

# Ordinary Council Meeting

Agenda for Monday 27 May 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 27 May 2013 at 6.30pm.**



Clayton Higham  
**Acting Chief Executive Officer**  
23 May 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.

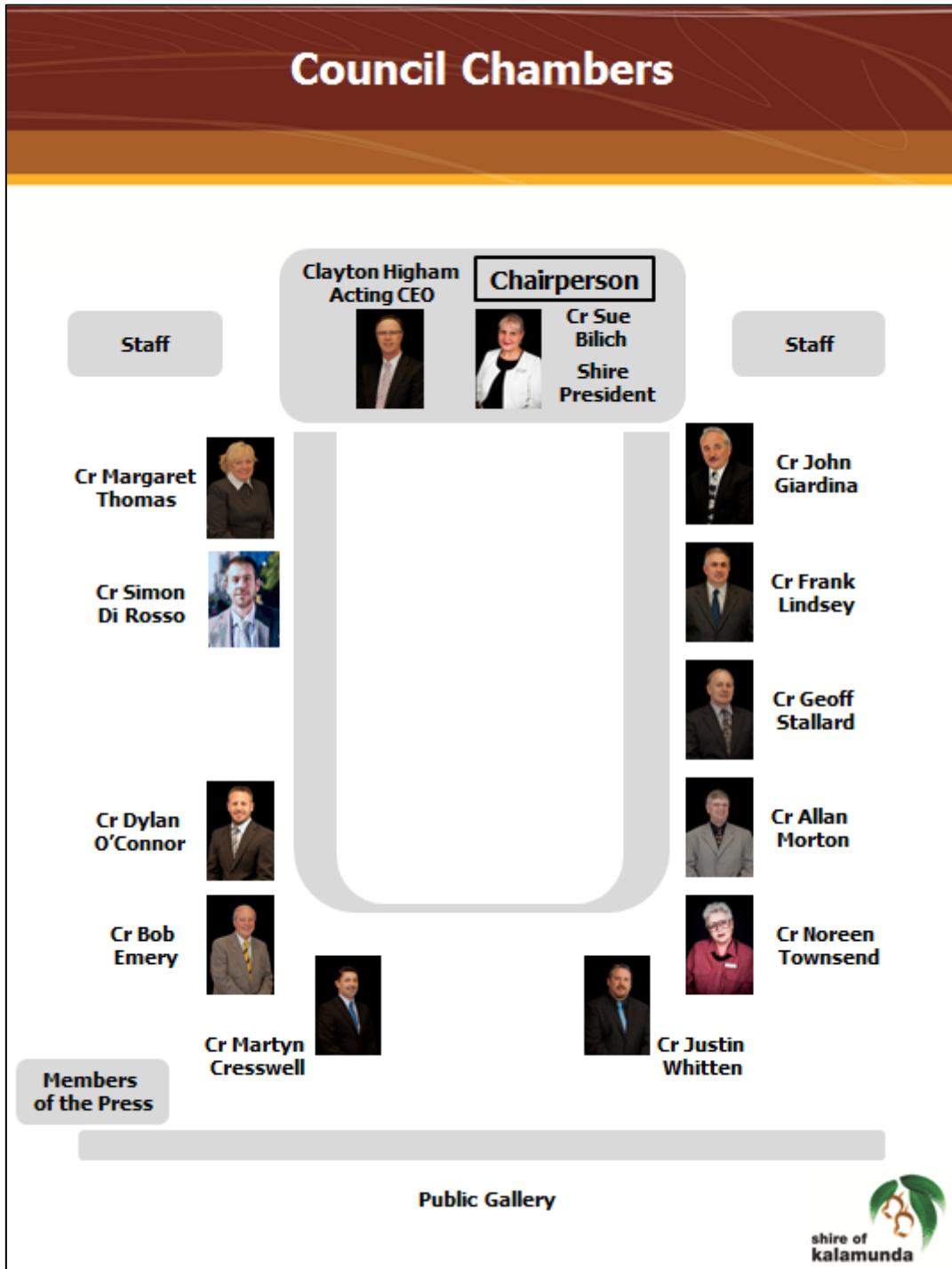


## INFORMATION FOR THE PUBLIC ATTENDING COUNCIL MEETINGS

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

Cr Sue Bilich, leave of absence.

Clayton Higham, Acting Chief Executive Officer, apology.

### 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

5.1 Cr Thomas has submitted a request for leave of absence from 6 to 21 June 2013 inclusive. This period covers the Development & Infrastructure Services Committee Meeting on 10 June 2013 and the Corporate & Community Services Committee Meeting on 17 June 2013.

That Council grant leave of absence to Cr Thomas for the period 6 to 21 June 2013 inclusive.

Moved:

Seconded:

Vote:

### 6.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

6.1 That the Minutes of the Ordinary Council Meeting held on 22 April 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 22 April 2013".

- 6.2 That the Minutes of the Special Council Meeting held on 13 May 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 13 May 2013".

### **7.0 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

#### **8.0 MATTERS FOR WHICH MEETING MAY BE CLOSED**

- 8.1 **C&C 37. Confidential Item – Men’s Shed Services** - Provided under separate cover.  
Reason for Confidentiality – *Local Government Act 1995*: Section 5.23 (2) (a) "a matter affecting an employee or employees".

#### **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.



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

**10.1 Audit and Risk Committee Report**

**10.1.1 Adoption of Audit and Risk Committee Report**

<b>Voting Requirements: Simple Majority</b>
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That the recommendations A&R 07, A&R 09 Point 1. and A&R 10 contained in the Audit and Risk Committee Report of 6 May 2013 be adopted by Council en bloc.

Moved:

Seconded:

Vote:

**10.1.2 A&R 07 Debtor Write-Off April 2013**

**COMMITTEE RECOMMENDATION TO COUNCIL (A&R 07/2013)**

That Council:

1. Authorises the write off of library debts totalling \$21,555.15 as detailed in (Attachment 1).
2. Authorises the write off of Sundry Debts totalling \$725.25 as detailed in (Attachment 2).

**10.1.3 A&R 09 Review of Policies and Procedures**

**COMMITTEE RECOMMENDATION TO COUNCIL (A&R 09/2013)**

That Council:

1. (i) Adopts the following new Council Policies:
  - Payment and Reimbursement of Expense Policy (Attachment 2)
  - Travel Policy (Attachment 3)
  - Whistle-blower Policy (Attachment 4)
- (ii) Notes the Management procedures for each of these policies.

**10.1.4 A&R 10 Responses to Department of Local Government Findings and Recommendations on the Forensic Audit Investigation**

**COMMITTEE RECOMMENDATION TO COUNCIL (A&R 07/2013)**

That Council:

1. Notes the action taken to address the Department of Local Government Recommendations.
2. Authorises the Acting Chief Executive Officer to advise the Director General of the Department of Local Government that the issues, findings and recommendation following the Forensic Audit Investigation Report received by the Department have been addressed.

**10.2 Development & Infrastructure Services Committee Report**

**10.2.1 Adoption of Development & Infrastructure Services Committee Report**

**Voting Requirements: Simple Majority**

That the recommendations D&I 24 to D&I 29 inclusive, contained in the Development & Infrastructure Services Committee Report of 13 May 2013, except withdrawn item D&I 27, be adopted by Council en bloc.

Moved:

Seconded:

Vote:

**10.2.2 D&I 24 Lot 88 (1) Hewson Place, Maida Vale – Application to Keep More Than Two Dogs**

**COMMITTEE RECOMMENDATION TO COUNCIL (D&I 24/2013)**

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 88 (1) Hewson Place, Maida Vale to keep three dogs on this property.

**10.2.3 D&I 25 Modification to the Canning Location 311 Structure Plan – Lot 32 (10) Kiev Court, Lesmurdie**

**COMMITTEE RECOMMENDATION TO COUNCIL (D&I 25/2013)**

That Council:

1. Adopts the proposed modification to the Canning Location 311 Structure Plan to facilitate the subdivision of Lot 32 (10) Kiev Court, Lesmurdie, into 2 lots (Attachment 2).
2. Forwards the modified Canning Location 311 Structure Plan to the WA Planning Commission for endorsement.

**10.2.4 D&I 26 Canning Road and Welshpool Road East Consideration to Transfer Responsibility to Main Roads WA**

**COMMITTEE RECOMMENDATION TO COUNCIL (D&I 26/2013)**

That Council:

1. Authorises the Acting Chief Executive Officer to write to Main Roads WA:
  - Requesting consideration of the transfer of Canning Road from Welshpool Road East to the South Boundary of the Shire.
  - Requesting consideration of the transfer of Welshpool Road East from Canning Road to Hale Road.
2. Authorises the Acting Chief Executive Officer to write to the City of Armadale requesting Council endorsement for the transfer of Canning Road from Local Government responsibility back to Main Roads WA.

