

# Ordinary Council Meeting

Minutes for Monday 25 March 2013

**UNCONFIRMED**



**shire of  
kalamunda**

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## MINUTES

### 1.0 OFFICIAL OPENING

1.1 The Chairman opened the meeting at 6.35pm and welcomed Councillors, Staff, Press and Members of the Public Gallery.

### 2.0 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

#### 2.1 Attendance

##### Councillors

Sue Bilich	(Chairman) (Shire President)	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

Rhonda Hardy		Acting Chief Executive Officer
Clayton Higham	Director	Development & Infrastructure Services
Darrell Forrest		Manager Governance
Sam Assaad		Manager Infrastructure Operations
Peter Hayes		Internal Auditor
Warwick Carter	Manager	Economic Property & Procurement Services
Darren Jones		Manager Community Development
Michelle Clark		Executive Assistant
Meri Comber		Governance Officer

**Members of the Public** 10

**Members of the Press** 1

#### 2.2 Apologies

##### Councillors

Margaret Thomas	North Ward
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**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 Question Tabled at Public Question Time 25 February 2013**

Four questions were submitted to the meeting and circulated to Councillors and staff. The Director Development & Infrastructure Services answered all the questions. However, following the meeting he reviewed his answers and apologised by email to Ms Genovese that he had misunderstood the first question. The first question and revised answer are as follows.

##### Q. Jane Genovese – Aged Care Accommodation

At the Ordinary Council Meeting on 15 August 2011, the Shire adopted the Resolution that the Shire President would write to the Premier and a number of other politicians expressing its concerns about issues relating to Amendment 18 (the rezoning of 32 Gavour Road, Wattle Grove). Point 11.1.4 of the Resolution states that “the Minister for Planning and officers of the Department of Planning are being unduly swayed by a campaign of deliberate misinformation by a single issue lobby group”. Can the Shire provide information and evidence to support this particular point, specifically what the deliberate misinformation was?

A. The question relates to Point 4 in a Notice of Motion submitted by a Councillor to the Ordinary Council Meeting 15 August 2011 in accordance with Standing Orders. In these circumstances the Notice of Motion was not supported by an Officer’s Report and, therefore, no analysis was able to be undertaken on the contents of the Notice of Motion. Additionally, no further information was provided by the Councillor to enable identification of the group or issues referred to in the Notice of Motion.

#### **Questions Tabled at Public Question Time 25 March 2013**

##### 3.2 Barry Bennett – Bus Parked in Goodall Street, Lesmurdie

Q1. Has any action been taken with regard to the bus parked on Goodall Road, Lesmurdie and if so why has the Shire not informed me?

A1. Director Development & Infrastructure Services responded that a Planning Infringement had been issued to the land owner and that will be followed up fairly shortly with a Planning Infringement Order to the owner of the bus. It is not normal practice to let neighbours know of action taken by the Shire.

##### 3.3 Peter Ethell – Footpath, Verge Obstruction, Bus Shelters

Q1. When will Goodall Street have a footpath? This street has existed for more than 40 years; it is in Lesmurdie opposite the primary school.

Q2. Why have rocks and posts been placed around a number of streets in Lesmurdie, particularly on the boundary of the Ray Owen centre where there are double white lines, preventing safe off the road parking?

Q3. There are two Bus Shelters on Lesmurdie Road with steps, they appear inaccessible to some and dangerous, and why have they been built in this manner?

Q4. In Wattle Grove near the Gull Petrol Station there is a large Pylon Sign in the road reserve, this is an "accident waiting to happen", and why hasn't the Shire requested it be removed?

A. The Chairperson indicated that these questions would be taken on notice.

#### **4.0 PETITIONS/DEPUTATIONS**

4.1 Nil.

#### **5.0 APPLICATIONS FOR LEAVE OF ABSENCE**

5.1 Nil.

#### **6.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

##### 6.1 RESOLVED OCM 17/2013

That the Minutes of the Ordinary Council Meeting held on 25 February 2013 are confirmed as a true and accurate record of the proceedings.

Moved: **Cr Bob Emery**

Seconded: **Cr Frank Lindsey**

Vote: **CARRIED UNANIMOUSLY (10/0)**

##### 6.2 RESOLVED OCM 18/2013

That the Minutes of the Special Council Meeting held on 11 March 2013 are confirmed as a true and accurate record of the proceedings.

Moved: **Cr Geoff Stallard**

Seconded: **Cr John Giardina**

Vote: **CARRIED UNANIMOUSLY (10/0)**

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

7.1 The Shire President read a statement concerning the Community Poll taking place in the Shire of Kalamunda regarding the Metropolitan Local Government Reform.

This statement indicated that it is feasible that the price of a forced amalgamation for the Shire of Kalamunda with other local governments, when all perspectives are considered, could cost residents \$10M, none of which would be borne by the State Government.

The Community Poll will give all residents the opportunity to have their say; the information gathered will be presented to the Premier, Minister for Local Government and the Local Member. The opinion of the community should never be underestimated.

The Shire President hopes all Shire of Kalamunda residents will have their say; vote "NO", and save Kalamunda.

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

- 8.1 **D&I 19. Waste Tenders – Domestic Collection and Bulk Kerbside Collection** - (Confidential Attachment 1) Provided 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 which relates to a matter to be discussed at the meeting".
- 8.2 **A&R 04 Release of Forensic Audit to Public** (Confidential Attachment 1) - Provided under separate cover. Reason for Confidentiality – *Local Government Act 1995*: Section 5.23 (2) (d), "legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting." (Confidential Attachment 2) – Provided under separate cover. Reason for Confidentiality – *Local Government Act 1995*: Section 5.23 (2) (a), "a matter affecting an employee or employees." (Confidential Attachment 3) – provided under separate cover. Reason for Confidentiality – *Local Government Act 1995*: Section 5.23 (2) (a), "a matter affecting an employee or employees."
- 8.3 **A&R 05 CONFIDENTIAL ITEM Status of CAMMS Software Contract** Provided 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 which relates to a matter to be discussed at the meeting".
- 8.4 **A&R 06. CONFIDENTIAL ITEM Letter from the Department of Local Government in Response to the Forensic Audit Investigation Report** Provided under separate cover. Reason for Confidentiality – *Local Government Act 1995*: Section 5.23 (2) (a), "a matter affecting an employee or employees."
- 8.5 **10.4.2 Chief Executive Officer- Recruitment Process** (Confidential Attachment 1) – Provided 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 which relates to a matter to be discussed at the meeting".

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**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 Nil.

**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 19/2013

<b>Voting Requirements: Simple Majority</b>
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That the recommendations contained in the Development & Infrastructure Services Committee of 11 March 2013, except withdrawn items D&I 18 and D&I 19 be adopted.

Moved: **Cr Geoff Stallard**

Seconded: **Cr Noreen Townsend**

Vote: **CARRIED UNANIMOUSLY (10/0)**

**10.1.2 D&I 15 Proposed Dedication of Lot 550 Hale Road, Wattle Grove as a Public Road**

EN BLOC RESOLUTION OCM 19/2013

That Council:

1. Authorises preparation of the documents for the transfer of Lot 550 Hale Road, Wattle Grove from the Shire of Kalamunda to the State of Western Australia.
2. On receipt of advice from the Department of Regional Development and Lands that the request for transfer is granted, provides indemnity to the Minister for Land against any possible claim for compensation under the *Land Administration Act 1997*.

