



MINUTES

CERTIFICATION OF CONFIRMATION OF COUNCIL MEETING MINUTES

18 February 2010

I, Cr Graham Pittaway, hereby certify that the following minutes [pages 1 to 237] of the Meeting of Council held on 18 February 2010 were confirmed at a meeting of the Council held on 22 April 2010.

A handwritten signature in black ink, appearing to read "G. Pittaway", is written over a horizontal line.

Signature

Cr Graham Pittaway
Name

Person presiding at the Council Meeting held on 22 April 2010



MINUTES

Ordinary Meeting of Council

18 February 2010

ORDINARY MEETING OF COUNCIL

MINUTES

18 February 2010

(REF: COMMITTEES-10349)

An Ordinary Meeting of Council was held at the City of Belmont, 215 Wright Street, Cloverdale WA 6104 on **Thursday, 18 February 2010**. The meeting commenced at **6.02pm**.

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1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 6.02pm.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

Councillor Attendance

Cr Graham Pittaway (Chairman)	EMRC Member	City of Bayswater
Cr Sam Piantadosi	EMRC Member	Town of Bassendean
Cr Gerry Pule	EMRC Member	Town of Bassendean
Cr Alan Radford	EMRC Member	City of Bayswater
Cr Glenys Godfrey	EMRC Member	City of Belmont
Cr Janet Powell (<i>from 6.16pm</i>)	EMRC Member	City of Belmont
Cr Frank Lindsey	EMRC Member	Shire of Kalamunda
Cr Noreen Townsend (Deputising for Cr McKechnie)	EMRC Deputy Member	Shire of Kalamunda
Cr Tony Cuccaro (Deputy Chairman)	EMRC Member	Shire of Mundaring
Cr Alan Pilgrim	EMRC Member	Shire of Mundaring
Cr Charlie Zannino	EMRC Member	City of Swan

Apologies

Cr Don McKechnie	EMRC Member	Shire of Kalamunda
Cr David Färdig	EMRC Member	City of Swan
Cr Kevin Bailey	EMRC Deputy Member	City of Swan

Deputy Members - Observers

Cr Jenny Johnson	EMRC Deputy Member	Shire of Mundaring
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EMRC Officers

Mr Peter Schneider	Chief Executive Officer
Mr Adam Johnson	Director Waste Management Services
Ms Rhonda Hardy	Director Regional Services
Ms Robyn O'Callaghan	Director Corporate Services
Ms Theresa Eckstein	Executive Assistant to Chief Executive Officer
Ms Mary-Ann Winnett	Personal Assistant to Director Corporate Services (Minutes)

EMRC Observers

Mr Steve Fitzpatrick	Manager Project Development
Mr David Ameduri	Manager Financial Services
Ms Terri-Ann Ashton	Manager Administration and Compliance
Ms Naomi Rakela	Manager Environmental Services
Ms Rachael Lovegrove	Senior Environmental Co-ordinator
Ms Carly Burwood	Environmental Advisor
Mr Alex Botar	Policy Advisor
Ms Annie Hughes-d'Aeth	Administration Support Officer

Observers

Mr Bob Jarvis	Chief Executive Officer	Town of Bassendean
Ms Francesca Le fante	Chief Executive Officer	City of Bayswater
Mr Stuart Cole	Chief Executive Officer	City of Belmont
Mr Jonathan Throssell	Chief Executive Officer	Shire of Mundaring

Guests

Dr Chris Barber (<i>to 6.40pm</i>)	Crisalis
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Visitors

Mr Ian Walters
Mr Ron Snelgar



3 DISCLOSURE OF INTERESTS

Nil

4 ANNOUNCEMENT BY THE CHAIRMAN OR PERSON PRESIDING WITHOUT DISCUSSION

The Chairman made the following announcements:

4.1 SECTION 15.2 (TAC MINUTES 4 FEBRUARY 2010) OF THE AGENDA - REPORT ITEM 9.4 HAZELMERE TIMBER RECYCLING BUSINESS PLAN – ADDITIONAL RECOMMENDATIONS

The report required some additional recommendations that became apparent following the TAC meeting and information supporting the additional recommendations was distributed via email prior to the meeting and a hard copy is supplied in the "red folders".

4.2 STAFF TITLE CHANGES

As a result of some organisational changes the titles of the three Executive Managers were changed to Director in keeping with the generally accepted industry title to similar positions throughout the region.

4.3 CHIEF EXECUTIVE OFFICER

The CEO, Peter Schneider, has been appointed by the Parliamentary Secretary to the Federal Minister of Infrastructure, Transport, Regional Development and Local Government, Ms Maxine McKew as Chairman of the Regional Development Australia Perth Advisory Committee.

Mr Schneider will be attending the inaugural Regional Development Australia National Networking Forum in Canberra between 16 to 19 March. All costs will be covered by the Federal Government.

The Chairman congratulated the CEO on his appointment.



5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

5.1 RESPONSE TO QUESTIONS FROM MR RON SNELGAR

The following questions were taken on notice at the Council meeting held on 3 December 2009 and a written response was supplied to Mr Snelgar as follows:

Question 1: How often do you revalue your land/investments?

Response: The EMRC doesn't revalue the land and buildings for accounting purposes but does revalue for insurance purposes every three years.

Question 2: Who is the sworn valuer who does the revaluations?

Response: Mr G Kennedy, Certified Practising Valuer (Reg. No. 43) from Jones Lang LaSalle

Question 3: What was the cost of the last revaluation, what did it cost the EMRC?

Response: \$1,500 + GST

Question 4: Can you make available the last three individual valuations showing the increases/decreases?

Response: Ascot Place Valuation – Estimated Replacement Cost

June 2004: \$2,690,000

June 2007: \$3,860,000

Current Insured Value: \$4,410,000

Question 5: In the case of land and buildings what methodology was utilised and what was the EMRC mandate to the valuer?

Response: Replacement value of buildings for insurance purposes.

6 PUBLIC QUESTION TIME

At the Chairman's invitation, members of the public raised the following questions:

6.1 QUESTIONS FROM MR RON SNELGAR

Question 1: Would it be possible to have two (2) copies of the Agenda for each meeting made available for members of the public, who attend each meeting?

Response: Spare copies are currently made available at each meeting.

Question 2: In addition, would it be possible to have a copy of the Abridged Minutes of the previous meeting available for members of the public?

Response: Abridged Minutes can be provided for each meeting.

6.2 QUESTIONS FROM MR IAN WALTERS

Question 1: In relation to EMRC – Investment Policy.

Can you please advise why the current policy omits to clearly state:

- Approved Investments – type.
- Risk Management Guidelines for example:
 - (a) Portfolio Credit Framework – limits overall credit exposure of the portfolio to S&P (Standard & Poors) Credit Rating.
 - (b) Counterparty credit framework (diversification).
 - (c) Term of Maturity.



Item 6.2 continued

Question 2: Bearing in mind past history of poor investments can as a matter of urgency the EMRC carry out an immediate review of its investment policy? If not why not?

Question 3: Does the EMRC have a code of conduct relative to Councillors?

The CEO provided brief responses at the meeting. The Chairman indicated that the questions would be responded to in writing.

The Chairman also invited Mr Walters to meet with the CEO and go through any concerns or queries he had.

7 APPLICATION FOR LEAVE OF ABSENCE

7.1 CRS DAVID FÄRDIG AND ALAN RADFORD - LEAVE OF ABSENCE

COUNCIL RESOLUTION(S)

MOVED CR PIANTADOSI SECONDED CR PULE

THAT COUNCIL APPROVE APPLICATION FOR LEAVE OF ABSENCE FOR CR FARDIG FROM 18 FEBRUARY 2010 TO 3 MARCH 2010, INCLUSIVE AND FOR CR RADFORD FROM 12 MARCH 2010 TO 19 APRIL 2010, INCLUSIVE.

CARRIED UNANIMOUSLY

8 PETITIONS, DEPUTATIONS AND PRESENTATIONS

8.1 PRESENTATION ON RED HILL GROUNDWATER CONTAMINATION ISSUES FROM DR CHRIS BARBER OF CRISALIS

The Director Waste Services summarised Report Item 1.2 of the Information Bulletin - Update on Red Hill Groundwater Contamination and introduced Dr Chris Barber of Crisalis who gave a presentation on the groundwater contamination issues at Red Hill and outlined the remediation steps which commenced in 2009.

Cr Powell entered the meeting at 6.16pm.

The Chairman thanked Dr Barber for his presentation.

Dr Barber departed the meeting at 6.42pm.

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 MINUTES OF ORDINARY MEETING OF COUNCIL MEETING HELD ON 3 DECEMBER 2009

That the minutes of the Ordinary Meeting of Council held on 3 December 2009 which have been distributed, be confirmed.

COUNCIL RESOLUTION

MOVED CR PULE SECONDED CR POWELL

THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 3 DECEMBER 2009 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

CARRIED UNANIMOUSLY



10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

11 QUESTIONS WITHOUT NOTICE

Nil

12 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

Nil

13 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

Nil



14 REPORTS OF OFFICERS

QUESTIONS

The Chairman invited questions from members on the reports of officers.

RECOMMENDATION

That with the exception of items, which are to be withdrawn and dealt with separately, the recommendations in the Officers Reports (Section 14) be adopted.

Cr Townsend referred to the attachment to Report Item 14.1 – CEO's Delegated Payments List and asked for an explanation for several large payments to CECK Pty Ltd. The CEO advised that CECK Pty Ltd is the company constructing the new landfill cell at the Red Hill Waste Management Facility.

COUNCIL RESOLUTION

MOVED CR GODFREY SECONDED CR POWELL

THAT WITH THE EXCEPTION OF ITEM 14.2, WHICH IS TO BE WITHDRAWN AND DEALT WITH SEPARATELY, THE RECOMMENDATIONS IN THE OFFICERS REPORTS (SECTION 14) BE ADOPTED.

CARRIED UNANIMOUSLY



14 REPORTS OF OFFICERS

14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF NOVEMBER 2009, DECEMBER 2009 AND JANUARY 2010

REFERENCE: COMMITTEES-10526

PURPOSE OF REPORT

The purpose of this report is to present to Council a list of accounts paid under the Chief Executive Officer's delegated authority during the months of November 2009, December 2009 and January 2010 for noting.

KEY ISSUES AND RECOMMENDATION(S)

- As per the requirements of the Local Government (Financial Management) Regulations 1996 (Clause 13 (1)) the list of accounts paid during the months of November 2009, December 2009 and January 2010 is provided for noting.

Recommendation(s)

That Council notes the CEO's list of accounts for November 2009, December 2009 and January 2010 paid under delegated power in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, as attached to this report totalling \$6,097,427.74

SOURCE OF REPORT

Chief Executive Officer
 Manager Financial Services

BACKGROUND

Council has delegated to the Chief Executive Officer (CEO) the exercise of its power to make payments from the Municipal Fund and Trust Fund. In accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, a list of accounts paid by the CEO is to be provided to Council, where such delegation is made.

REPORT

The table below summarises the payments drawn on the funds during the months of November 2009, December 2009 and January 2010. A list detailing the payments made is appended as an attachment to this report.

Municipal Fund	EFT Payments:	14711 – 15506	
	Cheque Payments:	218571 - 218659	
	Payroll EFT:	PAY-10, PAY-11, PAY-12, PAY-13, PAY-14 & PAY-15	
	DIRECT DEBITS		
	- Bank Charges:	1*NOV09,1*DEC09 & 1*JAN10	
	- Other:	370 - 388	\$6,743,963.70
	LESS		
	Cancelled EFTs and Cheques	EFT15312, EFT15323, EFT15482, EFT15492, EFT15493, 218575 & 218600	(646,535.96)
Trust Fund	Not Applicable		Nil
Total			\$6,097,427.74



Item 14.1 continued

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 4 – Good Governance

- 4.5 To provide responsible and accountable governance and management of the EMRC; and
- 4.6 To continue to improve financial and asset management practices.

FINANCIAL IMPLICATIONS

As contained within the report.

SUSTAINABILITY IMPLICATIONS

Nil

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} Nil direct implications for member Councils
City of Bayswater	
City of Belmont	
Shire of Kalamunda	
Shire of Mundaring	
City of Swan	

ATTACHMENT(S)

CEO's Delegated Payments List for the months of November 2009, December 2009 and January 2010
(Ref: Committees-10529)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Council notes the CEO's list of accounts for November 2009, December 2009 and January 2010 paid under delegated power in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, as attached to this report totalling \$6,097,427.74.

COUNCIL RESOLUTION

MOVED CR GODFREY

SECONDED CR POWELL

THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR NOVEMBER 2009, DECEMBER 2009 AND JANUARY 2010 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996, AS ATTACHED TO THIS REPORT TOTALLING \$6,097,427.74.

CARRIED UNANIMOUSLY



**CEO's DELEGATED PAYMENTS LIST
FOR THE MONTHS OF NOVEMBER 2009 TO JANUARY 2010**

User: L Truong

Cheque /EFT No	Date	Payee	Amount
EFT14711	04/11/2009	PAYG PAYMENTS	47,696.84
EFT14712	04/11/2009	STEPHEN LLOYD	299.87
EFT14713	06/11/2009	IPING PTY LTD	594.50
EFT14714	06/11/2009	PPC WORLDWIDE PTY LTD	594.00
EFT14715	06/11/2009	SNAP BURSWOOD	198.00
EFT14716	06/11/2009	A.T. MILK SUPPLY	102.00
EFT14717	06/11/2009	AIR FILTER DRY CLEAN SYSTEMS PTY LTD	93.82
EFT14718	06/11/2009	ALLFORKS AUSTRALIA	17.59
EFT14719	06/11/2009	ANALYTICAL REFERENCE LABORATORY	594.00
EFT14720	06/11/2009	B&J CATALANO PTY LTD	219.31
EFT14721	06/11/2009	BELVIDERE FRESH GROWERS MARKET	69.80
EFT14722	06/11/2009	BUNNINGS BUILDING SUPPLIES PTY LTD	52.65
EFT14723	06/11/2009	CHAMBERLAIN AUTO ELECTRICS	912.40
EFT14724	06/11/2009	COMPU-STOR	706.31
EFT14725	06/11/2009	CORPORATE EXPRESS AUSTRALIA LTD	1,011.19
EFT14726	06/11/2009	COVENTRYS	279.00
EFT14727	06/11/2009	DIRECT NATIONAL	4,928.00
EFT14728	06/11/2009	DRIVECHECK AUSTRALIA 2000 PTY LTD	114.40
EFT14729	06/11/2009	ELITE-TECH IT	376.00
EFT14730	06/11/2009	ENVIRONMENT HOUSE	330.00
EFT14731	06/11/2009	FREEHILLS	2,530.00
EFT14732	06/11/2009	FUJI XEROX AUSTRALIA PTY LTD	951.89
EFT14733	06/11/2009	G & S FURNITURE SALES (WA) PTY LTD	289.00
EFT14734	06/11/2009	HBF HEALTH LIMITED	110.00
EFT14735	06/11/2009	IMPRINT PLASTIC	37.40
EFT14736	06/11/2009	KOTT GUNNING LAWYERS	455.51
EFT14737	06/11/2009	LANDMARK OPERATIONS LIMITED	88.13
EFT14738	06/11/2009	MISS MAUD	119.10
EFT14739	06/11/2009	MUNDARING CONCRETE PTY LTD	1,417.68
EFT14740	06/11/2009	NEVERFAIL SPRINGWATER	60.90
EFT14741	06/11/2009	PERTH AUTO ALLIANCE P/L T/A LYNFORD MOTORS	589.95
EFT14742	06/11/2009	PERTH COFFEE EXPRESS	100.00
EFT14743	06/11/2009	PIRTEK	650.85
EFT14744	06/11/2009	Q3 PTY LTD TRADING AS Q3 ARCHITECTURE	23,626.96
EFT14745	06/11/2009	RED 11 PTY LTD	4,008.82
EFT14746	06/11/2009	REMIDA PERTH INC	885.00
EFT14747	06/11/2009	SNAP PRINTING	3,597.23
EFT14748	06/11/2009	SUNLITE TRUST T/A SUNLITE AUSTRALIA	30,077.03
EFT14749	06/11/2009	SWAN GOLD TOURS	725.00
EFT14750	06/11/2009	SYNERGY	244.40
EFT14751	06/11/2009	TELSTRA - A/C 335 6242 598 - MOBILE PHONES	1,696.07
EFT14752	06/11/2009	TELSTRA - A/C 3356 2426 14 (MOBILE DATA)	178.00
EFT14753	06/11/2009	TRANSPACIFIC CLEANAWAY LTD	368.03
EFT14754	06/11/2009	ULTIMO CATERING	895.65
EFT14755	06/11/2009	UNIQUE WASTE MANAGEMENT SERVICES	18,876.00
EFT14756	06/11/2009	WESTCARE INDUSTRIES	264.00
EFT14757	06/11/2009	WESTRAC EQUIPMENT PTY LTD	12.49
EFT14758	10/11/2009	KNOW L'EDGE	4,851.00
EFT14759	10/11/2009	LANDFILL GAS & POWER PTY LTD	1,477.43
EFT14760	10/11/2009	MOTORCHARGE PTY LTD	7,145.90



