Ordinary Council Meeting

Agenda for Monday 28 October 2013

shire of kalamunda

NOTICE OF MEETING
ORDINARY COUNCIL MEETING

Dear Councillors

Notice is hereby given that the next meeting of the Ordinary Council Meeting will be held in the Council Chambers, Administration Centre, 2 Railway Road, Kalamunda on **Monday 28 October 2013 at 6.30pm**.

Rhonda Hardy
Chief Executive Officer
24 October 2013

Our Vision and Our Values

Our Vision

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

Our Core Values

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

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

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

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

Our Aspirational Values

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

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

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

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

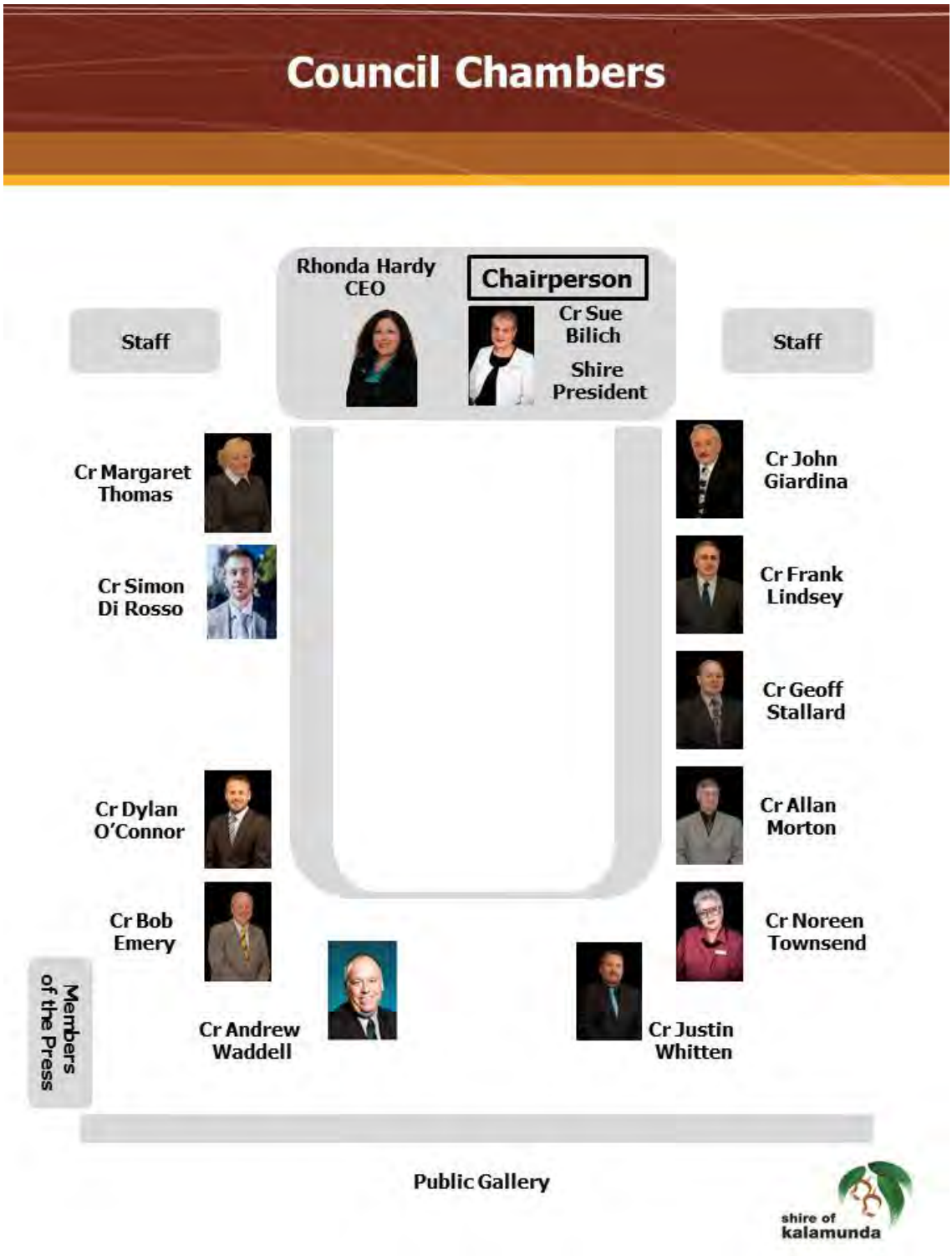
shire of kalamunda

INFORMATION FOR THE PUBLIC ATTENDING COUNCIL MEETINGS

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

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

Council Chambers – Seating Layout



Ordinary Council Meetings – Procedures

1. Council Meetings are open to the public, except for Confidential Items listed on the Agenda.

2. Members of the public who are unfamiliar with meeting proceedings are invited to seek advice prior to the meeting from a Shire Staff Member.

3. Members of the public are able to ask questions at an Ordinary Council Meeting during Public Question Time.

4. To facilitate the smooth running of the meeting, silence is to be observed in the public gallery at all times except for Public Question Time.

5. All other arrangements are in general accordance with Council's Standing Orders, the Policies and decision of the Shire or Council.

Emergency Procedures

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

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

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

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

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AGENDA

1.0 OFFICIAL OPENING

2.0 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

3.0 PUBLIC QUESTION TIME

A period of not less than 15 minutes is provided to allow questions from the gallery on matters relating to the functions of Council. For the purposes of Minuting, these questions and answers are summarised.

Questions asked at the Special Council Meeting held on 26 August 2013
Mr Clive Garnham, 41 Judith Road, Wattle Grove

Q1. The WAPC report of the 27 February 2012 was highly critical of the Council stating "The Council's engagement with the community appears to be dismissive of the objections raised to the proposal without proper justification", "…the officer's report to the Ordinary Council Meeting on 15 November 2010 does not examine the grounds in any detail or provide reasoning as to why they should be dismissed or how issues raised, can be addressed." In light of such an unequivocal criticism of the Council's engagement with the community (and note there is no criticism of lack of duration) please advise us of just how the Council intends to better engage with the Wattle Grove Community this time?

A1. A/Director Development & Infrastructure Services, Amendment 18 is not the Amendment before Council, those comments were made in respect of Amendment 18, there is a new application before Council and we will do our best to liaise with the community. If you have suggestions on better ways to consult please discuss this with us.

The Chairperson noted to the gallery that Mr Garnham had supplied a written copy of these and other questions; she thanked him and asked if he was happy for these to be taken on notice which he agreed to. The remaining questions are detailed below.

Q2. Can the Shire of Kalamunda show that there exists a demonstrated commitment to urbanisation, including approved funding by service agencies and detailed structure planning in place for the Wattle Grove East area as the Shire has previously acknowledged is a requirement prior to an urban rezoning?

A2. The demonstrated commitment from the State Government is through the endorsement of Documents such as Directions 2031 and Beyond and the Draft Sub Regional Strategy. This Strategy makes the following statement:

"New proposals for future short term urban expansion areas or short to medium term investigation areas may be considered by the WAPC. The draft urban expansion plan includes a provision for the WAPC to

consider new applications for rezoning under the Perth Metropolitan Region Scheme and Peel Region Scheme for areas not currently indicated as urban expansion areas or investigation areas. This provision will also compensate for current urban expansion areas that may not be deemed suitable for rezoning, or that cannot be brought on in the required timeframe. New proposals will still be subject to opportunities and constraints analysis and the usual statutory rezoning processes."

In addition to the above the Council has received endorsement of its Local Planning Strategy – a further commitment.

Q3. Would all land uses in the area be integrated if this rezoning proposal went ahead?

A.3. Planning is not always a progressively stepped process. Sometimes opportunities present themselves which, at the time, might seem out of step. Over time it is possible to ensure all land uses are integrated

Q4. Previously the proposed scheme provisions intended to control the proposed development were described as "significantly lacking" by the WAPC in its report of 27 February 2012, with the statement "The inclusion of provisions such as these which facilitate discretionary and subjective decision making is irresponsible...." yet they remain unchanged within this proposal, why?

A4. The comments referred to are irrelevant as this is a fresh application with new consideration and should be judged on its own merits, and not based on previous considerations.

Q5. How does the WAPC approval of the Local Planning Strategy alter the context of the Minister's decision to reject Amendment 18 when the Sub-Regional Planning Strategy states that it should not be assumed that urban expansion areas and investigation areas indicated will be rezoned for urban development at any time?

A5. See response to A1 and A4.

Q6. With the 200 ha of undeveloped urban zoned land in the Shire of Kalamunda along with a further 200 ha of previously identified urban investigation areas, is it thus highly questionable (as suggested by the WAPC report of the 27 February 2012) to seek the rezoning of a small rural landholding isolated from essential services and infrastructure to facilitate an urban use, when there is this extensive amount of developable and appropriately zoned land in the Shire?

A6 No it is not considered highly questionable.

Q7. The Shires own Aged Accommodation Strategy recommends that aged persons accommodation be located around the town centres of Kalamunda and other shopping and commercial hubs (co-incidentally where most of the previous respondents designated as "non-objectors"

to Amendment 18 were located). The proposed amendment site is not located in proximity to any town centres or suitable shopping areas and according to the WAPC report of the 27 February 2012 does not and cannot ever satisfy this recommendation. Does the establishment of such uses some distance from urban nodes generate the need for specific facilities and services which in turn create developments with limited opportunity for integration with the surrounds in the long term and is likely to contribute to inaccessible and unaffordable accommodation for the elderly as identified in the WAPC report of the 27 February 2012?

A7. No.

Q8. The WAPC report of the 27 February 2012 states that "it is apparent that the manner in which the Council has assessed the results of the consultation from advertising the Amendment is inappropriate. The Council's assessment demonstrates a lack of proper consideration of the advertising process and the conclusions generated are inaccurate and misconstrued". What actions have been taken to ensure that future assessment will demonstrate a better consideration of the advertising process and that the conclusions generated will be accurate?

A8. See response to Question 1.

Q9. As the WAPC has been preparing for some time a Sub-Regional Structure Plan for the North East Region, that will provide further analysis of the suitability of the area for future development, would it not be judicious to wait until that Structure Plan is in place rather than trying to pre-empt it with an ad-hoc rezoning application now?

A9. The Sub Regional Structure Plan has been under preparation for some time and may be some further considerable time before it can be considered as a document with any standing. In an ideal world having the Structure Plan in place would be good, but planning is rarely in this position.

4.0 PETITIONS/DEPUTATIONS

5.0 APPLICATIONS FOR LEAVE OF ABSENCE

6.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

6.1 That the Minutes of the Ordinary Council Meeting held on 23 September 2013 are confirmed as a true and accurate record of the proceedings.

Moved:

Seconded:

Vote:

Statement by Presiding Member

"On the basis of the above Motion, I now sign the Minutes as a true and accurate record of the meeting of 23 September 2013".

6.2 That the Minutes of the Special Council Meeting held on 23 September 2013 are confirmed as a true and accurate record of the proceedings.

Moved:

Seconded:

Vote:

Statement by Presiding Member

"On the basis of the above Motion, I now sign the Minutes as a true and accurate record of the meeting of 23 September 2013".

6.3 That the Minutes of the Special Council Meeting held on 21 October 2013 are confirmed as a true and accurate record of the proceedings.

Moved:

Seconded:

Vote:

Statement by Presiding Member

"On the basis of the above Motion, I now sign the Minutes as a true and accurate record of the meeting of 21 October 2013".

7.0 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

8.0 MATTERS FOR WHICH MEETING MAY BE CLOSED

8.1 **10.2.5 Appointment of Directors**- (Attachments 1 - 6) Provided under separate cover.
Reason for Confidentiality – *Local Government Act 1995: Section 5.23 (2) (b), "the personal affairs of any person".*

9.0 DISCLOSURE OF INTERESTS

9.1 Disclosure of Financial and Proximity Interests

a. Members must disclose the nature of their interest in matters to be discussed at the meeting. (Sections 5.60B and 5.65 of the *Local Government Act 1995.*)

b. Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Sections 5.70 and 5.71 of the *Local Government Act 1995*.)

9.2 Disclosure of Interest Affecting Impartiality

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

10.0 REPORTS TO COUNCIL

Please Note: declaration of financial/conflict of interests to be recorded prior to dealing with each item.

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

10.1 Development & Infrastructure Services Committee Report

10.1.1 Adoption of Development & Infrastructure Services Committee Report

Voting Requirements: Simple Majority

That recommendations D&I 69 to D&I 74 inclusive, contained in the Development & Infrastructure Services Committee Report of 14 October 2013 except withdrawn items D&I 69 & D&I 73 be adopted by Council en bloc.

Moved:

Seconded:

Vote:

10.1.2 D&I 70 Petition – Request for Footpath along Sadler Drive, Maida Vale

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 70/2013)

That Council:

1. Advises the petitioner that:

   a. The request for installation of a new footpath along Sadler Drive between Ridge Hill Road, Gooseberry Hill and Midland Road, Maida Vale will be considered for inclusion into the Shire's Long Term Financial Plan at its next review in mid-2014.

   b. The main criteria for assessing priority are whether it completes a link in the path network, pedestrian volumes, proximity to pedestrian generators (eg shops, schools and sports grounds) and whether external funding is available.

   c. The installation of speed humps is not recommended as it is considered that the current devices are adequate.

10.1.3 D&I 71 Amendment No. 58 to Local Planning Scheme No. 3 – Modifications to the Commercial Vehicle Parking Requirements, Land Use Definitions and the Zoning Table

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 71/2013)

That Council:

1. Adopts the amendment to Local Planning Scheme No. 3 without modification, in accordance with the following:

PLANNING AND DEVELOPMENT ACT 2005

RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME

SHIRE OF KALAMUNDA

LOCAL PLANNING SCHEME NO. 3

AMENDMENT NO. 58

Resolved that Council, in pursuance of Part 5 of the *Planning and Development Act 2005*, amends the above Local Planning Scheme as follows:

(a) Deleting clause 5.20 (Commercial Vehicle Parking) and replacing with the following:

"5.20 Commercial Vehicle Parking

5.20.1 The parking of a commercial vehicle on any zoned land within the Scheme area requires the prior approval of the local government.

5.20.2 Commercial vehicle parking is prohibited in residential areas or Urban Development zones coded R20 and above.

5.20.3 Approval under Cause 5.20.1 is not required where parking of a commercial vehicle is ancillary to a use approved under the Scheme for the lot on which the commercial vehicle is parked.

5.20.4 An application for approval to park a commercial vehicle on any land must be in the form and include the information specified by the local government. The local government may specify the application form and required information in a local planning policy.

5.20.5 The local government may give notice of an application for approval to park a commercial vehicle or require the applicant to give notice of the application in respect of any such notice, Causes 9.4.3 to 9.4.6 of the Scheme apply.

5.20.6 Approval for parking a commercial vehicle may only be granted where an occupier of the lot on which the commercial vehicle is to be parked is also:

(a) the owner of;

(b) the driver of; or

(c) the proprietor of a business which owns or operates,

The commercial vehicle in respect of which the approval is sought.

5.20.7 An approval for the parking of a commercial vehicle is:

(a) personal to the applicant for approval; and

(b) specific to the commercial vehicle which is the subject of the application for approval."

5.20.8 Council may revoke any approval granted for parking a commercial vehicle(s) if there is a failure to comply with any condition of the approval.

(b) Including the following definitions under Schedule 1 Part 1 (General Definitions):

***"Commercial vehicle"** means a vehicle whether licensed or not which has a gross vehicle mass of greater than 1.5 tonnes and which is used, designed or intended for use in the course of any business or trade, and is limited to the following vehicles above that mass:*

(a) any prime mover, truck, bus or earth moving equipment and any wheeled attachment to any of them or any wheeled article designed to be attached to any of them; and

(b) a loaded combination, such as a bob cat, forklift or any other vehicle, loaded on a truck, trailer or other attachment is to be regarded as one commercial vehicle."

*"**Vehicle**" means every conveyance and every object capable of being propelled or drawn, on wheels or tracks, by any means."*

(c) Deleting the definition for Commercial Vehicle from Schedule 1 Part 2 (Land Use Definitions).

(d) Modifying the definition for the use Commercial Vehicle Parking under Schedule 1 Part 2 (Land Use Definitions) to the following:

*"**Commercial vehicle parking**" means the parking of one commercial vehicle for any period which is longer than necessary to load and unload or to complete a service being rendered to the property."*

(e) Including the following definition under Schedule 1 Part 2 (Land Use Definitions):

*"**Commercial vehicle parking – Rural**" means the parking of no more than two commercial vehicles for any period which is longer than necessary to load and unload or to complete a service being rendered to the property."*

(f) Modifying Table 1 (Zoning Table) to include the land use Commercial Vehicle Parking – Rural, as shown on Attachment 1.

2. Duly executes the Amendment documents and forwards them to the Minister for Planning requesting final approval be granted.

10.1.4 D&I 72 Amendment to Local Planning Scheme No. 3 – Rezone from Residential to Commercial - Lot 24 (518), 25 (516) and 26 (514) Kalamunda Road, High Wycombe

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 72/2013)

That Council:

1. Initiates the amendment to Local Planning Scheme No. 3, in accordance with the following:

PLANNING AND DEVELOPMENT ACT 2005
RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME
SHIRE OF KALAMUNDA
LOCAL PLANNING SCHEME NO. 3
AMENDMENT NO.

Resolved that Council, in pursuance of Part 5 of the *Planning and Development Act 2005*, amends the above Local Planning Scheme as follows:

(a) Rezoning Lot 24 (518), 25 (516) and 26 (514) Kalamunda Road, High Wycombe, from Residential to Commercial.

Subject to amendment documents being submitted, the documents being adopted by Council and the Amendment being formally advertised for 42 days in accordance with the provisions of the *Town Planning Regulations 1967*, without reference to the Western Australian Planning Commission.

2. Advises the applicant that the concept plan for the proposed fast food outlet does not form part of this amendment and will be considered on its merit if the amendment is approved and when a subsequent planning application is received.

10.1.5 D&I 74 Community Centre and Aged Persons Dwelling – Lot 99 (30) Elmore Way, High Wycombe

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 74/2013)

That Council:

1. Approves the application dated 4 July 2013 to build a community centre and one aged person's dwelling at Lot 99 (30) Elmore Way, High Wycombe, subject to the following conditions:

   a. The access way shall be suitably constructed, sealed and drained to the satisfaction of the Shire.

   b. Vehicle parking, manoeuvring and circulation areas, except for the overflow area, to be suitably constructed, sealed, kerbed, line marked and drained to the satisfaction of the Shire.

   c. The provision and maintenance of a total of nine car spaces including a minimum of two disabled car bays. All car parking and vehicle access ways being line marked, sealed and drained prior to the occupation of the building and maintained thereafter.

   d. The proposed landscaping being planted within 28 days of the proposed development's completion, and maintained thereafter by the landowner to the satisfaction of the Shire.

   e. Stormwater being contained on site to the satisfaction of the Shire.

   f. The community centre being used for social and recreational purposes by residents of the retirement village only, and not used as club premises or as a reception centre as defined under Local Planning Scheme No. 3.

   g. The development shall be connected to reticulated sewer.

   h. A nuisance, odour and noise assessment being submitted to and approved by the Shire prior to the issue of a building licence.

For Separate Consideration

Item D&I 69 is withdrawn as some Councillors voted against the Recommendation at the Development & Infrastructure Services Committee Meeting and may wish to vote against the Committee Recommendation at the Ordinary Council Meeting.

10.1.6 D&I 69 Proposed Pedestrian Access Way Closure – Kalamunda Road and Hulley Place, High Wycombe

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 69/2013)

That Council:

1. Recommends to the Department of Planning that the request to close the Pedestrian Access Way abutting Lots 10 (451) and 12 (543) Kalamunda Road, High Wycombe, not be supported as it is considered to be of importance in the local pedestrian network.

Moved:

Seconded:

Vote:

Item D&I 73 is withdrawn as some Councillors voted against the Recommendation at the Development & Infrastructure Services Committee Meeting and may wish to vote against the Committee Recommendation at the Ordinary Council Meeting.

10.1.7 D&I 73 Eight Multiple Dwellings – Lot 29 (1) Bluebell Avenue, High Wycombe

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 73/2013)

That Council:

1. Determines that the use is consistent with the objectives of the particular zone and is therefore permitted.

2. Approves the application dated 12 August 2013 to build eight multiple dwellings at Lot 29 (1) Bluebell Avenue, subject to the following conditions:

   a. The access way shall be suitably constructed, sealed and drained to the satisfaction of the Shire.

   b. The crossover shall be designed and constructed to the satisfaction of the Shire.

   c. Vehicle parking, manoeuvring and circulation areas to be suitably constructed, sealed, kerbed, line marked and drained to the satisfaction of the Shire.

d. Balcony screening being maintained by the unit owner/s or the Strata Management Group to the Shire's satisfaction.

e. The proposed landscaping being planted within 28 days of the proposed development's completion, and maintained thereafter by the landowner (Strata management group) to the satisfaction of the Shire.

f. Stormwater being contained on site to the satisfaction of the Shire.

g. The applicant making the necessary arrangements for a waste bin contractor to enter the property and service the receptacles from the designated bin storage enclosures.

h. The development shall be connected to reticulated sewer.

i. The external colour and material details of the proposed dwellings being provided to, and approved by the Shire prior to the building licence being issued.

j. A Construction Management Plan be prepared by the applicant addressing the following, but not limited to:

- Construction Workers' Parking
- Material's Delivery and Storage
- Worker's Toilets

To the satisfaction of the Shire, prior to the commencement of the construction.

k. An amended landscape plan being submitted to and approved by the Shire prior to the building licence being issued, which shows street trees being planted within 28 days of the proposed development's completion, and maintained thereafter by the landowner (Strata management group) to the satisfaction of the Shire.

Moved:

Seconded:

Vote:

10.2 CHIEF EXECUTIVE OFFICER REPORTS

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

10.2.1. Creditors' Accounts Paid During the Period 4 September to 25 September 2013

Previous Items	N/A
Responsible Officer	Director Corporate & Community Services
Service Area	Finance
File Reference	FI-CRS-002
Applicant	N/A
Owner	N/A
Attachment 1	Creditor Payments during the period 4 September to 25 September 2013.

PURPOSE

1. To receive creditors' accounts paid during the period 4 September to 25 September 2013. (Attachment 1).

BACKGROUND

2. It is a requirement of the *Local Government (Financial Management) Regulations 1996 (Regulation 12)* that a list of Creditors' Accounts paid is compiled each month.

3. The report is required to show payee's name, the amount of the payment, the date of the payment, and sufficient information to identify the transaction.

DETAILS

4. Accordingly, the list of creditors paid during the period 4 September to 25 September 2013. (Attachment 1)

STATUTORY AND LEGAL CONSIDERATIONS

5. Nil.

POLICY CONSIDERATIONS

6. Nil.

COMMUNITY ENGAGEMENT REQUIREMENTS

7. Nil.

FINANCIAL CONSIDERATIONS

8. Nil.

STRATEGIC COMMUNITY PLAN

Strategic Planning Alignment

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

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

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

SUSTAINABILITY

Social Implications

10. Nil.

Economic Implications

11. Nil.

Environmental Implications

12. Nil.

RISK MANAGEMENT CONSIDERATIONS

13.

Risk	Likelihood	Consequence	Action / Strategy
If the Shire defaults on a payment to a creditor, the Shire runs the risk of a negative credit record resulting in potential future disruptions on cash flows and ability to obtain credit.	Low	Low	

OFFICER COMMENT

14. Nil.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council:

1. Receives the list of creditors paid during the period 4 September to 25 September 2013 (Attachment 1) in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996 (Regulation 12).*

Moved:

Seconded:

Vote:

Attachment 1

Shire of Kalamunda
Creditors Payments 4 September to 25 September 2013

Chq/EFT	Date	Name	Description	Amount $
649	04/09/2013	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN # 207 INTEREST PAYMENT	1,138.21
650	06/09/2013	COMMONWEALTH BANK - BUSINESS CARD	BUSINESS CORPORATE CARD - VARIOUS PURCHASES HACC ACTIVITY OFFICER $739.00 LIBRARY SERVICES TEAM LEADER $820.92 HEALTHY COMMUNITIES TEAM LEADER $12.94 FUNCTIONS CO-ORDINATOR $2276.85 CO-ORDINATOR PROCUREMENT $2928.98 HACC ACTIVITY OFFICER $1287.50 MANAGER HR $5459.81 DAY CENTRE CO-ORDINATOR - $413.33	13,939.33
651	06/09/2013	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN # 225 FIXED COMPONENT	51,954.61
652	11/09/2013	IINET TECHNOLOGIES PTY LTD	INTERNET ACCESS	888.95
653	11/09/2013	LES MILLS AUSTRALIA	MONTHLY LICENCE FEE	977.07
654	11/09/2013	AUSTRALIAN TAXATION OFFICE	TAXATION	143,794.39
655	13/09/2013	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN # 199 INTEREST PAYMENT	2,886.90
656	17/09/2013	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN # 227 FIXED COMPONENT	126,839.15
657	20/09/2013	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN # 224 FIXED COMPONENT	99,304.09
658	25/09/2013	AUSTRALIAN TAXATION OFFICE	TAXATION	139,211.39
EFT31206	05/09/2013	JOHN & NICOLA WALTERS	RATES INCENTIVE PRIZE 2013	1,000.00
EFT31207	05/09/2013	WAYNE WINSTON WALTERS	RATES INCENTIVE PRIZE 2013	1,000.00
EFT31208	12/09/2013	CONSERVATION VOLUNTEERS AUSTRALIA	HAND WEEDING ALONG POISON GULLY	1,650.00
EFT31209	12/09/2013	MOTORCHARGE - WRIGHT EXPRESS FUEL CARDS AUSTRALIA LTD	FUEL - 31 AUGUST 2013	7,441.73

Shire of Kalamunda
Creditors Payments 4 September to 25 September 2013

Chq/EFT	Date	Name	Description	Amount $
EFT31210	12/09/2013	SHAWSETT TRAINING PTY LTD	REGISTRATION FOR 8 BUSH FIRE BRIGADE OFFICERS FOR A FIRE-FIGHTER DRIVER TRAINING UNDER OPERATIONAL CONDITIONS	1,880.00
EFT31211	12/09/2013	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	DEBT COLLECTION FEES FOR RATES	176.00
EFT31212	12/09/2013	KALAMUNDA GLASS & WINDSCREENS ON WHEELS	GLASS REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	828.96
EFT31213	12/09/2013	CA TECHNOLOGY PTY LTD	ANNUAL LICENCE FEE - SEPTEMBER 2013 - AUGUST 2014	51,493.97
EFT31214	12/09/2013	BRUMBY'S KALAMUNDA	CATERING SUPPLIES	59.00
EFT31215	12/09/2013	BUSBYS PTY LTD T/A PSV DESIGN	SCOTT RESERVE PAVILION BUILDING INSPECTION REPORT	960.00
EFT31216	12/09/2013	NEVERFAIL SPRINGWATER LTD (FORRESTFIELD LIB)	BOTTLED WATER SUPPLIES / MAINTENANCE	16.25
EFT31217	12/09/2013	KAREN TREANOR	3 X CHILDREN'S BOOK WEEK SESSIONS AT HIGH WYCOMBE & FORRESTFIELD LIBRARIES	225.00
EFT31218	12/09/2013	PICTON PRESS	PRINTING OF BROCHURES FOR VARIOUS EVENTS	787.91
EFT31219	12/09/2013	MACQUARIE EQUIPMENT FINANCE PTY LTD	QUARTERLY LEASE PAYMENT TO MACQUARIE BANK FOR IT EQUIPMENT LEASE	100,696.81
EFT31220	12/09/2013	ASSETIC AUSTRALIA PTY LTD	REGISTRATION FOR 1 STAFF TO ATTEND VERSION UPGRADE AND ASSETIC TRAINING AND TRAVEL EXPENSES	9,659.38
EFT31221	12/09/2013	TOP OF THE LADDER GUTTER CLEANING	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS LOCATIONS	946.00
EFT31222	12/09/2013	VIP CARPET AND UPHOLSTERY CLEANING SERVICE	CARPET CLEANING AT VARIOUS LOCATIONS	832.00
EFT31223	12/09/2013	BARBECUE BAZAAR (MIDLAND)	SUPPLY OF 2 LPG POWDER COATED BBQ'S INCLUDING LID'S, LEG'S AND WHEELS FOR DEPOT	2,290.00

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Chq/EFT	Date	Name	Description	Amount $
EFT31224	12/09/2013	DSC IT INFORMATION TECHNOLOGY	VEEAM BASE LICENSE WHICH HAS 1 YEAR MAINTENANCE VEEAM BACKUP & REPLICATION ENTERPRISE FOR VMWARE	4,939.09
EFT31225	12/09/2013	MICHAEL & MAREE FERRITTO	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31226	12/09/2013	CARMEL ADVENTIST COLLEGE	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	200.00
EFT31227	12/09/2013	JEFFREY B & SARAH M COLLINS	FOOTPATH DEPOSIT REFUND	700.00
EFT31228	12/09/2013	ROBYN BEARDSELL	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	72.10
EFT31229	12/09/2013	JOZEF VAN HAMERSVELD	RATES REFUND	200.00
EFT31230	12/09/2013	PENNY MADDISON	SALE OF ARTWORK - ME, MYSELF & I EXHIBITION	6,307.00
EFT31231	12/09/2013	CARMEL VALLEY CHOCOLATES	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	121.80
EFT31232	12/09/2013	GILL BAXTER	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	80.50
EFT31233	12/09/2013	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	86,690.67
EFT31234	12/09/2013	SHIRE OF KALAMUNDA STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	256.00
EFT31235	12/09/2013	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	815.81
EFT31236	12/09/2013	AUSTRALIA POST	POSTAL EXPENSES / COUNTER BILLPAY TRANSACTION FEES	10,337.33
EFT31237	12/09/2013	CLEANAWAY (7004295)	DOMESTIC AND RECYCLING RUBBISH COLLECTION FEES	483,778.85

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Chq/EFT	Date	Name	Description	Amount $
EFT31238	12/09/2013	COVS PARTS PTY LTD	PLANT / VEHICLE PARTS	1,369.24
EFT31239	12/09/2013	LANDGATE	LAND ENQUIRIES	1,761.00
EFT31240	12/09/2013	KALAMUNDA AUTO ELECTRICS	PLANT / VEHICLE PARTS	976.80
EFT31241	12/09/2013	KALAMUNDA TOYOTA	PLANT / VEHICLE PARTS	2,267.45
EFT31242	12/09/2013	WA LOCAL GOVERNMENT ASSOC	REGISTRATION FOR 2 COUNCILLORS TO ATTEND 2013 WA LOCAL GOVERNMENT CONVENTION AND EXHIBITION AND REGISTRATION FOR 1 STAFF TO ATTEND AWARD INTERPRETATION FOR PAYROLL OFFICERS	1,906.50
EFT31243	12/09/2013	MCLEODS BARRISTERS & SOLICITORS	LEGAL EXPENSES	4,425.65
EFT31244	12/09/2013	MIDWASTE - TRANSPACIFIC CLEANAWAY PTY LTD	WASTE / RECYCLING SERVICES	1,022.88
EFT31245	12/09/2013	LANDGATE - VALUATIONS	VALUATIONS FOR VARIOUS LOCATIONS	468.33
EFT31246	12/09/2013	WALKERS HARDWARE (MITRE 10)	HARDWARE SUPPLIES	3,020.45
EFT31247	12/09/2013	MCKAY EARTHMOVING PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	36,546.40
EFT31248	12/09/2013	EASTERN METROPOLITAN REGIONAL COUNCIL	DOMESTIC / WASTE CHARGES - RED HILL TIP	90.00
EFT31249	12/09/2013	A & S HILL	ELECTRICAL REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	31,959.90
EFT31250	12/09/2013	ZIPFORM PTY LTD	PREPARATION AND PRINTING OF ALL RATE NOTICES INCLUDING POSTAGE	25,219.57
EFT31251	12/09/2013	FASTA COURIERS	COURIER FEES	73.91
EFT31252	12/09/2013	THE WATERSHED WATER SYSTEMS	RETICULATION PARTS FOR VARIOUS RESERVES	1,943.57
EFT31253	12/09/2013	SANDGROPER SEPTICS	PUMPOUT SEPTIC TANKS AT VARIOUS LOCATIONS	218.90
EFT31254	12/09/2013	DAYNITE TOWING SERVICE (WA) PTY LTD (FORMERLY MOBITOW PTY LTD)	TOWING SERVICES	330.00

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Chq/EFT	Date	Name	Description	Amount $
EFT31255	12/09/2013	KALA BOB KATS PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	4,494.05
EFT31256	12/09/2013	LGIS WORKCARE SCHEME	HEALTH RISK ASSESSMENTS 14-16TH MAY 2013, NON ATTENDANCE FOR ONE PERSON	181.50
EFT31257	12/09/2013	GRIMES CONTRACTING PTY LTD	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	3,100.50
EFT31258	12/09/2013	HILL TOP TROPHIES (MILPRO WA)	SUPPLY OF NAME BADGES	34.65
EFT31259	12/09/2013	FOODWORKS FRESH FORRESTFIELD	GROCERY SUPPLIES	935.55
EFT31260	12/09/2013	IT VISION	ANNUAL LICENSE RENEWAL FOR THE SHIRES SYNERGY DATABASE AND USER LICENSING FROM 01/07/13 - 30/06/14	83,224.90
EFT31261	12/09/2013	LO-GO APPOINTMENTS	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	11,797.32
EFT31262	12/09/2013	FLEXI STAFF PTY.LTD.	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	2,169.77
EFT31263	12/09/2013	GREEN SKILLS (ECOJOBS)	LABOUR ASSISTANCE FOR TREE PLANTING	3,432.01
EFT31264	12/09/2013	ZIG ZAG GRAPHICS AND PRINT	PRINTING OF GREEN ARMY BROCHURES FOR ENVIRONMENTAL SERVICES	144.50
EFT31265	12/09/2013	COURIER AUSTRALIA	COURIER CHARGES	60.58
EFT31266	12/09/2013	KALAMUNDA & DISTRICTS HISTORICAL SOCIETY	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	276.50
EFT31267	12/09/2013	CRABBS KALAMUNDA (IGA)	GROCERY SUPPLIES	521.74
EFT31268	12/09/2013	KALAMUNDA DISTRICTS SWIMMING CLUB (INC)	KIDSPORT FUNDING FOR VARIOUS PLAYERS	200.00
EFT31269	12/09/2013	ROSS NORTH HOMES	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31270	12/09/2013	KAY ARAM	REFUND FOR CANCELLED SHOW 'WHEN DAD MARRIED FURY'	105.00

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Chq/EFT	Date	Name	Description	Amount $
EFT31271	12/09/2013	VENTURA HOMES PTY LTD	FOOTPATH DEPOSIT REFUND	2,150.00
EFT31272	12/09/2013	KALAMUNDA VOLUNTEER BUSHFIRE BRIGADE	REIMBURSEMENT COSTS FOR VOLUNTEER BUSHFIRE BRIGADE	1,511.46
EFT31273	12/09/2013	BIBBULMUN TRACK FOUNDATION	2013/14 MEMBERSHIP (SHIRE OF KALAMUNDA - AFFILIATED ORGANISATION) OF BIBBULMUN TRACK FOUNDATION	100.00
EFT31274	12/09/2013	WATTLE GROVE VETERINARY HOSPITAL	VETERINARY FEES	60.00
EFT31275	12/09/2013	ASHMY PTY LTD	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31276	12/09/2013	SWAN MARQUEES AND PARTY HIRE	EQUIPMENT HIRE FOR WATTLE GROVE NATURE DISCOVERY PLAYSCAPE OPENING EVENT	1,000.00
EFT31277	12/09/2013	HAWLEY'S BOBCAT SERVICE	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	5,929.00
EFT31278	12/09/2013	HIGH WYCOMBE JUNIOR FOOTBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	150.00
EFT31279	12/09/2013	KALAMUNDA & DISTRICTS BASKETBALL ASSOCIATION INC	KIDSPORT FUNDING FOR VARIOUS PLAYERS	880.00
EFT31280	12/09/2013	FORRESTFIELD NEWSPAPERS & MAGAZINES DELIVERY	NEWSPAPERS / MAGAZINES DELIVERIES FOR VARIOUS LOCATIONS	73.20
EFT31281	12/09/2013	J CORP PTY LTD	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31282	12/09/2013	DICK SMITH ELECTRONICS	ELECTRICAL SUPPLIES	587.88
EFT31283	12/09/2013	HILL TOP GROUP PTY	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	138.14
EFT31284	12/09/2013	A1 WALLISTON TREE SERVICES	TREE REMOVAL / PRUNING FOR VARIOUS LOCATIONS	990.00
EFT31285	12/09/2013	TRILOGY SERVICING PTY LTD	AIR-CONDITIONING MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	4,358.79

