

Ordinary Council Meeting

Minutes for Monday 17 September 2012



**shire of
kalamunda**

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MINUTES

1.0 OFFICIAL OPENING

- 1.1 The Chairman opened the meeting at 6.30pm and welcomed Councillors, Staff and Members of the Public Gallery.

2.0 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

2.1 Attendance

Councillors

Sue Bilich	North Ward
Donald McKechnie	(Chairman) (Shire President) North Ward
Margaret Thomas	North Ward
Noreen Townsend	South West Ward
Justin Whitten	South West Ward
Allan Morton	South West Ward
Geoff Stallard	South East Ward
Frank Lindsey	South East Ward
John Giardina	South East Ward
Martyn Cresswell	North West Ward
Bob Emery	North West Ward
Dylan O'Connor	North West Ward

Members of Staff

Clayton Higham	Director Development & Infrastructure Services
Rhonda Hardy	Director Corporate & Community Services
Darrell Forrest	Manager Governance
Sam Assaad	Manager Infrastructure Operations
Darren Jones	Manager Community Development
Rajesh Malde	Manager Financial Services
Andrew Fowler-Tutt	Manager Development Services
Sheena Bell	Library Services Team Leader
Gerard Thomas	Manager Technology & Corporate Support
Meri Comber	Governance Officer

Members of the Public 1

Members of the Press Nil

2.2 Apologies

Councillors Nil

Members of Staff

James Trail Chief Executive Officer

2.3 Leave of Absence Previously Approved Nil

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.

3.1 Nil.

4.0 PETITIONS/DEPUTATIONS

4.1 Nil.

5.0 APPLICATIONS FOR LEAVE OF ABSENCE

5.1 RESOLVED OCM 105/2012

Application for Leave of Absence – Cr Bob Emery

That Cr Bob Emery is granted Leave of Absence for the period 22 September 2012 to 19 October 2012. This period will include the October meetings for the Development & Infrastructure Services Committee, Corporate & Community Services Committee and the Ordinary Council Meeting.

Moved: **Cr Margaret Thomas**

Seconded: **Cr Justin Whitten**

Vote: **CARRIED UNANIMOUSLY (12/0)**

6.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

6.1 RESOLVED OCM 106/2012

That the Minutes of the Ordinary Council Meeting held on 20 August 2012 are confirmed as a true and accurate record of the proceedings.

Moved: **Cr Margaret Thomas**

Seconded: **Cr Justin Whitten**

Vote: **CARRIED UNANIMOUSLY (12/0)**

6.2 RESOLVED OCM 107/2012

That the Minutes of the Special Council Meeting held on 27 August 2012 are confirmed as a true and accurate record of the proceedings.

Moved: **Cr Allan Morton**

Seconded: **Cr Margaret Thomas**

Vote: **CARRIED UNANIMOUSLY (12/0)**

7.0 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

- 7.1 Thursday 20 September 2012, 7.00 – 8.00pm, the Shire President will be attending a Community Forum on York Street Reserve, all Councillors are welcome.
- 7.2 Saturday 22 September 2012, 4.00 – 5.00pm, the Shire President will be attending “Unleashed” – an exhibition of artwork by Kalamunda Senior High School.
- 7.3 Tuesday 25 September, the Shire President, together with the Chief Executive Officer will attend a Statutory Planning Committee Meeting.
- 7.4 Wednesday 26 September 2012, 4.00 - 4.30pm, the Shire President will accept a Certificate of Appreciation from Youthcare.
- 7.5 Friday 28 September 2012, 8.30 – 1.00pm, WA Retirees – 80th Annual Congress will be attended by the Shire President.
- 7.6 Saturday 29 September 2012, 10.00 – 12.00pm, Spring in the Hills Photographic Exhibition – Official Opening, all Councillors are welcome.
- 7.7 Monday 1 October 2012, 5.00 - 7.30pm, Kalamunda & Districts Basketball Association (Opening of “Go for 2” and “Australian Under 14 Boys Club Championships”), all Councillors are welcome.
- 7.8 Friday 5 October 2012, 4.30 - 5.30pm the Shire President has been invited to attend the official launch of a new local business “Good Dhama”.
- 7.9 The Shire President is on annual leave from Friday 5 October to Sunday 21 October 2012, inclusive.
- 7.10 Saturday 6 October 2012, 7.00 for 7.30pm, City of Belmont 2012 Mayoral Dinner will be attended by the Shire President.
- 7.11 Sunday 7 October 2012, 9.00 for 9.30am the Shire President will open the Walk the Zig Zag, all Councillors welcome.
- 7.12 Saturday 13 October 2012, 6.30pm, Forrestfield United Soccer Club 2012 Presentation Night at Cannington Greyhounds. If any Councillor is able to represent the Shire President could they please contact him.
- 7.13 Wednesday 17 October, 6.30pm, YMCA Celebratory Evening at Burswood on Swan. If any Councillor is able to represent the Shire President could they please contact him.
- 7.14 Friday 26 October, 1.00 – 2.00pm, official opening of East Welshpool Road, all Councillors welcome.
- 7.15 Saturday 27 October 6.30 for 7.00pm, the Shire President will attend the City of Bayswater Annual Mayoral Dinner 2012.

- 7.16 Friday 2 November, 11.30am – 1.00pm, (TBC), the Shire President and Chief Executive Officer will meet with Ken Wyatt.
- 7.17 Wednesday 7 November, 7.30 – 9.00pm, the Shire President will be presiding at a Citizenship Ceremony at the Shire of Kalamunda; all Councillors are encouraged to attend.
- 7.18 Saturday 10 November, Perth Airport WA Tourism Council. The Shire President will attend if the Shire of Kalamunda is a finalist; all Councillors are welcome to attend.
- 7.19 Tuesday 13 November, Seniors Fayre and Expo at the Woodlupine Family Centre. Cr Morton will be representing the Shire President, all Councillors are welcome to attend.
- 7.20 Friday 23 November 2012, 2.00 – 3.00pm, is the anticipated date for the Official Relocation Celebration for Kalamunda Men's Shed, all Councillors will be welcome.
- 7.21 Tuesday 27 November 2012, 8.00am – 10.00am LEMC Breakfast Meeting, all Councillors are welcome to attend.
- 7.22 Friday 7 December 2012, 5.30 – 8.00pm, Lesmurdie High School Presentation evening accepted by the Shire President.
- 7.23 Christmas Dinner with Councillors and Partners.

8.0 MATTERS FOR WHICH MEETING MAY BE CLOSED

- 8.1 **C&C 71. Future of Lesmurdie School Community Library – Outcome Following Public Comment Period** (under separate cover)
Reason for confidentiality: *Local Government Act 1995: Section 5.23(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*.)
- 9.1.1 Nil.

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.

9.1.2 Cr Margaret Thomas, declared an interest affecting impartiality with regard to D&I 81, Lot 2 (664) Pickering Brook Road, Pickering Keeping More Than Two Dogs, as she is the owner of the property.

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

RESOLVED OCM 108/2012

Voting Requirements: Simple Majority

That the recommendations contained in the Development & Infrastructure Services Committee Report of 3 September 2012, except withdrawn item D&I 81, be adopted.

Moved: **Cr Justin Whitten**

Seconded: **Cr Dylan O'Connor**

Vote: **CARRIED UNANIMOUSLY (12/0)**

10.1.2 D&I 73 Detailed Area Plan – Lot 24 (48) and 163 (40) Hardey East Road, Wattle Grove

EN BLOCK RESOLUTION OCM 108/2012

That Council:

1. Defer the Detailed Area Plan for Lots 24 (48) and 163 (40) Hardey East Road, Wattle Grove to a future meeting to allow the applicant the opportunity to address Shire concerns regarding the plan.

10.1.3 D&I 74 Eight Multiple Dwellings – Lot 27 (15) Boonooloo Road, Kalamunda

EN BLOCK RESOLUTION OCM 108/2012

That Council:

1. Determines that the use is consistent with the objectives of the particular zone and is therefore permitted.
2. Approves the application dated 4 July 2012 to build eight multiple dwellings at Lot 27 (15) Boonooloo Road, Kalamunda, subject to the following conditions:
 - a. The access way shall be suitably constructed, sealed and drained to the satisfaction of the Shire.
 - b. The crossover shall be designed and constructed to the satisfaction of the Shire.

- c. Vehicle parking, manoeuvring and circulation areas to be suitably constructed, sealed, kerbed, line marked and drained to the satisfaction of the Shire.
- d. The redundant crossover is to be removed, and the verge and kerbing reinstated satisfaction of the Shire.
- e. The balcony screening being maintained by the owner to the Shire's satisfaction.
- f. The proposed landscaping being planted within 28 days of the proposed development's completion, and maintained thereafter by the landowner (Strata management group) to the satisfaction of the Shire.
- g. A geo-technical report being submitted to and approved by the Shire prior to the building licence being issued.
- h. Stormwater being contained on site to the satisfaction of the Shire.
- i. An amended site plan being submitted to and approved by the Shire prior to the building licence being issued which shows the proposed bin pad on the adjoining verge being removed.
- j. The applicant making the necessary arrangements for a waste bin contractor to enter the property and service the receptacles from the designated bin storage enclosures.
- k. The external colour and material details of the proposed dwellings being provided to, and approved by the Shire prior to the building licence being issued.
- l. A Construction Management Plan be prepared by the applicant addressing the following, but not limited to:
 - Construction Workers' Parking
 - Material's Delivery and Storage
 - Worker's ToiletsTo the satisfaction of the Manager Development Services, prior to the issue of a Building Licence.

10.1.4 D&I 75 Modification to the Wattle Grove Cell 9 Structure Plan – Lot 24 (48) Hardey East Road, Wattle Grove

EN BLOCK RESOLUTION OCM 108/2012

That Council:

1. Adopts the proposed modification to the Wattle Grove Cell 9 Structure Plan to increase the residential density coding of the south west portion of Lot 24 (48) Hardey East Road, Wattle Grove, from R20 to R40.
2. Forwards the modified Wattle Grove Cell 9 Structure Plan to the WA Planning Commission for endorsement.

10.1.5 D&I 76 Outbuilding (Shed) – Lot 213 (41) Brentwood Road, Wattle Grove

EN BLOCK RESOLUTION OCM 108/2012

That Council:

1. Approves the application dated 29 June 2012 to build an 830sqm outbuilding at Lot 213 (41) Brentwood Road, Wattle Grove, subject to the following conditions:
 - a. The outbuilding not being used for habitation purposes.
 - b. Items and machinery stored in the approved outbuilding are to be used in conjunction with the maintenance of and/or the turf farm operating on the property.
 - c. The colour and materials of the outbuilding blending with existing development on the property.
 - d. The colour and material details of the outbuilding being submitted to and approved by the Shire prior to the building licence being issued.

10.1.6 D&I 77 The Parking of One Commercial Vehicle – Lot 142 (10) Moonglow Rise, Maida Vale

EN BLOCK RESOLUTION OCM 108/2012

That Council:

1. Approves the application for Paul Gilham to park one commercial vehicle, a Volvo bus (registration number 1DXT 503) at Lot 142 (10) Moonglow Rise, Maida Vale, subject to the following conditions:
 - a. The vehicle must, at all times, be parked in the location shown on the approved site plan (Attachment 2).
 - b. The commercial vehicle is only permitted to be operated between 6.30am and 7.00pm Monday to Saturday, and 9.00am to 5.00pm on Sundays and public holidays.
 - c. Maintenance and cleaning of the commercial vehicle is only permitted between 8.00am and 7.00pm Monday to Saturday, and 9.00am to 6.00pm on Sundays.
 - d. Approval of the parking activity does not include approval for having clients on the bus brought to and/or from the property.
 - e. Only maintenance of a minor nature, such as servicing or wheel changing, is to be carried out on the subject

property between the hours designated in condition b.
No panel beating, spray painting, welding or the
removal of major body or engine parts is permitted.

- f. The idling time for the start-up and cool down of the vehicle being a maximum of five minutes.
- g. Washing of the commercial vehicle on the subject lot is to be limited to the use of water and mild detergent, but not involve the use of any solvents, degreasing substances, steam cleaning and any other processes which may cause pollution or degradation of the environment.

10.1.7 D&I 78 Lot 77 (1) Bauhinia Road, Forrestfield - Application to Keep More Than Two Dogs

EN BLOCK RESOLUTION OCM 108/2012

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 an exemption to the applicant of 1 Bauhinia Road, Forrestfield, to keep three dogs on this property.

10.1.8 D&I 79 Lot 67 (18) Begonia Way, Forrestfield - Application to Keep More Than Two Dogs

EN BLOCK RESOLUTION OCM 108/2012

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 an exemption to the applicant of 18 Begonia Way, Forrestfield, to keep three dogs on this property.

10.1.9 D&I 80 Lot 68 (25) Marion Way, Gooseberry Hill - Application to Keep More Than Two Dogs

EN BLOCK RESOLUTION OCM 108/2012

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 an exemption to the applicant of 25 Marion Way, Gooseberry Hill, to keep three dogs on this property.

For Separate Consideration

This item was withdrawn for separate consideration. At the Development & Infrastructure Services Committee Meeting Cr Margaret Thomas declared an interest affecting impartiality as she is the owner of the property.

10.1.10 D&I 81 Lot 2 (664) Pickering Brook Road, Pickering Brook - Application to Keep More Than Two Dogs

RESOLVED OCM 109/2012

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 an exemption to the applicant of 664 Pickering Brook Road, Pickering Brook, to keep three dogs on this property.

