

# Corporate & Community Services Committee Meeting

Agenda for 20 October 2014



**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 20 October 2014 at 6.30pm**.

Dinner will be served prior to the meeting, at 5.30pm.

Rhonda Hardy  
**Chief Executive Officer**  
15 October 2014

# 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.

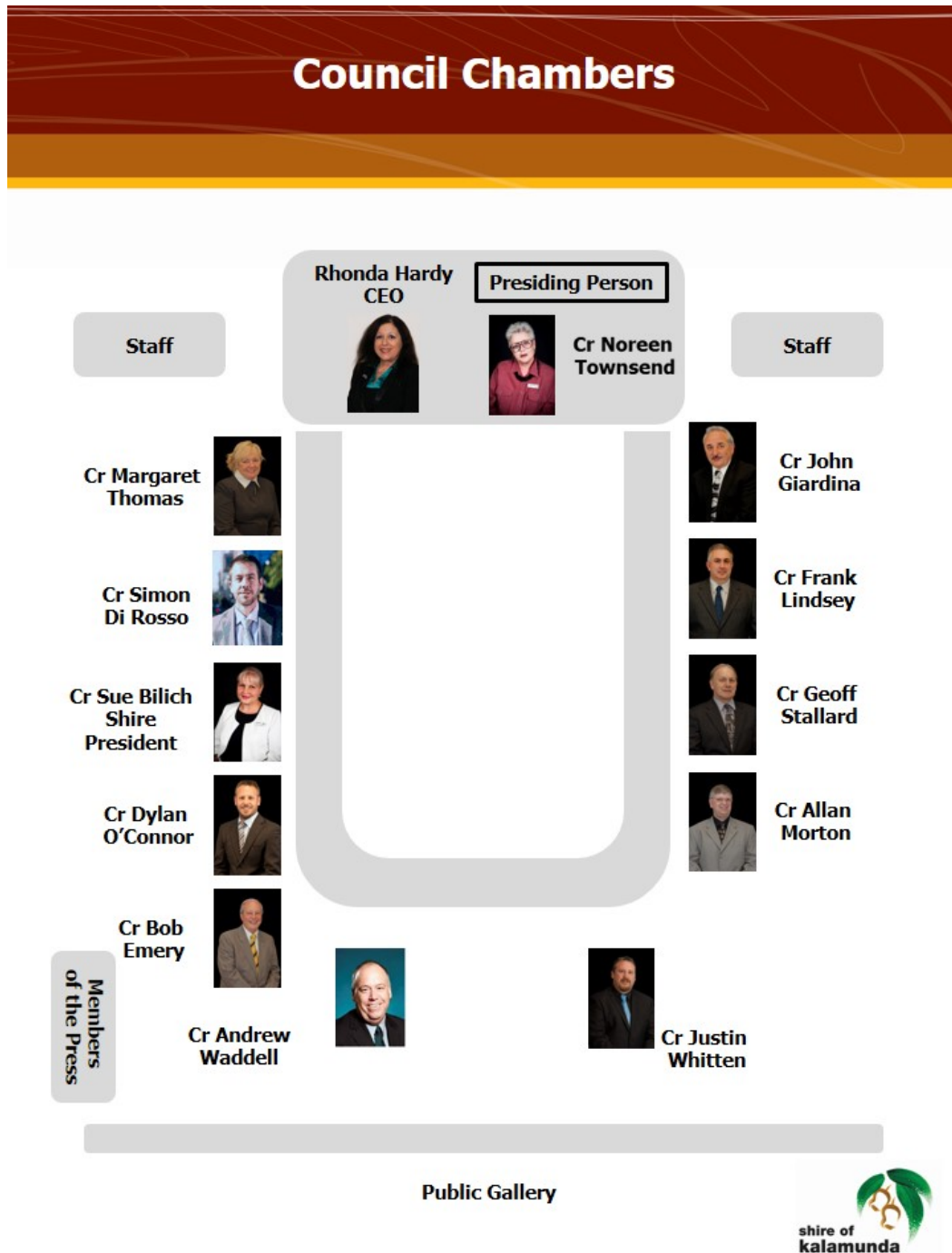


## INFORMATION FOR THE PUBLIC ATTENDING COMMITTEE OR COUNCIL MEETINGS

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.**

## INDEX

1.0	OFFICIAL OPENING.....	6
2.0	ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED .....	6
3.0	PUBLIC QUESTION TIME .....	6
4.0	PETITIONS/DEPUTATIONS .....	6
5.0	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	6
6.0	ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION.....	6
7.0	MATTERS FOR WHICH MEETING MAY BE CLOSED .....	6
8.0	DISCLOSURE OF INTERESTS.....	6
9.0	REPORTS TO COUNCIL .....	7
	41. DEBTORS AND CREDITORS REPORT FOR THE PERIOD ENDED 30 SEPTEMBER 2014.....	8
	42. RATES DEBTORS REPORT FOR THE PERIOD ENDED 30 SEPTEMBER 2014 .....	49
	43. SELF-SUPPORTING LOANS – ADOPTION OF POLICY .....	53
	44. KALAMUNDA ARCHERY CLUB (INC.) OF MAIDA VALE RESERVE, RIDGE HILL ROAD, MAIDA VALE – TERM OF LEASE .....	77
	45. CLUB SPONSORSHIP APPLICATION – KALAMUNDA CRICKET CLUB.....	83
	46. DRAFT RAY OWEN RESERVE MASTER PLAN.....	88
	47. APPLICATION FOR LEAVE – CHIEF EXECUTIVE OFFICER.....	98
10.0	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	101
11.0	QUESTIONS BY MEMBERS WITHOUT NOTICE.....	101
12.0	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN .....	101
13.0	URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION.....	101
14.0	MEETING CLOSED TO THE PUBLIC.....	101
15.0	CLOSURE .....	101

---

## 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 15 September 2014, 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 15 September 2014".

### 6.0 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

### 7.0 MATTERS FOR WHICH MEETING MAY BE CLOSED

7.1 Nil.

### 8.0 DISCLOSURE OF INTERESTS

#### 8.1 Disclosure of Financial and Proximity Interests

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

---

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

**41. Debtors and Creditors Report for the Period Ended 30 September 2014**

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 September 2014
Attachment 2	Summary of Debtors for the month of September 2014
Attachment 3	Summary of Creditors for the month of September 2014

**PURPOSE**

1. To receive the monthly report on creditors payment listings for the month of September 2014 (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**

**Creditors**

4. Invoices over 30 days total \$33,781.46, debts of significance are:
  - Dome Coffees, \$2,848.65, lease / operating expenses;
  - Forrestfield United, \$8,856, reserve hire;
  - Kalamunda & Districts Junior Football, \$1,830.04, operating expenses;
  - Kalamunda Club, \$10,109.86, Loan 219;
  - Kalamunda United, \$3,026.52, Loan 218 / operating expenses and;
  - Zig Zag Café, \$3,671.26, lease / operating expenses.
5. Invoices over 60 days total \$10,831.89, debts of significance are:
  - Kalamunda & Districts Football, \$1,887.79, operational expenses.



6. Invoices over 90 days total \$572,315.00, debts of significance are:
- Discovery Parks, \$81,920.00, annual waste charges;
  - Forrestfield United Soccer Club, \$5,247.94, loan 214 – direct debit in place;
  - Kalamunda Canning Rugby League, \$3,563.64, reserve hire;
  - Kalamunda Chamber of Commerce, \$4,110.00, annual rent – direct debit in place;
  - Kalamunda Cricket Club, \$3,636.98, operating expenses – request for delay in payment till season starts;
  - Matt Stuart, \$165,000.00, developer contribution – legal prosecutions have commenced;
  - Velo Zupanovich, \$299,590.50, developer contribution – matter pending at the State Administrative Tribunal (SAT) and;
  - Zig Zag Café, \$4,475.24, lease / operating expenses – meeting requested with tenant.

### Creditors

7. Payments totalling \$4,467,595.79 were made during the month of September 2014. Standard payment terms are 30 days from the end of the month, with local businesses and contractors on 14 day terms.
8. Significant Municipal payments made in the month were:

Supplier	Purpose	\$
Australian Tax Office	PAYG payments	322,881.82
Department of Fire and Emergency Services (DFES)	1 <sup>st</sup> Quarter – 2014/15 Emergency Services Levy	1,529,102.69
DMC Cleaning	Cleaning of various Shire buildings	54,357.81
Eastern Metropolitan Regional Council	Domestic/Waste Charges and disposal fees	325,540.08
Perth Waste Pty Ltd	Weekly collection and disposal of waste services	276,298.35
Landgate	Triennial Valuations	200,934.84
Synergy	Power charges	144,506.57
WA Local Government Superannuation Plan	Superannuation contributions	181,343.03
West Australian Treasury Corporation	Loan Repayment Instalments – Loan Nos 199,207,224,225,227	233,501.29

9. These payments total \$3,276,514.48 and represent 73.34% of all payments for the month.

## Trust Account Payments

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

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

11. The following payments were made from the Trust Accounts in the month of September 2014.

Cell 9 Trust		Amount (\$)
Date	Description	
30/9/2014	McLeods – Advice on road widening and extension for Hale Rd and Arthur Rd, Wattle Grove	873.40
BCITF Levy		Amount (\$)
Date	Description	
9/9/2014	Building & Construction Levies – August 2014	19,855.00
Building Services Levy		Amount (\$)
Date	Description	
1/9/2014	Building Levy – August 2014	10,195.06
30/9/2014	Building Levy – September 2014	10,649.17

## STATUTORY AND LEGAL CONSIDERATIONS

12. 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

13. Nil.

## COMMUNITY ENGAGEMENT REQUIREMENTS

14. Nil.

## FINANCIAL CONSIDERATIONS

15. Nil.

## STRATEGIC COMMUNITY PLAN

### Strategic Planning Alignment

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

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

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

## SUSTAINABILITY

### Social Implications

17. Nil.

### Economic Implications

18. Nil.

### Environmental Implications

19. Nil.

## RISK MANAGEMENT CONSIDERATIONS

### Debtors

20.

Risk	Likelihood	Consequence	Rating	Action/Strategy
The Shire is exposed to the potential risk of the debtor failing to make payments which it is obligated to do. This will result in the disruption of cash flows and increased collection costs. The loss may be complete or partial and can arise in a number of circumstances.	Possible	Minor	Medium	Ensure debt collections is rigorously managed.

**Creditors**

Risk	Likelihood	Consequence	Rating	Action/Strategy
If the Shire defaults on payment to a creditor, the Shire runs the risk of an adverse credit record resulting in potential future disruptions on cash flows and ability to obtain credit.	Unlikely	Minor	Low	Ensure all disputes are resolved in a timely manner.

**OFFICER COMMENT**

22. Nil.

**Voting Requirements: Simple Majority**

**OFFICER RECOMMENDATION (C&C 41/2014)**

That Council:

1. Receives the list of payments made from the Municipal Accounts in September 2014 (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 September 2014 as noted in point 11 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 September 2014.

Moved:

Seconded:

Vote:

**Attachment 1**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
749	03/09/2014	LES MILLS AUSTRALIA	MONTHLY LICENCE FEE FOR FITNESS PROGRAMS	1000.54
750	04/09/2014	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO 207 INTEREST PAYMENT	1138.21
751	04/09/2014	COMMONWEALTH BANK - BUSINESS CARD	BUSINESS CORPORATE CARD - VARIOUS PURCHASES - FUNCTIONS CO-ORDINATOR - \$3374.40	3374.40
752	05/09/2014	COMMONWEALTH BANK - BUSINESS CARD	BUSINESS CORPORATE CARD - VARIOUS PURCHASES - HACC ACTIVITY OFFICER - \$1736.30 LIBRARY SERVICES TEAM LEADER - \$1231.51 HACC ACTIVITY OFFICER - \$126.65 FUNCTIONS CO-ORDINATOR - \$1728.93 CO-ORDINATOR PROCUREMENT - \$6674.94 HACC ACTIVITY OFFICER - \$423.92 HACC ACTIVITY OFFICER - \$481.00 BUILDING MAINTENANCE OFFICER - \$79.73 MANAGER HR - \$728.00 DAY CENTRE CO-ORDINATOR - \$274.65	13485.63
753	09/09/2014	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO 225 FIXED COMPONENT	51954.61
754	09/09/2014	IINET TECHNOLOGIES PTY LTD	INTERNET ACCESS	549.55
755	10/09/2014	AUSTRALIAN TAXATION OFFICE	TAXATION	162232.42
756	15/09/2014	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO 199 INTEREST PAYMENT	2886.90
757	15/09/2014	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO 227 FIXED COMPONENT	78217.48
758	22/09/2014	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO 224 FIXED COMPONENT	99304.09
759	24/09/2014	AUSTRALIAN TAXATION OFFICE	TAXATION	160649.40

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38465	11/09/2014	KALAMUNDA ACCIDENT REPAIR CENTRE	INSURANCE EXCESS FOR REPAIRS TO VEHICLE	330.00
EFT38466	11/09/2014	STYLECORP CORPORATE WEAR	SUPPLY OF UNIFORM FOR VARIOUS STAFF MEMBERS	854.98
EFT38467	11/09/2014	MOTORCHARGE - WRIGHT EXPRESS FUEL CARDS AUSTRALIA LTD	FUEL - PERIOD ENDING 31/08/14	4513.42
EFT38468	11/09/2014	NEVERFAIL SPRINGWATER LTD (KALA LIB)	BOTTLED WATER SUPPLIES / MAINTENANCE	24.00
EFT38469	11/09/2014	JB HI-FI MIDLAND	VARIOUS ELECTRICAL SUPPLIES	202.40
EFT38470	11/09/2014	KALAMUNDA GLASS & WINDSCREENS ON WHEELS	GLASS REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	485.00
EFT38471	11/09/2014	PLANTRITE	GARDEN / VERGE SUPPLIES	23.76
EFT38472	11/09/2014	EXPERIENCE PERTH	MEMBERSHIP RENEWAL - 2014/15	325.00
EFT38473	11/09/2014	PICTON PRESS	PRINTING OF BROCHURES FOR VARIOUS EVENTS	246.94
EFT38474	11/09/2014	VE GRAPHICS PTY LTD	SUPPLY OF BANNERS FOR VARIOUS EVENTS	866.25
EFT38475	11/09/2014	DOT ULIJN (DOT BLASZCZAK)	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	64.50
EFT38476	11/09/2014	TOP OF THE LADDER GUTTER CLEANING	GUTTER CLEANING SERVICES FOR VARIOUS LOCATIONS	946.00
EFT38477	11/09/2014	VIP CARPET AND UPHOLSTERY CLEANING SERVICE	CARPET CLEANING AT VARIOUS LOCATIONS	832.00
EFT38478	11/09/2014	J & K HOPKINS	OFFICE FURNITURE FOR KALAMUNDA COMMUNITY CARE	693.00
EFT38479	11/09/2014	GILES & MARALYN PURSELL	RATES REFUND	317.33
EFT38480	11/09/2014	GRAHAM & MERYLEA WILLIAMS	RATES REFUND	432.74
EFT38481	11/09/2014	DONALD & SUSAN SMITH	RATES REFUND	230.00
EFT38482	11/09/2014	LESCHEN JOY WATSON	TRAVEL COMMUNITY VISITORS SCHEME REFUND	32.00
EFT38483	11/09/2014	ROBYN BEARDSSELL	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	31.50
EFT38484	11/09/2014	CAROL ANNE CRUTE	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	33.60
EFT38485	11/09/2014	LANCE STEPHEN BURTON	RATES INCENTIVE PRIZE WINNER	1000.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38486	11/09/2014	BRIAN & MARGARET PASSMORE	RATES REFUND	557.95
EFT38487	11/09/2014	MAUREEN POMERY	RATES INCENTIVE PRIZE WINNER	1000.00
EFT38488	11/09/2014	KARL & YVONNE HOFMANN	RATES REFUND	815.34
EFT38489	11/09/2014	GILL BAXTER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	21.00
EFT38490	11/09/2014	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	90131.66
EFT38491	11/09/2014	SHIRE OF KALAMUNDA STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	308.00
EFT38492	11/09/2014	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	478.07
EFT38493	11/09/2014	AUSTRALIA POST	COUNTER BILLPAY TRANSACTION FEES	12045.62
EFT38494	11/09/2014	COVS PARTS PTY LTD	PLANT / VEHICLE PARTS	1702.29
EFT38495	11/09/2014	LANDGATE	LAND ENQUIRIES FOR VARIOUS LOCATIONS	360.00
EFT38496	11/09/2014	KALAMUNDA TOYOTA	PLANT / VEHICLE PARTS	60.81
EFT38497	11/09/2014	WA LOCAL GOVERNMENT ASSOCIATION	REGISTRATION FOR 2 STAFF TO ATTEND 2014 WA LOCAL GOVERNMENT CONVENTION	120.00
EFT38498	11/09/2014	MCLEODS BARRISTERS & SOLICITORS	LEGAL EXPENSES	3294.57
EFT38499	11/09/2014	SESCO SECURITY CO	SECURITY MONITORING SERVICES FOR VARIOUS LOCATIONS	379.50
EFT38500	11/09/2014	STATE LIBRARY OF W.A.	LOST AND DAMAGED BOOKS FOR HIGH WYCOMBE LIBRARY	6.60
EFT38501	11/09/2014	LANDGATE - VALUATIONS	VALUATIONS FOR VARIOUS LOCATIONS	200934.84
EFT38502	11/09/2014	WALKERS HARDWARE (MITRE 10)	HARDWARE SUPPLIES	106.54
EFT38503	11/09/2014	EASTERN METROPOLITAN REGIONAL COUNCIL	CONTRIBUTION TO REGIONAL EVENTS PROGRAM 13/14	8048.00
EFT38504	11/09/2014	BORAL CONSTRUCTION MATERIALS GROUP	ROAD MATERIALS FOR VARIOUS LOCATIONS	352.77
EFT38505	11/09/2014	A & S HILL	ELECTRICIAL REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	1642.19
EFT38506	11/09/2014	ZIPFORM PTY LTD	PREPARATION AND PRINTING OF RATE NOTICES FOR 14/15	33953.82

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38507	11/09/2014	DOMUS NURSERY	GARDEN SUPPLIES FOR VARIOUS LOCATIONS	2199.06
EFT38508	11/09/2014	FASTA COURIERS	COURIER FEES	221.17
EFT38509	11/09/2014	THE WATERSHED WATER SYSTEMS	RETICULATION PARTS FOR VARIOUS RESERVES	2133.82
EFT38510	11/09/2014	FORRESTFIELD MOWER CENTRE	HARDWARE / PLANT PARTS	1065.00
EFT38511	11/09/2014	MAJOR MOTORS PTY LTD	PLANT / VEHICLE PARTS	207.39
EFT38512	11/09/2014	ALSCO LINEN SERVICE	LINEN HIRE / LAUNDRY SERVICES	1223.39
EFT38513	11/09/2014	BRADOCK PODIATRY SERVICES PTY LTD	PODIATRY SERVICES AT JACK HEALEY CENTRE	1072.98
EFT38514	11/09/2014	DAYNITE TOWING SERVICE (WA) PTY LTD (FORMERLEY MOBITOW PTY LTD)	TOWING SERVICES	360.80
EFT38515	11/09/2014	LINDLEY CONTRACTING	PLUMBING REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	583.00
EFT38516	11/09/2014	KALA BOB KATS PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	3849.89
EFT38517	11/09/2014	DEPARTMENT OF PREMIER & CABINET - STATE LAW PUBLISHER	GOVERNMENT GAZETTE ADVERTISING	273.50
EFT38518	11/09/2014	GRONBEK SECURITY	SECURITY KEY SERVICES TO VARIOUS SHIRE BUILDINGS	331.26
EFT38519	11/09/2014	GRIMES CONTRACTING PTY LTD	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	3282.94
EFT38520	11/09/2014	BGC ASPHALT	ROAD MATERIALS FOR VARIOUS LOCATIONS	648.59
EFT38521	11/09/2014	WESTSIDE FIRE SERVICES	TESTING AND INSPECTION OF FIRE EQUIPMENT / SUPPLIES	606.10
EFT38522	11/09/2014	HILL TOP TROPHIES (MILPRO WA)	SUPPLY OF NAME BADGES	34.65
EFT38523	11/09/2014	FOODWORKS FRESH FORRESTFIELD	GROCERY SUPPLIES	867.97
EFT38524	11/09/2014	IT VISION	REGISTRATION FOR 2 STAFF TO ATTEND DOG/CAT RENEWALS TRAINING	594.00
EFT38525	11/09/2014	KALAMUNDA & DISTRICTS JUNIOR FOOTBALL CLUB	CONTRIBUTION TOWARDS ROLLER SHUTTER REPAIRS AT PAT MORAN PAVILION	500.00
EFT38526	11/09/2014	LESMURDIE SENIOR HIGH SCHOOL	HALL AND KEY BOND REFUND	350.00



