

Ordinary Council Meeting

Agenda for Monday 22 July 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 22 July 2013 at 6.30pm.**



Rhonda Hardy
Chief Executive Officer
18 July 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.



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.

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 24 June 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 24 June 2013".

6.2 That the Minutes of the Special Council Meeting held on 24 June 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 24 June 2013".

- 6.3 That the Minutes of the Special Council Meeting held on 27 June 2013 are confirmed as a true and accurate record of the proceedings, subject to the following change:

Resolution SCM 87/2013, Part 1. iii. Section 5.56 to be amended to Section 5.36.

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 27 June 2013".

- 6.4 That the Minutes of the Special Council Meeting held on 8 July 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 8 July 2013".

7.0 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

8.0 MATTERS FOR WHICH MEETING MAY BE CLOSED

- 8.1 **10.2.6 (C&C 48) CONFIDENTIAL ITEM - Forrestfield United Soccer Club (Inc) – Request for Financial Assistance** and (Confidential Attachment 1) - provided under separate cover.
Reason for Confidentiality – *Local Government Act 1995* S5.23 (2) (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

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 41 to D&I 45 inclusive, contained in the Development & Infrastructure Services Committee Report of 8 July 2013.

Moved:

Seconded:

Vote:

10.1.2 D&I 41 Application to Keep More Than Two Dogs – Lot 105 (47) Oxford Court, Maida Vale

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 41/2013)

That Council:

1. Pursuant to Clause 3.2 of the Shire of Kalamunda Dogs Local Law 2010 made under Section 26(3) of the *Dog Act 1976*, grant the exemption to the application of Lot 105 (47) Oxford Court, Maida Vale to keep three dogs on this property.

10.1.3 D&I 42 Proposed Pedestrian Access Way Closure – Bongiovanni Court and Pruiti Crescent, Lesmurdie

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 42/2013)

That Council:

1. Recommends to the Department of Planning that the request to close the Pedestrian Access Way abutting Lots 30 (7) and 31 (6) Bongiovanni Court, Lot 43 (331) Lesmurdie Road, Lot 42 (21) Rootes Road and Lot 195 (45) Pruiti Crescent, Lesmurdie, be supported as it is not considered to be of importance in the local pedestrian/cyclist network.

10.1.4 D&I 43 Local Planning Scheme No. 3 Amendment - Rezone from Public Purpose to Special Rural and Additional Uses – Lot 7 (25) and Lot 4255 (29) Lewis Road, Wattle Grove

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 43/2013)

That Council:

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

<p>PLANNING AND DEVELOPMENT ACT 2005 RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME SHIRE OF KALAMUNDA LOCAL PLANNING SCHEME NO. 3 AMENDMENT NO.</p> <p>Resolved that the Council in pursuance of Part 5 of the <i>Planning and Development Act 2005</i> amend the above Local Planning Scheme by:</p> <ol style="list-style-type: none">1. Rezoning Lot 4255 (29) Lewis Road, Wattle Grove, from Public Purpose (Hall/Community Centre) to Special Rural.2. Inserting the following into Schedule 2 (Additional Uses) of the Scheme:			
No.	Description of Land	Additional Use	Conditions
A 49	Lot 7(25) and Lot 4255 (29) Lewis Road, Wattle Grove	Community Purpose and Place of Worship.	Uses are not permitted unless approval is granted by Council ("D").
<p>The amendment documents being adopted by Council and the Amendment being formally advertised for 42 days in accordance with the provisions of the <i>Town Planning Regulations 1967</i>, without reference to the Western Australian Planning Commission.</p>			

10.1.5 D&I 44 Hills Orchard Study Review (2013)

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 44/2013)

That Council:

1. That this Report lay on the table for one month to enable Councillors to consult with members of the community regarding any possible amendments to the Report.

10.1.6 D&I 45 Request to Modify Conditions – The Parking of One Commercial Vehicle - Lot 57 (5B) Goodall Street, Lesmurdie

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 45/2013)

1. Modifies condition 'h' and 'i' of its approval for one commercial vehicle, a Bedford Bus (registration number 1CPU 256), to continue to park at Lot 57 (5B) Goodall Street, Lesmurdie, to the following:
 - h. Screening being erected on the subject lot adjacent to the dividing fence adjoining Lot 57 (9) Goodall Street, Lesmurdie to the Shire's satisfaction. The screening is to be erected within **28** days of the date of approval and is to be maintained thereafter by the landowner.
 - i. Should the screening set out above in Clause h not be erected within **28** days of the approval to Council's satisfaction then this approval will lapse.
2. Advises the landowners of Lot 57 (5B) Goodall Street, Lesmurdie that no further extensions to the 28 day deadline will be granted.

10.2 Corporate & Community Services Committee Report

10.2.1 Adoption of Corporate & Community Services Committee Report

Voting Requirements: Simple Majority

That the recommendations C&C 44 to C&C 47 inclusive, contained in the Corporate & Community Services Committee Report of 15 July 2013, except withdrawn item C&C 48, be adopted by Council en bloc.

Moved:

Seconded:

Vote:

10.2.2 C&C 44 Debtors and Creditors Reports for the Period Ended 30 June 2013

COMMITTEE RECOMMENDATION TO COUNCIL (C&C 44/2013)

That Council:

1. Receives the outstanding debtors (Attachment 1) and creditors (Attachment 2) reports for the period ended 30 June 2013.
2. Receives the list of creditors paid during the period 24 May to 27 June 2013 (Attachment 3) in accordance with the requirements of the Local Government (Financial Management) Regulations 1996 (Regulation 13).
3. Receives the list of payments made from the Trust Accounts in June 2013 as noted in point 12 above in accordance with the requirements of the Local Government (Financial Management) Regulations 1996 (Regulation 12).

10.2.3 C&C 45 Rates Debtors Report for the Period Ended 30 June 2013

COMMITTEE RECOMMENDATION TO COUNCIL (C&C 45/2013)

That Council:

1. Receives the rates debtors report for the period ended 30 June 2013 (Attachment 1).

10.2.4 C&C 46 Darling Range Master Plan

COMMITTEE RECOMMENDATION TO COUNCIL (C&C 46/2013)

That Council:

1. Receives the Darling Range Master Plan as (Attachment 1).
2. Notes capital projects identified within the Darling Range Master Plan will be submitted to Council for determination of priorities for inclusion within its long term financial plans and subsequent annual budget deliberation process.

10.2.5 C&C 47 Reserve 33221 Swan Road, High Wycombe - Monitoring

COMMITTEE RECOMMENDATION TO COUNCIL (C&C 44/2013)

That Council:

1. Notes the low usage rates of Reserve 33221 Swan Road High Wycombe, as outlined in Attachment 1.
2. Defers making a decision on the future of Reserve 33221 until the recommendations of the Public Open Space Strategy are received.

For Separate Consideration

Item C&C 48 was withdrawn as an Absolute Majority is required. As this is a Confidential Item should discussion be required, it should be moved to Item 15 on this Agenda.

10.2.6 CONFIDENTIAL ITEM – Forrestfield United Soccer Club (Inc) – Request for financial Assistance

Voting Requirements: Absolute Majority

COMMITTEE RECOMMENDATION TO COUNCIL (C&C 48/2013)

That Council:

1. Pursuant to S6.8(1)(b) of the *Local Government Act 1995* amends the 2013/2014 budget to allocate an amount of \$11,847.94 to the Forrestfield United Soccer Club loan payment.
2. Enters into an agreement with the Forrestfield United Soccer Club to pay an amount of \$11,847.94 plus Perth CPI per annum, to the Shire no later than the year following the finalisation of the Treasury loan (2029).

Moved:

Seconded:

Vote:

10.3 CHIEF EXECUTIVE OFFICER REPORTS

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

10.3.1 Proposed Remediation of Contaminated Landfill Site - Lot 20 Adelaide Street, Hazelmere (City of Swan)

Previous Items	Nil
Responsible Officer	Director Development & Infrastructure Services
Service Area	Development Services
File Reference	AD-01/GEN
Applicant	Rowe Group
Owner	Hazelland Pty Ltd

Attachment 1	Precinct 8 - HEA South Buffer
Attachment 2	Site Plan - Remediation Works
Attachment 3	Figure 9 in the draft document - Vehicle Access Route for Waste Transfer

PURPOSE

- To provide comment to the City of Swan regarding the Proposed Remediation of Contaminated Landfill Site at Lot 20 Adelaide Street, Hazelmere.

BACKGROUND

- Land Details:**
 Land is located in the City of Swan on the northern border of the residential suburb of High Wycombe.

Land Area:	17.68 ha
City of Swan Local Planning Scheme 17 Zone:	General Rural
Metropolitan Regional Scheme Zone:	Rural

Locality Plan



4. The subject land is zoned Rural under the MRS and General Rural under the City of Swan's Local Planning Scheme No. 17. The subject land is within Precinct 8 of the Hazelmere Enterprise Area Structure Plan ("HEASP") (Attachment 1). The Minister for Planning has initiated an amendment to allow for the rezoning of the land under the MRS in the Precinct 8 of HEASP from Rural to Urban.
5. The land use intent of Precinct 8 of the HEASP is to facilitate composite residential/light industrial lots and light industrial activities with the residential component facing Adelaide Street and light industrial activities to the rear.
6. The HEASP proposes that the land within the Precinct 8 be zoned Special Use under City of Swan LPS 17. The objective of Precinct 8 is to protect the amenity of the residential area to the south of Adelaide Street and encourage segregation of residential and industrial traffic. The intent of the Local Structure Plan for Precinct 8 should address, amongst other requirements, remediation of the contaminated site.

DETAILS

7. The subject site is a disused landfill facility classified as "Contaminated - Remediation Required" under the *Contaminated Sites Act of Western Australia 2003*.
8. An Application for Approval to Commence Development- Proposed Remediation Work has been lodged with the City of Swan. The City of Swan referred the application to the Shire of Kalamunda for comment. The closing date for the submission is 23 July 2013.
9. The Development Application seeks to remediate the subject site in accordance with the proposed Site Plan - Remediation Works "the Plan" (Attachment 2). The objectives are to ensure that environmental requirements are complied with, to minimise adverse environmental and human health effects during the remediation operation, and to outline the responsibilities and procedures in preparing the site for its future use.
10. The remedial plan will also provide a framework for the contractor to be able to confirm the compliance of this proposal with various policies and requirements and to provide the community with the evidence of the management of the project in an environmentally acceptable manner.
11. Remediation will involve excavation of the entire site. It will include the processing of existing landfill as well as, processing of construction and demolition waste for reuse as a fill, and filling the site with the capping layer of clean fill. Refer (Attachment 2) Site Plan – Remediation Works.
12. The Site Plan – Remediation Works (Attachment 2) addresses in some detail the following proposed work components:
 - Soil tracking management (on-site and off-site).
 - Soil handling management (on-site and off-site).
 - Asbestos management.

-
- Truck movement management.
 - Water contamination management.
 - Air quality, dust and emissions management.
 - Noise management.
 - General waste management.
 - Chemicals and dangerous good management.
 - Occupational health and safety.
 - Incidents and complaints management.
13. It is anticipated that the remediation works will take up to five years to complete. The operation times for the works are proposed to be: Monday to Friday from 7.00am to 5.30pm and Saturday from 8.00am to 4.00pm.
14. Monitoring of the remediation works will be under taken by the proponent's project manager in consultation with Department of Environment and Regulation ("DER"). As part of this process an independent auditor will be employed to monitor the remediation works and report to DER in accordance with the provision of the *Contaminated Sites Act of Western Australia 2003*.

STATUTORY AND LEGAL CONSIDERATIONS

15. Due to the cost of the proposed remediation works (\$8m) the development proposal will be determined by the Metropolitan East Joint Development Assessment Panel ("MEJDAP").
16. The proposal will be assessed by the City of Swan in accordance with the provisions of Town Planning Scheme No. 17. Following consideration of the proposal by the City of Swan, the application will be forwarded to the MEJDAP for determination.
17. Under the requirements of the Environmental Protection Act and Regulations the applicant will have to submit an Application for Works Approval to enable the site to operate as a Resource Recovery and Remediation Facility and a Soil Acceptance and Amendment Facility for the duration of the remediation.

POLICY CONSIDERATIONS

18. Nil.

COMMUNITY ENGAGEMENT REQUIREMENTS

19. The request for a submission in relation to this Development Application was sent to the Shire of Kalamunda by the City of Swan as a part of the consultation process.
20. It is understood that only the affected residents fronting Adelaide Street were informed of the proposal and requested to comment, in this first instance. Consequently the Shire wrote to all affected landowners within a 600m radius of the site requesting they provide comment to the City of Swan on the proposed remediation works.

21. Further community consultation will be undertaken to affected residents by the proponent in consultation with DER on the proposed Remediation Plan prior to the approval of the DER. The community consultation will be undertaken in accordance with the community consultation guideline prepared by DER for the management of contaminated sites.

FINANCIAL CONSIDERATION

22. Nil.

STRATEGIC COMMUNITY PLAN

Strategic Planning Alignment

23. Nil.

SUSTAINABILITY

Social Implications

24. It is considered that this application is likely to have a significant impact on the amenity and potentially the occupants' health of a number of residences in the vicinity of the proposal, in particular the residences located to the South of Adelaide Street from heavy vehicle movements, noise and air quality issues from processing of construction and demolition waste.

Economic Implications

25. Nil.

Environmental Implications

26. This site was used for sand mining between 1978 and 1982 and excavated to a depth of up to 4m below natural ground. The site was subsequently used for the dumping of the following materials:
- Landfill with inert building waste.
 - Car bodies and drums.
 - Asbestos sheets.
 - Recycling sludge containing hydrocarbons.
 - Emulsion factory wastes.
 - Drums of kerosene.
 - Bitumen.
 - Pesticide contaminated soils.
 - Hospital waste to a level of up to 8 m above ground.
27. The removal of these materials will have significant environmental benefits for the subject site and its environs.