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Chq/EFT	Date	Name	Description	Amount $
EFT31286	12/09/2013	CELEBRATION HOMES	FOOTPATH DEPOSIT REFUNDS	2,400.00
EFT31287	12/09/2013	A KAPPELLA MUNDA CHOIR	HALL AND KEY BOND REFUND	550.00
EFT31288	12/09/2013	MCDOWALL AFFLECK PTY LTD	SUPPLY FOOTING AND TIE DOWN DESIGN FOR TRANSPORTABLE BUILDING AT DEPOT	2,519.00
EFT31289	12/09/2013	KANYANA WILDLIFE REHABILITATION CENTRE INC	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	60.80
EFT31290	12/09/2013	ROSS HOGG	REFUND FOR CANCELLED SHOW 'WHEN DAD MARRIED FURY '	70.00
EFT31291	12/09/2013	IAP2 AUSTRALASIA (INTERNATIONAL ASSOCIATION FOR PUBLIC PARTICIPATION A	REGISTRATION FOR 1 STAFF TO ATTEND PLANNING FOR EFFECTIVE PARTICIPATION COURSE	1,705.00
EFT31292	12/09/2013	RED DIRT ARTS	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	17.47
EFT31293	12/09/2013	MALCOLM PLAISTOWE	FOOTPATH DEPOSIT REFUND - 20130606	1,000.00
EFT31294	12/09/2013	DUN & BRADSTREET (AUSTRALIA) PTY LTD	DEBT COLLECTION FEES FOR RATES	648.15
EFT31295	12/09/2013	ALPHA STUDIOS	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	14.00
EFT31296	12/09/2013	FOOD TECHNOLOGY SERVICES PTY LTD	HIRE OF TEMPORARY STAFF FOR HEALTH DEPARTMENT	2,826.45
EFT31297	12/09/2013	BGC RESIDENTIAL PTY LTD	FOOTPATH DEPOSIT REFUNDS	2,000.00
EFT31298	12/09/2013	CONFECT - EXPRESS	KIOSK SUPPLIES FOR HARTFIELD RECREATION CENTRE	367.74

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Chq/EFT	Date	Name	Description	Amount $
EFT31299	12/09/2013	HILLS GOURMET	CATERING SUPPLIES	179.69
EFT31300	12/09/2013	GEMMILL HOMES	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31301	12/09/2013	RED ROOSTER HEAD OFFICE	KEY BOND REFUND	50.00
EFT31302	12/09/2013	JAG DEMOLITION	FOOTPATH DEPOSIT REFUND	1,200.00
EFT31303	12/09/2013	AFFORDABLE LIVING HOMES	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31304	12/09/2013	FORRESTFIELD TENNIS CLUB (INC)	FORRESTFIELD TENNIS CLUB HIRE FEES FROM HARTFIELD PARK RECREATION CENTRE - 01/08/13 - 31/08/13	56.00
EFT31305	12/09/2013	EASTERN REGION SECURITY	SECURITY SERVICES TO VARIOUS SHIRE BUILDINGS	5,278.21
EFT31306	12/09/2013	G.D.CHARLTON	PODIATRY SERVICES AT JACK HEALEY CENTRE	944.37
EFT31307	12/09/2013	CARA JOHNSON	HALL AND KEY BOND REFUND	350.00
EFT31308	12/09/2013	GREAT AUSSIE PATIOS	PLANNING APPLICATION FEE REFUND	352.00
EFT31309	12/09/2013	ECHELON AUSTRALIA PTY LTD	RISK MANAGEMENT SERVICES	1,155.00
EFT31310	12/09/2013	SECURE TRAFFIC	TRAFFIC MANAGEMENT FOR VARIOUS LOCATIONS	6,127.00
EFT31311	12/09/2013	KATE WILLIAMS	HALL AND KEY BOND REFUND	350.00
EFT31312	12/09/2013	EASIFLEET MANAGEMENT	STAFF CONTRIBUTIONS TO NOVATED LEASES	9,719.02
EFT31313	12/09/2013	NATALIE WARBURTON - ANATOMY DESIGNS	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	5.60
EFT31314	12/09/2013	HILLS SYMPHONY ORCHESTRA INC	HALL AND KEY BOND REFUND	450.00
EFT31315	12/09/2013	AUSTRALIAN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	793.00
EFT31316	12/09/2013	MARY & NOEL HOFFMAN	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	41.97

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Chq/EFT	Date	Name	Description	Amount $
EFT31317	12/09/2013	PIRAN MINING PTY LTD	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE - ID # 33695	400.00
EFT31318	12/09/2013	JWH GROUP PTY LTD	FOOTPATH DEPOSIT REFUND	700.00
EFT31319	12/09/2013	REDINK HOMES PTY LTD	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31320	12/09/2013	SHIRLEY SPENCER	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	38.50
EFT31321	12/09/2013	WA CONCRETERS PTY LTD	CONCRETE FOOTPATHS AND DRIVEWAYS AT VARIOUS LOCATIONS	8,475.76
EFT31322	12/09/2013	RESIDENTIAL BUILDING WA PTY LTD	FOOTPATH DEPOSIT REFUND	700.00
EFT31323	12/09/2013	LESMURDIE SAINTS JUNIOR FOOTBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	127.00
EFT31324	12/09/2013	PETER TUCATS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	250.70
EFT31325	12/09/2013	BINDALE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	77.17
EFT31326	12/09/2013	NEVERFAIL SPRINGWATER LTD (ZZCC)	BOTTLED WATER SUPPLIES / MAINTENANCE	53.75
EFT31327	12/09/2013	MARRA & ASSOCIATES	STRUCTURAL ENGINEERING SERVICES - BILL SHAW RESERVE - SOIL CLASSIFICATION FEES	990.00
EFT31328	12/09/2013	LIBERTY OIL WESTERN AUSTRALIA PTY LTD	SUPPLY OF FUEL	30,409.24
EFT31329	12/09/2013	JANE GENOVESE	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	200.00
EFT31330	12/09/2013	PH CONCRETE (WA) PTY LTD	FOOTPATH MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	10,915.55
EFT31331	12/09/2013	IDEAL HOMES PTY LTD	FOOTPATH DEPOSIT REFUND	2,700.00
EFT31332	12/09/2013	AVELING HOMES	FOOTPATH DEPOSIT REFUND	750.00

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Chq/EFT	Date	Name	Description	Amount $
EFT31333	12/09/2013	STATE WIDE TURF SERVICES	TURF SUPPLIES / MAINTENANCE FOR VARIOUS LOCATIONS	8,487.01
EFT31334	12/09/2013	FILTREX INNOVATIVE WASTEWATER SOLUTIONS	SEPTIC TANK INSPECTION FEE REFUND	226.00
EFT31335	12/09/2013	BUILDING SOLUTIONS (AUST) PTY LTD	FOOTPATH DEPOSIT REFUND	1,200.00
EFT31336	12/09/2013	BENCHMARK MAINTENANCE SERVICES	CONTRACTOR BUILDING MAINTENANCE VARIOUS BUILDINGS	544.50
EFT31337	12/09/2013	FONZ'S BOBCAT & TRUCK HIRE	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	6,908.62
EFT31338	12/09/2013	NANCY GILLESPIE	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	14.00
EFT31339	12/09/2013	BEAVER TREE SERVICES	TREE REMOVAL / PRUNING FOR VARIOUS LOCATIONS	44,921.80
EFT31340	12/09/2013	VISION SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	753.48
EFT31341	12/09/2013	WEST-SURE GROUP	CASH IN TRANSIT SERVICES - AUGUST 2013	2,310.00
EFT31342	12/09/2013	PATRICIA MOSS	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	18.90
EFT31343	12/09/2013	KALEIDOSCOPE CRAFT KITS	DRY CLEANING / WASHING SERVICES FOR HARTFIELD PARK RECREATION CENTRE	60.00
EFT31344	12/09/2013	LANDMARK PRODUCTS LIMITED	DESIGN AND SUPPLY OICNIC TABLE AND BENCH SETTING AT LENIHAN COURT WATTLE GROVE PLAYGROUND	3,586.00
EFT31345	12/09/2013	DARRELL FORREST	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	442.00

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Chq/EFT	Date	Name	Description	Amount $
EFT31346	12/09/2013	STARDATA PTY LTD	MAINTENANCE AGREEMENT	1,246.09
EFT31347	12/09/2013	SIGN IT RIGHT	SIGNAGE SUPPLIES FOR KALAMUNDA COMMUNITY GARDEN	300.00
EFT31348	12/09/2013	JENNIFER DE YOUNG	VOLUNTEER TRANSPORT REIMBURSEMENT REFUND	360.50
EFT31349	12/09/2013	AARON J STIRK	TECHNICIAN SERVICES FOR VARIOUS EVENTS	735.96
EFT31350	12/09/2013	SUPALUX PAINT CO PTY LTD	GENERAL PAINTING SERVICES AT NORM SADLER PAVILION	9,006.80
EFT31351	12/09/2013	UNIQUE WASTE MANAGEMENT SERVICES	HIRE OF TRUCK AND OPERATOR TO TRANSPORT HOOK LIFT BINS FROM WALLISTON TRANSFER STATION TO VARIOUS REFUSE RECYCLING SITES	4,793.25
EFT31352	12/09/2013	GUNS KAMBO'S (KAMBO'S MIDLAND)	SUPPLY OF NEW FRIDGE FOR HEALTH DEPARTMENT	449.00
EFT31353	12/09/2013	PLACER MANAGEMENT GROUP	HIRE OF TEMPORARY STAFF FOR ADMIN	2,697.75
EFT31354	12/09/2013	BLACK GECKO GRAPHIC DESIGN & PRINTING	SUPPLY PRINTING SERVICES - TICKET BOOKS FOR WASTE DEPARTMENT	925.00
EFT31355	12/09/2013	ELIZABETH J COURTLEY	FOOTPATH DEPOSIT REFUND	700.00
EFT31356	12/09/2013	STRATEGEN ENVIRONMENTAL CONSULTANTS	SERVICES PROVIDED TO UNDERTAKE COCKATOO HABITAT SURVEY	4,000.70
EFT31357	12/09/2013	CLAIRE O'NEILL - CLAIRE'S EMBROIDERY	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	248.10
EFT31358	12/09/2013	LINDA STONES	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	138.95

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Chq/EFT	Date	Name	Description	Amount $
EFT31359	12/09/2013	IAN MOSS	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	87.50
EFT31360	12/09/2013	AROUNDABOUT GARDENING SERVICES	VERGE / GARDEN MAINTENANCE FOR VARIOUS LOCATIONS	3,520.00
EFT31361	12/09/2013	LEWIS FAMILY TRUST	CHECK FAULTY FAX LINE AT THE DEPOT	88.00
EFT31362	12/09/2013	KRISTY LEE MOLLICA	MORNING MUSIC SHOW 'WARTIME'	775.00
EFT31363	12/09/2013	PETER FALCONER	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	62.30
EFT31364	12/09/2013	BURGESS DESIGN GROUP	PROFESSIONAL FEES - FINALISATION OF SUBDIVISION PLAN - 21 EDNEY ROAD, 1 CYGENT COURT HIGH WYCOMBE	550.00
EFT31365	12/09/2013	MARY FORWARD	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	12.95
EFT31366	12/09/2013	FOXTEL	MONTHLY SUBSCRIPTION	200.00
EFT31367	12/09/2013	MACQUARIE EQUIPMENT RENTALS PTY LTD	FIT OUT EQUIPMENT LEASE - KALAMUNDA WATER PARK	5,811.86
EFT31368	12/09/2013	HANS SCHWALB	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	7.00
EFT31369	12/09/2013	JIM BAKER	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	17.50

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Chq/EFT	Date	Name	Description	Amount $
EFT31370	12/09/2013	THE ARTFUL FLOWE - FELICIA LOWE	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	57.40
EFT31371	12/09/2013	RAJESH MALDE	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	425.80
EFT31372	12/09/2013	DAVID GREEN	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	55.87
EFT31373	12/09/2013	JB HI-FI COMMERCIAL	ELECTRICAL SUPPLIES	120.00
EFT31374	12/09/2013	GILLIAN LILLEYMAN	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	34.65
EFT31375	12/09/2013	MPJ (WA) PTY LTD	SUPERANNUATION CONTRIBUTIONS	442.52
EFT31376	12/09/2013	HILLS DISTRICT CALISTHENICS CLUB	KEY BOND REFUND	50.00
EFT31377	12/09/2013	LOUISA ILES	WEEKLY CLASSES - GROUP FITNESS INSTRUCTOR - HEALTHY LIFE CHALLENGE	272.58
EFT31378	12/09/2013	NICHOLAS TAYLOR	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	42.00
EFT31379	12/09/2013	SILK ON SILK (ROSEMARY LONSDALE)	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	269.50
EFT31380	12/09/2013	CUROST MILK SUPPLY	MILK SUPPLY FOR ADMINISTRATION BUILDING	234.20

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Creditors Payments 4 September to 25 September 2013

Chq/EFT	Date	Name	Description	Amount $
EFT31381	12/09/2013	MAVIS PASKULICH	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	285.60
EFT31382	12/09/2013	MICHAEL & PATRICIA BONJOUR	CROSSOVER CONTRIBUTION	385.00
EFT31383	12/09/2013	BEESWAX CREATIONS	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	24.36
EFT31384	12/09/2013	JOEL A ZAPPACOSTA	CROSSOVER CONTRIBUTION	385.00
EFT31385	12/09/2013	TIERRA ECOLOGIA	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	110.60
EFT31386	12/09/2013	MPK TREE SERVICES	TREE REMOVAL / BRANCH PRUNING AT VARIOUS LOCATIONS	19,219.75
EFT31387	12/09/2013	VISSYART	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	21.84
EFT31388	12/09/2013	SPARKS REFRIGERATION AND AIR-CONDITIONING	SUPPLY WASTE FRIDGE GAS REMOVAL SERVICES AT WALLISTON TRANSFER STATION	1,901.75
EFT31389	12/09/2013	OFF PEN PUBLISHING - BETH BAKER	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	31.50
EFT31390	12/09/2013	STAN THE TYRE MAN (STAN'S TYRE SERVICE WA)	PLANT / VEHICLE PARTS	2,079.00
EFT31391	12/09/2013	WOBBLYJULES INVESTMENTS FUND	SUPERANNUATION CONTRIBUTIONS	203.69
EFT31392	12/09/2013	STEVEN ROBERT O'NEIL	REFUND OF BUILDING SERVICES LEVY - APPLICATION REFUSED	40.50

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Chq/EFT	Date	Name	Description	Amount $
EFT31393	12/09/2013	QPM QUALITY PROJECT MANAGEMENT	BUILDING SERVICES LEVY REFUND	40.50
EFT31394	12/09/2013	ALLEASING PTY LTD	STRENGTH EQUIPMENT LEASE - HARTFIELD PARK RECREATION CENTRE	5,016.70
EFT31395	12/09/2013	AUSCO MODULAR PTY LTD	SUPPLY AND TRANSPORT MODULAR CAT POUND	14,525.23
EFT31396	12/09/2013	RAMESES HOMES PTY LTD	FOOTPATH DEPOSIT REFUND	700.00
EFT31397	12/09/2013	GRAHAM STIMSON	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	50.40
EFT31398	12/09/2013	BALLIGART - HELEN LOCK	PAYMENT TO CONSIGNMENT SUPPLIER FOR GOODS SOLD AT THE ZIG ZAG CULTURAL CENTRE - 01/08/13 - 31/08/13	39.20
EFT31399	12/09/2013	FLEETCARE PTY LTD	STAFF CONTRIBUTIONS TO NOVATED LEASING	1,446.04
EFT31400	12/09/2013	PROFESSIONAL SEARCH GROUP PTY LTD	CONTRACT LABOUR HIRE	7,139.46
EFT31401		EFT PAYMENT CANCELLED		
EFT31402	12/09/2013	BRENDAN JONES	CROSSOVER CONTRIBUTION	385.00
EFT31403	12/09/2013	PERTH WASTE PTY LTD	SUPPLY OF CUSTOMER SERVICE SUPPORT DURING CONTRACTED SKIP BIN ACTIVITIES	5,500.00
EFT31404	12/09/2013	SHANE MCCARTHY	SUPPLY OF 4 CHILDREN'S BOOK TALKS FOR BOOK WEEK	600.00
EFT31405	12/09/2013	ALL WE NEED IS RIGHT HERE	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	500.00
EFT31406	12/09/2013	THE ART OF HEARING	FULL AUDIO LOGICAL APPOINTMENT FOR 1 STAFF MEMBER	220.00
EFT31407	12/09/2013	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND (ACSRF)	SUPERANNUATION CONTRIBUTIONS	234.60

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Chq/EFT	Date	Name	Description	Amount $
EFT31408	12/09/2013	REMPLAN	PURCHASE OF LICENCE AGREEMENT FOR ACCESS TO REMPLAN ECONOMIC PROFILE AND IMPACT MODELLING FOR THE SHIRE OF KALAMUNDA	4,995.00
EFT31409	12/09/2013	KERRY BALL	CROSSOVER CONTRIBUTION	385.00
EFT31410	12/09/2013	JONATHON FETTUCCIA	CROSSOVER CONTRIBUTION	385.00
EFT31411	12/09/2013	ONE DEGREE ADVISORY PTY LTD	FACILITATION OF COMMUNITY MEETING - 8 AUGUST 2013	1,865.88
EFT31412		EFT PAYMENT CANCELLED		
EFT31413	12/09/2013	EILEEN MOORE	TAXI REFUNDS FOR CONFERENCE. CAB CHARGE VOUCHERS EXPIRED.	90.40
EFT31414	12/09/2013	SAMANTHA PARKER	HALL BOND REFUND	300.00
EFT31415	12/09/2013	HILLS DANCE GROUP	HALL AND KEY BOND REFUND	332.50
EFT31416	12/09/2013	GTB BUILDING CONSULTING SERVICES	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31417	12/09/2013	AESTHETIC PROJECTS PTY LTD - JOHN BEVEN	PLANNING APPLICATION FEE REFUND	147.00
EFT31418	12/09/2013	STEPHEN KUHANEZ	KEY BOND REFUND	50.00
EFT31419	12/09/2013	EMMA-LOUISE HAMILL	HALL BOND REFUND	300.00
EFT31420	12/09/2013	MERINDA DIMATTINA	KEY BOND REFUND	50.00
EFT31421	12/09/2013	THINK GREEN LANDSCAPES	FOOTPATH DEPOSIT REFUND - 20130418	1,200.00
EFT31422	25/09/2013	ALLAN MORTON	BACK PAYMENT OF ALLOWANCES FOR JULY - OCTOBER 2013	7,860.58
EFT31423	25/09/2013	JOHN GIARDINA	BACK PAYMENT OF ALLOWANCES FOR JULY - OCTOBER 2013	4,370.19
EFT31424	25/09/2013	GEOFF STALLARD	BACK PAYMENT OF ALLOWANCES FOR JULY - OCTOBER 2013	4,370.19

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Creditors Payments 4 September to 25 September 2013

Chq/EFT	Date	Name	Description	Amount $
EFT31425	25/09/2013	IAN JUSTIN WHITTEN	BACK PAYMENT OF ALLOWANCES FOR JULY - OCTOBER 2013	4,370.19
EFT31426	25/09/2013	MARGARET THOMAS	BACK PAYMENT OF ALLOWANCES FOR JULY - OCTOBER 2013	4,370.19
EFT31427	25/09/2013	NOREEN TOWNSEND	BACK PAYMENT FOR ALLOWANCES FOR JULY - OCTOBER 2013	4,370.19
EFT31428	25/09/2013	FRANK LINDSEY	BACK PAYMENT OF ALLOWANCES FOR JULY - OCTOBER 2013	4,370.19
EFT31429	25/09/2013	ROBERT EMERY	BACK PAYMENT FOR ALLOWANCES FOR JULY - OCTOBER 2013	4,370.19
EFT31430	26/09/2013	CAPITAL RECYCLING / DEMOLITION	SUPPLY AND DELIVERY OF RECYCLED SAND FOR VARIOUS LOCATIONS	1,478.26
EFT31431	26/09/2013	HART SPORT	EQUIPMENT FOR LIFESTYLE PROGRAMS	610.20
EFT31432	26/09/2013	BARNETTS (WA) PTY LTD	HARDWARE SUPPLIES	1,149.60
EFT31433	26/09/2013	STYLECORP CORPORATE WEAR	SUPPLY OF UNIFORM FOR VARIOUS STAFF MEMBERS	1,683.21
EFT31434	26/09/2013	MOTORCHARGE - WRIGHT EXPRESS FUEL CARDS AUSTRALIA LTD	FUEL - PERIOD ENDING 15/09/13	6,984.21
EFT31435	26/09/2013	BEAUMONDE CATERING	CATERING FOR COUNCIL DINNERS	3,578.08
EFT31436	26/09/2013	BLUE RIBBON PET FOODS	SUPPLY OF DOG FOOD FOR POUND	144.00
EFT31437	26/09/2013	NEVERFAIL SPRINGWATER LTD (KALA LIB)	BOTTLED WATER SUPPLIES / MAINTENANCE	38.75
EFT31438	26/09/2013	FIT 2 CHEER	HALL BOND REFUND	500.00
EFT31439	26/09/2013	FIRE AND SAFETY WA	FIRE PROTECTION WEAR / SUPPLIES	408.25
EFT31440	26/09/2013	KONICA MINOLTA BUSINESS SOLUTIONS P/L	PHOTOCOPYING CHARGES / MAINTENANCE FEES	945.01

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Creditors Payments 4 September to 25 September 2013

Chq/EFT	Date	Name	Description	Amount $
EFT31441	26/09/2013	WILEY AIR TRANSPORT SERVICES & HIGHLAND EXPRESS	COURIER SERVICES TO COUNCILLORS	77.00
EFT31442	26/09/2013	COUNTRYWIDE PUBLICATIONS	1/2 PAGE MONTHLY ADVERT FOR ZZCC FOR YOUR GUIDE TO PERTH AND FREMANTLE""	500.00
EFT31443	26/09/2013	OLK & ASSOCIATES	ARCHITECTURAL DESIGN AND SPECIFICATION FOR THE UNIVERSAL ACCESS TOILET AT THE KALAMUNDA HISTORY VILLAGE	4,620.00
EFT31444	26/09/2013	CABCHARGE AUSTRALIA LIMITED	CABCHARGE FEES	6.00
EFT31445	26/09/2013	BRUMBY'S KALAMUNDA	CATERING SUPPLIES	108.20
EFT31446	26/09/2013	ANOTHER ANGLE CONSULTING & TRAINING	REGISTRATION FOR 1 STAFF TO ATTEND WORKSHOP ON DISABILITY AWARENESS AND INCLUSION	968.00
EFT31447	26/09/2013	SAGE CONSULTING ENGINEERS	LIGHTING REVIEW AND PRELIMINARY DESIGN FOR THE ZIG ZAG CULTURAL CENTRE	7,810.00
EFT31448	26/09/2013	GREENLINE AG PTY LTD	PLANT / VEHICLE PARTS	221.60
EFT31449	26/09/2013	SETON AUSTRALIA PTY LTD	SAFETY EQUIPMENT / SUPPLIES	284.68
EFT31450	26/09/2013	PICTON PRESS	PRINTING OF BROCHURES FOR VARIOUS EVENTS	1,583.44
EFT31451	26/09/2013	THE PLANNING GROUP WA PTY LTD	STRUCTURE PLAN REPORT - STAGE 1 BERKSHIRE ROAD FORRESTFIELD	805.20
EFT31452	26/09/2013	ASSETIC AUSTRALIA PTY LTD	MYDATA PREMIUM UPGRADE TO LATEST 1.5 VERSION. DATABASES TRANSITIONS AND IRIS DATA RESTRUCTURING.	9,350.00
EFT31453	26/09/2013	BEES HIRE & SALES	SUPPLY & INSTAL ACCESS SCAFFOLD AND MISCELLANEOUS HIRE EQUIPMENT	1,977.80
EFT31454	26/09/2013	VIP CARPET AND UPHOLSTERY CLEANING SERVICE	CARPET CLEANING AT VARIOUS LOCATIONS	780.00

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Chq/EFT	Date	Name	Description	Amount $
EFT31455	26/09/2013	TOTALLY WORKWEAR MIDLAND	SUPPLY OF PROTECTIVE CLOTHING	31.41
EFT31456	26/09/2013	ROSS MCLOUGHLIN CONSULTING SURVEYOR	SURVEY OF SCOTT RESERVE TO CREATE NEW LOT WITH RESERVE FOR THE PURPOSE OF MANAGEMENT ORDER FOR THE POWER TO LEASE.	1,760.00
EFT31457	26/09/2013	PUBLIC LIBRARIES WESTERN AUSTRALIA	MEMBERSHIP RENEWAL FOR 2013/2014	358.75
EFT31458	26/09/2013	MICHAEL & PAULINE ROBERTS	RATES INCENTIVE PRIZE 2013	1,000.00
EFT31459	26/09/2013	CARMEL ADVENTIST COLLEGE	BOND REFUND FOR THE USE OF THE SEMINAR ROOM AT THE ZIG ZAG CULTURAL CENTRE	200.00
EFT31460	26/09/2013	ST BRIGID'S COLLEGE	KEY BOND REFUND	50.00
EFT31461	26/09/2013	CHERITH GRAHAM	HALL AND KEY BOND REFUND	550.00
EFT31462	26/09/2013	KATHARINE ANN GUTHRIE	REFUND FOR CANCELLED SHOW - 'WHEN DAD MARRIED FURY'	70.00
EFT31463	26/09/2013	ENRICO & RAMONA ALTINIER	FOOTPATH DEPOSIT REFUND	700.00
EFT31464	26/09/2013	SYLVIA DAPHNE BUSH	CROSSOVER CONTRIBUTION	385.00
EFT31465	26/09/2013	CLAYTON HIGHAM	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	179.85
EFT31466	26/09/2013	COLIN WALKER	KEY BOND REFUND	50.00
EFT31467	26/09/2013	CAROLYN A HARDERS	HALL AND KEY BOND REFUND	350.00
EFT31468	26/09/2013	DBNGP (WA) NOMINEES PTY LIMITED	INSPECTOR TO OBSERVE REMOVAL OF TREES ON GAS EASEMENT	880.00
EFT31469	26/09/2013	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	83,319.49
EFT31470	26/09/2013	SHIRE OF KALAMUNDA STAFF SOCIAL CLUB	PAYROLL DEDUCTIONS	260.00
EFT31471	26/09/2013	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	815.81
EFT31472	26/09/2013	BEAUREPAIRES FOR TYRES	PLANT / VEHICLE PARTS	150.00

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Creditors Payments 4 September to 25 September 2013

Chq/EFT	Date	Name	Description	Amount $
EFT31473	26/09/2013	BUNNINGS BUILDING SUPPLIES	HARDWARE SUPPLIES FOR VARIOUS LOCATIONS	232.53
EFT31474	26/09/2013	COVS PARTS PTY LTD	PLANT / VEHICLE PARTS	2,095.93
EFT31475	26/09/2013	LANDGATE	LAND ENQUIRY	96.00
EFT31476	26/09/2013	GULLY VIEWS NEWSAGENCY	SUBSCRIPTIONS & NEWSPAPERS FOR VARIOUS LOCATIONS	692.78
EFT31477	26/09/2013	MCLEODS BARRISTERS & SOLICITORS	LEGAL EXPENSES	5,183.25
EFT31478	26/09/2013	BORAL BRICKS WA PTY LTD	SUPPLY OF PAVING BRICKS	8,265.61
EFT31479	26/09/2013	SESCO SECURITY CO	SECURITY MONITORING SERVICES FOR VARIOUS LOCATIONS	1,113.20
EFT31480	26/09/2013	STATE LIBRARY OF W.A.	LOST AND DAMAGED BOOKS AT VARIOUS LIBRARIES	742.50
EFT31481	26/09/2013	LANDGATE - VALUATIONS	VALUATIONS FOR VARIOUS LOCATIONS	6,321.36
EFT31482	26/09/2013	WA LIBRARY SUPPLIES PTY LTD	LIBRARY / OFFICE SUPPLIES	481.00
EFT31483	26/09/2013	WALKERS HARDWARE (MITRE 10)	HARDWARE SUPPLIES	448.54
EFT31484	26/09/2013	ECHO NEWSPAPER	ADVERTISING FOR VARIOUS JOBS / EVENTS	1,100.00
EFT31485	26/09/2013	MCKAY EARTHMOVING PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	394.24
EFT31486	26/09/2013	BUNZL LTD	KITCHEN / CLEANING SUPPLIES	220.02
EFT31487	26/09/2013	EASTERN METROPOLITAN REGIONAL COUNCIL	DOMESTIC / WASTE CHARGES - RED HILL TIP. VARIOUS DISPOSAL FEES, BINE HIRE FEES & CONTRIBUTION TO REMPLAN ECONOMIC MODELLING TOOL FOR 13/14	259,238.79
EFT31488	26/09/2013	BORAL CONSTRUCTION MATERIALS GROUP	ROAD MATERIALS FOR VARIOUS LOCATIONS	2,136.97
EFT31489	26/09/2013	A & S HILL	ELECTRICAL REPAIRS / MAINTENANCE FOR VARIOUS LOCATIONS	2,161.23

Shire of Kalamunda
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Chq/EFT	Date	Name	Description	Amount $
EFT31490	26/09/2013	KEEP AUSTRALIA BEAUTIFUL COUNCIL	SUPPLY OF ROAD SIDE LITTER BAGS ORANGE	288.00
EFT31491	26/09/2013	DOMUS NURSERY	GARDEN SUPPLIES FOR VARIOUS LOCATIONS	293.64
EFT31492	26/09/2013	3 VODAFONE HUTCHISON AUSTRALIA PTY LTD	COMMUNICATION EXPENSES	2,286.15
EFT31493	26/09/2013	FASTA COURIERS	COURIER FEES	169.96
EFT31494	26/09/2013	THE WATERSHED WATER SYSTEMS	RETICULATION PARTS FOR VARIOUS RESERVES	1,238.07
EFT31495	26/09/2013	MCINTOSH & SON	PLANT / VEHICLE PARTS	119.00
EFT31496	26/09/2013	KINETIC HEALTH GROUP LTD	PREPLACEMENT MEDICALS / BASELINE HEARING TESTS	156.20
EFT31497	26/09/2013	CANON AUSTRALIA PTY LTD	PHOTOCOPYING CHARGES	10.19
EFT31498	26/09/2013	ALSCO LINEN SERVICE	LINEN HIRE / LAUNDRY SERVICES	1,566.37
EFT31499	26/09/2013	DAYNITE TOWING SERVICE (WA) PTY LTD (FORMERLY MOBITOW PTY LTD)	TOWING SERVICES	92.40
EFT31500	26/09/2013	CLEAN CLOTH COTTON TRADERS	PROTECTIVE SUPPLIES	164.87
EFT31501	26/09/2013	KALA BOB KATS PTY LTD	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	803.00
EFT31502	26/09/2013	ACTIMED AUSTRALIA PTY LTD	MEDICAL SUPPLIES FOR PODIATRIST	563.46
EFT31503	26/09/2013	STONETRADERS PTY LTD	GARDEN / RESERVE SUPPLIES	1,311.00
EFT31504	26/09/2013	GRONBEK SECURITY	SECURITY KEY SERVICES TO VARIOUS SHIRE BUILDINGS	1,153.48
EFT31505	26/09/2013	GRIMES CONTRACTING PTY LTD	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	2,526.58
EFT31506	26/09/2013	DORMA AUTOMATICS PTY LTD	DOOR MAINTENANCE TO VARIOUS SHIRE BUILDINGS	198.00
EFT31507	26/09/2013	CADSULT IRRIGATION CONSULTANTS	IRRIGATION TECHNOLOGY CONSULTANTS FOR LINCOLN & VIRGILIA RESERVES	8,800.00

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Chq/EFT	Date	Name	Description	Amount $
EFT31508	26/09/2013	WESTSIDE FIRE SERVICES	TESTING AND INSPECTION OF FIRE EQUIPMENT / SUPPLIES	4,010.60
EFT31509	26/09/2013	STAPLES AUSTRALIA PTY LTD(CORPORATE EXPRESS AUSTRALIA LTD)	STATIONERY / OFFICE SUPPLIES	1,782.07
EFT31510	26/09/2013	HILL TOP TROPHIES (MILPRO WA)	SUPPLY OF NAME BADGES	47.85
EFT31511	26/09/2013	BRICK CONCEPTS	CROSSOVER MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	726.00
EFT31512	26/09/2013	FULTON HOGAN INDUSTRIES PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	200.28
EFT31513	26/09/2013	FOODWORKS FRESH FORRESTFIELD	GROCERY SUPPLIES	978.10
EFT31514	26/09/2013	WA LOCAL GOVERNMENT ASSOCIATION (ADVERTISING)	ADVERTISING FOR VARIOUS JOBS / EVENTS	4,477.61
EFT31515	26/09/2013	IT VISION	REFRESH OF SYNERGYSOFT PLAY ACCOUNT FROM LIVE ACCOUNT	220.00
EFT31516	26/09/2013	MACDONALD JOHNSTON ENGINEERING	PLANT / VEHICLE PARTS	2,051.50
EFT31517	26/09/2013	LO-GO APPOINTMENTS	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	11,242.49
EFT31518	26/09/2013	STAFFLINK INDUSTRIAL	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	1,635.00
EFT31519	26/09/2013	BRIDGESTONE AUSTRALIA LTD	PLANT / VEHICLE PARTS	1,521.50
EFT31520	26/09/2013	FLEXI STAFF PTY.LTD.	HIRE OF TEMPORARY STAFF FOR DEPOT / ADMIN	4,631.12
EFT31521	26/09/2013	WESTERN EDUCTING SERVICE PTY LTD	FINAL PAYMENT FOR OUTSTANDING INVOICE	20,900.56
EFT31522	26/09/2013	ONESTEEL DISTRIBUTION (MIDALIA STEEL)	PLANT / VEHICLE PARTS	3,759.79
EFT31523	26/09/2013	J BLACKWOOD & SON LIMITED	PROTECTIVE WEAR / SUPPLIES	6,891.22
EFT31524	26/09/2013	EASTERN HILLS SAWS AND MOWERS	PLANT / VEHICLE PARTS	1,011.10
EFT31525	26/09/2013	AIR LIQUIDE WA PTY LTD	GAS BOTTLE FACILITY FEE	129.47
EFT31526	26/09/2013	JR & A HERSEY PTY LTD	HARDWARE SUPPLIES	1,109.68

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Chq/EFT	Date	Name	Description	Amount $
EFT31527	26/09/2013	LOVEGROVE TURF SERVICES	TURF MAINTENANCE / SERVICES AT VARIOUS LOCATIONS	14.70
EFT31528	26/09/2013	KALAMUNDA & DISTRICTS HISTORICAL SOCIETY	2013-14 ANNUAL CONTRIBUTION AS PER LEASE AGREEMENT SCHEDULE	22,884.70
EFT31529	26/09/2013	CRABBS KALAMUNDA (IGA)	GROCERY SUPPLIES	151.07
EFT31530	26/09/2013	KALAMUNDA DISTRICTS HOCKEY CLUB (INC)	KIDSPORT FUNDING FOR VARIOUS PLAYERS	940.00
EFT31531	26/09/2013	CITY OF JOONDALUP	LIBRARY SUPPLIES	91.30
EFT31532	26/09/2013	EDUCATIONAL ART SUPPLIES COMPANY	CRAFT SUPPLIES FOR LIBRARIES	127.11
EFT31533	26/09/2013	HOMEGROUP WA PTY LTD	FOOTPATH DEPOSIT REFUND	700.00
EFT31534	26/09/2013	ASHMY PTY LTD	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31535	26/09/2013	GEM CAMERA CLUB INC	SPRING IN THE HILLS PRIZE	1,000.00
EFT31536	26/09/2013	WACKER NEUSON AUSTRALIA PTY LTD	PLANT / VEHICLE PARTS	138.53
EFT31537	26/09/2013	ENVIRONMENTAL HEALTH AUSTRALIA (WA) INC	REGISTRATION FOR 4 STAFF TO ATTEND 38TH NATIONAL CONFERENCE	1,700.00
EFT31538	26/09/2013	WA & J KING PTY LTD	GARDEN SUPPLIES FOR VARIOUS LOCATIONS	611.50
EFT31539	26/09/2013	CHADSON ENGINEERING PTY LTD	POOL SUPPLIES	730.40
EFT31540	26/09/2013	COMMISSIONER OF POLICE	VOLUNTEER POLICE CHECKS	92.05
EFT31541	26/09/2013	SWAN MARQUEES AND PARTY HIRE	EQUIPMENT BREAKAGES FROM TARGA RALLY 2013	4.90
EFT31542	26/09/2013	NATRAD MIDVALE NORTHAM RADIATOR SPECIALISTS	PLANT / VEHICLE PARTS	120.00
EFT31543	26/09/2013	HAWLEY'S BOBCAT SERVICE	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	8,101.50

