receive the monthly report on creditors payment listings for the month of February 2016 (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**

**Debtors**

4. Sundry debtors as of 29 February 2016 was \$1,046,105 of which \$439,521 was made up of current debtors and \$3,593 unallocated credits (excess or overpayments).
5. Invoices over 30 days total \$33,730.79, debts of significance are:
  - City of Canning, \$8,428.91, long service leave reimbursement;
  - Fount of Life Ministries, \$2,469.00, hall hire; and
  - Zig Zag Café, \$2,423.78, lease/operating expenses.
6. Invoices over 60 days total \$7,843.72, debts of significance are:
  - Zig Zag Café, \$2,685.53, lease/operating expenses; and
  - Western Power, \$2,564.86, private works.



7. Invoices over 90 days total \$587,305.56, debts of significance are:

- PJ Dujmovic Pty Ltd, \$312,273.00, developer contribution;
- DA Letizia, \$258,930.49, developer contribution;
- Zig Zag Café, \$5,430.03, lease/operating expenses; and
- Kalamunda & Canning Rugby League, \$4,772.21, operating expenses

**Creditors**

8. Payments totalling \$3,164,940.34 were made during the month of February 2016. Standard payment terms are 30 days from the end of the month, with local businesses and contractors on 14 day terms.

9. Significant Municipal payments made in the month were:

Supplier	Purpose	\$
Asphaltec	Asphalt and Road works – various locations	169,320.44
Perth Waste Pty Ltd	Weekly collection and disposal of waste services	298,929.36
Eastern Metropolitan Regional Council	IT software agreement renewal for 2016	353,690.32
Australian Tax Office	PAYG payments	355,835.87
PH Concrete (WA) Pty Ltd	Footpath Construction and maintenance	57,434.44
Synergy	Power charges – various locations	188,913.45
Telstra	Telephone expenses	65,279.12
WA Local Government Superannuation Plan	Superannuation contributions	198,845.98
Hilltop Group Pty	Contractor Building Maintenance – various locations	81,181.89
Kalamunda Electrics	Electrical Repairs and Capital Projects at various locations	114,890.77

These payments total \$1,884,421.64 and represent 59.5% of all payments for the month.

**Payroll**

10. Salaries are paid in fortnightly cycles. A total of \$1,171,088.93 was paid in net salaries for the month of February 2016.

11. Details are provided in (Attachment 1) after the creditor’s payment listing.

## Trust Account Payments

12. The Trust Accounts maintained by the Shire relate to the following types:

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

13. The following payments were made from the Trust Accounts in the month of February 2016.

Cell 9		Amount (\$)
Date	Description	
25/02/2016	Project management costs – December 2015 and January 2016	935.00
BCITF Levy		Amount (\$)
Date	Description	
5/02/2016	Building and Construction Industry – payment for January 2016	11,255.22
Building Licence Levy		Amount (\$)
Date	Description	
03/02/2016	Building Commission – Building Levy January 2016	17,745.05
29/02/2016	Building Commission – Building Levy February 2016	20,785.03

## STATUTORY AND LEGAL CONSIDERATIONS

14. 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

15. Nil.

## COMMUNITY ENGAGEMENT REQUIREMENTS

16. Nil.

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## FINANCIAL CONSIDERATIONS

17. Nil.

## STRATEGIC COMMUNITY PLAN

### Strategic Planning Alignment

18. *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

19. Nil.

### Economic Implications

20. Nil.

### Environmental Implications

21. Nil.

## RISK MANAGEMENT CONSIDERATIONS

### Debtors

22.

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 collections is rigorously managed.

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### Creditors

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

### OFFICER COMMENT

24. Nil.

<b>Voting Requirements: Simple Majority</b>
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### OFFICER RECOMMENDATION (C&C 09/2016)

That Council:

1. Receives the list of payments made from the Municipal Accounts in February 2016 (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 February 2016 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 February 2016.

Moved:

Seconded:

Vote:

**Attachment 1**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
929	02/02/2016	LES MILLS ASIA PACIFIC INDUSTRIES	MONTHLY LICENCE FEE	1248.00
930	08/02/2016	FLEETCARE PTY LTD	STAFF CONTRIBUTIONS TO NOVATED / OPERATING LEASING	6135.43
931	09/02/2016	IINET TECHNOLOGIES PTY LTD	INTERNET ACCESS	840.99
932	10/02/2016	AUSTRALIAN TAXATION OFFICE	TAXATION	181782.90
933	16/02/2016	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO 219 FIXED COMPONENT	17037.83
934	16/02/2016	SG FLEET AUSTRALIA PTY LTD	MONTHLY LEASE FEES	3877.03
935	16/02/2016	COMMONWEALTH BANK - BUSINESS CARD	BUSINESS CORPORATE CARD - VARIOUS COSTS HACC ACTIVITY OFFICER - \$470.00 HACC ACTIVITY OFFICER - \$226.60 LIBRARY SERVICES TEAM LEADER - \$2346.81 BUILDING MAINTENANCE OFFICER - \$254.47 FUNCTIONS CO-ORDINATOR - \$2617.46 CO-ORDINATOR PROCUREMENT - \$1176.93 HACC ACTIVITY OFFICER - \$710.60 HACC ACTIVITY OFFICER - \$158.60 MANAGER HR - \$914.00 DAY CENTRE CO-ORDINATOR - \$158.65	9034.12
936	24/02/2016	AUSTRALIAN TAXATION OFFICE	TAXATION	174052.97
937	25/02/2016	EASIFLEET MANAGEMENT	STAFF CONTRIBUTIONS TO NOVATED / OPERATING LEASES	3466.53
EFT47635	10/02/2016	WEX AUSTRALIA PTY LTD - WRIGHT EXPRESS FUEL CARDS AUSTRALIA LTD	FUEL - PERIODS ENDING 25/01/16 & 08/02/16	7823.67
EFT47636	10/02/2016	YMCA OF PERTH INC	CONTRIBUTION TO AUSTRALIA DAY 2016 FUNDING	7000.00
EFT47637	10/02/2016	NEVERFAIL SPRINGWATER LTD (KALA LIB)	BOTTLED WATER SUPPLIES / MAINTENANCE	66.75
EFT47638	10/02/2016	VITACO HEALTH AUSTRALIA PTY LTD	KIOSK SUPPLIES FOR HARTFIELD PARK RECREATION CENTRE	230.23
EFT47639	10/02/2016	KALAMUNDA GLASS & WINDSCREENS ON WHEELS	GLASS REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	480.55

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47640	10/02/2016	OLK & ASSOCIATES	ARCHITECTURAL DESIGN SERVICES FOR DUAL DENSITY CODE AMENDMENT	1980.00
EFT47641	10/02/2016	CABCHARGE AUSTRALIA LIMITED	CABCHARGE FEES	6.00
EFT47642	10/02/2016	COLLECTOR OF PUBLIC MONIES (CENTRELINK)	CENTREPAY TRANSACTION FEES	75.24
EFT47643	10/02/2016	WASTE MANAGEMENT ASSOCIATION OF AUSTRALIA	ASSOCIATION MEMEBERSHIP RENEWAL FOR 2016	405.00
EFT47644	10/02/2016	12D SOLUTIONS PTY LTD	ANNUAL MAINTENANCE OF 12D DESIGN SOFTWARE	1980.00
EFT47645	10/02/2016	NEVERFAIL SPRINGWATERLTD (FORRESTFIELD LIB)	BOTTLED WATER SUPPLIES / MAINTENANCE	39.25
EFT47646	10/02/2016	VE GRAPHICS PTY LTD	SUPPLY OF BANNERS FOR VARIOUS EVENTS	803.00
EFT47647	10/02/2016	O'BRIEN HARROP ACCESS PTY LTD	DISABILITY ACCESS CONSULTANCY SERVICES AT HARTFIELD PARK RECREATION CENTRE	594.00
EFT47648	10/02/2016	TOP OF THE LADDER GUTTER CLEANING	GUTTER CLEANING SERVICES FOR VARIOUS LOCATIONS	6858.50
EFT47649	10/02/2016	ALL EARTH GROUP PTY LTD	ONE MONTH EXTENSION ON THE EXISITING TEMP FENCE HIRE FOR THE KOSTERA OVAL RE-DEVELOPMENT PROJECT	1936.00
EFT47650	10/02/2016	VIP CARPET AND UPHOLSTERY CLEANING SERVICE	CARPET CLEANING AT VARIOUS LOCATIONS	125.00
EFT47651	10/02/2016	WENDY ANNE PEARCE	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	12.60
EFT47652	10/02/2016	CAROL ANNE CRUTE	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	28.00
EFT47653	10/02/2016	TERRY & CHRISTINE O'HEHIR	FOOTPATH DEPOSIT REFUND	1550.00
EFT47654	10/02/2016	BENJAMIN THACKRAY	TRAVEL COMMUNITY VISITORS SCHEME REFUND	116.00
EFT47655	10/02/2016	AVERIL ANNE BAKER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	21.00
EFT47656	10/02/2016	GILL BAXTER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	31.50
EFT47657	10/02/2016	PAULINE TONKIN	FALLS FARM GARDEN REIMBURSEMENT	96.80
EFT47658	10/02/2016	MICHAEL DAVIS & PENELOPE CLARK	RATES REFUND	687.02
EFT47659	10/02/2016	SHIRE OF KALAMUNDA STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	1056.37
EFT47660	10/02/2016	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	589.14

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47661	10/02/2016	AUSTRALIA POST	POSTAL EXPENSES / COUNTER BILLPAY TRANSACTION FEES	6742.49
EFT47662	10/02/2016	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES FOR VARIOUS LOCATIONS	848.97
EFT47663	10/02/2016	COVS PARTS PTY LTD	PLANT / VEHICLE PARTS	587.47
EFT47664	10/02/2016	LANDGATE	LAND ENQUIRIES FOR VARIOUS LOCATIONS	49.20
EFT47665	10/02/2016	KALAMUNDA AUTO ELECTRICS	PLANT / VEHICLE PARTS	2141.25
EFT47666	10/02/2016	MCLEODS BARRISTERS & SOLICITORS	LEGAL EXPENSES	9205.61
EFT47667	10/02/2016	LANDGATE - VALUATIONS	VALUATIONS FOR VARIOUS LOCATIONS	782.00
EFT47668	10/02/2016	WALKERS HARDWARE (MITRE 10)	HARDWARE SUPPLIES	129.87
EFT47669	10/02/2016	MCKAY EARTHMOVING PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	7138.04
EFT47670	10/02/2016	KEEP AUSTRALIA BEAUTIFUL COUNCIL	SUPPLY OF ROADSIDE LITTER BAGS	451.84
EFT47671	10/02/2016	FASTA COURIERS	COURIER FEES	214.91
EFT47672	10/02/2016	THE WATERSHED WATER SYSTEMS	RETICULATION PARTS FOR VARIOUS RESERVES	744.18
EFT47673	10/02/2016	ALSCO LINEN SERVICE	LINEN HIRE / LAUNDRY SERVICES	1718.96
EFT47674	10/02/2016	BRADOCK PODIATRY SERVICES PTY LTD	PODIATRY SERVICES AT JACK HEALEY CENTRE	878.90
EFT47675	10/02/2016	DAYNITE TOWING SERVICE (WA) PTY LTD (FORMERLEY MOBITOW PTY LTD)	TOWING SERVICES	132.00
EFT47676	10/02/2016	KALA BOB KATS PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	758.46
EFT47677	10/02/2016	DEPARTMENT OF PREMIER & CABINET - STATE LAW PUBLISHER	GOVERNMENT GAZETTE ADVERTISING	2392.95
EFT47678	10/02/2016	GRONBEK SECURITY	SECURITY KEY SERVICES TO VARIOUS LOCATIONS	3118.11
EFT47679	10/02/2016	GRIMES CONTRACTING PTY LTD	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	8734.44
EFT47680	10/02/2016	KENYON & COMPANY PTY LTD	PLANT / VEHICLE PARTS	1282.60
EFT47681	10/02/2016	BGC ASPHALT	ROAD MATERIALS FOR VARIOUS LOCATIONS	161.15
EFT47682	10/02/2016	CADSULT IRRIGATION CONSULTANTS	IRRIGATION TECHNOLOGY CONSULTANTS - HARTFIELD PARK HOCKEY FIELD	7581.02
EFT47683	10/02/2016	WESTSIDE FIRE SERVICES	TESTING AND INSPECTION OF FIRE EQUIPMENT / SUPPLIES	337.51



<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47684	10/02/2016	HILL TOP TROPHIES (MILPRO WA)	SUPPLY OF NAME BADGES	49.50
EFT47685	10/02/2016	SIMPLEX INTERNATIONAL	SERVICE / MAINTENANCE ON STAFF CLOCK ON MACHINE AT OPERATIONS CENTRE	356.40
EFT47686	10/02/2016	FOODWORKS FRESH FORRESTFIELD	GROCERY SUPPLIES	1482.85
EFT47687	10/02/2016	MARKETFORCE PTY LTD	ADVERTISING FOR VARIOUS JOBS / EVENTS	1433.15
EFT47688	10/02/2016	KALAMUNDA LAPIDARY CLUB	COMMUNITY GRANT - REIMBURSEMENT OF COST FOR SECURITY SYSTEM	2903.00
EFT47689	10/02/2016	LESMURDIE TENNIS CLUB	REIMBURSEMENT OF EXPENSES FOR EMERGENCY LIGHT REPAIRS AT LESMURDIE TENNIS CLUB	1150.60
EFT47690	10/02/2016	GREEN SKILLS (ECOJOBS)	LABOUR ASSISTANCE FOR TREE PLANTING	379.50
EFT47691	10/02/2016	COURIER AUSTRALIA	COURIER CHARGES	7.94
EFT47692	10/02/2016	LOVEGROVE TURF SERVICES	TURF MAINTENANCE / SERVICES AT VARIOUS LOCATIONS	4400.00
EFT47693	10/02/2016	KALAMUNDA & DISTRICTS HISTORICAL SOCIETY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	93.80
EFT47694	10/02/2016	CRABBS KALAMUNDA (IGA)	GROCERY SUPPLIES	525.86
EFT47695	10/02/2016	1ST MAIDA VALE SCOUT GROUP	KIDSPORT FUNDING FOR VARIOUS PLAYERS	200.00
EFT47696	10/02/2016	KALAMUNDA VOLUNTEER BUSHFIRE BRIGADE	HAZARD REDUCTION BURNS AT VARIOUS LOCATIONS	2256.18
EFT47697	10/02/2016	DIANE GUNTRIP	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	10.50
EFT47698	10/02/2016	FOOTHILLS INFORMATION AND REFERRAL SERVICE (FIRS)	COUNCIL DONATION TO BE USED AS EMERGENCY RELIEF FUNDING	21000.00
EFT47699	10/02/2016	BIBBULMUN TRACK FOUNDATION	WILDFLOWERS OF THE BIBBULMUN TRACK BOOKLET	612.00
EFT47700	10/02/2016	EDUCATIONAL ART SUPPLIES COMPANY	CRAFT SUPPLIES FOR LIBRARIES	353.90
EFT47701	10/02/2016	WATTLE GROVE VETERINARY HOSPITAL	VETERINARY FEES	350.00
EFT47702	10/02/2016	MAIDA VALE TENNIS CLUB	REFUND ON COSTS TO CLUB	344.41
EFT47703	10/02/2016	HELEN ARMSTRONG & ASSOCIATES (T/AS WAXING LYRICAL CANDLES)	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	26.60
EFT47704	10/02/2016	SWAN EVENT HIRE	EQUIPMENT HIRE FOR VARIOUS EVENTS	1021.65

Chq/EFT	Date	Name	Description	Amount
EFT47705	10/02/2016	TOTAL EDEN PTY LTD	PART PAYMENT FOR KOSTERA OVAL RESERVE RE-DEVELOPMENT PROJECT – IRRIGATION AND TURF WORKS - CRICKET WICKET BLOCK AND RETICULATION PARTS	38628.83
EFT47706	10/02/2016	WILD SEASONS FLOWERS PTY LTD	FLOWER ARRANGEMENTS FOR VARIOUS EVENTS	657.35
EFT47707	10/02/2016	CHILDRENS BOOK COUNCIL OF AUSTRALIA - WA BRANCH	MEMBERSHIP SUBSCRIPTION FEES FOR 2015/2016	60.00
EFT47708	10/02/2016	GHD PTY LTD	ENGINEERING, ARCHITECTURE & ENVIRONMENTAL CONSULTING SERVICES FOR VARIOUS LOCATIONS	37583.70
EFT47709	10/02/2016	ANNA HAMERSLEY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	52.50
EFT47710	10/02/2016	HILL TOP GROUP PTY	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	55788.07
EFT47711	10/02/2016	TRILOGY SERVICING PTY LTD	AIRCONDITIONING MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	4666.54
EFT47712	10/02/2016	DEBBIE JOSE JEWELLERY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	133.00
EFT47713	10/02/2016	A KAPPELLA MUNDA CHOIR	PERFORMANCE AT SPRING HILLS FESTIVAL 2015	400.00
EFT47714	10/02/2016	WEST AUSTRALIAN NEWSPAPERS HOLDINGS LTD	ARTS DIRECTORY ADVERTISEMENTS FOR "THE LOVE OF THE BUSH" AND "BLACK AND WHITE AND RANDOM COLOURS"	272.20
EFT47715	10/02/2016	MCDOWALL AFFLECK PTY LTD	PART PAYMENT - ENGINEERING DESIGN AND SPECIFICATION FOR THE PROPOSED HOCKEY FIELDS DEVELOPMENT - HARTFIELD PARK, FORRESTFIELD	7480.00
EFT47716	10/02/2016	GREGORY & NATASHA GILLMAN	RATES REFUND	303.13
EFT47717	10/02/2016	SOUTHERN WIRE	SUPPLY AND INSTALL FENCING / GATES	2284.70
EFT47718	10/02/2016	KALAMUNDA CHAMBER OF COMMERCE INC	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	7.70
EFT47719	10/02/2016	KANYANA WILDLIFE REHABILITATION CENTRE INC	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	223.20
EFT47720	10/02/2016	KRISTIE MOILER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	1.75

Chq/EFT	Date	Name	Description	Amount
EFT47721	10/02/2016	LIONS CLUB FORRESTFIELD HIGH WYCOMBE (INC)	SAUSAGE SIZZLE AT FORRESTFIELD SKATE PARK	550.00
EFT47722	10/02/2016	BIG W (AR W1.C3.U.07)	LIBRARY SUPPLIES	159.00
EFT47723	10/02/2016	DUN & BRADSTREET ( AUSTRALIA ) PTY LTD	DEBT COLLECTION FEES FOR RATES	1235.55
EFT47724	10/02/2016	AUSTIN COMPUTERS	SUPPLY OF COMPUTERS / ACCESSORIES	72.00
EFT47725	10/02/2016	BANK OF I.D.E.A.S.	BREAKFAST PRESENTATION WITH CORMAC RUSSELL	1320.00
EFT47726	10/02/2016	RENEE CALLAGHAN	FOOTPATH DEPOSIT REFUND	1550.00
EFT47727	10/02/2016	FOOD TECHNOLOGY SERVICES PTY LTD	HIRE OF TEMPORARY STAFF FOR HEALTH DEPARTMENT	1050.28
EFT47728	10/02/2016	LEANNE JOY BRIDGES	RATES REFUND	411.91
EFT47729	10/02/2016	CONFECT - EXPRESS	KIOSK SUPPLIES FOR HARTFIELD RECREATION CENTRE	241.46
EFT47730	10/02/2016	MAREE KNIGHT	KEY BOND REFUND	50.00
EFT47731	10/02/2016	DONNA GAHAN	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	68.60
EFT47732	10/02/2016	LINDA V NAPIER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	10.50
EFT47733	10/02/2016	AMANDA MCCONNEY	KEY BOND REFUND	50.00
EFT47734	10/02/2016	SCOOP PUBLISHING	1/3 PAGE ADVERTISEMENT IN SCOOP ANNUAL TRAVELLER MAGAZINE	2904.00
EFT47735	10/02/2016	GLENDA DAWN CHARLTON (PODIATRY)	PODIATRY SERVICES AT JACK HEALEY CENTRE	857.75
EFT47736	10/02/2016	SECURE TRAFFIC	TRAFFIC MANAGEMENT FOR VARIOUS LOCATIONS	7318.30
EFT47737	10/02/2016	EASIFLEET MANAGEMENT	STAFF CONTRIBUTIONS TO NOVATED / OPERATING LEASES	7284.42
EFT47738	10/02/2016	ROSE SMART	MAINTAIN ROSE BEDS AT VARIOUS LOCATIONS	3434.00
EFT47739	10/02/2016	CATHERINE WOOD	KEY BOND REFUND	50.00
EFT47740	10/02/2016	NEVERFAIL SPRINGWATER LTD (PETER ANDERTON CEN)	BOTTLED WATER SUPPLIES / MAINTENANCE	30.40
EFT47741	10/02/2016	HENDER LEE ELECTRICAL	PROGRESS CLAIM - HARTFIELD PARK RUGBY FIELDS LIGHTING UPGRADES	14180.94
EFT47742	10/02/2016	NEVERFAIL SPRINGWATER LTD (ZZCC)	BOTTLED WATER SUPPLIES / MAINTENANCE	27.65