Moved: **Cr Justin Whitten**

Seconded: **Cr Allan Morton**

Vote: **CARRIED UNANIMOUSLY (11/0)**

Cr Margaret Thomas declared an interest affecting impartiality as she is the owner of the property; she left the Chambers at 6.40pm and returned at 6.41pm after the vote had been taken.

10.2 Corporate & Community Services Committee Report

10.2.1 Adoption of Corporate & Community Services Committee Report

EN BLOCK RESOLUTION OCM 110/2012

Voting Requirements: Simple Majority

That the recommendations contained in the Corporate & Community Services Committee Report of 10 September 2012, except withdrawn item C&C 70, be adopted.

Moved: **Cr Bob Emery**

Seconded: **Cr Noreen Townsend**

Vote: **CARRIED UNANIMOUSLY (12/0)**

10.2.2 C&C 68 Creditors' Accounts Paid During the period 1 August to 27 August 2012

EN BLOCK RESOLUTION OCM 110/2012

That Council:

1. Receives the list of creditors paid during the period 1 August to 27 August 2012 (Attachment 1) in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996 (Regulation 12)*.

10.2.3 C&C 69 Debtors and Creditors Reports for the Period Ended 31 July 2012

EN BLOCK RESOLUTION OCM 110/2012

That Council:

1. Receives the outstanding debtors (Attachment 1) and creditors (Attachment 2) reports for the period ended 31 July 2012

10.2.4 C&C 71 Community Sport and Recreation Facilities Fund – Annual and Forward Planning Grants Round 2012/2013

EN BLOCK RESOLUTION OCM 110/2012

That Council:

1. Endorses the applications for the Department of Sport and Recreation's 2012/2013 Community Sport and Recreation Facilities Fund Forward Planning Grants Round in order of priority:
 1. Foothills Future Waterproofing Strategy
 2. Forrestfield Skate Park

10.2.5 C&C 72 Community Garden Proposal at the Overflow Cottage, Lindsay Street, Kalamunda – Public Comment Period.

EN BLOCK RESOLUTION OCM 110/2012

That Council:

1. Receives the public comment feedback provided by adjacent neighbourhood residents of the 8 Lindsay Street, Kalamunda property.

2. Maintains support and funding of \$10,000 per year over a two year period for the establishment of a community garden at the Overflow Cottage, 8 Lindsay Street, Kalamunda.
3. Advises the three neighbouring residents of Council's decision to establish the community garden at the Overflow Cottage, 8 Lindsay Street, Kalamunda, inclusive of the intent to provide appropriate fencing and vegetation screening on designated boundary lines.
4. Develops an agreement between the Shire of Kalamunda and GIY Kalamunda that encompasses such issues as a business plan with set up costs, inclusive of fencing, ongoing funding strategies, insurance and intent towards becoming an incorporated body.

For Separate Consideration

Report C&C 70 was withdrawn for separate consideration. At the Corporate & Community Services Committee Meeting a Councillor requested further information regarding costings be supplied to Councillors prior to the Ordinary Council Meeting. This Report was discussed behind closed doors at Point 15 of this Agenda.

10.2.6 C&C 70 CONFIDENTIAL ITEM - Future of Lesmurdie School Community Library – Outcome Following Public Comment Period

Reason for confidentiality

Local Government Act 1995: Section 5.23(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."

RESOLVED OCM 115/2012

That Council:

1. Notes the public comment feedback provided by residents of the Shire of Kalamunda.
2. Supports Option 2 and provide notice in writing to the Minister for Education of the intention to discontinue the License Agreement arrangement with the Lesmurdie School Community Library and affect the required twelve month period of notice.
3. Support the reallocation of any cost savings towards the services and resources within the Kalamunda Library.
4. Progress the valuation of the Lesmurdie School Community Library building (excluding land) by the Valuer-General and report results of the valuation back to Council.

5. Agrees the capital return from the Education Department (either partially or in full) may need to be directed toward required improvements at the Kalamunda Library to accommodate anticipated increased visitation.

Moved: **Cr Noreen Townsend**

Seconded: **Cr Margaret Thomas**

Vote: **For**
Cr Allan Morton
Cr Noreen Townsend
Cr Bob Emery
Cr Margaret Thomas
Cr Donald McKechnie

Against
Cr John Giardina
Cr Frank Lindsey
Cr Geoff Stallard
Cr Justin Whitten
Cr Martyn Cresswell
Cr Dylan O'Connor
Cr Sue Bilich

LOST (5/7)

10.3 CHIEF EXECUTIVE OFFICER REPORTS

10.3.1 Monthly Financial Statements for the Two Months to 31 August 2012

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 two months to 31 August 2012 incorporating the following: <ul style="list-style-type: none">• Statement of Comprehensive Income by Program• Statement of Comprehensive Income by Nature and Type• Rate Setting Statement including net current funding position• Statement of Financial Position• Statement of Equity• Schedule of Reserve Accounts Balances• Investment Schedule
Attachment 2	Progress Report August 2012

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 adopted on 8 August 2012 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.

Financial Commentary

Statement of Comprehensive Income by Nature and Type for the Two Months to 31 August 2012

5. This Statement reveals a net result of a surplus of \$26,916,843 against a revised Budget for the same period of \$26,228,529.

Revenue

6. Total Revenue is slightly under budget by \$221,266. This is made up as follows:
- Rates are under budget by \$13,019. The variance is generally coming from the lower interim rates generated for the month against budget as the team is busy with the rates notices, queries and re-calls.
 - Operating Grants and Subsidies and Contributions, Reimbursements and Donations are lower than budget by \$84,700. Of this \$162,582 budgeted for as a quarterly grant from the grants commission offset by a higher amount received for HACC services by \$72,696, both as a result of timing differences. Phasing has been looked at and resolved in the month of August.
 - Fees and Charges were under budget by \$94,324 with the major variances coming from:
 - Waste additional bin services under budget by \$62,527 partly due to a lower rates generation;
 - Lower fees charged by Rates on direct debits and arrangements by \$21,105 which is due again to delayed rates generation. Hopefully this is a timing difference with a large catch up happening in September, with the 21st being the close off for determining the instalment payment options; and
 - Dog Registration fees are down by \$8,560 due to a timing difference as this activity happens in September.
 - Interest earnings are under budget by \$22,784, mainly as a result of depletion of cash balance in July and in August as we are dependent on receipt of rates monies which will start in earnest in September. Additionally the deposit rates have dropped another 50 basis points since the budget was compiled and the in-ability to charge instalment interest on outstanding rates balances will result in a significant correction of the interest revenue in the budget review. Budget re-phasing has been done in August to allow for the above.
7. Other revenue is under budget by \$6,438 coming from various fines and penalties which are difficult to predict.

Expenditure

8. Total expenses are under budget by \$692,081 principally because the budget was approved in the month and operational units resumed orders after the 8 August 2012. With service time lags in delivering goods and services, it is hoped that there will be a catch up in September. The key variances are summarised as follows:
- “Employment Costs” are well under budget by \$94,213 stemming from some vacant positions;
 - “Materials and Contracts” \$874,132 under budget again mainly project activities being deferred until the budget got approved;
 - Utilities were over by \$69,287 with approximately \$51,000 related to higher street lighting billing than forecasted. Finance will investigate to see if this was a one off event. Also, we are working with Synergy to view our bills online which will enable us to better analyse and action our behaviours to save costs where possible;
 - Insurance expense is slightly under by \$18,976 mainly coming from plant insurance being lower by \$18,764.
 - Other expenditure is lower than budget by \$15,150 mainly coming from projects being deferred until the budget was approved.
9. The interest expense is slightly higher than budget by \$3,183 which is within the Council’s reporting threshold. The amounts paid are in accordance with the debenture schedule;
10. Depreciation, although a non-cash cost, is tracking above budget, \$49,493. This relates mainly in the building and infrastructure assets categories.

Non-Operating Grants

11. Non-Operating Grants are under budget by \$44,100. This component is made up of various infrastructure projects for which works are in progress and billing is yet to be done.

Profit on Asset Disposals

12. There were two properties disposed of in the month of August. These were:
- Lot 905 and 907 of the Smokebush Estate, East Welshpool worth a total of \$511,000 before costs and GST.

Other disposals include three cars worth \$44,536 before costs and GST.

Statement of Comprehensive Income by Program for the Two Months to 31 August 2012

13. The overall results comments are as above and generally each Program is within accepted budget except for Community Amenities, and Recreation and Culture. These are principally due to timing differences.

Rate Setting Statement for the Two Months to 31 August 2012

14. This Statement compares the actual to date with the Annual Budget.
15. The results to 31 August 2012 reveal a surplus of \$29,757,076. This was mainly made up of:
- Rates generation which includes rates, bin services and pool inspections charged at the beginning of the year.
 - There was deferred capital works of approximately \$1,114,567 due to the budget being approved in August.
 - Deferred operating projects to August.
16. The current balance is \$29,757,076 is above budget set at \$26,839,776 due to the deferment of mainly project based activities.

Investments as at 31 August 2012

17. A total of \$17.378 million is in term deposits or online saving accounts and includes the overdraft facility of which \$970,080. This represents a net increase of \$1.5 million in cash deposits which can be related to the rates and bins service charge monies starting to come through and the sale of two properties.
- The above is made of:
- Municipal Funds \$3,703,308
 - Reserve Funds \$3,189,448
 - Trust Monies \$10,485,243 (includes amounts for Public Open Space of \$2,210,888)
- Average interest rates on term deposits have dropped as indicated previously by an average of 50 basis points are now between 4.8% and 5.75% with renewals trending at 4.8 to 5%. Reserve Bank of Australia has not changed its cash rate which is at 3.5%.
- All deposits met the Investment Policy requirements and are no longer than 120 days.

Statement of Financial Position as at 31 August 2012

18. Net Current Assets (Current Assets less Current Liabilities) is in positive territory by \$29.4 million mainly due to the rates generation which includes billings for Rates, Bin Services and Pool Inspection fees. The cash position is showing a reduction in depletion of \$440,934 with a balance of \$7.74 million.
19. Trade and other receivables comprise of rates and sundry debtors totalling \$29.81 million outstanding.
- The rates balance has reduced by \$3.08 million to \$29.54 million which represents a collection rate of 9.4% to date. Considering that rates were only issued on 15 August, this is a commendable effort by the rates team.

- The Sundry debtors is showing \$269,031 outstanding. This is a reduction of \$753,000 from July and represents monies received on Grants outstanding for Chipping Drive and Healthy Communities project.
20. Fixed Assets have reduced by \$708,203 after depreciation mainly due to the delay in works with the budget not having being approved till August. It should also be noted that there are estimated carry forward projects worth \$486,196 going into 2012-2013.
21. Provisions currently stand at \$2.3 million but will change once the payroll officer has reconciled the records and the auditors have reviewed the calculations.
22. Long term borrowings are at \$8.15 million with the inclusion of two new loans last year:
- Kalamunda Water Park at \$1.85 million.
 - Refuse Trucks at \$1.15 million. The purpose of this loan was reviewed in Budget 2012/2013 to fund the Swimming Pool project.
23. Close monitoring of costs will still be essential during August until the rates collections begin to ensure the Shire is fiscally responsible.

Progress Report

24. The Progress Report for the two months to August 2012 is shown as (Attachment 2).
25. The Key Performance Indicators are slightly under target overall. This is mostly occurring in the Statutory Compliance area which is always a difficult area to predict as it is demand driven and outside the influence of officers.
26. The Customer Service indicators are tracking under benchmark and this will need to be monitored and investigated if a downward trend continues to understand why this is occurring.

Major Projects

27. Most Major Projects are tracking within expected timelines and budgets. Some projects are yet to commence or have not been updated recently as follows:
- 2.3.2.23 - Oversee the Shire's building construction program, in accordance with the approved 2012/13 budget.
 - 2.3.2.41 - Oversee works at Central Hall (KADS) - replacement of roof, replacement of wall in Western direction and major structural refurbishment (IPM Project PR-5176/10).
 - 2.3.3.10 Oversee works at Carilla Camping Ground - upgrade facility inclusive of improved disability access and provide a water connection to the Heritage Building and a shelter over the BBQ area (IPM Project PR-112/10).

- 5.3.3.3 - Manage the construction of a new amenities building for the staff at the Shire's Operations Centre (IPM Project PR-5163/10).

28. Detailed progress on all the major Projects is outlined at pages 7-12 of the Monthly Management Progress Report (Attachment 2).

Budget Variance Report

29. Overall the budget against business unit activity is tracking well. Areas outside the required 5% or \$5000 acceptable variance range are:

Capital Income

Infrastructure Operations -74.25%
Reason - Grants not received to date

Operating Expenditure

Governance 10.76%
Reason - Slight over spend against salaries & superannuation

Human Resources and Organisational Development 540.75%
Reason - This is a report mapping/interface issue which is currently being addressed. The General Ledger shows that the Year to Date (YTD) Operating Budget is \$181,136 and the YTD Actual is \$120,637. This is therefore an under budget by 33%.

Office of the Chief Executive 8.76%
Reason - This is a report mapping/interface issue which is currently being addresses. The General ledger shows that the YTD Operating Budget is \$105,753 and the YTD Actual is \$107,975. This is therefore over budget by 2%.

Technology and Corporate Support 34.60%
Reason - Annual payment of License Fees are paid in a lump sum in July and August. This is a budget phasing issue that will be addressed.