RISK MANAGEMENT CONSIDERATIONS

28.

Risk	Likelihood	Consequence	Action/Strategy
<p>Vehicle Access City of Swan to support vehicle access via Adelaide Street in the event that access through Lot 152 is not achieved.</p>	<p>Medium</p>	<p>High</p>	<p>Ensure comprehensive submission is provided to the City of Swan outlining the concerns of the Shire.</p>
<p>Noise Noise level associated with machinery undertaken various works likely to exceed acceptable levels</p>	<p>High</p>	<p>High</p>	<p>Request the City of Swan that a further noise management plan be prepared to consider noise mitigation measures to address noise levels.</p>
<p>Air Quality Potential for excavated material including asbestos cause odour and health impact on nearby residents</p>	<p>Medium</p>	<p>High</p>	<p>The potential impact and management of odour to be included in the Air Quality Management Plan. Management measures to address air quality issues to be rigorously applied by the proponent and DER. A detailed asbestos Management Plan, including management of the crushing process must be in place and approved by the DER, DOH and Shire of Kalamunda prior to works commencing.</p>
<p>Land Use Proposed process not compatible with zoning and land use normally acceptable under the zoning.</p>	<p>Medium</p>	<p>High</p>	<p>Request the City of Swan that the process of sorting, crushing and compaction process is located off site in a more appropriate location.</p>
<p>Groundwater Monitoring</p>	<p>Low</p>	<p>High</p>	<p>Ensure that groundwater contamination monitoring occurs on an ongoing basis and that the Shire of Kalamunda is informed of this process.</p>

OFFICER COMMENT

29. In the review of the Remediation Works a number of issues that may have implications for the residents in the vicinity of the site in question have been identified.

Vehicle Access Route for Waste Transfer

30. The applicant states that the access to the site during the remediation works will be from Talbot Road, via Lot 152 to the north, in accordance with the agreement with the owner of Lot 152. The application proceeds to state that "In the event that temporary access via Lot 152 becomes unavailable, trucks will access the site from Stirling Crescent via Adelaide Street", (Attachment 3) Vehicle Access Route for Waste Transfer.
31. This statement is very disconcerting as it leaves open a possibility for the residential street to be used for heavy industrial traffic for part or all of the duration of the remediation works that are proposed to take five years. From a planning perspective this is entirely inappropriate and will result in significant amenity impacts for residents located in the vicinity of Adelaide Street.
32. The Site Remediation Plan should be amended to ensure that Adelaide Street cannot be used as an alternative route. Additionally, the assurance of the continuous availability of the access from Talbot Road, through the Lot 152, should be negotiated and provided as a part of the application. Without the agreement of the owner of Lot 152, it is considered that the application should not proceed.

Noise

33. The noise levels associated with the machinery used in the crushing and compaction process estimated to be received by noise sensitive premises submitted by the Acoustic Consultant Report of up to 76dBA is of concern given the expected length of the project is five years. The Noise Contour Map for excavation works supplied by Herring Storer shows that residences for 400-600m will be experiencing noise above regulation levels (45dB), with adjacent residences getting levels of up to 75dB. This is not acceptable, particularly when taking into account the five year duration of the project.
34. The Excavation Works exceed the assigned levels and are above levels considered reasonable for this type of work and duration based on advice from the Department of Environment Regulation. A further noise management plan is required and will need to consider measures to reduce the noise output such as temporary movable barriers, quieter equipment, no tonal reversing beepers on any equipment and scheduling noisiest operations at the least sensitive times.
35. Tonality in the Transfer Station has not been addressed in the noise report submitted; this may result in noise exceeding the assigned levels.

Air Quality Management

36. This Air Quality Management Plan does not include potential impact of odour on the nearby residents. Considering that there is sludge and other materials that might cause air pollution issues during excavation, the potential impact and management of these issues should be incorporated in the Air Quality Management Plan. Notwithstanding the measures in place to address air quality issues, the threat of wind-blown asbestos represents a significant issue for the Shire.
37. Advice received from DER indicates a significant amount of asbestos is contained in the proposed remediation site. Disturbance of the site and crushing of material has the potential to release a large amount of airborne asbestos fibres. As asbestos related diseases increase with intensity and duration of exposure this has the potential to cause significant health impacts of residents surrounding the development. A detailed asbestos management plan, including management of the crushing process, must be in place and approved by the DER, DoH and Shire of Kalamunda prior to works commencing.

Groundwater monitoring

38. The applicant indicates that the current groundwater is approximately between 3.7-11.7m below ground level. The applicant advises that based on the proposed redevelopment plans, the groundwater will not be intercepted during the works.
39. Groundwater monitoring will be implemented to assess water quality prior, during and post remediation works. It is vitally important from the Shire's perspective that groundwater contamination is monitored and reported on continually and the Shire of Kalamunda is kept informed of this process.

Land Use Activity

40. The applicant has stated that the process of sorting, crushing and compaction is critical to achieving an optimum grade of compacted material across the site. Acknowledging the regional planning considerations for the site, and the intent of HEASP to allow for light industrial activity, the crushing process represents a distinct land use activity which is inconsistent with the current rural zoning of the site and arguably questionable with the future light industrial zoning. Moreover, the crushing process could be undertaken off site independently of the remediation process, on land more appropriately located and zoned for such a use. It is considered therefore that proposal should not be considered until either the MRS amendment process has been finalised and the land use activity is located off site.

Community Consultation

41. To ensure affected residents and community groups within the Shire of Kalamunda can communicate directly with the City of Swan on any matter related to this proposal, it is recommended that a group comprising representatives from the City of Swan and DER be formed.

42. In summary, the proposal whilst presenting significant environmental benefits for the site and its environs could also result in significant amenity and potential health impacts for residents within the vicinity of Adelaide Street with regard to noise, odour and air quality. It is considered that the proposal should not proceed in its present form until such time as the zoning of the site has changed, the land use activity located to a more appropriately zoned site and further investigations have been undertaken to address noise and health related management of the site.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council:

1. Endorses the officer comment to be forwarded to the City of Swan in relation to the Proposed Remediation of Contaminated Landfill Site at Lot 20 Adelaide Street, Hazelmere.
2. Thanks the City of Swan for the opportunity to comment on the Development Application for the Proposed Remediation of Contaminated Landfill Site at Lot 20 Adelaide Street, Hazelmere.
3. Requests that a community consideration group comprising key stakeholders be formed to ensure all affected residents are fully informed as to the status of the proposal.
4. Acknowledges that whilst the remediation of the former landfill site is a preferable outcome, the Shire of Kalamunda strongly objects to a number of key elements in the application and requests that the following issues be addressed.

Vehicle Access Route for Waste Transfer

The applicant states that the access to the site during the remediation works will be from Talbot Road, via Lot 152 to the north, in accordance with the agreement with the owner of Lot 152. The applicant's submission proceeds to state that "In the event that temporary access via Lot 152 becomes unavailable, trucks will access the site from Stirling Crescent via Adelaide Street."

It is therefore requested that the Site Remediation Plan be amended to omit the statement relating to the potential use of Adelaide Street as an alternative access route to the site, as well as to delete the reference in Figure 9 of the applicant's submission. Additionally, the assurance of the continuous availability of the access from Talbot Road, through the Lot 152, should be given as a part of the application.

Noise

The noise levels estimated to be received by noise sensitive premises submitted by the Acoustic Consultant Report of up to 76dBA is concerning given the expected length of the project is five years. The Noise Contour Map

for excavation works supplied by Herring Storer shows that residences for 400-600m will be experiencing noise above regulation levels (45dB), with adjacent residences getting levels of up to 75dB. This is not acceptable, particularly when taking into account the duration of the project.

The Excavation Works exceed the assigned levels and are above levels considered reasonable for this type of work and duration based on advice from the Department of Environment Regulation. A further noise management plan is required and will need to consider measures to reduce the noise output such as temporary movable barriers, quieter equipment, no tonal reversing beepers on any equipment and scheduling noisiest operations at the least sensitive times.

Tonality from the machinery used in the Transfer Station has not been addressed in the noise report submitted; this may result noise exceeding the assigned levels and will need to be investigated.

Air Quality Management

This plan does not include potential impact of odour on the nearby residents. Considering that there is sludge and other materials that might cause air pollution and health issues during excavation, these issues should be incorporated in the Air Quality Management Plan. Notwithstanding the measures in place to address air quality issues, the threat of wind-blown asbestos represents a significant issue for the Shire.

Advice received from DER indicates a significant amount of asbestos is contained in the proposed remediation site. Disturbance of the site and crushing of material has the potential to release a large amount of airborne asbestos fibres. As asbestos related diseases increase with intensity and duration of exposure this has the potential to cause significant health impacts of residents surrounding the development. A detailed asbestos management plan, including management of the crushing process, must be in place and approved by the DER, DoH and Shire of Kalamunda prior to works commencing.

Groundwater Monitoring

The applicant indicates that the current groundwater is approximately between 3.7-11.7m below ground level. The applicant advises that based on the proposed redevelopment plans, the groundwater will not be intercepted during the works.

Groundwater monitoring will be implemented to assess water quality prior, during and post remediation works. It is vitally important from the Shire's perspective that groundwater contamination is monitored and reported on continually and the Shire of Kalamunda is kept informed of this process.

Land use Activity

The process of stockpiling, sorting, crushing and compaction is a distinct land use activity that is inappropriate under the current rural zoning of the site and questionable under the future proposed light industrial zoning and therefore should not be supported.

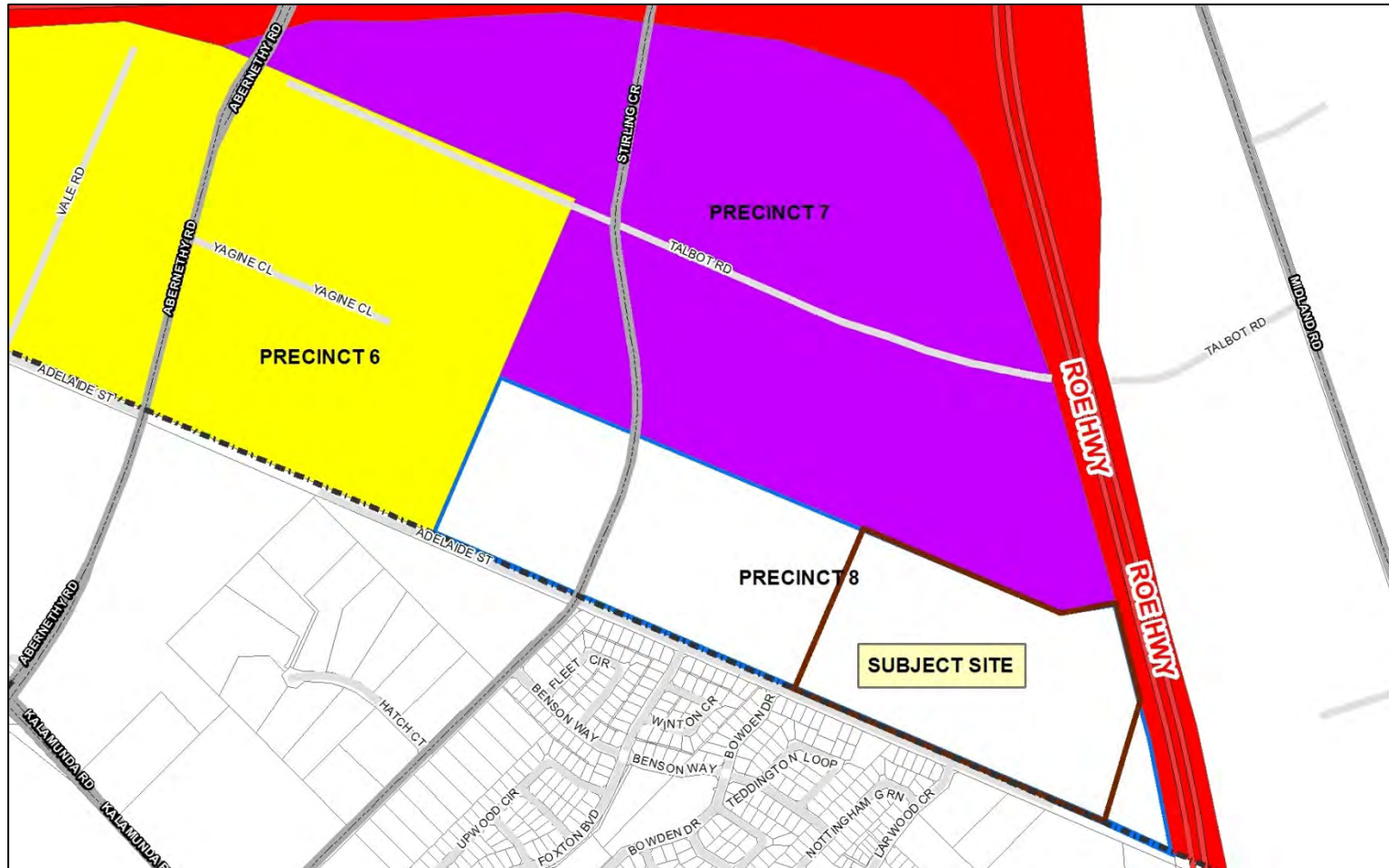
5. Requests the Chief Executive Officer (or delegate) together with Cr O'Connor make a deputation to the Metropolitan East Joint Development Assessment Panel to express the concern of the Council regarding the application.