**CEO's DELEGATED PAYMENTS LIST
FOR THE MONTHS OF NOVEMBER 2009 TO JANUARY 2010**

User: L Truong

Cheque /EFT No	Date	Payee	Amount
EFT14761	11/11/2009	JONES LANG LASALLE TRUST ONE	15,000.00
EFT14762	13/11/2009	CPG RESEARCH & ADVISORY PTY LTD	19,800.00
EFT14763	13/11/2009	LGIS WORKCARE	38,692.50
EFT14764	13/11/2009	MACRI PARTNERS	5,797.00
EFT14765	13/11/2009	ALL DAY CONTRACTING	1,656.60
EFT14766	13/11/2009	PRIME HEALTH GROUP LTD	137.50
EFT14767	13/11/2009	WELDING WORLD	6,655.00
EFT14768	13/11/2009	WESTGAME PTY LTD T/A C6 RECRUITMENT	6,777.88
EFT14769	13/11/2009	ACCESS INDUSTRIAL TYRES	104.50
EFT14770	13/11/2009	ADASOUND PUBLIC ADDRESS	400.00
EFT14771	13/11/2009	ADCORP	11,621.17
EFT14772	13/11/2009	AIR FILTER DRY CLEAN SYSTEMS PTY LTD	103.13
EFT14773	13/11/2009	B&J CATALANO PTY LTD	163.55
EFT14774	13/11/2009	BELVIDERE FRESH GROWERS MARKET	70.03
EFT14775	13/11/2009	BLUE COLLAR PEOPLE	4,278.45
EFT14776	13/11/2009	BP AUSTRALIA LIMITED	22,302.46
EFT14777	13/11/2009	CABCHARGE	58.50
EFT14778	13/11/2009	CJD EQUIPMENT PTY LTD	697.40
EFT14779	13/11/2009	COMMAND-A-COM AUSTRALIA PTY LTD	2,058.10
EFT14780	13/11/2009	CORPORATE EXPRESS AUSTRALIA LTD	1,705.22
EFT14781	13/11/2009	DIRECT OFFICE FURNITURE	943.80
EFT14782	13/11/2009	ERBEAC INC	950.80
EFT14783	13/11/2009	FLEXI STAFF PTY LTD	3,281.37
EFT14784	13/11/2009	FUJI XEROX AUSTRALIA PTY LTD	94.18
EFT14785	13/11/2009	HEAVYMAC PTY LTD	1,234.20
EFT14786	13/11/2009	HILLS FRESH	70.00
EFT14787	13/11/2009	I KATCHER EVENTS	638.00
EFT14788	13/11/2009	KALAMUNDA TOYOTA	510.40
EFT14789	13/11/2009	LANDMARK OPERATIONS LIMITED	32.13
EFT14790	13/11/2009	LEN FRENCH FENCING CONTRACTOR	1,270.00
EFT14791	13/11/2009	LGIS LIABILITY	16,384.50
EFT14792	13/11/2009	MACHINERY WAREHOUSE	3,850.00
EFT14793	13/11/2009	MACK 1 KAWASAKI	43.04
EFT14794	13/11/2009	MEHMET SHENAYE	286.75
EFT14795	13/11/2009	MIDLAND TOYOTA	180.96
EFT14796	13/11/2009	MISS MAUD	79.90
EFT14797	13/11/2009	MORLEY GENERAL CLEANING SERVICE	4,473.51
EFT14798	13/11/2009	NEVERFAIL SPRINGWATER	245.20
EFT14799	13/11/2009	OAKVALE CAPITAL LTD	2,333.49
EFT14800	13/11/2009	PERRY ENVIRONMENTAL CONTRACTING	12,700.00
EFT14801	13/11/2009	PIRTEK	435.92
EFT14802	13/11/2009	PRITCHARD FRANCIS PTY LTD	3,630.00
EFT14803	13/11/2009	PULSE DESIGN	4,960.45
EFT14804	13/11/2009	RECRUITWEST	1,700.03
EFT14805	13/11/2009	RUDD INDUSTRIAL AND FARM SUPPLIES	732.60
EFT14806	13/11/2009	SCOTT PRINT	4,070.00
EFT14807	13/11/2009	SHIRE OF MUNDARING	15.20
EFT14808	13/11/2009	SPUDS GARDENING SERVICES	1,094.00
EFT14809	13/11/2009	SUCCESS WATERS PTY LTD T/A HAYDN ROBINSON	5,657.52
EFT14810	13/11/2009	SUNNY SIGN COMPANY PTY LTD	896.50



**CEO's DELEGATED PAYMENTS LIST
FOR THE MONTHS OF NOVEMBER 2009 TO JANUARY 2010**

User: L Truong

Cheque /EFT No	Date	Payee	Amount
EFT14811	13/11/2009	TELSTRA - A/C 031 1799 300 - LAND CARE CENTRE	42.69
EFT14812	13/11/2009	TOTALLY WORKWEAR MIDLAND	534.10
EFT14813	13/11/2009	ULTIMO CATERING	1,132.10
EFT14814	13/11/2009	WEST AUSTRALIAN SECURITY PARTNERS	1,386.00
EFT14815	13/11/2009	WESTERN AUSTRALIAN LOCAL GOVERNMENT	65.00
EFT14816	13/11/2009	WESTERN TREE RECYCLERS	26,459.40
EFT14817	13/11/2009	WESTRAC EQUIPMENT PTY LTD	1,961.56
EFT14818	13/11/2009	WREN OIL	16.50
EFT14819	17/11/2009	MAIL POST HASTE	204.60
EFT14820	17/11/2009	A.T. MILK SUPPLY	102.00
EFT14821	17/11/2009	AMBIUS	672.45
EFT14822	17/11/2009	AUSTRALIA POST - ASCOT PLACE	1.68
EFT14823	17/11/2009	BELVIDERE FRESH GROWERS MARKET	69.98
EFT14824	17/11/2009	CAPITAL TRANSPORT SERVICES (WA) PTY LTD	907.66
EFT14825	17/11/2009	CORPORATE TRAINING SPECIALISTS	325.00
EFT14826	17/11/2009	ENCYCLE CONSULTING PTY LTD	18,612.00
EFT14827	17/11/2009	FUJI XEROX AUSTRALIA PTY LTD	5,830.74
EFT14828	17/11/2009	GREENSENSE	906.95
EFT14829	17/11/2009	LINFOX ARMAGUARD PTY LTD	316.84
EFT14830	17/11/2009	TENDERLINK.com PTY LTD	660.00
EFT14831	17/11/2009	TRANSPACIFIC CLEANAWAY LTD	530.00
EFT14832	17/11/2009	VOCAM PTY LTD	50.00
EFT14833	18/11/2009	PAYG PAYMENTS	48,216.57
EFT14834	20/11/2009	ALL DAY CONTRACTING	10,633.70
EFT14835	20/11/2009	PRIME HEALTH GROUP LTD	341.00
EFT14836	20/11/2009	RECLAIM COLLECTIONS T/A TYRE WASTE (WA)	504.50
EFT14837	20/11/2009	SNAP BURSWOOD	198.00
EFT14838	20/11/2009	THINKING ESSENTIALS P/L T/A DE BONO PLUS	1,647.50
EFT14839	20/11/2009	WA COMPOST PTY LTD T/A CUSTOM COMPOSTS	41,250.00
EFT14840	20/11/2009	WELDING WORLD	108.13
EFT14841	20/11/2009	WESTGAME PTY LTD T/A C6 RECRUITMENT	1,357.40
EFT14842	20/11/2009	ACCESS INDUSTRIAL TYRES	572.00
EFT14843	20/11/2009	ACCLAIMED CATERING	200.00
EFT14844	20/11/2009	AIR FILTER DRY CLEAN SYSTEMS PTY LTD	58.14
EFT14845	20/11/2009	AMBIUS	672.45
EFT14846	20/11/2009	AMCOR RECYCLING AUSTRALASIA	520.00
EFT14847	20/11/2009	ARGON TECHNOLOGY	3,267.00
EFT14848	20/11/2009	AUSTRALIA POST - RED HILL	310.81
EFT14849	20/11/2009	B&J CATALANO PTY LTD	1,097.65
EFT14850	20/11/2009	BARCODE DIRECT	322.30
EFT14851	20/11/2009	BEAUMONDE CATERING	1,535.51
EFT14852	20/11/2009	BELVIDERE FRESH GROWERS MARKET	69.90
EFT14853	20/11/2009	BIG BUBBLE RETAIL	56.87
EFT14854	20/11/2009	BIOWISE	16,181.00
EFT14855	20/11/2009	BLUE COLLAR PEOPLE	3,878.55
EFT14856	20/11/2009	BP AUSTRALIA LIMITED	1,474.76
EFT14857	20/11/2009	BP GIDGEGANNUP	70.05
EFT14858	20/11/2009	BT EQUIPMENT PTY LTD	226.85
EFT14859	20/11/2009	BUNNINGS BUILDING SUPPLIES PTY LTD	74.07
EFT14860	20/11/2009	BURSWOOD HONDA	1,703.90



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Cheque /EFT No	Date	Payee	Amount
EFT14861	20/11/2009	CARPENTRY, HOUSE AND YARD MAINTENANCE	181.50
EFT14862	20/11/2009	CHAMBERLAIN AUTO ELECTRICS	657.74
EFT14863	20/11/2009	CITY SUBARU	30,630.40
EFT14864	20/11/2009	CJD EQUIPMENT PTY LTD	607.42
EFT14865	20/11/2009	CLAW ENVIRONMENTAL	3,403.83
EFT14866	20/11/2009	COLONIAL PRINT & PROMOTIONS	116.05
EFT14867	20/11/2009	COVENTRYS	47.47
EFT14868	20/11/2009	CUTTING EDGES PTY LTD	2,556.50
EFT14869	20/11/2009	DUN & BRADSTREET PTY LTD	21.63
EFT14870	20/11/2009	FILTERS PLUS	721.05
EFT14871	20/11/2009	FLEXI STAFF PTY LTD	3,317.57
EFT14872	20/11/2009	GEM RECRUITMENT	3,701.94
EFT14873	20/11/2009	ID CONSULTING PTY LTD	302.50
EFT14874	20/11/2009	JAYCOURT NOMINEES PTY LTD T/A BARFIELD MECHANICAL SERVICES	1,550.26
EFT14875	20/11/2009	JOHN HUGHES MITSUBISHI	25,794.30
EFT14876	20/11/2009	JOYCE EARTHMOVING PTY LTD	4,455.00
EFT14877	20/11/2009	KLB SYSTEMS	132.00
EFT14878	20/11/2009	KOTT GUNNING LAWYERS	2,440.57
EFT14879	20/11/2009	LANDMARK OPERATIONS LIMITED	1,373.33
EFT14880	20/11/2009	LEFKAPHA P/L T/A CENTRE FORD	31,537.55
EFT14881	20/11/2009	M2 TECHNOLOGY	495.00
EFT14882	20/11/2009	MACHINERY WAREHOUSE	100.00
EFT14883	20/11/2009	MAYDAY EARTHMOVING	4,455.00
EFT14884	20/11/2009	MORLEY GENERAL CLEANING SERVICE	2,385.99
EFT14885	20/11/2009	MUNDARING TYRE CENTRE	420.00
EFT14886	20/11/2009	NEVILLE REFRIGERATION	836.00
EFT14887	20/11/2009	NUTRARICH PTY LTD	43,120.00
EFT14888	20/11/2009	OAKS LIQUOR	173.88
EFT14889	20/11/2009	PIRTEK	133.65
EFT14890	20/11/2009	POWA INSTITUTE	1,000.00
EFT14891	20/11/2009	RECRUITWEST	1,218.89
EFT14892	20/11/2009	SCRD HOLDINGS P/L T/A SECURE COMPUTER RECYLING & DISPOSAL	2,679.05
EFT14893	20/11/2009	SIGN SUPERMARKET	712.80
EFT14894	20/11/2009	SNAP PRINTING	1,305.51
EFT14895	20/11/2009	SWAN PHOTOGRAPHY	650.00
EFT14896	20/11/2009	TELSTRA - A/C 031 1799 300 - LAND CARE CENTRE	39.58
EFT14897	20/11/2009	TELSTRA - A/C 148 4710 000 - ASCOT PLACE	2,727.63
EFT14898	20/11/2009	TELSTRA - A/C 163 4688 200 - HAZELMERE	108.15
EFT14899	20/11/2009	TELSTRA - A/C 246 2455 400 - RH SECURITY MONITOR	38.50
EFT14900	20/11/2009	TEMPTATIONS CATERING	161.00
EFT14901	20/11/2009	TIM DAVIES LANDSCAPING PTY LTD	2,758.80
EFT14902	20/11/2009	TOLL PRIORITY	119.61
EFT14903	20/11/2009	TOTALLY WORKWEAR MIDLAND	480.65
EFT14904	20/11/2009	ULTIMO CATERING	2,577.70
EFT14905	20/11/2009	UNIQUE WASTE MANAGEMENT SERVICES	9,465.50
EFT14906	20/11/2009	VINIDEX PTY LTD	110.00
EFT14907	20/11/2009	WEST AUSTRALIAN SECURITY PARTNERS	1,386.00
EFT14908	20/11/2009	WESTERN AUSTRALIAN LOCAL GOVERNMENT	660.00
EFT14909	20/11/2009	WESTERN TREE RECYCLERS	64,944.00
EFT14910	20/11/2009	WESTRAC EQUIPMENT PTY LTD	38.93



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EFT14911	20/11/2009	WREN OIL	33.00
EFT14912	20/11/2009	WURTH AUSTRALIA PTY LTD	169.16
EFT14913	25/11/2009	CHILD SUPPORT	491.84
EFT14914	25/11/2009	WALGS PLAN	64,614.84
EFT14915	27/11/2009	CECK PTY LTD	82,825.50
EFT14916	27/11/2009	ALL DAY CONTRACTING	3,581.60
EFT14917	27/11/2009	FUELFIX T/AS TANKS2GO	1,656.28
EFT14918	27/11/2009	HELENA HOLDINGS WA PTY LTD	2,150.50
EFT14919	27/11/2009	MAIL POST HASTE	204.60
EFT14920	27/11/2009	PRIME HEALTH GROUP LTD	275.00
EFT14921	27/11/2009	SNAP BURSWOOD	5,503.00
EFT14922	27/11/2009	360 RECYCLING	55.00
EFT14923	27/11/2009	A.T. MILK SUPPLY	102.00
EFT14924	27/11/2009	ACCESS INDUSTRIAL TYRES	375.83
EFT14925	27/11/2009	AIRWELL PUMPS PTY LTD	31,013.47
EFT14926	27/11/2009	AUSTRACLEAR LIMITED	49.15
EFT14927	27/11/2009	AUSTRALIAN LABORATORY SERVICES PTY LTD	47,832.40
EFT14928	27/11/2009	B&J CATALANO PTY LTD	514.78
EFT14929	27/11/2009	BELMONT - REDCLIFFE NEWSROUND	114.14
EFT14930	27/11/2009	BOC GASES	376.49
EFT14931	27/11/2009	BP AUSTRALIA LIMITED	809.55
EFT14932	27/11/2009	BRING COURIERS	519.05
EFT14933	27/11/2009	BUNNINGS BUILDING SUPPLIES PTY LTD	23.89
EFT14934	27/11/2009	BURSWOOD HONDA	235.05
EFT14935	27/11/2009	C & H SWEEPING	561.00
EFT14936	27/11/2009	CMA RECYCLING PTY LTD	597.30
EFT14937	27/11/2009	CMS EVENTS	1,375.00
EFT14938	27/11/2009	COATES HIRE OPERATIONS PTY LTD	2,024.80
EFT14939	27/11/2009	CORPORATE EXPRESS AUSTRALIA LTD	88.50
EFT14940	27/11/2009	CSG SOLUTIONS PTY LTD	605.00
EFT14941	27/11/2009	ECHO NEWSPAPERS	94.65
EFT14942	27/11/2009	ENVIRONMENT HOUSE	275.00
EFT14943	27/11/2009	FLEXI STAFF PTY LTD	2,595.84
EFT14944	27/11/2009	FOUR L DESIGN GROUP	346.50
EFT14945	27/11/2009	FREEHILLS	275.00
EFT14946	27/11/2009	FUJI XEROX AUSTRALIA PTY LTD	6,792.10
EFT14947	27/11/2009	GREENSENSE	2,019.60
EFT14948	27/11/2009	IMPRINT PLASTIC	78.10
EFT14949	27/11/2009	ISS WASHROOM SERVICES	113.66
EFT14950	27/11/2009	OSBORNE PARK VOLKSWAGON	429.20
EFT14951	27/11/2009	JAYCOURT NOMINEES PTY LTD T/A BARFIELD MECHANICAL SERVICES	15,419.55
EFT14952	27/11/2009	JOYCE EARTHMOVING PTY LTD	968.00
EFT14953	27/11/2009	KALAMUNDA TOYOTA	552.00
EFT14954	27/11/2009	KLB SYSTEMS	308.00
EFT14955	27/11/2009	LANDMARK OPERATIONS LIMITED	172.86
EFT14956	27/11/2009	M2 TECHNOLOGY	330.00
EFT14957	27/11/2009	MACHINERY WAREHOUSE	173.00
EFT14958	27/11/2009	MAJOR MOTORS PTY LTD	1,110.87
EFT14959	27/11/2009	MAYDAY EARTHMOVING	9,652.50
EFT14960	27/11/2009	MUNDARING CRANE TRUCK HIRE	99.00



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EFT14961	27/11/2009	MURDOCHLINK PTY LTD	2,543.20
EFT14962	27/11/2009	ON SITE RENTALS PTY LTD	284.90
EFT14963	27/11/2009	RECRUITWEST	1,218.89
EFT14964	27/11/2009	REWARD DISTRIBUTION	539.00
EFT14965	27/11/2009	SANDVIK MINING AND CONSTRUCTION ADELAIDE LTD	506.00
EFT14966	27/11/2009	SKIPPER TRUCKS	336.36
EFT14967	27/11/2009	SNAP PRINTING	1,685.43
EFT14968	27/11/2009	TOTALLY WORKWEAR MIDLAND	254.18
EFT14969	27/11/2009	TRAINING ACCREDITATION COUNCIL	465.00
EFT14970	27/11/2009	ULTIMO CATERING	978.45
EFT14971	27/11/2009	UNIQUE WASTE MANAGEMENT SERVICES	825.00
EFT14972	27/11/2009	VOLICH WASTE CONTRACTORS PTY LTD	44.00
EFT14973	27/11/2009	WEBTRACK PTY LTD T/A MOBILE PHONE INSTALLATIONS AUSTRALIA	200.00
EFT14974	27/11/2009	WESTERN AUSTRALIAN LOCAL GOVERNMENT	17,682.61
EFT14975	27/11/2009	WESTRAC EQUIPMENT PTY LTD	2,036.78
EFT14976	27/11/2009	WOODHOUSE LEGAL	151.25
EFT14977	27/11/2009	WREN OIL	16.50
EFT14978	02/12/2009	PAYG PAYMENTS	59,636.10
EFT14979	02/12/2009	WEST AUSTRALIAN SECURITY PARTNERS	1,078.00
EFT14980	02/12/2009	ALL DAY CONTRACTING	41,630.60
EFT14981	02/12/2009	CHAIR PTY LTD T/A CLAUDES REMOVALS	720.00
EFT14982	02/12/2009	HOSECO (WA) PTY LTD	165.10
EFT14983	02/12/2009	RECLAIM COLLECTIONS T/A TYRE WASTE (WA)	189.35
EFT14984	02/12/2009	SNAP BURSWOOD	665.56
EFT14985	02/12/2009	AALAN LINE MARKING SERVICES	4,400.00
EFT14986	02/12/2009	ACCESS INDUSTRIAL TYRES	712.80
EFT14987	02/12/2009	ADCORP	12,135.96
EFT14988	02/12/2009	AIR FILTER DRY CLEAN SYSTEMS PTY LTD	527.34
EFT14989	02/12/2009	AUSTRALIAN HVAC SERVICES	99.00
EFT14990	02/12/2009	AUSTRALIAN INSTITUTE OF MANAGEMENT	190.00
EFT14991	02/12/2009	AUSTRALIAN LABORATORY SERVICES PTY LTD	319.00
EFT14992	02/12/2009	B&J CATALANO PTY LTD	917.67
EFT14993	02/12/2009	BELVIDERE FRESH GROWERS MARKET	69.27
EFT14994	02/12/2009	BLUE COLLAR PEOPLE	1,928.85
EFT14995	02/12/2009	BP AUSTRALIA LIMITED	26,284.64
EFT14996	02/12/2009	BUNNINGS BUILDING SUPPLIES PTY LTD	291.81
EFT14997	02/12/2009	CHIDLOW WATER CARRIERS	340.00
EFT14998	02/12/2009	CITY OF BELMONT	165.00
EFT14999	02/12/2009	CJD EQUIPMENT PTY LTD	609.23
EFT15000	02/12/2009	COMPU-STOR	661.85
EFT15001	02/12/2009	CORPORATE EXPRESS AUSTRALIA LTD	549.70
EFT15002	02/12/2009	COVENTRYS	315.55
EFT15003	02/12/2009	CRACKAJACK PARTY HIRE	374.00
EFT15004	02/12/2009	CROSSLAND & HARDY PTY LTD	4,078.25
EFT15005	02/12/2009	DARLINGTON ESTATE WINERY	530.00
EFT15006	02/12/2009	DC COMPUTERS	870.65
EFT15007	02/12/2009	DIRECT OFFICE FURNITURE	613.80
EFT15008	02/12/2009	ESTILL & ASSOCIATES	4,356.00
EFT15009	02/12/2009	FLEXI STAFF PTY LTD	1,905.27
EFT15010	02/12/2009	FUJI XEROX AUSTRALIA PTY LTD	463.20