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47743	10/02/2016	PH CONCRETE (WA) PTY LTD	FOOTPATH MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	57434.44
EFT47744	10/02/2016	STATE WIDE TURF SERVICES	TURF SUPPLIES / MAINTENANCE FOR VARIOUS LOCATIONS	7534.25
EFT47745	10/02/2016	JORGE'S CONTRACTING SERVICES	CLEANING SERVICES PETER ANDERTON CENTRE	2397.01
EFT47746	10/02/2016	BENCHMARK MAINTENANCE SERVICES	CONTRACTOR BUILDING MAINTENANCE VARIOUS BUILDINGS	924.00
EFT47747	10/02/2016	ANTHONY JAMES RICHARD CHORLEY	RATES REFUND	442.58
EFT47748	10/02/2016	NANCY GILLESPIE	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	7.00
EFT47749	10/02/2016	BEAVER TREE SERVICES	TREE REMOVAL / PRUNING FOR VARIOUS LOCATIONS	12432.75
EFT47750	10/02/2016	WEST-SURE GROUP PTY LTD	CASH IN TRANSIT SERVICES - JANUARY 2016	1460.58
EFT47751	10/02/2016	PATRICIA MOSS	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	2.45
EFT47752	10/02/2016	SEWING AND CRAFT WITH MEMA	DRY CLEANING / WASHING SERVICES FOR HARTFIELD PARK RECREATION CENTRE	50.00
EFT47753	10/02/2016	SHENAYE HUMMERSTON	POISON GULLY WEST AND SURROUNDS SEED COLLECTION	450.00
EFT47754	10/02/2016	KARIN HOTCHKIN	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	10.50
EFT47755	10/02/2016	THE GOOD GUYS	KITCHEN EQUIPMENT FOR SCOUT HALL REFURBISHMENT	1968.00
EFT47756	10/02/2016	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPYING CHARGES	459.26
EFT47757	10/02/2016	JENNIFER DE YOUNG	VOLUNTEER TRANSPORT REIMBURSEMENT REFUND	216.00
EFT47758	10/02/2016	BETA SOUVENIRS	SUPPLY OF VARIOUS MERCHANDISE FOR RESALE AT THE ZIG ZAG CULTURAL CENTRE	369.71
EFT47759	10/02/2016	STRATEGEN ENVIRONMENTAL CONSULTANTS	ENVIRONMENTAL CONSULTING SERVICES FOR VARIOUS LOCATIONS	6479.00
EFT47760	10/02/2016	CLAIRE O'NEILL - CLAIRE'S EMBROIDERY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	65.80

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47761	10/02/2016	LINDA STONES	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	185.50
EFT47762	10/02/2016	IAN MOSS	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	126.00
EFT47763	10/02/2016	ADH GOLF & UTILITY VEHICLES	GOLF BUGGY AND TRAILER FOR WALK THE ZIG ZAG 2015	451.00
EFT47764	10/02/2016	EYEZON PTY LTD ( WHAT'S ON )	ADVERTISING - WHAT'S ON - FEB 2016	449.00
EFT47765	10/02/2016	PETER FALCONER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	2.10
EFT47766	10/02/2016	REMONDIS AUSTRALIA PTY LTD	COLLECTION OF CARDBOARD FROM WALLISTON TRANSFER STATION	501.60
EFT47767	10/02/2016	ASPHALTECH PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	57757.56
EFT47768	10/02/2016	SAFE T CARD AUSTRALIA PTY LTD	MONTHLY MONITORING CHARGES FOR VARIOUS LOCATIONS	33.00
EFT47769	10/02/2016	MARY FORWARD	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	9.45
EFT47770	10/02/2016	FOXTEL	MONTHLY SUBSCRIPTION FEE FOR RECREATION CENTRE	210.00
EFT47771	10/02/2016	RATHMANN ENGINEERING	PLANT / VEHICLE PARTS	121.00
EFT47772	10/02/2016	HANS SCHWALB	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	9.80
EFT47773	10/02/2016	MEERILINGA YOUNG CHILDREN'S SERVICES INC	QUARTERLY CONTRIBUTION TO HIGH WYCOMBE CHILD HEALTH CLINIC (OCT-DEC 15)	1100.00
EFT47774	10/02/2016	KALAMUNDA ELECTRICS	ELECTRICAL REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	6887.38
EFT47775	10/02/2016	THE ARTFUL FLOWE - FELICIA LOWE	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	89.25
EFT47776	10/02/2016	AAAC TOWING PTY LTD	TOWING SERVICES	330.00
EFT47777	10/02/2016	PHILLIP ABENOJA	FOOTPATH DEPOSIT REFUND	1550.00
EFT47778	10/02/2016	DUKE OF EDINBURGH'S AWARD	KIDSPORT FUNDING FOR VARIOUS PLAYERS	105.00
EFT47779	10/02/2016	DMC CLEANING	CLEANING SERVICES FOR VARIOUS LOCATIONS	7472.48

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47780	10/02/2016	NICHOLAS TAYLOR PHOTOGRAPHY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	50.40
EFT47781	10/02/2016	SILK ON SILK (ROSEMARY LONSDALE)	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	175.00
EFT47782	10/02/2016	CUROST MILK SUPPLY	MILK SUPPLY FOR ADMINISTRATION CENTRE AND DEPOT	413.98
EFT47783	10/02/2016	DFP RECRUITMENT SERVICES PTY LTD	HIRE OF TEMPORARY STAFF	4367.34
EFT47784	10/02/2016	KJERSTIN BJELLAND	SOLAR HWS CLAIM - 21 (LOT 918) MONARCH WAY WATTLE GROVE	2152.00
EFT47785	10/02/2016	BIG GUNS BUILDING	FOOTPATH DEPOSIT REFUND	1500.00
EFT47786	10/02/2016	MAVIS PASKULICH	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	135.80
EFT47787	10/02/2016	NICHOLAS ROUND	REIMBURSEMENT OF COSTS RELATING TO SHANDY - GRAFFITI WORKING DOG	147.00
EFT47788	10/02/2016	TIERRA ECOLOGIA	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	105.70
EFT47789	10/02/2016	MPK TREE SERVICES	TREE REMOVAL / BRANCH PRUNING AT VARIOUS LOCATIONS	23889.37
EFT47790	10/02/2016	LESMURDIE & DISTRICTS COMMUNITY ASSOCIATION INC.	PART PAYMENT CONTRIBUTION TOWARDS UP THE CREEK COMMUNITY PROJECT UPPER LESMURDIE FALLS	33000.00
EFT47791	10/02/2016	MICHAEL CHRISTOPHER & KERRIE FRANCIS DODSON	RATES REFUND	314.05
EFT47792	10/02/2016	JANINE KOEFOED	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	1120.00
EFT47793	10/02/2016	OFF PEN PUBLISHING - BETH BAKER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	22.40
EFT47794	10/02/2016	STAN THE TYRE MAN ( STAN'S TYRE SERVICE WA )	PLANT / VEHICLE PARTS	1518.00
EFT47795	10/02/2016	ALLEASING PTY LTD	LEASING OF TWO VARIABLE MESSAGE BOARDS FOR RANGERS - PERIOD 20/01/16 - 31/03/16	3031.46
EFT47796	10/02/2016	GRAHAM STIMSON	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	205.80

Chq/EFT	Date	Name	Description	Amount
EFT47797	10/02/2016	BALLIGART - HELEN LOCK	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	11.20
EFT47798	10/02/2016	FLEETCARE PTY LTD	STAFF CONTRIBUTIONS TO NOVATED / OPERATING LEASING	10852.63
EFT47799	10/02/2016	ENVIRO SWEEP	SWEEPING SERVICES AT VARIOUS LOCATIONS	21981.99
EFT47800	10/02/2016	WYNN WYNN AUNG	HALL AND KEY BOND REFUND	350.00
EFT47801	10/02/2016	Z-REST FURNITURE	FOOTREST WITH CARPET FOR HUMAN RESOURCES	190.00
EFT47802	10/02/2016	LINDAS BOOKS / ROLEYSTONE COURIER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	37.80
EFT47803	10/02/2016	BRENDAS CLAY CRAFT	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	22.75
EFT47804	10/02/2016	IRENE YOUNG	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	109.20
EFT47805	10/02/2016	RONALD PENDAL	VOLUNTEER TRANSPORT REIMBURSEMENT REFUND	106.00
EFT47806	10/02/2016	AUSTRALIAN FINANCIAL SECURITY AUTHORITY	VEHICLE CHECKS FOR ABANDONED VEHICLES	37.40
EFT47807	10/02/2016	URBANECO GARDENS	HOME MAINTENANCE SERVICES	3400.00
EFT47808	10/02/2016	NICKY WINTER - KASZAZZ IN KALAMUNDA	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	21.00
EFT47809	10/02/2016	KOSMIC SOUND	SOUND EQUIPMENT FOR KALAMUNDA PERFORMING ARTS CENTRE	15776.00
EFT47810	10/02/2016	FIONA E TEAKLE	FOOTPATH DEPOSIT REFUND AND CROSSOVER CONTRIBUTION	1960.00
EFT47811	10/02/2016	THE LUCKY CHARM	NEWSPAPERS / MAGAZINES SUPPLIES FOR VARIOUS LOCATIONS	82.29
EFT47812	10/02/2016	PROJEX MANAGEMENT & CONSTRUCTION PTY LTD T/A CHOICE BY PROJEX	FOOTPATH DEPOSIT REFUND	1500.00
EFT47813	10/02/2016	SPIDER WASTE COLLECTION SERVICES PTY LTD	COLLECTION AND RECYCLING OF MATTRESSES FROM WALLISTON TRANSFER STATION AND DAWSON AVE	4897.20
EFT47814	10/02/2016	SEATADVISOR PTY LTD	PER TICKET SALES	241.86
EFT47815		EFT PAYMENT CANCELLED		



<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47816	10/02/2016	BLACKTREE TECHNOLOGY	ACCESSORIES FOR MOTOROLA HANDHELD RADIOS	2823.50
EFT47817	10/02/2016	LESMURDIE MAZENOD CRICKET CLUB	COMMUNITY FUNDING AND CLUB FUNDRAISING GRANT	1500.00
EFT47818	10/02/2016	2TONE MOTOR TRIMMING	SEAT AND CANVAS REPAIRS TO EQUIPMENT AS REQUIRED	550.00
EFT47819	10/02/2016	MANDALAY TECHNOLOGIES PTY LTD	ANNUAL SOFTWARE SUBSCRIPTION FEE	20550.52
EFT47820	10/02/2016	VICTORIA MIZEN	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	23.66
EFT47821	10/02/2016	SECURE PAY	SEAT ADVISOR TRANSACTION FEES	11.35
EFT47822	10/02/2016	MALINDA KANONGATAA	TRAVEL COMMUNITY VISITORS SCHEME REFUND	7.50
EFT47823	10/02/2016	LINDA STANLEY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/01/16 - 31/01/16	12.25
EFT47824	10/02/2016	TELSTRA SNP MONITORING PTY LTD	SECURITY MONITORING, EQUIPMENT AND REPAIRS TO SHIRE OF KALAMUNDA FACILITIES	931.70
EFT47825	10/02/2016	NEXTRA PAPER PLACE	SUPPLY OF VARIOUS MAGAZINES AND COMICS	109.22
EFT47826	10/02/2016	RODERICK OVENDEN	PERFORMANCE OF MOIRA J SCOTT - 'PATYSY CLINE TRIBUTE' FOR MORNING MUSIC	500.00
EFT47827	10/02/2016	PRESTIGE CATERING AND EVENT HIRE	CATERING PROVIDED FOR THANK A VOLUNTEER DAY 4 DECEMBER 2015	3161.25
EFT47828	10/02/2016	AFM PLASTIC PRODUCTS PTY LTD	CLEAR ACRYLIC FOOD DISPLAY FOR HARTFIELD PARK RECREATION CENTRE	1034.00
EFT47829	10/02/2016	BOSS DEMOLITION PTY LTD	FOOTPATH DEPOSIT REFUND	1550.00
EFT47830	10/02/2016	SEAN MURPHY	KEY BOND REFUND	50.00
EFT47831	10/02/2016	DIVERSE IT PTY LTD	PROFESSIONAL SERVICES FOR TECHNICAL IT SUPPORT	169.40
EFT47832	10/02/2016	SUSAN SHEPPARD	SALE OF ARTWORK - FOR THE LOVE OF THE BUSH EXHIBITION	518.00
EFT47833	10/02/2016	CONNECTIV	SUPPLY AND INSTALL GO7 WITH REMOTE DURESS BUTTON TO RANGER VEHICLES	2040.50
EFT47834	10/02/2016	DANIEL HARRIS & ANNETTE THORPE	HALL AND KEY BOND REFUND	1050.00
EFT47835	12/02/2016	PAULINE MARGARET RAYNER	RATES REFUND	319.35

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47836	25/02/2016	STYLECORP CORPORATE WEAR	UNIFORM FOR VARIOUS STAFF MEMBERS	919.05
EFT47837	25/02/2016	WEX AUSTRALIA PTY LTD - WRIGHT EXPRESS FUEL CARDS AUSTRALIA LTD	FUEL - PERIOD ENDING 22 FEBRUARY 2016	4995.69
EFT47838	25/02/2016	SALMAT MEDIAFORCE PTY LTD	DISTRIBUTION OF FLYERS FOR EVENTS WITHIN THE SHIRE	1118.55
EFT47839	25/02/2016	BLUE RIBBON PET FOODS	DOG/CAT FOOD FOR POUND	200.00
EFT47840	25/02/2016	NEVERFAIL SPRINGWATER LTD (KALA LIB)	BOTTLED WATER SUPPLIES / MAINTENANCE	75.50
EFT47841	25/02/2016	JB HI-FI MIDLAND	ELECTRICAL SUPPLIES	667.95
EFT47842	25/02/2016	KALAMUNDA GLASS & WINDSCREENS ON WHEELS	GLASS REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	640.20
EFT47843	25/02/2016	FIRE AND SAFETY WA	FIRE PROTECTION WEAR / SUPPLIES	2610.91
EFT47844	25/02/2016	FREESTYLE NOW	SKATEPARK COACHING WORKSHOPS AT VARIOUS LOCATIONS	1089.00
EFT47845	25/02/2016	OLK & ASSOCIATES	ARCHITECTURAL AND ENGINEERING DESIGN FOR VARIOUS DESIGNS	14850.00
EFT47846	25/02/2016	NEVERFAIL SPRINGWATERLTD (FORRESTFIELD LIB)	BOTTLED WATER SUPPLIES / MAINTENANCE	46.70
EFT47847	25/02/2016	SYRINX ENVIRONMENTAL P/L	WEED CONTROL AT VARIOUS LOCATIONS	470.25
EFT47848	25/02/2016	ASSETIC AUSTRALIA PTY LTD	FINAL PROGRESS PAYMENT - ASSET VALUATIONS - QA CHECKS AND IMPORTATION OF NEW INFRASTRUCTURE ASSET VALUATION DATA	4771.80
EFT47849	25/02/2016	TOP OF THE LADDER GUTTER CLEANING	GUTTER CLEANING SERVICES FOR VARIOUS LOCATIONS	5687.00
EFT47850	25/02/2016	KALAMUNDA KICKBOXING & MARTIAL ARTS	KIDSPORT FUNDING FOR VARIOUS PLAYERS	200.00
EFT47851	25/02/2016	VIP CARPET AND UPHOLSTERY CLEANING SERVICE	CARPET CLEANING AT VARIOUS LOCATIONS	2442.00
EFT47852	25/02/2016	TOTALLY WORKWEAR	PROTECTIVE CLOTHING	775.56
EFT47853	25/02/2016	MICHAEL ROBERT & MARIE TERESA NOBLE	RATES REFUND	144.07
EFT47854	25/02/2016	STEVEN M & LISA M MUELLER	FOOTPATH DEPOSIT REFUND	750.00
EFT47855	25/02/2016	LESCHEN JOY WATSON	TRAVEL COMMUNITY VISITORS SCHEME REFUND	48.00
EFT47856	25/02/2016	TERRANCE & CONSTANCE BARNES	FOOTPATH DEPOSIT REFUND	1550.00
EFT47857	25/02/2016	DIANA WILSON	PART DOG REGISTRATION FEE REFUND	18.76
EFT47858	25/02/2016	ALLAN MORTON	COUNCILLOR ALLOWANCE - 01/02/16 - 29/02/16	2184.17

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47859	25/02/2016	MARK & MIGNON-ANN WILLIAMS	RATES REFUND	233.18
EFT47860	25/02/2016	ROGER & LILLIAN MARIE MODOLO	RATES REFUND	162.24
EFT47861	25/02/2016	BENJAMIN THACKRAY	TRAVEL COMMUNITY VISITORS SCHEME REFUND	219.30
EFT47862	25/02/2016	REBEKAH WILSON	FOOTPATH DEPOSIT REFUND	1550.00
EFT47863	25/02/2016	DONNA-MAREE BROWN	RATES REFUND	252.20
EFT47864	25/02/2016	HAROLD DENIS CHOYCE	RATES REFUND	319.71
EFT47865	25/02/2016	SHIRE OF KALAMUNDA STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	332.00
EFT47866	25/02/2016	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	589.14
EFT47867	25/02/2016	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES FOR VARIOUS LOCATIONS	546.72
EFT47868	25/02/2016	COVS PARTS PTY LTD	PLANT / VEHICLE PARTS	4568.22
EFT47869	25/02/2016	KALAMUNDA TOYOTA	PLANT / VEHICLE PARTS	891.23
EFT47870	25/02/2016	MCLEODS BARRISTERS & SOLICITORS	LEGAL EXPENSES	514.30
EFT47871	25/02/2016	STATE LIBRARY OF W.A.	LOST AND DAMAGED BOOKS FOR HIGH WYCOMBE LIBRARY	335.50
EFT47872	25/02/2016	LANDGATE - VALUATIONS	VALUATIONS FOR VARIOUS LOCATIONS	954.35
EFT47873	25/02/2016	WA LIBRARY SUPPLIES PTY LTD	LIBRARY / OFFICE SUPPLIES	267.10
EFT47874	25/02/2016	WALKERS HARDWARE (MITRE 10)	HARDWARE SUPPLIES	647.05
EFT47875	25/02/2016	ECHO NEWSPAPER	ADVERTISING FOR VARIOUS JOBS / EVENTS	6065.00
EFT47876	25/02/2016	MCKAY EARTHMOVING PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	6095.94
EFT47877	25/02/2016	EASTERN METROPOLITAN REGIONAL COUNCIL	DOMESTIC / WASTE CHARGES - RED HILL TIP	353690.32
EFT47878	25/02/2016	BORAL CONSTRUCTION MATERIALS GROUP	ROAD MATERIALS FOR VARIOUS LOCATIONS	1700.17
EFT47879	25/02/2016	OFFICE LINE GROUP PTY LTD	OFFICE FURNITURE SUPPLIES	2904.00
EFT47880	25/02/2016	JASON SIGNMAKERS	SIGNAGE SUPPLIES	173.91
EFT47881	25/02/2016	3 VODAFONE HUTCHISON AUSTRALIA PTY LTD	COMMUNICATION EXPENSES FOR EMERGENCY SERVICES - FEBRUARY 2016	4780.80
EFT47882	25/02/2016	STATEWIDE BEARINGS	PLANT / VEHICLE PARTS	96.23
EFT47883	25/02/2016	FASTA COURIERS	COURIER FEES	149.33
EFT47884	25/02/2016	RAECO	STATIONERY / OFFICE SUPPLIES	45.30
EFT47885	25/02/2016	SONIC HEALTHPLUS (KINETIC HEALTH GROUP LTD)	PREPLACEMENT MEDICALS / BASELINE HEARING TESTS	718.30

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47886	25/02/2016	SG ENVIRO	SEPTIC / GREASE TANK CLEAN OUT SERVICES AT VARIOUS LOCATIONS	368.59
EFT47887	25/02/2016	MAJOR MOTORS PTY LTD	PLANT / VEHICLE PARTS	320.51
EFT47888	25/02/2016	ALSCO LINEN SERVICE	LINEN HIRE / LAUNDRY SERVICES	482.84
EFT47889	25/02/2016	BRADOCK PODIATRY SERVICES PTY LTD	PODIATRY SERVICES AT JACK HEALEY CENTRE	1085.70
EFT47890	25/02/2016	KALA BOB KATS PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	3978.58
EFT47891	25/02/2016	STEWART & HEATON CLOTHING CO PTY LTD	FIRE PROTECTION WEAR / SUPPLIES	401.68
EFT47892	25/02/2016	DEPARTMENT OF PREMIER & CABINET - STATE LAW PUBLISHER	GOVERNMENT GAZETTE ADVERTISING	85.50
EFT47893	25/02/2016	GRIMES CONTRACTING PTY LTD	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	2949.04
EFT47894	25/02/2016	BGC ASPHALT	ROAD MATERIALS FOR VARIOUS LOCATIONS	2177.16
EFT47895	25/02/2016	WESTBOOKS	LIBRARY SUPPLIES	1101.90
EFT47896	25/02/2016	STAPLES AUSTRALIA PTY LTD(CORPORATE EXPRESS AUSTRALIA LTD)	STATIONERY / OFFICE SUPPLIES	1924.86
EFT47897	25/02/2016	HILL TOP TROPHIES (MILPRO WA)	SUPPLY OF NAME BADGES	79.75
EFT47898	25/02/2016	JOHN GIARDINA	COUNCILLOR ALLOWANCE - 01/02/16 - 29/02/16	3471.67
EFT47899	25/02/2016	GEOFF STALLARD	COUNCILLOR ALLOWANCE - 01/02/16 - 29/02/16	2184.17
EFT47900	25/02/2016	FOODWORKS FRESH FORRESTFIELD	GROCERY SUPPLIES	625.08
EFT47901	25/02/2016	IT VISION AUSTRALIA PTY LTD	ADD EMAIL FUNCTIONS TO PURCHASING MODULE ON SYNERGY	2384.25
EFT47902	25/02/2016	BUCHER MUNICIPAL PTY LTD	PLANT / VEHICLE PARTS	452.27
EFT47903	25/02/2016	LO-GO APPOINTMENTS	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	2702.85
EFT47904	25/02/2016	BRIDGESTONE AUSTRALIA LTD	PLANT / VEHICLE PARTS	1709.71
EFT47905	25/02/2016	WORK CLOBBER (MIDLAND)	PROTECTIVE CLOTHING SUPPLIES	62.10
EFT47906	25/02/2016	ONESTEEL DISTRIBUTION (MIDALIA STEEL)	PLANT / VEHICLE PARTS	2220.53
EFT47907	25/02/2016	J BLACKWOOD & SON LIMITED	PROTECTIVE WEAR / SUPPLIES	3260.10
EFT47908	25/02/2016	AUSTRALIAN INSTITUTE OF MANAGEMENT	REGISTRATION FOR 1 STAFF TO ATTEND TIME MANAGEMENT - ORGANISE YOURSELF TRAINING	710.00
EFT47909	25/02/2016	COURIER AUSTRALIA	COURIER CHARGES	6.92