Operating Income

Human Resources and Organisational Development -22.89%

Office of the Chief Executive -72.80%
Reason – Revues and Grants in the Events area, reimbursement in the Functions area and the Office of CEO have not been realised causing the under recovery of revenue.

Community Development -14.50%
Reason – Overall there is a general under receipt of fees and charges for various programs which is largely a seasonal issue and will be monitored.

Technology and Corporate Support -85.75%
Reason – This is due to the seasonal fluctuation in the Facilities Bookings area. Winter is a quiet time for bookings and this is causing the under budget result.

STATUTORY AND LEGAL IMPLICATIONS

30. The *Local Government Act 1995* and the *Local Government (Financial Management) Regulations* require that we present a monthly financial activity statement.
31. A separate financial report for the month of July has not been produced. The July report would have been of no benefit because the budget was yet to be adopted and hence no comparatives could be made. As such this report combines the financial activity statement for the two months to 31 August 2012.

POLICY IMPLICATIONS

32. Nil.

PUBLIC CONSULTATION/COMMUNICATION

33. Nil.

FINANCIAL IMPLICATIONS

34. Nil.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

Strategic Planning Implications

35. *Shire of Kalamunda Strategic Plan 2009-2014*
- | | | |
|----------|-------|--|
| Strategy | 5.5.2 | Provide financial services to support Council's operations and to meet sustainability planning, reporting and accountability requirements. |
|----------|-------|--|

Sustainability Implications

Social Implications

36. Nil.

Economic Implications

37. Nil.

Environmental Implications

38. Nil.

OFFICER COMMENT

39. All comments are contained within the "Details" area of this report.

Voting Requirements: Simple Majority

RESOLVED OCM 111/2012

That Council:

1. Receives the monthly financial statements for the two months to 31 August 2012, which comprises:
 - Statement of Financial Position
 - Equity Statement
 - Statement of Comprehensive Income by Nature and Type
 - Statement of Comprehensive Income by Program
 - Rate Setting Statement including net funding position
 - Reserve Balances Statement
 - Investment Schedule

Moved: **Cr Dylan O'Connor**

Seconded: **Cr Allan Morton**

Vote: **CARRIED UNANIMOUSLY (12/0)**

Attachment 1

**SHIRE OF KALAMUNDA
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE MONTH TO 31 AUGUST 2012**

	31/08/2012 Actual \$	31/08/2012 Budget \$	2012-13 Budget \$	31/07/2011 Actual \$
REVENUE				
Rates	25,303,661	25,316,680	25,573,920	23,307,351
Operating Grants and Subsidies	968,973	1,027,970	5,647,248	40,365
Contributions, Reimbursements and Donations	85,187	110,890	774,751	133,870
Fees and Charges	7,493,337	7,587,661	11,163,932	6,897,928
Interest Earnings	41,794	64,578	847,591	(16,560)
Other Revenue	9,974	16,412	98,501	2,690
	<u>33,902,925</u>	<u>34,124,191</u>	<u>44,105,943</u>	<u>30,365,644</u>
EXPENSES				
Employee Costs	(3,394,313)	(3,300,100)	(19,809,917)	(1,207,113)
Materials and Contracts	(1,589,040)	(2,463,172)	(14,724,867)	(720,266)
Utility Charges	(408,262)	(338,975)	(2,080,134)	67,357
Depreciation on Non-Current Assets	(1,602,695)	(1,553,202)	(9,319,448)	4,316
Interest Expenses	(88,463)	(85,280)	(511,688)	42,355
Insurance Expenses	(331,487)	(350,463)	(577,185)	(362,641)
Other Expenditure	(14,174)	(29,324)	(266,472)	(19,317)
	<u>(7,428,435)</u>	<u>(8,120,516)</u>	<u>(47,289,712)</u>	<u>(2,195,309)</u>
	26,474,490	26,003,675	(3,183,768)	28,170,335
Non-Operating Grants, Subsidies and Contributions	12,325	56,425	3,435,852	717,925
Increase/(Decrease) in Equity EMRC				
Profit on Asset Disposals	452,833	168,429	4,030,111	-
Loss on Asset Disposal	(22,805)			-
NET RESULT	26,916,843	26,228,529	4,282,195	28,888,260
Other Comprehensive Income	-	-	-	-
Total Other Comprehensive Income	-	-	-	-
TOTAL COMPREHENSIVE INCOME	<u>26,916,843</u>	<u>26,228,529</u>	<u>4,282,195</u>	<u>28,888,260</u>

**SHIRE OF KALAMUNDA
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE MONTH TO 31 AUGUST 2012**

	31/08/2012 Actual \$	31/08/2012 Budget \$	2012-13 Budget \$	31/07/2011 Actual \$
REVENUE				
Governance	(318)	1,938	11,639	-
General Purpose Funding	25,360,827	25,592,426	28,866,258	23,296,173
Law, Order, Public Safety	60,799	69,426	359,089	44,450
Health	62,266	15,666	94,049	1,562
Education and Welfare	1,022,287	922,864	3,506,523	819,895
Community Amenities	7,425,713	7,199,313	12,054,088	6,628,311
Recreation and Culture	183,874	249,726	2,481,039	103,573
Transport	9,167	62,147	3,222,434	413
Economic Services	179,408	170,451	586,221	117,640
Other Property and Services	64,060	65,088	390,563	71,552
	<u>34,368,083</u>	<u>34,349,045</u>	<u>51,571,903</u>	<u>31,083,568</u>
EXPENSES EXCLUDING FINANCE COSTS				
Governance	(474,588)	(428,994)	(2,620,316)	(205,357)
General Purpose Funding	(104,282)	(115,792)	(687,690)	(195,877)
Law, Order, Public Safety	(242,687)	(266,801)	(1,512,503)	(101,420)
Health	(140,608)	(147,778)	(874,196)	(50,342)
Education and Welfare	(555,531)	(667,518)	(4,005,746)	(212,964)
Community Amenities	(1,218,254)	(1,776,286)	(10,727,794)	(339,131)
Recreation & Culture	(2,637,279)	(2,889,206)	(17,198,588)	(592,778)
Transport	(1,432,952)	(1,240,818)	(7,444,501)	(224,598)
Economic Services	(128,879)	(137,257)	(726,199)	(36,965)
Other Property and Services	(427,716)	(364,786)	(980,487)	(278,230)
	<u>(7,362,776)</u>	<u>(8,035,236)</u>	<u>(46,778,020)</u>	<u>(2,237,663)</u>
FINANCE COSTS				
Other Property and Services	(88,463)	(85,280)	(511,688)	42,355
	<u>(88,463)</u>	<u>(85,280)</u>	<u>(511,688)</u>	<u>42,355</u>
NET RESULT	<u>26,916,843</u>	<u>26,228,529</u>	<u>4,282,195</u>	<u>28,888,260</u>
Other Comprehensive Income	-	-	-	-
Total Other Comprehensive Income	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL COMPREHENSIVE INCOME	<u>26,916,843</u>	<u>26,228,529</u>	<u>4,282,195</u>	<u>28,888,260</u>

SHIRE OF KALAMUNDA RATE SETTING STATEMENT FOR THE MONTH TO 31 AUGUST 2012				
	Actual 31/08/2012 \$	Budget YTD 2012-13 \$	Budget 2012-13 \$	Variance \$
REVENUE				
Governance	(318)	1,938	11,639	(2,256)
General Purpose Funding	57,166	275,746	3,292,338	(218,580)
Law, Order, Public Safety	60,799	69,426	359,089	(8,627)
Health	62,266	15,666	94,049	46,600
Education and Welfare	1,022,287	922,864	3,506,523	99,423
Community Amenities	7,425,713	7,199,313	12,054,088	226,400
Recreation and Culture	183,874	249,726	2,481,039	(65,852)
Transport	9,167	62,147	3,222,434	(52,980)
Economic Services	179,408	170,451	586,221	8,957
Other Property and Services	64,060	65,088	390,563	(1,028)
Total (Excluding Rates)	9,064,421	9,032,365	25,997,983	
EXPENSES				
Governance	(474,588)	(428,994)	(2,620,316)	(45,594)
General Purpose Funding	(104,282)	(115,792)	(687,690)	11,510
Law, Order, Public Safety	(242,687)	(266,801)	(1,512,503)	24,114
Health	(140,608)	(147,778)	(874,196)	7,170
Education and Welfare	(555,531)	(667,518)	(4,005,746)	111,987
Community Amenities	(1,218,254)	(1,776,286)	(10,727,794)	558,032
Recreation & Culture	(2,637,279)	(2,889,206)	(17,198,588)	251,927
Transport	(1,432,952)	(1,240,818)	(7,444,501)	(192,134)
Economic Services	(128,879)	(137,257)	(726,199)	8,378
Other Property and Services	(516,180)	(450,066)	(1,492,175)	(66,114)
Total	(7,451,239)	(8,120,516)	(47,289,708)	669,277
Net Operating Result Excluding Rates	1,613,182	911,849	(21,291,725)	669,277
Adjustments for Cash Budget Requirements:				
Non-Cash Expenditure and Revenue				
(Profit)/Loss on Land Disposals	(452,833)	(166,961)	(4,021,297)	(285,872)
(Profit)/Loss on Asset Disposals	22,805	(1,468)	(8,814)	24,273
Depreciation and Amortisation on Assets	1,602,695	1,553,202	9,319,448	49,493
Movement in Employee Benefit Provisions	35,779	-	-	35,779
Capital Expenditure and Revenue				
Purchase Land Held for Resale	(59,809)	(578,818)	(3,472,940)	519,009
Purchase Land and Buildings	(5,093)	(431,930)	(2,592,000)	426,837
Purchase Infrastructure Assets - Roads	(187,529)	(840,306)	(5,092,757)	652,777
Purchase Infrastructure Assets - Drainage	(13,403)	(105,314)	(632,000)	91,911
Purchase Infrastructure Assets - Parks and Ovals	(3,564)	(129,946)	(780,022)	126,382
Purchase Infrastructure Assets - Footpaths	(95)	(77,174)	(463,324)	77,079
Purchase Infrastructure Assets - Carparks	(2,990)	(91,584)	(499,686)	88,594
Purchase Plant and Equipment	0	(125,658)	(753,956)	125,658
Purchase Furniture and Equipment	(58,019)	(4,100)	(54,900)	(53,919)
Proceeds from Disposal of Assets	44,535	-	276,650	44,535
Proceeds from Disposal of Land	511,000	252,000	6,561,491	259,000
Capital contributions and grants owing	-	-	(41,667)	-
Repayment of Debentures	(63,103)	(63,103)	(559,442)	-
Proceeds from New Debentures	-	3,280	19,680	(3,280)
Self-Supporting Loan Principal Income	13,166	9,914	59,537	3,252
Overdraft Funds Utilised	(453)	-	228,261	(453)
Advances to Clubs	-	-	(19,680)	-
Transfers to Reserves (Restricted Assets)	(511,982)	(859,070)	(5,425,110)	347,088
Transfers from Reserves (Restricted Assets)	-	305,244	1,831,484	(305,244)
To be reallocated - Budget Review	-	-	-	-
ADD Estimated Surplus/(Deficit) July 1 BtFtd	1,963,038	1,963,038	2,142,790	-
LESS Estimated Surplus/(Deficit) August 31 CfWtd	29,750,990	26,839,776	303,941	2,911,214
Amount Required to be Raised from Rates	(25,303,661)	(25,316,680)	(25,573,920)	13,019

SHIRE OF KALAMUNDA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
For the 2 Months to 31 August 2012

NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit) 2012-13	
	Note	31/08/2012 \$	Last Period \$
Current Assets			
Cash Unrestricted		4,548,990	3,335,148
Cash Restricted		0	0
Cash at Bank - Reserves (Restricted)		3,189,448	2,685,169
Receivables - Rates and Rubbish		28,071,844	32,795,858
Receivables -Other		1,747,462	1,992,674
Inventories - Land Held for Resale		2,590,800	2,590,800
Inventories		193,770	197,795
		<u>40,342,315</u>	<u>43,597,444</u>
Less: Current Liabilities			
Overdraft		(969,436)	(969,888)
Payables		(4,944,775)	(5,764,798)
Borrowings		(454,855)	(467,231)
Provisions		(2,314,712)	(2,290,854)
		<u>(8,683,778)</u>	<u>(9,492,771)</u>
Net Current Assets		<u>31,658,537</u>	<u>34,104,672</u>
Add:			
Provision for Long Service Leave		1,342,071	1,318,213
Provision for Annual Leave		984,578	984,578
Provisions - Other		(11,937)	(11,937)
Interest Bearing Liabilities accrued		1,557,988	1,437,119
Utilised reserves to be transferred to unrestricted cash		0	0
Less:			
Movement in Deferred Pensioners		0	0
Less Revaluation Reserve Movements		0	0
Reclassification of Long Term Land Assets		(2,590,800)	(2,590,800)
Restricted Cash (Reserves)		(3,189,448)	(2,685,169)
Cash Restricted			
Net Current Funding Position		<u>29,750,989</u>	<u>32,556,676</u>