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EFT15011	02/12/2009	HIGGS DRILLING AND EXPLORATION	41,317.10
EFT15012	02/12/2009	HILLS FRESH	210.00
EFT15013	02/12/2009	HORIZONS WEST BUS & COACHLINES	2,255.00
EFT15014	02/12/2009	IMPRINT PLASTIC	134.20
EFT15015	02/12/2009	KALAMUNDA TOYOTA	40,740.01
EFT15016	02/12/2009	KOKO SOLUTIONS P/L T/A KENWICK DRUM LAUNDERERS	363.00
EFT15017	02/12/2009	KOTT GUNNING LAWYERS	300.85
EFT15018	02/12/2009	MACHINERY WAREHOUSE	847.90
EFT15019	02/12/2009	MACK 1 KAWASAKI	415.25
EFT15020	02/12/2009	MAJOR MOTORS PTY LTD	778.59
EFT15021	02/12/2009	MCLEODS BARRISTERS & SOLICITORS	825.00
EFT15022	02/12/2009	MOTORCHARGE PTY LTD	7,788.83
EFT15023	02/12/2009	MURDOCHLINK PTY LTD	226.60
EFT15024	02/12/2009	NELL CARTAGE	3,740.00
EFT15025	02/12/2009	NEVERFAIL SPRINGWATER	375.55
EFT15026	02/12/2009	NEVERFAIL SPRINGWATER LTD - HAZELMERE	62.35
EFT15027	02/12/2009	NK ASPHALTS PTY LTD	2,431.00
EFT15028	02/12/2009	OEM GROUP 2006 PTY LTD	10,230.00
EFT15029	02/12/2009	PERTH RADIATOR CENTRE	90.00
EFT15030	02/12/2009	PIRTEK	437.73
EFT15031	02/12/2009	PITNEY BOWES (POSTAGE BY PHONE)	18.15
EFT15032	02/12/2009	POWA INSTITUTE	2,200.00
EFT15033	02/12/2009	Parkerville Cartage Pty Ltd	7,040.00
EFT15034	02/12/2009	RUDD INDUSTRIAL AND FARM SUPPLIES	100.35
EFT15035	02/12/2009	SAFETY SIGNS SERVICE	60.94
EFT15036	02/12/2009	SEEK LIMITED	220.00
EFT15037	02/12/2009	SNAP MORLEY	229.00
EFT15038	02/12/2009	SNAP PRINTING	423.75
EFT15039	02/12/2009	SWAN GOLD TOURS	430.00
EFT15040	02/12/2009	TELSTRA - A/C 008 2879 300 - SECONDARY WASTE PRJ	171.50
EFT15041	02/12/2009	TELSTRA - A/C 295 7816 000 - RED HILL	638.59
EFT15042	02/12/2009	TELSTRA - A/C 335 6242 598 - MOBILE PHONES	1,524.87
EFT15043	02/12/2009	THE FARM SHOP (WA) 1999 PTY LTD	56.00
EFT15044	02/12/2009	TOTALLY WORKWEAR MIDLAND	59.10
EFT15045	02/12/2009	The Goldsmith Family Trust t/a Easibind	810.00
EFT15046	02/12/2009	ULTIMO CATERING	1,365.80
EFT15047	02/12/2009	UNIQUE WASTE MANAGEMENT SERVICES	3,168.00
EFT15048	02/12/2009	WESTRAC EQUIPMENT PTY LTD	917.57
EFT15049	08/12/2009	DALE CARNEGIE T/A MICHAEL M EAVES & ASSOCIATES	396.00
EFT15050	08/12/2009	LANDFILL GAS & POWER PTY LTD	517.78
EFT15051	11/12/2009	ACCLAIMED CATERING	2,280.00
EFT15052	11/12/2009	GOURMET INDULGENCE	139.90
EFT15053	11/12/2009	PRIME HEALTH GROUP LTD	137.50
EFT15054	11/12/2009	SNAP BURSWOOD	473.00
EFT15055	11/12/2009	ADCRAFT PROMOTIONAL PTY LTD	1,122.00
EFT15056	11/12/2009	AIR FILTER DRY CLEAN SYSTEMS PTY LTD	211.49
EFT15057	11/12/2009	ALLWEST PLANT HIRE	11,649.70
EFT15058	11/12/2009	ASTAR HARDWARE DISTRIBUTION	595.65
EFT15059	11/12/2009	AUSTRALIAN COMMUNICATIONS AND MEDIA AUTHORITY	1,080.00
EFT15060	11/12/2009	AUSTRALIAN LABORATORY SERVICES PTY LTD	103.40



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EFT15061	11/12/2009	B&J CATALANO PTY LTD	15,912.03
EFT15062	11/12/2009	BKAY DESIGN	9,028.80
EFT15063	11/12/2009	BOBCAT ATTACH	154.00
EFT15064	11/12/2009	BP AUSTRALIA LIMITED	23,427.66
EFT15065	11/12/2009	BP GIDGEGANNUP	57.10
EFT15066	11/12/2009	C & H SWEEPING	420.75
EFT15067	11/12/2009	CABCHARGE	6.00
EFT15068	11/12/2009	CARPENTRY, HOUSE AND YARD MAINTENANCE	286.00
EFT15069	11/12/2009	CARRINGTONS TRAFFIC SERVICES	2,310.00
EFT15070	11/12/2009	CJD EQUIPMENT PTY LTD	16.57
EFT15071	11/12/2009	COLONIAL PRINT & PROMOTIONS	998.25
EFT15072	11/12/2009	CORPORATE EXPRESS AUSTRALIA LTD	186.35
EFT15073	11/12/2009	COVENTRYS	204.33
EFT15074	11/12/2009	CRACKAJACK PARTY HIRE	802.45
EFT15075	11/12/2009	CROMMELINS AUSTRALIA	704.50
EFT15076	11/12/2009	CROSSLAND & HARDY PTY LTD	1,529.00
EFT15077	11/12/2009	DATA 3 PERTH	44,571.62
EFT15078	11/12/2009	DAVID GRAY & CO PTY LTD	114.40
EFT15079	11/12/2009	DC COMPUTERS	453.64
EFT15080	11/12/2009	DKSH AUSTRALIA PTY LTD	10,378.50
EFT15081	11/12/2009	ELITE-TECH IT	648.10
EFT15082	11/12/2009	ENCYCLE CONSULTING PTY LTD	6,204.00
EFT15083	11/12/2009	FILTERS PLUS	47.03
EFT15084	11/12/2009	FLEXI STAFF PTY LTD	6,603.17
EFT15085	11/12/2009	GIDGE RURAL	1,486.00
EFT15086	11/12/2009	HIGHWAY MOTOR TRIMMERS	283.80
EFT15087	11/12/2009	HILLS FRESH	70.00
EFT15088	11/12/2009	JAYCOURT NOMINEES PTY LTD T/A BARFIELD MECHANICAL SERVICES	759.00
EFT15089	11/12/2009	JOHN HUGHES MITSUBISHI	26,093.20
EFT15090	11/12/2009	JOYCE EARTHMOVING PTY LTD	3,448.50
EFT15091	11/12/2009	KOTT GUNNING LAWYERS	256.08
EFT15092	11/12/2009	LEFKAPHA P/L T/A CENTRE FORD	29,384.94
EFT15093	11/12/2009	LINC	320.38
EFT15094	11/12/2009	LINFOX ARMAGUARD PTY LTD	316.84
EFT15095	11/12/2009	MACHINERY WAREHOUSE	90.00
EFT15096	11/12/2009	MACK 1 KAWASAKI	22.70
EFT15097	11/12/2009	MAJOR MOTORS PTY LTD	1,246.15
EFT15098	11/12/2009	MAYDAY EARTHMOVING	10,642.50
EFT15099	11/12/2009	MEN OF THE TREES	156.00
EFT15100	11/12/2009	MUNDARING GLASS & SECURITY	242.00
EFT15101	11/12/2009	MUNDARING TYRE CENTRE	25.00
EFT15102	11/12/2009	NELL CARTAGE	2,805.00
EFT15103	11/12/2009	NEVERFAIL SPRINGWATER	100.75
EFT15104	11/12/2009	NEVERFAIL SPRINGWATER LTD - HAZELMERE	123.05
EFT15105	11/12/2009	PACEWAY MITSUBISHI	498.00
EFT15106	11/12/2009	PRESTIGE ALARMS	430.00
EFT15107	11/12/2009	RECRUITWEST	1,218.89
EFT15108	11/12/2009	SCRD HOLDINGS P/L T/A SECURE COMPUTER RECYLING & DISPOSAL	2,483.59
EFT15109	11/12/2009	SHUGS ELECTRICAL	1,727.00
EFT15110	11/12/2009	SPUDS GARDENING SERVICES	6,657.00



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Cheque /EFT No	Date	Payee	Amount
EFT15111	11/12/2009	STANTONS INTERNATIONAL	722.70
EFT15112	11/12/2009	TOLL PRIORITY	95.52
EFT15113	11/12/2009	TOTALLY WORKWEAR MIDLAND	258.89
EFT15114	11/12/2009	UNIQUE WASTE MANAGEMENT SERVICES	5,192.00
EFT15115	11/12/2009	WASTE MASTER	4,235.00
EFT15116	11/12/2009	WEST AUSTRALIAN SECURITY PARTNERS	4,928.00
EFT15117	11/12/2009	WESTERN AUSTRALIAN LOCAL GOVERNMENT	3,912.70
EFT15118	11/12/2009	WESTRAC EQUIPMENT PTY LTD	1,456.74
EFT15119	15/12/2009	AUSTRALIA POST - ASCOT PLACE	1,950.00
EFT15120	15/12/2009	AUSTRALIA POST - RED HILL	237.90
EFT15121	15/12/2009	TANIA WELLS	165.00
EFT15122	15/12/2009	TRANSPACIFIC CLEANAWAY LTD	231.00
EFT15123	16/12/2009	PAYG PAYMENTS	47,970.12
EFT15124	18/12/2009	INTEWORK INC	776.25
EFT15125	18/12/2009	IPING PTY LTD	1,413.50
EFT15126	18/12/2009	PPC WORLDWIDE PTY LTD	325.00
EFT15127	18/12/2009	A.T. MILK SUPPLY	102.00
EFT15128	18/12/2009	ALL CABINETS WA	935.00
EFT15129	18/12/2009	B&J CATALANO PTY LTD	879.23
EFT15130	18/12/2009	BATTERY WORLD	49.95
EFT15131	18/12/2009	BELVIDERE FRESH GROWERS MARKET	69.87
EFT15132	18/12/2009	BLUE COLLAR PEOPLE	3,416.49
EFT15133	18/12/2009	CECK PTY LTD	573,881.13
EFT15134	18/12/2009	CITY PRINTING & DESIGN	201.30
EFT15135	18/12/2009	COMPLIANCE MONITORING PTY LTD	3,003.00
EFT15136	18/12/2009	CONCEPT AUDIO VISUAL	726.00
EFT15137	18/12/2009	CORPORATE EXPRESS AUSTRALIA LTD	405.74
EFT15138	18/12/2009	DUN & BRADSTREET PTY LTD	64.89
EFT15139	18/12/2009	EDWIN DELL	279.93
EFT15140	18/12/2009	ERBEAC INC	937.40
EFT15141	18/12/2009	FLEXI STAFF PTY LTD	6,807.49
EFT15142	18/12/2009	FREEHILLS	2,427.54
EFT15143	18/12/2009	GALLERIA TOYOTA	198.50
EFT15144	18/12/2009	GOURMET INDULGENCE	238.60
EFT15145	18/12/2009	GRACE REMOVALS GROUP	435.60
EFT15146	18/12/2009	HILLS FRESH	70.00
EFT15147	18/12/2009	KLB SYSTEMS	863.50
EFT15148	18/12/2009	KNOW L'EDGE	2,910.60
EFT15149	18/12/2009	LOCAL GOVERNMENT EMPLOYMENT SERVICES	203.50
EFT15150	18/12/2009	LOCAL GOVERNMENT SUPERVISORS ASSOCIATION OF WA	88.00
EFT15151	18/12/2009	MACRI PARTNERS	1,760.00
EFT15152	18/12/2009	MAJOR MOTORS PTY LTD	877.14
EFT15153	18/12/2009	MILNE AGRIGROUP PTY LTD	2,376.00
EFT15154	18/12/2009	MUNDARING CRANE TRUCK HIRE	99.00
EFT15155	18/12/2009	MURPHY'S CAFE	230.00
EFT15156	18/12/2009	OAKVALE CAPITAL LTD	2,333.49
EFT15157	18/12/2009	OSBORNE PARK SUBARU	470.20
EFT15158	18/12/2009	PEACETREE PERMACULTURE AND EDIBLE LANDSCAPES	445.50
EFT15159	18/12/2009	PRECISION PANEL & PAINT	2,000.00
EFT15160	18/12/2009	PULSE DESIGN	539.00



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EFT15161	18/12/2009	Parkerville Cartage Pty Ltd	11,704.00
EFT15162	18/12/2009	SEEK LIMITED	220.00
EFT15163	18/12/2009	SMARTSTREAM TECHNOLOGY	2,310.00
EFT15164	18/12/2009	SMR LEARNING SERVICES T/A NEW HORIZONS LEARNING CENTRE PERTH	627.00
EFT15165	18/12/2009	TELSTRA - A/C 031 1799 300 - LAND CARE CENTRE	42.35
EFT15166	18/12/2009	TELSTRA - A/C 163 4688 200 - HAZELMERE	105.97
EFT15167	18/12/2009	TELSTRA - A/C 246 2455 400 - RH SECURITY MONITOR	38.50
EFT15168	18/12/2009	TELSTRA - A/C 3356 2426 14 (MOBILE DATA)	178.00
EFT15169	18/12/2009	THE UTESHED	80.00
EFT15170	18/12/2009	UNIQUE WASTE MANAGEMENT SERVICES	4,444.00
EFT15171	18/12/2009	WEBTRACK PTY LTD T/A MOBILE PHONE INSTALLATIONS AUSTRALIA	533.00
EFT15172	18/12/2009	WESTERN AUSTRALIAN LOCAL GOVERNMENT	352.00
EFT15173	18/12/2009	WREN OIL	16.50
EFT15174	22/12/2009	CHILD SUPPORT	491.84
EFT15175	22/12/2009	WALGS PLAN	62,927.21
EFT15176	22/12/2009	ALL DAY CONTRACTING	28,243.05
EFT15177	22/12/2009	BRIDGET STONIER-GIBSON	490.00
EFT15178	22/12/2009	CR ALAN RADFORD	1,750.00
EFT15179	22/12/2009	CR GRAHAM PITTAWAY OAM	5,000.00
EFT15180	22/12/2009	FUELFIX T/AS TANKS2GO	1,602.85
EFT15181	22/12/2009	GLENYS GODFREY	1,750.00
EFT15182	22/12/2009	HOSECO (WA) PTY LTD	249.50
EFT15183	22/12/2009	INTEWORK INC	690.00
EFT15184	22/12/2009	PRIME HEALTH GROUP LTD	390.50
EFT15185	22/12/2009	SNAP BURSWOOD	1,604.48
EFT15186	22/12/2009	ACCESS INDUSTRIAL TYRES	198.00
EFT15187	22/12/2009	ADASOUND PUBLIC ADDRESS	99.00
EFT15188	22/12/2009	AIR FILTER DRY CLEAN SYSTEMS PTY LTD	487.65
EFT15189	22/12/2009	AMCOR RECYCLING AUSTRALASIA	220.00
EFT15190	22/12/2009	AUSTRACLEAR LIMITED	32.65
EFT15191	22/12/2009	AUSTRALIAN HVAC SERVICES	4,043.60
EFT15192	22/12/2009	AUSTRALIAN LABORATORY SERVICES PTY LTD	690.80
EFT15193	22/12/2009	B&J CATALANO PTY LTD	2,790.30
EFT15194	22/12/2009	BCA CONSULTANTS PTY LTD	2,310.00
EFT15195	22/12/2009	BEAUMONDE CATERING	5,542.15
EFT15196	22/12/2009	BELVIDERE FRESH GROWERS MARKET	69.62
EFT15197	22/12/2009	BLUE COLLAR PEOPLE	2,272.05
EFT15198	22/12/2009	BOBCAT ATTACH	850.30
EFT15199	22/12/2009	BP AUSTRALIA LIMITED	34,307.15
EFT15200	22/12/2009	BRING COURIERS	623.13
EFT15201	22/12/2009	BT EQUIPMENT PTY LTD	439.27
EFT15202	22/12/2009	BUDGET ELECTRICS	210.38
EFT15203	22/12/2009	BUNNINGS BUILDING SUPPLIES PTY LTD	45.63
EFT15204	22/12/2009	C&M COMPUTER SOLUTIONS	1,730.30
EFT15205	22/12/2009	CAPITAL TRANSPORT SERVICES (WA) PTY LTD	333.36
EFT15206	22/12/2009	CCH AUSTRALIA LTD	130.00
EFT15207	22/12/2009	CHAMBERLAIN AUTO ELECTRICS	689.00
EFT15208	22/12/2009	CHEMISTRY CENTRE (WA)	8,220.30
EFT15209	22/12/2009	CITY SUBARU	30,603.35