**10.2.5 D&I 28 Consideration of Tenders – Provision of General Tree Services (RFT-1304)**

**COMMITTEE RECOMMENDATION TO COUNCIL (D&I 28/2013)**

That Council:

1. Accepts the recommendation of the Tender Assessment Panel to appoint
  - MPK Tree Management as the primary contractor and
  - Beaver Tree Services as the secondary contractorfor the Provision of General Tree Services, for a period of two years with the opportunity for one 12 month extension.

2. The cost of the service will be in accordance with the following schedules

**Schedule of Rates A - Tree Pruning**

		<b>MPK Tree Management</b>	<b>Beaver Tree Services</b>
<b>Item</b>	<b>Pruning Requirement per Tree</b>	<b>Price Per Tree</b>	<b>Price Per Tree</b>
1	Side Prune	\$40.00	\$150.00
2	Under Prune	\$28.00	\$30.00
3	Canopy Thinning	\$280.00	\$340.00

**Schedule of Rates B - Tree Removal**

<b>Item</b>	<b>Tree Height</b>	<b>Price Per Tree</b>	<b>Price Per Tree</b>
1	0 – 3.00	\$90.00	\$50.00
2	3.1m – 6.00m	\$130.00	\$170.00
3	6.1m – 9.00m	\$290.00	\$370.00
4	9.00m – 14m	\$480.00	\$620.00

**Schedule of Rates C – Stump Grinding**

<b>Item</b>	<b>Stump Diameter</b>	<b>Price Per Stump</b>	<b>Price Per Stump</b>
1	Up to 500mm Diameter	\$65.00	\$50.00
2	501mm – 750mm Diameter	\$80.00	\$80.00
3	751mm – 1000mm Diameter	\$110.00	\$100.00
4	1000mm plus Diameter	\$150.00	\$130.00

**Schedule of Rates D – Specialised Works by request of Principle**

<b>Item</b>	<b>Specialised Works</b>	<b>Price Per Hour</b>	<b>Price Per Hour</b>
1	3 men, truck, chipper and 16mtr Picker	\$275.00	\$380.00
2	3 men, truck, chipper and 24mtr Picker	\$360.00	\$420.00
<b>Item</b>	<b>Specialised Works</b>	<b>Price Per Day</b>	<b>Price Per Day</b>
3	3 men, truck, chipper and 16mtr Picker	\$2,200.00	\$2,900.00
4	3 men, truck, chipper and 24mtr Picker	\$2,500.00	\$3,400.00
<b>Item</b>	<b>Specialised Works</b>	<b>Price Per Hour</b>	<b>Price Per Hour</b>
5	3 men, truck and chipper	\$260.00	\$300.00

**Schedule of Rates E – Emergency Callout & Make Safe & Clean-up**

<b>Item</b>	<b>Make Safe /Remove</b>	<b>Price Per Hour</b>	<b>Price Per Hour</b>
1	Make Safe	\$340.00	\$230.00
2	Clean-up	\$260.00	\$230.00

3. The contract price is fixed for a period of 12 months with CPI (Australia) adjusted annually.

**10.2.6 D&I 29 Consideration of Tenders – Provision of Footpath Sweeping Services (RFT-1305)**

**COMMITTEE RECOMMENDATION TO COUNCIL (D&I 29/2013)**

That Council:

1. Accepts the recommendation of the Tender Assessment Panel to appoint Enviro Sweep as the preferred tenderer for the Provision of Footpath Sweeping Services, for a period of three years with the opportunity for two 12 month extensions.
2. Accepts the cost of supply is in accordance with the following schedule.

<i>Type</i>	<i>Requirement</i>	<i>Price</i>
1.	Paths	\$138,480.00
2.	Car Parks	\$64,560.00
3.	Road Islands and Roundabouts	\$8,400.00
4.	Additional Paths per km per sweep	\$45.00
5.	Public Holiday Call Outs Per Hour	\$145.00
6.	Weekend Call Outs Per Hour	\$135.00
7.	Weekday Call Outs M-F 7.00am - 5.00pm	\$115.00

3. The contract price basis is fixed price for the first 12 months with CPI (Australia) adjusted annually.

**For Separate Consideration**

*Item D&I 27 has been withdrawn as Councillors requested further information at the Development & Infrastructure Services Committee Meeting.*

**10.2.7 D&I 27 Proposed Closure of Portion of Road Reserve – Adjacent to Lot 196 Adelaide Street, Hazelmere**

**COMMITTEE RECOMMENDATION TO COUNCIL (D&I 27/2013)**

That Council:

1. Resolves not to proceed with the closure of part of Adelaide Street on the basis that there is insufficient evidence of a community benefit to the closure.

Moved:

Seconded:

Vote:

### **10.3 Corporate & Community Services Committee Report**

#### **10.3.1 Adoption of Corporate & Community Services Committee Report**

<b>Voting Requirements: Simple Majority</b>
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That the recommendations C&C 27 to C&C 37 inclusive, contained in the Corporate & Community Services Committee Report of 20 May 2013, except withdrawn items C&C 32, C&C 34 and C&C 35, be adopted by Council en bloc.

Moved:

Seconded:

Vote:

#### **10.3.2 C&C 27 Debtors and Creditors Reports for the Period Ended 30 April 2013**

##### **COMMITTEE RECOMMENDATION TO COUNCIL (C&C 27/2013)**

That Council:

1. Receives the outstanding debtors (Attachment 1), creditors (Attachment 2) and Trust Account payment reports for the period ended 30 April 2013.
2. Receives the list of creditors paid during the period 03 April to 24 April 2013 (Attachment 3) in accordance with the requirements of the Local Government (Financial Management) Regulations 1996 (Regulation 12).
3. Receives the list of payments made from the Trust Accounts in April 2013 as noted in point 9 above in accordance with the requirements of the Local Government (Financial Management) Regulations 1996 (Regulation 12).

#### **10.3.3 C&C 28 Rates Debtors Report for the Period Ended 30 April 2013**

##### **COMMITTEE RECOMMENDATION TO COUNCIL (C&C 28/2013)**

That Council:

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

**10.3.4 C&C 29 Quarterly Progress Report – January to March 2013**

**COMMITTEE RECOMMENDATION TO COUNCIL (C&C 29/2013)**

That Council:

1. Receives the Quarterly interplan Progress Report for January to March 2013.

**10.3.5 C&C 30 Community Care – Quarterly Report – March 2013**

**COMMITTEE RECOMMENDATION TO COUNCIL (C&C 30/2013)**

That Council:

1. Receives the Community Care Quarterly Report – March 2013.

**10.3.6 C&C 31 Adoption of Draft Governance Framework**

**COMMITTEE RECOMMENDATION TO COUNCIL (C&C 31/2013)**

That Council:

1. Adopts the Shire of Kalamunda Draft Governance Framework (Attachment 1).
2. Requests the Governance Framework be used to form the basis of future inductions for new councillors of the Shire of Kalamunda.

**10.3.7 C&C 33 Budget 2012/2013 – Differential Rates**

**COMMITTEE RECOMMENDATION TO COUNCIL (C&C 33/2013)**

That Council:

1. In line with the ten year Long Term Financial Plan approve that the rate in the dollar and minimum rates advertised in the public notice for the rating categories will be as follows:

<b>Category/Levy</b>	<b>Rate in \$</b>	<b>Min Rate \$</b>
General GRV	0.057378	755
Industrial GRV	0.067267	850
Commercial GRV	0.063064	800
Vacant GRV	0.080000	755
General UV	0.002731	755
Commercial UV	0.003002	800
Waste Avoidance and Resource Recovery Levy (All Categories)	0.002500	

**10.3.8 C&C 36 Community Safety & Crime Prevention Plan 2013-2018**

**COMMITTEE RECOMMENDATION TO COUNCIL (C&C 36/2013)**

That Council:

1. Endorses the Community Safety & Crime Prevention Plan 2013 – 2018 for the purposes of inviting public comment over a period of 30 days.

**10.3.9 C&C 37 Confidential Item –Provision of Services to Men’s Sheds**

**COMMITTEE RECOMMENDATION TO COUNCIL (C&C 37/2013)**

That Council:

1. Request the Acting Chief Executive Officer to undertake discussions with representatives of both Men’s Sheds, in conjunction with the Ward Councillors during 2013/14 with consideration to:
  - Short-term shared access of Men’s Shed Boss
  - Proposed Capital Plans and Developments, including expectations of and from Shire
  - Proposed phased staffing withdrawal plan of Men’s Shed Boss service with a view toward becoming self-managed Men’s Shed in two to three years.
2. Receive a report in relation to the above in April 2014 to enable Council to make informed decisions on the future of Men’s Sheds within the 2014/15 budget deliberation process.

