CITY OF ARMADALE

MINUTES

OF **CITY STRATEGY COMMITTEE** HELD IN THE **COMMITTEE ROOM**, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON **TUESDAY, 21 SEPTEMBER 2010 AT 7.00 PM**

PRESENT:	Cr R J Tizard	Chair
	Cr R Butterfield	
	Cr P J Hart	
	Cr C J MacDonald	
	Cr J H Munn CMC JP	
	Cr L Reynolds AM JP	
	Cr H A Zelones JP	
APOLOGIES:	Nil	
OBSERVERS:	Cr L Sargeson	

IN ATTENDANCE:	Mr R S Tame	- Chief Executive Officer
	Mr A F Maxwell	- Executive Director Corporate Services
	Mr I MacRae	- Executive Director Development Services
	Mr A Bruce	- Executive Director Technical Services
	Ms Y Coyne	- Executive Director Community Services
	Mr N Cain	- Executive Manager Business Services
	Mrs S D'Souza	- Executive Assistant to the CEO
	Public: Nil	

DISCLAIMER

The Disclaimer for protecting Councillors and staff from liability of information and advice given at Committee meetings was not read by the Chairman as there were no members of the public in attendance.

DECLARATION OF MEMBERS' INTERESTS

Page 17	Cr Reynolds	Rates Exemption – Australian Trades College (CS84/9/10)
Page 20	Cr Reynolds	Rates Exemption – Pioneer Village School (CS85/9/10)

QUESTION TIME

Nil

DEPUTATION

Nil

CONFIRMATION OF MINUTES

RESOLVED

Minutes of the City Strategy Committee Meeting held on 17 August 2010, be confirmed.

Moved Cr Butterfield
Motion Carried (7-0)

ITEMS REFERRED FROM INFORMATION BULLETIN

INFORMATION BULLETIN – ISSUE NO. 16/2010

The following items were included for information in the "City Strategy section"

Progress Report on Contingency, Operational & Strategic Projects
Report on Outstanding Matters – City Strategy Committee
Accounting Services Report Summary
Donations Report
Monthly Report – Use of the City's Common Seal

No items were raised for investigation or further report.

CITY STRATEGY COMMITTEE

21 SEPTEMBER 2010

I N D E X

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LIST OF ACCOUNTS PAID – AUGUST 2010

WARD	All
FILE REF:	FIN/1
DATE	9 Sep 2010
REF	AB/MD
RESPONSIBLE MANAGER	Executive Manager Business Services

In Brief:

- The Report presents, pursuant to Regulation 13(1), (3) & (4) of the Local Government (Financial Management) Regulations 1996, the List of Accounts paid for the period 1.8.10 to 31.8.10

Tabled Items
Nil

Officer Interest Declaration
Nil

Strategic Implications
4.6 Financial sustainability and accountability for performance
4.6.1 Provide financial services to support cost effective Council operations and service delivery

Legislation Implications
Section 6.10 (d) of the Local Government Act 1995 refers, ie.

6.10. Financial management regulations
Regulations may provide for —
(d) the general management of, and the authorization of payments out of —
(i) the municipal fund; and
(ii) the trust fund,
of a local government.

Regulation 13(1), (3) & (4) of the Local Government (Financial Management) Regulations 1996 refers, ie.

13. Lists of Accounts
(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
(a) the payee's name;
(b) the amount of the payment;
(c) the date of the payment; and
(d) sufficient information to identify the transaction.
(3) A list prepared under subregulation (1) is to be —
(a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
(b) recorded in the minutes of that meeting.

(4) After the list referred to in subregulation (1) has been prepared for a month the total of all other outstanding accounts is to be calculated and a statement of that amount is to be presented to the council at the meeting referred to in subregulation (3)(a).

Council Policy/Local Law Implications
Nil

Budget/Financial Implications
All accounts paid have been duly incurred and authorised for payment as per approved purchasing and payment procedures.

Consultation
Nil

BACKGROUND

Pursuant to Section 5.42 of the Local Government Act 1995 (Delegation of some powers and duties to CEO), Council has resolved to delegate to the CEO (Primary Delegation No: 150 refers) the exercise of its powers to make payments from the municipal and trust funds.

COMMENT

The List of Accounts paid for the period 1.8.10 to 31.8.10 is presented at **Attachment "A-1" – Summary of Attachments – lilac page.**

CS79/9/10 RECOMMEND

That Council note the List of Accounts paid as presented at Attachment "A-1" of the Agenda and summarised as follows:

Municipal Fund
Accounts paid totalling $18,501,979.87 on Vouchers 13462 – 13667, Batch 982-985, 987-988, 990-991, 101525-101543, 200082-200084, 300187-300190, PY01.03-PY01.04 & PY99.02-PY99.04

Trust Fund
Accounts paid totalling $2,441,674.00 on Vouchers 1163-1205, Batch 986, 989 & 400106-400107

Moved Cr Butterfield
Motion Carried (7-0)

MONTHLY STATEMENT OF FINANCIAL ACTIVITY – JULY 2010

WARD	:	ALL
FILE REF	:	FIN/1
DATE	:	15 Sep 2010
REF	:	AFM / NC
RESPONSIBLE MANAGER	:	EDCorpS and EMBS

In Brief:-
This Report presents the City's Monthly Financial Report for the 1 month period ended 31 July 2010.

The Report recommendation is to receive the Financial Report.

Tabled Items
Nil

Strategic Implications
Developing our Organisation:
Improve the environment for effective governance;
Improve the overall financial viability of Council.

Legislation Implications
Local Government Act 1995 – Part 6 – Division 3 – Reporting on Activities and Finance
Local Government (Financial Management) Regulations – Part 4 – Financial Reports

Council Policy/Local Law Implications
Nil

Budget/Financial Implications
The Statement of Financial Activity as presented refers and explains.

Consultation
Nil at this time

BACKGROUND

Each month officers are required to prepare monthly financial reports, covering the prescribed information, and present these to Council for receipt.

COMMENT

Presented at Attachment A-2 is the Monthly Statement of Financial Activity for the period ended 31 July 2010. **(Refer to Attachment "A-2" – Summary of Attachments – Lilac page.)**

For the purposes of reporting material variances from the Statement of Financial Activity, indicators, as resolved by Council, have been applied.

These indicators are:

Revenue

Material variances are identified where, for the period being reported, the actual varies to the budget by an amount of (+) or (-) $50,000 and in these instances an explanatory comment has been provided.

Expense

Material variances are identified where, for the period being reported, the actual varies to the budget by an amount of (+) or (-) $100,000 and in these instances an explanatory comment has been provided.

For the purposes of explaining each Material Variance, a three part approach has been taken. The parts are:

1. Period Variation
   Relates specifically to the value of the Variance between the Budget and Actual figures for the period of the report.

2. Primary Reason
   Explains the primary reasons for the period Variance. As the report is aimed at a higher level analysis, minor contributing factors are not reported.

3. Budget Impact
   Forecasts the likely $ impact on the Annual Budget position. It is important to note that figures in this part are 'indicative only' at the time of reporting, for circumstances may subsequently change.

CS80/9/10 RECOMMEND

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996 (Financial Activity Statement Report) accept the Statement of Financial Activity for the 1 month period ended 31 July 2010.

Moved Cr Hart
Motion Carried (7-0)

MONTHLY FINANCIAL STATEMENT – AUGUST 2010

WARD	:	ALL
FILE REF	:	FIN/1
DATE	:	15 Sep 2010
REF	:	AFM / NC
RESPONSIBLE MANAGER	:	EDCorpS and EMBS

In Brief:-
This Report presents the City's Monthly Financial Report for the 2 months period ended 31 August 2010.

The Report recommendation is to receive the Financial Report.

Tabled Items
Nil

Strategic Implications
Developing our Organisation:
Improve the environment for effective governance;
Improve the overall financial viability of Council.

Legislation Implications
Section 6.4 of the Local Government Act 1995 (Financial Report) and Regulation 34 of the Local Government (Financial Management) Regulations 1996 (Financial Activity Statement Report) state the need, and format requirements, for the production of monthly financial reports for presentation to Council.

Council Policy/Local Law Implications
Nil

Budget/Financial Implications
The Statement of Financial Activity as presented refers and explains.

Consultation
Departmental Managers (where required)

BACKGROUND

Each month officers are required to prepare monthly financial reports, covering the prescribed information, and present these to Council for receipt.

COMMENT

Attached to this Report is the Monthly Statement of Financial Activity for the period ended 31 August 2010. **(Refer to Attachment "A-3" – Summary of Attachments – Lilac page.)**

For the purposes of reporting material variances from the Statement of Financial Activity, indicators, as resolved by Council, have been applied.

These indicators are:

Revenue

Material variances are identified where, for the period being reported, the actual varies to the budget by an amount of (+) or (-) $50,000 and in these instances an explanatory comment has been provided.

Expense

Material variances are identified where, for the period being reported, the actual varies to the budget by an amount of (+) or (-) $100,000 and in these instances an explanatory comment has been provided.

For the purposes of explaining each Material Variance, a three part approach has been taken. The parts are:

4. Period Variation
   Relates specifically to the value of the Variance between the Budget and Actual figures for the period of the report.

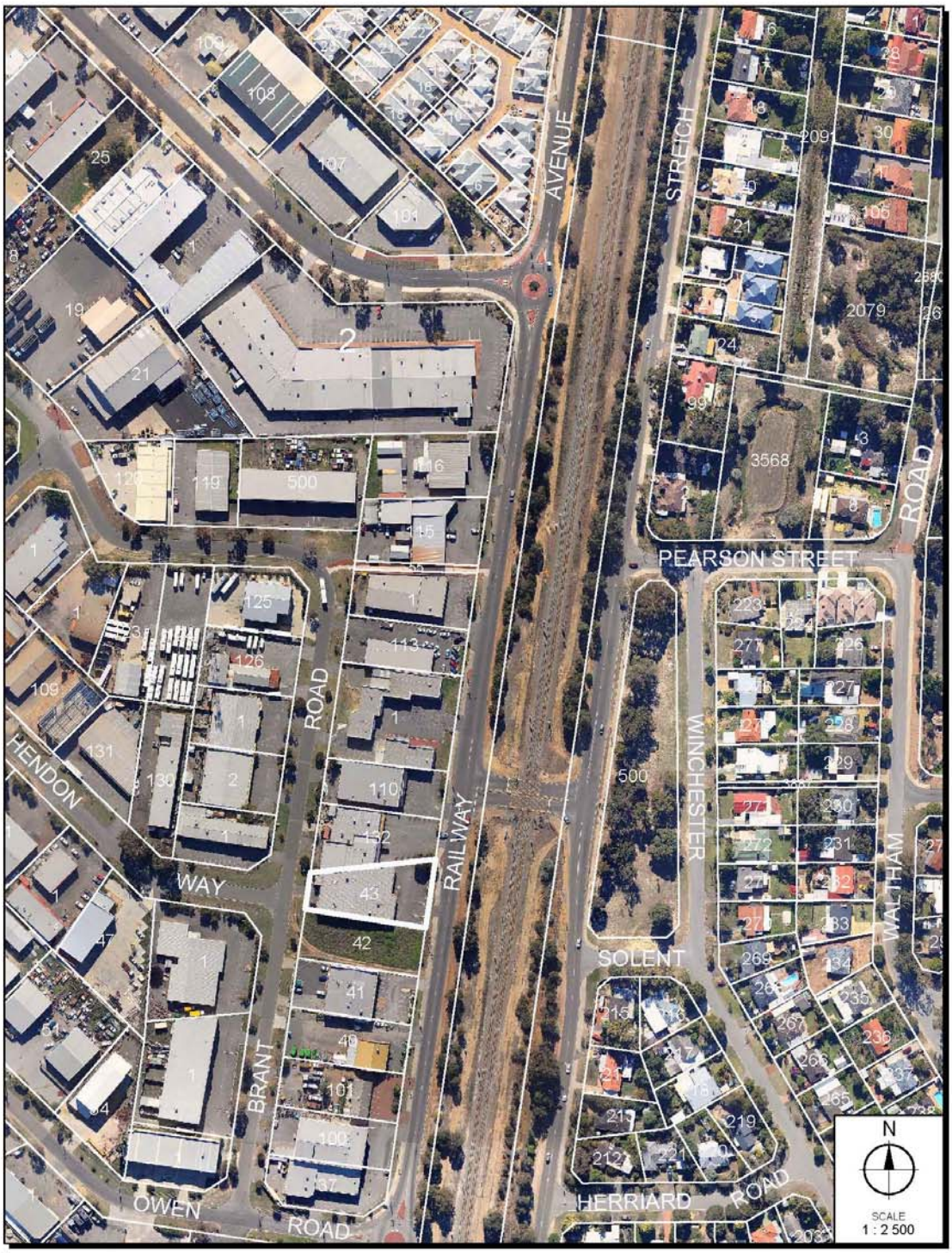
5. Primary Reason
   Explains the primary reasons for the period Variance. As the report is aimed at a higher level analysis, minor contributing factors are not reported.

6. Budget Impact
   Forecasts the likely $ impact on the Annual Budget position. It is important to note that figures in this part are 'indicative only' at the time of reporting, for circumstances may subsequently change.

CS81/9/10 RECOMMEND

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996 (Financial Activity Statement Report) receive the Statement of Financial Activity for the 2 month period ended 31 August 2010, as presented at Attachment "A-3".

Moved Cr Reynolds
Motion Carried (7-0)



AERIAL PHOTOGRAPH
LOT 43 (UNIT 1/227) RAILWAY AVENUE KELMSCOTT

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RATE EXEMPTION APPLICATION – ANGLICARE WA (INC) – LOT 43, 1/227 RAILWAY AVENUE, KELMSCOTT

WARDS	Heron
FILE REF:	A166785, RV/A/6
DATE	18 August 2010
REF	JEAH
RESPONSIBLE MANAGER	Manager Financial Services

In Brief:

- This report presents a rates exemption application from Anglicare WA (Inc) for the Op Shop at Lot 43, 1/227 Railway Avenue, Kelmscott.
- The report recommendation is that the application be declined on the grounds that the land, the subject of the application, is used as a shop which is not a charitable purpose.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Long Term – to achieve a better quality of living for the people of our city.

Legislation Implications

Local Government Act 1995

***S6.*26 Rateable land.**

(1). Except as provided in this section all land within a district is rateable land.
(2). The following land is not rateable land –
(g) land used exclusively for charitable purposes;

Council Policy/Local Law Implications

Current practice is to apply the rate exemption if approved, from the date of the application.

Budget/Financial Implications

The application, if approved, would result in a rate revenue loss in the current year (2010-2011) of $3,347.

BACKGROUND

Anglicare WA (Inc) Inc is a public benevolent institution with a charitable collections licence aimed at selling recycled clothing and household goods for the purpose of assisting those in need.

Anglicare WA (Inc) currently lease the premises and operate it as an Op Shop.

The main purpose of the shop is to provide a service to the community and to raise funds to assist with the delivery of Anglicare WA (Inc) charitable services.

Copies of the following documents were, or have been previously, supplied:
i) Anglicare WA (Inc) Constitution
ii) Certificate of Registration
iii) Annual Report

COMMENT

Prior case law has deemed 'charitable purposes" to include:

- the relief of poverty;
- the advancement of education;
- the advancement of religion; and
- other purposes beneficial to the community.

Insofar as "other purposes beneficial to the community", the Courts have construed the same as follows:

> *"The community be a definite community or section of the community, it must be identifiable as such; it must be of appreciable importance; and it must not depend on any personal relationship to a particular individual or individuals"*
>
> and
>
> *"The benefit of a charitable trust of this class (i.e. other purposes beneficial to the community) need not extend to the whole community provided that the class to be benefited is substantial enough to give the trust a public character. What is a sufficiently substantial class may vary according to the nature of the benefit to be provided, and it is particularly important in considering this category to keep in mind the necessary element of public general utility."*

The critical factor to be considered is the actual use of the land.

The land is used as a shop:

- to sell goods at a discounted price to people who are in need,
- to generate funds.

It is the use of land rather than the nature or identity of its owner that is the relevant issue.

On the basis of the above case law, the property in question could not be considered to be used exclusively for charitable purposes and therefore does not qualify to be exempt from rating in accordance with the requirements of the Local Government Act.

Conclusion:

It is therefore recommended that Council decline the request for exemption from rating on the property used by the Anglicare WA (Inc) Inc as an "Op" shop.

It is to be noted that the recommendation to decline this request, is consistent with Council's prior decision in April 2009 when determining a like application from Good Samaritan Industries for their Good Sammy Store at 7/42 Fourth Road, Armadale.

CS82/9/10 RECOMMEND

That Council, pursuant to Section 6.26(2)(g) of the *Local Government Act 1995*, (land used exclusively for charitable purposes), decline the application for rates exemption from Anglicare WA (Inc) on Lot 43, 1/227 Railway Avenue, Kelmscott (A166785) on the grounds that the land is not used exclusively for charitable purposes, but rather as a shop.

Moved Cr Munn
Motion Carried (7-0)

AERIAL PHOTOGRAPH
LOT 1 (No. 22A) HAYNES COURT ARMADALE

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RATES EXEMPTION APPLICATION – FREE REFORMED RETIREMENT VILLAGE ASSOCIATION, INC. LOT 2, 22B HAYNES COURT, ARMADALE

WARD	Minnawarra
FILE REF:	A217576
DATE	7 September 2010
REF	JEAH
RESPONSIBLE MANAGER	Manager Financial Services

In Brief:

- This report presents a rates exemption application from the Free Reformed Retirement Village Association Inc for a property acquired and used for aged care.
- The report recommendation is that the application be approved from 11 August 2010.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Long Term – to achieve a better quality of living for the people of our city.

Legislation Implications

Local Government Act 1995 – section 6.26 - Rateable Land, ie.

under section 6.26(2)(g) of the Act, land is not rateable land if it is:

"land used exclusively for charitable purposes";

Council Policy/Local Law Implications

Current practice is to apply the rate exemption, if approved, from the date of the application.

Budget/Financial Implications

The application, if approved as recommended, will result in a rate revenue loss in the current year (2010-2011) of $955.

Consultation

Applicant – Free Reformed Retirement Village Association, Inc.

BACKGROUND

On the 20 May 2010, the Free Reformed Retirement Village Association, Inc purchased the property at Lot 2, 22B Haynes Court, Armadale for use as an aged care unit, to extend their complex at Lot 801 & 102, 12-15 Pine Tree Close Armadale all of which have a current council rates exemption.

Lot 2 backs on to the current retirement village.

The Complex at Lot 801 & 102, 12-15 Pine Tree Close, Armadale currently has 18 independent retirement units and a 23 bed hostel known as The Fair Haven Hostel.

DETAILS OF PROPOSAL

The one (1) independent aged care unit at Lot 2 Haynes Court is completed and ready to be occupied.

COMMENT

Prior case law has deemed 'charitable purposes" to include:

- the relief of poverty;
- the advancement of education;
- the advancement of religion; and
- other purposes beneficial to the community.

Insofar as "other purposes beneficial to the community", the Courts have construed the same as follows:

"The community be a definite community or section of the community, it must be identifiable as such; it must be of appreciable importance; and it must not depend on any personal relationship to a particular individual or individuals"

and

"The benefit of a charitable trust of this class (i.e. other purposes beneficial to the community) need not extend to the whole community provided that the class to be benefited is substantial enough to give the trust a public character. What is a sufficiently substantial class may vary according to the nature of the benefit to be provided, and it is particularly important in considering this category to keep in mind the necessary element of public general utility."

The application clearly meets the relevant requirements of the Local Government Act 1995.

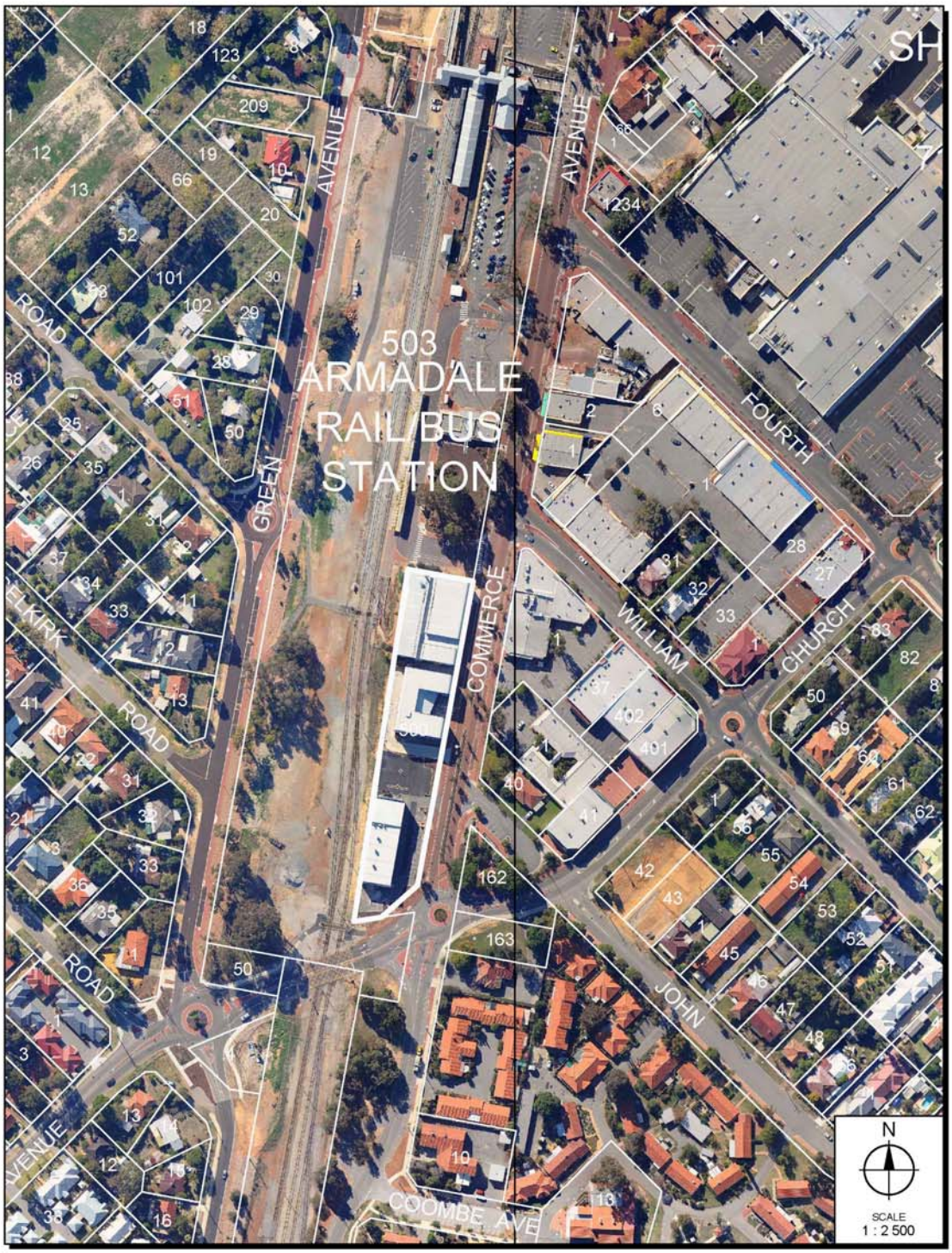
Conclusion:

It is recommended that Council approve the rate exemption application.

CS83/9/10 RECOMMEND

That Council, pursuant to Section 6.26(2)(g) of the Local Government Act 1995, approves the application received from the Free Reformed Retirement Village Association, Inc for a rate exemption on A217576, Lot 2, 22B Haynes Court, Armadale, on the basis of the property being used exclusively as independent aged care unit. This exemption is to apply from 11 August 2010.

Moved Cr MacDonald
Motion Carried (7-0)



AERIAL PHOTOGRAPH
LOT 500 COMMERCE AVENUE ARMADALE

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Cr Reynolds declared a financial interest in this item on the basis that he has been invited to be a member on the ATC Board. Cr Reynolds left the meeting at 7.14pm

RATES EXEMPTION APPLICATION – AUSTRALIAN TRADES COLLEGE WESTERN AUSTRALIA (ATC WA) LOT 500, 41-45 COMMERCE AVENUE, ARMADALE

WARDS	Minnawarra
FILE REF:	A261420
DATE	9 September 2010
REF	JEAH
RESPONSIBLE MANAGER	Manager Financial Services

In Brief:

- This report presents a rates exemption application from the Australian Trades College Western Australia (ATC WA) for the property Lot 500 Commerce Avenue; that is used exclusively as a Non-government school providing apprenticeships to year 11 and 12 students.
- The report recommendation is that the application be approved from 10 August 2010.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Long Term – to achieve a better quality of living for the people of our city.

Legislation Implications

Local Government Act 1995

***S6.*26 Rateable land.**

(3). Except as provided in this section all land within a district is rateable land.

(4). The following land is not rateable land –

(f) land used exclusively as a non-government school within the meaning of the School Education Act 1999;

(6). Land does not cease to be used exclusively for a purpose mentioned in subsection (2) merely because it is used occasionally for another purpose, which is of a charitable, benevolent, religious or public nature.

Council Policy/Local Law Implications

Current practice is to apply the rate exemption, if approved, from the date of the application.

Budget/Financial Implications

The application, if approved as recommended, will result in a rate revenue loss in the current year (2010-2011) of $4,970.

Consultation

Applicant – Australian Trades College Western Australia (ATC WA)

BACKGROUND

The ATC WA purchased the property at lot 500, 41-45 Commerce Avenue, Armadale on the 21 December 2009 known as the Armadale Campus.

The primary focus of the Armadale Campus is to assist young people with accessing Australian School based Apprenticeships as an alternative secondary education for year 11 and 12 students.

The young people include youth at risk, from non-English speaking background and indigenous youth.

DETAILS OF PROPOSAL

ATC WA is seeking rates exemption on Lot 500, 41-45 Commerce Avenue, Armadale on the grounds the property is used exclusively as a non-government school.

COMMENT

The application clearly meets the relevant requirements of the Local Government Act 1995.

Conclusion:

It is recommended that Council approve the rate exemption application for Lot 500, 41-45 Commerce Avenue, Armadale as the property is being used in the promotion of education.

CS84/9/10 RECOMMEND

That Council pursuant to Section 6.26(2)(f) of the Local Government Act 1995, approves the application received from Australian Trades College Western Australia (ATC WA) for a rate exemption on A261420, Lot 500, 41-45 Commerce Avenue, Armadale, on the basis of the property being used exclusively as a non-government school. This exemption is to apply from 10 August 2010.

Moved Cr Zelones
Motion Carried (6-0)

Cr Reynolds returned to the meeting at 7.15pm.

AERIAL PHOTOGRAPH

STRATA LOTS 40, 62, 63, 64 AND 69 (LOT 25) ALBANY HIGHWAY, ARMADALE

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Cr Reynolds disclosed that a member of his family attends the school. As a consequence, there may be a perception that his impartiality on the matter may be affected, but declared that he would set aside this association, consider the matter on its merits and vote accordingly.

RATES EXEMPTION APPLICATION – PIONEER VILLAGE SCHOOL LOT 40, 62, 63, 64 & 69, 7 ALBANY HIGHWAY, ARMADALE

WARDS	Neerigen
FILE REF:	A184983, A226404, A226418, A226422 & A184929
DATE	9 September 2010
REF	JEAH
RESPONSIBLE MANAGER	Manager Financial Services

In Brief:

- This report presents a rates exemption application from the Pioneer Village School for properties purchased and used to enhance school life.
- The report recommendation is that Lots 40, 62, 63, 64 & 69 be approved from 2 September 2010.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Long Term – to achieve a better quality of living for the people of our city.

Legislation Implications

Local Government Act 1995 – section 6.26 - Rateable Land, ie.

under section 6.26(2)(f) of the Act, land is not rateable land if it is:

"land used exclusively as a non-government school within the meaning of the *School Education Act 1999;* "

Council Policy/Local Law Implications

Current practice is to apply the rate exemption, if approved, from the date of the application.

Budget/Financial Implications

The application, if approved as recommended, will result in a rate revenue loss in the current year (2010-2011) of $4,145.

Consultation

Applicant – Pioneer Village School

BACKGROUND

On the 29 January 2010, the Pioneer Village School purchased the properties at Lots 62, 63, 64 & 69, 7 Albany Highway, Armadale.

Lots 62, 63 & 64 are used as administration offices for the school
Lot 69 is used as a staff car park, drop off area and a small parking area.
A Council rates exemption already applies to lot's 36, 38, 39, 42, 43, 65.
Lot 40 (which was acquired by the village school 1989) is used as a kindy classroom.

DETAILS OF PROPOSAL

The additional lots have been acquired to improve the school facilities for teachers and students.

COMMENT

The application clearly meets the relevant requirements of the Local Government Act 1995.

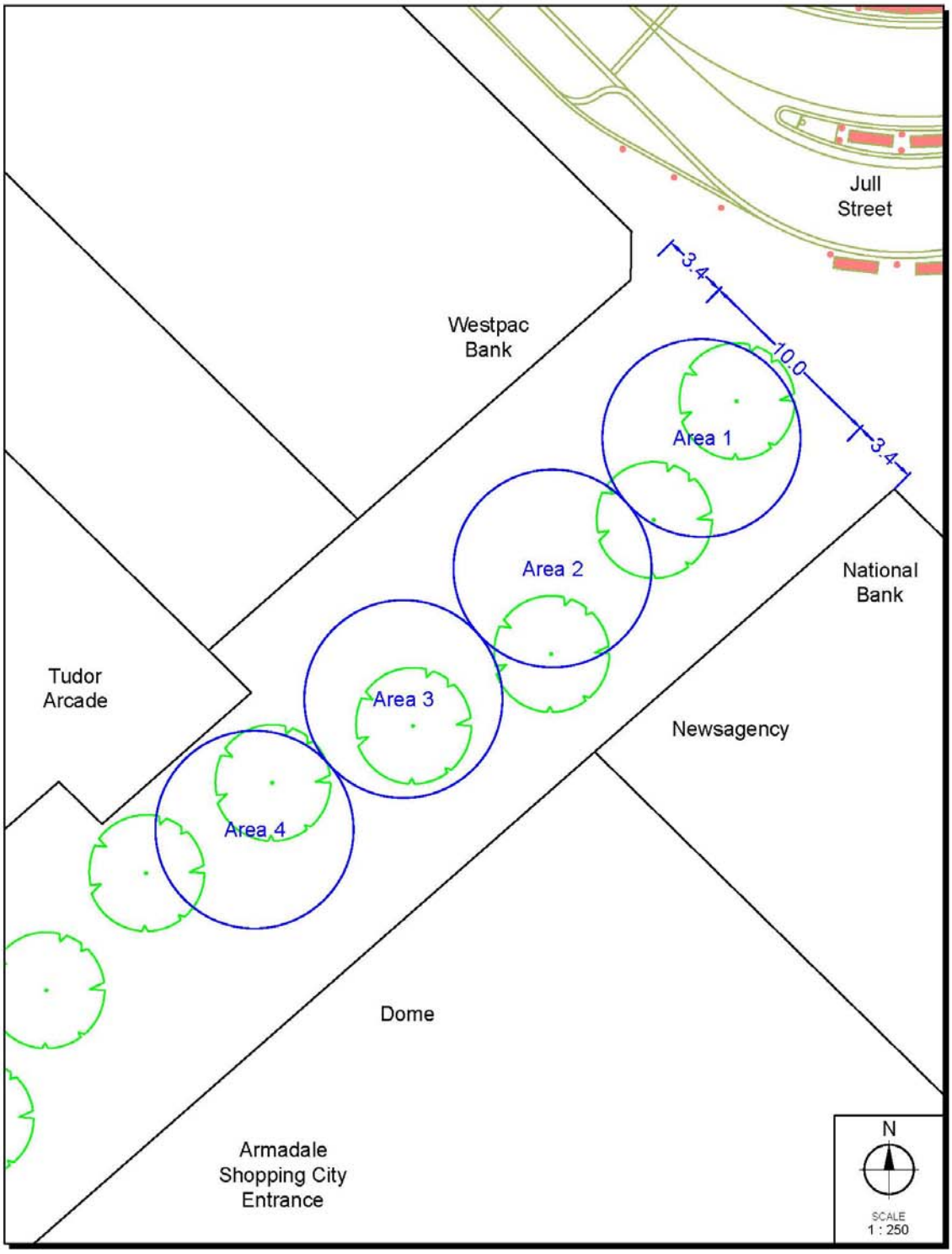
Conclusion:

It is recommended that Council approve the rate exemption application for Lot 40, 62, 63, 64 & 69.

CS85/9/10 RECOMMEND

That Council, pursuant to Section 6.26(2)(f) of the Local Government Act 1995, approves the application received from Pioneer Village School for a rate exemption on A184983, A226404, A226418, A226422 & A184929 Lot 40, 62, 63, 64 & 69, 7 Albany Highway, Armadale, on the basis of the property being used exclusively for school purposes. This exemption is to apply from 11 August 2010.

Moved Cr Butterfield
Motion Carried (7-0)



PERMIT PLAN
JULL STREET MALL, ARMADALE

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APPLICATION FOR A TRADERS PERMIT – JULL STREET MALL

WARD	MINNAWARRA
FILE REF:	LE/P/6
DATE	7 September 2010
REF	SJ
RESPONSIBLE MANAGER	Acting Manager Governance & Administration

In Brief:

- An application has been received from Ms R Kinnane for a traders permit to carry on trading of patio plants and hand crafted soap flowers within Jull Street Mall.
- The recommendation is to approve the application.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Outcomes and Strategies 3 **- A dynamic and diverse local economy**

3.1.1 Market and promote Armadale and its potential to the business and investment communities

Legislation Implications

Section 3.5(1) of the *Local Government Act 1995* **–** Legislative power of local governments

Council Policy/Local Law Implications

Activities and Trading in Thoroughfares and Public Places Local Law

Budget/Financial Implications

Nil

Consultation

Corporate Services Directorate
Technical Services Directorate
Jon Stewart (Trader of outdoor plants – refer to CS27/3/10)

BACKGROUND

The applicant has been a stallholder (selling patio plants and hand crafted soap flowers) of the Jull Street Markets for the past 5 years.

With the demise of the Jull Street Markets in December 2009, the applicant is now wishing to continue her stall from the same location and as a requirement, pursuant to the *Activities and Trading in Thoroughfares and Public Places Local Law*; a trader's permit is required.

Council at its meeting 22 March 2010 (CS27/3/10) endorsed two requests for Traders permits for trading of plants and fresh fruit and vegetables and at its meeting 24th May 2010

(CS50/5/10) also endorsed a request for Traders permit for trading of Tarot readings and Reiki.

DETAILS OF PROPOSAL

The applicant is seeking permission, as required under the *Activities and Trading in Thoroughfares and Public Places Local Law* to sell patio plants and hand crafted soap flowers every Thursday, Friday and Saturday, within the Jull Street Mall Armadale (out the front of the Dome Café) between the hours of 8.00 am and 5.00pm. Refer to area 4 of attached map.

COMMENT

Analysis

Clause 6.3(1) of *the Activities and Trading in Thoroughfares and Public Places Local Law* states*:*

"A person shall not carry on trading unless that person is –

(a) the holder of a valid trader's permit; or
(b) an assistant specified in a valid trader's permit."

Clause 6.5 (1) of the local law also states:

"(1) In determining an application for a permit for the purposes of this division, the local government is to have regard to –

(a) any relevant policies of the local government;
(b) the desirability of the proposed activity;
(c) the location of the proposed activity;
(d) the principles set out in the Competition Principles Agreement; and
(e) such other matters as the local government may consider to be relevant in the circumstances of the case."

Officers from Technical Services have no objections to the application however they request conditions be placed on the permit relating to litter control and vehicular access, if approved.

Mr J Stewart who currently has a Traders permit for trading of plants has advised that he only sells outdoor plants that require full sun or part shade and he does not have any objections to Ms R Kinnane trading within Jull Street Mall as long as she keeps her range of plants to be patio and or indoor plants only.

Options

Option 1

Not approve the application.

The local law determines under what circumstances the local government may refuse an application.

In addition to clause 6.5(1), clause 6.5(2) of the local law also states:

"The local government may refuse to approve an application for a permit under this Division on any one or more of the following grounds –

(a) that the applicant has committed a breach of any provision of this local law or of any written law relevant to the activity in respect of which the permit is sought;
(b) that the applicant is not a desirable or suitable person to hold a permit;
(c) that –
(i) the applicant is an undischarged bankrupt or is in liquidation;
(ii) the applicant has entered into any composition or arrangement with creditors; or
(iii) a manager, an administrator, a trustee, a receiver, or a receiver and manager has been appointed in relation to any part of the applicant's undertakings or property;
(d) such other grounds as the local government may consider to be relevant in the circumstances of the case.

In considering the above there does not appear to be any reason why the application should not be approved particularly as the applicant has operated from this location for a number of years.

Option 2

Approve the application.

As the applicant has operated from this location for the past 5 years without incident it is recommended that this option be accepted.