**10.1.3 D&I 16 Amendment to Local Planning Scheme No. 3 – Lot 601 (17A) Mead Street, Kalamunda – Rezone from Public Purpose to District Centre**

EN BLOC RESOLUTION OCM 19/2013

That Council:

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

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

Resolved that the Council in pursuance of Part 5 of the Planning and Development Act 2005 amend the above Local Planning Scheme by:

1. Rezoning Lot 601 (17A) Mead Street, Kalamunda, from Public Purpose – Community to District Centre.

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

**10.1.4 D&I 17 Proposed Modified Local Planning Policy DEV 20 –  
Outbuildings – Guidelines for Assessment**

EN BLOC RESOLUTION OCM 19/2013

That Council:

1. Endorses the draft modified Local Planning Policy DEV 20 – Outbuildings – Guidelines for Assessment for the purpose of advertising, in accordance with Clause 2.4 of Local Planning Scheme No. 3 (Attachment 2).

**For Separate Consideration**

*D&I 18/2013 was withdrawn as a decision was deferred to the March Ordinary Council Meeting from the Development and Infrastructure Committee because further research with regard to the green waste proposal was requested.*

*Information had been circulated to Councillors regarding D&I 18 and the original Officer Recommendation was presented again to Council.*

*A Councillor had circulated an alternative Motion prior to the meeting and the Shire President gave him the opportunity to speak on this prior to the vote being taken for the Officer Recommendation. He noted that, although he felt the majority of the Waste Strategy was beneficial he still had doubts regarding the introduction of a third bin while local government is in a state of flux.*

*The Officer's Recommendation was put but as there was no Mover it lapsed. Councillors debated the new Motion, changes were suggested to Point 1, the Mover and Seconder were agreeable to the change.*

#### 10.1.5 D&I 18 Waste Strategy 2013-2022

##### **OFFICER RECOMMENDATION (D&I 18/2013)**

That Council:

1. Endorses the Waste Strategy 2013-2011 (Attachment 1).

Moved: **LAPSED**

Seconded:

Vote:

##### **Motion**

That Council:

1. Amends the Waste Strategy 2013-2011 (Attachment 1) by deleting the last sentence under the Walliston Transfer Station (in-house) in the Recommendations section and replacing it with:  
  
"Close the public transfer station when the green waste facility at Hazelmere comes on stream"
2. Endorses the Waste Strategy 2013-2022 (Attachment 1) as amended in 1. above, noting that the green waste third bin option will not be implemented and is subject to further investigation and report to Council.

##### **RESOLVED OCM 20/2013**

That Council:

1. Amends the Waste Strategy 2013-2011 (Attachment 1) by deleting the last sentence under the Walliston Transfer Station (in-house) in the Recommendations section and replacing it with:  
  
**"Investigate the possible closure of** the public transfer station when the green waste facility at Hazelmere comes on stream"

2. Endorses the Waste Strategy 2013-2022 (Attachment 1) as amended in 1. above, noting that the green waste third bin option will not be implemented and is subject to further investigation and report to Council.

Moved: **Cr Frank Lindsey**

Seconded: **Cr John Giardina**

Vote: **CARRIED UNANIMOUSLY (10/0)**

*D&I 19/2013 was withdrawn as a decision was deferred to the March Ordinary Council Meeting from the Development and Infrastructure Committee because this item is linked to D&I 18.*

*Information had been circulated to Councillors regarding D&I 19 and the original Officer Recommendation was presented again to Council.*

*A Councillor had circulated an alternative Motion prior to the meeting, the Chairman gave him the opportunity to speak on his alternative Motion and then asked for a Mover for the Officer Recommendation, there was no Mover and the Recommendation lapsed. The Councillor's Motion was put.*

#### **10.1.6 D&I 19 Waste Tenders – Domestic Collection and Bulk Kerbside Collection**

##### **OFFICER RECOMMENDATION (D&I 19/2013)**

That Council:

1. Approves Perth Waste as the tender for the following services and relevant contract price:
  - Putrescible Waste - \$1,059,916.
  - Recycling - \$630,115.20
  - Green Waste - \$525,096
  - Kerbside Collection (Skip Bin) - \$1,940,400
2. Approves GC Sales as the tenderer for the supply of the third bin, with a contract price of \$908,160.
3. Agrees that no award is made for the bulk kerbside collection.

Moved: **LAPSED**

Seconded:

Vote:

RESOLVED OCM 21/2013

That Council:

1. Approves Perth Waste as the tender for the following services and relevant contract price:
  - Putrescible Waste - \$1,059,916.
  - Recycling - \$630,115.20
  - Kerbside Collection (Skip Bin) - \$1,940,400
  
2. Declines to accept any tender for:
  - Green Waste collection service
  - The green waste third bin
  - The bulk kerbside collection
  
3. Notes that further investigation of the green waste third bin option will be undertaken and reported to Council.

Moved: **Cr Frank Lindsey**

Seconded: **Cr John Giardina**

Vote: **CARRIED UNANIMOUSLY (10/0)**

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

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

<b>Voting Requirements: Simple Majority</b>
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RESOLVED OCM 22/2013

That the recommendations contained in the Corporate & Community Services Committee of 18 March 2013, except withdrawn items C&C 16 and C&C 17, be adopted.

Moved: **Cr Martyn Cresswell**

Seconded: **Cr Justin Whitten**

Vote: **CARRIED UNANIMOUSLY (10/0)**

### **10.2.2 C&C 10 Debtors, Creditors and Accounts Paid January 2013**

EN BLOC RESOLUTION OCM 22/2013

That Council:

1. Receives the outstanding debtors (Attachment 1) and creditors (Attachment 2) reports for the period ended 31 January 2013.
2. Receives the list of creditors paid during the period 2 January to 25 January 2013 (Attachment 3) in accordance with the requirements of the Local Government (Financial Management) Regulations 1996 (Regulation 12).

### **10.2.3 C&C 11 Debtors, Creditors and Accounts Paid February 2013**

EN BLOC RESOLUTION OCM 22/2013

That Council:

1. Receives the outstanding debtors (Attachment 1) and creditors (Attachment 2) reports for the period ended 28 February 2013.
2. Receives the list of creditors paid during the period 30 January to 27 February 2013 (Attachment 3) in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996 (Regulation 12)*.

**10.2.4 C&C 12 Rates Debtors Report for the Period Ended 31 January 2013**

EN BLOC RESOLUTION OCM 22/2013

That Council:

1. Receives the rates debtors report for the period ended 31 January 2013 (Attachment 1).

**10.2.5 C&C 13 Rates Debtors Report for the Period Ended 28 February 2013**

EN BLOC RESOLUTION OCM 22/2013

That Council:

1. Receives the rates debtors report for the period ended 28 February 2013 (Attachment 1).

**10.2.6 C&C 14 Request to Purchase Portion of Mario Court Local Open Space (R41036)**

EN BLOC RESOLUTION OCM 22/2013

That Council:

1. Advertises the proposed disposal of approximately 150 sqm as shown in (Attachment 2) being a portion of Reserve 41036 for 30 days.
2. Subject to no objection to the proposal, approves the disposal of the portion of Mario Court Local Open Space between 24 and 26 Pruiti Crescent to the owner of 26 Pruiti Crescent.
3. Requests that all costs associated with the acquisition be borne by the applicants.