**SHIRE OF KALAMUNDA
STATEMENT OF CHANGES IN EQUITY
AS AT 31 AUGUST 2012**

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	3,626,428	0	0	3,626,428
Transfer from/(to) Reserves	50,832	(50,832)	0	0
Transfer to Trust		0	0	-
	<hr/>	<hr/>	<hr/>	<hr/>
Balance as at 30 June 2012	190,692,022	2,677,466	129,875,629	323,245,117
Net Result	26,916,843	0	0	26,916,843
Transfer from/(to) Reserves	(511,982)	511,982	0	0
	<hr/>	<hr/>	<hr/>	<hr/>
Balance as at 31 July 2012	<u>217,096,883</u>	<u>3,189,448</u>	<u>129,875,629</u>	<u>350,161,960</u>

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

SHIRE OF KALAMUNDA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
AS AT 31 AUGUST 2012

	Actual 31/08/2012 \$	Budget 30/06/2013 \$
RESERVES - CASH/INVESTMENT BACKED		
(a) Land and Property		
Opening Balance	1,653,467	1,653,745
Interest Earned	10,467	47,559
Amount Set Aside / Transfer to Reserve	495,848	4,979,115
Amount Used / Transfer from Reserve	0	(1,648,439)
	<u>2,159,782</u>	<u>5,031,980</u>
(b) Waste Management		
Opening Balance	151,513	151,540
Interest Earned	839	4,358
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>152,352</u>	<u>155,898</u>
(c) EDP - IT Equipment		
Opening Balance	11,977	11,979
Interest Earned	67	344
Amount Set Aside / Transfer to Reserve	0	268,463
Amount Used / Transfer from Reserve	0	0
	<u>12,044</u>	<u>280,786</u>
(d) Local Government Elections		
Opening Balance	28,725	28,737
Interest Earned	159	826
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>28,884</u>	<u>29,563</u>
(e) Long Service Leave		
Opening Balance	70,745	70,750
Interest Earned	391	2,035
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>71,136</u>	<u>72,785</u>
(f) Plant and Equipment		
Opening Balance	27,432	27,436
Interest Earned	151	789
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>27,583</u>	<u>28,225</u>

SHIRE OF KALAMUNDA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
AS AT 31 AUGUST 2012

	Actual 31/08/2012 \$	Budget 30/06/2013 \$
(g) Stirk Park Reserve		
Opening Balance	23,926	23,951
Interest Earned	132	689
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>24,058</u>	<u>24,640</u>
(h) HACC		
Opening Balance	129,951	129,956
Interest Earned	719	3,737
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>130,671</u>	<u>133,693</u>
(i) Forrestfield Industrial Area		
Opening Balance	157,852	157,874
Interest Earned	874	4,540
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(107,000)
	<u>158,727</u>	<u>55,414</u>
(j) Insurance Contingency		
Opening Balance	159,382	159,409
Interest Earned	882	4,584
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>160,264</u>	<u>163,993</u>
(k) Light Plant		
Opening Balance	32,361	32,383
Interest Earned	179	931
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>32,540</u>	<u>33,314</u>
(l) Revaluation		
Opening Balance	132,001	132,006
Interest Earned	731	3,796
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>132,731</u>	<u>135,802</u>

SHIRE OF KALAMUNDA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
AS AT 31 AUGUST 2012

	Actual 31/08/2012 \$	Budget 30/06/2013 \$
(m) Nominated Employee Leave Provisions		
Opening Balance	23,550	23,554
Interest Earned	130	677
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>23,681</u>	<u>24,231</u>
(n) Unexpended Capital Works and Specific Purpose Grants		
Opening Balance	0	0
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>0</u>	<u>0</u>
(o) Enviromental Reserve		
Opening Balance	74,583	74,146
Interest Earned	413	2,132
Amount Set Aside / Transfer to Reserve	0	100,532
Amount Used / Transfer from Reserve	0	(76,044)
	<u>74,996</u>	<u>100,766</u>
TOTAL CASH BACKED RESERVES	<u>3,189,448</u>	<u>6,271,090</u>

SUMMARY

	2012-13 Actual YTD \$	2012-13 Budget \$
Opening Balance	2,677,466	2,677,466
Transfer from Accumulated Surplus - Interest	16,134	76,997
Transfer from Accumulated Surplus	495,848	5,348,110
Transfer to Accumulated Surplus	0	(1,831,483)
Closing Balance	<u>3,189,448</u>	<u>6,271,090</u>

Shire of Kalamunda Investments as at 31/08/2012

<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>
Municipal Cash at Bank							
SOK - MOW	ANZ-Meals on Wheels					Municipal	\$2,095.08
SOK - KHACC	Bank West-Home and Community Care					Municipal	\$13,237.48
SOK	Commonwealth Chequing Account					Municipal	\$1,243,278.66
SOK	Commonwealth Savings Account					Municipal	\$2,207,854.21
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	-\$970,053.56
							\$2,496,411.87

Cash Investments

9075	ING	120	5.00%	0.5838%	8/11/12	Municipal	\$1,206,896.49
							\$1,206,896.49

Cash Backed Reserves

SOK	Commonwealth Bank Savings Account					Reserve	\$3,189,448.27
							\$3,189,448.27

Trust Funds

Shire of Kalamunda-BCITF,BRB,Unclaimed Monies						Trust	\$29,248.26
							\$29,248.26

Cell 9 Scheme Contributions

CELL9 TD2	NAB	90	4.97%	0.5330%	29/10/12	Trust	\$1,108,406.77
CELL9 TD4	St George	120	4.84%	0.2360%	7/9/12	Trust	\$504,035.07
CELL9 TD5	Westpac	90	4.89%	0.5189%	8/9/12	Trust	\$1,096,734.46
CELL9 TD6	Bendigo	120	5.75%	0.5243%	5/10/12	Trust	\$1,083,871.47
CELL9 TD7	Bendigo	120	5.75%	0.5243%	5/10/12	Trust	\$1,083,871.47
CELL9 TD8	ING	90	5.69%	0.5716%	1/9/12	Trust	\$1,038,302.31
CELL9 TD9	ING	120	5.03%	0.5056%	12/11/12	Trust	\$1,039,434.98
CELL9 TD10	ANZ	120	5.03%	0.4866%	7/10/12	Trust	\$1,000,000.00
	Cell 9 Cheque Account						\$854.58
	Cell 9 Online Saver						\$289,795.38
							\$8,245,106.49

Public Open Space Funds

POS	Bankwest	120	90.00%	0.5879%	27/9/12	Trust	\$1,174,435.19
POS	Commonweatl	At Call					\$1,036,453.73
							\$2,210,888.92

Total Funds

\$17,378,000.30

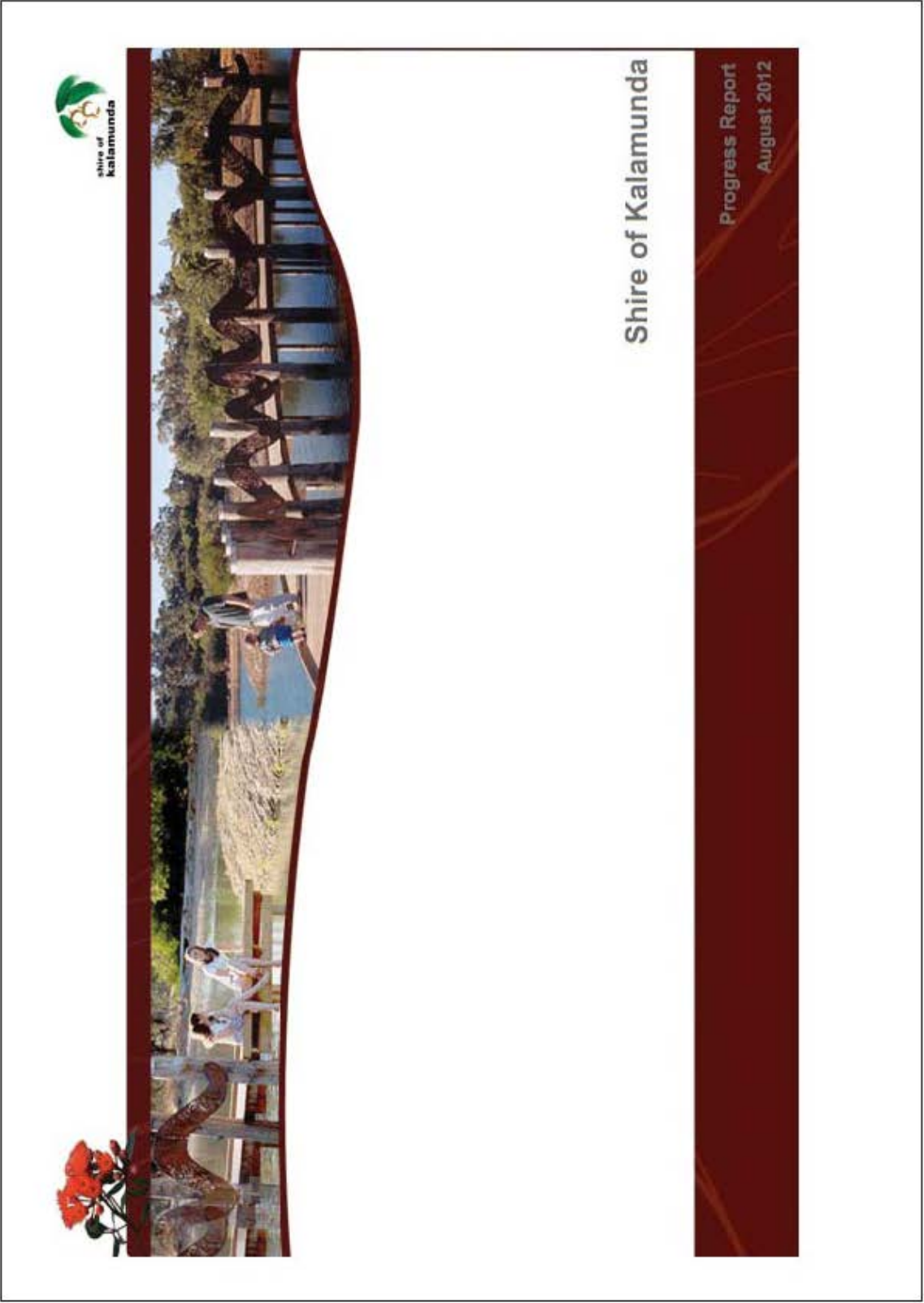
SUMMARY OF FUNDS

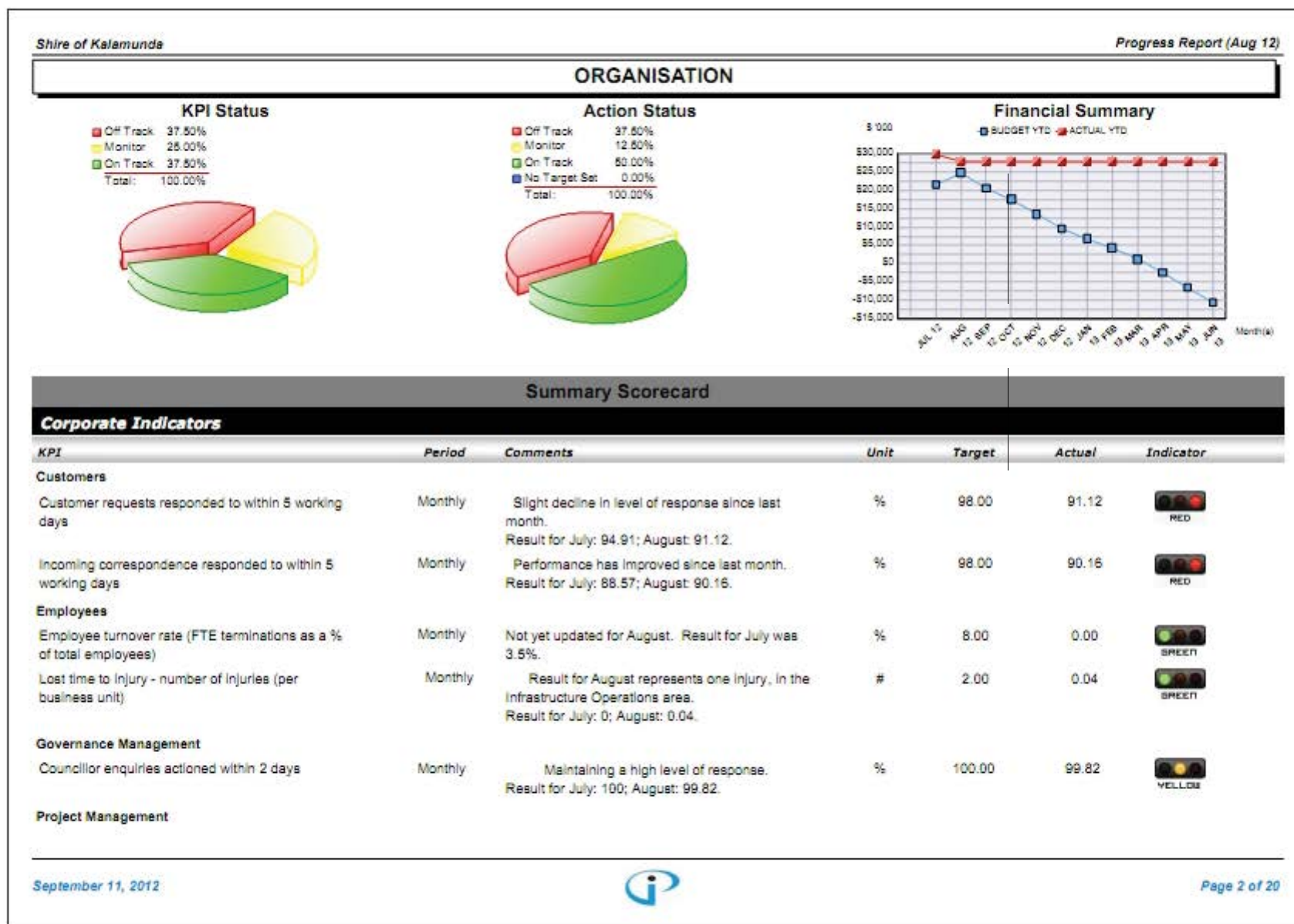
Municipal	\$3,703,308.36
Reserves	\$3,189,448.27
Trust	\$10,485,243.67