<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38527	11/09/2014	LO-GO APPOINTMENTS	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	3442.56
EFT38528	11/09/2014	GREEN SKILLS (ECOJOBS)	LABOUR ASSISTANCE FOR TREE PLANTING	1012.00
EFT38529	11/09/2014	AUSTRALIAN INSTITUTE OF MANAGEMENT	OSH TRAINING FOR MANAGERS, COORDINATORS, SUPERVISOR - GETTING UP TO SPEED & AWARENESS OF OSH RESPONSIBILITIES	1523.50
EFT38530	11/09/2014	LOVEGROVE TURF SERVICES	TURF MAINTENANCE / SERVICES AT VARIOUS LOCATIONS	1540.00
EFT38531	11/09/2014	KALAMUNDA & DISTRICTS HISTORICAL SOCIETY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	111.30
EFT38532	11/09/2014	SEBASTIAN BUTCHERS	CATERING SUPPLIES	58.00
EFT38533	11/09/2014	CRABBS KALAMUNDA (IGA)	GROCERY SUPPLIES	813.17
EFT38534	11/09/2014	STEPHEN PRYCE	CROSSOVER CONTRIBUTION	400.00
EFT38535	11/09/2014	DALE ALCOCK HOMES PTY LTD	FOOTPATH DEPOSIT REFUND	1000.00
EFT38536	11/09/2014	WATTLE GROVE VETERINARY HOSPITAL	VETERINARY FEES	150.00
EFT38537	11/09/2014	LITTLE LOADS	GARDEN / VERGE SUPPLIES FOR VARIOUS LOCATIONS	61.20
EFT38538	11/09/2014	ST JOHN AMBULANCE AUSTRALIA (WA) INC	SUPPLY OF A FIRST AID KIT	96.55
EFT38539	11/09/2014	HELEN ARMSTRONG & ASSOCIATES (T/AS WAXING LYRICAL CANDLES)	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	10.50
EFT38540	11/09/2014	HAWLEY'S BOBCAT SERVICE	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	8430.40
EFT38541	11/09/2014	WILD SEASONS FLOWERS PTY LTD	FLOWER ARRANGEMENTS	75.00
EFT38542	11/09/2014	FORRESTFIELD NEWSPAPERS & MAGAZINES DELIVERY	NEWSPAPERS / MAGAZINES DELIVERIES FOR VARIOUS LOCATIONS	109.19
EFT38543	11/09/2014	KELYN TRAINING SERVICES	REGISTRATION FOR 10 STAFF TO ATTEND BASIC WORKSITE TRAFFIC MANAGEMENT COURSE	4573.80
EFT38544	11/09/2014	DICK SMITH ELECTRONICS	ELECTRICAL SUPPLIES	825.42
EFT38545	11/09/2014	IMPRESSIONS THE HOME BUILDER	FOOTPATH DEPOSIT REFUNDS	2000.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38546	11/09/2014	C Y BOBCATS	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	572.00
EFT38547	11/09/2014	ALICE MAY BOYD	RATES REFUND	230.00
EFT38548	11/09/2014	AAPA (AUSTRALIAN ASPHALT PAVEMENT ASSOCIATION LTD)	REGISTRATION FOR 2 STAFF TO ATTEND PAVEMENT MAINTENANCE PRACTICES TRAINING	1412.00
EFT38549	11/09/2014	HILL TOP GROUP PTY	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	18942.59
EFT38550	11/09/2014	PARKS AND LEISURE AUSTRALIA	REGISTRATION FOR 3 STAFF TO ATTEND VARIOUS COURSES	275.00
EFT38551	11/09/2014	A1 WALLISTON TREE SERVICES	TREE REMOVAL / PRUNING FOR VARIOUS LOCATIONS	1000.00
EFT38552	11/09/2014	CY O'CONNOR COLLEGE OF TAFE	REGISTRATION FOR 1 STAFF TO ATTEND CONDUCT PROSECUTION COURSE	356.56
EFT38553	11/09/2014	TRILOGY SERVICING PTY LTD	AIRCONDITIONING MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	3258.13
EFT38554	11/09/2014	LOCAL GOVERNMENT PLANNERS ASSOCIATION	REGISTRATION FOR 4 STAFF TO ATTEND TAKING THE ENVIRONMENT ON BOARD BREAKFAST	255.00
EFT38555	11/09/2014	DEBBIE JOSE JEWELLERY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	31.50
EFT38556	11/09/2014	MCDOWALL AFFLECK PTY LTD	DESIGN FOR SEWER MAIN RELOCATION - KOSTERA OVAL	3630.00
EFT38557	11/09/2014	PETER BUICK	CROSSOVER CONTRIBUTION	400.00
EFT38558	11/09/2014	KANYANA WILDLIFE REHABILITATION CENTRE INC	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	104.00
EFT38559	11/09/2014	PERRY ENVIRONMENTAL CONTRACTING	WEED CONTROL AT VARIOUS LOCATIONS	10340.00
EFT38560	11/09/2014	BIG W (AR W1.C3.U.07)	LIBRARY SUPPLIES	238.00
EFT38561	11/09/2014	DUN & BRADSTREET ( AUSTRALIA ) PTY LTD	DEBT COLLECTION FEES FOR RATES	1183.28
EFT38562	11/09/2014	FOOD TECHNOLOGY SERVICES PTY LTD	HIRE OF TEMPORARY STAFF FOR HEALTH DEPARTMENT	3223.28

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38563	11/09/2014	ATI-MIRAGE TRAINING SOLUTIONS	REGISTRATION FOR 1 STAFF TO ATTEND COMMUNICATION & INTERPERSONAL SKILLS COURSE	343.99
EFT38564	11/09/2014	PAUL JAMES GULBERTI	FOOTPATH DEPOSIT REFUND	1000.00
EFT38565	11/09/2014	ABAXA (WH LOCATION SERVICES)	SUPPLY UNDERGROUND SERVICE LOCATIONS AT VARIOUS LOCATIONS	847.00
EFT38566	11/09/2014	BINDI LEANNE PERREN	PART DOG REGISTRATION REFUND	77.50
EFT38567	11/09/2014	ROBERT WOOD	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	4.20
EFT38568	11/09/2014	HARVEY JAMES FLINTOFF	CROSSOVER CONTRIBUTION	400.00
EFT38569	11/09/2014	ELECTRICITY NETWORKS CORP T/A WESTERN POWER	RELOCATION OF POWER POLE ON HAWTIN RD FORRESTFIELD AS PART OF ROAD IMPROVEMENTS	9702.00
EFT38570	11/09/2014	WOOLWORTHS LIMITED	GROCERY SUPPLIES	355.92
EFT38571	11/09/2014	AFFORDABLE LIVING HOMES	FOOTPATH DEPOSIT REFUND	1000.00
EFT38572	11/09/2014	FORRESTFIELD TENNIS CLUB (INC)	FORRESTFIELD TENNIS CLUB HIRE FEES FROM HARTFIELD PARK RECREATION CENTRE 01/07/14 - 31/07/14	16.00
EFT38573	11/09/2014	HILLS GAS SUPPLY	SUPPLY OF BOTTLED GAS FOR VARIOUS LOCATIONS	110.00
EFT38574	11/09/2014	HILLIANS NETBALL CLUB	HALL AND KEY BOND REFUND AND SPECIAL CLEANING SERVICES TO THE HALL	300.50
EFT38575	11/09/2014	WATTLE GROVE PLANT FARM	GARDEN / VERGE SUPPLIES	1273.80
EFT38576	11/09/2014	CELEBRATION NOMINEES PTY LTD	FOOTPATH DEPOSIT REFUND	1000.00
EFT38577	11/09/2014	MAIDA VALE DELIVERY ROUND	PAPER AND MAGAZINES DELIVERIES FOR HIGH WYCOMBE LIBRARY	78.40
EFT38578	11/09/2014	EASTERN REGION SECURITY	SECURITY SERVICES TO VARIOUS SHIRE BUILDINGS	6100.50
EFT38579	11/09/2014	G.D.CHARLTON	PODIATRY SERVICES AT JACK HEALEY CENTRE	847.71
EFT38580	11/09/2014	SECURE TRAFFIC	TRAFFIC MANAGEMENT FOR VARIOUS LOCATIONS	6462.50
EFT38581	11/09/2014	JACKSON MCDONALD LAWYERS	LEGAL EXPENSES	6892.04
EFT38582	11/09/2014	EASIFLEET MANAGEMENT	STAFF CONTRIBUTIONS TO NOVATED LEASES	9479.96

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38583	11/09/2014	BRENT UNDERHAY	NETBALL COURT REFUND AT HARTFIELD PARK RECREATION CENTRE	27.75
EFT38584	11/09/2014	AGED & COMMUNITY SERVICES WA INC	MEMBERSHIP SUBSCRIPTION	5003.73
EFT38585	11/09/2014	AUSTRALIAN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	763.71
EFT38586	11/09/2014	MADE 4 YOU (LYGIA)	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	28.00
EFT38587	11/09/2014	KRISTY LISLE	REIMBURSEMENT FOR PURCHASE OF IPAD FOR COUNCILLOR	948.00
EFT38588	11/09/2014	SHIRLEY SPENCER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	91.00
EFT38589	11/09/2014	HARVEY NORMAN ELECTRICS MIDLAND	ELECTRICAL SUPPLIES	2495.00
EFT38590	11/09/2014	ROSE SMART	MAINTAIN ROSE BEDS AT VARIOUS LOCATIONS	1026.75
EFT38591	11/09/2014	BEST CONSULTANTS PTY LTD	ELECTRICIAL CONSULTING SERVICES AT ZIG ZAG CULTURAL CENTRE	275.00
EFT38592	11/09/2014	TANIA HAYWARD	RATES INCENTIVE PRIZE WINNER	1000.00
EFT38593	11/09/2014	PETER TUCATS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	263.63
EFT38594	11/09/2014	MARIE SONYA PEACH	RATES REFUND	230.00
EFT38595	11/09/2014	NEVERFAIL SPRINGWATER LTD (HACC)	BOTTLED WATER SUPPLIES / MAINTENANCE	15.15
EFT38596	11/09/2014	KIWALES NETBALL CLUB	HALL AND KEY BOND REFUND	350.00
EFT38597	11/09/2014	NEVERFAIL SPRINGWATER LTD (ZZCC)	BOTTLED WATER SUPPLIES / MAINTENANCE	54.15
EFT38598	11/09/2014	PH CONCRETE (WA) PTY LTD	FOOTPATH MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	10564.00
EFT38599	11/09/2014	HAMMOND LEGAL	LEGAL EXPENSES	1117.67
EFT38600	11/09/2014	BENCHMARK MAINTENANCE SERVICES	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	412.50
EFT38601	11/09/2014	FONZ'S BOBCAT & TRUCK HIRE	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	6359.64
EFT38602	11/09/2014	GISSA	CONTRIBUTION TO A-SPEC ADMINISTRATION FOR THE 14/15 FINANCIAL YEAR	1601.66

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38603	11/09/2014	NANCY GILLESPIE	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	7.00
EFT38604	11/09/2014	BEAVER TREE SERVICES	TREE REMOVAL / PRUNING FOR VARIOUS LOCATIONS	1355.75
EFT38605	11/09/2014	MAGGIES NETBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	2800.00
EFT38606	11/09/2014	VISION SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	895.95
EFT38607	11/09/2014	WEST-SURE GROUP	CASH IN TRANSIT SERVICES - AUGUST 2014	1956.24
EFT38608	11/09/2014	PATRICIA MOSS	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	6.30
EFT38609	11/09/2014	KALEIDOSCOPE CRAFT KITS	DRY CLEANING / WASHING SERVICES FOR HARTFIELD PARK RECREATION CENTRE	175.00
EFT38610	11/09/2014	PETER HAYES	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	476.00
EFT38611	11/09/2014	DARRELL FORREST	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	456.00
EFT38612	11/09/2014	JENNIFER DE YOUNG	VOLUNTEER TRANSPORT REIMBURSEMENT REFUND	550.00
EFT38613	11/09/2014	AARON J STIRK	TECHNICIAN SERVICES FOR VARIOUS EVENTS	561.00
EFT38614	11/09/2014	ANGELA CANCI	PODIATRY SERVICES AT JACK HEALEY SERVICES	447.05
EFT38615	11/09/2014	A PLUS TRAINING SOLUTIONS PTY LTD	REGISTRATION FOR 2 STAFF TO ATTEND CHAINSAW OPERATOR SAFETY TRAINING	550.00
EFT38616	11/09/2014	KENTUCKY FRIED CHICKEN	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	400.00
EFT38617	11/09/2014	KALAMUNDA BULLDOGS RUGBY LEAGUE FOOTBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	3600.00
EFT38618	11/09/2014	SHILLER IMAGES (BELLART)	SUPPLIES FOR ZIG ZAG CULTURAL CENTRE	440.41
EFT38619	11/09/2014	CLAIRE O'NEILL - CLAIRE'S EMBROIDERY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	96.60
EFT38620	11/09/2014	LINDA STONES	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	35.70
EFT38621	11/09/2014	AROUNDABOUT GARDENING SERVICES	VERGE / GARDEN MAINTENANCE FOR VARIOUS LOCATIONS	5445.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38622	11/09/2014	PETER FALCONER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	12.60
EFT38623	11/09/2014	DIDEN HOUSE JEWELLERY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	42.00
EFT38624	11/09/2014	CITY OF STIRLING	MEALS ON WHEELS PROGRAM - JULY 2014	5995.14
EFT38625	11/09/2014	SAFE T CARD AUSTRALIA PTY LTD	MONTHLY MONITORING CHARGES	66.00
EFT38626	11/09/2014	MARY FORWARD	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	10.50
EFT38627	11/09/2014	CREATIVE COLLABORATIONS	STORYTELLING SESSIONS DURING CHILDREN'S BOOK WEEK AT VARIOUS LIBRARIES	450.00
EFT38628	11/09/2014	MACQUARIE EQUIPMENT RENTALS PTY LTD	EQUIPMENT FIT OUT LEASE - KALAMUNDA WATER PARK	5811.86
EFT38629	11/09/2014	HANS SCHWALB	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	41.93
EFT38630	11/09/2014	JIM BAKER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	17.50
EFT38631	11/09/2014	KIERAN INGRAM	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	8.75
EFT38632	11/09/2014	THE ARTFUL FLOWE - FELICIA LOWE	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	58.80
EFT38633	11/09/2014	DAVID GREEN	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	13.93
EFT38634	11/09/2014	CATHERINE DANIELS	REIMBURSEMENT OF VARIOUS COSTS	57.19
EFT38635	11/09/2014	MPJ (WA) PTY LTD	SUPERANNUATION CONTRIBUTIONS	610.76
EFT38636	11/09/2014	RIDING FOR THE DISABLED ASSOCIATION BRIGADOON	KIDSPORT FUNDING FOR VARIOUS PLAYERS	200.00
EFT38637	11/09/2014	TAMARA HOCKING	GROUP FITNESS CLASS INSTRUCTOR	318.01
EFT38638	11/09/2014	ARTIST'S CHRONICLE	ANNUAL LISTING ON VIEW SECTION SEP 14 - JULY 15	450.00
EFT38639	11/09/2014	PUBLIC TRANSPORT AUTHORITY OF WA	KEY BOND REFUND	50.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38640	11/09/2014	NICHOLAS TAYLOR PHOTOGRAPHY	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	37.80
EFT38641	11/09/2014	SILK ON SILK (ROSEMARY LONSDALE)	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	112.00
EFT38642	11/09/2014	CUROST MILK SUPPLY	MILK SUPPLY FOR DEPOT	109.76
EFT38643	11/09/2014	MAVIS PASKULICH	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	25.20
EFT38644	11/09/2014	AVON HILLS ENVIRONMENTAL	WEED CONTROL TO ZIG ZAG SCENIC DRIVE	3300.00
EFT38645	11/09/2014	BEESWAX CREATIONS	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	2.73
EFT38646	11/09/2014	TIELEMAN BUILDING COMPANY	FOOTPATH DEPOSIT REFUND	1000.00
EFT38647	11/09/2014	MPK TREE SERVICES	TREE REMOVAL / BRANCH PRUNING AT VARIOUS LOCATIONS	165.00
EFT38648	11/09/2014	LESMURDIE & DISTRICTS COMMUNITY ASSOCIATION INC.	CONTRIBUTION TOWARDS AGED CARE TODAY FORUM	750.00
EFT38649	11/09/2014	PRICEWATERHOUSECOOPERS	CONSULTING SERVICES - PREPARATION OF ADVICE IN RELATION TO THE SALE OF 39 MAIDA VALE ROAD MAIDA VALE	9199.30
EFT38650	11/09/2014	A1 TROJAN PEST CONTROL	PEST CONTROL SERVICES FOR VARIOUS LOCATIONS	378.00
EFT38651	11/09/2014	OFF PEN PUBLISHING - BETH BAKER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	5.95
EFT38652		EFT PAYMENT CANCELLED		
EFT38653	11/09/2014	WOBBLYJULES INVESTMENTS FUND	SUPERANNUATION CONTRIBUTIONS	227.41
EFT38654	11/09/2014	HIT PRODUCTIONS PTY LTD	MANAGING CARMEN ROYALTIES @ 16% OF TICKET SALES	496.78
EFT38655	11/09/2014	SWAN DISTRICTS GYMNASTICS	KIDSPORT FUNDING FOR VARIOUS PLAYERS	200.00
EFT38656	11/09/2014	KARINA SMEETS	YOUTH ARTS FESTIVAL 2014 - PEOPLE CHOICE - AWARD WINNER	250.00
EFT38657	11/09/2014	NEXXIAL ECOLOGY PTY LTD	WEED CONTROL AT TIP SITE IN MAIDA VALE	902.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38658	11/09/2014	GRAHAM STIMSON	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	116.90
EFT38659	11/09/2014	BALLIGART - HELEN LOCK	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	30.10
EFT38660	11/09/2014	INVESTOR ASSIST PTY LTD	FOOTPATH DEPOSIT REFUND	1000.00
EFT38661	11/09/2014	FLEETCARE PTY LTD	STAFF CONTRIBUTIONS TO NOVATED LEASING	5263.46
EFT38662	11/09/2014	SHARLIEN JANE CUMMINGS	RATES REFUND	450.00
EFT38663	11/09/2014	IMAGININGS LIFE IMAGES BY SUE	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	6.30
EFT38664	11/09/2014	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND (ACSRF)	SUPERANNUATION CONTRIBUTIONS	240.94
EFT38665	11/09/2014	PETER WEBB	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	10.43
EFT38666	11/09/2014	AGED CARE TODAY	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	200.00
EFT38667	11/09/2014	KALAMUNDA PATISSERIE	CATERING SUPPLIES	56.00
EFT38668	11/09/2014	LINDAS BOOKS / ROLEYSTONE COURIER	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	54.60
EFT38669	11/09/2014	IRENE YOUNG	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	2.80
EFT38670	11/09/2014	THE SULLIVAN SUPER FUND	SUPERANNUATION CONTRIBUTIONS	668.90
EFT38671	11/09/2014	RONALD PENDAL	TRAVEL COMMUNITY VISITORS SCHEME REFUND	228.00
EFT38672	11/09/2014	WORKPOWER INCORPORATED	HIRE OF CASUAL STAFF FOR TREE PLANTING	8134.28
EFT38673	11/09/2014	URBANECO GARDENS	HOME MAINTENANCE FOR HACC SERVICES	2075.00
EFT38674	11/09/2014	NORMA MACDONALD	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	16.10
EFT38675	11/09/2014	BENTEL FAMILY TRUST	CHILDREN'S BOOK WEEK SESSIONS AT VARIOUS LIBRARIES	960.00
EFT38676	11/09/2014	TURNER CONSTRUCTIONS	BUILDING FEES REFUND	207.00