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Chq/EFT	Date	Name	Description	Amount $
EFT31544	26/09/2013	HIGH WYCOMBE JUNIOR FOOTBALL CLUB	BOND REFUND FOR THE USE OF THE HIGH WYCOMBE RECREATION CENTRE AND KIDSPORT FUNDING FOR VARIOUS PLAYERS	1,140.00
EFT31545	26/09/2013	CAI FENCES	FENCING SUPPLIES / REPAIRS AT VARIOUS PLAYERS	6,325.00
EFT31546	26/09/2013	FORRESTFIELD NEWSPAPERS & MAGAZINES DELIVERY	NEWSPAPERS / MAGAZINES DELIVERIES FOR VARIOUS LOCATIONS	68.00
EFT31547	26/09/2013	TOTAL PACKAGING (WA) PTY LTD	SUPPLY OF DOG LITTER BAGS	858.00
EFT31548	26/09/2013	PAUL HSIN-MIN CHANG	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31549	26/09/2013	WURTH AUSTRALIA PTY LTD	PLANT / VEHICLE PARTS	142.20
EFT31550	26/09/2013	ROBERT WOODWARD	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31551	26/09/2013	ICON-SEPTECH	DRAINAGE SUPPLIES FOR VARIOUS LOCATIONS	6,071.19
EFT31552	26/09/2013	SOUTHERN SCENE PTY LTD	LIBRARY SUPPLIES	17.55
EFT31553	26/09/2013	C Y BOBCATS	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	1,215.50
EFT31554	26/09/2013	THE FARM SHOP (WA) PTY LTD	GARDEN / RESERVE SUPPLIES	2,734.38
EFT31555	26/09/2013	AMEREX FIRE (WA) (E FIRE AND SAFETY)	FIRE EQUIPMENT MAINTENANCE FOR VARIOUS LOCATIONS	176.00
EFT31556	26/09/2013	CENTAMAN SYSTEMS PTY LTD	7 x CENTAMAN LICENCES FROM 01/11/13 - 31/10/14	15,053.43
EFT31557	26/09/2013	B & J CATALANO PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	10,679.01
EFT31558	26/09/2013	HILL TOP GROUP PTY	CONTRACTOR BUILDING MAINTENANCE FOR VARIOUS BUILDINGS	1,218.46
EFT31559	26/09/2013	EARTHCARE LANDSCAPES	PROGRESS PAYMENT - WATTLE GROVE DISCOVERY PLAYSPACE	1,265.00

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Chq/EFT	Date	Name	Description	Amount $
EFT31560	26/09/2013	FREEDOM POOLS	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31561	26/09/2013	PERTH GRAPHICS CENTRE	SUPPLY OF 300 DISABILITY ACCESS STICKERS	217.80
EFT31562	26/09/2013	TRILOGY SERVICING PTY LTD	AIR-CONDITIONING MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	99.00
EFT31563	26/09/2013	ABBOTT STORAGE SYSTEMS	SUPPLY PALLET RACKING SYSTEM	1,922.14
EFT31564	26/09/2013	QUICK CORPORATE AUST PTY LTD	STATIONERY & OFFICE SUPPLIES	4,951.03
EFT31565	26/09/2013	WEST AUSTRALIAN NEWSPAPERS HOLDINGS LTD	ADVERTISING FOR VARIOUS EVENTS	539.20
EFT31566	26/09/2013	LINLEY MARTIN	BOND REFUND FOR THE USE OF HARTFIELD PARK	50.00
EFT31567	26/09/2013	1ST KALAMUNDA SCOUT GROUP	KIDSPORT FUNDING FOR VARIOUS PLAYERS	400.00
EFT31568	26/09/2013	COMMUNITY NEWSPAPER GROUP LTD	ADVERTISING FOR VARIOUS JOBS AND EVENTS	2,546.95
EFT31569	26/09/2013	WREN OIL	WASTE OIL RECYCLING - DISPOSAL FEES	18.15
EFT31570	26/09/2013	PERRY ENVIRONMENTAL CONTRACTING	WEED CONTROL AT VARIOUS LOCATIONS	2,585.00
EFT31571	26/09/2013	BIG W (AR W1.C3.U.07)	BOOKS AND NON BOOK ITEMS	441.52
EFT31572	26/09/2013	DEPARTMENT OF TRANSPORT	VEHICLE SEARCH FEES	70.40
EFT31573	26/09/2013	PETER CLARK - PIANO TUNER	MAINTENANCE / REPAIRS TO PIANOS IN VARIOUS SHIRE BUILDINGS	990.00
EFT31574	26/09/2013	MAIN ROADS (WA)	GRANT PAYMENT - FOR KALAMUNDA ROAD	141,926.40
EFT31575	26/09/2013	DUN & BRADSTREET (AUSTRALIA) PTY LTD	DEBT COLLECTION FEES FOR RATES	107.58
EFT31576	26/09/2013	AUSTIN COMPUTERS	SUPPLY OF COMPUTERS / ACCESSORIES	562.00
EFT31577	26/09/2013	LOCK, STOCK & FARRELL LOCKSMITH PTY LTD	PADLOCKS / KEYS SUPPLIES	2,264.35
EFT31578	26/09/2013	BRAJKOVICH DEMOLITION PTY LTD	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31579	26/09/2013	VICKI PHILIPOFF SETTLEMENTS	RATES REFUND	447.31
EFT31580	26/09/2013	FOOD TECHNOLOGY SERVICES PTY LTD	FOOD SAFE AUDIT AT HACC	55.00
EFT31581	26/09/2013	PERTH ENGINEERING & MAINTENANCE (WA) P/L (HIVE RESOURCE RECOVERY P/L)	GREEN WASTE REMOVAL / WASTE RECYCLING CHARGES	1,116.06

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Chq/EFT	Date	Name	Description	Amount $
EFT31582	26/09/2013	LES MILLS AUSTRALIA	SUPPLY OF GYM EQUIPMENT	88.45
EFT31583	26/09/2013	COCA-COLA AMATIL (AUST) PTY LTD	KIOSK SUPPLIES FOR HARTFIELD RECREATION CENTRE	956.21
EFT31584	26/09/2013	MATTHEW W HIAM	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31585	26/09/2013	G FORCE PRINTING	SUPPLY OF PRINTED STATIONERY STOCK	4,168.01
EFT31586	26/09/2013	T-QUIP	PLANT / VEHICLE PARTS	124.80
EFT31587	26/09/2013	MIRACLE RECREATION EQUIPMENT	SUPPLY AND INSTALL SHADE SAILS AT VARIOUS LOCATIONS	30,274.20
EFT31588	26/09/2013	HOSECO	PLANT / VEHICLE PARTS	314.81
EFT31589	26/09/2013	ABAXA (WH LOCATION SERVICES)	SUPPLY UNDERGROUND SERVICE LOCATIONS AT VARIOUS LOCATIONS	1,601.88
EFT31590	26/09/2013	DIRECT TRADES SUPPLY PTY LTD	HARDWARE SUPPLIES	3,524.66
EFT31591	26/09/2013	GEMMILL HOMES	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31592	26/09/2013	GREENWAY ENTERPRISES	GARDEN / RESERVE SUPPLIES	107.88
EFT31593	26/09/2013	CAROLYN ANNE SKINNER	CROSSOVER CONTRIBUTION	385.00
EFT31594	26/09/2013	ANITECH	PRINTER SUPPLIES	385.33
EFT31595	26/09/2013	CABLE LOCATES & CONSULTING	PROVIDE LOCATING AND POTHOLING SERVICES FOR HIGH PRESSURE GAS ALONG ABERNETHY ROAD	2,633.02
EFT31596	26/09/2013	VERMEER (WA & NT)	PLANT/VEHICLE PARTS	275.43
EFT31597	26/09/2013	SIGN-A -RAMA	SUPPLY SITE SIGNAGE FOR CAPITAL WORKS PROJECT	731.50
EFT31598	26/09/2013	BGC CEMENT BAGGED PRODUCTS	ROAD MATERIALS SUPPLIES	899.54
EFT31599	26/09/2013	INSIGHT CCS PTY LTD	AFTER HOURS ANSWERING SERVICES	2,217.78
EFT31600	26/09/2013	NATHAN & JODIE MORTON	PART DOG REGISTRATION FEE REFUND	12.00

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Chq/EFT	Date	Name	Description	Amount $
EFT31601	26/09/2013	PLANNING INSTITUTE AUSTRALIA	2013/4 MEMBERSHIP RENEWAL FEES FOR 1 STAFF MEMBER	595.00
EFT31602	26/09/2013	WOOLWORTHS LIMITED	GROCERIES FOR 'STAY ON YOUR FEET WEEK'	129.50
EFT31603	26/09/2013	SNAP PRINTING - MIDLAND	PRINTING OF BUSINESS CARDS FOR VARIOUS STAFF	1,751.00
EFT31604	26/09/2013	HILLS GAS SUPPLY	SUPPLY OF BOTTLED GAS FOR VARIOUS LOCATIONS	110.00
EFT31605	26/09/2013	HILLIANS NETBALL CLUB	HALL AND KEY BOND REFUND	350.00
EFT31606	26/09/2013	HUGHES BUILDERS PTY LTD	FOOTPATH DEPOSIT REFUND	950.00
EFT31607	26/09/2013	CELEBRATION NOMINEES PTY LTD	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31608	26/09/2013	STUART DIEPEVEEN	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31609	26/09/2013	MAIDA VALE DELIVERY ROUND	PAPER AND MAGAZINES DELIVERIES FOR HIGH WYCOMBE LIBRARY	73.85
EFT31610	26/09/2013	POS DISPLAYS PTY LTD	SUPPLY OF 4 - A1 DOUBLE SIDED A-FRAMES	959.00
EFT31611	26/09/2013	SECURE TRAFFIC	TRAFFIC MANAGEMENT FOR VARIOUS LOCATIONS	5,247.00
EFT31612	26/09/2013	HUMES	DRAINAGE SUPPLIES FOR VARIOUS LOCATIONS	15,289.65
EFT31613	26/09/2013	PRO-LAMPS PTY LTD	SUPPLY ELECTRICAL FITTINGS AND GLOBES	346.78
EFT31614	26/09/2013	BOYA EQUIPMENT PTY LTD	PLANT / VEHICLE PARTS	463.28
EFT31615	26/09/2013	THE CHAIR DOCTOR WA PTY LTD	REPAIRS, CLEANING ETC OF OFFICE CHAIRS	303.60
EFT31616	26/09/2013	INSTITUTE OF PUBLIC WORKS ENGINEERING AUST. (NAT)	REGISTRATION FOR 1 STAFF TO ATTEND - IPWEA STORMWATER DRAINAGE CONDITION ASSESSMENT & ASSET PERFORMANCE 1DAY WORKSHOP	1,320.00
EFT31617	26/09/2013	AUSTRALIAN SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1,214.44
EFT31618	26/09/2013	ROAD SIGNS AUSTRALIA (ALLPACK SIGNS)	TRAFFIC PROTECTION PRODUCTS / SIGNAGE	7,809.45

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Chq/EFT	Date	Name	Description	Amount $
EFT31619	26/09/2013	REDINK HOMES PTY LTD	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31620	26/09/2013	ANDREW FOWLER-TUTT	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	179.85
EFT31621	26/09/2013	MULTILEC ENGINEERING	QUARTERLY SERVICING & TESTING OF LIFTS	730.95
EFT31622	26/09/2013	HOLCIM AUSTRALIA PTY LTD	ROAD MATERIALS FOR VARIOUS LOCATIONS	4,376.59
EFT31623	26/09/2013	PETER TUCATS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	250.70
EFT31624	26/09/2013	DRAINFLOW SERVICES PTY LTD	CLEANING / MAINTAINING STORM WATER DRAINS	16,326.20
EFT31625	26/09/2013	FORESTVALE TREES PTY LTD	SUPPLY OF TREES	825.00
EFT31626	26/09/2013	BINDALE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	62.91
EFT31627	26/09/2013	DARREN JONES	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	179.85
EFT31628	26/09/2013	NEVERFAIL SPRINGWATER LTD (PETER ANDERTON CEN)	BOTTLED WATER SUPPLIES / MAINTENANCE	50.00
EFT31629	26/09/2013	MARRA & ASSOCIATES	STRUCTURAL ENGINEERING SERVICES - KALAMUNDA HISTORY VILLAGE PROPOSED TOILET BLOCK ENGINEERING DESIGN FEES	935.00
EFT31630	26/09/2013	DAVINA SANDHU	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	89.85
EFT31631	26/09/2013	PH CONCRETE (WA) PTY LTD	FOOTPATH MAINTENANCE / REPAIRS FOR VARIOUS LOCATIONS	8,121.20
EFT31632	26/09/2013	GUNDRY'S CARPET CHOICE	SUPPLY AND INSTALLATION OF VINYL IN THE IT SERVER ROOM AT THE MAIN ADMINISTRATION BUILDING	1,684.00
EFT31633	26/09/2013	STATE WIDE TURF SERVICES	TURF SUPPLIES / MAINTENANCE FOR VARIOUS LOCATIONS	44,077.00

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Chq/EFT	Date	Name	Description	Amount $
EFT31634	26/09/2013	FORRESTFIELD T-BALL ASSOCIATION	KIDS SPORT FUNDING FOR VARIOUS PLAYERS	1,720.00
EFT31635	26/09/2013	JORGE'S CONTRACTING SERVICES	CLEANING SERVICES AT PETER ANDERTON CENTRE	2,412.85
EFT31636	26/09/2013	BENCHMARK MAINTENANCE SERVICES	CONTRACTOR BUILDING MAINTENANCE VARIOUS BUILDINGS	599.50
EFT31637	26/09/2013	DAVLEY BUILDING PTY LTD T/AS GRANNY FLATS WA	PLANNING APPLICATION FEE REFUND	475.63
EFT31638	26/09/2013	FONZ'S BOBCAT & TRUCK HIRE	PLANT EQUIPMENT AND OPERATOR HIRE FOR VARIOUS LOCATIONS	5,700.96
EFT31639	26/09/2013	ARMADILLO GROUP PTY LTD	PLANT / VEHICLE PARTS	1,986.60
EFT31640	26/09/2013	MAGGIES NETBALL CLUB	KIDSPORT FUNDING FOR VARIOUS PLAYERS	200.00
EFT31641	26/09/2013	VISION SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	746.64
EFT31642	26/09/2013	KALEIDOSCOPE CRAFT KITS	CRAFT ACTIVITY AT WALK THE ZIG ZAG 2013	500.00
EFT31643	26/09/2013	POCKETPHONE COMMUNICATIONS	PLANT / VEHICLE PARTS	110.00
EFT31644	26/09/2013	CANDOR TRAINING	CONSULTANCY SERVICES FOR CLUBS 4 LIFE WORKSHOP - PLANNING FOR SUCCESS	495.00
EFT31645	26/09/2013	KENNARDS TRAFFIC MANAGEMENT WA	HIRE OF MESSAGE BOARDS - QUIT TARGA WEST RALLY 2013	1,140.00
EFT31646	26/09/2013	DARRELL FORREST	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	149.85
EFT31647	26/09/2013	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPYING CHARGES	6,874.65
EFT31648	26/09/2013	MCLERNONS EVERYTHING BUSINESS	OFFICE FURNITURE SUPPLIES	99.00
EFT31649	26/09/2013	ARTEMISS CREATIONS	LOGO DESIGN FOR PERTH HILLS SPRING FESTIVAL""	200.00
EFT31650	26/09/2013	STARDATA PTY LTD	MAINTENANCE AGREEMENT	1,711.51
EFT31651	26/09/2013	TRISTAN REYNOLDS	PLANNING APPLICATION FEE REFUND	147.00

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Chq/EFT	Date	Name	Description	Amount $
EFT31652	26/09/2013	AARON J STIRK	TECHNICIAN SERVICES FOR VARIOUS EVENTS	1,394.00
EFT31653	26/09/2013	DRUM PRINT & PUBLICATIONS	PRINTING OF MEMBERSHIP PADS FOR HARTFIELD PARK RECREATION CENTRE	378.00
EFT31654	26/09/2013	LINDSAY GOODWIN	TECHNICIAN SERVICES FOR KPAC	493.00
EFT31655	26/09/2013	ANGELA CANCI	PODIATRY SERVICES AT JACK HEALEY SERVICES	3,240.05
EFT31656	26/09/2013	SUPALUX PAINT CO PTY LTD	SUPPLY GENERAL PAINTING SERVICES - KPAC	15,255.90
EFT31657	26/09/2013	UNIQUE WASTE MANAGEMENT SERVICES	HIRE OF TRUCK AND OPERATOR TO TRANSPORT 21/26 M3 HOOK LIFT BINS FROM WALLISTON TRANSFER STATION TO VARIOUS REFUSE RECYCLING SITES	4,174.50
EFT31658	26/09/2013	CUBIC SOLUTIONS PTY LTD (ADS PIPE)	PLANT / VEHICLE PARTS	3,925.24
EFT31659	26/09/2013	HARE & FORBES PTY LTD	PLANT / VEHICLE PARTS	759.00
EFT31660	26/09/2013	MARGARET CALDER	CROSSOVER CONTRIBUTION	385.00
EFT31661	26/09/2013	STRATEGEN ENVIRONMENTAL CONSULTANTS	PROFESSIONAL SERVICES - WATER MONITORING AT MOIRA AVENUE AND LOT 59 WILKINS ROAD AMENDMENT	3,324.48
EFT31662	26/09/2013	RHONDA HARDY	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	179.85
EFT31663	26/09/2013	NATIONAL MEASUREMENT INSTITUTE	DELIVERY OF SAMPLE BOTTLES AND LABORATORY ANALYSIS OF WATER SAMPLES	750.55
EFT31664	26/09/2013	AROUNDABOUT GARDENING SERVICES	VERGE / GARDEN MAINTENANCE FOR VARIOUS LOCATIONS	3,168.00
EFT31665	26/09/2013	ADH GOLF & UTILITY VEHICLES	HIRE OF GOLF CAR FOR WALK THE ZIG ZAG 2013	407.00
EFT31666	26/09/2013	EYEZON PTY LTD (WHAT'S ON)	1/2 PAGE MONTHLY ADVERT FOR PERTH HILLS" SPREAD"	744.00

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Chq/EFT	Date	Name	Description	Amount $
EFT31667	26/09/2013	DEL BOTANICS	CONSULTANCY SERVICES FOR EPBC REFERRAL - MORRISON OVAL OFFSET PROGRAM	4,225.00
EFT31668	26/09/2013	ALICE MARIE NASH	FOOTPATH DEPOSIT REFUND	1,000.00
EFT31669	26/09/2013	AMCOR RECYCLING	WASTE CARDBOARD RECYCLING CHARGES	299.20
EFT31670	26/09/2013	DYMOCKS MIDLAND GATE	LIBRARY SUPPLIES	808.88
EFT31671	26/09/2013	SAFE T CARD AUSTRALIA PTY LTD	MONTHLY CHARGES AND SUPPLY OF SILICONE BELT POUCH	119.90
EFT31672	26/09/2013	HANDS-ON INFECTION CONTROL	SUPPLY OF HEPATITIS VACCINATIONS FOR VARIOUS STAFF	294.80
EFT31673	26/09/2013	KALAJOS SCHOOL OF GYMNASTICS	KIDSPORT FUNDING FOR VARIOUS PLAYERS	300.00
EFT31674	26/09/2013	RAJESH MALDE	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	179.85
EFT31675	26/09/2013	ANGELA MAUREEN MIGHTY	CROSSOVER CONTRIBUTION	385.00
EFT31676	26/09/2013	JB HI-FI COMMERCIAL	ELECTRICAL SUPPLIES	365.00
EFT31677	26/09/2013	MPJ (WA) PTY LTD	SUPERANNUATION CONTRIBUTIONS	442.52
EFT31678	26/09/2013	ROCKWATER PTY LTD	PROVIDE A REPORT ANALYSIS ON WATER SAMPLES AT VARIOUS LOCATIONS	4,332.52
EFT31679	26/09/2013	TAMARA HOCKING	GROUP FITNESS CLASSES INSTRUCTOR	136.29
EFT31680	26/09/2013	WARWICK CARTER	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	179.85
EFT31681	26/09/2013	SAM ASSAAD	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	149.85
EFT31682	26/09/2013	EXECUTIVE MEDIA PTY LTD	ADVERTISING IN CARAVANNING AUSTRALIA - SUMMER EDITION	350.00
EFT31683	26/09/2013	TOTAL GREEN RECYCLING	E- WASTE RECYCLING CHARGES	1,098.70

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Chq/EFT	Date	Name	Description	Amount $
EFT31684	26/09/2013	S & J DEVELOPMENTS P/L T/AS LANSDOWN CONSTRUCTION	FOR THE CONSTRUCTION OF THE NORM SADLER VIEWING PLATFORM	66,478.72
EFT31685	26/09/2013	CUROST MILK SUPPLY	MILK SUPPLY FOR ADMINISTRATION BUILDING AND DEPOT	234.20
EFT31686	26/09/2013	SHIMIN HUANG	CROSSOVER CONTRIBUTION	385.00
EFT31687	26/09/2013	ELAN ENERGY MANAGEMENT	WASTE TYRE RECYCLING CHARGES	1,182.20
EFT31688	26/09/2013	KJERSTIN BJELLAND	MONTHLY RENTAL OF LOTS 918 & 919 MONARCH WAY WATTLE GROVE	3,160.00
EFT31689	26/09/2013	JTAGZ PTY LTD	SUPPLY OF DOG TAGS	2,354.00
EFT31690	26/09/2013	NATURAL AREA MANAGEMENT & SERVICES	REVEGETATION MAINTENANCE SERVICES - CNR OF STIRLING CREC AND ACTION LINK, HIGH WYCOMBE	3,018.40
EFT31691	26/09/2013	NICOLE PATRICIA HALL	CROSSOVER CONTRIBUTION	385.00
EFT31692	26/09/2013	GERARD THOMAS	REFUND OF EMPLOYMENT CONTRACT ALLOWANCE	233.17
EFT31693	26/09/2013	MPK TREE SERVICES	TREE REMOVAL / BRANCH PRUNING AT VARIOUS LOCATIONS	9,740.50
EFT31694	26/09/2013	TURFWORKS WA PTY LTD	MOWING OF VARIOUS RESERVES	13,884.00
EFT31695	26/09/2013	PRICEWATERHOUSECOOPERS	PROFESSIONALS GST SERVICES RENDERED FOR THE PERIOD ENDING 31/07/13	11,000.00
EFT31696	26/09/2013	MIDLAND PLASTERBOARD	SUPPLY PLASTERBOARD AND BUILDING SUPPLIES	8.07
EFT31697	26/09/2013	NEVERFAIL SPRINGWATER LTD (ADMIN OFFICE)	BOTTLED WATER SUPPLIES / MAINTENANCE	26.25
EFT31698	26/09/2013	SAHIR BHIMANI & SAMEERA VIRANI	FENCING REBATE - LOT 904 MARRIOTT CRESCENT WATTLE GROVE - CORNER BLOCK	2,754.00
EFT31699	26/09/2013	STAN THE TYRE MAN (STAN'S TYRE SERVICE WA)	PLANT / VEHICLE PARTS	871.20

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Chq/EFT	Date	Name	Description	Amount $
EFT31700	26/09/2013	DATACOM SYSTEMS (WA) PTY LTD	SUPPLY OF IT HARDWARE	88,440.00
EFT31701	26/09/2013	ZACKS COMMERCIAL ARTISTS	CORPORATE SHIRTS FOR RECREATION FACILITIES TEAM	2,346.35
EFT31702	26/09/2013	CHRIS KERSHAW PHOTOGRAPHY	PHOTOGRAPHY - STAFF PORTRAITS	1,375.00
EFT31703	26/09/2013	WOBBLYJULES INVESTMENTS FUND	SUPERANNUATION CONTRIBUTIONS	203.69
EFT31704	26/09/2013	LESLEY D'MARTON	WORKS BOND REFUND - FOR CROSSOVER BATTLE-AXE - 9 FERNAN ROAD HIGH WYCOMBE - WAPC 96410	10,960.00
EFT31705	26/09/2013	MWH AUSTRALIA	PROVIDE CIVIL DESIGN/CONSTRUCTION PLANS - BADEN ROAD	21,989.00
EFT31706	26/09/2013	MULDOON TILES	SUPPLY OF TILES AND TILING PRODUCTS	1,306.80
EFT31707	26/09/2013	HIT PRODUCTIONS PTY LTD	UPFRONT GUARANTEE FOR THE BOOK CLUB (RETURN) OCT 31, 2013	2,750.00
EFT31708	26/09/2013	SARAH HANNAH	ARTWORK SOLD - PORCELAIN PERSPECTIVES EXHIBITION	135.10
EFT31709	26/09/2013	NORTHERN SAINTS BASKETBALL CLUB INC	KIDSPORT FUNDING FOR VARIOUS PLAYERS	225.00
EFT31710	26/09/2013	ENVIRO SWEEP	FOOTPATH SWEEPING SERVICES	22,484.00
EFT31711	26/09/2013	PROFESSIONAL SEARCH GROUP PTY LTD	CONTRACT LABOUR HIRE	3,546.24
EFT31712	26/09/2013	WRITTEN PERSPECTIVES PTY LTD	SUPPLY OF LOVE2READ PROMOTIONAL PACK	129.80
EFT31713	26/09/2013	WELCOME TIPOLOMA VEA	CROSSOVER CONTRIBUTION	385.00
EFT31714	26/09/2013	EIFFEL BAR AND BISTRO	SUPPLY DESSERT TO THE HOSPITALITY MARQUEE AT QUIT TARGA WEST RALLY 2013	300.00
EFT31715	26/09/2013	ASHDENE MANUFACTURING PTY LTD	MERCHANDISE FOR RESALE IN THE VISITOR CENTRE	1,035.13
EFT31716	26/09/2013	JUST SKIPS	SUPPLY OF A 6M2 SKIP BIN FOR 5 DAYS	380.00

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Chq/EFT	Date	Name	Description	Amount $
EFT31717	26/09/2013	THE ART OF HEARING	BASELINE FULL AUDIO LOGICAL ASSESSMENT FOR POTENTIAL EMPLOYEE - WASTE CREW	220.00
EFT31718	26/09/2013	INTEGRATED CONCEPT	PRINTING SERVICES FOR WASTE AND RECYCLING CALENDAR	13,035.00
EFT31719	26/09/2013	LIVINGSTONE INTERNATIONAL PTY LTD	PODIATRY SUPPLIES	22.44
EFT31720	26/09/2013	AUSTRALIAN CATHOLIC SUPERANNUATION & RETIREMENT FUND (ACSRF)	SUPERANNUATION CONTRIBUTIONS	234.60
EFT31721	26/09/2013	GARAGE SALE TRAIL FOUNDATION	SUPPLY GARAGE SALE TRAIL 2013 PARTICIPATION FEE	4,125.00
EFT31722	26/09/2013	NAMITA SHARMA	CROSSOVER CONTRIBUTION	385.00
EFT31723	26/09/2013	NSW STATE OPERA	80% TICKET SHARE FOR PERFORMANCE OF TEN SOPRANOS ON 1/8/13	1,812.00
EFT31724	26/09/2013	TECHLAY	CONTRACTOR TO ATTEND INDUCTION TRAINING FOR SHIRE STAFF	462.00
EFT31725	26/09/2013	JAIME BARRETT	HALL AND KEY BOND REFUND	750.00
EFT31726	26/09/2013	READSPEAKER PTY LTD	READSPEAKER ENTERPRISE ANNUAL FEE	3,853.85
EFT31727	26/09/2013	ANGELA GILES	VOLUNTEER TRAVEL REIMBURSEMENT	52.50
EFT31728	26/09/2013	NADINE MCLEARY	HALL AND KEY BOND REFUND	550.00
EFT31729	26/09/2013	BURNABY PTY LTD ATF GINBEY FAMILY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	372.63
67054	11/09/2013	HOSPITAL BENEFIT FUND OF WA	PAYROLL DEDUCTIONS	363.45
67055	11/09/2013	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	195.52
67056	11/09/2013	MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	485.00
67057	11/09/2013	TELSTRA CORPORATION	TELEPHONE EXPENSES	18,905.13
67058	11/09/2013	WATER CORPORATION	WATER USE AND SERVICE CHARGE FEES	2,093.69

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Chq/EFT	Date	Name	Description	Amount $
67059	11/09/2013	BCITF	LEVY FEE - AUGUST 2013	24,389.17
67060	11/09/2013	SYNERGY	POWER CHARGES	32,369.20
67061	11/09/2013	RAC	ROADSIDE ASSISTANT	88.00
67062	11/09/2013	BUILDING COMMISSION	BUILDING LEVY - AUGUST 2013	19,330.97
67063	11/09/2013	CASH - KALAMUNDA LIBRARY	PETTY CASH REIMBURSEMENT	239.55
67064	11/09/2013	CASH - FORRESTFIELD LIBRARY	PETTY CASH REIMBURSEMENT	112.45
67065	11/09/2013	CASH - HARTFIELD PARK	PETTY CASH REIMBURSEMENT	188.95
67066	11/09/2013	WESTSCHEME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	455.19
67067	11/09/2013	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1,308.64
67068	11/09/2013	AMP RETIREMENT SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	163.79
67069	11/09/2013	COGNET NOMINEES PTY LTD ACF MAP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	95.98
67070	11/09/2013	COLONIAL 1ST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	980.15
67071	11/09/2013	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	699.70
67072	11/09/2013	AMPLIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	103.76
67073	11/09/2013	CASH - MEALS ON WHEELS	PETTY CASH REIMBURSEMENT	428.10
67074	11/09/2013	CASH - KALAMUNDA HACC	PETTY CASH REIMBURSEMENT	374.85
67075	11/09/2013	ANZ SUPER ADVANTAGE	SUPERANNUATION CONTRIBUTIONS	195.76
67076	11/09/2013	AMP SUPER LEADER	SUPERANNUATION CONTRIBUTIONS	85.90
67077	11/09/2013	UNISUPER	SUPERANNUATION CONTRIBUTIONS	276.06
67078	11/09/2013	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	189.99
67079	11/09/2013	AUSTRALIAN RETIREMENT FUND - ARF ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	77.40
67080	11/09/2013	COMMONWEALTH SUPERSELECT	SUPERANNUATION CONTRIBUTIONS	85.90
67081	11/09/2013	CASH - ZIG ZAG CULTURAL CENTRE	PETTY CASH REIMBURSEMENT	53.90
67082	11/09/2013	MACQUARIE WRAP	SUPERANNUATION CONTRIBUTIONS	529.07

Shire of Kalamunda
Creditors Payments 4 September to 25 September 2013

Chq/EFT	Date	Name	Description	Amount $
67083	11/09/2013	WATER CORPORATION SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	143.20
67084	11/09/2013	TWU SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	190.00
67085	11/09/2013	TRAVIS HISLOP	REFUND CREDIT AS HACC SERVICES PAID IN ADVANCE - CLIENT NO LONGER ATTENDING PETER ANDERTON DAY CENTRE	5.00
67086	18/09/2013	HERIBERT KOCH	PAYMENT FOR PERFORMANCE AT KALAMUNDA PERFORMING ARTS CENTRE ON 20TH SEPTEMBER 2013	1,000.00
67087	25/09/2013	DYLAN O'CONNOR	BACK PAYMENT OF ALLOWANCES FOR JULY - OCTOBER 2013	2,000.00
67088	25/09/2013	MARTYN CRESSWELL	BACK PAYMENT OF ALLOWANCES FOR JULY - OCTOBER 2013	4,370.19
67089	25/09/2013	SUSAN BILICH	BACK PAYMENT OF ALLOWANCES FOR JULY - OCTOBER 2013	17,783.66
67090	25/09/2013	SIMON DI ROSSO	BACK PAYMENT OF ALLOWANCES FOR JULY - OCTOBER 2013	4,370.19
67091	25/09/2013	DYLAN O'CONNOR	BACK PAYMENT OF ALLOWANCES FOR JULY - OCTOBER 2013	2,370.19
67092	25/09/2013	HOSPITAL BENEFIT FUND OF WA	PAYROLL DEDUCTIONS	363.45
67093	25/09/2013	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	195.52
67094	25/09/2013	MUNICIPAL EMPLOYEES UNION	PAYROLL DEDUCTIONS	504.40
67095	25/09/2013	TELSTRA CORPORATION	TELEPHONE EXPENSES	18.79
67096	25/09/2013	WATER CORPORATION	WATER USE AND SERVICE CHARGE FEES	10,371.02
67097	25/09/2013	SYNERGY	POWER CHARGES	124,445.25
67098	25/09/2013	ALINTA ENERGY	GAS CHARGES	485.55

Shire of Kalamunda
Creditors Payments 4 September to 25 September 2013

Chq/EFT	Date	Name	Description	Amount $
67099	25/09/2013	DIRECTOR OF LICENSING SERVICES	NUMBER PLATES	180.00
67100	25/09/2013	KALAMUNDA UNITING CHURCH	KEY BOND REFUND	78.50
67101	25/09/2013	CASH - ADMIN	PETTY CASH REIMBURSEMENT	543.80
67102	25/09/2013	CASH - KALAMUNDA LIBRARY	PETTY CASH REIMBURSEMENT	188.20
67103	25/09/2013	CASH - HARTFIELD PARK	PETTY CASH REIMBURSEMENT	291.25
67104	25/09/2013	WESTSCHEME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	479.10
67105	25/09/2013	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1,213.85
67106	25/09/2013	AMP RETIREMENT SAVINGS ACCOUNT	SUPERANNUATION CONTRIBUTIONS	312.06
67107	25/09/2013	COGNET NOMINEES PTY LTD ACF MAP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	89.50
67108	25/09/2013	COLONIAL 1ST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	979.94
67109	25/09/2013	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	747.58
67110	25/09/2013	AMPLIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	97.93
67111	25/09/2013	CASH - MEALS ON WHEELS	PETTY CASH REIMBURSEMENT	498.20
67112	25/09/2013	CASH - KALAMUNDA HACC	PETTY CASH REIMBURSEMENT	235.80
67113	25/09/2013	ANZ SUPER ADVANTAGE	SUPERANNUATION CONTRIBUTIONS	195.76
67114	25/09/2013	AMP SUPER LEADER	SUPERANNUATION CONTRIBUTIONS	91.98
67115	25/09/2013	ING INTEGRA PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	278.88
67116	25/09/2013	UNISUPER	SUPERANNUATION CONTRIBUTIONS	258.61
67117	25/09/2013	HOSTPLUS PTY LTD	SUPERANNUATION CONTRIBUTIONS	192.45
67118	25/09/2013	AUSTRALIAN RETIREMENT FUND - ARF ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	81.83
67119	25/09/2013	COMMONWEALTH SUPERSELECT	SUPERANNUATION CONTRIBUTIONS	157.36
67120	25/09/2013	MACQUARIE WRAP	SUPERANNUATION CONTRIBUTIONS	529.08
67121	25/09/2013	WATER CORPORATION SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	143.20
67122	25/09/2013	PLUM PERSONAL PLAN	SUPERANNUATION CONTRIBUTIONS	58.83

Shire of Kalamunda
Creditors Payments 4 September to 25 September 2013

Chq/EFT	Date	Name	Description	Amount $
67123	25/09/2013	TWU SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	190.00
				3,520,038.29

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

10.2.2 Draft Monthly Financial Statements to 30 September 2013

Previous Items	N/A
Responsible Officer	Director Corporate & Community Services
Service Area	Finance
File Reference	FIR-SRR-006
Applicant	N/A
Owner	N/A
Attachment 1	Draft Statements of Financial Activity for the month to 30 September 2013 incorporating the following: • Statement of Comprehensive Income by Program • Statement of Comprehensive Income by Nature and Type • Statement of Cash Flow • Statement of Financial Position • Statement of Financial Activity (Nature or Type) • Statement of Financial Activity (Statutory Reporting Program) • Net Current Funding Position, note to financial statement • Statement of Changes in Equity • Reserves – Cash / Investment Backed – note to financial statement • Investment Schedule – note to financial statement • Significant Accounting Policies,-note to financial statements • Operating Grants, Capital grants and Contributions – note to financial statements • Capital Disposal and Acquisition Summary – note to financial statements • Graphical Representation – Source Statement of Financial Activity – note to financial statement

PURPOSE

1. To provide Council with financial reports on the activity of the Shire of Kalamunda with indications of performance against adopted budget.

BACKGROUND

2. The Statement of Financial Activity (Attachment 1), incorporating various sub-statements, has been prepared in accordance with the requirement of the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* (Regulation 34).

3. As the 2012/2013 the financial position is unaudited at this stage, the opening funding position in the Statement of Financial Activity statement could change once audit adjustments are brought to account.

DETAILS

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

Financial Commentary

Draft Statement of Comprehensive Income by Nature and Type for the three Months to 30 September 2013

5. This Statement reveals a net result of a surplus of $27,480,993 against revised budget for the same period of $27,131,594.

Revenue

6. Total Revenue is under budget by $179,057. This is made up as follows:

- Rates are under budget by $315,684. The reason for the variance is due to timing. The raising of interim rates will normalise the situation over the coming months.
- Operating Grants and Subsidies and Contributions, Reimbursements and Donations are over budget by $132,728. This is a timing issue.
- Fees and Charges variance is over budget by $27,457 and within the reporting threshold.
- Interest earnings are under budget by $34,376.There is a significant decrease from budget due to lower investment returns in the market for short term investments. Current rates of return are within 3.5% and 3.8% however the budget was estimated on a 4.5% investment return basis before interest rates fell. This may require adjustment as part of the first budget review.

7. Other Revenue is over budget by $10,818, which is within the reporting threshold. Most “Other Revenues” comprise of various fines and penalties which are difficult to predict.

Expenditure

8. Total expenses are under budget with a variance of $1,431,015. The significant variances within the individual categories are as follows:

- Employment Costs are under budget by $887,784 due to some vacant positions in various business units and the deferment of some key positions for six months to allow for the over-run on the verge collection costs in June 2013, and training expenditure is under by $30,000.