Total Funds

\$17,378,000.30

Attachment 2













Shire of Kalamunda

Progress Report (Aug 12)

Corporate Indicators

KPI	Period	Comments	Unit	Target	Actual	Indicator
Projects - % of projects in IPM with budget performance on track	Monthly	CAMMS are looking at alternative methods of reporting on budget progress in IPM (Integrated Project Manager). Currently it is not possible to budget at task level, so individual project budgets can not be monitored accurately.	%	98.00	100.00	 GREEN
Projects - % of projects in IPM with project progress on track	Monthly	The ability to link projects in IPM to Interplan is currently not functioning correctly. This is being investigated and should be fixed soon. This KPI is therefore not accurate at this stage, and individual project comments in this report should be referred to for correct progress information.	%	98.00	100.00	 GREEN
Statutory Compliance						
Building applications outstanding	Monthly	This number includes items that have been requested but the builder is having problems fulfilling their obligations. Result for July: 46; August: 58.	#	37.50	58.00	 RED
Building applications received	Monthly	Includes six from Pingelly & Brookton and also two applications for Certificates of Occupancy. Result for July: 153; August: 137.	#	140.00	137.00	 YELLOW
Building licences approved	Monthly	Reduced staff numbers (on leave) have increased processing time. Result for July: 179; August: 98.	#	145.00	98.00	 RED
Development applications determined within 20 days	Monthly	The delegation available to Officers means that the required amount of applications to be determined within 20 days is not always achievable. If applications require Council or WA Planning Commission determination the period goes well beyond 20 days. Result for July: 28; August: 40.	#	41.67	40.00	 YELLOW
Planning applications approved	Monthly	Due to changes in the property market the amount of applications received and approved changes periodically. Therefore the amount of applications approved will not always achieve the required amount per month. Result for July: 35; August: 50.	#	60.00	50.00	 RED

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Shire of Kalamunda

Progress Report (Aug 12)

Corporate Indicators

KPI	Period	Comments	Unit	Target	Actual	Indicator
Planning applications outstanding	Monthly	All of the planning applications are either currently being assessed or have already been determined. Result for July: 58; August: 0.	#	5.00	0.00	 GREEN
Planning applications received	Monthly	This is beyond the control of staff. Result for July: 76; August: 71.	#	60.00	71.00	 GREEN

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Shire of Kalamunda

Progress Report (Aug 12)

Major Projects

At least 90% of action target achieved
 Between 40 and 90% of action target achieved
 Less than 40% of action target achieved
 No Target Set


Target
 % Complete

Action	Start Date	End Date		Budget Expenditure	Actual Expenditure	% Variance
1.2.1.1 Research, develop, implement, monitor and evaluate opportunities for seniors that promote the Shire and enhance community health and well being	01/07/12	30/06/13	<div><div></div></div>	\$254,710.00	\$42,591.00	-84%
1.3.1.7 Undertake the development of a Masterplanning process for Darling Range Sports College Public Open Space (IPM Project PR-7012/12)	01/07/12	30/06/13	<div><div></div></div>	\$0.00	\$0.00	0%
2.1.1.2 Continue to develop the Woodlupine Digital Hub as part of the Footprints Infrastructure Project (IPM Project PR-7175/12)	01/06/12	30/06/13	<div><div></div></div>	\$50,000.00	\$0.00	-100%
2.1.4.11 Prepare schedule of works and costs for the implementation of the Forrestfield District Centre Structure Plan (IPM Project PR-7036/12)	01/07/12	30/06/13	<div><div></div></div>	\$60,000.00	\$0.00	-100%
2.1.4.6 Oversee and direct consultants dealing with the Forrestfield/High Wycombe Industrial Area (IPM Project PR-2141/10)	01/07/12	30/06/13	<div><div></div></div>	\$0.00	\$0.00	0%
2.3.2.20 Implement the annual road renewal construction programme	01/07/12	30/06/13	<div><div></div></div>	\$2,424,197.00	\$86,180.00	-96%
2.3.2.23 Oversee the Shire's building construction program, in accordance with the approved 2012/13 budget.	01/07/12	30/06/13	<div><div></div></div>	\$828,000.00	\$0.00	-100%
2.3.2.41 Oversee works at Central Hall (KAOB) - replacement of roof, replacement of wall in Western direction and major structural refurbishment (IPM Project PR-6176/10)	01/07/12	30/06/13	<div><div></div></div>	\$0.00	\$0.00	0%
2.3.2.7 Oversee the Shire's building asset renewal program, in accordance with the approved 2012/13 budget.	01/07/12	30/06/13	<div><div></div></div>	\$1,386,500.00	\$1,601.00	-100%
2.3.3.10 Oversee works at Carilla Camping Ground - upgrade facility inclusive of improved disability access and provide a water connection to the Heritage Building and a shelter over the BBQ area (IPM Project PR-112/10)	01/07/12	30/06/13	<div><div></div></div>	\$0.00	\$0.00	0%
2.3.3.11 Oversee the installation of new toilets at the Kalamunda History Village to accommodate visitors on site (IPM Project PR-7057/12)	01/07/12	30/06/13	<div><div></div></div>	\$0.00	\$0.00	0%
2.3.4.22 Oversee works on Abernethy Road, from Dundas Road to Kalamunda Road (IPM Project PR-2726/10)	01/07/12	30/06/13	<div><div></div></div>	\$1,860,000.00	\$9,603.00	-99%
2.3.4.7 Implement annual road construction programme.	01/07/12	30/06/13	<div><div></div></div>	\$1,014,121.00	\$103,188.00	-90%

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Shire of Kalamunda		Progress Report (Aug 12)				
3.1.3.1 Monitor and evaluate ground water use to ensure use within licence conditions and that water use meets Waterwise Council criteria (IPM Project PR-7014/12)		01/07/12	30/08/12	<div><div></div></div>	100%	\$0.00
						-100%
4.2.4.1 Hills Orchard Study Review (IPM Project PR-7026/12)		01/07/12	30/08/12	<div><div></div></div>	100%	\$0.00
5.3.3.3 Manage the construction of a new amenities building for the staff at the Shire's Operations Centre (IPM Project PR-6153/12)		01/07/12	30/08/12	<div><div></div></div>	100%	\$3,648.00
						-99%



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Shire of Kalamunda



Progress Report (Aug 12)

Major Projects

At least 90% of action target achieved


Between 40 and 90% of action target achieved





Less than 40% of action target achieved






ACTION	RESPONSIBLE PERSON POSITION	% COMP	STATUS	START DATE	END DATE	PROGRESS
Goal: 1 COMMUNITY DEVELOPMENT – A strong sense of community Outcome: 1.2 A vibrant Arts and Cultural life community Strategy: 1.2.1 Strengthen the community spirit through the provision of cultural activities promoting participation and capacity building in partnership with community groups and networks						
1.2.1.1 Research, develop, implement, monitor and evaluate opportunities for seniors that promote the Shire and enhance community health and well being	Leah Millar - Seniors and Disabilities Officer	17.00%	In Progress	01/07/2012	30/06/2013	 GREEN
PROGRESS COMMENTS Appropriate opportunities to promote the Shire and enhance health and well being amongst seniors in our community will be presented where possible. A free information session on "Personal Safety and Scams" was presented to 250 seniors at the Kalamunda Performing Arts Centre on Friday 10 August 2012. WA Police, Neighbourhood Watch and Consumer Protection will all present information. Participants received a lanyard for their keys and a free personal panic alarm. Feedback from Seniors who participated in the session has been positive. A free information session and event will be presented to Seniors during 'Stay on Your Feet Week'. Attendees will receive information from the Australian Podiatry Association, Heartmoves program, Healthy Communities project and be treated to a healthy afternoon tea. Alzheimer's WA will bring their "Memory Van" to the Woodlupine Family and Community Centre in Forrestfield on Thursday 27 September 2012 during Dementia Awareness Week.						
Outcome: 1.3 The community has access to a diverse range of recreational opportunities Strategy: 1.3.1 Manage the effective promotion, planning and usage of recreational spaces, services and facilities						
1.3.1.7 Undertake the development of a Masterplanning process for Darling Range Sports College Public Open Space (IPM Project PR-7012/12).	Travis Moore - Coordinator Recreation Services	17.00%	In Progress	01/07/2012	30/06/2013	 GREEN
PROGRESS COMMENTS Request for Quotation process completed, with the 3 quotations received currently being assessed to determine the most suitable submission.						

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Shire of Kalamunda	
Progress Report (Aug 12)	
Strategy:	1.3.1 Manage the effective promotion, planning and usage of recreational spaces, services and facilities
September 11, 2012	
	
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Progress Report (Aug 12)						
Goal: 2 BUILT ENVIRONMENT – An integrated built environment Outcome: 2.1 Meeting community needs today and into the future Strategy: 2.1.1 Develop and implement a policy and structure to ensure the effective management of Shire owned and managed land and buildings						
2.1.1.2 Continue to develop the Woodlupine Digital Hub as part of the Foothills Infrastructure Project (IPM Project PR-7175/12)	Warwick Carter - Manager Economic, Property & Procurement Services	17.00%	In Progress	01/09/2012	30/06/2013	
PROGRESS COMMENTS Plans for Woodlupine Hub progressing. Brief been given to Curtin University for associated research proposal.						
Strategy: 2.1.4 Ensure the local planning scheme, strategy and policies appropriately address the future supply and demand and needs and expectations of the community						
2.1.4.6 Oversee and direct consultants dealing with the Forrestfield/High Wycombe Industrial Area (IPM Project PR-214/10)	Andrew Fowler-Tutt - Manager Development Services	17.00%	In Progress	01/07/2012	30/06/2013	
PROGRESS COMMENTS Stage 2: Strategen Environmental Consultants - Water monitoring and Local Water Management Strategy (LWMS) Stage 3: TPG Planning Consultants - MRS Submission to the WA Planning Commission. TPG Planning Consultants - Structure Plan design. Strategen Environmental Consultants - Water monitoring and LWMS						
2.1.4.11 Prepare schedule of works and costings for the implementation of the Forrestfield District Centre Structure Plan (IPM Project PR-7086/12)	Andrew Fowler-Tutt - Manager Development Services	17.00%	In Progress	01/07/2012	30/06/2013	
PROGRESS COMMENTS Budget allocation provided for the following items: Management Plan - Woodlupine Creek - A meeting has been scheduled with the consultants on 19 September 2012 to discuss the scope of the project. Traffic and Parking Study - A project brief will be prepared for the study over the coming weeks.						
Outcome: 2.3 Long term viability of infrastructure and facilities Strategy: 2.3.2 Maintain, refurbish or upgrade existing infrastructure to encourage increased utilisation and extension of asset life						
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Shire of Kalamunda			Progress Report (Aug 12)			
2.3.2.20 Implement the annual road renewal construction programme	Kelth Batty - Works Supervisor - Roads	10.00%	In Progress	01/07/2012	30/06/2013	
PROGRESS COMMENTS Chipping Drive carpark hotmix completed kerb and footpath completed limemarking outstanding Dundas and Malda Vale Road - Dundas Road leg completed Malda Vale Road leg construction outstanding awaiting for relocation of power poles Kalamunda Road silplane to shops completed McRae started preparation for asphalt overlay with Fern Road and Masonmill Road						
2.3.2.7 Oversee the Shire's building asset renewal program, in accordance with the approved 2012/13 budget	Brayden Thornton - Coordinator Building Maintenance	8.00%	In Progress	01/07/2011	30/06/2013	
PROGRESS COMMENTS Waiting on the endorsement of the 2012/13 budget by council. Planning for projects has begun in accordance with anticipated approval.						
2.3.2.23 Oversee the Shire's building construction program, in accordance with the approved 2012/13 budget.	Brayden Thornton - Coordinator Building Maintenance	0.00%	Not Started	01/07/2012	30/06/2013	
PROGRESS COMMENTS N/A						
2.3.2.41 Oversee works at Central Hall (KADS) - replacement of roof, replacement of wall in Western direction and major structural refurbishment (IPM Project PR-5176/10)	Brayden Thornton - Coordinator Building Maintenance	0.00%	Not Started	01/07/2012	30/06/2013	
PROGRESS COMMENTS N/A						
Strategy: 2.3.3 Maintain, refurbish or upgrade reserves and park lands infrastructure, and maintain reserves support infrastructure such as public amenities and playgrounds						
2.3.3.10 Oversee works at Carilla Camping Ground - upgrade facility inclusive of improved disability access and provide a water connection to the Heritage Building and a shelter over the BBQ area (IPM Project PR-112/10)	Brayden Thornton - Coordinator Building Maintenance	0.00%	Not Started	01/07/2012	30/06/2013	


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Shire of Kalamunda			Progress Report (Aug 12)			
Strategy: 2.3.3 Maintain, refurbish or upgrade reserves and park lands infrastructure, and maintain reserves support infrastructure such as public amenities and playgrounds.						
PROGRESS COMMENTS N/A						
2.3.3.11 Oversee the installation of new toilets at the Kalamunda History Village to accommodate visitors on site (IPM Project PR-7067/12)	Brayden Thornton - Coordinator Building Maintenance	0.00%	Not Started	01/07/2012	30/06/2013	 RED
PROGRESS COMMENTS N/A						
Strategy: 2.3.4 Maintain and improve local road and verge networks and implement traffic management initiatives where required						
2.3.4.7 Implement annual road construction programme.	Sam Assaad - Manager Infrastructure Operations	30.00%	In Progress	01/07/2012	30/06/2013	 GREEN
PROGRESS COMMENTS The annual road construction program has commenced with several projects ready for contractor delivery. Most other projects are in various stages of pre-planning. Key Project - Abernethy Road is awaiting final approvals and construction detailed design.						
2.3.4.22 Oversee works on Abernethy Road, from Dundas Road to Kalamunda Road (IPM Project PR-5726/10)	Sam Assaad - Manager Infrastructure Operations	5.00%	In Progress	01/07/2012	30/06/2013	 RED
PROGRESS COMMENTS This project is awaiting final approvals and detailed construction designs. In addition, agreements with utilities need to be finalised prior to project commencement.						