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47910	25/02/2016	EASTERN HILLS SAWS AND MOWERS	PLANT / VEHICLE PARTS	2715.00
EFT47911	25/02/2016	AIR LIQUIDE WA PTY LTD	GAS BOTTLE FACILITY FEE	121.48
EFT47912	25/02/2016	DIRECT COMMUNICATIONS	REPAIR / MAINTENANCE OF HANDHELD RADIO FOR BUSH FIRE BRIGADE	1233.10
EFT47913	25/02/2016	SEBASTIAN BUTCHERS	CATERING SUPPLIES	114.33
EFT47914	25/02/2016	KALAMUNDA PRIMARY SCHOOL	HALL AND KEY BOND REFUND	455.00
EFT47915	25/02/2016	CRABBS KALAMUNDA (IGA)	GROCERY SUPPLIES	821.54
EFT47916	25/02/2016	WESTRAL HOME IMPROVEMENTS	INSTALLATION OF A SUNSCREEN BLIND FOR HIGH WYCOMBE LIBRARY	245.00
EFT47917	25/02/2016	VENTURA HOMES PTY LTD	FOOTPATH DEPOSIT REFUND	1500.00
EFT47918	25/02/2016	KALAMUNDA VOLUNTEER BUSHFIRE BRIGADE	REIMBURSEMENT COSTS FOR VOLUNTEER BUSHFIRE BRIGADE	815.26
EFT47919	25/02/2016	COUNTRY LEISURE CENTRE	FOOTPATH DEPOSIT REFUND	1500.00
EFT47920	25/02/2016	ERROL & IRMA SEYMOUR	FOOTPATH DEPOSIT REFUND	1550.00
EFT47921	25/02/2016	GEM CAMERA CLUB INC	KEY BOND REFUND	50.00
EFT47922	25/02/2016	PLUNKETT HOMES (1903) PTY LTD	FOOTPATH DEPOSIT REFUND	1500.00
EFT47923	25/02/2016	MOBILE MASTERS	INSTALL THE TWO WAY RADIO FROM THE RANGER'S CAR INTO SECOND VEHICLE	198.00
EFT47924	25/02/2016	COMMISSIONER OF POLICE	VOLUNTEER POLICE CHECKS	59.20
EFT47925	25/02/2016	TOTAL EDEN PTY LTD	RETICULATION PARTS AS REQUIRED AT VARIOUS LOCATIONS	5658.06
EFT47926	25/02/2016	WILD SEASONS FLOWERS PTY LTD	FLOWER ARRANGEMENTS	75.00
EFT47927	25/02/2016	SIRENCO	REPAIRS / MAINTENANCR OF ELECTRONIC WARNING SYSTEMS	324.50
EFT47928	25/02/2016	WA HINO SALES & SERVICE	PLANT / VEHICLE PARTS	372.47
EFT47929	25/02/2016	RURAL BUILDING COMPANY PTY LTD	FOOTPATH DEPOSIT REFUND	2000.00
EFT47930	25/02/2016	NICHOLAS R & NICOLE P TANGNEY	FOOTPATH DEPOSIT REFUND	1550.00
EFT47931	25/02/2016	DESKTOP MAPPING SYSTEMS PTY LTD T/A DIGITAL MAPPING SOLUTIONS	GIS CONSULTING SERVICES	20020.00
EFT47932	25/02/2016	J CORP PTY LTD	FOOTPATH DEPOSIT REFUND	4500.00
EFT47933	25/02/2016	ICON-SEPTECH	DRAINAGE SUPPLIES FOR VARIOUS LOCATIONS	2073.50

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47934	25/02/2016	CHAMBER OF COMMERCE & INDUSTRY OF WA	CONSULTING SERVICES IN RELATION TO EMPLOYEE RELATION MATTERS	7194.00
EFT47935	25/02/2016	THE FARM SHOP	GARDEN / RESERVE SUPPLIES	482.00
EFT47936	25/02/2016	KALAMUNDA SENIOR HIGH SCHOOL	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	300.00
EFT47937	25/02/2016	B & J CATALANO PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	7889.58
EFT47938	25/02/2016	HILL TOP GROUP PTY	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	25393.82
EFT47939	25/02/2016	TALONS HSF PTY LTD T/A TALONS HIGH SECURITY FENCING	FOR THE MODIFICATION AND REALIGNMENT OF EXISTING ELECTRIC FENCING AND GATEWAY AT THE MAIN ADMINISTRATION BUILDING	6237.00
EFT47940	25/02/2016	INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA WA	REGISTRATION FOR 1 STAFF TO ATTEND IPWEA STATE CONFERENCE NETWORKS	1450.00
EFT47941	25/02/2016	TRAFFIC MANAGEMENT PLAN SERVICES	TRAFFIC MANAGEMENT SERVICES FOR VARIOUS LOCATIONS	671.00
EFT47942	25/02/2016	NEW GENERATION HOMES - TANGENT NOMINEES PTY LTD	FOOTPATH DEPOSIT REFUND	1500.00
EFT47943	25/02/2016	TRILOGY SERVICING PTY LTD	AIRCONDITIONING MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	3799.11
EFT47944	25/02/2016	QUICK CORPORATE AUST PTY LTD	STATIONERY & OFFICE SUPPLIES	2537.27
EFT47945	25/02/2016	AUTO ONE KALAMUNDA	PLANT / VEHICLE PARTS	125.20
EFT47946	25/02/2016	SUSAN BILICH	COUNCILLOR ALLOWANCE - 01/02/16 - 29/02/16	2184.17
EFT47947	25/02/2016	COMMUNITY NEWSPAPER GROUP LTD	ADVERTISING FOR VARIOUS JOBS AND EVENTS	6660.80
EFT47948	25/02/2016	BROOKE O'DONNELL	COUNCILLOR ALLOWANCE - 01/02/16 - 29/02/16	2184.17
EFT47949	25/02/2016	METROPOLITAN CASH REGISTER COMPANY	PAPER ROLLS FOR CASH REGISTERS FOR THE LIBRARY	51.30
EFT47950	25/02/2016	DIEBACK TREATMENT SERVICES	DIEBACK TREATMENT SERVICES	3465.00
EFT47951	25/02/2016	OPUS INTERNATIONAL CONSULTANTS (PCA) LIMITED	PROFESSIONAL SERVICES - TOWNSCAPE TRAFFIC STUDY	12495.23
EFT47952	25/02/2016	MICHAEL ANDREW FERNIE	COUNCILLOR ALLOWANCE - 01/02/16 - 29/02/16	2184.17
EFT47953	25/02/2016	PERTH AUDIOVISUAL (PAV)	HIRE & OPERATION OF VIDEO EQUIPMENT	319.00

Chq/EFT	Date	Name	Description	Amount
EFT47954	25/02/2016	G FORCE PRINTING	SUPPLY OF PRINTED STATIONERY STOCK	1644.94
EFT47955	25/02/2016	HYDROQUIP PUMPS	MAINTENANCE OF PUMPING INSTALLATIONS	5902.60
EFT47956	25/02/2016	ABAXA (WH LOCATION SERVICES)	SUPPLY UNDERGROUND SERVICE LOCATIONS AT VARIOUS LOCATIONS	418.00
EFT47957	25/02/2016	DIRECT TRADES SUPPLY PTY LTD	HARDWARE SUPPLIES	687.59
EFT47958	25/02/2016	RAYMOND S ZINNER & KERRY G ALLAN-ZINNER	RATES REFUND	330.00
EFT47959	25/02/2016	GREENWAY ENTERPRISES	GARDEN / RESERVE SUPPLIES	1100.72
EFT47960	25/02/2016	EDWARD & TUINGA THOMPSON	FOOTPATH DEPOSIT REFUND	1550.00
EFT47961	25/02/2016	SARA LOHMEYER	COUNCILLOR ALLOWANCE - 01/02/16 - 29/02/16	2184.17
EFT47962	25/02/2016	WA NATURALLY PUBLICATIONS/DEPARTMENT OF ENVIRONMENT & CONSERVATION	MERCHANDISE SUPPLIES FOR THE ZIG ZAG CULTURAL CENTRE	245.79
EFT47963	25/02/2016	VERMEER (WA & NT)	PLANT / VEHICLE PARTS	161.59
EFT47964	25/02/2016	INSIGHT CCS PTY LTD	AFTER HOURS ANSWERING SERVICES FOR DECEMBER 2015	4370.09
EFT47965	25/02/2016	BLUEPRINT HOMES	FOOTPATH DEPOSIT REFUND	2000.00
EFT47966	25/02/2016	NOREEN TOWNSEND	COUNCILLOR ALLOWANCE - 01/02/16 - 29/02/16	2184.17
EFT47967	25/02/2016	METROPOLIS PLUMBING AND GAS PTY LTD T/A BEAUTIFUL PLUMBING	PLUMBING MAINTENANCE SERVICES / SUPPLIES FOR VARIOUS LOCATIONS	2611.40
EFT47968	25/02/2016	WOOLWORTHS LIMITED	GROCERY SUPPLIES	374.70
EFT47969	25/02/2016	FORRESTFIELD TENNIS CLUB (INC)	FORRESTFIELD TENNIS CLUB HIRE FEES FROM HARTFIELD PARK RECREATION CENTRE – 01/01/16 – 31/01/16	120.00
EFT47970	25/02/2016	MAIDA VALE DELIVERY ROUND	PAPER AND MAGAZINES DELIVERIES FOR HIGH WYCOMBE LIBRARY	50.10
EFT47971	25/02/2016	SIMON DI ROSSO	COUNCILLOR ALLOWANCE - 01/02/16 - 29/02/16	2184.17
EFT47972	25/02/2016	EASTERN REGION SECURITY	SECURITY SERVICES TO VARIOUS SHIRE BUILDINGS	6703.56
EFT47973	25/02/2016	GLENDA DAWN CHARLTON (PODIATRY)	PODIATRY SERVICES AT JACK HEALEY CENTRE	1269.00
EFT47974	25/02/2016	ANDREW TULO	HALL BOND REFUND	300.00
EFT47975	25/02/2016	SECURE TRAFFIC	TRAFFIC MANAGEMENT FOR VARIOUS LOCATIONS	11383.90
EFT47976	25/02/2016	BOYA EQUIPMENT PTY LTD	PLANT / VEHICLE PARTS	1192.47
EFT47977	25/02/2016	JWH GROUP PTY LTD	FOOTPATH DEPOSIT REFUND	2000.00



<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47978	25/02/2016	ROAD SIGNS AUSTRALIA (ALLPACK SIGNS )	TRAFFIC PROTECTION PRODUCTS / SIGNAGE	2212.10
EFT47979	25/02/2016	REDINK HOMES PTY LTD	FOOTPATH DEPOSIT REFUND	1000.00
EFT47980	25/02/2016	PIRTEK WELSHPOOL	PLANT / VEHICLE PARTS	390.14
EFT47981	25/02/2016	HILARY MARETT	RATES REFUND	172.86
EFT47982	25/02/2016	ROSE SMART	MAINTAIN ROSE BEDS AT VARIOUS LOCATIONS	1450.00
EFT47983	25/02/2016	ANDREW WADDELL	COUNCILLOR ALLOWANCE - 01/02/16 - 29/02/16	7977.92
EFT47984	25/02/2016	DRAINFLOW SERVICES PTY LTD	CLEANING / MAINTAINING STORM WATER DRAINS	14660.80
EFT47985	25/02/2016	NEVERFAIL SPRINGWATER LTD (PETER ANDERTON CEN)	BOTTLED WATER SUPPLIES / MAINTENANCE	65.35
EFT47986	25/02/2016	HENDER LEE ELECTRICAL	HARTFIELD PARK RUGBY FIELDS LIGHTING UPGRADES	348.78
EFT47987	25/02/2016	POSITION PARTNERS PTY LTD	SOFTWARE LICENSE MAINTENANCE	2052.60
EFT47988	25/02/2016	NEVERFAIL SPRINGWATER LTD (ZZCC)	BOTTLED WATER SUPPLIES / MAINTENANCE	27.65
EFT47989	25/02/2016	SWITCH HOMES FOR LIVING (PINDAN PROJECT HOMES)	FOOTPATH DEPOSIT REFUND	1200.00
EFT47990	25/02/2016	DYLAN O'CONNOR	COUNCILLOR ALLOWANCE - 01/02/16 - 29/02/16	2184.17
EFT47991	25/02/2016	BOWDEN TREE CONSULTANCY	ARBORICULTURAL CONSULTANCY / ASSESSMENT	396.00
EFT47992	25/02/2016	LIBERTY OIL WESTERN AUSTRALIA PTY LTD	SUPPLY OF FUEL	18950.51
EFT47993	25/02/2016	GUNDRY'S CARPET CHOICE	SUPPLY AND INSTAL FLOOR COVERINGS AND TREATMENTS	14214.00
EFT47994	25/02/2016	NEW CHOICE HOMES	FOOTPATH DEPOSIT REFUND	1500.00
EFT47995	25/02/2016	KOTT GUNNING LAWYERS	LEGAL EXPENSES	6753.11
EFT47996	25/02/2016	BENCHMARK MAINTENANCE SERVICES	CONTRACTOR BUILDING MAINTENANCE VARIOUS BUILDINGS	3212.00
EFT47997	25/02/2016	METROSTRATA DEVELOPMENTS PTY LTD T/A MYGEN HOMES	FOOTPATH DEPOSIT REFUND	3000.00
EFT47998	25/02/2016	GISSA	ANNUAL MEMBERSHIP FEE FOR THE A SPEC PROGRAM WHICH IS DIGITAL DATA SPECIFICATION AND INCLUDES DRAINAGE, ROADS, OPEN SPACE AND BUILDING ASSETS	3183.30

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT47999	25/02/2016	BEAVER TREE SERVICES	TREE REMOVAL / PRUNING FOR VARIOUS LOCATIONS	3916.00
EFT48000	25/02/2016	CENTURION TEMPORARY FENCING	TEMPORARY FENCING HIRE	1148.13
EFT48001	25/02/2016	ARBORMAN	GREENWASTE REMOVAL FROM WALLISTON TRANSFER STATION	39930.00
EFT48002	25/02/2016	ACCESS OFFICE INDUSTRIES	LIBRARY SUPPLIES	594.00
EFT48003	25/02/2016	SIMSAI CONSTRUCTION GROUP PTY LTD	FOOTPATH DEPOSIT REFUND	2000.00
EFT48004	25/02/2016	FIRE 4 HIRE	VERGE / RESERVE MAINTENANCE AT VARIOUS LOCATIONS	2365.00
EFT48005	25/02/2016	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPYING CHARGES	11691.60
EFT48006	25/02/2016	101 RESIDENTIAL PTY LTD	FOOTPATH DEPOSIT REFUND	1500.00
EFT48007	25/02/2016	SIGNS & LINES	SUPPLY AND DELIVER ZIG ZAG GALLERY SIGNAGE	322.07
EFT48008	25/02/2016	CITY OF STIRLING	MEALS ON WHEELS PROGRAM - DECEMBER 2016	4910.16
EFT48009	25/02/2016	ASPHALTECH PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	111562.88
EFT48010	25/02/2016	DYMOCKS MIDLAND GATE	LIBRARY SUPPLIES	493.14
EFT48011	25/02/2016	SITE ENVIRONMENTAL AND REMEDIATION SERVICES PTY LTD	GAS MONITORING AT DAWSON AVE	10560.00
EFT48012	25/02/2016	BELMONT RAIDERS INC	KIDSPORT FUNDING FOR VARIOUS PLAYERS	110.00
EFT48013	25/02/2016	KALAMUNDA ELECTRICS	ELECTRICAL REPAIRS / MAINTENANCE AND CAPITAL PROJECTS FOR VARIOUS LOCATIONS	108003.39
EFT48014	25/02/2016	AAAC TOWING PTY LTD	TOWING SERVICES FEES	1320.00
EFT48015	25/02/2016	ROCKWATER PTY LTD	ASSISTANCE WITH PROJECT MONITORING BORE AT HARTFIELD MAR PROJECT	481.25
EFT48016	25/02/2016	TRACY L DESTREE-THOMPSON	COUNCILLOR ALLOWANCE - 01/02/16 - 29/02/16	2184.17
EFT48017	25/02/2016	DMC CLEANING	CLEANING SERVICES FOR VARIOUS LOCATIONS	41099.48
EFT48018	25/02/2016	S & J DEVELOPMENTS P/L T/AS LANSDOWN CONSTRUCTION	FOOTPATH DEPOSIT REFUND	1500.00
EFT48019	25/02/2016	CUROST MILK SUPPLY	MILK SUPPLY FOR DEPOT	133.74
EFT48020	25/02/2016	DFP RECRUITMENT SERVICES PTY LTD	HIRE OF TEMPORARY STAFF	3116.60
EFT48021	25/02/2016	RESICERT PROPERTY INSPECTIONS	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	300.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT48022	25/02/2016	BSPCI	HALL AND KEY BOND REFUND	350.00
EFT48023	25/02/2016	MPK TREE SERVICES	TREE REMOVAL / BRANCH PRUNING AT VARIOUS LOCATIONS	22559.67
EFT48024	25/02/2016	TURFWORKS WA PTY LTD	RESERVE MOWING AT VARIOUS LOCATIONS	9646.59
EFT48025	25/02/2016	YOUR LOCAL ATM (MOBILE)	SUPPLY, DELIVERY AND INSTALLATION OF MOBILE ATM FOR CORYMBIA MULTICULTURAL FESTIVAL 2016	650.00
EFT48026	25/02/2016	JENNY NGUYEN	KEY BOND REFUND	50.00
EFT48027	25/02/2016	A1 TROJAN PEST CONTROL	PEST CONTROL SERVICES FOR VARIOUS LOCATIONS	438.00
EFT48028	25/02/2016	TREVOR N HUGHES	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	200.00
EFT48029	25/02/2016	KRISTY-THANAYA COSTANZO	FOOTPATH DEPOSIT REFUND	1550.00
EFT48030	25/02/2016	NEVERFAIL SPRINGWATER LTD (ADMIN OFFICE)	BOTTLED WATER SUPPLIES / MAINTENANCE	194.85
EFT48031	25/02/2016	STAN THE TYRE MAN ( STAN'S TYRE SERVICE WA )	PLANT / VEHICLE PARTS	1732.50
EFT48032	25/02/2016	ALLEASING PTY LTD	FEES FOR VARIOUS LEASING - PERIOD 01/04/16 - 30/06/16	25150.96
EFT48033	25/02/2016	KEVIN GORMAN	FOOTPATH DEPOSIT REFUND	1500.00
EFT48034	25/02/2016	ENVIRO SWEEP	SWEEPING SERVICES AT VARIOUS LOCATIONS	21230.58
EFT48035	25/02/2016	PERTH WASTE PTY LTD	DOMESTIC / RECYCLING RUBBISH SERVICES & BIN CHARGES	298929.36
EFT48036	25/02/2016	FORT KNOX RECORDS MANAGEMENT	MONTHLY OFFSITE STORAGE FEES	367.62
EFT48037	25/02/2016	DAYTONE PRINTING PTY LTD	PRINTING OF BROCHURES / INVITES FOR VARIOUS LOCATIONS	456.50
EFT48038	25/02/2016	KIEL & DANIELLE DOUGLAS	BUILDING APPLICATION FEE REFUND	156.65
EFT48039	25/02/2016	DAVIDSON TRAHAIRE CORPSYCH	EMPLOYEE ASSITANCE PROGRAMME	5885.00
EFT48040	25/02/2016	URBANECO GARDENS	HOME MAINTENANCE SERVICES	5900.00
EFT48041	25/02/2016	WML CONSULTANTS PTY LTD	DESIGN AND SPECIFICATION FOR GUARD RAILING AT FALLS ROAD	2761.00
EFT48042	25/02/2016	TOTALLY WORKWEAR	PROTECTIVE WEAR / SUPPLIES	443.52
EFT48043	25/02/2016	PAUL C & LEE E REED	FOOTPATH DEPOSIT REFUND	1550.00
EFT48044	25/02/2016	JULIA WHEELER	HALL AND KEY BOND REFUND	350.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT48045	25/02/2016	KIMBERLY HARMSWORTH ( CEREMONY SECRETS)	KEY BOND REFUND	50.00
EFT48046	25/02/2016	TROY ANTHONY SWADLING	PLANNING APPLICATION FEE REFUND	147.00
EFT48047	25/02/2016	MADDINGTON LITTLE ATHLETICS CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	340.00
EFT48048	25/02/2016	PHOENIX NETBALL CLUB INC	KIDSPORT FUNDING FOR VARIOUS PLAYERS AND KEY BOND REFUND	450.00
EFT48049	25/02/2016	CT HYDRAULICS	SERVICE VEHICLE HOIST AND FIT EXTRA MOUNTS TO BASE OF HOIST	413.00
EFT48050	25/02/2016	ROSS BROWN SALES PTY LTD	INSTRUMENTAL SUPPLIES FOR HEALTH DEPARTMENT	833.80
EFT48051	25/02/2016	ISOBELTERE CROOKES & RICHMOND HAROLD TE MONI HUNE	RATES REFUND	762.75
EFT48052	25/02/2016	NIRAV SHAH	REFUND OF CHARTERED ACCOUNTANTS COURSE FEES	800.00
EFT48053	25/02/2016	BLUE STEEL ENTERPRISES PTY LTD T/A FRONTLINE FIRE & RESCUE EQUIPMENT	MAINTENANCE ON EQUIPMENT	441.76
EFT48054	25/02/2016	ILLUMINATIONS DANCE COMPANY	HALL AND KEY BOND REFUND	455.00
EFT48055	25/02/2016	WORLEYPARSONS SERVICES PTY LTD	ABERNETHY ROAD UPGRADE EVALUATION REPORT AND DESIGN OF WIRE ROPE SAFETY BARRIER FOR WELSHPOOL ROAD	49147.57
EFT48056	25/02/2016	AUS CHILL TECHNICAL SERVICES PTY LTD	SUPPLY AND INSTALL REVERSE CYCLE AIRCONDITIONING UNITS INTO FORRESTFIELD LIBRARY AND ADMINISTRATION BUILDING	9399.50
EFT48057	25/02/2016	ROADLINE REMOVAL WA	HIGH PRESSURE WATERBLAST REMOVAL OF OBSOLETE LINEMARKINGS	1279.08
EFT48058	25/02/2016	H & C HOLDINGS (AUST) PTY LTD - SUREFIRE SYSTEMS	PART PAYMENT - CBA ALBERT BILL PAYMENT SOLUTION - RATES INITIATIVE	8800.00
EFT48059	25/02/2016	BLUESKY INSTALLATIONS	INSTALL SKYLIGHT TO REPAIR CURRENT SKYLIGHT AT KALAMUNDA CLUB	572.00
EFT48060	25/02/2016	MTB GUIDE BOOK PTY LTD	SUPPLY OF WA MOUNTAIN BIKE TRAIL GUIDE 2ND EDITION	175.00
EFT48061	25/02/2016	MARKET CREATIONS	BUSINESS CONTINUITY PROPOSAL PHASE 2 PREPERATION AND TEST	2012.95