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EFT15210	22/12/2009	CJD EQUIPMENT PTY LTD	2,128.46
EFT15211	22/12/2009	CMA RECYCLING PTY LTD	11,396.55
EFT15212	22/12/2009	CMS EVENTS	1,375.00
EFT15213	22/12/2009	COATES HIRE OPERATIONS PTY LTD	1,874.82
EFT15214	22/12/2009	COLONIAL PRINT & PROMOTIONS	1,462.73
EFT15215	22/12/2009	COMSYNC CONSULTING PTY LTD	1,430.00
EFT15216	22/12/2009	CONSTRUCTION EQUIPMENT AUSTRALIA	397.20
EFT15217	22/12/2009	CORPORATE EXPRESS AUSTRALIA LTD	782.03
EFT15218	22/12/2009	COVENTRYS	207.87
EFT15219	22/12/2009	CR CHARLIE ZANNINO	1,750.00
EFT15220	22/12/2009	CR DON MCKECHNIE	1,750.00
EFT15221	22/12/2009	CR GERRY PULE	1,750.00
EFT15222	22/12/2009	CR SAM PIANTADOSI JP	1,750.00
EFT15223	22/12/2009	CRACKAJACK PARTY HIRE	651.42
EFT15224	22/12/2009	DAVID FARDIG	1,750.00
EFT15225	22/12/2009	DIRECT OFFICE FURNITURE	613.80
EFT15226	22/12/2009	E & MJ ROSHER	19,250.00
EFT15227	22/12/2009	FILTERS PLUS	431.49
EFT15228	22/12/2009	FLEXI STAFF PTY LTD	4,438.96
EFT15229	22/12/2009	FOUR L DESIGN GROUP	2,244.00
EFT15230	22/12/2009	FUJI XEROX AUSTRALIA PTY LTD	16,045.97
EFT15231	22/12/2009	GIDGE RURAL	180.00
EFT15232	22/12/2009	GOLDY MOTORS	317.55
EFT15233	22/12/2009	GOURMET INDULGENCE	667.15
EFT15234	22/12/2009	HIGHWAY MOTOR TRIMMERS	227.70
EFT15235	22/12/2009	HILLS FRESH	140.00
EFT15236	22/12/2009	HIRE SOCIETY	158.57
EFT15237	22/12/2009	ISS WASHROOM SERVICES	113.66
EFT15238	22/12/2009	JOBS WEST	340.00
EFT15239	22/12/2009	JOYCE EARTHMOVING PTY LTD	21,881.75
EFT15240	22/12/2009	KNOW L'EDGE	1,940.40
EFT15241	22/12/2009	LANDFILL GAS & POWER PTY LTD	2,487.26
EFT15242	22/12/2009	LANDMARK OPERATIONS LIMITED	7,365.30
EFT15243	22/12/2009	LGIS INSURANCE BROKING	26,400.00
EFT15244	22/12/2009	LYONS AIRCONDITIONING SERVICES	1,492.46
EFT15245	22/12/2009	M2 TECHNOLOGY	192.50
EFT15246	22/12/2009	MACHINERY WAREHOUSE	105.00
EFT15247	22/12/2009	MAIL PLUS PERTH	204.60
EFT15248	22/12/2009	MAJOR MOTORS PTY LTD	18.77
EFT15249	22/12/2009	MARSMEN PLUMBING	225.47
EFT15250	22/12/2009	MAYDAY EARTHMOVING	4,771.25
EFT15251	22/12/2009	MIDLAND CAR CLEAN	308.00
EFT15252	22/12/2009	MIDLAND TOYOTA	718.60
EFT15253	22/12/2009	MISS MAUD	90.15
EFT15254	22/12/2009	MORLEY GENERAL CLEANING SERVICE	8,021.10
EFT15255	22/12/2009	MUNDARING CRANE TRUCK HIRE	99.00
EFT15256	22/12/2009	MUNDARING TYRE CENTRE	340.00
EFT15257	22/12/2009	NANCY'S CATERING	293.00
EFT15258	22/12/2009	NELL CARTAGE	9,350.00
EFT15259	22/12/2009	NEVERFAIL SPRINGWATER	201.55



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EFT15260	22/12/2009	NEVERFAIL SPRINGWATER LTD - COPPIN ROAD	55.75
EFT15261	22/12/2009	NEVERFAIL SPRINGWATER LTD - HAZELMERE	53.65
EFT15262	22/12/2009	NEVILLE REFRIGERATION	748.00
EFT15263	22/12/2009	ON SITE RENTALS PTY LTD	207.90
EFT15264	22/12/2009	ONE STOP ELECTRICAL PTY LTD	6,543.85
EFT15265	22/12/2009	OWEN CONSULTING	1,650.00
EFT15266	22/12/2009	PAYG PAYMENTS	48,297.98
EFT15267	22/12/2009	PERTH RADIATOR CENTRE	1,296.25
EFT15268	22/12/2009	POWA INSTITUTE	1,100.00
EFT15269	22/12/2009	PRECISION PANEL & PAINT	3,111.48
EFT15270	22/12/2009	PRESTIGE ALARMS	181.50
EFT15271	22/12/2009	PRESTIGE PUMP RENTALS	1,760.00
EFT15272	22/12/2009	Parkerville Cartage Pty Ltd	9,328.00
EFT15273	22/12/2009	RECLAIM COLLECTIONS T/A TYRE WASTE (WA)	703.14
EFT15274	22/12/2009	RECRUITWEST	481.14
EFT15275	22/12/2009	RED 11 PTY LTD	1,341.76
EFT15276	22/12/2009	REMIDA PERTH INC	350.00
EFT15277	22/12/2009	RSEA - ONE STOP SAFETY SHOP	47.60
EFT15278	22/12/2009	RUDD INDUSTRIAL AND FARM SUPPLIES	103.95
EFT15279	22/12/2009	SAFETY SIGNS SERVICE	294.14
EFT15280	22/12/2009	SAI GLOBAL LIMITED	4,427.50
EFT15281	22/12/2009	SHIRE OF NORTHAM	30,265.04
EFT15282	22/12/2009	SNAP PRINTING	120.00
EFT15283	22/12/2009	STEVENSON CONSULTING	4,697.00
EFT15284	22/12/2009	SWAN GOLD TOURS	430.00
EFT15285	22/12/2009	SWAN TOWING SERVICE PTY LTD	163.63
EFT15286	22/12/2009	TELSTRA - A/C 148 4710 000 - ASCOT PLACE	2,206.37
EFT15287	22/12/2009	TOTALLY WORKWEAR MIDLAND	7.16
EFT15288	22/12/2009	TRANSPACIFIC CLEANAWAY LTD	368.03
EFT15289	22/12/2009	ULTIMO CATERING	763.80
EFT15290	22/12/2009	UNIQUE WASTE MANAGEMENT SERVICES	4,444.00
EFT15291	22/12/2009	VOLICH WASTE CONTRACTORS PTY LTD	44.00
EFT15292	22/12/2009	WA MACHINERY GLASS	528.00
EFT15293	22/12/2009	WASTE MANAGEMENT ASSOCIATION OF AUSTRALIA	702.50
EFT15294	22/12/2009	WEST AUSTRALIAN SECURITY PARTNERS	5,236.00
EFT15295	22/12/2009	WESTERN TREE RECYCLERS	30,954.00
EFT15296	22/12/2009	WESTRAC EQUIPMENT PTY LTD	1,746.30
EFT15297	08/01/2010	KEYWEST LOCK SERVICE	349.80
EFT15298	08/01/2010	PPC WORLDWIDE PTY LTD	319.00
EFT15299	08/01/2010	PRIME HEALTH GROUP LTD	253.00
EFT15300	08/01/2010	A TEAM PRINTING	664.40
EFT15301	08/01/2010	ACCESS INDUSTRIAL TYRES	469.33
EFT15302	08/01/2010	ADECCO AUSTRALIA PTY LTD	1,186.82
EFT15303	08/01/2010	AIR FILTER DRY CLEAN SYSTEMS PTY LTD	307.94
EFT15304	08/01/2010	AUSTRALIAN HVAC SERVICES	362.78
EFT15305	08/01/2010	B&J CATALANO PTY LTD	993.40
EFT15306	08/01/2010	BATTERY WORLD	143.10
EFT15307	08/01/2010	BLUE COLLAR PEOPLE	5,266.39
EFT15308	08/01/2010	BUNNINGS BUILDING SUPPLIES PTY LTD	8.42
EFT15309	08/01/2010	CABCHARGE	34.50



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Cheque /EFT No	Date	Payee	Amount
EFT15310	08/01/2010	CAPITAL TRANSPORT SERVICES (WA) PTY LTD	50.97
EFT15311	08/01/2010	CARDNO (WA) PTY LTD	12,110.98
EFT15312	08/01/2010	CECK PTY LTD	614,552.31
EFT15313	08/01/2010	CORPORATE EXPRESS AUSTRALIA LTD	143.44
EFT15314	08/01/2010	COVENTRYS	238.00
EFT15315	08/01/2010	CRISALIS INTERNATIONAL PTY LTD	23,141.80
EFT15316	08/01/2010	CROSSLAND & HARDY PTY LTD	827.75
EFT15317	08/01/2010	ENGINE MACHINING SERVICES	473.00
EFT15318	08/01/2010	ERBEAC INC	1,010.90
EFT15319	08/01/2010	FASHION HOUSE CORPORATE WEAR	1,277.38
EFT15320	08/01/2010	FLEXI STAFF PTY LTD	6,778.08
EFT15321	08/01/2010	FUJI XEROX AUSTRALIA PTY LTD	246.95
EFT15322	08/01/2010	JAYCOURT NOMINEES PTY LTD T/A BARFIELD MECHANICAL SERVICES	638.00
EFT15323	08/01/2010	LANDFILL GAS & POWER PTY LTD	4,304.36
EFT15324	08/01/2010	MACHINERY WAREHOUSE	190.00
EFT15325	08/01/2010	MACRI PARTNERS	880.00
EFT15326	08/01/2010	MAJOR MOTORS PTY LTD	138.24
EFT15327	08/01/2010	MAYDAY EARTHMOVING	17,572.50
EFT15328	08/01/2010	MEN OF THE TREES	450.00
EFT15329	08/01/2010	MILNE AGRIGROUP PTY LTD	3,564.00
EFT15330	08/01/2010	MOTORCHARGE PTY LTD	6,928.73
EFT15331	08/01/2010	MUNDARING CRANE TRUCK HIRE	99.00
EFT15332	08/01/2010	MUNDARING TYRE CENTRE	185.00
EFT15333	08/01/2010	NAVIGO PTY LTD	130.90
EFT15334	08/01/2010	NEVERFAIL SPRINGWATER	123.05
EFT15335	08/01/2010	PRESTIGE PUMP RENTALS	14,206.35
EFT15336	08/01/2010	Q3 PTY LTD TRADING AS Q3 ARCHITECTURE	23,925.00
EFT15337	08/01/2010	SAI GLOBAL (ANSTAT PTY LTD)	9,440.78
EFT15338	08/01/2010	SHUGS ELECTRICAL	1,375.00
EFT15339	08/01/2010	SKIPPER TRUCKS	40.59
EFT15340	08/01/2010	SNAP PRINTING	379.14
EFT15341	08/01/2010	SYNERGY	646.65
EFT15342	08/01/2010	TELSTRA - A/C 008 2879 300 - SECONDARY WASTE PRJ	219.98
EFT15343	08/01/2010	TELSTRA - A/C 295 7816 000 - RED HILL	676.08
EFT15344	08/01/2010	TELSTRA - A/C 335 6242 598 - MOBILE PHONES	1,160.74
EFT15345	08/01/2010	TELSTRA - A/C 3356 2426 14 (MOBILE DATA)	178.00
EFT15346	08/01/2010	TOLL PRIORITY	95.52
EFT15347	08/01/2010	TRANSPACIFIC CLEANAWAY LTD	116.70
EFT15348	08/01/2010	UNIQUE WASTE MANAGEMENT SERVICES	3,608.00
EFT15349	08/01/2010	WESTRAC EQUIPMENT PTY LTD	17,678.10
EFT15350	08/01/2010	WREN OIL	33.00
EFT15351	08/01/2010	WURTH AUSTRALIA PTY LTD	447.17
EFT15352	08/01/2010	PAYG PAYMENTS	50,432.67
EFT15353	08/01/2010	RUPINDER SINGH	800.00
EFT15354	08/01/2010	WESTERN TREE RECYCLERS	29,154.40
EFT15355	08/01/2010	CECK PTY LTD	614,552.31
EFT15356	15/01/2010	ALL DAY CONTRACTING	6,625.30
EFT15357	15/01/2010	COMMAND-A-COM AUSTRALIA PTY LTD	440.00
EFT15358	15/01/2010	IPING PTY LTD	3,029.70
EFT15359	15/01/2010	KEYWEST LOCK SERVICE	220.00



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EFT15360	15/01/2010	PRIME HEALTH GROUP LTD	137.50
EFT15361	15/01/2010	SNAP BURSWOOD	616.00
EFT15362	15/01/2010	A.T. MILK SUPPLY	161.40
EFT15363	15/01/2010	ADECCO AUSTRALIA PTY LTD	1,160.50
EFT15364	15/01/2010	AUSTRALIA POST - ASCOT PLACE	2,438.34
EFT15365	15/01/2010	AUSTRALIAN LANDFILL OWNERS ASSOCIATION	3,630.00
EFT15366	15/01/2010	BEAUMONDE CATERING	3,651.37
EFT15367	15/01/2010	BELVIDERE FRESH GROWERS MARKET	59.63
EFT15368	15/01/2010	BIMPASI PTY LTD T/A THE LINEN PRESS	55.00
EFT15369	15/01/2010	CMS EVENTS	1,375.00
EFT15370	15/01/2010	COMPU-STOR	528.54
EFT15371	15/01/2010	CORPORATE EXPRESS AUSTRALIA LTD	602.98
EFT15372	15/01/2010	COVENTRYS	22.86
EFT15373	15/01/2010	CT BUILDING MAINTENANCE	309.10
EFT15374	15/01/2010	CUTTING EDGES PTY LTD	110.01
EFT15375	15/01/2010	DATA 3 PERTH	10,917.32
EFT15376	15/01/2010	FLEXI STAFF PTY LTD	11,081.89
EFT15377	15/01/2010	FUJI XEROX AUSTRALIA PTY LTD	110.37
EFT15378	15/01/2010	GOLDY MOTORS	295.15
EFT15379	15/01/2010	HIGGS DRILLING AND EXPLORATION	6,187.50
EFT15380	15/01/2010	JONES LANG LASALLE TRUST ONE	8,000.00
EFT15381	15/01/2010	LANDFILL GAS & POWER PTY LTD	4,304.36
EFT15382	15/01/2010	LANDMARK OPERATIONS LIMITED	1,389.04
EFT15383	15/01/2010	LINFOX ARMAGUARD PTY LTD	396.05
EFT15384	15/01/2010	MACHINERY WAREHOUSE	15.00
EFT15385	15/01/2010	MAIL PLUS PERTH	204.60
EFT15386	15/01/2010	MARSMEN PLUMBING	397.10
EFT15387	15/01/2010	MAYDAY EARTHMOVING	11,220.00
EFT15388	15/01/2010	MORLEY GENERAL CLEANING SERVICE	869.09
EFT15389	15/01/2010	MUNDARING ARTS CENTRE	1,782.00
EFT15390	15/01/2010	MUNDARING TYRE CENTRE	420.00
EFT15391	15/01/2010	NEVERFAIL SPRINGWATER	292.05
EFT15392	15/01/2010	PITNEY BOWES (POSTAGE BY PHONE)	18.15
EFT15393	15/01/2010	PRITCHARD FRANCIS PTY LTD	8,690.00
EFT15394	15/01/2010	Q3 PTY LTD TRADING AS Q3 ARCHITECTURE	4,950.00
EFT15395	15/01/2010	RECRUITWEST	3,135.64
EFT15396	15/01/2010	SIGNATURE SECURITY GROUP	157.15
EFT15397	15/01/2010	SOUTHERN METROPOLITAN REGIONAL COUNCIL	647.00
EFT15398	15/01/2010	STANTONS INTERNATIONAL	5,280.00
EFT15399	15/01/2010	STEPHEN FITZPATRICK	15,982.48
EFT15400	15/01/2010	TELSTRA - A/C 031 1799 300 - LAND CARE CENTRE	52.84
EFT15401	15/01/2010	TERESA FOLEY	579.65
EFT15402	15/01/2010	TOTALLY WORKWEAR MIDLAND	992.21
EFT15403	15/01/2010	TOWN OF BASSENDEAN	1,138.50
EFT15404	15/01/2010	ULTIMO CATERING	1,165.55
EFT15405	15/01/2010	UNIQUE WASTE MANAGEMENT SERVICES	5,539.00
EFT15406	15/01/2010	WEST AUSTRALIAN SECURITY PARTNERS	3,333.00
EFT15407	15/01/2010	WESTERN AUSTRALIAN LOCAL GOVERNMENT	5,174.40
EFT15408	15/01/2010	WREN OIL	71.50
EFT15409	15/01/2010	BP AUSTRALIA LIMITED	30,919.50