- Materials and Contracts is under budget by $275,671 largely due to:
  - Under expenditure of valuations of approximately $28,000, Health Contaminated Sites not started of $25,000, and waste services of $75,000.
  - Building maintenance is underspent by $ 85,000. The expenditure is made up of both scheduled and reactive maintenance, the latter being difficult to predict when required.
  - Programme expenditure for HACC services is under by approximately $77,000 This is due to the lower volume of services being delivered.
- Utilities were under by $211,319 which is due to street lighting accounts not received in this period.
- Insurance expense is over by $48,868 due to timing differences.
- Other expenditure is under budget by $27,864, which is primarily due to unutilised donations to community groups for various activities and timing differences.

9. The interest expense is slightly under budget by $1,063, which is the result of a timing difference between amounts accrued and the budget which is based on the debenture payment schedule.

10. Depreciation, although a non-cash cost, is tracking slightly under budget, reporting a small variance of $76,182 or 0.77% of the total depreciation budget. The category most affected is building depreciation.

Non-Operating Grants

11. Non-Operating Grants are under budget by $645,405. This component is made up of various infrastructure projects which are planned to commence later in the financial year. Majority relate to road grants with claims commencing in October 2013.

Profit / (Loss) on Asset Disposals

12. The variance of $246,154 relates primarily to property sales. There were no properties disposed of in the month of September.

<u>Draft Statement of Comprehensive Income by Program for the three Months to 30 September 2013</u>

13. The overall result comments are as above and generally each Program is within accepted budget except for Community Amenities and Recreation and Culture.

Draft Statement of Financial Activity for the three Months to 30 September 2013

14. This Statement compares the actual year to date with the budget year to date.

15. The results to 30 September 2013 discloses a closing surplus of $33,532,387 made up of:

Net Operating (excluding rates and non-cash items) – Surplus	$1,717,234
Net Capital - Expenditure	($1,373,599)
Opening funds - Surplus	$5,077,852
Rates	$28,110,900

- Overall income, excluding rates, is under budget by $144,798 with the bulk of the variance being grants and contributions, profit on asset disposal and interest earnings as previously explained.

- Expenditure is $1,431,015 lower than forecast with the main variance in Employment Costs and Materials and Contracts. These have been commented on in Point 8 of this report.

- Land Development for Edney Road/ Cygnet Court and Hale Road has not yet commenced in 2013/2014, resulting is an underspend of $708,848.

- Infrastructure projects made up of roads and parks and ovals have been incurred of $1,632,621.

- $543,454 unspent on land and building renewal budget. Part of this budget will be now treated as un-spent as the Shire reviews the work that was targeted for the Administration building.

- Rates generation is under budget and the variance of $315,684 relates to timing of interim rates as explained previously in Point 6.

16. The Shire will undertake a review of its planned projects and initiatives in light of the announcement of the amalgamation and confirmation of grant funding attached to some of the projects.

17. The closing current position of $33,532,387 is still above YTD budget of $27,538,758, due to project based activities reflected above still in progress. This draft position will change as audit adjustments are finalised for 2012/2013.

Investments as at 30 September 2013

18. A total of $39.26 million is in term deposits or online saving accounts. This represents a net increase of $14.83 million in cash deposits which can be related to the rates due date of 12 August 2013.

19. The above is made of:

Municipal Funds	Reserve Funds	Trust Monies
$25,061,878	$2,361,367	$11,839,493 (includes amounts for Public Open Space of $2,222,292)

20. Average interest rates on term deposits have dropped significantly as indicated previously with current investment rates dropping to between 3.5% and 3.80%. Reserve Bank of Australia ("RBA") is 2.5% with the probability of a rate cut of 25 basis points in November 2013.

21. All deposits complied with the Investment Policy requirements and are no longer than 120 days.

Draft Statement of Financial Position as at 31 August 2013

22. Net Current Assets (Current Assets less Current Liabilities) show a positive result of $33.6 million. The cash position has an improved position of $27.4 million when compared with the 2012/2013 balance of $10.2 million. This is due to the commencement of the rates and waste fees in July.

23. Trade and other receivables comprise of rates and sundry debtors totalling $11.5 million outstanding.

- The rates balance has reduced by $8.7 million in the month. This represents a collection rate of 51.34% to date. Debt collection strategies are being rigorously enforced to assist in collections.

24. Sundry debtors have increased by $59,898 to $255,193 outstanding. The main overdue debtors are:

- Forrestfield United Soccer Club $19,842 – loan instalments, reserve hire and operational expenses. Fortnightly direct debit of $1,200 is in place. The Council proposal to defer the two loan repayments has been accepted by the Club Committee members and has been applied in September; and

- Lesmurdie Tennis Club $25,500 being an overdue contribution for the clubhouse re-fit and extension.

25. Fixed Assets additions are below budget by $1,376,899 in both asset categories of Property, Plant and Equipment and Infrastructure asset category. Hopefully this will pick up in the coming months as grant commitments and design specifications are finalised.

26. Provisions for annual and long service leave are currently stable at $2.2 million, with no significant difference from July 2013. The long term goal is to bring this liability down to a more manageable level.

27. Long term borrowings are at $7.33 million. The Shire has no plans to extend its loan portfolio in 2013/2014.

2012/13 Year End Financial Statements Update

28. The external auditors have received a final set of financial statements to the 30 June 2013.

29. Issues currently outstanding are:

- Notes to accounts on contingent liabilities
- A review of the new asset ratios.

STATUTORY AND LEGAL CONSIDERATIONS

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

POLICY CONSIDERATIONS

31. Nil.

COMMUNITY ENGAGEMENT REQUIREMENTS

32. Nil.

FINANCIAL CONSIDERATIONS

33. Nil.

STRATEGIC COMMUNITY PLAN

Strategic Planning Alignment

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

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

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

SUSTAINABILITY

Social Implications

35. Nil.

Economic Implications

36. Nil.

Environmental Implications

37. Nil.

RISK MANAGEMENT CONSIDERATIONS

38. The following risks have been considered:

Risk	Likelihood	Consequence	Action / Strategy
Over-spending the budget	Medium	Major	• Monthly management reports are reviewed by the Shire. • Weekly engineering reports on major projects and maintenance. Reviewed by the Shire.
In-sufficient disclosure	Low	Major	• The financial report is scrutinized by the Shire to ensure that all statutory requirements are met.

OFFICER COMMENT

39. The Shire's draft financial statements as at 30 September 2013 demonstrate the Shire has managed its budget and financial resources effectively.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council:

1. Receives the draft monthly financial statements for the month to 30 September 2013, which comprises:

- Statement of Comprehensive Income by Program.
- Statement of Comprehensive Income by Nature and Type.
- Statement of Cash Flow.
- Statement of Financial Position.
- Statement of Financial Activity (Nature or Type).
- Statement of Financial Activity (Statutory Reporting Program).
- Net Current Funding Position, note to financial statement.
- Statement of Changes in Equity.
- Reserves – Cash / Investment Backed - note to financial statement.
- Investment Schedule – note to financial statement.

Moved:

Seconded:

Vote:

Attachment 1

SHIRE OF KALAMUNDA
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

	NOTE	30/09/2013 Actual $	30/09/2013 Budget $	2012/13 Budget $	30/09/2012 Actual $
REVENUE					
Governance		0	4,215	16,876	0
General Purpose Funding		28,797,134	29,049,996	32,118,251	25,819,471
Law, Order, Public Safety		99,516	94,473	378,076	74,172
Health		183,809	25,104	103,560	65,094
Education and Welfare		1,069,037	896,717	3,586,880	1,099,300
Community Amenities		8,248,029	8,451,150	9,109,070	7,008,747
Recreation and Culture		440,596	514,403	2,013,333	287,924
Transport		58,112	504	2,020	(1,867)
Economic Services		194,509	174,153	696,677	225,706
Other Property and Services		43,627	102,666	410,723	39,866
		39,134,369	39,313,381	48,435,466	34,618,413
EXPENSES EXCLUDING FINANCE COSTS					
Governance		(645,591)	(699,752)	(2,733,002)	(657,047)
General Purpose Funding		(198,028)	(198,666)	(745,018)	(140,991)
Law, Order, Public Safety		(385,755)	(480,545)	(1,768,318)	(350,385)
Health		(235,278)	(288,284)	(1,032,205)	(225,819)
Education and Welfare		(836,509)	(1,102,499)	(4,135,736)	(842,619)
Community Amenities		(2,281,520)	(2,586,550)	(12,664,730)	(2,393,870)
Recreation & Culture		(4,313,909)	(4,792,788)	(18,528,974)	(4,024,504)
Transport		(1,860,956)	(2,062,017)	(8,248,294)	(1,946,925)
Economic Services		(239,392)	(265,931)	(968,241)	(183,264)
Other Property and Services		(581,297)	(531,110)	(2,047,845)	(668,364)
		(11,578,235)	(13,008,142)	(52,872,363)	(11,433,788)
FINANCE COSTS					
Other Property and Services		(121,031)	(122,094)	(488,374)	(129,676)
		(121,031)	(122,094)	(488,374)	(129,676)
FAIR VALUE ADJUSTMENTS					
Fair Value Adjustments to Financial Assets at Fair Value through Profit or Loss					
General Purpose Funding		0	0	3,086,769	0
		0	0	3,086,769	0
NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS					
Recreation and Culture	4(b)	0	508,544	1,425,233	(10,543)
Transport	4(b)	15,572	163,433	2,411,202	12,325
		15,572	671,977	3,836,435	1,782
PROFIT/(LOSS) ON DISPOSAL OF ASSETS					
Community Amenities	3	0	281,470	2,741,310	1,042,803
Other Property and Services	3	30,318	(4,998)	(20,000)	(22,805)
		30,318	276,472	2,721,310	1,019,998
NET RESULT		**27,480,993**	**27,131,594**	**4,719,243**	**24,076,729**
Other Comprehensive Income					
Changes on Revaluation of non-current assets		0	0	(1,000,000)	0
Total Other Comprehensive Income		0	0	(1,000,000)	0
TOTAL COMPREHENSIVE INCOME		**27,480,993**	**27,131,594**	**3,719,243**	**24,076,729**

SHIRE OF KALAMUNDA
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

	NOTE	30/09/2013 Actual $	30/09/2013 Budget $	2012/13 Budget $	30/09/2012 Actual $
REVENUE					
Rates		28,110,900	28,426,584	28,755,308	25,381,156
Operating Grants and Subsidies	4(a)	1,401,015	1,163,383	5,427,783	1,250,397
Contributions, Reimbursements and Donations		97,134	202,038	811,106	128,047
Fees and Charges		9,220,603	9,193,146	12,357,702	7,816,153
Interest Earnings		279,457	313,833	1,025,933	76,144
Other Revenue		25,215	14,397	57,633	(33,484)
		39,134,324	39,313,381	48,435,465	34,618,413
EXPENSES					
Employee Costs		(5,025,705)	(5,913,489)	(21,139,829)	(4,874,552)
Materials and Contracts		(3,294,348)	(3,570,019)	(18,274,940)	(3,173,222)
Utility Charges		(461,160)	(672,479)	(2,686,347)	(618,688)
Depreciation		(2,393,031)	(2,469,213)	(9,877,138)	(2,377,008)
Interest Expenses		(121,031)	(122,094)	(488,374)	(129,676)
Insurance Expenses		(359,680)	(310,812)	(626,040)	(331,616)
Other Expenditure		(44,266)	(72,130)	(268,068)	(58,702)
		(11,699,221)	(13,130,236)	(53,360,736)	(11,563,464)
		27,435,103	26,183,145	(4,925,271)	23,054,949
Non-Operating Grants, Subsidies and Contributions	4(b)	15,572	671,977	3,836,435	1,782
Fair Value adjustments to financial asset at fair value through profit or loss: Increase in equity - EMRC		0	0	3,086,769	
Profit on Asset Disposals	3	30,318	281,470	2,741,310	1,042,803
Loss on Asset Disposals	3	0	(4,998)	(20,000)	(22,805)
NET RESULT		**27,480,993**	**27,131,594**	**4,719,243**	**24,076,729**
Other Comprehensive Income					
Changes on Revaluation of non-current assets		0	0	(1,000,000)	0
Total Other Comprehensive Income		0	0	(1,000,000)	0
TOTAL COMPREHENSIVE INCOME		**27,480,993**	**27,131,594**	**3,719,243**	**24,076,729**

SHIRE OF KALAMUNDA
STATEMENT OF CASH FLOWS
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

	NOTE	30/09/2013 Actual $	2013/14 Budget $	30/06/2013 Actual $
Cash Flows From Operating Activities				
Receipts				
Rates		25,946,613	28,857,508	26,576,923
Operating Grants and Subsidies		1,401,015	5,585,783	3,128,456
Contributions, Reimbursements and Donations		97,134	811,106	3,259,791
Fees and Charges		1,905,395	12,357,702	9,094,025
Interest Earnings		279,457	1,025,933	756,651
Goods and Services Tax		530,962	3,255,223	2,345,247
Other Revenue		25,215	57,633	75,532
		30,185,791	51,950,888	45,236,625
Payments				
Employee Costs		(5,369,501)	(21,286,194)	(19,198,428)
Materials and Contracts		(5,296,143)	(18,165,227)	(15,826,937)
Utility Charges		(461,160)	(2,686,347)	(2,484,928)
Insurance Expenses		(359,680)	(626,042)	(585,646)
Interest Expenses		(212,704)	(498,832)	(491,882)
Goods and Services Tax		(233,493)	(2,967,377)	(875,557)
Other Expenditure		(44,266)	(268,068)	(391,588)
		(11,976,947)	(46,498,087)	(39,854,966)
Net Cash Provided By (Used In) Operating Activities	5(b)	18,208,845	5,452,801	5,381,658
Cash Flows from Investing Activities				
Work In Progress		0	0	(20,081)
Payments for Development of Land Held for Resale		(500)	0	(66,691)
Payments for Purchase of Property, Plant & Equipment		(472,679)	(7,807,111)	(2,482,132)
Payments for Construction of Infrastructure		(543,453)	(9,372,047)	(4,634,162)
Non-Operating Grants, Subsidies and Contributions used for the Development of Assets		15,572	3,836,435	2,741,392
Proceeds from Sale of Land		187,087	6,180,000	2,268,076
Proceeds from Sale of Plant & Equipment		30,318	327,100	314,340
Net Cash Provided By (Used In) Investing Activities		(783,656)	(6,835,623)	(1,879,258)
Cash Flows from Financing Activities				
Repayment of Debentures		(218,785)	(757,930)	(559,442)
Capital Contributions Repayments		0	0	0
Proceeds from Self Supporting Loans		16,468	64,999	59,537
Net Cash Provided By (Used In)Financing Activities		(202,317)	(692,931)	(499,905)
Net Increase (Decrease) in Cash Held		17,222,872	(2,075,753)	3,002,495
Cash at Beginning of Year		10,211,894	9,956,625	7,209,398
Cash and Cash Equivalents at the End of the Year	5(a)	27,434,766	7,880,872	10,211,894
Cash and Cash Equivalents		27,434,766		
Bank Overdraft		0		
		27,434,766		

SHIRE OF KALAMUNDA
STATEMENT OF FINANCIAL POSITION
AS AT 30 SEPTEMBER 2013

	NOTE	Actual YTD 30/09/2013 $	Estimated Actual 30/06/2013 $
CURRENT ASSETS			
Cash and Cash Equivalents		27,434,766	10,211,894
Trade and Other Receivables		11,495,923	2,512,831
Inventories		172,184	156,335
Work in Progress		20,081	20,081
Land Held for Resale		384,860	384,360
TOTAL CURRENT ASSETS		39,507,814	13,285,501
NON-CURRENT ASSETS			
Other Receivables		1,005,237	1,009,857
Land Held for Resale		-	-
Shares in Other Equities		15,937,574	15,937,574
Property, Plant and Equipment		158,897,661	159,558,767
Infrastructure		155,316,165	156,031,958
TOTAL NON-CURRENT ASSETS		331,156,637	332,538,156
TOTAL ASSETS		370,664,451	345,823,657
CURRENT LIABILITIES			
Trade and Other Payables		3,089,026	5,582,844
Borrowings		561,216	559,442
Provisions		2,214,964	2,142,561
TOTAL CURRENT LIABILITIES		5,865,205	8,284,847
NON-CURRENT LIABILITIES			
Long Term Borrowings		7,330,050	7,550,609
Provisions		579,165	579,165
TOTAL NON-CURRENT LIABILITIES		7,909,215	8,129,774
TOTAL LIABILITIES		13,774,420	16,414,621
NET ASSETS		356,890,031	329,409,038
EQUITY			
Retained Surplus		227,598,656	200,318,202
Reserves - Cash/Investment Backed	6	2,361,367	2,160,828
Reserves - Asset Revaluation		126,930,008	126,930,008
TOTAL EQUITY		356,890,031	329,409,038

SHIRE OF KALAMUNDA
STATEMENT OF FINANCIAL ACTIVITY
BY NATURE OR TYPE
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

	Note	30/09/2013 YTD Actual (b) $	**30/09/2013 YTD Budget (a)** $	**Annual Budget** $	**Var. $ (b)-(a)** $	**Var. % (b)-(a)/(b)** %
Operating Revenues						
Operating Grants and Subsidies	4(a)	1,401,015	1,163,383	5,427,783	237,632	17.0%
Contributions, Reimbursements and Donations		97,134	202,038	3,897,875	(104,904)	(108.0%)
Profit on Asset Disposal		30,318	281,470	2,741,310	(251,152)	(828.4%)
Fees and Charges		9,220,603	9,193,146	12,357,702	27,457	0.3%
Interest Earnings		279,457	313,833	1,025,933	(34,376)	(12.3%)
Other Revenue		25,215	14,397	57,633	10,818	42.9%
Total (Excluding Rates)		**11,053,742**	**11,168,267**	**25,508,236**	**(114,525)**	
Operating Expense						
Employee Costs		(5,025,705)	(5,913,489)	(21,139,829)	887,784	17.7%
Materials and Contracts		(3,294,348)	(3,570,019)	(18,274,940)	275,671	8.4%
Utilities Charges		(461,160)	(672,479)	(2,686,347)	211,319	45.8%
Depreciation (Non-Current Assets)		(2,393,031)	(2,469,213)	(9,877,138)	76,182	3.2%
Interest Expenses		(121,031)	(122,094)	(488,374)	1,063	0.9%
Insurance Expenses		(359,680)	(310,812)	(626,040)	(48,868)	(13.6%)
Loss on Asset Disposal		0	(4,998)	(20,000)	4,998	100.0%
Other Expenditure		(44,266)	(72,130)	(268,068)	27,864	62.9%
Total		**(11,699,221)**	**(13,135,234)**	**(53,380,736)**	**1,436,013**	
Funding Balance Adjustment						
Add Back Depreciation		2,393,031	2,469,213	9,877,138	(76,182)	(3.2%)
Adjust (Profit)/Loss on Asset Disposal		(30,318)	(276,472)	(2,721,310)	246,154	(811.9%)
EMRC Contribution (Non-cash)		0	0	(3,086,769)	0	
Movement in Provisions		0	0	122,782	0	
Pensioners Deferred Rates Movement		0	0	(27,800)	0	
Total		**2,362,713**	**2,192,741**	**4,164,041**	**169,972**	
Net Operating (Ex. Rates)		**1,717,234**	**225,774**	**(23,708,459)**	**1,491,460**	
Capital Revenues						
Proceeds from Disposal of Assets	3	30,318	592,258	6,507,100	(561,940)	(1853.5%)
Grants, Subsidies and Contributions	4(b)	15,572	671,977	3,836,435	(656,405)	(4215.3%)
Self-Supporting Loan Principal		16,468	16,468	64,999	0	0.0%
Overdraft Funding		0	0	1,500,000	0	
Transfer from Reserves	6	0	0	8,345,000	0	
Total		**62,358**	**1,280,703**	**20,253,534**	**(1,218,345)**	

SHIRE OF KALAMUNDA
STATEMENT OF FINANCIAL ACTIVITY
BY NATURE OR TYPE
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

	Note	30/09/2013 YTD Actual (b) $	30/09/2013 YTD Budget (a) $	Annual Budget $	Var. $ (b)-(a) $	Var. % (b)-(a)/(b) %
Capital Expenses						
Land Held for Resale		(500)	0	0	(500)	(100.0%)
Land Development Costs	3	(3,022)	(711,870)	(2,847,500)	708,848	23454.3%
Land and Buildings New	3	(52,173)	(63,129)	(252,591)	10,956	21.0%
Land and Buildings Replacement	3	(192,670)	(641,920)	(2,589,969)	449,250	233.2%
Plant and Equipment New	3	(5,099)	(7,248)	(38,000)	2,149	42.1%
Plant and Equipment Replacement	3	(96,747)	(194,808)	(779,242)	98,061	101.4%
Furniture and Equipment	3	(122,968)	(323,700)	(1,299,809)	200,732	163.2%
Infrastructure Assets - Roads New	3	(39,733)	(845,149)	(3,221,523)	805,415	2027.0%
Infrastructure Assets - Roads Renewal	3	(45,202)	(174,206)	(672,098)	129,004	285.4%
Infrastructure Assets - Drainage New	3	(71,436)	(226,706)	(708,549)	155,271	217.4%
Infrastructure Assets - Drainage Renewal	3	(128,875)	(334,122)	(625,516)	205,247	159.3%
Infrastructure Assets - Foothpaths New	3	(42,713)	(24,336)	(97,358)	(18,377)	(43.0%)
Infrastructure Assets - Foothpaths Renewal	3	(21,667)	(80,547)	(322,236)	58,880	271.8%
Infrastructure Assets - Car Parks New	3	(4,800)	(26,289)	(105,175)	21,489	447.7%
Infrastructure Assets - Car Parks Renewal	3	0	(37,227)	(409,630)	37,227	100.0%
Infrastructure Assets - Parks and Ovals New	3	(153,604)	(392,069)	(2,480,637)	238,465	155.2%
Infrastructure Assets - Parks and Ovals Renewal	3	(35,424)	(175,159)	(729,325)	139,735	394.5%
Repayment of Debentures		(218,785)	(189,480)	(757,930)	(29,305)	(13.4%)
Overdraft Funding (Repayment)		0	0	0	0	
Transfer to Reserves	6	(200,539)	(6,680)	(7,197,558)	(193,859)	(96.7%)
Total		**(1,435,957)**	**(4,454,645)**	**(25,134,646)**	**3,018,688**	
Net Capital		**(1,373,599)**	**(3,173,941)**	**(4,881,112)**	**1,800,342**	
Total Net Operating + Capital		**343,635**	**(2,948,167)**	**(28,589,571)**	**3,291,802**	
Rate Revenue		28,110,900	28,426,584	28,755,308	(315,684)	(1.1%)
Opening Funding Surplus(Deficit)		5,077,852	2,060,341	2,060,341	3,017,511	59.4%
Closing Funding Surplus(Deficit)	7	**33,532,387**	**27,538,758**	**2,226,078**	**5,993,629**	

SHIRE OF KALAMUNDA
STATEMENT OF FINANCIAL ACTIVITY
(STATUTORY REPORTING PROGRAM)
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

	Note	30/09/2013 YTD Actual (b) $	**30/09/2013 YTD Budget (a) $**	**Annual Budget $**	**Var. $ (b)-(a) $**	**Var. % (b)-(a)/(b) %**
Operating Revenues						
Governance		0	4,215	16,876	(4,215)	(100.0%)
General Purpose Funding		686,234	623,412	6,449,712	62,822	9.2%
Law, Order and Public Safety		99,516	94,473	378,076	5,043	5.1%
Health		183,809	25,104	103,560	158,705	86.3%
Education and Welfare		1,069,037	896,717	3,586,880	172,320	16.1%
Community Amenities		8,248,029	8,451,150	9,109,070	(203,121)	(2.5%)
Recreation and Culture		440,596	514,403	2,013,333	(73,807)	(16.8%)
Transport		58,112	504	2,020	57,608	99.1%
Economic Services		194,509	174,153	696,677	20,356	10.5%
Other Property and Services		73,945	384,136	3,152,033	(310,191)	(419.5%)
Total (Excluding Rates)		**11,053,787**	**11,168,267**	**25,508,237**	**(114,480)**	
Operating Expense						
Governance		(645,591)	(699,752)	(2,733,002)	54,161	8.4%
General Purpose Funding		(198,028)	(198,666)	(745,018)	638	0.3%
Law, Order and Public Safety		(385,755)	(480,545)	(1,768,318)	94,790	24.6%
Health		(235,278)	(288,284)	(1,032,205)	53,006	22.5%
Education and Welfare		(836,509)	(1,102,499)	(4,135,736)	265,990	31.8%
Community Amenities		(2,281,520)	(2,586,550)	(12,664,730)	305,030	13.4%
Recreation and Culture		(4,313,909)	(4,792,788)	(18,528,974)	478,879	11.1%
Transport		(1,860,956)	(2,062,017)	(8,248,294)	201,061	10.8%
Economic Services		(239,392)	(265,931)	(968,241)	26,539	11.1%
Other Property and Services		(702,328)	(658,202)	(2,556,219)	(44,126)	(6.3%)
Total		**(11,699,266)**	**(13,135,234)**	**(53,380,737)**	**1,435,968**	
Funding Balance Adjustment						
Add back Depreciation		2,393,031	2,469,213	9,877,138	(76,182)	(3.2%)
Adjust (Profit)/Loss on Asset Disposal		(30,318)	(276,472)	(2,721,310)	246,154	(811.9%)
EMRC Contribution (Non-cash)		0	0	(3,086,769)	0	
Movement in Provisions		0	0	122,782	0	
Pensioners Deferred Rates Movement		0	0	(27,800)	0	
Total		**2,362,713**	**2,192,741**	**4,164,041**	**169,972**	
Net Operating (Ex. Rates)		**1,717,234**	**225,774**	**(23,708,459)**	**1,491,460**	
Capital Revenues						
Proceeds from Disposal of Assets	3	30,318	592,258	6,507,100	(561,940)	(1853.5%)
Capital Contributions and Grants	4(b)	15,572	671,977	3,836,435	(656,405)	(4215.3%)
Self-Supporting Loan Principal Income		16,468	16,468	64,999	0	0.0%
Overdraft Funding Utilised		0	0	1,500,000	0	
Transfer from Reserves	6	0	0	8,345,000	0	
Total		**62,358**	**1,280,703**	**20,253,534**	**(1,218,345)**	
Capital Expenses						
Land Held for Resale		(500)	0	0	(500)	(100.0%)
Land Development Costs	3	(3,022)	(711,870)	(2,847,500)	708,848	23454.3%

SHIRE OF KALAMUNDA
STATEMENT OF FINANCIAL ACTIVITY
(STATUTORY REPORTING PROGRAM)
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

	Note	30/09/2013 YTD Actual (b) $	30/09/2013 YTD Budget (a) $	Annual Budget $	Var. $ (b)-(a) $	Var. % (b)-(a)/(b) %
Land and Buildings New	3	(52,173)	(63,129)	(252,591)	10,956	21.0%
Land and Buildings Replacement	3	(192,670)	(641,920)	(2,589,969)	449,250	233.2%
Plant and Equipment New	3	(5,099)	(7,248)	(38,000)	2,149	42.1%
Plant and Equipment Replacement	3	(96,747)	(194,808)	(779,242)	98,061	101.4%
Furniture and Equipment	3	(122,968)	(323,700)	(1,299,809)	200,732	163.2%
Infrastructure Assets - Roads New	3	(39,733)	(845,149)	(3,221,523)	805,415	2027.0%
Infrastructure Assets - Roads Renewal	3	(45,202)	(174,206)	(672,098)	129,004	285.4%
Infrastructure Assets - Drainage New	3	(71,436)	(226,706)	(708,549)	155,271	217.4%
Infrastructure Assets - Drainage Renewal	3	(128,875)	(334,122)	(625,516)	205,247	159.3%
Infrastructure Assets - Foothpaths New	3	(42,713)	(24,336)	(97,358)	(18,377)	(43.0%)
Infrastructure Assets - Foothpaths Renewal	3	(21,667)	(80,547)	(322,236)	58,880	271.8%
Infrastructure Assets - Car Parks New	3	(4,800)	(26,289)	(105,175)	21,489	447.7%
Infrastructure Assets - Car Parks Renewal	3	0	(37,227)	(409,630)	37,227	100.0%
Infrastructure Assets - Parks and Ovals New	3	(153,604)	(392,069)	(2,480,637)	238,465	155.2%
Infrastructure Assets - Parks and Ovals Renewal	3	(35,424)	(175,159)	(729,325)	139,735	394.5%
Repayment of Debentures		(218,785)	(189,480)	(757,930)	(29,305)	(13.4%)
Overdraft Funds (Repayment)		0	0	0	0	
Transfer to Reserves	6	(200,539)	(6,680)	(7,197,558)	(193,859)	(96.7%)
Total		(1,435,957)	**(4,454,645)**	**(25,134,646)**	**3,018,688**	
Net Capital		(1,373,599)	**(3,173,941)**	**(4,881,112)**	**1,800,342**	
Total Net Operating + Capital		343,635	**(2,948,167)**	**(28,589,571)**	**3,291,802**	
Rate Revenue		28,110,900	28,426,584	28,755,308	(315,684)	(1.1%)
Opening Funding Surplus(Deficit)		5,077,852	2,060,341	2,060,341	3,017,511	59.4%
Closing Funding Surplus(Deficit)	7	33,532,387	**27,538,758**	**2,226,078**	**5,993,629**	

SHIRE OF KALAMUNDA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

Note 7 - NET CURRENT FUNDING POSITION

	Positive=Surplus (Negative=Deficit) 2012/2013	
	30/09/2013 $	**Last Period $**
Current Assets		
Cash Unrestricted	25,073,398	25,300,537
Cash Restricted	0	0
Cash at Bank - Reserves (Restricted)	2,361,367	2,170,666
Receivables - Rates and Rubbish	10,550,854	13,624,492
Receivables -Other	824,977	1,076,465
Inventories	172,184	167,551
(* exclude loan receivable)	38,982,780	42,339,711
Less: Current Liabilities		
Overdraft	0	0
Payables	(3,089,026)	(3,164,046)
Provisions	(2,214,964)	(2,175,588)
(* exclude loan payable)	(5,303,989)	(5,339,634)
Net Current Asset Position	**33,678,791**	**37,000,077**
Add:		
Provision for Long Service Leave	679,267	656,700
Provision for Annual Leave	1,535,697	1,518,888
Less:		
Restricted Cash (Reserves)	**(2,361,367)**	**(2,170,666)**
Cash Restricted		
Net Current Funding Position	**33,532,387**	**37,004,998**
Balance made up of Municipal Surplus	**33,532,387**	**37,004,998**

SHIRE OF KALAMUNDA
STATEMENT OF CHANGES IN EQUITY
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

	RETAINED SURPLUS $	RESERVES CASH/ INVESTMENT BACKED $	REVALUATION SURPLUS $	TOTAL EQUITY $
Balance as at 30 June 2012	194,723,847	2,677,466	129,665,629	327,066,942
Restated Balance	194,723,847	2,677,466	129,665,629	327,066,942
Comprehensive Income				
Net Result	5,077,717	0	0	5,077,717
Changes on Revaluation of Non-Current Assets	0	0	(2,735,621)	(2,735,621)
Total Comprehensive Income	5,077,717	0	(2,735,621)	2,342,096
Reserve Transfers	516,638	(516,638)	0	0
Balance as at 30 June 2013	**200,318,202**	**2,160,828**	**126,930,008**	**329,409,038**
Comprehensive Income				
Net Result	27,480,993	0	0	27,480,993
Changes on Revaluation of Non-Current Assets	0	0	0	0
Total Other Comprehensive Income	27,480,993	0	0	27,480,993
Reserve Transfers	(200,539)	200,539	0	0
Balance as at 30 September 2013	**227,598,656**	**2,361,367**	**126,930,008**	**356,890,031**

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF KALAMUNDA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

Note 5 - NOTES TO THE STATEMENT OF CASH FLOWS

(a) Reconciliation of Cash

For the purposes of the statement of cash flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the statement of financial position as follows:

	30/09/2013 $	30/06/2013 $
Cash and Cash Equivalents	27,434,766	10,211,894
Overdraft Funding		-
	27,434,766	10,211,894

(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result

Net Result	27,480,994	5,077,717
Depreciation	2,393,031	9,463,237
(Profit)/Loss on Sale of Asset	(30,318)	(1,976,459)
(Increase)/Decrease in Receivables	(9,182,026)	509,661
(Increase)/Decrease in Inventories	(15,849)	44,940
Increase/(Decrease) in Payables	(2,493,818)	(443,794)
Increase/(Decrease) in Employee Provisions	72,403	400,727
Non Cash Contribution (EMRC)	0	(2,516,642)
Proceeds from Sale of Land Receivable	0	(187,087)
Grants/Contributions for the Development of Assets	(15,572)	(2,741,392)
Non-Current Asset recognised due to changes in legislative requirements	0	(2,249,250)
Net Cash from Operating Activities	18,208,845	5,381,658

(c) Undrawn Borrowing Facilities Credit Standby Arrangements

Bank Overdraft limit	1,500,000
Bank Overdraft at Balance Date	0

SHIRE OF KALAMUNDA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

(a) Basis of Accounting

This statement is a special purpose financial report, prepared in accordance with applicable Australian.
Australian Accounting Standards, other mandatory professional reporting requirements and the *Local Government Act 1995* (as amended) and accompanying regulations (as amended).

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 11.

(c) Rounding Off Figures

All figures shown in this statement are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

SHIRE OF KALAMUNDA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(g) Trade and Other Receivables

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectability of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs of necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be realised in the next twelve months.

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of the cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

SHIRE OF KALAMUNDA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	30 to 50 years
Furniture and Equipment	5 to 10 years
Plant and Equipment	5 to 10 years
Infrastructure	
Roads	50 years
Drains and Sewers	80 years
Parks (Plant and Equipment)	10 to 40 years

(k) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the local government prior to the end of the financial year that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits).The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

SHIRE OF KALAMUNDA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(ii) Annual Leave and Long Service Leave (Long-term Benefits). The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

SHIRE OF KALAMUNDA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

(o) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

(p) Nature or Type Classifications

Rates

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of noncurrent assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

SHIRE OF KALAMUNDA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Service Charges
Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity, neighbourhood surveillance services and water. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings
Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Other Revenue / Income
Other revenue, which cannot be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs
All costs associated with the employment of persons such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Materials and Contracts
All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communicationexpenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

Utilities (Gas, Electricity, Water, etc.)
Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

Insurance
All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

SHIRE OF KALAMUNDA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Loss on asset disposal
Loss on the disposal of fixed assets.

Depreciation on non-current assets
Depreciation expense raised on all classes of assets.

Interest expenses
Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft
accommodation and refinancing expenses.

Other expenditure
Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade
Levy and State taxes. Donations and subsidies made to community groups.

(r) Statement of Objectives

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE
Details of expenses related to Councils eight councillors, who normally meet the third Monday of each month, make policy decisions, review Councils operations, plan for current and future service provision requirements and undertake necessary appropriate training and attend conferences.

GENERAL PURPOSE FUNDING
Rates - the amount raised is determined by Councils budget "shortfall" that is known income and desired expenditure.

General purpose grants - are the grant amounts paid to the shire from Federal Government funding as determined by and via the Western Australian Local Government Grants Commission.

Interest - interest earned on monies invested or deposited by Council.

LAW, ORDER, PUBLIC SAFETY
Supervision of by-laws, fire prevention and animal control.
Requirements that Council carries out by statute.

SHIRE OF KALAMUNDA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

HEALTH
Food quality control, immunisation, contributions to medical, health and operation of the child health clinic.

EDUCATION AND WELFARE
Assists in the provision of the Home and Community Care services, Seniors and Pensioner requirements.

COMMUNITY AMENITIES
Operation and control of cemeteries, public conveniences and sanitation service. Provides public amenities.
Owns and operates the town site deep sewerage service. Controls and maintains one rubbish disposal site.

RECREATION AND CULTURE
Maintenance of hall, the aquatic centre, library and various reserves.

TRANSPORT
Construction and maintenance of roads, footpaths, drainage works and cleaning of streets.
Provision of infrastructure necessary to ensure adequate transport, communication, freight, social access routes and environmental enhancement within the shire.

ECONOMIC SERVICES
Tourism, pest control, building controls and natural resource management. Tourism facilities, information and directional signs. Weed and pest control services. Necessary building control services.

OTHER PROPERTY & SERVICES
Private works carried out by council and indirect cost allocation pools. Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.