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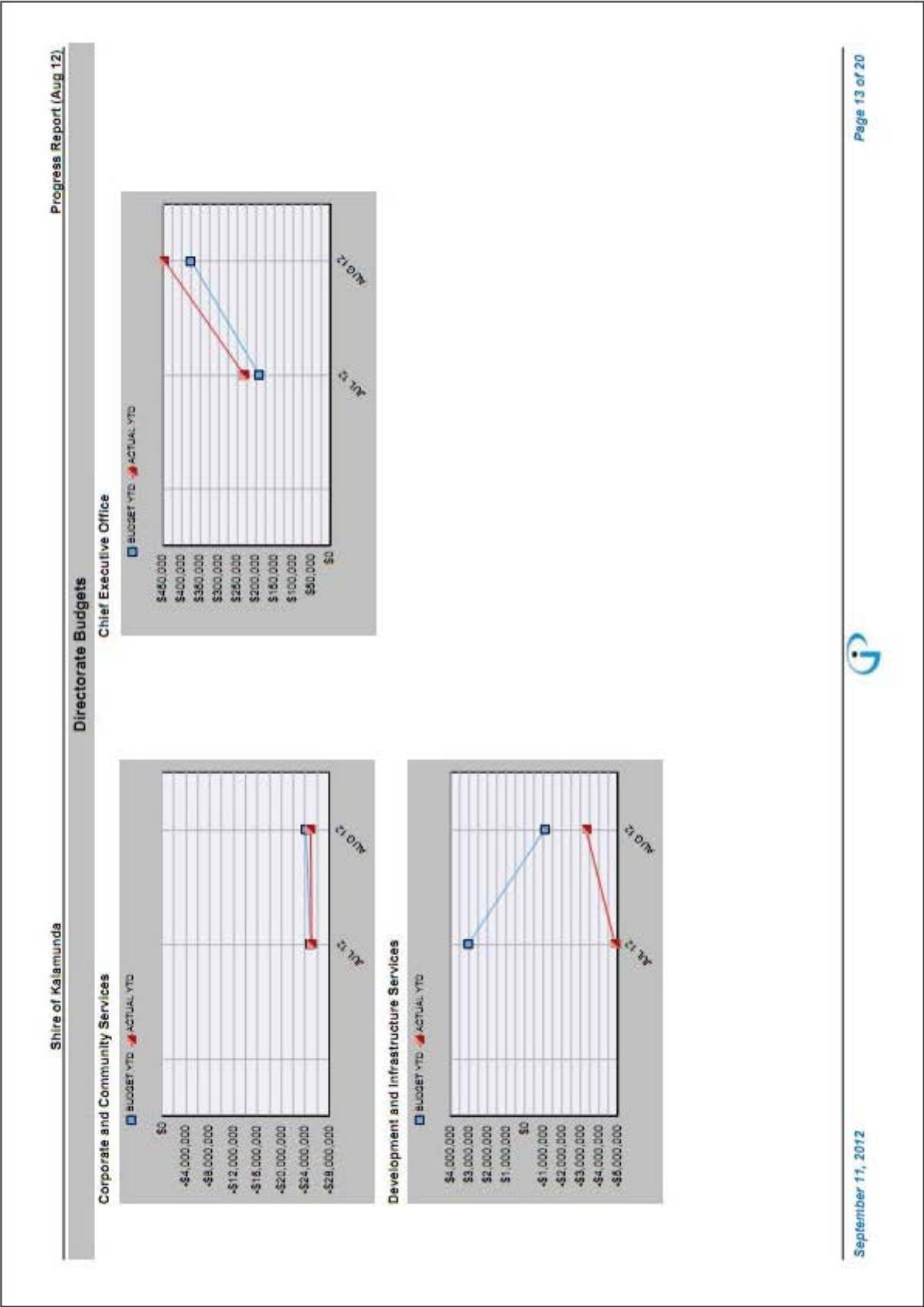
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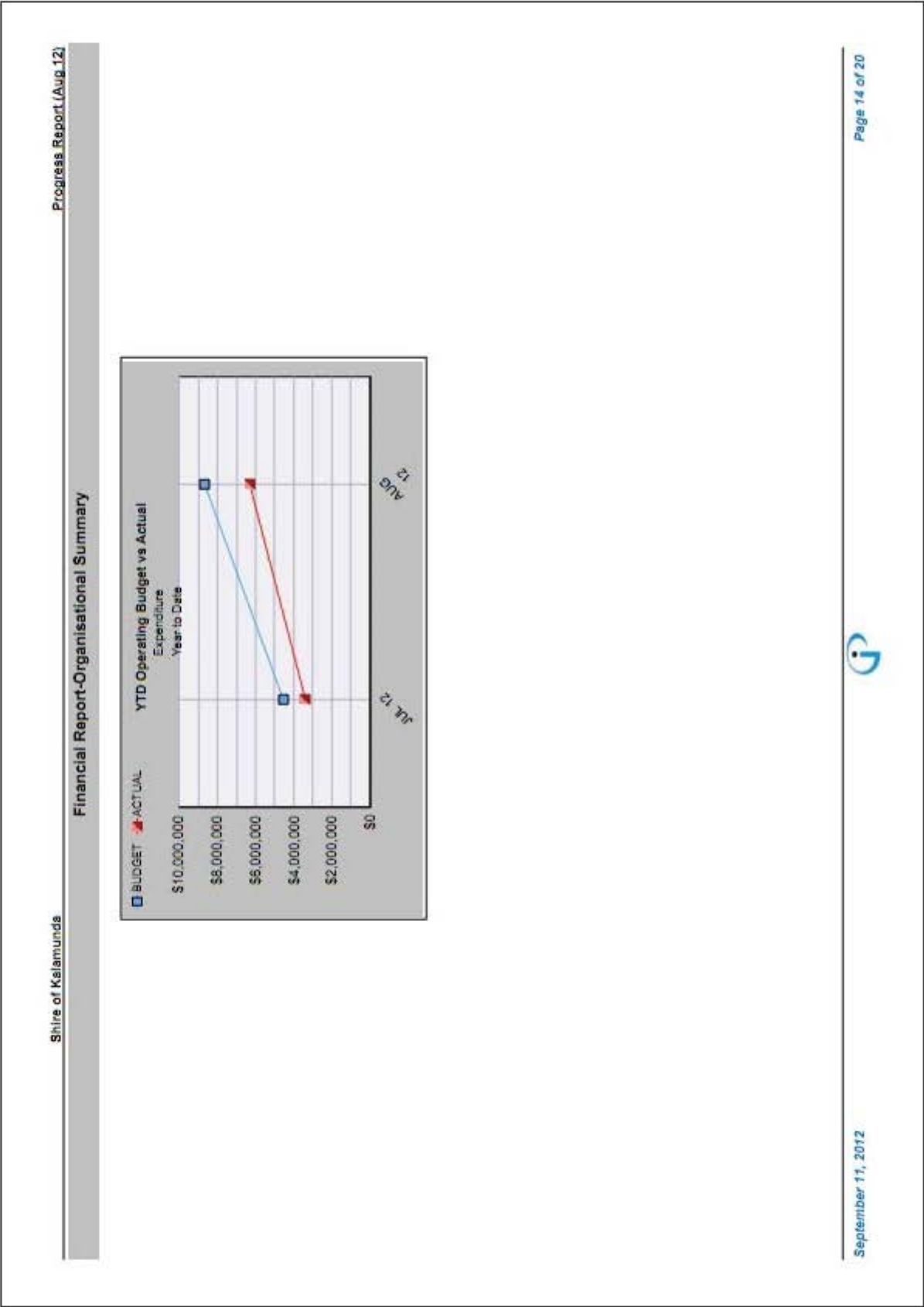
Shire of Kalamunda				Progress Report (Aug 12)		
Goal: 3 NATURAL ENVIRONMENT – The protection of natural resources from the impact of unsustainable development Outcome: 3.1 Sustainable water management Strategy: 3.1.3 Actively encourage adoption of water sensitive technologies and practices, including the implementation of water re-use practices						
3.1.3.1 Monitor and evaluate ground water use to ensure use within licence conditions and that water use meets Waterwise Council criteria (IPM Project PR-7014/12)	Daniel Nelson - Parks Supervisor (Reticulation)	17.00%	In Progress	01/07/2012	30/06/2013	
PROGRESS COMMENTS Groundwater use totalled, evaluated and sent to the department of water. The Shire remains under water allocation. Hydrologist completed stage one of the foothills water proofing project feasibility study.						
Goal: 4 ECONOMIC DEVELOPMENT – A prosperous economy Outcome: 4.2 Increased opportunities for local business and employment Strategy: 4.2.4 Preserve the economic viability of agricultural and viticultural land use activities						
4.2.4.1 Hills Orchard Study Review (IPM Project PR-7026/12)	Nina Lytton - Coordinator Strategic Planning	20.00%	In Progress	01/07/2012	30/06/2013	
PROGRESS COMMENTS The results from the residents questionnaire have been collated and broken down to be analysed. With this information, the results have been prepared to be presented to the Department of Planning and Department of Agriculture and Food in individual meetings. Following these meetings, actions and tasks will be prepared, which will be presented to the working group in September, along with the findings of the questionnaire.						
Goal: 5 GOVERNANCE AND ORGANISATION – A leading organisation Outcome: 5.3 Growth in innovative services Strategy: 5.3.3 Provide modern and welcoming facilities which meet organisational and community needs						
5.3.3.3 Manage the construction of a new amenities building for the staff at the Shire's Operations Centre (IPM Project PR-5163/10)	Brayden Thornton - Coordinator Building Maintenance	0.00%	Not Started	01/07/2012	30/06/2013	
PROGRESS COMMENTS Waiting on contractual signing and 2012/2013 budget release.						

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Shire of Kalamunda										
Financial Report-Organisational Summary										
Progress Report (Aug 12)										
	Variance %	Variance \$	Actual & Committed YTD	Period Budget	Budget YTD	Annual Budget	Actual YTD	Period Actual	Committed YTD	
CAPITAL EXPENDITURE										
Economic, Property and Procurement Services	0.00%	\$0	\$0.00	\$33,182.00	\$56,364.00	\$523,785.45	\$29,454.07	\$12,188.69	\$0.00	
Infrastructure Operations	-85.44%	(\$1,492,587.68)	\$254,152.54	\$658,801.00	\$1,748,740.22	\$10,553,363.50	\$254,152.54	\$109,527.52	\$0.00	
Sub-Total Capital Expenditure	-84.38%	(\$1,529,487.61)	\$283,646.61	\$891,983.00	\$1,813,104.22	\$11,077,148.95	\$283,646.61	\$121,716.21	\$0.00	
CAPITAL INCOME										
Infrastructure Operations	-74.25%	\$44,098.00	(\$15,287.00)	(\$34,375.00)	(\$59,385.00)	(\$1,391,207.00)	(\$15,287.00)	(\$15,287.00)	\$0.00	
Sub-Total Capital Income	-74.25%	\$44,098.00	(\$15,287.00)	(\$34,375.00)	(\$59,385.00)	(\$1,391,207.00)	(\$15,287.00)	(\$15,287.00)	\$0.00	
NET CAPITAL	-84.69%	(\$1,485,389.61)	\$268,359.61	\$857,608.00	\$1,753,719.22	\$9,685,941.95	\$268,359.61	\$106,429.21	\$0.00	
OPERATING EXPENDITURE										
Governance	10.78%	\$5,520.65	\$58,819.65	\$25,148.00	\$51,299.00	\$303,637.63	\$58,819.65	\$33,593.56	\$0.00	
Human Resources and Organisational Development	540.75%	\$8,922.43	\$10,572.43	\$825.00	\$1,650.00	\$9,999.97	\$10,572.43	\$5,528.51	\$0.00	
Office of the Chief Executive	8.78%	\$30,488.80	\$378,162.70	\$171,882.90	\$347,693.90	\$2,150,598.52	\$378,162.70	\$189,987.54	\$0.00	
Community Care	0.00%	\$0	\$0.00	\$311,943.00	\$626,356.00	\$3,751,038.40	\$534,312.63	\$320,188.01	\$0.00	
Community Development	-4.24%	(\$54,275.34)	\$1,225,639.21	\$809,928.80	\$1,279,914.55	\$7,530,337.77	\$1,225,639.21	\$684,820.92	\$0.00	
Corporate and Community Services Directorate	1.99%	\$1,522.15	\$77,911.15	\$37,425.00	\$76,389.00	\$451,925.28	\$77,911.15	\$48,779.04	\$0.00	
Economic, Property and Procurement Services	-71.62%	(\$495,873.18)	\$197,934.82	\$330,658.00	\$697,808.00	\$4,094,749.87	\$197,934.82	\$83,640.91	\$0.00	
Financial Services	-57.27%	(\$152,918.33)	\$114,077.67	\$44,899.00	\$286,994.00	\$859,054.40	\$114,077.67	\$73,409.09	\$0.00	
Technology and Corporate Support	34.80%	\$75,616.43	\$284,121.43	\$103,359.00	\$218,505.00	\$1,329,841.45	\$284,121.43	\$129,176.54	\$0.00	
Development & Infrastructure Services Directorate	0.20%	\$138.08	\$68,581.08	\$33,761.00	\$98,443.00	\$408,566.71	\$68,581.08	\$42,340.28	\$0.00	
Development Services	-0.33%	(\$1,656.93)	\$488,817.07	\$243,902.00	\$490,474.00	\$2,995,996.95	\$488,817.07	\$307,087.71	\$0.00	
Health and Ranger Services	-7.54%	(\$31,283.62)	\$383,295.38	\$201,167.00	\$414,579.00	\$2,438,697.69	\$383,295.38	\$223,189.87	\$0.00	
Infrastructure Operations	-11.18%	(\$443,020.71)	\$3,516,485.29	\$1,949,100.00	\$3,959,506.00	\$23,257,184.03	\$3,516,485.29	\$1,870,141.28	\$0.00	
Technical Services	-16.34%	(\$41,915.82)	\$214,467.18	\$125,238.00	\$256,383.00	\$1,514,945.78	\$214,467.18	\$117,175.50	\$0.00	
Sub-Total Operating Expenditure	-13.64%	(\$1,194,596.78)	\$7,561,197.67	4,189,232.70	\$8,785,794.45	\$51,092,596.63	\$7,561,197.67	\$4,088,999.14	\$0.00	
OPERATING INCOME										