Chq/EFT	Date	Name	Description	Amount
EFT38677	11/09/2014	VIP PUBLIC RELATIONS PTY LTD	KEITH POTGER PERFORMANCE AT MORNING MUSIC	1000.00
EFT38678	11/09/2014	ADELHELM & ASSOCIATES	REGISTRATION FOR 1 STAFF TO ATTEND NEGOTIATING WITH UNIONS, EMPLOYEES GROUPS WORKSHOP	2249.50
EFT38679	11/09/2014	LACHLAN CAMPBELL	TECHNICAL SERVICES FOR KALAMUNDA PERFORMING ARTS CENTRE	2023.00
EFT38680	11/09/2014	SORAYA FARMAND	KEY BOND REFUND	50.00
EFT38681	11/09/2014	ENGINEERING EDUCATION AUSTRALIA	REGISTRATION FOR 1 STAFF TO ATTEND STORMWATER MANAGEMENT SOURCE CONTROL COURSE	1250.00
EFT38682	11/09/2014	GIOVANNI BONOMELLI	CROSSOVER CONTRIBUTION	400.00
EFT38683	11/09/2014	PROJEX MANAGEMENT & CONSTRUCTION PTY LTD T/A CHOICE BY PROJEX	FOOTPATH DEPOSIT REFUNDS	2000.00
EFT38684	11/09/2014	HERB & ESSENCE	CONSIGNMENT SUPPLIER - ZIG ZAG CULTURAL CENTRE - 01/08/14 - 31/08/14	39.90
EFT38685	11/09/2014	PAWS AND CLAWS CAT CLUB	HALL BOND REFUND	300.00
EFT38686	11/09/2014	JUSTIN HEARN	HALL AND KEY BOND REFUND	1050.00
EFT38687	11/09/2014	LINDA OWEN	CROSSOVER CONTRIBUTION	400.00
EFT38688	11/09/2014	G ROSS SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	73.26
EFT38689	11/09/2014	BUILDSTAR PTY LTD T/A REGENCY LIVING	FOOTPATH DEPOSIT REFUND	700.00
EFT38690	22/09/2014	DEPARTMENT OF FIRE AND EMERGENCY SERVICES (DFES)	2014/2015 - EMERGENCY SERVICES LEVY - QUARTER 1	1529102.69
EFT38691	25/09/2014	KALAMUNDA ACCIDENT REPAIR CENTRE	INSURANCE EXCESS FOR REPAIRS TO VEHICLE	956.37
EFT38692	25/09/2014	BARNETTS (WA) PTY LTD	HARDWARE SUPPLIES	1087.12
EFT38693	25/09/2014	STYLECORP CORPORATE WEAR	SUPPLY OF UNIFORM FOR STAFF	5113.74
EFT38694	25/09/2014	MOTORCHARGE - WRIGHT EXPRESS FUEL CARDS AUSTRALIA LTD	FUEL - PERIOD ENDING 15/09/14	6151.00
EFT38695	25/09/2014	GUARDALL SECURITY	SERVICE CALLOUT, LABOUR CHARGE AND NEW KEYPAD FOR SAFE - PETER ANDERTON CENTRE	326.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38696	25/09/2014	NIGHTINGALES PHARMACY	FIRST AID SUPPLIES FOR DEPOT	86.94
EFT38697	25/09/2014	SHAWSETT TRAINING PTY LTD	REGISTRATION FOR 8 PARTICIPANTS TO ATTEND DRIVER TRAINING COURSE FOR FIRE STATION	1880.00
EFT38698	25/09/2014	HARVEY NORMAN AVIT SUPERSTORE CANNINGTON	ELECTRICAL SUPPLIES	179.00
EFT38699	25/09/2014	SALMAT MEDIAFORCE PTY LTD	DISTRIBUTION OF FLYERS FOR SHIRE EVENTS	1410.89
EFT38700	25/09/2014	NEVERFAIL SPRINGWATER LTD (KALA LIB)	BOTTLED WATER SUPPLIES / MAINTENANCE	24.00
EFT38701	25/09/2014	NESTLE AUSTRALIA LTD (MUSASHI)	KIOSK SUPPLIES FOR HARTFIELD PARK RECREATION CENTRE	386.10
EFT38702	25/09/2014	PFD FOOD SERVICES	KIOSK SUPPLIES FOR HARTFIELD PARK RECREATION CENTRE	151.50
EFT38703	25/09/2014	FITNESS AUSTRALIA LTD	SUBSCRIPTION FOR MAGAZINE	1460.00
EFT38704	25/09/2014	COMMUNITYWEST (INC)	REGISTRATION FOR 1 STAFF TO ATTEND INTRODUCTION TO CO-PRODUCTION - BUILDING ORGANISATIONAL SUCESS THROUGH CONSUMER PARTNERSHIP	343.20
EFT38705	25/09/2014	CABCHARGE AUSTRALIA LIMITED	CABCHARGE FEES	6.00
EFT38706	25/09/2014	COLLECTOR OF PUBLIC MONIES (CENTRELINK)	CENTREPAY - TRANSACTION CHARGES JULY 14	70.62
EFT38707	25/09/2014	A CLASS DISPLAYS	BROCHURE HOLDER FOR ZIG ZAG CULTURAL CENTRE	266.20
EFT38708	25/09/2014	NEVERFAIL SPRINGWATERLTD (FORRESTFIELD LIB)	BOTTLED WATER SUPPLIES / MAINTENANCE	86.70
EFT38709	25/09/2014	ONSITE RENTAL GROUP OPERATIONS PYT LTD	EQUIPMENT HIRE FOR QUIT TARGA WEST 2014	456.50
EFT38710	25/09/2014	REVIVE EMERGENCY MEDICAL TRAINING	FIRST AID SUPPLIES	217.95
EFT38711	25/09/2014	SETON AUSTRALIA PTY LTD	SAFETY EQUIPMENT / SUPPLIES	225.84
EFT38712	25/09/2014	PICTON PRESS	PRINTING OF BROCHURES FOR VARIOUS EVENTS	3723.90
EFT38713	25/09/2014	THE PLANNING GROUP WA PTY LTD	PROFESSIONAL SERVICES - PICKERING BROOK MRS AMENDMENT - TOWNSITE EXPANSION CONCEPT PLAN AND FORRESTFIELD STAGE 3 LIA MRS AMENDMENT 13	6006.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38714	25/09/2014	MACQUARIE EQUIPMENT FINANCE PTY LTD	EQUIPMENT TERMINATION - APC UPS BUYOUT	6329.16
EFT38715	25/09/2014	VE GRAPHICS PTY LTD	SUPPLY OF BANNERS FOR VARIOUS EVENTS	3608.00
EFT38716	25/09/2014	GOVERNMENT OF WESTERN AUSTRALIA DEPARTMENT OF PLANNING	DEPARTMENT OF PLANNING APPLICATION - CM-05/042 - LOT 1 (42) CUMBERLAND ROAD FORRESTFIELD	3503.00
EFT38717	25/09/2014	ALL EARTH GROUP	DISPOSAL OF ROAD SWEEPINGS FROM LAWNBROOK AND DAWSON ROAD TIP SITES	35029.44
EFT38718	25/09/2014	VIP CARPET AND UPHOLSTERY CLEANING SERVICE	CARPET CLEANING AT VARIOUS LOCATIONS	2313.00
EFT38719	25/09/2014	BIDVEST FOODSERVICE	GROCERIES FOR PETER ANDERTON CENTRE	424.45
EFT38720	25/09/2014	TOTALLY WORKWEAR MIDLAND	SUPPLY OF PROTECTIVE CLOTHING	261.62
EFT38721	25/09/2014	PUBLIC LIBRARIES WESTERN AUSTRALIA	2014/15 MEMBERSHIP	367.72
EFT38722	25/09/2014	GIRL GUIDES WESTERN AUSTRALIA INC	KIDSPORT FUNDING FOR VARIOUS PLAYERS	200.00
EFT38723	25/09/2014	DEPARTMENT OF HOUSING	RATES REFUND	1282.32
EFT38724	25/09/2014	MARY MARGARET ILES	CROSSOVER CONTRIBUTION	400.00
EFT38725	25/09/2014	HEATHER & DEREK FLETCHER	RATES REFUND	255.79
EFT38726	25/09/2014	FALLS ROAD PRIMARY SCHOOL	HALL AND KEY BOND REFUND	350.00
EFT38727	25/09/2014	ALLAN MORTON	COUNCILLOR ALLOWANCE - 29/08/14 - 25/09/14	2016.16
EFT38728	25/09/2014	WAYNE SCROOP	RATES INCENTIVE PRIZE WINNER	1000.00
EFT38729	25/09/2014	EDWARD OVERTON	HALL AND KEY BOND REFUND AND COST OF TWO ADDITIONAL HOURS REQUIRED FOR SET UP	1030.00
EFT38730	25/09/2014	BARBARA MAY DEVINE	RATES INCENTIVE PRIZE WINNER	1000.00
EFT38731	25/09/2014	TONY MARK ELDRIDGE	RATES REFUND	850.13
EFT38732	25/09/2014	TERRIE CLIFFORD	REFUND OF MATTRESS DISPOSAL FEE	33.00
EFT38733	25/09/2014	DINESH & BELINDA HENDERSON	FOOTPATH DEPOSIT REFUND	1200.00
EFT38734	25/09/2014	WARREN & CHERYLENE GUNTER	PLANNING APPLICATION FEE REFUND	147.00
EFT38735	25/09/2014	DOROTHY FILBEY	RATES INCENTIVE PRIZE WINNER	1000.00
EFT38736	25/09/2014	PAULINE TONKIN	FALLS FARM GARDEN REIMBURSEMENT	95.85
EFT38737	25/09/2014	DAVID & ANNA BACCHION	FOOTPATH DEPOSIT REFUND	1500.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38738	25/09/2014	GLORIA KILPATRICK	HALL AND KEY BOND REFUND	350.00
EFT38739	25/09/2014	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	91211.37
EFT38740	25/09/2014	SHIRE OF KALAMUNDA STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	312.00
EFT38741	25/09/2014	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	701.55
EFT38742	25/09/2014	AUSTRALIA POST	POSTAL EXPENSES	4583.75
EFT38743	25/09/2014	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES FOR VARIOUS LOCATIONS	2629.35
EFT38744	25/09/2014	COVS PARTS PTY LTD	PLANT / VEHICLE PARTS	1814.98
EFT38745	25/09/2014	LANDGATE	LAND ENQUIRIES FOR VARIOUS LOCATIONS	48.00
EFT38746	25/09/2014	KALAMUNDA AUTO ELECTRICS	PLANT / VEHICLE PARTS	1810.55
EFT38747	25/09/2014	MCLEODS BARRISTERS & SOLICITORS	LEGAL EXPENSES	8393.29
EFT38748	25/09/2014	MIDWASTE - TRANSPACIFIC CLEANAWAY PTY LTD	WASTE / RECYCLING SERVICES	944.57
EFT38749	25/09/2014	SESCO SECURITY CO	SECURITY MONITORING SERVICES FOR VARIOUS LOCATIONS	5779.40
EFT38750	25/09/2014	STATE LIBRARY OF W.A.	LOST AND DAMAGED BOOKS FOR VARIOUS LIBRARIES	849.20
EFT38751	25/09/2014	LANDGATE - VALUATIONS	VALUATIONS FOR VARIOUS LOCATIONS	272.02
EFT38752	25/09/2014	WA LIBRARY SUPPLIES PTY LTD	LIBRARY / OFFICE SUPPLIES	63.60
EFT38753	25/09/2014	WALKERS HARDWARE (MITRE 10)	HARDWARE SUPPLIES	452.70
EFT38754	25/09/2014	ECHO NEWSPAPER	ADVERTISING FOR VARIOUS JOBS / EVENTS	2360.00
EFT38755	25/09/2014	MCKAY EARTHMOVING PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	550.00
EFT38756	25/09/2014	BUNZL LTD	KITCHEN / CLEANING SUPPLIES	306.57
EFT38757	25/09/2014	EASTERN METROPOLITAN REGIONAL COUNCIL	DOMESTIC / WASTE CHARGES - RED HILL TIP. MATTRESS DISPOSAL FEES. PREPARATION OF SCOPE FOR INSTALLATION OF GAS MONITORING WELLS AT DAWSON AVENUE.	325540.08
EFT38758	25/09/2014	BORAL CONSTRUCTION MATERIALS GROUP	ROAD MATERIALS FOR VARIOUS LOCATIONS	497.31

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38759	25/09/2014	A & S HILL	ELECTRICIAL REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	26817.34
EFT38760	25/09/2014	KEEP AUSTRALIA BEAUTIFUL COUNCIL	SUPPLY OF ROADSIDE ORANGE LITTER BAGS	411.84
EFT38761	25/09/2014	ZIPFORM PTY LTD	PRINTING OF RATES INSTALMENT NOTICES & FINAL NOTICES FOR 14/15	10893.46
EFT38762	25/09/2014	JASON SIGNMAKERS	SIGNAGE SUPPLIES	217.80
EFT38763	25/09/2014	3 VODAFONE HUTCHISON AUSTRALIA PTY LTD	COMMUNICATION EXPENSES	2088.71
EFT38764	25/09/2014	STATEWIDE BEARINGS	PLANT / VEHICLE PARTS	135.94
EFT38765	25/09/2014	FASTA COURIERS	COURIER FEES	526.43
EFT38766	25/09/2014	THE WATERSHED WATER SYSTEMS	RETICULATION PARTS FOR VARIOUS RESERVES	985.97
EFT38767	25/09/2014	FORRESTFIELD MOWER CENTRE	HARDWARE / PLANT PARTS	243.00
EFT38768	25/09/2014	RAECO	STATIONERY / OFFICE SUPPLIES	177.00
EFT38769	25/09/2014	SONIC HEALTHPLUS (KINETIC HEALTH GROUP LTD)	PREPLACEMENT MEDICALS / BASELINE HEARING TESTS	679.80
EFT38770	25/09/2014	MAJOR MOTORS PTY LTD	PLANT / VEHICLE PARTS	583.12
EFT38771	25/09/2014	ALSCO LINEN SERVICE	LINEN HIRE / LAUNDRY SERVICES	774.80
EFT38772	25/09/2014	BRADOCK PODIATRY SERVICES PTY LTD	PODIATRY SERVICES AT JACK HEALEY CENTRE	1021.90
EFT38773	25/09/2014	DAYNITE TOWING SERVICE (WA) PTY LTD (FORMERLEY MOBITOW PTY LTD)	TOWING SERVICES	433.40
EFT38774	25/09/2014	LINDLEY CONTRACTING	PLUMBING REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	7854.00
EFT38775	25/09/2014	KALA BOB KATS PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	750.20
EFT38776	25/09/2014	DEPARTMENT OF PREMIER & CABINET - STATE LAW PUBLISHER	GOVERNMENT GAZETTE ADVERTISING	317.98
EFT38777	25/09/2014	ACTIMED AUSTRALIA PTY LTD	MEDICAL SUPPLIES FOR PODIARTIST	449.55
EFT38778	25/09/2014	GRONBEK SECURITY	SECURITY KEY SERVICES TO VARIOUS SHIRE BUILDINGS	358.74

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38779	25/09/2014	GRIMES CONTRACTING PTY LTD	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	1139.63
EFT38780	25/09/2014	BGC ASPHALT	ROAD MATERIALS FOR VARIOUS LOCATIONS	738.38
EFT38781	25/09/2014	WA LIMESTONE COMPANY	ROAD MATERIALS FOR VARIOUS LOCATIONS	593.09
EFT38782	25/09/2014	WESTSIDE FIRE SERVICES	TESTING AND INSPECTION OF FIRE EQUIPMENT / SUPPLIES	594.00
EFT38783	25/09/2014	STAPLES AUSTRALIA PTY LTD(CORPORATE EXPRESS AUSTRALIA LTD)	STATIONERY / OFFICE SUPPLIES	2334.46
EFT38784	25/09/2014	KALAMUNDA STATE EMERGENCY SERVICE	REIMBURSEMENT - GOODS AND SERVICES	3901.22
EFT38785	25/09/2014	BLADON WA PTY LTD	MEMORABILIA SUPPLIES	1588.95
EFT38786	25/09/2014	FULTON HOGAN INDUSTRIES PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	512.66
EFT38787	25/09/2014	JOHN GIARDINA	COUNCILLOR ALLOWANCE - 29/08/14 - 25/09/14	3204.62
EFT38788	25/09/2014	GEOFF STALLARD	COUNCILLOR ALLOWANCE - 29/08/14 - 25/09/14	2016.16
EFT38789	25/09/2014	FOODWORKS FRESH FORRESTFIELD	GROCERY SUPPLIES	994.45
EFT38790	25/09/2014	WA LOCAL GOVERNMENT ASSOCIATION (ADVERTISING)	ADVERTISING FOR VARIOUS JOBS / EVENTS	2429.61
EFT38791	25/09/2014	KALAMUNDA & DISTRICTS JUNIOR FOOTBALL CLUB	HALL AND KEY BOND REFUND	350.00
EFT38792	25/09/2014	MACDONALD JOHNSTON ENGINEERING	PLANT / VEHICLE PARTS	67.99
EFT38793	25/09/2014	LO-GO APPOINTMENTS	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	3388.77
EFT38794	25/09/2014	BRIDGESTONE AUSTRALIA LTD	PLANT / VEHICLE PARTS	465.06
EFT38795	25/09/2014	HOSEMASTERS	PLANT / VEHICLE PARTS	328.63
EFT38796	25/09/2014	WORK CLOBBER (MIDLAND)	PROTECTIVE CLOTHING SUPPLIES	340.20
EFT38797	25/09/2014	ZIG ZAG GRAPHICS AND PRINT	PRINTING OF A1 MAP OF THE KALAMUNDA TOWNSCAPE IMPROVEMENT PLAN	48.00
EFT38798	25/09/2014	ONESTEEL DISTRIBUTION (MIDALIA STEEL)	PLANT / VEHICLE PARTS	348.48
EFT38799	25/09/2014	J BLACKWOOD & SON LIMITED	PROTECTIVE WEAR / SUPPLIES	1328.68
EFT38800	25/09/2014	EASTERN HILLS SAWS AND MOWERS	PLANT / VEHICLE PARTS	68.50
EFT38801	25/09/2014	AIR LIQUIDE WA PTY LTD	GAS BOTTLE FACILITY FEE	114.61

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38802	25/09/2014	LOVEGROVE TURF SERVICES	TURF MAINTENANCE / SERVICES AT VARIOUS LOCATIONS	7700.00
EFT38803	25/09/2014	KALAMUNDA & DISTRICTS HISTORICAL SOCIETY	ANNUAL CONTRIBUTION AS PER LEASE AGREEMENT FOR INSURANCE REIMBURSEMENT	1357.00
EFT38804	25/09/2014	FORRESTFIELD PRIMARY SCHOOL	PURCHASE OF TWO PIECES OF ARTWORK	140.00
EFT38805	25/09/2014	HIGH WYCOMBE FAMILY CENTRE INC	UTILITIES EXPENSES FOR FINANCIAL YEAR 13/14 - CHILD HEALTH CENTRE	5153.26
EFT38806	25/09/2014	DON RUSSELL HOMES PTY LTD	FOOTPATH DEPOSIT REFUND	1000.00
EFT38807	25/09/2014	CRABBS KALAMUNDA (IGA)	GROCERY SUPPLIES	500.41
EFT38808	25/09/2014	FORRESTFIELD FOOTBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	1004.95
EFT38809	25/09/2014	VENTURA HOMES PTY LTD	FOOTPATH DEPOSIT REFUND	1200.00
EFT38810	25/09/2014	CITY OF JOONDALUP	LIBRARY EXPENSES	29.59
EFT38811	25/09/2014	HILLS BMX CLUB (INC)	KEY BOND REFUND	50.00
EFT38812	25/09/2014	EDUCATIONAL ART SUPPLIES COMPANY	CRAFT SUPPLIES FOR LIBRARIES	245.00
EFT38813	25/09/2014	HOME GROUP WA PTY LTD	FOOTPATH DEPOSIT REFUND	1000.00
EFT38814	25/09/2014	ASHMY PTY LTD	FOOTPATH DEPOSIT REFUND	1000.00
EFT38815	25/09/2014	PLUNKETT HOMES (1903) PTY LTD	FOOTPATH DEPOSIT REFUND	1000.00
EFT38816	25/09/2014	GCS SERVICES	PLUMBING SERVICES TO VARIOUS LOCATIONS	1319.78
EFT38817	25/09/2014	MARTIN'S TRAILER PARTS	PLANT / VEHICLE PARTS	24.13
EFT38818	25/09/2014	LANDMARK OPERATIONS LTD	CHEMICALS & SUPPLIES	1041.04
EFT38819	25/09/2014	UNIVERSAL ENGINEERS SUPPLIES (UES)	PLANT / VEHICLE PARTS	508.42
EFT38820	25/09/2014	THE CHURCHES COMMISSION ON EDUCATION (INC) T/A YOUTHCARE	ANNUAL CHAPLAINCY PROGRAMME FOR SCHOOLS LOCATED IN THE HILLS REGION AND FOOTHILLS	22550.00
EFT38821	25/09/2014	HAWLEY'S BOBCAT SERVICE	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	8646.00
EFT38822	25/09/2014	WILD SEASONS FLOWERS PTY LTD	FLOWER ARRANGEMENTS	75.00
EFT38823	25/09/2014	CAI FENCES	FENCING SUPPLIES / REPAIRS	3685.00
EFT38824	25/09/2014	AABEL LINE MARKING	LINE MARKING FOR VARIOUS LOCATIONS	1074.70
EFT38825	25/09/2014	WA HINO SALES & SERVICE	PLANT / VEHICLE PARTS	1027.39

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38826	25/09/2014	RURAL BUILDING COMPANY PTY LTD	FOOTPATH DEPOSIT REFUND	1104.50
EFT38827	25/09/2014	GHD PTY LTD	ROAD SAFETY AUDIT HALE ROAD/HARTFIELD ROAD	4020.50
EFT38828	25/09/2014	ICON-SEPTECH	DRAINAGE SUPPLIES FOR VARIOUS LOCATIONS	1676.40
EFT38829	25/09/2014	DICK SMITH ELECTRONICS	ELECTRICAL SUPPLIES	162.80
EFT38830	25/09/2014	CHAMBER OF COMMERCE & INDUSTRY OF WA	CONSULTATION WITH SIMON BIBBY - GENERAL PROTECTIONS CLAIM	407.55
EFT38831	25/09/2014	IMPRESSIONS THE HOME BUILDER	FOOTPATH DEPOSIT REFUND	1000.00
EFT38832	25/09/2014	METROCOUNT	SURVEYING SUPPLIES	2224.20
EFT38833	25/09/2014	IAN JUSTIN WHITTEN	COUNCILLOR ALLOWANCE - 29/08/14 - 25/09/14	2016.16
EFT38834	25/09/2014	ORBIT HEALTH & FITNESS SOLUTIONS	GYM EQUIPMENT SUPPLIES	70.00
EFT38835	25/09/2014	THE FARM SHOP (WA) PTY LTD	GARDEN / RESERVE SUPPLIES	1518.00
EFT38836	25/09/2014	ALCHEMY TECHNOLOGY	COMPUTER SOFTWARE MAINTENANCE	3871.45
EFT38837	25/09/2014	B & J CATALANO PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	7433.57
EFT38838	25/09/2014	HILL TOP GROUP PTY	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	7830.11
EFT38839	25/09/2014	TALONS HIGH SECURITY FENCING	MAINTENANCE, REPAIRS AND SERVICING TO OPERATIONS CENTRE SECURITY FENCING.	451.00
EFT38840	25/09/2014	INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA WA	REGISTRATION FOR 1 STAFF TO ATTEND MASTER CLASS: MANAGING WATER ISSUES	235.00
EFT38841	25/09/2014	LIFTING BY DESIGN PTY LTD	PLANT / VEHICLE PARTS	313.50
EFT38842	25/09/2014	TRILOGY SERVICING PTY LTD	AIRCONDITIONING MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	551.16
EFT38843	25/09/2014	LOCAL GOVERNMENT PLANNERS ASSOCIATION	MEMBERSHIP RENEWAL - 14/15 FOR 1 STAFF	100.00
EFT38844	25/09/2014	QUICK CORPORATE AUST PTY LTD	STATIONERY & OFFICE SUPPLIES	4608.14
EFT38845	25/09/2014	SUSAN BILICH	COUNCILLOR ALLOWANCE - 29/08/14 - 25/09/14	7364.24
EFT38846	25/09/2014	KANYANA WILDLIFE REHABILITATION CENTRE INC	NETWORKING AT KANYANA AND TOUR FOR SMG	290.00
EFT38847	25/09/2014	PERRY ENVIRONMENTAL CONTRACTING	WEED CONTROL AT VARIOUS LOCATIONS	2667.50