SHIRE OF KALAMUNDA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

	Actual 30/09/2013 $	Original Budget 30/06/2014 $	Original Budget 30/06/2014 $
Note 6 - RESERVES - CASH/INVESTMENT BACKED			
(a) Land and Property			
Opening Balance	717,693	3,235,498	3,235,498
Interest Earned	5,116	97,065	97,065
Amount Set Aside / Transfer to Reserve	185,897	5,200,000	5,200,000
Amount Used / Transfer from Reserve	0	(6,865,000)	(6,865,000)
	908,706	1,667,563	1,667,563
(b) Waste Management			
Opening Balance	156,580	154,349	154,349
Interest Earned	1,034	4,630	4,630
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	157,614	158,979	158,979
(c) EDP - IT Equipment			
Opening Balance	169,913	122,666	122,666
Interest Earned	1,121	3,680	3,680
Amount Set Aside / Transfer to Reserve	0	1,250,000	1,250,000
Amount Used / Transfer from Reserve	0	(1,228,000)	(1,228,000)
	171,034	148,346	148,346
(d) Local Government Elections			
Opening Balance	0	0	0
Interest Earned	0	0	0
Amount Set Aside / Transfer to Reserve	0	110,000	110,000
Amount Used / Transfer from Reserve	0	(110,000)	(110,000)
	0	0	0

(e) Long Service Leave			
Opening Balance	73,109	72,067	72,067
Interest Earned	482	2,162	2,162
Amount Set Aside / Transfer to Reserve	0	100,000	100,000
Amount Used / Transfer from Reserve	0	(60,000)	(60,000)
	73,591	114,229	114,229
(f) Plant and Equipment			
Opening Balance	28,350	27,946	27,946
Interest Earned	187	838	838
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	28,537	28,784	28,784
(g) Stirk Park Reserve			
Opening Balance	24,723	24,373	24,373
Interest Earned	163	731	731
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	24,886	25,104	25,104
(h) HACC			
Opening Balance	443,392	437,831	437,831
Interest Earned	2,927	13,135	13,135
Amount Set Aside / Transfer to Reserve	0	250,000	250,000
Amount Used / Transfer from Reserve	0	0	0
	446,319	700,966	700,966
(i) Forrestfield Industrial Area			
Opening Balance	160,787	77,804	77,804
Interest Earned	1,061	2,334	2,334
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	(30,000)	(30,000)
	161,848	50,138	50,138

(j)	**Insurance Contingency**			
	Opening Balance	164,706	162,362	162,362
	Interest Earned	1,087	4,871	4,871
	Amount Set Aside / Transfer to Reserve	0	0	0
	Amount Used / Transfer from Reserve	0	0	0
		165,793	167,233	167,233
(k)	**Light Plant**			
	Opening Balance	33,443	32,967	32,967
	Interest Earned	221	989	989
	Amount Set Aside / Transfer to Reserve	0	0	0
	Amount Used / Transfer from Reserve	0	0	0
		33,664	33,956	33,956
(l)	**Revaluation**			
	Opening Balance	136,416	134,472	134,472
	Interest Earned	900	4,034	4,034
	Amount Set Aside / Transfer to Reserve	0	50,000	50,000
	Amount Used / Transfer from Reserve	0	0	0
		137,316	188,506	188,506
(m)	**Nominated Employee Leave Provisions**			
	Opening Balance	24,340	23,990	23,990
	Interest Earned	161	720	720
	Amount Set Aside / Transfer to Reserve	0	0	0
	Amount Used / Transfer from Reserve	0	0	0
		24,501	24,710	24,710
(n)	**Unexpended Capital Works and Specific Purpose Grants**			
	Opening Balance	0	0	0
	Amount Set Aside / Transfer to Reserve	0	0	0
	Amount Used / Transfer from Reserve	0	0	0
		0	0	0

(o) Enviromental Reserve			
Opening Balance	27,376	45,647	45,647
Interest Earned	182	1,369	1,369
Amount Set Aside / Transfer to Reserve	0	101,000	101,000
Amount Used / Transfer from Reserve	0	(52,000)	(52,000)
	27,558	96,016	96,016
TOTAL CASH BACKED RESERVES	**2,361,367**	**3,404,530**	**3,404,530**

SUMMARY

	2012-13 Actual YTD $	2012-13 Budget $	2011-12 Orig. Budget $
Opening Balance	2,160,828	4,551,972	4,551,972
Transfer from Accumulated Surplus - Interest	14,642	136,558	136,558
Transfer from Accumulated Surplus	185,897	7,061,000	7,061,000
Transfer to Accumulated Surplus	0	(8,345,000)	(8,345,000)
Closing Balance	**2,361,367**	**3,404,530**	**3,404,530**

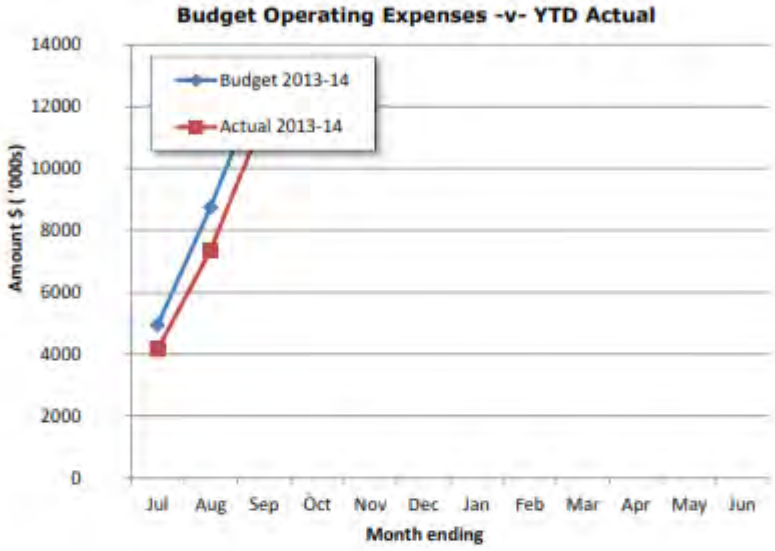
SHIRE OF KALAMUNDA
Investment Report
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

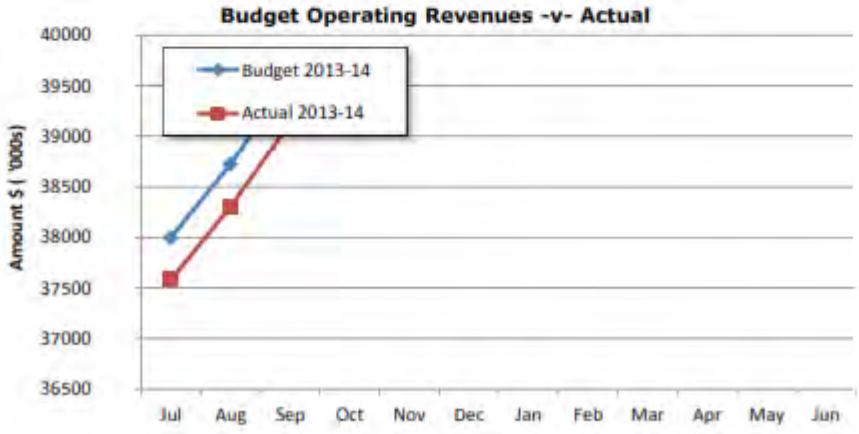
Invest #	Bank	Term	Interest Rate %	Weighted Int Rate	Maturity	Fund	Amount
MUNICIPAL FUNDS							
Cash at Bank							
SOK - MOW	ANZ-Meals on Wheels					Municipal	$7,463.14
SOK - KHACC	Bank West-Home and Community Care					Municipal	$32,670.68
SOK	Commonwealth Chequing Account					Municipal	$133,945.08
SOK	Commonwealth Savings Account					Municipal	$5,741,101.61
SOK	Commonwealth CIP					Municipal	$0.00
SOK	Commonwealth Savings Account (Health)					Municipal	$0.00
SOK	Commonwealth Savings Account (Trybooking)					Municipal	$462.02
SOK	Commonwealth Overdraft $1,500,000 GFL					Municipal	$1,730.54
							$5,917,373.07
Cash Investments							
9075	ING	90	4.29%	0.1976%	6/9/13	Municipal	$1,258,189.14
9081	NAB	120	4.00%	0.3039%	22/11/13	Municipal	$2,075,001.99
9083	NAB	120	4.00%	0.1519%	22/11/13	Municipal	$1,037,501.01
9087	Westpac	120	4.20%	0.1538%	16/11/13	Municipal	$1,000,000.00
9088	Suncorp	120	4.10%	0.1501%	19/11/13	Municipal	$1,000,000.00
9089	Bendigo	120	3.80%	0.1391%	29/11/13	Municipal	$1,000,000.00
9090	St George	90	3.79%	0.1388%	29/10/13	Municipal	$1,000,000.00
9091	Suncorp	90	3.60%	0.1318%	4/11/13	Municipal	$1,000,000.00
9092	Bendigo	90	3.80%	0.1391%	4/11/13	Municipal	$1,000,000.00
9093	ING	120	3.82%	0.1399%	4/12/13	Municipal	$1,000,000.00
9094	St George	120	3.60%	0.1318%	4/12/13	Municipal	$1,000,000.00
9095	Westpac	120	3.70%	0.1355%	9/12/13	Municipal	$1,000,000.00
9096	Suncorp	180	3.85%	0.2819%	10/2/14	Municipal	$2,000,000.00
9097	St George	180	3.74%	0.2739%	13/2/14	Municipal	$2,000,000.00
9098	ING	180	3.95%	0.1446%	11/2/14	Municipal	$1,000,000.00
9099	ING	180	3.93%	0.1439%	17/2/14	Municipal	$1,000,000.00
							$19,370,692.14

Invest #	Bank	Term	Interest Rate %	Weighted Int Rate	Maturity	Fund	Amount
Cash Backed Reserves							
SOK	Commonwealth Bank Savings Account					Reserve	$2,170,666.26
							$2,170,666.26
Total Municipal/Reserve Funds							**$27,458,731.47**
Trust Funds							
SOK	Shire of Kalamunda-BCITF,BRB,Unclaimed Monies					Trust	$60,634.10
SOK	Shire of Kalamunda-Environmental Friends Group					Trust	$4,032.95
SOK	Forrestfield Industrial Area Trust					Trust	$231,299.67
							$295,966.72
Cell 9 Scheme Contributions							
CELL9 TD2	NAB	120	4.07%	0.1714%	28/9/13	Trust	$1,150,427.75
CELL9 TD5	Westpac	90	4.15%	0.1746%	10/9/13	Trust	$1,149,450.74
CELL9 TD6	Bendigo	120	3.80%	0.1583%	29/11/13	Trust	$1,138,060.68
CELL9 TD7	Bendigo	120	3.80%	0.1583%	29/11/13	Trust	$1,138,060.68
CELL9 TD8	ANZ	90	4.00%	0.2495%	28/7/13	Trust	$1,084,192.00
CELL9 TD9	ING	90	4.17%	0.1655%	9/9/13	Trust	$1,084,136.22
CELL9 TD10	Westpac	92	4.15%	0.1592%	10/9/13	Trust	$1,047,762.42
	Cell 9 Cheque Account/Online Saver						$2,303,878.32
							$10,095,968.81
Public Open Space Funds							
POS	ING	120	4.30%	0.1945%	13/12/13	Trust	$1,235,321.11
POS	Commonwealth Cash at Bank	At Call				Trust	$985,399.31
							$2,220,720.42
Total Trust Funds							**$12,612,655.95**
SUMMARY OF FUNDS							
Municipal/Reserve Funds							$27,458,731.47
Trust Funds							$12,612,655.95
Total Funds							**$40,071,387.42**

SHIRE OF KALAMUNDA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

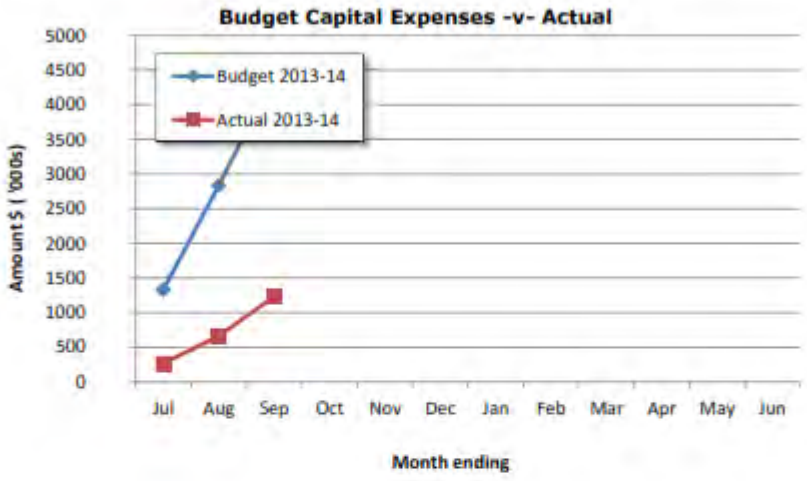
Note 2 - Graphical Representation - Source Statement of Financial Activity

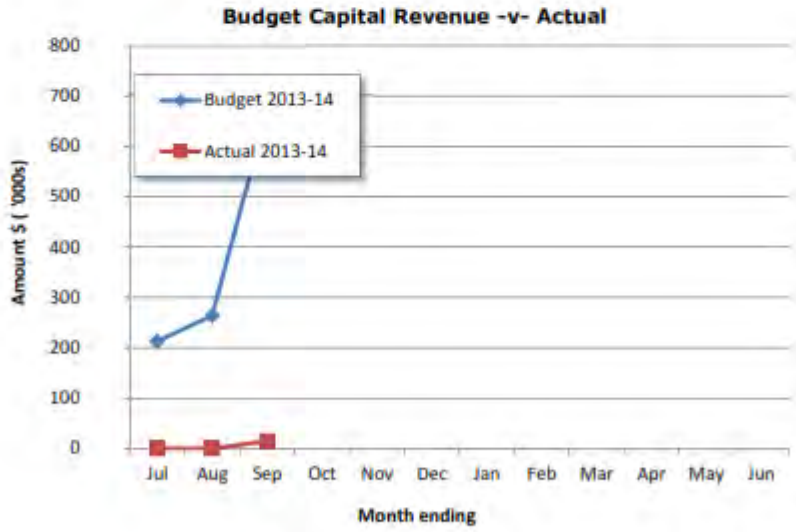




SHIRE OF KALAMUNDA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

Note 2 - Graphical Representation - Source Statement of Financial Activity





SHIRE OF KALAMUNDA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

Note 3 - CAPITAL DISPOSALS AND ACQUISITIONS

Profit(Loss) of Asset Disposal						Current Budget Replacement		
Cost/ Revalued Amount	Accu-mulated Depre-ciation	Net Book Value	Proceeds	Profit (Loss)	Disposals	Budget	Actual	Variance
$	$	$	$	$		$	$	$
					Property, Plant & Equipment Land			
0	0	0	0	0	Profit on Sale - 39 (Lot 263) Maida Vale Road	138,430	0	(138,430)
0	0	0	0	0	Profit on Sale - 2 Cabarita Road	241,995	0	(241,995)
0	0	0	0	0	Profit on Sale - Edney Road	1,477,000	0	(1,477,000)
0	0	0	0	0	Profit on Sale - Carmel Road	220,000	0	(220,000)
0	0	0	0	0	Profit on Sale - 88 Hale Road	663,885	0	(663,885)
0	0	0	30,318	30,318	**Plant & Property**	(20,000)	30,318	50,318
0	0	0	0	0	**Furniture & Equipment**	0	0	0
0	**0**	**0**	**30,318**	**30,318**		**2,721,310**	**30,318**	**(2,690,992)**

Comments - Capital Disposal
The disposals for Assets were held while the revaluation for plant and equipment were finalised for 2012-13.

	Funding Information					Current Expenditure This Year		
Budgeted Grants	Approved Grants	Reserves/ Municipal Funded	Restricted Cash	Total	Summary Acquisitions	Budget	Actual	Variance
$	$	$	$	$		$	$	$
					Property, Plant & Equipment			
0	0	2,850,522	0	(2,850,522)	Land	2,847,500	3,022	(2,844,478)
495,561	495,561	2,359,100	0	(1,863,539)	Buildings	2,842,560	244,843	(2,597,717)
0	0	821,192	0	(821,192)	Plant & Property	817,242	101,846	(715,396)
0	0	1,299,809	0	(1,299,809)	Furniture & Equipment	1,299,809	122,968	(1,176,841)
					Infrastructure			
2,231,702	3,337,448	(533,675)	1,089,848	3,893,621	Roadworks	3,893,621	84,935	(3,808,686)
0	0	1,167,999	0	1,167,999	Drainage	1,167,999	200,310	(967,689)
132,000	134,000	284,059	0	418,059	Footpath & Cycleways	417,494	64,380	(353,114)
929,672	0	3,209,961	0	3,209,961	Parks, Gardens & Reserves	3,209,961	189,028	(3,020,933)
47,500	0	519,605	0	519,605	Car Parks	514,805	4,800	(510,005)
3,836,435	**3,967,009**	**11,978,573**	**1,089,848**	**2,374,183**	**Capital Totals**	**17,010,992**	**1,016,133**	**(15,994,859)**

SHIRE OF KALAMUNDA
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE 3 MONTHS TO 30 SEPTEMBER 2013

Note 4(a) - OPERATING GRANTS

Program/Details	Provider	Approval	2013-14 Budget	Operating	Recoup Status Received	Recoup Status Not Received
		(Yes/No)	$	$	$	$
GENERAL PURPOSE GRANTS						
Financial Assistance Grant	Grants Commission	Yes	2,017,800	2,017,800	272,173	1,745,627
LAW, ORDER, PUBLIC SAFETY						
Volunteer Bush Fire Brigade Grant	DFES	Yes	116,590	116,590	29,148	87,443
State Emergency Services Grant	DFES	Yes	51,200	51,200	14,650	36,550
EDUCATION AND WELFARE						
Podiatry Grant	Dept of Health	Yes	6,500	6,500	6,500	0
Community Care Grant	Dept of Health	Yes	2,694,363	2,694,363	892,740	1,801,623
Meals on Wheels Grant	Dept of Health	Yes	14,353	14,353	6,681	7,672
Community Aged Care Packages	Dept of Health	Yes	245,178	245,178	29,033	216,145
COMMUNITY AMENITIES						
Environmental Projects Grants	Lotterywest	Yes	85,000	85,000	0	85,000
Environmental Projects Grants	EMRC	Yes	6,882	6,882	0	6,882
Environmental Projects Grants	Bronzewing	Yes	19,918	19,918	5,091	14,827
Economic & Employment Lands Strategy for Forrestfield / High Wycombe	Dept of Planning	Yes	0	0	25,000	(25,000)
RECREATION AND CULTURE						
Healthy Communities Initiative	Dept of Health	Yes	140,000	140,000	120,000	20,000
Events Grants	Lotterywest	Yes	20,000	20,000	0	20,000
Events Grants	Lotterywest	Yes	2,000	2,000	0	2,000
Libraries Grant	LISWA	Yes	1,500	1,500	0	1,500
OTHER PROPERTY AND SERVICES						
Traineeship Grant	DEEWR	Yes	6,500	6,500	0	6,500
TOTAL OPERATING GRANTS AND SUBSIDIES			**5,427,783**	**5,427,784**	**1,401,015**	**4,026,769**

Note 4 (b) - CAPITAL GRANTS AND CONTRIBUTIONS

Program/Details		Provider	Approval	2013-14 Budget	Capital Grants	Capital Contributions	Recoup Status Received	Recoup Status Not Received
			(Yes/No)	$	$	$	$	$
RECREATION AND CULTURE								
	Community Grant	NA	Yes	(24,226)	(24,226)		0	(24,226)
	Community Contribution	Lotterywest	Yes	(5,984)		(5,984)	0	(5,984)
	Parks Grants	Lotterywest	Yes	185,000	185,000		0	185,000
	Parks Grants	Lotterywest	Yes	140,000	140,000		0	140,000
	Public Open Space Contribution	Trust Funds	Yes	634,882		634,882	0	634,882
	Building Construction Grants	Government	Yes	495,561	495,561		0	495,561
TRANSPORT								
	MRWA ROAD FUNDING							
	Project Contributions	MRWA	Yes	272,690		272,690	15,572	257,118
	Direct Grants	MRWA	Yes	1,463,512	1,463,512		0	1,463,512
	BLACKSPOT FUNDING							
	Federal Black Spot Grants	DOTAS	Yes	225,000	225,000		0	225,000
	OTHER ROAD/STREETS GRANTS							
	Roads To Recovery	Dep't Trans & Reg Serv.	No	450,000	450,000		0	450,000
TOTAL NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS				**3,836,435**	**2,934,847**	**901,588**	**15,572**	**3,820,863**

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

10.2.3 Quarterly Progress Report – July to September 2013

Previous Items	OCM 22/2013 and OCM 72/2013
Responsible Officer	Chief Executive Officer
Service Area	Office of the Chief Executive Officer
File Reference	OR-CMA-009
Applicant	N/A
Owner	N/A
Attachment 1	Quarterly Progress Report – July to September 2013

PURPOSE

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

BACKGROUND

2. The Department of Local Government's Integrated Planning Framework requires local governments to establish a number of interlinked guiding plans.

   The outcomes of a successful integrated planning process, as stated by the Department, are –

   "*A Strategic Community Plan that clearly links the community's aspirations with the Council's vision and long term strategy;*
   A Corporate Business Plan that integrates resourcing plans and specific council plans with the Strategic Community Plan, and
   A clearly stated vision for the future viability of the local government area."

3. Council adopted Kalamunda Advancing: Strategic Community Plan to 2023 in March (OCM 22/2013).

4. Council adopted Kalamunda Achieving: Corporate Business Plan 2013/2017 in June 2013 (OCM72/2013) which sets out the priority Actions, services and projects that the Shire will carry out over a four year period, together with the resources that will be required.

5. The Quarterly Progress Report is generated from the Shire's integrated planning system, "Interplan". The Report reflects the progress of individual Actions, which are linked to Kalamunda Advancing: Strategic Community Plan. This ensures each employee is working towards achieving the strategic direction of the Council.

6. The person responsible for an action or task within Interplan is required to provide an update each month, or quarter, giving an indication of how the action is progressing. Key Performance Indicators ("KPIs") are also updated. This information is collected by Interplan to provide an overview of how the organisation is performing.

DETAILS

7. The Quarterly Progress Report for the period 1 July 2013 to 30 September 2013 is presented at (Attachment 1).

8. The Report shows the progress of the Actions and Key Performance Indicators for 2013/2014 from the Corporate Business Plan, *Kalamunda Achieving*. The Report also shows the progress of the Shire against the goals set out in the recently adopted Strategic Plan to 2023, *Kalamunda Advancing*.

Quarterly Progress Against Goals

9. Each business unit in the Shire has a Business Plan, which contains the Actions to be achieved in the 2013/2014 year and each Business Plan is linked to the Corporate Business Plan adopted by the Council. .

10. Each of these Actions is linked to a strategy, outcome and goal in the Strategic Plan. All six goals are showing a high level of achievement. Of the 553 Actions monitored across the organisation, 393 (or 71%) are at 90% or more of their progress target for year to date. A further 49 Actions, shown in the table on page 3 of the Report as "Actions with No Target," are not yet due to start.

Key Performance Indicators

11. Performance against the Shire's corporate KPIs is shown. Many of the new KPIs are to be updated annually, so an "Actual" will not be entered until 30 June 2014.

12. Of the remaining 11 KPIs, for the period 1 July to 30 September 2013

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

13. Please note that the "traffic light" indicator on the Report only relates to the month of September 2013, not to the whole quarter.

Major Projects

14. The Corporate Business Plan, *Kalamunda Achieving*, set out a number of Priority Actions for the Shire for the four year period to 30 June 2017. The progress of the Priority Actions for 2013/2014 is shown in the Major Projects section of the Report. All Actions are on track, or are being monitored (at between 40% and 90% of the progress target for the year to date).

15. Comments indicating the status of the Actions and their current progress are included in pages 7 to 68 of the Report.

STATUTORY AND LEGAL CONSIDERATIONS

16. Nil.

POLICY CONSIDERATIONS

17. Nil.

COMMUNITY ENGAGEMENT REQUIREMENTS

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

FINANCIAL CONSIDERATION

19. Nil. Financial progress is reported monthly via the Monthly Financial Statements.

STRATEGIC COMMUNITY PLAN

Strategic Planning Alignment

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

OBJECTIVE 6.7 – To provide a business environment that strives for continuous improvement through the use of highly effective business systems and processes.

Strategy 6.7.4 Develop and maintain information systems to capture, monitor and compare corporate data and performance.

SUSTAINABILITY

Social Implications

21. The content of this Report provides evidence the Shire is achieving its social outcomes under its Strategic Community Plan.

Economic Implications

22. The content of this Report provides evidence the Shire is achieving its economic outcomes under its Strategic Community Plan.

Environmental Implications

23. The content of this Report provides evidence the Shire is achieving its environmental outcomes under its Strategic Community Plan.

RISK MANAGEMENT CONSIDERATIONS

24.

Risk	Likelihood	Consequence	Mitigation
Accountability and transparency is not provided to the community	Low	High	The Shire would need to find alternative ways to demonstrate to the community how it is achieving its Goals and Actions against its adopted strategic plans of Council.

OFFICER COMMENT

25. Measuring the effectiveness of the Shire against its Strategic Goals and its Corporate Business Plan is important in ensuring the Shire is accountable to its community and the also the Department of Local Government.

26. The Shire can also monitor progress of the delivery of all projects, services and programs and can use this reporting mechanism to identify problems or service delivery failures that may emerge throughout the year.

27. Through monitoring the Shire's progress the risk of service delivery failure is less likely to eventuate and the Council and the Community can be reassured that the budget is being expended in accordance with the adopted plans of Council.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council:

1. Receives the Quarterly Progress Report for July to September 2013.

Moved:

Seconded:

Vote:

Attachment 1

Shire of Kalamunda

Quarterly Progress Report
July to September 2013

Quarterly Progress Against Goals

Shire of Kalamunda **July to September 2013 - Quarterly Progress Report**

GOAL AREA	NO. OF COUNCIL PLAN ACTIONS	NO. OF ACTIONS AT LEAST 90% OF TARGET	NO. OF ACTIONS BETWEEN 70 & 90% OF TARGET	NO. OF ACTIONS LESS THAN 70% OF TARGET	NUMBER OF ONGOING ACTIONS	ACTIONS WITH NO TARGET
1 Kalamunda Cares - Looking after our people	74	72	0	2	0	0
2 Kalamunda Interacts - Providing our people with enjoyment	36	27	0	4	0	5
3 Kalamunda Clean and Green - Caring for the natural environment	51	38	1	4	0	8
4 Kalamunda Develops - Using our land and assets diversely and effectively	69	57	1	7	0	4
5 Kalamunda Employs - Supporting our industries and businesses	23	20	0	0	0	3
6 Kalamunda Leads - Providing good government	300	179	3	89	0	29

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Shire of Kalamunda | July to September 2013 - Quarterly Progress Report

Corporate Scorecard

Quarterly Performance Measures

KPI	Oct 12 - Sep 13	Unit	Target YTD	Actual YTD	Period Target	Period Actual	Indicator
Kalamunda Develops							
* Building Permit/Certificate applications outstanding, as a % of applications received		%	5.00	0.00	5.00	0.00	GREEN
Executive Comments : ***All applications within the system are being processed on time. Currently there are 60 applications pending various issues. There are 50 applications of various types within the processing stream that have yet to be processed.***							
* Building Permit/Certificates determined within the statutory timeframe, as a % of applications received		%	95.00	99.97	95.00	99.97	GREEN
Executive Comments : ***One application appears, from recorded comments, to have been approved outside of the 25 day statutory time frame.***							
* Land sales indicator		$	N/A	N/A	N/A	N/A	Annually
Executive Comments :							
* Landscapes and streetscapes (provision of street trees)		%	N/A	N/A	N/A	N/A	Annually
Executive Comments :							
* Planning applications determined within the requested timeframe, as a % of total applications determined for the month		%	95.00	82.33	95.00	82.33	RED
Executive Comments : ***The delegation available to Officers means that the required amount of applications to be determined within 20 days is not always achievable. If applications require Council and/or WAPC determination this timeframe goes beyond the 20 days.***							
* Planning applications outstanding, as a % of applications received		%	5.00	7.00	5.00	7.00	RED
Executive Comments :							
* Subdivision applications referred to the WA Planning Commission within the statutory timeframe, as a % of applications received		%	95.00	96.67	95.00	96.67	YELLOW
Executive Comments : ***Six applications received and responded to WA Planning Commission within statutory time frame.***							
* Supply of industrial land (land rezoned for industrial use)		#	N/A	N/A	N/A	N/A	Annually
Executive Comments :							
* Supply of residential land (land rezoned for residential use)		#	N/A	N/A	N/A	N/A	Annually
Executive Comments :							
Kalamunda Interacts							

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Shire of Kalamunda — July to September 2013 - Quarterly Progress Report

Quarterly Performance Measures

KPI	Oct 12 - Sep 13	Unit	Target YTD	Actual YTD	Period Target	Period Actual	Indicator
* Participation and usage of key community facilities		#	107,649.00	138,514.00	107,649.00	138,514.00	GREEN
Executive Comments : ***Combines visitation figures from the Shire's libraries, recreation centres, and the Zig Zag Cultural Centre.***							
* Participation at Shire-held events		#	N/A	N/A	N/A	N/A	Annually
Executive Comments :							
Kalamunda Leads							
* Budget variance		%	N/A	N/A	N/A	N/A	Annually
Executive Comments :							
* Corporate efficiency - Audit Issues		#	N/A	N/A	N/A	N/A	Annually
Executive Comments :							
* Corporate efficiency - Management of Major Projects		%	100.00	100.00	100.00	100.00	GREEN
Executive Comments :	***The following Major Projects have commenced:*** **** Hartfield Park Water Harvesting Project (planning)*** **** Bill Shaw Reserve Upgrade (construction)*** **** Town Square and Central Mall Upgrade (construction)*** **** Norm Sadler Pavilion (pre-construction)*** ***all projects are on track and within budget tolerances***						
* Governance Decisions		%	95.00	95.23	95.00	95.23	YELLOW
Executive Comments :	***Decisions database is constantly monitored to ensure Council decisions are enacted within organisation accepted timeframe.***						
* Leadership - Staff Perception		%	N/A	N/A	N/A	N/A	Annually
Executive Comments :							
* Response to Councillor enquiries		%	100.00	100.00	100.00	100.00	GREEN
Executive Comments :	***Majority of requests captured via IT Helpdesk with same day response including after hours and weekends.***						
* Response to customer requests		%	90.00	94.00	90.00	94.00	GREEN
Executive Comments :	***This percentage reflects turn around times on applications such as building where additional information is required since the change in the building legislation which has increased the duration of this process.***						

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Quarterly Performance Measures

KPI	Oct 12 - Sep 13	Unit	Target YTD	Actual YTD	Period Target	Period Actual	Indicator
* Response to incoming correspondence	-	%	90.00	92.00	90.00	92.00	GREEN
Executive Comments :	***This percentage reflects a period of higher than usual volumes of incoming correspondence, during the amalgamation announcement coupled with staff levels affected by absence due to illness.***						
* Risk mitigation - number of identified risks not mitigated		#	N/A	N/A	N/A	N/A	Annually
Executive Comments :							
* Staff satisfaction with their role at the Shire of Kalamunda		%	N/A	N/A	N/A	N/A	Annually
Executive Comments :							

Major Projects

At least 90% of action target achieved
Between 40 and 90% of action target achieved
Less than 40% of action target achieved

ACTION	RESPONSIBLE PERSON POSITION	% COMP	STATUS	START DATE	END DATE	PROGRESS
Goal: 1 Kalamunda Cares - Looking after our people						
Outcome: 1.1 To be a community that cares for its aged and frail and those less fortunate						
Strategy: 1.1.1 Continue to deliver, expand and improve aged care services, through effective business planning and management						
1.1.1.9 A Positive Ageing Plan is developed and endorsed to guide the provision and delivery of aged services and programs in the Shire.	Kerry Fryers - Manager Community Care	34.00%	In Progress	01/07/2013	30/06/2014	GREEN
PROGRESS COMMENTS Research, benchmarking and community consultation has commenced to identify current trends, areas of need, gaps in service delivery, opportunities for improvement and implementation of services and programs for frail, aged and disabled within the Shire of Kalamunda.						
1.1.1.6 Annual Improvement Plan for Community Care is reviewed and implemented.	Kerry Fryers - Manager Community Care	11.00%	In Progress	01/07/2013	30/06/2017	GREEN
PROGRESS COMMENTS It is anticipated that the Department will make contact and request an updated Improvement Plan in November 2013. The Shire is maintaining a list of continuous improvement opportunities as identified via the Community Care feedback systems.						
1.1.1.7 Maintain quarterly progress report for Community Care services.	Kerry Fryers - Manager Community Care	9.00%	In Progress	01/07/2013	30/06/2017	GREEN
PROGRESS COMMENTS Quarterly Report for July - September is currently being produced.						
Strategy: 1.1.2 Continue to deliver relevant and effective programs to our elderly so they can feel socially connected and supported from within the community						

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

1.1.2.5 Seniors Week is recognised, promoted and supported as the most significant event for seniors living in the Shire.	Kerry Fryers - Manager Community Care	9.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Seniors Week will commence on Saturday 9 November and conclude on Friday 15 November 2013.

Staff and Councillors have worked in partnership to develop an exciting and varied program consisting of seven events to recognise seniors and celebrate life during Seniors Week 2013. Tickets for Seniors Week can be reserved by seniors from 1 October 2013.

1.1.2.3 Continue to implement the Seniors Action Plan 2010-2014.	Kerry Fryers - Manager Community Care	9.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The Seniors Action Plan will be reviewed and updated to incorporate recommendations resulting from the current research project.

Implementation of the Seniors Action Plan is ongoing.

1.1.2.6 Funding for the Seniors program is monitored and all grants available are sought after.	Kerry Fryers - Manager Community Care	9.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Educational and social events for Seniors are presented throughout the year.

Staff from Recreation and Seniors Services have worked in partnership to present a free event for seniors on 13 September 2013 during Stay on Your Feet Week. Seniors will be informed on many ways to reduce the risk of falls during an educational and interactive workshop at the Hartfield Park Recreation Centre.

Seniors will be invited to celebrate life by participating in a range of exciting and varied events throughout Seniors Week which runs from 9 November to 15 November 2013.

Strategy: 1.1.3 Plan for and provide ongoing support for people with disabilities to feel included within the community

1.1.3.5 The Disability Access & Inclusion Plan (DAIP) is funded and implemented annually.	Kerry Fryers - Manager Community Care	9.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Funding is allocated annually to improve access and implement the Disability Access and Inclusion Plan (DAIP).

Strategy: 1.1.3 Plan for and provide ongoing support for people with disabilities to feel included within the community

1.1.3.4 External funding for DAIP actions is monitored and all grants available are sought after.	Kerry Fryers - Manager Community Care	9.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Staff regularly research grant funding opportunities for improvement of access and implementation of the recommendations contained within the Disability Access and Inclusion Plan (DAIP).

Strategy: 1.1.4 Monitor trends and reform in aged care, including funding opportunities

1.1.4.2 Monitor, pursue and report annually on growth in funding to Community Care services to maximise all available funding sources.	Kerry Fryers - Manager Community Care	9.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Funding resources are investigated and monitored annually to ensure maximum value is achieved.

1.1.4.1 Undertake research projects every two years to investigate trends and opportunities in the provision of care and support services for the aged (2013/2014).	Kerry Fryers - Manager Community Care	34.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

Research has commenced to investigate trends and opportunities within the provision of services for seniors.

Components of the research will include benchmarking and community consultation.

Outcome: 1.10 To support families with young children

Strategy: 1.10.1 Establish support networks in the community to enable families with young children to be socially connected

1.10.1.1 Maintain relationship with Early Years Group Network, considering opportunities to advocate and promote initiatives.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Attended Zig Zag Early Years Partnership meetings July to September. The outcome from these meetings is to progress the initiative to develop a Children's Services directory and expand promotion of this contacts list, by uploading onto the Shire website and producing a hard copy for distribution.

Strategy: 1.10.2 Plan local parks and facilities (where appropriate) so they are family friendly and relevant to young children

1.10.2.3 Develop the Open Space Improvement Program for passive and active recreation sites, in line with asset management requirements.	Sam Assaad - Manager Infrastructure Operations	25.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

The Open Space Asset Management Plan is currently being reviewed and will be used as a foundation for the improvement program. In the meantime, activities identified in the long term financial plan are being implemented.

1.10.2.6 Develop a five year plan to implement the Woodlupine Living Stream Project.	Andrew Fowler-Tutt - Manager Development Services	25.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

A draft plan has been prepared, this is currently under review with the composition of the team members changing.

1.10.2.1 Ensure the design and development of all future neighbourhood level parks considers the needs of families, through the establishment of local community working groups.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Council has included funds in the 2013/14 budget to undertake an upgrade of Bill Shaw Reserve in Walliston.

The upgrade includes a car-park extension, new path network, toilet facility, new BBQ, new shade structure for play equipment and new outdoor fitness equipment.

Works are scheduled to commence between September 2013 and June 2014.

1.10.2.7 Implement the redevelopment of Lot 35 (348) Hale Road for Public Open Space.	Andrew Fowler-Tutt - Manager Development Services	25.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

A consultant is making some minor amendments to the concept plan in light of the latest Woodlupine drain re-alignment drawings. These drawings have been submitted to the Water Corporation for approval.
No budget funding allocated for the 13/14 year for on ground landscaping. The site will be tidied up to allow for slashing of grass. Quotes have been sought for the site clean up.