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT48062	25/02/2016	DIVERSE IT PTY LTD	PROFESSIONAL SERVICES FOR TECHNICAL IT SUPPORT	3218.60
EFT48063	25/02/2016	INTERNATIONAL ON THE WATER HOTEL	DEPOSIT FOR CONFERENCE 2 AND 3 APRIL 2016	1860.00
EFT48064	25/02/2016	KALAMUNDA CHURCH OF CHRIST BASKETBALL TEAM	KEY BOND REFUND	50.00
EFT48065	25/02/2016	WEST AUSTRALIAN PHOTOGRAPHIC FEDERATION (WAPF)	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	300.00
EFT48066	25/02/2016	GREGORY GEIER	FOOTPATH DEPOSIT REFUND	1500.00
EFT48067	25/02/2016	NATASHA SIMS	CROSSOVER CONTRIBUTION	410.00
EFT48068	25/02/2016	CYRENIAN HOUSE	PART REFUND FOR PAYMENT FOR CANCELLATION OF BOOKING AT SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	290.00
EFT48069	25/02/2016	AUSTIN DEVELOPMENTS	REFUND OF BUILDING SERVICES LEVY DUE TO APPLICATION CANCELLED	61.65
EFT48070	25/02/2016	LES HARRIS	REFUND OF BUILDING SERVICES LEVY - ALLOCATION CANCELLED	61.65
69252	10/02/2016	HOSPITAL BENEFIT FUND OF WA	PAYROLL DEDUCTIONS	361.65
69253	10/02/2016	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	177.40
69254	10/02/2016	MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	861.02
69255	10/02/2016	TELSTRA CORPORATION	TELEPHONE EXPENSES	26669.49
69256	10/02/2016	WATER CORPORATION	WATER USE AND SERVICE CHARGE FEES	7839.67
69257	10/02/2016	BCITF	LEVY FEE - JANUARY 2016	11032.47
69258	10/02/2016	SYNERGY	POWER CHARGES	38842.50
69259	10/02/2016	ALINTA ENERGY	GAS CHARGES	1172.10
69260	10/02/2016	BUILDING COMMISSION	BUILDING LEVY - JANUARY 2016	17345.05
69261	10/02/2016	CASH - MEALS ON WHEELS	PETTY CASH REIMBURSEMENT	324.20
69262	10/02/2016	CASH - LESMURDIE LIBRARY	PETTY CASH REIMBURSEMENT	88.64
69263	10/02/2016	CASH - KALAMUNDA HACC	PETTY CASH REIMBURSEMENT	173.75
69264	10/02/2016	CASH - ZIG ZAG CULTURAL CENTRE	PETTY CASH REIMBURSEMENT	172.60
69265	16/02/2016	WATER CORPORATION	WATER USE AND SERVICE CHARGE FEES	1117.66
69266	16/02/2016	SYNERGY	POWER CHARGES	121043.55
69267	16/02/2016	ALINTA ENERGY	GAS CHARGES	855.05

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
69268	24/02/2016	HOSPITAL BENEFIT FUND OF WA	PAYROLL DEDUCTIONS	156.65
69269	24/02/2016	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	177.40
69270	24/02/2016	MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	881.52
69271	24/02/2016	TELSTRA CORPORATION	TELEPHONE EXPENSES	38609.63
69272	24/02/2016	WATER CORPORATION	WATER USE AND SERVICE CHARGE FEES	272.09
69273	24/02/2016	SYNERGY	POWER CHARGES	29027.40
69274	24/02/2016	ALINTA ENERGY	GAS CHARGES	11.60
69275	24/02/2016	DIRECTOR OF LICENSING SERVICES	NUMBER PLATES	200.00
69276	24/02/2016	CASH - ADMIN	PETTY CASH REIMBURSEMENT	781.55
69277	24/02/2016	CASH - KALAMUNDA LIBRARY	PETTY CASH REIMBURSEMENT	201.65
69278	24/02/2016	CASH - MEALS ON WHEELS	PETTY CASH REIMBURSEMENT	443.00
69279	24/02/2016	CASH - KALAMUNDA HACC	PETTY CASH REIMBURSEMENT	122.90
69280	24/02/2016	CASH - HIGH WYCOMBE LIBRARY	PETTY CASH REIMBURSEMENT	122.34
DD32894.1	09/02/2016	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	98327.69
DD32894.2	09/02/2016	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	191.87
DD32894.3	09/02/2016	AMPLIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	365.85
DD32894.4	09/02/2016	ANZ SMART CHOICE SUPER	SUPERANNUATION CONTRIBUTIONS	240.45
DD32894.5	09/02/2016	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	805.33
DD32894.6	09/02/2016	AMP RETIREMENT SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	297.09
DD32894.7	09/02/2016	COGNET NOMINEES PTY LTD ACF MAP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	103.16
DD32894.8	09/02/2016	G ROSS SUPERANNUATION PTY LTD ATF BINDALE SUPER FUND	SUPERANNUATION CONTRIBUTIONS	58.65
DD32894.9	09/02/2016	AMP SUPER LEADER	SUPERANNUATION CONTRIBUTIONS	108.50
DD32990.1	23/02/2016	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	100518.29
DD32990.2	23/02/2016	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	180.02
DD32990.3	23/02/2016	AMPLIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	354.54
DD32990.4	23/02/2016	ANZ SMART CHOICE SUPER	SUPERANNUATION CONTRIBUTIONS	240.45
DD32990.5	23/02/2016	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	745.34
DD32990.6	23/02/2016	AMP RETIREMENT SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	331.89
DD32990.7	23/02/2016	COGNET NOMINEES PTY LTD ACF MAP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	89.74

Chq/EFT	Date	Name	Description	Amount
DD32990.8	23/02/2016	G ROSS SUPERANNUATION PTY LTD ATF BINDALE SUPER FUND	SUPERANNUATION CONTRIBUTIONS	61.47
DD32990.9	23/02/2016	AMP SUPER LEADER	SUPERANNUATION CONTRIBUTIONS	182.93
DD32894.10	09/02/2016	ONE PATH LIFE LTD	SUPERANNUATION CONTRIBUTIONS	48.87
DD32894.11	09/02/2016	WATER CORPORATION SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	273.16
DD32894.12	09/02/2016	PETER TUCATS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	933.53
DD32894.13	09/02/2016	ASGARD & WRAP ALLOCATED PENSION	SUPERANNUATION CONTRIBUTIONS	166.73
DD32894.14	09/02/2016	IOOF PORTFOLIO SERVICE PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	111.93
DD32894.15	09/02/2016	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND (ACSRF)	SUPERANNUATION CONTRIBUTIONS	255.61
DD32894.16	09/02/2016	POWERWRAP MASTER PLAN	SUPERANNUATION CONTRIBUTIONS	293.35
DD32894.17	09/02/2016	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	565.35
DD32894.18	09/02/2016	CBUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	409.66
DD32894.19	09/02/2016	VISION SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	834.93
DD32894.20	09/02/2016	ONEPATH MASTERFUND	SUPERANNUATION CONTRIBUTIONS	464.87
DD32894.21	09/02/2016	ANZ SUPER ADVANTAGE	SUPERANNUATION CONTRIBUTIONS	216.39
DD32894.22	09/02/2016	KINETIC SUPERANNUATION LTD	SUPERANNUATION CONTRIBUTIONS	182.42
DD32894.23	09/02/2016	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	2330.65
DD32894.24	09/02/2016	MLC MASTERKEY SUPER GOLD STAR VERSION ACCOUNT	SUPERANNUATION CONTRIBUTIONS	201.44
DD32894.25	09/02/2016	TWU SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	214.25
DD32894.26	09/02/2016	CHRISTIAN SUPER	SUPERANNUATION CONTRIBUTION	218.48
DD32894.27	09/02/2016	BWMT SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	168.31
DD32894.28	09/02/2016	COLONIAL 1ST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	802.72
DD32894.29	09/02/2016	AUSTRALIAN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	2101.17
DD32894.30	09/02/2016	MPJ (WA) PTY LTD	SUPERANNUATION CONTRIBUTIONS	553.09
DD32894.31	09/02/2016	MACQUARIE WRAP	SUPERANNUATION CONTRIBUTIONS	676.11
DD32894.32	09/02/2016	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	808.15
DD32894.33	09/02/2016	BENDIGO SMART START PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	267.55
DD32990.10	23/02/2016	ONE PATH LIFE LTD	SUPERANNUATION CONTRIBUTIONS	48.87

Chq/EFT	Date	Name	Description	Amount
DD32990.11	23/02/2016	WATER CORPORATION SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	273.16
DD32990.12	23/02/2016	PETER TUCATS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	933.53
DD32990.13	23/02/2016	ASGARD & WRAP ALLOCATED PENSION	SUPERANNUATION CONTRIBUTIONS	147.30
DD32990.14	23/02/2016	IOOF PORTFOLIO SERVICE PERSONAL SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	102.60
DD32990.15	23/02/2016	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND (ACSRF)	SUPERANNUATION CONTRIBUTIONS	255.61
DD32990.16	23/02/2016	POWERWRAP MASTER PLAN	SUPERANNUATION CONTRIBUTIONS	293.35
DD32990.17	23/02/2016	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	610.14
DD32990.18	23/02/2016	CBUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	378.45
DD32990.19	23/02/2016	VISION SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	831.61
DD32990.20	23/02/2016	ONEPATH MASTERFUND	SUPERANNUATION CONTRIBUTIONS	218.48
DD32990.21	23/02/2016	ANZ SUPER ADVANTAGE	SUPERANNUATION CONTRIBUTIONS	216.39
DD32990.22	23/02/2016	KINETIC SUPERANNUATION LTD	SUPERANNUATION CONTRIBUTIONS	203.88
DD32990.23	23/02/2016	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	2241.15
DD32990.24	23/02/2016	MLC MASTERKEY SUPER GOLD STAR VERSION ACCOUNT	SUPERANNUATION CONTRIBUTIONS	201.86
DD32990.25	23/02/2016	TWU SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	214.25
DD32990.26	23/02/2016	CHRISTIAN SUPER	SUPERANNUATION CONTRIBUTION	218.48
DD32990.27	23/02/2016	BWMT SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	168.31
DD32990.28	23/02/2016	PLUM PERSONAL PLAN	SUPERANNUATION CONTRIBUTIONS	54.94
DD32990.29	23/02/2016	COLONIAL 1ST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	866.45
DD32990.30	23/02/2016	AUSTRALIAN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	2059.54
DD32990.31	23/02/2016	MPJ (WA) PTY LTD	SUPERANNUATION CONTRIBUTIONS	553.09
DD32990.32	23/02/2016	MACQUARIE WRAP	SUPERANNUATION CONTRIBUTIONS	676.11
DD32990.33	23/02/2016	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	808.15
DD32990.34	23/02/2016	BENDIGO SMART START PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	267.55

**3164940.34**

**Payroll Payments**



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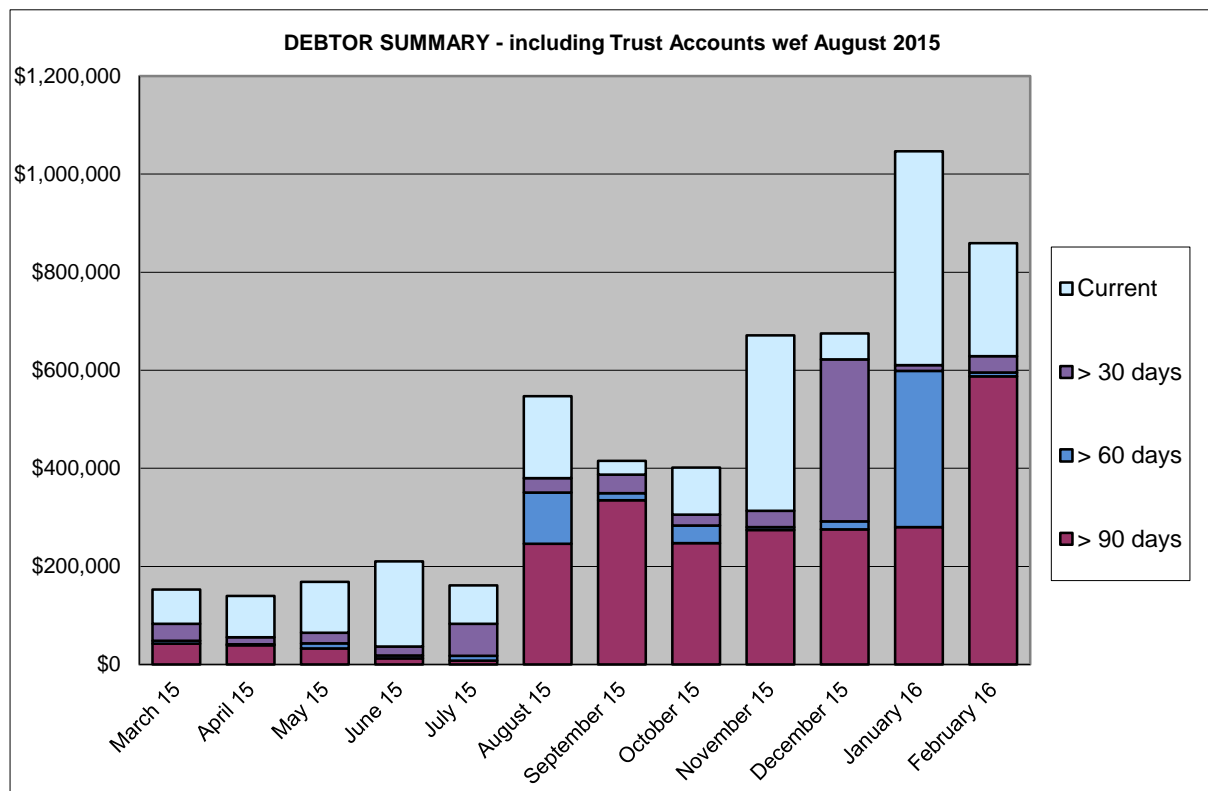
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
F602100678106	09/02/2016	SHIRE OF KALAMUNDA PAYROLL	FOR THE PERIOD TO 9 FEBRUARY 2016 – VARIOUS AWARDS	589935.37
F602241315746	23/02/2016	SHIRE OF KALAMUNDA PAYROLL	FOR THE PERIOD TO 23 FEBRUARY 2016 – VARIOUS AWARDS	581153.56
				<b>1171088.93</b>

**Attachment 2**

**SUMMARY OF DEBTORS  
 FOR THE PERIOD ENDED 29 FEBRUARY 2016**

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

	> 90 days	> 60 days	> 30 days	Current	Total
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
January 16	\$280,384	\$318,254	\$11,538	\$435,928	\$1,046,105
February 16	\$587,306	\$7,844	\$33,731	\$230,457	\$859,337



SUMMARY OF DEBTORS FOR THE PERIOD ENDED 29 FEBRUARY 2016			
AMOUNT	DEBTOR	DETAILS	STATUS
<b>&gt; 90 days</b>			
\$258,930.49	DA Letizia	Developer Contribution	The Shire is monitoring account
\$1,085.60	Food Marque	Hall Hire	Debtor in contact - asked for additional time to pay - paying instalments
\$4,772.21	Kalamunda & Canning Rugby League Club*	Operating Expenses	Club has been in contact regarding payment
\$312,273.00	PJ Dujmovic Pty Ltd	Developers Contribution	The Shire is monitoring account
\$5,430.03	Zig Zag Café^	Lease / Operating Expenses	Direct Debit Payment
\$4,814.23	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>\$587,305.56</b>	<b>Total Debts 90+ Days</b>		
<b>&gt; 60 days</b>			
\$1,155.79	Forrestfield United Soccer Club ^	Loan 214	Direct Debit Payment
\$2,564.86	Western Power	Private Works	Western Power have forwarded the invoice to their contractor to pay 26/02
\$2,685.53	Zig Zag Café ^	Lease / Operating Expenses	Direct Debit Payment
\$1,437.54	60+ Days Debts consisting of amounts under \$1,000.00.		All debtors to be contacted by telephone / email – copy of invoices mailed as required
<b>\$7,843.72</b>	<b>Total Debts 60+ Days</b>		
<b>&gt; 30 days</b>			
\$1,113.65	BGC Residential	Private Works	Reminder invoice to mail
\$8,428.91	City of Canning	Long Service Leave Reimbursement	Reminder invoice to mail
\$1,740.00	Early Bird Learning	Hall Hire	Reminder invoice to mail
\$1,250.00	Food Marque	Hall Hire	To contact debtor regarding instalments
\$2,469.00	Fount of Life Ministries	Hall Hire	Reminder invoice to mail
\$1,320.00	Katherine Rogers	Hall Hire	Paid 01/03

<b>&gt; 30 days (cont.)</b>			
\$1,150.70	Midland Sisdac	Hall Hire	Reminder invoice to mail
\$1,032.00	Reviva Pilates	Hall Hire	Reminder invoice to mail
\$1,176.00	WA Institute of Taekwon-Do	Hall Hire	Reminder invoice to mail
\$2,423.78	Zig Zag Café ^	Lease / Operating Expenses	Direct Debit Payment
\$11,626.75	30+ Days Debts consisting of amounts under \$1,000.00		Reminder invoices to be sent
<b>\$33,730.79</b>	<b>Total Debts 30+ Days</b>		
<b>&lt; 30 days</b>			
<b>\$234,743.12</b>	<b>Total of Current Debts</b>		
<b>\$4,286.50</b>	<b>Total of Accounts in Credit</b>		
<b>\$859,336.69</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**

**SUMMARY OF CREDITORS  
 FOR THE PERIOD ENDED 29 FEBRUARY 2016**

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

<b>Month End</b>	<b>&gt; 90 days</b>	<b>&gt; 60 days</b>	<b>&gt; 30 days</b>	<b>Current</b>	<b>Total</b>
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
31/01/2016	\$0	\$142	\$4,604	\$266,856	\$271,602
29/02/2016	\$0	\$0	\$5,592	\$2,234,227	\$2,239,819

**Comment**

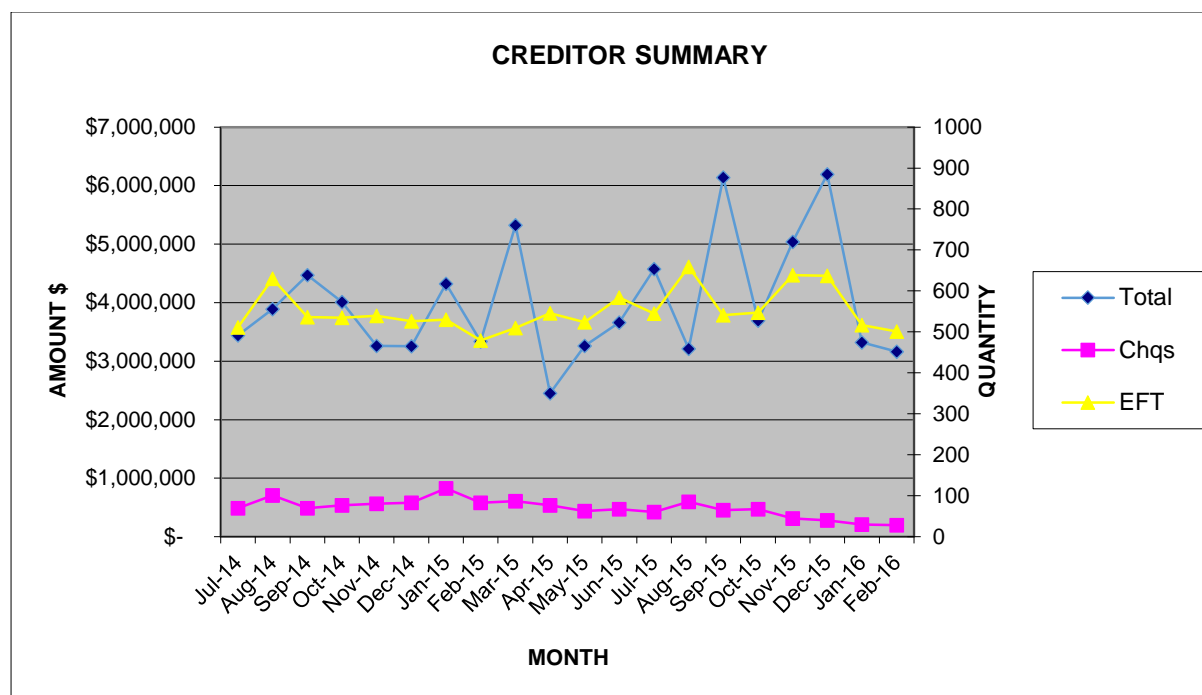
- > 90 days Original Invoices received in Accounts to process.
- > 60 days Original Invoices received in Accounts to process.
  
- > 30 days These invoices are paid on the third fortnightly payment run.

**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
Jan-16	\$3,321,829	30	517	547
Feb-16	\$3,164,940	28	501	529

**Comment**

- \*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.



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

**10. Rates Debtors Report for the Period Ended 29 February 2016**

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 29 February 2016.