**10.2.7 C&C 15 Community Sport and Recreation Facilities Fund Small Grants – Winter Round 2013/14**

EN BLOC RESOLUTION OCM 22/2013

That Council:

1. Endorses the following applications for the Department of Sport and Recreation's 2012/13 Community Sport and Recreation Facilities Small Grant Fund in order of priority:
  1. Ray Owen Reserve Masterplan
  2. Range View Park Tennis Club Fencing and Resurfacing project

2. Considers allocating \$55,000 in the 2013/2014 Budget for the Ray Owen Reserve Masterplan, subject to the successful outcome of the Community Sport and Recreation Facilities Fund application. If successful the cost contribution will be:

<b>Organisation</b>	<b>Contributions ex GST</b>
CSRFF	\$18,333
Shire of Kalamunda	\$36,667
<b>Total</b>	<b>\$55,000</b>

3. Considers allocating \$5,894 in the 2013/2014 Budget for the Range View Park Tennis Club Fencing and Resurfacing project, subject to the successful outcome of the Community Sport and Recreation Facilities Fund application. If successful of the Community Sport and Recreation Facilities Funding, the cost contribution will be:

<b>Organisation</b>	<b>Contributions ex GST</b>
CSRFF	\$5,893
Shire of Kalamunda	\$5,893
Club	\$5,894
<b>Total</b>	<b>\$17,680</b>

#### **10.2.8 C&C 18 Adoption of Kalamunda Advancing – Strategic Community Plan to 2023**

##### EN BLOC RESOLUTION OCM 22/2013

That Council:

1. Adopts Kalamunda Advancing - Strategic Community Plan to 2023 (Attachment 1).
2. Requests a desktop review of Kalamunda Advancing - Strategic Community Plan to 2023 every two years, with a full review every four years.

#### **10.2.9 C&C 19 Adoption of – Kalamunda Engages - Community Engagement Strategy 2013**

##### EN BLOC RESOLUTION OCM 22/2013

That Council:

1. Adopts Kalamunda Engages – Community Engagement Strategy 2013.



### **For Separate Consideration**

*C&C 16/2013 was withdrawn as at the Corporate & Community Services Meeting on 18 March 2013 Councillors requested further information be supplied to them prior to considering the matter at the Ordinary Council Meeting.*

*Further detailed information in response to questions asked at the Corporate & Community Services meeting had been circulated to Councillors, the original Officer Recommendation was presented again for Council's consideration.*

*A Councillor foreshadowed an Alternative Motion to delete Point 2. from the Officer Recommendation. The original Officer Recommendation was put, an amendment was suggested to delete point 2. which was not accepted by the Mover or Seconder and Councillors went into debate.*

#### **10.2.10 C&C 16 Future of Hartfield Park Recreation Centre Study**

##### **OFFICER RECOMMENDATION (C&C 16/2013)**

That Council:

1. Receives the report of the Future of Hartfield Park Recreation Centre Study.
2. Agrees to the development of a comprehensive business case for a collocated Aquatic/Recreation facility within the Shire by 2023.

Moved: **Cr Noreen Townsend**

Seconded: **Cr Bob Emery**

Vote: **For**  
**Cr Allan Morton**  
**Cr Noreen Townsend**  
**Cr Justin Whitten**  
**Cr Martyn Cresswell**  
**Cr Bob Emery**

**Against**  
**Cr John Giardina**  
**Cr Frank Lindsey**  
**Cr Geoff Stallard**  
**Cr Dylan O'Connor**  
**Cr Sue Bilich**

*As the vote was 5/5 the Chairman in accordance with Section 5.21 (3) of the "Local Government Act 1995" exercised her right to cast a second vote. The Chairman cast her second vote against the Recommendation; the Motion was therefore lost 5/6.*

**LOST (5/6)**

*An Alternative Motion was put, as foreshadowed, with Point 1 of the Officer Recommendation only.*

## **MOTION**

That Council:

1. Receives the report of the Future of Hartfield Park Recreation Centre Study.

Moved: **Cr Dylan O'Connor**

Seconded: **Cr John Giardina**

Vote:

*A Councillor put forward an amendment and this was accepted by the Mover and Seconder and put to the vote. Councillors went into debate and then voted on the Motion.*

## RESOLVED OCM 23/2013

That Council:

1. Receives the report of the Future of Hartfield Park Recreation Centre Study.
2. **Agrees to the development of a comprehensive business case for a collocated Aquatic/Recreation facility within the Shire by 2023 once the decision of the amalgamation has been finalised.**

Moved: **Cr Dylan O'Connor**

Seconded: **Cr John Giardina**

Vote: **For**

**Cr John Giardina  
Cr Allan Morton  
Cr Noreen Townsend  
Cr Justin Whitten  
Cr Martyn Cresswell  
Cr Bob Emery  
Cr Dylan O'Connor**

### **Against**

**Cr Frank Lindsey  
Cr Geoff Stallard  
Cr Sue Bilich**

**CARRIED (7/3)**

*C&C 17/2013 was withdrawn as advice received that day from the Federal Member for Hasluck, Mr Ken Wyatt, indicated that a more opportune time for a lobbying for the Shire of Kalamunda projects would be 27 May 2013 to 1 June 2013. Therefore, rather than attend*

*the National General Assembly this year the Shire President and Acting Chief Executive Officer should attend during the Commonwealth Budget Estimates Week to undertake advocacy, an amended Officer Recommendation was therefore put to Council. The Committee Recommendation did not receive a Mover and Lapsed. The new Recommendation was then voted on.*

**10.2.11 C&C 17 Conference Attendance by Shire President and Acting Chief Executive Officer - 2013**

**COMMITTEE RECOMMENDATION TO COUNCIL (C&C 17/2013)**

That Council:

1. Agrees that the Shire President and Acting Chief Executive Officer attend the 2013 National General Assembly of Local Government Conference, with all costs to be borne by the Shire of Kalamunda.
2. Requests a report on the outcomes of the Conference as well as details of meetings held with Federal politicians.
3. Requests that all actual costs and out of pocket expenses be reported to Council in the Report following the Conference.

Moved: **LAPSED**

Seconded:

Vote:

RESOLVED OCM 24/2013

That Council:

1. Authorises the Acting Chief Executive Officer and Shire President to travel to Canberra during the Commonwealth Budget Estimates Week (27 May – 1 June 2013), to undertake advocacy on behalf of the Shire of Kalamunda.
2. All costs to be borne by the Shire of Kalamunda.
3. Requests a report on the outcomes of meetings held with Federal politicians.
4. Requests that all actual costs and out of pocket expenses be reported to Council in the Report following the Conference.