Outcome: 1.2 To ensure the aging population has housing choice

Strategy: 1.2.1 Collaborate with residential care providers to increase the number of residential care places within the Shire

1.2.1.1 Undertake the rezoning process for Wilkins Road and prepare the acquisition and disposal of the site.	Warwick Carter - Manager Commercial Services	10.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Rezoning of Wilkins Road ongoing and awaiting initiation of Metropolitan Region Scheme amendment by WA Planning Commission. Environmental Protection Biodiversity Conservation application lodged with Federal Government. Clock stopped on assessment awaiting further flora survey.

Strategy: 1.2.2 Advocate and facilitate large parcels of land within the Shire to be established for aged care facilities

1.2.2.2 Prepare and implement an Aged Care Advocacy Action Plan in partnership with the community.	Warwick Carter - Manager Commercial Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Evaluation of aged care sites under way. Work to progress State Government controlled sites has commenced. Additional strategies to be determined and progressed.

Outcome: 1.3 To be a community that listens to, engages with and involves its young people in decision making

Strategy: 1.3.1 Endeavour to involve young people in the planning and delivery of activities, in line with the Shire's Youth Plan

1.3.1.1 Coordinate and/or implement consultation-based programs, activities and initiatives related to the Youth Plan.	Darren Jones - Manager Community Development	9.00%	In Progress	01/07/2013	30/06/2016	GREEN

PROGRESS COMMENTS

Current youth-interactive initiatives include:
* Researching a music-based programme, including development of a database of interested individuals/groups.
* Currently developing a new brand for the promotion of the Youth Advisory Group.
* Principals' lunch held 17 September 2013, 24 principals in attendance. The lunch also included a presentation by motivational speaker Greg Mitchell.
* Completed a 3 year funding agreement developed with YouthCARE for Chaplaincy Services in schools.
* Completed advertising for recruitment of next year's Youth & Community Assistant via local media and schools towards end of October 2013.

Strategy: 1.3.2 Ensure youth friendly spaces are considered and designed within new and existing facilities

1.3.2.1 Consult, design, develop and construct a new skate facility at Hartfield Park.	Darren Jones - Manager Community Development	25.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

Project Plan currently being finalised and investigations under way with other Local Government Authorities to develop the tender specifications.

Commencement of works subject to approval from the Federal Government to undertake the clearing of Morrison Oval.

Strategy: 1.3.2 Ensure youth friendly spaces are considered and designed within new and existing facilities

1.3.2.2 Progress a Shire-wide audit of existing youth-related facilities to determine potential improvements.	Darren Jones - Manager Community Development	9.00%	In Progress	01/07/2013	30/06/2016	GREEN

PROGRESS COMMENTS

Further to the 2012/13 audit of skate facilities, a Shire-wide audit of community spaces and facilities has now been undertaken to identify existing and potential spaces that are accessible or currently used by young people. The audit includes Shire and privately owned venues, indoor and outdoor spaces, permanent and temporary facilities. The findings will be added to and updated on an ongoing basis by the Shire's Youth & Community Assistant in conjunction with the Youth Advisory Group, and will inform the use of spaces for 2013/14 youth programming and events.

Outcome: 1.4 To ensure the community has the resilience to respond and protect itself from danger and disasters

Strategy: 1.4.1 Ensure that the Shire is well prepared and has plans and resources ready to respond to any disaster or danger that may confront its community

1.4.1.3 Provide adequate resources to ensure the Shire is well prepared for a disaster or danger that may confront its community.	Jonathan Smith - Manager Rangers and Health Services	25.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Currently no dedicated account is set aside for emergency management matters. The matter will be raised during the quarterly budget review with a view to establish a separate code for emergency management matters.

1.4.1.2 Continue to deliver a range of fire management services to the community in partnership with State and local volunteer services.	Sam Assaad - Manager Infrastructure Operations	25.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Fire Protection Crew continues to undertake bushfire mitigation on Shire reserves, including hazard reduction burns.

The Shire will again use two Fire Hazard Inspectors to complement the Rangers at the start of the fire season in October to undertake private property Inspections for bush fire compliance, with warnings and education until 1 December, after which time enforcement will commence.

The Shire continues to support the local Bushfire Brigade and State Emergency Service units.

The Department of Fire and Emergency Services advises that, following the promotion of the Kalamunda Community Emergency Services Manager, confirmation of the new incumbent for this position is imminent.

Strategy: 1.4.1 Ensure that the Shire is well prepared and has plans and resources ready to respond to any disaster or danger that may confront its community

1.4.1.1 Coordinate and support the ongoing function of the Local Emergency Management Committee.	Jonathan Smith - Manager Rangers and Health Services	25.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The draft revised Local Emergency Management Arrangements (LEMA), as approved at the last Local Emergency Management Committee meeting, was endorsed by Council in September. Copies were provided to the State Emergency Management Committee and the District Emergency Management Committee.

A state emergency exercise was held on 21 August - the Kalamunda LEMA was activated and the Shire participated. The exercise provided an opportunity for the Shire to test its response capabilities in the event of an emergency. A number of matters for improvement were identified, which will be pursued.

The Local Emergency Management Committee and the Recovery Committee meet regularly, and all contact details are kept up to date.

Outcome: 1.5 To provide a safe environment for the entire community to enjoy

Strategy: 1.5.1 Provide support for community safety through education, awareness raising programs and a responsive ranger service

1.5.1.1 Provide a well-resourced Ranger Service for the community.	Jonathan Smith - Manager Rangers and Health Services	25.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Ranger Services continue to provide a responsive service, particularly in following up dog and parking complaints. Currently undertaking the recruitment of an additional trainee Ranger to enhance the Service, noting the impact of the new Cat Act and increase in customer requests. Staff are supervised, provided with on the job training and mentored to ensure best practices are in place.

Strategy: 1.5.2 Develop, implement and review the Shire's Community Safety and Crime Prevention Plan

1.5.2.1 Implement the Community Safety and Crime Prevention Plan.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Council endorsed the Community Safety and Crime Prevention Plan in August 2013.
The implementation plan is now under way with the key initiatives including the following:
* Interviewing for 0.6FTE Officer
* The Shire has registered in WA Police's E-Watch system
* Research and actions to revive the Advisory Committee are under way - including advertising for expressions of interest from the public

Strategy: 1.5.3 Work in partnership with the community and other levels of government to achieve lasting improvements in community safety

Strategy: 1.5.3 Work in partnership with the community and other levels of government to achieve lasting improvements in community safety

1.5.3.6 Prepare and implement Local Area Traffic Management Programs to improve road safety, including State and Federal Black Spot Projects.	Sam Assaad - Manager Infrastructure Operations	8.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Local Area Traffic Management is being investigated in the following areas:
* High Wycombe and Forrestfield (Wittenoom Road, Milner Road)
* Gooseberry Hill (Lascelles Parade)
* Lesmurdie (Falls Road)

Submission of 2014/15 Black Spot applications sent early July 2013. No Black Spot projects are funded in 2013/14.

1.5.3.2 Undertake an audit of Public Area Lighting to identify areas within the Shire where community safety can be improved.	Sam Assaad - Manager Infrastructure Operations	33.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

A lighting audit of the Zig Zag Cultural Centre, Library and carpark areas was completed in August. The report and design/specifications were received, highlighting several deficiencies and areas for improvement. Several improvements have been implemented including new lighting in front of the visitors centre and replacement of old lights around the library. Further work is in progress to identify funding to commence implementation of other improvements.

Commenced investigations of an alternative (solar) street light in Secrett Lane as a demonstration site.

1.5.3.1 Implement the Zig Zag Precinct Community Action Plan.	Rhonda Hardy - Chief Executive Officer	9.00%	In Progress	01/07/2013	30/06/2016	GREEN

PROGRESS COMMENTS

The Zig Zag Community Action Plan comprises 13 actions as follows:
1. Investigate the process required to enable the prohibition of motor vehicles from driving along the lower section of the Zig Zag Scenic Drive in order to create a motor vehicle free zone. A Report for Council will be submitted in November 2013 outlining the pros and cons of closing the road to vehicles.
2. Investigate the development of the Lower Zig Zag Scenic Drive as a track for cycling, walking and hiking as a tourism attraction that lends itself to events and for use by Shire residents. A Report has been prepared and will be presented to Council in November 2013.
3. Form a community group to work closely with the Shire to develop the Zig Zag Scenic Drive vision - to be a highly utilised and well recognised recreational and tourism attraction for the Shire. A workshop with the community will be convened once the research reports are drafted.
4. Assess the feasibility of a service that would include residents being able to register their home when away on holidays, provide locally available officers to respond to unwanted people on private property, limit the impact of private parties on other residents and a host of other related services. This action will be undertaken after action 8 has been decided upon.
5. Seek Council support to undertake a Shire wide consultation process that assesses the levels of community support for the introduction of ratepayer-funded Shire wide security patrol service. A Report for Council will be submitted in November 2013 outlining details and options about security services.

Strategy: 1.5.3 Work in partnership with the community and other levels of government to achieve lasting improvements in community safety

PROGRESS COMMENTS

6. If Council supports a Shire wide consultation process, that funding is sourced both from external sources as well as allocated into the Shire's budget to undertake the Shire wide consultation process. This action will be undertaken after action 8 has been decided upon.
7. The Shire Council undertakes a redesign of the upper Zig Zag car park to install appropriate traffic calming devices. Budget has been allocated in 2014 for detailed design of the car park.
8. The Shire redesigns the intersection of Tella Street, Lascelles Parade and Williams Road into a full intersection with stop sign as a slow point for vehicle traffic movement. Budget had been allocated in 2013, detailed design has been completed. Community consultation is now required prior to construction phase planned for early 2014.
9. The Shire liaises with the Main Roads Department to increase the number of appropriate speed signs being installed in order that they are placed regularly along Williams Road through to Lascelles Parade. A request to Main Roads has been submitted.
10. To ensure public safety, the Shire actions an immediate pruning program to reduce current vegetation growth that impinges on the road surface along the Upper Zig Zag. Pruning has been completed.
11. The Shire increases the level of service for regular pruning to occur and increases the works program and annual budget to ensure regular pruning regime is implemented. A report for the 2014/15 budget will be submitted, giving consideration to increasing the service levels, to outline to Council the additional costs required for increasing the number of prunings occurring per year.
12. Investigate the option of gating the lower section of the Zig Zag from 6.00pm to 6.00am. A Report for Council is being prepared that considers gating.
13. Investigate options as to how this report can provide access and inclusion to all people, particularly seniors and people with disabilities. A report and survey has been conducted to seek options on access and inclusion.

1.5.3.7 Undertake Road Safety Audits at key locations where traffic management issues have been identified.	Sam Assaad - Manager Infrastructure Operations	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

A Road Safety Audit is currently being undertaken on Canning Road between Lesmurdie Road and the Shire boundary. No other Road Safety Audits are currently programmed.

1.5.3.4 Develop a Road Safety Precincts Action Plan to outline and prioritise road safety programs and services within the Shire and identify areas for improvement to guide future direction.	Sam Assaad - Manager Infrastructure Operations	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The Shire is working on priority tasks which are of concern to the community including:
* speeding and hooning behaviour on local roads
* parking in and around commercial areas and shopping centres
* school safety

Outcome: 1.6 To ensure the Shire is free of antisocial graffiti vandalism

Strategy: 1.6.1 Provide a responsive graffiti management service

1.6.1.1 Maintain and monitor the implementation of the graffiti management program for the Shire.	Sam Assaad - Manager Infrastructure Operations	8.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Graffiti throughout the Shire is removed by the Shire's Graffiti Removal Officer working along with Shandy the dog.

Graffiti reports are dealt with immediately to try to eliminate reoccurrence. This approach has been successful and there has been a significant reduction in the amount of graffiti reported by residents as we continue to attend to the hotspots throughout the Shire.

The graffiti services team have dealt with over 1,000 individual cases of graffiti in the quarter.

Strategy: 1.6.2 Promote and support positive urban art programs within the Shire

1.6.2.1 Research and develop annual urban art programs/events involving the community, such as Youth Arts Fest and holiday programs.	Darren Jones - Manager Community Development	25.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

Youth Arts Fest dates have been confirmed at the Zig Zag Cultural Centre Gallery for August 2014. Art teachers at Primary and Senior Schools will be contacted in Term 4, as a result of positive feedback from the Principals' Lunch event.

Outcome: 1.7 To create healthy environments and lifestyles for the community

Strategy: 1.7.1 Develop, implement and review a Local Community Health and Wellbeing Plan

1.7.1.1 Investigate and develop a Local Community Health & Wellbeing Plan.	Jonathan Smith - Manager Rangers and Health Services	25.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

The Shire of Kalamunda Community Health & Wellbeing Plan 2013-2016 draft report is completed. A thorough analysis of demographic and health statistical data has been completed and combined with the result of a thorough community consultation process. The resulting Plan identifies 6 Priority Action Areas; Environmental Health; Children's Health & Development; Community Engagement; Alcohol Consumption; Obesity Prevention and Smoking. The Plan was considered by the Senior Management Group in September. Comments will be considered and a report presented to Council to endorse and then to seek public comment.

The following health promotion projects are under way:
- Travelsmart Survey and Map development;
- The Healthy Workers Grant submission has been submitted, awaiting results.
- Attendance at high school and Careers Expo to promote environmental health in local government as a good career option.

Strategy: 1.7.1 Develop, implement and review a Local Community Health and Wellbeing Plan

PROGRESS COMMENTS

The 2013 Children's Environmental Health Report Card application has been completed and was submitted in September.

Strategy: 1.7.2 Integrate the Healthy Communities Program into mainstream community services within the Shire

1.7.2.1 Establish and develop sustainable programs and activities that promote health and wellbeing for all in the Shire of Kalamunda.	Darren Jones - Manager Community Development	25.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

The Healthy Life Challenge is currently in round 6. Planning is currently taking place for the next round to start in October 2013. The challenge includes weekly community kitchen sessions which include education components presented by Foodbank and the High Wycombe Pharmacy. The exercise components include group fitness classes, gym, walking and badminton/squash.

As a result of the Healthy Life Challenge, a new ongoing sustainable program has started from the Hartfield Park Recreation Centre. Healthy 4 Life is a new sustainable 10 week program that includes twice weekly group exercise sessions and fortnightly education sessions. Participants are required to pay a subsidised fee. The program will be running for the second time in term 4.

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

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

1.8.2.2 Investigate, adopt and implement a policy framework that will clarify provision of Shire support for existing and new community groups, with a view to ensuring they become self-sustainable.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Clubs 4 Life (education program) in conjunction with the Community Funding Program are promoted as means to support community groups towards becoming sustainable.

1.8.2.1 Ensure the effective provision of the Shire's Community Funding Program in accordance with set funding rounds.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The next Community Funding Round opens 1 October and closes 30 November. Notification of the funding round has been included in the recent edition of the Shire's Clubs 4 Life August E-newsletter.

Strategy: 1.8.3 Proactively investigate opportunities that facilitate the establishment and/or growth of local community groups

1.8.3.2 Oversee the establishment of a community garden and maintain relationship with community group via endorsed agreement.	Darren Jones - Manager Community Development	9.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The Kalamunda Community Garden continues to be established by the "Grow It Yourself" Kalamunda group in consultation with the Shire, with the intended formal opening to take place in October 2013. The group has formally notified the Shire of its successful Incorporation and a budget proposal for the outstanding balance of funds was received 1 October.

1.8.3.1 Oversee Men's Shed developments and operations in the context of endorsed agreements.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

In accordance with the Council resolution of May 2013, officers will be undertaking meetings with Men's Shed representatives on 3 & 4 October 2013, with regard to proposed future developments and the phasing out of the Men's Shed Boss.

Strategy: 1.8.4 Support and encourage opportunities to increase volunteering within the Shire

1.8.4.2 Develop, deliver and annually review a marketing campaign that promotes the benefits of volunteering to the community.	Darrell Forrest - Manager Governance	30.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The 2013/14 annual campaign drive is being developed.

1.8.4.3 Work with Volunteers WA to establish volunteer policies and guidelines to support volunteers to succeed in their roles.	Davina Sandhu - Manager Human Resources & Organisational Development	20.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Following training with Volunteers WA, the Shire is currently in the process of updating polices and guidelines for the volunteers.

Strategy: 1.8.5 Provide recognition for the contribution that volunteers make to the community

1.8.5.1 Ensure each service area using volunteer assistance takes responsibility for managing their volunteers fairly and equitably and recognises them as a valuable sector of the Shire's workforce.	Davina Sandhu - Manager Human Resources & Organisational Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

Strategy: 1.8.5 Provide recognition for the contribution that volunteers make to the community

PROGRESS COMMENTS

This is achieved by providing volunteers with an induction manual which includes Human Resource policies applicable to them, and also Occupational Safety and Health information.

Strategy: 1.8.6 Provide developmental programs and initiatives to support community leadership and sustainability of community groups

1.8.6.1 Provide support and guidance to local clubs through the provision of the Clubs 4 Life program.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Clubs 4 Life workshop was held on Tuesday 3 September, with the topic of "Planning - the Key to Success".

The workshop provided tips and tools regarding the importance of planning, and what to plan for, to ensure Clubs can run more effectively.

The workshop was facilitated by an external consultant, Crunch Consulting, and also involved a presentation from the Kalamunda Men's Shed.

1.8.6.2 Design and implement a community leader's development program that provides community leaders with knowledge and skills on how to lead and motivate others.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Development of initiatives to assist in developing community leaders is currently under way, and is to be incorporated into the Shire's Clubs 4 Life program.

Outcome: 1.9 To provide high quality community facilities to meet the needs of our current and our future community

Strategy: 1.9.1 Support and deliver a long term approach to community facilities planning

1.9.1.2 Undertake a review of the 10 year priority actions outlined within the Community Facilities Plan, on an annual basis.	Darren Jones - Manager Community Development	10.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Annual 10-year Community Facilities Plan priority review is to occur in May 2014 and shall include a workshop with Council.

Strategy: 1.9.2 Investigate and identify the potential for joint ventures or partnerships in the provision of community facilities

Strategy: 1.9.2 Investigate and identify the potential for joint ventures or partnerships in the provision of community facilities

1.9.2.2 Undertake a master planning process and investigate a funding partnership with Lotterywest to redevelop the Learning Centre.	Darren Jones - Manager Community Development	20.00%	In Progress	01/07/2013	30/06/2015	GREEN

PROGRESS COMMENTS

Initial planning meeting held with representatives of the Learning Centre to discuss approach.

Assistance provided toward the development of a Request for Quotation process.

Group has submitted a Lotterywest funding application and are now awaiting outcome.

Strategy: 1.9.3 Investigate and plan for high quality district community hubs and facilities that are modern and functional

1.9.3.1 Seek funding opportunities and facilitate construction of the Woodlupine Digital Hub.	Warwick Carter - Manager Commercial Services	10.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Unsuccessful with Federal Government election funding. Monitoring sources of potential funding and progressing when possible.

1.9.3.3 Oversee the effective implementation of the Hartfield Park Masterplan.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Letter of confirmation received from the State Government in regard to the $6 million funding agreement.

Project Plan currently being finalised, and recruitment process to appoint a Project Manager is under way.

Strategy: 1.9.4 Optimise community facilities through the establishment of multifunctional facilities and co-location of user groups where applicable

1.9.4.2 Annually review the Building Rationalisation Program.	Darren Jones - Manager Community Development	20.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Annual review of Building Rationalisation Program to occur in May 2014. The process shall include a workshop with Councillors.

Strategy: 1.9.4 Optimise community facilities through the establishment of multifunctional facilities and co-location of user groups where applicable

1.9.4.1 Undertake the development of a Masterplan for Ray Owen Reserve to provide strategic direction and guidance in the provision of infrastructure at the Reserve.	Darren Jones - Manager Community Development	25.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

Request for Quotation process under way and to close on 1 October, with the preferred consultant to be appointed by mid-October.

Strategy: 1.9.5 Rationalise community facilities that are surplus to the needs of the community after extensive community consultation has been undertaken

1.9.5.4 Undertake consultation with community groups impacted by any proposed rationalisation and ensure they have alternative arrangements in place.	Darren Jones - Manager Community Development	50.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

There are two buildings identified for rationalisation in 2013/14.

Consultation with Darling Range Horse and Pony Club has been undertaken in readiness for site clearing in early 2014.

A public comment period has been undertaken prior to the proposed rationalisation of the Walliston Hall, scheduled for late 2013.

1.9.5.3 In line with the Building Rationalisation Program undertake programmed demolitions.	Sam Assaad - Manager Infrastructure Operations	8.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Awaiting approval to demolish Walliston Hall, signage approved will be erected on site. Pending no feedback, the hall will be demolished in November 2013.

The demolition of Kostera Oval kiosk has been deferred until the master plan has been finalised.

Goal: 2 Kalamunda Interacts - Providing our people with enjoyment

Outcome: 2.1 To stimulate active participation of the broader community in artistic practice through collaborative cultural development

Strategy: 2.1.1 Ensure that the Zig Zag Cultural Centre is a focal point for community cultural development to grow and thrive

2.1.1.3 Develop and annually review a ZZCC Marketing Plan to guide the direction of the Centre and increase utilisation.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The 2013/14 Zig Zag Cultural Centre (ZZCC) Marketing Plan has been developed and incorporated into the Business Plan to ensure the centre is well promoted to the local community and visitors. The following initiatives undertaken during July to September have been very successful:

* Marketing and promotion of the ZZCC Art Exhibition Space has resulted in significant sales and consequent commission for the Shire during the first quarter.

* ZZCC Customer Service Officers have attracted new consignment stock providers and applied visual merchandising techniques to further enhance sales of the Visitor Centre merchandise.

* Additional signage, inclusive of a mobile standing forecourt sign has been developed and included at the ZZCC site to further promote interest and visitation.

2.1.1.2 Ensure the ZZCC has a building Asset Management Plan in place to ensure ongoing maintenance and required capital works are programmed and delivered.	Sam Assaad - Manager Infrastructure Operations	8.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Have reviewed the Annual Projected Maintenance Cost spreadsheets and will modify these into a 10 Year Maintenance Plan, linked to the 10 Year Plan for Capital Renewals.

2.1.1.1 Develop and annually review a ZZCC Business Development Plan to guide the direction of the Centre.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The 2013/14 ZZCC Business Development Plan has been finalised and provides clear direction and guidance for the operations of the Zig Zag Cultural Centre facility. The following initiatives undertaken during July to September have been very successful;

* A new customer service staff proposal, providing enhanced continuity and clearer lines of management has been endorsed and is to be progressed in the next quarter.

* Continued engagement with the arts community has resulted in further bookings of the ZZCC Art Exhibition Space into 2015.

* Rotation and inclusion of new consignment stock has resulted in a continued increase in merchandise sales in within the ZZCC Visitor Centre.

Strategy: 2.1.2 Ensure that the Kalamunda Performing Arts Centre is promoted and well utilised by local and regional patrons through the provision of a diverse range of entertainment programs

2.1.2.1 Develop and annually review the KPAC Business Development Plan to guide the direction of the Centre.	Darren Jones - Manager Community Development	9.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The 2013/14 KPAC Business Development Plan has been completed and provides guidance relative to the operations of the Kalamunda Performing Arts Centre. The following initiatives undertaken during July to September are progressing:

* Documentation and an initial meeting with prospective volunteers for a KPAC "Friends of the Theatre" Volunteer Group were progressed with the intention to be formally under way in November 2013.

* Proposal for Part-Time KPAC Technician approved with recruitment to occur in October, dependent on field of candidates.

2.1.2.2 Ensure KPAC has a building Asset Management Plan in place to ensure ongoing maintenance and required capital works are programmed and delivered.	Sam Assaad - Manager Infrastructure Operations	8.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Have reviewed the Annual Projected Maintenance Cost spreadsheets and will modify these into a 10 Year Maintenance Plan, linked to the 10 Year Plan for Capital Renewals.

2.1.2.3 Develop and annually review a KPAC Marketing Plan to guide the direction of the Centre and increase utilisation.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The 2013/14 KPAC Business Marketing Plan has been finalised and provides clear, guiding direction for the operations of the Kalamunda Performing Arts Centre. The following initiatives undertaken during July to September have been very successful:

* Consistent advertising and promotion of the Morning Music Program, in addition to word of mouth, has resulted in continued popularity and significant attendance at the monthly shows.

* Advertising and promotion of Amanda Muggleton's Book Club Performance in July resulted in two sell out shows.

* Tom Burlinson to perform the Crooners has been secured for May 2014 through the promotion of KPAC as a unique, alternative venue.

Strategy: 2.1.3 Support existing cultural activities and provide opportunities to establish new initiatives for community cultural activities in partnership with community groups, arts groups and networks

Strategy: 2.1.3 Support existing cultural activities and provide opportunities to establish new initiatives for community cultural activities in partnership with community groups, arts groups and networks

2.1.3.4 Continue to deliver a diverse and unique art program at the Zig Zag Art Gallery.	Warwick Carter - Manager Commercial Services	10.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The popularity and reputation of the Zig Zag Gallery has consistently grown since opening in September 2011. The support package offered to exhibitors ensures that their exhibition receives significant exposure to local, Perth wide and national audiences.
A mix of Council run exhibitions, supporting Youth & Senior Arts, local and emerging artists as well as nationally renowned artists has proven to be highly popular. A full program is in place up to January 2015. Exhibition bookings are now being programmed into 2015.

2.1.3.3 Conduct an annual Community Art Exhibition for residents and members of the Shire's local visual arts community to assist local artists with the opportunity to gain exposure.	Warwick Carter - Manager Commercial Services	25.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The annual Lions Club Art Award has been developed for both professional and amateur artists to develop their skills and to gain public exposure in a professional space. The Lions Club of Kalamunda in partnership with the Zig Zag Gallery has made a financial commitment to support the award and to seek additional sponsorship in order for it to be a sustainable venture. The award was launched in mid June. A number of submissions have been received to date. The first annual exhibition will take place in February 2014.

2.1.3.1 Develop and annually review a business plan for the Zig Zag Art Gallery to ensure it is recognised as a high quality boutique gallery.	Warwick Carter - Manager Commercial Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Gathering information for the development of the business plan.

2.1.3.2 Develop a policy and procedures to support the allocation of funding towards commissioned public artworks.	Warwick Carter - Manager Commercial Services	10.00%	In Progress	01/07/2013	30/06/2014	YELLOW

PROGRESS COMMENTS

Currently researching documents produced by various local governments in support of the commissioning, funding and management of public art.

Outcome: 2.2 To provide high quality and age appropriate entertainment for the benefit and happiness of our community

Strategy: 2.2.1 Continue to provide a range of events and festivals that target the many different demographics and interest groups within the community

Strategy: 2.2.1 Continue to provide a range of events and festivals that target the many different demographics and interest groups within the community

2.2.1.2 Deliver an annual program of community based events (e.g. Corymbia, Zig Zag Festival, Ramp It Up, and Seniors Week).	Warwick Carter - Manager Commercial Services	10.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Walk the Zig Zag will be taking place on the first Sunday of October. An exciting program of activities and entertainment are planned around the theme of 'Walking on Water' - acknowledging the International Year of Water Cooperation. Funding of $20,000 in support of the event has been sought from Lotterywest.

2.2.1.5 Form a team of key staff to oversee and develop a process for managing and evaluating corporate events (Corporate Events Development Group).	Warwick Carter - Manager Commercial Services	0.00%	Not Started	01/01/2014	30/06/2017	GREEN

PROGRESS COMMENTS

Due to commence in January 2014. Awaiting outcomes of Event Strategy in order to move forward on Corporate Events Development Group.

2.2.1.1 Through the Corporate Events Development Group, develop and implement an events strategy to ensure the delivery of high quality events.	Warwick Carter - Manager Commercial Services	0.00%	Not Started	01/01/2014	30/06/2017	GREEN

PROGRESS COMMENTS

Due to commence in January 2014. Awaiting the completion of Draft Events Strategy.

Strategy: 2.2.2 Investigate funding opportunities and partnerships to enhance existing events and festivals or facilitate the establishment of new events and festivals

2.2.2.2 Pursue an annual program for securing sponsorships for major events held within the Shire.	Warwick Carter - Manager Commercial Services	10.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Consideration being given to sponsorship arrangements following review of Events Strategy. Research undertaken on how sponsorship and naming rights are determined in other local authorities.

Strategy: 2.2.3 Provide high quality community recognition events and citizenship ceremonies

Strategy: 2.2.3 Provide high quality community recognition events and citizenship ceremonies

2.2.3.1 Deliver an annual program of civic events that builds pride and gives recognition to our local heroes (e.g. ANZAC Dawn Service, Volunteer Appreciation Function, and Citizenship Ceremonies).	Warwick Carter - Manager Commercial Services	10.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

A range of events are programmed annually in recognition of service to the community. The ANZAC Day March and Dawn Service organised by the Returned Services League are supported by the Shire.

Strategy: 2.2.4 Annually review the program of events and festivals and ensure that evaluations are demonstrating value and the desired effect is being achieved

2.2.4.2 Design an events evaluation methodology and process for assessing the value and satisfaction levels of Shire organised events.	Warwick Carter - Manager Commercial Services	25.00%	In Progress	01/07/2013	31/12/2013	YELLOW

PROGRESS COMMENTS

Assessment being considered to allow integration with the REMPLAN events tool. This will allow for the calculation of economic benefit of events to support the social information currently gathered.

2.2.4.1 Implement the Shire's standard evaluation process for all Shire events and compile an annual report to Council.	Warwick Carter - Manager Commercial Services	10.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Evaluation processes are in place and acquittals are submitted for all Council sponsored events i.e. Kalamunda Show, Zig Zag Festival, Harvest Festival, Carols in Stirk Park, Christmas at the Fair and Gem Camera Club, Spring in the Hills.

Outcome: 2.3 To encourage and facilitate healthy lifestyles through regular participation in recreational and leisure oriented activities

Strategy: 2.3.1 Provide a range of recreational and healthy lifestyle program opportunities to maximise utilisation of community and recreational facilities in a cost effective manner

2.3.1.1 Oversee effective management of the Kalamunda Water Park by YMCA, to ensure maximum utilisation of the facility and that the operational budget is maintained.	Darren Jones - Manager Community Development	9.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Preparations under way for the start of the summer season, with the Water Park to open on 18 November.

Strategy: 2.3.1 Provide a range of recreational and healthy lifestyle program opportunities to maximise utilisation of community and recreational facilities in a cost effective manner

2.3.1.4 Undertake a review of the High Wycombe Recreation Centre Feasibility Study and formulate a position for increasing utilisation of the facility.	Darren Jones - Manager Community Development	34.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

Initial discussions have occurred with Foothills Learning Centre to progress a potential relocation of the group to the High Wycombe Recreation Centre.

2.3.1.2 Ensure maximum utilisation of the Shire's recreation facilities by providing high quality, affordable activities, programs and support services.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The Shire's recreation facilities achieved attendances of 10,550 and 7,572 for Hartfield Park and High Wycombe Recreation Centres. Targets were achieved across the facilities in centre attendances, group fitness, crèche, junior programs and Living Longer Living Stronger classes.

The Term 4, 2013 Recreation Services brochure was distributed during September to residents within the Shire. The brochure aims to promote facilities, programs and activities operating at all the Shire's recreation facilities including health and fitness, facility hire, lifestyle programs, senior sports, junior programs, seniors' fitness and crèche facilities.

Strategy: 2.3.2 Undertake effective public open space planning to ensure an appropriate balance exists between active and passive recreation space provision

2.3.2.4 Undertake a high level review of the levels of service for open space in line with sustainability principles.	Sam Assaad - Manager Infrastructure Operations	25.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

This activity will be completed in conjunction with the review of the Open Space Asset Management Plan.

2.3.2.3 Review the Parks Asset Management Plan and establish associated design guidelines.	Sam Assaad - Manager Infrastructure Operations	25.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

The Open Space Asset Management Plan is currently being reviewed and further improvements identified. This will be referred to the Asset Management Steering Group for discussion, including incorporation of elements of the Community Facilities Plan.

2.3.2.5 Implement priority park and reserve developments in accordance with the Community Facilities Plan.	Darren Jones - Manager Community Development	9.00%	In Progress	01/07/2013	30/06/2017	GREEN

Strategy: 2.3.2 Undertake effective public open space planning to ensure an appropriate balance exists between active and passive recreation space provision

PROGRESS COMMENTS

Currently awaiting approvals from the Minister for Planning to undertake upgrades at Ollie Worrell Reserve, Lalor Place and Forrestfield Skate Park.

Redevelopment of Bill Shaw Reserve to commence in September 2013.

Strategy: 2.3.3 Plan for the improvement and expansion of the existing shared pathways network to ensure that a high quality and consistent network is provided for walking, cycling and recreational hiking

2.3.3.4 Implement the Shared Pathways Program to provide for the extension and upgrade of the path network throughout the Shire.	Sam Assaad - Manager Infrastructure Operations	0.00%	Not Started	01/01/2014	30/06/2017	GREEN

PROGRESS COMMENTS

Due to commence January 2014.

2.3.3.1 Implement and review the Bike Plan 2009–2015 to promote cycling in the Shire and to increase the number of cyclists using the bicycle network and facilities (utilise the EMRC's Regional Bike Plan to inform the review process).	Sam Assaad - Manager Infrastructure Operations	0.00%	Not Started	01/01/2014	30/06/2015	GREEN

PROGRESS COMMENTS

Due to commence January 2014.

2.3.3.3 Implement the Perth Hills Trails partnership with the Shire of Mundaring.	Sam Assaad - Manager Infrastructure Operations	0.00%	Not Started	01/01/2014	30/06/2014	GREEN

PROGRESS COMMENTS

Due to commence January 2014.

Outcome: 2.4 To be a community that values life long learning

Strategy: 2.4.1 Provide modern, relevant and quality library facilities and services to support the pursuit of life long learning for the community

2.4.1.1 Undertake refurbishment of Kalamunda Library to ensure improved traffic flow and aesthetics.	Darren Jones - Manager Community Development	25.00%	In Progress	01/07/2013	30/06/2014	GREEN

Strategy: 2.4.1 Provide modern, relevant and quality library facilities and services to support the pursuit of life long learning for the community

PROGRESS COMMENTS

Project has initially been delayed pending the result of a funding application seeking $113,000 that was submitted as part of the Regional Development Australia Fund (RDAF) to leverage the Shire's contribution towards the Kalamunda Library Refurbishment project.

The proposed Shire Project Manager will be responsible for progressing refurbishment works for the Kalamunda Library.

2.4.1.2 Develop and implement a Library Services Delivery Plan to guide the provision and delivery of library services and programs by the Shire.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Following completion of the Library Service Delivery Plan, staff have commenced new tasks incorporating streamlined processing and multi tasking of duties.

Strategy: 2.4.2 Undertake active engagement with library users and non library users to identify a range of programs and contemporary services to increase utilisation of our libraries

2.4.2.1 Develop and annually review a Library Services Business/Marketing Plan to guide the direction of Library Services and increase utilisation of the Libraries.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The 2013/14 Library Service Business/Marketing Plan has been finalised and provides clear, guiding direction for the operations of the Library service.
The following initiatives undertaken during July to September have been very successful:

* The July School Holiday program "Wild things at the Library" saw 260 children and parents/carers enjoy 11 various activities based on the theme of Australian native wildlife.
* Children's Book Week held during August, themed "Read across the universe" attracted 2101 entries for the art competition. The Children's Book Week Opening and Prize winners presentation saw 75 parents, children, principals and teachers attend the event and heard author/photographer Michael Pelusey speak. A total of 2833 students, teachers from 16 schools in the Shire and members of the public participated in 13 author talk sessions held in libraries and as outreach services to local schools.
* An author talk by popular crime fiction writer Michael Robotham had 55 people glued to their chairs hanging on his every word at Kalamunda Library in September.

Strategy: 2.4.3 Interact with other education providing services to identify synergies and partnership opportunities

2.4.3.1 Continue with and regularly review the Lesmurdie High School Library shared use agreement.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

To enhance the working relationship between the Shire and Lesmurdie Senior High School, a Memorandum of Understanding has been developed to clarify the responsibilities for the

Strategy: 2.4.3 Interact with other education providing services to identify synergies and partnership opportunities

PROGRESS COMMENTS

operation of the Library for both stakeholders.

2.4.3.4 Participate in Better Beginnings Program for Kindergarten and Pre Primary through local schools.	Darren Jones - Manager Community Development	8.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

70 Better Beginnings bags were distributed to Child Health Nurses. 25 Pre-primary and Kindergarten bags were distributed to local schools during September 2013.

Shire of Kalamunda **July to September 2013 - Quarterly Progress Report**

Goal: 3 Kalamunda Clean and Green - Caring for the natural environment

Outcome: 3.1 To clearly identify the Shire's role in protecting, promoting and enhancing the environmental values and biodiversity of the Shire in partnership with the community

Strategy: 3.1.1 Develop and implement an overarching Local Environmental Strategy that can guide the Shire's decisions on environmental management and protection

3.1.1.3 Develop and implement the Local Environment Strategy to provide strategic direction in the delivery of environmental initiatives within the Shire.	Andrew Fowler-Tutt - Manager Development Services	0.00%	Not Started	01/02/2014	30/06/2014	GREEN

PROGRESS COMMENTS

Due to commence February 2014.