Shire of Kalamunda			Progress Report (Aug 12)							
Human Resources and Organisational Development	✖	-22.89%	\$3,242.98	(\$10,923.02)	(\$7,083.00)	(\$14,168.00)	(\$85,000.00)	(\$10,923.02)	(\$5,793.56)	\$0.00
Office of the Chief Executive	✖	-72.80%	\$4,610.16	(\$1,721.84)	(\$3,166.00)	(\$6,332.00)	(\$80,018.92)	(\$1,721.84)	(\$2,040.00)	\$0.00
Community Care	✔	10.77%	(\$99,423.43)	(\$1,022,287.43)	(\$79,447.00)	(\$922,864.00)	(\$3,506,523.30)	(\$1,022,287.43)	(\$170,840.95)	\$0.00
Community Development	✖	-14.50%	\$24,693.13	(\$145,518.87)	(\$85,106.00)	(\$170,212.00)	(\$1,626,020.60)	(\$145,518.87)	(\$74,924.79)	\$0.00
Economic, Property and Procurement Services	✔	140.97%	(\$282,618.68)	(\$483,087.68)	(\$184,569.00)	(\$200,469.00)	(\$4,214,159.20)	(\$483,087.68)	(\$477,951.58)	\$0.00
Financial Services	✖	-0.98%	\$246,800.82	(\$25,390,947.18)	(\$165,348.00)	(\$25,637,748.00)	(\$29,136,261.29)	(\$25,390,947.18)	(\$69,307.87)	\$0.00
Technology and Corporate Support	✖	-85.75%	\$33,795.27	(\$5,612.73)	(\$19,704.00)	(\$39,408.00)	(\$236,556.00)	(\$5,612.73)	(\$4,132.75)	\$0.00
Development Services	✔	6.08%	(\$14,987.53)	(\$282,290.53)	(\$154,030.00)	(\$247,303.00)	(\$987,385.01)	(\$282,290.53)	(\$87,118.27)	\$0.00
Health and Ranger Services	✔	44.62%	(\$37,972.90)	(\$123,084.90)	(\$28,171.00)	(\$85,092.00)	(\$453,138.23)	(\$123,084.90)	(\$70,059.15)	\$0.00
Infrastructure Operations	✖	-1.14%	\$79,483.89	(\$8,884,444.38)	(\$199,241.27)	(\$6,963,928.27)	(\$9,880,854.00)	(\$8,884,444.38)	\$2,718.65	\$0.00
Technical Services	✔	135.21%	(\$20,731.11)	(\$38,063.11)	(\$7,686.00)	(\$15,332.00)	(\$92,000.00)	(\$38,063.11)	(\$8,400.45)	\$0.00
Sub-Total Operating Income	✔	0.18%	(\$63,107.40)	(\$34,365,961.67)	(\$33,531.27)	(\$34,302,854.27)	(\$50,259,916.55)	(\$34,365,961.67)	(\$965,848.72)	\$0.00
NET OPERATING	✔	4.92%	(\$1,257,704.18)	(\$26,804,764.00)	3,255,701.43	(\$25,547,059.52)	\$832,670.08	(\$26,804,764.00)	\$3,123,120.42	\$0.00
OVERALL NET	✔	11.52%	(\$2,743,063.79)	(\$26,536,404.39)	4,113,309.43	(\$23,793,340.60)	\$10,518,612.03	(\$26,536,404.39)	\$3,229,549.63	\$0.00

Shire of Kalamunda									
Engineering Financial Summary									
Progress Report (Aug 12)									
	Variance %	Variance \$	Actual & Committed YTD	Period Budget	Budget YTD	Annual Budget	Actual YTD	Period Actual	Committed YTD
INFRASTRUCTURE OPERATIONS									
Ensure the efficient and timely removal of graffiti to reduce recurrence on a weekly basis	13.51%	\$4,487.00	\$37,875.00	\$15,729.00	\$33,159.00	\$99,405.00	\$37,875.00	\$19,772.00	\$0.00
Implement annual footpath maintenance programme	+10.48%	(\$5,110.00)	\$52,186.00	\$29,148.00	\$55,256.00	\$349,791.00	\$52,186.00	\$26,566.00	\$0.00
Implement annual road maintenance programme	25.51%	\$54,018.00	\$255,740.00	\$105,793.00	\$211,722.00	\$1,259,731.00	\$255,740.00	\$152,210.00	\$0.00
Implement the annual car park maintenance programme	-75.96%	(\$15,035.00)	\$6,013.00	\$12,511.00	\$25,022.00	\$50,250.00	\$6,013.00	\$3,426.00	\$0.00
Implement the annual drainage maintenance programme	35.75%	\$51,255.00	\$154,553.00	\$71,550.00	\$143,320.00	\$555,951.00	\$154,553.00	\$107,913.00	\$0.00
Maintain Category 1 Reserves in a safe condition for organised sporting use	-55.23%	(\$105,534.00)	\$75,817.00	\$54,587.00	\$65,251.00	\$1,125,957.00	\$75,817.00	\$50,062.00	\$0.00
Maintain Category 1 Road Verges in a safe condition	-55.02%	(\$12,700.00)	\$9,970.00	\$11,335.00	\$22,670.00	\$35,042.00	\$9,970.00	\$5,705.00	\$0.00
Maintain Category 2 Reserves in a safe condition for passive recreation	-22.47%	(\$35,023.00)	\$134,575.00	\$55,555.00	\$173,601.00	\$1,040,554.00	\$134,575.00	\$72,024.00	\$0.00
Maintain Category 2 Road Verges in a safe condition	-5.34%	(\$597.00)	\$15,593.00	\$5,395.00	\$16,750.00	\$100,758.00	\$15,593.00	\$11,538.00	\$0.00
Maintain Category 3 Reserves in a safe condition for passive recreation	7.73%	\$1,553.00	\$25,535.00	\$11,981.00	\$24,072.00	\$44,033.00	\$25,535.00	\$11,537.00	\$0.00
Maintain Category 3 Road Verges in a safe condition	119.22%	\$21,045.00	\$35,557.00	\$5,525.00	\$17,552.00	\$105,953.00	\$35,557.00	\$15,505.00	\$0.00
Maintain Category 4 (Bush) Reserves in a safe condition	-55.05%	(\$15,420.00)	\$12,552.00	\$14,535.00	\$25,272.00	\$75,570.00	\$12,552.00	\$5,216.00	\$0.00
Maintain Category 4 Road Verges in a safe condition	-25.02%	(\$32,543.00)	\$97,507.00	\$55,025.00	\$90,050.00	\$550,351.00	\$97,507.00	\$42,773.00	\$0.00
Maintain the gardens and environs of Shire controlled buildings in a safe and aesthetically pleasing condition	12.47%	\$25,234.00	\$253,455.00	\$114,575.00	\$234,252.00	\$1,355,357.00	\$253,455.00	\$125,303.00	\$0.00
Maintain thoroughfares and PA/Vs in a safe and aesthetically pleasing condition	-2.53%	(\$247.00)	\$9,475.00	\$5,553.00	\$9,725.00	\$55,359.00	\$9,475.00	\$1,535.00	\$0.00
Maintain traffic islands in a safe and aesthetically pleasing condition	5.50%	\$1,040.00	\$15,315.00	\$7,535.00	\$15,275.00	\$51,555.00	\$15,315.00	\$5,555.00	\$0.00
Manage and maintain kerbside green waste and bulk waste collection, recycling and disposal	-42.52%	(\$513,757.00)	\$553,215.00	\$555,500.00	\$1,155,555.00	\$7,214,252.00	\$553,215.00	\$422,075.00	\$0.00
Manage the operation of the Walliston Transfer Station and minimise waste disposal to Red Hill Waste Facility	-20.21%	(\$5,202.00)	\$32,372.00	\$20,257.00	\$40,574.00	\$245,447.00	\$32,372.00	\$15,457.00	\$0.00
Manage the programmed maintenance of existing buildings	-31.02%	(\$45,415.00)	\$107,535.00	\$75,027.00	\$155,054.00	\$555,505.00	\$107,535.00	\$75,357.00	\$0.00
Monitor, remove and act to reduce illegal dumping and litter activities throughout the Shire	-55.75%	(\$1,751.00)	\$3,541.00	\$5,555.00	\$11,332.00	\$55,000.00	\$3,541.00	\$2,445.00	\$0.00
TOTAL	-254.02%	(\$551,753.00)	\$2,055,324.00	\$1,355,511.00	\$2,755,107.00	\$15,442,455.00	\$2,055,324.00	\$1,151,255.00	\$0.00
OVERALL NET	-254.02%	(\$551,753.00)	\$2,055,324.00	\$1,355,511.00	\$2,755,107.00	\$15,442,455.00	\$2,055,324.00	\$1,151,255.00	\$0.00


Shire of Kalamunda

Progress Report (Aug 12)

Assets Financial Summary

	Variance %	Variance \$	Actual & Committed YTD	Period Budget	Budget YTD	Annual Budget	Actual YTD	Period Actual	Committed YTD
INFRASTRUCTURE OPERATIONS									
Manage the construction of a new amenities building for the staff at the Shire's Operations Centre (IPM Project PR-61631/10)	-95.37%	(\$56,375.00)	\$3,620.00	\$49,699.00	\$56,666.00	\$600,000.00	\$3,620.00	\$103.00	\$3,620.00
Oversee the purchase of new assets - light vehicles	+100.00%	(\$66,666.00)	\$0.00	\$34,496.00	\$66,666.00	\$413,966.00	\$0.00	\$0.00	\$0.00
Oversee the purchase of new assets - major plant	+100.00%	(\$66,666.00)	\$0.00	\$28,333.00	\$66,666.00	\$340,000.00	\$0.00	\$0.00	\$0.00
Oversee the Shire's building construction program, in accordance with the approved 2012/13 budget.	+100.00%	(\$104,660.00)	\$0.00	\$52,330.00	\$104,660.00	\$628,000.00	\$0.00	\$0.00	\$0.00
TOTAL	-395.37%	(\$326,696.00)	\$3,620.00	\$156,168.00	\$330,316.00	\$1,981,966.00	\$3,620.00	\$103.00	\$3,620.00
OVERALL NET	-395.37%	(\$326,696.00)	\$3,620.00	\$156,168.00	\$330,316.00	\$1,981,966.00	\$3,620.00	\$103.00	\$3,620.00

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Shire of Kalamunda

Progress Report (Aug 12)