Moved: **Cr Bob Emery**

Seconded: **Cr Allan Morton**

Vote: **CARRIED UNANIMOUSLY (10/0)**

**10.3 Audit and Risk Committee Meeting**

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

<b>Voting Requirements: Simple Majority</b>
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RESOLVED OCM 25/2013

That the recommendations contained in the Audit and Risk Committee Report of 5 March 2013, except withdrawn Item A&R 04 be adopted.

Moved: **Cr Dylan O'Connor**

Seconded: **Cr John Giardina**

Vote: **CARRIED UNANIMOUSLY (10/0)**

**10.3.2 A&R 01 2012 Compliance Audit Return**

EN BLOC RESOLUTION OCM 25/2013

That Council:

1. Adopts the Compliance Audit Return for the year ending 31 December 2012.

**10.3.3 A&R 02 Motor Vehicle Fringe Benefits Tax Compliance Review**

EN BLOC RESOLUTION OCM 25/2013

That Council:

1. Receives the Summary of Recommendations (Attachment 1) received from Grant Thornton and acknowledges action taken by Shire.

**10.3.4 A&R 03 Audit Plan**

EN BLOC RESOLUTION OCM 25/2013

That Council:

1. Notes that the Audit and Risk Committee has received the Audit Plan for 2013 (Attachment 1).

### 10.3.5 A&R 05 CONFIDENTIAL ITEM Status of CAMMS Software Contract

#### EN BLOC RESOLUTION OCM 25/2013

That Council:

1. Supports a counter offer being made to CAMMS that encompasses the payment of annual licence fees as per the following table:

<b>Product</b>	<b>Annual License Fee Cost \$</b>
Interplan	10,288.00
Integrated Project Manager	6,065.00
Risk Manager	5,338.00
Performance Evaluation System	6,065.00
Workforce Planning	4,411.00
Interactive Business Planning	8,725.00
<b>Total Annual Cost</b>	<b>\$40,892.00</b>

2. Notes the Shire of Kalamunda will only agree to pay for annual licence fees and will not enter into a three year agreement.
3. Notes the Agreement signed in May 2012 (Confidential Attachment 1) does not stipulate any implementation fees of \$83,200 are to be paid and the Shire of Kalamunda will advise CAMMS it will not pay the sum of \$27,732 requested for implementation of the data warehouse that was not fully implemented.
4. Agrees if CAMMS does not accept these terms the Shire will withdraw its counter offer and seek further legal advice on this matter.

### 10.3.6 A&R 06 CONFIDENTIAL ITEM Letter from the Department of Local Government in Response to the Forensic Audit Investigation Report

#### EN BLOC RESOLUTION OCM 25/2013

That Council:

1. Receives the letter from the Director General of the Department of Local Government presented as (Confidential Attachment 1).
2. Receives the report on the letter from the Department of Local Government in response to the Forensic Investigation in (Confidential Attachment 2).

3. Receives a summary of actions being taken by the Shire of Kalamunda in addressing the Department of Local Government's findings and recommendations presented in (Confidential Attachment 3).

### **For separate consideration**

*A&R 04 was withdrawn, at the Audit and Risk Committee on 5 March 2013 Councillors requested further information be supplied to them (with respect to expanding the press release). Further information has been circulated to Councillors as requested.*

*All attachments related to this item are confidential.*

#### **10.3.7 A&R 04 Release of Forensic Audit to Public**

<b>Voting Requirements: Simple Majority</b>
---

RESOLVED OCM 34/2013

That Council:

1. Releases a press statement outlining the reason why the Shire is unable to release the details of the forensic audit as per (Confidential Attachment 3 – **Option 1**).
2. Prepares a statement to assist Councillors in responding to queries in relation to the content of the forensic audit as per (Confidential Attachment 3).
3. That the Acting Chief Executive Officer seeks advice with respect to including or expanding the press release to include additional comments without identifying specific items contained in the forensic audit.

Moved: **Cr Frank Lindsey**

Seconded: **Cr Martyn Cresswell**

Vote: **CARRIED UNANIMOUSLY (10/0)**

**This item was discussed under point 15 Behind Closed Doors.**

### 10.3 CHIEF EXECUTIVE OFFICER REPORTS

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

#### 10.4.1 Review of Insight Call System

Previous Items	
Responsible Officer	Director Development & Infrastructure Services
Service Area	Health & Ranger Services
File Reference	
Applicant	N/A
Owner	N/A

#### PURPOSE

1. To provide information with respect to the process for the Call System service provided by Insight.

#### BACKGROUND

2. Insight is the call centre company engaged by the Shire to handle after hours calls and the overflow of calls from the front counter during office hours. Insight has provided this service since July 2007.
3. Insight is engaged through the WALGA preferred supplier system on an annual rolling agreement. Insight also provides this service to 35 local governments.
4. Councillors have raised concerns about being unable to contact staff direct after hours, particularly the duty Ranger.

#### DETAILS

5. Afterhours calls to the Shire, number 08 9257 9999, are diverted to Insight who note the details. Insight actions these calls using a matrix provided by the Shire.
6. The approved matrix is a comprehensive list of questions and responses to be used by Insight to differentiate matters which are urgent and require immediate attention from those which can wait until the next business day. The matrix for urgent matters provides Insight with a contact person (and telephone number) and may relate to various Shire service areas. In some instances the caller may be referred to a State authority such as the Department of Fire and Emergency Services, Police, Water Corporation or Western Power. All calls deemed non-urgent are logged and the caller advised that the matter will be followed up on the next working day.
7. The details of all calls received by Insight are emailed to the Shire twice daily. The early report covers calls received from close of business to 7.30AM the following morning. The late report covers call received from 7.30AM to 8.30AM. These emails are viewed by staff and referred to the relevant service area. Emails received after hours will not be sighted until the next working day.

8. Calls received during duty ranger hours relating to ranger matters are messaged through to the duty Ranger as they are received.
9. When Insight determines an issue is urgent and they are unable to contact the listed officer, a message is left for that person to contact Insight on its hotline number.
10. The hotline number is also provided to Councillors for use as a priority number. Calls to this number are not recorded but are dealt with in accordance to the approved matrix provided by the Shire.
11. In 2012, Insight received 4,930 calls and, as at the end of February 2013, has received 897 calls. While these calls relate to various service areas a significant number relate to Ranger Services or Infrastructure Operations.

### **STATUTORY AND LEGAL IMPLICATIONS**

12. Nil.

### **POLICY IMPLICATIONS**

13. In support of the principles in the *Local Government Act 1995* Councillor requests are directed through the Chief Executive Officer's office. It is the role of the Chief Executive Officer to determine the level of contact between Councillors and staff. Currently Directors' mobile numbers are provided to Councillors.

### **PUBLIC CONSULTATION/COMMUNICATION**

14. A number of local governments were contacted to determine how after hours Councillor contacts were handled and found that three different approaches were taken with regard to afterhours calls:
  - a. Councillors of local governments who provide their own 24 hour security service contact the security service direct, however cannot direct those staff, and in the event of an issue contact the Chief Executive or a Director.
  - b. Councillors of local governments using Insight contact Insight direct and after identifying themselves, pass on the information. Insight process the matter as detailed in the matrix, and if determined to be urgent the contacted officer may contact the Councillor requesting additional information or to advise of the outcome.
  - c. One local government uses an answering machine and in the event of an emergency a message may be left for the duty ranger who assesses the matter and responds accordingly.