Moved:

Seconded:

Vote:

Attachment 1



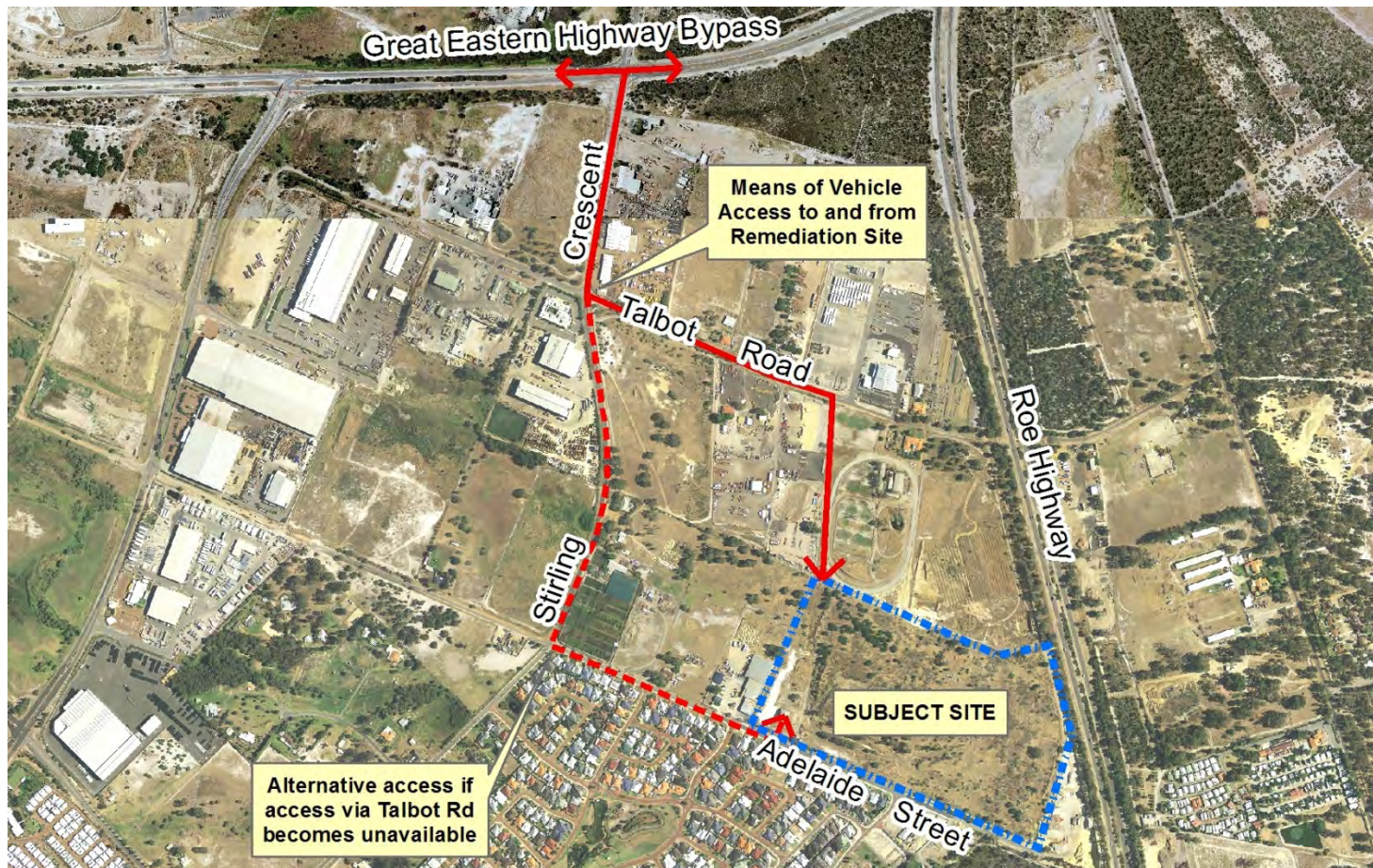
**PROPOSED REMEDIATION OF CONTAMINATED LANDFILL SITE – LOT 20 ADELAIDE STREET HAZELMERE
Precinct 8 – HEA South Buffer**

Attachment 2



PROPOSED REMEDIATION OF CONTAMINATED LANDFILL SITE – LOT 20 ADELAIDE STREET HAZELMERE
Site Plan - Remediation Works

Attachment 3



PROPOSED REMEDIATION OF CONTAMINATED LANDFILL SITE – LOT 20 ADELAIDE STREET HAZELMERE
Figure 9 in the draft document - Vehicle Access Route for Waste Transfer

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

10.3.2 Draft Monthly Financial Statements to 30 June 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 eleven months to 30 June 2013 incorporating the following: <ul style="list-style-type: none">• 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
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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).

DETAILS

3. 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 5% or \$5,000 whichever is greater.
4. The adopted percentage on value is applied at Program level and where applicable commentary and detail is provided where there is an excessive variance.

Financial Commentary

Draft Statement of Comprehensive Income by Nature and Type for the Twelve Months to 30 June 2013

5. This Statement reveals a net result of a surplus of \$527,539 against revised budget for the same period of \$1,226,128.

Revenue

6. Total Revenue is over budget slightly by \$39,238. This is made up as follows:
- Rates are over budget by \$368,591. The reason for the increase is due to year end accrual bringing to account rates paid in advance which as per the Shire's accounting policy and the accounting standards needs to be booked in as revenue in the year received.
 - Operating Grants and Subsidies and Contributions, Reimbursements and Donations are under budget by \$196,255. Main variances of note were:
 - \$109,488 relates to POS contributions which the Shire has not accessed as the projects were in-complete at year end.
 - Reserve hire fees being down by \$18,912.
 - CACP packages in Community Care being lower than forecast by \$29,517. This however, will be offset by lower costs incurred.
 - Fees and Charges variance is under budget by \$57,782 which represents 0.54% of budgeted income overall. Main variances of note were being made up from:
 - Hall Hire income down by \$14,446. This income stream is dependent on users which is seasonal.
 - Income due from the Gym fees and sale of goods at Hartfield Park were down by \$32,186 due to the upgrade of the equipment resulting in the lower patronage and closure for some days to facilitate change over.
 - Refuse collection is down by \$23,611 coming from recycling of tyres and sales of tip passes being lower than estimated.
 - Interest earnings are under budget by \$89,310. This is a significant drop from budget but can be put down down to two issues faced by the Shire:
 - Investment rate of return has dropped from close to 7% at the beginning of the year and now at year end earns 4% on its cash deposits.
 - The late issue of rates has resulted in shorter investment holding periods.
7. Other revenue is over budget by \$13,994. Most "Other Revenues" comprise of various fines and penalties which are difficult to predict. The variance is emanating from Ranger's area with a higher number of infringements issued.

Expenditure

8. Total expenses are under revised budget with a variance of \$51,238. This represents a total variance of 0.11% over operating expenditure budget. The

significant variances within the individual categories are as follows:

- Employment Costs are under budget by \$75,567 due to some vacant positions in various business units. This variance will change slightly as provisions are yet to be finalised.
 - Materials and Contracts is over budget by \$276,697 largely due to:
 - Over-run on the bulk verge waste collections \$357,563.
 - This has been offset by project related expenditure for example, HACC Services are down by \$308,034 as client service demand is lower than envisaged.
 - Infrastructure maintenance is higher by \$317,016 mainly in area of drainage and roads
 - Utilities were under by \$34,335 however this balance will change once all accruals are brought to account.
 - Insurance expense savings of \$10,833. With all insurance costs now incurred, this amount is regarded as a true saving.
 - Other expenditure is under budget by \$73,743 which is primarily due to un-utilised donations to community groups for various activities.
9. The interest expense is lower than budget by \$9,504 which is put down to a timing difference between amounts accrued and the budget which is based on the debenture schedule.
10. Depreciation, although a non-cash cost, is tracking slightly under budget, reporting a small variance of \$21,477 or 0.22% of the total depreciation budget. The category most affected is Building depreciation.

Non-Operating Grants

11. Non-Operating Grants are over budget by \$999,909. This component is made up of various infrastructure projects which are underway. It should be noted that the Abernethy Road project has experienced delays and grant monies received will now be carried forward to 2013/2014. The Shire is currently in the process of reconciling grant income to project expenditure for 2012/13.

Profit on Asset Disposals

12. There was one property disposed of in the month of June which is Lot 501 Booralie Way for \$415,000. The variance of \$1,602,189 relates to the 3 lots on Lewis Road, now due for sale in 2013/14.

Draft Statement of Comprehensive Income by Program for the Twelve Months to 30 June 2013

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

Draft Statement of Financial Activity for the Twelve Months to 30 June 2013

14. This Statement compares the actual to date with the Revised Budget.
15. The results to 30 June 2013 reveal a surplus of \$5,474,607. This was mainly made up of:
- Overall income, excluding rates, is under budget by \$1,931,542 with the bulk of the variance coming from fees and charges, profit on sale of land assets and interest income as explained above.
 - Expenditure is \$90,546 higher with the main variance in Employment Costs and Materials and Contracts. These have been commented on in point 8 of this report.
 - Rates generation is over budget and the variance of \$368,591 relates to prepaid rates as explained above in point 6.
 - Land Development for the Edney Road/Cygnnet Court and Hale Road has been deferred to 2013/14 resulting is an underspend of \$3,081,060.
 - Infrastructure projects made up of roads and parks and ovals worth \$685,565 being savings or projects carried forward.
 - \$141,075 un-spent on plant and equipment budget.
- These projects will need to be reviewed closely and a deferred project will only be carried forward into 2013/2014 if there is grant funding attached to the project.
16. The current balance of \$5,474,607 is above the budget set at \$1,719,220 due to project based activities reflected above still in progress. This draft position will change as invoices and accruals are finalised for 2012/13.

Investments as at 30 June 2013

17. A total of \$21.4 million is in term deposits or online saving accounts. This represents a net decrease of \$1.4 million in cash deposits which can be related to reducing rates collection and significant increase in payment of creditors in the month of June.

The above is made of:

Municipal Funds	Reserve Funds	Trust Monies
\$8,043,177	\$2,160,827	\$11,194,202
		(includes amounts for Public Open Space of \$2,200,497)

18. The main change in deposit holdings in the month of June was the transfer of \$2.7 million from Reserves to the Municipal Fund account. This represents the amounts spent to date on capital expenditure, building maintenance and various other project related costs.

19. Average interest rates on term deposits have dropped as indicated previously by a cumulative 300 basis points with current investment rates dropping to 3.75% from 4.15%. Reserve Bank of Australia (RBA) has changed its cash rate from 3% to 2.75% with a negative outlook in the coming months. The cash rate is under review by the RBA as commodity prices tumble and mining firms start deleveraging workforce and assets combined with announcements from USA, Japan and Europe.
20. All deposits complied with the Investment Policy requirements and are no longer than 120 days.

Draft Statement of Financial Position as at 30 June 2013

21. Net Current Assets (Current Assets less Current Liabilities) show a positive result of \$5.12 million. The cash position has reduced slightly but is still an improved position of \$10.2 million when compared with the 2011/12 balance of \$8.2 million.
22. Trade and other receivables comprise of rates and sundry debtors totalling \$2.49 million outstanding.
 - The rates balance has reduced by a further \$259,325 to \$780,675. This represents a collection rate of 98.62% to date. Debt collection strategies are being rigorously enforced to assist in collections.
23. Sundry debtors have reduced by \$72,012 to \$1,129,398 outstanding. Of the outstanding balance \$1,026,897 represents current debtors. The main overdue debtors are:
 - Forrestfield United Soccer Club \$13,277 - Loan instalments, reserve hire and operational expenses. Fortnightly direct debit of \$1200 is in place. Meetings have been held with the club committee members to determine a payment programme which is acceptable to both parties.
24. Fixed Assets have reduced by \$3,005,527 with the main area of reduction being in Property, Plant and Equipment asset category.
25. Provisions for annual and long service leave are currently stable at \$2.07 million with no significant difference from May 2013. The long term goal is to bring this liability down to a more manageable level.
26. Long term borrowings are at \$7.55 million with the inclusion of two loans:
 - Kalamunda Water Park at \$3 million made up of two loans of \$1.85 million and \$1.15 million.

STATUTORY AND LEGAL CONSIDERATIONS

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

POLICY CONSIDERATIONS

28. Nil.

COMMUNITY ENGAGEMENT REQUIREMENTS

29. Nil.

FINANCIAL CONSIDERATION

30. Nil.

STRATEGIC COMMUNITY PLAN

Strategic Planning Alignment

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

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

32. Nil.

Economic Implications

33. Nil.

Environmental Implications

34. Nil.

RISK MANAGEMENT CONSIDERATIONS

35. Nil.

OFFICER COMMENT

36. The Shire's draft financial accounts as at 30 June 2013 demonstrate the Shire has managed its budget and financial resources effectively. The Shire can expect a satisfactory year end result.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council:

1. Receives the monthly financial statements for the twelve months to 30 June 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 12 MONTHS TO 30 JUNE 2013**

	30/06/2013	30/06/2013	2012/13	30/06/2012
	Actual	Budget	Budget	Actual
	\$	\$	\$	\$
REVENUE				
Governance	13,851	16,266	16,266	10,157
General Purpose Funding	29,495,590	29,255,335	29,255,335	28,061,941
Law, Order, Public Safety	417,490	371,391	371,391	319,677
Health	118,340	102,217	102,217	97,487
Education and Welfare	3,573,412	3,612,536	3,612,536	3,623,557
Community Amenities	9,411,733	11,033,930	11,033,930	12,240,150
Recreation and Culture	1,833,248	2,269,877	2,269,877	2,595,768
Transport	2,506,618	1,393,049	1,393,049	4,623,766
Economic Services	593,656	635,668	635,668	610,601
Other Property and Services	459,157	340,867	340,867	2,888,025
	<u>48,423,095</u>	<u>49,031,137</u>	<u>49,031,137</u>	<u>55,071,130</u>
EXPENSES EXCLUDING FINANCE COSTS				
Governance	(2,676,663)	(2,624,163)	(2,624,163)	(2,587,961)
General Purpose Funding	(719,720)	(709,911)	(709,911)	(747,875)
Law, Order, Public Safety	(1,557,435)	(1,560,530)	(1,560,530)	(1,438,451)
Health	(873,040)	(886,869)	(886,869)	(769,552)
Education and Welfare	(3,517,451)	(4,057,815)	(4,057,815)	(3,757,318)
Community Amenities	(11,194,307)	(10,672,589)	(10,672,589)	(11,164,605)
Recreation & Culture	(17,074,833)	(16,928,362)	(16,928,362)	(17,367,754)
Transport	(7,952,022)	(7,881,146)	(7,881,146)	(7,903,415)
Economic Services	(802,192)	(822,589)	(822,589)	(582,984)
Other Property and Services	(1,025,708)	(1,149,346)	(1,149,346)	(592,478)
	<u>(47,393,371)</u>	<u>(47,293,320)</u>	<u>(47,293,320)</u>	<u>(46,912,394)</u>
FINANCE COSTS				
Other Property and Services	(502,184)	(511,688)	(511,688)	(500,486)
	<u>(502,184)</u>	<u>(511,688)</u>	<u>(511,688)</u>	<u>(500,486)</u>
NET RESULT	527,539	1,226,128	1,226,128	7,658,251
Other Comprehensive Income	0	0	0	0
Total Other Comprehensive Income	0	0	0	0
TOTAL COMPREHENSIVE INCOME	527,539	1,226,128	1,226,128	7,658,251