**CEO's DELEGATED PAYMENTS LIST
FOR THE MONTHS OF NOVEMBER 2009 TO JANUARY 2010**

User: L Truong

Cheque /EFT No	Date	Payee	Amount
EFT15410	15/01/2010	CITY OF BAYSWATER	76,022.65
EFT15411	15/01/2010	CITY OF BELMONT	30,982.92
EFT15412	22/01/2010	AIR-MET SCIENTIFIC PTY LTD	2,654.93
EFT15413	22/01/2010	COMMAND-A-COM AUSTRALIA PTY LTD	269.50
EFT15414	22/01/2010	JOBS AUSTRALIA MIDLAND	5,500.00
EFT15415	22/01/2010	LIEBHERR AUSTRALIA PTY LTD	1,172.88
EFT15416	22/01/2010	PRIME HEALTH GROUP LTD	253.00
EFT15417	22/01/2010	ADCORP	5,360.10
EFT15418	22/01/2010	ADECCO AUSTRALIA PTY LTD	1,581.65
EFT15419	22/01/2010	AIR FILTER DRY CLEAN SYSTEMS PTY LTD	318.55
EFT15420	22/01/2010	ANALYTICAL REFERENCE LABORATORY	148.50
EFT15421	22/01/2010	BATTERY WORLD	139.00
EFT15422	22/01/2010	BELVIDERE FRESH GROWERS MARKET	69.90
EFT15423	22/01/2010	BLACKWOODS ATKINS	93.03
EFT15424	22/01/2010	BLUE COLLAR PEOPLE	252.45
EFT15425	22/01/2010	BP AUSTRALIA LIMITED	726.30
EFT15426	22/01/2010	BP GIDGEGANNUP	133.25
EFT15427	22/01/2010	BT EQUIPMENT PTY LTD	4,339.04
EFT15428	22/01/2010	CAPITAL TRANSPORT SERVICES (WA) PTY LTD	2,008.74
EFT15429	22/01/2010	CELEBRATIONS HIRE SERVICE	640.50
EFT15430	22/01/2010	CHAMBERLAIN AUTO ELECTRICS	1,223.66
EFT15431	22/01/2010	CHILD SUPPORT	491.84
EFT15432	22/01/2010	CORPORATE EXPRESS AUSTRALIA LTD	83.46
EFT15433	22/01/2010	COUNCIL JOBS	220.00
EFT15434	22/01/2010	CPG RESEARCH & ADVISORY PTY LTD	3,300.00
EFT15435	22/01/2010	CRISALIS INTERNATIONAL PTY LTD	14,952.30
EFT15436	22/01/2010	DEPARTMENT OF ENVIRONMENT AND CONSERVATION	75.00
EFT15437	22/01/2010	E & MJ ROSHER	11.45
EFT15438	22/01/2010	FLEXI STAFF PTY LTD	1,208.46
EFT15439	22/01/2010	FUELQUIP (AUSTRALIA) PTY LTD	45.97
EFT15440	22/01/2010	HAYS SPECIALIST RECRUITMENT	121.00
EFT15441	22/01/2010	HILLS FRESH	70.00
EFT15442	22/01/2010	IMPRINT PLASTIC	220.00
EFT15443	22/01/2010	JOHN HUGHES MITSUBISHI	25,739.45
EFT15444	22/01/2010	LOCAL CHAMBERS OF INDUSTRY AND COMMERCE	1,000.00
EFT15445	22/01/2010	LYONS AIRCONDITIONING SERVICES	245.05
EFT15446	22/01/2010	MACHINERY WAREHOUSE	818.00
EFT15447	22/01/2010	MAJOR MOTORS PTY LTD	212.30
EFT15448	22/01/2010	MIDLAND TOYOTA	231.83
EFT15449	22/01/2010	MORLEY GENERAL CLEANING SERVICE	4,041.63
EFT15450	22/01/2010	NEVERFAIL SPRINGWATER	378.70
EFT15451	22/01/2010	NEVERFAIL SPRINGWATER LTD - COPPIN ROAD	99.35
EFT15452	22/01/2010	NEVERFAIL SPRINGWATER LTD - MATHIESON ROAD	253.35
EFT15453	22/01/2010	OAKS LIQUOR	1,626.82
EFT15454	22/01/2010	OAKVALE CAPITAL LTD	2,333.49
EFT15455	22/01/2010	OTEK AUSTRALIA	2,378.20
EFT15456	22/01/2010	PIRTEK	498.45
EFT15457	22/01/2010	RUPINDER SINGH	1,085.00
EFT15458	22/01/2010	SEEK LIMITED	660.00
EFT15459	22/01/2010	SHIRE OF TOODYAY	41,190.97



**CEO's DELEGATED PAYMENTS LIST
FOR THE MONTHS OF NOVEMBER 2009 TO JANUARY 2010**

User: L Truong

Cheque /EFT No	Date	Payee	Amount
EFT15460	22/01/2010	SNAP PRINTING	300.00
EFT15461	22/01/2010	SPUDS GARDENING SERVICES	1,035.00
EFT15462	22/01/2010	TELSTRA - A/C 148 4710 000 - ASCOT PLACE	4,866.84
EFT15463	22/01/2010	TELSTRA - A/C 163 4688 200 - HAZELMERE	90.24
EFT15464	22/01/2010	TELSTRA - A/C 246 2455 400 - RH SECURITY MONITOR	38.50
EFT15465	22/01/2010	TOTALLY WORKWEAR MIDLAND	107.96
EFT15466	22/01/2010	TRANSPACIFIC CLEANAWAY LTD	110.00
EFT15467	22/01/2010	The Australasian Battery Recycling Initiative (ABRI)	500.00
EFT15468	22/01/2010	U-MOVE AUSTRALIA	2,310.00
EFT15469	22/01/2010	UNIQUE WASTE MANAGEMENT SERVICES	1,144.00
EFT15470	22/01/2010	VEOLIA ENVIRONMENTAL SERVICES (AUSTRALIA) PTY LTD	286.00
EFT15471	22/01/2010	WESTERN AUSTRALIAN LOCAL GOVERNMENT	660.00
EFT15472	22/01/2010	WURTH AUSTRALIA PTY LTD	193.24
EFT15473	22/01/2010	DEPARTMENT OF ENVIRONMENT AND CONSERVATION	582,720.20
EFT15474	22/01/2010	PAYG PAYMENTS	50,195.60
EFT15475	28/01/2010	WALGS PLAN	64,478.30
EFT15476	28/01/2010	CHUBB FIRE SAFETY LTD	738.10
EFT15477	28/01/2010	IPING PTY LTD	594.50
EFT15478	28/01/2010	PPR AUSTRALIA	476.44
EFT15479	28/01/2010	ADECCO AUSTRALIA PTY LTD	1,867.01
EFT15480	28/01/2010	AUSTRACLEAR LIMITED	825.00
EFT15481	28/01/2010	BELVIDERE FRESH GROWERS MARKET	69.70
EFT15482	28/01/2010	BP AUSTRALIA LIMITED	23,615.98
EFT15483	28/01/2010	BT EQUIPMENT PTY LTD	265.47
EFT15484	28/01/2010	CJD EQUIPMENT PTY LTD	747.98
EFT15485	28/01/2010	COATES HIRE OPERATIONS PTY LTD	1,960.94
EFT15486	28/01/2010	ENCYCLE CONSULTING PTY LTD	3,872.00
EFT15487	28/01/2010	FLEXI STAFF PTY LTD	7,223.30
EFT15488	28/01/2010	FUELFIX T/AS TANKS2GO	23,844.85
EFT15489	28/01/2010	FUJI XEROX AUSTRALIA PTY LTD	2,919.92
EFT15490	28/01/2010	HAYS SPECIALIST RECRUITMENT	110.00
EFT15491	28/01/2010	HILLS FRESH	70.00
EFT15492	28/01/2010	LANDMARK OPERATIONS LIMITED	1,723.31
EFT15493	28/01/2010	LEN FRENCH FENCING CONTRACTOR	340.00
EFT15494	28/01/2010	LION GLOBAL HR	1,115.00
EFT15495	28/01/2010	NEVERFAIL SPRINGWATER	157.85
EFT15496	28/01/2010	PRECISION PANEL & PAINT	4,000.00
EFT15497	28/01/2010	Parkerville Cartage Pty Ltd	8,822.00
EFT15499	28/01/2010	RUDD INDUSTRIAL AND FARM SUPPLIES	11.55
EFT15500	28/01/2010	SEEK LIMITED	220.00
EFT15501	28/01/2010	ST JOHN AMBULANCE ASSOCIATION	56.73
EFT15502	28/01/2010	STEPHEN LLOYD	133.12
EFT15503	28/01/2010	THE UTESHED	55.00
EFT15504	28/01/2010	UNIQUE WASTE MANAGEMENT SERVICES	1,848.00
EFT15505	28/01/2010	WA BROILER GROWERS ASSOCIATION (INC)	819.50
EFT15506	28/01/2010	WESTRAC EQUIPMENT PTY LTD	275.89
218571	03/11/2009	EMRC PETTY CASH - REDHILL	194.35
218572	06/11/2009	EMRC PETTY CASH - BELMONT	556.60
218573	06/11/2009	EMRC PETTY CASH - HAZELMERE	188.75
218574	06/11/2009	MELBOURNE IT LTD	140.00



**CEO's DELEGATED PAYMENTS LIST
FOR THE MONTHS OF NOVEMBER 2009 TO JANUARY 2010**

User: L Truong

Cheque /EFT No	Date	Payee	Amount
218575	09/11/2009	VOID	0.00
218576	09/11/2009	EMRC PETTY CASH - REDHILL	267.35
218577	10/11/2009	EMRC PETTY CASH - REDHILL	298.75
218578	13/11/2009	DEPARTMENT OF TRANSPORT	270.60
218579	13/11/2009	HUTCHISON 3G AUSTRALIA PTY LTD	107.00
218580	18/11/2009	EMRC PETTY CASH - BELMONT	753.60
218581	20/11/2009	EMRC PETTY CASH - REDHILL	240.20
218582	25/11/2009	GENERATIONS PERSONAL SUPERANNUATION PLAN	379.33
218583	25/11/2009	WESTSCHEME	921.97
218584	25/11/2009	ANZ SUPER ADVANTAGE	313.19
218585	25/11/2009	ASGARD ELEMENTS SUPER ACCOUNT	315.83
218586	25/11/2009	AUSTRALIAN SUPER	772.94
218587	25/11/2009	AXA AUSTRALIA (RETIREMENT BOND)	333.76
218588	25/11/2009	BT BUSINESS SUPER	701.78
218589	25/11/2009	BT LIFETIME - PERSONAL SUPER	364.82
218590	25/11/2009	HOSTPLUS SUPERANNUATION FUND	398.92
218591	25/11/2009	ING LIFE LTD	322.98
218592	25/11/2009	IOOF INVESTMENT MANAGEMENT	323.59
218593	25/11/2009	MASTERSUPER	510.92
218594	25/11/2009	MTAA SUPERANNUATION FUND	285.04
218595	25/11/2009	NORWICH UNION LIFE INSURANCE SOCIETY	451.30
218596	25/11/2009	RETAIL EMPLOYEES SUPERANNUATION TRUST	507.17
218597	25/11/2009	THE INDUSTRY SUPERANNUATION FUND	285.06
218598	25/11/2009	ZURICH AUSTRALIAN SUPERANNUATION	318.62
218599	27/11/2009	EMRC PETTY CASH - REDHILL	303.65
218600	08/12/2009	WATER CORPORATION	2,000.00
218601	08/12/2009	WATER CORPORATION	2,000.00
218602	09/12/2009	EMRC PETTY CASH - REDHILL	498.75
218603	11/12/2009	GIDGIE GROG LIQUOR STORE	230.82
218604	11/12/2009	LOU MAGRO	2,125.00
218605	14/12/2009	EMRC PETTY CASH - BELMONT	888.85
218606	15/12/2009	WATER CORPORATION	10,436.70
218607	18/12/2009	GIDGIE GROG LIQUOR STORE	348.88
218608	18/12/2009	HUTCHISON 3G AUSTRALIA PTY LTD	107.00
218609	18/12/2009	MANHEIM FOWLES PTY LTD	135.00
218610	18/12/2009	PARKERVILLE DARLINGTON FOOTBALL CLUB	400.00
218611	22/12/2009	GENERATIONS PERSONAL SUPERANNUATION PLAN	378.04
218612	22/12/2009	WESTSCHEME	1,056.22
218613	22/12/2009	ANZ SUPER ADVANTAGE	313.19
218614	22/12/2009	ASGARD ELEMENTS SUPER ACCOUNT	315.83
218615	22/12/2009	AUSTRALIAN SUPER	616.81
218616	22/12/2009	AXA AUSTRALIA (RETIREMENT BOND)	336.21
218617	22/12/2009	BT BUSINESS SUPER	701.78
218618	22/12/2009	BT LIFETIME - PERSONAL SUPER	366.75
218619	22/12/2009	HOSTPLUS SUPERANNUATION FUND	365.68
218620	22/12/2009	ING LIFE LTD	121.09
218621	22/12/2009	IOOF INVESTMENT MANAGEMENT	312.60
218622	22/12/2009	MASTERSUPER	851.54
218623	22/12/2009	MTAA SUPERANNUATION FUND	285.04
218624	22/12/2009	NORWICH UNION LIFE INSURANCE SOCIETY	451.31



**CEO's DELEGATED PAYMENTS LIST
FOR THE MONTHS OF NOVEMBER 2009 TO JANUARY 2010**

User: L Truong

Cheque /EFT No	Date	Payee	Amount
218625	22/12/2009	RETAIL EMPLOYEES SUPERANNUATION TRUST	577.33
218626	22/12/2009	THE INDUSTRY SUPERANNUATION FUND	285.05
218627	22/12/2009	ZURICH AUSTRALIAN SUPERANNUATION	323.32
218628	22/12/2009	CITY OF SWAN	164.34
218629	22/12/2009	DEPARTMENT OF TRANSPORT - BULK BILLING	1,565.60
218630	22/12/2009	CR TONY CUCCARO	2,125.00
218631	22/12/2009	FRANK LINDSEY	1,750.00
218632	22/12/2009	JANET POWELL	1,750.00
218633	22/12/2009	UNISUPER FOR ALAN PILGRIM	1,750.00
218634	04/01/2010	EMRC PETTY CASH - BELMONT	500.00
218635	04/01/2010	EMRC PETTY CASH - REDHILL	269.15
218636	08/01/2010	CANNINGTON NEWS	55.91
218637	12/01/2010	EASTERN METROPOLITAN REGIONAL COUNCIL	1,200.00
218638	15/01/2010	CITY OF SWAN	28,455.90
218639	15/01/2010	EMRC PETTY CASH - BELMONT	1,034.15
218640	15/01/2010	HUTCHISON 3G AUSTRALIA PTY LTD	107.00
218641	22/01/2010	EMRC PETTY CASH - REDHILL	270.60
218642	28/01/2010	GENERATIONS PERSONAL SUPERANNUATION PLAN	375.66
218643	28/01/2010	WESTSCHEME	1,196.72
218644	28/01/2010	ANZ SUPER ADVANTAGE	313.19
218645	28/01/2010	ASGARD ELEMENTS SUPER ACCOUNT	315.84
218646	28/01/2010	AUSTRALIAN SUPER	459.57
218647	28/01/2010	AXA AUSTRALIA (RETIREMENT BOND)	335.39
218648	28/01/2010	BT BUSINESS SUPER	1,019.30
218649	28/01/2010	BT LIFETIME - PERSONAL SUPER	365.44
218650	28/01/2010	HOSTPLUS SUPERANNUATION FUND	365.68
218651	28/01/2010	ING LIFE LTD	120.61
218652	28/01/2010	IOOF INVESTMENT MANAGEMENT	312.60
218653	28/01/2010	MASTERSUPER	851.54
218654	28/01/2010	MTAA SUPERANNUATION FUND	285.06
218655	28/01/2010	NORWICH UNION LIFE INSURANCE SOCIETY	449.85
218656	28/01/2010	RETAIL EMPLOYEES SUPERANNUATION TRUST	366.86
218657	28/01/2010	THE INDUSTRY SUPERANNUATION FUND	294.69
218658	28/01/2010	ZURICH AUSTRALIAN SUPERANNUATION	297.60
218659	28/01/2010	CANNINGTON NEWS	67.58
370	27/11/2009	WBC - CORPORATE MASTERCARD - P SCHNEIDER	8.83
371	27/11/2009	WBC - CORPORATE MASTER CARD - D AMEDURI	1,504.66
372	27/11/2009	WBC - CORPORATE MASTER CARD - ENAD ZRAID	4,696.70
373	27/11/2009	WBC - CORPORATE MASTER CARD - R MEDBURY	944.45
374	27/11/2009	WBC - CORPORATE MASTER CARD - S FITZPATRICK	334.52
375	29/12/2009	WBC - CORPORATE MASTERCARD - P SCHNEIDER	536.00
376	29/12/2009	WBC - CORPORATE MASTER CARD - D AMEDURI	2,017.63
377	29/12/2009	WBC - CORPORATE MASTER CARD - ENAD ZRAID	2,248.79
378	29/12/2009	WBC - CORPORATE MASTER CARD - R MEDBURY	123.49
379	29/12/2009	WBC - CORPORATE MASTER CARD - S FITZPATRICK	327.56
380	29/12/2009	WBC - CORPORATE MASTERCARD - ADAM JOHNSON	389.58
381	29/12/2009	WBC - CORPORATE MASTERCARD - RHONDA HARDY	1,209.35
382	29/01/2010	WBC - CORPORATE MASTERCARD - P SCHNEIDER	13.25
383	29/01/2010	WBC - CORPORATE MASTER CARD - D AMEDURI	1,850.68
384	29/01/2010	WBC - CORPORATE MASTER CARD - ENAD ZRAID	15,312.64



**CEO's DELEGATED PAYMENTS LIST
FOR THE MONTHS OF NOVEMBER 2009 TO JANUARY 2010**

User: L Truong

Cheque /EFT No	Date	Payee	Amount
385	29/01/2010	WBC - CORPORATE MASTER CARD - R MEDBURY	13.25
386	29/01/2010	WBC - CORPORATE MASTER CARD - S FITZPATRICK	549.89
387	29/01/2010	WBC - CORPORATE MASTERCARD - ADAM JOHNSON	13.25
388	29/01/2010	WBC - CORPORATE MASTERCARD - RHONDA HARDY	13.25
PAY-10	10/11/2009	PAYROLL FE 10/11/09	164,780.23
PAY-11	24/11/2009	PAYROLL FE 24/11/09	182,885.87
PAY-12	08/12/2009	PAYROLL FE 8/12/09	164,753.87
PAY-13	22/12/2009	PAYROLL FE 22/12/09	165,490.50
PAY-14	05/01/2010	PAYROLL FE 5/1/10	170,264.20
PAY-15	19/01/2010	PAYROLL FE 19/1/10	169,558.01
1*NOV09	02/11/2009	BANK CHARGES B/S 1325 - 1329	1,248.71
1*DEC09	01/12/2009	BANK CHARGES B/S 1329 - 1333	1,312.73
1*JAN10	04/01/2010	BANK CHARGES B/S 1334 - 1337	1,106.90
SUB TOTAL			<u>6,743,963.70</u>

LESS CANCELLED CHEQUES & EFTs

EFT15312	08/01/2010	CECK PTY LTD	-614,552.31
EFT15323	08/01/2010	LANDFILL GAS & POWER PTY LTD	-4,304.36
EFT15482	28/01/2010	BP AUSTRALIA LTD	-23,615.98
EFT15492	28/01/2010	LANDMARK OPERATIONS LIMITED	-1,723.31
EFT15493	28/01/2010	LEN FRENCH FENCING CONTACTOR	-340.00
218575	09/11/2009	VOID	0.00
218600	08/12/2009	WATER CORPORATION	-2,000.00
SUB TOTAL			<u>-646,535.96</u>
TOTAL			<u>6,097,427.74</u>

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	EMRC - Municipal Fund	6,097,427.74
TOTAL		6,097,427.74

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14.2 CALL FOR NOMINATIONS ON THE EMRC MARKETING AND TOURISM WORKING ADVISORY PARTY

REFERENCE: COMMITTEES-10514

PURPOSE OF REPORT

To seek Council nominations on the EMRC Marketing and Tourism Working Advisory Party.

KEY ISSUES AND RECOMMENDATION(S)

- The EMRC Marketing and Tourism Working Advisory Party (MaTWAP) was formed in 2008 to provide an opportunity for elected members to give informal input into the regional tourism destination marketing initiatives facilitated by the EMRC.
- The MaTWAP is next due to meet for the purpose of reviewing the draft Regional Tourism Strategy which will be completed in late February 2010.
- The Local Government elections resulted in two vacancies on the MaTWAP. Nominees are sought from the Town of Bassendean and the City of Bayswater to fill the vacancies.

Recommendation(s)

That Councillors andare nominated to the Marketing and Tourism Working Advisory Party to represent the Town of Bassendean and City of Bayswater.