**For Separate Consideration**

*Item C&C 32 has been withdrawn as an absolute majority is required.*

**10.3.10 C&C 32 Review of Delegations**

**Voting Requirements: Absolute Majority**

**COMMITTEE RECOMMENDATION TO COUNCIL (C&C 32/2013)**

That Council:

1. Notes the review of the Delegation Register.
2. Approves the Delegations to the Chief Executive Officer and other staff as contained in (Attachment 1), except LGA 2, Tenders and Expressions of Interest and LGA 8, Investment of Surplus Funds.
3. Approves the Delegations to the Chief Executive Officer LGA 2, Tenders and Expressions of Interest and LGA 8, Investment of Surplus Funds as per (Attachments 2 and 3) respectively.



Moved:

Seconded:

Vote:

*Item C&C 34 has been withdrawn as an absolute majority is required.*

**10.3.11 C&C 34 Hartfield Park Advisory Committee – Nominations for Membership**

**Voting Requirements: Absolute Majority**

**COMMITTEE RECOMMENDATION TO COUNCIL (C&C 34/2013)**

That Council:

1. Appoints Kevin Adams, representing Kalamunda Rugby Club, as a member of the Hartfield Park Advisory Committee.
2. Appoints Rex West, representing Forrestfield Flyers Tee-ball Club, as a member of the Hartfield Park Advisory Committee.

Moved:

Seconded:

Vote:

*Item C&C 35 has been withdrawn as a Councillor requested further information at the Corporate & Community Services Committee Meeting.*

**10.3.12 C&C 35 Chaplaincy Service Provision in Schools Located in the Hills and Foothills**

**Voting Requirements: Simple Majority**

**COMMITTEE RECOMMENDATION TO COUNCIL (C&C 35/2013)**

That Council:

1. Continues to support the provision of Chaplaincy Services in Schools located in the Hills and Foothills to the value of \$20,500 subject to approval through the 2013/2014 budget deliberation process.
2. Endorses the development of a three year formal agreement between the Shire of Kalamunda and YouthCARE to ensure clarity regarding expectations, service delivery, outcomes and reporting requirements.
3. Advise YouthCARE that unless a three year agreement is established by March 2014 the Shire will not confirm funding for the schools chaplaincy program beyond July 2014.

Moved:

Seconded:

Vote:

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## 10.4 CHIEF EXECUTIVE OFFICER REPORTS

### 10.4.1 Monthly Financial Statements to 30 April 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 ten months to 30 April 2013 incorporating the following: <ul style="list-style-type: none"><li>• Statement of Comprehensive Income by Program</li><li>• Statement of Comprehensive Income by Nature and Type</li><li>• Statement of Cash Flow and Notes</li><li>• Statement of Financial Position</li><li>• Statement of Financial Activity (Nature or Type)</li><li>• Statement of Financial Activity (Statutory Reporting Program)</li><li>• Net Current Funding Position, note to financial statement</li><li>• Statement of Changes in Equity</li><li>• Reserves – Cash/Investment Backed – note to financial statement</li><li>• Investment Schedule – note to financial statement</li></ul>

#### 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 for the commentary and detail is provided.

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## Financial Commentary

### Statement of Comprehensive Income by Nature and Type for the Ten Months to 30 April 2013

5. This Statement reveals a net result of a surplus of \$4,963,333 against revised budget for the same period of \$3,987,615.

#### *Revenue*

6. Total Revenue is under budget by \$165,325. This is made up as follows:
- Rates are over budget by \$74,433. A significant reason for the variance is as a result of back rates applied to a property in the Airport area. Year-end projections are now within reach as there are the ex-gratia rates for the Dampier Bunbury gas pipeline to be received. This payment is normally received in March, but has been delayed as the Shire is waiting on a valuation coming from Landgate. An approximate amount of \$120,000 is expected.
  - Operating Grants and Subsidies and Contributions, Reimbursements and Donations are under budget by \$51,768. This is principally due to amounts received on reimbursements for insurance claims and parks and reserves, both difficult to predict from a timing perspective.
  - Fees and Charges variance is under budget with a variance of \$182,616 coming from:
    - Income due from the Gym fees and sale of goods at Hartfield Park were down by \$45,040 due to the upgrade of the equipment resulting in the lower patronage and closure for some days to facilitate change over.
    - Fees from hire of various reserves amounting to \$22,111 which is due to change in use with the new sporting codes taking over the use the reserves for which billing is done later in the year.
    - Infrastructure supervision and private works income is down by \$32,312. This is due to a lower demand for services.
    - Fees due from the operator of the Kalamunda Water Park of \$67,210 due to a change in reporting results to the Shire which is deemed a timing difference.
    - Community Hall reimbursement income is down by \$27,586 mainly due to timing differences.
  - Interest earnings are under budget by \$9,156. The cash rate remains at an ultra-low rate of 3% which is impacting on the Shire's potential to obtain good investment rates on surplus funds. Deposit rates are now averaging between 4% - 4.3%. The outlook does not look promising as economic conditions remain stagnant and the Reserve Bank of Australia (RBA) is looking at reducing the cash rate by a further 25 basis points in May 2013.

7. Other revenue is slightly over budget by \$3,782 which is within the budget variance threshold of \$5,000. Most “other revenues” comprise of various fines and penalties which are difficult to predict.

*Expenditure*

8. Total expenses are under revised budget with a variance of \$976,427. The significant variances within the individual categories are as follows:
- “Employment Costs” are well under budget by \$555,860 due to some vacant positions in various business units.
  - “Materials and Contracts” is under budget by \$189,432 largely due to:
    - Project related expenditure for example, HACC Services are down by \$283,476 as client service demand is lower than envisaged.
    - Election expenses related to the community poll currently under way. This is a timing issue which will be resolved when the West Australian Electoral Commission bills the Shire for its services. A favourable variance of \$90,906 is being reported for the month.
    - Delays on various maintenance jobs across infrastructure and buildings.
    - IT Equipment Hire is also under by \$109,983 which is a timing issue.
  - Utilities were slightly under by \$25,656 which is a consequence of late billing from Synergy and therefore primarily a timing difference.
  - Insurance expense savings by \$18,855. With all insurance costs now incurred, this amount is regarded as a true saving.
  - Other expenditure is higher than budget by \$83,221 coming from project related costs and are due to timing differences and donations in kind to Clubs of \$35,000, again due to change of sporting codes which is counted as a timing issue.
9. The interest expense is lower than budget by \$67,335 which is due to the timing difference between accounting treatments of interest accrued on a time elapsed basis and the budget which is based on actual payment basis in accordance with the debenture schedule.
10. Depreciation, although a non-cash cost, is tracking slightly under budget, reporting a small variance of \$36,068 or 0.4% of the total depreciation budget. The category most affected is Building depreciation.

*Non-Operating Grants*

11. Non-Operating Grants are over budget by \$304,701. This component is made up of various infrastructure projects which are underway. It should be noted that the Abernethy Road project has had delays and grant monies received will now be carried forward to 2013/2014. Roads to Recovery project grant monies in excess of \$450,000 is due in May 2013 and Federal Assistance Grants Scheme money worth in excess of \$1 million.

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*Profit on Asset Disposals*

12. There were no additional properties disposed of in the month of April. The variance of \$117,654 is principally a timing issue. Expressions of Interest are currently being called for the three lots on Lewis Road and Lot 501 Booralie Way.

Statement of Comprehensive Income by Program for the Ten Months to 30 April 2013

13. The overall result comments are as above and generally each Program is within accepted budget except for Education & Welfare, Recreation and Culture and Transport. These are principally due to timing differences.

Rate Setting Statement for the Ten Months to 30 April 2013

14. This Statement compares the actual to date with the Revised Budget.
15. The results to 30 April 2013 reveal a surplus of \$7,020,918. This was mainly made up of:
- Overall income excluding rates is under budget by \$357,412 with the bulk of the variance coming from fees and charges and profit on sale of land assets as explained above.
  - Expenditure is \$953,995 lower 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 \$74,433 is a timing difference related to receipt of ex-gratia rates as explained above in point 6.
  - There was deferred capital works of approximately \$4,369,354. Principal areas of variance:
    - Edney Road/Cygnnet Court development.
    - Completion of the Amenities building at the Operations Centre.
    - Various projects related to Parks and Ovals and Carparks.

These projects will need to be reviewed closely and a project deferred will only be carried forward into 2013/2014 if they have grant funding attached to it. Projects that are entirely Shire funded will be re-budgeted in the following year if Council approves.

16. The current balance of \$7,020,918 is above the budget set at \$5,540,674 due to project based activities reflected above still in progress. This will be balanced by 30 June 2013.