<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38848	25/09/2014	PERTH HILLS VIGNERONS ASSOCIATION	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	500.00
EFT38849	25/09/2014	BT EQUIPMENT P/L T/A TUTT BRYANT EQUIPMENT	PLANT/VEHICLE PARTS	184.83
EFT38850	25/09/2014	DUN & BRADSTREET ( AUSTRALIA ) PTY LTD	DEBT COLLECTION FEES FOR LIBRARIES	7.40
EFT38851	25/09/2014	LOCK, STOCK & FARRELL LOCKSMITH PTY LTD	PADLOCKS / KEYS SUPPLIES	1681.00
EFT38852	25/09/2014	OPUS INTERNATIONAL CONSULTANTS (PCA) LIMITED	PROFESSIONAL SERVICES - RELOCATION OF SEWER	1203.13
EFT38853	25/09/2014	ATI-MIRAGE TRAINING SOLUTIONS	REGISTRATION FOR 1 STAFF TO ATTEND SPEAKING OFF THE CUFF COURSE	451.00
EFT38854	25/09/2014	COCA-COLA AMATIL (AUST) PTY LTD	KIOSK SUPPLIES FOR HARTFIELD PARK RECREATION CENTRE	1017.06
EFT38855	25/09/2014	CONFECT - EXPRESS	KIOSK SUPPLIES FOR HARTFIELD PARK RECREATION CENTRE	638.29
EFT38856	25/09/2014	G FORCE PRINTING	SUPPLY OF PRINTED STATIONERY STOCK	1188.88
EFT38857	25/09/2014	T-QUIP	PLANT / VEHICLE PARTS	1174.70
EFT38858	25/09/2014	HOSECO	PLANT / VEHICLE PARTS	770.35
EFT38859	25/09/2014	DIRECT TRADES SUPPLY PTY LTD	HARDWARE SUPPLIES	133.95
EFT38860	25/09/2014	SPECIALISED SECURITY SHREDDING	SECURE DOCUMENT DISPOSAL BIN REMOVAL AND REPLACEMENT	33.00
EFT38861	25/09/2014	GEMMILL HOMES	FOOTPATH DEPOSIT REFUND	3400.00
EFT38862	25/09/2014	KERRY ALLAN-ZINNER	RATES INCENTIVE PRIZE WINNER	1000.00
EFT38863	25/09/2014	CENTRO KALAMUNDA	BOOKING OF SITE 4 AT KALAMUNDA CENTRO FOR BUSHFIRE AMENDMENT ADVERTISING	340.00
EFT38864	25/09/2014	CEDAR HOMES	FOOTPATH DEPOSIT REFUND	1000.00
EFT38865	25/09/2014	MARGARET THOMAS	COUNCILLOR ALLOWANCE - 29/08/14 - 25/09/14	2016.16
EFT38866	25/09/2014	WESTRAC PTY LTD	PLANT / VEHICLE PARTS	19.34
EFT38867	25/09/2014	HERITAGE COLLEGE PERTH INC	HALL AND KEY BOND REFUND	455.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38868	25/09/2014	PORTER CONSULTING ENGINEERS	SURVEY/DESIGN FOR HALE ROAD WIDENING PROJECT	2398.00
EFT38869	25/09/2014	INSIGHT CCS PTY LTD	AFTER HOURS ANSWERING SERVICES	1849.25
EFT38870	25/09/2014	PLANNING INSTITUTE AUSTRALIA	MEMBERSHIP RENEWAL 14/15 FOR 1 STAFF	590.00
EFT38871	25/09/2014	NOREEN TOWNSEND	COUNCILLOR ALLOWANCE - 29/08/14 - 25/09/14	2016.16
EFT38872	25/09/2014	MODERN TEACHING AIDS	CHILDREN ACTIVITY SUPPLIES	1165.41
EFT38873	25/09/2014	FRANK LINDSEY	COUNCILLOR ALLOWANCE - 29/08/14 - 25/09/14	2016.16
EFT38874	25/09/2014	MAIDA VALE DELIVERY ROUND	PAPER AND MAGAZINES DELIVERIES FOR HIGH WYCOMBE LIBRARY	78.40
EFT38875	25/09/2014	SIMON DI ROSSO	COUNCILLOR ALLOWANCE - 29/08/14 - 25/09/14	2016.16
EFT38876	25/09/2014	G.D.CHARLTON	PODIATRY SERVICES AT JACK HEALEY CENTRE	1056.73
EFT38877	25/09/2014	WEBSITE WEED & PEST PTY LTD	WEED CONTROL AT VARIOUS LOCATIONS	1694.00
EFT38878	25/09/2014	JACQUELINE RUSSELL	RATES INCENTIVE PRIZE WINNER	1000.00
EFT38879	25/09/2014	MICROCHIPS AUSTRALIA	SUPPLY OF MICROCHIP SCANNER	1538.70
EFT38880	25/09/2014	SECURE TRAFFIC	TRAFFIC MANAGEMENT FOR VARIOUS LOCATIONS	3078.90
EFT38881	25/09/2014	NATSYNC ENVIRONMENTAL	SUPPLY OF NEST BOXES	1338.00
EFT38882	25/09/2014	HUMES	DRAINAGE SUPPLIES FOR VARIOUS LOCATIONS	7028.12
EFT38883	25/09/2014	DEPARTMENT OF AGRICULTURE AND FOOD	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	300.00
EFT38884	25/09/2014	BARRIER REEF POOLS	INFRASTRUCTURE ADMIN FEE REFUND	107.50
EFT38885	25/09/2014	INSTITUTE OF PUBLIC WORKS ENGINEERING AUST. (NAT)	REGISTRATION FOR 1 STAFF TO ATTEND TOWARDS MORE SUSTAINABLE LIGHTING WORKSHOP	660.00
EFT38886	25/09/2014	AUSTRALIAN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1062.07
EFT38887	25/09/2014	WARDEN CONSTRUCTION (WA) PTY LTD	FOOTPATH DEPOSIT REFUND	1200.00
EFT38888	25/09/2014	OVEN SPARKLE PTY LTD	OVEN CLEANING SERVICES FOR VARIOUS LOCATIONS	759.00
EFT38889	25/09/2014	HOLCIM AUSTRALIA PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	1889.38
EFT38890	25/09/2014	ASTHMA FOUNDATION WA	FUNDRAISING MONEY AT HARTFIELD PARK RECREATION CENTRE - 12 AUGUST 2014	209.50
EFT38891	25/09/2014	ANDREW WADDELL	COUNCILLOR ALLOWANCE - 29/08/14 - 25/09/14	2016.16

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38892	25/09/2014	IAN NEWELL	PART DOG REGISTRATION REFUND	77.50
EFT38893	25/09/2014	CATHY WOOD	KEY BOND REFUND	50.00
EFT38894	25/09/2014	LESMURDIE ARTS & CRAFTS INC	HALL AND KEY BOND REFUND	350.00
EFT38895	25/09/2014	RESIDENTIAL BUILDING WA PTY LTD	FOOTPATH DEPOSIT REFUND	1000.00
EFT38896	25/09/2014	D.A CHRISTIE P/L T/as CHRISTIE PARKSAFE	SUPPLY AND DELIVERY OF BBQ FOR JACARANDA SPRINGS RESERVE	11104.50
EFT38897	25/09/2014	PETER TUCATS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	263.63
EFT38898	25/09/2014	DRAINFLOW SERVICES PTY LTD	CLEANING / MAINTAINING STORM WATER DRAINS	14428.70
EFT38899	25/09/2014	FORESTVALE TREES PTY LTD	GARDEN / VERGE SUPPLIES	1430.00
EFT38900	25/09/2014	CHRIS ANTILL PLANNING & URBAN DESIGN CONSULTANT	FORRESTFIELD CENTRE DISTRICT STRUCTURE PLAN - WOODLUPINE CREEK MANAGEMENT PLAN	11904.20
EFT38901	25/09/2014	GROUNDWORK CONSULTING ENGINEERS	LOT 9102 WILLIAM STREET WATTLE GROVE - WAPC 142078 - MAINTENANCE BOND REFUND	17229.99
EFT38902	25/09/2014	NEVERFAIL SPRINGWATER LTD (PETER ANDERTON CEN)	BOTTLED WATER SUPPLIES / MAINTENANCE	15.15
EFT38903	25/09/2014	STARGATE ACTORS ACADEMY	HALL AND KEY BOND REFUND	450.00
EFT38904	25/09/2014	MATTHEW KLOSS	RATES INCENTIVE PRIZE WINNER	1000.00
EFT38905	25/09/2014	NEVERFAIL SPRINGWATER LTD (ZZCC)	BOTTLED WATER SUPPLIES / MAINTENANCE	13.95
EFT38906	25/09/2014	BRIKMAKERS	SUPPLY OF LIMESTONE BLOCKS	331.85
EFT38907	25/09/2014	DYLAN O'CONNOR	COUNCILLOR ALLOWANCE - 29/08/14 - 25/09/14 & REIMBURSEMENT OF VARIOUS COSTS	2115.16
EFT38908	25/09/2014	BOWDEN TREE CONSULTANCY	ARBORICULTURAL CONSULTANCY	396.00
EFT38909	25/09/2014	LIBERTY OIL WESTERN AUSTRALIA PTY LTD	SUPPLY OF FUEL	26838.41
EFT38910	25/09/2014	SUPERIOR LAWN AUSTRALIA	RESERVE / GARDEN SUPPLIES	7500.00
EFT38911	25/09/2014	PH CONCRETE (WA) PTY LTD	FOOTPATH MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	19798.12
EFT38912	25/09/2014	COMMARINE	PLANT / VEHICLE PARTS	198.00
EFT38913	25/09/2014	AVELING HOMES	FOOTPATH DEPOSIT REFUND	1000.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38914	25/09/2014	STATE WIDE TURF SERVICES	TURF SUPPLIES / MAINTENANCE FOR VARIOUS LOCATIONS	7615.90
EFT38915	25/09/2014	KOTT GUNNING LAWYERS	LEGAL EXPESNES	266.86
EFT38916	25/09/2014	METROSTRATA DEVELOPMENTS PTY LTD T/A MYGEN HOMES	FOOTPATH DEPOSIT REFUND	1000.00
EFT38917	25/09/2014	DISCOUNT HOME IMPROVEMENTS T/AS GRANNY FLATS WA	FOOTPATH DEPOSIT REFUND	1000.00
EFT38918	25/09/2014	GT AUTOMOTIVE FASTENERS	PLANT / VEHICLE PARTS	320.00
EFT38919	25/09/2014	FONZ'S BOBCAT & TRUCK HIRE	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	6014.79
EFT38920	25/09/2014	DELL AUSTRALIA	INFRASTRUCTURE REPLACEMENT PROJECT - NOT INVOICED FOR FINANCIAL YEAR 13/14	21917.46
EFT38921	25/09/2014	VISION SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	944.42
EFT38922	25/09/2014	NABEEL DAMER	RATES REFUND	2159.89
EFT38923	25/09/2014	3 MONKEYS AUDIOVISUAL PTY LTD	PORTABLE P/A SYSTEM FOR ADULT DAY CENTRE	1724.09
EFT38924	25/09/2014	KENNARDS TRAFFIC MANAGEMENT WA	MESSAGE BOARD HIRE FOR QUIT TARGA WEST 2014	900.00
EFT38925	25/09/2014	VITAL PACKAGING	CARRY BAGS FOR ZZCC GIFT SHOP PURCHASES	811.80
EFT38926	25/09/2014	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPYING CHARGES	1664.42
EFT38927	25/09/2014	MSD WHOLESALE PTY LTD T/A MCLERNONS EVERYTHING BUSINESS	OFFICE FURNITURE / SUPPLIES	357.00
EFT38928	25/09/2014	LINDSAY GOODWIN	TECHNICIAN SERVICES FOR VARIOUS EVENTS	374.00
EFT38929	25/09/2014	HARE & FORBES PTY LTD	PLANT / VEHICLE PARTS	185.90
EFT38930	25/09/2014	NATIONAL MEASUREMENT INSTITUTE	WATER SAMPLING ANALYSIS JULY 2014	981.29
EFT38931	25/09/2014	AROUNDABOUT GARDENING SERVICES	VERGE / GARDEN MAINTENANCE FOR VARIOUS LOCATIONS	5494.50
EFT38932	25/09/2014	ROBERT EMERY	COUNCILLOR ALLOWANCE - 29/08/14 - 25/09/14	2016.16
EFT38933	25/09/2014	ORORA LTD	COLLECTION OF CARDBOARD FROM WALLISTON TRANSFER STATION	420.20
EFT38934	25/09/2014	DYMOCKS MIDLAND GATE	LIBRARY SUPPLIES	552.47

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38935	25/09/2014	SAFE T CARD AUSTRALIA PTY LTD	MONTHLY MONITORING CHARGES FOR VARIOUS LOCATIONS	66.00
EFT38936	25/09/2014	MACQUARIE EQUIPMENT RENTALS PTY LTD	EQUIPMENT FIT OUT LEASE KALAMUNDA WATER PARK	4422.57
EFT38937	25/09/2014	CATHERINE DANIELS	REIMBURSEMENT FOR LIQUOR LICENCE FOR LIOR PERFORMANCE AT KPAC	51.00
EFT38938	25/09/2014	FILDES FOOD SAFETY	CATERING SUPPLIES	116.05
EFT38939	25/09/2014	MANDURAH PACKAGING	KITCHEN PRODUCTS, CLEANING GOODS AND CONSUMABLES	322.35
EFT38940	25/09/2014	MPJ (WA) PTY LTD	SUPERANNUATION CONTRIBUTIONS	535.50
EFT38941	25/09/2014	TAMARA HOCKING	GROUP FITNESS CLASSES INSTRUCTOR	45.43
EFT38942	25/09/2014	RYAN JOHN HOPKINS	CROSSOVER BOND REFUND - WAPC 124-13 - LOT 12 (543) KALAMUNDA ROAD HIGH WYCOMBE	4125.00
EFT38943	25/09/2014	DMC CLEANING	CLEANING OF VARIOUS SHIRE BUILDINGS	54357.81
EFT38944	25/09/2014	STERIHEALTH SERVICES PTY LTD	DELIVERY AND COLLECTION OF CLINICAL WASTE BIN	1506.07
EFT38945	25/09/2014	KALAMUNDA RANGERS INCORPORATED	KIDSPORT FUNDING FOR VARIOUS PLAYERS	95.00
EFT38946	25/09/2014	CUROST MILK SUPPLY	MILK SUPPLY FOR ADMINISTRATION CENTRE AND DEPOT	390.40
EFT38947	25/09/2014	ELAN ENERGY MANAGEMENT	COLLECTION AND DISPOSAL OF TYRES	2396.66
EFT38948	25/09/2014	KJERSTIN BJELLAND	MONTHLY RENTAL FOR SEPTEMBER 2014 LOT 918 MONARCH WAY WATTLE GROVE	1298.75
EFT38949	25/09/2014	ENVIRO PIPES PTY LTD	SUPPLY OF PIPES	1299.76
EFT38950	25/09/2014	NATURAL AREA MANAGEMENT & SERVICES	WEED CONTROL TREATMENT	1029.60
EFT38951	25/09/2014	NICHOLAS ROUND	REIMBURSEMENT OF COSTS RELATING TO SHANDY - GRAFFITI WORKING DOG	405.28
EFT38952	25/09/2014	GRANT THORNTON AUSTRALIA LTD	PROFESSIONAL SERVICES - TAX ADVICE	979.00
EFT38953	25/09/2014	MPK TREE SERVICES	TREE REMOVAL / BRANCH PRUNING AT VARIOUS LOCATIONS	34135.75
EFT38954	25/09/2014	ICE SYNCHRO WA	KIDSPORT FUNDING FOR VARIOUS PLAYERS	200.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38955	25/09/2014	TURFWORKS WA PTY LTD	RESERVE MOWING AT VARIOUS LOCATIONS	9526.46
EFT38956	25/09/2014	SCORPION TRAINING SOLUTIONS	REGISTRATION FOR 1 STAFF TO ATTEND 5 DAY OSH REPRESENTATIVES TRAINING	605.00
EFT38957	25/09/2014	SEEDSTICKS PTY LTD	TEN SEED SEEDSTICK PACKS WITH NATIVE EVERLASTING DAISY FOR CITIZENSHIP PACKS	2223.10
EFT38958	25/09/2014	NEVERFAIL SPRINGWATER LTD (ADMIN OFFICE)	BOTTLED WATER SUPPLIES / MAINTENANCE	39.35
EFT38959	25/09/2014	STAN THE TYRE MAN ( STAN'S TYRE SERVICE WA )	PLANT / VEHICLE PARTS	3850.00
EFT38960	25/09/2014	JOHN & PAMELA GORDON	FOOTPATH DEPOSIT REFUND	1000.00
EFT38961	25/09/2014	WOBBLYJULES INVESTMENTS FUND	SUPERANNUATION CONTRIBUTIONS	227.41
EFT38962	25/09/2014	AAA TREE SERVICE	FOOTPATH DEPOSIT REFUND	1500.00
EFT38963	25/09/2014	ENVIRO SWEEP	FOOTPATH / CARPARK SWEEPING SERVICES	19954.00
EFT38964	25/09/2014	WORM AFFAIR	TO SUPPLY WORM CAFES, WORMS AND COMPOST BINS	58.30
EFT38965	25/09/2014	PERTH WASTE PTY LTD	DOMESTIC / RECYCLING RUBBISH SERVICES & BIN CHARGES	276298.35
EFT38966	25/09/2014	FORT KNOX RECORDS MANAGEMENT	SECONDARY STORAGE AND DESTRUCTION OF RECORDS	164.78
EFT38967	25/09/2014	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND (ACSRF)	SUPERANNUATION CONTRIBUTIONS	240.94
EFT38968	25/09/2014	THE SULLIVAN SUPER FUND	SUPERANNUATION CONTRIBUTIONS	668.90
EFT38969	25/09/2014	DAYTONE PRINTING PTY LTD	PRINTING OF BROCHURES / INVITES	1175.32
EFT38970	25/09/2014	DAVID PALMER (PALMER CONSTRUCTIONS & CONTRACTING PTY LTD)	CROSSOVER CONTRIBUTION	400.00
EFT38971	25/09/2014	AUSTRALIA PACIFIC VALUERS PTY LTD ITF THE APV UNIT TRUST	BUILDING AND SITE INFRASTRUCTURE ASSETS INCLUDING CONDITION RATING FOR BUILDINGS AND FAIR VALUE FOR COMPONENTS.	2106.50
EFT38972	25/09/2014	AUSTRALIAN FINANCIAL SECURITY AUTHORITY	VEHICLE CHECKS FOR ABANDONED VEHICLES	12.00

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT38973	25/09/2014	JOYCE MATHERS	PERFORMANCE FOR MORNING MUSIC	550.00
EFT38974	25/09/2014	DAVIDSON TRAHAIRE CORPSYCH	EMPLOYEE ASSITANCE PROGRAMME	1771.00
EFT38975	25/09/2014	STOCK PHOTOGRAPHY PTY LTD	SECUIRTY SOFTWARE MODIFICATION TO FILM KALAMUNDA LOCATION GALLERY	770.00
EFT38976	25/09/2014	WEST TIP WASTE CONTROL PTY LTD	COLLECTION AND RETURN OF HOOKLIFT BINS FROM WALLISTON TRANSFER STATION	29937.60
EFT38977	25/09/2014	URBANECO GARDENS	HOME MAINTENANCE FOR HACC SERVICES	1050.00
EFT38978	25/09/2014	WML CONSULTANTS PTY LTD	CONSULTING SERVICES - KALAMUNDA ROAD UPGRADE	15098.05
EFT38979	25/09/2014	DEANNA CORK	RATES INCENTIVE PRIZE WINNER	1000.00
EFT38980	25/09/2014	PULSE DESIGN	PUBLICATION DESIGN AND LAYOUT	5374.60
EFT38981	25/09/2014	CAMBERCENTRIC PTY LTD	FOOTPATH DEPOSIT REFUND	700.00
EFT38982	25/09/2014	GREENMOUNT NETBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	200.00
EFT38983	25/09/2014	TOTALLY WORKWEAR BELMONT	PROTECTIVE WEAR / SUPPLIES	148.45
EFT38984	25/09/2014	KING AND SPOON CAFE	SUPPLY OF 30 HOT DRINKS FOR THE WILLOUGHBY PARK OPENING	99.00
EFT38985	25/09/2014	SOFTWOOD LOGGING SERVICES PTY LTD	REMOVAL OF VERGE TREES IN FORRESTFIELD / HIGH WYCOMBE INDUSTRIAL AREA	32395.00
EFT38986	25/09/2014	SCREEN FOR LIFE	KEY BOND REFUND	50.00
EFT38987	25/09/2014	HISCONFEE	CROCKERY AND CUTLERY SUPPLIES FOR PETER ANDERTON CENTRE	934.77
EFT38988	25/09/2014	DISPLAY INDUSTRIES T/AS SHOP4SHOPS.COM.AU	ACRYLIC SHELVING FOR THE ZIG ZAG CULTURAL CENTRE GIFT SHOP	389.68
EFT38989	25/09/2014	OLD GUILDFORDIANS - MUNDARING HOCKEY CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	400.00
EFT38990	25/09/2014	LIQUID LEARNING GROUP LTD	REGISTRATION FOR 1 STAFF TO ATTEND WOMEN IN LOCAL GOVERNMENT WA - LEADERSHIP SUMMIT 2014	1094.50
EFT38991	25/09/2014	G ROSS SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	64.61