**PURPOSE**

1. To receive the report on rates debtors for the period ended 29 February 2016 (Attachment 1).

**BACKGROUND**

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

<b>Options</b>	<b>Payment Dates</b>			
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 \$32,031,027. Of this amount, \$30,907,249 has been collected as at 29 February 2016. This represents a collection rate of 95.47% compared to 95.44% at this time last year. 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 1088 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 taken up an instalment option. 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. A total of 12,457 have paid in full.
6. The raising of Interim Rates for the 2015/2016 financial year is proceeding with \$137,985 raised so far.

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## DETAILS

### Debt Recovery

7. There are nine claims outstanding from the 2012/2013 and 2013/2014 rates. 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 have been passed on to the Shire's legal representatives 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 either 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, 631 either paid in full or entered into a direct debit arrangement. For 21 ratepayers a payment was made which has taken them beneath the Shire's legal action threshold of \$500; these will be followed-up internally by the Shire.
11. Of the remaining 294 accounts, 263 were 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 on a Direct Debit Arrangement, will be re-assessed. The remaining 31 properties were 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 to pay off the outstanding rates. Follow up and further action will be considered for GPC and rental order accounts.
12. The debt recovery process is on hold pending the approval of the Debt Recovery Policy and Procedure currently under review and will be brought to Council for consideration.

## STATUTORY AND LEGAL CONSIDERATIONS

13. 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.*



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## **POLICY CONSIDERATIONS**

14. Nil.

## **COMMUNITY ENGAGEMENT REQUIREMENTS**

15. Nil.

## **FINANCIAL CONSIDERATIONS**

16. The early 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**

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

### **Economic Implications**

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

### **Environmental Implications**

21. Nil.

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## RISK MANAGEMENT CONSIDERATIONS

22.

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 collections is rigorously managed.

### OFFICER COMMENT

23. 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.

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

### OFFICER RECOMMENDATION (C&C 10/2016)

That Council:

1. Receives the rates debtors report for the period ended 29 February 2016 (Attachment 1).

Moved:

Seconded:

Vote:

**Attachment 1**

**SUMMARY OF OUTSTANDING RATES  
 FOR THE PERIOD ENDED 29 FEBRUARY 2016**

**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>	\$10,024,860.21
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
31-Jan-16	\$346,536.98	\$106,216.04	\$180,376.79	\$4,027,770.32	<b>\$4,660,900.13</b>	\$4,746,597.00
29-Feb-16	\$345,766.43	\$105,846.47	\$172,727.39	\$1,347,706.44	<b>\$1,972,046.73</b>	\$1,857,536.00

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

\$856,619

**Rate Levied 2015/2016**

\$31,884,691

Interim 2015/2016

\$137,985

Back Rates

\$8,351

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

\$32,031,027

Total Collectable

\$32,887,646

Total Collected to date

\$30,907,249

Total Rates Outstanding

\$1,980,397

Current Deferred Rates Amount (from Rate Reports)

\$514,420

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

\$1,465,978

% of Rates Outstanding:

**4.53%**

% of Rates Collected:

**95.47%**

**Comment**

The 2014/2015 Instalment Dates are as follows:

	4 x instalments	2 x instalments
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.**

**11. Pickering Brook Heritage Group (Inc) – Seeking Approval of Subsidy of Occupancy Costs**

Previous Items	OCM 23/2013
Responsible Officer	Director Corporate Services
Service Area	Procurement and Property Services
File Reference	PC-01/251
Applicant	Pickering Brook Heritage Group (Inc)
Owner	N/A
Attachment 1	Letter from Pickering Brook Heritage Group (Inc) dated 27 January 2016

**PURPOSE**

1. To consider a request from Pickering Brook Heritage Group (the Group) for a subsidy of 25% of occupancy costs being for Volunteer and Public Liability Insurance (Attachment 1).

**BACKGROUND**

2. At the Ordinary Council Meeting on 25 February 2013 Council adopted Lease Policy LEA1 – Community Groups' Lease Council Policy.
3. The new lease policy requires Public Liability cover of \$20,000,000 (twenty million dollars).
4. Under a lease, the Group is responsible for all occupancy costs and minor maintenance of the leased premises.
5. The associated procedure noted that the Shire may from time to time consider if warranted to subsidise an association in regards to Building Occupancy costs.

**DETAILS**

6. The Group was established in 1994 for the purpose of preserving the history of the region.
7. The Group executed a new lease on 9 October 2013 in accordance with the policy.
8. The Shire has provided the following reimbursements for the Group's Insurance costs since 2012/13:  
  
2012/13 - \$1,313.82  
2013/14 - \$1,650.00  
2014/15 - \$1,000.00 (equal to 70% of cost).
9. The Group is seeking a contribution from the Shire of \$355.86 (excluding GST), being 25% costs of \$1,423.45 (excluding GST).

---

## **STATUTORY AND LEGAL CONSIDERATIONS**

10. Nil.

## **POLICY CONSIDERATIONS**

11. Lease Policy LEA1.

## **COMMUNITY ENGAGEMENT REQUIREMENTS**

12. Nil.

## **FINANCIAL CONSIDERATIONS**

13. Sought as part of budget review as at period ending 31 January 2016. Contribution to be drawn from Property Services donations account 530711.572.
14. A balance of \$89.00 remains within the Property Services donation account (530711.572) for the financial year 2015/2016. A budget increase of \$266.86 has been applied for as part of the January 2016 interim budget review.

## **STRATEGIC COMMUNITY PLAN**

### **Strategic Planning Alignment**

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

OBJECTIVE 1.8 – Support local community groups to grow, prosper and share the future of Kalamunda.

Strategy 1.8.3 – Proactively investigate opportunities to facilitate the establishment and/or growth of local community groups.

## **SUSTAINABILITY**

### **Social Implications**

16. The Pickering Brook Heritage facility provides a venue for local residents to preserve and display items reflecting the district's history.

### **Economic Implications**

17. Nil.

### **Environmental Implications**

18. Nil.

---

## RISK MANAGEMENT CONSIDERATIONS

19.

Risk	Likelihood	Consequence	Rating	Action/Strategy
Council may resolve not to support the subsidy.	Possible	Insignificant	Low	Inform Council of the previous subsidy and community benefit.  Inform Council that the Group has focussed on becoming self-supporting and the assistance sought has progressively reduced.

### OFFICER COMMENT

20. The Group has requested a subsidy to cover 25% of the 2015/2016 annual cost of volunteers' insurance and public liability.
21. In adopting the Lease Policy LEA1 – Community Group's Lease Policy it was indicated that a Community Group could seek a subsidy of occupancy costs through the usual budget process by writing to the Shire.
22. It is expected that this will be the final payment to the Group for this purpose as the Group has focussed on fund raising in order to become self-supporting.

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

### OFFICER RECOMMENDATION (C&C 11/2016)

That Council:

1. Approves the request for a subsidy of \$355.86 (excluding GST) to reimburse the Pickering Brook Heritage Group for the cost \$1,423.45 (excluding GST) of Volunteer and Public Liability Insurance.

Moved:

Seconded:

Vote:

Attachment 1.



Manager Financial Services,  
Shire of Kalamunda,  
P.O. Box 42,  
Kalamunda WA 6926

Subject: Club seeking subsidy of occupancy costs.

27 January 2016

Dear Sir/Madam,

Enclosed documents:

- 1 Financial statement for year ending 2015
- 2 Insurance statement 2015 \$1553.77

The Heritage Group hope the Shire will again assist us with a subsidy of 25% for Public Liability Insurance and Volunteer Workers Cover cost \$1553.77 paid by Bankwest cheque 000354 dated 13 October 2015.

The Group's proposed funding costs for 2016 are:

Old Time Dance 9 April	approximate expenditure	3500.00
Anzac Dawn Service 25 April	approximate expenditure	500.00
Bush Poets Evening July	approximate expenditure	2000.00
Karragullen Expo 9 October	licenses	250.00
		\$6250.00
Profit from fundraising		3500.00
Heritage Group expenses		2750.00

Dur Shed project completion has been delayed until 2016, with Lotterywest Grant balance of \$6915.00.

We look forward to your favourable reply.

Yours faithfully,  
*Helen Ross*

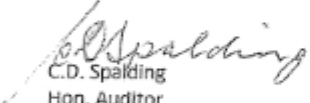
Helen Ross,  
Secretary/Treasurer,  
32 Tourmaline Gdns,  
Forrestfield. WA 6058

AUDITORS REPORT TO THE MEMBERS  
OF THE  
PICKERING BROOK HERITAGE GROUP INC

I have examined the accounts which provide a good record of the income and expenditure for the year ended 30 June 2015.

It is not practicable to extend my examination of the donations and fundraising beyond those which have been accounted for in the books and records of the group.

In my opinion the accounts fairly represent the financial statements of the Pickering Brook Heritage Group Inc. as at 30 June 2015.

  
C.D. Spalding  
Hon. Auditor



PICKERING BROOK HERITAGE GROUP INC  
 STATEMENT OF RECEIPTS AND PAYMENTS  
 FOR THE YEAR ENDING 30 JUNE 2015

Opening Balance as at 1 July 2014		13019.44
<b>RECEIPTS</b>		
Subscriptions	580.00	
Calendar Sponsors	1650.00	
Calendars Sales	3054.70	
Donations	1892.30	
Grants	12300.00	
Dance	1646.80	
Anzac Day B.fast	485.00	
Insurance	1100.00	
Sausage Sizzle	1500.50	
Interest	1.11	
Adjust cheque	1.00	
		24211.41
<b>PAYMENTS</b>		
Stationery	904.55	
Electricity	170.55	
Sausage Sizzle	734.00	
Expo	332.40	
Calendars	3099.30	
Insurance	2176.25	
Xmas	539.99	
Fuel Voucher	100.00	
Printing	686.88	
Bendigo Bank	50.00	
Domaine Name	66.00	
Wine	25.20	
Dance	50.00	
Anzac Day	434.63	
Shed	1500.00	
Subscription	20.00	
Term Deposit	5000.00	
P.A. System	5000.00	
Dishonoured cheque	38.20	
		<u>20922.95</u>
Balance as per Cash Book		16307.90
Less cash on hand		100.00
Balance as per Bank Statement 30.6.15		\$16207.90

Certified Correct

  
 C.D. Spalding  
 Hon Auditor



**LOCAL COMMUNITY INSURANCE SERVICES**

12-10-2015

helen ross  
 Pickering Brook Heritage Group Inc.  
 32tourmaline gardens  
 forrestfield, WA 6058

A division of  
 Jardine Lloyd Thompson Pty Ltd  
 ABN 69 009 098 864

Lvl 1/148 Frome Street  
 ADELAIDE SA 5000  
 GPO Box 1693  
 Adelaide SA 5001

Tel 1300 853 800  
 Fax +61 (0)8 235 6448

www.localcommunityinsurance.com.au

**Renewal Remittance Statement**

Quote Number: 29896365568  
 Payment Due: 04-11-2015

Insurance Cover	Premium	FSL	Fee	GST	Stamp Duty	Total Due
Annual Public and Products Liability - \$20,000,000	\$708.20	\$0.00	\$110.00	\$81.82	\$77.90	\$977.92
Volunteer workers - Death and Capital: \$100,000, Weekly: \$750	\$385.00	\$0.00	\$100.00	\$48.50	\$42.35	\$575.85
						<b>\$1,553.77</b>

Please note your existing policy will expire on 4 November 2015. In order to ensure continuing cover, please pay for your new policy by this date.

**Tear off below this line and attach with your cheque/money order**

**Remittance Advice**

Please forward your payment to:  
 Local Community Insurance Services  
 GPO Box 1693 Adelaide SA 5001

Month	October 2015
Quote Number	29896365568
Organisation Name	Pickering Brook Heritage Group Inc.

**PAYMENT OPTIONS**

1. Payment by cheque/money order  
 Cheque       Money Order

2. Payment by direct deposit.

**Please be sure to provide your quote number in the description field when making your deposit.**

Bank: ANZ Banking Group  
 Account Name: Jardine Lloyd Thompson Pty Ltd - LCIS Insurance Broking A/c  
 BSB: 012 003  
 Account: 8370 52451  
 Description: 29896365568

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

**12. Community Sport and Recreation Facilities Fund Small Grants**

Previous Items	Nil
Responsible Officer	Office of the CEO
Service Area	Community Development
File Reference	
Applicant	N/A
Owner	
Attachment 1	Supporting Photographs

**PURPOSE**

1. To consider supporting one application for funding through the Department of Sport and Recreation's (DSR) Community Sport and Recreation Facilities Winter Small Grant round (CSRFF).

**BACKGROUND**

2. Through the CSRFF program, the State Government provides financial assistance to community groups and Local Government Authorities to develop basic infrastructure for sport and recreation. The program aims to increase participation in sport and recreation with an emphasis on increasing physical activity through the provision of well-planned facilities.
3. The Shire's role in the provision of the funding is to call for applications and assess them in priority order, and rate each application received.
4. The maximum grant approved will be no greater than one third of the total estimated project cost.
5. There is no obligation on the Local Government Authority to make any contribution to a project.
6. All applications for this small grants round are to be received by the Department of Sport and Recreation by 4pm on the last working day of March 2016 for assessment.
7. Successful applicants will be advised in May/June 2016, with funds to be expended by 15 June 2017.

**DETAILS**

8. The Shire of Kalamunda has one external application for the DSR's CSRFF Small Grants Winter funding round.

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**Kalamunda Club Inc.**

9. The Shire of Kalamunda will be submitting an application for the complete replacement of the synthetic surface to one of the two bowling Greens at the Kalamunda Club (the Club), in Kalamunda. It is proposed that the project be managed by the Shire of Kalamunda, working in conjunction with the Club's project committee.
10. The aim of the project is to replace the current failed synthetic surface and sub base on Green A, with a new surface allowing the Club to better provide for their membership and also the wider Bowls community.
11. The main reasons why the current surface has failed is due to UV stabilisation breakdown on the stretched surface causing the surface to tear. Also the contractors who installed the current surface believed that the existing sub base and drainage would be satisfactory. This has since proven not to be the case, as the surface water does not drain away quickly enough and the sub moisture has damaged the underfelt.
12. The above issues will be addressed by ensuring the specifications of the selected product provide for a high level of UV resistance and stability and comply with the relevant Australian Standards for synthetic sports surfaces. Two of the quotes are from Companies who's product is manufactured in Australia for Australian conditions.
13. The supplied quotes also provide for the removal of the existing and installation of new sub base and drainage. Product warranties range from five to seven years with the life expectancy of the products ranging from twelve to fifteen years.
14. The Project will also allow the Club to remain competitive within the sporting market by providing a fully functional green.
15. The Project will contribute to the sustainability of the Club, improved facilities will retain and attract a strong membership base.
16. The proposed cost contribution is as follows:

<b>Organisation</b>	<b>Contributions ex GST</b>
CSRFF	\$66,531
Shire of Kalamunda	\$66,531
Kalamunda Club Inc.	\$66,533
<b>Total Project Cost</b>	<b>\$199,595</b>

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## **STATUTORY AND LEGAL CONSIDERATIONS**

17. Nil.

## **POLICY CONSIDERATIONS**

18. Nil.

## **COMMUNITY ENGAGEMENT REQUIREMENTS**

19. Should the CSRFF funding be successful with the DSR, the Shire would engage the relevant stakeholders as part of the consultation process.

## **FINANCIAL CONSIDERATION**

20. The Shire of Kalamunda's contribution towards the proposed projects will be dependent on the outcome of the CSRFF applications and is proposed to be considered as part of the 2016/17 budget process.
21. The Financial Agreement to be entered into with the Club will include a clause that makes the Club responsible for the cost of any variations to the contract sum.

## **STRATEGIC COMMUNITY PLAN**

### **Strategic Planning Alignment**

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

OBJECTIVE 1.9 - To provide high quality community facilities to meet the needs of our current and our future community.

## **SUSTAINABILITY**

### **Social Implications**

23. The provision of high quality community sport and recreation facilities is essential in fostering a positive sense of community health and wellbeing.

### **Economic Implications**

24. Nil.

### **Environmental Implications**

25. Nil.

**RISK MANAGEMENT CONSIDERATIONS**

26.	Risk	Likelihood	Consequence	Rating	Action/Strategy
	That the new surface does not meet standard and fails again.	Low	High	Medium	Project group to carry out thorough due diligence on new product.
	Project is not completed in time to acquit funds.	Medium	High	Medium	Project is managed within set timelines for contractors.
	That the Club do not cover their contribution towards the project.	Medium	Medium	Medium	Ensure that the Club signs a financial assistance agreement in addition to the CSRFF application, confirming that payment will be made towards the project.

**OFFICER COMMENT**

- 27. The DSR requires all applications to be assessed by each Local Government Authority and provided with a ranking according to the Local Government's assessment. It should be noted, there is no obligation on the Shire to support a project.
- 28. This project has been ranked as the first and only priority in regards to facility development within the Shire of Kalamunda.
- 29. The Club received CSRFF funding in 2007 to replace the two natural turf greens at the Club with synthetic surfaces. This project was completed in Winter 2009. The surface of number one green (A) has since deteriorated to the point where it needs replacing (Attachment 1).
- 30. The failure of the surface has seen the Club limited in its ability to host Pennant competitions as one rink failed to meet the standard required by Bowls WA. This has also seen the Club limited in the competitions it can offer to the wider community.
- 31. As the green continues to deteriorate the total failure of the surface will impact on the Club's ability to serve the greater community through its school programs, its popular corporate bowls competitions and the local members.

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<b>Voting Requirements: Simple Majority</b>
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**OFFICER RECOMMENDATION (C&C 12/2016)**

That Council:

1. Endorses a Community Sport and Recreation Facilities Fund Small Grant application from the Kalamunda Club Inc towards a proposed replacement synthetic surface for Green A at the Kalamunda Club.

Following the success of the Community Sport and Recreation Facilities Funding the cost contribution will be:

<b>Organisation</b>	<b>Contributions ex GST</b>
CSRFF	\$66,531
Shire of Kalamunda	\$66,531
Kalamunda Club (Inc)	\$66,533
<b>Total Project</b>	<b>\$199,595</b>

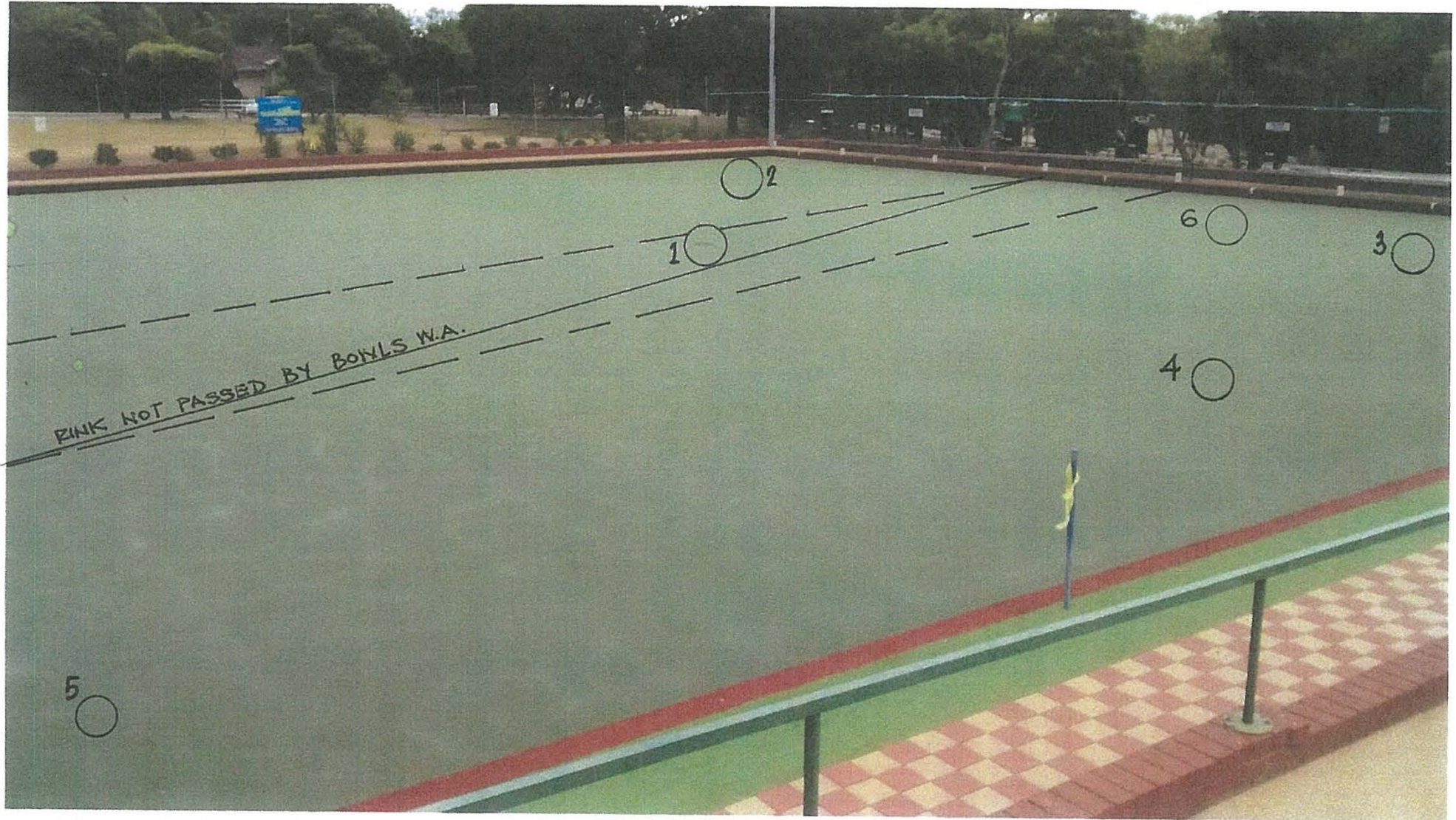
2. Notes in the event of a successful Community Sport and Recreation Facilities Fund application, an amount of \$66,531 will be considered as part of the 2016/17 annual budget deliberation process.
3. Notes that the project will not proceed until the Clubs funds have been received and a financial agreement has been entered into stipulating responsibilities of both parties; and
4. That any variations to the final contract sum shall be the responsibility of the Kalamunda Club Inc.

Moved:

Seconded:

Vote:

**Attachment 1**



KALAMUNDA CLUB INC.