Investments as at 30 April 2013

17. A total of \$25 million is in term deposits or online saving accounts. This represents a net decrease of \$1.1 million in cash deposits which can be related to reducing rates collection and significant increase in payment of creditors in the month of March.

The above is made of:

- Municipal Funds \$8,979,185
  - Reserve Funds \$4,866,193
  - Trust Monies \$11,224,957 (includes amounts for Public Open Space of \$2,245,772)
18. Average interest rates on term deposits have dropped as indicated previously by a cumulative 100 basis points with investment rates dropping to 4% from 4.3%. Reserve Bank of Australia (RBA) has not changed its cash rate from 3% with a negative outlook in the coming months. The cash rate is under review by the RBA after announcements in Japan and Europe which may force it to react rather than remain in a holding pattern.
19. All deposits complied with the Investment Policy requirements and are no longer than 120 days.

Statement of Financial Position as at 30 April 2013

20. Net Current Assets (Current Assets less Current Liabilities) are in positive territory by \$15.73 million mainly due to the rates generation which includes billings for Rates, Bin Services and Pool Inspection fees. The cash position has reduced slightly but is still showing a healthy balance of \$13.56 million. It is projected that this balance will now start falling as the rate of payments to creditors will outstrip outstanding collections.
21. Trade and other receivables comprise of rates and sundry debtors totalling \$2.95 million outstanding.
- The rates balance has reduced by a significant amount from \$2.05 million to \$1.45 million however this rate will slow down as we get to the final collectable amounts. This represents a collection rate of 96.05% to date. Debt collection strategies will be rigorously enforced to assist in collections.
22. Sundry debtors have increased by \$83,798 to \$270,133 outstanding. Of the outstanding balance \$128,425 represents current debtors. The main overdue debtors are:
- Lesmurdie Tennis Club \$28,218.60 – contribution to the extension of the Club rooms. The Shire is currently negotiating with the Club for the payment of this debt.
  - Forrestfield United Soccer Club \$19,277.51 - Loan instalments, reserve hire and operational expenses. Fortnightly direct debit of \$1200.00 in place. Meetings have been held with the club committee members to determine a payment programme which is acceptable to both parties.
  - Bronzewing Investments \$11,416 – purchase of plants. Monthly instalments negotiated. Final instalment outstanding – discussions to be held with debtor.
23. Fixed Assets have reduced by \$2,851,795 after depreciation due to the delay in works with the budget not having being approved till August.

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24. Provisions for annual and long service leave are currently stable at \$1.98 million with no significant difference from March 2013. The long term goal is to bring this liability down to a more manageable level than what it is currently.
25. Long term borrowings are at \$7.58 million with the inclusion of two new loans last year:
- Kalamunda Water Park at \$3 million made up of two loans of \$1.85 million and \$1.15 million.

#### **STATUTORY AND LEGAL IMPLICATIONS**

26. The *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996* require that we present a monthly financial activity statement.

#### **POLICY IMPLICATIONS**

27. Nil.

#### **PUBLIC CONSULTATION/COMMUNICATION**

28. Nil.

#### **FINANCIAL IMPLICATIONS**

29. Nil.

#### **STRATEGIC AND SUSTAINABILITY IMPLICATIONS**

##### **Strategic Planning Implications**

30. *Shire of Kalamunda 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 Implications**

###### Social Implications

31. Nil.

###### Economic Implications

32. Nil.

###### Environmental Implications

33. Nil.



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## OFFICER COMMENT

34. The Shire's financial accounts as at 30 April 2013 demonstrated the Shire has managed its budget and financial resources effectively. The Shire can expect a satisfactory year end result.

<b>Voting Requirements: Simple Majority</b>
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That Council:

1. Receives the monthly financial statements for the ten months to 30 April 2013, which comprises:
  - Statement of Comprehensive Income by Program.
  - Statement of Comprehensive Income by Nature and Type.
  - Statement of Cash Flow and Notes.
  - 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 10 MONTHS TO 30 APRIL 2013**

	30/04/2013 Actual \$	30/04/2013 Budget \$	2012-13 Budget \$	30/04/2012 Actual \$
<b>REVENUE</b>				
Governance	11,172	13,627	16,266	3,183
General Purpose Funding	27,486,956	27,935,232	29,255,335	25,742,275
Law, Order, Public Safety	346,864	335,110	371,391	298,366
Health	98,987	87,528	102,217	83,155
Education and Welfare	3,448,022	3,031,296	3,612,536	3,445,525
Community Amenities	8,971,691	9,126,901	11,033,930	10,547,886
Recreation and Culture	1,381,804	1,775,530	2,269,877	1,872,065
Transport	1,397,287	908,793	1,393,049	3,450,360
Economic Services	532,921	544,246	635,668	533,897
Other Property and Services	389,711	285,430	340,867	380,194
	<u>44,065,415</u>	<u>44,043,693</u>	<u>49,031,137</u>	<u>46,356,907</u>
<b>EXPENSES EXCLUDING FINANCE COSTS</b>				
Governance	(2,202,059)	(2,212,895)	(2,629,163)	(2,137,807)
General Purpose Funding	(601,259)	(592,343)	(709,911)	(578,744)
Law, Order, Public Safety	(1,266,579)	(1,310,614)	(1,560,530)	(1,200,741)
Health	(710,371)	(744,375)	(886,869)	(644,836)
Education and Welfare	(2,850,504)	(3,398,179)	(4,057,815)	(3,032,639)
Community Amenities	(8,690,290)	(8,755,496)	(10,507,763)	(8,324,845)
Recreation & Culture	(13,663,859)	(14,219,254)	(16,921,362)	(13,933,861)
Transport	(6,252,112)	(6,567,472)	(7,881,146)	(6,278,994)
Economic Services	(644,560)	(697,670)	(833,589)	(460,521)
Other Property and Services	(1,799,995)	(1,069,951)	(1,148,346)	(859,898)
	<u>(38,681,588)</u>	<u>(39,568,249)</u>	<u>(47,136,494)</u>	<u>(37,452,886)</u>
<b>FINANCE COSTS</b>				
Other Property and Services	(420,494)	(487,829)	(511,688)	(413,085)
	(420,494)	(487,829)	(511,688)	(413,085)
<b>NET RESULT</b>	<b>4,963,333</b>	<b>3,987,615</b>	<b>1,382,954</b>	<b>8,490,937</b>
<b>Other Comprehensive Income</b>				
	0	0	0	0
<b>Total Other Comprehensive Income</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL COMPREHENSIVE INCOME</b>	<u><b>4,963,333</b></u>	<u><b>3,987,615</b></u>	<u><b>1,382,954</b></u>	<u><b>8,490,937</b></u>

**SHIRE OF KALAMUNDA**  
**STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE**  
**FOR THE 10 MONTHS TO 30 APRIL 2013**

	30/04/2013 Actual \$	30/04/2013 Budget \$	2012/2013 Budget \$	30/04/2012 Actual \$
<b>REVENUE</b>				
Rates	25,881,445	25,807,012	25,943,920	23,698,263
Operating Grants and Subsidies	4,065,331	4,152,624	5,712,287	4,507,190
Contributions, Reimbursements and Donations	549,482	513,957	719,395	813,963
Fees and Charges	9,828,604	10,011,220	10,615,487	9,577,327
Interest Earnings	643,690	652,846	845,961	701,728
Other Revenue	55,022	51,240	61,500	34,301
	<u>41,023,574</u>	<u>41,188,899</u>	<u>43,898,550</u>	<u>39,332,772</u>
<b>EXPENSES</b>				
Employee Costs	(15,830,855)	(16,386,715)	(19,492,695)	(16,364,359)
Materials and Contracts	(12,062,761)	(12,252,193)	(14,650,844)	(10,878,290)
Utility Charges	(1,970,343)	(1,995,999)	(2,402,497)	(1,500,109)
Depreciation on Non-Current Assets	(7,867,632)	(7,903,700)	(9,484,714)	(7,729,300)
Interest Expenses	(420,494)	(487,829)	(511,688)	(413,085)
Insurance Expenses	(576,931)	(595,786)	(596,479)	(475,054)
Other Expenditure	(302,229)	(385,450)	(460,860)	(493,988)
	<u>(39,031,245)</u>	<u>(40,007,672)</u>	<u>(47,599,777)</u>	<u>(37,854,186)</u>
	1,992,329	1,181,227	(3,701,227)	1,478,585
Non-Operating Grants, Subsidies and Contributions	1,677,256	1,372,555	1,872,310	3,710,818
Increase/(Decrease) in Equity EMRC				
Profit on Asset Disposals	1,364,585	1,482,239	3,260,277	3,313,317
Loss on Asset Disposal	(70,837)	(48,406)	(48,406)	(11,784)
	<u>(70,837)</u>	<u>(48,406)</u>	<u>(48,406)</u>	<u>(11,784)</u>
<b>NET RESULT</b>	<b>4,963,333</b>	<b>3,987,615</b>	<b>1,382,954</b>	<b>8,490,937</b>
<b>Other Comprehensive Income</b>	0	0	0	0
<b>Total Other Comprehensive Income</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL COMPREHENSIVE INCOME</b>	<b><u>4,963,333</u></b>	<b><u>3,987,615</u></b>	<b><u>1,382,954</u></b>	<b><u>8,490,937</u></b>