Chq/EFT	Date	Name	Description	Amount
EFT38992	25/09/2014	ZDENKA BOUSKA	FOOTPATH DEPOSIT REFUND	1000.00
EFT38993	25/09/2014	UNDERSTANDING MUSIC SEMINAR	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	300.00
EFT38994	25/09/2014	WOW GROUP (WA) PTY LTD (WOW HOMES)	FOOTPATH DEPOSIT REFUND	1000.00
EFT38995	25/09/2014	GEOFFREY & RONNIE MALTHOUSE ATF THE MALTHOUSE FAMILY TRUST	FOOTPATH DEPOSIT REFUND	1000.00
EFT38996	25/09/2014	MG & P LENNON SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	82.18
EFT38997	25/09/2014	KEVIN GRIFFITHS	KEY BOND REFUND	50.00
EFT38998	25/09/2014	GEMMA BLANDFORD	HALL AND KEY BOND REFUND	550.00
EFT38999	25/09/2014	OUTDOORS WA INC	REGISTRATION FOR 1 STAFF TO ATTEND WA STATE TRAILS CONFERENCE	60.00
EFT39000	25/09/2014	STONEVALE PTY LTD T/A GREAT LIVING HOMES	FOOTPATH DEPOSIT REFUND	1000.00
EFT39001	25/09/2014	HARPLEET K GROVER	HALL AND KEY BOND REFUND, LESS CLEANING COSTS	300.50
68028		CHEQUE CANCELLED		
68029	10/09/2014	HOSPITAL BENEFIT FUND OF WA	PAYROLL DEDUCTIONS	379.40
68030	10/09/2014	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	225.90
68031	10/09/2014	MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	582.00
68032	10/09/2014	TELSTRA CORPORATION	TELEPHONE EXPENSES	4841.91
68033	10/09/2014	WATER CORPORATION	WATER USE AND SERVICE CHARGE FEES	6906.73
68034	10/09/2014	BCITF	LEVY FEE - AUGUST 2014	19459.00
68035	10/09/2014	SYNERGY	POWER CHARGES	133791.15
68036	10/09/2014	ALINTA ENERGY	GAS CHARGES	1031.30
68037	10/09/2014	DIRECTOR OF LICENSING SERVICES	LOCAL AUTHORITY SERIES NUMBER PLATES	200.00
68038	10/09/2014	BUILDING COMMISSION	BUILDING LEVY - AUGUST 2014	9614.48
68039	10/09/2014	AUSTRALIAN INSTITUTE OF BUILDING SURVEYORS WA CH	REGISTRATION FOR 1 STAFF TO ATTEND WA ESSENTIAL SERVICES AND AGM	440.00
68040	10/09/2014	CASH - ADMIN	PETTY CASH REIMBURSEMENT	899.70



<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
68041	10/09/2014	CASH - KALAMUNDA LIBRARY	PETTY CASH REIMBURSEMENT	103.05
68042	10/09/2014	CASH - FORRESTFIELD LIBRARY	PETTY CASH REIMBURSEMENT	147.38
68043	10/09/2014	WESTSCHEME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	349.56
68044	10/09/2014	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1780.77
68045	10/09/2014	AMP RETIREMENT SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	330.49
68046	10/09/2014	CBUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	210.22
68047	10/09/2014	COGNET NOMINEES PTY LTD ACF MAP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	97.91
68048	10/09/2014	COLONIAL 1ST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	986.55
68049	10/09/2014	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	920.02
68050	10/09/2014	AMPLIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	125.21
68051	10/09/2014	CASH - MEALS ON WHEELS	PETTY CASH REIMBURSEMENT	434.00
68052	10/09/2014	CASH - LESMURDIE LIBRARY	PETTY CASH REIMBURSEMENT	97.15
68053	10/09/2014	CASH - KALAMUNDA HACC	PETTY CASH REIMBURSEMENT	349.90
68054	10/09/2014	ANZ SUPER ADVANTAGE	SUPERANNUATION CONTRIBUTIONS	216.39
68055	10/09/2014	AMP SUPER LEADER	SUPERANNUATION CONTRIBUTIONS	102.28
68056	10/09/2014	CASH - HIGH WYCOMBE LIBRARY	PETTY CASH REIMBURSEMENT	105.55
68057	10/09/2014	ING INTEGRA PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	98.37
68058	10/09/2014	AUSTRALIAN RETIREMENT FUND - ARF ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	177.79
68059	10/09/2014	COMMONWEALTH SUPERSELECT	SUPERANNUATION CONTRIBUTIONS	138.19
68060	10/09/2014	CASH - ZIG ZAG CULTURAL CENTRE	PETTY CASH REIMBURSEMENT	50.30
68061	10/09/2014	CASH - KPAC	PETTY CASH REIMBURSEMENT	91.15
68062	10/09/2014	MACQUARIE WRAP	SUPERANNUATION CONTRIBUTIONS	645.82
68063	10/09/2014	WATER CORPORATION SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	252.19
68064	10/09/2014	TWU SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	212.13
68065	10/09/2014	ONEPATH MASTERFUND	SUPERANNUATION CONTRIBUTIONS	254.24
68066	10/09/2014	KINETIC SUPERANNUATION LTD	SUPERANNUATION CONTRIBUTIONS	203.87

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
68067	24/09/2014	HOSPITAL BENEFIT FUND OF WA	PAYROLL DEDUCTIONS	377.35
68068	24/09/2014	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	225.90
68069	24/09/2014	MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	582.00
68070	24/09/2014	SANAX MEDICAL & FIRST AID SUPPLIES	FIRST AID SUPPLIES	158.95
68071	24/09/2014	TELSTRA CORPORATION	TELEPHONE EXPENSES	26338.91
68072	24/09/2014	WATER CORPORATION	WATER USE AND SERVICE CHARGE FEES	8658.65
68073	24/09/2014	SYNERGY	POWER CHARGES	10715.42
68074	24/09/2014	ALINTA ENERGY	GAS CHARGES	695.45
68075	24/09/2014	COMMISSIONER OF POLICE	VOLUNTEER POLICE CHECKS	30.00
68076	24/09/2014	CITY OF BAYSWATER	LONG SERVICE LEAVE ENTITLEMENTS FOR JESSICA FRAGOMENI	6321.69
68077	24/09/2014	CASH - KALAMUNDA LIBRARY	PETTY CASH REIMBURSEMENT	101.90
68078	24/09/2014	WESTSCHEME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	405.68
68079	24/09/2014	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1844.44
68080	24/09/2014	AMP RETIREMENT SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	256.04
68081	24/09/2014	CBUS SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	210.22
68082	24/09/2014	COGNET NOMINEES PTY LTD ACF MAP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	100.57
68083	24/09/2014	COLONIAL 1ST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	956.67
68084	24/09/2014	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	906.97
68085	24/09/2014	AMPLIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	109.23
68086	24/09/2014	CASH - MEALS ON WHEELS	PETTY CASH REIMBURSEMENT	506.10
68087	24/09/2014	CASH - KALAMUNDA HACC	PETTY CASH REIMBURSEMENT	324.38
68088	24/09/2014	ANZ SUPER ADVANTAGE	SUPERANNUATION CONTRIBUTIONS	216.40
68089	24/09/2014	AMP SUPER LEADER	SUPERANNUATION CONTRIBUTIONS	121.01
68090	24/09/2014	ING INTEGRA PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	136.63
68091	24/09/2014	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	110.54
68092	24/09/2014	AUSTRALIAN RETIREMENT FUND - ARF ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	171.88

---

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
68093	24/09/2014	COMMONWEALTH SUPERSELECT	SUPERANNUATION CONTRIBUTIONS	174.10
68094	24/09/2014	MACQUARIE WRAP	SUPERANNUATION CONTRIBUTIONS	637.30
68095	24/09/2014	WATER CORPORATION SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	252.19
68096	24/09/2014	TWU SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	189.80
68097	24/09/2014	ONEPATH MASTERFUND	SUPERANNUATION CONTRIBUTIONS	187.37
68098	24/09/2014	KINETIC SUPERANNUATION LTD	SUPERANNUATION CONTRIBUTIONS	198.51
68099	24/09/2014	JENNIFER RAWLINGS	REIMBURSEMENT OF CREDIT. NO LONGER RECEIVING SERVICES FROM HACC	82.00
				4467595.79

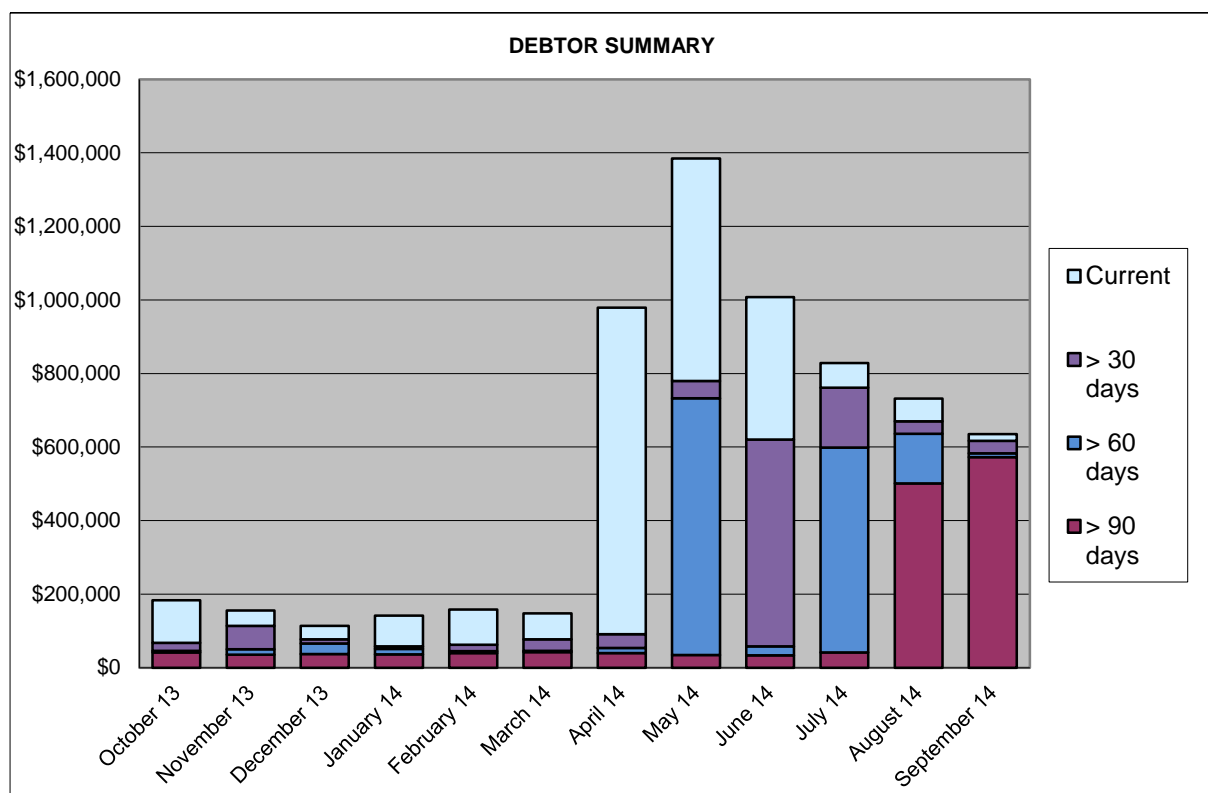
**Attachment 2**

**SHIRE OF KALAMUNDA  
 SUMMARY OF DEBTORS**

**FOR THE PERIOD ENDED 30 SEPTEMBER 2014**

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

	> 90 days	> 60 days	> 30 days	Current	Total
October 13	\$41,669	\$3,852	\$22,138	\$115,581	\$183,240
November 13	\$35,402	\$14,890	\$63,761	\$41,601	\$155,654
December 13	\$36,884	\$28,991	\$11,194	\$36,916	\$113,986
January 14	\$35,901	\$15,076	\$6,820	\$83,752	\$141,548
February 14	\$39,263	\$5,669	\$17,441	\$95,509	\$157,881
March 14	\$42,207	\$3,249	\$31,796	\$70,204	\$147,456
April 14	\$39,669	\$14,103	\$37,186	\$887,621	\$978,580
May 14	\$34,154	\$698,845	\$46,507	\$605,206	\$1,384,712
June 14	\$33,834	\$23,769	\$562,976	\$387,285	\$1,007,863
July 14	\$41,743	\$556,555	\$163,070	\$67,385	\$828,752
August 14	\$501,296	\$134,978	\$33,679	\$62,152	\$732,105
September 14	\$572,315	\$10,832	\$33,781	\$18,257	\$635,185



<b>SUMMARY OF DEBTORS</b>			
<b>FOR THE PERIOD ENDED 30th September 2014</b>			
<b>AMOUNT</b>	<b>DEBTOR</b>	<b>DETAILS</b>	<b>STATUS</b>
<b>&gt; 90 days</b>			
\$81,920.00	Discovery Parks	Annual Waste Charges	Shire in negotiations.
\$5,247.94	Forrestfield United	Loan 214	Direct Debit \$600 per fortnight in place.
\$1,477.79	Hills BMX	Waste / Operating Expenses	Waste invoice - credit note pending. Query with operating expenses.
\$1,113.75	J & M Dunning	Private Works	Debtor waiting for Shire to complete works.
\$3,563.64	Kalamunda Canning Rugby League	Reserve Hire / Operating Expenses	Club awaiting Kids Sport funding / further contact pending.
\$4,110.00	Kalamunda Chamber of Commerce ^	Annual Rent	Direct Debit \$250 per fortnight in place.
\$3,636.98	Kalamunda Cricket Club	Operating Expenses Pat Moran Pavilion	Club to recommence instalments October 2014 - schedule in place.
\$165,000.00	Matt Stuart	Developer Contribution	Planning Department managing outstanding account.
\$299,590.50	Velo Zupanovich	Developer Contribution	Matter pending at the State Administrative Tribunal (SAT).
\$4,475.24	Zig Zag Café	Lease / Operating Expenses	Payment schedule in place.
\$2,179.16	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>\$572,315.00</b>	<b>Total Debts 90+ Days</b>		
<b>&gt; 60 days</b>			
\$1,887.79	Kalamunda & Districts Football	Operational Expenses	Reminder invoices sent - further contact pending
\$1,032.70	Kalamunda Patisserie	Health Services Fees	Reminder invoices sent - business changing ownership
\$7,911.40	60+ Days Debts consisting of amounts under \$1,000.00.		All debtors to be contacted by telephone / email - copy invoices mailed as required.

<b>\$10,831.89</b>	<b>Total Debts 60+ Days</b>		
<b>&gt; 30 days</b>			
\$2,848.65	Dome Coffees Australia	Lease / Operating Expenses	Reminder invoices to be sent
\$8,856.00	Forrestfield United	Reserve Hire	Statement sent
\$1,830.04	Kalamunda & Districts Junior Football	Operating Expenses	Reminder invoices to be sent
\$10,109.86	Kalamunda Club	Loan 219	Club pays in instalments - final instalment pending
\$3,026.52	Kalamunda United	Loan 218 / operating expenses	Reminder invoice to be sent
\$3,671.26	Zig Zag Café	Lease / Operating Expenses	See above
\$3,439.13	30+ Days Debts consisting of amounts under \$1,000.00.		Reminder invoices to be sent.
<b>\$33,781.46</b>	<b>Total Debts 30+ Days</b>		
<b>&lt; 30 days</b>			
<b>\$22,249.93</b>	<b>Total of Current Debts</b>		
<b>\$3,992.95</b>	<b>Total of Accounts in Credit</b>		
<b>\$635,185.33</b>	<b>Total - Debtors Trial Balance</b>		
<b>FOOTNOTES</b>			
* Denotes currently in negotiation of invoice amount and details			
^ Denotes payment arrangement in place			

**Attachment 3**

**SHIRE OF KALAMUNDA**  
**SUMMARY OF CREDITORS**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2014**

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

Month End	> 90 days	> 60 days	> 30 days	Current	Total
31/07/2013	\$3,168	\$30,928	\$7,860	\$704,407	\$746,364
31/08/2013	\$1,618	\$6,095	\$46,102	\$542,740	\$596,555
30/09/2013	\$3,630	\$53,734	\$7,014	\$383,394	\$447,773
31/10/2013	\$12,120	\$1,454	\$107,830	\$1,566,553	\$1,687,957
30/11/2013	\$12,873	\$19,461	\$188,950	\$1,734,521	\$1,955,805
31/12/2013	\$1,090	\$8,183	\$10,820	\$781,525	\$801,618
31/01/2014	\$38,061	-\$3,986	\$64,483	\$863,813	\$962,372
28/02/2014	\$35,788	\$938	-\$2,540	\$2,145,331	\$2,179,518
31/03/2014	\$2,606	-\$2,850	\$14,442	\$846,590	\$860,788
30/04/2014	\$67,486	\$5,942	\$48,203	\$1,019,834	\$1,141,466
31/05/2014	\$183	\$31,578	\$72,756	\$1,596,398	\$1,700,916
30/06/2014	\$19,629	\$13,872	\$133,021	\$2,251,529	\$2,418,051
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

**Comment**

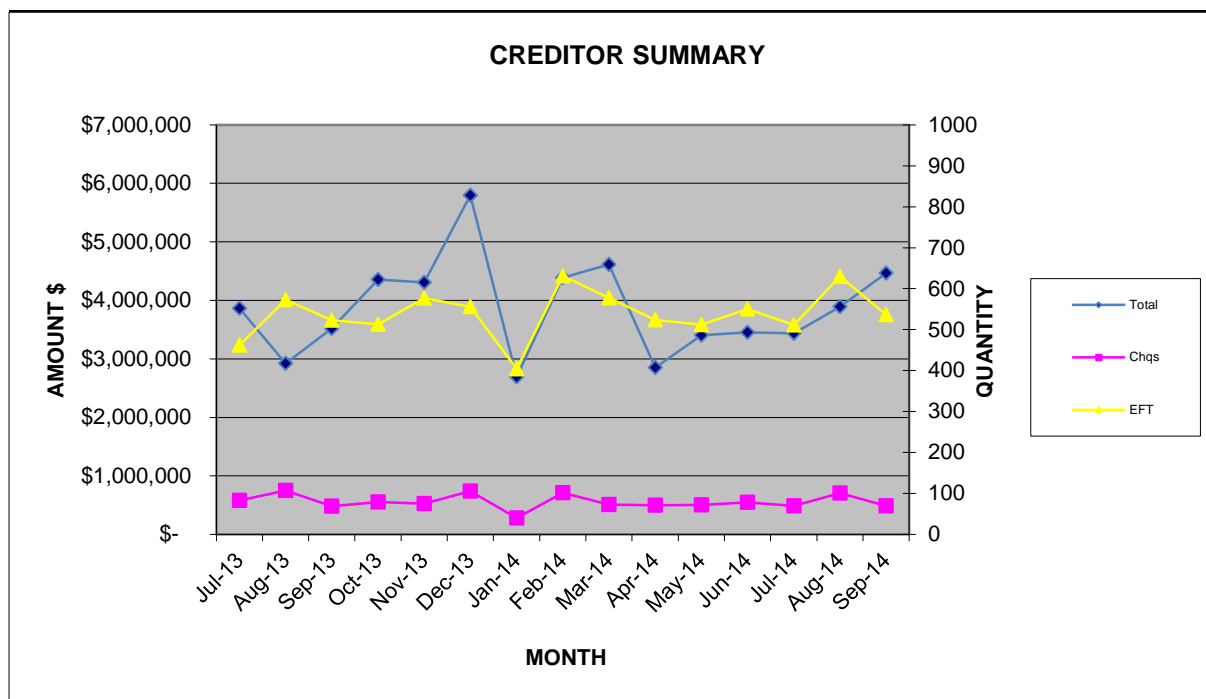
- > 90 days Original Invoices for Tangos Netball Club, Joshua Hockley and Kalamunda Cricket Club not received in Accounts to process
- > 60 days Original Invoices for Discovery Holiday Parks, WA Local Government Association, Total Packaging (WA), CA Technology and Hills Gourmet not received in Accounts to process.
- > 30 days These invoices are paid on the third fortnightly payment run.

**Creditor Payments made**

Month	Amount \$	Quantity		
		Cheques	EFTs	Total
Jul-13	\$ 3,861,531	83	462	545
Aug-13	\$ 2,924,590	107	573	680
Sep-13	\$ 3,520,038	69	523	592
Oct-13	\$ 4,358,209	79	513	592
Nov-13	\$ 4,306,884	75	577	652
Dec-13	\$ 5,791,804	106	556	662
Jan-14	\$ 2,690,559	40	404	444
Feb-14	\$ 4,390,155	102	631	733
Mar-14	\$ 4,612,357	73	578	651
Apr-14	\$ 2,851,930	71	524	595
May-14	\$ 3,402,145	72	512	584
Jun-14	\$ 3,452,822	78	550	628
Jul-14	\$ 3,439,392	70	511	581
Aug-14	\$ 3,890,438	101	630	731
Sep-14	\$ 4,467,596	70	536	606

\*Excludes net staff payroll

\*Creditors on 30 day terms are paid on the 28th of the month following.  
 \*Local suppliers are paid on 14 day terms.