**SHIRE OF KALAMUNDA
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE 12 MONTHS TO 30 JUNE 2013**

	30/06/2013 Actual \$	30/06/2013 Budget \$	2012/13 Budget \$	30/06/2012 Actual \$
REVENUE				
Rates	26,312,511	25,943,920	25,943,920	24,006,309
Operating Grants and Subsidies	5,565,098	5,712,287	5,712,287	6,325,930
Contributions, Reimbursements and Donations	670,329	719,395	719,395	3,611,252
Fees and Charges	10,557,705	10,615,487	10,615,487	10,238,710
Interest Earnings	756,651	845,961	845,961	818,407
Other Revenue	75,494	61,500	61,500	41,877
	<u>43,937,788</u>	<u>43,898,550</u>	<u>43,898,550</u>	<u>45,042,486</u>
EXPENSES				
Employee Costs	(19,325,128)	(19,400,695)	(19,400,695)	(19,608,031)
Materials and Contracts	(15,176,367)	(14,899,670)	(14,899,670)	(14,780,585)
Utility Charges	(2,368,162)	(2,402,497)	(2,402,497)	(2,041,258)
Depreciation on Non-Current Assets	(9,463,237)	(9,484,714)	(9,484,714)	(9,314,073)
Interest Expenses	(502,184)	(511,688)	(511,688)	(500,486)
Insurance Expenses	(585,646)	(596,479)	(596,479)	(488,355)
Other Expenditure	(387,117)	(460,860)	(460,860)	(668,057)
	<u>(47,807,841)</u>	<u>(47,756,603)</u>	<u>(47,756,603)</u>	<u>(47,400,845)</u>
	(3,870,053)	(3,858,053)	(3,858,053)	(2,358,359)
Non-Operating Grants, Subsidies and Contributions	2,827,219	1,872,310	1,872,310	5,981,718
Increase/(Decrease) in Equity EMRC				
Profit on Asset Disposals	1,658,088	3,260,277	3,260,277	4,046,926
Loss on Asset Disposal	(87,715)	(48,406)	(48,406)	(11,784)
	<u>527,539</u>	<u>1,226,128</u>	<u>1,226,128</u>	<u>7,658,501</u>
NET RESULT				
Other Comprehensive Income	0	0	0	0
Total Other Comprehensive Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL COMPREHENSIVE INCOME	<u><u>527,539</u></u>	<u><u>1,226,128</u></u>	<u><u>1,226,128</u></u>	<u><u>7,658,501</u></u>

**SHIRE OF KALAMUNDA
STATEMENT OF CASH FLOWS
For the 12 Months to 30 June 2013**

	NOTE	30/06/2013 Actual \$	2012/13 Budget \$	30/06/2012 Actual \$
Cash Flows From Operating Activities				
Receipts				
Rates		26,579,338	25,713,030	23,967,967
Operating Grants and Subsidies		5,565,098	5,621,043	3,840,609
Contributions, Reimbursements and Donations		670,328	677,840	3,611,252
Fees and Charges		9,119,466	10,123,538	12,775,204
Interest Earnings		756,651	768,937	818,407
Goods and Services Tax		2,345,247	1,682,449	1,072,958
Other Revenue		75,494	91,906	41,877
		<u>45,111,622</u>	<u>44,678,743</u>	<u>46,128,275</u>
Payments				
Employee Costs		(19,161,131)	(19,301,666)	(19,424,462)
Materials and Contracts		(16,112,265)	(13,704,645)	(14,825,441)
Utility Charges		(2,368,162)	(2,401,131)	(2,041,258)
Insurance Expenses		(585,646)	(596,479)	(488,355)
Interest Expenses		(491,882)	(511,688)	(458,401)
Goods and Services Tax		(875,557)	(1,508,891)	(3,100,375)
Other Expenditure		(387,117)	(293,258)	(668,307)
		<u>(39,981,760)</u>	<u>(38,317,758)</u>	<u>(41,006,600)</u>
Net Cash Provided By (Used In)				
Operating Activities	(b)	<u>5,129,862</u>	<u>6,360,985</u>	<u>5,121,675</u>
Cash Flows from Investing Activities				
Work In Progress		(20,081)	0	0
Payments for Development of Land Held for Resale		(54,382)	(3,306,250)	(1,692,326)
Payments for Purchase of Property, Plant & Equipment		(2,461,062)	(3,042,524)	(6,310,787)
Payments for Construction of Infrastructure		(4,476,489)	(5,316,297)	(7,208,058)
Non-Operating Grants, Subsidies and Contributions used for the Development of Assets		2,827,219	1,872,310	5,082,718
Proceeds from Sale of Land		2,268,076	4,536,491	6,665,917
Proceeds from Sale of Plant & Equipment		287,719	285,391	105,329
		<u>287,719</u>	<u>285,391</u>	<u>105,329</u>
Net Cash Provided By (Used In)				
Investing Activities		(1,629,000)	(4,970,879)	(3,357,207)
Cash Flows from Financing Activities				
Repayment of Debentures		(559,442)	(559,442)	(487,253)
Capital Contributions Repayments		0	(41,667)	0
Proceeds from Self Supporting Loans		59,537	59,537	55,901
Advance to Clubs		0	(19,680)	0
Overdraft Funding Utilised		0	0	0
Overdraft Funding		0	0	0
Proceeds from New Debentures		0	19,680	3,000,000
		<u>0</u>	<u>19,680</u>	<u>3,000,000</u>
Net Cash Provided By (Used In)				
Financing Activities		(499,905)	(541,572)	2,568,648
Net Increase (Decrease) in Cash Held		3,000,957	848,534	4,333,116
Cash at Beginning of Year		7,209,398	7,209,398	2,876,281
		<u>7,209,398</u>	<u>7,209,398</u>	<u>2,876,281</u>
Cash and Cash Equivalents at the End of the Year	(a)	<u>10,210,355</u>	<u>8,057,932</u>	<u>7,209,398</u>
Cash and Cash Equivalents	3	10,210,355		
Bank Overdraft	3	0		
		<u>10,210,355</u>		

**SHIRE OF KALAMUNDA
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2013**

NOTE	Actual YTD 30/06/2013 \$	Actual 30/06/2012 \$
CURRENT ASSETS		
Cash and Cash Equivalents	10,210,355	8,179,373
Trade and Other Receivables	2,497,432	2,753,854
Inventories	156,335	201,275
Land Held for Resale	135,042	625,695
Trust	0	0
TOTAL CURRENT ASSETS	<u>12,999,164</u>	<u>11,760,197</u>
NON-CURRENT ASSETS		
Other Receivables	966,663	1,026,201
Land Held for Resale	284,660	284,660
Shares in Other Equities	13,420,932	13,420,932
Property, Plant and Equipment Infrastructure	159,804,126	162,280,977
	155,874,282	156,343,420
TOTAL NON-CURRENT ASSETS	<u>330,350,663</u>	<u>333,356,190</u>
TOTAL ASSETS	<u>343,349,827</u>	<u>345,116,387</u>
CURRENT LIABILITIES		
Bank Overdraft	0	969,975
Trade and Other Payables	5,189,233	6,088,978
Borrowings	559,442	559,442
Provisions	2,070,789	1,935,725
TOTAL CURRENT LIABILITIES	<u>7,819,464</u>	<u>9,554,120</u>
NON-CURRENT LIABILITIES		
Long Term Borrowings	7,550,609	8,110,051
Provisions	385,274	385,274
TOTAL NON-CURRENT LIABILITIES	<u>7,935,883</u>	<u>8,495,325</u>
TOTAL LIABILITIES	<u>15,755,347</u>	<u>18,049,445</u>
NET ASSETS	<u>327,594,481</u>	<u>327,066,942</u>
EQUITY		
Retained Surplus	195,768,024	194,723,847
Reserves - Cash/Investment Backed	2,160,828	2,677,466
Reserves - Asset Revaluation	129,665,629	129,665,629
TOTAL EQUITY	<u>327,594,481</u>	<u>327,066,942</u>

**SHIRE OF KALAMUNDA
STATEMENT OF FINANCIAL ACTIVITY
(NATURE OR TYPE)
FOR THE 12 MONTHS TO 30 JUNE 2013**

	Actual 30/06/2013 \$	Budget YTD 2012/13 \$	Budget 2012/13 \$	Variance \$	Variance %
OPERATING REVENUES					
Operating Grants and Subsidies	5,565,098	5,712,287	5,712,287	(147,189)	(2.58%)
Contributions, Reimbursements and Donations	670,329	719,395	719,395	(49,066)	(6.82%)
Profit on Asset Disposals	1,658,088	3,260,277	3,260,277	(1,602,189)	(49.14%)
Fees and Charges	10,557,705	10,615,487	10,615,487	(57,781)	(0.54%)
Interest Earnings	756,651	845,961	845,961	(89,310)	(10.56%)
Other Revenue	75,494	61,500	61,500	13,994	22.76%
Total (Excluding Rates)	19,283,365	21,214,907	21,214,907	(1,931,541)	(9.10%)
OPERATING EXPENSES					
Employee Costs	(19,325,128)	(19,400,695)	(19,400,695)	75,567	(0.39%)
Materials and Contracts	(15,176,367)	(14,899,670)	(14,899,670)	(276,697)	1.86%
Utility Charges	(2,368,161)	(2,402,497)	(2,402,497)	34,336	(1.43%)
Depreciation on Non-Current Assets	(9,463,237)	(9,484,714)	(9,484,714)	21,477	(0.23%)
Interest Expenses	(502,184)	(511,688)	(511,688)	9,504	(1.86%)
Insurance Expenses	(585,646)	(596,479)	(596,479)	10,833	(1.82%)
Loss on Asset Disposal	(87,715)	(48,406)	(48,406)	(39,309)	81.21%
Other Expenditure	(387,117)	(460,860)	(460,860)	73,743	(16.00%)
Total	(47,895,555)	(47,805,009)	(47,805,009)	(90,546)	0.19%
Funding Balance Adjustment					
Non-Cash Expenditure and Revenue					
(Profit)/Loss on Asset Disposals	(1,658,088)	(3,260,277)	(3,260,277)	1,602,189	(49.14%)
(Profit)/Loss on Asset Disposals	87,715	48,406	48,406	39,309	81.21%
Depreciation and Amortisation on Assets	9,463,237	9,484,714	9,484,714	(21,477)	(0.23%)
Movement in Employee Benefit Provisions	135,064	0	0	135,064	
Total	8,027,928	6,272,843	6,272,843	1,755,085	27.98%
Net Operating Result Excluding Rates	(20,584,262)	(20,317,259)	(20,317,259)	(267,003)	1.31%

**STATEMENT OF FINANCIAL ACTIVITY
(NATURE OR TYPE)
FOR THE 12 MONTHS TO 30 JUNE 2013**

CAPITAL REVENUES

Non-Operating Grants, Subsidies and Contributions	2,827,219	1,872,310	1,872,310	954,909	51.00%
Proceeds from Disposal of Land	2,268,076	4,036,491	4,036,491	(1,768,415)	(43.81%)
Proceeds from Disposal of Assets	287,719	285,391	285,391	2,328	0.82%
Proceeds from New Debentures	0	19,680	19,680	(19,680)	(100.00%)
Self-Supporting Loan Principal Income	59,537	59,537	59,537	-	0.00%
Overdraft Funds Utilised	0	0	0	0	
Transfers from Reserves (Restricted Assets)	3,137,254	5,661,652	5,661,652	(2,524,398)	(44.59%)
Total	8,579,805	11,935,061	11,935,061	(3,355,256)	(28.11%)

CAPITAL EXPENDITURE

Purchase Land Held for Resale	(225,190.2)	(3,306,250)	(3,306,250)	3,081,060	(93.19%)
Purchase Land and Buildings	(1,305,260.6)	(1,851,373)	(1,851,373)	546,112	(29.50%)
Purchase Infrastructure Assets - Roads	(2,695,802.3)	(2,963,762)	(2,963,762)	267,960	(9.04%)
Purchase Infrastructure Assets - Drainage	(462,568.3)	(483,165)	(483,165)	20,597	(4.26%)
Purchase Infrastructure Assets - Parks and Ovals	(436,926.2)	(854,531)	(854,531)	417,605	(48.87%)
Purchase Infrastructure Assets - Footpaths	(346,807.4)	(313,542)	(313,542)	(33,265)	10.61%
Purchase Infrastructure Assets - Special Works	(534,384.9)	(558,471)	(558,471)	24,086	(4.31%)
Purchase Plant and Equipment	(772,208.6)	(838,685)	(838,685)	66,476	(7.93%)
Purchase Furniture and Equipment	(212,785.6)	(353,860)	(353,860)	141,074	(39.87%)
Capital Contributions and Grants Owing	0	(41,667)	(41,667)	0	0.00%
Repayment of Debentures	(559,442.2)	(559,442)	(559,442)	(0)	0.00%
Overdraft Funds (Repayment)	(969,975.0)	(971,739)	(971,739)	1,764	(0.18%)
Advances to Clubs	0	(19,680)	(19,680)	19,680	(100.00%)
Transfers to Reserves (Restricted Assets)	(2,620,615)	(5,034,854)	(5,034,854)	2,414,239	(47.95%)
Total	(11,141,966)	(18,151,021)	(18,151,021)	6,967,388	(38.39%)