### **FINANCIAL IMPLICATIONS**

15. The current cost for Insight to provide this service is in the order of \$17,600 per annum.



16. The current Shire Enterprise Bargaining Agreement for inside staff provides for remuneration as stated in the Enterprise Bargaining Agreement (“EBA”). Currently no employees are on call. If staff received these calls direct after hours there would be budget, Human Resource and Occupational Health & Safety issues to be considered and addressed. Additionally no audit trail would exist to refer back to call history or incidents.
17. If the service was moved in-house, there would be a resultant increase in salary costs in line with the EBA conditions. Due consideration would also be needed with respect to budget, Human Resource and Occupational Health & Safety issues for staff providing this service.
18. If the option of using an alternative provider is considered, the market would need to be tested to ascertain the availability of a provider who can provide a quality economical service comparable to Insight. Telstra have recently provided competitive options to the Shire on the basis of being a corporate client and these options are currently under assessment. In any event this would still operate in the same way as the current operation through Insight.

## **STRATEGIC AND SUSTAINABILITY IMPLICATIONS**

### **Strategic Planning Implications**

19. Nil

### **Sustainability Implications**

#### Social Implications

20. If the service was brought in-house, with limited staff to handle multiple calls, this could result in less effective response and reporting times leading to resident and staff issues.

#### Economic Implications

21. Nil.

#### Environmental Implications

22. Nil.

## **OFFICER COMMENT**

23. Duty ranger mobile numbers are not provided to the public. After hours contact is through the afterhours Insight service.
24. As the Shire promotes a 24 hour service to the local community and currently no staff on call arrangements are in place, there is a need for a call centre to handle after hours calls. This is the most economical and effective system available for the community to contact the Shire outside of office hours.
25. It is the Officer view that based upon the number of calls handled that Insight perform well. It is acknowledged that the efficiency of the service is limited by the information provided by the caller.

26. It is the Officer opinion that the Shire continues to use an afterhours call centre, and in the short term Insight remain that provider. In the longer term an option is that the market is tested to ensure that the current service is cost effective and efficient.
27. The concern of Councillors in contacting staff afterhours is noted. Currently Councillors can contact the Acting Chief Executive Officer or the relevant Director. The matter is then referred to the relevant officer for attention. Responses on the outcome of any action are via the Acting Chief Executive Officer or the relevant Director. It is proposed that the Manager of Governance be added to this contact list.
28. At the present time, the preferred option for afterhours contact is Insight, who will action based on the information as detailed in the matrix.
29. The afterhours agreement arrangements in relation to the use of Insight or some other provider will be reviewed in the 2013/2014 financial year.

<b>Voting Requirements: Simple Majority</b>
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RESOLVED OCM 26/2013

That Council:

1. Notes the information and the inclusion of the Manager of Governance as a senior officer who can be contacted after hours.
2. Agrees to continue with the current afterhours call arrangements through Insight.
3. Requests a review of the afterhours process during the 2013/2014 financial year.

Moved: **Cr Frank Lindsey**

Seconded: **Cr Allan Morton**

Vote: **For**  
**Cr Frank Lindsey**  
**Cr Geoff Stallard**  
**Cr Allan Morton**  
**Cr Noreen Townsend**  
**Cr Justin Whitten**  
**Cr Martyn Cresswell**  
**Cr Bob Emery**  
**Cr Dylan O'Connor**  
**Cr Sue Bilich**  
**Against**  
**Cr John Giardina**

**CARRIED (9/1)**

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

**10.4.2 Chief Executive Officer - Recruitment Process**

Previous Items	OCM 15/2013
Responsible Officer	Manager HR & Organisational Development
Service Area	Office of Chief Executive Officer
File Reference	
Applicant	N/A
Owner	N/A
Confidential Attachment 1	Summary of the consultants who responded to the Request for Quotation - Under Separate Cover <u>Reason for Confidentiality</u> <i>Local Government Act 1995</i> 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."

**PURPOSE**

1. To initiate the process for the recruitment of a Chief Executive Officer ("CEO").

**BACKGROUND**

2. At the Ordinary Council Meeting on 25 February 2013, Council resolved inter alia to:
  1. *Approves the preferred option of Chief Executive Officer Recruitment Committee to seek at least three quotes from appropriately skilled consultants or agencies to undertake the Chief Executive Officer recruitment process.*
  2. *Approves the draft consultant brief and request for quotation*
  3. *Authorises the Acting Chief Executive Officer to issue a consultant brief to each agency or consultant listed to supply a quotation in accordance with the specifications outlined in the Shire of Kalamunda's Request for Quotation.*

**DETAILS**

3. Regulation 18 (c) of the *Local Government [Administration] Regulations 1996* provides that a local government is to approve a process to be used for the selection and appointment of a CEO for the local government before the position of CEO of the local government is advertised.
4. This process requires Council to:
  - Review the position description.
  - Review the Contract of Employment.
  - Determine an interview process and conduct interviews.
  - Making a decision to finalize the appointment.
  - Ensuring absolute confidentiality is maintained by every person involved in the selection process.

5. Five Request for Quotations were sent out to recruitment consultants to assist the Council in the CEO recruitment process. The Request for Quotation closed at 4.00pm on Wednesday 13 March 2012.
6. Three consultants responded to the Request for Quotation being:
  1. Gerard Daniels
  2. Workplace Solutions at Western Australian Local Government Association
  3. Anne Lake Consultancy
7. A summary of the information provided by the three consultants is outlined in (Confidential Attachment 1).
8. On 18 March 2013, the Chief Executive Officer Recruitment Working Party ("CEORWP") met and discussed the information provided by the three recruitment consultants.
9. The CEORWP agreed that the proposal submitted by Anne Lake Consultancy provided Council with the most advantageous process and ensured Council had appropriate input and control of the recruitment process.

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

10. Section 5.36 (4) of the *Local Government Act 1995* and Regulation 18 (c) of the *Local Government (Administration) Regulations 1996* are relevant to the process in particular Regulation 18 (c) requires the Council to approve the process to recruit a CEO.

#### **POLICY IMPLICATIONS**

11. Nil.

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

12. Nil.

#### **FINANCIAL IMPLICATIONS**

13. Anne Lake Consultancy costs involved would be met within the recruitment budget. All costs related to the recruitment process such as advertising will be met within the recruitment budget.

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

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

14. Nil.

##### **Sustainability Implications**

##### Social Implications

15. Nil.

Economic Implications

16. Nil.

Environmental Implications

17. Nil.

**OFFICER COMMENT**

18. The CEORWP recommend Anne Lake Consultancy to be the preferred consultant to assist in the recruitment of a new CEO.

<b>Voting Requirements: Simple Majority</b>
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RESOLVED OCM 27/2013

That Council:

1. Accepts the Chief Executive Officer Recruitment Working Party's recommendation to engage Anne Lake Consultancy to assist it recruit a new Chief Executive Officer as detailed in (Confidential Attachment 1).