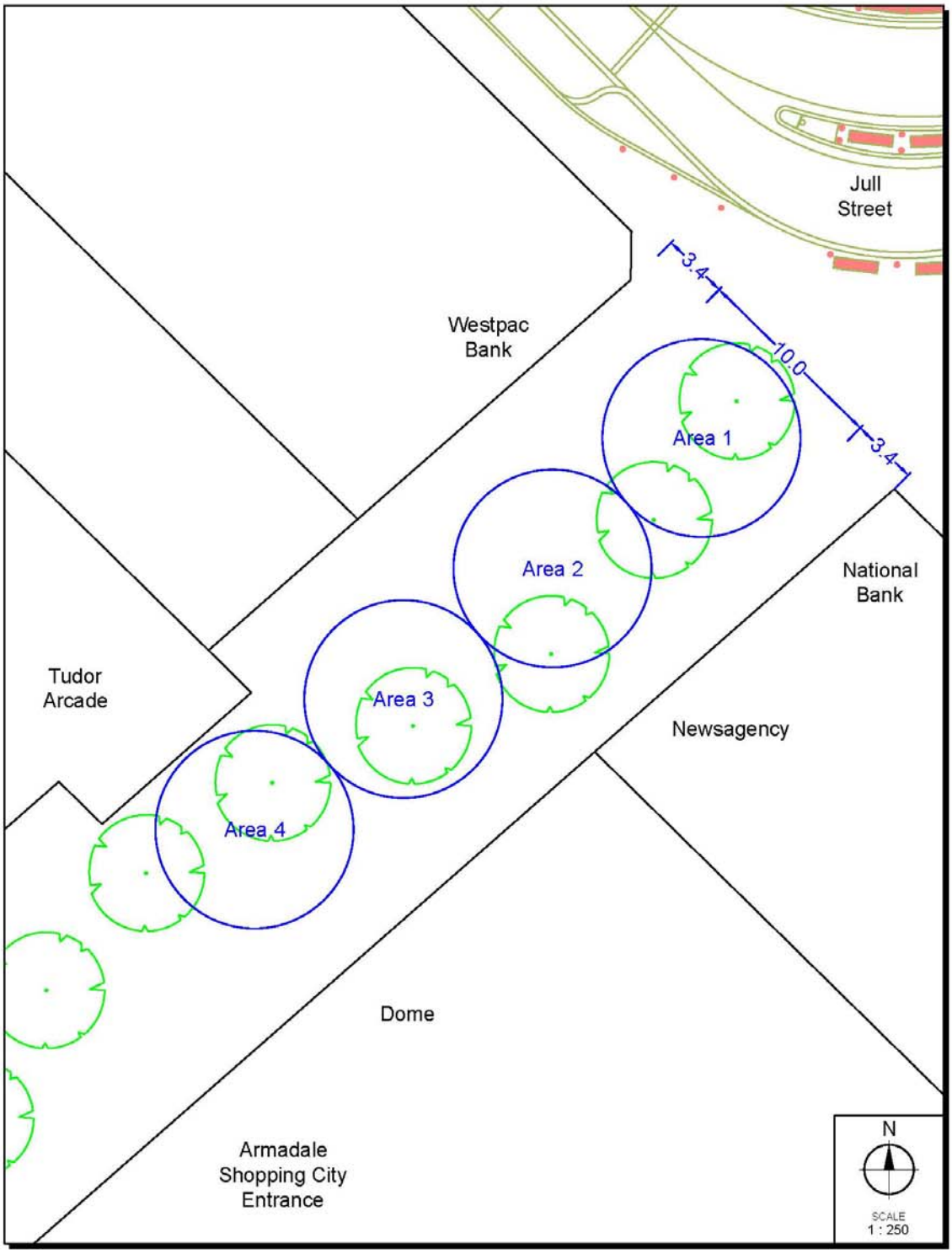
CS86/9/10 RECOMMEND

That Council approves, pursuant to the City's *Activities and Trading in Thoroughfares and Public Places Local Law*, a trader's permit being issued to Ms R Kinnane to carry on trading of patio plants and hand crafted soap flowers in the Jull Street Mall subject to the following permit conditions:

- **Area to which permit applies (refer to Area 4 of attached map) – Within Jull Street Mall (out the front of the Dome Café);**
- **Days and Hours of Trading – Thursday, Friday & Saturday's 8.00 am to 5.00 pm**
- **Vehicle access within the mall area is to be strictly before 8.00am and after 5.00pm**

- **Type of goods to be traded – patio plants and hand crafted soap flowers;**
- **Fee – $40 plus $500 per annum;**
- **Period of permit – 12 months from the date of issue of the permit;**
- **The applicant obtaining public liability insurance for an amount not less than $10,000,000;**
- **Compliance with the *Activities and Trading in Thoroughfares and Public Places Local Law* and any other applicable legislation; and**
- **the City reserving the right to cancel the permit should substantiated complaints be received;**
- **All litter is to be removed immediately after close of business and the area is to be left in a clean and tidy state.**

Moved Cr Butterfield
Motion Carried (7-0)



PERMIT PLAN
JULL STREET MALL, ARMADALE

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LATE ITEM - APPLICATION FOR A TRADERS PERMIT – JULL STREET MALL

WARD	MINNAWARRA
FILE REF:	LE/P/6
DATE	16 September 2010
REF	SJ
RESPONSIBLE MANAGER	Manager Governance & Administration

In Brief:

- An application has been received from Ms M Delaney for a traders permit to carry on trading of quality clothing and Victorian style jewellery within Jull Street Mall.
- The recommendation is to approve the application.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Outcomes and Strategies 3 **- A dynamic and diverse local economy**

3.1.1 Market and promote Armadale and its potential to the business and investment communities

Legislation Implications

Section 3.5(1) of the *Local Government Act 1995* **–** Legislative power of local governments

Council Policy/Local Law Implications

Activities and Trading in Thoroughfares and Public Places Local Law

Budget/Financial Implications

NIL

Consultation

Corporate Services Directorate
Technical Services Directorate
Jon Stewart (Trader of outdoor plants – refer to CS27/3/10)

BACKGROUND

The applicant owns and operates a clothing shop "Tumbleweed" located on the corner of Third and Commerce Avenue in Armadale and has also been a stallholder (selling quality vintage/retro/designer women's clothing and Victorian style jewellery) of the Jull Street Markets for many years.

With business trade being very slow at "Tumbleweed" and with the demise of the Jull Street Markets in December 2009, the applicant is now wishing to try extend her trade by operating from both her shop location and stall within Jull Street Mall and as a requirement, pursuant to the Activities and Trading in Thoroughfares and Public Places Local Law; a trader's permit is required for the required stall.

This application if approved as recommended will take the number of approved traders operating in the Jull Street Mall to four. Details of previously approved traders permits are:

- Plants trader – Approved March 2010 (CS27/3/10). Area 1
- Fresh fruit and vegetables trader – approved March 2010 (CS27/3/10). Area 2
- Tarot readings and Reiki trader – approved May 2010 (CS50/5/10). Area 3

Another application has also been received for trading of patio plants and hand crafted soap flowers which is reported elsewhere in this agenda, if this application is also approved it will bring the total number of traders to be five. Details of additional permit are as follows:

- Patio plants and hand crafted soap flowers trader –Area 4

The applicant, if approved will share Area 1 with the plant trader who has advised he has no objection to this proposal. Although Area 1 is being shared by two traders, each trader will be required to pay the full traders permit fee. Both the applicant and plant trader are aware that they must not exceed the area allocated.

DETAILS OF PROPOSAL

The applicant is seeking permission for a permit, as required under the Activities and Trading in Thoroughfares and Public Places Local Law to sell quality vintage/retro/designer women's clothing and Victorian style jewellery within the Jull Street Mall Armadale (located near the waterwheel fountain) between the hours of 8.00 am and 5.00pm. Refer to area 1 of attached map. Initially a monthly permit is requested for the first 2 months with the option to have an annual permit granted at the end of the 2 month trial period.

COMMENT

Analysis

Clause 6.3(1) of the Activities and Trading in Thoroughfares and Public Places Local Law states:

"A person shall not carry on trading unless that person is –

(c) the holder of a valid trader's permit; or

(d) an assistant specified in a valid trader's permit."

Clause 6.5 (1) of the local law also states:

"(1) In determining an application for a permit for the purposes of this division, the local government is to have regard to –

(f) any relevant policies of the local government;

(g) the desirability of the proposed activity;

(h) the location of the proposed activity;

(i) the principles set out in the Competition Principles Agreement; and

(j) such other matters as the local government may consider to be relevant in the circumstances of the case."

Officers from Technical Services have no objections to the application however if approved they request conditions be placed on the permit relating to litter control and vehicular access, if approved.

Ms Delaney's is experiencing a very quiet trading period at her shop 'Tumbleweed' on the corner of Third and Commerce Avenue, Armadale and is she is hoping that trading from within Jull Street Mall as well will give her shop more exposure and boost her trade.

Initially a monthly permit is requested for the first 2 months with the option to have an annual permit granted at the end of the 2 month trial period.

Options

Option 1
Not approve the application.

The local law determines under what circumstances the local government may refuse an application.

In addition to clause 6.5(1), clause 6.5(2) of the local law also states:
"The local government may refuse to approve an application for a permit under this Division on any one or more of the following grounds –

- *(d) that the applicant has committed a breach of any provision of this local law or of any written law relevant to the activity in respect of which the permit is sought;*
- *(e) that the applicant is not a desirable or suitable person to hold a permit;*
- *(f) that –*
  - *(i) the applicant is an undischarged bankrupt or is in liquidation;*
  - *(ii) the applicant has entered into any composition or arrangement with creditors; or*
  - *(iii) a manager, an administrator, a trustee, a receiver, or a receiver and manager has been appointed in relation to any part of the applicant's undertakings or property;*
- *(d) such other grounds as the local government may consider to be relevant in the circumstances of the case.*

In considering the above there does not appear to be any reason why the application should not be approved particularly as the applicant has operated from this location for a number of years.

Option 2
Approve the application.

As the applicant has operated from this location for many years without incident it is recommended that this option be accepted.

CS87/9/10 RECOMMEND

That Council approves, pursuant to the City's *Activities and Trading in Thoroughfares and Public Places Local Law*, approves a trader's permit being issued to Ms M Delaney to carry on trading quality clothing and Victorian style jewellery in the Jull Street Mall subject to the following permit conditions:

- **Area to which permit applies (refer to Area 1 of attached map (to be shared with plant trader)) – Within Jull Street Mall (located near the waterwheel fountain);**
- **Days and Hours of Trading – Monday to Sunday 8.00 am to 5.00 pm**
- **Vehicle access within the mall area is to be strictly before 8.00am and after 5.00pm**
- **Type of goods to be traded – quality clothing and Victorian style jewellery;**
- **Fee – $40 plus $50 per month;**
- **Period of permit – initially two (2) months from the date of issue of the permit and if at the end of the two (2) months there's been no substantiated complaints received and the applicant has complied with all permit conditions, then the permit be extended for a further ten (10) months;**
- **The applicant obtaining public liability insurance for an amount not less than $10,000,000;**
- **Compliance with the *Activities and Trading in Thoroughfares and Public Places Local Law* and any other applicable legislation; and**
- **the City reserving the right to cancel the permit should substantiated complaints be received;**
- **All litter is to be removed immediately after close of business and the area is to be left in a clean and tidy state.**

Moved Cr Butterfield
Motion Carried (7-0)

REVIEW OF COUNCIL'S CODE OF CONDUCT

WARD	All
DATE	15TH September 2010
REF	AFM
RESPONSIBLE MANAGER	EDCorpS

In Brief:

- This Report presents, for Council's consideration and endorsement, the findings of a review of the City's Code of Conduct;
- The Report Recommendation is for Council to:-
  a) confirm the current version of the Code as having continuing relevance and completeness, and
  b) next review its Code in March 2012.

Tabled Items
Nil

Officer Interest Declaration
Nil

Strategic Implications
Good Governance and an Effective organisation

4.1.1 – strengthen the governance role of councillors by informing, resourcing, skilling and supporting their role;
4.1.2 – ensure governance policies, procedures and and activities align with legislative requirements and best practice

Legislation Implications

- Local Government Act 1995 – Division 9 – Conduct of certain officials – section 5.103 states:

  Every local government is to prepare or adopt a code of conduct to be observed by council members, committee members and employees.

- Local Government (Rules of Conduct) Regulations 2007;
- Local Government (Administration) Regulations 2006
  - regulation 34B – codes of conduct (gifts) employees, and
  - regulation 34C – codes of conduct (disclosure of interests (by employees) affecting impartiality

Council Policy/Local Law Implications
Nil

Budget/Financial Implications
Nil

Consultation
Chief Executive Officer

BACKGROUND

Council last reviewed its Code of Conduct in October 2008 at which time the Code was changed significantly to reflect and include the new provisions of the *Local Government (Rules of Conduct) Regulations 2007* that are enforceable at law.

The current Code is based on WALGA's Model Code supplemented by various parts taken from Council's former Code considered to be both applicable according to current legislation and relevant to the City's own circumstances and past experiences.

DETAILS OF PROPOSAL

The purpose of this Report is for Council to review the Code and confirm with or without amendment, its ongoing suitability, application and operation.

A copy of the current Code is presented at **Attachment A-4** to this Agenda.

COMMENT

A recent review of the Code by Officers has not revealed any areas of the Code that require change due to operational/application issues and/or legislative compliance.

The Code continues to be relevant to the City's requirements and operations, it is complete and accurate in terms of its legislative compliance and other than the following recent matter arising, there have been no other matters arise since last it was reviewed that would suggest the Code needs to be changed.

The recent matter arising is the following Councillors Item, ie.

> *Cr Munn requested that the Local Government Regulations relating to Rules of Conduct be referred to the Standing Order & House Advisory Group for discussion.*
>
> CS64/6/10 RECOMMEND
> That the Councillors' items in regard to:
> 2. Local Government Regulations
> be referred for action and/or report to Committee, as appropriate

It's understood that the above matter pertains to that part of the Code relating to Gifts (clause 3.4(a) and (b) of the Code which is taken directly from the *Local Government (Rules of Conduct) Regulations 2007* refers) and in particular, the aspect of estimating the value of a gift.

If the suggested proposition from the above matter is a possible amendment to the Code to include guidelines/explanatory notes to assist Councillors and Officers in estimating the value of a gift, such an amendment is considered too problematical and fraught with both practical and legal difficulties and therefore inadvisable.

Alternatively, if the suggested proposition relates to some other aspect of the Regulations, then as currently flagged in the *Report on Outstanding Matters – City Strategy Committee*, the matter will in due course be the subject of consideration by the Standing Orders and House Advisory Group.

CONCLUSION

It is recommended that the current version of Council's Code of Conduct, as is, be confirmed, and that the next review of the Code be undertaken in March 2012 which will be six (6) months following the next ordinary Council elections thereby better enabling newly elected councillors to be more understanding of the Review process.

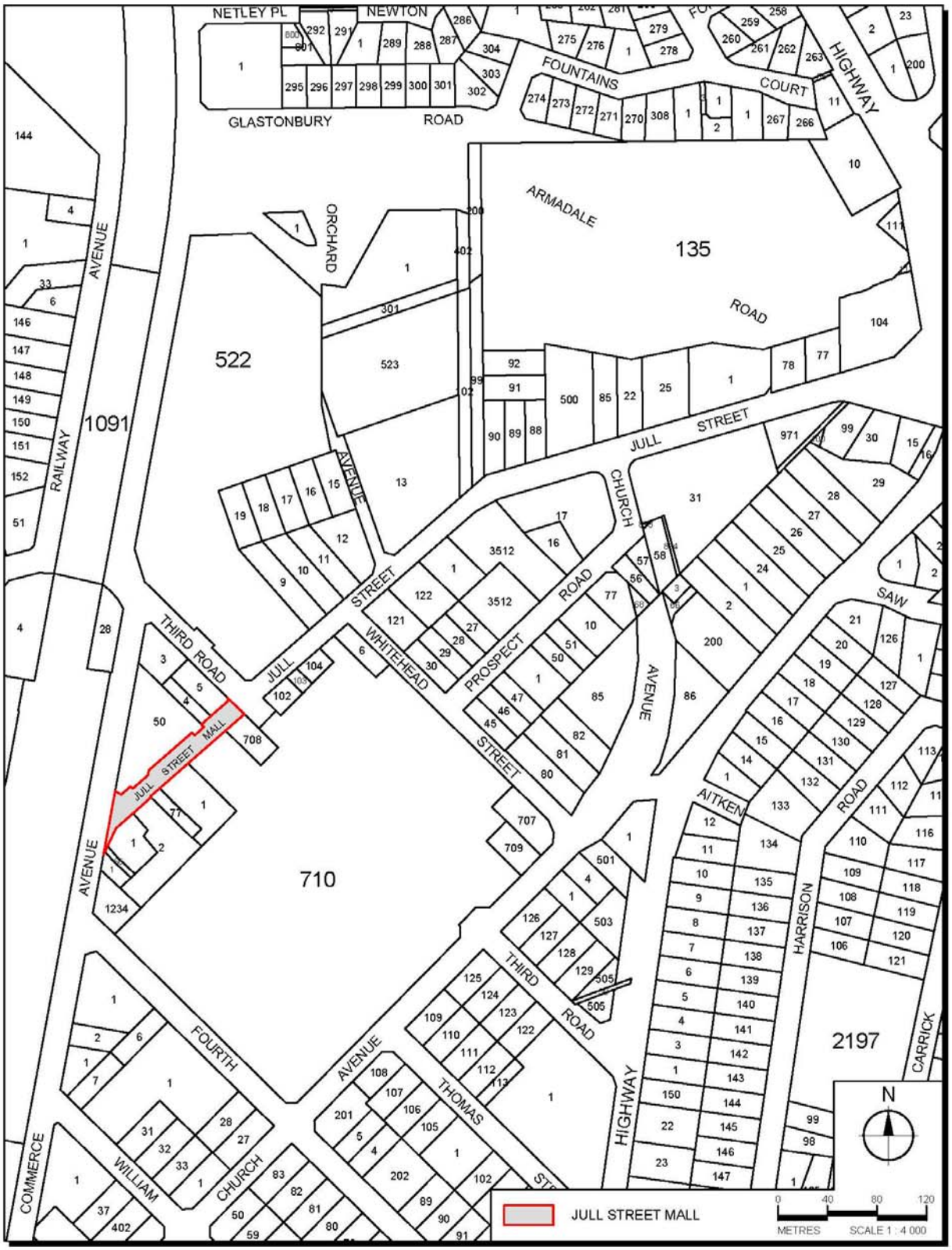
CS88/9/10 RECOMMEND

That Council:-

1. **confirm the current version of the City's Code of Conduct (as presented at Attachment A-4 to this Agenda) as, continuing to have relevance/application commensurate to operational requirements, being complete and being legislatively compliant; and**

2. **undertake the next review of the Code of Conduct in March 2012, which will be six (6) months following the next ordinary Council elections.**

Moved Cr Zelones
Motion Carried (7-0)



LOCATION PLAN
JULL STREET, ARMADALE

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JULL STREET MALL – TRIAL OPENING

WARD	:	MINNAWARRA
FILE REF	:	RDJ/10
DATE	:	18th August 2010
REF	:	IM
RESPONSIBLE MANAGER	:	EDDS

In Brief:-

- A request has been received for Council to consider a trial one way opening of the Jull Street Mall.
- There are arguments for and against such a trial, with the difficulty that you can not apply half measures where traffic and pedestrian safety is of concern. .
- Possibly the main issue regarding the Mall is the less used area created by the closure of the post office opposite the station. It is suggested this issue needs closer consideration and won't be addressed by the introduction of vehicles.
- Recommend that Council
  - i consider the relative merits of either preparing and designing a partial opening of the Jull Street Mall to one-way traffic, or similar costing of some modifications designed to activate the Mall opposite the station; and
  - ii seek a further report following facilitated discussions to be held later this year.

Tabled Items
Nil.

Officer Interest Declaration
Nil.

Strategic Implications
2.2.2 Plan and implement projects to revitalise the Armadale City Centre

Legislation Implications
Nil

Council Policy / Local Law Implications
Nil.

Budget / Financial Implications
Nil

Consultation
- Technical Services
- ARA

BACKGROUND

The view has recently been expressed in a letter to the City from a business owner located on the Jull Street Mall and supported by the Federal Member Don Randall MLA, that the Mall is very quiet, especially after dark, and this encourages antisocial behaviour which may be alleviated with the reintroduction of traffic. The suggestion is that one way traffic be introduced.

The issue of the opening of the Jull Street Mall (which was converted into a pedestrian mall in 1992 – see photos below) has been raised a number of times over the past decade.

- The 1999 Armadale Enquiry by Design report identified the reintroduction of "vehicular traffic to the Jull Street mall with a street configuration that calms the traffic and protects a satisfactory level of pedestrian amenity" as a key recommendation. The subsequent public advertising for public comment attracted 11 submissions of support and 24 objections. At its meeting in January 2001 Council considered that the reopening of the mall did not have strong universal support and therefore was not included in the recommendations relating to the Enquiry by Design.

- A petition was received in April 2002 signed by 2471 persons urging the Council not to open the Jull Street Mall to traffic and calling on the Council to have a referendum on the issue before reaching any decision.

- The April 2002 report to Council on the matter argued that opening the Mall in itself will not address retailer concerns and that a complex strategy will be required to address this issue. Issues such as traffic calming, the design and orientation of shops and the Shopping City to the street etc. also require assessment.

- The ARA's City Centre Concept Plan discussed the potential for modification of Jull Street to accommodate low-speed one-way traffic but did not propose opening in the short term. The proposal was to further consider the matter following upgrades to the surrounding street network and in the light of further consultation to determine the community's level of support. In October 2003 Council resolved to support this approach.

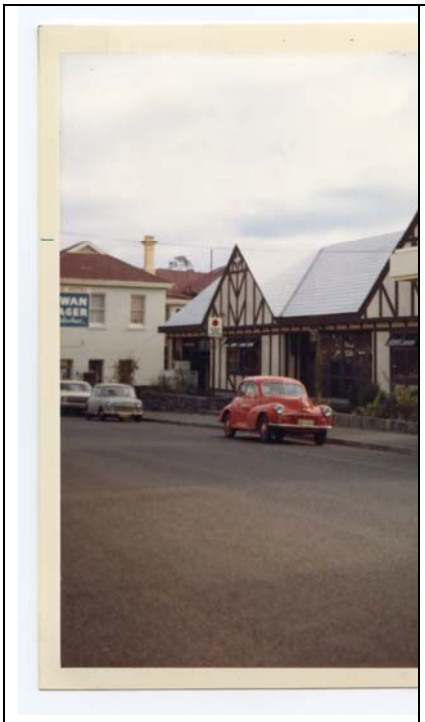
The adjacent street network has undergone a number of changes over the past decade:

- The Third Avenue/Jull street part of the centre had been modified from one way traffic to two ways.
- Whitehead street has been created in tandem with the Armadale Shopping City redevelopment to provide better linkage around the shopping centre and between Jull Street and Church Avenue;
- Commerce Avenue has been upgraded and traffic lights installed opposite the station following the relocation of the station to the foot of the mall;
- Neerigen Street has been closed and rerouted around the new Armadale Central Shopping Centre as the centre orientated towards Memorial Park.

Development and redevelopment within the City Centre has resulted in the following changes;

- The north end of Jull Street - development of the Harvey Norman development (showrooms and associated warehouse and offices) in 2002.
- Jull Street and Third Road - First stage of Armadale Plaza development – opening in January 2005 of four screen cinemas seating 1022 patrons and nine enclosed retail and restaurant tenancies with a further six fronting Jull Street.
- The opening in November 2004 of the new Armadale Station, relocated 90m further north to the foot of the Jull Street Mall.
- The 2004 redevelopment and expansion of the Armadale Shopping City – with the activated frontages of Dome and Gelari with direct opening onto the Jull Street Mall.
- The development of the Australian Technical College on Commerce Avenue.
- The 2004 redevelopment of Armadale Plaza and the 2008/9 construction of the new Armadale Central Shopping Centre.

In 2001 there was 38,000m2 retail GLA in the Centre. Since then the Centre has increased in size by nearly 80% with the development of Harvey Norman, the expansion of Armadale Shopping City and Armadale Central Shopping Centre.



Jull Street prior to closure to traffic	

	Jull Street Pedestrian Mall August 2010

ANALYSIS

Some retailers believe that the closure of the Mall has affected retail trade in the locality.

Over the years arguments have been put relating to the need for the Armadale centre to capture greater retail expenditure. A study undertaken in the early 1990s had identified that up to $80m per annum of discretionary expenditure by local residents was not being spent locally due to limited retail opportunities and instead residents were travelling to regional centres closer to Perth. While the need to attract discretionary expenditure by generating passing trade was mentioned in an Economic Development Strategy prepared for the City by Derek Kemp in 2003 no specific mention of opening the Mall was canvassed. However, initiatives were suggested including to get people out of their cars and walk around, provide pleasant pedestrian environments. There was some argument to activate street fronts – but this did not mean allowing direct vehicular access.

There is no doubt that the station end of Jull Street is in need of "activation". The Mall itself varies from being a centre of pedestrian traffic to being very quiet. However, it is considerably more active than a decade ago suggesting that the key elements are the closure of the post office and the trading attraction of the adjacent businesses. There is no evidence to suggest that the opening of the Mall will improve the trading performance of adjacent businesses.

It should be noted that the Enquiry-by-Design noted that "one-way streets rarely provide any benefit to the operation of town centres other than a slight increase in on-street parking provision. They cause drivers to take long travel paths adding to turning movements at intersections and increasing total vehicle kilometres travelled to achieve the same movements under a two-way network." To this could be added the fact that there will be limited (if any) opportunity to include parking within the Mall and accordingly those retailers expecting an influx of convenience shoppers resulting from the introduction of one way traffic would most likely be disappointed.

PROPOSALS

In October 2003 Council supported an approach whereby the modification of Jull Street to accommodate low-speed one-way traffic be considered following upgrades to the surrounding street network and in the light of further consultation to determine the community's level of support. It has been suggested that a trial be considered to enable the public to compare the two approaches by providing a temporary opening of the Mall. The suggested treatment would involve a single carriageway over the existing paving relying on street marking rather than substantial physical works.

This raises a number of significant design issues which would need to be addressed – such as the optimum means of linking in with Commerce Avenue and Third Road, the design of a single carriageway to avoid trees, street furniture and building appurtenances, the selection of the one way option most likely to provide pedestrian safety and the issue of parking. It would be imperative that drivers and pedestrians are left in no doubt as to the legal priority of movement, a difficult challenge in any temporary trial proposal.

The cost of implementing a temporary installation of the recommended design would need to be estimated (preliminary estimates suggest between $100,000 and $150,000) and budget implications considered in a further report to Council.

Preliminary advice from the City's Technical Services is as follows:

- A trial opening of the Jull Street Mall should not impact on established infrastructure, ie lighting, CCTV cameras, seating, paving patterns, etc. The only alignment meeting this criterion is adjacent to the property line on the north-west side of the Mall, which is a straight lane designed to allow passage of service vehicles at a very low volume, probably no more than 6-10 vehicles per day (vpd). This alignment is severely constrained at the portion projecting into the Mall near the Fox and Hounds Tavern.

- There is a significant traffic intersection matter which constrains the traffic flow direction eastwards from Commerce Avenue to the Third Road/Jull Street corner. When Jull Street was open to traffic, the railway station was 200m south of Jull Street. The station relocation has brought the new signalised pedestrian crossing to Jull Street itself, and there is insufficient distance between the crossing and the furthest north location for an intersection between Jull Street and Commerce Avenue to accommodate a safe left out movement from Jull Street into Commerce Avenue. The intersection configuration, Mall usage, pedestrian movement, sight distances, and presentation of wrong way entry at Jull Street/Third Avenue, are such that the only safe movement from the east flowing arrangement is left out to move west on Third Avenue. This raises the traffic network issue of why motorists would travel south on Commerce Avenue from Forrest Road, east along Jull Street, and west along Third Road to return inevitably to their starting point.

- A traffic study of the CBD was carried out in 2001, testing traffic volumes under a number of scenarios for directions of flow in Jull Street and network arrangements. None of these considered one way east flow in Jull Street with the network constraints which now exist. At the time of the study, the railway station relocation was not contemplated. The one way volume for west flowing traffic on Jull Street was less than 1,500 vpd, and the network provided for left and right out into Commerce Avenue, in other words, with none of the current network movement constraints. In the event that these network constraints do not eventuate, the daily volume could be as high as the modelled 1,500 vpd, but would in all probability be substantially less.

- While some traffic movement might be accommodated, parking almost certainly could not in any trial. The provision of parking introduces three issues. Firstly, pedestrian safety may be compromised by having traffic moving into parking bays which will be in close proximity to pedestrians, and without the usual pedestrian protection appurtenances such as barrier kerbs. Secondly, parking bays will impinge on the trees, lights, and paving, and will be limited as a consequence. Thirdly, parking duration will be limited compared with other shopping parking options. Hence, drive by parking will be a very limited commercial opportunity.

- The matter of driver behaviour during both business hours and in the evening and night, is a serious consideration. A road arrangement such as the trial, or a permanent opening, can act as an attention grabber or as a test of inappropriate driving behaviour. As the request is for the road to be open at night, this level of temptation may well be difficult for some people to resist.

- Both the public and retailers have complained of anti social behaviour in the lower end of the mall. The attraction of a trafficable thoroughfare on Thursday to Saturday nights may introduce the "hoon element" to the detriment of restaurant and theatre goers. This should not be encouraged without careful consideration. Are the benefits worth the risk?

Other Consultation

The proposal to implement a trial to partially open the Mall has been discussed with the Executive Director of the ARA who has supported the proposal and has offered to contribute to any necessary technical investigations.

COMMENTS

Given the technical difficulties associated with opening the Mall, particularly on a trial basis and the mooted limited benefits to commerce and the attendant risks, there would appear to be greater merit in investigating and costing alternative modifications to that part of the Mall opposite the station. This would need to be in conjunction with the engagement of the adjacent property owners with regard to best use and presentation of their property. It is noted that the City is arranging for a facilitated discussion on the Mall later in the year which may provide ideas and proposals.

Options

Council could:

1. Request that a design and estimates for the temporary opening of the Jull Street mall to one way traffic be prepared.
2. Not support the evaluation of a temporary opening of the mall to traffic at this time.
3. Request that alternative proposals be drawn up for consideration of the activation of the area opposite the station.

CONCLUSION

The issue of the opening of the Jull Street Mall has been raised a number of times in recent years. While it is a controversial issue it would seem essential that an appropriate design and costing of a possible trial opening be assessed before any further decision is made. Alternatively, some additional focus given to the "dead space" opposite the station may prove more beneficial. Possibly none of the above options should be acted on until further thought be given through the facilitated discussions to be held between officers later this year.

Officer Recommendation

That Council
1. consider the relative merits of either preparing and designing a partial opening of the Jull Street Mall to one-way traffic, or similar costing of some modifications designed to activate the Mall opposite the station; and

2. seek a further report following facilitated discussions to be held later this year.

Committee Discussion

Committee discussed the report at length, hearing presentations from a planning, urban design and engineering viewpoint.

- *It was acknowledged the redevelopment of the Armadale Shopping City, Armadale Central Shopping Shopping Centre and Armadale Railway Station had resulted in changes to the street network. These had influenced traffic/pedestrian movement and meant that it was timely to consider the issue of reintroducing traffic into the Mall.*
- *There is no evidence that reintroduction of vehicles to the Mall will improve trade figures at adjacent businesses. The key issue relates to the attractions rather than passing traffic.*
- *While the Enquiry by Design supported traffic in the Mall, this was conditional upon it being two way.*
- *There were a number of constraints needing consideration which lead to the conclusion that if one way traffic was introduced it would come up the Mall due to the station location and crossing.*
- *While the report indicated a low cost trial, further consideration has concluded that a trial is not viable without expensive modification.*
- *The request (this time) to reintroduce traffic was actually to change the street environment to inhibit anti-social behaviour.*
- *The introduction of traffic could result in greater anti-social activity arising from drivers.*
- *It was agreed that the station end of the Mall needed to be activated and enhanced. This could be achieved by development of private or Government owned land adjacent.*
- *The CEO advised that the closure of the post office and failure of delivery of either a "Centre of Learning" (education) or State Government offices building next to the Armadale railway station had effectively destroyed original expectations for the northern end of the Mall. Future efforts needed to focus on re-activating these plans and convincing private landowners of the need to work with Government in activating the area.*

In conclusion, whilst there was a temptation to change the Mall environs as a trial, this would be expensive and high-risk. It was considered impractical and of little benefit to open the Mall to traffic on either a trial or permanent basis. The City's focus should be on developing a vision for the western end of the Mall, commencing with facilitated discussions and expert advice to officers in early November, after which a report will be prepared for Council.

CS89/9/10 RECOMMEND

That Council

1. **is of the view that heavily constrained passing traffic will not change the trading figures for adjacent businesses;**
2. **is of the view that commercial enterprises themselves are the key to attracting customers; and**
3. **seek a further report following facilitated discussions to be held in November this year.**

Moved Cr MacDonald, Opposed Cr Butterfield
Motion Carried (6-1)

REPRESENTATION AT THE LGMA'S ANNUAL STATE CONFERENCE – 3-5 NOVEMBER 2010, ESPLANADE HOTEL, FREMANTLE

WARD	All
FILE REF:	G/CRS/
DATE	9 Sep 10
REF	SDS
RESPONSIBLE MANAGER	Chief Executive Officer

In Brief:-

- The LGMA's Annual State Conference is to be held from 3rd to 5th November 2010 at the Esplanade Hotel, Fremantle.
- This year's conference is titled "Creating a High Performing Culture" You, Your Team, Your Industry".
- The CEO will attend parts of the Conference.
- It is recommended that costs relating to any elected member representation be charged to Members Development.

Strategic Implications

To foster an effective professional environment and administration of the City's services.

Legislation Implications

Nil

Council Policy / Local Law Implications

Council Policy ADM-3 (Conferences, Seminars and Training) and relevant management practice i.e. Elected member attendance, to be submitted through the appropriate Committee for deliberation.

Budget / Financial Implications

- The CEO's attendance at State Conferences has been allowed for in the current Budget (Executive Development Account).
- Registrations of elected members, if any, will be charged to the Members Development Account (registration per person for this conference is $1015 – one day registration is $470)

Consultation

Nil

COMMENT

The 2010 Annual State Conference of the Local Government Managers Australia is scheduled to be held at the Esplanade Hotel, Fremantle from Wednesday 3rd November to Friday 5th November 2010.

This year's conference theme "Creating a High Performing Culture: You, Your Team, Your Industry" reflects the state of play for the Western Australian Local Government Industry in 2010. Local Government has a long history of top class service to our communities, most often with limited human and physical resources, but there are many pressures to further raise the standard.

The Conference programme is shown at **Attachment A-4** and most subjects covered are considered relevant to the City's management direction.

Member registration cost for the full conference is $1015 and a one-day conference registration is also available at $470.

The Chief Executive Officer will be attending selected sessions of the conference.

Whilst most of the program is focused on organizational and professional development, a number of sessions will be of interest and relevant to Elected Members.

Elected members who are interested in attending the conference or a particular session are requested to register interest for resolution at the Council meeting. Elected member attendance will be charged to the Members Development Account.

CONCLUSION

The LGMA Annual State Conference provides an excellent forum for gathering of knowledge and networking with other Local Government leaders within WA.

CS90/9/10 RECOMMEND

That _____ be nominated to attend as Council's Delegate to the 2010 Local Government Managers Australia Annual State Conference to be held from the 3rd to 5th November 2010, with costs to be charged to the Members Development Account.

OR

That no elected member nomination be made for the 2010 LGMA Annual State Conference.

Moved Cr Reynolds
Motion Carried (7-0)

CIVICA NATIONAL USER CONFERENCE – 17-19 OCTOBER – GOLD COAST

WARD : ALL

DATE : 13 Sep 2010

REF : AFM

RESPONSIBLE MANAGER : EDCorpS

In Brief:-

- This Report presents details of the Civica National User Conference to be held at the Hyatt Regency, Gold Coast, from 17th to 19th October 2010;
- The Report recommendation is to note/support the conference attendance by the Manager IT & Communications and the Executive Director Corporate Services.

Tabled Items
Nil

Officer Interest Declaration
Nil.

Strategic Implications

Aims for Developing our Organisation to:

- Ensure effective integration and management of information, communication and technology systems;
- Implement a program of continuous improvement in service delivery; and
- Provide and promote responsive customer services.

Legislation Implications
Nil.

Council Policy / Local Law Implications
Council Policy ADM3 – Conferences and Training

Budget / Financial Implications
The conference registration fees of $995 per delegate plus accommodation and economy airfares (total estimated cost of $2,600 per delegate) are catered for within the current year's Officer Professional Development budget.

Consultation
Chief Executive Officer

COMMENT

The QLD Authority User Groups are hosting the 2010 Civica National User Conference at the Hyatt Regency, Gold Coast from Sunday 17th October 2010 to Tuesday 19th October 2010.

As Council would be aware, Civica is the provider of the City's core software (Authority) applications.

The Conference is considered a practitioners/users forum and consequently is recommended for officer attendance only.

The Conference program includes:

- Demonstrations of the new Authority Version 6.3 software applications together with independent local government case studies, eg. Customer request management (CRM), mobile business processes, asset/infrastructure management;
- Preview of Civica's future directions and future platforms;
- The opportunity to learn about the latest IT products and services for local government; and
- The opportunity to network with industry colleagues, user and special interest group members and key Civica personnel.

CONCLUSION

Officer attendance at the Civica National User Conference has been approved by the CEO but is reported to Council in accordance with Council Policy.

CS91/9/10 RECOMMEND

That Council notes, in accordance with the terms of Council Policy *ADM 3 – Conferences and Training*, the attendance of the following Officers at the Civica National User Conference to be held at the Hyatt Regency Gold Coast, from 17th to 19th October 2010:-

- **Manager IT & Communications**
- **Executive Director Corporate Services**

Moved Cr Munn
Motion Carried (7-0)

NATIONAL GROWTH AREAS ALLIANCE

WARD	All
FILE REF:	CG/OMC/1
DATE	13 Sep 10
REF	SDS
RESPONSIBLE MANAGER	CEO

In Brief:

- The NGAA has achieved a great deal on behalf of growth areas throughout Australia since formation in 2007.
- This report updates Council on the NGAA's activities.
- The NGAA Executive are to meet in Ipswich on 15 October 2010 to discuss the next Strategic Plan, NGAA Policy Preparation and to plan for the next NGAA Summit in early 2011.
- Recommend that the CEO's attendance at the NAA Executive Meeting at Ipswich be noted.

Tabled Items
Nil

Officer Interest Declaration
Nil

Strategic Implications

Communicating and Marketing
Our aim is to promote and market the City locally, nationally and internationally

Legislation Implications
Nil

Council Policy/Local Law Implications
Nil

Budget/Financial Implications

The cost of travel and overnight accommodation is estimated at approx. $1500. NGAA will reimburse 50% of these costs with the other 50% being charged to the Economic Development Account.

Consultation
Nil

BACKGROUND

In 2007 the City of Armadale was a Foundation member of the National Growth Areas Alliance (NGAA) an association of Australia's most rapidly growing communities on the outskirts of each of the State capitals.

The City had also been instrumental in formation of WA's Outer metropolitan Growth Councils (OMGC) Group which reports as a Policy Forum to the WA Local Government Association.

NGAA represents 25 of Australia's fastest growing municipalities. These municipalities currently house about 3.2 million people. Over the next 20 years NGAA's population will grow at double the national rate. 25 per cent of Australia's metropolitan population is represented by NGAA.

At the Annual Meeting held on 22 June 2009 in Canberra, Mayor Linton Reynolds was elected unopposed as Chair of the NGAA. The Chief Executive Officer, Ray Tame is a member of the NGAA Executive.

NGAA member councils share the common characteristic of growth and the need to deal with the social, physical and planning challenges that come with it.

The growth areas play an integral role in accommodating growth in metropolitan regions across the nation but are not equitably equipped with public transport and social infrastructure and services or employment opportunities.

Growth areas on the fringes of Australian cities are significantly disadvantaged in regard to access to jobs and services. Poor performance compared to metropolitan averages is demonstrated for indicators such as:

- Resident skills
- Local employment opportunities
- Education, health and community services
- Housing diversity
- Housing stress.

NGAA wants to close the gap between growth areas and metropolitan averages. This means:

- Improved access to employment opportunities
- Better personal mobility
- More local community services
- More housing diversity

To achieve this, NGAA is seeking:

- a National Urban Policy that supports the role of growth areas
- a new deal on coordination and delivery of infrastructure and services
- funding methodologies that ensure the needs of communities in fast growing areas are met now and in the future.

This report provides information on NGAA's activities and achievements over the last 12 months and outlines what is proposed for the coming year.

COMMENT

Since the appointment of the Executive Officer in February 2009 working from the offices of the City of Whittlesea in Victoria, the NGAA has been busy and productive.

Activities

Activities over the last 12 months have included:

- Governance arrangements were established, including election of a Chair (Cr Linton Reynolds, Mayor City of Armadale, WA) and Deputy Chair (Cr Robert Macleod, Mayor City of Palmerston, NT). An Executive, comprising a CEO or their delegate from each State was also established, along with reporting arrangements.

- A Community Profile for NGAA municipalities as a whole is available on line, based on Census data.

- A Communications Strategy has been prepared.

- Research into the Cost Benefit of Investment in Growth Areas has been undertaken. The results will shortly be publicly available.

- Presentations have been made to the Federal Major Cities Unit and team working on the COAG Taskforce on Cities, to input growth area issues and suggestions into Federal policy development.

- Submissions have been made to:

  - the Inquiry into the Impact of the Global Financial Crisis on Regional Australia

  - Infrastructure Australia to inform them of the strategic issues facing growth areas and proposals for responding to the issues

  - Federal 2010-11 Budget

- The Executive Officer made a number of visits to member Councils and met with member groups.

- Meetings and regular contact occurred with Ministers, other Members of Parliament, advisors and officers.

- A Members' meeting was held in June at the Australian Local Government Association (ALGA) Congress, which was addressed by the Hon Gary Gray, Parliamentary Secretary for Western and Northern Australia.

- A Members' Summit was held in November 2009. This was addressed by the Hon Maxine McKew, Parliamentary Secretary for Infrastructure, Transport, Regional Development and Local Government.

- NGAA's Communication Strategy was implemented.

- A members meeting was held in Canberra in June 2010 which coincided with the ALGA Congress to discuss the Election Strategy prior to the Federal election.

- An NGAA Budget submission addressing growth area strategic and community projects was prepared and submitted to major parties in the lead up to the Federal election.

Achievements

NGAA has received recognition in a number of ways.

- NGAA was invited to participate on the Australian Council of Local Government (ACLG) Steering Committee, chaired by The Hon Anthony Albanese, Minister for Infrastructure, Transport, Regional Development and Local Government.