Rate Revenue	26,312,511	25,943,920	25,943,920	368,591	1.42%
Opening Funding Surplus (Deficit)	2,308,520	2,308,520	2,308,520	0	0.00%

Closing Funding Surplus (Deficit)	5,474,607	1,719,220	1,719,220	3,755,387	218.44%
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**SHIRE OF KALAMUNDA
STATEMENT OF FINANCIAL ACTIVITY
(STATUTORY REPORTING PROGRAM)
FOR THE 12 MONTHS TO 30 JUNE 2013**

	Actual 30/06/2013 \$	Budget YTD 2012-13 \$	Budget 2012-13 \$	Variance \$	Variance %
REVENUE					
Governance	13,851	16,266	16,266	(2,415)	(14.85%)
General Purpose Funding	3,183,079	3,311,415	3,311,415	(128,336)	(3.88%)
Law, Order, Public Safety	417,490	371,391	371,391	46,099	12.41%
Health	118,340	102,217	102,217	16,123	15.77%
Education and Welfare	3,573,412	3,612,536	3,612,536	(39,124)	(1.08%)
Community Amenities	9,411,733	11,033,930	11,033,930	(1,622,197)	(14.70%)
Recreation and Culture	1,833,248	2,269,877	2,269,877	(436,630)	(19.24%)
Transport	2,506,618	1,393,049	1,393,049	1,113,569	79.94%
Economic Services	593,656	635,668	635,668	(42,011)	(6.61%)
Other Property and Services	459,157	340,867	340,867	118,290	34.70%
Total (Excluding Rates)	22,110,585	23,087,217	23,087,217	(976,632)	(4.23%)
EXPENSES					
Governance	(2,676,663)	(2,624,163)	(2,624,163)	(52,500)	2.00%
General Purpose Funding	(719,720)	(709,911)	(709,911)	(9,810)	1.38%
Law, Order, Public Safety	(1,557,435)	(1,560,530)	(1,560,530)	3,095	(0.20%)
Health	(873,040)	(886,869)	(886,869)	13,829	(1.56%)
Education and Welfare	(3,517,451)	(4,057,815)	(4,057,815)	540,364	(13.32%)
Community Amenities	(11,194,307)	(10,672,589)	(10,672,589)	(521,718)	4.89%
Recreation & Culture	(17,074,833)	(16,928,362)	(16,928,362)	(146,471)	0.87%
Transport	(7,952,023)	(7,881,146)	(7,881,146)	(70,876)	0.90%
Economic Services	(802,192)	(822,589)	(822,589)	20,397	(2.48%)
Other Property and Services	(1,527,892)	(1,661,034)	(1,661,034)	133,142	(8.02%)
Total	(47,895,556)	(47,805,009)	(47,805,009)	(90,547)	0.19%
Funding Balance Adjustment					
Non-Cash Expenditure and Revenue					
(Profit)/Loss on Asset Disposals	(1,658,088)	(3,260,277)	(3,260,277)	1,602,189	(49.14%)
(Profit)/Loss on Asset Disposals	87,715	48,406	48,406	39,309	81.21%
Depreciation and Amortisation on Assets	9,463,237	9,484,714	9,484,714	(21,477)	(0.23%)
Movement in Employee Benefit Provisions	135,064	0	0	135,064	
	8,027,928	6,272,843	6,272,843	1,755,085	
Net Operating Result Excluding Rates	(17,757,043)	(18,444,949)	(18,444,949)	687,905	(3.73%)

**SHIRE OF KALAMUNDA
STATEMENT OF FINANCIAL ACTIVITY
(STATUTORY REPORTING PROGRAM)
FOR THE 12 MONTHS TO 30 JUNE 2013**

CAPITAL REVENUES

Proceeds from Disposal of Assets	287,719	285,391	285,391	2,328	0.82%
Proceeds from Disposal of Land	2,268,076	4,036,491	4,036,491	(1,768,415)	(43.81%)
Proceeds from New Debentures	0	19,680	19,680	(19,680)	(100.00%)
Self-Supporting Loan Principal Income	59,537	59,537	59,537	0	0.00%
Overdraft Funds Utilised	0	0	0	0	
Transfers from Reserves (Restricted Assets)	3,137,254	5,661,652	5,661,652	(2,524,398)	(44.59%)
Total	5,752,586	10,062,751	10,062,751	(4,310,165)	

CAPITAL EXPENSES

Purchase Land Held for Resale	(225,190)	(3,306,250)	(3,306,250)	3,081,060	(93.19%)
Purchase Land and Buildings	(1,305,261)	(1,851,373)	(1,851,373)	546,112	(29.50%)
Purchase Infrastructure Assets - Roads	(2,695,802)	(2,963,762)	(2,963,762)	267,960	(9.04%)
Purchase Infrastructure Assets - Drainage	(462,568)	(483,165)	(483,165)	20,597	(4.26%)
Purchase Infrastructure Assets - Parks and Ovals	(436,926)	(854,531)	(854,531)	417,605	(48.87%)
Purchase Infrastructure Assets - Footpaths	(346,807)	(313,542)	(313,542)	(33,265)	10.61%
Purchase Infrastructure Assets - Special Works	(534,385)	(558,471)	(558,471)	24,086	(4.31%)
Purchase Plant and Equipment	(772,209)	(838,685)	(838,685)	66,476	(7.93%)
Purchase Furniture and Equipment	(212,786)	(353,860)	(353,860)	141,074	(39.87%)
Capital Contributions and Grants Owing	0	(41,667)	(41,667)	41,667	(100.00%)
Repayment of Debentures	(559,442)	(559,442)	(559,442)	(0)	0.00%
Overdraft Funds (Repayment)	(969,975)	(971,739)	(971,739)	1,764	(0.18%)
Advances to Clubs	0	(19,680)	(19,680)	19,680	(100.00%)
Transfers to Reserves (Restricted Assets)	(2,620,615)	(5,034,854)	(5,034,854)	2,414,239	(47.95%)
Total	(11,141,966)	(18,151,021)	(18,151,021)	7,009,055	

Rate Revenue	26,312,511	25,943,920	25,943,920	368,591	1.42%
Opening Funding Surplus (Deficit)	2,308,520	2,308,520	2,308,520	0	0.00%

Closing Funding Surplus (Deficit)	5,474,607	1,719,220	1,719,220	3,755,386	218.44%
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SHIRE OF KALAMUNDA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
For the 12 Months to 30 June 2013

NET CURRENT FUNDING POSITION

	Positive=Surplus (Negative=Deficit) 2012/13	
	30/06/2013	Last Period
	\$	\$
Current Assets		
Cash Unrestricted	8,049,527	6,571,832
Cash at Bank - Reserves (Restricted)	2,160,828	4,889,987
Receivables - Rates and Rubbish	458,676	708,505
Receivables -Other	1,979,219	1,912,981
Inventories	176,416	182,906
(* exclude loan receivable)	<u>12,824,666</u>	<u>14,266,212</u>
Less: Current Liabilities		
Overdraft	0	0
Payables	(5,189,232)	(4,939,724)
Provisions	(2,070,789)	(2,031,740)
(* exclude loan payable)	<u>(7,260,021)</u>	<u>(6,971,467)</u>
Net Current Asset Position	<u>5,564,646</u>	<u>7,294,745</u>
Add:		
Provision for Long Service Leave	616,576	608,863
Provision for Annual Leave	1,454,212	1,422,877
Interest Bearing Liabilities accrued	0	0
Less:		
Restricted Cash (Reserves)	<u>(2,160,828)</u>	<u>(4,889,987)</u>
Net Current Funding Position	<u>5,474,607</u>	<u>4,436,498</u>

**SHIRE OF KALAMUNDA
 STATEMENT OF CHANGES IN EQUITY
 AS AT 30 JUNE 2013**

	NOTE	RETAINED SURPLUS \$	RESERVES CASH/ INVESTMENT BACKED \$	ASSET REVALUATION RESERVE \$	TOTAL EQUITY \$
Balance as at 1 July 2011		187,014,762	2,728,298	129,875,629	319,618,689
Net Result		7,658,253	0	0	7,658,253
Total Other Comprehensive Income		0	0	(210,000)	(210,000)
Transfer from/(to) Reserves		50,832	(50,832)	0	0
Transfer to Trust		0	0	0	0
Balance as at 30 June 2012		194,723,847	2,677,466	129,665,629	327,066,942
Net Result		527,539	0	0	527,539
Transfer from/(to) Reserves		516,638	(516,638)	0	0
Balance as at 30 June 2013		195,768,024	2,160,828	129,665,629	327,594,481

**SHIRE OF KALAMUNDA
RESERVES- CASH/INVESTMENT BACKED
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
AS AT 30 JUNE 2013**

	Actual 30/06/2013 \$	Budget 30/06/2013 \$	Original Budget 30/06/2012 \$
RESERVES - CASH/INVESTMENT BACKED			
a) Land and Property			
Opening Balance	1,653,467	1,653,467	1,653,745
Interest Earned	92,213	65,000	47,559
Amount Set Aside / Transfer to Reserve	1,810,107	4,237,770	4,979,115
Amount Used / Transfer from Reserve	(2,838,094)	(5,220,739)	(1,648,439)
	717,693	735,498	5,031,980
b) Waste Management			
Opening Balance	151,513	151,513	151,540
Interest Earned	5,067	2,836	4,358
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	156,580	154,349	155,898
c) EDP - IT Equipment			
Opening Balance	11,977	11,977	11,979
Interest Earned	3,297	226	344
Amount Set Aside / Transfer to Reserve	268,463	268,463	268,463
Amount Used / Transfer from Reserve	(113,825)	(158,000)	0
	169,912	122,666	280,786
d) Local Government Elections			
Opening Balance	28,725	28,725	28,737
Interest Earned	815	538	826
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	(29,540)	(29,263)	0
	0	0	29,563
e) Long Service Leave			
Opening Balance	70,744	70,744	70,750
Interest Earned	2,364	1,322	2,035
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	73,108	72,066	72,785

**SHIRE OF KALAMUNDA
RESERVES- CASH/INVESTMENT BACKED
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
AS AT 30 JUNE 2013**

	Actual 30/06/2013 \$	Budget 30/06/2013 \$	Original Budget 30/06/2012 \$
f) Plant and Equipment			
Opening Balance	27,432	27,432	27,436
Interest Earned	918	514	789
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	28,350	27,946	28,225
g) Stirk Park Reserve			
Opening Balance	23,926	23,926	23,951
Interest Earned	797	447	689
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	24,723	24,373	24,640
h) HACC			
Opening Balance	129,951	129,951	129,956
Interest Earned	9,298	2,432	3,737
Amount Set Aside / Transfer to Reserve	362,657	362,657	0
Amount Used / Transfer from Reserve	(58,514)	(58,514)	0
	443,392	436,526	133,693
i) Forrestfield Industrial Area			
Opening Balance	157,853	157,853	157,874
Interest Earned	4,880	2,952	4,540
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	(1,945)	(83,000)	(107,000)
	160,788	77,805	55,414
j) Insurance Contingency			
Opening Balance	159,382	159,382	159,409
Interest Earned	5,325	2,980	4,584
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	164,707	162,362	163,993

**SHIRE OF KALAMUNDA
RESERVES- CASH/INVESTMENT BACKED
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
AS AT 30 JUNE 2013**

	Actual 30/06/2013 \$	Budget 30/06/2013 \$	Original Budget 30/06/2012 \$
k) Light Plant			
Opening Balance	32,361	32,361	32,383
Interest Earned	1,082	606	931
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	33,443	32,967	33,314
l) Revaluation			
Opening Balance	132,001	132,001	132,006
Interest Earned	4,415	2,471	3,796
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	136,416	134,472	135,802
m) Nominated Employee Leave Provisions			
Opening Balance	23,550	23,551	23,554
Interest Earned	790	440	677
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	24,340	23,991	24,231
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) Environmental Reserve			
Opening Balance	74,583	74,583	74,146
Interest Earned	1,716	1,393	2,132
Amount Set Aside / Transfer to Reserve	46,413	81,807	100,532
Amount Used / Transfer from Reserve	(95,336)	(112,136)	(76,045)
	27,376	45,647	100,765
TOTAL CASH BACKED RESERVES	2,160,828	2,050,668	6,271,089

**SHIRE OF KALAMUNDA
 RESERVES- CASH/INVESTMENT BACKED
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
 AS AT 30 JUNE 2013**

	Actual 30/06/2013 \$	Budget 30/06/2013 \$	Original Budget 30/06/2012 \$
SUMMARY	2012-13 Actual YTD \$	2012-13 Budget \$	2011-12 Orig. Budget \$
Opening Balance	2,677,466	2,677,466	2,677,466
Transfer from Accumulated Surplus - Interest	132,976	84,157	76,997
Transfer from Accumulated Surplus	2,487,640	4,950,697	5,348,110
Transfer to Accumulated Surplus	<u>(3,137,254)</u>	<u>(5,661,652)</u>	<u>(1,831,484)</u>
Closing Balance	<u>2,160,828</u>	<u>2,050,668</u>	<u>6,271,089</u>