**SHIRE OF KALAMUNDA  
STATEMENT OF CASH FLOWS  
For the 10 Months to 30 April 2013**

	NOTE	30/04/2013 Actual \$	2012/13 Budget \$	30/06/2012 Actual \$
<b>Cash Flows From Operating Activities</b>				
<b>Receipts</b>				
Rates		25,493,591	25,713,030	23,967,967
Operating Grants and Subsidies		4,065,332	5,621,043	3,840,609
Contributions, Reimbursements and Donations		549,482	677,840	3,611,252
Fees and Charges		9,786,131	10,123,538	12,775,204
Interest Earnings		643,690	768,937	818,407
Goods and Services Tax		2,122,167	1,682,449	1,072,958
Other Revenue		55,022	91,906	41,877
		<u>42,715,414</u>	<u>44,678,743</u>	<u>46,128,275</u>
<b>Payments</b>				
Employee Costs		(16,000,525)	(19,301,666)	(19,424,462)
Materials and Contracts		(14,367,063)	(13,704,645)	(14,825,441)
Utility Charges		(1,970,344)	(2,401,131)	(2,041,258)
Insurance Expenses		(576,931)	(596,479)	(488,355)
Interest Expenses		(352,361)	(511,688)	(458,401)
Goods and Services Tax		(770,684)	(1,508,891)	(3,100,375)
Other Expenditure		(302,229)	(293,258)	(668,307)
		<u>(34,340,136)</u>	<u>(38,317,758)</u>	<u>(41,006,600)</u>
<b>Net Cash Provided By (Used In)</b>				
<b>Operating Activities</b>	(b)	<u>8,375,278</u>	<u>6,360,985</u>	<u>5,121,675</u>
<b>Cash Flows from Investing Activities</b>				
Payments for Development of Land Held for Resale		(54,100)	(3,306,250)	(1,692,326)
Payments for Purchase of Property, Plant & Equipment		(1,924,259)	(3,042,524)	(6,310,787)
Payments for Construction of Infrastructure		(3,384,278)	(5,316,297)	(7,208,058)
Non-Operating Grants, Subsidies and Contributions used for the Development of Assets		1,677,256	1,872,310	5,082,718
Proceeds from Sale of Land		1,868,703	4,536,491	6,665,917
Proceeds from Sale of Plant & Equipment		261,592	285,391	105,329
		<u>1,677,256</u>	<u>1,872,310</u>	<u>5,082,718</u>
<b>Net Cash Provided By (Used In)</b>				
<b>Investing Activities</b>		<u>(1,555,086)</u>	<u>(4,970,879)</u>	<u>(3,357,207)</u>
<b>Cash Flows from Financing Activities</b>				
Repayment of Debentures		(527,265)	(559,442)	(487,253)
Capital Contributions Repayments		0	(41,667)	0
Proceeds from Self Supporting Loans		54,111	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
<b>Net Cash Provided By (Used In)</b>			
<b>Financing Activities</b>	(473,154)	(541,572)	2,568,648
<b>Net Increase (Decrease) in Cash Held</b>	6,347,037	848,534	4,333,116
Cash at Beginning of Year	7,209,398	7,209,398	2,876,281
<b>Cash and Cash Equivalents at the End of the Year</b>	(a) <u>13,556,435</u>	<u>8,057,932</u>	<u>7,209,398</u>
Cash and Cash Equivalents	13,556,435		
Bank Overdraft	<u>0</u>		
	<u>13,556,435</u>		

**SHIRE OF KALAMUNDA**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**For the 10 Months to 30 April 2013**

**NOTES TO THE STATEMENT OF CASH FLOWS**

**(a) Reconciliation of Cash**

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

	<b>30/04/2013</b>	<b>30/06/2012</b>
	<b>\$</b>	<b>\$</b>
Cash and Cash Equivalents	13,556,435	8,179,373
Overdraft Funding		(969,975)
	<u>13,556,435</u>	<u>7,209,398</u>

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

Net Result	4,963,333	7,658,250
Depreciation	7,867,632	9,314,073
(Profit)/Loss on Sale of Asset	(1,293,748)	(4,035,142)
(Increase)/Decrease in Receivables	(430,327)	2,498,153
(Increase)/Decrease in Inventories	41,531	(1,012,343)
Increase/(Decrease) in Payables	(2,498,749)	932,286
Increase/(Decrease) in GST	1,351,483	(2,027,417)
Increase/(Decrease) in Employee Provisions	51,380	260,855
Non Cash Contribution (EMRC)	0	(2,485,321)
Grants/Contributions for the Development of Assets	<u>(1,677,256)</u>	<u>(5,981,718)</u>
Net Cash from Operating Activities	<u>8,375,278</u>	<u>5,121,675</u>

**(c) Undrawn Borrowing Facilities  
Credit Standby Arrangements**

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

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

NOTE	Actual YTD 30/04/2013 \$	Actual 30/06/2012 \$
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	13,556,435	8,179,373
Trade and Other Receivables	1,874,554	2,753,854
Inventories	159,744	201,275
Land Held for Resale	135,949	625,695
Trust	0	0
<b>TOTAL CURRENT ASSETS</b>	<b>15,726,682</b>	<b>11,760,197</b>
<b>NON-CURRENT ASSETS</b>		
Other Receivables	972,089	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	160,156,278	162,280,977
	155,616,324	156,343,420
<b>TOTAL NON-CURRENT ASSETS</b>	<b>330,450,283</b>	<b>333,356,190</b>
<b>TOTAL ASSETS</b>	<b>346,176,965</b>	<b>345,116,387</b>
<b>CURRENT LIABILITIES</b>		
Bank Overdraft	0	969,975
Trade and Other Payables	3,632,084	6,088,978
Borrowings	559,442	559,442
Provisions	1,987,105	1,935,725
<b>TOTAL CURRENT LIABILITIES</b>	<b>6,178,631</b>	<b>9,554,120</b>
<b>NON-CURRENT LIABILITIES</b>		
Long Term Borrowings	7,582,785	8,110,051
Provisions	385,274	385,274
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>7,968,059</b>	<b>8,495,325</b>
<b>TOTAL LIABILITIES</b>	<b>14,146,690</b>	<b>18,049,445</b>
<b>NET ASSETS</b>	<b>332,030,275</b>	<b>327,066,942</b>
<b>EQUITY</b>		
Retained Surplus	197,486,454	194,723,847
Reserves - Cash/Investment Backed	4,878,192	2,677,466
Reserves - Asset Revaluation	129,665,629	129,665,629
<b>TOTAL EQUITY</b>	<b>332,030,275</b>	<b>327,066,942</b>