BOWLING GREEN "A"  
SEE ATTACHED SHEETS FOR  
ENLARGEMENTS OF DAMAGED AREAS





ENLARGEMENT OF AREA 1

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

**13. Proposed Transfer of Part of Wattle Grove to the City of Gosnells – Submission to Local Government Advisory Board**

Previous Items	N/A
Responsible Officer	Chief Executive Officer
Service Area	Chief Executives Office
File Reference	
Applicant	
Owner	
Attachment 1	Submission to the Local Government Advisory Board

**PURPOSE**

1. To note the submission by the Shire of Kalamunda to the Local Government Advisory Board (LGAB) with respect to its Inquiry into the proposal for the transfer of part of Wattle Grove to the City of Gosnells.

**BACKGROUND**

2. The LGAB advised in December 2015 that it had received a proposal from residents within Wattle Grove requesting a portion of Wattle Grove be transferred from the Shire of Kalamunda to the City of Gosnells and it would hold an Inquiry into the proposal.
3. Clause 2 (d) of Schedule 2.1 of the *Local Government Act 1995* (the Act) provides for the submission to the LGAB of a proposal of this nature. Clauses 3, 4 and 5 of Schedule 2.1 of the Act provide for consideration of proposals, notice of inquiry and conduct of inquiry.

**DETAILS**

4. The LGAB advertised the conduct of the Inquiry on 26 January 2016 and advised submissions on the proposal closed on 3 March 2016.
5. As part of the Inquiry, the LGAB held a meeting with the Shire President, Chief Executive Officer and other interested councillors. It also held a Community meeting on the evening of 23 February 2016 in Forrestfield.
6. The Shire of Kalamunda, through a letter from the Shire President to all residents of the area subject to the proposal, advised them of the LGAB Inquiry and sought feedback to Council to assist it in its response.
7. This culminated in many residents attending the Ordinary Council Meeting on 22 February 2016 and expressing their opposition to the proposal. The Council subsequently passed the following motion:-

*That Council:*

1. *Oppose the proposed change of boundaries to cede parts of Wattle Grove to the City of Gosnells. Further that the Shire*

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*President is authorised to communicate the Shire's opposition to the proposal to the Local Government Advisory Board (LGAB) and the community at large.*

8. The submission to the LGAB addresses the statutory matters in clause 5 (2) of Schedule 2.1 of the Act and includes the above Council motion. The Shire's submission calls for the LGAB pursuant to clause 6 (1) (a) of schedule 2.1 of the Act, to recommend that the Minister reject the proposal.
9. Additionally, the Shire's opposition and rejection of counter proposal submitted by the City of Gosnells to the LGAB are included in the submission.

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

10. Schedule 2.1 of the Act.

#### **POLICY CONSIDERATIONS**

11. Nil.

#### **COMMUNITY ENGAGEMENT REQUIREMENTS**

12. See comments in points 6 and 7.

#### **FINANCIAL CONSIDERATIONS**

13. None from this report

#### **STRATEGIC COMMUNITY PLAN**

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

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

OBJECTIVE 6.1: To ensure a highly effective and strategic thinking Council sets direction and works for the greater good of the community at all times.

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

#### **SUSTAINABILITY**

##### **Social Implications**

15. None from this report.

##### **Economic Implications**

16. None from this report.

##### **Environmental Implications**

17. None from this report.

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## RISK MANAGEMENT CONSIDERATIONS

18.

Risk	Likelihood	Consequence	Rating	Action/Strategy
Councillors not made aware of the submission	Unlikely	Minor	Low	Ensure availability of submission is not restricted.

## OFFICER COMMENT

19. The Shire's submission expressing strong opposition to the proposal was provided to the LGAB on 3 March 2016.

<b>Voting Requirements: Simple Majority</b>
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## OFFICER RECOMMENDATION (C&C13/2016)

That Council:

1. Notes the Shire of Kalamunda submission to the Local Government Advisory Board with respect to its Inquiry into the proposal for the transfer of part of Wattle Grove to the City of Gosnells.

Moved:

Seconded:

Vote:

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## SHIRE OF KALAMUNDA

### SUBMISSION TO THE LOCAL GOVERNMENT ADVISORY BOARD

#### TRANSFER OF PART OF WATTLE GROVE TO THE CITY OF GOSNELLS

##### 1. Background

The Shire of Kalamunda was initially designated a local government authority in 1897 as the Darling Range Road Board. The name and designation was changed to the Shire of Kalamunda in July 1961. It covers an area of 349 square kilometres.

Whilst the suburb of Wattle Grove is not a physically large part of the Shire area, it has been part of this local government district since its inception and has significantly important historical and cultural ties to the Kalamunda district and therefore an integral part of the Shire.

##### 2. Statutory Matters to be Considered

###### 2.1 Community of Interest

Although it is claimed that the major roads within the area impact on development and maintenance of a close community of interest with other parts of the Kalamunda district, it is considered that this claim should be rejected.

The fact that there are major roads which pass through this portion of the district is no different to similar situations that are present in many other local government districts both within the metropolitan and regional without having a significant impact on the community of interest of the residents within the area.

Additionally, the area the subject of the submission is located in close proximity to the Shire's largest recreation complex at Hartfield Park and also the commercial activity centre at Forrestfield Forum.

The proximity of these facilities, together with the historic links to the district has strengthened the community of interest ties with this local government area.

###### 2.2 Physical and Topographic Features

The area the subject of the proposal has a range of physical and topographical features ranging from flat parcels of land alongside Tonkin Highway rising up the escarpment bordering Welshpool Road and either side of Crystal Brook Road.

Although there are some urbanised areas to the west of Tonkin Highway, rural areas of Wattle Grove share commonality of zoning, services, infrastructure and

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lot sizes with a number of other rural areas within the Shire, such as Pickering Brook and Bickley.

### **2.3 Demographic Trends**

The area is currently home to resident enjoying a rural lifestyle and have expressed their desire to retain this lifestyle. Recognising that in the future this area is flagged as an urban investigation area under the Shire's Planning Scheme it is likely that urbanisation will occur post 2025 which is in accord with the draft Outer Metropolitan Regional Plans. The demographic trends under this scenario will see increased population and density post 2025. This future urban population will add to the service demands of the Shire given proximity to Shire services. It would be unreasonable that the Shire become the service provider whilst the City of Gosnells would collect rates revenues under the boundary proposal being considered.

### **2.4 Economic Factors**

The removal of this section of Wattle Grove from the Shire of Kalamunda offers no tangible economic advantages to the community. The petitioners and the City of Gosnells in their submission give no evidence of improved economic outcomes. The existing residents live of large rural lifestyle blocks. Most resident are professional, semi-professional or small business operators with little interest in securing jobs in the proposed industrial area the MKSEA area as signalled by the City of Gosnells.

### **2.5 History of the Area**

As indicated in point 1 above, this area has been part of this local government area since its creation and therefore has a long and strong association with Kalamunda.

The Wattle Grove area was for many years primarily an agricultural livestock area and a large portion of the area still retains rural lifestyle lots, with many of the owners having lived there for many years, some of them all their life, with second and third generations still residing there.

Although part of the area has now become urbanised, Wattle Grove is an integral part of the Shire.

### **2.6 Transport and Communication**

The Wattle Grove area has a range of sealed road types from those suited to servicing the rural style lots through to normal residential type roads and the regional roads of Welshpool Rd East and Tonkin Highway. This road network is considered more than adequate to service the needs of private and commercial vehicle users.

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Public transport is provided by Transperth with bus services provided through the area via the Kalamunda – Perth routes. There is little prospect that this would change should there be a local government district boundary change.

## **2.7 Matters Affecting the Viability of the Shire**

The key factor for the Shire will be the loss of rates from these properties and the spreading of that loss to other ratepayers. The Ratepayer estimates a rate increase of 2.5%.

## **2.8 Effective Delivery of Local Government Services**

The proposed removal of this section of Wattle Grove would detract from effective delivery of services to that community. The Shire of Kalamunda has a solid reputation in providing significant community services and the majority of the community living in the area being targeted for excision are happy with the service they received from the Shire. This was clearly heard at the recent meeting held by the Local Government Advisory Board with that community.

The majority of the community indicated they felt that service delivery would decline if they were folded into the City of Gosnell. The Shire concurs with that view given the Shire's extensive array of community services and facilities that it has available to that community.

## **3. City of Gosnells Proposal**

The Shire has been provided with a copy of the City of Gosnells submission on the proposal.

It is interesting to note that the City of Gosnells has submitted an amendment to the initial proposal to include an additional portion of Wattle Grove in the proposed transfer of territory from the Shire to the City.

It is most disappointing that the City included this amendment without prior notice or discussion with the Shire of Kalamunda or the Council.

Additionally the City's submission focuses almost entirely on this amendment to the proposal and virtually ignores making comment on the substantive proposal.

The City of Gosnells 'counter-proposal' should be dismissed as it seeks to expand the area under consideration without providing affected residents the opportunity to properly respond to the expanded proposal.

The City of Gosnells is prepared to accept the land under consideration under this review ONLY if the additional land is included. As the Advisory Board cannot and should not consider the expanded boundaries proposed by Gosnells without following proper process, the only alternative option is to assume that Gosnells is not prepared to accept this proposal on its face value.

It should be noted that Gosnells' interests are in expanding the industrial MKSEA area. The proponents of this boundary change are doing so on the basis they wish Wattle Grove to

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remain rural. The Gosnells counterproposal should therefore be considered at odds with both the applicants to this proposal and those who wish the status quo to remain.

Nevertheless, the comments made by the City with respect to inclusion of the amendment have been noted, however the Shire considers that any issue contemplated by the City could be overcome through a cooperative relationship.

The Shire of Kalamunda contends that if the Advisory Board was to give consideration to the amendment proposed by the City of Gosnells, that in terms of the original proposal Inquiry, it should be subject to the process provided for in clause 6.2 of schedule 2.1 of the *Local Government Act 1995*.

Irrespective of the above, the Shire and Council outright rejects the City of Gosnells amendment to the original proposal.

#### **4. Conclusion**

The Shire of Kalamunda and Council have received many approaches from residents in the subject area, expressing total support for the Shire and being totally opposed to the proposal.

This support was reinforced at the Ordinary Council Meeting of 22 February 2016 with approximately 70-80 residents attending the meeting and again expressing support for the Shire.

The Council passed the following motion at the meeting:-

#### **RESOLVED OCM 02/2016**

That Council:

1. Oppose the proposed change of boundaries to cede parts of Wattle Grove to the City of Gosnells. Further that the Shire President is authorised to communicate the Shire's opposition to the proposal to the Local Government Advisory Board (LGAB) and the community at large.

The Shire of Kalamunda therefore requests that pursuant to clause 6.1 (a) of schedule 2.1 of the *Local Government Act 1995* the Advisory Board recommend that the Minister reject the original proposal and the proposed amendment submitted by the City of Gosnells.

Finally the Shire of Kalamunda wished to express its concerns in relation to the process regarding the acceptance of submissions to this proposal. Whilst not wishing to disenfranchise anyone, the Shire is concerned that the online submission process provides ample opportunity for multiple submissions by an individual. Whilst we are not suggesting this is occurring, we are concerned that a suitably motivated individual may significantly skew the nature of the submissions.



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

**14. CONFIDENTIAL ITEM Enterprise Bargaining Agreement (Operations Employees) August 2015 – 30 June 2018**

Reason for confidentiality. Local Government Act s 5.23(2) (a). A matter affecting an employee or employees

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

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- 10.0        MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
- 11.0        QUESTIONS BY MEMBERS WITHOUT NOTICE**
- 12.0        QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**
- 13.0        URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY  
DECISION**
- 14.0        TABLED DOCUMENTS**
- **Ray Owen Management Committee**
  - **Disability Access and Inclusion Advisory Committee**
  - **Kostera Oval Advisory Committee**
  - **Hartfield Park Advisory Committee**
  - **Scott Reserve Advisory Committee**
- 15.0        MEETING CLOSED TO THE PUBLIC**
- 16.0        CLOSURE**



**MINUTES**  
**RAY OWEN MANAGEMENT COMMITTEE**  
**HELD AT RAY OWEN SPORTS CENTRE**  
**THURSDAY 4 FEBRUARY 2016 AT 6.30PM**

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**1.0 OPENING OF THE MEETING**

The Presiding member opened the Meeting at 6.30pm and welcomed all in attendance.

**2.0 ATTENDANCES AND APOLOGIES**

**Attendance:**

Committee Members

Cr John Giardina	Councillor Delegate /Presiding member
Peter Hanson	Kalamunda and Districts Basketball Association (KDBA)
Nicole McKennay	Kalamunda and Districts Netball Association (KDNA)
Tracey Clemesha	Kalamunda and Districts Netball Association (KDNA)
Matt Pember	Kalamunda and Districts Basketball Association (KDBA)

Shire of Kalamunda Staff

Kevin O'Connor	Coordinator Recreation Facilities and Services (CRS)
Fiona Stuart	Recreation Services Officer (RSO)

Observers

Cr Michael Fernie	Deputy Councillor Delegate
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**Apologies:** Nil

**3.0 CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING**

'That the Minutes of Ray Owen Management Committee Meeting, held at Ray Owen Sports Centre on 26 November 2015 be confirmed as a true and accurate record of the proceedings.'

Moved:	Peter Hanson
Seconded:	Tracey Clemesha
Vote:	Carried Unanimously (5/0)

**4.0 DISCLOSURE OF INTERESTS**

**4.1 Disclosure of Financial or 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 and 5.71 of the Local Government Act 1995*)

Nil.

**4.2 Disclosure of Interest Affecting Impartiality**

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

Nil.

**5.0 CORRESPONDENCE**

Nil.

**6.0 MATTERS ARISING FROM PREVIOUS MINUTES**

Nil.

**7.0 ITEMS FOR COMMITTEE CONSIDERATION**

**7.1 Running Action Register**

Final Licence Agreements handed to Association to sign and seal.

Ventilation project complete and can now be removed from the Running Action Register.

**7.2 Ray Owen Draft Licence Agreement**

As per Running Action Register, the final document was handed to Associations at the meeting to sign, seal and return to Shire of Kalamunda.

**Officer Comment.**

That the Licence Agreement Documents be signed and sealed by both the President and Secretary of both KDNA and KDBA and returned to Shire of Kalamunda for signing. Each Association will then receive a copy of the signed document.

**7.3 Update on Ray Owen Master Plan**

The CRS advised the committee of the current status of the plans implementation, noting the following relevant issues:

- Environmental Study will be completed in Autumn
- BMX application submitted for CSRFF funding in relation to increase in ramp height and improvements to club rooms
- Council still seeking to submit costs for Water and Power studies through Mid-year budget review.
- Lesmurdie Mazonod Cricket club have submitted plans and application to Shire of Kalamunda for two additional cricket nets.

**Officer Comment.**

That the information on the Ray Owen Master Plan be received.

#### 7.4 **Review of Management and Advisory Committees**

CRS advised the Committee that a motion from the November 2015 OCM requested a review of the Current Advisory and Management Committees within the Shire of Kalamunda.

CRS asked the Committee for any further comment on the proposed review and if members felt there was still value in bringing the user groups together.

It was noted by both Associations that the current Management Committee structure works well. However, in regards to the Ray Owen Master Plan (ROMP) there is a need to involve the other user groups of the reserve in some form of meeting.

The Presiding member commented that perhaps a Steering Committee including Football, cricket and BMX would be more relevant in relation to the ROMP, or reverting back to the previous Advisory Committee set up.

KDBA commented that at one time the Committee did involve Cricket, Football, BMX Parks and Gardens and also a member of the public and meetings were conducted about every two months. These meetings eventually faded out due to the lack of attendance by some Clubs.

The Associations noted that there is no longer the connection with the other user groups except for when an event may be taking place. Cr Fernie advised that he has discussed the proposition of a Steering Committee with other user groups.

The committee agreed that a Steering Committee with the purpose of driving the ROMP would be of real benefit. This Steering Committee should only be formed once the relevant studies (power, water parking etc.) have been completed so that a clear purpose and intent would be achieved.

The possibility of an overarching Sport and Recreation Committee was questioned as to how it could work as it would be extremely large, with too many user groups being involved.

#### **Committee Comment**

That the Committee;

- Do not support an overarching Shire Wide Sport and Recreation Committee Structure as it would be extremely large, with too many user groups being involved.
- Would support the formation of a Ray Owen Reserve Steering Committee for implementing the Master Plan once the relevant studies have been completed (power/water/environmental impact/car parking) so as to coordinate project priorities and strategically consider timing and sourcing of funding to minimise competing against one another.

#### 7.5 **Shire of Kalamunda Budget 2016/2017**

The Shire of Kalamunda will soon be commencing the 2016/2017 budget process.

The Associations are invited to present their proposed capital works and programmed maintenance requests for inclusion in 2016/2017 budget deliberations by 12 February 2016.



KDNA discussed the possibility of submitting a request to change the current lights on the outside netball poles to LED and placing two extra light on the middle poles.

Associations are to submit any requests by the date indicated above.

**Officer Comment**

That the information re the 2016/2017 budget be received.

**7.6 Grants and Funding Opportunities**

RSO reminded all Committee members that the following Shire of Kalamunda funding opportunities are now open and available for both Sporting and Community Groups to apply for;

- Sport and Recreation Development Funding Program – Up To \$1000
- Community Development Funding Program – Up To \$1000
- Kala Sports Star
- Club fundraising Funding Program– Up To \$500

The current round closes on the 31 March 2016.

RSO appreciated that the Associations always pass on the information regarding such opportunities to their Clubs.

Further funding opportunities are available through –

- Department of Sport and Recreation - **Club Equipment Subsidy Scheme** opens 14 March 2016 and closes 15 April 2016.
- **Bendigo Bank Sponsorship** - Application forms are available online through the Bendigo Bank website or from Forrestfield **Community Bank**<sup>®</sup> Branch or High Wycombe **Community Bank**<sup>®</sup> Branch

Further details about all funding opportunities are on the Shires "Grants and Funding" section of the Website

If you have any enquiries regarding the funding program, please contact the Shires Recreation Services Officer, Fiona Stuart at [Fiona.stuart@kalamunda.wa.gov.au](mailto:Fiona.stuart@kalamunda.wa.gov.au) or applications forms are available via the Shire's website at [www.kalamunda.wa.gov.au](http://www.kalamunda.wa.gov.au)

**Officer Comment**

That the grant information be received.

**7.7 Waste Management**

Waste management issues at the venue are still not fully resolved.

Associations have not received invoices for waste costs since the new contractor was employed by the Shire and are concerned that retrospective bills will now be received.

KDNA noted that there are concerns about what the Associations are being charged for, as extra bins have been provided for Netball but these seem to be used by members of the public as there are very few bins around the actual reserve and bush tracks.

RSO will organise an onsite meeting with Stuart Edwards (Supervisor Waste Management) to discuss all matters.

It was suggested that this matter be placed onto the Running Action register until fully resolved.

**Officer Comment**

That information regarding waste management be received.

**7.8 Programmed Maintenance to Gardens, Outside Courts and Exterior of Building**

Associations have reported ongoing issues with excess leaf litter, blowing of waste into car park area and general maintenance.

It was noted that some of the Operations Teams that attend the building for maintenance do not pick up the excess leaf litter on the outside courts or around the building. This causes issues as leaf litter that sits on the courts can cause damage to the surface, and the leaf litter around the building that is blown off the paths tends to build up in drain and run off areas.

This problem has previously caused water damage to the indoor courts and is also a very real fire hazard.

The Associations would request that all teams that attend the centre for maintenance are required to ensure that leaf litter is picked up and removed from the site.

RSO to follow up with Coordinator of Open Space in regards to works to be completed.

**Officer Comment**

That information regarding Programmed Maintenance be received

**8.0 LATE ITEMS/OTHER BUSINESS**

"That Committee endorse late items/other business to be included in the agenda"

Moved : Matt Pember

Seconded: Nicole McKennay

Vote: Carried Unanimously (5/0)

**8.1 Upgrade to Toilets at Ray Owen Sports Centre**

KDNA requested information regarding the toilets in the foyer area that are still to be upgraded.

RSO advised the Committee that Building Maintenance did not have any works programmed in for Ray Owen in relation to completion of toilet upgrades and that nothing was recorded in the Minutes of the August 2015 Meeting of the Ray Owen Management Committee in relation to the matter.

RSO requested that KDNA source any written confirmation from the Shire re the items and present this to the Shire for further investigation.

**Officer Comment**

That information regarding Toilet upgrades be received

**9.0 DATE OF NEXT MEETING**

The next Ray Owen Management Committee Meeting will be held on 5 May 2016 at 6:30pm at the Ray Owen Sports Centre.

**10.0 CLOSURE**

There being no further business the Presiding Member declares the meeting closed at 7:30pm

**CONFIRMATION OF MINUTES**

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

Signed:..... Presiding Member

Dated this .....day of .....2016





**MINUTES  
DISABILITY AND CARERS ADVISORY COMMITTEE  
HELD AT THE ADMINISTRATION CENTRE  
COMMITTEE ROOM 1  
MONDAY 8 FEBRUARY 2016**

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**1.0 OPENING OF THE MEETING**

The Returning Officer opened the Meeting at 3.10pm and welcomed all in attendance. Members introduced to one another.

**2.0 ATTENDANCES AND APOLOGIES**

**2.1 Attendance:**

Committee Members

Justin O'Meara Smith	Organisation providing services Presiding Member
Cr. Tracy Destree	Councillor Delegate Deputy Presiding Member
Elizabeth Small	Organisation providing services
Peter Thorpe	Person living with disability
Daniel Baines	Person living with disability
Kerry Fryers	Manager Community Care
<u>Shire of Kalamunda Staff</u>	
Leah Matthes	Minute Taker – Senior & Disability Officer (S&DO)

**3.0 ELECTION OF PRESIDING AND DEPUTY PRESIDING MEMBERS**

**3.1 Election of Presiding Member**

Returning Officer – Leah Matthes (acting on behalf of the Chief Executive Officer).

The Returning Officer advised that she had received a nomination in writing from Justin O'Meara Smith for the position of Presiding Member, and called for any further nominations.