---

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

**42. Rates Debtors Report for the Period Ended 30 September 2014**

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 30 September 2014

**PURPOSE**

1. To receive the report on rates debtors for the period ended 30 September 2014 (Attachment 1).

**BACKGROUND**

2. Rates notices were issued on 10 July 2014 with the following payment options:-

<b>Options</b>	<b>Payment Dates</b>			
Full Payment	14 August 2014			
Two Instalments	14 August 2014	18 December 2014		
Four Instalments	14 August 2014	16 October 2014	18 December 2014	12 February 2015

3. A total of 8,858 ratepayers have taken up an instalment option. 1466 have taken up the option to pay by two instalments and 7392 have taken up the option to pay by four instalments. Any amounts outstanding by those ratepayers without an instalment option are regarded as defaulted.
4. The Shire can accept a direct debit payment arrangement to finalise the balance or a special payment arrangement is made in extenuating circumstances. Strict protocols are maintained so that the Shire is seen to be fair and equitable to all ratepayers. 300 ratepayers have taken up a direct debit payment arrangement and this will continue to increase as letters of Demand will be sent out in October 2014.
5. The Shire of Kalamunda now offers direct debit arrangements for instalments, however at this stage there has been little response.
6. As noted on (Attachment 1), the Shire has collected \$16,598,164 or 54.21% of the debt from the date the rates and service charges were raised, compared to 57.52% at the same period last year.
7. Interim rates have commenced and are almost up to date.

---

## DETAILS

### Debt Recovery

8.
  - There are now nine outstanding debts from 2012/13 that remain with Dun & Bradstreet (D&B) who have had Judgement entered against them; All have been issued with "Property Sales and Seizure Order" the next step is proceed with Land Warrants for these properties which will occur in 2014/15.
  - There remains 31 Ratepayers from 2013/2014, 17 of those who received judgement are close to paying the balance of their rates. For the balance who have not responded to judgement and have failed to make payment, the Shire will proceed to a Land Warrant.
  - A report will be brought to Council in February to approve the issuance of a land warrants for those that have proceeded to Judgment and have still not satisfied the claim.
  - A list of overdue rates debtors will be sent to Dunn & Bradstreet in the second week of October 2014 for a Letter of Demand to be sent for those ratepayers who have not responded to the Final Notice and have made no attempt to pay.

## STATUTORY AND LEGAL CONSIDERATIONS

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

## POLICY CONSIDERATIONS

10. Nil.

## COMMUNITY ENGAGEMENT REQUIREMENTS

11. Nil.

## FINANCIAL CONSIDERATIONS

12. 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

13. *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

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

### Economic Implications

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

### Environmental Implications

16. Nil.

## RISK MANAGEMENT CONSIDERATIONS

17.

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

18. Nil.

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

## OFFICER RECOMMENDATION (C&C 42/2014)

That Council:

1. Receives the rates debtors report for the period ended 30 September 2014 (Attachment 1).

Moved:

Seconded:

Vote:

**Attachment 1**

**SHIRE OF KALAMUNDA  
 SUMMARY OF OUTSTANDING RATES**

**FOR THE PERIOD ENDED 30 SEPTEMBER 2014**

**Rates Outstanding Debtors**

	3rd Previous Year + Outstanding	2nd Previous Year Outstanding	Previous Year Outstanding	Current Outstanding	<b>Total Outstanding</b>	Previous Year Total Outstanding
30/06/2014	\$360,404	\$99,230	\$410,138	\$0	\$869,771	<b>\$781,022</b>
30/07/2014	\$356,534	\$95,176	\$367,211	\$25,230,436	\$26,049,358	\$23,847,216
31/08/2014	\$353,872	\$93,646	\$269,381	\$14,958,090	\$15,674,989	\$9,913,660
30/09/2014	\$352,809	\$91,016	\$238,764	\$13,799,268	\$14,481,858	\$13,152,890

**Rates Outstanding as at 30/06/2014**

**\$869,771**

Rate Levied 2014/15  
 Interim 2014/15 to date  
 Back Rates 2014/15 to date

\$30,121,746  
 \$67,568  
 \$20,937

**Total Levies To Date for 2014/2015**

\$30,210,251

**Total Collectable**

\$31,080,022

**Total Rates Outstanding**

\$14,481,858

Current Deferred Rates Amount (from Rate Reports)

**\$ 463,579**

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

**\$14,018,279**

% of Rates Outstanding: **45.79%**

% of Rates Collected: **54.21%**

**Comment**

[The 2014/2015 Instalment Dates are as follows:](#)

	4x instalments	2x instalments
1st Instalment	14/08/2014	14/08/2014
2nd Instalment	16/10/2014	18/12/2014
3rd Instalment	18/12/2014	
4th Instalment	12/02/2015	

---

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

**43. Self-Supporting Loans – Adoption of Policy**

Previous Items	Nil
Responsible Officer	Director Corporate Services
Service Area	Financial Services
File Reference	Nil
Applicant	N/A
Owner	N/A
Attachment 1	Draft Self-Supporting Loans Policy
Attachment 2	Draft Self-Supporting Loans Management Procedures
Attachment 3	Draft Self-Supporting Loan Agreement
Attachment 4	Draft Self-Supporting Loan Application Form

**PURPOSE**

1. To consider and adopt the proposed Self-Supporting Loans Policy (Attachment 1).
2. To note the associated Management Procedures, Draft Self-Supporting Loan Agreement and Draft Self-Supporting Loan Application Form (Attachments 2 – 4).

**BACKGROUND**

3. Following some recent challenges in the recovery of outstanding loan amounts, the need for a robust Policy and associated Management Procedures has been identified. This is determined to be necessary in order to limit the Shire's exposure to financial loss arising from defaults from loan recipients.
4. The Shire currently has a total of \$440,848 outstanding which is comprised of Self-Supporting Loans to eight clubs.

**DETAILS**

5. The principle of Self-Supporting Loans is to provide approved community groups or sporting clubs with access to funding to assist with the development of new or the improvement of existing facilities for their members where they might not have access to sufficient independent funds.
6. A review of the conditions relating to Self-Supporting Loans has been undertaken in the development of the proposed Self-Supporting Loans Policy and the associated Management Procedures. These outline the conditions under which a Self-Supporting Loan may be advanced, the assessment process, the financial arrangements and is supported by a Self-Supporting Loan Agreement. Legal advice has been received confirming the enforceability of the Self Supporting Loan Agreement.
7. The Shire will only provide funding through Self-Supporting Loans in exceptional circumstances and subject to strict assessment criteria. Typically recipient groups or clubs will need to demonstrate evidence of compelling

---

community benefits, a capacity to service the debt, and an urgent need to fund capital requirements.

8. Approval of Self-Supporting Loans is subject to a strict range of conditions and as a minimum equal contributions from the Club or Community group, the Shire and the Department of Sport and Recreation are required.

### **STATUTORY AND LEGAL CONSIDERATIONS**

9. Section 2.7 of the *Local Government Act 1995 (the Act)* provides that the development and adoption of policies is a key role of the Council.

### **POLICY CONSIDERATIONS**

10. The new Policy will form part of the Policy Register.

### **COMMUNITY ENGAGEMENT REQUIREMENTS**

11. Community Consultation is a vital element in establishing Self-Supporting Loan Agreements.

### **FINANCIAL CONSIDERATIONS**

12. A robust policy and procedural framework to support Self-Supporting Loan Agreements will enhance the Shire's financial sustainability.

### **STRATEGIC COMMUNITY PLAN**

#### **Strategic Planning Alignment**

13. *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**

14. The provision of financial assistance to community groups and sporting clubs enables rate-payers to access quality community facilities.

#### **Economic Implications**

15. Effective management of Self-Supporting Loans leads to increased financial sustainability for the Shire.

#### **Environmental Implications**

16. Nil.

---

## RISK MANAGEMENT CONSIDERATIONS

17.

Risk	Likelihood	Consequence	Rating	Action/Strategy
The Shire suffers financial loss as a result of the debtor failing to make repayments.	Possible	Minor	Medium	Enforce debt collection policy.  Develop and maintain policy and procedures.

### OFFICER COMMENT

18. The development of the Self-Supporting Loan Policy and Procedures together with the Self-Supporting Loan Agreement, will limit the Shire's exposure to financial loss associated with default from loan recipients and enforce repayment obligations due to the Shire.
19. The application of strict eligibility criteria will ensure equity in the provision of financial assistance to community groups and sporting clubs.

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

### OFFICER RECOMMENDATION (C&C 43/2014)

That Council:

1. Adopts the Draft Policy Self-Supporting Loans Agreement (Attachment 1).
2. Notes the Management Procedures for this Policy together with the Self-Supporting Loan Agreement (Attachments 3 and 4).

Moved:

Seconded:

Vote:

**Attachment 1**

<b>01: Self-Supporting Loans – Council Policy</b>	
<b>Council Policy</b>	<b>Relevant Delegation</b>
<b>Relevant Council Procedure</b>	
Self-Supporting Loan – Council Procedure	

**Purpose**

To define the principles by which Council will support community clubs and sporting groups who seek financial assistance to undertake capital works projects by way of self-supporting loans on land owned by or vested in the Shire of Kalamunda.

**Policy Statement**

The Shire of Kalamunda values the contribution to the community of Kalamunda by its community clubs and sporting groups and may provide financial assistance to these groups through the provision of self-supporting loans for approved capital work programs, subject to the following conditions:

1. The project being assessed as meeting a need required within the community
2. The community group or sporting club being assessed as financially viable and able to meet all loan repayments.
3. The loan for capital improvements is only to be undertaken on land owned by or vested in the Shire.
4. Self-supporting loans being for a period of no longer than 10 years
5. The community group or sporting club signing a Self-Supporting Loan Agreement, which includes a requirement for the payment of all loan repayments, interest on outstanding debts, administration or other fees incurred by the Shire with respect to the agreement.

**Definition**

*Self-Supporting Loan* – an amount of money raised by the Shire in its own name through a specific loan for a period of no longer than 10 years and provided to an approved community group or sporting club through a Self Supporting Loan Agreement.

<b>Related Local Law</b>	Nil.		
<b>Related Policies</b>	Risk Management Policy ADM25 – provides a matrix and consistence means to assess the level of risk associated with each site assessed.		
<b>Related Budget Schedule</b>			
<b>Legislation</b>			
<b>Conditions</b>			
<b>Authority</b>			
<b>Adopted</b>		<b>Next Review Date</b>	



---

## Attachment 2

<b>00: Self- Supporting Loans – Council Procedure</b>
<b>Council Policy</b> <b>Relevant Council Policy</b> Self-Supporting Loan – Council Policy

### Purpose

To provide guidance as to when community clubs and sporting groups will be considered for self-supporting loans.

### Definition

*Self-Supporting Loan* – an amount of money raised by the Shire in its own name through a specific loan for a period of no longer than 10 years and provided to an approved community group or sporting club through a Self-Supporting Loan Agreement.

### Detail Guidance

The Shire will only provide access to self-supporting loans in exceptional circumstances and when financial circumstances of the Shire permit, and where there is compelling evidence of positive benefits to the community clubs or sporting groups.

Council will only ever consider providing self-supporting loans to community and sporting groups where the following conditions are met:

- In exceptional circumstances to mitigate serious risks and/or to meet urgent capital requirements that will deliver significant benefits to the community as a whole and in keeping with priorities set by the Corporate Business Plan.
- Where it does not have any adverse effect on the Long Term Financial Plan, and the forecast debt financial capacity of the Shire.
- Where Financial Ratios are not materially impacted.
- Where capital works are not materially impacted during the financial year.
- When there is no material impact on asset renewal /replacement funding requirements.
- Where the self-supporting loan forms part of a matching community grant component.
- Where in the view of Council, the use of Shires borrowing for the intended purpose will deliver greater benefits to the community that far outweighs benefits for alternative purposes from which the said borrowings would have been diverted.
- Where in the view of Council there is compelling justification for the Shire to act as lender instead of a bank or other financial institution.
- Is able to demonstrate it has the capacity to service the loan repayments out of its normal operations.

- 
- The loan for capital improvements is only to be undertaken on land owned by or vested in the Shire.
  - For larger capital projects (greater than \$30,000) a minimum cash contribution equivalent to 75% of the value of the project is required to be received by the Shire in advance before quotes or tenders are called, and a 100% of cash received and loans in place before a contractor or builder is appointed. For projects (less than \$30,000), all of the funds must be received before the letting of the contract and raising of the purchase requisition. All projects are to be managed or supervised by the Shire or by a person appointed by the Shire.

## **Application for a Self-Supporting Loan**

Any Community Group or Sporting Club based within the Shire of Kalamunda may apply for a Self-Supporting Loan by completing and submitting an application – Form 1.

### **Limits**

- The level of consolidated self-supporting assistance to groups in any one year may not exceed annual repayment of principal and interest of more than 1.5 percent of rates revenue.
- Funding to any one applicant is to be limited to \$250,000 in any one year.
- The applicant has to be successful in their application for a grant that contributes towards at least 33.3% of the capital cost of the project excluding the contribution by the community and sporting groups.
- The term of borrowing will be limited to a ten year term or such lessor period as determined by the prevailing terms of the Shire's debt financier and the term of the lease.

### **Assessments**

If an application has no significant or adverse impact in relation to the abovementioned general principles and it also meets the criteria and guidance principles, the application will be assessed based on the following:

1. Provision of a fully completed application form.
2. Provision of proof of incorporation.
3. Provision of latest set of audited financial statements (Operating Statement, Cash flow and Financial Position Statements).
4. Provide a track record with the Shire of paying its invoices within 60 days of issuance of invoices.
5. Provision of a forward financial plan in line with the required term of borrowing.
6. Provision of compelling evidence of ongoing capacity to service and repay the loan from existing operations.
7. Provision of a business case in support of the asset acquisition or development proposal to be financed by the requested self-supporting loan.
8. Report prepared for Council with the supporting application for Council consideration supported by the business case.

---

## Separate Self-Supporting Loan Agreement

When a self-supporting loan is being raised, a separate “Self-Supporting Loan Agreement” needs to be completed between the Shire and the community club or sporting group, covering the period of the loan and executed as contractual evidence of repayment on the loan.

The costs associated with the preparation and stamping of the “Self-Supporting Agreement” shall be the responsibility of the community group or sporting club.

## Interest on Unremitted Loan Funds

Where the full costs of a project utilising loan funds have been drawn down but not spent on the project interest at the rate of 3% on the un-remitted funds will be credited to their debtors account.

## Loan Repayments by Recipients

All loan repayments for a self-supporting loan are to be received by the Shire a minimum of 14 days before the Shire is required to make its loan repayments.

## Interest on Debtors Balances

When a debtor’s account is raised for the value of the next instalment of the loan, and this is not paid on time, interest will accrue and be charged on the overdue balance in accordance with the conditions of the “Self-Supporting Agreement”.

## Administration Costs

The following costs incurred by the Shire will be recovered from community clubs and sporting groups applying for self-supporting loans:

- Actual advertising costs inclusive of GST
- Loan Application Fee as determined annually when setting the Shire’s annual fees and charges;
- Stamp duties or and any legal expenses associated with the drawing up and registering the “Self-Supporting Agreement”.

## Defaults in Loan Repayments

Community clubs and sporting groups in financial difficulty and not meeting their loan repayments may come to terms of arrangements with the Shire to repay the overdue portion of their debt over a longer term, provided they meet their current commitments.

## Attachments

Form 1. - Self-Supporting Loan Application Form

Form 2. - Self-Supporting Loan Agreement

Related Budget Schedule			
Authority			
Adopted		Next Review Date	

**Attachment 3**

**Self-Supporting Loan Agreement**

Shire of Kalamunda

(Borrower)

## Table of Contents

1. Defined terms and interpretation .....	2
1.1 Defined terms .....	2
1.2 Interpretation .....	3
2. Agreement to Raise Loan .....	3
3. Construction of Agreement.....	3
4. Application of Principal.....	3
5. Repayment of Loan .....	4
6. Additional Repayments & Early Discharge of Loan.....	4
7. Repair and Maintain Property .....	5
8. Insurance .....	5
8.1 Debtor to Insure .....	5
8.2 Produce Evidence of Insurance.....	5
8.3 Comply with the Insurance Contract .....	5
8.4 Receipt of Insurance Proceeds .....	5
8.5 Application of Insurance Proceeds .....	6
8.6 Shire May Effect Insurance .....	6
9. Charge .....	6
9.1 Charge of Property .....	6
9.2 Nature and Priority of charge .....	6
10. No Disposal of Property.....	6
11. Events of Default.....	6
12. Default Powers.....	7
12.1 Remedies .....	7
12.2 Shire May Take Possession.....	7
12.3 Shire May Repair and Improve.....	7
12.4 Shire May Lease.....	7
13. No Merge.....	8
14. No Assignment.....	8
15. Notices .....	8

17. Severability .....	9
18. Credit Act .....	9
19. Exclusion of Moratorium Legislation .....	9
Schedule .....	11
Signing page .....	12
Annexure 1 -Treasury Loan.....	13

## Details

### Parties

**Shire of Kalamunda**

of 2 Railway Road, Kalamunda, Western Australia  
(**Shire**)

**[ Name of Borrower ]**

of [Address]  
(**Debtor**)

### Background

- A At the request of the Debtor, The Shire has agreed to borrow the Principal from the Treasury Corporation (**Treasury Loan**)
- B The Debtor has agreed to meet all of the Shire's cost in repaying the Treasury Loan
- C This agreement sets out the terms of the agreement between the Shire and the debtor in regard to the Treasury Loan and its repayment.

## Agreed terms

### 1. Defined terms and interpretation

#### 1.1 Defined terms

In this Agreement, unless the contrary intention appears:-

**Agreement** means this deed as supplemented, amended or varied from time to time;

**Business Day** means a day on which trading banks are open for general banking business in Perth; Western Australia;

**Date of Advance** means the date specified in **Item 1** of the Schedule;

**Event of Default** means those events specified in **clause 11**;

**Instalment** means an instalment as specified in **Item 5** of the Schedule;

**Interest** means interest accrued on the Loan at the Interest Rate;

**Interest Rate** means the rate set out in **Item 4** of the Schedule;

**Loan** means the loan of the Principal to the Debtor granted pursuant to **clause 2** of this Agreement;

**Month** means a calendar month;

**Payment Date** means a date for the payment of an Instalment, as advised by the Shire to the Debtor or otherwise specified in the Treasury Loan or Mortgage;

**Period of Loan** means the period of the loan set out in **Item 3** of the Schedule;

**Permitted Purposes** means the purposes stated in **Item 7** of the Schedule;

**Property** means the property specified in **Item 6** of the Schedule;

**Principal** means the amount to be advanced as set out in **Item 2** of the Schedule;

**Schedule** means the schedule attached to this Agreement;

**Treasury Corporation** means the Western Australian Treasury Corporation;

**Treasury Loan** means the loan agreement to be entered into between the Shire, as borrower, and the Western Australian Treasury Corporation, as lender for the Principal to be annexed hereto as **Annexure 1** once executed; and

**Valuer** means a valuer licensed under the *Land Valuers Licensing Act 1978*.



## **1.2 Interpretation**

(1) In this Agreement, unless the context otherwise requires:

- (a) part, clause and paragraph headings and underlining's or both shall not affect the construction of this agreement, and references to parts, clauses, paragraphs and schedule are to be construed as references to the same in this Agreement;
- (b) a reference to an Act of Parliament shall include any regulations rules, by-laws and orders made under the Act, and shall include any amendment re-enactment variation or extension thereof or statutory provision substituted therefore;
- (c) references to any agreement, document or instrument shall be deemed to include references to the agreement, document or instrument as amended, varied, supplemented or replaced from time to time;
- (d) words and expressions importing the singular number include the plural number and vice versa, words and expressions importing natural persons include any company, corporation or other body corporate, partnership, joint venture, association trust unincorporated association or any government, government authority, agency or instrumentality of whatsoever nature or kind and howsoever named or called and vice versa; and
- (e) where anything is required to be done by a certain day or date which does not fall on a Business Day that thing is required to be done by the next Business Day immediately following the day or date by which the thing is otherwise required to be done by.

(2) In this Agreement, reference to the Shire and the Debtor shall be deemed to be references to or include, as appropriate their respective successors, transferees and assigns.

## **2. Agreement to Raise Loan**

The Shire covenants and agrees to:

- (a) enter into the Treasury Loan; and
- (b) lend the Principal to the Debtor on the Date of Advance,

upon and subject to the terms and conditions of this Agreement.

## **3. Construction of Agreement**

The Parties agree that this Agreement is a loan agreement and the relationship between the Shire and the Debtor is one of creditor and debtor.

## **4. Application of Principal**

The Debtor agrees that the Principal is to be used solely for the Permitted Purposes.

## 5. Repayment of Loan

The Debtor agrees with the Shire to:

- (a) pay to the Shire the Principal and Interest, by way of the Instalments and without the Shire issuing any notices in regard to such amounts;
- (b) comply with all of the terms and conditions of the Treasury Loan as if it was the borrower and the Shire was the lender named within the document;
- (c) pay to the Shire any amount charged to the Shire by the Treasury Corporation as a penalty which is charged as a result of an act or omission of the Debtor, including but not limited to a penalty for early repayment of the Principal, or a penalty for late payment of a payment due under the Schedule;
- (d) Without affecting the Shire's right to take any other action permitted by this Loan Agreement, if any of the amounts specified in **Item 5** of the Schedule are not paid by the due dates described in **Item 5**, the Debtor shall pay to the Shire:
  - (i) where late payment does not generate an overdraft with the Shire's bank, interest calculated daily on the amount due at the '90 day Bank Bill Swap Rate' plus two percent (2%), and
  - (ii) where late payment does generate an overdraft with the Shire's bank and the incurring of overdraft penalties and fees, interest as calculated above plus the amount of any overdraft penalties and fees incurred by the Shire that are directly relevant to late payment of the amount due;
- (e) furnish to the Shire at least once each calendar year during the Period of Loan a membership and a financial report (required to be audited annually) sufficient to keep the Shire fully informed with regard to the Debtor's overall financial condition;
- (f) notify the Shire in writing immediately on becoming aware of the occurrence of an Event of Default;
- (g) inform the Shire in writing immediately on becoming aware of circumstances or any matter which has resulted in or would be likely to result in a material adverse change in the financial condition of the Debtor, and/or which might affect the Debtor's capacity to meet any payment of an Instalment on a Payment Date; and

## 6. Additional Repayments & Early Discharge of Loan

The Debtor may only make additional capital repayments, including the early retirement of the debt, if:

- (a) the Treasury Corporation consents to the additional capital repayment or repayments, as required by the terms and conditions of the Treasury Loan; and
- (b) the Debtor is responsible for any costs or penalties incurred by the Shire from the Treasury in respect of the early discharge or additional capital repayments.