**SHIRE OF KALAMUNDA**  
**STATEMENT OF FINANCIAL ACTIVITY (NATURE OR TYPE)**  
**FOR THE 10 MONTHS TO 30 APRIL 2013**

	Actual 30/04/2013 \$	Budget YTD 2012-13 \$	Budget 2012-13 \$	Variance \$	Variance %
<b>OPERATING REVENUES</b>					
Operating Grants and Subsidies	4,065,331	4,152,624	5,712,287	(87,293)	(2.10%)
Contributions, Reimbursements and Donations	549,482	513,957	719,395	35,525	6.91%
Profit on Asset Disposals	1,364,585	1,482,239	3,260,277	(117,654)	(7.94%)
Fees and Charges	9,828,604	10,011,220	10,615,487	(182,616)	(1.82%)
Interest Earnings	643,690	652,846	845,961	(9,156)	(1.40%)
Other Revenue	55,022	51,240	61,500	3,782	7.38%
<b>Total (Excluding Rates)</b>	<b>16,506,714</b>	<b>16,864,126</b>	<b>21,214,907</b>	<b>(357,412)</b>	<b>(2.12%)</b>
<b>OPERATING EXPENSES</b>					
Employee Costs	(15,830,855)	(16,386,715)	(19,492,695)	555,860	(3.39%)
Materials and Contracts	(12,062,761)	(12,252,193)	(14,650,844)	189,431	(1.55%)
Utility Charges	(1,970,343)	(1,995,999)	(2,402,497)	25,656	(1.29%)
Depreciation on Non-Current Assets	(7,867,632)	(7,903,700)	(9,484,714)	36,068	(0.46%)
Interest Expenses	(420,494)	(487,829)	(511,688)	67,335	(13.80%)
Insurance Expenses	(576,931)	(595,786)	(596,479)	18,855	(3.16%)
Loss on Asset Disposal	(70,837)	(48,406)	(48,406)	(22,431)	46.34%
Other Expenditure	(302,229)	(385,450)	(460,860)	83,221	(21.59%)
<b>Total</b>	<b>(39,102,082)</b>	<b>(40,056,077)</b>	<b>(47,648,183)</b>	<b>953,996</b>	<b>(2.38%)</b>
<b>Funding Balance Adjustment</b>					
<b>Non-Cash Expenditure and Revenue</b>					
(Profit)/Loss on Asset Disposals	(1,364,585)	(1,482,239)	(3,260,277)	117,654	(7.94%)
(Profit)/Loss on Asset Disposals	70,837	48,406	48,406	22,431	46.34%
Depreciation and Amortisation on Assets	7,867,632	7,903,700	9,484,714	(36,068)	(0.46%)
Movement in Employee Benefit Provisions	51,380	0	0	51,380	
<b>Total</b>	<b>6,625,264</b>	<b>6,469,867</b>	<b>6,272,843</b>	<b>155,396</b>	<b>2.40%</b>
<b>Net Operating Result Excluding Rates</b>	<b>(15,970,106)</b>	<b>(16,722,084)</b>	<b>(20,160,433)</b>	<b>751,981</b>	<b>(4.50%)</b>
<b>CAPITAL REVENUES</b>					
Non-Operating Grants, Subsidies and Contributions	1,677,256	1,372,555	1,872,310	304,701	22.20%
Proceeds from Disposal of Land	1,868,703	3,229,193	4,036,491	(1,360,490)	(42.13%)
Proceeds from Disposal of Assets	261,592	228,313	285,391	33,279	14.58%
Proceeds from New Debentures	0	16,400	19,680	(16,400)	(100.00%)
Self-Supporting Loan Principal Income	54,111	54,111	59,537	-	0.00%
Overdraft Funds Utilised	0	0	0	0	
Transfers from Reserves (Restricted Assets)	141,000	4,718,020	5,661,652	(4,577,020)	(97.01%)
<b>Total</b>	<b>4,002,662</b>	<b>9,618,592</b>	<b>11,935,061</b>	<b>(5,615,930)</b>	<b>(58.39%)</b>



**SHIRE OF KALAMUNDA**  
**STATEMENT OF FINANCIAL ACTIVITY (NATURE OR TYPE)**  
**FOR THE 10 MONTHS TO 30 APRIL 2013**

	Actual 30/04/2013 \$	Budget YTD 2012-13 \$	Budget 2012-13 \$	Variance \$	Variance %
<b>CAPITAL EXPENDITURE</b>					
Purchase Land Held for Resale	(201,118)	(2,755,190)	(3,306,250)	2,554,072	(92.70%)
Purchase Land and Buildings	(1,133,340)	(1,563,240)	(1,876,373)	429,900	(27.50%)
Purchase Infrastructure Assets - Roads	(2,275,336)	(2,469,000)	(2,963,762)	193,664	(7.84%)
Purchase Infrastructure Assets - Drainage	(379,083)	(402,480)	(483,165)	23,397	(5.81%)
Purchase Infrastructure Assets - Parks and Ovals	(222,057)	(795,120)	(954,531)	573,063	(72.07%)
Purchase Infrastructure Assets - Footpaths	(281,932)	(296,760)	(356,368)	14,828	(5.00%)
Purchase Infrastructure Assets - Special Works	(225,870)	(465,260)	(558,471)	239,390	(51.45%)
Purchase Plant and Equipment	(515,584)	(698,890)	(838,685)	183,306	(26.23%)
Purchase Furniture and Equipment	(128,317)	(286,048)	(342,860)	157,731	(55.14%)
Capital Contributions and Grants Owing	0	0	(41,667)	0	
Repayment of Debentures	(527,265)	(527,265)	(559,442)	(0)	0.00%
Overdraft Funds (Repayment)	(969,975)	(971,739)	(971,739)	1,764	(0.18%)
Advances to Clubs	0	0	(19,680)	0	
Transfers to Reserves (Restricted Assets)	(2,341,726)	(4,240,373)	(5,034,854)	1,898,647	(44.78%)
<b>Total</b>	<u>(9,201,603)</u>	<u>(15,471,365)</u>	<u>(18,307,847)</u>	<u>6,269,761</u>	<u>(40.52%)</u>
Rate Revenue	25,881,445	25,807,012	25,943,920	74,433	0.29%
Opening Funding Surplus (Deficit)	<u>2,308,520</u>	<u>2,308,520</u>	<u>2,308,520</u>	0	0.00%
<b>Closing Funding Surplus (Deficit)</b>	<u><b>7,020,918</b></u>	<u><b>5,540,674</b></u>	<u><b>1,719,220</b></u>	<u>1,480,243</u>	<u>26.72%</u>

**SHIRE OF KALAMUNDA**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(STATUTORY REPORTING PROGRAM)**  
**FOR THE 10 MONTHS TO 30 APRIL 2013**

	Actual 30/04/2013 \$	Budget YTD 2012-13 \$	Budget 2012-13 \$	Variance \$	Variance %
<b>REVENUE</b>					
Governance	11,172	13,627	16,266	(2,455)	(18.01%)
General Purpose Funding	1,605,510	2,128,220	3,311,415	(522,710)	(24.56%)
Law, Order, Public Safety	346,864	335,110	371,391	11,754	3.51%
Health	98,987	87,528	102,217	11,459	13.09%
Education and Welfare	3,448,022	3,031,296	3,612,536	416,726	13.75%
Community Amenities	8,971,691	9,126,901	11,033,930	(155,210)	(1.70%)
Recreation and Culture	1,381,804	1,775,530	2,269,877	(393,726)	(22.18%)
Transport	1,397,287	908,793	1,393,049	488,494	53.75%
Economic Services	532,921	544,246	635,668	(11,325)	(2.08%)
Other Property and Services	389,711	285,430	340,867	104,281	36.53%
<b>Total (Excluding Rates)</b>	<u>18,183,969</u>	<u>18,236,681</u>	<u>23,087,217</u>	<u>(52,711)</u>	<u>(0.29%)</u>
<b>EXPENSES</b>					
Governance	(2,202,059)	(2,212,895)	(2,629,163)	10,836	(0.49%)
General Purpose Funding	(601,259)	(592,343)	(709,911)	(8,916)	1.51%
Law, Order, Public Safety	(1,266,579)	(1,310,614)	(1,560,530)	44,035	(3.36%)
Health	(710,371)	(744,375)	(886,869)	34,004	(4.57%)
Education and Welfare	(2,850,504)	(3,398,179)	(4,057,815)	547,675	(16.12%)
Community Amenities	(8,690,290)	(8,755,496)	(10,507,763)	65,206	(0.74%)
Recreation & Culture	(13,663,859)	(14,219,254)	(16,921,362)	555,395	(3.91%)
Transport	(6,252,112)	(6,567,472)	(7,881,146)	315,360	(4.80%)
Economic Services	(644,560)	(697,670)	(833,589)	53,111	(7.61%)
Other Property and Services	(2,220,489)	(1,557,780)	(1,660,034)	(662,710)	42.54%
<b>Total</b>	<u>(39,102,082)</u>	<u>(40,056,077)</u>	<u>(47,648,183)</u>	<u>953,996</u>	<u>(2.38%)</u>
<b>Funding Balance Adjustment</b>					
<b>Non-Cash Expenditure and Revenue</b>					
(Profit)/Loss on Asset Disposals	(1,364,585)	(1,482,239)	(3,260,277)	117,654	(7.94%)
(Profit)/Loss on Asset Disposals	70,837	48,406	48,406	22,431	46.34%
Depreciation and Amortisation on Assets	7,867,632	7,903,700	9,484,714	(36,068)	(0.46%)
Movement in Employee Benefit Provisions	51,380	0	0	51,380	
	<u>6,625,264</u>	<u>6,469,867</u>	<u>6,272,843</u>	<u>155,396</u>	
<b>Net Operating Result Excluding Rates</b>	<u>(14,292,849)</u>	<u>(15,349,529)</u>	<u>(18,288,123)</u>	<u>1,056,680</u>	<u>(6.88%)</u>

**SHIRE OF KALAMUNDA  
STATEMENT OF FINANCIAL ACTIVITY  
(STATUTORY REPORTING PROGRAM)  
FOR THE 10 MONTHS TO 30 APRIL 2013**