SOURCE OF REPORT

Director Regional Services

BACKGROUND

At its meeting held 21 February 2008 Council endorsed establishment of the EMRC Marketing and Tourism Working Advisory Party (MaTWAP). The MaTWAP was formed to provide an opportunity for elected members to give informal input into the regional tourism destination marketing initiatives facilitated by the EMRC.

The MaTWAP comprised the following six EMRC Councillors representing each member Council.

Town of Bassendean	Cr Tina Klein
City of Bayswater	Cr Lou Magro
City of Belmont	Cr Janet Powell
Shire of Kalamunda	Cr Don McKechnie
Shire of Mundaring	Cr Tony Cuccaro
City of Swan	Cr Charlie Zannino

The MaTWAP meets on an "as required" basis. At its last meeting held 1 May 2008 the MaTWAP resolved to next meet for the purpose of providing input to the draft Regional Tourism Strategy before it ascends to Council for approval.

REPORT

The Regional Tourism Strategy 2010-2015 will be drafted by the end of February 2010. The Regional Tourism Strategy (RTS) will guide the EMRC in delivery of agreed regional tourism activities for the period 2010 to 2015. The RTS will ensure that tourism activities delivered by the EMRC at the regional level continue to complement those of member Councils at the local and precinct levels.



Item 14.2 continued

It is proposed that the next meeting of the MaTWAP be scheduled in early March with a focus on reviewing the draft Regional Tourism Strategy 2010-2015, in preparation for its consideration by Council at its meeting to be held 20 May 2010.

The Local Government elections resulted in two vacancies on the MaTWAP. Nominees are sought from the Town of Bassendean and the City of Bayswater to fill the vacancies.

STRATEGIC/POLICY IMPLICATIONS

The role undertaken by the Marketing and Tourism Working Advisory Party contributes to the EMRC Strategic Plan for the Future objective 2.1 *To facilitate tourism activities and research.*

FINANCIAL IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} Nil
City of Bayswater	
City of Belmont	
Shire of Kalamunda	
Shire of Mundaring	
City of Swan	

ATTACHMENT(S)

Nil

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That Councillors andare nominated to the Marketing and Tourism Working Advisory Party to represent the Town of Bassendean and City of Bayswater.

The Chairman asked if previous MaTWAP members were happy to continue as members.

Crs Powell, Cuccaro and Zannino agreed to continue as members.



Item 14.2 continued

Crs Pule and Radford nominated themselves as the MaTWAP members for the Town of Bassendean and City of Bayswater respectively.

Cr Lindsey asked if he could nominate Cr McKechnie to continue as the MaTWAP member for the Shire of Kalamunda in his absence. The CEO advised that the EMRC would take it that he would continue as a member but would contact him to verify this and if he didn't wish to continue as a MaTWAP member the EMRC would bring the report back to the next Ordinary Meeting of Council.

COUNCIL RESOLUTION(S)

MOVED CR GODFREY

SECONDED CR ZANNINO

THAT COUNCILLORS PULE AND RADFORD ARE NOMINATED TO THE MARKETING AND TOURISM WORKING ADVISORY PARTY TO REPRESENT THE TOWN OF BASSENDEAN AND CITY OF BAYSWATER.

CARRIED UNANIMOUSLY



14.3 COMPLIANCE AUDIT RETURN 2009

REFERENCE: COMMITTEES-10528

PURPOSE OF REPORT

To present to Council for adoption the Compliance Audit Return (CAR) for the year ended 31 December 2009.

KEY ISSUES AND RECOMMENDATION(S)

- Each local government is required to complete a compliance audit at the end of each calendar year.
- The CAR is required to be adopted by Council, certified by the Chairman and Chief Executive Officer (CEO) and forwarded to the Director General of the Department of Local Government, by 31 March 2010.

Recommendation(s)

That the draft Compliance Audit Return 2009 be adopted by Council and certified by the Chairman and Chief Executive Officer and forwarded to the Director General, Department of Local Government by 31 March 2010.

SOURCE OF REPORT

Director Corporate Services
Manager Administration & Compliance

BACKGROUND

The audit and applicable return is completed in accordance with the requirements of regulation 14 and 15 of the Local Government (Audit) Regulations 1996. It is a compliance audit for the period 1 January to 31 December 2009 against the requirements included in the Compliance Audit Return for that period.

REPORT

The Compliance Audit Return, as required by the Local Government Act 1995 (the Act) and relevant Regulations, was received from the Director General of the Department of Local Government with Departmental Circular No 30-2009 (the circular), dated 6 January 2010.

The CAR sought advice on the extent of compliance by the EMRC to a range of sections of the Act and the local government regulations.

The details and explanations applicable to the completion of the return appear in the relevant comment sections of the CAR.

The circular contained a direction for the compliance return to be presented to Council at a meeting of Council; to be adopted by the Council; and the adoption recorded in the minutes of the meeting at which it is adopted.

After the Compliance Audit Return has been presented to Council a certified copy of the Return, along with the relevant section of the minutes and any additional information explaining or qualifying the compliance audit, is to be submitted to the Director General of the Department of Local Government by 31 March 2010.



Item 14.3 continued

STRATEGIC/POLICY IMPLICATIONS

Key Result Area 4: Good Governance:

4.5 To provide responsible and accountable governance and management of the EMRC

FINANCIAL IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} Nil
City of Bayswater	
City of Belmont	
Shire of Kalamunda	
Shire of Mundaring	
City of Swan	

ATTACHMENT(S)

Local Government Compliance Audit Return for 1 January 2009 to 31 December 2009
 (Ref: [Committees-10533](#))

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION(S)

That the draft Compliance Audit Return 2009 be adopted by Council and certified by the Chairman and Chief Executive Officer and forwarded to the Director General, Department of Local Government by 31 March 2010.

COUNCIL RESOLUTION(S)

MOVED CR GODFREY

SECONDED CR POWELL

THAT THE DRAFT COMPLIANCE AUDIT RETURN 2009 BE ADOPTED BY COUNCIL AND CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER AND FORWARDED TO THE DIRECTOR GENERAL, DEPARTMENT OF LOCAL GOVERNMENT BY 31 MARCH 2010.

CARRIED UNANIMOUSLY



Eastern Metropolitan Regional Council - Compliance Audit Return Regional Local Government 2009

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government and Regional Development together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments						
No	Reference	Question	Response	Comments	Respondent	
1	s3.59(2)(a)(b)(c) Functions & General Regulation 7,9	Has the local government prepared a business plan for each major trading undertaking in 2009.	N/A		Terri-Ann Ashton	
2	s3.59(2)(a)(b)(c) Functions & General Regulation 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2009.	N/A		Terri-Ann Ashton	
3	s3.59(2)(a)(b)(c) Functions & General Regulation 7,11	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2009.	N/A		Terri-Ann Ashton	
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2009.	N/A		Terri-Ann Ashton	
5	s3.59(5)	Did the Council, during 2009, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Terri-Ann Ashton	



Delegation of Power / Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	Yes		Terri-Ann Ashton
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	Yes		Terri-Ann Ashton
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	Yes		Terri-Ann Ashton
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	Yes		Terri-Ann Ashton
5	s5.18	Has Council reviewed delegations to its committees in the 2008/2009 financial year.	Yes		Terri-Ann Ashton
6	s5.42(1),5.43 Administration Regulation 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Terri-Ann Ashton
7	s5.42(1)(2) Admin Reg 18	Were all delegations to the CEO resolved by an absolute majority.	Yes		Terri-Ann Ashton
8	s5.42(1)(2) Admin Reg 18	Were all delegations to the CEO in writing.	Yes		Terri-Ann Ashton
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Terri-Ann Ashton
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	N/A		Terri-Ann Ashton
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Terri-Ann Ashton
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2008/2009 financial year.	Yes		Terri-Ann Ashton
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Terri-Ann Ashton

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Terri-Ann Ashton
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Terri-Ann Ashton
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	N/A		Terri-Ann Ashton
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	N/A		Terri-Ann Ashton
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2009.	Yes		Terri-Ann Ashton
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2009.	Yes		Terri-Ann Ashton
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Terri-Ann Ashton
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Terri-Ann Ashton
10	s5.88(1)(2) Admin Reg 2	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Terri-Ann Ashton
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		Terri-Ann Ashton
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Terri-Ann Ashton
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Terri-Ann Ashton



Disposal of Property					
No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was any property that was not disposed of by public auction or tender, given local public notice prior to disposal (except where excluded by Section 3.58(5)).	N/A		Terri-Ann Ashton
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	N/A		Terri-Ann Ashton

Finance					
No	Reference	Question	Response	Comments	Respondent
1	s5.53, Admin Reg19B	Has the local government prepared an annual report for the financial year ended 30 June 2009 that contained the prescribed information under the Act and Regulations.	Yes		Terri-Ann Ashton
2	s5.54(1), (2)	Was the annual report accepted by absolute majority by the local government by 31 December 2009.	Yes		Terri-Ann Ashton
3	s5.54(1), (2)	If the Auditor's report was not available in time for acceptance by 31 December, will it be accepted no more than two months after the Auditor's report is made available.	N/A		Terri-Ann Ashton
4	s5.55	Did the CEO give local public notice of the availability of the annual report as soon as practicable after the local government accepted the report.	Yes		Terri-Ann Ashton
5	S5.56 Admin Reg 19C(2)	Has the local government made a plan for the future of its district in respect of the period specified in the plan (being at least 2 financial years).	N/A		Terri-Ann Ashton
6	Admin Reg 19D	After a plan for the future, or modifications to a plan were adopted under regulation 19C, did the local government give public notice in accordance with subsection (2).	N/A		Terri-Ann Ashton
7	s5.98 Admin Reg 30	Was the fee made available to elected members for attending meetings within the prescribed range.	Yes		Terri-Ann Ashton
8	s5.98 Admin Reg 31	Was the reimbursement of expenses to elected members within the prescribed ranges or as prescribed.	N/A		Terri-Ann Ashton
9	s5.98A Admin Reg 33A	Where a local government decided to pay the deputy mayor or the deputy president an allowance, was it resolved by absolute majority.	N/A		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
10	s5.98A Admin Reg 33A	Where a local government decided to pay the deputy mayor or the deputy president an allowance, was it up to (or below) the prescribed percentage of the annual local government allowance to which the mayor or president is entitled under section 5.98 (5).	N/A		Terri-Ann Ashton
11	s5.99 Admin Reg 34	Where a local government decided to pay Council members an annual fee in lieu of fees for attending meetings, was it resolved by absolute majority.	N/A		Terri-Ann Ashton
12	s5.99 Admin Reg 34	Where a local government decided to pay Council members an annual fee in lieu of fees for attending meetings, was it within the prescribed range.	N/A		Terri-Ann Ashton
13	s5.99A Admin Reg 34A, AA, AB	Where a local government decided to pay Council members an allowance instead of reimbursing telephone, facsimile machine rental charges and other telecommunication, information technology, travelling and accommodation expenses, was it resolved by absolute majority.	N/A		Terri-Ann Ashton
14	s5.99A Admin Reg 34A, AA, AB	Where a local government decided to pay Council members an allowance instead of reimbursing telephone, facsimile machine rental charges and other telecommunication, information technology, travelling and accommodation expenses, was it within the prescribed range.	N/A		Terri-Ann Ashton
15	s5.100 (1)	Did the local government pay a fee for attending committee meetings only to a committee member who was a council member or employee.	N/A		Terri-Ann Ashton
16	s5.100 (2)	Where the local government decided to reimburse a committee member, who was not a council member or employee, for an expense incurred by the person in relation to a matter affecting the local government, was it within the prescribe range.	N/A		Terri-Ann Ashton
17	s6.2	Did Council, prior to 31 August in the review period, adopt by absolute majority, a budget in the form and manner prescribed by Financial Management (FM) Reg 22 and the Act. (Please enter the date of the Council Resolution in the "Comments" column)	Yes	27th August 2009	Terri-Ann Ashton
18	s6.2	If 'no', was Ministerial approval sought for an extension.	N/A		Terri-Ann Ashton
19	Financial Management Reg 33	Was the 2009/2010 budget forwarded to the Department of Local Government and Regional Development within 30 days of its adoption. (Please enter the date sent in the "Comments" column).	Yes	25th September 2009	Terri-Ann Ashton
20	s6.4(1) FM Reg 34	Did the local government prepare an annual financial report as prescribed.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
21	s6.4(1) FM Reg 34	Did the local government prepare other financial reports as prescribed.	Yes		Terri-Ann Ashton
22	FM Reg 34	If the local government prepared other financial reports as prescribed in s6.4 (1) FM Reg 34, were they presented to Council and recorded in the minutes of the meetings in which they were submitted.	Yes		Terri-Ann Ashton
23	s6.4(3)(b)	Was the annual financial report, prepared for the financial year ended 30 June 2009, submitted to the Auditor by 30 September 2009 or by the extended time allowed by the Minister or his delegate.	Yes		Terri-Ann Ashton
24	FM Reg 51(2)	Was the annual financial report submitted to the Department of Local Government and Regional Development sent by the CEO within 30 days after receiving the Auditor's report.	Yes		Terri-Ann Ashton
25	s6.8	Was expenditure that the local government incurred from its municipal fund, but not included in its annual budget, authorised in advance on all occasions by absolute majority resolution.	Yes		Terri-Ann Ashton
26	s6.8(1)(c)	Did the Chairman authorise expenditure from the municipal fund in an emergency. (Please indicate circumstances in the "Comments" column)	N/A		Terri-Ann Ashton
27	s6.8	In relation to expenditure that the local government incurred from its municipal fund that was authorised in advance by the Chairman in an emergency, was it reported on all occasions to the next ordinary meeting of council.	N/A		Terri-Ann Ashton
28	s6.9 (1)	Does the local government's trust fund consist of all money (or the value of assets) that are required by the Local Government Act 1995 or any other written law to be credited to the fund.	N/A		Terri-Ann Ashton
29	s6.9 (1)	Does the local government's trust fund consist of all money or the value of assets held by the local government in trust.	N/A		Terri-Ann Ashton
30	s6.9(2)	Has the local government's trust fund been applied for the purposes of and in accordance with the trusts affecting it.	N/A		Terri-Ann Ashton
31	s6.9(3)	Has money held in the trust fund, been paid to the person entitled to it, together with, if the money has been invested, any interest earned from that investment.	N/A		Terri-Ann Ashton
32	s6.9(3)	Has property held in trust been delivered to the persons entitled to it.	N/A		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
33	s6.11(2)	Have all decisions to change the use or purpose of money held in reserve funds been by absolute majority.	Yes		Terri-Ann Ashton
34	s6.11(2) FM Reg 18	Did the local government give one months public notice of the proposed change of purpose or proposed use of money held in reserve funds . (Notice not required where the local government has disclosed the change of purpose or proposed use of reserve funds in its annual budget or where the money was used to meet expenditure authorised under s6.8(1) (c) of the Act or where the amount to be used did not exceed \$5,000).	Yes		Terri-Ann Ashton
35	s6.12, 6.13, 6.16 (1),(3)	Did Council at the time of adopting its budget, determine the granting of a discount or other incentive for early payment by absolute majority.	N/A		Terri-Ann Ashton
36	s6.12, 6.13, 6.16 (1),(3)	Did Council determine the setting of an interest rate on money owing to Council by absolute majority.	N/A		Terri-Ann Ashton
37	s6.12, 6.13, 6.16 (1),(3)	Did Council determine to impose or amend a fee or charge for any goods or services provided by the local government by absolute majority. (Note: this applies to money other than rates and service charges).	Yes		Terri-Ann Ashton
38	s6.17(3)	Were the fees or charges imposed for a copy of information available under section 5.96, limited to the cost of providing the service or goods.	N/A		Terri-Ann Ashton
39	s6.17(3)	Were the fees or charges imposed for receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate, limited to the cost of providing the service or goods.	N/A		Terri-Ann Ashton
40	s6.17(3)	Were the fees or charges imposed for any other service prescribed in section 6.16 (2)(f), limited to the cost of providing the service or goods.	Yes		Terri-Ann Ashton
41	s6.19	After the budget was adopted, did the local government give local public notice for all fees and charges stating its intention to introduce the proposed fees or charges and the date from which it proposed to introduce the fees or charges.	Yes		Terri-Ann Ashton
42	s6.20(2) FM Reg 20	On each occasion where the local government exercised the power to borrow and details of the proposal were not included in the annual budget for that financial year, did the local government give one month's local public notice of the proposal (except where the proposal was of a kind prescribed in FM Regulation 20).	N/A		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
43	s6.20(2) FM Reg 20	On each occasion where the local government exercised the power to borrow, was the Council decision to exercise that power by absolute majority (Only required where the details of the proposal were not included in the annual budget for that financial year).	N/A		Terri-Ann Ashton
44	s6.20(3) FM Reg 21	On each occasion where the local government changed the use of borrowings, did the local government give one month's local public notice of the change in purpose. (Only required if the details of the change of purpose were not included in the annual budget or were of the kind prescribed in FM Regulation 21).	N/A		Terri-Ann Ashton
45	s6.20(3) FM Reg 21	On each occasion where the local government changed the use of borrowings, was the decision on the change of use by absolute majority. (Only required if the details of the change of purpose were not included in the annual budget or were of the kind prescribed in FM Regulation 21)	N/A		Terri-Ann Ashton
46	S6.76(6)	Was the outcome of an objection under section 6.76(1) promptly conveyed to the person who made the objection including a statement of the local government's decision on the objection and its reasons for that decision.	N/A		Terri-Ann Ashton
47	FM Reg 11(1)	Has the local government developed procedures for the authorisation of, and the payment of, accounts to ensure that there is effective security for and properly authorised use of cheques, credit cards, computer encryption devices and passwords, purchasing cards and other devices or methods by which goods, services, money or other benefits may be obtained.	Yes		Terri-Ann Ashton
48	FM Reg 11(1)	Has the local government developed procedures for the authorisation of, and the payment of, accounts to ensure that there is effective security for and properly authorised use of petty cash systems.	Yes		Terri-Ann Ashton
49	FM Reg 11(2)	Has the local government developed procedures that ensure a determination is made that the debt was incurred by a person who was properly authorised, before any approval for payment of an account is made.	Yes		Terri-Ann Ashton
50	FM Reg 11(2)	Has the local government developed procedures that ensure a determination is made that the goods or services to which each account relates were provided in a satisfactory condition or to a satisfactory standard, before payment of the account.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
51	FM Reg 12	Have payments from the Municipal or Trust fund been made under the appropriate delegated authority.	Yes		Terri-Ann Ashton
52	FM Reg 12	When Council are presented with a list detailing the accounts to be paid, have payments from the Municipal or Trust fund been authorised in advance by resolution of Council.	N/A		Terri-Ann Ashton
53	FM Reg 13	Did the list of payments made or accounts for approval to be paid from the Municipal or Trust fund that were recorded in the minutes of the relevant meeting include the payee's name.	Yes		Terri-Ann Ashton
54	FM Reg 13	Did the list of payments made or accounts for approval to be paid from the Municipal or Trust fund, that were recorded in the minutes of the relevant meeting, include the amount of the payment.	Yes		Terri-Ann Ashton
55	FM Reg 13	Did the list of payments made or accounts for approval to be paid from the Municipal or Trust fund that were recorded in the minutes of the relevant meeting, include sufficient information to identify the transaction.	Yes		Terri-Ann Ashton
56	FM Reg 13	Did the list of accounts for approval to be paid from the Municipal or Trust fund that were recorded in the minutes of the relevant meeting, include the date of the meeting of Council.	N/A		Terri-Ann Ashton
57	FM Reg 19	Do the internal control procedures over investments established and documented by the local government enable the identification of the nature and location of all investments.	Yes		Terri-Ann Ashton
58	FM Reg 19	Do the internal control procedures over investments, established and documented by the local government, enable the identification of the transactions related to each investment.	Yes		Terri-Ann Ashton
59	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Terri-Ann Ashton
60	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A		Terri-Ann Ashton
61	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Terri-Ann Ashton
62	s7.3	Was the person(s) appointed by the local government to be its auditor, an approved auditor.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
63	s7.3	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Terri-Ann Ashton
64	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2009 received by the local government within 30 days of completion of the audit.	Yes		Terri-Ann Ashton
65	s7.9(1)	Was the Auditor's report for 2008/2009 received by the local government by 31 December 2009.	Yes		Terri-Ann Ashton
66	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	N/A		Terri-Ann Ashton
67	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A		Terri-Ann Ashton
68	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		Terri-Ann Ashton
69	A Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Terri-Ann Ashton
70	A Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Terri-Ann Ashton
71	A Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Terri-Ann Ashton
72	A Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Terri-Ann Ashton
73	A Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Terri-Ann Ashton
74	FM Reg 33A	Did the local government, between 1 January and 31 March 2009, carry out a review of its annual budget for the year ended 30 June 2009.	Yes		Terri-Ann Ashton



Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	s9.59, Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position was advertised.	Yes	Ordinary Meeting of Council 25 June 2009	Terri-Ann Ashton
2	s5.36(4), 5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and for designated senior employees advertised.	Yes	27 June 2009	Terri-Ann Ashton
3	s5.36(4), 5.37(3), Admin Reg 18A	Did the local government advertise for the position of CEO and for designated senior employees in a newspaper circulated generally throughout the State.	Yes	The West Australian	Terri-Ann Ashton
4	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees contain details of the remuneration and benefits offered.	Yes		Terri-Ann Ashton
5	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees contain details of the place where applications for the position were to be submitted.	Yes		Terri-Ann Ashton
6	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees detail the date and time for closing of applications.	Yes		Terri-Ann Ashton
7	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees indicate the duration of the proposed contract.	Yes		Terri-Ann Ashton
8	s5.36(4), 5.37(3), Admin Reg 18A	Did all advertisements for the position of CEO and for designated senior employees provide contact details of a person to contact for further information.	Yes		Terri-Ann Ashton
9	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		Terri-Ann Ashton
10	s5.38	Was the performance of each employee, employed for a term of more than one year, (including the CEO and each senior employee), reviewed within the most recently completed 12 months of their term of employment.	Yes	with the exception of the CEO who was on an extended leave of absence due to illness from 12/08/2009 to 03/07/2009. The CEO resigned effective 06/07/2009	Terri-Ann Ashton
11	Admin Reg 18D	When the Council considered the CEO's performance review did it decide to accept the review (with or without modification).	N/A	No review was conducted for the CEO due to leave of absence	Terri-Ann Ashton
12	Admin Reg 18D	When the Council considered the CEO's performance review did it decide to reject the review.	N/A		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
13	s5.39	During the period covered by this Return, were written performance based contracts in place for the CEO and all designated senior employees who were employed since 1 July 1996.	Yes		Terri-Ann Ashton
14	s5.39 Admin Reg 18B	Does the contract for the CEO and all designated senior employees detail the maximum amount of money payable if the contract is terminated before the expiry date. This amount is the lesser of the value of one year's remuneration under the contract.	Yes		Terri-Ann Ashton
15	s5.39 Admin Reg 18B	Does the contract for the CEO and all designated senior employees detail the maximum amount of money payable if the contract is terminated before the expiry date and this amount is the lesser of the value of the remuneration they would be entitled to had the contract not been terminated.	Yes		Terri-Ann Ashton
16	s5.50(1)	Did Council adopt a policy relating to employees whose employment terminates, setting out the circumstances in which council would pay an additional amount to that which the employee is entitled under a contract or award.	Yes		Terri-Ann Ashton
17	s5.50(1)	Did Council adopt a policy relating to employees whose employment terminates, setting out the manner of assessment of an additional amount.	Yes		Terri-Ann Ashton
18	s5.50(2)	Did the local government give public notice on all occasions where council made a payment that was more than the additional amount set out in its policy.	N/A		Terri-Ann Ashton
19	S5.53(2)(g) Admin Reg 19B	For the purposes of section 5.53(2)(g) did the annual report of a local government for a financial year contain the number of employees of the local government entitled to an annual salary of \$100,000 or more.	Yes		Terri-Ann Ashton
20	S5.53(2)(g) Admin Reg 19B	For the purposes of section 5.53(2)(g) did the annual report of a local government for a financial year contain the number of those employees with an annual salary entitlement that falls within each band of \$10,000 and over \$100,000.	Yes		Terri-Ann Ashton
21	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	Yes		Terri-Ann Ashton
22	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	Yes		Terri-Ann Ashton

Local Laws					
No	Reference	Question	Response	Comments	Respondent
1	s3.12(2) F&G Reg 3	On each occasion that Council resolved to make a local law, did the person presiding at the Council meeting give notice of the purpose and effect of each proposed local law in the manner prescribed in Functions and General Regulation 3.	N/A		Terri-Ann Ashton
2	s3.12(3)(a)	On each occasion that Council proposed to make a local law, did the local government give Statewide and local public notice stating the purpose and effect of the proposed local law	N/A		Terri-Ann Ashton
3	s3.12(3)(a)	Did the local government give Statewide and local public notice stating details of where a copy of the local law may be inspected or obtained.	N/A		Terri-Ann Ashton
4	s3.12(3)(b)	On all occasions, as soon as a Statewide and local public notice was published, did the local government provide a copy of the proposed law, together with a copy of the notice, to the Minister for Local Government and Regional Development	N/A		Terri-Ann Ashton
5	s3.12(3)(b)	On all occasions, as soon as a Statewide and local public notice was published, did the local government provide a copy of the proposed law, together with a copy of the notice where applicable, to the Minister who administers the Act under which the local law was made.	N/A		Terri-Ann Ashton
6	s3.12(4)	Have all Council's resolutions to make local laws been by absolute majority.	N/A		Terri-Ann Ashton
7	s3.12(4)	Have all Council's resolutions to make local laws been recorded as such in the minutes of the meeting.	N/A		Terri-Ann Ashton
8	s3.12(5)	After making the local law, did the local government publish the local law in the Gazette.	N/A		Terri-Ann Ashton
9	s3.12(5)	After making the local law, did the local government give a copy to the Minister for Local Government and Regional Development and where applicable to the Minister who administers the Act under which the local law was made.	N/A		Terri-Ann Ashton
10	s3.12(6)	After the local law was published in the Gazette, did the local government give local public notice stating the title of the local law.	N/A		Terri-Ann Ashton
11	s3.12(6)	After the local law was published in the Gazette, did the local government give local public notice summarising the purpose and effect of the local law and the day on which it came into operation.	N/A		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
12	s3.12(6)	After the local law was published in the Gazette, did the local government give local public notice advising that copies of the local law may be inspected or obtained from its office.	N/A		Terri-Ann Ashton
13	s3.16(1)	Have all reviews of local laws under section 3.16(1) of the Act been carried out within a period of 8 years.	Yes		Terri-Ann Ashton
14	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice stating that it intended to review the local law.	N/A		Terri-Ann Ashton
15	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice advising that a copy of the local law could be inspected or obtained at the place specified in the notice.	N/A		Terri-Ann Ashton
16	s3.16(1)(2)	If the local government carried out a review of a local law under section 3.16 of the Act, to determine whether or not the local law should be repealed or amended, did it give Statewide public notice detailing the closing date for submissions about the local law.	N/A		Terri-Ann Ashton
17	s3.16(3)	Did the local government (after the last day for submissions) prepare a report of the review and have it submitted to Council.	Yes		Terri-Ann Ashton
18	s3.16(4)	Was the decision to repeal or amend a local law determined by absolute majority on all occasions.	N/A		Terri-Ann Ashton

Meeting Process

No	Reference	Question	Response	Comments	Respondent
1	s2.25(1)(3)	Where Council granted leave to a member from attending 6 or less consecutive ordinary meetings of Council was it by Council resolution.	Yes		Terri-Ann Ashton
2	s2.25(1)(3)	Where Council granted leave to a member from attending 6 or less consecutive ordinary meetings of Council, was it recorded in the minutes of the meeting at which the leave was granted.	Yes		Terri-Ann Ashton
3	s2.25(3)	Where Council refused to grant leave to a member from attending 6 or less consecutive ordinary meetings of Council, was the reason for refusal recorded in the minutes of the meeting.	N/A		Terri-Ann Ashton

No	Reference	Question	Response	Comments	Respondent
4	s2.25(2)	Was Ministerial approval sought (on all occasions) before leave of absence was granted to an elected member in respect of more than 6 consecutive ordinary meetings of council.	N/A		Terri-Ann Ashton
5	s5.4	On all occasions when the mayor or president called an ordinary or special meeting of Council, was it done by notice to the CEO setting out the date and purpose of the proposed meeting;	N/A		Terri-Ann Ashton
6	s5.5	On all occasions when councillors called an ordinary or special meeting of Council was it called by at least 1/3 (one third) of the councillors, by notice to the CEO setting out the date and purpose of the proposed meeting.	Yes		Terri-Ann Ashton
7	s5.5(1)	Did the CEO give each council member at least 72 hours notice of the date, time, place and an agenda for each ordinary meeting of Council.	Yes		Terri-Ann Ashton
8	s5.5(2)	Did the CEO give each council member notice before the meeting, of the date, time, place and purpose of each special meeting of Council.	Yes		Terri-Ann Ashton
9	s5.7	Did the local government seek approval (on each occasion as required) from the Minister or his delegate, for a reduction in the number of offices of member needed for a quorum at a Council meeting	N/A		Terri-Ann Ashton
10	s5.7	Did the local government seek approval (on each occasion as required) from the Minister or his delegate, for a reduction in the number of offices of member required for absolute majorities.	N/A		Terri-Ann Ashton
11	s5.8	Did the local government ensure all Council committees (during the review period) were established by an absolute majority.	Yes		Terri-Ann Ashton
12	s5.10(1)(a)	Did the local government ensure all members of Council committees, during the review period, were appointed by an absolute majority (other than those persons appointed in accordance with section 5.10 (1)(b)).	Yes		Terri-Ann Ashton
13	s5.10(2)	Was each Council member given their entitlement during the review period, to be appointed as a committee member of at least one committee, as referred to in section 5.9(2)(a) & (b) of the Act.	Yes		Terri-Ann Ashton
14	s5.12(1)	Were Presiding members of committees elected by the members of the committees (from amongst themselves) in accordance with Schedule 2.3, Division 1 of the Act.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
15	s5.12(2)	Were Deputy presiding members of committees elected by the members of the committee (from amongst themselves) in accordance with Schedule 2.3 Division 2 of the Act.	Yes		Terri-Ann Ashton
16	s5.15	Where the local government reduced a quorum of a committee meeting, was the decision made by absolute majority on each occasion.	N/A		Terri-Ann Ashton
17	s5.21 (4)	When requested by a member of Council or committee, did the person presiding at a meeting ensure an individual vote or the vote of all members present, were recorded in the minutes.	Yes		Terri-Ann Ashton
18	s5.22(1)	Did the person presiding at a meeting of a Council or a committee ensure minutes were kept of the meeting's proceedings.	Yes		Terri-Ann Ashton
19	s5.22(2)(3)	Were the minutes of all Council and committee meetings submitted to the next ordinary meeting of Council or committee, as the case requires, for confirmation.	Yes		Terri-Ann Ashton
20	s5.22(2)(3)	Were the minutes of all Council and committee meetings signed to certify their confirmation by the person presiding at the meeting at which the minutes of Council or committee were confirmed.	Yes		Terri-Ann Ashton
21	s5.23 (1)	Were all council meetings open to members of the public (subject to section 5.23(2) of the Act).	Yes		Terri-Ann Ashton
22	s5.23 (1)	Were all meetings of committees to which a power or duty had been delegated open to members of the public (subject to section 5.23(2) of the Act).	Yes		Terri-Ann Ashton
23	s5.23(2)(3)	On all occasions, was the reason, or reasons, for closing any Council or committee meeting to members of the public, in accordance with the Act.	Yes		Terri-Ann Ashton
24	s5.23(2)(3)	On all occasions, was the reason, or reasons, for closing any Council or committee meeting to members of the public recorded in the minutes of that meeting.	Yes		Terri-Ann Ashton
25	s5.24 (1) AR 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every ordinary meeting of Council.	Yes		Terri-Ann Ashton
26	s5.24 (1) AR 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every special meeting of Council.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
27	s5.24 (1) AR 5&6	Was a minimum time of 15 minutes allocated for questions to be raised by members of the public and responded to at every meeting of a committee to which the local government has delegated a power or duty.	Yes		Terri-Ann Ashton
28	Admin Reg 8	Was a period of 30 minutes allowed from the advertised commencement time before any Council or committee was adjourned due to the lack of a quorum.	N/A		Terri-Ann Ashton
29	Admin Reg 9	Was voting at Council or committee meetings conducted so that no vote was secret.	Yes		Terri-Ann Ashton
30	Admin Reg 10(1)	Were all motions to revoke or change decisions at Council or committee meetings supported in the case where an attempt to revoke or change the decision had been made within the previous 3 months but failed, by an absolute majority.	N/A		Terri-Ann Ashton
31	Admin Reg 10(1)	Were all motions to revoke or change decisions at Council or committee meetings supported in any other case, by at least one third of the number of officers of member (whether vacant or not) of the Council or committee.	N/A		Terri-Ann Ashton
32	Admin Reg 10(2)	Were all decisions to revoke or change decisions made at Council or committee meetings made (in the case where the decision to be revoked or changed was required to be made by an absolute majority or by a special majority), by that kind of majority.	N/A		Terri-Ann Ashton
33	Admin Reg 10(2)	Were all decisions to revoke or change decisions made at Council or committee meetings made in any other case, by an absolute majority.	N/A		Terri-Ann Ashton
34	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include the names of members present at the meeting.	Yes		Terri-Ann Ashton
35	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include where a member entered or left the meeting, the time of entry or departure, as the case requires, in the chronological sequence of the business of the meeting.	Yes		Terri-Ann Ashton
36	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include details of each motion moved at the meeting, including details of the mover and outcome of the motion.	Yes		Terri-Ann Ashton
37	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include details of each decision made at the meeting.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
38	Admin Reg 11	Did the contents of the minutes of all Council or committee meetings include, where the decision was significantly different from written recommendation of a committee or officer, written reasons for varying that decision.	Yes		Terri-Ann Ashton
39	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include a summary of each question raised by members of the public and a summary of the response given.	Yes		Terri-Ann Ashton
40	Admin Reg 11	Did the contents of minutes of all Council or committee meetings include in relation to each disclosure made under sections 5.65 or 5.70, where the extent of the interest has been disclosed, the extent of the interest.	Yes		Terri-Ann Ashton
41	Admin Reg 12(1)	Did the local government, at least once during the period covered by this return, give local public notice for the next twelve months of the date, time and place of ordinary Council meetings.	Yes		Terri-Ann Ashton
42	Admin Reg 12(1)	Did the local government, at least once during the period covered by this return, give local public notice for the next twelve months of the date, time and place of those committee meetings that were required under the Act to be open to the public or that were proposed to be open to the public.	Yes		Terri-Ann Ashton
43	Admin Reg 12(2)	Did the local government give local public notice of any changes to the dates, time or places referred to in the question above.	Yes		Terri-Ann Ashton
44	Admin Reg 12(3) (4)	In the CEO's opinion, where it was practicable, were all special meetings of Council (that were open to members of the public) advertised via local public notice.	N/A		Terri-Ann Ashton
45	Admin Reg 12(3) (4)	Did the notice referred to in the question above include details of the date, time, place and purpose of the special meeting.	N/A		Terri-Ann Ashton
46	Admin Reg 13	Did the local government make available for public inspection unconfirmed minutes of all Council meetings within 10 business days after the Council meetings.	Yes		Terri-Ann Ashton
47	Admin Reg 13	Did the local government make available for public inspection unconfirmed minutes of all committee meetings within 5 business days after the committee meetings.	Yes		Terri-Ann Ashton
48	Admin Reg 14(1) (2)	Were notice papers, agenda and other documents relating to any Council or committee meeting, (other than those referred to in Admin Reg 14(2)) made available for public inspection.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
49	Admin Reg 14A	On all occasions where a person participated at a Council or committee meeting by means of instantaneous communication, (by means of audio, telephone or other instantaneous contact) as provided for in Administration Regulation 14A, did the Council approve of the arrangement by absolute majority.	No	Council did not approve by absolute majority of a councillor participating in one committee meeting during the year. The committee did not have delegated authority and the committee did have a quorum present in the meeting without the councillor participating by telephone.	Terri-Ann Ashton
50	Admin Reg 14A	On all occasions where a person participated at a Council or committee meeting by means of instantaneous communication, (as provided for in Administration Regulation 14A) was the person in a suitable place as defined in Administration Regulation 14A(4)	Yes		Terri-Ann Ashton
51	s5.27(2)	Was the annual general meeting of electors held within 56 days of the local government's acceptance of the annual report for the previous financial year.	N/A		Terri-Ann Ashton
52	s5.29	Did the CEO convene all electors' meetings by giving at least 14 days local public notice and each Council member at least 14 days notice of the date, time, place and purpose of the meeting.	N/A		Terri-Ann Ashton
53	s5.32	Did the CEO ensure the minutes of all electors' meetings were kept and made available for public inspection before the Council meeting at which decisions made at the electors' meeting were first considered.	N/A		Terri-Ann Ashton
54	s5.33(1)	Were all decisions made at all electors' meetings considered at the next ordinary Council meeting, or, if not practicable, at the first ordinary Council meeting after that, or at a special meeting called for that purpose.	N/A		Terri-Ann Ashton
55	s5.33(2)	Were the reasons for Council decisions in response to decisions made at all electors' meetings recorded in the minutes of the appropriate Council meeting.	N/A		Terri-Ann Ashton
56	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all token gifts received by Council members and employees.	Yes		Terri-Ann Ashton