**Shire of Kalamunda
Investment Schedule
as at 30 June 2013**

<u>Invest #</u>	<u>Bank</u>					<u>Fund</u>	<u>Amount</u>
<u>MUNICIPAL FUNDS</u>							
<i>Cash at Bank</i>							
SOK - MOW	ANZ-Meals on Wheels					Municipal	\$5,682.19
SOK - KHACC	Bank West-Home and Community Care					Municipal	\$8,954.38
SOK	Commonwealth Chequing Account					Municipal	\$678,332.33
SOK	Commonwealth Savings Account					Municipal	\$3,009,898.70
SOK	Commonwealth CIP					Municipal	\$0.00
SOK	Commonwealth Savings Account (Health)					Municipal	\$0.00
SOK	Commonwealth Savings Account (Trybooking)					Municipal	\$1,615.61
SOK	Commonwealth Overdraft \$1,500,000 GFL					Municipal	\$432.07
							\$3,704,915.28
<i>Cash Investments</i>							
		<u>Term</u>	<u>Interest Rate %</u>	<u>Weighted Int Rate</u>	<u>Maturity</u>	<u>Fund</u>	<u>Amount</u>
9075	ING	90	4.29%	0.3768%	6/9/13	Municipal	\$1,258,189.14
9081	NAB	90	4.27%	0.6121%	23/7/13	Municipal	\$2,053,382.40
9083	NAB	90	4.27%	0.3061%	23/8/13	Municipal	\$1,026,691.21
							\$4,338,262.75
<i>Cash Backed Reserves</i>							
SOK	Commonwealth Bank Savings Account					Reserve	\$2,160,827.77
							\$2,160,827.77
Total Municipal/Reserve Funds							\$10,204,005.80
<u>Trust Funds</u>							
SOK	Shire of Kalamunda-BCITF, BRB, Unclaimed Monies					Trust	\$84,647.01
SOK	Shire of Kalamunda-Environmental Friends Group					Trust	\$4,032.95
<i>Cell 9 Scheme Contributions</i>							
CELL9 TD2	NAB	120	4.07%	0.3269%	28/9/13	Trust	\$1,150,427.75
CELL9 TD5	Westpac	90	4.15%	0.3330%	10/9/13	Trust	\$1,149,450.74
CELL9 TD6	Bendigo	90	4.35%	0.3419%	31/7/13	Trust	\$1,125,983.35
CELL9 TD7	Bendigo	90	4.35%	0.3419%	31/7/13	Trust	\$1,125,983.35
CELL9 TD8	ANZ	90	4.00%	0.3028%	28/7/13	Trust	\$1,084,192.00
CELL9 TD9	ING	90	4.17%	0.3156%	9/9/13	Trust	\$1,084,136.22
CELL9 TD10	Westpac	92	4.15%	0.3036%	10/9/13	Trust	\$1,047,762.42
CELL9 TD11	Bendigo	90	4.35%	0.3037%	29/7/13	Trust	\$1,000,000.00
	Cell 9 Cheque Account						\$4,294.80
	Cell 9 Online Saver						\$217,441.45
							\$8,989,672.08
<i>Public Open Space Funds</i>							
POS	NAB	120	4.30%	0.3657%	13/8/13	Trust	\$1,218,100.84
	Commonwealth	At					
POS	Cash at Bank	Call				Trust	\$982,396.18
							\$2,200,497.02
Total Trust Funds							\$11,194,202.05
<u>SUMMARY OF FUNDS</u>							
Municipal/Reserve Funds							\$10,204,005.80
Trust Funds							\$11,194,202.05
Total Funds							\$21,398,207.85

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

10.3.3 Home and Community Care – Amendment to 2013/14 Fees and Charges

Previous Items	SCM 78/2013
Responsible Officer	Director Corporate & Community Services
Service Area	Community Care
File Reference	N/A
Applicant	N/A
Owner	N/A

PURPOSE

1. To approve an amendment to the 2013/14 Schedule of Fees and Charges with respect to Home and Community Care (“HACC”) Services.

BACKGROUND

2. Since the adoption of the HACC Fees and Charges for 2013/14, the Department of Health and Aging (“DHA”) have advised the Shire of adjustments that are required to the fees for a number of the Support Services provided through HACC.

DETAILS

3. The following table details the Fees and Charges as adopted for 2013/14 which are impacted by the advice from DHA:

Description	Basis of Charge	Net Cost \$	GST \$	Proposed Cost inc GST \$
Domestic Assistance	Hour	8.00	N/A	8.00
Respite Care	Hour	8.00	N/A	8.00
Personal Care	Hour	8.00	N/A	8.00
Social Support	Hour	8.00	N/A	8.00
Home Maintenance	Hour	8.00	N/A	8.00
Other Food Services (Meal preparation at home)	Hour	8.00	N/A	8.00
Community Aged Care Package	Per Month	The Kalamunda HACC hourly rate of \$8.00 is for clients on a level 1 income. A fee of \$10.00 per hour applies for clients on a level 2 income. Please refer to Kalamunda HACC administration for clarification regarding income levels.	N/A	The Kalamunda HACC hourly rate of \$8.00 is for clients on a level 1 income. A fee of \$10.00 per hour applies for clients on a level 2 income. Please refer to Kalamunda HACC administration for clarification regarding income levels.

4. The following table details the Fees and Charges for 2013/14 as they should be:

Description	Basis of Charge	Net Cost \$	GST \$	Proposed Cost inc GST \$
<u>Support Services - Level 1 Income</u>				
Domestic Assistance	Hour	8.00	N/A	8.00
Respite Care	Hour	8.00	N/A	8.00
Personal Care	Hour	8.00	N/A	8.00
Social Support	Hour	8.00	N/A	8.00
Home Maintenance	Hour	8.00	N/A	8.00
Other Food Services (Meal preparation at home)	Hour	8.00	N/A	8.00
<u>Support Services Level 2 Income</u>				
Domestic Assistance	Hour	Unit Cost by Negotiation	N/A	
Respite Care	Hour	Unit Cost by Negotiation	N/A	
Personal Care	Hour	Unit Cost by Negotiation	N/A	
Social Support	Hour	Unit Cost by Negotiation	N/A	
Home Maintenance	Hour	Unit Cost by Negotiation	N/A	
Other Food Services (Meal preparation at home)	Hour	Unit Cost by Negotiation	N/A	
Community Aged Care Package	Per Month	The Kalamunda CAP fee for clients receiving full age pension is 17.5% of basic rate of single pension.	N/A	

STATUTORY AND LEGAL CONSIDERATIONS

5. Fees and Charges adopted by local governments are required to comply with those set by the DHA.

POLICY CONSIDERATIONS

6. Nil.

COMMUNITY ENGAGEMENT REQUIREMENTS

7. Community comment is not required for this issue.

FINANCIAL CONSIDERATION

8. There will be some minor changes to the predicted income for HACC Services.

STRATEGIC COMMUNITY PLAN

Strategic Planning Alignment

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

OBJECTIVE 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.

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

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

SUSTAINABILITY

Social Implications

10. Nil.

Economic Implications

11. Nil.

Environmental Implications

12. Nil.

RISK MANAGEMENT CONSIDERATIONS

13. Proposed amendments ensure compliance with HACC and Community Aged Care Package (“CACP”) fee schedules.

OFFICER COMMENT

14. To ensure compliance with HACC and CACP fee schedules it is recommended that the above amendments be made to the 2013/2014 Schedule of Fees and Charges.

Voting Requirements:- Simple Majority

RECOMMENDATION

That Council:

- Adopts the following amended Fees and Charges for HACC Services for 2013/14, effective immediately:

Description	Basis of Charge	Net Cost \$	GST \$	Proposed Cost inc GST \$
<u>Support Services - Level 1 Income</u>				
Domestic Assistance	Hour	8.00	N/A	8.00
Respite Care	Hour	8.00	N/A	8.00
Personal Care	Hour	8.00	N/A	8.00
Social Support	Hour	8.00	N/A	8.00
Home Maintenance	Hour	8.00	N/A	8.00
Other Food Services (Meal preparation at home)	Hour	8.00	N/A	8.00
<u>Support Services Level 2 Income</u>				
Domestic Assistance	Hour	Unit Cost by Negotiation	N/A	
Respite Care	Hour	Unit Cost by Negotiation	N/A	
Personal Care	Hour	Unit Cost by Negotiation	N/A	
Social Support	Hour	Unit Cost by Negotiation	N/A	
Home Maintenance	Hour	Unit Cost by Negotiation	N/A	
Other Food Services (Meal preparation at home)	Hour	Unit Cost by Negotiation	N/A	
Community Aged Care Package	Per Month	The Kalamunda CAP fee for clients receiving full age pension is 17.5% of basic rate of single pension.	N/A	

Moved:

Seconded:

Vote:

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

10.3.4 WALGA Annual Local Government Week Convention – 7 to 9 August 2013

Previous Items	N/A
Responsible Officer	Chief Executive Officer
Service Area	Office of the CEO
File Reference	OR-IGR-005
Applicant	N/A
Owner	N/A

Attachment 1 Local Government Week Convention 2013 Conference Program and Professional Development Courses

PURPOSE

1. To advise Council of the details of the Western Australian Local Government Association's ("WALGA") Annual Local Government Week Convention ("LGWC") and seek nominations for attendance.

BACKGROUND

2. The LGWC scheduled for the first week of August 2013, is WALGA's premier annual event for councillors across Western Australia. It has been conducted for many years and provides an opportunity for councillors to attend a number of interesting conference sessions and professional development courses. There are also a number of networking opportunities.
3. The WALGA Annual General Meeting is also held as part of the convention.

DETAILS

4. The LGWC is being held from Wednesday 7 August to Friday 9 August 2013 at the Perth Convention and Exhibition Centre. Delegates can register for the whole conference or individual days as well as specific social activities.
5. Some of the key conference sessions and speakers include:
 - Between a Rock and a Hard Place – Aron Alston
 - The Evolving Global Economy and Our Place in it – John Doggett
 - The New Culture – Tyler Hamilton
 - The Power of Vision – Mike Munro
6. There are also a range of professional development courses being provided pre and post the main convention days. Details of both of these opportunities are detailed in (Attachment 1).

STATUTORY AND LEGAL CONSIDERATIONS

7. Nil.

POLICY CONSIDERATIONS

8. Nil.

COMMUNITY ENGAGEMENT REQUIREMENTS

9. Community engagement is not required for this matter.

FINANCIAL CONSIDERATION

10. Funds for councillor attendance at the LGWC are available in the 2013/14 Budget.

STRATEGIC COMMUNITY PLAN

Strategic Planning Alignment

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

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

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.

Strategy 6.7.3 Implement best practice initiatives and plans through benchmarking, networking and scans of the external environment.

SUSTAINABILITY

Social Implications

12. Nil.

Economic Implications

13. Nil.

Environmental Implications

14. Nil.

RISK MANAGEMENT CONSIDERATIONS

15. Nil.

OFFICER COMMENT

16. The LGWC is a significant annual local government event providing the opportunity for councillors to attend conference sessions on current topics with renowned presenters. There are also opportunities to meet councillors from across Western Australia and participate in networking.
17. An expanded professional development program for councillors is also offered in conjunction with the 2013 Convention.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council:

1. Approves the attendance at the 2013 Local Government Week Convention of:

2. Approves the attendance of any councillor at any nominated professional development course conducted in association with the 2013 Local Government Week Convention.

Moved:

Seconded:

Vote:

Attachment 1

2013 WESTERN AUSTRALIA LOCAL GOVERNMENT & TRADE EXHIBITION

THE PROGRAM

WEDNESDAY 7 AUGUST

10.00am Delegate Service Desk open for Convention Registration (PCEC Level 2)

12.00pm - 1.00pm Luncheon for 2013 WALGA Honours Recipients

1.30pm - 5.00pm **WALGA Annual General Meeting**
Parliamentarian addresses invited from
Hon. Colin Barnett MLA, Premier of Western Australia
Hon. Mark McGowan MLA, Leader of the Opposition

5.00pm - 6.30pm **Convention Opening Welcome Reception in Trade Pavilion**

THURSDAY 8 AUGUST

7.00am Delegate Service Desk open for Registration (PCEC Level 2)

7.00am - 8.30am ALGWA (WA) AGM and Breakfast. Register online via Delegate Registration.
Other enquiries to Mayor Heather Henderson – City of Subiaco
M 0457 733 489 or **hhenderson@subiaco.wa.gov.au**
OR
Deputy Lord Mayor Janet Davidson OAM JP – City of Perth
M 0417 974 936 or **janetdavidsonjp@hotmail.com**

7.00am - 8.30am 2013 ICLEI Oceania Recognition and Waterwise Councils Awards Breakfast (enquiries to the ICLEI Events Team (08) 9364 0643 or greg.hales@icel.org)

SESSION 1 FUTURE FOCUS OPENING SESSION

9.00am **BETWEEN A ROCK AND A HARD PLACE**



Aron Ralston


In 2003, Aron Ralston's extraordinary human drama grabbed headlines around the world. An experienced climber and avid outdoorsman, Aron was descending a remote Utah canyon alone when an 800-pound boulder broke loose, crushing his right hand and pinning him against the canyon wall. After nearly five days -- without water and with no hope of escape -- Aron made a life-or-death decision. He chose life by severing his arm below the elbow, rappelling a 65-foot cliff out of the canyon, and trekking seven miles to find his would-be rescuers.

Be taken on a riveting journey in which courage, perseverance, and the human spirit will defy the inevitable outcome. An ordinary man pushed to the limits, Aron demonstrates the human capacity for the extraordinary.