Strategy: 3.1.2 Support, facilitate and engage with environmental community groups and friends of bushland groups

3.1.2.4 Promote and support local environmental Friends Groups within the Shire.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Support was provided to the following Friends Groups:

1. Ledger Rd - Met group representatives and organised contractor to move mulch to planting area near asbestos remediation site. Also organised weed control (using EcoJobs) to remove woody weeds - Lavender, Tagasaste, Tambookie grass and Veldt daisy - from corner of Keats and Longfellow Roads, prior to Friends Group planting at the site with native species.

2. Poison Gully - Met group to discuss action plans for their site. Organised replacement of vandalised pine bollard near Roe Hwy end of Gully. Met 'West' group and discussed development of Action Plan. Met an interested resident at 'Milner' who may become a new member, if time and resources permit. Organised Community Volunteer Action to remove weeds in Poison Gully - Pinkers section.

3. Kershaw Rd - Met Coordinator and discussed development of Action Plan. Main support for the future will be in dieback management.

4. Ollie Worrell - Met Coordinator; discussed weed control, infrastructure project (path etc.) and incorporation of previous management plan into new Action Plan. Also organised a contractor to remove woody weeds along water's edge.

5. Lower Lesmurdie Falls - Incorporation of site assets and threats into draft Action Plan.

6. Katta Place - Met the two group members; looked at site and discussed interest in controlling feral animals and continuing planting.

7. Willoughby Reserve - Visited site to discuss options for path upgrade, seating and a gazebo. Also liaised with Operations staff regarding the selection of gazebo and community engagement of shopping centre owners.

8. Fleming Reserve - Met coordinator and discussed future priority actions, being weed and dieback management, leading towards revegetation activities. Also organised

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Strategy: 3.1.2 Support, facilitate and engage with environmental community groups and friends of bushland groups

PROGRESS COMMENTS

contractors to remove Gladioli from the reserve.

9. Jorgensen Park - Received queries on park usage and fire from Friends Group members. Subsequently visited site to discuss filming with film crew, and distributed information on the activity back to concerned Friends Group member. Liaised with Fire Crew to address a member's concern about grass tree skirt burning in the park (it was part of a pre-burn fuel reduction process).

10. Huntley Nature Reserve - Liaised with coordinator and members, and with Shire works crew, to upgrade path, as per past request. Path was installed and media opportunity taken to promote this activity. In addition; brush cut and poisoned Petunia Reserve prior to planting for Friends Group. Some woody weed removal of Genista at Brine Moran Reserve. Delivered plants to Pickering Brook Primary School for students to plant. Met with Echo Rd residents and planted up disturbed site near Kalamunda Hospital.

3.1.2.3 Develop annual action plans to assist groups to deliver on-ground environmental conservation programs.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Draft Action Plans have been prepared for the following (3) reserves:
- Lower Lesmurdie Falls
- Wordsworth Reserve
- Nestle Brae

Comments on the Action Plan 'working draft' sent to Community Sustainability Advisory Committee - received and will be incorporated into plans by the next reporting period.

Strategy: 3.1.3 Identify collaborative on-ground projects that can be achieved in partnership with the community

3.1.3.2 Work with the EMRC to apply for regional funding grants.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

No grants at this time.

3.1.3.1 Identify grant funding for the implementation of environmental projects.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Potential Biodiversity Fund application in 2013/14 to protect and enhance habitat values of Threatened Ecological Communities and Declared Rare Flora (*Conospermum undulatum*) within the Shire. Focus on weed control and dieback management, buffering sites with revegetation, development of strategic corridors between sites (based on current local corridors) and working partnerships with Department of Parks and Wildlife and Friends Groups to undertake works and implement monitoring of Declared Rare Flora and corridor usage.

Strategy: 3.1.3 Identify collaborative on-ground projects that can be achieved in partnership with the community

PROGRESS COMMENTS

Potential for 'Strategic Bee Management' project, based on firstly identifying the location and number of feral bee hives across the Shire, controlling feral bees using physical and chemical means, focussing on known Carnaby's roosting sites, bird and bat nest boxes and feral bees in Shire managed reserves.

Potential Lotterywest funding to support our Friends Groups to develop materials (pull-up banners, A4 tri-fold pamphlets etc.) and supply groups with weed sprayers and remote cameras to control weeds and monitor wildlife use in local reserves. Benefits would be increased exposure of group activities to wider community, more Friends Group stalls at community events, leading towards increased group numbers - as well as strategic value in promoting Shire support of Friends Groups undertaking management activities in their area.

Haas Grass Control and Monitoring Program - approach Australian Government Weeds of National Significance program for funding to control the outbreak of Haas Grass in Kalamunda.

Strategy: 3.1.4 Continue regional collaboration through the EMRC to deliver regional scale environmental projects

3.1.4.2 Continue with the implementation of the Eastern Hills Catchment Management Program.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Activities for the quarter:
- Attended Eastern Metropolitan Regional Council (EMRC) for the Eastern Hills Catchment Management Plan regular meeting; met EMRC environmental team and contributed to discussions on future Bush Skills for the Hills program for 2014.
- Hand over meeting/walk with engineering operations: EMRC Natural Resource Management Officer (Piesse Brook walk)
- Provided suggestions to the Bush Skills for the Hills Program
- Met with the Weeds of National Significance/Boneseed coordinator, and discussed future options for managing weeds across the hills region
- Attended the Eastern Hills Catchment Management Plan meeting on 21st August. Provided catchment group support.
- Wrote lead article for the October Greenpage newsletter on Garden Escapee weeds.
- Collaborative planting day at 144 Scott St (unauthorised excavation of drainage channel adjacent to the Helena River) organised and held on 4 September. Plants donated by Shire of Mundaring, Swan River Trust and EMRC. Helena River Catchment Group provided technical advice. Planting day attended by landowner, Swan River Trust Officers, and EMRC Officers.

3.1.4.4 Assist in the review of the Regional Climate Change Adaptation Action Plan and support the implementation of the RCCAAP in partnership with the EMRC.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Provided assistance in July 2013. Revised document now being written by Eastern Metropolitan Region Council.

Strategy: 3.1.5 Continue to improve environmental values in the region through the implementation of education programs

3.1.5.2 Promote and deliver TAFE participation through specific workshops.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Two new TAFE students (Polytechnic Midland) were supported in their studies through provision of access to Shire reserves for plant sampling units.

Opened discussions with the Polytechnic to undertake dieback treatment workshops at Maida Vale Reserve / Fleming Reserve / Willoughby Reserve.

3.1.5.1 Organise "Bush Skills for the Hills" and other workshops.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Proposed new ideas for the Bush Skills for the Hills program; will develop workshop plans once schedule for 2014 has been confirmed.

The bat box constructed at the Bat Box Building workshop on 13 July was installed at Jorgensen Park (with motion sensor camera) on 22 August.

Bush tucker walk workshop held on 21 September attended by 20 people. Received presentation on many "hunting" tools used in Aboriginal culture, heard stories of survival in the bush, including use of soapbush, sap from marri and manna trees and collected bush tucker such as wild carrots, seeds from the snotty gobble, seeds for damper and honey from the balga tree.

3.1.5.3 Survey participants and use feedback to tailor future workshops.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Plants to Residents participants were surveyed, and the free plants that are given away are being changed to suit what people want.

Outcome: 3.2 To protect and enhance the Shire's local bushland reserves, Local Natural Areas and Biodiversity Conservation Areas

Strategy: 3.2.1 Implement and regularly review the Shire's Biodiversity Strategy

3.2.1.1 Review the Biodiversity Strategy's existing actions/targets to align with the strategic direction of the Shire.	Andrew Fowler-Tutt - Manager Development Services	0.00%	Not Started	01/02/2014	30/06/2014	GREEN

PROGRESS COMMENTS

Due to commence February 2014.

Strategy: 3.2.2 Continue planting local provenance species in road reserves and wildlife corridors to maintain the biodiversity conservation values of the Shire

Strategy: 3.2.2 Continue planting local provenance species in road reserves and wildlife corridors to maintain the biodiversity conservation values of the Shire

3.2.2.4 Implement the Community Group Revegetation and Plants for Residents Programs.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

A review of the 2013 Plants for Residents Program has been undertaken to capture improvements for the 2014 program. Species list is being finalised for 2014 plant order.

Plants for Residents Program
- Placed first order of plants with EMS Nursery (5,600 plants)
- Confirmed second plant order (APACE Nursery) (2,500 plants)
- Spoke with the Friends of Ledger about providing short tours of their planting site to members of the public while they wait in line - to promote to the community what a Friends Group can achieve
- 60% of this budget has been allocated

Community Group Revegetation Program
- Undertook review of program from past years
- Removed some 'weedy' species and added several new species
- Added dieback status (Resistant/Susceptible) to order form to assist groups to order appropriate plants for their sites (so susceptible plants aren't planted in dieback infested sites)
- Established a time line for requesting plant orders from Friends Groups.

3.2.2.1 Develop a concept to enhance verges and streetscapes within the Shire using native species.	Andrew Fowler-Tutt - Manager Development Services	25.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

Volunteers are currently assessing roadsides for native vegetation and weed species. Completion of this part of the process depends on the amount of time they are willing or able to contribute. Ledger Road Gooseberry Hill under consideration for development as a concept site, Department of Parks and Wildlife has expressed an interest in the project.

Strategy: 3.2.3 Implement effective land management practices for pest management, fire weed cycles and the control of invasive weeds

3.2.3.1 Monitor annual program to control weeds, dieback and feral animals in selected reserves throughout the Shire, through liaison with all relevant Shire service areas.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Weed contractors continue to treat grassy, woody and bulbous weeds at priority sites across the Shire, including:
- Ray Owen Reserve

Strategy: 3.2.3 Implement effective land management practices for pest management, fire weed cycles and the control of invasive weeds

PROGRESS COMMENTS

- Old Yorna Reserve
- Railway Heritage Trail
- Jorgensen Park
- John St
- Poison Gully
- Ledger Road Reserve

Collated dieback GIS information to assist planning mulch movements and future dieback treatments across all reserves.

Discussed fire break management issues.

Initial meeting with Operations staff in regard to managing woody weeds and fire along Railway Reserve Heritage Trail. Investigating value of joint timing with Friends Groups.

Met with Boneseed Coordinator, visited known infestation sites and undertook monitoring.

Developed a plan for controlling Haas Grass in 2013/14:
- Use contractors to tackle core infestations on Shire Reserves.
- Collaborate with Department of Parks and Wildlife to control outlier infestations where possible.
- Utilise Bushcare Officer to control small outlier populations as available.
- Develop a strategy for future control beginning March 2014.

Site inspections at Lower Lesmurdie Falls (photomonitoring), Kadina Brook, Ledger Rd and Piesse Brook. No action required.

Strategy: 3.2.4 Ensure appropriate environmental controls are implemented throughout any land development process, and policies and guidelines are developed to assist in these processes

3.2.4.2 Develop and adopt a Street Tree Policy.	Andrew Fowler-Tutt - Manager Development Services	25.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

Draft policy has been prepared and reviewed by staff. A presentation has been organised for Council in late October.

Strategy: 3.2.5 Ensure that the Shire has a well developed environmental offsetting strategy in place to maintain the level of biodiversity within the Shire

3.2.5.1 Develop an offset policy that identifies all available bush land areas that can be rehabilitated through offset plans.	Andrew Fowler-Tutt - Manager Development Services	5.00%	In Progress	01/01/2014	30/06/2014	GREEN

PROGRESS COMMENTS

Strategy: 3.2.5 Ensure that the Shire has a well developed environmental offsetting strategy in place to maintain the level of biodiversity within the Shire

PROGRESS COMMENTS

Due to commence January 2014.

Outcome: 3.3 To reduce the Shire's carbon footprint and prepare the Shire for adapting to the impacts of climate change

Strategy: 3.3.1 Monitor power and fuel usage from the Shire's operations and activities and develop actions that can minimise usage levels

3.3.1.1 Review and continue to implement the strategies and actions from the Achieving Carbon Emissions Reduction Program and develop a Carbon Reduction Action Plan.	Andrew Fowler-Tutt - Manager Development Services	0.00%	Not Started	01/02/2014	30/06/2017	GREEN

PROGRESS COMMENTS

Due to commence February 2014.

Strategy: 3.3.2 Actively investigate and encourage the use of alternative renewable energy for Shire owned buildings, facilities and equipment

3.3.2.3 Develop a Renewable Energy Plan that identifies and implements opportunities where renewable energy can be applied to Shire owned facilities.	Andrew Fowler-Tutt - Manager Development Services	0.00%	Not Started	01/02/2014	30/06/2017	GREEN

PROGRESS COMMENTS

Due to commence February 2014.

Strategy: 3.3.3 Review, implement and monitor local and regional plans and initiatives to assist the Shire to mitigate and adapt to climate change impacts

3.3.3.1 Continue to work with the EMRC to develop, implement and review the Shire's local (Local Climate Change Adaptation Action Plan) and regional (Regional Climate Change Adaptation Action Plan) initiatives including funding to mitigate and adapt to climate change across the Shire.	Andrew Fowler-Tutt - Manager Development Services	0.00%	Not Started	01/02/2014	30/06/2017	GREEN

PROGRESS COMMENTS

Due to commence February 2014.

Strategy: 3.3.4 Educate all staff and contractors about the importance and benefits of caring for the environment and sustainable practices

Strategy: 3.3.4 Educate all staff and contractors about the importance and benefits of caring for the environment and sustainable practices

3.3.4.1 Update the environmental aspects of the Shire induction package and attend toolbox meetings at the Operations Centre.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Meeting to be held to discuss the concept. Meeting has also been held with the earthmoving contractor who is currently undertaking fire break works across the Shire.

3.3.4.2 Review the standard conditions of supply contracts and incorporate requirements for sustainable practices to be incorporated and complied with.	Warwick Carter - Manager Commercial Services	25.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

Relevant information and advice has now been received from the WA Local Government Association. Draft standard conditions being prepared.

Outcome: 3.4 To manage the use of water sustainably within the Shire

Strategy: 3.4.1 Ensure water reserves in the catchment areas are protected, through the preparation of an overarching drainage strategy to improve water quality

3.4.1.1 Implement the Storm Water Drainage Program to manage drainage issues and reduce pollutants entering adjacent natural areas, parks and private properties.	Sam Assaad - Manager Infrastructure Operations	8.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Several activities and improvements have been undertaken including:
* Drainage construction at Agincourt Drive, installation of new drainage system and the upgrade of the basin
* Basin renewals have commenced, with Ollie Worrell Lake clearing having been completed
* Educting drainage systems across the Shire occurs on a schedule and is ongoing throughout the year
* General drainage maintenance including clearing of natural waterways and creeks

3.4.1.8 Develop a Waterway Improvement Program to minimise the entry of pollutants into waterways.	Sam Assaad - Manager Infrastructure Operations	0.00%	Not Started	01/03/2014	30/06/2014	GREEN

PROGRESS COMMENTS

Due to commence March 2014.

Strategy: 3.4.2 Investigate and implement water harvesting and other such means of providing alternative water supplies for the Shire

Strategy: 3.4.2 Investigate and implement water harvesting and other such means of providing alternative water supplies for the Shire

3.4.2.1 Finalise the feasibility study and implement the Hartfield Park water harvesting project.	Sam Assaad - Manager Infrastructure Operations	25.00%	In Progress	01/07/2013	30/06/2015	GREEN

PROGRESS COMMENTS

Stage 2 of the feasibility study has been completed, and the Shire is awaiting state government approval to proceed to construction phase.

Strategy: 3.4.3 Develop a public open space strategy that identifies opportunities to reduce consumption of bore and scheme water

3.4.3.1 Implement the Groundwater Monitoring Program to monitor and reduce the Shire's groundwater consumption.	Sam Assaad - Manager Infrastructure Operations	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

With a wet winter, groundwater consumption in the first quarter was reduced and in line with expectations.

3.4.3.5 Implement the Sump Rehabilitation Program to upgrade sumps to incorporate the principles of water sensitive urban design.	Sam Assaad - Manager Infrastructure Operations	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Sump rehabilitation has commenced, with several rehabilitation projects completed in the quarter.

Strategy: 3.4.4 Ensure the adoption of water sensitive technologies and practices in Shire owned buildings and facilities and new developments

3.4.4.2 Review the Water Action Plan and determine new targets.	Andrew Fowler-Tutt - Manager Development Services	0.00%	Not Started	01/02/2014	30/06/2014	GREEN

PROGRESS COMMENTS

Due to commence February 2014.

3.4.4.1 Continue to implement actions from the Water Action Plan.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Water Audits - Work will continue on implementing findings from audits on the Administration building and Hartfield Park Recreation Centre. The main recommendations relate to retrofitting water efficient appliances such as toilets, taps and showerheads. Possible audit sites for 2013/14 include the Kalamunda Library/Zig Zag Cultural Centre and the Ray Owen Sports complex.

Attended Waterwise Forum which featured many varied presentations from State authorities and other local governments.

Strategy: 3.4.4 Ensure the adoption of water sensitive technologies and practices in Shire owned buildings and facilities and new developments

Strategy: 3.4.7 Provide community education that encourages waterwise gardens in the Shire

3.4.7.1 Partner with the Great Gardens and Beyond Gardens Teams to develop and provide waterwise workshops to the community.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

A Great Gardens event is due to occur on 8 October at the Jack Healey Centre.

Outcome: 3.5 To reduce the amount of waste produced and increase the amount of reuse and recycling of waste

Strategy: 3.5.1 Provide regular and reliable resource recovery collection services to the community

3.5.1.3 Implement waste collections in line with the Waste Strategy.	Sam Assaad - Manager Infrastructure Operations	8.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The new services from the Waste Strategy have all commenced including:
* New contractor, Perth Waste for household collections
* Skip Bin service, also being carried out by Perth Waste
* Free Drop Off days for waste. The first occurred in August which was very successful, and the second Free Drop Off day is scheduled for 20 October.

3.5.1.4 Work with the EMRC to support the development of a secondary waste treatment plant at Red Hill.	Sam Assaad - Manager Infrastructure Operations	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The secondary waste treatment facility project is being supported by the Shire's staff representative on the Technical Advisory Committee.

Strategy: 3.5.2 Identify initiatives and encourage residents to minimise waste generation and support resource recovery rather than traditional waste disposal

3.5.2.1 Implement the initiatives from the Waste Strategy to educate the community to reduce, reuse and recycle waste.	Sam Assaad - Manager Infrastructure Operations	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Several media releases have been issued and further work is under way. This includes working with the Eastern Metropolitan Regional Council waste education officer to look at school campaigns.

Strategy: 3.5.3 Participate in ongoing recycling and waste minimisation and resource recovery initiatives in partnership with the Regional Council

3.5.3.2 Implement recycling initiatives as outlined in the Waste Strategy.	Sam Assaad - Manager Infrastructure Operations	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The following initiatives have been implemented:
* Improvements to Walliston Transfer Station to promote the separation of waste into separate streams.
* Free Drop Off Days allowing visitors to separate items for recycling purposes.
* Improved bulk collection reduces contamination, allowing better recycling of green waste.

Outcome: 3.6 To ensure the Shire's contaminated sites are reclassified to enable future land use

Strategy: 3.6.1 Develop strategies for reclassifying contaminated sites to enable land use planning to occur

3.6.1.1 Investigate all Shire controlled contaminated sites and identify potential risks and issues that require mitigation in line with DEC requirements.	Jonathan Smith - Manager Rangers and Health Services	25.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Brand Rd - Purchase order issued to Eastern Metropolitan Regional Council to undertake hydrogeological study of ground water on surrounding properties.

Dawson Ave - Purchase order issued to Site Environmental Remediation Services to undertake phase two - gas monitoring - on land between the old landfill cells and Dawson Avenue.

Brewer Rd - Draft report on Shire responsibility with Director for consideration, prior to presenting to Council.

Ledger Rd - monies on budget to undertake further covering and mulching works as per the Asbestos Management Plan. Ground water monitoring at Brand Rd and Dawson Ave occurred early August.

3.6.1.2 Identify funding sources to enable investigation, required remediation and land use planning to occur.	Jonathan Smith - Manager Rangers and Health Services	25.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Property Services are currently in discussion with a sporting organisation to utilise a portion of Dawson Ave. Currently the thinking is several activities could occur on this site; recreation and potentially aged development (on portion of land not land filled). A fatal flaw investigation is under way to identify all major impediments to the recreational proposal.

Discussions were held with Landcorp regarding Brand Road, however at this juncture there was no interest in the property.

Goal: 4 Kalamunda Develops - Using our land and assets diversely and effectively

Outcome: 4.1 To ensure land use plans provide long term sustainable population growth

Strategy: 4.1.1 Develop, implement and review strategic land-use plans and policies which guide the location and sustainability of industrial, commercial and residential areas within the Shire

4.1.1.4 Undertake an annual review of the Cell 9 scheme.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Review of Developer Contribution rate under way:
Land valuation completed.
Consultants engaged to review projected scheme infrastructure costs.

4.1.1.2 Undertake a review of Local Planning Scheme No. 3.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Spreadsheet has been prepared and continually updated with revisions that need to be included in the revised Local Planning Scheme.

Strategy: 4.1.2 Continue to pursue opportunities for new development and streetscape outcomes through the implementation of Town Centre Improvement Plans

4.1.2.4 Work with Western Power to install underground power in the Kalamunda town centre.	Andrew Fowler-Tutt - Manager Development Services	17.00%	In Progress	01/07/2013	30/06/2015	GREEN

PROGRESS COMMENTS

Council approved $500,000 in the 2013/14 budget for State Underground Power Project works. Western Power will produce the design and costing by September 2013.

Strategy: 4.1.3 Implement and review structure plans to consolidate Shire services in key activity centres in Forrestfield and Kalamunda

4.1.3.3 Prepare and implement a Woodlupine Creek Management Plan within the Forrestfield District Centre.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Preparation of the brief for hydrology study completed. Three quotes have been received and a consultant has been appointed.

Strategy: 4.1.4 Facilitate the development of industrial land within the Shire

Strategy: 4.1.4 Facilitate the development of industrial land within the Shire

4.1.4.1 Continue Planning Strategies for Stages 2 and 3 of the Forrestfield/High Wycombe Industrial Area.	Andrew Fowler-Tutt - Manager Development Services	9.00%	In Progress	01/07/2013	30/06/2016	GREEN

PROGRESS COMMENTS

Stage 2 - Local Structure Plan received and assessed by staff and changes requested as of 26 August 2013.

Stage 3 - Metropolitan Region Scheme Amendment to rezone the land to Urban presently with the WA Planning Commission for their consideration and approval to initiate advertising.

Strategy: 4.1.5 Pursue integrated land use planning so that alternative transport modes are incorporated into the Structure Plan process

4.1.5.1 Plan for land use options around the future railway station associated with Forrestfield / High Wycombe Industrial Area.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Local Structure Plan received for Stage 2 of the Forrestfield/High Wycombe Industrial Area. Working with the Perth Transport Authority regarding their land use requirements for the Forrestfield Train Station and associated parking, to ensure that the opportunity for appropriate land use activities around the station is not lost.

Seeking political support from the Department of Transport and Ministers for a Planning Control Area being imposed over Stage 2.

4.1.5.2 Develop and implement an Integrated Transport Management Plan to inform future transport planning within the Shire ensuring an emphasis on alternative transport modes.	Sam Assaad - Manager Infrastructure Operations	0.00%	Not Started	01/03/2014	30/06/2017	GREEN

PROGRESS COMMENTS

Due to commence March 2014.

Strategy: 4.1.6 Continue to work collaboratively with State government and agencies to deliver strategic land use plans, policies and initiatives

4.1.6.3 Work with the Department of Planning to assist with the delivery of the Sub Regional Structure Plan for the North East Region.	Andrew Fowler-Tutt - Manager Development Services	9.00%	In Progress	01/07/2013	30/06/2016	GREEN

PROGRESS COMMENTS

Meetings ongoing. North East Structure Plan to include the following:
Regional Water Plan;
Regional Infrastructure/Services Plan;

Strategy: 4.1.6 Continue to work collaboratively with State government and agencies to deliver strategic land use plans, policies and initiatives

PROGRESS COMMENTS

Regional Environmental Plan; and the
Regional Bush Fire Plan.

Outcome: 4.2 To effectively plan for the diverse range of housing stock that will be required to meet the social and economic needs of the Shire's changing demographics

Strategy: 4.2.1 Facilitate the delivery, through strategies and policy development, of a diverse range of housing within the Shire to ensure inclusiveness in population accommodation

4.2.1.1 Adopt and implement a Local Housing Strategy for the Shire to facilitate appropriate urban infill.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Draft documents prepared and public consultation undertaken for the Local Housing Strategy (LHS).
Council resolved on 26 August 2013 to advertise the LHS for a further 60 days, it is anticipated that Council will receive a report in early 2014.

Strategy: 4.2.2 Facilitate the delivery of suitable housing options for the aged population and people with special needs through a range of smaller and affordable homes and unit dwellings

4.2.2.1 Continue with the implementation of the Aged Accommodation Strategy.	Warwick Carter - Manager Commercial Services	10.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Ongoing identification of land and awareness raising of aged care issues.

Strategy: 4.2.3 Engage with stakeholders to determine the most appropriate land use strategy for the future of the Hills Orchard Region

4.2.3.1 Hills Orchard Study is completed and adopted by Council and the WA Planning Commission.	Andrew Fowler-Tutt - Manager Development Services	13.00%	In Progress	01/07/2013	30/06/2015	GREEN

PROGRESS COMMENTS

Council resolved on 26 August 2013 to have the Hills Orchard Study Review (HOS) deferred until 31 October 2013 to allow staff to consider the option of allowing subdivision of non-productive agricultural land to 2 hectares.

Consultant employed to consider economic development strategy to assist in this process. Scoping paper finalised. Changes to the Strategy document and option for consideration currently being undertaken.

Outcome: 4.3 To ensure that the Shire's development is in accord with the Shire's statutory and legislative obligations and accepted urban design planning standards

Strategy: 4.3.1 Provide efficient building and development approval services to the community

4.3.1.2 Investigate, develop and provide an online building application service.	Andrew Fowler-Tutt - Manager Development Services	13.00%	In Progress	01/07/2013	30/06/2015	GREEN

PROGRESS COMMENTS

Service has been developed and some builders have taken up the option. Presently seeking more builders to pursue this option.

Intention is to send out a brief letter to building applicants with their building approvals inviting them to participate in the online lodgement option.

4.3.1.1 Continue to provide Building Surveying services to other regional local governments through an MOU agreement.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Service agreement has now been expanded to include seven Shires. Work also being undertaken for Merredin.

Planning liaison is progressing well with the various contractors. No new compliance issues.

Strategy: 4.3.2 Undertake efficient monitoring of compliance of building developments within the Shire

4.3.2.2 Ensure land use compliance in accordance with Local Planning Scheme No. 3.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Compliance matters ongoing. Planning Infringement Notices and Direction Notices prepared for certain properties.

Outcome: 4.4 To enhance and protect the historic heritage of the Shire

Strategy: 4.4.1 Continue to support the preservation of historic sites and buildings, through the ongoing review and maintenance of the Shire's Municipal Inventory Register

4.4.1.2 Undertake a review of the Shire's Municipal Inventory Register.	Andrew Fowler-Tutt - Manager Development Services	25.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

Stage 2 of the review commenced - draft thematic history completed and reviewed August 2013.

4.4.1.1 Promote and provide Kalamunda History Village programs to schools and the community.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

Strategy: 4.4.1 Continue to support the preservation of historic sites and buildings, through the ongoing review and maintenance of the Shire's Municipal Inventory Register

PROGRESS COMMENTS

The Kalamunda History Village was fully booked for Term 3, 2013 and has minimal vacancies remaining for Term 4, 2013. Further to this, visitations from the broader community continue to increase as a result of the increased opening hours to better cater for tourists and patrons.

Outcome: 4.5 To create a desirable and recognisable image for the Shire

Strategy: 4.5.1 Support the creation and ongoing maintenance of quality streetscapes, particularly at Shire entry points and along major arterial roads

4.5.1.7 Develop a design concept and program to improve entry points including hydro-mulching, native plants, landscaping and signage.	Sam Assaad - Manager Infrastructure Operations	75.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

This has been completed with the first project on Welshpool Road under construction.

4.5.1.6 Develop a design concept and program for improved landscaping along the verges and median strips of the major arterial roads throughout the Shire that reflect a unique image for the Shire.	Sam Assaad - Manager Infrastructure Operations	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

This activity has commenced with an identification of the treatments and landscaping alternatives, to ensure plantings can be maintained without putting pressure on resources.

Outcome: 4.6 To ensure the optimal management of assets delivers continuity of services to the community

Strategy: 4.6.1 Ensure that the Shire has long term asset plans for each of its asset categories and that these plans are reviewed regularly

4.6.1.15 Implement an Asset Management Steering Group to guide the asset management improvement program.	Sam Assaad - Manager Infrastructure Operations	15.00%	In Progress	01/07/2013	30/06/2014	YELLOW

PROGRESS COMMENTS

Currently determining appropriate representatives to be nominated for the Steering Group.

4.6.1.12 Undertake collection of data for asset classes - Roads and Drains.	Sam Assaad - Manager Infrastructure Operations	15.00%	In Progress	01/07/2013	30/06/2014	YELLOW

PROGRESS COMMENTS

MyData Asset Management System introductory training has been completed, and collection of data from Subdivisional and Shire works for input into the system has commenced.

Strategy: 4.6.1 Ensure that the Shire has long term asset plans for each of its asset categories and that these plans are reviewed regularly

4.6.1.17 Oversee the introduction of Fair Value Accounting for Land and Buildings.	Sam Assaad - Manager Infrastructure Operations	25.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

Commenced discussion / research on determining Fair Value for the different asset classes, including calculating unit rates and record keeping for audit purposes.

4.6.1.10 Review the Shire's Asset Management Policy and Strategy and develop or review associated plans for all major asset classes, to provide strategic direction in the management of all Shire owned assets (2013/2014).	Sam Assaad - Manager Infrastructure Operations	0.00%	Not Started	01/03/2014	30/06/2014	GREEN

PROGRESS COMMENTS

Due to commence March 2014.

Strategy: 4.6.2 Develop financially sustainable funding models to ensure that the Shire can adequately fund its asset plans

4.6.2.2 Initiate discussions relating to appropriate levels of service that can be sustainably funded in line with current funding.	Sam Assaad - Manager Infrastructure Operations	5.00%	In Progress	01/07/2013	30/06/2017	YELLOW

PROGRESS COMMENTS

Current Levels of Service yet to be defined, to enable modelling against funding within current Long Term Financial Plan. Review of draft Levels of Service commenced.

Strategy: 4.6.3 Seek funding opportunities wherever possible to increase asset stock within the Shire, either through public private partnership or government and agencies funding

4.6.3.2 Monitor funding opportunities as they arise and inform interested services of their availability.	Warwick Carter - Manager Commercial Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Ongoing monitoring - no funding opportunities identified in the last quarter.

4.6.3.3 Investigate options to leverage funds through grants and other external funds.	Sam Assaad - Manager Infrastructure Operations	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Strategy: 4.6.3 Seek funding opportunities wherever possible to increase asset stock within the Shire, either through public private partnership or government and agencies funding

PROGRESS COMMENTS

Several opportunities have been utilised including:
* Main Roads Grants - roadworks and improvements, Black Spot program
* Department of Transport - Bus shelters and bike paths
* Federal Government - Roads to Recovery.

Outcome: 4.7 To ensure the selection, maintenance, inspection, renewal and disposal of all categories of assets within the Shire is managed efficiently

Strategy: 4.7.1 Maintain, refurbish or upgrade existing infrastructure, including public buildings, parks, reserves, local roads, footpaths, cycle ways, verges and drainage networks to encourage increased utilisation and extension of asset life

4.7.1.6 Develop a rolling 10 year program of detailed projects forming the Shire's capital works program for each asset class.	Sam Assaad - Manager Infrastructure Operations	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Currently collating details on proposed capital renewal and new projects and populating detailed 10 Year Plan spreadsheet for review.

Strategy: 4.7.2 Ensure adequate processes and procedures are in place to measure and achieve efficiency in asset management

4.7.2.3 Undertake Asset Management Benchmarking through the national asset management assessment framework.	Sam Assaad - Manager Infrastructure Operations	0.00%	Not Started	01/03/2014	30/06/2017	GREEN

PROGRESS COMMENTS

Due to commence March 2014.

Shire of Kalamunda **July to September 2013 - Quarterly Progress Report**

Goal: 5 Kalamunda Employs - Supporting our industries and businesses

Outcome: 5.1 To create a world class precinct for industrial and commercial land development

Strategy: 5.1.1 Proactively work with the Perth Airport to leverage opportunities for the Shire in relation to the expansion of the airport

5.1.1.2 Continue to participate in activities occurring at the airport that may provide opportunities for the Shire.	Rhonda Hardy - Chief Executive Officer	30.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Attendance of Perth Airport Management Group and Perth Airport Community Consultation Committee meetings has occurred during the last quarter.

Strategy: 5.1.2 Develop and regularly update a profile of the Shire to assist in the attraction of companies to the new industrial precincts

5.1.2.1 Seek quotes for the development of a comprehensive web based economic profile for the Shire and update annually.	Warwick Carter - Manager Commercial Services	25.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

REMPLAN contract awarded and completed for 2013/14.

Strategy: 5.1.3 Encourage new commercial development to locate in the Shire to provide local employment opportunities for knowledge workers living within the Shire

5.1.3.1 Develop Investor Attraction resources to highlight opportunities within the Shire for businesses, and continue to promote opportunities for businesses within the Shire.	Warwick Carter - Manager Commercial Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Draft Economic Profile completed and seeking publishing options. Population forecast website will be live shortly and suitable package to be developed for development industry.

Strategy: 5.1.4 Promote the Shire's new industrial land releases as a hub for high-tech or resource sector investment

5.1.4.1 Promotion of Industrial Land Releases - Develop media releases to inform of the project readiness of the site and continue promotion as needed.	Warwick Carter - Manager Commercial Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

To be progressed as needed

Strategy: 5.1.5 Provide proactive business advice and information support services for businesses located in the Shire's industrial and commercial precincts

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5.1.5.1 Develop and implement an annual visitation program for Economic Development to meet with local businesses.	Warwick Carter - Manager Commercial Services	0.00%	Not Started	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS
To be commenced.

Outcome: 5.2 To deliver alternative funding strategies through property development to fund future investments in community infrastructure

Strategy: 5.2.1 Implement a strategic and measured process to ensure that the Shire is transparent and accountable in all land asset acquisitions, transfers and disposals

5.2.1.1 Implement the Shire's land asset management plan in accordance with the Local Government Act and create high quality affordable subdivisions on designated Shire freehold land parcels.	Warwick Carter - Manager Commercial Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS
Development of Hale Road being considered in light of Department of Housing joint venture proposal. Awaiting transfer of Cygnet Court property to allow for development of site in accordance with approved plan.

Outcome: 5.3 To facilitate increased economic activity within the Shire

Strategy: 5.3.2 Proactively engage and partner with local and regional businesses to support further economic development

5.3.2.1 Ongoing liaison with Kalamunda Chamber of Commerce.	Warwick Carter - Manager Commercial Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS
The Shire is continuing to liaise with the Kalamunda Chamber of Commerce.

Outcome: 5.4 To be recognised as an excellent tourism destination with high levels of patronage

Strategy: 5.4.1 Develop and establish the Shire with a recognised brand through the cross promotion of festivals and activities occurring in the Shire

5.4.1.2 Develop a bundling of attractions model to build relationships between businesses.	Warwick Carter - Manager Commercial Services	0.00%	Not Started	01/01/2014	30/06/2017	GREEN

PROGRESS COMMENTS
Due to commence January 2014.

Strategy: 5.4.2 Ensure tourism development is integrated into land use planning in regard to the Perth Hills

5.4.2.1 Liaise with the Department of Water and negotiate standard development conditions in water catchment areas.	Warwick Carter - Manager Commercial Services	13.00%	In Progress	01/07/2013	30/06/2015	GREEN
PROGRESS COMMENTS Discussed with potential consultants. Brief being developed and will be progressed in coming months.						
Strategy: 5.4.3 Continue to support and develop the Zig Zag Cultural Centre as a key attractor for visitors to the Shire						
5.4.3.1 Develop criteria and annually benchmark the Visitors Centre with other centres in WA.	Warwick Carter - Manager Commercial Services	0.00%	Not Started	01/01/2014	30/06/2017	GREEN
PROGRESS COMMENTS Due to commence January 2014.						
5.4.3.2 Enter the ZZCC into local, state and national awards for tourism visitors centres to raise awareness and recognition of the centre.	Darren Jones - Manager Community Development	7.00%	In Progress	01/07/2013	30/06/2017	GREEN
PROGRESS COMMENTS The Shire submitted an award nomination to Tourism WA and has been selected as a finalist.						
Strategy: 5.4.4 Identify funding and project opportunities to enhance the Shire both for residents and as a destination for visitors						
5.4.4.1 Identify key high profile tourism signage locations within the Shire.	Warwick Carter - Manager Commercial Services	0.00%	Not Started	01/01/2014	30/06/2015	GREEN
PROGRESS COMMENTS Due to commence January 2014.						
Strategy: 5.4.5 Investigate opportunities to address the current restrictions and barriers facing tourism developments						
5.4.5.1 Examine the Local Planning Scheme to identify changes to support tourism development and provide input into the forthcoming review of the Shire Scheme.	Warwick Carter - Manager Commercial Services	25.00%	In Progress	01/07/2013	30/06/2014	GREEN
PROGRESS COMMENTS Review of land use classifications being undertaken in conjunction with the development of the planning for water catchment areas.						