As there were none, the Returning Officer declared Justin O'Meara Smith elected unopposed to the position of Presiding Member.

**No further action**

**3.2 Election of Deputy Presiding Member**

Returning Officer – Justin O'Meara Smith (Presiding Member).

The returning Officer advised that he had received a nomination in the name of Cr. Tracy Destree for the position of Deputy Presiding Member, and called for any further nominations.

As there were none, the Returning Officer declared Cr. Tracy Destree elected unopposed to the position of Deputy Presiding Member.

**No further Action**

**4.0 CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING**

Minutes were noted but not endorsed.

**Action:** Confirmation of the Minutes of the Disability Access and Inclusion Advisory Committee Meeting, held at the Administration Centre on 20 February 2015 be confirmed at the next meeting.

**5.0 DISCLOSURE OF INTERESTS**

**5.1 Disclosure of Financial or 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*)

Nil.

**5.2 Disclosure of Interest Affecting Impartiality**

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

Nil.

*It was noted that Cr Tracy Destree and Justin O'Meara Smith indicated that they have interests related to NDIS and Elizabeth Small disclosed she represents a service provider who provides services to local residents. As there was no item requiring a decision this affected, a formal declaration of interest is not required.*

**6.0 CORRESPONDENCE**

**6.1 IN**

Email Sam Assaad regarding Asphalt fillers for driveways

**6.2 OUT**

Nil

**7.0 ITEMS FOR COMMITTEE CONSIDERATION**

**7.1 Terms of Reference – revised**

S&DO advised that the name of the committee was changed following a request from Council to include a reference to "Carers" in the title.

Shire of Kalamunda (SOK) reviewed the Terms of Reference following the change of Committee name from 'Disability Access and Inclusion Advisory Committee' to 'Disability and Carers Advisory Committee'.

The change included a specific list of membership positions to ensure representation from a broad range of people with experience in the field of disability.

One of the positions for *a community member that is a carer of people with disability* has not been filled and the SOK has re-advertised for this position.

Each position is required to have a deputy and these positions have also been advertised.

Cr. Tracy Destree referred to item: *10. Key Performance Indicators* in the Terms of Reference and explained that Council is still in the process of developing the KPI's.

**Action:** Kerry Fryers - Committee members to be advised when the KPI's have been set

Cr. Tracy Destree suggested that committee members contribute appropriate KPI's for consideration at the next meeting.

**Action:** Committee members to contribute suggestions for KPI's at the next meeting.

#### 7.2 **Disability Access and Inclusion Plan (DAIP)**

A copy of the DAIP was distributed to each of the members.

S&DO explained that the DAIP is reviewed by staff annually and a report is submitted to the Disability Services Commission (DSC) to meet legislative requirements.

The DAIP has a life of 5 years and a new plan will be developed for submission to DSC in June 2017. It is a requirement that the SOK consult with the community when redeveloping the plan.

Cr. Tracy Destree commented that Council have a role in making decisions around statutory planning and budget allocation.

Justin O'Meara Smith requested clarity on the role of the advisory group in reviewing the DAIP.

**Action:** Kerry Fryers to clarify the role of the DACAC

Committee asked to view the internal working document which sits behind the DAIP (DAIP Implementation Plan).

**Action:** Kerry Fryers to establish whether the document can be tabled at the meeting



**7.3 International Day of People with Disability 3 Dec 2015**

In 2015 the Committee were involved in planning a photographic display depicting students from the Kalamunda Secondary Education Support Unit out in the community on work experience.

Due to the Kalamunda Library being closed for repairs the display was presented for a two week period at the Lesmurdie Library along with a selection of books and DVD's which featured people with disability.

Library staff advised that the display was viewed with interest by library users.

Peter Thorpe enquired whether the SOK employed people with disability. S&DO advised SOK has outlined their strategies for employment of people with disability within Outcome 7 of the DAIP.

**No further action**

Justin O'Meara Smith advised that the City of Bunbury has a project named "MARCIA" (Most Accessible Regional City in Australia). The goal of the project was to make the City of Bunbury the most accessible city in Australia. (See attached information sheet)

**7.4 ACROD bay upgrade – Haynes Street**

The Shire of Kalamunda will upgrade the ACROD bay on Haynes Street near the Bakery to meet current standards.

**No further action**

**7.5 Meeting dates for 2016**

Justin O'Meara Smith noted the dates for future meetings:

- 9 May 2016
- 8 August 2016
- 14 November 2016

Cr. Tracy Destree enquired as to whether all objectives under the Terms of Reference could be met throughout quarterly meetings or whether more frequent meetings were required.

Justin O'Meara Smith noted that a meeting was cancelled in 2015 due to lack of business to discuss and that it was an option to call an extraordinary meeting when a major agenda item required discussion.

It was agreed that quarterly meetings would be scheduled and that an extra meeting would be called if required.

**No further action**

**8.0 URGENT BUSINESS WITH APPROVAL OF THE PRESIDING MEMBER**

**8.1 National Disability Insurance Scheme (NDIS)**

Cr. Destree posed the question: "How can the Disability and Carers Advisory Committee achieve 3.1.4 from the Terms of Reference?"

*3.1.4 Considering issues relevant to supporting and promoting WA National Disability Insurance Scheme (NDIS) and other support services that assist people to achieve the goals of their lifestyle plan.*

The committee agreed that this would be added to the agenda for discussion.

**Action:** S&DO – add to the August agenda

Justin O'Meara Smith is a member of the NDIS Perth Hills Trial Local Advisory Group (Disability Service Provider Representative).

Justin O'Meara Smith referred to the NDIS and My Way trials. The trials have been extended for one year until June 2018. He advised that it is not known what will happen next and the independent evaluation is not going to be published as this is a report to inform the scheme and not the public.

**No further action**

8.2 **Driveway Access**

Cr. Tracy Destree tabled a photograph of a modified driveway in City of Canning which had been made accessible by the council.

Operations staff at the SOK advised that although placing asphalt fillets for driveways is not a normal practice, it has been done on a case-by-case basis. This is subject to availability of budget.

**No further action**

8.3 **Meeting Times**

Cr. Destree requested that the meeting time be changed to 4.00pm. S&DO explained that Committee Room 1 would not be available at this time due to the Council Meeting scheduled on Monday evenings.

S&DO will ascertain whether there is another accessible venue close to the Administration Centre which could be booked for the next meeting and advise the committee.

**Action:** S&DO – Investigate availability of venue and advise committee accordingly.

8.4 **Future Direction**

Justin O'Meara Smith moved:

"That the direction for future meetings in 2016 be planned as follows:

**9 May 2016**

- Promoting and improving access to facilities within the Shire of Kalamunda. Identify opportunities.
- Discuss date and theme of International Day of People (IDPwD) with Disability and Disability Awareness Week.

**8 August 2016**

- How will we recognise and celebrate IDPwD and Disability Awareness Week?
- How can DACAC improve and promote access to the NDIS?
- Disability Access and Inclusion Plan – Identify good practice

**14 November 2016**

- Finalise IDPwD
- Disability Access and Inclusion Plan – Identify good practice

Moved: **Justin O'Meara Smith**  
Seconded: **Kerry Fryers**  
Vote: **CARRIED UNIMOUSLY (6/0)**

**9.0 DATE OF NEXT MEETING**

The next meeting will be held on Monday 9 May 2016

**10.0 CLOSURE**

There being no further business the Presiding Member declared the meeting closed at 4.20pm.

**CONFIRMATION OF MINUTES**

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

Signed:..... Presiding Member

Dated this .....day of .....2016



**MINUTES  
KOSTERA OVAL ADVISORY COMMITTEE  
HELD 5.30PM, 16 FEBRUARY 2016  
PAT MORAN PAVILION**

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**1.0 OPENING OF THE MEETING**

The Presiding Member opened the meeting at 5.35pm.

**2.0 ATTENDANCES AND APOLOGIES**

Committee Members:

Kathy Ritchie	Kalamunda Senior High School (KSHS)
Mike Perry	Kalamunda and District Junior Football Club – (Presiding Member)
Glenn Docherty	Kalamunda Cricket Club (KCC)
Wayne Garwood	Kalamunda Show Representative (KSR)

Shire of Kalamunda Staff:

Kevin O'Connor	Coordinator Recreation Services (CRS)
Fiona Stuart	Recreation Services Officer (RSO)
Daniel Nelson	Coordinator Project Delivery (CPD)

Apologies

Cr Tracey Destree	Shire of Kalamunda Cr Delegate
Anthony O'Toole	Kalamunda Lapidary Club (KLC)

**3.0 CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING**

"That the minutes of the Kostera Reserve Advisory Committee meeting held on 01 December 2015 are confirmed as a true and accurate record of the proceedings".

Moved: **Wayne Garwood**  
Seconded: **Kathy Ritchie**  
Vote: **Carried Unanimously (4/0)**

**4.0 DISCLOSURE OF FINANCIAL AND PROXIMITY INTERESTS**

**4.1 Disclosure of Financial or 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)*
- Nil.



#### **4.2 Disclosure of Interest Affecting Impartiality**

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

Nil.

### **5.0 MATTERS ARISING FROM PREVIOUS MINUTES**

#### **5.1 Kostera Oval Redevelopment**

CPD was present to provide the following update of the redevelopment;

- Laying of turf on the second half of the oval is now complete and the maintenance of the whole area will be handed to Shire of Kalamunda on 12 March 2016
- Temporary fencing onsite is due to be removed by the end of February in line with the completion of the permanent fencing.
- First draft of the lighting design for the reserve has been completed. Further investigation as to the current standard of lighting on the oval is also being undertaken, with a view to ensuring that the correct level of lighting is being provided.
- Works on the maintenance shed for cricket equipment is due to start next week with completion estimated to take three weeks.
- Requirements regarding the power supply to Maintenance shed still to be developed, conduit to the site has been installed.
- Further work is to take place;
  - on an internal fence at the Southern end of the ovals
  - Disabled access ramp
  - Drainage

KCC raised concerns about the vulnerability of the turf wicket once the temporary fencing was removed, and noted that people are accessing the oval now, even with the temporary fencing in place. KCC are concerned that the new turf wicket is very exposed and would like to see some temporary fencing installed around the wicket.

KDJFC have the Clubs registration day on the 21 February 2016 at Kostera Oval and KCC would like to have temporary fencing erected around the turf wicket if possible to ensure that no one walks across the wicket.

KDJFC enquired as to when the Club could have access to the oval to commence training.

CPD noted that Clubs could have access to the main oval immediately, however, there were concerns over protecting the turf wicket.

CPD will advise Clubs and RSO when wicket is secure so that training can be scheduled at the oval.

KDJFC advised the Committee that the junior season is scheduled to commence on the 8 April 2016. CPD advised the Committee that a representative of KDJFC and the Manager Community Development had met that morning and agreed that the first home fixture would take place in the third round of the season to ensure that the entire oval would be available.



RSO has been liaising with both the WA Football Commission and the Swan Districts Competitions Director regarding fixturing and will advise them accordingly.

KSHS raised a query regarding the placement and moving of goals on the ovals particularly after school use.

CPD advised the Committee that the Project control Group will investigate the cost of fabricating lightweight soccer goals that can be easily moved and perhaps locked to fences over weekend periods.

KSHS also raised a query regarding the type of signage that will be placed at the oval once a final name is decided upon.

CPD advised the Committee that there may be certain restrictions regarding signage within the funding agreement. CPD will investigate and provide further information.

RSO asked CPD if there was any further information on the Opening Event for the redevelopment. CPD advised the Committee that the event would hopefully be sometime in April depending on the availability of the relevant dignitaries.

CPD further advised the Committee that the details of the Opening Event are currently being developed by the Shire's Public Relations.

**Officer Action:**

That the Shire continue to work with all user groups and the Committee regarding the redevelopment.

**5.2 Proposal for New Site Name**

CRS advised the Committee that the Committee endorsed proposal for the new name for the site is currently out for Public comment, closing on the 01 March 2016. There have been several comments received to this point.

**Officer Action: Nil**

**5.3 Kalamunda Show**

CPD advised that some core sampling had taken place on the main oval in January and that the roots depth and strength was good. Further samples would be taken at the end of February.

CPD further advised that there had been concerns with the initial compaction of the oval, but the Parks and Reserves team have been rolling the turf with the 8 ton roller and cutting the lawn to a shorter length and there is improvement.

CPD noted that the management of the heavy vehicles on the oval during the Show period will need further discussion, with the suggestion of matting across the oval for all heavy vehicles.

KSR have submitted a draft site plan and draft traffic management plan to the Shire, this was available to Committee members at the meeting.

The Acting Supervisor of Parks and Reserves has made an initial response to the Traffic Management plan and a follow up meeting with RSO, KSR and the Acting Supervisor to further progress the details of the plan will be organised for late early March.

**Officer Action:**

RSO to organise meeting with Parks and Reserves and KSR to further advance details of the Traffic management plan for the Kalamunda Show. RSO to ensure that Committee are updated

**5.4 Opening of the New Site**

This item was referred to in 5.1.

**Officer Action**

Nil

**6.0 CORRESPONDENCE**

Nil.

**7.0 ITEMS FOR COMMITTEE CONSIDERATION**

**7.1 Management and Advisory Committee Review**

CRS advised the Committee that a motion from the November 2015 OCM requested a review of the Current Advisory and Management Committees within the Shire of Kalamunda.

CRS asked the Committee for any further comment on the proposed review and if members felt there was still value in bringing the user groups together. CRS further advised members that under the Local Government Act, the role of Advisory Groups is to advise Council.

In regards to the proposed overarching Shire Wide Sport and Recreation Committee, the Presiding Member noted that once the redevelopment of Kostera was complete, there would not be much to plan strategically. The Presiding Member also noted that such a Committee would be too big and too unmanageable. The Presiding Member remarked that the current Committee structure worked very well.

KCC noted that the proposed overarching Shire Wide Sport and Recreation Committee would not be conducive to all the clubs needs and had the potential to cause more problems rather than solve them. KCC felt that the current formal structure worked well.

KSHS and KSR also commented that the current structure works well and noted that their responses to the questionnaire have been provided to the Shire of Kalamunda for inclusion in the review.

KCC and KDJFC have also provided responses to the questionnaire.

**Committee Comment**

That the Committee;

- Do not support an overarching Shire Wide Sport and Recreation Committee as it would be too big and too unmanageable.
- Support the current formal structure for Advisory Committees.

**8.0 LATE ITEMS/OTHER BUSINESS**

"That Committee endorse late items/other business to be included in the agenda"

Moved: **Wayne Garwood**

Seconded: **Glenn Docherty**

Vote: **Carried Unanimously (4/0)**

**8.1 Update on Proposed Viewing Platform for Cricket**

KCC requested further information on the proposed viewing platform for Cricket at Kostera Oval.

CRS noted that a business case is currently being developed with a view to presentation as a future budget item.

**Officer Comment**

That information on the Viewing platform project be received.

**8.2 Alarm at Pat Moran Pavilion**

KCC noted that there are ongoing problems with the Alarm system at the Pavilion. On entry when the Alarm is disarmed, Zone 1 still shows as being armed.

**Officer Comment**

RSO to raise an ICS as a maintenance item.

**8.3 Dog Signs on Oval**

KCC asked how often the oval was patrolled by Rangers to control dog walkers and if a penalty was imposed.

RSO advised the Committee that all reserves within the Shire are regularly patrolled by Rangers and a register of infringements is kept.

KCC requested that new signs regarding the walking of dogs on the oval be placed at all entry points to the oval.

KDJFC commented that current signs are small and not always placed at the point of entry onto the grass. With new entry points added, the opportunity is now presented to develop new signs.



**Officer Action**

RSO to request that Rangers consider new signage for the oval and liaise with the Project control Group as to the best sites and new entry points.

**8.4 Drink Fountain at Pat Moran Pavilion**

KDJFC requested that it be noted in the minutes that the drink fountain at Pat Moran Pavilion was still not working correctly.

KDJFC had requested in November 2015 that the item be placed on the Agenda along with two other items. RSO advised KDJFC at the time that the item regarding the drink fountain would be raised as an ICS maintenance item.

KDJFC requested that since this matter had not yet been resolved since November that future items be placed on the Agenda as requested to ensure that the Committee are updated on any actions.

**Officer Comment**

Future requests for maintenance items to be added to the Agenda.

**8.5 History of Kostera Oval**

KSR presented a bound document containing the full history of Kostera Oval that had been compiled over several months.

The document is nearing completion and free copies will be provided to Committee members, Shire Of Kalamunda, Libraries and the Historical Society with further copies being made available to the general public to purchase for \$20.

**Officer Comment**

That information on the History Of Kostera Oval be received.

**9.0 NEXT MEETING**

Tuesday 17 May 2016 at 5.30pm.

Meeting location is the Pat Moran Pavilion Club rooms.

**10.0 CLOSURE:**

There being no further business the Presiding Member declared the meeting closed at 6.45pm.

**CONFIRMATION OF MINUTES**

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

Signed:..... Presiding Member

Dated this .....day of .....2016



**MINUTES**  
**HARTFIELD PARK ADVISORY COMMITTEE MEETING**  
**HELD AT FORRESTFIELD FOOTBALL CLUB PAVILION, REID OVAL**  
**TUESDAY 02 FEBRUARY 2016 AT 5.30PM**

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**1.0 OPENING OF THE MEETING**

In the absence of both the Presiding and Deputy Members at the commencement of the meeting, Cr Noreen Townsend opened the meeting at 5.38pm. CRS requested from members present, a Committee Member to be Presiding Member to conduct this meeting. Phil Fawell was nominated and accepted the position.

**2.0 ATTENDANCES AND APOLOGIES**

Committee Members:

Cr Noreen Townsend	Deputy Council Delegate
Kevin Adams	Presiding Person (KDRUC) ( Arrived at 5.55pm )
Phil Fawell	Kalamunda Districts Hockey Club (KDHC)
Terry Davidson	Forrestfield Football Club (FFC)
Alex Minson	Forrestfield Cricket Club (FCC)
Geoff Hunter	Forrestfield Flyers Tee Ball Club (FFTC)

Shire of Kalamunda Staff:

Kevin O'Connor	Coordinator Recreation Services (CRS)
Fiona Stuart	Recreation Services Officer (RSO)

Observers

Jeff Tillemans	Kalamunda Districts Bowls Club (KDBC)
Michelle Hutcheon	Forrestfield Scouts (FS)

Apologies:

Cr Allan Morton	Shire of Kalamunda Councillor (Council Delegate)
John Ferguson	Forrestfield Little Athletics Club (FLAC)
Faye Lund	Forrestfield Scouts (FS)
Phil Barker	Forrestfield United Soccer Club (FUSC)
Peter Sheppard	Forrestfield Tennis Club (FTC)
Daniel Nelson	Coordinator Project Delivery (CPD)

**3.0 CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING**

"That the minutes of the Hartfield Park Advisory Committee meeting held on 24 November 2015 are confirmed as a true and accurate record of the proceedings".

Moved: Alex Minson

Seconded: Terry Davidson

Vote: Carried Unanimously (6/0)

#### **4.0 DISCLOSURE OF FINANCIAL AND PROXIMITY INTERESTS**

##### **4.1 Disclosure of Financial or 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)*

Nil.

##### **4.2 Disclosure of Interest Affecting Impartiality**

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

Nil.

#### **5.0 MATTERS ARISING FROM PREVIOUS MINUTES**

Nil.

#### **6.0 CORRESPONDENCE**

Nil.

#### **7.0 ITEMS FOR COMMITTEE CONSIDERATION**

##### **7.1 Corymbia Festival**

RSO reminded the Committee that the Corymbia Festival will be held on the 12 March 2016 at Hartfield Park.

All user groups were advised that the Shire may require the use of all ovals at Hartfield Park for the event commencing on Friday 11 March 2016, concluding on Sunday 13 March 2016.

RSO noted that all was progressing well with plans for the event and reminded FUSC that all soccer goals are to be removed prior to Friday 11 March 2016 to allow set up to commence.

##### **Officer Action**

To keep all user groups informed and updated of the event and requirements.

##### **7.2 Update On Hartfield Park Redevelopment**

The Coordinator Project Delivery (CPD) sent his apologies for the meeting and the CRS provided the following update to the Committee.

- The installation of New Floodlights to the Rugby Union Reserve has now been completed with the Project handed over to the Shire on the 1 February 2016.



- The clearing and turfing of Morrison Oval has been delayed due to the Shire having to re-tender for the project. The re-tendering process has now closed and a contractor is due to be announced soon with works now expected to be completed towards the end of June 2016. This date is not yet confirmed and could change, with all affected user groups to be advised.
- The proposed relocation of the KDHC to the former Darling Range Pony Club site has been delayed due to the requirement to complete and receive both Clearing and Indigenous Heritage approvals.
- The proposed extension to the Soccer club rooms is progressing, with some architect drawings now having been completed. Work on this project is not due to commence until the next financial year.

FS noted that previous indications to relocate the Scout group to the same venue as KDHC had not been taken up with the preference to stay at the current venue at Hartfield. As such, the Scout Hall received upgrades to both the kitchen and the toilets at the facility.

#### **Officer Comment**

That information on Hartfield Park redevelopment be received.

### **7.3 Grants and Funding Opportunities**

RSO reminded all Committee members that the following Shire of Kalamunda funding opportunities are now open and available for both Sporting and Community Groups to apply for;

- Sport and Recreation Development Funding Program – Up To \$1000
- Community Development Funding Program – Up To \$1000
- Kala Sports Star
- Club fundraising Funding Program– Up To \$500

The current round closes on the 31 March 2016.

Further funding opportunities are available through –

- Department of Sport and Recreation - **Club Equipment Subsidy Scheme** opens 14 March 2016 and closes 15 April 2016.
- **Bendigo Bank Sponsorship** - Application forms are available online through the Bendigo Bank website or from Forrestfield **Community Bank**<sup>®</sup> Branch or High Wycombe **Community Bank**<sup>®</sup> Branch
- **Holden Home Ground Advantage**- details available through the Holden Home Ground Advantage Website.