## 7. Repair and Maintain Property

The Debtor must keep the Property in good and substantial order, repair and condition and shall carry out maintenance as necessary and not allow such property to become in any way dilapidated, neglected, deteriorated or impaired through any default or neglect on the part of the Debtor.

## 8. Insurance

### 8.1 Debtor to Insure

Value of improvements to be notified to Shire insurers. If the value of improvements exceeds the amount the Shire's insurers will insure, the debtor is to insure the property during the construction and ensure the builder/contractor has their own insurance policy during construction.

### 8.2 Produce Evidence of Insurance

The Debtor must on request of the Shire, give to the Shire all the policies and all receipts for premiums paid, and all other usual evidence of such insurance.

### 8.3 Comply with the Insurance Contract

The Debtor must at all times comply with the requirements of the insurer in relation to each insurance policy and to the insured Property to prevent the invalidation of the policy or the prejudice of the risk.

### 8.4 Receipt of Insurance Proceeds

For the purpose of receiving any moneys which may become payable by virtue of any such policy of insurance effected in the joint names of the Shire and the Debtor or otherwise, the Debtor appoints the Shire to be the attorney and agent of the Debtor, with full and irrevocable power to:

- (a) demand, sue for recovery and receive from any insurer or any person liable to pay the same all moneys secured by or to become payable under any such policy;
- (b) give good and effectual discharges therefore, which are able to exonerate the taker thereof from all responsibility and liability whatsoever;
- (c) settle, compound and compromise any proceedings claims and demands with such insurer in respect of such insurance policy;
- (d) exercise all other powers of any absolute owner;
- (e) for all or any of the purposes aforesaid, sign seal and execute and if necessary as the act and Agreement of the Debtor, deliver any instrument document or Agreement which may be necessary in the premises; and

- (f) appoint a substitute for any of the purposes aforesaid and, at pleasure, revoke such appointment.

#### **8.5 Application of Insurance Proceeds**

In the event of loss, the sum recoverable on account of such insurance, at the option of the Shire, will be applied towards:

- (a) repairing or rebuilding (if the Shire so requires, under the superintendence of the Shire) destroyed or damaged improvements; or
- (b) repayment of the Principal and payment of interest, whether due or not.

#### **8.6 Shire May Effect Insurance**

If the Debtor fails, at any time, to produce evidence satisfactory to the Shire, of compliance with the covenant of the Debtor to effect and maintain insurance contained in this Agreement, the Shire may effect that insurance, and the cost thereof shall be a debt immediately payable by the Debtor to the Shire.

### **9. Charge**

#### **9.1 Charge of Property**

For the purpose of securing the performance by the Debtor of its obligations pursuant to this Agreement and with the payment of all or any moneys payable or which may become payable by the Debtor pursuant to this Agreement, the Debtor charges the Property in favour of the Shire.

#### **9.2 Nature and Priority of charge**

The charge in **clause 9.1** is a fixed charge ranking ahead of and in priority to any and or other security interests.

### **10. No Disposal of Property**

The Debtor covenants and agrees not to sell, assign, pledge, mortgage, charge, encumber, lend or part with possession or otherwise dispose of the Property without written consent of the Shire.

### **11. Events of Default**

There shall be an Event of Default if:-

- (a) the Debtor fails to make payment of an Instalment on the relevant Payment Dates and fails to rectify that default within 14 days of the Payment Date;

- (b) a receiver or receiver manager is appointed in respect of any part of the property of the Debtor, or the Debtor falls under any external control;
- (c) the Debtor enters into any scheme or arrangement with its creditors;
- (d) any judgment on a debt is given or entered against the Debtor and the Debtor is unable to reasonably satisfy the Shire that the Debtor can satisfy the Judgment debt;
- (e) the Debtor ceases to be incorporated under the *Associations Incorporations Act 1987*;
- (f) the Treasury Loan is terminated, for any reason whatsoever; or
- (g) the Debtor fails to pay and discharge all rates, taxes, assessments and outgoings levied or charged upon the Property,

then and in any of those cases, the provision of **clause 12** will become operative.

## 12. Default Powers

### 12.1 Remedies

The Principal (or so much as shall be then owing) together with all Interest accrued (and any penalties or charges for payment) shall become immediately due and payable and be paid by the Debtor to the Shire, and the Shire may exercise any and each of its powers under this clause.

### 12.2 Shire May Take Possession

The Shire may demand and require that the Debtor and all tenants, occupiers and other persons claiming from through or under the Debtor shall at once vacate and deliver to the Shire, or to any person appointed by the Shire, full and undisturbed possession of the Property or any part thereof and may personally or by such person take possession of the Property or any part thereof; without being deemed to be or being liable in any way as a mortgagee in possession.

### 12.3 Shire May Repair and Improve

The Shire may enter the Property and carry out and effect in such manner as the Shire shall think fit such repairs, renovations, additions improvements and works to the Property as the Shire in absolute discretion may consider necessary or advisable in order to make the Property more saleable or rent producing without being deemed to be or being liable in any way as a mortgagee in possession.

### 12.4 Shire May Lease

The Shire may without giving any previous notice of intention so to do, enter into possession of and lease from time to time the whole or any part of the Property for such term, at such rent (either one rent or separate rents) and subject to such conditions and stipulations as the Shire may think fit, and accept surrenders of leases, make concessions, or compromise

with tenants upon terms, or gratuitously and by any such lease, grant an option of purchase or of renewal upon such lease, grant an option of purchase or of renewal upon such terms and conditions as the Shire may think fit.

### **13. No Merge**

The rights of the Shire to repayment of the Principal and Interest arising in any way (including without limitation, under a negotiable instrument or another contract with the Debtor) does not merge with the Debtor's undertaking to pay the Principal and Interest under this Agreement.

### **14. No Assignment**

The Debtor is not entitled to assign any of its rights or obligations under this Agreement without the written consent of the Shire, which may be withheld in its absolute discretion.

### **15. Notices**

All notices, requests, demands, waivers, consents, appointments or other communications in connection with this Agreement are to be addressed to the recipient and sent to the address of the recipient or to any other address that a party may designate as its address by notice to the other party, notwithstanding this provision the Debtor is obliged to notify a change of address to the Shire.

## 16. Fees Costs and Expenses

The Debtor agrees to pay:

- (a) all costs associated with the raising of the Treasury Loan;
- (b) all legal charges and other expenses incurred by the Shire in connection with the preparation, execution, registration and implementation of, or any amendments to, this Agreement and any duty that may be payable in regard to it;
- (c) all moneys which the Shire may expend or become liable for:
  - (i) in demanding, recovering and receiving payment of any sums of money due to the Shire under this Agreement;
  - (ii) in executing or in exercising or attempting to exercise any right or remedy of the Shire under this Agreement; or
  - (iii) arising out of any default of the Debtor to perform or observe any obligation under this Agreement,

upon demand for such fee, costs or expense being made by the Shire to the Debtor in writing.

## 17. Severability

Any provision in this Agreement which is prohibited or unenforceable will be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this Agreement.

## 18. Credit Act

Nothing conferred or implied in this Agreement will be deemed to secure payment of any moneys or the performance of the Debtor under or in respect of any "regulated contract" or "regulated Agreement" as defined in the *Credit Act* 1984.

## 19. Exclusion of Moratorium Legislation

The provisions of any Act or any proclamation of the Commonwealth of Australia or of the State of Western Australia which:

- (a) extend or postpone the date of payment of moneys owing under mortgages or charges; or
- (b) reduce the rate of interest; or

(c) generally abrogate, nullify, postpone or otherwise affects any other conditions of securities,

will not apply to any term or condition contained or implied in this Agreement or any other right of the Shire in relation to the Principal.



## Schedule

### Item 1 Date of Advance

Within 21 days of the Debtor:

(a) executing this Agreement;

### Item 2 Principal

(a) **Principal:**

[ *TBC* ]

(b) **Repayment:**

The Principal plus interest accrued is to be repaid in full prior to the expiry of the Period of the Loan, by way of the Instalments.

### Item 3 Period of Loan

A maximum of [*(X) years/months*] commencing on the Date of Advance

### Item 4 Interest Rate

The Interest Rate specified in the Treasury Loan, and as varied by the Shire from time to time in accordance with the terms of the Treasury Loan. At the commencement of the Treasury Loan the applicable interest rate was [*TBC*] percent per annum.

### Item 5 Instalments

The Instalments shall comprise the monthly repayment of the Principal and Interest on the dates and in the amounts specified in the Table below, subject to variation of the Interest rate from time to time in accordance with the terms of the Treasury Loan.

### Item 6 Property

[ *Shire to confirm description of property* ]

### Item 7 Permitted Purposes

[ *Shire to confirm permitted purpose of loan* ]

## Signing page

**EXECUTED**

day of

2014

Signed for and on behalf of **THE  
SHIRE OF KALAMUNDA**  
pursuant to the requirements of  
section 9.49A of the *Local  
Government Act 1995*:

\_\_\_\_\_  
Authorised Signatory

\_\_\_\_\_  
Print Full Name

**[Signing clause of borrower]**

Signed for and on behalf of  
**[Borrower]** pursuant to the  
requirements of section 9.49A of  
the *Local Government Act 1995*:

\_\_\_\_\_  
Authorised Signatory

\_\_\_\_\_  
Print Full Name

---

**Annexure 1 -Treasury Loan**

---

**Attachment 4**

**Shire of Kalamunda-Self Supporting Loan Application Form**

Year of funding: \_\_\_\_\_

Sporting Club/Community Group: \_\_\_\_\_

Project:

\_\_\_\_\_

Cost of Project: \$

Funding Sources:

Organisation	Contribution
Sporting Club/Community Group	\$
Self-Supporting Loan	\$
Department of Sport and Recreation Grant	\$
Other	\$

**Business Case in Support of the Application:**

Prior to Council supporting your club/groups application for a self-supporting loan you are required on behalf of your club /group, to prepare a report to Council supported by a business case which demonstrates the long term benefit of the project for the community.

**Supporting Information**

1. Certified copy of deed of incorporation
2. Copy of latest set of audited financial statements and audit report
3. A five year forward financial plan demonstrating the clubs capacity to finance the loan out of its operating revenue.
4. Names, addresses and contact details of three suppliers confirming the clubs credit rating
5. Should the *Club* be the applicant whether it is registered for GST and its registration number
6. A business case in support of the application (Shire officers will assist in preparation of this document if required)

Organisation Name	
Applicants Name & Position	
Signature	
Shire of Kalamunda Representative Name	
Signature	

---

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

**44. Kalamunda Archery Club (Inc.) of Maida Vale Reserve, Ridge Hill Road, Maida Vale – Term of Lease**

Previous Items	OCM 23/2013
Responsible Officer	Director Corporate Services
Service Area	Financial Services
File Reference	RD 03/020D
Applicant	Kalamunda Archery Club (Inc.)
Owner	Shire of Kalamunda

Attachment 1	Letter from Club dated 13 August 2014
Attachment 2	New Lease area

**PURPOSE**

1. To consider a request from Kalamunda Archery Club (the Club) for a lease term of ten years plus an option of a further ten years.

**BACKGROUND**

2. The Club currently has a ten year lease (without further terms) which expired on 30 September 2014 (Attachment 1).
3. At the Ordinary Council Meeting on 25 February 2013 Council adopted Lease Policy LEA1 – Community Groups' Lease Council Policy.
4. The associated procedure noted a typical lease term would be five years however the Shire, at its discretion, can consider a longer lease where the term is required to support a loan arrangement, or in other extenuating circumstances, where approved by resolution of Council.
5. On 5 December 2013, the Shire received a letter from Department of Parks and Wildlife (DPAW) advising access to the bushland area on the existing Archery Club site is no longer permitted due to Declared Rare Flora and Fauna having been identified within the site.
6. The Shire subsequently met with DPAW and new lease area boundaries have been developed (Attachment 2).

**DETAILS**

7. The Club is seeking a lease term of 10 years plus an option of a further 10 years, to justify, the proposed financial contribution (up to \$20,000) towards replacement of the existing flat roof of the club house with a pitched roof and to also add a verandah.

**STATUTORY AND LEGAL CONSIDERATIONS**

8. Nil.

---

## POLICY CONSIDERATIONS

9. Lease Policy LEA1.

## COMMUNITY ENGAGEMENT REQUIREMENTS

10. Numerous meetings have occurred between Club representatives, the Shire and DPAW to determine and agree to the new lease boundaries.

## FINANCIAL CONSIDERATIONS

11. The proposed improvements for the pitched roof and verandah are sometime away and there are no immediate requirements or requests for financial support from the Shire.
12. In June 2014 a building assessment was undertaken of the clubroom. This assessment determined the building was in a satisfactory condition. The assessment further identified repairs to the value of \$17,700, which are proposed to be considered as part of Council's 2015/16 annual budget deliberation process.
13. The works outlined include:
- |                          |                 |
|--------------------------|-----------------|
| • Roof sheeting          | \$8,100         |
| • Downpipes              | \$1,000         |
| • Drainage               | \$1,100         |
| • Internal Ceilings      | \$2,500         |
| • Internal wall cladding | \$5,000         |
| <b>Total</b>             | <b>\$17,700</b> |
14. In addition, the assessment also identified \$2,160 in minor maintenance items, these would not be required should the major maintenance items outlined above be completed.
15. Whilst the Club's proposed project has not been fully costed, should the Club wish to seek Shire financial support the Club would need to complete a Community Grants Funding Application which would receive consideration as part of the 2015/16 Budget.

## STRATEGIC COMMUNITY PLAN

### Strategic Planning Alignment

16. *Kalamunda Advancing: Strategic Community Plan to 2023*
- OBJECTIVE 1.8 – Support local community groups to grow, prosper and shape the future of Kalamunda.
- Strategy 1.8.3 – Proactively investigate opportunities that facilitate the establishment and/or growth of local community groups

---

## SUSTAINABILITY

### Social Implications

17. The provision of facilities for the purposes of archery assists in the development of an engaged and active community.

### Economic Implications

18. Nil.

### Environmental Implications

19. The site is Bush Forever and contains Declared Rare Flora (DRF). The proposed lease boundary will ensure that access to areas containing DRF is controlled.
20. The revised lease boundary area has been developed by the Shire of Kalamunda in consultation with DPAW and the Club and will be clearly identified with boundary markers.

## RISK MANAGEMENT CONSIDERATIONS

21.

Risk	Likelihood	Consequence	Rating	Action/Strategy
Council may resolve to support the term sought.	Possible	Insignificant	Low	Inform Council of the group background and community benefit.

## OFFICER COMMENT

22. The Shire's Lease Policy prescribes that lease terms should not generally be negotiated for a total term, including options, longer than 10 years. Variations to this term need to be supported by specific extenuating circumstances and would usually be considered where the Club is required to support a loan agreement.
23. The Club's request for the Shire to approve a longer Lease Term is not supported by extenuating circumstances or by the need to support a loan agreement. A recent building assessment report concluded that the building condition was satisfactory. Further, it is also noted that the Club has not fully costed the improvement project, nor has it approached the Shire for any form of financial support and the planned building improvements do not have clear commencement dates.
24. The lease offered to the Club should, therefore, be in accordance with the Shire's Lease Policy. Never the less if the Club approaches the Shire with a fully costed project plan with clear commencement dates and a funding strategy, the Shire will recommend that Council approve an extension to the Lease period of ten years plus an option for a further ten years.

- 
25. Should the Club be seeking funding from the Shire toward the proposed roof replacement, the club will be required to submit an application as part of the Shire's Community Capital Grants Funding.
  26. The Club's application would then be considered along with all others received as part of the 2015/2016 budget process.
  27. The proposed new lease area is confined to the grass open space and the buildings, with the bushland area now excluded.
  28. To allow the continuation of the Club's bush shooting activities, the Shire is investigating potential alternative sites for this purpose.

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

**OFFICER RECOMMENDATION (C&C 44/2014)**

That Council:

1. Rejects the request for a lease term of ten years from 1 October 2014, with a further option of ten years in accordance with Policy LEA1 – Community Groups' Lease Policy -Term of Lease.
2. Advises the Kalamunda Archery Club (Inc) that the Shire of Kalamunda is willing to enter into a lease term of five years plus an option of a further five years.
3. Advises the Kalamunda Archery Club (Inc) that a request for an extended lease period of ten years plus an option for a further ten years will be considered upon Kalamunda Archery Club (Inc) providing the Shire of Kalamunda with a fully costed project plan containing a funding strategy together with project commencement dates for the proposed building improvements.

Moved:

Seconded:

Vote:



Attachment 1



Kalamunda Archery Club  
c/- 10 Radford Place  
Bellevue 6056  
Ph); 0434973935 (M)  
9290 6614 (Wk)

13 August 2014

Shire of Kalamunda  
Attention Ms F Peter  
PO Box 42  
KALAMUNDA WA 6926

Dear Felicity

**RE: New Archery Club Lease – Use of Grounds For Archery Purposes**

Further to our recent discussions and subsequent on-site meetings between the club and shire representatives, this letter is by way of our formal request for a new lease on our current grounds and premises in order to continue our archery activities.

The club has been an active community within the shire for over 35 years and our current lease of 10 + 10 years is due to expire in the near future.

As discussed, we envisage a new (pitched) roof with a verandah for the current clubhouse in the not-too-distant future, and propose that the club would make a significant contribution towards the cost of same. (A copy of the proposed drawing / schema is attached for reference).

With this in mind, we are seeking a new lease totalling **20** years (ie 10 years plus a 10 year option) as we had with our current lease arrangement.

As part of our lease renewal, we are also seeking that the shire continue mowing the "playing field" grassed area, and controlling the grass/weed intrusion into the surrounding bank(s) and bush areas as they have done in the past.

We look forward to a continued presence in the shire and favourable consideration of our lease requests above.

Yours sincerely

Bill Nicholson  
President KGSA

Attachment 2



---

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

**45. Club Sponsorship Application – Kalamunda Cricket Club**

Previous Items	Nil
Responsible Officer	Manager Community Development
Service Area	Community Development
File Reference	FI-FAG-069
Applicant	
Owner	N/A

**PURPOSE**

1. To consider supporting an application from the Kalamunda Cricket Club (the Club) seeking funding through the Shire of Kalamunda's Club Sponsorship Program.

**BACKGROUND**

2. As part of the 2014/2015 budget, an allocation of \$15,000 was included to assist clubs experiencing financial hardship due to unforeseen or exceptional circumstances.
3. The Club Sponsorship Program was developed to assist clubs in recovering from situations which have negatively impacted on financial sustainability, whilst also building capacity to ensure overall longevity.
4. The Shire recently called for submissions, with applications closing on 30 August 2014.
5. One application was received during the submission period from the Kalamunda Cricket Club seeking \$14,500. This application is now presented for consideration.

**DETAILS**

6. The Club Sponsorship Program has a number of key objectives including:
  - To support struggling clubs with the provision of financial assistance to improve their long term sustainability.
  - To provide significant assistance for clubs experiencing financial hardship.
  - To strengthen relationships between the successful club and the Shire of Kalamunda.

**Kalamunda Cricket Club**

7. The Club is based at Kostera Oval and has a current membership of:
  - 48 Senior members
  - 97 Junior members

- 
8. During the 2013/2014 season the Club experienced a significant downturn in revenue, as a result of the turf cricket wicket being unavailable for play for a majority of the season. This was due to extended use of the oval by the Kalamunda Junior Football Club and issues with the timing and maintenance works including the preparation of the pitch for play.
  9. This resulted in an overall loss of income from a variety of sources, in particular the kiosk, due to the Club not being able to host home games. The Club's end of season financial cash on hand balance was \$1,141 with an overall loss of \$7,318 over the course of the year.
  10. The Shire has since been working closely with the Club, curators and other Reserve users to ensure appropriate measures are taken to ensure the turf wicket is in a suitable condition for the 2014/2015 summer season.
  11. In particular, the Club is seeking \$14,500 which includes the following:
    - \$7,500 from revenue shortfall from the previous season;
    - \$5,000 for a moveable pitch - The moveable pitch will be made in two sections to allow it to be moved as required. It will consist of a rubber base, with an astro turf top layer to simulate an artificial pitch;
    - \$2,000 to purchase junior equipment - i.e. pads, balls, bats etc., all of the proposed equipment is interchangeable and can be used by all members of the Club.
  12. The Club has experienced significant growth and popularity of the Friday night Under 10 competition, with an additional two teams predicted to be developed in the 2014/2015 season.
  13. The moveable pitch will allow for additional junior games to be played on the Reserve without causing damage through the additional use of the turf wicket.
  14. The Club has also sought funding towards the purchase of junior equipment, i.e. pads, balls, bats etc., all of the proposed equipment will be interchangeable and can be used by all members of the club.
  15. The Club's proposed usage of the requested funding is considered within the Club Sponsorship Program criteria for acceptable use.