Aron Ralston appears by arrangement with Saxton Speakers Bureau

10.15am - 11.00am Refreshments

FUTURE FOCUS **3**

SESSION 2	THE EVOLVING GLOBAL ECONOMY AND OUR PLACE IN IT
11:00am	In the days of Empire, it was England. Then WWII thrust our focus on to America as we all got on the consumer driven consumption band-wagon of the 1950s. In the 1960s and '70s, the emergence of post-war Japan as an industrial super power had us learning Japanese in our secondary schools and business-card etiquette in our universities.
	Throughout the reformist, economic rationalist, era of 1980s and 90s, we decided to acknowledge our geographic reality as part of South East Asia and deregulated our economy and evoked our workforce to embrace the information age. We set ourselves up to take on the 21st Century...and we survived the Global Financial Crisis in better shape than most of our contemporaries. Well, where do we go from here?
John Doggett	Professor John Doggett, University of Texas Professor Doggett appears by arrangement with Senator Speechart Buresi
SESSION 3	THE EVOLVING GLOBAL ECONOMY: FRAMING YOUR FUTURE
12:00pm	How can Local Government leverage the future of State economic growth for opportunities for WA and Local Councils? This session will explore small community economic growth, the flow-on effects of the resources sector to the State and the role of government and the private sector in the development of WA regional towns.
	Leigh Coleman, Chief Executive Officer, Mary Rivers Microfinance Warren Pearce, Manager - North West, The Chamber of Minerals and Energy of WA Michael Campbell, Senior Consultant, AECgroup
1:00pm	Lunch
SESSION 4	CONCURRENT SESSIONS I
2:00pm	All delegates are asked to indicate session preference when registering to assist with venue planning.
Governance	Focus on Metropolitan Reform
	In June 2011 the WA State Government appointed the Metropolitan Local Government Review Panel to undertake the task of considering the current structures and governance arrangements for Local Government in metropolitan Perth and recommending improvements to maximise benefits to the community. The Panel completed the review in July 2012 and submitted their report to the State Government. The final report made 30 recommendations. At the time of preparing this program the State Government had placed the report for public comment and requested feedback by 5 April 2013.
	This session will discuss the current state of play of Metropolitan Reform and the challenges ahead.
Governance	Focus on Relationship Management
	We've all come across them: they are the people who drain you of energy instead of enriching you, the people who pull you down instead of raising you up, the people who require more than they can provide, the negative, whining, needy, manipulative people who can turn a happy day into a living hell. No matter how good our people skills are in general, most of us have problems with dealing effectively with these kind of people. Even those with really sharp people skills often get caught up in the polluting relationships (personal or professional) toxic people create.
	The good news is that there are effective ways to deal with toxic people and this session will provide a number of strategies to assist in these situations.
Regional Development	Focus on Regional Airports
	Airports are of crucial social and economic importance for Australia, particularly for regional and remote communities. Operating, maintaining, safeguarding and developing aerodromes in a cost-effective and efficient manner, with limited resources, often poses a major challenge to Local Governments. This session will address questions such as ownership, funding and management options for regional airports, the role of airports in economic development, how to manage the conflicts between airports and the surrounding community, and more importantly, what role does Local Government play?
Community and Planning	Focus on Active Ageing
	The State Government has released its Active Ageing Strategy and Local Governments are seeking options to support their ageing communities. Many Local Governments are looking at what infrastructure will be required over the next 20 years to support their ageing populations. This session will explore best practice and future trends.



3.15pm Refreshments
 4.00pm Bonners in the Terrace Awards

SESSION 5 THE NEW CULTURE

Tyler Hamilton was once one of the world's top-ranked cyclists—a fierce competitor renowned among his peers for his uncanny endurance and epic tolerance for pain. He started his career with the U.S. Postal Service team in the 1990s and quickly rose to become Lance Armstrong's most trusted lieutenant, and a member of his inner circle. For the first three of Armstrong's record seven Tour de France victories, Hamilton was by Armstrong's side, clearing his way. But just weeks after Hamilton reached his own personal pinnacle—winning the gold medal at the 2004 Olympics—his career came to a sudden end: he was found guilty of doping and exiled from the sport.

Tyler Hamilton

Tyler Hamilton will explore how culture drives behaviour – not just in sports, but in business and in life – and how values can be easily compromised as a consequence.

Tyler Hamilton appears by arrangement with Saxton Speakers Bureau.

5.30pm - 7.00pm **Mayors and Presidents' Reception at Council House**
 Hosted by the Right Honourable the Lord Mayor Ms Lisa Scaffidi (by prior invitation); or the Sundayowner in the Trade Pavilions.

FRIDAY 9 AUGUST

7.00am Delegate Service Desk open

7.30am - 8.45am Breakfast with Special Guest Ross Glendinning

Ross Glendinning is an Australian rules legend, amassing 325 goals in a 230 game career as a centre half-forward and centre half-back with the North Melbourne Football Club and West Coast Eagles from 1978 to 1988. A two-time winner of North Melbourne's Best and Fairest award, he won the Brownlow Medal in 1983 and was named centre half-back in the North Melbourne Football Club's Team of the Century. The inaugural captain of the West Coast Eagles, he won the club's goal kicking in 1987 and 1988; The Ross Glendinning Medal - awarded to the player judged best on ground in the Western Australian derby between West Coast and Fremantle each year - is named in his honour. Ross was inducted into the Australian Football Hall of Fame in 2000 and the WA Football Hall of Fame in 2004.

Ross Glendinning

Ross Glendinning appears by arrangement with Saxton Speakers Bureau.

SESSION 6 THE POWER OF VISION

Mike Munro has led a life of remarkable persistence; through humble yet shocking beginnings: life in a monastery and physical and mental abuse at the hands of an alcoholic mother. Munro's passion for life, his shaping of his own destiny and his will to go on despite odds seemingly insurmountable, are characteristics we might all aspire to.

Mike Munro

Mike Munro appears by arrangement with Saxton Speakers Bureau.

10.15am Refreshments

SESSION 7 OUR FUTURE, OUR CHOICE

Things are changing at a pace never before experienced. Society is such that affluence is the norm, and social worth seems to be measured in "Apps" and "iGadgets". Our language is evolving through a mix of slang and text shorthand and planet earth is drowning in melted ice caps and choking on carbon. Population is swarming in cities, yet everywhere people are lonely and isolated. As the melting pot boils, tolerance and compassion take a back seat to violence and bigotry. Is this the future of Australia?

Hear from three young leaders who are doing something in the present to ensure a better future.

Anna Johnson, Chair, Young UN Women Australia (WA)

Tim Kenworthy, Chief Executive Officer, Useful Inc.

Akram Azmi, 2013 Young Australian of the Year

Akram Azmi appears courtesy of the Australia Day Council of WA

12.30pm Lunch

SESSION B	CONCURRENT SESSIONS II
1.30pm	All delegates are asked to indicate session preference when registering to assist with venue planning.
Governance	<p>Focus on Relationship Management (Repeat from Thursday)</p> <p>We've all come across them: they are the people who drain you of energy instead of enriching you, the people who pull you down instead of raising you up, the people who require more than they can provide, the negative, whining, needy, manipulative people who can turn a happy day into a living hell. No matter how good our people skills are in general, most of us have problems with dealing effectively with these kind of people. Even those with really sharp people skills often get caught up in the polluting relationships (personal or professional) toxic people create.</p> <p>The good news is that there are effective ways to deal with toxic people and this session will provide a number of strategies to assist in these situations.</p>
Governance	<p>Focus on Integrated Strategic Planning</p> <p>The State Government has regulated the requirement for Local Governments to undertake an Integrated Strategic Planning process that includes the requirement to prepare Strategic Community Plans and Corporate Business Plans. This session will explore these plans and focus on the preparation of these plans is much more than a compliance requirement, and outline the benefits of the integrated approach.</p>
Community and Planning	<p>Focus on Community Disaster Resilience</p> <p>Local Government is responsible under the Emergency Management Act 2005 for recovery after an emergency event. The State Government is proposing sweeping changes to the way recovery is managed in WA, which will impact on Local Government. This workshop will focus upstream on the importance of developing resilience in communities; communication; and, businesses' continuity planning.</p>
Community and Planning	<p>Focus on Native Title</p> <p>This workshop will provide an update on the Native Title settlement process and commence a dialogue about opportunities for working together into the future. Hear from Professor Ian Collard, Australian Research Fellow, University of Western Australia, who is leading a project to create an understanding of local indigenous geography and contribute towards environmental tourism and reconciliation.</p>
2.45pm	Refreshments
3.15pm	<p>CONVENTION KEYNOTE ADDRESS</p> <p>Private Damien Thomlinson</p> <p>The story of Private Damien Thomlinson, an Australian veteran of the Afghanistan war, is one that has touched and inspired people around the world.</p> <p>It was while serving in Afghanistan with the 2nd Commando Regiment that Pte Thomlinson's life was changed forever. On 3 April 2009 whilst on night patrol in the Tarn Kowl District of South Afghanistan, Damien's unit drove over an improvised Taliban bomb. Damien suffered horrendous injuries in the explosion, which resulted in both of his legs being amputated. The damage to his body was so severe; it is a miracle he wasn't killed.</p> <p>Damien's positive attitude and impressive triumph against adversity has seen him become an inspirational mentor to many other wounded soldiers and their families, whose support networks he is committed to strengthening and publicising. Above all, Pte Thomlinson's incredible journey stands as proof that no challenge is too great and that the ANZAC spirit truly is alive and well.</p> <p><i>Pte Thomlinson appears by arrangement with Susan Stealers-Bassett</i></p>
4.30pm	Close of the 2013 Local Government Convention
7.00pm - 11.30pm	Pre-Dinner Drinks and Gala Dinner , POBC Bellevue Ballroom



Private Damien Thomlinson

6

ONLINE CONVENTION REGISTRATION

Log on to www.walga.asn.au - then go to the **2013 Convention and Trade Exhibition to complete your registration online.**

Full delegate fees cover the daily conference program, lunches and refreshments, the Opening Reception on Wednesday 7 August and the Sundowner on **Thursday 8 August.**

The Convention Gala dinner on Friday evening is optional, and a ticket fee applies.

CONVENTION FEES

Prices are per person and are all inclusive of GST.
Deadline for all Registrations is **Tuesday, 2 July 2013**

Full Delegate	\$1,375
WALGA Life Members	Complimentary (excluding Gala Dinner)
Day: Thursday 8 August	\$725 (includes Sundowner)
Day: Friday 9 August	\$670
Convention Gala Dinner	\$190
Opening Reception (Wednesday)	\$50 for partners and guests
Sundowner (Thursday)	\$50 for partners and guests
Convention Breakfast	\$88
ALGWA Breakfast	\$55
Partner Tours	Individual tour fees as listed

Local Government Officer Sessions –
see www.walga.asn.au - Convention link for full details

Elected Member Professional Development –
see enclosed leaflet for details.

Registration cancellations must be advised in writing prior to the deadline date of Tuesday 2 July 2013. Thereafter full fees are payable, or alternatively a registration may be transferred to another member of Council - to be advised in writing.

ENQUIRIES

Ulla Wolter WALGA Marketing and Events Officer

T (08) 9213 2000 | **F** (08) 9322 2611 | **E** registration@walga.asn.au

Information in this brochure is correct at time of printing but may be subject to change.

SPECIAL REQUIREMENTS

Any special dietary requirements, mobility or any other special needs should be indicated on the registration form - WALGA will use its best endeavours to meet these requests.

ACCOMMODATION

A range of accommodation options were issued to Councils in December, and hotel booking forms and details are available on www.walga.asn.au. Reservations are to be made direct and please note that city hotels have limited guest parking so clarify these arrangements when booking.

INTER-VENUE TRANSFERS

Coach transfers will be provided for the **Mayors and Presidents' Reception** at Council House on Thursday, collecting guests from Mounts Bay Road (near Mill Street intersection) - with returns to both the Perth Convention & Exhibition Centre and CBD hotels, as required.

A limited service will similarly be provided between CBD hotels and the Perth Convention & Exhibition Centre for the **Gala Dinner** on Friday evening.

The convenient, **free and frequent bus services** operating within the CBD is again recommended for transfers between city hotels and the Perth Convention & Exhibition Centre - for detailed information on these services go to www.transperth.wa.gov.au and hotel staff can offer some local advice to guests.

The limited transfer schedule will be displayed at the Delegate Service Desk.

PERTH CONVENTION & EXHIBITION CENTRE PARKING

For those requiring daily parking, WALGA can arrange for a multi-entry (24 hour access) **parking space** in the underground car park at the Perth Convention & Exhibition Centre at a daily cost of \$32. Parking space requests must be indicated on the registration form - **please note the non-extendable deadline for these requests is Tuesday 2 July 2013.**

WALGA PROFESSIONAL DEVELOPMENT OPPORTUNITIES

The following WALGA training courses are offered in Perth during Monday, 5 August to Tuesday, 13 August to coincide with the 2013 Local Government Convention.