- NGAA was invited by the Australian Centre for Excellence in Local Government (ACELG) to participate in an International Roundtable on Metropolitan Governance.

- Throughout the year much support for NGAA's existence was expressed by a wide range of contacts and there was significant interest in NGAA's work.

The issues and proposals NGAA has been advocating also received recognition in a number of ways:

- The Regional and Local Community Infrastructure Program (RLCIP) funding recognised growth areas via a weighting for larger growth municipalities. Strategic projects proposed by growth areas also achieved a good success rate.

- Employment Coordinators have been placed in a significant number of NGAA municipalities.

- The Prime Minister's announcement on cities and planning was welcomed by NGAA. It addressed a number of the key issues NGAA had advocated.

Plans for 2010/2011

The key activities planned for 2010/2011 include:

- Review of the Strategic Plan

- NGAA Policy preparation

- Summit of Member Councils in early 2011

Conclusion

City of Ipswich is the latest Council to join the NGAA. It has a population of 160,000 and is experiencing rapid growth and contains 43% of the available industrial land in SE Queensland.

An NGAA Executive meeting has been scheduled for Friday 15 October 2010 at Ipswich to plan and advance those activities planned for 2010/2011.

As a member on the NGAA Executive the CEO will be attending this meeting. The estimated cost of attendance including airfare/accommodation and incidental expenses will be $1500 with 50% of this cost being reimbursed by NGAA.

Committee expressed its appreciation at the work undertaken and positive outcomes achieved on behalf of the City (and other WA growth Councils) at a national level by the National Growth Areas Alliance. It particularly wanted to acknowledge the efforts of the Executive Officer, Ruth Spielman and that of the Mayor as Chair of the Alliance and the CEO as a member of the national Executive.

CS92/9/10 RECOMMEND

That Council note:-

1. **the activities and success achieved on behalf of growth communities throughout Australia by the NGAA.**

2. **the attendance of the Chief Executive Officer at the NGAA Executive meeting to be held on 15th October 2010 at Ipswich, Queensland.**

Moved Cr Butterfield
Motion Carried (7-0)

LATE ITEM
WA – VISITOR SERVICING CONFERENCE – 13-15 OCTOBER 2010

WARD	ALL
FILE REF:	ED/T/1
DATE	14 September 2010
REF	PLW
RESPONSIBLE MANAGER	Executive Director Community Services

In Brief:

The report advises that the WA Visitor Servicing Conference will be held in Bridgetown from 13 – 15 October 2010, and recommends that Council consider nominating an Elected Member to attend the Conference.

Tabled Items
Nil

Officer Interest Declaration
Nil

Strategic Implications
Strengthen the governance role of Councillors by informing, resourcing, skilling and supporting their role

Legislation Implications
Nil

Council Policy/Local Law Implications
Council Policy ADM3 – Conferences, Seminars and Training. [It should be noted that part (2) of Council Policy ADM3 (Management Practice) states "Where a member of Council at the date of the conference, seminar or training course has an electoral term of less than six (6) months to complete, such member shall be ineligible".]

Budget/Financial Implications
Conference registration fees are $610 per person (Full Delegate – inc. GST).
Day registrations are $280 per day
2010 GWN Top Tourism Award Gala Dinner $120 per person
Accommodation costs average $150 to $200 per night for hotels, motels or B & B's

Consultation
Nil

BACKGROUND

The "WA Visitor Servicing Conference will be held from 13 – 15 October 2010 in Bridgetown , at various locations.

In accordance with Council Policy ADM3 it is recommended that Council support the attendance by interested members at the Conference.

COMMENT

The full conference program is attached. (Attachment A-5)

The Visitor Servicing Conference will have sessions that explore Retail and Merchandising, Marketing on a Budget, Digital Technologies and How to Provide Excellent Customer Service Experiences. The program will include papers from:

- Minister Robyn McSweeney
- David West, Premier Retail Marketing
- David Hillyard, Director of Industry and Consumer Services for Consumer Protection
- Adrienne Catlin, CEO of ARC Learning and Development

Delegates will also take part in the regional mystery tour, and there will be a number of other social and networking events. Given the Tourism Destination Marketing Strategy Plan that is currently being undertaken for the City by Kirkgate Consulting, this conference offers opportunities for a greater understanding of both the role of the Visitor Centre as well as broader tourism concepts and challenges faced by local governments in WA.

A Conference highlight will be the GWN Top Tourism Award Gala Dinner to be held on Friday 15th October. Of the nineteen nominations received for the Award, six finalists were selected by the judging panel which included Armadale, as well as Broome, Bunbury, Kalgoorlie, Margaret River and Swan Valley. Each of the six finalists underwent a site visit from the judges. There will be numerous Category Awards presented at the Award dinner and the winning entrant of the 2010 GWN Top Tourism Award will receive from GWN an airtime package valued at $25,000 to utilise in support of their overall marketing activities to attract visitors to their area.

The Executive Director Community Services and the Visitor Centre Coordinator will be attending the Conference.

Given the prestige of the Awards and increasing importance of the City's Tourism and marketing strategies, it is suggested that it would be appropriate that, if available, either the Mayor, Chair of City Strategy Committee or Chair of Community Services Committee, be nominated to attend.

CS93/9/10 RECOMMEND

That Council nominate Cr …… to attend the WA Visitor Servicing Conference to be held in Bridgetown from 13 – 15 October 2010, with costs incurred to be charged to Members' Training and Development.

Moved Cr Tizard
Motion Carried (7-0)

CEMETERY SITE –(Cr Munn)

At the Council meeting held on 13 September 2010, Cr Munn referred the following matter to City Strategy Committee,

> *That the matter of Cemetery Site be referred to the City Strategy Committee for discussion.*

Cr Munn's detailed comments have been forwarded under separate cover with a summary included in this report.

Comment from Cr Munn

Comment from Cr Munn is summarised as follows:

> The Whitby Cemeteries land has been zoned for cemetery and crematorium. However the Metropolitan Cemeteries Board has released a media statement that this development is not likely to start for at least 10 years.
>
> The SE Corridor is growing rapidly with relative growth in the aged profile and it is suggested that the Board be invited to visit the City so that Council can present them with the relevant statistics of growth in the south east metropolitan corridor.

Cr Munn has suggested the following recommendation:

1. That Council invite the Metropolitan Cemeteries Board to Armadale to brief them on the true population growth factor in Armadale and the SE Corridor.
2. That Council also invite representatives from Serpentine-Jarrahdale and Gosnells to attend the briefing.

Officer Comment

Since the opening of the Rockingham Regional Memorial Park in September 2007 the South East Corridor is the only sub-region of metropolitan Perth without a regional cemetery. Currently the cemeteries under the jurisdiction of the Metropolitan Cemeteries Board include Fremantle, Karrakatta, Guildford, Midland, Pinnaroo and Rockingham. It is appropriate that the need to provide a service to residents of the south east corridor be placed before the relevant decision makers.

CS94/9/10 RECOMMEND

1. **That Council invite the Chair and representatives of the Metropolitan Cemeteries Board to Armadale to brief them on the true population growth factor in Armadale and the SE Corridor.**
2. **That Council also invite representatives from Serpentine-Jarrahdale and Gosnells to attend the briefing.**

Moved Cr Munn
Motion Carried (7-0)

COUNCILLOR SUPERANNUATION – (Cr Munn)

At the Council meeting held on 13 September 2010, Cr Munn referred the following matter to City Strategy Committee,

> *That the matter of Councillor Superannuation be referred to the City Strategy Committee for discussion.*

Cr Munn's detailed comments have been forwarded under separate cover with a summary included in this report.

Comment from Cr Munn

Comment from Cr Munn is summarised as follows:

> Councillors Fees and Allowances are being discussed as part of Local Government Reform and there may be an opportunity to progress the matter of Superannuation for Councillors through WALGA.

Cr Munn has suggested the following recommendation:

> That Council via the October 2010 City Strategy Committee meeting be provided with an Officer Report on the matter of Superannuation for Councillors.

CS95/9/10 RECOMMEND

> **That Council seek a report on the matter of Superannuation for Councillors to be presented to the October 2010 City Strategy Committee meeting.**

Moved Cr Munn
Motion Carried (7-0)

COUNCILLORS' ITEMS

Nil

CHIEF EXECUTIVE OFFICER'S REPORT

The Chief Executive Officer reported on the following matters:-

- On Wednesday 18 August the CEO attended the IPWEA Asset Management Forum held at the City of Armadale
- On 19th August 2010 the Outer Metropolitan Growth Councils held a Planning workshop to determine strategic direction for the next 12 months. It is also anticipated that following the September meeting a workshop on Growth Management Strategy will be held which will also involve planning officers from the member Councils.
- On 24th August the CEO held discussions with a consultant in regard to Economic Development matters within the City viz.. Abbey Road and Pries Park developments
- On 26th August the CEO chaired the IPWEA Foundation Meeting
- On 30th August along with the Executive Director Development Services, the CEO attended the launch of Directions 2031 by the Minister for Planning.
- On Friday 31st August the CEO met with a few other metropolitan CEOs to discuss the matter of Primary Activity Centres
- On 7th September the consultant David Duncanson made a presentation on the Tourism Destination Strategy
- On 9th September along with a WALGA representative and two other CEO's of the Outer Metro Group interviewed consultants for an extension of the PwC study
- On 10th September along with the Executive Director of Development Services attended the inaugural meeting of the *e*DA Project Advisory Group at WALGA
- On 14th September along with the Mayor met with Mr Mulani and his new Business Manager, Steve Arnett to discuss chalet development at Araluen.
- On 15th September attended the City's You're Welcome Reception and the made a presentation at the ARBA Business Function that followed.
- At its monthly meeting on 16th September the Outer Metro Councils Group appointed the CEO as Chair for next 12 months.
- On 21st September attended a Presentation by CPR on working with a new minority government.

In regard to Local Government Reform, the CEO provided the following comments:-

- Monday 21 September 2010 – West Australian Report suggests that Minister Castrilli will be pushing to cut the number of Councils in WA (and number of Councillors).
- Tuesday 21 September 210 – Liberal Party State Council overwhelmingly voted against a motion for amalgamating Shires in the South West
- The Premier has confirmed "no forced mergers" but the Minister for Local Government's press release puts forward 5 key recommendations from the Local Government Reform Steering Committee:-
    1. *Targeted intervention in critical areas including Greater Bunbury, Peel, and metropolitan areas;*
    2. *Removing or amending poll provisions so all affected electors get a democratic right to vote on proposed mergers;*
    3. *Reducing the range of elected members to between six and nine;*
    4. *Appointing an independent panel to review boundaries every eight years; and;*
    5. *Introducing a requirement for local goverments to engage with their communities and to prepare long term strategic community plans and corporate business plans.*
- The City will stridently reinforce its early submission in response to these points particularly with regard to arbitrarily reducing the size of Councils.
- The new point on "removing or amending poll provisions" is confusing, because removing the provision will **remove** electors current democratic right to vote on mergers??
- The City is supportive of reform that improves the capability of Local Government, but will strongly oppose changes that reduce its capacity to deliver services.

MEETING DECLARED CLOSED AT 9 PM

CITY STRATEGY COMMITTEE

SUMMARY OF "A" ATTACHMENTS

21 SEPTEMBER 2010

Attachment No.	Subject	Page
A-1	LIST OF ACCOUNTS PAID – JULY 2010	61
A-2	MONTHLY FINANCIAL REPORT – JULY 2010	84
A-3	MONTHLY FINANCIAL REPORT – AUGUST 2010	94
A-4	CODE OF CONDUCT	124
A-5	VISITOR SERVICING CONFERENCE – PROGRAM	155

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	**Date**	**Payee**	**Description**	**Amount**
00013462	2-Aug-10	Warriqal Developments Pty Ltd	Refund Overpayment of Rates	883.22
00013463	2-Aug-10	Department of Transport	Motor Vehicle Registrations 2010/11	33,478.80
00013464	3-Aug-10	Rip Van Winkle Investments Pty Ltd	Refund Overpayment of Rates	21.34
00013465	3-Aug-10	Royal Australia Inst Of Architects	Staff Training	58.00
00013466	3-Aug-10	Aussie Humbug	Promotional Materials	83.32
00013467	3-Aug-10	Art on the Move	Staff Training	165.00
00013468	3-Aug-10	City of Armadale	Tfr Cash in Lieu Contribution	324,000.00
00013469	3-Aug-10	CANCELLED	CANCELLED	0.00
00013470	3-Aug-10	City of Armadale	Petty Cash Recoup	155.75
00013471	3-Aug-10	City of Armadale-Armadale Library	Petty Cash Recoup	165.55
00013472	3-Aug-10	City of Armadale-Seville Grove Library	Petty Cash Recoup	97.60
00013473	3-Aug-10	City of Armadale	Petty Cash Recoup	57.00
00013474	5-Aug-10	ME Stanley & RA Kelson	Refund Overpayment of Rates	482.67
00013475	5-Aug-10	LGMA-WA	Staff Training	198.00
00013476	5-Aug-10	JP Hewitt	Council Contribution To Crossover	400.00
00013477	5-Aug-10	RS & KS Tally	Council Contribution To Crossover	400.00
00013478	5-Aug-10	C & L Hemsley	Council Contribution To Crossover	400.00
00013479	5-Aug-10	D & A Page	Council Contribution To Crossover	400.00
00013480	5-Aug-10	R Anton & S De Beer	Council Contribution To Crossover	400.00
00013481	5-Aug-10	The Courier	Advertising	250.00
00013482	5-Aug-10	Rottnest Express	Accomodation Booking-Armadale Visitors Centre	223.27
00013483	5-Aug-10	Planning Institute Australia WA Div	Staff Training	845.00
00013484	5-Aug-10	International Watercentre Pty Ltd	Staff Training	2,750.00
00013485	5-Aug-10	S Asmus	Expenses Reimbursement	402.22
00013486	5-Aug-10	D & B Hughes	Council Contribution to Crossover	400.00
00013487	5-Aug-10	AIBS (WA Chapter)	Staff Training	3,100.00
00013488	5-Aug-10	Construction Training Fund	Levy Collected-July 2010	66,635.31
00013489	5-Aug-10	Classic Photos	Film Processing	76.00
00013490	5-Aug-10	K Mart-Armadale	Computer Equipment	152.00
00013491	5-Aug-10	City of Armadale-Visitors Centre	Petty Cash Recoup	390.60
00013492	5-Aug-10	Public Libraries Australia	Membership Renewal 2010/11	385.00
00013493	5-Aug-10	City of Armadale-Champion Centre	Petty Cash Recoup	491.10
00013494	6-Aug-10	Pacific Magazines	Subscriotion Renewal	34.95
00013495	6-Aug-10	Farrington Drycleaners	Drycleaning-Staff Uniforms	513.65
00013496	6-Aug-10	M Lewis	Refund-Overpayment of Plans	35.00
00013497	9-Aug-10	K M Hewitt	Council Contribution to Crossover	400.00
00013498	9-Aug-10	AR & PJ MacLean	Refund Overpayment of Rates	379.94
00013499	9-Aug-10	Family Nuturing Centre	Adult MHFA Course	1,560.00
00013500	9-Aug-10	Clerk of Courts	Payment of Summons	74.70
00013501	9-Aug-10	Clerk of Courts	Payment of Summons	74.70
00013502	9-Aug-10	Clerk of Courts	Payment of Summons	74.70
00013503	9-Aug-10	Clerk of Courts	Payment of Summons	74.70
00013504	9-Aug-10	Clerk of Courts	Payment of Summons	74.70

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	**Date**	**Payee**	**Description**	**Amount**
00013505	10-Aug-10	Property Council of Australia	Staff Training	330.00
00013506	10-Aug-10	B McKay	Outside The Frame 2010 - First Prize	200.00
00013507	10-Aug-10	H Pham	Outside The Frame 2010 - Second Prize	100.00
00013508	10-Aug-10	CANCELLED	CANCELLED	0.00
00013509	10-Aug-10	B Hoskins	Outside The Frame 2010 - First Prize	200.00
00013510	10-Aug-10	A Punyapati	Outside The Frame 2010 - Second Prize	100.00
00013511	10-Aug-10	F Meath	Outside The Frame 2010 - Third Prize	80.00
00013512	10-Aug-10	M McKay	Outside The Frame 2010 - First Prize	200.00
00013513	10-Aug-10	B Kinnane	Outside The Frame 2010 - Second Prize	100.00
00013514	10-Aug-10	C Adams	Outside The Frame 2010 - Third Prize	80.00
00013515	10-Aug-10	R Stratford	Outside The Frame 2010 - First Prize	200.00
00013516	10-Aug-10	S MacPherson	Outside The Frame 2010 - Second Prize	100.00
00013517	10-Aug-10	M Page	Outside The Frame 2010 - First Prize	200.00
00013518	10-Aug-10	L Usmanto	Outside The Frame 2010 - Second Prize	100.00
00013519	10-Aug-10	K Sarre	Outside The Frame 2010 - Third Prize	80.00
00013520	10-Aug-10	M Lebedeva	Outside The Frame 2010 - First Prize	200.00
00013521	10-Aug-10	W Golden	Outside The Frame 2010 - Second Prize	100.00
00013522	10-Aug-10	B McKay	Outside The Frame 2010 - Third Prize	80.00
00013523	10-Aug-10	Centrecare Corporate	Staff Training	495.00
00013524	10-Aug-10	Penrhos College	Outside the Frame 2010- School Prize	1,000.00
00013525	11-Aug-10	City of Armadale	Commission on Levy Collected-July 2010	2,402.40
00013526	11-Aug-10	H A Zelones JP	Councillors Allowances	3,049.71
00013527	11-Aug-10	City of Armadale	Petty Cash Recoup	38.00
00013528	11-Aug-10	C J MacDonald	Councillors Allowances	2,536.55
00013529	11-Aug-10	G A Best	Councillors Allowances	2,510.80
00013530	11-Aug-10	Readers Digest (Australia) Pty ltd	Subscription Renewal	59.99
00013531	11-Aug-10	Turner Place Pty Ltd	Refund Overpayment of Rates	165.81
00013532	11-Aug-10	CI Hillman & ND Carder	Refund Overpayment of Rates	64.36
00013533	11-Aug-10	J M Tiedemann	Expenses Reimbursement	25.00
00013534	11-Aug-10	Southern River B & B	Accomodation Booking-Armadale Visitors Centre	107.00
00013535	11-Aug-10	J M Pheasant	Outside The Frame Art Award-Judge	100.00
00013536	11-Aug-10	Brierty Limited	Refund Overpayment of Building Application Fees	3,360.19
00013537	11-Aug-10	K Wallis	Part Refund Membership Fees	42.00
00013538	11-Aug-10	Jim Killey's Outdoor World	Refund Planning Fee	132.00
00013539	11-Aug-10	L Johns	Refund Overpayment of Rates	221.36
00013540	12-Aug-10	TMA Engineering WA	Service-P171	495.00
00013541	13-Aug-10	Unisuper Limited	Payroll Deductions	255.25
00013542	13-Aug-10	AMP Flexible Lifetime Super Plan	Payroll Deductions	1,598.42
00013543	13-Aug-10	MLC Limited	Payroll Deductions	234.87
00013544	13-Aug-10	Colonial First State Investments Ltd	Payroll Deductions	956.14
00013545	13-Aug-10	Australian Ethical Superannuation Pty Ltd	Payroll Deductions	192.10
00013546	13-Aug-10	Care Super	Payroll Deductions	77.62
00013547	13-Aug-10	Retail Employees Superannuation Pty Ltd	Payroll Deductions	234.85

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	**Date**	**Payee**	**Description**	**Amount**
00013548	13-Aug-10	eWrap Super	Payroll Deductions	387.05
00013549	13-Aug-10	Australian Super	Payroll Deductions	766.84
00013550	13-Aug-10	Macquarie SuperOptions Super Plan	Payroll Deductions	156.42
00013551	13-Aug-10	AMP Retirement Savings Account	Payroll Deductions	162.83
00013552	13-Aug-10	MLC Masterkey Personal Super	Payroll Deductions	91.22
00013553	13-Aug-10	Colonial Mutual Life Assurance Society Ltd	Payroll Deductions	57.46
00013554	13-Aug-10	Hesta Super Fund	Payroll Deductions	196.11
00013555	13-Aug-10	IIML ACF IPS Applic Trust-Nathan Hall	Payroll Deductions	300.23
00013556	13-Aug-10	Spectrum Super	Payroll Deductions	114.94
00013557	13-Aug-10	Artistry of Flowers	Flowers	80.00
00013558	13-Aug-10	City of Armadale-Armadale Library	Petty Cash Recoup	120.25
00013559	13-Aug-10	City of Armadale-Seville Grove Library	Petty Cash Recoup	87.35
00013560	13-Aug-10	ICTC Society	Staff Training	3,010.00
00013561	13-Aug-10	ACP Magazines Ltd	Subscription Renewals	289.80
00013562	13-Aug-10	TL Stephens & AN Bertone	Council Contribution To Crossover	400.00
00013563	13-Aug-10	BP & CM Houlihan	Council Contribution to Crossover	400.00
00013564	13-Aug-10	WA Police	Road Closure Permit-Armadale Criterium Cycle Race	64.00
00013565	13-Aug-10	L Jorritsma	ICP Program	125.00
00013566	13-Aug-10	J Dyson	Outside The Frame Art Award-Judge	100.00
00013567	13-Aug-10	Music Crew	Entertainment-Outside the Frame Art Award	100.00
00013568	13-Aug-10	C Gorham	Donation-U/26 Sport	100.00
00013569	13-Aug-10	A King	Donation-U/26 Sport	100.00
00013570	13-Aug-10	Fines Enforcement Registry	FER Lodgement Fees	3,397.00
00013571	16-Aug-10	Travelworld-Armadale	Airfares-2010 ICTC Conference	2,640.00
00013572	16-Aug-10	City of Armadale	Petty Cash Recoup	558.80
00013573	16-Aug-10	CWS Lawyers	Refund Overpayment of Rates	88.06
00013574	16-Aug-10	Pacific Magazines	Subscription Renewal	69.00
00013575	16-Aug-10	Department of Transport	Special Series Licence Plates AK1000	235.00
00013576	16-Aug-10	Roleysbushcare	BEAC Funding-2009/10	1,555.75
00013577	16-Aug-10	The Intermedia Group Pty Ltd	Subscription Renewal	110.85
00013578	18-Aug-10	Hills Orchard Improvement Group	Promotional Stall-Karragullen EXPO	200.00
00013579	18-Aug-10	CANCELLED	CANCELLED	0.00
00013580	18-Aug-10	WA Business News	Subscription Renewal	466.40
00013581	18-Aug-10	Dept of Transport	Special Series Licence Plate AK0109	235.00
00013582	18-Aug-10	West Oz Web Service	Marketing Fee-Armadale Visitors Centre	30.00
00013583	18-Aug-10	City of Armadale	Out of Pocket Expenses-Parks & Leisure Conference	250.00
00013584	18-Aug-10	Alperstein Designs	Souvenirs-Armadale Visitors Centre	568.30
00013585	18-Aug-10	Beandem Enterprises Pty Ltd	Catering-Top Tourism Judges Luncheon	979.10
00013586	18-Aug-10	P Bennett	Competition Winner-People's Choice Award	50.00
00013587	18-Aug-10	J King	Curating Fees-Outside the Frame Art Award 2010	300.00
00013588	18-Aug-10	B&C Steele	Refund Overpayment of Rates	306.02
00013589	18-Aug-10	CANCELLED	CANCELLED	0.00
00013590	18-Aug-10	A Sardelich	Refund Overpayment of Rates	465.02

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	**Date**	**Payee**	**Description**	**Amount**
00013591	4-Aug-10	S Sujatna	Staff Training	100.00
00013592	18-Aug-10	D K Sarti	Expenses Reimbursement	100.90
00013593	18-Aug-10	Armadale Rental Cars	Hire of Vehicles	789.00
00013594	18-Aug-10	C J MacDonald	Councillors Allowances	283.00
00013595	19-Aug-10	City of Armadale-Depot	Petty Cash Recoup	171.45
00013596	19-Aug-10	City of Armadale-Community Services	Petty Cash Recoup	176.05
00013597	19-Aug-10	City of Armadale	Tfr Sale of L1Glaong Place-Armadale	354,545.49
00013598	19-Aug-10	Waste & Recycle 2010 Conference	Staff Training	8,806.00
00013599	19-Aug-10	C Burns	Tuition Fees	148.39
00013600	20-Aug-10	City of Armadale-Champion Centre	Petty Cash Recoup	261.10
00013601	23-Aug-10	Clerk of Courts	Payment of Summons	74.70
00013602	23-Aug-10	Clerk of Courts	Payment of Summons	74.70
00013603	23-Aug-10	Clerk of Courts	Payment of Summons	74.70
00013604	23-Aug-10	M Chatha & P Sandhu	Council Contribution to Crossover	400.00
00013605	23-Aug-10	R & L Rotondella	Council Contribution to Crossover	400.00
00013606	23-Aug-10	A & E McLean	Council Contribution to Crossover	400.00
00013607	23-Aug-10	V Hudyana	Council Contribution to Crossover	400.00
00013608	23-Aug-10	E Murray	Council Contribution to Crossover	400.00
00013609	23-Aug-10	D & M McGladdery	Council Contribution to Crossover	400.00
00013610	23-Aug-10	Classic Sounds	Entertainment-Baker's House Opening	280.00
00013611	24-Aug-10	S Martin	Printing	100.00
00013612	24-Aug-10	City of Armadale	Trust Interest Allocations-July 2010	7,305.49
00013613	24-Aug-10	City of Armadale	Reserve Interest Allocations-July 2010	5,367.70
00013614	24-Aug-10	JC Hanley & HE Davidson	Refund Home Business Application Fee	101.50
00013615	24-Aug-10	City of Armadale	CTF Levy-Warton Road	200.00
00013616	24-Aug-10	City of Rockingham	Payment for Lost/Damaged Item	19.40
00013617	24-Aug-10	City of Armadale	Petty Cash Recoup	70.00
00013618	25-Aug-10	Fines Enforcement Registry	FER Lodgement Fees	2,666.00
00013619	25-Aug-10	JE Murray Home	Lost/Damaged Item Returned	42.95
00013620	25-Aug-10	Australian Wastewater Solution	Refund Health Inspection Fee	104.00
00013621	25-Aug-10	Lets Go Kids	Advertising	242.00
00013622	25-Aug-10	E Meyer	Souvenirs/Stock Items-Armadale Visitors Centre	280.00
00013623	25-Aug-10	City of Armadale	Plumber's Permit-L3 Toorak Road	1,000.00
00013624	25-Aug-10	H Kleyn	Lost/Damaged Item Returned	27.99
00013625	26-Aug-10	R Venables	Expenses Reimbursement	346.50
00013626	26-Aug-10	R Jongeling	Refund Cancelled Building Application	85.00
00013627	26-Aug-10	J Squillace	Donation-Sporting Event Participation	100.00
00013628	26-Aug-10	Macquarie Equipment Finance Pty Ltd	Equipment Rental	1,465.95
00013629	27-Aug-10	C A Fleming & A M Ramsay	Refund Overpayment of Rates	1,383.60
00013630	27-Aug-10	Eagle Wool	Parts-P953	850.00
00013631	27-Aug-10	Unisuper Limited	Payroll Deductions	245.67
00013632	27-Aug-10	AMP Flexible Lifetime Super Plan	Payroll Deductions	1,784.23
00013633	27-Aug-10	MLC Limited	Payroll Deductions	234.87

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
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00013634	27-Aug-10	Colonial First State Investments Ltd	Payroll Deductions	898.75
00013635	27-Aug-10	Australian Ethical Superannuation Pty Ltd	Payroll Deductions	219.91
00013636	27-Aug-10	Care Super	Payroll Deductions	77.62
00013637	27-Aug-10	Retail Employees Superannuation Pty Ltd	Payroll Deductions	239.45
00013638	27-Aug-10	eWrap Super	Payroll Deductions	387.05
00013639	27-Aug-10	Australian Super	Payroll Deductions	792.58
00013640	27-Aug-10	Macquarie SuperOptions Super Plan	Payroll Deductions	178.94
00013641	27-Aug-10	AMP Retirement Savings Account	Payroll Deductions	143.07
00013642	27-Aug-10	Summit Personal Super Plan	Payroll Deductions	175.84
00013643	27-Aug-10	MLC Masterkey Personal Super	Payroll Deductions	156.37
00013644	27-Aug-10	Colonial Mutual Life Assurance Society Ltd	Payroll Deductions	69.69
00013645	27-Aug-10	Hesta Super Fund	Payroll Deductions	196.11
00013646	27-Aug-10	IIML ACF IPS Applic Trust-Nathan Hall	Payroll Deductions	300.23
00013647	27-Aug-10	Spectrum Super	Payroll Deductions	105.36
00013648	27-Aug-10	City of Wanneroo	Payment for Lost/Damaged Item	14.30
00013649	27-Aug-10	Town of Bassendean	Payment for Lost/Damaged Item	3.95
00013650	27-Aug-10	Elite Outdoors	Refund Overpayment Building Application Fees	125.50
00013651	30-Aug-10	J Lane & N Smith	Refund Overpayment of Rates	560.23
00013652	30-Aug-10	V Oreb & J E Knowles	Refund Overpayment of Rates	60.91
00013653	30-Aug-10	City of Armadale	Trust Interest Allocations-August 2010	14,005.11
00013654	30-Aug-10	City of Armadale	Reserve Interest Allocations-August 2010	12,473.66
00013655	30-Aug-10	City of Armadale	Reserve Transfers-July 2010	340,742.00
00013656	30-Aug-10	City of Armadale	Reserve Transfers-August 2010	340,742.00
00013657	30-Aug-10	S Della	Refund Cancelled Membership Fees	216.66
00013658	30-Aug-10	Compuroom Services	Flooring-IT Server Room	2,810.00
00013659	30-Aug-10	City of Armadale	Retirement Gift	120.00
00013660	30-Aug-10	Huri Cain Sports Goods	Sporting Equipment-Arena	145.75
00013661	30-Aug-10	L Oliver	Outside the Frame 3rd Prize-Drawing/Works on Paper	80.00
00013662	30-Aug-10	Nutrition Australia WA Division Inc	Nutrition Presentation	600.00
00013663	31-Aug-10	City of Armadale-Kelmscott Library	Petty Cash Recoup	112.40
00013664	31-Aug-10	City of Armadale-Seville Grove Library	Petty Cash Recoup	94.35
00013665	31-Aug-10	City of Armadale-History House	Petty Cash Recoup	93.30
00013666	31-Aug-10	Magpies Magazine Pty Ltd	Subscriptions	403.00
00013667	31-Aug-10	City of Armadale-Visitors Centre	Petty Cash Recoup	304.55
00101525	3-Aug-10	Ticketmaster	Payment by Authority	1,478.45
00101526	3-Aug-10	iiNet Limited	Internet Usage	159.80
00101527	3-Aug-10	AMP Bank	Surplus Funds Invested	2,000,000.00
00101528	4-Aug-10	AMP Bank	Surplus Funds Invested	1,500,000.00
00101529	4-Aug-10	Westpac Banking Corporation	Bank Charges	838.43
00101530	4-Aug-10	Westpac Banking Corporation	Bank Charges	1,304.43
00101531	6-Aug-10	Suncorp - Metway Bank	Surplus Funds Invested	2,000,000.00
00101532	6-Aug-10	AMP Bank	Surplus Funds Invested	460,000.00
00101533	9-Aug-10	Ticketmaster	Payment by Authority	1,177.30

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	**Date**	**Payee**	**Description**	**Amount**
00101534	10-Aug-10	AMP Bank	Surplus Funds Invested	2,400,000.00
00101535	12-Aug-10	Centrelink	Bank Charges	82.17
00101536	18-Aug-10	Westpac Banking Corporation	Mastercard Payments	2,823.12
00101537	18-Aug-10	Direct Debits	Direct Debit Reversal	300.00
00101538	18-Aug-10	Ticketmaster	Payment By Authority	2,227.00
00101539	25-Aug-10	Ticketmaster	Payment by Authority	1,084.05
00101540	25-Aug-10	Westpac Banking Corporation	Direct Debit Dishonours	65.00
00101541	27-Aug-10	AMP Bank	Surplus Funds Invested	570,000.00
00101542	30-Aug-10	Ticketmaster	Payment by Authority	2,473.60
00101543	30-Aug-10	Centrelink	Bank Charges	61.38
00200082	30-Aug-10	CANCELLED	CANCELLED	0.00
00200083	31-Aug-10	City of Armadale	Reserve Transfers-July 2010	181,183.00
00200084	31-Aug-10	City of Armadale	Reserve Transfers-August 2010	181,183.00
00300187	10-Aug-10	AMP Bank	Surplus Funds Invested	100,000.00
00300188	10-Aug-10	Bankwest	Surplus Funds Invested	1,000,000.00
00300189	27-Aug-10	AMP Bank	Surplus Funds Invested	360,000.00
00300190	31-Aug-10	ING Bank	Surplus Funds Invested	2,000,000.00
982.1003	6-Aug-10	Tyrepower Kelmscott	Tyres	1,405.00
982.1066	6-Aug-10	R W Glanville	Property Management Fee	1,224.30
982.110	6-Aug-10	Australian Performing Rights Association Ltd	Licence Fee Renewal	1,136.14
982.1102	6-Aug-10	WA Profiling	Hire of Equipment	3,756.50
982.1126	6-Aug-10	Glevan Consulting	Consultancy Services	80.00
982.1178	6-Aug-10	Toolmart	Parts	199.10
982.1202	6-Aug-10	IPA Personnel Pty Ltd	Hire of Temporary Staff	1,379.93
982.1203	6-Aug-10	Trafficlogix	Licence Fee Renewal	330.00
982.1205	6-Aug-10	Stevenson Consulting	Consultancy Services	2,772.00
982.1257	6-Aug-10	Turnstone Products	Cleaning Materials	1,313.40
982.128	6-Aug-10	Bedfordale Volunteer Bushfire Brigade	Expenses Reimbursements	6,026.66
982.13	6-Aug-10	Accidental First Aid Supplies	First Aid Supplies	101.53
982.1372	6-Aug-10	Datafuel Financial Systems Pty Ltd	Licence Fee Renewal	1,094.50
982.141	6-Aug-10	BJ Hahn & Co	Hire of Bobcat	4,950.00
982.1456	6-Aug-10	Glenview Machine Kerbing	Kerbing	429.00
982.1488	6-Aug-10	Institute of Public Works Aust(WA Division)	Staff Training	25.00
982.150	6-Aug-10	Office Max	Stationery	362.81
982.1514	6-Aug-10	PR & KA West	Maintenance Works-Various Locations	7,498.70
982.1560	6-Aug-10	Paramount Security Services	Security Services	564.85
982.1575	6-Aug-10	Western Power Networks	Design Fee-Warton Road	1,313.00
982.161	6-Aug-10	Browns Sweeping	Street Sweeping	16,698.00
982.1620	6-Aug-10	Mayday Earthmoving	Hire of Equipment	6,454.80
982.1621	6-Aug-10	D & H Concrete	Concrete Services	5,503.63
982.1622	6-Aug-10	Dell Australia Pty Limited	Computer Equipment	13,919.40
982.1641	6-Aug-10	McLeods Barristers & Solicitors	Legal Advice	110.00
982.165	6-Aug-10	Builders Registration Board	Levy Collected-July 2010	8,567.95

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	**Date**	**Payee**	**Description**	**Amount**
982.1653	6-Aug-10	Aust Local Govt Womens Assoc	Membership Renewal	40.00
982.1666	6-Aug-10	Visitor Centre Association of WA (Inc)	Membership Renewal	750.00
982.1683	6-Aug-10	Southern Bins	Bulk Rubbish Bins	370.00
982.172	6-Aug-10	Byford Bobcats	Hire of Bobcat	770.00
982.1770	6-Aug-10	Voicedata Services Pty Ltd	Phones & Licences	3,469.16
982.1790	6-Aug-10	H S Brooking	Painting-Various Locations	600.00
982.1805	6-Aug-10	Reface Industries Pty Ltd	Library Resources	406.65
982.1823	6-Aug-10	Herron Todd White (WA) Pty Ltd	Valuation-L300 Bray Street	770.00
982.1841	6-Aug-10	Kleenit Pty Ltd	Remove Graffiti-Various Locations	4,042.50
982.193	6-Aug-10	Challenge Batteries WA	Parts	478.50
982.2015	6-Aug-10	Outsource Business Support Solutions Pty Ltd	Consultancy Services	6,297.50
982.2050	6-Aug-10	SJR Civil Consulting Pty Ltd	Consultancy Services	3,850.00
982.2083	6-Aug-10	SuperSealing Pty Ltd	Hire of Patchmobile	4,235.00
982.2103	6-Aug-10	Flexi Staff Pty Ltd	Hire of Temporary Staff	4,144.91
982.212	6-Aug-10	CANCELLED	CANCELLED	0.00
982.2134	6-Aug-10	Valvoline (Australia)	Fuel & Oils	696.54
982.2181	6-Aug-10	Muchea Tree Farm	Gardening Products	1,045.80
982.22	6-Aug-10	AK Paint Supplies	Hardware	87.85
982.2209	6-Aug-10	Porter Consulting Engineers	Consultancy Services	11,550.00
982.2214	6-Aug-10	B M Pember	Consultancy Services	4,262.50
982.2227	6-Aug-10	Ground Creative	Printing	473.00
982.2228	6-Aug-10	Professional Software Design Pty Ltd	Computer Equipment	649.00
982.223	6-Aug-10	CJD Equipment Pty Ltd	Parts	325.77
982.2276	6-Aug-10	J & M Holubecki	Hire of Equipment	8,778.00
982.2305	6-Aug-10	Poplar Cottage Bed & Breakfast	Accomodation Booking-Armadale Visitors Centre	139.50
982.2313	6-Aug-10	Buckingham's Glass	Repair Broken Windows-Various Locations	2,965.00
982.2388	6-Aug-10	Underground Power Development	Consultancy Services	2,420.00
982.2397	6-Aug-10	Hendry Group Pty Ltd	Book Purchases	285.00
982.2409	6-Aug-10	Rawurban Constructions	Bollards-Minnawarra Park	10,208.00
982.2424	6-Aug-10	O'Leary's Material Handling Services P/L	Service Compactor	324.50
982.2427	6-Aug-10	Ross's Milk Supply	Refreshments	244.52
982.245	6-Aug-10	Compu-Stor	Storage/Service Fee-July 2010	67.77
982.2493	6-Aug-10	Avanti Electrics	Electrical Services	782.85
982.25	6-Aug-10	Alinta Gas	Gas Charges	985.05
982.2503	6-Aug-10	City of Armadale	Audit Fees	70.00
982.258	6-Aug-10	Corporate Express Australia	Stationery	87.98
982.2690	6-Aug-10	PRglow Candles	Souvenirs-Armadale Visitors Centre	305.00
982.2697	6-Aug-10	Aussie Earthworks Pty Ltd	Hire of Equipment	5,680.13
982.2702	6-Aug-10	Uniforms at Work	Protective Clothing	588.06
982.2728	6-Aug-10	ABC Blinds & Curtains	Blinds-Planning Department	1,415.00
982.2755	6-Aug-10	Envirolab Services (WA) Pty Ltd	Asbestos Testing	146.30
982.2763	6-Aug-10	Vinci Gravel Supplies Pty Ltd	Gravel	1,880.74
982.277	6-Aug-10	Landgate	Title Searches	136.40