Moved: **Cr Noreen Townsend**

Seconded: **Cr Martyn Cresswell**

Vote: **CARRIED UNANIMOUSLY (10/0)**

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

### **10.4.3 Quarterly Progress Report – October – December 2012**

Previous Items	N/A
Responsible Officer	Chief Executive Officer
Service Area	Office of CEO
File Reference	OR-CMA-009
Applicant	N/A
Owner	N/A
Attachment 1	Quarterly Progress Report October – December 2012

#### **PURPOSE**

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

#### **BACKGROUND**

2. The Quarterly Progress Report is a "Interplan" generated report to reflect the progress of individual actions within business units to the Strategic Plan. This ensures that each employee is working towards achieving the strategic direction of the Council.
3. The person responsible for an action or task in interplan is required to provide an update each month, giving an indication of how the action is progressing. Key Performance Indicators ("KPIs") are also updated. This information is collected by interplan to provide an overview of how the organisation is performing.

#### **DETAILS**

4. The quarterly progress report for the period October to December 2012 is presented at (Attachment 1). This report shows the progress of certain major projects for 2012/2013, KPI performance and the progress of the Shire against the five goals set out in the Strategic Plan.

#### **Quarterly Progress Against Goals**

5. Each business unit in the Shire has a business plan, which contains the actions to be achieved in the 2012/13 year. Each of these actions is linked to a strategy, outcome and goal in the Strategic Plan adopted by Council. All goals are progressing well. Of the 537 actions monitored across the organisation, 438 (or 82%) are at 90% or more of their progress target to date.

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## Key Performance Indicators

6. Performance against the Shire's corporate KPIs is shown. Of the 14 KPIs presented, for the period 1 October – 31 December:

- Seven are at or exceeding their target.
- Six are within 10% of their target.
- One is below 10% of its target.

The "traffic light" indicator appearing on the report relates to the KPIs current status (as at 11 March), not to the quarter that is the subject of this report.

7. It should be noted that high targets have been set (for example, 98% of all incoming correspondence is to be responded to within five working days). There are also KPIs over which staff have no control, for example number of building applications received, which also impacts number of applications approved.

8. The KPIs which are reported on have recently been reviewed, to ensure that reporting from 2013/2014 onwards provides more useful, relevant information to Council and the community. The new KPIs will correspond with the introduction of Council's new Strategic Plan.

## Major Projects

9. The progress of a number of major projects for 2012/13 is shown. All projects are at 90% or more of their progress target for the year to date, with the following exceptions:

- Oversee the construction of a toilet block at Jorgensen Park (not yet started).
- Implement the annual footpath construction renewal programme (not yet started).
- Implement the actions defined in the asbestos management plan and audits in line with budget allocation (at 50% of progress target for December).
- Arrange compliance checks of Shire buildings for electrical safety, and programme the installation of RCDs and other upgrades as required (84%).
- Oversee works at Central Hall (KADS) – replacement of roof, replacement of wall in Western direction and major structural refurbishment (48%).
- 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 (40%).
- Oversee the installation of new toilets at the Kalamunda History Village to accommodate visitors on site (70%).

- 
10. All of these projects are within the Infrastructure Operations area. Comments indicating the status of the projects and their current progress are included in pages 6 to 25 of the report.

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

11. Nil.

#### **POLICY IMPLICATIONS**

12. Nil.

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

13. Nil.

#### **FINANCIAL IMPLICATIONS**

14. Nil.

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

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

15. All actions within interplan are linked to the Strategic Plan. This ensures that all projects and tasks that are carried out are done so with the strategic direction of Council in mind.

##### **Sustainability Implications**

###### Social implications

16. Nil.

###### Economic Implications

17. Nil.

###### Environmental Implications

18. Nil.

#### **OFFICER COMMENT**

19. Nil.



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<b>Voting Requirements: Simple Majority</b>
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RESOLVED OCM 28/2013

That Council:

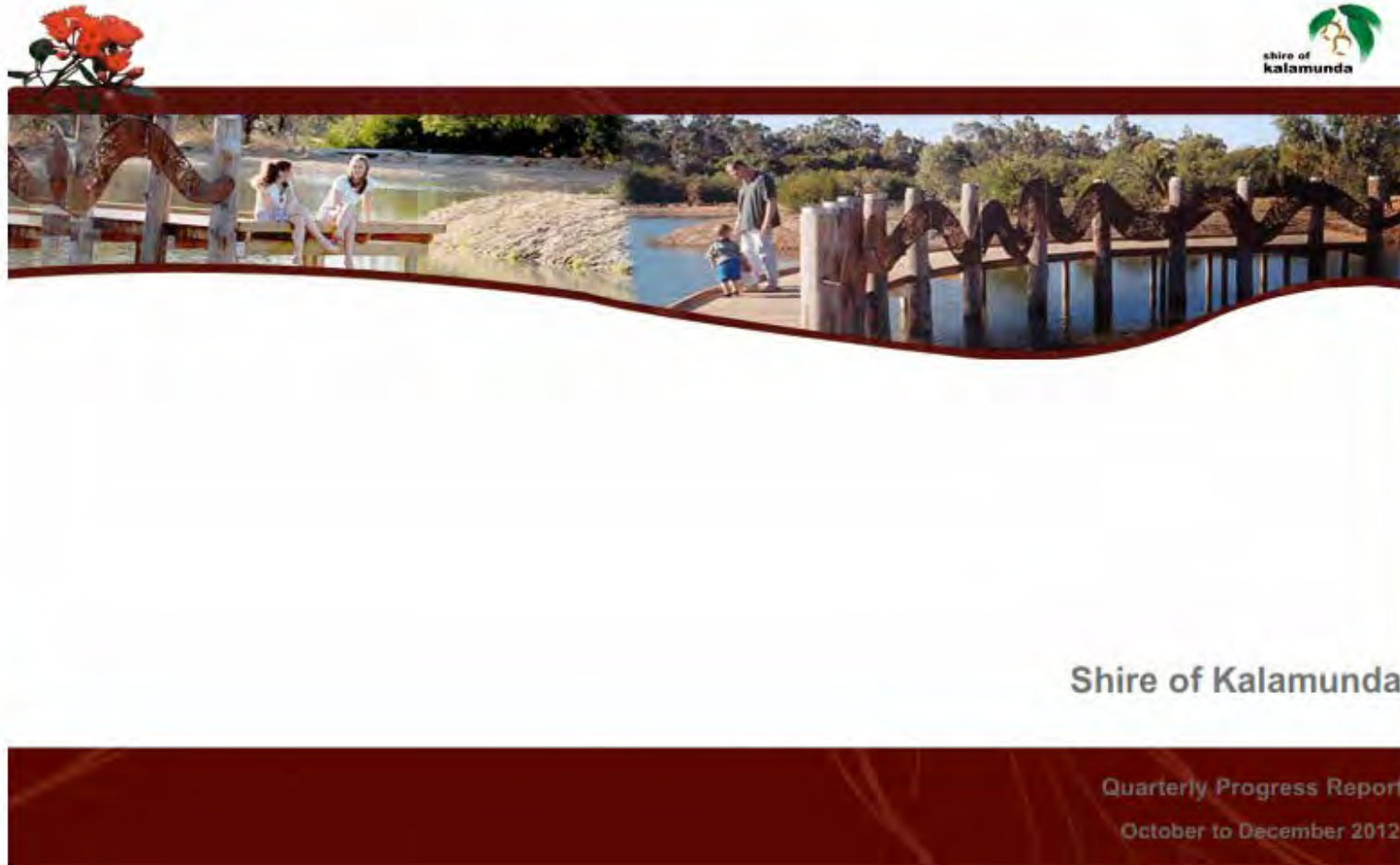
1. Receives the Quarterly interplan Progress Report for October – December 2012.