PRE CONVENTION		VENUE	COST
Monday, 5 Aug 9.00am - 4.30pm	Participate in Local Government Emergency Management (For Elected Members and Officers) <i>Participate in Local Government Emergency Management Preparation</i> provides the foundation to increase Local Governments' knowledge of their preparation and planning responsibilities under the Emergency Management Act 2005. The aim of the course is to assist Local Government to initiate, coordinate and manage Local Government emergency management planning activities under the <i>Emergency Management Act 2005</i> .	Adina Apartment Hotel (Canning Room)	NO COST
Monday, 5 Aug 9.00am - 4.30pm	Councillor Roles and Responsibilities (For Elected Members) <i>Councillor Roles and Responsibilities</i> covers the behaviours and actions required of elected members in meeting their roles and responsibilities. Using legislation as its basis, the course explores in practical ways how the framework of laws, regulations, and codes create clear paths that guide the steps of elected members and help them to carve out a successful role at council and within the community.	Adina Apartment Hotel (Avon Room)	\$395 (GST exempt)
Tuesday, 6 Aug 9.00am - 4.30pm	Manage Recovery Activities for Local Government (For Elected Members and Officers) <i>Manage Recovery Activities for Local Government</i> provides the foundation to increase Local Governments' knowledge of their recovery responsibilities under the <i>Emergency Management Act 2005</i> . The aim of the course is to assist Local Government to initiate, coordinate and manage Local Government recovery activities under the <i>Emergency Management Act 2005</i> .	Adina Apartment Hotel (Canning Room)	NO COST
Tuesday, 6 Aug 9.00am - 4.30pm	Effective Community Leadership (For Elected Members) <i>Effective Community Leadership</i> principally explores the personal attributes needed by elected members to perform their role in Local Government. The course introduces leadership concepts and the behaviours required of elected members in their role as leaders of council and prominent leaders in the community.	Adina Apartment Hotel (Avon Room)	\$395 (GST exempt)
CONVENTION		VENUE	COST
Wednesday, 7 Aug 9.00am - 4.30pm	Professionally Speaking (For Elected Members) <i>Professionally Speaking (or how to deal with communication minefields – everything from media interviews to hostile public meetings)</i> is an interactive workshop specifically designed to get participants 'battle-ready' and offers practical techniques for handling unfamiliar public speaking situations with confidence and aplomb. While the focus of the session is on demystifying the media and getting the best result from every media opportunity, these skills can also be effectively used in other business settings. <i>Presented by Award Winning TV Journalist, Andrea Burns.</i>	WALGA Boardroom	\$450 (+GST)
POST CONVENTION		VENUE	COST
Saturday, 10 Aug 9.00am - 4.30pm	Meeting Procedures and Debating (For Elected Members) <i>Meeting Procedures and Debating</i> is specifically designed for both experienced and newly elected members who wish to enhance their meeting skills. Concentrating on knowledge of meeting procedures and high level debating techniques, this course is a practical tool kit for those who attend council and committee meetings.	WALGA Boardroom	\$395 (+GST)
Monday, 12 Aug 9.00am - 4.30pm	Change Management (For Elected Members) <i>Change Management</i> includes planning for and initiating organisational change. It stresses the leadership role of the Council in sponsoring change and recognises that there is a need for the Council and the CEO to work together to achieve significant change. Relevant sections of the <i>Local Government Act 1995</i> are explained so that Elected Members have a sound basis to choose the right option for guiding the organisation and the community through change.	WALGA Boardroom	\$395 (GST exempt)
Tuesday, 13 Aug 9.00am - 4.30pm	Policy Development (For Elected Members) <i>Policy Development</i> outlines the process for effective policy development needed by Elected Members to perform their role in local government. Being in public life places obligations on Elected Members to understand the wider issues associated with their role so that they meet community expectations whilst operating within legislative and regulatory constraints. Major issues impacting on policy are analysed, interpreted and integrated through the development phase.	WALGA Boardroom	\$395 (GST exempt)

To register interest in any of the above mentioned training courses, please complete the Registration Form, along with a PO number, and return to the Training Coordinator via email at training@walga.wa.gov.au or fax (08) 9486 9100.

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

10.3.5 WALGA Membership 2013-2014

Previous Items	Nil
Responsible Officer	Chief Executive Officer
Service Area	Office of the CEO
File Reference	
Applicant	N/A
Owner	N/A
Attachment 1	Overview – WALGA Membership 2013-2014

PURPOSE

1. To note the Shire of Kalamunda's membership of the Western Australian Local Government Association ("WALGA") and use of its products and services.

BACKGROUND

2. At the Ordinary Council Meeting on 22 April 2013, it was resolved (OCM 47/2013):

"That Council:

1. Requests the Acting Chief Executive Officer prepare a report outlining:
 - The costs associated with the Shire affiliation with WALGA.
 - The services that are provided by the Western Australian Local Government Association ("WALGA") to the Shire of Kalamunda."

DETAILS

3. WALGA is a private and independent entity which represents and supports Local Governments. It operates as a membership-based organisation, with funding coming from membership subscriptions, commercial operations and grants. WALGA lobbies and negotiates on behalf of 140 Local Governments in Western Australia.
4. Associate Membership of WALGA provides access to further programs and services, which Local Governments can subscribe to. It is not possible to access these without Associate Membership.
5. Membership and subscriptions are reviewed annually by the Shire and in 2012 a comprehensive review was undertaken and all subscriptions which were no longer relevant were discontinued. The largest of these subscriptions was the Employee Relations Service (Workplace Subscriptions) which has a forecast cost of \$13,159 for 2013/2014. Those subscriptions remaining are deemed to be essential to the effective running of the Shire.
6. A review of the Shire's membership and subscription information is shown at (Attachment 1). This includes:

-
- Associate Membership and Subscription – forecasted costs for 2013/2014 (and comparative costs for 2012-2013).
 - Information on programs not currently subscribed.
 - Complimentary services, included as part of the Shire's Associate Membership.
7. Senior WALGA staff regularly consult with Ministers, politicians and senior bureaucrats and negotiate supplier agreements with senior executives of organisations with the capacity to deliver statewide services. As the peak lobbying and advocacy organisation, it has a strong influence on how policy decisions are made that affect the sector.
8. Membership to WALGA enables the Shire to participate in Strategic Regional Forums, State Council meetings and the East Metropolitan Zone meetings. The appointment of Council Delegates (and Deputy Delegates) to the East Metropolitan Zone is reviewed every two years, following the Local Government elections.
9. WALGA's vision is to assist Local Government in WA to:
- Be built on good governance, autonomy, local leadership, democracy, community engagement and diversity.
 - Have the capacity to provide economically, socially and environmentally sustainable services and infrastructure that meet the needs of their communities.

STATUTORY AND LEGAL CONSIDERATIONS

10. Nil.

POLICY CONSIDERATIONS

11. Nil.

COMMUNITY ENGAGEMENT REQUIREMENTS

12. No community engagement is required as membership of WALGA is considered an operational matter.

FINANCIAL CONSIDERATION

13. Although there has been a increase in membership and subscription costs, it is considered that this is minimal and will be offset by cost savings as a result of the Shire's access to WALGA's network of suppliers.

STRATEGIC COMMUNITY PLAN

Strategic Planning Alignment

14. *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 6.7.3 Implement best practice initiatives and plans through benchmarking, networking and scans of the external environment.

SUSTAINABILITY

Social Implications

15. There are no social implications.

Economic Implications

16. There are no economic implications.

Environmental Implications

17. There are no environmental implications.

RISK MANAGEMENT CONSIDERATIONS

18. If the Shire of Kalamunda were to discontinue membership of WALGA, it is considered that there would be a substantial increase in costs and impact on projects.

OFFICER COMMENT

19. Membership of WALGA grants access to its programs and services which are essential tools for the Shire. Those programs to which the Shire subscribes are vital, such as the Procurement Service, in providing the ability to leverage WALGA's purchasing power and network to provide best outcome (including financially).
20. The Shire will continue to monitor, on an annual basis, its subscription to the programs and services available as a member of WALGA.

Voting Requirements: Simple Majority

RECOMMENDATION

That Council:

1. Notes the Shire of Kalamunda's Associate Membership of WALGA and subscriptions to its services and programs (Attachment 1).

Moved:

Seconded:

Vote:

Attachment 1

WALGA Membership



Programs and Services – Subscribed		2013/2014 FORECAST (Ex GST)	FOR 2012/13 (Inc GST)
Associate Membership Subscription	<p>As well as being essential, in order to gain access to WALGA programs and services, Associate Membership provides the Shire with access to the network of the State's 140 Local Governments.</p> <p>Advocacy. Key aims include advocating for appropriate legislative and regulatory reform as it relates to the provision of effective local governance. As well as the facilitation, coordination and advocacy of sector wide issues with a particular focus on Local Government reform and regional service delivery.</p> <p>The Association plays an important advocacy and representative role in ensuring Local Government views on these issues are heard and considered by other spheres of Government.</p> <p>WALGA Bodies. Enables the Shire to participate in WALGA's Strategic Regional Forums, the East Metropolitan Zone and State Council meetings. These groups are designed to be representative of member local governments.</p> <p>The State Council is the overarching decision making representative body of all member Councils, particularly for sector-wide policy making and strategic planning.</p> <p>The East Metropolitan Zone enables geographically aligned members to come together to discuss and agree input into policy formation, regional issues and to elect delegates to the State Council.</p> <p>Events. Throughout the year, members have access to WALGA events, such as breakfasts with key stakeholders and the annual WA Local Government Convention.</p> <p>Training. The Shire has access to WALGA training courses for elected members and staff. These cover subjects from the Diploma of Local Government to Meeting Procedures and Debating.</p>	\$30,894.00	\$32,550.79

Programs and Services – Subscribed		2013/2014 FORECAST (Ex GST)	FOR 2012/13 (Inc GST)
Procurement Handbook and Procurement Consultancy Services	<p>Handbook is a guide for local governments in undertaking procurement and contract management. The Handbook is the pre-eminent procurement resource available to the sector and is the culmination of three years of research and development by leading procurement experts. It provides clear guidance on legislative requirements and best practice and is designed to assist Councils in achieving good governance, effective procurement and full compliance.</p> <p>Consultancy services include end-to-end tendering, strategic sourcing and probity reviews. Local governments benefit from accessing a team of independent procurement specialists to undertake their procurement functions, thereby ensuring full compliance, risk mitigation and optimal outcomes.</p> <p>Also provided are procurement related products and services including:</p> <ul style="list-style-type: none"> • Free copy of the new Procurement Handbook (value \$1,990) and complimentary access to all updates. • Free telephone advisory service to assist with procurement enquiries and compliance with tender regulations. • Free newsletters on contemporary procurement issues in the local government sector. • Access to WALGA's comprehensive library of procurement resources, including specifications. • 10% discount off the price of all engagements with the Procurement Consultancy Service. 	\$1,990.00	\$2,024.00
Procurement Services – e-Quotes	<p>As part of the Procurement Services (above), the Shire has access to eQuotes which allows the purchase of goods and services from 34 different panels that include or will include:</p> <p>Fuels and oil, legal services, plant and equipment, road making materials, audit services, playground equipment, operating leases and a range of other products and services.</p> <p>The providers of the software which manage this Procurement System for WALGA have now introduced an added package that will allow the Shire to manage its own Panels of Suppliers: such as the Building Maintenance Panels for painting, electrical, plumbing and all our other tendered suppliers for concrete pipes, asphalt and profiling etc.</p> <p>This service will be under a three year contract at a cost of \$10k per year and will provide the Shire with an online process to obtain and record quotations to ensure compliance with the Purchasing Policy.</p>	\$10,000.00	n/a

Programs and Services – Subscribed		2013/2014 FORECAST (Ex GST)	FOR 2012/13 (Inc GST)
Local Laws Service	Provides guidelines, models and advice on the Local Law making process.	\$543.00	\$572.00
Complete Guide to the Local Government Act	All subscribing Councils are provided with one free update (both printed and CD-ROM subscription) to each of the "Complete Guide" manuals (Practice Notes, Forms & Pro Forma and Councillor Manual). This cost is for additional copies as per the Shire's current order.	\$1,208.00	\$1,272.70
ROMAN II Pavement Management Services	<p>ROMAN II includes the following components:</p> <ul style="list-style-type: none"> • The RAMM road asset management software by CJN Technologies. • The dTIMS asset deterioration modeling software by Deighton Associates. • Access to additional services such as pocket RAMM and future improvements. • Free help desk services. • Access to training services. • One free mentoring session. • Access to a pool of approved ROMAN II consultants. • Access to the ROMAN User Group. • Secure data storage and back up. • Interface with Main Roads data centre (IRIS). 	\$8,885.00	\$9,792.00
Tax Service	Through UHY Haines Norton, provides specialized taxation support for local governments, including reference materials, training programs and online enquiry services.	\$1,830.00	\$1,919.50
Local Biodiversity Program	<p>Advice and technical support to local governments with local biodiversity conservation planning issues, access to specialist spatial environmental data and online decision support tools and training. Previously known as Perth Biodiversity Project.</p> <p>The annual WALGA Perth Biodiversity Project Subscription gives the Environmental team access to WALGA's environmental mapping database which currently provides more detail than ours. A review will be undertaken at the end of the next financial year to determine if this will continue to be required</p>	\$2,590.00	\$2,740.65
TOTAL		\$57,940.00 Inc GST: \$63,734.00	\$50,871.64

Programs and Services – Not Subscribed		2013/2014 (Ex GST)
Employee Relations Service (Workplace Solutions)	<p>Provides employee relations and human resources management support and advice including:</p> <ul style="list-style-type: none"> • Advocacy and Representation in Industrial Commissions and Tribunals. • Award Maintenance Service. • Employee Relations Advice. • Award & Agreement Interpretation. • Regular HR Forums. • Employee Relations Email Alerts and Information Bulletins. • Access to employee relations resources on the Workplace Solutions website. • Human Resources Policies. • Local Government Remuneration Survey. 	<p>(\$13,159)</p> <p>Not Subscribed</p>
Councils Online	<p>A centralised online portal developed specifically for WA local government. Unlike other planning software, Councils Online is a fit-for-purpose, non-vendor specific solution developed and owned by WALGA for the benefit of all Member Councils by providing:</p> <ul style="list-style-type: none"> • Business improvements and financial savings through improved quality and consistency of applications. • Online preparation, lodgment and processing of Planning and Building applications. • Online payments (catering for individual and monthly billing customers). • Application tracking and reporting. • Provides accessibility to the full spectrum of local government customers including: General Public; Small Businesses / Private Certifiers; and Registered Organisations (Builders / Developers). • Single access point for applicants, 24 hours a day and seven days a week. 	Not Subscribed
Councils.com	<p>Provision of web hosting and content management system to support an online presence. This new service is to be refreshed within the 2013-2014 year for subscribed members. This fee covers both the old LCC infrastructure and the new infrastructure hosting costs. Note that ancillary LCC services email, SMS and Gateways will be discontinued in 2013. Formerly known as Linking Councils & Communities Web.</p>	Not Subscribed
Promotional and Marketing Levy	<p>Contribution towards marketing strategies for sector wide promotion of local government.</p>	Non Contributor

Complimentary Services

Complete Guide to the Local Government Act	One set of updates for the full suite of resource materials on CD-ROM and replacement pages for printed manuals
2013 Local Government Directory	Two printed copies; one CD-ROM. [Additional copies usually purchased.]
2013 Desk Calendar Pads	12
Local Government News	Weekly newsletter
Western Councillor	Monthly journal

In addition, discounts and procurement benefits through WALGA's Preferred Supply Contracts and Business Services.

- 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**