Further details about all funding opportunities are on the Shires "Grants and Funding" section of the Website

If you have any enquiries regarding the funding program, please contact the Shires Recreation Services Officer, Fiona Stuart at [Fiona.stuart@kalamunda.wa.gov.au](mailto:Fiona.stuart@kalamunda.wa.gov.au) or applications forms are available via the Shire's website at [www.kalamunda.wa.gov.au](http://www.kalamunda.wa.gov.au)

#### **Officer Action**

RSO will keep committee updated with all information re grants and funding.

#### **7.4 Seasonal Bookings for Reserves and Identification of Training and Match Areas**

Winter season booking request forms will be sent to clubs within the next week for completion and return by end of February. Clubs are requested to read all the documentation as there are new conditions and requirements within the application for reserve hire. The most notable change to the conditions of hire is the change to the Seasonal Hire dates.

- Winter season is now defined as - **From the second Saturday in April to the last Sunday in September**
- Summer Season is now defined as – **From the second Saturday in October to the last Saturday in March**

These changes have been implemented to give a full two weeks to Parks and Reserves to plan and complete any required remediation work on the reserves. This will assist in ensuring that the reserves are kept in the best condition possible for user groups to utilise.

KDHC noted that this could prove to be difficult at times as season start dates changed each year and SSAs may fixture on the ground.

RSO advised user groups that greater consultation with SSAs will need to occur in regard to the availability of the ground each season.

Should the reserve be available at an earlier time due to completion of seasonal finals, and the maintenance team can schedule any works earlier, the grounds may be available at an earlier time.

Should major remediation work be required on a reserve, the two week period may need to be extended. All user groups will be informed should this be required.

With increasing participation rates in all sports, there is a greater need for the effective maintenance and management of all Shire reserves.

In order to clearly document the areas of use for training and matches at each of the Shire reserves, Shire Officers will be working with all Clubs to correctly record usage. This will assist with maintenance and bookings.

As part of the changeover process, clubs can request a meeting with Ground staff to discuss any reserve requirements by contacting the Recreation Services Officer on 9 257 9839.

All building hand overs will be dealt with by Property Services.

#### **Officer Comment**

That the information regarding Seasonal Bookings be received.

#### **7.5 Use of Herbicides and other Prohibited Substances for line marking.**

Clubs that hire Shire reserves are reminded of the conditions of hire in regard to line marking after one club recently breached these conditions causing damage to the surface of the reserve.



*"Reserves shall only be marked with materials approved by the Shire of Kalamunda. Lime, creosote, herbicide or oil is not to be used under any circumstances for marking reserves. Hirers will be liable for any damage caused by using prohibited materials"*

If Clubs need assistance with this matter then Parks and Gardens Open Space Supervisor, Murray Spackman, can be contacted regarding the preferred products.

**Officer Comment**

That the information on the line marking conditions be received.

**7.6 Review of Management and Advisory Committees**

CRS advised the Committee that a motion from the November 2015 OCM requested a review of the Current Advisory and Management Committees within the Shire of Kalamunda.

Hartfield Park are the first Committee to have the opportunity to provide such feedback and Officers thanked members who have already completed the questionnaire that was circulated.

CRS asked the Committee for any further comment on the proposed review and if members felt there was still value in bringing the user groups together.

KDHC noted that the user groups meetings at seasonal change over time would be valuable, with email and improved online resources made available, a lot of operational matters could be dealt with through these avenues.

KDRUC, FCC, FFC and FFTC all noted that there is still value in face to face meetings between reserve user groups and Council Officers and believe that an informal catch up at seasonal change over meetings would suffice.

Committee Comment

That the Committee;

- Do not support an overarching Shire Wide Sport and Recreation Committee as is it would be too large and diverse to be an effective forum.
- Consider that the current Advisory Committee is no longer required as there are more effective and efficient ways of dealing with operational issues. For Example: Email, Phone or meetings set up as required.
- Support 2 x Seasonal handover meetings per year whereby all user groups would be invited to attend and discuss any relevant issues/topics with the appropriate Shire Officers (from various Departments) prior to the commencement of their sporting season. For Example: ground usage/condition, facility maintenance, reserve bookings, grants etc.
- Would support a strategic steering committee as and when key projects at Hartfield Park arise (for the duration of the project).

**8.0 LATE ITEMS/OTHER BUSINESS**

"That Committee endorse late items/other business to be included in the agenda"

Moved: Alex Minson

Seconded: Kevin Adams

Vote: Carried

**8.1 KDRUC – Tree Stump**

KDRUC advised Officers that during the recent lighting project a large tree had been removed on the eastern side of the ground, however, the stump and some branches still remained onsite. KDRUC requested that the stump be removed.

RSO advised KDRUC that the matter will be followed up with Parks and Reserves

**Officer Comment**

RSO to notify Parks and Reserves.

**8.2 FFC – Sweeping of Car Park and Driveway**

FFC noted that the car park area and driveway at the Reid Oval site were in constant need of sweeping due to the large trees around the site and fire risk this presented.

**Officer Comment**

RSO to notify Parks and Reserves.

**8.3 KDRUC – Tracks on Rugby Union Field**

KDRUC noted that the trucks involved in the new floodlighting project had left large tracks in the pitch around the outside and there was concern that they would not be remediated.

**Officer Comment**

RSO to notify Parks and Reserves.

**8.4 FDBC Trees at Rear of Bowls Club**

FDBC noted that the large trees that overhang the shed and tennis courts at the rear of the Club have still not be pruned.

RSO advised FDBC that a customer service request for this matter had been raised on the 7 January. RSO will follow up on the current status of the request.

**Officer Comment**

RSO to follow up on ICS raised.

**8.5 Parking on Footpath along Morrison Road**

Cr Townsend noted that complaints had been received that KDRUC members have been parking on the footpath on training nights which was restricting wheelchair/mobility scooter access down the road.

Cr Townsend commented that perhaps overflow parking was available in the FDBC site.

KDRUC advised the Committee that Overflow parking was only used on match days as FDBC also used the car park on the same nights that training for rugby was on. KDRUC further noted that parking is an issue at the whole of the Hartfield site, however, members would be reminded not to park on the footpath at any time.

**Officer Comment**

RSO to remind all user groups of parking restrictions at Hartfield Park

**NEXT MEETING**

**9.0**

Tuesday 03 May 2016 at 5.30pm.

Meeting location is the Forrestfield Cricket Club Rooms.

**10.0**

**CLOSURE**

There being no further business the Presiding Member declared the meeting closed at 6:30pm.

**CONFIRMATION OF MINUTES**

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

Signed:..... Presiding Member

Dated this .....day of .....2016



**MINUTES  
SCOTT RESERVE ADVISORY COMMITTEE  
HELD 5.00PM, 23 FEBRUARY 2016  
SCOTT RESERVE PAVILION**

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**1.0 OPENING OF THE MEETING**

The Presiding member opened the Meeting at 5:05pm and welcomed all those in attendance.

**2.0 ATTENDANCES AND APOLOGIES**

Committee Members:

Cr Dylan O'Connor	Councillor Delegate
Frank Scardifield	High Wycombe Cricket Club (HWCC)
Neil Worsley	High Wycombe Amateur Football Club (HWAFC)
Greg Geier	High Wycombe Amateur Football Club (HWJFC)

Shire of Kalamunda Staff:

Darren Jones	Manager Community Development (MCD)
Fiona Stuart	Recreations Services Officer (RSO)
Murray Spackman	Supervisor Open Space (SOP)

Observers:

David Barnes	High Wycombe Amateur Football Club (HWAFC)
Aaron Savory	High Wycombe Cricket Club (HWCC)

Apologies:

Floyd Sullivan	High Wycombe Junior Football Club (HWJFC)
Martyn Creswell	Edney Road Primary School (EPS)

**3.0 CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING**

"That the minutes of the Scott Reserve Advisory Committee meeting held on 08 December 2015 are confirmed as a true and accurate record of the proceedings".

Moved: **Neil Worsley**

Seconded: **Frank Scardifield**

Vote: **CARRIED UNANIMOUSLY (4/0)**

**4.0 DISCLOSURE OF FINANCIAL AND PROXIMITY INTERESTS**

**4.1 Disclosure of Financial or 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)*

Nil.

#### **4.2 Disclosure of Interest Affecting Impartiality**

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

Nil.

### **5.0 MATTERS ARISING FROM PREVIOUS MINUTES**

#### **5.1 Dogs on Reserve**

Rangers have advised Officers that regular patrols occur of all reserves within the Shire. A register is kept of all infringement notices handed out to anyone that breaches the Dog Act and this can be referred to as and if required.

HWCC noted that they have not seen a Ranger at the reserve and would still like further information regarding the number of infringements/cautions that have been issued at the reserve.

MCD advised the Committee that the walking of dogs on sporting reserves was an issue across all reserves within the Shire and not just limited to Scott.

#### **Officer Action:**

Request number of infringements/cautions issued to Scott and also number of weekly patrols undertaken. Information to be provided to Committee at next meeting.

#### **5.2 Park Benches**

HWCC noted that one bench has been placed on Little Scott, however, the Club would have preferred it to have been placed closer to the new viewing platform.

HWCC asked if more benches could be provided. SOS advised the Committee that there were currently no more benches available for Scott and that future allocations would be on a rotational basis as other Parks and Reserves have to be considered.

#### **Officer Action**

Nil

#### **5.3 Car Park Re-Marked and Relocate Disabled Bays**

The request for re marking of the lines within the car park has been progressed and a quote has been obtained to complete the work. Engineering are now awaiting the funds to complete the works.

#### **Officer Action:**

RSO will seek clarification of when the request will be further progressed.

#### **5.4 Playground Shade**

The request for shade sails to go over the playground at Scott Reserve is being investigated by Operations, with costings being developed. The possibility of moving the current shade sail from Pioneer Park playground is also being looked into by Parks and Reserves and Asset Management.

HWCC asked whether the playground equipment at Pioneer could possibly be moved from the site to Scott Reserve as the equipment has not been updated in many years.

Asset management are currently working with Community Development, Parks and Reserves and Infrastructure services to record all assets at Pioneer Park and to consider the locations most in need for them to be relocated to, if possible.

If the relocation of the shade sails was not possible due to size or condition, a budget bid for the 2016/17 budget should be considered.

##### **Officer Action:**

To ensure that the Committee is updated in regards to the request for Playground sails for Scott reserve.

#### **5.5 Worn Astro Turf on cricket wicket.**

SOS confirmed that the current synthetic wicket on Scott 2 is due for replacement this year along with the surface at Hartfield. This work was due to commence within the next month, however, HWCC noted that there is a need to investigate the current status of the concrete surface and that this may also need replacing.

##### **Officer Action:**

SOS to review the timing of proposed re-surfacing of the synthetic surface on Scott 2 and delay until after the end of the football season.

SOS will undertake the following course of action;

- Remove the existing synthetic surface on Scott 2 at the end of the current cricket season.
- Investigate the condition of the concrete surface on Scott 2
- Place the rubber cover over the surface for duration of the football season
- Replace both synthetic and concrete surfaces on Scott 2, as and if required, after the football season in readiness for the 2016/17 cricket season.

#### **5.6 Repairs to Cricket Nets/Fencing**

HWCC noted that the Club have limited time and contacts to provide a quote for the repairs and are happy for the Shire to utilise their contacts to determine the scope of work.

RSO noted that asset management had recently completed a review of the condition of the fences and provided an update to Parks and Reserves.

This condition report and recommendation is currently being reviewed by the Acting Coordinator of Parks and Environmental Services. (ACPES)

**Officer Action:**

RSO to follow up with ACPES as to the audit of the site and report back to Committee at next meeting.

**5.7 Beetle Issue**

SOS advised Committee that a program of spraying for beetle was in place at the reserve and was proving to be successful in reducing numbers. The next targeted spraying will take place in August 2016, after which it is hope the beetle numbers will be significantly reduced.

SOS further advised the Committee, that spraying for beetle is on a two year rotation and cannot be increased due to the residual effect of the spray in the surface.

**Officer Action:**

No further action required.

**5.8 Scott Reserve Turf Maintenance Program**

SOS advised the Committee that an ongoing program is in place and that officers are starting to see positive progress at the reserve.

Ken Johnston has been consulted during both the development and implementation stages of the program and has provided a scope of works for the Shire to follow.

The Shire have continued to follow the advice of Ken Johnston with the exception of the proposed use of chemical sprays, as these have proved to be ineffective and also kill off the good nematodes. The chemical sprays are also difficult to manage as they are an environmental hazard.

Soil sample results show significant improvement in the root zone with nematodes results per 200mL of soil, dropping from 560 in December 2014 to 114 in December 2015.

Staff are aiming to achieve a solid root depth of 120mm-150mm.

December 2015 soil and leaf analysis had shown low levels of iron and magnesium, this has since been responded to with a marked recent increase.

A section of the reserve was recently removed and replaced with jumbo turf as it was noted as being one of the poorer sections. The soil was dug out to a depth of 600mm before replacing with the turf and soil.

The next 6 – 8 weeks should see continued improvement as the reserve continues to improve.

The reserve will be monitored and fertilised as per the program.



SOS noted that if there is no improvement over the season to the root length then it may be that the Shire consider full replacement with Jumbo rolls of turf.

There is an area at the western end of the ground close to the club rooms on the main football oval that still is poor, this has poor drainage which may be due to the plastic that was laid under the surface. SOS intends to punch holes throughout the area to a depth where it is hoped to penetrate the plastic providing better drainage.

HWFC and HWJFC were concerned as to when they would have access to the reserve for training as it has been difficult to secure other areas of open space for training in particular ones with lights.

SOS advised that a budget item will be submitted to re turf Fleming Reserve, which will help with training opportunities in the seasons to come.

SOS advised the Clubs that they could begin training on the Northern side of the ground from 08 March in agreement with HWCC and their requirements. The Clubs are requested to ensure that coaches train only on the Northern side of the Scott 2 until SOS advises that the central corridor can be utilised.

**Officer Action:**

SOS to complete the following actions;

- Continue strategy over winter, following current program.
- Undertake an assessment of the condition of the affected area of Scott Reserve in the second week of September
- Determine whether there is a need to replace the required area with jumbo rolls

**6.0 CORRESPONDENCE**

Nil.

**7.0 ITEMS FOR COMMITTEE CONSIDERATION**

**7.1 Grants and Funding Opportunities**

RSO reminded all Committee members that the following Shire of Kalamunda funding opportunities are now open and available for both Sporting and Community Groups to apply for;

- Sport and Recreation Development Funding Program – Up To \$1000
- Community Development Funding Program – Up To \$1000
- Kala Sports Star
- Club fundraising Funding Program– Up To \$500

The current round closes on the 31 March 2016.

Further funding opportunities are available through –

- Department of Sport and Recreation - **Club Equipment Subsidy Scheme** opens 14 March 2016 and closes 15 April 2016.
- **Bendigo Bank Sponsorship** - Application forms are available online through the Bendigo Bank website or from Forrestfield **Community Bank**<sup>®</sup> Branch or High Wycombe **Community Bank**<sup>®</sup> Branch



Further details about all funding opportunities are on the Shires "Grants and Funding" section of the Website

User groups asked whether funding could be used for consumable such as paint which is costly to clubs each year.

MCD advised that Clubs could apply for the Club fundraising grant and raise funds to cover such costs.

HWFC noted that they are on the threshold of having to register the Club for GST given the amount the club generates. This is causing concerns with fundraising and gaining sponsorship. Currently most volunteers receive an honorarium for services such as umpiring and bar work. The Club are concerned that volunteer numbers would diminish should GST have to be applied to payments.

MCD suggested that the concerns raised around this matter would be a good Club Development workshop topic. A consultant could be engaged by the Shire to discuss the process/thresholds and obligations for Clubs when registering for GST. Community groups could take the opportunity to share information and also be advised on the best process for their club.

If you have any enquiries regarding the funding program, please contact the Shires Recreation Services Officer, Fiona Stuart at [Fiona.stuart@kalamunda.wa.gov.au](mailto:Fiona.stuart@kalamunda.wa.gov.au) or applications forms are available via the Shire's website at [www.kalamunda.wa.gov.au](http://www.kalamunda.wa.gov.au)

**Officer Action:**

RSO to investigate the topic of GST for clubs with a relevant consultant with a view to delivering a Clubs 4 Life workshop.

**7.2 Seasonal Bookings for Reserves and Identification of Training and Match Areas**

RSO advised the Committee that changes for the definition of both Winter and Summer seasons were to be applied to bookings from the 2016/17 Summer season. An email had been sent to all user groups defining the seasons and requesting that State Sporting Associations be notified for fixturing purposes.

HWCC commented that the new conditions would be problematic for cricket throughout the Shire as to have no facility available for play would cause issues for the governing bodies that do the fixtures.

HWFC and HWJFC start their seasons in April and HWFC do not have a fixture in the first round. HWJFC start their season on the 10 April 2016. RSO commented that the intent of the change to the definition of the season, is to allow Parks and Reserves a definitive timeframe for access to the reserves for any remediation work. The current system of liaising with user groups as to when finals will be and when grounds can be accessed, will not change. This will allow for flexibility within the bookings for circumstances such as Cricket.

**Officer Action:**

To retain the item pertaining to Season end/starts as a running item on the Agenda so all parties remain informed as to reserve availability.

### **7.3 Use of Herbicides and Other Prohibited Substances for Line Marking.**

RSO reminded Committee members of the current conditions in relation to use of herbicides and other prohibited substances on reserves. This item was added to the Agenda as there was a breach of this condition at another reserve causing damage to the surface.

As Club members responsible for line marking can change it is important to pass on this correct information regarding this matter.

HWFC noted that the Club have received a quote from a professional line marking company to do the initial marking of the senior football pitch using GPS to correctly mark the field.

After this initial marking, the Club will be able to follow the lines for future marking.

HWJFC advised the Committee that they currently do not have someone who will mark the fields for them, but they are hoping to engage an interested Club member.

All groups noted that it is an additional cost to engage someone to line mark if they do not have a volunteer who has spare time during the week to complete the role.

HWJFC asked if a list of preferred substances can be provided to Clubs and also a list of providers of the substance.

#### **Officer Action:**

RSO to seek a list of substances for line marking from Parks and Reserves and preferred providers to send to all Clubs.

### **7.4 Management and Advisory Committee Review**

MCD spoke to Committee regarding a motion from the November 2015 OCM that requested a review of the Current Advisory and Management Committees within the Shire of Kalamunda.

MCD referred to the table attached to the Agenda that shows the current and the proposed system for Committees. Shire officers have since been collating information from other Committees and also other Local governments, with a view to present all feedback to Council at a later date.

MCD thanked the Committee for completing the questionnaire that had been circulated, and requested that those members that have not already completed and returned the document, to do so in the near future. Both individual and Committee comment were being sought by Shire Officers, in order to provide an informed response to Council.

MCD asked the Committee to provide a response to the proposal.

#### **Committee Comment:**

That the Committee;

- Do support the current formal structure for Advisory Committees, as they allow all user groups to have input and makes everyone responsible for matters pertaining to the reserve.
- Do not support an overarching Shire Wide Sport and Recreation Committee, as there is little interest in the strategic planning at other reserves around the Shire.
- Would support a steering group structure set up to work alongside any future strategic/master plans pertaining to Scott Reserve for the life of such a project.

#### **8.0 LATE ITEMS/OTHER BUSINESS**

"That Committee endorse late items/other business to be included in the agenda"

Moved: **Neil Worsley**

Seconded: **Frank Scardifield**

Vote: **CARRIED UNANIMOUSLY (4/0)**

#### **8.1 Graffiti**

HWCC noted that there was graffiti on the roller door at the pavilion and at other sites around the building. Can the graffiti please be removed?

##### **Officer Action:**

RSO to raise a Customer Service request to have the graffiti removed.

#### **8.2 Eaves Around Pavilion**

HWCC advised RSO that there were more holes in the eaves around the building and that this could present a security threat if the holes became large enough for someone to climb through.

HWCC requested that Building Maintenance look to cover the eave area with Colorbond sheets to prevent holes being punched in this area.

##### **Officer Action:**

RSO to raise a Customer service request with building maintenance to assess the possibility of installing Colorbond sheets along the eaves.



### **8.3 Budget request**

HWCC advised the Committee that the Clubs roller mower had recently been stolen from the storage shed and they have replaced it with a new mower that has cost them over \$6000.

HWCC asked Shire Officers if a budget request could be put forward to assist with the replacement cost.

MCD advised the Committee that the Capital Small Grants Funding program is in place for projects under \$50,000 and the Capital Long Term Planning Grants covered projects over \$50,001. Clubs have the opportunity to submit applications through this process each year that were then considered and assessed as part of the budget deliberation process.

MCD further advised the Committee that retrospective projects were not considered by Council.

HWFC asked whether a project to upgrade the existing Hot Water system was an item that could be put forward under such a program.

MCD advised HWFC that this type of upgrade project that would be considered.

#### **Officer Action:**

RSO to send the Committee members a copy of the applications forms and the community Funding Information Pack.

### **8.4 Sea Container**

HWFC asked whether there had been any progress with their request to place a 20ft sea container next to the current storage shed at the reserve.

RSO advised the Club that further to previous advice provided, a draft of the Application to Undertake Improvement form was now with management to endorse.

This form will allow a formal process to take place with full approval to be given to Clubs when applying to improve areas around reserves outside of pavilions.

#### **Officer Action:**

RSO to send Club application once the document is approved.

### **8.5 Signage Fees**

HWFC asked Shire Officers if the current policy relating to Signage could be queried in regard to Community groups.

HWFC noted that the Club had been charged \$11 per sign and required to gain a permit. The charge seemed to be high for Community based groups, particularly when it seems that there are many groups placing a large number of signs all over the Shire.

HWJFC asked if the regulations that covered signs could be sent to all Clubs as it appears that not all user groups adhere to criteria regarding placement etc.

**Officer Action:**

RSO to request details of signage regulations and send to all Clubs for future reference.

**9.0 NEXT MEETING**

Tuesday 31 May 2016

Meeting location is the Scott Reserve Pavilion Club Rooms.

**10.0 CLOSURE:**

There being no further business the Presiding Member declares the meeting closed at 6:55pm

**CONFIRMATION OF MINUTES:**

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

Signed:..... Presiding Member

Dated this .....day of .....2016