Moved: **Cr Dylan O'Connor**

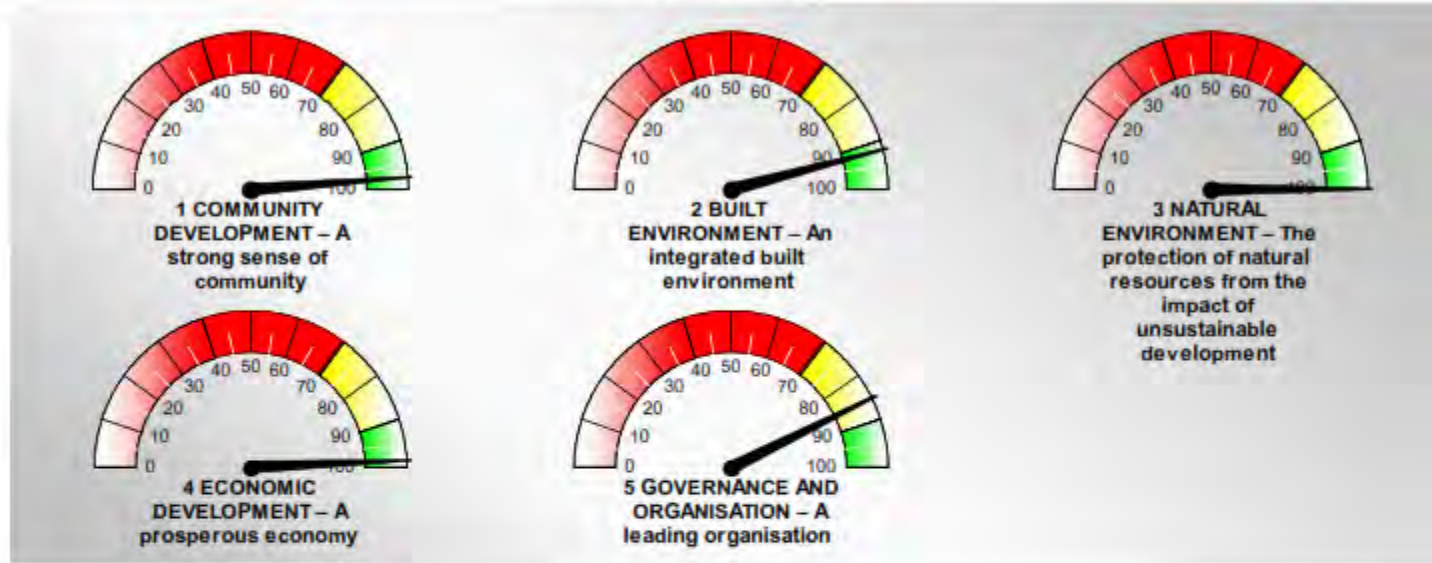
Seconded: **Cr Martyn Cresswell**

Vote: **CARRIED UNANIMOUSLY (10/0)**

**Attachment 1**



Quarterly Progress Against Goals



**Shire of Kalamunda** **October to December 2012 - Quarterly Progress Report**

GOAL AREA	NO. OF COUNCIL PLAN ACTIONS	NO. OF ACTIONS AT LEAST 90% OF TARGET	NO. OF ACTIONS BETWEEN 70 & 90% OF TARGET	NO. OF ACTIONS LESS THAN 70% OF TARGET	NUMBER OF ONGOING ACTIONS	ACTIONS WITH NO TARGET
1 COMMUNITY DEVELOPMENT – A strong sense of community	90	88	1	2	0	1
2 BUILT ENVIRONMENT – An integrated built environment	149	129	4	15	0	1
3 NATURAL ENVIRONMENT – The protection of natural resources from the impact of unsustainable development	23	23	0	0	0	0
4 ECONOMIC DEVELOPMENT – A prosperous economy	22	21	0	1	0	0
5 GOVERNANCE AND ORGANISATION – A leading organisation	253	179	18	46	0	10

Shire of Kalamunda		October to December 2012 - Quarterly Progress Report					
Corporate Scorecard							
Corporate Indicators							
KPI	Jan 12 - Dec 12	Unit	Target YTD	Actual YTD	Period Target	Period Actual	Indicator
<b>Customers</b>							
Customer requests responded to within 5 working days		%	98.00	90.59	98.00	89.15	
<i>Executive Comments :</i>	<b>Performance improved significantly in December.</b> <b>Result for October: 88.23; November: 81.06; December: 98.16.</b>						
Incoming correspondence responded to within 5 working days		%	98.00	90.92	98.00	91.37	
<i>Executive Comments :</i>	<b>Performance improved significantly in December.</b> <b>Result for October: 90.28; November: 89.46; December: 94.38.</b>						
<b>Employees</b>							
Employee turnover rate (FTE terminations as a % of total employees)		%	8.00	1.37	8.00	0.51	
<i>Executive Comments :</i>	<b>Employee turnover increased in December.</b> <b>Result for October: 0.16%; November: 0.16%; December: 1.2%.</b>						
Lost time to injury - number of injuries (per business unit)		#	2.00	0.07	2.00	0.05	
<i>Executive Comments :</i>	<b>Result remaining consistently low.</b> <b>Result for October: 0; November: 0.07; December: 0.07.</b>						
<b>Governance Management</b>							
Councillor enquiries actioned within 2 days		%	100.00	98.00	100.00	98.02	
<i>Executive Comments :</i>	<b>Result remains consistently high.</b> <b>Result for October: 100; November: 94.05; December: 100.</b>						
<b>Project Management</b>							
Projects - % of projects in IPM with budget performance on track		%	98.00	98.81	98.00	97.62	
<i>Executive Comments :</i>	<b>Currently it is not possible to budget at task level in our mangement systems, so individual project budgets can not be monitored accurately.</b> <b>Result for October: 92.86; November: 100; December: 100.</b>						
Projects - % of projects in IPM with project progress on track		%	98.00	93.46	98.00	89.14	
<i>Executive Comments :</i>	<b>Performance remaining consistent.</b> <b>Result for October: 86.70; November: 90.54; December: 90.18.</b>						