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

16. Nil.

#### **POLICY CONSIDERATIONS**

17. Nil.

---

## COMMUNITY ENGAGEMENT REQUIREMENTS

18. Throughout the submission period a significant amount of communication and promotion was undertaken to inform clubs of the opportunity to seek funding. These included:
- Local paper advertisements
  - Shire website
  - Agenda items at Reserve Advisory/Management Committee's
  - One on one discussions
  - Follow up with clubs thought to have experienced financial hardship
19. The Shire has also met with the Club to review their application and seek further details and information.

## FINANCIAL CONSIDERATION

20. As part of the 2014/2015 budget process, Council included an allocation of \$15,000 for the Club Sponsorship Program through the existing Community Development Funding Program.
21. The application from the Club for \$14,500 fits within the budgeted amount.

## STRATEGIC COMMUNITY PLAN

### Strategic Planning Alignment

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

OBJECTIVE 1.8 To support local community groups to grow, prosper and shape the future of Kalamunda.

Strategy 1.8.2 Identify and partner in funding opportunities to support the financial sustainability of local community groups.

Strategy 1.8.5 Provide developmental programs and initiatives to support community leadership and sustainability of community groups.

## SUSTAINABILITY

### Social Implications

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

### Economic Implications

24. Nil.

**Environmental Implications**

25. Nil.

**RISK MANAGEMENT CONSIDERATONS**

Risk	Likelihood	Consequence	Rating	Action/Strategy
That the Club do not use the funds as identified in their application.	Rare	Minor	Low	A memorandum of understanding will be developed with all parties. The Shire is to continue to work with the sporting club through the Clubs 4 Life program.
Club folds due to lack of financial security.	Unlikely	Minor	Low	Application to be supported through the Club Sponsorship program.

**OFFICER COMMENT**

27. The Club Sponsorship Program is designed to assist clubs experiencing financial hardship as a result of an exceptional circumstance beyond their control.
28. The Club has demonstrated through the application it has suffered financial hardship in the previous 2013/2014 season, which has in turn led to decreased funds being available for the upcoming season. In order for the Club to run successfully, they have sought financial assistance and guidance from the Shire of Kalamunda.
29. The provision of funding of \$14,500 to the Club will ensure the continuation of the valuable recreational services offered to the community and assist in becoming sustainable for future years.
30. In addition to the financial support recommended to be provided, it is further recommended that the Shire enter into a Memorandum of Understanding (MOU) arrangement with the Club to provide a level of assistance to ensure its long term financial sustainability.
31. The MOU will include details of requirements of both parties including:
- Three year financial plan.
  - Attendance at a minimum of two Clubs 4 Life education programs.
  - Provision of a financial acquittal form.
  - Acknowledgment of Shire support through website, newsletter and invitation to Shire Present to attend events.

- 
32. The Club currently has an outstanding debt to the Shire for the amount of \$3636.98. The outstanding debt will be deducted from the sponsorship allocation.

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

**OFFICER RECOMMENDATION (C&C 45/2014)**

That Council:

1. Endorses the application from the Kalamunda Cricket Club for \$14,500 as part of the Club Sponsorship Program.
2. Requests the development of a Memorandum of Understanding between the Shire of Kalamunda and the Kalamunda Cricket Club to ensure long term sustainability.
3. Advises the Club, that all outstanding monies owing to the Shire of Kalamunda will be deducted from the sponsorship funding monies.

Moved:

Seconded:

Vote:

---

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

**46. Draft Ray Owen Reserve Master Plan**

Previous Items	Nil
Responsible Officer	Manager Community Development
Service Area	Community Development
File Reference	
Applicant	N/A
Owner	
Attachment 1	Draft Ray Owen Master Plan

**PURPOSE**

1. To receive the Draft Ray Owen Reserve Master Plan for the purpose of seeking public comment (Attachment 1).

**BACKGROUND**

2. Ray Owen Reserve, located in Lesmurdie, is Crown Land vested with the Shire for the purposes of recreation. The Reserve is approximately 13.99ha in size and is home to a number of sport and recreation clubs.
3. In September 2011, Council received the Community Facilities Plan, one of the key issues identified within the Plan was the overall lack of Public Open Space (POS) for organised sports.
4. The Community Facilities Plan further identified the need to undertake a master planning process at Ray Owen Reserve in an effort to address the shortfall in POS.
5. Currently, Ray Owen Reserve has facilities and supporting infrastructure which service a diverse range of user groups.
6. The key factors providing the catalyst for the development of the Master Plan include:
  - a. An increasing number of requests from user groups to improve, upgrade or build facilities i.e. Ray Owen Sports Centre expansion.
  - b. The ageing nature of the majority of buildings.
  - c. Increasing usage demands on reserves negatively impacting surface standards.
  - d. The need to undertake a coordinated approach towards any future developments within Ray Owen Reserve.
  - e. Significant membership growth projected in team sports based at the Reserve, in particular netball and basketball.



7. A Community Sport and Recreation Facilities Fund application was submitted to the Department of Sport and Recreation (DSR) in 2013 to engage a consultant to assist in undertaking a Master Plan study and subsequently the Shire was successful in obtaining a grant for this purpose of \$18,333.
8. ABV Consultancy were engaged to develop the Draft Ray Owen Reserve Master Plan in 2013.
9. A presentation from ABV Consultancy on the Draft Ray Owen Master Plan was given to Councillors in September. The Draft Master Plan is now presented to Council for consideration and endorsing for the purpose of seeking public comment.

## **DETAILS**

10. The Ray Owen Reserve Master Plan will aim to provide a clear framework and objectives to assist the Shire in planning, developing, implementing, evaluating and sustaining sport and recreation reserves/facilities at Ray Owen Reserve into the future.
11. During the development of the Master Plan, an audit and review of facilities was undertaken, involving a visual inspection of all clubrooms, the Recreation Centre and other supporting infrastructure. The information obtained from the audit has since been analysed to determine future facility requirements and upgrades at the Reserve.
12. A summary of the key proposed upgrades, which have been recommended, in response to the issues identified are outlined below:
  - Power and water supply upgrades to enable additional turf and facilities to be developed.
  - Parking and access upgrade (subject to a detailed Parking and Access Design Study being undertaken) to cater for current and future demand.
  - Expansion of the oval to the south to provide increased area for football training and allow for an additional cricket wicket to be developed. This requires the Lesmurdie Primary School outdoor courts to be shifted to the south, subject to their agreement.
  - Upgraded floodlighting for community level training and competition on the football oval and outdoor netball courts.
  - New change room suitable for football/cricket and addition of small treatment rooms for massage/strapping tables.
  - New public toilet block linked to the Sportsmen's Pavilion to replace the existing facility which would be required to be removed as part of the oval expansion.
  - Replacement of a four wicket practice net facility with a six wicket facility. This would need to be angled in to the oval to enable it to fit,

---

with potential for expansion to eight wickets if and when demand requires it.

- New BMX club pavilion to cater for the growth the club has seen in the past five years.
  - A new 5 metre BMX starting ramp to replace the existing 2.5 metre ramp to meet the standards required for higher level competition.
  - Improved ventilation and airflow in the existing Ray Owen Sports Centre indoor courts.
  - Additional indoor courts through conversion of existing outdoor netball courts closest to the Ray Owen Sports Centre. Option 1 is for four additional courts, whilst Option 2 is for two additional courts.
  - Supporting facilities for the additional indoor courts are also required including change rooms, administration space, storage, expansion of the lobby and an upgraded entrance area to the Sports Centre.
  - Relocation of the playground to the front of the Sports Centre near the kiosk to make way for developments. Fencing will be required to keep children separated from vehicles.
  - Potential for additional bush protection measures to be undertaken to ensure remnants from stored materials required for BMX track maintenance do not leech into the surrounding bushland and creek.
  - Pathways around the Reserve and through the bushland to be improved including addition of rest stops and interpretive signage.
13. One of the key elements of the Draft Master Plan was to consider the current management arrangements of the Ray Owen Sports Centre, to ensure the most appropriate model is in place to drive the facility going forward.
14. The Draft Master Plan considers a number of other alternative management options and provides comparisons against the existing arrangements. The Draft Master Plan subsequently recommends the continuation of the existing Licence Arrangement, with a further review to occur in the event that unforeseen circumstances occur which negatively affect the existing model.

## **STATUTORY AND LEGAL CONSIDERATIONS**

15. *Local Government Act 1995* Section 3.18 (c) - Effective Management of Local Government Services & Facilities.

## **POLICY CONSIDERATIONS**

16. Nil.

---

## COMMUNITY ENGAGEMENT REQUIREMENTS

17. A significant amount of community consultation was undertaken during the development of the Master Plan, including preliminary discussions being held with all clubs based at the Reserve, relevant State Associations, neighbouring local government authorities and local schools.
18. If Council supports the Draft Master Plan, it is recommended the Plan be advertised for public comment. A workshop with key stakeholders will be conducted during this period.

## FINANCIAL CONSIDERATION

19. The overall cost of implementing the recommendations outlined within the Master Plan is estimated at \$11,833,000 or \$13,391,000 (dependant on which option is taken in terms of the number of additional indoor courts to be built). It should be noted at this stage these are indicative costs, detailed costings will be developed upon implementation of each stage of the Plan.
20. Within the Draft Master Plan a cost escalation of approximately 4% per year has been applied.
21. Currently, Council have forecast \$5 million across two financial years, 2022/2023 and 2023/2024, to implement the outcomes of the Ray Owen Master Plan. Should Council be supportive of the outcomes of the Master Plan, the timing for the program of works to occur will be considered as part of Council's 10 year long term financial plan and annual budget deliberation process.
22. External funding options have been identified to assist the Shire in the implementation of the Plan. Primarily, the Department of Sport and Recreations' Community Sport and Recreation Facilities Fund (CSRFF) is an option where applications for facility developments can attract state government funds to the value of one third of the total project cost.
23. A number of the user groups have also indicated, to the consultants, they are willing to contribute towards projects either financially or in-kind.
24. In implementing the outcomes of the Master Plan, it is proposed the following detailed investigations and studies be undertaken as the first priority, with funds to be considered as part of the 2015/16 budget development process for the following projects:
  - Sustainable Water supply investigation - \$75,000
  - Power supply design and approval process - \$50,000
  - Environmental Impact Assessment on the proposed areas for clearing at the site - \$20,000
25. It is intended the implementation of the schedule of works be staged in a manner that will ensure maximum opportunity for Council to leverage external funding opportunities such as CSRFF.

---

## STRATEGIC COMMUNITY PLAN

### Strategic Planning Alignment

26. *Kalamunda Achieving: Corporate Business Plan 2013/14 – 2016/17*
- 1.9 *To provide high quality facilities to meet the needs of our current and our future community.*

## SUSTAINABILITY

### Social Implications

27. The undertaking of a study to provide strategic direction and guidance in the provision of sport and recreation infrastructure at Ray Owen Reserve, will greatly assist in a long term approach in the sustainable provision of sporting facilities within the Region.

### Economic Implications

28. Nil.

### Environmental Implications

29. Whilst Ray Owen Reserve is not a Bush Forever site, careful planning is required in order to ensure the protection of bushland areas.
30. The Draft Master Plan has identified the potential to clear an area on the northern side of the Reserve to allow for an increase in the level of parking provision.
31. Prior to this clearing occurring, the Master Plan recommends an Environmental Impact Assessment be undertaken to identify if any Declared Rare Flora or Fauna is present.
32. One of the key recommendations of the Draft Master Plan is to undertake a detailed investigation into technologies which are most appropriate for Ray Owen Reserve for reducing energy consumption. This will include the potential of installing PV solar panels on the roof of the new indoor courts.

## RISK MANAGEMENT CONSIDERATIONS

- 33.
- | Risk   | Likelihood | Consequence | Rating | Action/Strategy   |
|--|------------|-------------|--------|---|
| That the recommendations outlined within the Draft Master Plan do not meet the needs of the community. | Unlikely   | Major       | Medium | It is recommended that the Draft Master Plan be provided to the community for a further period of public comment. |

<b>Risk</b>	<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>	<b>Action/Strategy</b>
That investigations for a sustainable water supply are unsuccessful.	Likely	Major	High	Undertake a detailed investigation into potential alternative water supply options as one of the first priorities in implementing the Master Plan.
Master Plan may raise user group expectations for improvements that may not be affordable in the near future	Likely	Major	High	Ensure that user groups are informed as part of the communications process that the improvements will be subject to funding and budget availability

**OFFICER COMMENT**

- 34. The Draft Ray Owen Master Plan outlines several recommendations in terms of facilities provision, playing field space expansion, future requirements and specific club recommendations.
- 35. The main outcomes for the community will be increased opportunities to participate in physical activities, improved provision of community relevant facilities/services and increased opportunities to be more active.
- 36. In particular, the key recommendations outlined within the Draft Master Plan include:
  - Ray Owen Sports Centre expansion
  - BMX track and facilities upgrade
  - Reserve playing field expansion
  - Management model for the Ray Owen Sports Centre

**Ray Owen Sports Centre Expansion**

- 37. The Draft Master Plan outlines two potential options for the expansion of the Sports Centre to occur:
  1. Four court expansion; and
  2. Two court expansion, with a further two courts potentially developed at a later time.
- 38. The Draft Master Plan suggests the current demand for indoor courts is sufficient to justify the need for an additional two courts in the short term, with potential need for a further two courts in the longer term.

- 
39. The cost of the four court option is approximately \$4.09 million, with the two court option being \$2.54 million and a total cost difference between the two options being approximately \$1.56 million.
  40. It is proposed that the new courts be constructed on the existing netball courts. This approach will not negatively impact on the Netball Association as they will be provided with access to the new indoor courts, together with the currently unlit outdoor courts being provided with lighting.
  41. The construction of the four courts would provide an overall saving in the long term through reduced construction costs and avoidance of possible escalation costs, the need for four additional courts has not been justified at this stage and could risk the Shire incurring significant financial and operational costs as a result of maintaining surplus capacity for an extended period of time.
  42. It is recommended following the completion of the detailed investigations into water, power and environmental impacts, the Council consider their preference of the two options at this time. This approach will allow a greater level of understanding, in terms of the potential constraints of the site, whilst also allowing further time to assess population growth, membership growth and other issues.

### **BMX Track and Facilities Upgrade**

43. The Hills BMX Club has grown significantly in recent years, with the Club experiencing a 200% increase in membership since 2011, and has become one of the largest BMX Clubs in the State.
44. The Club's current track is 2.5 metres high, with the Draft Master Plan proposing an increase to 5 metres. This upgrade would allow the Club to stage State level events and greatly assist in attraction of new members and the long term retention of existing riders.
45. Further upgrades to the Club's administration building, kiosk, toilets, first aid rooms and storage are also proposed.

### **Reserve Playing Field Expansion**

46. The Kalamunda and Districts Football and Sportsmen's Club currently has five teams and has experienced strong growth over the past five years.
47. This growth has led to a need for an increased amount of playing field space for the purposes of training. The Club currently having teams training at a number of alternative venues across the Shire, including Reid Oval in Forrestfield.
48. The redevelopment at Kostera Oval will assist in providing additional reserve space at a nearby location, however it will not entirely resolve the problem given the Club's reliance on kiosk and bar income.
49. The Draft Master Plan proposes an expansion to the south of the existing playing field, which will create an additional turf area of 50 metres by 150 metres.

- 
50. The proposed expansion would require an agreement with the Department of Education and Training. ABV Consultancy have advised discussions with the Principal of Lesmurdie Primary School suggest the School would be open to exploring such an agreement.

### **Management Model for Ray Owen Sports Centre**

51. The Draft Master Plan also investigates the current management model for the Ray Owen Sports Centre to determine the effectiveness of the current model against other potential management models.
52. One potential alternative management model which the Draft Master Plan has identified is the Altona Sports Centre model. This particular model involves the creation of a “not for profit” centre management organisation, which then reports to an Advisory Board consisting of members of the two key stakeholder groups in Basketball and Netball, as well as local government representatives.
53. This particular model would provide a number of benefits in terms of increased onsite management, simplified financial accounting and a reduced burden on Kalamunda Districts Netball Association (KDNA) and Kalamunda Districts Basketball Association (KDBA) volunteers to manage the facility. The associations would essentially be required to pay hire fees to access the courts.
54. The Draft Master Plan indicates whilst the existing model is performing well, there is no need for any change to occur and subsequently recommends the Shire enter into a five plus five year licence arrangement with KDNA and KDBA.
55. This existing arrangement provides a number of benefits in that the facility currently operates effectively, it has low operational costs as compared to other models and also promotes community empowerment, through providing the associations with a high degree of involvement in the management of the facility.
56. In order to ensure the Draft Master Plan meets the needs of the broader community, it is recommended the Master Plan be provided for a four week period of public consultation. The results of the public comment period will be presented to Council in December 2014, for final consideration.
57. If supportive the Draft Master Plan be advertised in local newspapers and a copy of the Plan will be made available on the Shire’s website. All Clubs based at Ray Owen Reserve will be invited to attend a workshop to provide an overview of the key outcomes from the Draft Master Plan. A copy of the Draft Master Plan will also be provided to all stakeholders.

---

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

**OFFICER RECOMMENDATION (C&C 46/2014)**

That Council:

1. Receives the Draft Ray Owen Master Plan (Attachment 1).
2. Advertises the Draft Ray Owen Master Plan for a period of 28 days.
3. Notes a community workshop is to be held as part of the advertising process.
4. Requests all affected groups and stakeholders be provided with a copy of the Draft Ray Owen Master Plan.

Moved:

Seconded:

Vote:



---

**Attachment 1**

Final Draft Report Ray Owen Reserve Master Plan

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

---

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

**47. Application for Leave – Chief Executive Officer**

Previous Items	N/A
Responsible Officer	Chief Executive Officer
Service Area	Office of CEO
File Reference	OR-CMA-025
Applicant	N/A
Owner	N/A

**PURPOSE**

1. To seek the approval of Council for leave arrangements for the Chief Executive Officer and to approve cover arrangements.

**BACKGROUND**

2. Nil.

**DETAILS**

3. The Chief Executive Officer, Rhonda Hardy, wishes to be absent from the position on annual leave from
  - Friday 7 November 2014 returning to work Monday 10 November, and
  - Wednesday 24 December 2014 to Friday 23 January 2015 inclusive.

**STATUTORY AND LEGAL IMPLICATIONS**

4. Section 5.36 of the *Local Government Act 1995* provides that Council is responsible for all appointments to the position of Chief Executive Officer.

**POLICY IMPLICATIONS**

5. Shire leave policy requires all employees apply for leave and have this leave approved.

**PUBLIC CONSULTATION/COMMUNICATION**

6. Public consultation is not required with respect to this matter.

**FINANCIAL CONSIDERATIONS**

7. There are no financial implications arising from this proposal, as annual leave is paid from the annual leave provision account.

---

## STRATEGIC COMMUNITY PLAN

### Strategic Planning Alignment

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

OBJECTIVE 6.10 To build a high performing and motivated workforce.

### SUSTAINABILITY

#### Social Implications

9. Nil.

#### Economic Implications

10. Nil.

#### Environmental Implications

11. Nil.

### RISK MANAGEMENT CONSIDERATIONS

12.

Risk	Likelihood	Consequence	Rating	Action/Strategy
Council does not accept the Chief Executive Officer's application for annual leave.	Possible	Minor	Medium	Alternative arrangements would need to be considered to enable the Chief Executive Officer to have some leave.

### OFFICER COMMENT

13. As the proposed period of annual leave to be taken from Friday 7 November 2014 is of short duration it is not proposed to appoint an Acting Chief Executive Officer.
14. The Director Development Services, Warwick Carter, will be appointed as the designated Director to act on behalf of the Chief Executive Officer to sign documents and for operational day to day decisions.
15. This designation involves the provision of sufficient authorisation and powers to ensure continuation of the Shire's administration and that all statutory and legal requirements can be met.
16. The appointment of an Acting Chief Executive Officer during extended absences of the Chief Executive Officer is required to ensure continuation of the effective management of the Shire's administration and that all statutory and legal requirements can be met.

- 
17. For the period of annual leave to be taken from Wednesday 24 December 2014 to Friday 23 January 2015 inclusive it is proposed the Director Corporate Services, Gary Ticehurst, be appointed to act in the role of Chief Executive Officer.

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

**OFFICER RECOMMENDATION (C&C 47/2014)**

That Council:

1. Approves Chief Executive Officer, Rhonda Hardy, to have annual leave for the periods
  - Friday 7 November 2014 returning to work Monday 10 November, and
  - Wednesday 24 December 2014 to Friday 23 January 2015 inclusive.
2. Notes that the Director Development Services will be appointed pursuant to section 5.44 of the *Local Government Act 1995* as the designated Director to act on behalf of the Chief Executive Officer during the period 7 November 2014.
3. Pursuant to section 5.36 of the *Local Government Act 1995* appoints the Director Corporate Services, Mr Gary Ticehurst, as Acting Chief Executive Officer for the period Wednesday 24 December 2014 to Friday 23 January 2015.

Moved:

Seconded:

Vote:

---

**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**

12.1 Alarm at the Child Health Clinic – Cr Margaret Thomas

Q. Who does this building belong to?

A. This building belongs to the Shire of Kalamunda. There is an alarm attached to the electric pump for the septics, a request has been made to Building Maintenance to look at the pump operation.

12.2 Item 39 – 38 Collins Road, on the September D&I Agenda – Cr Geoff Stallard

Q. Could some co-user options be examined with regard to this building?

A. A memo was distributed to Councillors prior to the September Ordinary Council Meeting providing this information.

12.3 Item 36 - Petition Requesting Improvements to Playgrounds within Redgum Estate Forrestfield – September D&I

Q. Director Infrastructure Services took a question on notice regarding when the soft fall would be installed.

A. This is scheduled to be installed mid November 2014.

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

**14.0 MEETING CLOSED TO THE PUBLIC**

**15.0 CLOSURE**