	Actual 30/04/2013 \$	Budget YTD 2012-13 \$	Budget 2012-13 \$	Variance \$	Variance %
<b>CAPITAL REVENUES</b>					
Proceeds from Disposal of Assets	261,592	228,313	285,391	33,279	14.58%
Proceeds from Disposal of Land	1,868,703	3,229,193	4,036,491	(1,360,490)	(42.13%)
Proceeds from New Debentures	0	16,400	19,680	(16,400)	(100.00%)
Self-Supporting Loan Principal Income	54,111	54,111	59,537	0	0.00%
Overdraft Funds Utilised	0	0	0	0	
Transfers from Reserves (Restricted Assets)	141,000	4,718,020	5,661,652	(4,577,020)	(97.01%)
<b>Total</b>	<u>2,325,406</u>	<u>8,246,037</u>	<u>10,062,751</u>	<u>(5,920,631)</u>	
<b>CAPITAL EXPENSES</b>					
Purchase Land Held for Resale	(201,118)	(2,755,190)	(3,306,250)	2,554,072	(92.70%)
Purchase Land and Buildings	(1,133,340)	(1,563,240)	(1,876,373)	429,900	(27.50%)
Purchase Infrastructure Assets - Roads	(2,275,336)	(2,469,000)	(2,963,762)	193,664	(7.84%)
Purchase Infrastructure Assets - Drainage	(379,083)	(402,480)	(483,165)	23,397	(5.81%)
Purchase Infrastructure Assets - Parks and Ovals	(222,057)	(795,120)	(954,531)	573,063	(72.07%)
Purchase Infrastructure Assets - Footpaths	(281,932)	(296,760)	(356,368)	14,828	(5.00%)
Purchase Infrastructure Assets - Special Works	(225,870)	(465,260)	(558,471)	239,390	(51.45%)
Purchase Plant and Equipment	(515,584)	(698,890)	(838,685)	183,306	(26.23%)
Purchase Furniture and Equipment	(128,317)	(286,048)	(342,860)	157,731	(55.14%)
Capital Contributions and Grants Owing	0	0	(41,667)	0	
Repayment of Debentures	(527,265)	(527,265)	(559,442)	(0)	0.00%
Overdraft Funds (Repayment)	(969,975)	(971,739)	(971,739)	1,764	(0.18%)
Advances to Clubs	0	0	(19,680)	0	
Transfers to Reserves (Restricted Assets)	(2,341,726)	(4,240,373)	(5,034,854)	1,898,647	(44.78%)
<b>Total</b>	<u>(9,201,603)</u>	<u>(15,471,365)</u>	<u>(18,307,847)</u>	<u>6,269,761</u>	
Rate Revenue	25,881,445	25,807,012	25,943,920	74,433	0.29%
Opening Funding Surplus (Deficit)	2,308,520	2,308,520	2,308,520	0	0.00%
<b>Closing Funding Surplus (Deficit)</b>	<u><b>7,020,918</b></u>	<u><b>5,540,674</b></u>	<u><b>1,719,220</b></u>	<u>1,480,244</u>	26.72%

**SHIRE OF KALAMUNDA**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**For the 10 Months to 30 April 2013**

**NET CURRENT FUNDING POSITION**

	Positive=Surplus (Negative=Deficit) 2012-13	
	30/04/2013	Last Period
	\$	\$
<b>Current Assets</b>		
Cash Unrestricted	8,678,243	9,684,797
Cash at Bank - Reserves (Restricted)	4,878,193	4,866,194
Receivables - Rates and Rubbish	1,188,433	2,308,611
Receivables -Other	626,584	580,142
Inventories	159,744	160,453
<b>(* exclude loan receivable)</b>	<u>15,531,197</u>	<u>17,600,197</u>
<b>Less: Current Liabilities</b>		
Overdraft	0	0
Payables	(3,632,085)	(2,967,193)
Provisions	(1,987,105)	(1,998,756)
<b>(* exclude loan payable)</b>	<u>(5,619,190)</u>	<u>(4,965,948)</u>
<b>Net Current Asset Position</b>	<u><b>9,912,007</b></u>	<u><b>12,634,249</b></u>
<b>Add:</b>		
Provision for Long Service Leave	591,817	600,099
Provision for Annual Leave	1,395,288	1,398,657
Interest Bearing Liabilities accrued	0	0
<b>Less:</b>		
Restricted Cash (Reserves)	<u><b>(4,878,194)</b></u>	<u><b>(4,866,194)</b></u>
<b>Net Current Funding Position</b>	<u><b>7,020,918</b></u>	<u><b>9,766,811</b></u>

**Disclosure Note:**

**Closing Funds for 2012-13 is \$18969869. This is made up of:**

Unspent operating Grants received in 2011-12

Unspent capital Grants received in 2011-12

Unutilised Loan Portion - major plant

Capital Projects carry overs

**Balance made up of Municipal Surplus**

	<u><b>7,020,918</b></u>	<u><b>9,766,811</b></u>
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**SHIRE OF KALAMUNDA  
 STATEMENT OF CHANGES IN EQUITY  
 AS AT 30 APRIL 2013**

	<b>RETAINED SURPLUS \$</b>	<b>RESERVES CASH/ INVESTMENT BACKED \$</b>	<b>ASSET REVALUATION RESERVE\$</b>	<b>TOTAL EQUITY \$</b>
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
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Balance as at 30 June 2012</b>	<b>194,723,847</b>	<b>2,677,466</b>	<b>129,665,629</b>	<b>327,066,942</b>
Net Result	4,963,333	0	0	4,963,333
Transfer from/(to) Reserves	(2,200,726)	2,200,726	0	0
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Balance as at 30 April 2013</b>	<b><u>197,486,454</u></b>	<b><u>4,878,192</u></b>	<b><u>129,665,629</u></b>	<b><u>332,030,275</u></b>

**SHIRE OF KALAMUNDA  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
AS AT 30 APRIL 2013**

**RESERVES - CASH/INVESTMENT BACKED**

	Actual 30/4/2013 \$	Budget 30/6/2013 \$	Original Budget 30/6/2012 \$
<b>(a) Land and Property</b>			
Opening Balance	1,653,467	1,653,467	1,653,745
Interest Earned	73,326	65,000	47,559
Amount Set Aside / Transfer to Reserve	1,607,221	4,237,770	4,979,115
Amount Used / Transfer from Reserve	0	(5,220,739)	(1,648,439)
	<u>3,334,014</u>	<u>735,498</u>	<u>5,031,980</u>
<b>(b) Waste Management</b>			
Opening Balance	151,513	151,513	151,540
Interest Earned	3,934	2,836	4,358
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	<u>155,447</u>	<u>154,349</u>	<u>155,898</u>
<b>(c) EDP - IT Equipment</b>			
Opening Balance	11,977	11,977	11,979
Interest Earned	1,903	226	344
Amount Set Aside / Transfer to Reserve	268,463	268,463	268,463
Amount Used / Transfer from Reserve	(45,000)	(158,000)	0
	<u>237,343</u>	<u>122,666</u>	<u>280,786</u>
<b>(d) Local Government Elections</b>			
Opening Balance	28,725	28,725	28,737
Interest Earned	744	538	826
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	(29,263)	0
	<u>29,469</u>	<u>0</u>	<u>29,563</u>
<b>(e) Long Service Leave</b>			
Opening Balance	70,744	70,744	70,750
Interest Earned	1,835	1,322	2,035
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	<u>72,579</u>	<u>72,066</u>	<u>72,785</u>

**RESERVES - CASH/INVESTMENT BACKED**

	<b>Actual 30/4/2013 \$</b>	<b>Budget 30/6/2013 \$</b>	<b>Original Budget 30/6/2012 \$</b>
<b>(f) Plant and Equipment</b>			
Opening Balance	27,432	27,432	27,436
Interest Earned	713	514	789
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	<u>28,145</u>	<u>27,946</u>	<u>28,225</u>
<b>(g) Stirk Park Reserve</b>			
Opening Balance	23,926	23,926	23,951
Interest Earned	619	447	689
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	<u>24,545</u>	<u>24,373</u>	<u>24,640</u>
<b>(h) HACC</b>			
Opening Balance	129,951	129,951	129,956
Interest Earned	5,952	2,432	3,737
Amount Set Aside / Transfer to Reserve	362,657	362,657	0
Amount Used / Transfer from Reserve	0	(58,514)	0
	<u>498,560</u>	<u>436,526</u>	<u>133,693</u>
<b>(i) Forrestfield Industrial Area</b>			
Opening Balance	157,853	157,853	157,874
Interest Earned	3,810	2,952	4,540
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	(40,000)	(83,000)	(107,000)
	<u>121,663</u>	<u>77,805</u>	<u>55,414</u>
<b>(j) Insurance Contingency</b>			
Opening Balance	159,382	159,382	159,409
Interest Earned	4,134	2,980	4,584
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	<u>163,516</u>	<u>162,362</u>	<u>163,993</u>
<b>(k) Light Plant</b>			
Opening Balance	32,361	32,361	32,383
Interest Earned	840	606	931
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	<u>33,201</u>	<u>32,967</u>	<u>33,314</u>