Capital Works Financial Summary

	Variance %	Variance \$	Actual & Committed YTD	Period Budget	Budget YTD	Annual Budget	Actual YTD	Period Actual	Committed YTD
ECONOMIC, PROPERTY AND PROCUREMENT SERVICES									
Facilitate the future development of the Old Road Board Super Block, Kalamunda	201.87%	\$18,504.00	\$27,670.00	\$4,593.00	\$9,166.00	\$55,000.00	\$27,670.00	\$0.00	\$0.00
Facilitate the Mixed Use land development of Lot 105 (88) Hale Road, Forresterfield	-99.98%	(\$215,307.00)	\$26.00	\$107,555.00	\$215,332.00	\$1,292,000.00	\$26.00	\$0.00	\$0.00
Facilitate the residential development of Cygnet Court and Edney Road	-100.00%	(\$252,166.00)	\$0.00	\$125,083.00	\$252,166.00	\$1,513,000.00	\$0.00	\$0.00	\$0.00
Undertake the overall management and delivery of the Shire's land and property assets portfolio	-55.55%	(\$36,870.00)	\$29,494.00	\$33,182.00	\$56,354.00	\$523,755.00	\$29,494.00	\$12,189.00	\$0.00
TOTAL	-53.65%	(\$485,839.00)	\$57,189.00	\$271,814.00	\$543,028.00	\$3,383,755.00	\$57,189.00	\$12,189.00	\$0.00
INFRASTRUCTURE OPERATIONS									
Implement annual car park construction programme	-95.56%	(\$69,175.00)	\$2,990.00	\$36,093.00	\$72,166.00	\$433,100.00	\$2,990.00	\$0.00	\$0.00
Implement annual road construction programme	-27.29%	(\$42,908.00)	\$14,296.00	\$64,033.00	\$157,204.00	\$1,014,121.00	\$14,296.00	\$55,323.00	\$0.00
Implement the annual drainage construction programme	-57.12%	(\$52,719.00)	\$9,271.00	\$35,995.00	\$71,990.00	\$432,000.00	\$9,271.00	\$0.00	\$0.00
Implement the annual drainage renewal construction programme	-57.60%	(\$29,192.00)	\$4,132.00	\$15,552.00	\$33,324.00	\$200,000.00	\$4,132.00	\$539.00	\$0.00
Implement the annual footpath construction programme	-99.87%	(\$73,417.00)	\$95.00	\$36,755.00	\$73,512.00	\$441,324.00	\$95.00	\$95.00	\$0.00
Implement the annual footpath construction renewal programme	-100.00%	(\$3,662.00)	\$0.00	\$1,531.00	\$3,662.00	\$22,000.00	\$0.00	\$0.00	\$0.00
Implement the annual road renewal construction programme	-77.36%	(\$312,470.00)	\$91,444.00	\$201,957.00	\$403,914.00	\$2,424,197.00	\$91,444.00	\$32,995.00	\$0.00
Implement the Parks and Reserves asset development construction programme	-100.00%	(\$77,316.00)	\$0.00	\$38,559.00	\$77,316.00	\$464,022.00	\$0.00	\$0.00	\$0.00
Implement the Parks and Reserves renewal construction programme	-100.00%	(\$52,630.00)	\$0.00	\$25,315.00	\$52,630.00	\$315,000.00	\$0.00	\$0.00	\$0.00
Implement the renewal construction programme relating to minor works and special projects	0.00%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Manage the construction of a new amenities building for the staff at the Shire's Operations Centre (IPM Project PR-5153/10)	-95.37%	(\$56,375.00)	\$3,620.00	\$49,999.00	\$99,998.00	\$600,000.00	\$3,620.00	\$103.00	\$0.00
Oversee the Shire's building asset renewal program, in accordance with the approved 2012/13 budget	-99.20%	(\$229,632.00)	\$1,840.00	\$115,595.00	\$231,372.00	\$1,389,600.00	\$1,840.00	\$700.00	\$0.00
Oversee the Shire's building construction program, in accordance with the approved 2012/13 budget	-100.00%	(\$104,650.00)	\$0.00	\$52,330.00	\$104,660.00	\$529,000.00	\$0.00	\$0.00	\$0.00
Oversee works on Abernethy Road, from Dundas Road to Kalamunda Road (IPM Project PR-5725/10)	-96.46%	(\$257,395.00)	\$10,928.00	\$154,153.00	\$308,326.00	\$1,850,000.00	\$10,928.00	\$10,928.00	\$0.00
TOTAL	-1,167.11%	(\$1,451,455.00)	\$238,515.00	\$830,488.00	\$1,690,074.00	\$10,213,364.00	\$238,515.00	\$100,693.00	\$0.00

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Shire of Kalamunda		Progress Report (Aug 12)					
OVERALL NET	-1,220.77%	(\$1,937,258.00)	\$256,504.00	\$1,101,962.00	\$2,233,102.00	\$13,657,149.00	\$264,504.00
							\$112,872.00
							\$0.00



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11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Cr Townsend left the Chambers at 6.50pm and returned at 6.51pm before the vote was taken.

11.1 Cr Whitten, IT Infrastructure Audit

RESOLVED OCM 112/2012

That Council:

1. Requests the Chief Executive Officer seek quotes for an independent Information Technology ("IT") infrastructure audit of the Shire of Kalamunda network, inclusive of the Private Automated Branch Exchange ("PABX") system, Closed-Circuit Television ("CCTV") system, uninterrupted power supplies, servers and cabling infrastructure.

Moved: **Cr Justin Whitten**

Seconded: **Cr Martyn Cresswell**

Vote: **CARRIED UNANIMOUSLY (12/0)**

12.0 QUESTIONS BY MEMBERS WITHOUT NOTICE

12.1 Cr Geoff Stallard – Potential Fruit Fly Problem

- Q. I have received an email regarding the potential fruit fly problem; I wonder whether this Council should address this in some way?
- A. Director Development & Infrastructure advised that the Manager of Health and Rangers is currently seeking further information from the Agriculture Department, once received this can be circulated to all Councillors

12.2 Cr Allan Morton – Time of York Street Community Forum

- Q. The time on the flyer distributed to Councillors tonight differs from that already given. What is the correct time for this Forum?
- A. Director Corporate & Community Services apologised for the confusion and confirmed the correct time for the Forum is 7.00pm.

12.3 Cr Bob Emery – Shire of Kalamunda Policies

- Q. I have recently attended a WALGA Policy Training Session and it seems that this Shire is a long way behind with regard to Community Policies. What Community Policies have been reviewed recently and can the Councillors be assured that there will be a concerted effort to review policies and bring them up-to-date?
- A. Director Corporate & Community Services noted that the Purchasing Policy is currently under review and went to the Audit Committee today. Manager Governance stated that certain policies have to be reviewed within a certain

timeframe, but for the community type ones referred to by Cr Emery none have been properly reviewed in the last two years by Council. This issue will be kept under notice.

12.4 Cr Dylan O'Connor – Political Advertising

Q. I have received an email regarding political advertising on Shire and Private Land. Could we receive some advice as to when this is legal and when it needs to be removed?

A. Manager Development Services noted that it is unclear as to how political signage should be dealt with. Legal advice is being sought to clarify the situation.

12.5 Cr Martyn Cresswell – Political Advertising

Q. Once this legal advice has been received could the information be given to Councillors so that they are clear as to where they may advertise for local elections?

A. The Chairman requested that Councillors be informed once the legal advice has been received.

13.0 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

13.1 Nil.

14.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

The Presiding Person advised he had approved inclusion of the following Report for consideration.

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

14.1 Bush Fire Management Strategy – Funding Request

Previous Items	N/A
Responsible Officer	Director Development & Infrastructure Services
Service Area	Development Services & Infrastructure Services
File Reference	RA-BFC-018
Applicant	N/A
Owner	N/A

PURPOSE

1. Council to consider the provision of funding for the preparation of a Bush Fire Management Strategy (the Strategy) for the Shire of Kalamunda.

BACKGROUND

2. The threat of bush fires in the hills and foothills areas of the Perth Metropolitan Region is increasing with the passing of each summer. The WA Planning Commission (the Commission) is becoming increasingly concerned with threat and potential loss of life's and property. The 2009 Victorian bushfires with and the tragic loss of life is compelling evidence of the need to plan and mitigate for such events. More recently, the bush fires in Armadale and the subsequent Keelty Report made a number of recommendations in respect the need for improved fire mitigation measure and the need to legislate to give effect to bush fire protection guidelines.
3. Through the review of the draft Local Planning Strategy the Commission has sought advice as to when the Shire will be preparing a Strategy. From the Commission's perspective the preparation of the Strategy will assist in the preparation of the Sub Regional Structure Plan for the North East Metropolitan Region.

DETAILS

4. Council is requested to consider the provision of funding to allow for the preparation of the Strategy.

STATUTORY AND LEGAL IMPLICATIONS

5. Nil.

POLICY IMPLICATIONS

6. Nil.

PUBLIC CONSULTATION/COMMUNICATION

7. Nil.

FINANCIAL IMPLICATIONS

8. Preliminary estimates indicate that the cost of preparing the Strategy would be in the vicinity of between \$10,000 and \$40,000.
9. The Commission has advised that they would be prepared to fund 50% of the total cost required to prepare the Strategy.
10. It is proposed to allocate funding for the Strategy is to be allocated from the Chief Executive Officer's consultancy budget.
11. It should be noted that Council at its Budget deliberations approved a total of \$60,000 for (account 150710.541) for CEO consultancies for the year. Due to this consultancy not being foreseen at Budget time a full review of possible commitments from this account will be undertaken as part of the midyear Budget review.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

Strategic Planning Implications

12. The Shire of Kalamunda has not undertaken a specific Strategy for privately owned land to date. Based on other detailed assessments in other Hills local government areas such as Mundaring and Swan, it can be assumed that most of the Hills and Foothills areas of the Shire are a potential risk. The extent of the risk or otherwise has been recognised in the draft Local Planning Strategy with the requirement that a Strategy be prepared with particular emphasis on the proposed Residential Bushland zoning proposed for the foothills.

Sustainability Implications

Social Implications

13. Nil.

Economic Implications

14. Nil.

Environmental Implications

15. Nil.

OFFICER COMMENT

16. The requirement for a Strategy is a key recommendation of the draft Local planning Strategy which has been endorsed by Council.
17. It is evident from discussions with senior planning staff at the Commission that until the Strategy is prepared the Sub Regional Structure Plan for the North East Region cannot be progressed. The Sub Regional Structure Plans will provide a more detailed analysis of the potential for urbanisation and the staging of future urban identified in the draft Local Planning Strategy, i.e. Maida Vale South, Wattle Grove and the area identified under the proposed Residential Bushland zone. The sub regional plans will provide the strategic framework necessary to progress the statutory rezoning process under the Metropolitan Region Scheme and the Shire's Local Planning Scheme.
- Without the sub regional plans in place the Shire cannot implement key recommendations of the draft Local Planning Strategy.
18. Now the Commission has taken the initiative and is prepared to commence work on the Sub Regional Structure Plans it is imperative from a planning perspective that the opportunity for the Shire to work with the Commission to advance some of the key recommendations in the draft Local Planning Strategy is not lost. For

this reason it is recommendation that Council grant in principal support to provide the appropriate level of funding necessary to prepare the Bush Fire Management strategy.

Voting Requirements: Simple Majority

RESOLVED OCM 113/2012

That Council:

1. Support in principal the provision of funding from the Chief Executive Officers Consultants budget to engage a suitable qualified consultant to prepare a Bush Fire Management Strategy.
2. Advise the WA Planning Commission that Shire of Kalamunda will fund 50% of the total cost to prepare the Bush Fire Management strategy with the balance of the funds to be provided by the WA Planning Commission.

Moved: **Cr John Giardina**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (12/0)**

15.0 MEETING CLOSED TO THE PUBLIC

15.1 MOTION OCM 114/2012

That the meeting go behind closed doors to consider CONFIDENTIAL REPORT- (provided under separate cover) Future of Lesmurdie School Community Library – Outcome Following Public Comment Period.

Moved: **Cr Margaret Thomas**

Seconded: **Cr Martyn Cresswell**

Vote: **CARRIED UNANIMOUSLY (12/0)**

The meeting closed to the public at 7.01pm and reopened at 7.19pm, the Chairman read the Resolution to the meeting.

- 15.2 C&C 70 CONFIDENTIAL REPORT – provided under separate cover – Future of Lesmurdie School Community Library – Outcome Following Public Comment Period**

Voting Requirements: Simple Majority

MOTION OCM 115/2012

That Council:

1. Notes the public comment feedback provided by residents of the Shire of Kalamunda.

2. Supports Option 2 and provide notice in writing to the Minister for Education of the intention to discontinue the License Agreement arrangement with the Lesmurdie School Community Library and affect the required twelve month period of notice.
3. Support the reallocation of any cost savings towards the services and resources within the Kalamunda Library.
4. Progress the valuation of the Lesmurdie School Community Library building (excluding land) by the Valuer-General and report results of the valuation back to Council.
5. Agrees the capital return from the Education Department (either partially or in full) may need to be directed toward required improvements at the Kalamunda Library to accommodate anticipated increased visitation.

Moved: **Cr Noreen Townsend**

Seconded: **Cr Margaret Thomas**

Vote: **For**
Cr Allan Morton
Cr Noreen Townsend
Cr Bob Emery
Cr Margaret Thomas
Cr Donald McKechnie

Against
Cr John Giardina
Cr Frank Lindsey
Cr Geoff Stallard
Cr Justin Whitten
Cr Martyn Cresswell
Cr Dylan O'Connor
Cr Sue Bilich

LOST (5/7)

15.3 MOTION OCM 116/2012

That the meeting reopen to the public.

Moved: **Cr Margaret Thomas**

Seconded: **Cr Justin Whitten**

Vote: **CARRIED UNANIMOUSLY (12/0)**

16.0 CLOSURE

- 16.1 There being no further business, the Chairman declared the meeting closed at 7.20pm.

I confirm these Minutes to be a true and accurate record of the proceedings of this Council.

Signed: _____
Chairman

Dated this _____ day of _____ 2012