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
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982.2777	6-Aug-10	Metro Street Sweeping	Street Sweeping	6,138.00
982.2791	6-Aug-10	Vinsan Corporation Pty Ltd	Demolish House-81 Brown Crescent	14,135.00
982.31	6-Aug-10	Alphawest Services Pty Ltd	Computer Equipment	91.31
982.331	6-Aug-10	Forestvale Trees Pty Ltd	Gardening Products	2,112.00
982.335	6-Aug-10	G Force Simnett (Printing & Design)	Printing	645.48
982.336	6-Aug-10	Galvins Plumbing Plus	Parts	74.98
982.367	6-Aug-10	Palis Event Hire & Sales	Hire of Equipment	275.00
982.372	6-Aug-10	Harvey Norman Computer Superstore	Computer Equipment	199.95
982.374	6-Aug-10	Hays Personnel Services (Aust) Pty Ltd	Hire of Temporary Staff	4,701.52
982.423	6-Aug-10	Jonesway Transport	Transport Charges	1,047.75
982.434	6-Aug-10	Kelmscott Gas Services	Repairs	150.00
982.463	6-Aug-10	Lo-Go Appointments	Hire of Temporary Staff	4,696.08
982.482	6-Aug-10	Mazzeqa's Mitre 10 Home & Trade	Hardware	96.93
982.485	6-Aug-10	Mercury Firesafety Pty Ltd	Parts	213.21
982.50	6-Aug-10	Arcus Refrigeration Service Pty Ltd	Repairs	181.50
982.510	6-Aug-10	P R Nardelli	Telephone Reimbursement	345.43
982.518	6-Aug-10	Nicholls CE & Son Pty Ltd	Swimming Pool Inspections-July 2010	6,635.20
982.537	6-Aug-10	Palacios Marcelo Photographer	Photography-NAIDOC Week	471.50
982.566	6-Aug-10	Prime Health Group Limited	Preplacement Medicals	137.50
982.570	6-Aug-10	Pure Air Filters	Parts	108.90
982.572	6-Aug-10	Quick Corporate Australia Pty Ltd	Stationery	3,545.39
982.576	6-Aug-10	R & R Fencing	Gates-Westfield Pre School	18,710.00
982.577	6-Aug-10	Rabor Smash Repairs	Insurance Excess-P860	500.00
982.583	6-Aug-10	Range Ford	Parts	379.52
982.586	6-Aug-10	Lori-Terri-Lorraine's Cotton Company	Bags of Rags	297.00
982.588	6-Aug-10	Repco Industrial & Mining Division	Parts-Various Plant	1,776.50
982.597	6-Aug-10	Roleystone Volunteer Fire Brigade	Expenses Reimbursements	251.50
982.607	6-Aug-10	SAI Global Limited	Australian Standards	97.99
982.61	6-Aug-10	Armadale Lock & Key Service	Padlocks	1,235.30
982.614	6-Aug-10	Scope Irrigation	Reticulation Parts	716.86
982.62	6-Aug-10	Armadale Mower World	Parts	332.05
982.625	6-Aug-10	Signature Security Group Pty Ltd	Security Services	88.00
982.63	6-Aug-10	Armadale Newsagency	Newspapers	417.88
982.662	6-Aug-10	Supa Pest & Weed Control	Weed & Pest Control	1,749.40
982.668	6-Aug-10	Taylor Tyres Pty Ltd	Tyres	915.10
982.669	6-Aug-10	Telstra Corporation Limited	Telephone Charges	704.48
982.690	6-Aug-10	Toll Fast	Courier Services	141.42
982.698	6-Aug-10	Trailer Parts Pty Ltd	Parts	321.90
982.728	6-Aug-10	WA Hino Sales & Service	Parts-Various Plant	898.50
982.747	6-Aug-10	Conplant Pty Ltd	Parts	198.97
982.780	6-Aug-10	Work Clobber	Protective Clothing	247.80
982.795	6-Aug-10	WA Reticulation Supplies	Reticulation Parts	924.63
982.8	6-Aug-10	Able Blind Repairs	Repairs	135.00

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982.818	6-Aug-10	Parks & Leisure Australia	Staff Training	331.00
982.88	6-Aug-10	AWB Bearings	Parts	90.93
982.920	6-Aug-10	Poolegrave Signs & Engraving	Engraving	165.00
982.932	6-Aug-10	Impact Communications Pty Ltd	Staff Training	110.00
982.980	6-Aug-10	D J Sherrard	Gatekeeper-Roleystone Greenwaste Site	1,240.00
983.1003	11-Aug-10	Tyrepower Kelmscott	Tyres	798.00
983.1061	11-Aug-10	Cummins Engine Company Pty Ltd	Parts-Various Plant	1,031.79
983.1188	11-Aug-10	Local Government Planners Association	Staff Training	155.00
983.1202	11-Aug-10	IPA Personnel Pty Ltd	Hire of Temporary Staff	1,502.85
983.127	11-Aug-10	Beaver Tree Services Aust Pty Ltd	Treelopping	2,992.00
983.1281	11-Aug-10	R I Butterfield	Councillors Allowances	2,589.10
983.129	11-Aug-10	Benara Nurseries	Gardening Products	752.40
983.1422	11-Aug-10	On Hold Magic Pty Ltd	Music On Hold-August 2010	75.90
983.1469	11-Aug-10	Urban Development Inst of Australia	Staff Training	550.00
983.1527	11-Aug-10	H M Earley	Criminal Profiling Club	100.00
983.155	11-Aug-10	BP Australia Pty Ltd	Fuel & Oils	29,296.64
983.1602	11-Aug-10	Nilsen (WA) Pty Ltd	Light Level Readings-Various Locations	418.00
983.1607	11-Aug-10	Taborda Contracting Pty Ltd	Hire of Traffic Controllers	23,457.28
983.161	11-Aug-10	Browns Sweeping	Street Sweeping	1,867.25
983.1621	11-Aug-10	D & H Concrete	Concrete Services	6,167.37
983.1626	11-Aug-10	Countrywide Publications	Advertising	632.46
983.1716	11-Aug-10	Experience Perth	Promotional Materials	1,360.00
983.172	11-Aug-10	Byford Bobcats	Hire of Bobcat	110.00
983.1790	11-Aug-10	H S Brooking	Painting-Various Locations	2,700.00
983.1811	11-Aug-10	Truck Centre (WA) Pty Ltd	Parts-Various Plant	4,076.15
983.1984	11-Aug-10	W L Mauger	Councillors Allowances	2,524.78
983.199	11-Aug-10	Charter Plumbing & Gas	Plumbing Services	1,306.80
983.2037	11-Aug-10	K Lethbridge JP	Councillors Allowances	2,527.53
983.207	11-Aug-10	Children's Book Council of Australia	Library Resources	150.50
983.2210	11-Aug-10	Cool Clear Water Beverages Limiited	Hire of Equipment	1,419.00
983.2284	11-Aug-10	Hudsons Maintenance Services	Maintenance Works-Various Locations	1,600.00
983.2303	11-Aug-10	Armadale Cottage Bed & Breakfast	Accomodation Booking-Armadale Visitors C	990.00
983.2360	11-Aug-10	ADT Security	Security Services	400.93
983.2437	11-Aug-10	Drainflow Services Pty Ltd	High Pressure Cleaning-Various Locations	11,462.00
983.2493	11-Aug-10	Avanti Electrics	Electrical Services	10,838.85
983.2532	11-Aug-10	AIS Environmental	Parts	334.40
983.2617	11-Aug-10	M H Norman	Councillors Allowances	2,611.02
983.2618	11-Aug-10	D M Shaw	Councillors Allowances	2,557.24
983.2619	11-Aug-10	L C Sargeson	Councillors Allowances	2,559.54
983.2620	11-Aug-10	C M Wielinga	Councillors Allowances	2,673.08
983.2626	11-Aug-10	Cafe Me	Catering	775.50
983.2643	11-Aug-10	P L Turnbull	Expenses Reimbursement	420.16
983.2659	11-Aug-10	APS Maintenance & Fabrication Services	Maintenance Works-Various Locations	1,502.60

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	**Date**	**Payee**	**Description**	**Amount**
983.2749	11-Aug-10	Millenium Kids Inc	Consultancy Services	177.20
983.2776	11-Aug-10	Integracom Training Solutions	Staff Training	858.00
983.2797	11-Aug-10	The SJA Consultancy	Consultancy Services	1,440.00
983.28	11-Aug-10	Allflow Industrial	Service Seperator-Depot	679.80
983.348	11-Aug-10	K A Goode	Telephone Reimbursement	33.95
983.369	11-Aug-10	P J Hart	Councillors Allowances	2,674.50
983.374	11-Aug-10	Hays Personnel Services (Aust) Pty Ltd	Hire of Temporary Staff	4,517.44
983.378	11-Aug-10	Heatley Sales Pty Ltd	Parts	70.40
983.388	11-Aug-10	Hort West	Garden Maintenance	1,320.00
983.445	11-Aug-10	P L Lanternier	Telephone Reimbursement	107.85
983.455	11-Aug-10	Quantum Multimedia Communications	Pager Fee	2.29
983.482	11-Aug-10	Mazzega's Mitre 10 Home & Trade	Hardware	39.07
983.508	11-Aug-10	J H Munn JP CMC	Councillors Allowances	7,267.82
983.527	11-Aug-10	3 Australia	Pager Service	432.40
983.572	11-Aug-10	Quick Corporate Australia Pty Ltd	Stationery	509.96
983.579	11-Aug-10	Railway Avenue Vet Hospital	Animal Euthanasia	190.30
983.585	11-Aug-10	Holcim	Limestone	11,192.60
983.590	11-Aug-10	L Reynolds AM JP	Councillors Allowances	19,235.00
983.607	11-Aug-10	SAI Global Limited	Australian Standards	221.23
983.625	11-Aug-10	Signature Security Group Pty Ltd	Security Services	2,098.48
983.662	11-Aug-10	Supa Pest & Weed Control	Weed & Pest Control	9,812.00
983.667	11-Aug-10	Target Towing Service	Towing Charges	187.00
983.668	11-Aug-10	Taylor Tyres Pty Ltd	Tyres	1,237.00
983.669	11-Aug-10	Telstra Corporation Limited	Telephone Charges	18,847.95
983.670	11-Aug-10	Termico Pest Management	Weed & Pest Control	489.50
983.687	11-Aug-10	R J Tizard	Councillors Allowances	2,713.72
983.721	11-Aug-10	WA & J King Pty Ltd	Gardening Products	1,335.00
983.735	11-Aug-10	WA Recycling Services	Greenwaste Collections	14,669.95
983.74	11-Aug-10	Armadale Kelmscott Self Storage	Storage Unit Rental	560.00
983.759	11-Aug-10	Synergy Energy	Electricity Charges	518.85
983.85	11-Aug-10	Aslab Pty Ltd	Asphalt Testing	536.22
983.95	11-Aug-10	Aust-Guard Security Services	Security Services	8,697.48
984.109	13-Aug-10	Australian Metal Workers Union	Payroll Deductions	104.00
984.112	13-Aug-10	Australian Services Union	Payroll Deductions	821.90
984.1438	13-Aug-10	Shire of Beverley	Payroll Deductions	50.00
984.1636	13-Aug-10	Westscheme Pty Ltd	Payroll Deductions	2,183.11
984.206	13-Aug-10	Child Support Agency	Payroll Deductions	180.04
984.2133	13-Aug-10	Charles Superannuation Fund	Payroll Deductions	522.96
984.214	13-Aug-10	City of Armadale-Social Club	Payroll Deductions	330.00
984.216	13-Aug-10	City of Canning	Payroll Deductions	150.00
984.217	13-Aug-10	City of Gosnells	Payroll Deductions	288.00
984.2201	13-Aug-10	Wigley Super Funds	Payroll Deductions	12.60
984.2282	13-Aug-10	Super Wrap	Payroll Deductions	342.69

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	**Date**	**Payee**	**Description**	**Amount**
984.2300	13-Aug-10	City Of Cockburn	Payroll Deductions	100.00
984.2335	13-Aug-10	Health Insurance Fund of WA	Payroll Deductions	240.50
984.2529	13-Aug-10	Shire of Carnamah	Payroll Deductions	40.00
984.2566	13-Aug-10	Summit Personal Super Plan	Payroll Deductions	190.14
984.2769	13-Aug-10	Recruitment Super	Payroll Deductions	236.38
984.375	13-Aug-10	HBF of WA	Payroll Deductions	943.55
984.453	13-Aug-10	LGRCEU	Payroll Deductions	539.40
984.621	13-Aug-10	Shire of Kalamunda	Payroll Deductions	38.00
984.622	13-Aug-10	Shire of Mundaring	Payroll Deductions	290.00
984.738	13-Aug-10	WALGS Plan	Payroll Deductions	99,548.57
985.1049	13-Aug-10	Securepay Pty Ltd	Transaction/Service Fee-July 2010	30.53
985.1121	13-Aug-10	Officeworks Business Direct	Stationery	188.58
985.113	13-Aug-10	Australian Taxation Office	Payroll Deductions	136,461.83
985.1166	13-Aug-10	Sports Turf Technology Pty Ltd	Consultancy Services	2,992.00
985.117	13-Aug-10	B & J Breaker Hire	Hire of Rockbreaker	10,538.00
985.1202	13-Aug-10	IPA Personnel Pty Ltd	Hire of Temporary Staff	1,706.51
985.1350	13-Aug-10	Armadale Garden & Firewood Supplies	Gardening Products	136.00
985.147	13-Aug-10	BOC Gases Australia Limited	Gas & Cylinder Rental	195.91
985.1514	13-Aug-10	PR & KA West	Maintenance Works-Various Locations	4,312.00
985.1519	13-Aug-10	Kerb-Fix	Construction of Concrete Crossovers	1,383.80
985.1582	13-Aug-10	J Williams	Consignment Stock-July 2010	59.81
985.1596	13-Aug-10	Classic Hire	Hire of Equipment	88.00
985.1607	13-Aug-10	Taborda Contracting Pty Ltd	Hire of Traffic Controllers	3,338.88
985.1641	13-Aug-10	McLeods Barristers & Solicitors	Legal Advice	1,768.80
985.1712	13-Aug-10	Moloney Asset Management Systems	Computer Equipment	385.00
985.172	13-Aug-10	Byford Bobcats	Hire of Bobcat	302.50
985.1728	13-Aug-10	LGIS Liability	Insurance Premiums	135,489.75
985.1738	13-Aug-10	Environmental Industries	Garden Maintenance	1,816.94
985.1754	13-Aug-10	Yakka Pty Ltd	Protective Clothing	570.68
985.1790	13-Aug-10	H S Brooking	Painting-Various Locations	1,600.00
985.1841	13-Aug-10	Kleenit Pty Ltd	Remove Graffiti-Various Locations	2,046.00
985.1910	13-Aug-10	Cranmill Environmental Services	Weed & Pest Control	2,821.50
985.199	13-Aug-10	Charter Plumbing & Gas	Plumbing Services	133.10
985.1990	13-Aug-10	BurkeAir Pty Ltd	Airconditioning Maintenance	416.90
985.201	13-Aug-10	Chefmaster Australia	Cleaning Materials	193.50
985.2076	13-Aug-10	Content Living Pty Ltd	Refund Building Application Fees	751.26
985.2134	13-Aug-10	Valvoline (Australia)	Fuel & Oils	720.03
985.2188	13-Aug-10	Domus Nursery	Gardening Products	1,872.20
985.2276	13-Aug-10	J & M Holubecki	Hire of Equipment	4,851.00
985.2414	13-Aug-10	West Coast Profilers Pty Ltd	Hire of Profiler	19,800.00
985.2426	13-Aug-10	Blackstump Demolition	Remove Asbestos-Various Locations	8,800.00
985.2427	13-Aug-10	Ross's Milk Supply	Refreshments	195.24
985.2493	13-Aug-10	Avanti Electrics	Electrical Services	14,711.80

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
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985.2506	13-Aug-10	Dale Roofing Contractors	Repair Roof-Armadale Arena	4,510.00
985.2517	13-Aug-10	Message Labs	Computer Equipment	19,800.00
985.2567	13-Aug-10	Propertywise Consulting	Consultancy Services	1,045.00
985.2570	13-Aug-10	Fibre Test & Terminations	Cable Testing	187.00
985.258	13-Aug-10	Corporate Express Australia	Stationery	32.68
985.2643	13-Aug-10	P L Turnbull	Expenses Reimbursement	220.62
985.2663	13-Aug-10	WA Anti Slip	Anti Slip Coating-Various Locations	1,793.00
985.2691	13-Aug-10	Nextside Pty Ltd	Construction of Concrete Crossovers	28,567.43
985.2709	13-Aug-10	The Trinity's Contractor	Garden Maintenance	693.00
985.2712	13-Aug-10	Perlex Holdings Pty Ltd	Entertainment-Baker's House Event	495.00
985.2732	13-Aug-10	Growers Agrishop	Gardening Products	713.75
985.2735	13-Aug-10	Safeman Wa Pty Ltd	Protective Clothing	204.05
985.2747	13-Aug-10	Engineering Technology Consultants	Consultancy Services-Roleystone Theatre	2,288.00
985.2770	13-Aug-10	Superpop Pty Ltd	Popcorn Machine-Aquatic Centre	671.00
985.2778	13-Aug-10	Furniture Bazaar	Office Furniture	1,992.00
985.292	13-Aug-10	Docu-Shred	Hire of Security Bins	59.40
985.295	13-Aug-10	Down Under Signs Pty Ltd	Signs	161.70
985.305	13-Aug-10	Ejan Communications	Electronic Services	360.25
985.309	13-Aug-10	Envirotechnics	Weed & Pest Control	484.00
985.335	13-Aug-10	G Force Simnett (Printing & Design)	Printing	184.80
985.355	13-Aug-10	Greenridge Outdoor Contracting	Garden Maintenance	5,335.00
985.363	13-Aug-10	UHY Haines Norton	Staff Training	3,206.50
985.373	13-Aug-10	M W Hassack	Telephone Reimbursement	35.95
985.423	13-Aug-10	Jonesway Transport	Transport Charges	277.20
985.456	13-Aug-10	Liquor Barons Armadale	Refreshments	1,504.90
985.457	13-Aug-10	Bosston Canopies	Parts	36.40
985.463	13-Aug-10	Lo-Go Appointments	Hire of Temporary Staff	1,919.19
985.482	13-Aug-10	Mazzega's Mitre 10 Home & Trade	Hardware	330.95
985.50	13-Aug-10	Arcus Refrigeration Service Pty Ltd	Repairs-Westfield Seniors Centre	2,868.69
985.506	13-Aug-10	LGIS Workcare	Insurance Premiums	236,291.00
985.512	13-Aug-10	National Collections	Debt Collection Fees-July 2010	6.60
985.529	13-Aug-10	PPC Worldwide Pty Ltd	Employee Assistance Program 2010/11	9,240.00
985.552	13-Aug-10	Prescriptions Plus Kelmscott	Newspapers	64.00
985.57	13-Aug-10	Armadale Hardware & Building Supplies	Hardware	400.00
985.572	13-Aug-10	Quick Corporate Australia Pty Ltd	Stationery	3,924.92
985.597	13-Aug-10	Roleystone Volunteer Fire Brigade	Expenses Reimbursements	99.33
985.61	13-Aug-10	Armadale Lock & Key Service	Repairs	374.00
985.614	13-Aug-10	Scope Irrigation	Reticulation Parts	19.95
985.62	13-Aug-10	Armadale Mower World	Parts-Various Plant	1,287.35
985.625	13-Aug-10	Signature Security Group Pty Ltd	Security Services	88.00
985.660	13-Aug-10	Sunny Sign Company Pty Ltd	Signs	860.71
985.668	13-Aug-10	Taylor Tyres Pty Ltd	Tyres	1,234.00
985.669	13-Aug-10	Telstra Corporation Limited	Telephone Charges	564.36

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	**Date**	**Payee**	**Description**	**Amount**
985.672	13-Aug-10	The Chair Doctor WA Pty Ltd	Office Furniture	1,867.60
985.690	13-Aug-10	Toll Fast	Courier Services	70.43
985.693	13-Aug-10	Total Packaging (WA) Pty Ltd	Cleaning Materials	858.00
985.712	13-Aug-10	Landgate - Perth	GRV Valuations	3,215.06
985.752	13-Aug-10	West Side Safety Products	Protective Clothing	698.01
985.759	13-Aug-10	Synergy Energy	Electricity Charges	6,381.05
985.780	13-Aug-10	Work Clobber	Protective Clothing	97.20
985.783	13-Aug-10	Worldwide Online Printing-Gosnells	Printing	1,190.00
985.795	13-Aug-10	WA Reticulation Supplies	Reticulation Parts	768.67
985.802	13-Aug-10	Gilbarco Australia Pty Ltd	Repairs	378.08
985.828	13-Aug-10	Wastemaster	Parts	357.50
985.855	13-Aug-10	Pink Hygiene Solutions	Sanitary Services	2,301.72
985.924	13-Aug-10	E & MJ Rosher Pty Ltd	Parts	314.30
985.975	13-Aug-10	Drake Australia Pty Ltd	Hire of Temporary Staff	9,532.68
985.99	13-Aug-10	Australia Post	Postage Charges	4,629.62
986.1382	18-Aug-10	Brajkovich Demolition & Salvage Pty Ltd	Refund Security Deposit	1,600.00
986.1885	18-Aug-10	Celebration Nominees Pty Ltd	Refund Security Deposit	1,600.00
986.1906	18-Aug-10	Ashmy Pty Ltd	Refund Security Deposit	2,400.00
986.1919	18-Aug-10	Dale Alcock Homes Pty Ltd	Refund Security Deposit	400.00
986.2057	18-Aug-10	Ventura Homes Pty Ltd	Refund Security Deposit	1,600.00
986.2111	18-Aug-10	BGC Residential Pty Ltd	Refund Security Deposit	1,600.00
986.2332	18-Aug-10	Number One Holdings Pty Ltd	Refund Security Deposit	400.00
986.2645	18-Aug-10	Danmar Homes Pty Ltd	Refund Security Deposit	1,200.00
987.1003	18-Aug-10	Tyrepower Kelmscott	Tyres	986.60
987.1013	18-Aug-10	Eastern Metropolitan Regional Council	Mattress Disposal-Landfill Site	1,232.00
987.1024	18-Aug-10	Opus International Consultants (PCA) LTD	Consultancy Services	8,978.09
987.1026	18-Aug-10	Jim Davies & Associates Pty Ltd	Consultancy Services	11,924.00
987.1042	18-Aug-10	ASP Pty Ltd	Parts-Various Plant	1,457.72
987.1121	18-Aug-10	Officeworks Business Direct	Stationery	103.80
987.117	18-Aug-10	B & J Breaker Hire	Hire of Rockbreaker	5,412.00
987.119	18-Aug-10	BAF Communications	Cabling-Various Locations	654.50
987.1202	18-Aug-10	IPA Personnel Pty Ltd	Hire of Temporary Staff	2,630.98
987.127	18-Aug-10	Beaver Tree Services Aust Pty Ltd	Treelopping	11,937.20
987.1302	18-Aug-10	WH Location Services Pty Ltd	Parts-Nicholson Road	1,078.00
987.1304	18-Aug-10	Skipper Truck Parts/AMCAP	Parts	47.96
987.1404	18-Aug-10	The Manse Restaurant	Catering	3,294.55
987.141	18-Aug-10	BJ Hahn & Co	Hire of Bobcat	6,270.00
987.1456	18-Aug-10	Glenview Machine Kerbing	Kerbing	7,215.50
987.1470	18-Aug-10	IPWEA National	Staff Training	550.00
987.1482	18-Aug-10	Fuji Xerox Australia Co Ltd	Stationery	151.27
987.1488	18-Aug-10	Institute of Public Works Aust(WA Division)	Staff Training	25.00
987.150	18-Aug-10	Office Max	Stationery	265.96
987.1519	18-Aug-10	Kerb-Fix	Construction of Concrete Crossovers	972.40

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	**Date**	**Payee**	**Description**	**Amount**
987.155	18-Aug-10	BP Australia Pty Ltd	Fuel & Oils	5,149.53
987.1555	18-Aug-10	Hope Valley Nursery	Gardening Products	925.21
987.1575	18-Aug-10	Western Power Networks	Reloctae Power Poles-Warton Road	3,453.00
987.1607	18-Aug-10	Taborda Contracting Pty Ltd	Hire of Traffic Controllers	28,538.26
987.1621	18-Aug-10	D & H Concrete	Concrete Services	1,201.20
987.1683	18-Aug-10	Southern Bins	Bulk Rubbish Bins	370.00
987.1717	18-Aug-10	Advanced Petcare of Aust Pty Ltd	Dog Food	651.20
987.1727	18-Aug-10	LGIS Property	Insurance Premiums	1,075.54
987.1754	18-Aug-10	Yakka Pty Ltd	Protective Clothing	403.48
987.176	18-Aug-10	Cabcharge Australia Pty Ltd	Service Fee	6.00
987.1763	18-Aug-10	Oven Sparkle Pty Ltd	Clean BBQ's-Various Locations	100.65
987.1770	18-Aug-10	Voicedata Services Pty Ltd	Handsets & Licences	799.70
987.1790	18-Aug-10	H S Brooking	Painting-Various Locations	1,250.00
987.1806	18-Aug-10	Level & Detail Surveys	Surveys-Various Locations	2,539.35
987.1811	18-Aug-10	Truck Centre (WA) Pty Ltd	Parts	265.41
987.1841	18-Aug-10	Kleenit Pty Ltd	Remove Graffiti-Various Locations	3,847.80
987.1890	18-Aug-10	ID Consulting Pty Ltd	Consultancy Services	33,935.00
987.195	18-Aug-10	Challis Liquor Store	Refreshments	272.92
987.1984	18-Aug-10	W L Mauger	Councillors Allowances	776.94
987.199	18-Aug-10	Charter Plumbing & Gas	Plumbing Services	1,832.30
987.1990	18-Aug-10	BurkeAir Pty Ltd	Airconditioning Maintenance	5,386.70
987.1993	18-Aug-10	Waterford Executive Conferencing Pty Ltd	Hire of Conference Room	550.00
987.2015	18-Aug-10	Outsource Business Support Solutions Pty Ltd	Consultancy Services	4,400.00
987.2027	18-Aug-10	Dept of Premier and Cabinet	Advertising	63.50
987.2054	18-Aug-10	Eversafe Fire Protection	Parts	44.00
987.2075	18-Aug-10	Plunkett Homes (1903) Pty Ltd	Refund Health Inspection Fee	108.00
987.2076	18-Aug-10	Content Living Pty Ltd	Refund Health Fees	216.00
987.2103	18-Aug-10	Flexi Staff Pty Ltd	Hire of Temporary Staff	2,678.73
987.22	18-Aug-10	AK Paint Supplies	Hardware	77.35
987.2204	18-Aug-10	Armadale Fencing	Fencing-2622 Albany Highway	900.00
987.2214	18-Aug-10	B M Pember	Consultancy Services	2,915.00
987.2245	18-Aug-10	CCR Hose & Fittings	Parts	153.46
987.2276	18-Aug-10	J & M Holubecki	Hire of Equipment	3,927.00
987.2284	18-Aug-10	Hudsons Maintenance Services	Maintenance Works-Various Locations	820.00
987.2324	18-Aug-10	Data #3 Limited	Computer Equipment	2,725.58
987.237	18-Aug-10	Colghuon's Fremantle Bag Co	Packaging Materials	555.50
987.2377	18-Aug-10	Kalamunda Fencing & Gate Makers	Fencing-Various Locations	13,145.00
987.2398	18-Aug-10	Bikeroundoz	Accomodation Booking	126.00
987.2427	18-Aug-10	Ross's Milk Supply	Refreshments	293.80
987.2428	18-Aug-10	A Proud Landmark WA	Landscape Maintenance-Ranford Road	7,593.96
987.2493	18-Aug-10	Avanti Electrics	Electrical Services	1,601.70
987.2530	18-Aug-10	Greenline AG Pty Ltd	Parts-Various Plant	924.22
987.258	18-Aug-10	Corporate Express Australia	Stationery	479.96

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
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987.2588	18-Aug-10	Cam Management Solutions	Consultancy Services	8,067.80
987.2618	18-Aug-10	D M Shaw	Councillors Allowances	98.80
987.2619	18-Aug-10	L C Sargeson	Councillors Allowances	636.30
987.2620	18-Aug-10	C M Wielinga	Councillors Allowances	265.01
987.2658	18-Aug-10	Westoz Food Distributors	Refreshments	37.10
987.2691	18-Aug-10	Nextside Pty Ltd	Construction of Concrete Crossovers	10,793.04
987.2734	18-Aug-10	Transpacific Superior Pak Pty Ltd	Parts	164.56
987.2735	18-Aug-10	Safeman Wa Pty Ltd	Protective Clothing	30.80
987.2744	18-Aug-10	Vizcom Technologies	Computer Equipment	7,571.30
987.2758	18-Aug-10	Officino.com	Office Furniture	2,656.50
987.2765	18-Aug-10	Greenacres Turf Farm	Gardening Products	1,650.00
987.2771	18-Aug-10	J P Taylor	Creche Service -ICP Program	200.00
987.2777	18-Aug-10	Metro Street Sweeping	Street Sweeping	5,445.00
987.2778	18-Aug-10	Furniture Bazaar	Office Furniture	499.00
987.2788	18-Aug-10	IDG Communications Pty Ltd	Computer Equipment	3,300.00
987.2794	18-Aug-10	Rocla Quarry Products	Concrete Products	813.31
987.292	18-Aug-10	Docu-Shred	Document Destruction	404.90
987.295	18-Aug-10	Down Under Signs Pty Ltd	Signs	1,016.40
987.338	18-Aug-10	GC Sales (WA)	Parts	198.00
987.342	18-Aug-10	J N Glassford	Telephone Reimbursement	35.95
987.372	18-Aug-10	Harvey Norman Computer Superstore	Computer Equipment	678.00
987.374	18-Aug-10	Hays Personnel Services (Aust) Pty Ltd	Hire of Temporary Staff	3,399.37
987.397	18-Aug-10	IBM Australia Limited	Computer Equipmet Leases	3,491.77
987.447	18-Aug-10	Lawrence & Hanson	Protective Clothing	90.07
987.455	18-Aug-10	Quantum Multimedia Communications	Service Fee	6.86
987.466	18-Aug-10	Macdonald Johnston Pty Ltd	Parts	421.01
987.468	18-Aug-10	I F MacRae	Telephone Reimbursement	59.16
987.482	18-Aug-10	Mazzega's Mitre 10 Home & Trade	Hardware	526.60
987.487	18-Aug-10	Metro Water Supply	Water-Landfill Site	130.00
987.508	18-Aug-10	J H Munn JP CMC	Councillors Allowances	391.77
987.517	18-Aug-10	Nice'n' Clean Carpet Cleaning	Cleaning Services	220.00
987.520	18-Aug-10	Noise & Vibration Measurement Systems	Repairs-Sound Level Meter	1,353.00
987.568	18-Aug-10	Prosser Toyota	Parts	110.92
987.572	18-Aug-10	Quick Corporate Australia Pty Ltd	Stationery	1,120.51
987.579	18-Aug-10	Railway Avenue Vet Hospital	Animal Euthanasia	141.15
987.583	18-Aug-10	Range Ford	Parts	200.27
987.590	18-Aug-10	L Reynolds AM JP	Councillors Allowances	967.00
987.607	18-Aug-10	SAI Global Limited	Australian Standards	204.29
987.61	18-Aug-10	Armadale Lock & Key Service	Padlocks	1,200.00
987.612	18-Aug-10	Cannon Hygiene Australia Pty Ltd	Sanitary Services-August 2010	284.31
987.62	18-Aug-10	Armadale Mower World	Parts	190.20
987.625	18-Aug-10	Signature Security Group Pty Ltd	Security Services	352.00
987.64	18-Aug-10	Armadale Party Hire & Fancy Dress	Hire of Equipment	56.00

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	**Date**	**Payee**	**Description**	**Amount**
987.668	18-Aug-10	Taylor Tyres Pty Ltd	Tyres	2,514.55
987.669	18-Aug-10	Telstra Corporation Limited	Telephone Charges	9,328.79
987.670	18-Aug-10	Termico Pest Management	Weed & Pest Control	143.00
987.687	18-Aug-10	R J Tizard	Councillors Allowances	841.75
987.690	18-Aug-10	Toll Fast	Courier Services	70.43
987.692	18-Aug-10	Total Eden	Reticulation Parts	12,166.00
987.695	18-Aug-10	Toyota Finance Australia Ltd	Motor Vehicle Leases-July 2010	529.14
987.735	18-Aug-10	WA Recycling Services	Greenwaste Collections	63,977.41
987.744	18-Aug-10	Water Corporation	Water Charges	3,255.05
987.780	18-Aug-10	Work Clobber	Protective Clothing	395.70
987.795	18-Aug-10	WA Reticulation Supplies	Reticulation Parts	1,802.16
987.825	18-Aug-10	PGS Hope & Partners Pty Ltd	Survey-L55 Clybucca Place	880.00
987.934	18-Aug-10	Kleenheat Gas Pty Ltd	Gas & Cylinder Rental	1,339.99
987.95	18-Aug-10	Aust-Guard Security Services	Security Services	1,718.20
987.99	18-Aug-10	CANCELLED	CANCELLED	0.00
988.1003	25-Aug-10	Tyrepower Kelmscott	Tyres	192.50
988.1017	25-Aug-10	Kelyn Training Services	Staff Training	360.00
988.1056	25-Aug-10	Allwest Windscreens & Tinting	Repairs-P202	704.00
988.1163	25-Aug-10	Advanced Spatial Technologies P/L	Stationery	7,557.00
988.1167	25-Aug-10	G L Clotworthy	Hire of Equipment	198.00
988.117	25-Aug-10	B & J Breaker Hire	Hire of Rockbreaker	2,750.00
988.1202	25-Aug-10	IPA Personnel Pty Ltd	Hire of Temporary Staff	995.94
988.127	25-Aug-10	Beaver Tree Services Aust Pty Ltd	Treelopping	6,688.00
988.13	25-Aug-10	Accidental First Aid Supplies	First Aid Supplies	694.77
988.1394	25-Aug-10	Lamb Printers Pty Ltd	Printing	2,838.00
988.1404	25-Aug-10	The Manse Restaurant	Catering	2,212.10
988.150	25-Aug-10	Office Max	Stationery	13.98
988.1514	25-Aug-10	PR & KA West	Maintenance Works-Various Locations	4,258.10
988.1519	25-Aug-10	Kerb-Fix	Construction of Concrete Crossovers	1,487.20
988.155	25-Aug-10	BP Australia Pty Ltd	Fuel & Oils	18,599.37
988.1607	25-Aug-10	Taborda Contracting Pty Ltd	Hire of Traffic Controllers	11,956.42
988.1621	25-Aug-10	D & H Concrete	Concrete Services	2,897.40
988.1634	25-Aug-10	Multi Turf	Garden Maintenance	5,186.00
988.1708	25-Aug-10	Book Easy Australia Pty Ltd	Booking Commission-July 2010	220.00
988.179	25-Aug-10	N O Cain	Telephone Reimbursement	41.76
988.1790	25-Aug-10	H S Brooking	Painting-Various Locations	7,800.00
988.18	25-Aug-10	Advans Exhibition Services	Hire of Equipment	407.00
988.1806	25-Aug-10	Level & Detail Surveys	Surveys-Various Locations	2,257.20
988.1814	25-Aug-10	Cardno (WA) Pty Ltd	Consultancy Services	13,623.78
988.1841	25-Aug-10	Kleenit Pty Ltd	Remove Graffiti-Various Locations	2,112.00
988.193	25-Aug-10	Challenge Batteries WA	Parts	484.00
988.1960	25-Aug-10	J Erceg	Telephone Reimbursement	75.90
988.199	25-Aug-10	Charter Plumbing & Gas	Plumbing Services	1,648.70

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	**Date**	**Payee**	**Description**	**Amount**
988.1990	25-Aug-10	BurkeAir Pty Ltd	Airconditioning Maintenance	151.80
988.1993	25-Aug-10	Waterford Executive Conferencing Pty Ltd	Hire of Function Centre	330.00
988.201	25-Aug-10	Chefmaster Australia	Cleaning Materials	797.60
988.2057	25-Aug-10	Ventura Homes Pty Ltd	Refund Overpayment of Crossover	633.60
988.2103	25-Aug-10	Flexi Staff Pty Ltd	Hire of Temporary Staff	2,539.32
988.2167	25-Aug-10	Shop-A-Docket Pty Ltd	Advertising	1,320.00
988.2256	25-Aug-10	Y M Bradfield	Expenses Reimbursements	528.00
988.2257	25-Aug-10	Wave1 Pty Ltd	Computer Equipment	2,328.04
988.2284	25-Aug-10	Hudsons Maintenance Services	Maintenance Works-Various Locations	1,360.00
988.2313	25-Aug-10	Buckingham's Glass	Repair Broken Windows-Various Locations	1,336.00
988.2316	25-Aug-10	Hydrojet	Cleaning Chemicals	511.50
988.2409	25-Aug-10	Rawurban Constructions	Install Bollards-Tollington Park	6,408.60
988.2437	25-Aug-10	Drainflow Services Pty Ltd	High Pressure Cleaning	12,315.60
988.2484	25-Aug-10	Direct Freight Express Pty Ltd	Transport Charges	1,249.18
988.2493	25-Aug-10	Avanti Electrics	Electrical Services	487.85
988.2554	25-Aug-10	Kambo's Homemaker Superstore	White Goods	484.00
988.2567	25-Aug-10	Propertywise Consulting	Hire of Temporary Staff	12,914.00
988.260	25-Aug-10	Courier Australia	Courier Services	7.05
988.2626	25-Aug-10	Cafe Me	Catering	297.00
988.2643	25-Aug-10	P L Turnbull	Equipment-Bakers House Open Day	127.99
988.2659	25-Aug-10	APS Maintenance & Fabrication Services	Maintenance Works-Various Locations	1,540.00
988.2706	25-Aug-10	Coffey Information Pty Ltd	Asphalt Testing	1,473.45
988.2709	25-Aug-10	The Trinity's Contractor	Garden Maintenance	247.50
988.2734	25-Aug-10	Transpacific Superior Pak Pty Ltd	Parts-Various Plant	836.18
988.275	25-Aug-10	De Neefe Signs Pty Ltd	Signs	69.86
988.2786	25-Aug-10	Cubic Solutions	Drainage Products-Frye Park	10,091.40
988.279	25-Aug-10	Dept of Treasury & Finance	Fremantle Prison Tours-July 2010	106.20
988.2792	25-Aug-10	Complete Combustion	Repair Pound Incinerator	7,286.20
988.2801	25-Aug-10	McLernon's Supply & Demand	Remove Furniture-Armadale Library	362.48
988.332	25-Aug-10	Forpark Australia	Play Equipment-Various Locations	23,885.40
988.336	25-Aug-10	Galvins Plumbing Plus	Reticulation Parts	424.35
988.372	25-Aug-10	Harvey Norman Computer Superstore	Computer Equipment	40.00
988.374	25-Aug-10	Hays Personnel Services (Aust) Pty Ltd	Hire of Temporary Staff	4,735.80
988.376	25-Aug-10	Health Department of WA	Nursing Services-July 2010	262.63
988.397	25-Aug-10	IBM Australia Limited	Computer Equipment Leases	442.00
988.440	25-Aug-10	Kott Gunning Lawyers	Legal Advice	3,483.29
988.447	25-Aug-10	Lawrence & Hanson	Parts	13.86
988.45	25-Aug-10	Apiix-Up'n'Away Net Solutions	Computer Equipment	638.00
988.460	25-Aug-10	Local Government Managers Aust WA	Staff Training	574.00
988.463	25-Aug-10	Lo-Go Appointments	Hire of Temporary Staff	10,760.95
988.481	25-Aug-10	A F Maxwell	Telephone Reimbursement	108.47
988.515	25-Aug-10	Neverfail Springwater Limited	Refreshments	14.30
988.517	25-Aug-10	Nice'n' Clean Carpet Cleaning	Cleaning Services	385.00