Outcome: 5.5 To be courageous and tenacious in the pursuit of benefits from the State and Federal governments through effective advocacy

Strategy: 5.5.1 Continue to advocate to all levels of government for the delivery of appropriate public transport options including cycling and walkways for the Shire and the region

5.5.1.2 Develop relationships with key officers in the PTA and seek to undertake a review of bus services in the region to better feed into the new railway station.	Clayton Higham - Director Development and Infrastructure	7.00%	In Progress	01/07/2013	30/06/2017	GREEN
PROGRESS COMMENTS Meetings being held with stakeholder groups approximately every two weeks.						
5.5.1.3 Develop relationships with officers at DOT Bike West branch to seek improved opportunities for securing Bike West annual grants.	Darren Jones - Manager Community Development	9.00%	In Progress	01/07/2013	30/06/2017	GREEN
PROGRESS COMMENTS Currently in the process of developing a Project Plan for the 2014 Annual Bike Week Event, which includes seeking funding from Department of Transport.						

Strategy: 5.5.2 Work with relevant State government agencies to facilitate the delivery of industrial land areas in the foothills areas of the Shire

5.5.2.2 Develop and implement a relationship plan identifying senior officers at DOP, DOIR and DOT and Landcorp and create opportunities to engage with them in order to leverage opportunities to promote or progress industrial land sales and development.	Clayton Higham - Director Development and Infrastructure	7.00%	In Progress	01/07/2013	30/06/2017	GREEN
PROGRESS COMMENTS Discussions with Department of Transport, Perth Transport Authority and Department of Planning regarding the Forrestfield train station and land use opportunities.						

Strategy: 5.5.4 Maintain strong and effective links with all other levels of government and leverage opportunities as they arise

5.5.4.1 Develop and implement a relationship plan identifying senior officers across State and Federal government and create opportunities to engage with them in order to leverage opportunities to promote or progress Shire development.	Rhonda Hardy - Chief Executive Officer	0.00%	Not Started	01/01/2014	30/06/2017	GREEN
PROGRESS COMMENTS						

Strategy: 5.5.4 Maintain strong and effective links with all other levels of government and leverage opportunities as they arise

PROGRESS COMMENTS

Due to commence January 2014.

Outcome: 5.6 To foster regional collaboration within Perth's Eastern Region

Strategy: 5.6.1 Through the Regional Council, undertake planning within a regional context for high order infrastructure and major transport links

5.6.1.1 Liaise with the EMRC through the CEO Advisory Committee to identify regional infrastructure projects that can be pursued collaboratively.	Rhonda Hardy - Chief Executive Officer	25.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Regular meetings with the CEO Advisory Committee have occurred, which have led to the Regional Travelsmart Project.

Strategy: 5.6.2 Investigate opportunities for regional collaboration to deliver services

5.6.2.1 Continue to support the EMRC in the provision of regional services and encourage the ongoing investigation of new services to be explored.	Rhonda Hardy - Chief Executive Officer	25.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Regular meetings with the Eastern Metropolitan Regional Council's Regional Services team have occurred and projects are now being delivered.

Goal: 6 Kalamunda Leads - Providing good government

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

Strategy: 6.1.1 Implement strategies to promote and attract a diverse representation to the Council

6.1.1.2 Liaise with Youth and Community Services to refine the schools Council meeting initiative, to give young people an understanding of being Councillors.	Darrell Forrest - Manager Governance	6.00%	In Progress	01/07/2013	30/06/2017	GREEN
PROGRESS COMMENTS Development of strategy has not been pursued at this stage beyond initial consideration of the target market.						
6.1.1.3 Design creative ways to encourage diversity in council activities from migrants, younger women and youth to participate as Councillors or be on advisory committees.	Darrell Forrest - Manager Governance	6.00%	In Progress	01/07/2013	30/06/2017	GREEN
PROGRESS COMMENTS Further development of this strategy has been delayed pending confirmation of whether the Shire of Kalamunda will merge with the City of Belmont.						
6.1.1.1 Develop and implement a marketing campaign strategy that encourages increased participation in Council elections.	Darrell Forrest - Manager Governance	16.00%	In Progress	01/07/2013	30/06/2014	YELLOW
PROGRESS COMMENTS Further development of this strategy will be delayed pending confirmation that the Shire of Kalamunda is to merge with the City of Belmont.						

Strategy: 6.1.2 Develop and implement a governance framework to ensure the elected body has a very clear understanding of its role and responsibilities

6.1.2.13 Ensure the Framework is used to guide Councillors and is reviewed every two years prior to Council elections.	Darrell Forrest - Manager Governance	6.00%	In Progress	01/07/2013	30/06/2017	GREEN
PROGRESS COMMENTS Framework is being utilised as necessary.						
6.1.2.11 Ensure the Governance and Policy Framework is published and ongoing induction and training is provided to Councillors.	Darrell Forrest - Manager Governance	6.00%	In Progress	01/07/2013	30/06/2017	GREEN
PROGRESS COMMENTS						

Strategy: 6.1.2 Develop and implement a governance framework to ensure the elected body has a very clear understanding of its role and responsibilities

PROGRESS COMMENTS

Document has been published and training programs for the 2013 election are being developed.

6.1.2.14 Ensure the Compliance Audit Return is completed and lodged on time in accordance with the Local Government Act.	Darrell Forrest - Manager Governance	0.00%	Not Started	01/12/2013	31/03/2014	GREEN

PROGRESS COMMENTS

Return for 2013 is not provided until the end of the 2013 calendar year, with completion and submission to the Department of Local Government and Communities required by 31 March 2014.

6.1.2.15 Ensure the Delegations Register is reviewed annually in line with the Local Government Act.	Darrell Forrest - Manager Governance	6.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Delegation Register is current and aligned to legislative requirements.

6.1.2.12 Prepare and publish all Agendas and Minutes of Council and Committee Meetings in accordance with legislation.	Darrell Forrest - Manager Governance	6.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Legislative timeframe is being met.

Strategy: 6.1.3 Increase advocacy efforts to influence State and Federal policy to achieve improved local outcomes

6.1.3.1 Develop and implement an Advocacy Strategy to support the Shire's approach to professional advocacy.	Rhonda Hardy - Chief Executive Officer	0.00%	Not Started	01/01/2014	30/06/2017	GREEN

PROGRESS COMMENTS

Due to commence January 2014.

6.1.3.3 Maintain a regular annual program of engagement with all local State and Federal politicians, all Ministers and all Shadow Ministers.	Rhonda Hardy - Chief Executive Officer	25.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Over the last quarter the Shire has met with the Minister for Local Government Tony Simpson, Minister for Planning John Day, MLC Helen Morton, MHR Ken Wyatt, MLC Alyssa

Strategy: 6.1.3 Increase advocacy efforts to influence State and Federal policy to achieve improved local outcomes

PROGRESS COMMENTS

Hayden and MLA Nathan Morton in relation to Local Government reform and other matters.

6.1.3.2 Participate in State and National policy development processes affecting local government.	Rhonda Hardy - Chief Executive Officer	25.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The Shire has been involved in Local Government reform and has lodged its reform submission.

Strategy: 6.1.4 Foster strategic partnerships and alliances and represent the community on external bodies to deliver key projects and initiatives

6.1.4.1 Actively seek Shire representation on key external and strategic bodies and encourage and provide support to Elected Members and Senior Officers to actively participate in professional and/or industry disciplines that will further enhance the image of the Shire.	Rhonda Hardy - Chief Executive Officer	30.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The Shire is a member of the Gateway Coordinating Consultation Committee.

Outcome: 6.10 To build a high performing and motivated workforce

Strategy: 6.10.1 Develop and implement a workforce plan that guides all human resource processes as well as staff development and future employment requirements for the Shire

6.10.1.25 Develop and implement systems to collect key performance indicator data, in order to measure the outcomes of the Workforce Plan and the Strategic Community Plan.	Davina Sandhu - Manager Human Resources & Organisational Development	100.00%	Completed	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

All actions from the Workforce Plan and Corporate Business Plan have been entered into interplan, where they can be monitored and reported on.

KPIs from the Strategic Community Plan have been entered into interplan.
A scorecard has been created to allow easy reporting of these measures.

Strategy: 6.10.1 Develop and implement a workforce plan that guides all human resource processes as well as staff development and future employment requirements for the Shire

6.10.1.27 Implement the actions outlined in the Shire's Workforce Plan.	Davina Sandhu - Manager Human Resources & Organisational Development	10.00%	In Progress	01/07/2013	30/06/2017	

PROGRESS COMMENTS

The actions from the Workforce Plan are constantly being reviewed.

6.10.1.19 Regularly review and refine the Shire's Workforce Plan.	Davina Sandhu - Manager Human Resources & Organisational Development	10.00%	In Progress	01/07/2013	30/06/2017	

PROGRESS COMMENTS

Have extracted all the actions out of the Workforce Plan. Working on a timeline to make sure the actions are constantly reviewed and on track.

Strategy: 6.10.2 Monitor, review and evaluate employee satisfaction levels and emerging workforce trends

6.10.2.1 Develop strategies to address issues arising from the annual employee satisfaction survey and incorporate into the Workforce Plan reviews.	Davina Sandhu - Manager Human Resources & Organisational Development	9.00%	In Progress	01/07/2013	30/06/2017	

PROGRESS COMMENTS

Annual employee survey feedback has been reviewed, thoughts are currently being gathered on developing strategies to address the issues outlined in the survey.

6.10.2.14 Undertake an annual employee satisfaction survey.	Davina Sandhu - Manager Human Resources & Organisational Development	0.00%	Not Started	01/07/2013	30/06/2017	

PROGRESS COMMENTS

The annual satisfaction survey will be conducted in early May 2014.

Outcome: 6.2 To ensure that local laws are upheld

Strategy: 6.2.1 Develop, implement and monitor all local laws across the Shire to ensure that they are relevant and realistic

6.2.1.1 Review and develop local laws in relation to Building Services.	Andrew Fowler-Tutt - Manager Development Services	7.00%	In Progress	01/07/2013	30/06/2017	

PROGRESS COMMENTS

Fencing Local Law currently under review.
Shire liaising with its solicitors.

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Strategy: 6.2.1 Develop, implement and monitor all local laws across the Shire to ensure that they are relevant and realistic

6.2.1.2 Develop new or amend existing local laws, as required.	Darrell Forrest - Manager Governance	6.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Assessment is under way to ensure currency and if new local laws may be required.

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

Strategy: 6.3.1 Develop and implement a wide variety of informing strategies and plans which benefit the community socially, economically and environmentally

6.3.1.2 Investigate a model and framework for the development of the Shire of Kalamunda Sustainability Plan.	Rhonda Hardy - Chief Executive Officer	0.00%	Not Started	01/01/2014	30/06/2014	GREEN

PROGRESS COMMENTS

Due to commence January 2014.

Strategy: 6.3.2 Regularly review and develop the Shire's integrated planning framework

6.3.2.2 Demonstrate compliance with the Department of Local Government's Integrated Planning and Reporting Framework at basic level.	Rhonda Hardy - Chief Executive Officer	30.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

The Shire's Strategic Community Plan, Corporate Plan, Long Term Financial Plan and Asset Management Plan have been called in by the Department of Local Government and Communities for auditing, the Shire is awaiting the outcome of the audit which will determine the level of the Shire's Plans.

6.3.2.5 Align all of the Shire's planning documents to the Integrated Planning and Reporting Framework.	Rhonda Hardy - Chief Executive Officer	100.00%	Completed	01/07/2013	30/06/2016	GREEN

PROGRESS COMMENTS

The Shire has completed alignment with all currently existing informing strategies and plans.

Outcome: 6.4 To engage regularly and proactively with the community

Strategy: 6.4.1 Implement and continually improve the Shire's Community Engagement Strategy

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Strategy: 6.4.1 Implement and continually improve the Shire's Community Engagement Strategy

6.4.1.1 Implement the actions outlined in the Community Engagement Strategy, to deliver an ongoing program of community engagement initiatives.	Darrell Forrest - Manager Governance	0.00%	Not Started	01/01/2014	30/06/2017	GREEN

PROGRESS COMMENTS

Due to commence January 2014.

6.4.1.3 Design and implement a targeted community engagement campaign to increase engagement of foothills residents with the Shire (2013/2014).	Darrell Forrest - Manager Governance	0.00%	Not Started	01/01/2014	30/06/2014	GREEN

PROGRESS COMMENTS

Due to commence January 2014.

Strategy: 6.4.3 Regularly refresh and enhance the Shire's website and embrace opportunities to communicate with the community using social media and technology

6.4.3.8 Improve communication with the community through the ongoing review and development of the Shire's website and other digital means.	Gerard Thomas - Manager Technology and Corporate Support	35.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Highlighted banners are part of the new website design showcasing Shire facilities including performing arts and libraries, and new events such as the Kalamunda Farmers Market and the Annual Agricultural Show, the use of high quality graphics and easy to locate links in the new information panels.

6.4.3.6 Identify services that could be provided online through the Shire's website.	Gerard Thomas - Manager Technology and Corporate Support	45.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

Improvements have been made as part of the continuous lifecycle of the new website, including better placement of announcements, a new section for Local Government Reform updates and the implementation of E-Reader for disability access - this enables the text to be read out to the client on line in cases where vision impairment is a barrier to reading the information.

Strategy: 6.4.4 Provide a media and communications service that promotes and protects the Shire's reputation

6.4.4.12 Increase the number of media releases written and picked up by press.	Darrell Forrest - Manager Governance	0.00%	Not Started	01/01/2014	30/06/2017	GREEN

PROGRESS COMMENTS

Strategy: 6.4.4 Provide a media and communications service that promotes and protects the Shire's reputation

PROGRESS COMMENTS

Due to commence January 2014.

6.4.4.11 Undertake measures to improve the Shire of Kalamunda's reputation.	Darrell Forrest - Manager Governance	0.00%	Not Started	01/01/2014	30/06/2017	GREEN

PROGRESS COMMENTS

Due to commence January 2014.

6.4.4.7 Continue to hold regular meetings with selected stakeholders as part of an on-going process of building and maintaining better stakeholder relations within the local community.	Darrell Forrest - Manager Governance	30.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The CEO has commenced a program of meetings with all Shire community groups to discuss issues and share strategic information.

6.4.4.9 Carry out a review to determine the current standing of the Shire's reputation (2013/2014).	Darrell Forrest - Manager Governance	0.00%	Not Started	01/01/2014	30/06/2014	GREEN

PROGRESS COMMENTS

Due to commence January 2014.

Strategy: 6.4.5 Ensure information from the Shire can be easily accessed in a range of formats

6.4.5.1 Review the current range of formats available. Investigate alternative formats as well as budget requirements for implementation.	Darrell Forrest - Manager Governance	0.00%	Not Started	01/01/2014	30/06/2014	GREEN

PROGRESS COMMENTS

Due to commence January 2014.

Outcome: 6.5 To ensure a quality experience for every interaction with our community

Strategy: 6.5.1 Ensure consistency in the level and quality of service to all customers

Strategy: 6.5.1 Ensure consistency in the level and quality of service to all customers

6.5.1.17 Investigate and recommend a process that can monitor and measure customer service delivery at the Shire.	Gerard Thomas - Manager Technology and Corporate Support	10.00%	In Progress	01/01/2014	30/06/2014	GREEN

PROGRESS COMMENTS

The previous consultants who provided benchmarking data have not been engaged this year. An internal review is under way to look at the metrics and structure of customer service across the Shire, and the most effective way to measure this, specific to each business unit and the type of services offered.
The development of a new process is due to commence in January 2014.

6.5.1.21 Develop customer service standards to assist staff in ensuring they deliver consistent level of customer service at all times.	Gerard Thomas - Manager Technology and Corporate Support	10.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Current training and induction procedures are in place, these are being re-evaluated as the customer service function is redesigned internally, and new metrics and reporting are explored.

6.5.1.20 Develop and implement an annual training program for all customer service staff across the Shire.	Gerard Thomas - Manager Technology and Corporate Support	10.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

This program is being explored through multiple channels for customer service, system use such as Synergy Soft and other supporting components that make up all the tool sets and knowledge needed for customer service staff across the Shire. When developed it is envisaged that this should also become part of an updated induction/training package internally for new staff.

Strategy: 6.5.2 Develop, implement and regularly review the Shire's customer service charter and improvement action plan

6.5.2.3 Develop and implement a Customer Service Action Plan to provide a coordinated approach to service delivery that provides for ongoing improvements to customer services.	Gerard Thomas - Manager Technology and Corporate Support	30.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The first part of the Customer Service Action Plan is in progress, with the Zig Zag Cultural Centre being brought in under Community Development as a stand-alone entity with dedicated centre staff, rather than the Customer Relations team maintaining a rotational roster. This change will allow Customer Relations to focus on providing customer service support through other parts of the organisation. This has commenced with Customer Relations members assisting Rangers and Finance directly as on site resources, which in turn is increasing the knowledge of the Customer Relations team and their effectiveness on the front line.

Strategy: 6.5.2 Develop, implement and regularly review the Shire's customer service charter and improvement action plan

6.5.2.2 Annually review the Shire's Customer Service Charter to inform and enhance customer service outcomes.	Gerard Thomas - Manager Technology and Corporate Support	10.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

This will be aligned to reflect changes being considered for the customer service group and elements of their function across the Shire as a holistic organisation wide service.

Strategy: 6.5.3 Regularly monitor the quality of the delivery of customer services throughout the Shire

6.5.3.2 Report on the results of the Customer Satisfaction Survey and incorporate improvement recommendations into the Corporate Business Plan (2013/2014).	Darrell Forrest - Manager Governance	0.00%	Not Started	01/01/2014	30/06/2014	GREEN

PROGRESS COMMENTS

Due to commence January 2014.

Outcome: 6.6 To ensure excellent information, technology and communications services are being consistently delivered

Strategy: 6.6.1 Provide a records information system that is compliant with the State Records Act 2000

6.6.1.8 Undertake consultation with users across the Shire to identify what they require in a functional records system, to prepare the Shire for the implementation of a new system.	Gerard Thomas - Manager Technology and Corporate Support	40.00%	Deferred	01/07/2013	30/06/2014	Deferred

PROGRESS COMMENTS

This has been investigated, and with the merger process with Belmont not progressing as anticipated, the Records management system which was recommended by way of a tender/Request for Quotations process is on hold until mid-2014.

Strategy: 6.6.2 Develop, implement and review a strategic information technology plan that identifies the ongoing technology needs and funding for the Shire over the next decade

6.6.2.1 Complete, cost and oversee the adoption of the Shire's Strategic Information Technology Plan.	Gerard Thomas - Manager Technology and Corporate Support	30.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

This plan is in progress, with the IT Infrastructure replacement program under way. The technology being introduced, such as wireless networking, will enable the Shire to conduct

Strategy: 6.6.2 Develop, implement and review a strategic information technology plan that identifies the ongoing technology needs and funding for the Shire over the next decade

PROGRESS COMMENTS

business more dynamically and with greater flexibility.

Strategy: 6.6.3 Investigate and continually improve communications and technology for the Shire

6.6.3.3 Develop a Social Media Strategy to guide the access and use of social media applications and technologies.	Darrell Forrest - Manager Governance	0.00%	Not Started	01/01/2014	30/06/2014	GREEN

PROGRESS COMMENTS

Due to commence January 2014.

Outcome: 6.7 To provide a business environment that strives for continuous improvement through the use of highly effective business systems and processes

Strategy: 6.7.1 Encourage a work ethic of responsiveness and decisiveness at all times

6.7.1.15 Design and implement a project management methodology to effectively plan for the funding and delivery of major projects.	Sam Assaad - Manager Infrastructure Operations	60.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

Project implementation plan created and process map established, circulated to senior staff awaiting review.

6.7.1.14 Design and initiate a business process mapping methodology to enable a "one-stop shop" for corporate knowledge.	Davina Sandhu - Manager Human Resources & Organisational Development	0.00%	Not Started	01/01/2014	30/06/2014	GREEN

PROGRESS COMMENTS

Due to commence January 2014.

Strategy: 6.7.2 Regularly review services, business processes and standards offered by the Shire to ensure they meet community needs

6.7.2.12 Review the Shire's current Code of Conduct in alignment with the release of a Model Code of Conduct for local government and implement through induction, ongoing training and awareness-raising.	Darrell Forrest - Manager Governance	6.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Review is ongoing.

Strategy: 6.7.2 Regularly review services, business processes and standards offered by the Shire to ensure they meet community needs

6.7.2.3 Subscribe to and develop locally-based statistical analysis capability, including Community Profile, Community Atlas, Economic Profile and Population Forecasts.	Warwick Carter - Manager Commercial Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS
REMPLAN for Shire of Kalamunda is now active. Forecast ID due to be live shortly and Profile ID currently delivering community profile.

6.7.2.15 Introduce service review and service levels methodologies and systems to assist ongoing organisational capacity development.	Davina Sandhu - Manager Human Resources & Organisational Development	0.00%	Not Started	01/01/2014	30/06/2014	GREEN

PROGRESS COMMENTS
Due to commence January 2014.

Strategy: 6.7.4 Develop and maintain information systems to capture, monitor and compare corporate data and performance

6.7.4.4 Investigate and implement the use of mobile technology for officers in the field.	Gerard Thomas - Manager Technology and Corporate Support	40.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS
Rangers have been equipped with tablet devices for remote system access, particularly as they are required to service country towns including Wandering, Pingelly, Brookton, Beverly etc. This appears to be running successfully, other options including repurposing iPads are being considered alongside Android devices for the Operations staff.

Outcome: 6.8 To ensure financial sustainability through the implementation of effective financial management, systems and plans

Strategy: 6.8.1 Develop and regularly review the Long Term Financial Plan for the Shire

6.8.1.3 Prepare and adopt an Annual Budget to guide the distribution of funding for Shire operations in line with Local Government Financial Regulations.	Rajesh Malde - Manager Financial Services	0.00%	Not Started	01/03/2014	30/06/2017	GREEN

PROGRESS COMMENTS
The Budget will be formulated from the Long Term Financial Plan.
Review will begin in March 2014.

Strategy: 6.8.1 Develop and regularly review the Long Term Financial Plan for the Shire

6.8.1.4 Develop and conduct annual reviews of the 10-Year Long Term Financial Plan.	Rajesh Malde - Manager Financial Services	0.00%	Not Started	01/01/2014	30/06/2017	GREEN

PROGRESS COMMENTS

Due to commence January 2014.

6.8.1.2 Review the Shire's financial guiding principles and assumptions annually, to guide long-term financial management planning.	Rajesh Malde - Manager Financial Services	0.00%	Not Started	01/03/2014	30/06/2017	GREEN

PROGRESS COMMENTS

Interest income predictions will need revising as the Reserve Bank pushes cash rate to 2.5%.

Strategy: 6.8.2 Ensure financial sustainability through the diversification of funding sources to reduce reliance on the current rates base

6.8.2.3 Conduct an annual revenue diversification review of current income streams and potential opportunities for new sources of revenue.	Rajesh Malde - Manager Financial Services	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Provision of services to other local governments -
The Annual Budget for 2013/14 and the Annual Financial Statements for 2012/13 were completed for the Shire of Pingelly. Met with Port Hedland on the provision of possible assistance in the introduction of Interplan and BMC. Waiting to hear back on this request.

6.8.2.1 Develop a Borrowing Model to align with the long term financial plan, showing the extent of the Shire's ability to borrow with minimum risk.	Rajesh Malde - Manager Financial Services	0.00%	Not Started	01/01/2014	30/06/2014	GREEN

PROGRESS COMMENTS

Due to commence January 2014.

Strategy: 6.8.3 Access maximum levels of grant funding available through government and non-government sources

6.8.3.5 Ensure annual roads grants are identified and applied for and acquitted within stated guidelines.	Sam Assaad - Manager Infrastructure Operations	7.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Strategy: 6.8.3 Access maximum levels of grant funding available through government and non-government sources

PROGRESS COMMENTS

2014/15 and 2015/16 Main Roads and Federal Government grants have been applied for. Acquittals have been processed in accordance with timetables and funds have been received for Direct Grants.

6.8.3.1 Research and develop a best practice policy and procedures for managing and monitoring the application and acquittal processes of grant funds.	Rajesh Malde - Manager Financial Services	0.00%	Not Started	01/01/2014	30/06/2014	GREEN

PROGRESS COMMENTS

Due to commence January 2014.

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

6.8.4.37 Develop and deliver an annual rolling performance audit program of policies, processes, systems and financial controls.	Peter Hayes - Internal Auditor	8.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

Audit plan updated to include new items for review.
New Risk Management Plan prepared for adoption by Audit and Risk Committee.
Review of new financial ratios prepared for year end accounts.

6.8.4.18 Design and implement a rolling Cost Efficiency program to continually review materials and contracts costs, to identify and implement efficiency improvements.	Rajesh Malde - Manager Financial Services	25.00%	In Progress	01/07/2013	30/06/2014	GREEN

PROGRESS COMMENTS

A number of efficiencies have been identified to formulate a cost efficiency program. These include -
1. Obtained at no cost, library shelving to replace old shelving in High Wycombe Library. Estimated saving is $30,000;
2. Review the use of printer cartridges in the libraries as they are consuming a significant number of expensive cartridges;
3. Commencing with the rationalisation of light fleet to reduce the FBT Liability;
4. Reconciling bonds to establish treatment either as municipal or trust funds as requested by external auditors. Potential loss of income would be approximately $60-80K if recognised as trust funds.

Outcome: 6.9 To provide a risk minimised and safe working environment in every aspect of the Shire's business

Strategy: 6.9.1 Ensure disaster recovery, business continuity and risk management plans are in place and reviewed regularly

Strategy: 6.9.1 Ensure disaster recovery, business continuity and risk management plans are in place and reviewed regularly

6.9.1.4 Develop and regularly review the Shire's Business Continuity Plan, to provide an effective response to major risks that may significantly threaten business operations.	Gerard Thomas - Manager Technology and Corporate Support	40.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The Business Continuity Plan is in its early stages, it has several dependencies on the new IT Infrastructure and potential use of off-site recovery and cloud technology.

Our telephony system will be cloud based and provide us with remote management from anywhere in the country, independent of any infrastructure in the Shire Building. This ensures our voice communications are available 24/7.

The public facing Shire website will be hosted off-site, as this is an important medium to continually communicate to our community, especially in a disaster recovery situation (e.g. bush fires).

6.9.1.1 Implement the Shire's Risk Management Strategy and identify major risks, determine risk tolerance levels and apply mitigation responses.	Sam Assaad - Manager Infrastructure Operations	0.00%	Not Started	01/01/2014	30/06/2017	GREEN

PROGRESS COMMENTS

Due to commence January 2014.

Strategy: 6.9.2 Implement processes that ensure compliance with Occupational Safety and Health legislation

6.9.2.2 Seek to achieve gold level accreditation through the LGIS accreditation process.	Davina Sandhu - Manager Human Resources & Organisational Development	10.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

The Shire's Occupational Safety and Health management system, based on AS 4801, continues to be developed. Items identified in the Occupational Safety and Health audit of December 2012 are systematically being addressed.

6.9.2.4 Continue to pursue improvements to safety at work through the Shire's workplace Occupational Safety & Health Committee.	Davina Sandhu - Manager Human Resources & Organisational Development	10.00%	In Progress	01/07/2013	30/06/2017	GREEN

PROGRESS COMMENTS

A Fitness for Work Policy and associated Procedure were recently endorsed by Council. The next step in implementation is to provide training across the organisation in relation to understanding Fitness for Work and a further training session for Managing Fitness for Work Concerns for Managers, Coordinators and Supervisors.

Other Occupational Safety and Health issues currently being worked on by the Work Health and Safety Representatives committee:

Strategy: 6.9.2 Implement processes that ensure compliance with Occupational Safety and Health legislation

PROGRESS COMMENTS

- Working in isolation
- Roof access
- Asbestos in buildings

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

10.2.4 *Cat Act 2011* – Delegation of Powers or Duties

Previous Items	
Responsible Officer	Manager Governance
Service Area	Office of the Chief Executive Officer
File Reference	
Applicant	N/A
Owner	N/A
Attachment 1	Powers or Duties that may be Delegated

PURPOSE

1. To approve the delegation of powers and duties under the *Cat Act 2011* (the Act) to the Chief Executive Officer (CEO).

BACKGROUND

2. The Act comes into full operation on 1 November 2013. The Act contains a range of provisions that require direction from or decisions of Council on behalf of the local government.

3. In order to carry out its functions efficiently and effectively, Council has the ability to delegate its powers and duties to the CEO. To enable the orderly implementation and ongoing management of the various provisions stipulated in the Act, it is considered prudent to delegate those powers and duties in the Act that can be delegated, to the CEO.

DETAILS

4. Section 44 (1) of the Act provides the head of power for Council to delegate the exercise of any of its powers and the discharge of any of its duties under the Act. Section 47 requires any delegations made under the Act to be reviewed at least once in every financial year.

5. The specific powers and duties in the Act able to be delegated are detailed in (Attachment 1) and there appears to be no reason why all of those should not be delegated to the CEO.

STATUTORY AND LEGAL CONSIDERATIONS

6. Section 44 of the *Cat Act 2011* states that

   "The local government may delegate to its CEO the exercise of any of its powers or the discharge of any of its duties under another provision of this Act". (Absolute majority required).

   Requirement for review – S.5.46

POLICY CONSIDERATIONS

7. Where necessary, Policies will reflect the principles and conditions included in any delegation.

COMMUNITY ENGAGEMENT REQUIREMENTS

8. Community engagement is not required for this particular item of business.

FINANCIAL CONSIDERATION

9. There will be no direct impact on the finances of the Shire arising from this decision.

STRATEGIC COMMUNITY PLAN

Strategic Planning Alignment

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

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

Strategy 6.3.3 Regularly review the organisation's structure, policies and procedures in response to changing circumstances.

SUSTAINABILITY

Social Implications

11. None from this decision.

Economic Implications

12. None from this decision.

Environmental Implications

13. A number of provisions in the Act are designed to minimise impact on the environment particularly local wildlife, through control and containment of domestic cats.

RISK MANAGEMENT CONSIDERATONS

14.

Risk	Likelihood	Consequence	Action/Strategy
Council does not delegate its powers and duties to the CEO.	Low	High	Need to develop an alternative process to manage the effective and efficient implementation of the provisions of the Act

OFFICER COMMENT

15. The Officer recommendations reflect the objective of the Shire to provide excellent customer service and as such will provide an effective framework for the efficient implementation and operation of the Act through the responsible discharge of the those powers and duties delegated by Council.

Voting Requirements: Absolute Majority

RECOMMENDATION

That Council:

1. Pursuant to section 44 (1) of the Cat Act 2011 delegates to the Chief Executive Officer those powers and duties listed in (Attachment 1).

Moved:

Seconded:

Vote:

Attachment 1

CAT ACT 2011

Powers or duties of Council which may be delegated

Section / Regulation	Relevant Power or Duty
Section 3	A local government may approve in writing an operator of a cat management facility
Section 9	A local government may grant, renew or refuse an application for cat registration
Section 9(5)	A local government may require an applicant to give documents or information relating to registration, within a specified time of not more than 21 days and may require information to be verified by statutory declaration
Section 10	A local government may cancel the registration of a cat
Section 11	A local government is to issue a registration number, certificate and tag, including a replacement certificate or tag
Section 12	A local government must keep a cat register
Section 13	A local government must notify the owner of cat the outcome of a decision
Section 26	A local government may issue a cat control notice
Section 37	A local government may grant, renew or refuse an approval to breed application
Section 37(3)	A local government may require an applicant to give document or information relating to a breeder application, within a specified time of not more than 21 days and may require information to be verified by statutory declaration
Section 38	A local government may cancel an approval to breed
Section 39	A local government must issue a certificate to an approved breeder
Section 40	A local government must notify the person affected by the decision in writing of the outcome
Section 42	A local government is to administer local laws
Section 48	A local government may appoint, in writing, authorised persons
Section 49	A local government may recover the costs of having to destroy a cat
Section 37, reg 22	A local government may refuse an application to breed if the applicant has had an infringement in the past 12-months

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

10.2.5 Appointment of Directors

Previous Items	OCM 26 August and 23 September 2013
Responsible Officer	Chief Executive Officer
Service Area	Office of the Chief Executives Officer
File Reference	
Applicant	N/A
Owner	N/A
Confidential Attachment 1	Candidate Assessment – Initial - Director Infrastructure Services *Reason for Confidentiality – Local Government Act 1995: Section 5.23 (2) (b), "the personal affairs of any person".*
Confidential Attachment 2	Recruitment Report - Director Infrastructure Services 2013 *Reason for Confidentiality – Local Government Act 1995: Section 5.23 (2) (b), "the personal affairs of any person".*
Confidential Attachment 3	Candidate Assessment – Initial - Director Development Services *Reason for Confidentiality – Local Government Act 1995: Section 5.23 (2) (b), "the personal affairs of any person".*
Confidential Attachment 4	Recruitment Report - Confidential Attachment Director Development Services 2013 *Reason for Confidentiality – Local Government Act 1995: Section 5.23 (2) (b), "the personal affairs of any person".*
Confidential Attachment 5	Candidate Assessment – Initial - Director Corporate Services *Reason for Confidentiality – Local Government Act 1995: Section 5.23 (2) (b), "the personal affairs of any person".*
Confidential Attachment 6	Recruitment Report - Confidential Attachment Director Corporate Services 2013 *Reason for Confidentiality – Local Government Act 1995: Section 5.23 (2) (b), "the personal affairs of any person".*

PURPOSE

1. To consider the Chief Executive Officer's recommendation to employ suitable candidates in the positions of Director Infrastructure Services, Director Development Services and Director Corporate Services.

BACKGROUND

2. Following the appointment of the Chief Executive Officer, a review of the structure of the Executive Level of the Shire was undertaken.

3. The outcome of the structural review included a recommendation to expand the two directorate model to a three directorate model with positions of a Director Corporate Services, Director Infrastructure Services and Director Development Services.

4. At its Ordinary Meeting on 26 August 2013 Council accepted the Chief Executive Officer's recommendation to implement a new Executive level within the organisational structure incorporating a three directorate model.

5. In addition, at its Ordinary Meeting on 23 September 2013 Council accepted a recommendation from the Chief Executive Officer that the three Directors positions be designated as senior employees, pursuant to section 5.37 (1) of the *Local Government Act 1995* (the Act). This section of the Act requires the Chief Executive Officer to inform the Council of any proposal to employ or dismiss a senior employee.

DETAILS

6. Recruitment for the positions was undertaken in accordance with section 5.36(3) (a) of the Act, which provides that a person is not to be employed in any other position unless the Chief Executive Officer believes that the person is suitably qualified, and section 5.40 (a) of the Act – "employees are to be selected and promoted in accordance with the principles of merit and equity".

7. As the Director positions are integral members the Executive Management team, a vigorous selection process was implemented. This involved an initial assessment of each of the applications by the Chief Executive Officer based on the selection criteria for the position. (refer Confidential Attachments 1, 3 & 5)

8. The top candidates for each position were then interviewed by an experienced Selection Panel as outlined in (Confidential Attachments 2,4 & 6).

STATUTORY AND LEGAL CONSIDERATIONS

9. Sections 5.36, 5.37 and 5.40 of the Act.

POLICY CONSIDERATIONS

10. Nil.

COMMUNITY ENGAGEMENT REQUIREMENTS

11. Nil.

FINANCIAL CONSIDERATION

12. All costs related to the recruitment process, such as advertising, will be met within the recruitment budget.

STRATEGIC COMMUNITY PLAN

Strategic Planning Alignment

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

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

OBJECTIVE 6.10 To build a high performing and motivated workforce.

SUSTAINABILITY

Social Implications

14. Nil.

Economic Implications

15. Nil.

Environmental Implications

16. Nil.

RISK MANAGEMENT CONSIDERATIONS

17.

Risk	Likelihood	Consequence	Action/Strategy
Council does not accept the Chief Executive Officer's Recommendation to employ the preferred candidates.	Low	High	Ensure Council is aware that a rejection of the Chief Executive Officer's recommendation must be based on sound criteria that do not breach Industrial Relations or Equal Employment Opportunity legislative requirements.

OFFICER COMMENT

18. The Directors are key Executive Management team members and will be integral in working with Council and assisting in the driving and further development of the Shire's Strategic directions and objectives.

19. It is considered that the vigorous selection process implemented has enabled the identification and recruitment of three exceptional preferred candidates for these positions.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council:

1. Pursuant to section 5.37 (2) of the *Local Government Act 1995* accepts the Chief Executive Officer's recommendation to employ :

   a. Warwick Carter to the position of Director Development Services;

   b. Gary Ticehurst to the position of Director Corporate Services;

   c. Charles Sullivan to the position of Director Infrastructure Services

   be accepted.

Moved:

Seconded:

Vote:

Confidential Attachments 1-6 Provided under separate cover.
Reason for Confidentiality – Local Government Act 1995: Section 5.23 (2) (b), "the personal affairs of any person".

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

12.0 QUESTIONS BY MEMBERS WITHOUT NOTICE

13.0 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

14.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

15.0 MEETING CLOSED TO THE PUBLIC

16.0 CLOSURE