**RESERVES - CASH/INVESTMENT BACKED**

	<b>Actual 30/4/2013 \$</b>	<b>Budget 30/6/2013 \$</b>	<b>Original Budget 30/6/2012 \$</b>
<b>(l) Revaluation</b>			
Opening Balance	132,001	132,001	132,006
Interest Earned	3,428	2,471	3,796
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	<u>135,429</u>	<u>134,472</u>	<u>135,802</u>
<b>(m) Nominated Employee Leave Provisions</b>			
Opening Balance	23,550	23,551	23,554
Interest Earned	612	440	677
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	<u>24,162</u>	<u>23,991</u>	<u>24,231</u>
<b>(n) Unexpended Capital Works and Specific Purpose Grants</b>			
Opening Balance	0	0	0
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>
<b>(o) Environmental Reserve</b>			
Opening Balance	74,583	74,583	74,146
Interest Earned	1,535	1,393	2,132
Amount Set Aside / Transfer to Reserve	0	81,807	100,532
Amount Used / Transfer from Reserve	(56,000)	(112,136)	(76,045)
	<u>20,118</u>	<u>45,647</u>	<u>100,765</u>
<b>TOTAL CASH BACKED RESERVES</b>	<u><b>4,878,192</b></u>	<u><b>2,050,668</b></u>	<u><b>6,271,089</b></u>



**SHIRE OF KALAMUNDA  
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
 AS AT 30 APRIL 2013**

**RESERVES - CASH/INVESTMENT BACKED**

**SUMMARY**

	<b>Actual YTD 2012/2013 \$</b>	<b>Budget 2012/2013 \$</b>	<b>Orig. Budget 2011/2012 \$</b>
Opening Balance	2,677,466	2,677,466	2,677,466
Transfer from Accumulated Surplus - Interest	103,385	84,157	76,997
Transfer from Accumulated Surplus	2,238,341	4,950,697	5,348,110
Transfer to Accumulated Surplus	<u>(141,000)</u>	<u>(5,661,652)</u>	<u>(1,831,484)</u>
Closing Balance	<u><b>4,878,192</b></u>	<u><b>2,050,668</b></u>	<u><b>6,271,089</b></u>

**Shire of Kalamunda Investments as at 30/04/2013**

		<u>Fund</u>	<u>Amount</u>
<b><u>Municipal Cash at Bank</u></b>			
SOK - MOW	ANZ-Meals on Wheels	Municipal	\$4,046.59
SOK - KHACC	Bank West-Home and Community Care	Municipal	\$28,884.43
SOK	Commonwealth Chequing Account	Municipal	\$206,478.03
SOK	Commonwealth Savings Account	Municipal	\$3,358,036.62
SOK	Commonwealth CIP	Municipal	\$0.00
SOK	Commonwealth Savings Account (Health)	Municipal	\$0.00
SOK	Commonwealth Savings Account (Trybooking)	Municipal	\$0.00
SOK	Commonwealth Overdraft \$1,500,000 GFL	Municipal	\$0.00
			<b><u>\$3,597,445.67</u></b>

**Cash Investments**

<u>Invest #</u>	<u>Bank</u>	<u>Term</u>	<u>Interest Rate %</u>	<u>Weighted Int Rate</u>	<u>Maturity</u>	<u>Fund</u>	<u>Amount</u>
9075	ING	120	4.30%	0.3501%	6/6/13	Municipal	\$1,240,650.99
9081	NAB	90	4.27%	0.5754%	23/7/13	Municipal	\$2,053,382.40
9083	NAB	90	4.27%	0.2877%	23/8/13	Municipal	\$1,026,691.21
9086	Bendigo	90	4.34%	0.2881%	7/5/13	Municipal	\$1,011,544.11
							<b><u>\$5,332,268.71</u></b>

**Cash Backed Reserves**

SOK	Commonwealth Bank Savings Account	Reserve	\$4,866,193.92
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**Trust Funds**

Shire of Kalamunda-BCITF, BRB, Unclaimed Monies		Trust	\$48,863.17
			<b><u>\$48,863.17</u></b>

**Cell 9 Scheme Contributions**

CELL9 TD2	NAB	120	4.31%	0.3208%	28/5/13	Trust	\$1,134,354.10
CELL9 TD5	Westpac	90	4.40%	0.3282%	10/6/13	Trust	\$1,136,842.69
CELL9 TD6	Bendigo	90	4.30%	0.3144%	2/5/13	Trust	\$1,114,170.09
CELL9 TD7	Bendigo	90	4.30%	0.3144%	2/5/13	Trust	\$1,114,170.09
CELL9 TD8	ANZ	90	4.00%	0.2846%	28/7/13	Trust	\$1,084,192.00
CELL9 TD9	ING	120	4.29%	0.3010%	11/6/13	Trust	\$1,069,058.11
CELL9 TD10	Westpac	92	4.37%	0.2971%	10/6/13	Trust	\$1,036,101.87
CELL9 TD11	Bendigo	90	4.35%	0.2854%	29/7/13	Trust	\$1,000,000.00
Cell 9 Cheque Account							\$3,068.55
Cell 9 Online Saver							\$287,227.62

**Public Open Space Funds**

POS	NAB	120	4.30%	0.3437%	13/8/13	Trust	\$1,218,100.84
	Commonwealth	At					
POS	Cash at Bank	Call					
							\$1,027,672.03
							<b><u>\$2,245,772.87</u></b>

**Total Funds**

**\$25,069,729.46**

**SUMMARY OF FUNDS**

Municipal	\$8,929,714.38
Reserves	\$4,866,193.92
Trust	\$11,273,821.16
<b>Total Funds</b>	<b><u>\$25,069,729.46</u></b>

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**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**

13.1 Proposed Closure of Portion of Road Reserve – Adjacent to Lot 196 Adelaide Street, Hazelmere – Questions from D&I Services Committee, 13 May 2013

Q. Councillors asked if a noise management plan had been considered and how many trucks use this road each day?

A. This information will be supplied to Councillors prior to the meeting on Monday 27 May 2013.

13.2 Cr Noreen Townsend - Letter to Minister Day

Q. Following the response, *It is understood by the Acting Chief Executive Officer that this will be the subject of discussions between the Shire President and Minister Day*, to the question I raised regarding sending a letter to Minister Day, have the discussions taken place?

A. A meeting date of 31 May 2013 has been set for discussions between Minister Day and the Shire President.

13.3 Cr Simon Di Rosso, Rocks Around Kostera Oval, Oval Locks and "No-Dog" Signs

Q. Following the response, *This issue is within the controls of the Education Department; however, the Shire of Kalamunda will raise your concerns with the school*, to the questions I raised regarding the above three subjects, has the school been contacted?

A. This information will be supplied to Councillors prior to the meeting on Monday 27 May 2013.

13.4 Cr John Giardina – Questions Received by Email 15 May 2013

Q1. If the Shire had a major breakdown and did not have power, what would be the estimate costs to send staff home?

A1. There are many intangibles to consider and it is therefore difficult to provide a definitive answer. Whilst it is estimated that the salaries for all staff in the Administration Centre are estimated at \$30,000-\$32,000 for a day, there would be expected to be no loss of production as staff would catch up on work in the ensuing days.

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- Q2. What is the total power load required in the Administration Building?
- A2. A specific figure cannot be provided without the advice of an appropriately qualified Electrical Engineer. In an emergency situation action would be taken to minimise power usage and therefore it could be assumed that good quality generators in a 200kVA to 320kVA range would handle the task. Estimates for generators of this size are between \$45,000 and \$52,000.
- In addition to this there would be significant installation costs and annual maintenance costs for a generator of this size.
- Q3. How much is the cost of a generator that was capable of powering the Administration Building?
- A3. See answer for Question 2 above.
- Q4. Councillors were told that ancillary electrical work to get the 80kw generator up and running was needed. What will be the costs for that work?
- A4. The current estimate is \$3,000.
- Q5. Why weren't Councillors told that an emergency generator was being hired whilst the generator on order was delivered?
- A5. This is considered a day to day operational management issue and as such it was not considered vital to provide this information to councillors. The cost for a 10 day hire was \$379 (ex GST).
- 14.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**
- 15.0 MEETING CLOSED TO THE PUBLIC**
- 16.0 CLOSURE**