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	**Date**	**Payee**	**Description**	**Amount**
988.532	25-Aug-10	P & G Body Builders Pty Ltd	Parts	200.20
988.537	25-Aug-10	Palacios Marcelo Photographer	Photography-Midnight Basketball	200.00
988.568	25-Aug-10	Prosser Toyota	Parts	56.36
988.570	25-Aug-10	Pure Air Filters	Parts	83.60
988.572	25-Aug-10	Quick Corporate Australia Pty Ltd	Stationery	123.28
988.603	25-Aug-10	Rubber Stamp Company Pty Ltd	Stationery	102.60
988.628	25-Aug-10	Sita Environmental Solutions	Bulk Rubbish Bins	501.24
988.651	25-Aug-10	State Library of WA	Lost/Damaged Items	1,776.50
988.660	25-Aug-10	Sunny Sign Company Pty Ltd	Signs	524.30
988.662	25-Aug-10	Supa Pest & Weed Control	Weed & Pest Control	4,436.70
988.667	25-Aug-10	Target Towing Service	Towing Charges	77.00
988.670	25-Aug-10	Termico Pest Management	Weed & Pest Control	143.00
988.695	25-Aug-10	Toyota Finance Australia Ltd	Motor Vehicle Leases	789.31
988.712	25-Aug-10	Landgate - Perth	Consolidated Mining Tenement Roll	66.00
988.744	25-Aug-10	Water Corporation	Water Charges	1,120.00
988.75	25-Aug-10	Armaguard	Armaguard Services	1,964.87
988.759	25-Aug-10	Synergy Energy	Electricity Charges	106,478.77
988.780	25-Aug-10	Work Clobber	Protective Clothing	205.20
988.795	25-Aug-10	WA Reticulation Supplies	Reticulation Parts	3,110.96
988.825	25-Aug-10	PGS Hope & Partners Pty Ltd	Survey-L12 Piara Drive	1,760.00
988.844	25-Aug-10	Quality Traffic Management Pty Ltd	Staff Training	150.00
988.847	25-Aug-10	Office Line	Office Furniture	44,267.30
988.92	25-Aug-10	Aus-Rho Paints	Hardware	436.00
988.95	25-Aug-10	Aust-Guard Security Services	Security Services	10,772.30
988.975	25-Aug-10	Drake Australia Pty Ltd	Hire of Temporary Staff	3,880.64
988.978	25-Aug-10	Armadale Newspaper Delivery	Newspapers	17.00
988.980	25-Aug-10	D J Sherrard	Gatekeeper-Roleystone Greenwaste Site	1,240.00
989.1197	27-Aug-10	Westzone Enterprises Pty Ltd	Refund Security Deposit	400.00
989.1442	27-Aug-10	Concept Steel Constructions	Refund Security Deposit	400.00
989.1885	27-Aug-10	Celebration Nominees Pty Ltd	Refund Security Deposit	400.00
989.1906	27-Aug-10	Ashmy Pty Ltd	Refund Security Deposit	400.00
989.1919	27-Aug-10	Dale Alcock Homes Pty Ltd	Refund Security Deposit	1,200.00
989.2018	27-Aug-10	Daly & Shaw Building Pty Ltd	Refund Security Deposit	1,200.00
989.2057	27-Aug-10	Ventura Homes Pty Ltd	Refund Security Deposit	1,600.00
989.2060	27-Aug-10	Scott Park Homes Pty Ltd	Refund Security Deposit	800.00
989.2075	27-Aug-10	Plunkett Homes (1903) Pty Ltd	Refund Security Deposit	400.00
989.2096	27-Aug-10	Gemmill Homes Pty Ltd	Refund Security Deposit	800.00
989.2239	27-Aug-10	The Rural Building Co Pty Ltd	Refund Security Deposit	400.00
989.2645	27-Aug-10	Danmar Homes Pty Ltd	Refund Security Deposit	400.00
990.109	27-Aug-10	Australian Metal Workers Union	Payroll Deductions	104.00
990.112	27-Aug-10	Australian Services Union	Payroll Deductions	773.40
990.1438	27-Aug-10	Shire of Beverley	Payroll Deductions	50.00
990.1636	27-Aug-10	Westscheme Pty Ltd	Payroll Deductions	1,968.03

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	**Date**	**Payee**	**Description**	**Amount**
990.206	27-Aug-10	Child Support Agency	Payroll Deductions	180.04
990.2133	27-Aug-10	Charles Superannuation Fund	Payroll Deductions	522.96
990.214	27-Aug-10	City of Armadale-Social Club	Payroll Deductions	318.00
990.216	27-Aug-10	City of Canning	Payroll Deductions	150.00
990.217	27-Aug-10	City of Gosnells	Payroll Deductions	298.00
990.2201	27-Aug-10	Wigley Super Funds	Payroll Deductions	25.20
990.2282	27-Aug-10	Super Wrap	Payroll Deductions	386.69
990.2300	27-Aug-10	City Of Cockburn	Payroll Deductions	100.00
990.2335	27-Aug-10	Health Insurance Fund of WA	Payroll Deductions	240.50
990.2529	27-Aug-10	Shire of Carnamah	Payroll Deductions	40.00
990.2680	27-Aug-10	Macquarie Superannuation Plan	Payroll Deductions	26.43
990.2769	27-Aug-10	Recruitment Super	Payroll Deductions	229.56
990.375	27-Aug-10	HBF of WA	Payroll Deductions	746.15
990.453	27-Aug-10	LGRCEU	Payroll Deductions	556.80
990.621	27-Aug-10	Shire of Kalamunda	Payroll Deductions	38.00
990.622	27-Aug-10	Shire of Mundaring	Payroll Deductions	95.00
990.738	27-Aug-10	WALGS Plan	Payroll Deductions	98,675.07
991.1013	31-Aug-10	Eastern Metropolitan Regional Council	Mattress Disposal-Landfill Site	671.00
991.1017	31-Aug-10	Kelyn Training Services	Staff Training	560.00
991.1066	31-Aug-10	R W Glanville	Rental Kelmscott Library-September 2010	8,201.93
991.1103	31-Aug-10	Salvage & General Trading Co	Hardware	73.10
991.113	31-Aug-10	Australian Taxation Office	Payroll Deductions	139,993.00
991.115	31-Aug-10	Auswaste	Bulk Rubbish Bins	766.70
991.1197	31-Aug-10	Westzone Enterprises Pty Ltd	Armadale Library Rent-September 2010	34,360.60
991.1202	31-Aug-10	IPA Personnel Pty Ltd	Hire of Temporary Staff	1,429.10
991.1229	31-Aug-10	Print Smart Online Pty Ltd	Printing	800.24
991.127	31-Aug-10	Beaver Tree Services Aust Pty Ltd	Treelopping	9,636.00
991.1289	31-Aug-10	Ellenby Tree Farm	Gardening Products	8,899.00
991.13	31-Aug-10	Accidental First Aid Supplies	First Aid Supplies	572.98
991.1312	31-Aug-10	Genik Auto Electrics	Repairs	111.10
991.1375	31-Aug-10	Insight CCS Pty Ltd	After Hours Phone Service-July 2010	1,097.03
991.141	31-Aug-10	BJ Hahn & Co	Hire of Bobcat	4,207.50
991.147	31-Aug-10	BOC Gases Australia Limited	Gas & Cylinder Rental	181.43
991.150	31-Aug-10	Office Max	Stationery	40.66
991.1514	31-Aug-10	PR & KA West	Maintenance Works-Various Locations	2,308.90
991.153	31-Aug-10	Boral Construction Materials Group Ltd	Asphalt Laved	311.29
991.1555	31-Aug-10	Hope Valley Nursery	Gardening Products	44.72
991.1575	31-Aug-10	Western Power Networks	Design Fee-Warton Road	3,453.01
991.1577	31-Aug-10	Supreme Printers	Printing	20,417.10
991.1596	31-Aug-10	Classic Hire	Hire of Equipment	28.00
991.1607	31-Aug-10	Taborda Contracting Pty Ltd	Hire of Traffic Controllers	6,313.04
991.161	31-Aug-10	Browns Sweeping	Street Sweeping	660.00
991.1621	31-Aug-10	D & H Concrete	Concrete Services	528.00

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	**Date**	**Payee**	**Description**	**Amount**
991.1641	31-Aug-10	McLeods Barristers & Solicitors	Legal Advice	858.00
991.1673	31-Aug-10	Citizens Advice Bureau of WA Inc	Council Contribution 2010/11	605.00
991.1675	31-Aug-10	Borders Australia Pty Ltd	Library Resources	71.18
991.1790	31-Aug-10	H S Brooking	Painting-Various Locations	3,800.00
991.1806	31-Aug-10	Level & Detail Surveys	Surveys-Various Locations	3,103.65
991.1807	31-Aug-10	Driveshafts Australia Pty Ltd	Parts	113.61
991.1910	31-Aug-10	Cranmill Environmental Services	Weed & Pest Control	4,840.00
991.197	31-Aug-10	Character Cabinets	Cabinet Works-History House Museum	3,850.00
991.1983	31-Aug-10	Convic Design Pty Ltd	Consultancy Services	5,500.00
991.199	31-Aug-10	Charter Plumbing & Gas	Plumbing Services	2,769.80
991.2075	31-Aug-10	Plunkett Homes (1903) Pty Ltd	Refund Overpayment of Planning Fees	85.00
991.2084	31-Aug-10	Creative Driveways & Fencing	Hire of Bobcat	950.00
991.2086	31-Aug-10	Visual Interior Suppliers	Interior Walls-Armadale Seniors Centre	2,700.50
991.2088	31-Aug-10	Ultimate Drainage Pty Ltd	Hire of Equipment	49,368.00
991.2103	31-Aug-10	Flexi Staff Pty Ltd	Hire of Temporary Staff	4,017.96
991.2182	31-Aug-10	Centaman Systems Pty Ltd	Computer Equipment	9,715.20
991.22	31-Aug-10	AK Paint Supplies	Hardware	666.30
991.223	31-Aug-10	CJD Equipment Pty Ltd	Parts	203.64
991.2245	31-Aug-10	CCR Hose & Fittings	Parts	303.98
991.225	31-Aug-10	Clean & Handy Services	Cleaning Services	6,457.56
991.227	31-Aug-10	Cleanaway	Recycling Collections-July 2010	81,531.19
991.2276	31-Aug-10	J & M Holubecki	Hire of Equipment	4,851.00
991.231	31-Aug-10	Coates Hire	Hire of Equipment	3,105.65
991.2329	31-Aug-10	Ricoh Australia Pty Ltd	Photocopier Usage	11,590.09
991.2360	31-Aug-10	ADT Security	Security Services	2,614.50
991.2370	31-Aug-10	Thinc Projects Australia Pty Ltd	Consultancy Services	11,646.88
991.2414	31-Aug-10	West Coast Profilers Pty Ltd	Hire of Profiler	4,246.00
991.2426	31-Aug-10	Blackstump Demolition	Remove Asbestos-Morgan Park	198.00
991.2427	31-Aug-10	Ross's Milk Supply	Refreshments	244.52
991.2472	31-Aug-10	Fulton Hogan Industries Pty Ltd	Cold Mix	2,047.06
991.2474	31-Aug-10	All West Plant Hire	Hire of Equipment	3,410.00
991.2478	31-Aug-10	Roads 2000 Pty Ltd	Asphalt Layed	116,580.09
991.2493	31-Aug-10	Avanti Electrics	Electrical Services	11,798.15
991.2552	31-Aug-10	Programmed Property Services	Playground Maintenance-July 2010	5,915.86
991.2594	31-Aug-10	Burgess Design Group	Consultancy Services	1,952.22
991.261	31-Aug-10	Coventrys Group Ltd	Parts	824.11
991.2630	31-Aug-10	Chameleon Technology	Power Budget-Annual Licence Renewal	8,800.00
991.2670	31-Aug-10	Hill-Crest Craftsman	Cleaning Gutters-Various Locations	6,105.00
991.2685	31-Aug-10	AMC Commercial Cleaning Pty Ltd	Cleaning Services-August 2010	3,393.41
991.2735	31-Aug-10	Safeman Wa Pty Ltd	Protective Clothing	941.93
991.2752	31-Aug-10	Stickerworld Pty Ltd	Stationery	10,076.00
991.2755	31-Aug-10	Envirolab Services (WA) Pty Ltd	Asbestos Testing	86.90
991.277	31-Aug-10	Landgate	Title Searches	228.50

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	**Date**	**Payee**	**Description**	**Amount**
991.2777	31-Aug-10	Metro Street Sweeping	Street Sweeping	10,642.50
991.2792	31-Aug-10	Complete Combustion	Repairs	280.50
991.2794	31-Aug-10	Rocla Quarry Products	Concrete Products	1,615.52
991.292	31-Aug-10	Docu-Shred	Hire of Security Bins	59.40
991.295	31-Aug-10	Down Under Signs Pty Ltd	Signs	398.38
991.335	31-Aug-10	G Force Simnett (Printing & Design)	Printing	286.00
991.355	31-Aug-10	Greenridge Outdoor Contracting	Garden Maintenance	220.00
991.388	31-Aug-10	Hort West	Garden Maintenance	9,237.69
991.432	31-Aug-10	Kel Steel Constructions	Parts-Various Locations	4,537.50
991.440	31-Aug-10	Kott Gunning Lawyers	Legal Advice	1,816.24
991.443	31-Aug-10	Landscape Development	Garden Maintenance	16,223.50
991.447	31-Aug-10	Lawrence & Hanson	Lighting Equipment	235.22
991.460	31-Aug-10	Local Government Managers Aust WA	Staff Training	550.00
991.463	31-Aug-10	Lo-Go Appointments	Hire of Temporary Staff	6,588.08
991.464	31-Aug-10	Lori's Fuel Station	Fuel & Oils	143.00
991.468	31-Aug-10	I F MacRae	Telephone Reimbursement	48.64
991.477	31-Aug-10	V Marlow	Refreshments	100.00
991.502	31-Aug-10	Motorcharge Limited	Fuel & Oils	3,859.38
991.508	31-Aug-10	J H Munn JP CMC	Councillors Allowances	556.00
991.515	31-Aug-10	Neverfail Springwater Limited	Refreshments	26.05
991.528	31-Aug-10	Orica Australia Pty Ltd	Pool Chemicals-July 2010	158.57
991.537	31-Aug-10	Palacios Marcelo Photographer	Photography-Armadale Arena	639.00
991.560	31-Aug-10	Plantech Grounds Maintenance	Garden Maintenance	445.50
991.566	31-Aug-10	Prime Health Group Limited	Preplacement Medicals	137.50
991.568	31-Aug-10	Prosser Toyota	Parts	258.49
991.57	31-Aug-10	Armadale Hardware & Building Supplies	Hardware	2,036.20
991.572	31-Aug-10	Quick Corporate Australia Pty Ltd	Stationery	1,553.45
991.583	31-Aug-10	Range Ford	5 x New Vehicles	150,003.77
991.585	31-Aug-10	Holcim	Limestone	37,425.75
991.589	31-Aug-10	REVS WA	Motor Vehicle Searches-July 2010	3.50
991.594	31-Aug-10	Rocla Pty Limited	Concrete Products	2,827.59
991.627	31-Aug-10	Sirenco	Parts	440.00
991.651	31-Aug-10	State Library of WA	Lost/Damaged Items	1,944.70
991.660	31-Aug-10	Sunny Sign Company Pty Ltd	Signs	1,697.06
991.662	31-Aug-10	Supa Pest & Weed Control	Weed & Pest Control	9,832.64
991.668	31-Aug-10	Taylor Tyres Pty Ltd	Tyres	967.00
991.678	31-Aug-10	The Spinney Press	Subscription Renewal	720.00
991.690	31-Aug-10	Toll Fast	Courier Services	70.43
991.712	31-Aug-10	Landgate - Perth	GRV Valuations	1,581.09
991.72	31-Aug-10	Armadale Gosnells Landcare Group	Revegetation Works-Williams Road	13,992.54
991.729	31-Aug-10	WA Library Supplies	Stationery	170.00
991.74	31-Aug-10	Armadale Kelmscott Self Storage	Storage Unit Rental	280.00
991.744	31-Aug-10	Water Corporation	Water Charges	3,244.45

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	**Date**	**Payee**	**Description**	**Amount**
991.748	31-Aug-10	Wembley Cement Industries	Concrete Products	3,998.50
991.759	31-Aug-10	Synergy Energy	Electricity Charges	557.80
991.766	31-Aug-10	Westrac Equipment Pty Ltd	Parts	428.46
991.819	31-Aug-10	All Earth Group Pty Ltd	Remove Concrete-Frye Park	5,840.96
991.854	31-Aug-10	Sinclair Knight Merz	Consultancy Services	3,903.57
991.870	31-Aug-10	Red Sand Supplies Pty Ltd	Hire of Tipper	2,112.00
991.90	31-Aug-10	J Blackwood & Son Pty Ltd	Protective Clothing	140.49
991.95	31-Aug-10	Aust-Guard Security Services	Security Services	1,293.60
991.975	31-Aug-10	Drake Australia Pty Ltd	Hire of Temporary Staff	6,018.43
991.980	31-Aug-10	D J Sherrard	Gatekeeper-Roleystone Greenwaste Site	1,240.00
PY01-03	11-Aug-10	City of Armadale Municipal Fund	Payroll Deductions	486,905.35
PY01-04	25-Aug-10	City of Armadale Municipal Fund	Payroll Deductions	482,700.01
PY99-02	11-Aug-10	City of Armadale Municipal Fund	Payroll Deductions	8,091.25
PY99-03	12-Aug-10	City of Armadale Municipal Fund	Payroll Deductions	1,710.67
PY99-04	27-Aug-10	City of Armadale Municipal Fund	Payroll Deductions	20,412.55
00001163	3-Aug-10	White Island Pty Ltd	Refund Security Deposit	6,324.00
00001164	3-Aug-10	C Suchodolski	Refund Hall/Key Deposit	200.00
00001165	3-Aug-10	J Van Den Berg	Refund Hall/Key Deposit	300.00
00001166	3-Aug-10	Roleystone Sporting Club Inc	Refund Hall/Key Deposit	1,000.00
00001167	5-Aug-10	Cocos Islamic Association of Kelmsc	Refund Hall/Key Deposit	300.00
00001168	5-Aug-10	M A Poskitt	Refund Hall/Key Deposit	500.00
00001169	5-Aug-10	N Maior	Refund Hall/Key Deposit	300.00
00001170	11-Aug-10	R L Dawkins	Refund Security Deposit	24,750.00
00001171	11-Aug-10	B L Gibbons	Refund Hall/Key Deposit	1,000.00
00001172	11-Aug-10	M Hickinbotham	Refund Hall/Key Deposit	1,000.00
00001173	11-Aug-10	Clifton Hills Primary School	Refund Key/Hall Deposit	100.00
00001174	16-Aug-10	D Scari	Refund-Hall/Key Deposit	300.00
00001175	18-Aug-10	JWH Group Pty Ltd - Residential Building WA Pty Ltd	Refund Security Deposit	800.00
00001176	18-Aug-10	B Dabestan	Refund Security Deposit	3,300.00
00001177	18-Aug-10	S Lahiri & D Roy	Refund Security Deposit	400.00
00001178	18-Aug-10	A & S Jones	Refund Security Deposit	400.00
00001179	18-Aug-10	T & D Light	Refund Security Deposit	400.00
00001180	18-Aug-10	PJ Smith	Refund Security Deposit	400.00
00001181	18-Aug-10	JE Wells	Refund Security Deposit	400.00
00001182	18-Aug-10	Aveling Homes Pty Ltd	Refund Security Deposit	400.00
00001183	18-Aug-10	L Burrows & S Rakoci	Refund Security Deposit	400.00
00001184	18-Aug-10	G & L Padua	Refund Security Deposit	400.00
00001185	18-Aug-10	A L Harrison	Refund Security Deposit	400.00
00001186	18-Aug-10	J McLaughlin	Refund Security Deposit	400.00
00001187	18-Aug-10	T & H Keep	Refund Security Deposit	400.00
00001188	18-Aug-10	J Stirling	Refund Security Deposit	400.00
00001189	18-Aug-10	D Simic	Refund Security Deposit	400.00
00001190	23-Aug-10	C Berrer	Refund Hall/Key Deposit	300.00

Accounts Paid and Submitted to City Strategy Committe Held on 21 September 2010				
Cheque or EFT	***Date***	***Payee***	***Description***	***Amount***
00001191	24-Aug-10	Charlotte Holdings Pty Ltd	Refund Security Deposit	400.00
00001192	24-Aug-10	City of Armadale	Bond Forfeiture	400.00
00001193	24-Aug-10	D White & J Pearson	Refund Security Deposit	400.00
00001194	24-Aug-10	R House	Refund Security Deposit	400.00
00001195	24-Aug-10	G Hazle	Refund Security Deposit	400.00
00001196	24-Aug-10	D Sorbello	Refund Security Deposit	400.00
00001197	24-Aug-10	B & H Ward	Refund Security Deposit	400.00
00001198	24-Aug-10	A Kettlewell	Refund Security Deposit	400.00
00001199	24-Aug-10	RA Doyle	Refund Security Deposit	400.00
00001200	24-Aug-10	J Locke	Refund Security Deposit	400.00
00001201	24-Aug-10	CL Davey	Refund Security Deposit	400.00
00001202	24-Aug-10	Metrostrata Developments Pty Ltd	Refund Security Deposit	400.00
00001203	25-Aug-10	City of Armadale	Bond Forfeitures-Various Damage	1,200.00
00001204	30-Aug-10	MZ Hasan & MT Akter	Refund Security Deposit	400.00
00001205	30-Aug-10	DP Nguyen	Refund Security Deposit	400.00
00400106	5-Aug-10	ME Bank	Surplus Funds Invested	2,000,000.00
00400107	5-Aug-10	AMP Bank	Surplus Funds Invested	370,000.00
				20,943,653.87

Pursuant to Regulation 13(4) of the Local Government (Financial Management) Regulations, the total of all other outstanding accounts for payment as at the date of this cheque listing being prepared is ($3,062,262.45)

Armadale

City of Armadale

July 2010 Monthly Financial Report

July 2010 Monthly Financial Report

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Armadale

Statement of Financial Activity
For the period 1 July 2010 to 31 July 2010

Particulars	2010-2011 Revised Budget $	31 July 2010 YTD Budget $	YTD Actual $	Material Variance	
Revenue					
Chief Executive's Office					
Chief Executive Officer	5,700	0	0		
Human Resources	5,600	0	11		
Public Relations	0	0	0		
Community Services					
Community Development	357,700	7,300	45,550		
Community Services	0	0	0		
Libraries and Heritage	140,600	12,500	10,028		
Rangers and Emergency	660,400	41,300	22,349		
Leisure Services	922,100	32,700	46,629		
Corporate Services					
Budgeting	559,500	0	21,548		
Corporate Funds	40,661,285	73,600	154,818	▲	81,218
Corporate Services	0	0	0		
Finance	0	0	0		
Governance and Administration	3,100	0	468		
IT Services	0	0	0		
Rates	755,300	20,200	22,455		
Development Services					
Building	1,280,400	123,000	124,257		
Development Services	1,750,000	0	0		
Environment Planning	620,100	40,476	0		
Health	123,500	19,100	65,309		
Planning	581,800	35,200	47,625		
Project Co-ordination	1,809,400	400,000	357,816		
Technical Services					
Asset Management	0	0	0		
Civil Works	15,549,000	71,700	(2,309,844)	▼	2,381,544
Engineering Design	1,000	0	0		
Infrastructure	0	0	0		
Parks	22,800	800	809		
Property	0	0	0		
Subdivisions	187,300	6,800	3,075		
Support	0	0	0		
Technical Services	2,922,000	15,300	16,355		
Waste	7,358,000	153,600	139,195		
Total Revenue	**76,276,585**	**1,053,576**	**(1,231,547)**		

Armadale

Statement of Financial Activity
For the period 1 July 2010 to 31 July 2010

Particulars	2010-2011 Revised Budget $	31 July 2010 YTD Budget $	YTD Actual $	Material Variance	
Operating Expense					
Chief Executive's Office					
Chief Executive Officer	(1,433,400)	(117,800)	(111,416)		
Human Resources	(956,000)	(187,500)	(189,682)		
Public Relations	(263,600)	(15,500)	(13,512)		
Community Services					
Community Development	(1,954,700)	(73,400)	(103,806)		
Community Services	(401,500)	(21,900)	(26,824)		
Libraries and Heritage	(2,538,700)	(201,700)	(139,233)		
Rangers and Emergency	(1,271,300)	(88,400)	(80,946)		
Leisure Services	(1,600,100)	(109,500)	(90,214)		
Corporate Services					
Budgeting	(8,721,900)	(724,170)	(732,610)		
Corporate Funds	(3,264,500)	2,000	3,847		
Corporate Services	(511,600)	(36,400)	11,726		
Finance	(1,551,700)	(30,400)	(31,096)		
Governance and Administration	(1,509,900)	(68,100)	(111,056)		
IT Services	(2,345,300)	(138,200)	(77,916)		
Rates	(885,100)	(42,200)	(29,149)		
Development Services					
Building	(1,024,300)	(62,700)	(71,182)		
Development Services	(2,096,000)	(20,500)	(21,783)		
Environment Planning	(988,000)	(78,882)	(19,533)		
Health	(832,000)	(54,200)	(75,536)		
Planning	(2,615,500)	(151,000)	(148,431)		
Project Co-ordination	(165,700)	(14,600)	(6,003)		
Technical Services					
Asset Management	(349,600)	(1,000)	(15,124)		
Civil Works	(2,763,100)	(257,500)	(235,568)		
Engineering Design	(760,900)	(50,600)	(47,344)		
Infrastructure	(400,000)	(18,300)	(17,323)		
Parks	(5,512,700)	(286,100)	(265,134)		
Property	(3,361,400)	(327,030)	(359,480)		
Subdivisions	(285,200)	(21,500)	(18,745)		
Support	(56,300)	(900)	(136)		
Technical Services	(3,579,300)	(263,300)	(132,830)	▼	130,470
Waste	(6,266,000)	(362,900)	(273,720)		
Total Operating Expense	**(60,265,300)**	**(3,824,182)**	**(3,429,757)**		

Armadale

Statement of Financial Activity
For the period 1 July 2010 to 31 July 2010

Particulars	2010-2011 Revised Budget $	31 July 2010 YTD Budget $	YTD Actual $	Material Variance	
Non-Operating Revenue					
Corporate Services					
Corporate Funds	13,155,700	0	0		
Technical Services					
Support	1,161,300	2,000	52,380	▲	50,380
Total Non-Operating Revenue	**14,317,000**	**2,000**	**52,380**		
Capital Expense					
Community Services					
Libraries and Heritage	(20,000)	0	0		
Leisure Services	(25,500)	0	0		
Rangers and Emergency	(12,400)	0	0		
Corporate Services					
Corporate Services	0	0	0		
Governance and Administration	0	0	0		
Development Services					
Building	0	0	0		
Health	(30,300)	0	0		
Planning	(15,600)	0	(10,965)		
Project Co-ordination	(1,643,700)	(200,000)	(160,000)		
Technical Services					
Civil Works	(27,156,500)	(337,000)	(474,155)	▲	137,155
Parks	(1,953,000)	(61,000)	(24,566)		
Property	(1,911,800)	0	2,777		
Support	(3,061,600)	(306,200)	(309,819)		
Technical Services	(11,463,200)	0	(88,732)		
Waste	(338,000)	0	0		
Total Capital Expense	**(47,631,600)**	**(904,200)**	**(1,065,460)**		
Non-Operating Expense					
Corporate Services					
Corporate Funds	(6,327,000)	(63,400)	0		
Total Non-Operating Expense	**(6,327,000)**	**(63,400)**	**0**		
Adjustments for Non-Cash Items					
Profit and Loss	(539,900)	0	(21,548)		
Depreciation	10,230,000	845,170	862,236		
Total Adjustments for Non-Cash Items	**9,690,100**	**845,170**	**840,689**		
Suspense Items Yet To Be Applied	0	0	48,608		
Opening Surplus / (Deficit)	13,940,215	13,940,215	13,940,215		
Closing Surplus / (Deficit)	**0**	**11,049,179**	**9,155,127**		

1 Statement of Objective

In order to discharge its financial responsibilities to the community, the City has developed a set of operational and financial objectives. The objectives have been established both on an overall basis, reflected by the City's Vision Statement, and for each of its broad activities / programs.

Our Mission
To provide the leadership, facilities and infrastructure that will serve the needs of our local and wider communities.

Our Values
- Honesty
- Professionalism
- Respect
- Accountability

Council operations, as disclosed in this report, encompass the following service oriented management units:

Chief Executive Officer
Includes the administration of the Chief Executive's Office and the Members of Council areas, including core organisational services, leadership and strategic direction. Overseen by the Chief Executive Officer.

Human Resources
Includes the administration and co-ordination of all corporate Human Resource related matters, including corporate training, occupational safety and health advisement, and staff recruitment. Overseen by the Human Resources Manager.

Public Relations
Includes all facets of corporate marketing and promotion, including newsletters, media releases, corporate image development and marketing plans. Overseen by the Manager of Communications.

Community Development
Includes the administration and operation of services relating to indigenous support, volunteers, youth, aged and disabled, events and community development. Overseen by the Executive Manager Community Services.

Community Services
Includes the administration of the Executive Director of Community Services' Office, including specialist projects relating to the Community Services Directorate. Overseen by the Executive Director of Community Services.

Leisure Services
Includes the administration and operation of halls, outdoor sporting complexes, recreational programs, public swimming pools and indoor sporting complexes. Overseen by the Manager of Leisure Services.

Libraries and Heritage
Includes the administration and operation of local libraries, museums, historical facilities and tourism information offices. Overseen by the Manager of Libraries and Heritage Services.

Rangers and Emergency
Includes the administration and operation of fire prevention services, animal control, volunteer emergency service groups, the control of off-road vehicles, enforcement of local laws and vehicle impoundment. Overseen by the Manager of Ranger and Emergency Services.

Budgeting
Includes the administration of non-cash expenditure and revenue associated with local government accounting requirements, including profit and loss and depreciation. Overseen by the Co-ordinator of Accounting Services.

Corporate Funds
Includes loans, reserves funds, restricted funds, leasing revenue, rate revenue and corporate grant funding. Overseen by the Corporate Services Directorate.

1 Statement of Objective (continued)

Corporate Services
Includes the administration of the Executive Director of Corporate Services' Office, including specialist projects relating to the Corporate Services Directorate. Overseen by the Executive Director of Corporate Services.

Budgeting
Includes the administration of non-cash expenditure and revenue associated with local government accounting requirements, including profit and loss and depreciation. Overseen by the Co-ordinator of Accounting Services.

Finance
Includes the administration and operation of all corporate finance related matters, including cash receipting, billing, investment of funds, payment of creditors, and the corporate finance systems. Overseen by the Manager of Financial Services.

Governance and Administration
Includes the provision of governance services, such as preparation of policy documents, statutory reviews and the maintenance of statutory registers. The area also includes the administration of the corporate office requirements, including reception, record keeping, photocopying, stationery, and insurance related matters. Overseen by the Manager of Governance and Administration.

IT Services
Includes the provision, operation and maintenance of the corporate computer systems, including software management, hardware management, printing and consumables and telephones and communication networks. Overseen by the Manager of Information and Communication Technology Services.

Rates
Includes the administration, and maintenance, of rate records and rating valuations. Overseen by the Co-ordinator of Rating Services.

Building
Includes the administration, inspection and operations concerned with application of building standards, including the examination, processing and inspection of buildings, building sites and swimming pools. Overseen by the Building Services Manager.

Development Services
Includes the administration of the Executive Director of Development Services' Office, including specialist projects relating to the Development Services Directorate. Overseen by the Executive Director of Development Services.

Environment Planning
Includes the administration, inspection and operation of environmental concerns including flood mitigation works, river bank restoration, bush land redevelopment, water catchment maintenance and soil and air conservation. Overseen by the Senior Environmental Planner.

Health
Includes the administration, inspection and operations of programs concerned with the general health of the community and includes the provision of immunisation programs, inspection and licencing of food premises and conducting preventative service programs. Overseen by the Health Services Manager.

Planning
Includes the administration, inspection and operation of town planning and regional development services including the preparation of town planning development schemes, zoning considerations and maintenance of geographic information systems (GIS). Overseen by the Planning Services Manager.

Project Co-ordination
Includes the administration and application of major planning projects, currently the North Forrestdale Developer Contribution Scheme. Overseen by the Project Co-ordinator.

Asset Management
Includes the monitoring and recording of Council's assets, including infrastructure, and the development of plans for their maintenance and renewal. Overseen by the Asset Management Co-ordinator.

1 Statement of Objective (continued)

Civil Works
Includes the administration, regulation, maintenance and construction associated with the provision of streets, roads, bridges, pathways, drainage, and associated components, under the control of the City. Overseen by the Manager of Civil Works.

Engineering Design
Includes the engineering analysis and associated design of Council works, generally associated with Civil Works, Parks and Subdivisions. Overseen by the Manager of Engineering and Design.

Infrastructure
Includes the planning associated with new infrastructure assets, including those relating to the Civil Works and Subdivision areas. Overseen by the Manager of Technical Services.

Parks
Includes the maintenance and construction associated with the provision of recreation grounds, parks, garden, streetscapes, road verges and roundabouts. Overseen by the Manager of Parks.

Property
Includes the provision and maintenance of Council's built assets such as community facilities, sporting clubs and pavilions, public halls and centres, administration centres, and emergency service facilities. Overseen by the Manager of Property Services.

Subdivisions
Includes the planning and engineering requirements associated with new subdivisions. Overseen by the Subdivision Engineer.

Support
Includes the maintenance and provision of the works depot, machinery and equipment of the City, and inventory such as fuel, oil and road construction materials. Overseen by the Co-ordinator of Support Services.

Technical Services
Includes the administration of the Executive Director of Technical Services' Office, including specialist projects relating to the Technical Services Directorate. Overseen by the Executive Director of Technical Services.

Waste
Includes the administration and operation of refuse collection and disposal services, including general, recyclable and green waste collection services and associated waste disposal sites. Overseen by the Co-ordinator of Waste Services.

2 Material Variances Explanation

For the purposes of reporting the material variances, the following indicators, as resolved, have been applied:

Revenues - Material variances will be identified where, for the period being reported, the actual varies to budget by an amount of (+) or (-) $50,000 and in these instances and explanatory comment will be provided.
Expenses - Material variances will be identified where, for the period being reported, the actual varies to budget by an amount of (+) or (-) $100,000 and in these instances and explanatory comment will be provided.

Before commenting on each of the specific material variances identified for review, it is important to note that, whilst many accounts will influence the overall variance, only those accounts within the affected management unit significantly contributing to the variance will be highlighted.

For the purposes of explaining each Material Variance, a three part approach has been taken. The parts are:
1 Period Variation - Relates specifically to the value of the Variance between the Budget and Actual figures for the period of the report.

2 Primary Reason - Explains the primary reasons for the period variance. As the report is aimed at a higher level analysis, only major contributing factors are reported.

3 Budget Impact - Forecasts the likely $ impact on the year end surplus or deficit position. It is important to note that figures in this part are 'indicative only' at the time of reporting, for circumstances may subsequently change.

2 Material Variances Explanation (continued)

Revenue

1 Corporate Funds

Period Variation	▲ 81,218
Primary Reason	Earlier than anticipated interest earnings and leasing payments.
Budget Impact	Nil.

2 Civil Works

Period Variation	▼ 2,381,544
Primary Reason	Accrued grants not yet realised in this financial year.
Budget Impact	Nil.

Operating Expense

1 Technical Services

Period Variation	▼ 130,470
Primary Reason	Later than anticipated street lighting payments.
Budget Impact	Nil.

Non-Operating Revenue

1 Support

Period Variation	▲ 50,380
Primary Reason	Earlier than anticipated plant changeovers.
Budget Impact	Nil.

Capital Expense

1 Civil Works

Period Variation	▲ 137,155
Primary Reason	Earlier than anticipated works.
Budget Impact	Nil.

Non-Operating Expense

Nil

Armadale

Net Current Asset Position
For the period 1 July 2010 to 31 July 2010

Particulars	Note	Brought Forward 1 July $	2010-2011 Revised Budget $	31 July 2011 YTD Actual $
Current Assets				
Cash - Unrestricted	1	14,965,451	3,550,000	10,627,695
Cash - Reserves	2	26,313,540	29,207,041	26,313,540
Receivables and Accruals	3	5,612,697	3,360,803	1,285,095
Inventories	4	102,699	96,735	81,664
		46,994,388	**36,214,579**	**38,307,994**
Less Current Liabilities				
Creditors and Accruals	5	(6,773,159)	(7,007,538)	(2,839,326)
Interest Bearing Liabilities	6	7,528,020	(274,236)	7,528,020
Provisions	7	(4,295,242)	(4,897,000)	(4,295,242)
		(3,540,381)	**(12,178,774)**	**393,452**
Net Current Asset Position (Prior to Adjustment)		**43,454,007**	**24,035,805**	**38,701,446**
Adjustments				
Additions				
Interest Bearing Liabilities		(7,528,020)	274,236	(7,528,020)
Provisions		4,295,242	4,897,000	4,295,242
Subtractions				
Cash - Reserves		(26,313,540)	(29,207,041)	(26,313,540)
Net Current Asset Position		**13,907,688**	**0**	**9,155,127**

Armadale

Notes to the Net Current Asset Position
For the period 1 July 2010 to 31 July 2010

Note		Brought Forward 1 July $	2010-2011 Revised Budget $	31 July 2011 YTD Actual $
1	**Cash - Unrestricted**			
	Cash at Bank	14,956,471	3,541,000	(970,302)
	Cash in Investments	0	0	11,590,000
	Cash on Hand	8,980	9,000	8,980
	Dishonoured Cheques	0	0	0
	Cheque Writing Control	0	0	(983)
		14,965,451	**3,550,000**	**10,627,695**
2	**Cash - Reserves**			
	Cash at Bank	26,313,540	29,207,041	1,102,540
	Cash in Investments	0	0	25,211,000
		26,313,540	**29,207,041**	**26,313,540**
3	**Receivables and Accruals**			
	Prepayments	58,881	40,000	45
	Revenue in Advance	0	0	0
	Accrued Revenue	2,366,930	1,446,803	24,320
	Debtors - Rates	699,473	600,000	588,638
	Debtors - Sanitation (Rates)	82,034	60,000	69,383
	Debtors - Swimming Pool Inspection Levy	795	1,000	668
	Debtors - Instalment Fees and Charges	598	1,000	484
	Debtors - ESL (Rates)	31,152	30,000	27,386
	Debtors - ESL Interest	3,134	3,000	2,784
	Debtors - Rebate Generated (Rates)	6,673,160	6,000,000	6,673,160
	Debtors - Rebate Claimed (Rates)	(6,673,160)	(6,000,000)	(6,673,160)
	Debtors - Rebate Generated (ESL)	782,893	750,000	782,893
	Debtors - Rebate Claimed (ESL)	(782,893)	(750,000)	(782,893)
	Debtors - General	2,134,933	1,000,000	344,559
	Debtors - Employees	241	500	134
	Debtors - Libraries	232	500	224
	Debtors - Rangers (Legacy)	113,679	100,000	112,447
	Debtors - Self Supporting Loans	0	0	0
	Debtors - Fire	16,035	15,000	15,049
	Debtors - Animals	126,384	100,000	124,027
	Debtors - Parking	50,194	40,000	47,571
	Debtors - Litter	34,367	30,000	34,407
	Debtors - Off Road Vehicles	1,040	1,000	922
	Debtors - Health	5,826	5,000	5,826
	Debtors - Rates Rebate	0	0	0
	Debtors - ESL Rebate	0	0	0
	Debtors - Goods and Services Tax	0	0	0
	Debtors - Thoroughfares	9,150	9,000	8,601
	Doubtful Debts Provision	(122,378)	(122,000)	(122,378)
	End of Year Adjustment	0	0	0
		5,612,697	**3,360,803**	**1,285,095**
4	**Inventories**			
	Depot Stock	102,699	96,735	81,664
		102,699	**96,735**	**81,664**

Armadale

Notes to the Net Current Asset Position
For the period 1 July 2010 to 31 July 2010

Note	Brought Forward 1 July $	2010-2011 Revised Budget $	31 July 2011 YTD Actual $
5 Creditors and Accruals			
Goods and Services Tax	342,570	300,000	296,017
Trade Creditors	(5,195,605)	(5,512,538)	(1,048,552)
Cheque Writing Control	0	0	0
Cheque Reversal	0	0	100
Purchase Order Commitment	(46,974)	(50,000)	(61,061)
Withholding Tax	0	0	0
GST Commitment	4,263	5,000	5,546
Rostered Days Off	0	0	0
Payroll Equalisation	(17,481)	(15,000)	(14,823)
Superannuation	0	0	0
Salaries and Wages	0	0	0
Loan Interest	(3,847)	(5,000)	0
Accrued Expenses	(206,666)	(200,000)	0
Revenue in Advance	(136,785)	(100,000)	(49,330)
General Revenue	0	0	0
Unspent Grants	0	0	0
Unspent Loans	0	0	0
Rates in Advance	(1,428,997)	(1,400,000)	(1,883,295)
ESL Raised	(11,298,992)	(11,300,000)	(11,298,992)
ESL Interest	(30,981)	(30,000)	(31,272)
ESL Remitted	11,246,336	11,300,000	11,246,336
	(6,773,159)	**(7,007,538)**	**(2,839,326)**
6 Interest Bearing Liabilities			
Loan 281 - Golf Course Plan	(14,719)	0	(14,719)
Loan 284 - Rushton Park Redevelopment	(30,560)	(15,000)	(30,560)
Loan 285 - Temporary Administration	(49,239)	(25,000)	(49,239)
Loan 286 - Kelmscott Library Relocation	(10,152)	(5,000)	(10,152)
Loan 287 - Civil Works	(26,224)	0	(26,224)
Loan 288 - Loan Borrowings 2007	(46,168)	(19,000)	(46,168)
Loan 289 - Civil Works 2007	(18,467)	0	(18,467)
Loan 290 - ARA Projects 2008	(17,653)	(11,000)	(17,653)
Loan 291 - Aquatic Works 2008	(13,476)	(8,000)	(13,476)
Loan 292 - Loan Borrowings 2008	(23,959)	0	(23,959)
Loan 293 - Abbey Road Link Project 2008	0	0	0
Loan 294 - Armadale Library Relocation 2009	(85,135)	(51,236)	(85,135)
Loan 295 - Old Library Conversion 2009	(54,177)	(35,000)	(54,177)
Loan 296 - Loan Borrowings 2009	(23,139)	(15,000)	(23,139)
Loan 297 - Abbey Road Project Land 2010	0	0	0
Loan 298 - Loan Borrowings 2010	(42,567)	(35,000)	(42,567)
Loan 299 - Aquatic Centre Upgrade 2010	(42,299)	(35,000)	(42,299)
Loan 300 - Frye Park Redevelopment 2010	(35,602)	(20,000)	(35,602)
End of Year Adjustment	0	0	0
	(533,536)	**(274,236)**	**(533,536)**
7 Provisions			
Annual Leave	(2,368,569)	(2,370,000)	(2,368,569)
Sick Leave	(100,000)	(100,000)	(100,000)
Long Service Leave	(1,826,673)	(2,427,000)	(1,826,673)
	(4,295,242)	**(4,897,000)**	**(4,295,242)**

Investments

Council's objective is to maximise the return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital. Council has an investment policy and this policy is subject to review. The finance area manages the cash and investments portfolio with the assistance of relevant external bodies (when and where applicable).