Miscellaneous Provisions					
No	Reference	Question	Response	Comments	Respondent
1	s9.4	Has each person who received an unfavourable decision from Council, or from an employee of the local government exercising delegated authority, (that is appealable under Part 9 of the Act) been informed of his or her right to object and appeal against the decision.	N/A		Terri-Ann Ashton
2	s9.29(2)(b)	On all occasions, were those employees who represented the local government in court proceedings, appointed in writing by the CEO.	N/A		Terri-Ann Ashton

Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A		Terri-Ann Ashton
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Terri-Ann Ashton
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Terri-Ann Ashton
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Terri-Ann Ashton
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Terri-Ann Ashton
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) (c).	Yes		Terri-Ann Ashton

Tenders for Providing Goods and Services



No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	No	On three occasions during the year the supply of services exceeded tender limits. Tenders were subsequently put in place for these services & awarded by contract in the same year.	Terri-Ann Ashton
2	F&G Reg 12	Has the local government, as far as it is aware, only entered into a single contract rather than multiple contracts so as to avoid the requirements to call tenders in accordance with F&G Reg 11 (1).	Yes		Terri-Ann Ashton
3	F&G Reg 14(1)	Did the local government invite tenders via Statewide public notice.	Yes		Terri-Ann Ashton
4	F&G Reg 14(3)	Did all the local government's invitations to tender include a brief description of the goods and services required and contact details for a person from whom more detailed information could be obtained about the tender.	Yes		Terri-Ann Ashton
5	F&G Reg 14(3)	Did all the local government's invitations to tender include information as to where and how tenders could be submitted.	Yes		Terri-Ann Ashton
6	F&G Reg 14(3)	Did all the local government's invitations to tender include the date and time after which tenders would not be accepted.	Yes		Terri-Ann Ashton
7	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers concerning detailed specifications of the goods or services required.	Yes		Terri-Ann Ashton
8	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers of the criteria for deciding which tender would be accepted.	Yes		Terri-Ann Ashton
9	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers about whether or not the local government had decided to submit a tender.	Yes		Terri-Ann Ashton
10	F&G Reg 14(3)(4)	Did the local government ensure information was made available to all prospective tenderers on whether or not tenders were allowed to be submitted by facsimile or other electronic means and if so, how tenders were to be submitted.	Yes		Terri-Ann Ashton
11	F&G Reg 14(3)(4)	Did the local government ensure all prospective tenderers had any other information that should be disclosed to those interested in submitting a tender.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
12	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes		Terri-Ann Ashton
13	F&G Reg 15	Following the publication of the notice inviting tenders, did the local government allow a minimum of 14 days for tenders to be submitted.	Yes		Terri-Ann Ashton
14	F&G Reg 16(1)	Did the local government ensure that tenders submitted, (including tenders submitted by facsimile or other electronic means) were held in safe custody.	Yes		Terri-Ann Ashton
15	F&G Reg 16(1)	Did the local government ensure that tenders submitted, (including tenders submitted by facsimile or other electronic means) remained confidential.	Yes		Terri-Ann Ashton
16	F&G Reg 16 (2)& (3)(a)	Did the local government ensure all tenders received were not opened, examined or assessed until after the time nominated for closure of tenders.	Yes		Terri-Ann Ashton
17	F&G Reg 16 (2)& (3)(a)	Did the local government ensure all tenders received were opened by one or more employees of the local government or a person authorised by the CEO.	Yes		Terri-Ann Ashton
18	F&G Reg 16 (3)(b)	Did the local government ensure members of the public were not excluded when tenders were opened.	Yes		Terri-Ann Ashton
19	F&G Reg 16 (3)(c)	Did the local government record all details of the tender (except the consideration sought) in the tender register immediately after opening.	Yes		Terri-Ann Ashton
20	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	Yes		Terri-Ann Ashton
21	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Terri-Ann Ashton
22	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) a brief description of the goods or services required.	Yes		Terri-Ann Ashton
23	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) particulars of the decision made to invite tenders and if applicable the decision to seek expressions of interest under Regulation 21(1).	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
24	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) particulars of any notice by which expressions of interest from prospective tenderers were sought and any person who submitted an expression of interest.	Yes		Terri-Ann Ashton
25	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) any list of acceptable tenderers that was prepared under regulation 23(4)	Yes		Terri-Ann Ashton
26	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) a copy of the notice of invitation to tender.	Yes		Terri-Ann Ashton
27	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) the name of each tenderer whose tender was opened.	Yes		Terri-Ann Ashton
28	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) the name of the successful tenderer.	Yes		Terri-Ann Ashton
29	F&G Reg 17 (2) & (3)	Does the local government's Tender Register include (for each invitation to tender) the amount of consideration or the summary of the amount of the consideration sought in the accepted tender.	Yes		Terri-Ann Ashton
30	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Terri-Ann Ashton
31	F&G Reg 21(3)	On each occasion that the local government decided to invite prospective tenderers to submit an expression of interest for the supply of goods or services, did the local government issue a Statewide public notice.	Yes		Terri-Ann Ashton
32	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include a brief description of the goods and services required.	Yes		Terri-Ann Ashton
33	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include particulars of a person from whom more detailed information could be obtained.	Yes		Terri-Ann Ashton
34	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include information as to where and how expressions of interest could be submitted.	Yes		Terri-Ann Ashton
35	F&G Reg 21(4)	Did all public notices inviting an expression of interest, include the date and time after which expressions of interest would not be accepted.	Yes		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
36	F&G Reg 22	Following the publication of the notice inviting expressions of interest, did the local government allow a minimum of 14 days for the submission of expressions of interest.	Yes		Terri-Ann Ashton
37	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A		Terri-Ann Ashton
38	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	Yes		Terri-Ann Ashton
39	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	Yes		Terri-Ann Ashton
40	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government prepare a proposed regional price preference policy (only if a policy had not been previously adopted by Council).	N/A		Terri-Ann Ashton
41	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government give Statewide public notice of its intention to have a regional price preference policy and include in that notice the region to which the policy is to relate (only if a policy had not been previously adopted by Council).	N/A		Terri-Ann Ashton
42	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government include in the notice details of where a complete copy of the proposed policy may be obtained (only if a policy had not been previously adopted by Council).	N/A		Terri-Ann Ashton
43	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government include in the notice a statement inviting submissions commenting on the proposed policy, together with a closing date of not less than 4 weeks for those submissions (only if a policy had not been previously adopted by Council).	N/A		Terri-Ann Ashton
44	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government make a copy of the proposed regional price preference policy available for public inspection in accordance with the notice (only if a policy had not been previously adopted by Council).	N/A		Terri-Ann Ashton



No	Reference	Question	Response	Comments	Respondent
45	F&G Reg 11A(1)	Has the local government prepared and adopted a purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$100,000 or less or worth \$100,000 or less.	Yes		Terri-Ann Ashton
46	F&G Reg 11A(3)(a)	Did the purchasing policy that was prepared and adopted make provision in respect of the form of quotations acceptable.	Yes		Terri-Ann Ashton
47	F&G Reg 11(3)(b)	Did the purchasing policy that was prepared and adopted make provision in respect to the recording and retention of written information, or documents for all quotations received and all purchases made.	Yes		Terri-Ann Ashton

I certify this Compliance Audit return has been adopted by Council at its meeting on

18-2-10

Signed Mayor / President, Eastern Metropolitan Regional Council

Signed CEO, Eastern Metropolitan Regional Council



14.4 DELEGATION OF AUTHORITY FOR CHIEF EXECUTIVE OFFICER

REFERENCE: COMMITTEES-10532

PURPOSE OF REPORT

The purpose of the report is to seek Council approval for the Chief Executive Officer to be delegated authority to enter into contracts for the sale of EMRC generated products.

KEY ISSUES AND RECOMMENDATION(S)

- The EMRC generates a range of products in the course of its waste operations. These products are sold either at the rates set by Council, or in accordance with agreements between the EMRC and its customers.
- The value of current contracts for the sale of products could approach \$3 million over a 5 year period if the maximum amounts provided for in the contract are sold, and all options for contract extension are exercised.
- Recent advice from the Department of Local Government has indicated that section 5.43(d) of the *Local Government Act 1995* prohibits the CEO from entering into contracts for the sale of products where the value of the contract exceeds the value delegated by Council to the CEO.
- Council has not delegated any authority to the CEO to enter into contracts for the sale of products, and so all contracts for the sale of products are required to be awarded by Council.
- There is significant benefit to the EMRC from the CEO being able to enter into contracts for the sale of products. In particular, it provides the EMRC with the ability to enter into contracts resulting from tender submissions, and secures long term markets for products. This reduces the overall cost of recycling operations.

Recommendation(s)

That Council, by an absolute majority in accordance with section 5.42 of the *Local Government Act 1995*, delegate authority to the Chief Executive Officer to enter into contracts for the sale of EMRC generated products to a maximum contract value of \$3,000,000 (ex GST).

SOURCE OF REPORT

Director Waste Services

BACKGROUND

The EMRC generates a range of products in the operation of its landfill, composting, timber recycling and mattress processing facilities. These include clay, rock, gravel, mulch, compost, wood chip, timber fines, foam and steel. In order to improve the stability of markets for these products, the EMRC generally seeks to enter into long term contracts for the sale of products rather than selling them solely at a gate rate.

In recent discussions with the Department of Local Government, the EMRC has been advised that the disposal of products generated from EMRC activities is covered under section 5.43(d) of the *Local Government Act 1995* ("the Act"):

A local government cannot delegate to a CEO any of the following powers or duties —

...

(d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;



Item 14.4 continued

That is, products are considered to be “property” for the purposes of the Act, and the CEO can only dispose of property to the value delegated by Council.

REPORT

The CEO is not currently delegated authority for the disposal of property, and thus the EMRC is unable to enter into contracts for the sale of product except where Council awards the contract, or the contract provides for the sale price to be as contained in the EMRC fees and charges.

It is anticipated that an agreement for the supply of products generated from EMRC activities would fix the price for the product sold for more than a year, and generally offer a discount to encourage bulk purchases at a price above the marginal cost.

Supply agreements can be commenced by two avenues; tender or negotiations between the EMRC and interested parties. Since many tenders are only open for three weeks, the EMRC would be unable to make tender submissions for the sale of products unless the CEO was provided delegated authority to the anticipated value of the resulting contract. An example of such a tender is a recent tender of the City of Perth for the supply of mulch products for a period of two years, with the option of a further two years extension.

A contract being developed after negotiations between parties is the agreement between the EMRC and the Laminex Group. The EMRC currently sells wood chip to the Laminex Group at the rate adopted by Council in the Waste Management Fees and Charges. The EMRC is attempting to conclude negotiations with the Laminex Group for a supply agreement running for up to five years. The value of that agreement is expected to be in the order of \$3 million over the term of the agreement.

In each of these cases, the inability for the CEO to enter into an agreement for the sale of products hinders the EMRC’s development of stable markets. This, in turn, increases the costs of operation because the EMRC is required to continually market its products.

It is proposed to give the CEO delegated authority to enter into contracts for the sale of products generated from EMRC activities to a total contract value of \$3 million (ex GST).

STRATEGIC/POLICY IMPLICATIONS

The delegation of authority to the CEO to enter into products for the sale of EMRC generated products will assist with Key Result Area 1: Environmental Sustainability, and in particular, Objective 1.3: To improve resource recovery and recycling solutions in partnership with member Councils.

FINANCIAL IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil



Item 14.4 continued

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} Nil
City of Bayswater	
City of Belmont	
Shire of Kalamunda	
Shire of Mundaring	
City of Swan	

ATTACHMENT(S)

Nil

VOTING REQUIREMENT

Absolute Majority

RECOMMENDATION(S)

That Council, by an absolute majority in accordance with section 5.42 of the *Local Government Act 1995*, delegate authority to the Chief Executive Officer to enter into contracts for the sale of EMRC generated products to a maximum contract value of \$3,000,000 (ex GST).

COUNCIL RESOLUTION(S)

MOVED CR GODFREY

SECONDED CR POWELL

THAT COUNCIL, BY AN ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 5.42 OF THE *LOCAL GOVERNMENT ACT 1995*, DELEGATE AUTHORITY TO THE CHIEF EXECUTIVE OFFICER TO ENTER INTO CONTRACTS FOR THE SALE OF EMRC GENERATED PRODUCTS TO A MAXIMUM CONTRACT VALUE OF \$3,000,000 (EX GST).

CARRIED UNANIMOUSLY



14.5 DONATION OF DISCOUNTED MULCH COMPOST TO BADGINGARRA BUSHFIRE RELIEF

REFERENCE: COMMITTEES-10437

PURPOSE OF REPORT

To seek Council approval for the donation of discounted Mulch Compost to the Badgingarra bushfire relief.

KEY ISSUES AND RECOMMENDATION(S)

- Bushfires in the Badgingarra region over the New Year period burned in excess of 10,000 hectares of farmland. The burned land is at risk of erosion.
- A relief effort is being organised to take up to 10,000 tonnes of coarse composted mulch to the fire affected area. The mulch will be spread on the burned land.
- The Red Hill Waste Management Facility has a stockpile of approximately 5,000 tonnes of coarse composted mulch that is excess to markets. The organisers of the relief effort are able to pay \$6.00/tonne (ex GST) for the mulch. This is equivalent to the cost of production. Transport is arranged separately.
- Supplying mulch would enable the EMRC to clear the site of excess mulch and gain marketing and public relations benefits.

Recommendation(s)

That Council by an absolute majority supply up to 10,000 tonnes of Mulch Compost to the Badgingarra bushfire relief project at a price of \$6.00/tonne (exclusive of GST and transport).

SOURCE OF REPORT

Director Waste Services

BACKGROUND

Over the New Year period, two large bushfires in Toodyay and Badgingarra caused significant destruction. The Toodyay fires destroyed 20 homes, and the Badgingarra fires burned over 10,000 hectares of agricultural land. There are considerable fears that farmers will now lose topsoil from the burned land in Badgingarra.

A local agronomist, Juliet McDonald, is leading an effort to supply composted coarse mulch to the burned land, and thus protect it from erosion. This effort has support from the State Government, and funding has been secured to cover the costs of supplying and transporting the mulch. Mulch needs to be moved as soon as possible to minimise erosion, and transport is expected to be undertaken during February and March 2010. It is estimated that up to 10,000 tonnes of mulch are required.

An email was sent to all Councillors on 14 January 2010, seeking support for the proposal by email. All Councillors responded indicating their agreement with the proposal. This report is now presented to Council for formal ratification.



Item 14.5 continued

REPORT

The EMRC's Red Hill site is one of the few sites in Perth with sufficient stockpiles of composted mulch to meet the requirements for erosion control. It is estimated that the EMRC has up to 5,000 tonnes of mulch able to be supplied. This mulch is surplus to current markets, and consumes considerable storage space on site. Its sale at cost helps the EMRC clear the site for ongoing composting operations. The EMRC needs \$6.00/tonne to cover its cost of production.

The donation of the mulch carries with it significant marketing and public relations benefit for the EMRC. The EMRC can be seen to be assisting in the resolution of a major problem for the agricultural district, thus strengthening its existing relationships with farmers for the future supply of mulch and compost.

It is a donation of real benefit to the fire affected community. The EMRC's involvement in the project will be promoted throughout.

It is proposed to supply mulch to the relief effort for \$6.00/tonne (excluding GST and transport). This is at cost of production, and is a substantial discount on the sale price of \$22.50/tonne (ex GST) and the bulk volume price of \$15.75/tonne (ex GST). The original sale price is based on typical sales of mulch, generally a quarter of what is received.

The proposed donation represents a waiver or concession in relation to an amount of money owing to the EMRC, and in accordance with section 6.12(1)(b) of the Local Government Act 1995, an absolute majority is required for the donation.

STRATEGIC/POLICY IMPLICATIONS

Donating mulch to the Badgingarra bushfire relief will assist with Key Result Areas 1 and 4 of the EMRC Strategic Plan for the Future, specifically Objective 1.3: To provide resource recovery and recycling solutions in partnership with member Councils (by reducing mulch stockpiles) and Objective 4.4: To improve marketing and communications (by the promotion of the EMRC and its products and services).

FINANCIAL IMPLICATIONS

The donation represents between \$30,000 and \$50,000 of income that the EMRC would otherwise not have received. Expenditure to produce the product has already been incurred.

The discount also represents a saving in expenditure because it deals with mulch that could not otherwise be sold from site. It had been planned to pay for the removal of shredded greenwaste (i.e. before the composting process) to control supply of mulch (i.e. product that had incurred the extra cost of the composting process), and gradually sell down the stockpile of mulch. The cost for removal ranged from \$10.00/tonne to \$20.00/tonne.

SUSTAINABILITY IMPLICATIONS

The donation enables the EMRC to recover the costs of producing composted mulch, improving the EMRC's financial position. It also achieves strong environmental and social benefits for the farmers of Badgingarra by helping them to preserve their topsoil from erosion.



Item 14.5 continued

MEMBER COUNCIL IMPLICATIONS

Member Council	Implication Details
Town of Bassendean	} Nil
City of Bayswater	
City of Belmont	
Shire of Kalamunda	
Shire of Mundaring	
City of Swan	

ATTACHMENT(S)

Nil

VOTING REQUIREMENT

Absolute Majority

RECOMMENDATION(S)

That the EMRC by absolute majority supply up to 10,000 tonnes of Mulch Compost to the Badgingarra bushfire relief project at a price of \$6.00/tonne (exclusive of GST and transport).

COUNCIL RESOLUTION(S)

MOVED CR GODFREY SECONDED CR POWELL

THAT COUNCIL BY AN ABSOLUTE MAJORITY SUPPLY UP TO 10,000 TONNES OF MULCH COMPOST TO THE BADGINGARRA BUSHFIRE RELIEF PROJECT AT A PRICE OF \$6.00/TONNE (EXCLUSIVE OF GST AND TRANSPORT).

CARRIED UNANIMOUSLY



14.6 ITEMS CONTAINED IN THE INFORMATION BULLETIN

REFERENCE: COMMITTEES-10430

The following items are included in the Information Bulletin, which accompanies the Agenda.

1. WASTE MANAGEMENT SERVICES

- 1.1 COUNCIL TONNAGE COMPARISONS AS AT 31 DECEMBER 2009
(Ref: Committees-10466)
- 1.2 UPDATE ON RED HILL GROUNDWATER CONTAMINATION (Ref: Committees-10431)

2. REGIONAL SERVICES

- 2.1 ENVIRONMENTAL SERVICES ACTIVITY REPORT – SEPTEMBER 2009 TO JANUARY 2010 (Ref: Committees-10497)

RECOMMENDATION

That the Information Bulletin be noted.

COUNCIL RESOLUTION

MOVED CR GODFREY SECONDED CR POWELL

THAT THE INFORMATION BULLETIN BE NOTED.

CARRIED UNANIMOUSLY