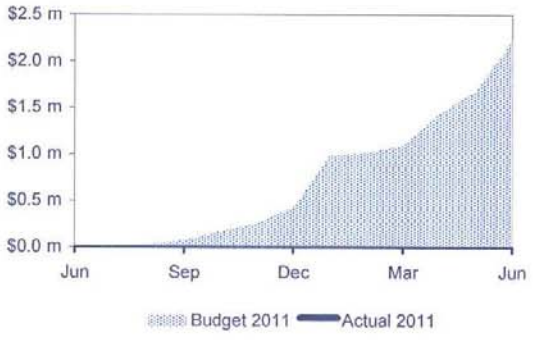
Investments Maturing July 2010

Investment Date	Identification	Form	Institution	Original Investment	Interest Rate	Maturity Date	Interest Earnings
				$	%		$
Municipal Fund							
Continuous		11 am	AMP	Various	5.50	Continuous	27,386
Reserve Fund							
Continuous		11 am	AMP	Various	Various	Continuous	5,368
						Total Period Earnings	**32,754**
						Total Interest Earned YTD	32,754
						Total Budget YTD	0
						Total Budget	2,236,085

Form Legend

11 am	On-call Bank Account	NCD	Negotiable Certificate of Deposit
Bill	Bank Bill	Term	Term Deposit

Investment Interest Earnings



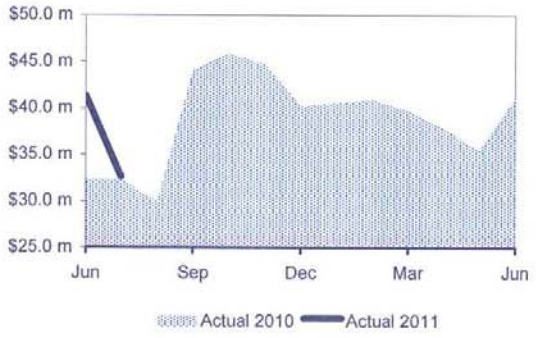
Investments Commenced July 2010

Investment Date	Identification	Form	Institution	Original Investment	Interest Rate	Maturity Date	Projected Earnings
				$	%		$
Municipal Fund							
02 Jul 10	876783	Term	Bankwest	2,000,000	5.20	02 Aug 10	8,827
02 Jul 10	161975	Term	Queensland	2,000,000	5.41	04 Aug 10	9,776
02 Jul 10	9029448526	Term	Citigroup	2,000,000	5.35	04 Aug 10	9,667
05 Jul 10	1028	Term	ME Bank	2,000,000	5.50	03 Sep 10	18,070
06 Jul 10	4149440	Term	Suncorp	2,000,000	5.83	05 Aug 10	9,577
Continuous		11 am	AMP	Various	Various	Continuous	13,631
Reserve Fund							
02 Jul 10	140482001	Term	Bendigo	5,000,000	5.80	02 Oct 10	73,046
02 Jul 10	876784	Term	Bankwest	2,000,000	5.75	02 Oct 10	28,966
02 Jul 10	177204893	Term	National	8,000,000	6.00	02 Jan 11	241,807
02 Jul 10	9030278304	Term	Citigroup	2,000,000	5.47	30 Sep 10	26,957
02 Jul 10	161980	Term	Queensland	2,000,000	5.81	30 Sep 10	28,632
05 Jul 10	109591	Term	Rural Bank	2,000,000	5.87	30 Sep 10	27,964
05 Jul 10	2735	Term	ME Bank	2,000,000	6.00	02 Dec 10	49,281
Continuous		11 am	AMP	Various	Various	Continuous	12,474
						Total Projected Period Earnings	**558,676**

Indicative Benchmark	30 Days	90 Days	180 Days	365 Days
BBSW Bank Bill Swap Rate	4.68%	4.78%	4.94%	4.95%

All investments have been made in accordance with legislative requirements and Council's policies and strategies.

Total Cash Holdings (excluding Trust)



Reserve Accounts

Where Council wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose. Any change to the purpose of reserve accounts requires an absolute majority vote by Council and may require local public notice.

Reserve Accounts Definitions

Abbey Road Link Project
To be used to assist in funding the Abbey Road / Railway Avenue Link Road and Subdivision Project.

Asset Renewal - Buildings
To be used to assist in funding capital works on buildings, thereby extending the useful economic life of such assets.

Asset Renewal - Parks
To be used to assist in funding capital works on parks, thereby extending the useful economic life of such assets.

Building Plant and Equipment
To be used to assist in the maintenance and replacement of plant and equipment associated with Council's buildings.

Champion Lakes SAR Asset Renewal
To be used to assist in the renewal of assets associated with Champion Lakes Estates covered by Specified Area Rating.

Civic Precinct
To be used to assist in the redevelopment of the City's Civic Precinct.

Computer Systems Technologies
To be used to assist in funding the replacement of Council's core computer systems.

Crossover Contributions
To be used to fund the construction of crossovers utilising contributions from property owners as a condition of approved building licences received in advance of the crossover being constructed.

Emergency Waste
To be used to assist with the costs associated with storm damage clean-up, collections and disposal.

Employee Provisions
To be used to cash-back employee leave entitlements liability.

Freehold Sales Capital Works
To be used to assist in funding capital works and to be funded from the proceeds (30% of net sale proceeds) of selling Freehold land parcels.

Future Community Facilities
To be used to assist in the construction of future community facilities.

Future Project Funding
To be used to assist in funding future projects.

Future Recreation Facilities
To be used to assist in the construction of future recreation facilities.

Land Acquisition
To be used to assist in future acquisitions of land.

Mobile Bin Program
To be used to assist in the purchase and replacement of the City's mobile garbage bins.

Reserve Accounts Definitions

North Forrestdale DCP 3
To be used to fund common infrastructure works as identified in the Development Contribution Plan #3.

North Forrestdale SAR Asset Renewal
To be used to assist in the renewal of assets associated with North Forrestdale Estates covered by Specified Area Rating.

Plant and Machinery
To be used to assist in the purchase and replacement of plant and machinery.

Portable Long Service Leave
To be used to assist in financing Council's portable long service leave liability.

Revolving Energy
To be used to assist in establishing energy efficient management techniques.

Strategic Asset Investments
To be used to fund the acquisition of strategic asset investments and to be funded from the proceeds (70% of net sale proceeds) of selling Freehold land parcels.

Waste Management
To be used to assist in the management and future provisioning of Council's waste management sites.

Workers Compensation
To be used to assist in covering Council's workers' compensation liability.

Works Contributions
To be used to fund works utilising contributions received from developers, generally pursuant to conditions of development approval.

Reserve Accounts Transactions

	1 July 2010 Opening Balance $ k	Transfer to Reserve $ k	Transfer from Reserve $ k	31 July 2010 YTD Actual $ k	31 July 2010 YTD Budget $ k	2010-2011 Revised Budget $ k
Abbey Road Link Project	0	0	0	**0**	0	355
Asset Renewal - Buildings	58	0	0	**58**	58	61
Asset Renewal - Parks	58	0	0	**58**	58	61
Building Plant and Equipment	121	0	0	**121**	121	126
Champion Lakes SAR	0	0	0	**0**	0	35
Civic Precinct	349	0	0	**349**	355	287
Computer Systems	114	0	0	**114**	114	217
Crossover Contributions	54	0	0	**54**	54	55
Emergency Waste	173	0	0	**173**	173	180
Employee Provisions	4,295	0	0	**4,295**	4,295	4,452
Freehold Sales Capital Works	8	0	0	**8**	8	393
Future Community Facilities	625	0	0	**625**	625	491
Future Project Funding	2,539	0	0	**2,539**	2,563	2,841
Future Recreation Facilities	170	0	0	**170**	170	177
Land Acquisition	360	0	0	**360**	360	375
Mobile Bin Program	1,531	0	0	**1,531**	1,531	1,595
North Forrestdale DCP 3	8,800	0	0	**8,800**	8,800	9,010
North Forrestdale SAR	233	0	0	**233**	266	648
Plant and Machinery	1,354	0	0	**1,354**	1,354	1,100
Portable Long Service Leave	156	0	0	**156**	156	163
Revolving Energy	101	0	0	**101**	101	105
Strategic Asset Investments	1,096	0	0	**1,096**	1,096	2,036
Waste Management	3,221	0	0	**3,221**	3,221	3,511
Workers Compensation	405	0	0	**405**	405	422
Works Contributions	493	0	0	**493**	493	511
	26,314	**0**	**0**	**26,314**	**26,377**	**29,207**

Trust Fund

A local government is to establish a Trust Fund to hold all money or the value of assets that are required by the Local Government Act or any other written law to be credited to that Fund. Money or other property held in the Trust Fund is to be applied for the purposes of, and in accordance with, the Trusts affecting it.

Trust Fund Account Definitions

Cash in Lieu - POS - A14 Plan
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of the A14 Structure Plan and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu - POS - Agreements
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of predefined areas covered by Legal Agreements and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu - POS - Heron
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of the Heron Ward and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu - POS - Jarrah
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of the Jarrah Ward and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu - POS - Lake
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of the Lake Ward and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu - POS - Minnawarra
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of the Minnawarra Ward and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu - POS - Neerigen
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of the Neerigen Ward and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu - POS - River
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of the River Ward and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu - POS - Strategy North
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of predefined areas covered by the Strategy North Plan and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu of Footpaths
To be used to develop pathways within the area of a subdivision that are not carried out as part of the initial subdivision works and are as per subdivision conditions.

Contractors Deposits
To be used to hold performance bonds levied as part of development and / or subdivision works conditions.

Engineering Deposits
To be used to hold performance bonds levied as part of development and / or subdivision works conditions.

Trust Fund Account Definitions

General Contributions
To be used to hold performance bonds levied as part of development and / or subdivision works conditions.

General Deposits
To be used to hold performance bonds levied as part of development and / or subdivision works conditions.

Hall and Key Deposits
To be used to hold performance bonds levied as part the hiring of Council facilities where damage may occur and / or keys may not be returned.

Kerb Deposits
To be used to hold performance bonds levied as part of the Building Application process pertaining to the possible kerb / footpath damage that may occur during any construction works.

Nomination Deposits
To be used to hold candidate nomination deposits received as part of the Council election process that are to be refunded upon the candidate successfully obtaining sufficient votes at the relevant election.

Other Deposits
To be used to hold various sporting club and library member deposits that occur from time-to-time.

Public Open Space - Precinct A - Westfield
To be used to fund capital works associated with the development and redevelopment of public open space areas within the Westfield precinct. Funds placed into this Trust account are generated via the sale of unrequired parcels of public open space land within the precinct.

Public Open Space - Precinct B - Seville Grove
To be used to fund capital works associated with the development and redevelopment of public open space areas within the Seville Grove precinct. Funds placed into this Trust account are generated via the sale of unrequired parcels of public open space land within the precinct.

Public Open Space - Precinct C - West Armadale
To be used to fund capital works associated with the development and redevelopment of public open space areas within the West Armadale precinct. Funds placed into this Trust account are generated via the sale of unrequired parcels of public open space land within the precinct.

Public Open Space - Precinct D - South Armadale
To be used to fund capital works associated with the development and redevelopment of public open space areas within the South Armadale precinct. Funds placed into this Trust account are generated via the sale of unrequired parcels of public open space land within the precinct.

Public Open Space - Precinct F - Clifton Hills
To be used to fund capital works associated with the development and redevelopment of public open space areas within the Clifton Hills precinct. Funds placed into this Trust account are generated via the sale of unrequired parcels of public open space land within the precinct.

Public Open Space - Precinct G - Creyk
To be used to fund capital works associated with the development and redevelopment of public open space areas within the Creyk precinct. Funds placed into this Trust account are generated via the sale of unrequired parcels of public open space land within the precinct.

Public Open Space - Precinct I - Roleystone
To be used to fund capital works associated with the development and redevelopment of public open space areas within the Roleystone precinct. Funds placed into this Trust account are generated via the sale of unrequired parcels of public open space land within the precinct.

Trust Fund Account Definitions

Public Open Space - Precinct M - Palomino
To be used to fund capital works associated with the development and redevelopment of public open space areas within the Palomino precinct. Funds placed into this Trust account are generated via the sale of unrequired parcels of public open space land within the precinct.

Public Open Space - Regional Recreation Infrastructure
To be used to fund capital works of a Regional Recreation Infrastructure nature and to be funded from the proceeds (30% of net sale proceeds) of selling Public Open Space land parcels identified as surplus to future requirements.

Rates in Suspense
To be used to hold rate receipts received via bank transfer for which no identification reference exists.

SEMACC Lease Liability
To be used to hold a bond for lease liability for the South East Metropolitan Area Consultative Committee.

Town Planning Bonds
To be used to hold bonds for Town Planning reimbursement associated with subdivisional roads.

Works Contributions
To be used to hold performance bonds levied as part of development and / or subdivision works conditions.

Trust Fund Account Transactions

	1 July 2010	31 July 2010		2010-2011
	Opening	Movement	Total YTD	Revised
	$ k	$ k	$ k	$ k
Cash in Lieu - POS - A14 Plan	1,848	0	**1,848**	1,802
Cash in Lieu - POS - Agreements	78	0	**78**	77
Cash in Lieu - POS - Heron	118	0	**118**	118
Cash in Lieu - POS - Jarrah	80	0	**80**	234
Cash in Lieu - POS - Lake	531	0	**531**	0
Cash in Lieu - POS - Minnawarra	7	0	**7**	7
Cash in Lieu - POS - Neerigen	399	0	**399**	220
Cash in Lieu - POS - River	15	0	**15**	3
Cash in Lieu - POS - Strategy North	84	0	**84**	83
Cash in Lieu of Footpaths	143	0	**143**	74
Contractors Deposits	2,905	(0)	**2,905**	4,398
Engineering Deposits	0	0	**0**	69
General Contributions	0	0	**0**	24
General Deposits	0	0	**0**	170
Hall and Key Deposits	69	2	**71**	62
Kerb Deposits	1,131	23	**1,154**	994
Nomination Deposits	0	0	**0**	0
Other Deposits	0	0	**0**	14
POS - Precinct A - Westfield	335	0	**335**	23
POS - Precinct B - Seville Grove	287	0	**287**	149
POS - Precinct C - West Armadale	34	0	**34**	33
POS - Precinct D - South Armadale	40	0	**40**	44
POS - Precinct F - Clifton Hills	154	0	**154**	111
POS - Precinct G - Creyk	446	0	**446**	281
POS - Precinct I - Roleystone	495	0	**495**	469
POS - Precinct M - Palomino	90	0	**90**	0
POS - Regional Recreation Infrastructure	1,174	0	**1,174**	915
Rates in Suspense	37	0	**37**	34
SEMACC Lease Liability	11	0	**11**	11
Town Planning Bonds	51	0	**51**	53
Works Contributions	0	0	**0**	35
	10,562	**26**	**10,587**	**10,509**

Armadale

City of Armadale

August 2010 Monthly Financial Report

August 2010 Monthly Financial Report

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Armadale

Statement of Financial Activity
For the period 1 July 2010 to 31 August 2010

Particulars	2010-2011 Revised Budget $	31 August 2010 YTD Budget $	YTD Actual $	Material Variance	
Revenue					
Chief Executive's Office					
Chief Executive Officer	5,700	0	118		
Human Resources	5,600	0	35		
Public Relations	0	0	0		
Community Services					
Community Development	357,700	81,000	76,459		
Community Services	0	0	0		
Libraries and Heritage	140,600	21,000	12,647		
Rangers and Emergency	660,400	159,900	112,894		
Leisure Services	922,100	67,400	104,944		
Corporate Services					
Budgeting	559,500	372,400	380,207		
Corporate Funds	40,661,285	34,760,000	34,789,134		
Corporate Services	0	0	0		
Finance	0	0	0		
Governance and Administration	3,100	200	582		
IT Services	0	0	0		
Rates	755,300	57,700	57,024		
Development Services					
Building	1,280,400	268,300	249,777		
Development Services	1,750,000	1,750,000	1,750,000		
Environment Planning	620,100	79,852	37,920		
Health	123,500	22,600	71,764		
Planning	581,800	76,300	147,122	▲	70,822
Project Co-ordination	1,809,400	400,000	367,755		
Technical Services					
Asset Management	0	0	0		
Civil Works	15,549,000	976,600	(1,153,134)	▼	2,129,734
Engineering Design	1,000	0	0		
Infrastructure	0	0	0		
Parks	22,800	800	3,694		
Property	0	0	0		
Subdivisions	187,300	21,500	9,413		
Support	0	0	0		
Technical Services	2,922,000	32,700	25,511		
Waste	7,358,000	5,679,700	5,665,044		
Total Revenue	**76,276,585**	**44,827,952**	**42,708,910**		

Armadale

Statement of Financial Activity
For the period 1 July 2010 to 31 August 2010

Particulars	2010-2011 Revised Budget $	31 August 2010 YTD Budget $	YTD Actual $	Material Variance	
Operating Expense					
Chief Executive's Office					
Chief Executive Officer	(1,433,400)	(291,000)	(233,028)		
Human Resources	(956,000)	(288,200)	(239,412)		
Public Relations	(263,600)	(29,300)	(28,921)		
Community Services					
Community Development	(1,954,700)	(238,900)	(242,026)		
Community Services	(401,500)	(49,300)	(49,855)		
Libraries and Heritage	(2,538,700)	(413,100)	(334,227)		
Rangers and Emergency	(1,271,300)	(183,600)	(165,471)		
Leisure Services	(1,600,100)	(214,900)	(159,628)		
Corporate Services					
Budgeting	(8,721,900)	(1,449,040)	(1,465,122)		
Corporate Funds	(3,264,500)	(34,200)	(17,464)		
Corporate Services	(511,600)	(73,400)	(51,205)		
Finance	(1,551,700)	(73,200)	(68,590)		
Governance and Administration	(1,509,900)	(175,900)	(211,060)		
IT Services	(2,345,300)	(255,500)	(255,586)		
Rates	(885,100)	(142,100)	(91,123)		
Development Services					
Building	(1,024,300)	(136,600)	(182,852)		
Development Services	(2,096,000)	(41,700)	(41,330)		
Environment Planning	(988,000)	(56,000)	(38,285)		
Health	(832,000)	(124,300)	(139,220)		
Planning	(2,615,500)	(334,200)	(301,256)		
Project Co-ordination	(165,700)	(33,400)	(13,976)		
Technical Services					
Asset Management	(349,600)	(25,600)	(24,277)		
Civil Works	(2,763,100)	(503,200)	(478,082)		
Engineering Design	(760,900)	(118,300)	(87,664)		
Infrastructure	(400,000)	(41,200)	(38,100)		
Parks	(5,512,700)	(684,800)	(730,605)		
Property	(3,361,400)	(470,080)	(647,400)	▲	177,320
Subdivisions	(285,200)	(45,100)	(33,078)		
Support	(56,300)	(43,200)	(19)		
Technical Services	(3,579,300)	(745,900)	(393,784)	▼	352,116
Waste	(6,266,000)	(927,300)	(705,488)	▼	221,812
Total Operating Expense	**(60,265,300)**	**(8,242,520)**	**(7,468,135)**		

Armadale

Statement of Financial Activity
For the period 1 July 2010 to 31 August 2010

Particulars	2010-2011 Revised Budget $	31 August 2010 YTD Budget $	YTD Actual $	Material Variance	
Non-Operating Revenue					
Corporate Services					
Corporate Funds	13,155,700	700,000	716,911		
Technical Services					
Support	1,161,300	2,000	79,141	▲	77,141
Total Non-Operating Revenue	**14,317,000**	**702,000**	**796,052**		
Capital Expense					
Community Services					
Libraries and Heritage	(20,000)	0	0		
Leisure Services	(25,500)	0	0		
Rangers and Emergency	(12,400)	0	0		
Corporate Services					
Corporate Services	0	0	0		
Governance and Administration	0	0	(159)		
Development Services					
Building	0	0	0		
Health	(30,300)	0	0		
Planning	(15,600)	0	(10,965)		
Project Co-ordination	(1,643,700)	(222,000)	(160,480)		
Technical Services					
Civil Works	(27,156,500)	(706,000)	(895,593)	▲	189,593
Parks	(1,953,000)	(122,000)	(64,525)		
Property	(1,911,800)	(82,200)	(13,418)		
Support	(3,061,600)	(902,900)	(610,789)	▼	292,111
Technical Services	(11,463,200)	(710,000)	(252,282)	▼	457,718
Waste	(338,000)	0	0		
Total Capital Expense	**(47,631,600)**	**(2,745,100)**	**(2,008,212)**		
Non-Operating Expense					
Corporate Services					
Corporate Funds	(6,327,000)	(987,800)	(1,053,871)		
Total Non-Operating Expense	**(6,327,000)**	**(987,800)**	**(1,053,871)**		
Adjustments for Non-Cash Items					
Profit and Loss	(539,900)	(371,700)	(380,207)		
Depreciation	10,230,000	1,699,240	1,724,141		
Total Adjustments for Non-Cash Items	**9,690,100**	**1,327,540**	**1,343,934**		
Suspense Items Yet To Be Applied	0	0	(2,047,268)		
Opening Surplus / (Deficit)	13,940,215	13,940,215	13,940,215		
Closing Surplus / (Deficit)	**0**	**48,822,287**	**46,211,626**		

1 Statement of Objective

In order to discharge its financial responsibilities to the community, the City has developed a set of operational and financial objectives. The objectives have been established both on an overall basis, reflected by the City's Vision Statement, and for each of its broad activities / programs.

Our Mission
To provide the leadership, facilities and infrastructure that will serve the needs of our local and wider communities.

Our Values
- Honesty
- Professionalism
- Respect
- Accountability

Council operations, as disclosed in this report, encompass the following service oriented management units:

Chief Executive Officer
Includes the administration of the Chief Executive's Office and the Members of Council areas, including core organisational services, leadership and strategic direction. Overseen by the Chief Executive Officer.

Human Resources
Includes the administration and co-ordination of all corporate Human Resource related matters, including corporate training, occupational safety and health advisement, and staff recruitment. Overseen by the Human Resources Manager.

Public Relations
Includes all facets of corporate marketing and promotion, including newsletters, media releases, corporate image development and marketing plans. Overseen by the Manager of Communications.

Community Development
Includes the administration and operation of services relating to indigenous support, volunteers, youth, aged and disabled, events and community development. Overseen by the Executive Manager Community Services.

Community Services
Includes the administration of the Executive Director of Community Services' Office, including specialist projects relating to the Community Services Directorate. Overseen by the Executive Director of Community Services.

Leisure Services
Includes the administration and operation of halls, outdoor sporting complexes, recreational programs, public swimming pools and indoor sporting complexes. Overseen by the Manager of Leisure Services.

Libraries and Heritage
Includes the administration and operation of local libraries, museums, historical facilities and tourism information offices. Overseen by the Manager of Libraries and Heritage Services.

Rangers and Emergency
Includes the administration and operation of fire prevention services, animal control, volunteer emergency service groups, the control of off-road vehicles, enforcement of local laws and vehicle impoundment. Overseen by the Manager of Ranger and Emergency Services.

Budgeting
Includes the administration of non-cash expenditure and revenue associated with local government accounting requirements, including profit and loss and depreciation. Overseen by the Co-ordinator of Accounting Services.

Corporate Funds
Includes loans, reserves funds, restricted funds, leasing revenue, rate revenue and corporate grant funding. Overseen by the Corporate Services Directorate.

1 Statement of Objective (continued)

Corporate Services
Includes the administration of the Executive Director of Corporate Services' Office, including specialist projects relating to the Corporate Services Directorate. Overseen by the Executive Director of Corporate Services.

Budgeting
Includes the administration of non-cash expenditure and revenue associated with local government accounting requirements, including profit and loss and depreciation. Overseen by the Co-ordinator of Accounting Services.

Finance
Includes the administration and operation of all corporate finance related matters, including cash receipting, billing, investment of funds, payment of creditors, and the corporate finance systems. Overseen by the Manager of Financial Services.

Governance and Administration
Includes the provision of governance services, such as preparation of policy documents, statutory reviews and the maintenance of statutory registers. The area also includes the administration of the corporate office requirements, including reception, record keeping, photocopying, stationery, and insurance related matters. Overseen by the Manager of Governance and Administration.

IT Services
Includes the provision, operation and maintenance of the corporate computer systems, including software management, hardware management, printing and consumables and telephones and communication networks. Overseen by the Manager of Information and Communication Technology Services.

Rates
Includes the administration, and maintenance, of rate records and rating valuations. Overseen by the Co-ordinator of Rating Services.

Building
Includes the administration, inspection and operations concerned with application of building standards, including the examination, processing and inspection of buildings, building sites and swimming pools. Overseen by the Building Services Manager.

Development Services
Includes the administration of the Executive Director of Development Services' Office, including specialist projects relating to the Development Services Directorate. Overseen by the Executive Director of Development Services.

Environment Planning
Includes the administration, inspection and operation of environmental concerns including flood mitigation works, river bank restoration, bush land redevelopment, water catchment maintenance and soil and air conservation. Overseen by the Senior Environmental Planner.

Health
Includes the administration, inspection and operations of programs concerned with the general health of the community and includes the provision of immunisation programs, inspection and licencing of food premises and conducting preventative service programs. Overseen by the Health Services Manager.

Planning
Includes the administration, inspection and operation of town planning and regional development services including the preparation of town planning development schemes, zoning considerations and maintenance of geographic information systems (GIS). Overseen by the Planning Services Manager.

Project Co-ordination
Includes the administration and application of major planning projects, currently the North Forrestdale Developer Contribution Scheme. Overseen by the Project Co-ordinator.

Asset Management
Includes the monitoring and recording of Council's assets, including infrastructure, and the development of plans for their maintenance and renewal. Overseen by the Asset Management Co-ordinator.

1 Statement of Objective (continued)

Civil Works
Includes the administration, regulation, maintenance and construction associated with the provision of streets, roads, bridges, pathways, drainage, and associated components, under the control of the City. Overseen by the Manager of Civil Works.

Engineering Design
Includes the engineering analysis and associated design of Council works, generally associated with Civil Works, Parks and Subdivisions. Overseen by the Manager of Engineering and Design.

Infrastructure
Includes the planning associated with new infrastructure assets, including those relating to the Civil Works and Subdivision areas. Overseen by the Manager of Technical Services.

Parks
Includes the maintenance and construction associated with the provision of recreation grounds, parks, garden, streetscapes, road verges and roundabouts. Overseen by the Manager of Parks.

Property
Includes the provision and maintenance of Council's built assets such as community facilities, sporting clubs and pavilions, public halls and centres, administration centres, and emergency service facilities. Overseen by the Manager of Property Services.

Subdivisions
Includes the planning and engineering requirements associated with new subdivisions. Overseen by the Subdivision Engineer.

Support
Includes the maintenance and provision of the works depot, machinery and equipment of the City, and inventory such as fuel, oil and road construction materials. Overseen by the Co-ordinator of Support Services.

Technical Services
Includes the administration of the Executive Director of Technical Services' Office, including specialist projects relating to the Technical Services Directorate. Overseen by the Executive Director of Technical Services.

Waste
Includes the administration and operation of refuse collection and disposal services, including general, recyclable and green waste collection services and associated waste disposal sites. Overseen by the Co-ordinator of Waste Services.

2 Material Variances Explanation

For the purposes of reporting the material variances, the following indicators, as resolved, have been applied:

Revenues - Material variances will be identified where, for the period being reported, the actual varies to budget by an amount of (+) or (-) $50,000 and in these instances and explanatory comment will be provided.
Expenses - Material variances will be identified where, for the period being reported, the actual varies to budget by an amount of (+) or (-) $100,000 and in these instances and explanatory comment will be provided.

Before commenting on each of the specific material variances identified for review, it is important to note that, whilst many accounts will influence the overall variance, only those accounts within the affected management unit significantly contributing to the variance will be highlighted.

For the purposes of explaining each Material Variance, a three part approach has been taken. The parts are:
1 Period Variation - Relates specifically to the value of the Variance between the Budget and Actual figures for the period of the report.

2 Primary Reason - Explains the primary reasons for the period variance. As the report is aimed at a higher level analysis, only major contributing factors are reported.

3 Budget Impact - Forecasts the likely $ impact on the year end surplus or deficit position. It is important to note that figures in this part are 'indicative only' at the time of reporting, for circumstances may subsequently change.

2 Material Variances Explanation (continued)

Revenue

1 Planning
Period Variation ▲ 70,822
Primary Reason Earlier than anticipated development applications.
Budget Impact Nil.

2 Civil Works
Period Variation ▼ 2,129,734
Primary Reason Accrued grants not yet realised in this financial year.
Budget Impact Nil.

Operating Expense

1 Property
Period Variation ▲ 177,320
Primary Reason Earlier than anticipated insurance payments across all facilities..
Budget Impact Nil.

2 Technical Services
Period Variation ▼ 352,116
Primary Reason Later than anticipated street lighting and crossover payments.
Budget Impact Nil.

2 Waste
Period Variation ▼ 352,116
Primary Reason Less than anticipated expenses at the Brookdale Waste Site.
Budget Impact Nil.

Non-Operating Revenue

1 Support
Period Variation ▲ 77,141
Primary Reason Earlier than anticipated fleet changeovers.
Budget Impact Nil.

Capital Expense

1 Civil Works
Period Variation ▲ 189,593
Primary Reason Earlier than anticipated works.
Budget Impact Nil.

2 Support
Period Variation ▼ 292,111
Primary Reason Later than anticipated major plant purchasing.
Budget Impact Nil.

3 Technical Services
Period Variation ▼ 457,718
Primary Reason Delays in works schedule.
Budget Impact Nil.

Non-Operating Expense

Nil

Armadale

Net Current Asset Position
For the period 1 July 2010 to 31 August 2010

Particulars	Note	Brought Forward 1 July $	2010-2011 Revised Budget $	31 August 2011 YTD Actual $
Current Assets				
Cash - Unrestricted	1	14,965,451	3,550,000	13,352,120
Cash - Reserves	2	26,313,540	29,207,041	27,005,045
Receivables and Accruals	3	5,612,697	3,360,803	40,054,524
Inventories	4	102,699	96,735	93,419
		46,994,388	**36,214,579**	**80,505,109**
Less Current Liabilities				
Creditors and Accruals	5	(6,773,159)	(7,007,538)	(7,288,437)
Interest Bearing Liabilities	6	7,528,020	(274,236)	7,528,020
Provisions	7	(4,295,242)	(4,897,000)	(4,295,242)
		(3,540,381)	**(12,178,774)**	**(4,055,659)**
Net Current Asset Position (Prior to Adjustment)		**43,454,007**	**24,035,805**	**76,449,449**
Adjustments				
Additions				
Interest Bearing Liabilities		(7,528,020)	274,236	(7,528,020)
Provisions		4,295,242	4,897,000	4,295,242
Subtractions				
Cash - Reserves		(26,313,540)	(29,207,041)	(27,005,045)
Net Current Asset Position		**13,907,688**	**0**	**46,211,626**

Armadale

Notes to the Net Current Asset Position
For the period 1 July 2010 to 31 August 2010

Note		Brought Forward 1 July $	2010-2011 Revised Budget $	31 August 2011 YTD Actual $
1	**Cash - Unrestricted**			
	Cash at Bank	14,956,471	3,541,000	203,475
	Cash in Investments	0	0	13,140,000
	Cash on Hand	8,980	9,000	8,980
	Dishonoured Cheques	0	0	0
	Cheque Writing Control	0	0	(335)
		14,965,451	**3,550,000**	**13,352,120**
2	**Cash - Reserves**			
	Cash at Bank	26,313,540	29,207,041	334,045
	Cash in Investments	0	0	26,671,000
		26,313,540	**29,207,041**	**27,005,045**
3	**Receivables and Accruals**			
	Prepayments	58,881	40,000	45
	Revenue in Advance	0	0	0
	Accrued Revenue	2,366,930	1,446,803	24,320
	Debtors - Rates	699,473	600,000	30,139,340
	Debtors - Sanitation (Rates)	82,034	60,000	4,090,884
	Debtors - Swimming Pool Inspection Levy	795	1,000	40,811
	Debtors - Instalment Fees and Charges	598	1,000	9,488
	Debtors - ESL (Rates)	31,152	30,000	3,097,896
	Debtors - ESL Interest	3,134	3,000	2,921
	Debtors - Rebate Generated (Rates)	6,673,160	6,000,000	8,632,040
	Debtors - Rebate Claimed (Rates)	(6,673,160)	(6,000,000)	(6,682,685)
	Debtors - Rebate Generated (ESL)	782,893	750,000	1,034,361
	Debtors - Rebate Claimed (ESL)	(782,893)	(750,000)	(804,621)
	Debtors - General	2,134,933	1,000,000	231,188
	Debtors - Employees	241	500	78
	Debtors - Libraries	232	500	105
	Debtors - Rangers (Legacy)	113,679	100,000	111,566
	Debtors - Self Supporting Loans	0	0	0
	Debtors - Fire	16,035	15,000	15,158
	Debtors - Animals	126,384	100,000	128,953
	Debtors - Parking	50,194	40,000	51,897
	Debtors - Litter	34,367	30,000	37,506
	Debtors - Off Road Vehicles	1,040	1,000	936
	Debtors - Health	5,826	5,000	5,562
	Debtors - Rates Rebate	0	0	0
	Debtors - ESL Rebate	0	0	0
	Debtors - Goods and Services Tax	0	0	0
	Debtors - Thoroughfares	9,150	9,000	9,155
	Doubtful Debts Provision	(122,378)	(122,000)	(122,378)
	End of Year Adjustment	0	0	0
		5,612,697	**3,360,803**	**40,054,524**
4	**Inventories**			
	Depot Stock	102,699	96,735	93,419
		102,699	**96,735**	**93,419**

Armadale

Notes to the Net Current Asset Position
For the period 1 July 2010 to 31 August 2010

Note	Brought Forward 1 July $	2010-2011 Revised Budget $	31 August 2011 YTD Actual $
5 Creditors and Accruals			
Goods and Services Tax	342,570	300,000	55,251
Trade Creditors	(5,195,605)	(5,512,538)	(4,417,279)
Cheque Writing Control	0	0	0
Cheque Reversal	0	0	100
Purchase Order Commitment	(46,974)	(50,000)	(8,720)
Withholding Tax	0	0	0
GST Commitment	4,263	5,000	804
Rostered Days Off	0	0	0
Payroll Equalisation	(17,481)	(15,000)	(13,929)
Superannuation	0	0	0
Salaries and Wages	0	0	0
Loan Interest	(3,847)	(5,000)	0
Accrued Expenses	(206,666)	(200,000)	0
Revenue in Advance	(136,785)	(100,000)	(49,330)
General Revenue	0	0	0
Unspent Grants	0	0	0
Unspent Loans	0	0	0
Rates in Advance	(1,428,997)	(1,400,000)	0
ESL Raised	(11,298,992)	(11,300,000)	(15,350,704)
ESL Interest	(30,981)	(30,000)	(31,516)
ESL Remitted	11,246,336	11,300,000	12,526,887
	(6,773,159)	**(7,007,538)**	**(7,288,437)**
6 Interest Bearing Liabilities			
Loan 281 - Golf Course Plan	(14,719)	0	(14,719)
Loan 284 - Rushton Park Redevelopment	(30,560)	(15,000)	(30,560)
Loan 285 - Temporary Administration	(49,239)	(25,000)	(49,239)
Loan 286 - Kelmscott Library Relocation	(10,152)	(5,000)	(10,152)
Loan 287 - Civil Works	(26,224)	0	(26,224)
Loan 288 - Loan Borrowings 2007	(46,168)	(19,000)	(46,168)
Loan 289 - Civil Works 2007	(18,467)	0	(18,467)
Loan 290 - ARA Projects 2008	(17,653)	(11,000)	(17,653)
Loan 291 - Aquatic Works 2008	(13,476)	(8,000)	(13,476)
Loan 292 - Loan Borrowings 2008	(23,959)	0	(23,959)
Loan 293 - Abbey Road Link Project 2008	0	0	0
Loan 294 - Armadale Library Relocation 2009	(85,135)	(51,236)	(85,135)
Loan 295 - Old Library Conversion 2009	(54,177)	(35,000)	(54,177)
Loan 296 - Loan Borrowings 2009	(23,139)	(15,000)	(23,139)
Loan 297 - Abbey Road Project Land 2010	0	0	0
Loan 298 - Loan Borrowings 2010	(42,567)	(35,000)	(42,567)
Loan 299 - Aquatic Centre Upgrade 2010	(42,299)	(35,000)	(42,299)
Loan 300 - Frye Park Redevelopment 2010	(35,602)	(20,000)	(35,602)
End of Year Adjustment	0	0	0
	(533,536)	**(274,236)**	**(533,536)**
7 Provisions			
Annual Leave	(2,368,569)	(2,370,000)	(2,368,569)
Sick Leave	(100,000)	(100,000)	(100,000)
Long Service Leave	(1,826,673)	(2,427,000)	(1,826,673)
	(4,295,242)	**(4,897,000)**	**(4,295,242)**

Investments

Council's objective is to maximise the return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital. Council has an investment policy and this policy is subject to review. The finance area manages the cash and investments portfolio with the assistance of relevant external bodies (when and where applicable).

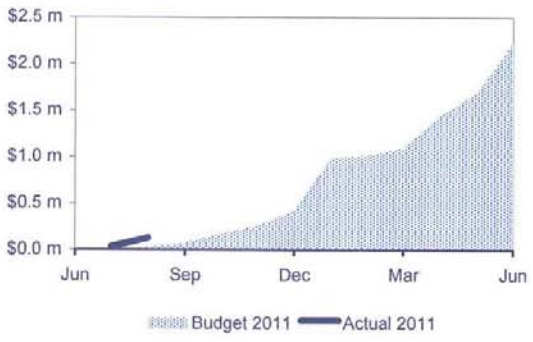
Investments Maturing August 2010

Investment Date	Identification	Form	Institution	Original Investment	Interest Rate	Maturity Date	Interest Earnings
				$	%		$
Municipal Fund							
02 Jul 10	876783	Term	Bankwest	2,000,000	5.20	02 Aug 10	8,827
02 Jul 10	161975	Term	Queensland	2,000,000	5.41	04 Aug 10	9,776
02 Jul 10	9029448526	Term	Citigroup	2,000,000	5.35	04 Aug 10	9,667
06 Jul 10	4149440	Term	Suncorp	2,000,000	5.83	05 Aug 10	9,577
Continuous		11 am	AMP	Various	5.50	Continuous	44,929
Reserve Fund							
Continuous		11 am	AMP	Various	Various	Continuous	12,474
						Total Period Earnings	**95,250**
						Total Interest Earned YTD	128,029
						Total Budget YTD	29,400
						Total Budget	2,236,085

Form Legend

11 am	On-call Bank Account	NCD	Negotiable Certificate of Deposit
Bill	Bank Bill	Term	Term Deposit

Investment Interest Earnings



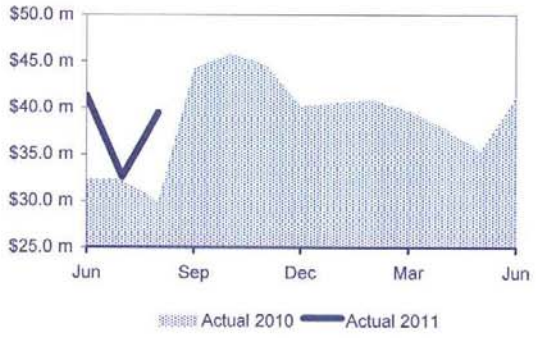
Investments Commenced August 2010

Investment Date	Identification	Form	Institution	Original Investment	Interest Rate	Maturity Date	Projected Earnings
				$	%		$
Municipal Fund							
04 Aug 10	164960	Term	Queensland	2,000,000	5.51	06 Oct 10	19,008
04 Aug 10	9029887382	Term	Citigroup	2,000,000	5.24	03 Sep 10	8,608
05 Aug 10	4150026	Term	Suncorp	2,000,000	5.83	08 Sep 10	10,854
06 Aug 10	4150027	Term	Suncorp	2,000,000	5.75	06 Sep 10	9,760
Continuous		11 am	AMP	Various	Various	Continuous	92,300
Reserve Fund							
10 Aug 10	888259	Term	Bankwest	1,000,000	5.55	11 Oct 10	9,421
31 Aug 10	000001	Term	ING Bank	2,000,000	6.30	28 Feb 11	62,439
Continuous		11 am	AMP	Various	Various	Continuous	10,633
						Total Projected Period Earnings	**223,023**

Indicative Benchmark	30 Days	90 Days	180 Days	365 Days
BBSW Bank Bill Swap Rate	4.62%	4.73%	4.87%	4.82%

All investments have been made in accordance with legislative requirements and Council's policies and strategies.

Total Cash Holdings (excluding Trust)



Reserve Accounts

Where Council wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose. Any change to the purpose of reserve accounts requires an absolute majority vote by Council and may require local public notice.

Reserve Accounts Definitions

Abbey Road Link Project
To be used to assist in funding the Abbey Road / Railway Avenue Link Road and Subdivision Project.

Asset Renewal - Buildings
To be used to assist in funding capital works on buildings, thereby extending the useful economic life of such assets.

Asset Renewal - Parks
To be used to assist in funding capital works on parks, thereby extending the useful economic life of such assets.

Building Plant and Equipment
To be used to assist in the maintenance and replacement of plant and equipment associated with Council's buildings.

Champion Lakes SAR Asset Renewal
To be used to assist in the renewal of assets associated with Champion Lakes Estates covered by Specified Area Rating.

Civic Precinct
To be used to assist in the redevelopment of the City's Civic Precinct.

Computer Systems Technologies
To be used to assist in funding the replacement of Council's core computer systems.

Crossover Contributions
To be used to fund the construction of crossovers utilising contributions from property owners as a condition of approved building licences received in advance of the crossover being constructed.

Emergency Waste
To be used to assist with the costs associated with storm damage clean-up, collections and disposal.

Employee Provisions
To be used to cash-back employee leave entitlements liability.

Freehold Sales Capital Works
To be used to assist in funding capital works and to be funded from the proceeds (30% of net sale proceeds) of selling Freehold land parcels.

Future Community Facilities
To be used to assist in the construction of future community facilities.

Future Project Funding
To be used to assist in funding future projects.

Future Recreation Facilities
To be used to assist in the construction of future recreation facilities.

Land Acquisition
To be used to assist in future acquisitions of land.

Mobile Bin Program
To be used to assist in the purchase and replacement of the City's mobile garbage bins.

Reserve Accounts Definitions

North Forrestdale DCP 3
To be used to fund common infrastructure works as identified in the Development Contribution Plan #3.

North Forrestdale SAR Asset Renewal
To be used to assist in the renewal of assets associated with North Forrestdale Estates covered by Specified Area Rating.

Plant and Machinery
To be used to assist in the purchase and replacement of plant and machinery.

Portable Long Service Leave
To be used to assist in financing Council's portable long service leave liability.

Revolving Energy
To be used to assist in establishing energy efficient management techniques.

Strategic Asset Investments
To be used to fund the acquisition of strategic asset investments and to be funded from the proceeds (70% of net sale proceeds) of selling Freehold land parcels.

Waste Management
To be used to assist in the management and future provisioning of Council's waste management sites.

Workers Compensation
To be used to assist in covering Council's workers' compensation liability.

Works Contributions
To be used to fund works utilising contributions received from developers, generally pursuant to conditions of development approval.

Reserve Accounts Transactions

	1 July 2010 Opening Balance $ k	Transfer to Reserve $ k	Transfer from Reserve $ k	31 August 2010 YTD Actual $ k	31 August 2010 YTD Budget $ k	2010-2011 Revised Budget $ k
Abbey Road Link Project	0	59	0	**59**	0	355
Asset Renewal - Buildings	58	0	0	**59**	58	61
Asset Renewal - Parks	58	0	0	**59**	58	61
Building Plant and Equipment	121	0	0	**121**	121	126
Champion Lakes SAR	0	6	0	**6**	0	35
Civic Precinct	349	13	(24)	**338**	362	287
Computer Systems	114	17	0	**131**	114	217
Crossover Contributions	54	0	0	**54**	54	55
Emergency Waste	173	0	0	**173**	173	180
Employee Provisions	4,295	3	0	**4,298**	4,296	4,452
Freehold Sales Capital Works	8	169	0	**176**	208	393
Future Community Facilities	625	0	0	**625**	625	491
Future Project Funding	2,539	35	(27)	**2,548**	2,588	2,841
Future Recreation Facilities	170	0	0	**170**	170	177
Land Acquisition	360	0	0	**360**	360	375
Mobile Bin Program	1,531	1	0	**1,532**	1,532	1,595
North Forrestdale DCP 3	8,800	4	0	**8,803**	8,800	9,010
North Forrestdale SAR	233	68	0	**301**	298	648
Plant and Machinery	1,354	255	(312)	**1,297**	1,611	1,100
Portable Long Service Leave	156	0	0	**157**	156	163
Revolving Energy	101	0	0	**101**	101	105
Strategic Asset Investments	1,096	394	0	**1,490**	1,493	2,036
Waste Management	3,221	28	0	**3,249**	3,224	3,511
Workers Compensation	405	0	0	**405**	406	422
Works Contributions	493	0	0	**493**	493	511
	26,314	**1,054**	**(362)**	**27,005**	**27,301**	**29,207**

Trust Fund

A local government is to establish a Trust Fund to hold all money or the value of assets that are required by the Local Government Act or any other written law to be credited to that Fund. Money or other property held in the Trust Fund is to be applied for the purposes of, and in accordance with, the Trusts affecting it.

Trust Fund Account Definitions

Cash in Lieu - POS - A14 Plan
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of the A14 Structure Plan and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu - POS - Agreements
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of predefined areas covered by Legal Agreements and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu - POS - Heron
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of the Heron Ward and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu - POS - Jarrah
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of the Jarrah Ward and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu - POS - Lake
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of the Lake Ward and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu - POS - Minnawarra
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of the Minnawarra Ward and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu - POS - Neerigen
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of the Neerigen Ward and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu - POS - River
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of the River Ward and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu - POS - Strategy North
To be used to fund capital works associated with the development and redevelopment of Public Open Space areas in the vicinity of predefined areas covered by the Strategy North Plan and to be funded by contributions received from developers pursuant to conditions of development approval.

Cash in Lieu of Footpaths
To be used to develop pathways within the area of a subdivision that are not carried out as part of the initial subdivision works and are as per subdivision conditions.

Contractors Deposits
To be used to hold performance bonds levied as part of development and / or subdivision works conditions.

Engineering Deposits
To be used to hold performance bonds levied as part of development and / or subdivision works conditions.

Trust Fund Account Definitions

General Contributions
To be used to hold performance bonds levied as part of development and / or subdivision works conditions.

General Deposits
To be used to hold performance bonds levied as part of development and / or subdivision works conditions.

Hall and Key Deposits
To be used to hold performance bonds levied as part the hiring of Council facilities where damage may occur and / or keys may not be returned.

Kerb Deposits
To be used to hold performance bonds levied as part of the Building Application process pertaining to the possible kerb / footpath damage that may occur during any construction works.

Nomination Deposits
To be used to hold candidate nomination deposits received as part of the Council election process that are to be refunded upon the candidate successfully obtaining sufficient votes at the relevant election.

Other Deposits
To be used to hold various sporting club and library member deposits that occur from time-to-time.

Public Open Space - Precinct A - Westfield
To be used to fund capital works associated with the development and redevelopment of public open space areas within the Westfield precinct. Funds placed into this Trust account are generated via the sale of unrequired parcels of public open space land within the precinct.

Public Open Space - Precinct B - Seville Grove
To be used to fund capital works associated with the development and redevelopment of public open space areas within the Seville Grove precinct. Funds placed into this Trust account are generated via the sale of unrequired parcels of public open space land within the precinct.

Public Open Space - Precinct C - West Armadale
To be used to fund capital works associated with the development and redevelopment of public open space areas within the West Armadale precinct. Funds placed into this Trust account are generated via the sale of unrequired parcels of public open space land within the precinct.

Public Open Space - Precinct D - South Armadale
To be used to fund capital works associated with the development and redevelopment of public open space areas within the South Armadale precinct. Funds placed into this Trust account are generated via the sale of unrequired parcels of public open space land within the precinct.

Public Open Space - Precinct F - Clifton Hills
To be used to fund capital works associated with the development and redevelopment of public open space areas within the Clifton Hills precinct. Funds placed into this Trust account are generated via the sale of unrequired parcels of public open space land within the precinct.

Public Open Space - Precinct G - Creyk
To be used to fund capital works associated with the development and redevelopment of public open space areas within the Creyk precinct. Funds placed into this Trust account are generated via the sale of unrequired parcels of public open space land within the precinct.

Public Open Space - Precinct I - Roleystone
To be used to fund capital works associated with the development and redevelopment of public open space areas within the Roleystone precinct. Funds placed into this Trust account are generated via the sale of unrequired parcels of public open space land within the precinct.

Trust Fund Account Definitions

Public Open Space - Precinct M - Palomino
To be used to fund capital works associated with the development and redevelopment of public open space areas within the Palomino precinct. Funds placed into this Trust account are generated via the sale of unrequired parcels of public open space land within the precinct.

Public Open Space - Regional Recreation Infrastructure
To be used to fund capital works of a Regional Recreation Infrastructure nature and to be funded from the proceeds (30% of net sale proceeds) of selling Public Open Space land parcels identified as surplus to future requirements.

Rates in Suspense
To be used to hold rate receipts received via bank transfer for which no identification reference exists.

SEMACC Lease Liability
To be used to hold a bond for lease liability for the South East Metropolitan Area Consultative Committee.

Town Planning Bonds
To be used to hold bonds for Town Planning reimbursement associated with subdivisional roads.

Works Contributions
To be used to hold performance bonds levied as part of development and / or subdivision works conditions.

Trust Fund Account Transactions

	1 July 2010	31 August 2010		2010-2011
	Opening	Movement	Total YTD	Revised
	$ k	$ k	$ k	$ k
Cash in Lieu - POS - A14 Plan	1,848	44	**1,892**	1,802
Cash in Lieu - POS - Agreements	78	0	**78**	77
Cash in Lieu - POS - Heron	118	0	**119**	118
Cash in Lieu - POS - Jarrah	80	0	**80**	234
Cash in Lieu - POS - Lake	531	228	**759**	0
Cash in Lieu - POS - Minnawarra	7	0	**8**	7
Cash in Lieu - POS - Neerigen	399	1	**401**	220
Cash in Lieu - POS - River	15	0	**15**	3
Cash in Lieu - POS - Strategy North	84	0	**84**	83
Cash in Lieu of Footpaths	143	2	**145**	74
Contractors Deposits	2,905	10	**2,915**	4,398
Engineering Deposits	0	0	**0**	69
General Contributions	0	0	**0**	24
General Deposits	0	0	**0**	170
Hall and Key Deposits	69	9	**78**	62
Kerb Deposits	1,131	16	**1,146**	994
Nomination Deposits	0	0	**0**	0
Other Deposits	0	0	**0**	14
POS - Precinct A - Westfield	335	1	**336**	23
POS - Precinct B - Seville Grove	287	1	**288**	149
POS - Precinct C - West Armadale	34	0	**34**	33
POS - Precinct D - South Armadale	40	1	**42**	44
POS - Precinct F - Clifton Hills	154	1	**154**	111
POS - Precinct G - Creyk	446	1	**447**	281
POS - Precinct I - Roleystone	495	2	**497**	469
POS - Precinct M - Palomino	90	0	**90**	0
POS - Regional Recreation Infrastructure	1,174	101	**1,275**	915
Rates in Suspense	37	0	**37**	34
SEMACC Lease Liability	11	0	**11**	11
Town Planning Bonds	51	0	**51**	53
Works Contributions	0	0	**0**	35
	10,562	**420**	**10,981**	**10,509**

CITY OF Armadale

CODE OF CONDUCT

FOR COUNCILLORS, COMMITTEE MEMBERS & STAFF

OCTOBER 2008

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INTRODUCTION

This Code of Conduct provides Councillors, Committee Members and staff of the City of Armadale with consistent guidelines for an acceptable standard of professional conduct. The Code addresses in a concise manner the broader issue of ethical responsibility and encourages greater local government transparency and accountability.

This Code is complementary to the principles adopted in the *Local Government Act 1995* and regulations which incorporates four fundamental aims to result in :-

(a) better decision-making by the City of Armadale;
(b) greater community participation in the decisions and affairs of the City;
(c) greater accountability of the City to its community; and
(d) more efficient and effective local government.

The Code provides a guide and a basis of expectations for Councillors, Committee Members and staff. It encourages a commitment to ethical and professional behaviour and outlines principles in which individual and collective Local Government responsibilities may be based.

Of particular note for Councillors is that some parts of this Code are also Rules of Conduct which are enforceable at law (a suspected breach of a Rule of Conduct may be the subject of a complaint that will be heard and determined by a Standards Panel). For ease of identification, the Rules of Conduct have throughout this Code been denoted in this reverse font style and have been tagged with the caption "Rule of Conduct". Rules of Conduct

This Code, unless otherwise stated, applies equally to Councillors, persons appointed to Council established committees (referred to in this Code as "Committee Members") and staff.

STATUTORY ENVIRONMENT

This Code of Conduct observes statutory requirements of the *Local Government Act 1995* (S 103 – Codes of Conduct) and *Local Government (Administration) Regulations 1996* (Regs 34B and 34C).

Section 5.103 – Codes of Conduct

(1) Every local government is to prepare or adopt a code of conduct to be observed by council members, committee members and employees.
(2) repealed
(3) Regulations may prescribe codes of conduct or the content of, and matters in relation to, codes of conduct and any code of conduct or provision of a code of conduct applying to a local government under subsection (1) is of effect only to the extent to which it is not inconsistent with regulations.

RULES OF CONDUCT (apply to Councillors only)

Councillors acknowledge that their activities, behaviour and statutory compliance obligations may be scrutinised in accordance with prescribed rules of conduct as described in the *Local Government Act 1995* and *Local Government (Rules of Conduct) Regulations 2007*.

A copy of relevant sections of the *Local Government Act 1995* together with the *Local Government (Rules of Conduct) Regulations 2007* are provided at **Attachment 3** to this Code.

1. ROLES and RELATIONSHIPS EXPLAINED

1.1 Role of Councillors

The primary role of a Councillor is to represent the community, and the effective translation of the community's needs and aspirations into a direction and future for the City will be the focus of the Councillor's public life.

The Role of Councillors as set out in S 2.10 of the *Local Government Act 1995* follows :

"A Councillor —

(a) Represents the interests of electors, ratepayers and residents of the district;
(b) provides leadership and guidance to the community in the district;
(c) facilitates communication between the community and the council;
(d) participates in the local government's decision-making processes at council and committee meetings; and
(e) performs such other functions as are given to a Councillor by this Act or any other written law."

Councillors are the decision makers responsible for:

- the development of Council Policy;
- the direction and control of the City;
- making decisions on project priorities and the plans to achieve them; and
- the periodical review of council's programs and performance.

A Councillor is part of the team in which the community has placed its trust to make decisions on its behalf and the community is therefore entitled to expect high standards of conduct from its elected representatives. In fulfilling the various roles, Councillors activities will focus on:

- achieving a balance in the diversity of community views to develop an overall strategy for the future of the community;
- achieving sound financial management and accountability in relation to the City's finances;
- ensuring that appropriate mechanisms are in place to deal with the prompt handling of residents' concerns;
- working with other governments and organisations to achieve benefits for the community at both a local and regional level;
- having an awareness of the statutory obligations imposed on Councillors and on the City.

In carrying out its functions the City is to use its best endeavours to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity.

1.2 Role of the CEO and Staff

The CEO is appointed by Council and is the communication link between Councllors and staff. All other Council staff including engineers, planners, administrators and field staff are responsible to the CEO.

The CEO is responsible to the Council for the implementation of Council policies, decisions and budgeted works; the provision of accurate and timely advice to Council and the efficient administration of the Council.

The role of staff is determined by the functions of the CEO as set out in S 5.41 of the *Local Government Act 1995* : -

"The CEO's functions are to —

(a) advise the council in relation to the functions of a local government under this Act and other written laws;
(b) ensure that advice and information is available to the council so that informed decisions can be made;
(c) cause council decisions to be implemented;
(d) manage the day to day operations of the local government;
(e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions;
(f) speak on behalf of the local government if the mayor or president agrees;
(g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to S 5.37(2) in relation to senior employees);
(h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
(i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO."

1.3 Role of Council

The Council is the governing body of the City of Armadale and consists of elected Councillors.

The offices of Council are the Mayor, Deputy Mayor and Councillors.

The Role of the Council is in accordance with S 2.7 of the *Local Government Act 1995* :

"(1) The council —
(a) governs the local government's affairs; and
(b) is responsible for the performance of the local government's functions.
(2) Without limiting subsection (1), the council is to —
(a) oversee the allocation of the local government's finances and resources; and
(b) determine the local government's policies."

The City of Armadale conducts its business and decision making using a "committee" system. The City has (2) types of committees, those made up solely of Councillors (often referred to as Standing Committees), and those made up of persons appointed by Council (such persons may be Councillors, staff, community members or a mix of the three).

1.4 Role of Committee Members

From time to time Council will establish committees to assist in its decision making.

Committees can comprise of Councillors only; Councillors and staff; Councillors, staff and other persons; Councillors and other persons; staff and other persons or other persons only.

The role of committees is generally to deliberate upon matters within their authority as determined by Council and to give advice and/or make recommendation to Council. With very few exceptions, committees of Council do not have decision making powers, although Council can and does occasionally delegate such powers as and when necessary.

1.5 Relationships between Councillors and Staff

An effective Councillor will work as part of the Council team with the Chief Executive Officer and other members of staff. That teamwork will only occur if Councillors and staff have a mutual respect and co-operate with each other to achieve the Council's corporate goals and implement the Council's strategies. To achieve that position, Councillors need to observe their statutory obligations which include, but are not limited to, the following :

- accept that their role is a leadership, not a management or administrative one; (Rule of Conduct – Reg 9 refers);
- acknowledge that they have no capacity to individually direct members of staff to carry out particular functions; (Rule of Conduct – Reg 10 refers);
- refrain from publicly criticising staff in a way that casts aspersions on their professional competence and credibility; (Rule of Conduct – Reg 10 refers).

Rules of Conduct **Reg. 9** **Reg. 10**

1.6 Team Effort

For the City of Armadale to perform to its maximum capability and potential, it is very important that a "team effort" prevail between Councillors, CEO, staff and other persons appointed to Council Committees.

There is an inherent inter-relational dependency between all involved and it is essential that Councillors, CEO, staff and other persons appointed to Committees not only understand and respect each others roles, but commit themselves to working together as a team.

This Code is designed to engender that team spirit and encourage productive working relationships for the good of the Armadale community.

2. CONFLICT AND DISCLOSURE OF INTEREST

2.1 Conflict of Interest

(a) Councillors, Committee Members and staff will ensure that there is no actual (or perceived) conflict of interest between their personal interests, including those of their immediate family, business partners or close associates, and the impartial fulfilment of their professional duties.

(b) Staff will not engage in private work with or for any person or body with an interest in a proposed or current contract with the City, without first making disclosure to the Chief Executive Officer. In this respect, it does not matter whether advantage is in fact obtained, as any appearance that private dealings could conflict with performance of duties must be scrupulously avoided.

(c) Councillors, Committee Members and staff will lodge written notice with the Chief Executive Officer describing an intention to undertake a dealing in land within the City of Armadale area or which may otherwise be in conflict with the Council's functions (other than purchasing their principal place of residence).

(d) Councillors, Committee Members and staff who exercise a recruitment or other discretionary function will make disclosure before dealing with relatives or close friends and will disqualify themselves from dealing with those persons.

(e) Staff will refrain from partisan political activities which could cast doubt on their neutrality and impartiality in acting in their professional capacity. An individual's rights to maintain their own political convictions are not impinged upon by this clause. It is recognised that such convictions cannot be a basis for discrimination and this is supported by anti-discriminatory legislation.

2.2 Financial Interest

Councillors, Committee Members and staff will adopt the principles of disclosure of financial interest as contained within the *Local Government Act 1995* – sections 5.59 to 5.90 refer.

2.3 Disclosure of Interest – Impartiality (Councillors, Staff and Committee Members) – Rules of Conduct – Reg 11 refers)

Definition :
In this clause, -
"interest" means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

Rules of Conduct **Reg. 11**

(a) A person who is a Councillor or an employee and who has an interest in any matter to be discussed at a council or committee meeting attended by the person is required to disclose the nature of the interest -
(i) in a written notice given to the CEO before the meeting; or
(ii) at the meeting immediately before the matter is discussed.

(b) A person who is an employee and who has given, or will give, advice in respect of any matter to be discussed at a council or committee meeting not attended by the person is required to disclose the nature of any interest the person has in the matter -
(i) in a written notice given to the CEO before the meeting; or
(ii) at the time the advice is given.

(c) A requirement described under items (a) and (b) exclude an interest referred to in S 5.60 of the *Local Government Act 1995.*

(d) A person who is a Councillor or an employee is excused from a requirement made under items (a) or (b) to disclose the nature of an interest if -

(i) the person's failure to disclose occurs because the person did not know he or she had an interest in the matter; or

(ii) the person's failure to disclose occurs because the person did not know the matter in which he or she had an interest would be discussed at the meeting and the person discloses the nature of the interest as soon as possible after becoming aware of the discussion of a matter of that kind.

(e) If a person who is a Councillor or an employee makes a disclosure in a written notice given to the CEO before a meeting to comply with requirements of items (a) or (b), then -

(i) before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and

(ii) immediately before a matter to which the disclosure relates is discussed at the meeting the person presiding is to bring the notice and its contents to the attention of the persons present.

(f) If -

(i) to comply with a requirement made under item (a), the nature of a person's interest in a matter is disclosed at a meeting; or

(ii) a disclosure is made as described in item (d)(ii) at a meeting; or

(iii) to comply with a requirement made under item (e)(ii), a notice disclosing the nature of a person's interest in a matter is brought to the attention of the persons present at a meeting, the nature of the interest is to be recorded in the minutes of the meeting.

The following sample disclosure is provided as guide to Councillors, Committee members and staff wishing to make an interest disclosure of an impartiality nature, ie.

With regard to .....(the matter under discussion)..... , I disclose that I have an association with .....(applicant or person/organisation under discussion) ..... As a consequence, there may be a perception that my impartiality o the matter may be affected. I declare that I will set aside this association, consider the matter on its merits and vote accordingly.

3. PERSONAL BENEFIT

3.1 Use of Confidential Information (Rules of Conduct – Reg . 6 refers)

Rules of Conduct **Reg. 6**

Councillors, Committee Members and staff will not use confidential information to gain improper advantage for themselves or for any other person or body, in ways which are inconsistent with their obligation to act impartially and in good faith, or to improperly cause harm or detriment to any person or organisation.

3.2 Intellectual Property

The title to Intellectual Property in all duties relating to contracts of employment will be assigned to the City upon its creation unless otherwise agreed by separate contract.

3.3 Improper or Undue Influence (Rule of Conduct – Reg 7 refers)

Rules of Conduct **Reg. 7**

Councillors and staff will not take advantage of their position to improperly influence other Councillors or staff in the performance of their duties or functions, in order to gain undue or improper (direct or indirect) advantage or gain for themselves or for any other person or body. Similarly, Councillors, Committee Members and staff will not take advantage of their position to the detriment of Council, the City or other persons.

3.4(a) Gifts – Councillors (Rule of Conduct – Reg 12 refers)

Rules of Conduct **Reg. 12**

Definitions:
In this clause and in accordance with Regulation 12 of the Local Government (Rules of Conduct) Regulations 2007 –
***"activity involving a local government discretion"** means an activity –*
(a) that cannot be undertaken without an authorisation from the local government; or
(b) by way of a commercial dealing with the local government;
***"gift"** has the meaning given to that term in section 5.82(4) of the Act except that it does not include –*
(a) a gift from a relative as defined in section 5.74(1) of the Act; or
(b) a gift that must be disclosed under regulation 30B of the Local Government (Elections) Regulations 1997; or
(c) a gift from a statutory authority, government instrumentality or non-profit association for professional training;
***"notifiable gift"**, in relation to a person who is a council member, means –*
(a) a gift worth between $50 and $300; or
(b) a gift that is one of 2 or more gifts given to the council member by the same person within a period of 6 months that are in total worth between $50 and $300;

***"prohibited gift"**, in relation to a person who is a council member, means –*
(a) a gift worth $300 or more; or
(b) a gift that is one of 2 or more gifts given to the council member by the same person within a period of 6 months that are in total worth $300 or more.

(2) A person who is a council member must not accept a prohibited gift from a person –

(a) who is undertaking or seeking to undertake; or
(b) who it is reasonable to believe is intending to undertake, an activity involving a local government discretion.

(3) A person who is a council member and who accepts a notifiable gift from a person –

(a) who is undertaking or seeking to undertake; or
(b) who it is reasonable to believe is intending to undertake,an activity involving a local government discretion must, within 10 days of accepting the gift, notify the CEO of the acceptance in accordance with subregulation (4).

(4) Notification of the acceptance of a notifiable gift is to be in writing and is to include –

(a) the name of the person who gave the gift; and
(b) the date on which the gift was accepted; and
(c) a description, and the estimated value, of the gift; and
(d) the nature of the relationship between the person who is a council member and the person who gave the gift; and
(e) if the gift is a notifiable gift under paragraph (b) of the definition of "notifiable gift" (whether or not it is also a notifiable gift under paragraph (a) of that definition) –
    (i) a description; and
    (ii) the estimated value; and
    (iii)the date of acceptance,

of each other gift accepted within the 6 month period.

(5) The CEO must maintain a register of gifts in which details of notices received under subregulation (4) are recorded.

3.4(b) Gifts - Staff

Definitions :
In this clause, and in accordance with Regulation 34B of the Local Government (Administration) Regulations 1996 -
"activity involving a local government discretion" *means an activity -*
(a) that cannot be undertaken without an authorisation from the local government; or
(b) by way of a commercial dealing with the local government;
"gift" *has the meaning given to that term in S 5.82(4) except that it does not include -*
(a) a gift from a relative as defined in S 5.74(1); or
(b) a gift that must be disclosed under Regulation 30B of the Local Government (Elections) Regulations 1997; or
(c) a gift from a statutory authority, government instrumentality or non-profit association for professional training;
"notifiable gift"*, in relation to a person who is an employee, means -*
(a) a gift worth between $50 and $300; or
(b) a gift that is one of 2 or more gifts given to the employee by the same person within a period of 6 months that are in total worth between $50 and $300;
"prohibited gift"*, in relation to a person who is an employee, means -*
(a) a gift worth $300 or more; or
(b) a gift that is one of 2 or more gifts given to the employee by the same person within a period of 6 months that are in total worth $300 or more.

(a) A person who is an employee is to refrain from accepting a prohibited gift from a person who -
    (i) is undertaking or seeking to undertake an activity involving a local government discretion; or
    (ii) it is reasonable to believe is intending to undertake an activity involving a local government discretion.

(b) A person who is an employee and who accepts a notifiable gift from a person who -
    (i) is undertaking or seeking to undertake an activity involving a local government discretion; or

(ii) it is reasonable to believe is intending to undertake an activity involving a local government discretion,

notify the CEO, in accordance with item (c) and within 10 days of accepting the gift, of the acceptance.

(c) The notification of the acceptance of a notifiable gift must be in writing and include -
(i) the name of the person who gave the gift; and
(ii) the date on which the gift was accepted; and
(iii) a description, and the estimated value, of the gift; and
(iv) the nature of the relationship between the person who is an employee and the person who gave the gift; and
(v) if the gift is a notifiable gift under paragraph (b) of the definition of "notifiable gift" (whether or not it is also a notifiable gift under paragraph (a) of that definition) –
(1) a description; and
(2) the estimated value; and
(3) the date of acceptance,
of each other gift accepted within the 6 month period.

(Refer Attachment 1 for Disclosure Form of Notifiable Gifts)

(d) The CEO is to maintain a register of notifiable gifts and record in it details of notifications given to comply with a requirement made under item (c).

(e) This clause does not apply to gifts received from a relative (as defined in S 5.74(1) of the *Local Government Act*) or an electoral gift (to which other disclosure provisions apply).

(f) This clause does not prevent the acceptance of a gift on behalf of the local government in the course of performing professional or ceremonial duties in circumstances where the gift is presented in whole to the CEO, entered into the Register of Notifiable Gifts and used or retained exclusively for the benefit of the local government.

4. CONDUCT OF COUNCILLORS, COMMITTEE MEMBERS AND STAFF

4.1 Personal Behaviour

(a) Councillors, Committee Members and staff will:

(i) act, and be seen to act, properly and in accordance with the requirements of the law and the terms of this Code;

(ii) perform their duties impartially and in the best interests of the City uninfluenced by fear or favour;

(iii) act in good faith (i.e. honestly, for the proper purpose, and without exceeding their powers) in the interests of the City and the community and shall be particularly mindful to avoid interference in commercial relationships between developers and objectors or between developers competing for the right to develop;

(iv) make no allegations which are improper or derogatory (unless true and in the public interest) and refrain from any form of conduct, in the performance of their official or professional duties, which may cause any reasonable person unwarranted offence or embarrassment; and

(v) always act in accordance with their obligation of fidelity and loyalty to the City and not publicly reflect adversely upon any decision of the Council or Council's Management.

(b) Councillors will represent and promote the interests of the City, while recognising their special duty to their own constituents.

4.2 Honesty & Integrity

Councillors, Committee Members and staff will:

(a) observe the highest standards of honesty and integrity, and avoid conduct which might suggest any departure from these standards;

(b) bring to the notice of the Mayor any dishonesty or possible dishonesty on the part of any other Councillor, and in the case of an employee to the Chief Executive Officer.

(c) be frank and honest in their official dealing with each other.

(d) endeavour to resolve serious conflict through initial discussion facilitated by the Mayor or CEO or, in the event that the Mayor or CEO are too closely involved, the WALGA Peer Support Group.

4.3 Performance of Duties

(a) While on duty, staff will give their whole time and attention to the City's business and ensure that their work is carried out efficiently, economically and effectively, and that their standard of work reflects favourably both on them and on the City.

(b) Councillors and Committee Members will at all times exercise reasonable care and diligence in the performance of their duties, being consistent in their decision making but treating all matters on individual merits. Councillors and Committee Members will be as informed as possible about the functions of the Council, and treat all members of the community honestly and fairly.

4.4 Compliance with Lawful Orders

(a) Councillors, Committee Members and staff will comply with any lawful order given by any person having authority to make or give such an order, with any doubts as to the propriety of any such order being taken up with the superior of the person who gave the order and, if resolution can not be achieved, with the Chief Executive Officer.

(b) Councillors, Committee Members and staff will give effect to the lawful policies of the City, whether or not they agree with or approve of them.

4.5 Administrative and Management Practices

Councillors, Committee Members and staff will ensure compliance with proper and reasonable administrative practices and conduct, and professional and responsible management practices.

4.6 Corporate Obligations

(a) *Standard of Dress*

Councillors, Committee Members and staff are expected to comply with neat and responsible dress standards at all times. Accordingly :

(i) Councillors and Committee Members will dress in a manner appropriate to their position, in particular when attending meetings or representing the City in an official capacity.

(ii) Management reserves the right to adopt policies relating to corporate dress and to raise the issue of dress with individual staff.

(b) *Communication and Public Relations*

(i) All aspects of communication by staff (including verbal, written or personal), involving the City's activities should reflect the standards and objectives of the City. Communications should be accurate, polite and professional.

(ii) As a representative of the community, Councillors need to be not only responsive to community views, but to adequately communicate the attitudes and decisions of the Council. In doing so Councillors should acknowledge that:

- as a member of the Council there is respect for the decision making processes of the Council which are based on a decision of the majority of the Council;
- information of a confidential nature ought not be communicated until it is no longer treated as confidential; (Rule of Conduct – Reg 6 refers)

Rules of Conduct **Reg. 6**

- information relating to decisions of the Council on approvals, permits and so on ought only be communicated in an official capacity by a designated officer of the Council;
- information concerning adopted policies, procedures and decisions of the Council is conveyed accurately.
- while they will have their own opinions on matters referred to Council, once Council has made a decision, irrespective of those opinions, they are expected to recognise their fiduciary duty and support that decision.

(iii) Committee Members accept and acknowledge it is their responsibility to observe any direction the City may adopt in terms of advancing and promoting the objectives of the Committee to which they have been appointed.

(iv) statements to the press on behalf of the City will only be made by the Mayor or the CEO.

(c) Communications with Developers and Interest Groups

Councillors and Committee Members should be mindful that meetings with developers could compromise their impartiality in the decision making process and should at all times have a council officer present if such a meeting is considered necessary. To further protect Councillors from any suggestion of inappropriate behaviour, especially when dealing with matters of a controversial nature, written advice on the proforma at **Attachment 2** should be recorded, ideally within 48 hours, with the Mayor and CEO giving details of such meetings.

NB: The Local Government Operational Guidelines No. 12 titled Elected Members Relationship with Developers provides further guidance on this matter.

(d) Communication between Councillors

Councillors will represent and promote the interests of their community as a whole, while recognising their particular duty to their own constituents.

At the same time Councillors and staff should be mindful of the important role of ward Councillors when dealing with issues relevant to a specific ward and should use their best endeavours to inform ward Councillors of such matters.

To further support the above philosophy:

- it should be recognised that Councillors share responsibility and legal liability for the entire City and that Council allocates resources on a strategic needs basis guided by the professional and technical advice provided by officers;
- to maintain a good working relationship, it is appropriate that, in matters of a contentious nature, Councillors seek to communicate with the relevant ward Councillors when contacted by an elector from another ward;
- in communicating with constituents, ward Councillors should always be mindful of clause 4.6(b)(ii) of this Code. Communication from individual Councillors should very clearly state where it is the Councillor's personal opinion and advise that he/she is not able to act or speak on behalf of Council as a whole.

(e) Communication between Councillors and Staff

Rules of Conduct **Reg. 10**

Councillors shall ensure that no restrictions or undue influence is placed on the ability of employees to give professional advice to the Council. (Rule of Conduct – Reg 10 refers)

At the same time, staff should recognise that Councillors' views and opinions often reflect valid community viewpoints that should be considered in conjunction with professional opinion. Staff should therefore make every effort to assist Councillors in the performance of their role, and to achieve the satisfactory resolution of issues they may raise in performing their official role.

It shall be incumbent on staff when referring a member of the community to their local Councillor over issues that the officer cannot resolve due to current Council Policy, that the officer notify the ward Councillors of the referral and any information that may assist in resolving the issue.

4.7 Appointments to Committees

As part of their representative role Councillors and staff are often asked to represent the Council on external organisations. It is important that Councillors and staff :

- clearly understand the basis of their appointment; and
- provide regular reports on the activities of the organisation.
- make every endeavour to personally notify their deputies when they are not able to attend.

4.8 Observers at Committee Meetings

Councillors and staff wishing to attend a meeting of a committee of which he/she is not a member, shall be seated in the area set aside for persons observing and shall not participate in any committee discussion unless invited to do so by the presiding member of that Committee.

Councillors and staff attending a meeting of a committee, of which they are not a member, shall observe the same legislative requirements regarding disclosure of interests (including the requirement to leave the room and not participate) as members of the committee.

5. DEALING WITH COUNCIL PROPERTY

5.1 Use of Local Government Resources (Rule of Conduct – Reg 8 refers)

Rules of Conduct **Reg. 8**

Councillors and staff will:

(a) be scrupulously honest in their use of the City's resources and shall not misuse them or permit their misuse (or the appearance of misuse) by any other person or body;

(b) use the City's resources entrusted to them effectively and economically in the course of their duties; and

(c) not use the City's resources (including the services of Council staff) for private purposes (other than when supplied as part of a contract of employment), unless properly authorised to do so, and appropriate payments are made (as determined by the Chief Executive Officer).

(d) foster an awareness of the community's ownership of the City's natural and built environment.

5.2 Travelling and Sustenance Expenses

Councillors, Committee Members and staff will only claim or accept travelling and sustenance expenses arising out of travel-related matters which have a direct bearing on the services, policies or business of the City in accordance with Council's policy and the provisions of the *Local Government Act*.

5.3 Access to Information

(a) Staff will ensure that Councillors are given access to all information necessary for them to properly perform their functions and comply with their responsibilities.

(b) Councillors will ensure that information provided will be used properly and to assist in the process of making reasonable and informed decisions on matters before the Council. (Rule of Conduct – Reg 6 refers)

Rules of Conduct **Reg. 6**

CITY OF ARMADALE

Local Government Act 1995

Local Government (Administration) Regulations 1996

DISCLOSURE OF NOTIFIABLE GIFTS

(please read the notes below before completing and returning this form)

I ..... received a Notifiable Gift from

(Name).....
(Organisation).....

Details of the Notifiable Gift received are as follows:

Date Notifiable Gift Received	
Description of Notifiable Gift	
Estimated Value of Notifiable Gift	
Name of Person Giving the Gift	
Relationship to Person Giving the Gift	

Notes:
Please note the following information when completing this form.
Definitions
"notifiable gift", in relation to a person who is a council member or employee, means –

(a) a gift worth between $50 and $300; or

(b) a gift that is one of 2 or more gifts given to the council member or employee by the same person within a period of 6 months that are in total worth between $50 and $300.

"prohibited gift", in relation to a person who is a council member or employee, means –

(a) a gift worth $300 or more; or

(b) a gift that is one of 2 or more gifts given to the council member or employee by the same person within a period of 6 months that are in total worth $300 or more.

1. A person who is a councilor or employee and who accepts a notifiable gift from a person who –
   (a) is undertaking or seeking to undertake an activity involving a local government discretion; or
   (b) it is reasonable to believe is intending to undertake an activity involving a local government discretion

   must complete and lodge this disclosure form with the CEO within ten (10) days of accepting the gift.

2. A person who is a councilor or employee must not accept a prohibited gift from a person who –
   (a) is undertaking or seeking to undertake an activity involving a local government discretion; or
   (b) it is reasonable to believe is intending to undertake an activity involving a local government discretion

It is declared that all information and details provided in this form are true and correct and that no known relevant information is omitted.

Signature:	
Date:	

City of Armadale
Communication with Developers and Interest Groups[1]

Clause 4.6 (c) of the City of Armadale Code of Conduct requires Council Members and Committee Members to provide written advice in the prescribed form which details discussions had at meetings held with developers and interest groups

Date of Meeting:	
Place of Meeting:	

Attendees:

Topic of Discussion:

Details of Discussion:

Name of Member making Declaration	

Signature

Date

[1] Organisations seeking to promote a benefit either to a private individual or company

Division 9 — Conduct of certain officials

[Heading inserted by No. 1 of 2007 s. 8.]

5.102A. Terms used

In this Division —

breach means a minor breach or a serious breach;

complaints officer means the person who is the complaints officer under section 5.120 for the local government concerned;

minor breach has the meaning given in section 5.105(1), and it includes a recurrent breach;

party, when used in connection with a complaint, means —

(a) the person who made the complaint; or

(b) the person against whom the complaint was made;

primary standards panel means the standards panel established under section 5.122(1);

recurrent breach has the meaning given in section 5.105(2);

rules of conduct means rules of conduct for council members referred to in section 5.104(1);

serious breach has the meaning given in section 5.105(3);

standards panel means a standards panel established under section 5.122(1) or (2).

[Section 5.102A inserted by No. 1 of 2007 s. 9.]

5.103. Codes of conduct

(1) Every local government is to prepare or adopt a code of conduct to be observed by council members, committee members and employees.

[(2) deleted]

(3) Regulations may prescribe codes of conduct or the content of, and matters in relation to, codes of conduct and any code of conduct or provision of a code of conduct applying to a local government under subsection (1) is of effect only to the extent to which it is not inconsistent with regulations.

[Section 5.103 amended by No. 49 of 2004 s. 55; No. 1 of 2007 s. 10.]

5.104. Other regulations about conduct of council members

(1) Regulations may prescribe rules, to be known as the rules of conduct for council members, that council members are required to observe.

(2) The rules of conduct for council members apply, to the extent stated in the regulations, to a council member when acting as a committee member.

(3) The rules of conduct may contain provisions dealing with any aspect of the conduct of council members whether or not it is otherwise dealt with in this Act.

(4) Regulations cannot prescribe a rule of conduct if contravention of the rule would, in addition to being a minor breach under section 5.105(1)(a), also be a serious breach under section 5.105(3).

(5) Regulations cannot specify that contravention of a local law under this Act is a minor breach if contravention of the local law would, in addition to being a minor breach under section 5.105(1)(b), also be a serious breach under section 5.105(3).

(6) The rules of conduct do not limit what a code of conduct under section 5.103 may contain.

(7) The regulations may, in addition to rules of conduct, prescribe general principles to guide the behaviour of council members.

[Section 5.104 inserted by No. 1 of 2007 s. 11.]

5.105. Breaches by council members

(1) A council member commits a minor breach if he or she contravenes —

(a) a rule of conduct under section 5.104(1); or

(b) a local law under this Act, contravention of which the regulations specify to be a minor breach.

(2) A minor breach is a recurrent breach if it occurs after the council member has been found under this Division to have committed 2 or more other minor breaches.

(3) A council member who commits any offence under a written law, other than a local law made under this Act, of which it is an element that the offender is a council member or is a person of a description that specifically includes a council member commits a serious breach.

[Section 5.105 inserted by No. 1 of 2007 s. 11.]

5.106. Deciding whether breach occurred

A finding that a breach has occurred is to be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.

[Section 5.106 inserted by No. 1 of 2007 s. 11.]

5.107. Complaining to complaints officer of minor breach

(1) A person who has reason to believe that a council member has committed a minor breach may complain of the breach by sending to the complaints officer a complaint in accordance with subsection (2).

(2) The complaint has to be made in writing, in a form approved by the Minister, giving details of —

(a) who is making the complaint;

(b) who is alleged to have committed the breach;

(c) the contravention that is alleged to have resulted in the breach; and

(d) any other information that the regulations may require.

(3) Within 14 days after the day on which the complaints officer receives the complaint, the complaints officer is required to —

(a) give to the person making the complaint an acknowledgment in writing that the complaint has been received;

(b) give to the council member about whom the complaint is made a copy of the complaint; and

(c) send —

(i) the complaint; and

(ii) anything the complaints officer has that is relevant to the complaint including, where relevant, details of any 2 or more minor breaches that the council member has previously been found to have committed,

to the member of the primary standards panel who is appointed under Schedule 5.1 clause 2(a).

(4) A person can make a complaint under this section within 2 years after the breach alleged in the complaint occurred, but not later.

[Section 5.107 inserted by No. 1 of 2007 s. 11.]

5.108. Departmental CEO may send complaint of minor breach to complaints officer

(1) If it appears to the Departmental CEO that a complaint a person seeks to make under section 5.114 discloses a minor breach, the Departmental CEO may send the complaint to the complaints officer of the local government concerned.

(2) Within 14 days after the day on which the complaints officer receives the complaint, the complaints officer is required to —

(a) give to the person who sent the complaint to the Departmental CEO written notice that the complaint is to be dealt with as a complaint of a minor breach;

(b) give to the council member about whom the complaint is made a copy of the complaint; and

(c) send —

(i) the complaint; and

(ii) anything the complaints officer has that is relevant to the complaint including, where relevant, details of any 2 or more minor breaches that the council member has previously been found to have committed,

to the member of the primary standards panel who is appointed under Schedule 5.1 clause 2(a).

(3) The Departmental CEO can send a complaint to a complaints officer under this section within 2 years after the breach alleged in the complaint occurred, but not later.

[Section 5.108 inserted by No. 1 of 2007 s. 11; amended by No. 17 of 2009 s. 44.]

5.109. Complaint initiated by complaints officer

(1) A person who is a complaints officer may make a complaint of a minor breach by —

(a) preparing the complaint in the form required under section 5.107(2);

(b) giving the council member about whom the complaint is made a copy of the complaint; and

(c) sending —

(i) the complaint; and

(ii) anything the complaints officer has that is relevant to the complaint including, where relevant, details of any 2 or more minor breaches that the council member has previously been found to have committed,

to the member of the primary standards panel who is appointed under Schedule 5.1 clause 2(a).

(2) A complaints officer can make a complaint under this section within 2 years after the breach alleged in the complaint occurred, but not later.

[Section 5.109 inserted by No. 1 of 2007 s. 11.]

5.110. Dealing with complaint of minor breach

(1) The member of the primary standards panel who receives a complaint from a complaints officer under section 5.107(3)(c), 5.108(2)(c) or 5.109(1)(c) is to —

(a) allocate that complaint to a standards panel; and

(b) send the complaint and anything received from the complaints officer to the member of that standards panel who is appointed under Schedule 5.1 clause 2(a).

(2) After receiving a complaint allocated to it under subsection (1), a standards panel is required to —

(a) make a finding as to whether the breach alleged in the complaint occurred; or

(b) send the complaint to the Departmental CEO under section 5.111.

(3) For the purpose of helping it to deal with a complaint, a standards panel may request the complaints officer to provide anything further that the standards panel requires, and the complaints officer is required to comply with the request so far as it is practicable to do so.

(4) A standards panel is required to give each party written notice of the reasons for any finding it makes under subsection (2).

(5) If a standards panel finds that a council member has committed a minor breach, the standards panel is required to give the council member an

opportunity to make submissions about how the breach should be dealt with under subsection (6).

(6) The breach is to be dealt with by —

(a) dismissing the complaint;

(b) ordering that —

(i) the person against whom the complaint was made be publicly censured as specified in the order;

(ii) the person against whom the complaint was made apologise publicly as specified in the order; or

(iii) the person against whom the complaint was made undertake training as specified in the order;

or

(c) ordering 2 or more of the sanctions described in paragraph (b).

(7) A standards panel is required to give to each party and the complaints officer notice of how it deals with the matter under subsection (6).

[Section 5.110 inserted by No. 1 of 2007 s. 11; amended by No. 17 of 2009 s. 44.]

5.111. Dealing with recurrent breach

(1) If a standards panel is allocated a complaint as described in section 5.110(1) and the breach alleged, if it were found to have been committed, would be a recurrent breach, the standards panel may send the complaint to the Departmental CEO or proceed under section 5.110 to make a finding and deal with the complaint.

(2) If a standards panel sends the complaint to the Departmental CEO under subsection (1), the standards panel is required to notify —

(a) each of the parties; and

(b) the complaints officer.

[Section 5.111 inserted by No. 1 of 2007 s. 11; amended by No. 17 of 2009 s. 44.]

5.112. Allegation of recurrent breach

(1) If a standards panel sends to the Departmental CEO, under section 5.111, a complaint of a minor breach that, if it were found to have been committed, would be a recurrent breach, the Departmental CEO has to decide whether to make an allegation under subsection (2).

(2) If the Departmental CEO considers it appropriate to do so, the Departmental CEO may make an allegation to the State Administrative Tribunal that the council member committed the breach.

(3) The Departmental CEO is required to give the complaints officer and each of the parties notice in writing of the decision.

(4) If the Departmental CEO decides not to make an allegation to the State Administrative Tribunal —

(a) the Departmental CEO is required to send the complaint to the standards panel that sent the complaint to the Departmental CEO;

(b) the standards panel is required to notify each of the parties and the complaints officer that the complaint will be dealt with by the standards panel; and

(c) the standards panel is required to deal with the complaint under section 5.110.

(5) The fact that the person who made the complaint does not want an allegation to be made to the State Administrative Tribunal does not prevent the Departmental CEO from making the allegation.

[Section 5.112 inserted by No. 1 of 2007 s. 11; amended by No. 17 of 2009 s. 44.]

5.113. Punishment for recurrent breach

If, on an allegation under section 5.112, the State Administrative Tribunal finds that a person committed a recurrent breach, it may make any of the orders described in section 5.117.

[Section 5.113 inserted by No. 1 of 2007 s. 11.]

5.114. Making complaint of serious breach

(1) A person who has reason to believe that a council member has committed a serious breach may complain to the Departmental CEO as described in subsection (2).

(2) The complaint has to be made in writing in a form approved by the Minister, giving details of —

(a) who is making the complaint;

(b) who is alleged to have committed the breach;

(c) the offence that is alleged to have resulted in the breach; and

(d) any other information that the regulations may require,

and sent to the Departmental CEO.

(3) If there is a limit on the time within which proceedings may be commenced for the offence to which a complaint of a serious breach relates, the complaint cannot be made after that time has elapsed.

[Section 5.114 inserted by No. 1 of 2007 s. 11; amended by No. 17 of 2009 s. 44.]

5.115. Complaints officer to send complaint of serious breach to Departmental CEO

(1) If it appears to a complaints officer that a complaint a person seeks to make under section 5.107 discloses a serious breach, the complaints officer is required to send the complaint to the Departmental CEO.

(2) If the complaints officer sends the complaint to the Departmental CEO, the complaints officer is required to notify each of the parties.

[Section 5.115 inserted by No. 1 of 2007 s. 11; amended by No. 17 of 2009 s. 44.]

5.116. Allegation by Departmental CEO of serious breach

(1) If —

(a) a person sends to the Departmental CEO a complaint under section 5.114(1) that a council member has committed a serious breach; or

(b) a complaints officer sends to the Departmental CEO, under section 5.115(1), a complaint that appears to disclose a serious breach,

the Departmental CEO has to decide whether to make an allegation under subsection (2).

(2) If the Departmental CEO considers it appropriate to do so, the Departmental CEO may, whether or not a complaint has been sent to the Departmental CEO, make an allegation to the State Administrative Tribunal that the council member committed a serious breach.

(3) In deciding whether it would be appropriate to make an allegation to the State Administrative Tribunal, the Departmental CEO has to consider whether it would be more appropriate for the matter to be dealt with in another way.

(4) The Departmental CEO cannot make an allegation under subsection (2) if the council member has already been tried by a court for the offence the commission of which is the serious breach.

(5) Within 14 days after the day on which the Departmental CEO receives a complaint that is sent to the Departmental CEO under section 5.114 or 5.115, the Departmental CEO is required to give each party notice in writing —

(a) acknowledging that the complaint is in accordance with the Act; and

(b) stating that the Departmental CEO will decide whether to make an allegation under subsection (2).

(6) The fact that a person who made a complaint does not want an allegation arising from the complaint to be made to the State Administrative Tribunal does not prevent the Departmental CEO from making the allegation.

[Section 5.116 inserted by No. 1 of 2007 s. 11; amended by No. 17 of 2009 s. 44.]

5.117. Punishment for serious breach

(1) If, on an allegation under section 5.116(2), the State Administrative Tribunal finds that a person committed a serious breach, it may —

(a) order that —

(i) the person against whom the allegation was made be publicly censured as specified in the order;

(ii) the person against whom the allegation was made apologise publicly as specified in the order;

(iii) the person against whom the allegation was made undertake training as specified in the order;

(iv) the person against whom the allegation was made is suspended for a period of not more than 6 months specified in the order; or

(v) the person against whom the allegation was made is, for a period of not more than 5 years specified in the order, disqualified from holding office as a member of a council;

or

(b) order 2 or more of the sanctions described in paragraph (a).

(2) An order described in subsection (1)(a)(iv) or (v) may be expressed in such a way that the order —

(a) only takes effect if, on finding that the person subject to the order has not complied with a condition specified in the order, the State Administrative Tribunal directs under subsection (7) that the order take effect; and

(b) lapses if it has not taken effect within a period specified in the order,

and an order so expressed is called a ***suspended order***.

(3) The period referred to in subsection (2)(b) cannot exceed 2 years.

(4) The Departmental CEO may make an allegation to the State Administrative Tribunal that a person subject to a suspended order has failed to comply with a condition specified in the order.

(5) The Departmental CEO must give a person notice in writing of a decision to make an allegation about the person under subsection (4).

(6) If the State Administrative Tribunal receives an allegation under subsection (4), it must make a finding as to whether the alleged failure occurred.

(7) If the State Administrative Tribunal finds that a person failed to comply with a condition of a suspended order, it may if it considers it appropriate to do so direct that the suspended order take effect.

(8) When a council member is suspended under subsection (1)(a)(iv), section 8.29 applies to the member as if the council had been suspended.

[Section 5.117 inserted by No. 1 of 2007 s. 11; amended by No. 17 of 2009 s. 44.]

5.118. Carrying out orders

(1) The CEO of the local government concerned is required to arrange the publication of any censure ordered under section 5.110(6) by a standards

panel and is to refer to the State Administrative Tribunal any failure to comply with any other order made under that subsection.

(2) The Departmental CEO is required to arrange the publication of any censure ordered under section 5.113 or 5.117 by the State Administrative Tribunal and is to refer to the State Administrative Tribunal any failure to comply with any other order made under either of those sections.

[Section 5.118 inserted by No. 1 of 2007 s. 11; amended by No. 17 of 2009 s. 44.]

5.119. State Administrative Tribunal's enforcement powers

(1) If, under section 5.118, the CEO of a local government or the Departmental CEO refers to the State Administrative Tribunal a failure of a person to comply with an order of a standards panel or the State Administrative Tribunal, the State Administrative Tribunal may, if satisfied that the person failed to comply with the order, make an order described in section 5.117(1)(a)(iv) or (v).

(2) Section 5.117(2) extends to an order made under subsection (1).

[Section 5.119 inserted by No. 1 of 2007 s. 11; amended by No. 17 of 2009 s. 44.]

5.120. Complaints officer

(1) Each local government is to designate a senior employee, as defined under section 5.37, to be its complaints officer.

(2) If a local government does not have any other person as its complaints officer, the person holding office as, or acting as, its CEO is its complaints officer.

[Section 5.120 inserted by No. 1 of 2007 s. 11.]

5.121. Register of certain complaints of minor breaches

(1) The complaints officer for each local government is required to maintain a register of complaints which records all complaints that result in action under section 5.110(6)(b) or (c).

(2) The register of complaints is to include, for each recorded complaint —

(a) the name of the council member about whom the complaint is made;

(b) the name of the person who makes the complaint;

(c) a description of the minor breach that the standards panel finds has occurred; and

(d) details of the action taken under section 5.110(6)(b) or (c).

[Section 5.121 inserted by No. 1 of 2007 s. 11.]

5.122. Standards panels

(1) The Minister is to establish a standards panel (the ***primary standards panel***).

(2) The Minister may establish other standards panels.

(3) Schedule 5.1 applies to a standards panel.

[Section 5.122 inserted by No. 1 of 2007 s. 11.]

5.123. Confidentiality

(1) A person who —

(a) makes a complaint during a campaign period;

(b) performs a function under this Act in respect of a complaint made during a campaign period; or

(c) as a result of anything done under this Division, becomes aware of any detail of a complaint made during a campaign period knowing it to be relevant to the complaint,

and during the campaign period discloses information that the complaint has been made, or discloses information of any detail of the complaint, commits an offence.

(2) It is not an offence against subsection (1) to disclose information if —

(a) the disclosure is made for the purposes of investigating or dealing with the complaint;

(b) the disclosure is required under a written law;

(c) the complaint to which the information relates is a complaint of a minor breach and a standards panel has dealt with the breach under section 5.110(6)(b) or (c); or

(d) the complaint to which the information relates is a complaint of a serious breach and the State Administrative Tribunal has made an order under section 5.117(1).

(3) In this section —

campaign period means the period beginning on the first day of the period referred to in section 4.49(a) and ending on election day as that term is defined in section 4.1.

[Section 5.123 inserted by No. 1 of 2007 s. 11.]

5.124. Giving false or misleading information

(1) A person commits an offence if the person gives information, in any of the circumstances described in subsection (2), knowing the information to be false or misleading in a material particular.

(2) The circumstances in which subsection (1) applies are —

(a) when the information is given in a complaint under section 5.107 or 5.114;

(b) when the information is given to a person for the purposes of an investigation of whether or not a breach has been committed; or

(c) when the information is given to a standards panel.

[Section 5.124 inserted by No. 1 of 2007 s. 11.]

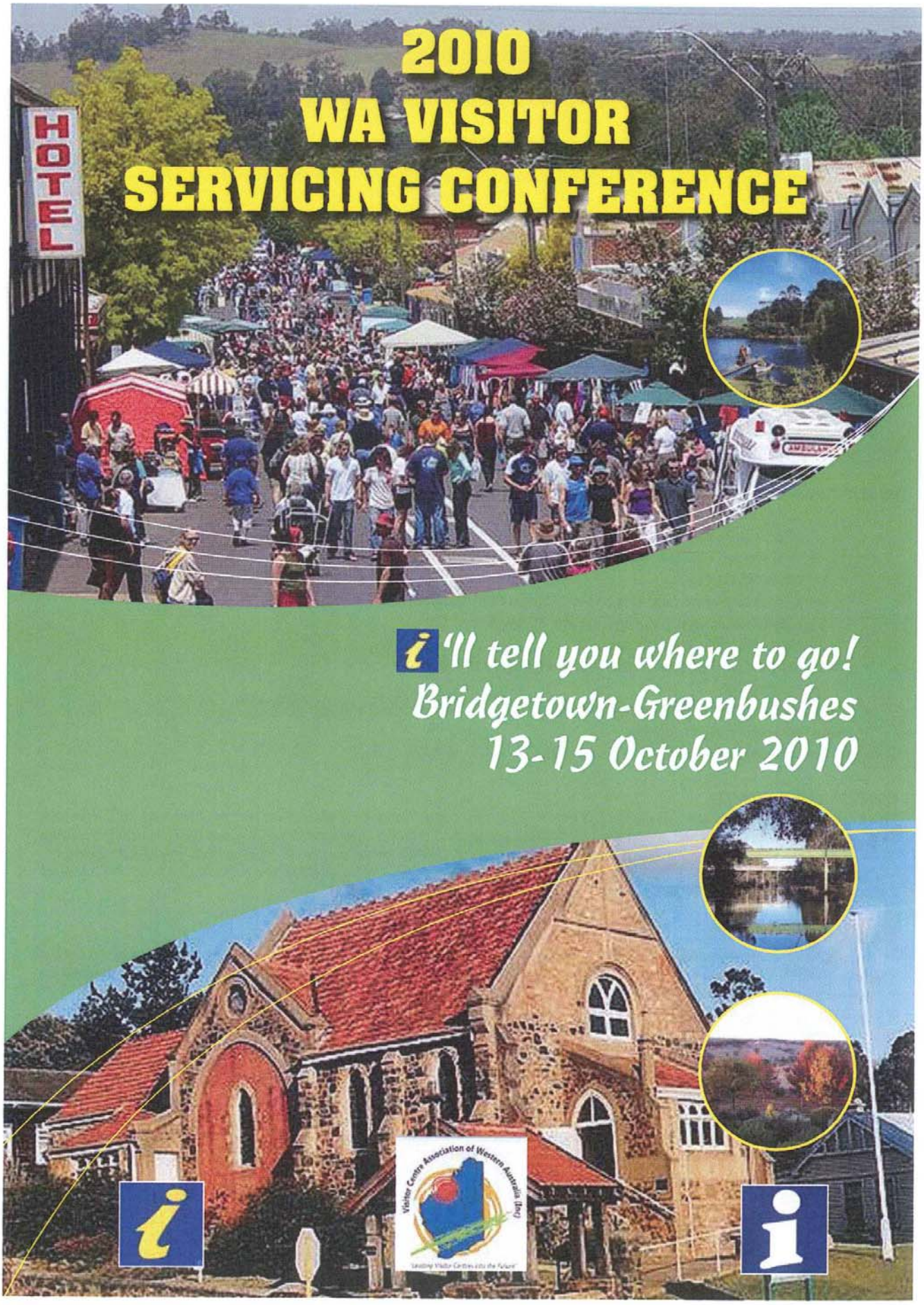
5.125. Review of certain decisions

(1) A party may apply to the State Administrative Tribunal for a review of a decision of a standards panel.

(2) In subsection (1) —

decision means a decision to dismiss a complaint or to make an order.

[Section 5.125 inserted by No. 1 of 2007 s. 11.]


2010
WA VISITOR
SERVICING CONFERENCE
HOTEL
i'll tell you where to go!
Bridgetown-Greenbushes
13-15 October 2010
Visitor Centre Association of Western Australia (Inc)

ANNUAL VISITOR SERVICING CONFERENCE

BRIDGETOWN 13th – 15th October 2010

"I'll tell you where to go"

Invitation from the Chairperson:

It is my privilege, as your Chairperson, to extend an invitation to each one of you, on behalf of the Visitor Centre Association of Western Australia to attend our 17th Annual State Conference being held from the 13th to 15th October 2010 in the *'Simply Beautiful'* Bridgetown.

Tranquillity, hospitality and rustic charm - the perfect setting for our Conference! We have chosen speakers, sessions and workshops that will make a difference in your life and in the way you can manage your Visitor Centres.

Topics include Retail and Merchandising, Marketing, Business Health Checkups, Travel Agents Licence, Digital Technologies and how to Provide Excellent Customer Service experiences, are just a few of the inspiring sessions we have planned.

If you are new to our industry or an 'old friend' this Conference is VITAL. Be connected, trained, revitalised and NETWORK, NETWORK, NETWORK!

REGISTER TODAY - I personally look forward to meeting each of you in this great adventure of Visitor Servicing in Western Australia.

Kind Regards
Yvonne Bradfield

Who should attend?

The Annual Visitor Servicing Conference is a very successful event on the WA Tourism industry calendar and is open to all delegates within tourism. Whether you are a:

- ✓ Visitor Centre Manager and/or Staff Member
- ✓ Tourist Committee Member
- ✓ Local Government Representative
- ✓ Chief Executive Officer
- ✓ Economic Development Manager and/or Tourism Staff Member
- ✓ Tourism Western Australia Manager and/or Staff Member
- ✓ Tourism Council WA Staff Member
- ✓ Regional Tourism Organisation Manager and/or Staff Member
- ✓ Tourism Operator
- ✓ Regional Development Management and Staff
- ✓ Or a stakeholder within Tourism

Then this Conference is one event not to be missed!

Accommodation Options:

The town of Bridgetown offers a range of high quality accommodation options for delegates, ranging from bed and breakfast, to hotel/motel and self contained accommodation. Most accommodation operators in Bridgetown are offering a 10% discount to all delegates of the Conference booking direct. Upon booking with the operator, please mention that you are attending the Visitor Servicing Conference to receive your discount. Any further enquires can be directed to the Bridgetown Visitor Centre by calling 1800 777 140.

Transport Options:

For delegates that are departing from Perth, a bus has been arranged for Tuesday the 12th of October, leaving Perth City at 4.00pm. The bus will be travelling via Bunbury, then onto Bridgetown arriving at approximately 7.00pm. A return trip is available, please refer to the registration form for details.

If you would like to book this transport option, please ensure that you complete this section on the registration form.

Post Touring Options with Australia's South West:

Australia's South West is offering delegates of the 2010 Annual Visitor Servicing Conference the opportunity to experience extraordinary product in the south west region through a personalised regional familiarisation tour.

There will be two (2) tours on offer (subject to sufficient number of participants) and will cover product and experiences within the Southern Forests and Great Southern or Geographe and Blackwood River Valley regions. The post conference tours are available to all visitor servicing delegates and includes main meals, twin-share accommodation (room only) and transport from the conference in Bridgetown to Perth CBD, Sunday 17th October.

Bookings are essential as places are strictly limited and delegates who wish to attend should mark their preferences (1&2) on the registration form.

ANNUAL VISITOR SERVICING CONFERENCE

BRIDGETOWN 13th – 15th October 2010

Registration Deadline & Cancellation:

Registration deadline is – Friday the 1st of October 2010.

Bookings received after this date are subject to a late fee of $25.00.

Cancellations – the names of conference delegates may be substituted without further charge subject to written advice to the Visitor Centre Association of WA. Delegates who cancel prior to Friday the 1st of October 2010 will receive a refund less the cancellation fee of $100. There will be no refunds for cancellations after Friday the 1st of October 2010.

Enquires regarding registration should be directed to the Visitor Centre Association of WA, by contacting us on: 1800 134 112 or email: admin@vcawa.com.au.

Speakers:

Hon Robyn McSweeney MLC: Robyn Mary McSweeney was born in Bridgetown and was educated at both Bridgetown and Manjimup High Schools. She holds a degree in Politics, Philosophy and Sociology and her main interests and passions lie in issues relating to social and family policy. Robyn is best known for her role in leading and setting long-term goals as both Minister and Shadow Minister in the social portfolios of child protection, seniors and volunteering, local government women's interests and emergency services. She was elected as a Member of the Legislative Council for the South West Region in 2001 and her current role as Minister for Child Protection, Community Services; Seniors and Volunteering and Women's Interests is the result of many years of representation at both the local and State level.

Monique Van Vliet: Monique comes from a European background and has a Masters Degree in Marketing Communications. Monique has extensive experience in the development of logo's, websites, flyers, business cards, articles and other communication materials. Monique now assists Small Business operators to develop their marketing strategies and will offer delegates inside information on how to market effectively on a budget.

David West: David is the principal consultant for Premier Retail Marketing. He has 20 years experience managing and consulting for main streets and shopping centres and has managed Rundle Mall in the Adelaide CBD for 6 years. David's experience includes Centre Manager, Marketing Manager and Regional Marketing Manager for the Westfield Shopping Centre Group in South Australia and Western Australia over a 10 year period. David has managed Westfield Marion, Westfield Tea Tree Plaza, Westfield Arndale shopping centres and he has also conducted retail study tours of the United States and the United Kingdom to enhance his knowledge and retail skills. David will offer participants expert information on how to maximise your retail areas for greater returns.

David Hillyard: David Hillyard began work as a Complaints Officer at Consumer Affairs 31 years ago. After promotion to various roles including Senior Investigations Officer, Team Leader of the Residential Tenancies branch and Manager of the Motor Vehicles branch, he is currently the Director of Industry and Consumer Services for Consumer Protection. David will be presenting delegates with a range of information relating to Travel Agents Licence requirements.

Pat Strahan: Pat Strahan will provide an update on the industry and the issues facing caravan parks today. Pat Strahan has been in the tourism industry for over 25 years. She has always had a strong focus on regional tourism and has been working with the caravan industry for the past 15 years. Pat has ensured the caravan industry has a high profile in the tourism industry, through the promotion of the caravan and camping lifestyle and addressing issues facing the industry today. She is also responsible for the organisation of the annual Caravan and Camping Show.

Adrienne Catlin: Adrianne works with organisations throughout WA and the Asia Pacific Region, her ability to think outside of the box allows her to challenge your mindset and see alternative methods of achieving success in an interactive and productive workshop environment. Adrianne is the CEO for a registered training organization, ARC Learning and Development, the Ambassador for the Australian Institute of Professional Facilitators, National Lead Trainer for Aussie Host and is heavily involved in tourism while being passionate about customer service. Adrienne will present delegates with three sessions focused on working together for success, helping you to gain everything in life that you want, while maintaining a reliable reputation. For delegates that attend all three sessions, they will be recognised as "Providing Excellent Customer Service" and be awarded a National Recognised "AussieHost Certificate".

Paul Matenaar: Paul is the Manager of the Small Business Centre in the Blackwood Valley and holds qualifications in both Marketing and Small Business Management from Monash University. Paul has been in Senior Management and management roles for over 15 years, with a strong emphasis on the retail environment. Paul now advises Small Business operators and has a great understanding of the tourism industry, as he also operates his own tourism business. Paul will share his knowledge on how you can assess your business and help you with a Bizfit Pulse Check.

Alison Blake: Alison is the Manager of Community Access and Information at the Disability Services Commission. She leads a team of 15 committed individuals focused on improving access and inclusion for people with disability through information, education and behaviour change projects. Alison is a communications professional with more than 20 years experience in corporate affairs, public relations and media. She has worked in the private sector as well as not for profit organisations and for the past eight years has worked in State Government.

Suzanne Daubney: A Perth girl originally, Sue has adapted to the special attributes of rural living since meeting her husband, Mathew, in 1994 and gradually making a transition to the very southern timber and beef/dairy Farming town of Northcliffe, WA. Having completed a Bachelor of Nursing, Bachelor of Science and Post Grad Diploma in Education, Sue has a wide range of interests and a lot of energy for projects and community development. Following the ongoing struggle to operate a dairy farm, in 2004 the Daubney Family decided to follow the path of vertically integrating their farming business to produce a high quality, fresh retail product, as a means of managing their farm gate price long term. As the Managing Director, Sue has created systems and processes and trained a focused and loyal team to allow the processing of fresh milk, flavoured milks and creams from a raw product right through to delivery to shop and café doors. In 2006 Sue was awarded the Telstra Business Women's Innovation Award for WA. Sue was further honoured to be announced the First Amongst Equals at the WA Business News 40 under 40 for 2010. Sue has recently been appointed Director on the Food Industry Association Board (WA), and is a member of the Small Business Finance Panel (Reserve Bank of Australia).

Penny Delfs: Penny has an immense enthusiasm for people, training, facilitation, mentoring and executive coaching. Penny now specialises in working with Middle to Senior Management in facilitating their outcomes - this includes training trainers and professional presenters in facilitation styles, presentations and advanced communication, including defining and refining well formed outcomes and thinking skills. Penny has extensive experience in the Corporate Executive arena, commercialisation and Capital Raising. She also has successfully owned businesses in the travel, tourism and hospitality industries. She often appears as a key note speaker and regularly lectures on human communications and their development.

ANNUAL VISITOR SERVICING CONFERENCE

CONFERENCE PROGRAM

Wednesday 13th October – Day 1

9.30am			– Coach transfer to Bridgetown Gardens Function Centre
10.00am	to	10.30am	– Delegate registrations, tea and coffee served
10.30am	to	10.40am	– Welcome Address – Yvonne Bradfield
10.40am	to	10.45am	– Welcome to Country
10.45am	to	11.00am	– Official Conference Opening – Hon Robyn McSweeney MLC
11.00am	to	11.30am	– VCAWA Annual General Meeting – Yvonne Bradfield
11.30am	to	12.30pm	– Visitor Centre Manager's Forum – Dee Smith
12.30pm	to	1.15pm	– Networking lunch
1.15pm	to	2.15pm	– Marketing on a Budget! – Monique Van Vliet
2.15pm	to	3.15pm	– Retail Reality – David West
3.15pm	to	3.45pm	– Afternoon tea
3.45pm	to	4.30pm	– Travel Agents Licence – What every Visitor Centre should know! - David Hillyard
4.30pm	to	4.45pm	– Maximising the Benefits of Caravanning to your Town - Pat Strahan
4.45pm	to	5.30pm	– The Future of the Visitor Centre Association of WA – Dee Smith
5.30pm	to	5.45pm	– Coach transfer to Accommodation
6.30pm	to	6.45pm	– Coach transfer to Welcome Function – Nelsons of Bridgetown
6.45pm	to	8.40pm	– Welcome Function hosted by The Shire of Bridgetown-Greenbushes
8.40pm			– Coach transfer to Accommodation

Thursday 14th October – Day 2

**Please note that all delegates must wear closed in shoes on Day 2 of the Conference*

7.00am			– Coach transfer to the Bridgetown Hotel
7.30am	to	9.00am	– Breakfast with Suzanne Daubney from Bannister Downs Dairy
9.00am	to	9.30am	– Coach transfer to the Bridgetown Gardens Function Centre
9.30am	to	10.45pm	– The Dynamics of Internal Development – Adrienne Catlin
10.45am	to	11.00am	– Morning tea
11.00am	to	12.30am	– The Pathway to an excellent "Customer Relationship" with lasting benefits – Adrienne Catlin
12.30am	to	1.15pm	– Bizfit Pulse Check – Paul Matenaar
1.15pm	to	1.30pm	– Access WA – You're Welcome! - Alison Blake
1.30pm	to	1.45pm	– Lunch - delegates will be supplied with a lunch pack to be enjoyed on the coach tours
1.45pm	–	5.30pm	– Regional Mystery Tours
5.30pm	–		– Coach transfer to Accommodation
6.20pm	–		– Coach transfer to The Cidery
6.30pm	to	8.00pm	- Blues@The Cidery Dinner sponsored by Bookeasy
8.30pm	–		– Coach transfer to Accommodation

Friday 15th October – Day 3

8.15am			– Coach transfer to the Bridgetown Gardens Function Centre
8.45am	to	11.30am	– Mini Trade Expo (16x8 minute interviews)
11.30am	to	12.00pm	– Transfer delegates to Chudacud Estate
12.00pm	to	1.00pm	– Lunch
1.00pm	to	3.00pm	– Build your benefits to lead - Adrienne Catlin
3.00pm	to	3.15pm	– Afternoon tea
3.15pm	to	4.15pm	– It's all About You! - Penny Delfs
4.15pm	to	4.30pm	– Presentation from the 2011 Host Town
4.30pm	to	5.00pm	– Conference Summary and Official Close
5.00pm	to	5.15pm	– Coach transfer to Accommodation
6.30pm	to	12.00am	– 2010 GWN Top Tourism Award Gala Dinner

ANNUAL VISITOR SERVICING CONFERENCE

2010 BOOKING AND REGISTRATION FORM

Delegate Information:

Title: _____ First Name: _____ Surname: _____

Company: _____

Postal Address: _____

Location: _____ Postcode: _____

Telephone: _____ Mobile: _____

Email: _____

Special Dietary Requirements: _____

Accommodation Booked:

Name: _____ Address: _____

Full Conference Registration:

Full Conference Attendance – ❑ VCAWA Member $560 ❑ VCAWA Non-Member $610

This includes attendance at all sessions, lunches, functions, tours and refreshments.

Full Conference Additional Delegate – ❑ VCAWA Member $390 ❑ VCAWA Non-Member $440

Name----------

This applies when accompanying a Full Conference Delegate from the same organisation (maxium 2). This includes attendance at all sessions, lunches, functions, tours and refreshments.

Day Conference Registration:

❑ VCAWA Member - $250 ❑ VCAWA Non-Member - $280

Wednesday, Thursday or Friday – includes attendance at all sessions, lunches and refreshments on the nominated day of registration.

2010 GWN Top Tourism Award Gala Dinner:

❑ Conference Awards Dinner Friday the 15th of October 2010 - $120 per person.

***Please note that a $10 discount applies to delegates registered as the full conference attendee.**

1 ---------- ❑ Special Dietry Requirements. 2 ---------- ❑ Special Dietry Requirements.

3 ---------- ❑ Special Dietry Requirements. 4 ---------- ❑ Special Dietry Requirements.

Australia's South West Familiarisation Tours:

Post Conference tours have been provided free of charge to Visitor Servicing delegates. Please number the familiarisation tour you wish to attend in order of preference –

☐ **Southern Secrets (Southern Forests & Great Southern regions)**
Uncover the hidden secrets nestled in the mighty southern regions of Western Australia. Take a step back in time down the main street of Nannup, a historic mill town located alongside the Blackwood River. Explore Northcliffe's Understory, a display of over 50 artworks from national and internationally renowned artists along a 1.2km natural bush trail. Be awe inspired by ancient towering Karri and Jarrah trees, enjoy the tantalising local produce on offer and experience the story of Kodja Place. Discover these and many more hidden secrets the region has to offer.

☐ **The Magic of Geographe and the Blackwood River Valley regions**
Let the beauty of the Geographe and Blackwood River Valley regions cast a spell! Take a stroll along Western Australia's second largest reservoir while taking in the serenity of your surroundings. Be spell bound by Balingup, famous for its rolling green hills and explore Boyup Brook, the country music capital of Western Australia. As we weave our way back to Perth indulge your senses in the local food and wines and sit back and watch the magic of this region be unveiled.

Perth to Bridgetown (via Bunbury) Coach Service:

Please tick which transport option you would like -

- ❑ $50 per person – includes a coach transfer from Perth to Bridgetown on Tuesday the 12th of October 2010, with a return from Bridgetown to Perth on Saturday the 16th of October.
- ❑ $30 per person – includes a coach transfer from Perth to Bridgetown on Tuesday the 12th of October 2010 only (this would suit delegates who are attending the Australias South West Famil Tour).
- ❑ $20 per person – includes a coach transfer from Bunbury to Bridgetown on Tuesday the 12th of October 2010, with a return from Bridgetown to Bunbury on Saturday the 16th of October.
- ❑ $15 per person - includes a coach transfer from Bunbury to Bridgetown on Tuesday the 12th of October 2010 only (this would suit delegates who are attending the Australia's South West Famil Tour).

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Shire of Bridgetown - Greenbushes

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