Shire of Kalamunda

October to December 2012 - Quarterly Progress Report

**Corporate Indicators**




KPI	Jan 12 - Dec 12	Unit	Target YTD	Actual YTD	Period Target	Period Actual	Indicator
<b>Statutory Compliance</b>							
Building applications outstanding		#	225.00	110.00	112.50	3.00	
Executive Comments :	There currently are no applications outstanding. Currently 31 applications pending for various reasons. Result for October: 0; November: 2; December: 1.						
Building applications received		#	840.00	941.00	420.00	485.00	
Executive Comments :	Numbers down for the month, but 36.5% up on the same period last year (ie 38 more applications). Includes 10 for Country Shires. Result for October: 153; November: 205; December: 127.						
Building licences approved		#	870.00	889.00	435.00	490.00	
Executive Comments :	Number down mainly due to a number being pending due to Planning and other outstanding issues. Absenteeism has also contributed. Number includes 7 Country Shire approvals. Result for October: 172; November: 182; December: 136.						
Development applications determined within 20 days		#	250.00	256.00	125.00	151.00	
Executive Comments :	The delegation available to officers means that the required amount of applications to be determined within 20 days is not always achievable. If applications are required to be determined by Council or the WA Planning Commission the determination period will always exceed 20 days. Result for October: 66; November: 35; December: 50.						
Planning applications approved		#	360.00	326.00	180.00	177.00	
Executive Comments :	Includes Codes Approvals, however not always clear whether processed by Planning or Building. Result for October: 53; November: 55; December: 69.						
Planning applications outstanding		#	30.00	23.00	15.00	19.00	
Executive Comments :	Excludes Structure Plans and Scheme Amendments which would exceed 20 day period. Result for October: 8; November: 7; December: 4.						
Planning applications received		#	360.00	387.00	180.00	203.00	
Executive Comments :	Cannot ensure a minimum number of applications are received. Result for October: 83; November: 79; December: 41.						










Shire of Kalamunda

October to December 2012 - Quarterly Progress Report




**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
<b>Goal:</b> 1 COMMUNITY DEVELOPMENT – A strong sense of community						
<b>Outcome:</b> 1.1 Enhanced quality of life for the aged and disabled						
<b>Strategy:</b> 1.1.2 Facilitate the provision of the required level of high and low residential care places in the appropriate locations to meet current and future demand by collaborating with residential care providers						
1.1.2.1 Manage the investigations and ongoing development associated with aged care facilities being developed on Wilkins Road	Manager Economic, Property & Procurement Services	85.00%	In Progress	01/05/2011	30/06/2013	
<b>PROGRESS COMMENTS</b> Amendment to the Metropolitan Region Scheme with the West Australian Planning Commission. Council initiated Local Planning Scheme Amendment in February.						
<b>Strategy:</b> 1.1.3 Expand home support and community care services so that remaining at home as independently as possible is a realistic option for most aged and disabled						
1.1.3.3 Ensure that the Kalamunda Home and Community Care Business Case (2010-2014) is reviewed annually.	Manager Community Care	67.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> The Community Care service participated in a Quality Review, as directed by the Department of Health (HACC) and the Department of Health and Ageing (CACP) in November 2012. The data from this process will assist with the review of the Community Care Business Case.						
1.1.3.1 Develop, implement and monitor a robust continuous improvement process	Manager Community Care	67.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> All mechanisms in place to capture feedback from stakeholders continue to be well used and result in continual improvement of processes and practices.						
<b>Strategy:</b> 1.1.4 Ensure that people with disabilities have the same opportunities as other people to access the services, events and facilities of the Shire						

Shire of Kalamunda		October to December 2012 - Quarterly Progress Report					
<b>Strategy:</b> 1.1.4 Ensure that people with disabilities have the same opportunities as other people to access the services, events and facilities of the Shire							
1.1.4.3 Oversee the construction of an accessible toilet and changing room at Kalamunda Water Park (IPM Project PR-7107/12)	Maintenance	Coordinator Building	62.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Work Commenced 11 February  Brickwork completed. Roof Construction to be completed week ending 10th March. (Estimated completion will be Mid April)							
<b>Outcome:</b> 1.2 A vibrant Arts and Cultural life community							
<b>Strategy:</b> 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							
1.2.1.7 Review the Shire's Community Cultural Plan with community input.	Cultural Services	Coordinator Community &	70.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> A cross-organisation project working group comprising representatives from the Zig Zag Cultural Centre, Kalamunda Performing Arts Centre and the broader community development team meets on a monthly basis to better integrate and maximise utilisation of cultural assets.							
1.2.1.13 Oversee the development of the Kalamunda Community Garden.	Cultural Services	Coordinator Community &	70.00%	In Progress	01/09/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> GIY Kalamunda conducted a Busy Bee on the 10th February 2013 and intend to conduct additional Busy Bees in the lead up to the proposed grand opening on 1st April 2013.							
1.2.1.6 Ensure the Shire gains optimum value from the Kalamunda Performing Arts Centre through the provision of a varied programme of activities.		Customer Service Officer - Kalamunda Performing Art Centre	70.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Along with the successful Morning Music series, a strong variety of programming is planned for 2013 including Gold Logie award winner John Wood (When Dad Married Fury - October) and renowned actress Amanda Muggleton (The BookClub - June). In addition we have opera in the form of Fiona Mariah, The Ten Sopranos, and an African/Creole singer Grace Barbe. Through negotiation with performers, the Shire continues to take on 'shared-risk/profit' arrangements which continue to be a successful means to bring quality shows whilst minimising programme cost implications.							



Shire of Kalamunda		October to December 2012 - Quarterly Progress Report					
<b>Strategy:</b> 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							
1.2.1.5 Oversee Men's Shed operations, inclusive of the relocation of the Kalamunda Men's Shed.	Cultural Services	Coordinator Community &	100.00%	In Progress	01/07/2012	31/12/2012	
<b>PROGRESS COMMENTS</b> Final insulation works and installation of airconditioning for the Kalamunda Men's Shed relocation at the Lesmurdie Scout Hall has been completed as the final components of the project.  A short-term shared arrangement of the Men's Shed Boss over an eight week period to assist in assessing the Foothills Men's Shed operations commenced 19th February 2013.							
<b>Strategy:</b> 1.2.3 Support the community's desire to celebrate culture through a broad cross-section of festivals and events whilst maximising partnerships and financial opportunities							
1.2.3.1 Assist with the preparation of locations for festivals and other community events		Parks Supervisor (Reticulation)	50.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Preparation for Christmas celebrations are in progress through out the Shire							
<b>Outcome:</b> 1.3 The community has access to a diverse range of recreational opportunities							
<b>Strategy:</b> 1.3.1 Manage the effective promotion, planning and usage of recreational spaces, services and facilities							
1.3.1.10 Undertake a review of the Community Facilities Plan priorities in conjunction with the long term financial plan.	Development	Manager Community	84.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Major projects identified within the Community Facilities Plan have been put forward for integration within the long term financial plan. This will continue to be reviewed and considered through annual budget deliberation processes. An updated 20 Year financial priorities plan shall be presented to Council on 2 April 2013.  Following a successful Community Sport and Recreation Facilities Fund submission CCS Strategic were engaged to commence the Darling Range Masterplan Study of which a final report will be presented to Council in May 2013.  Other projects that have been identified within the Community Facilities Plan are also underway, including: - Hartfield Park Recreation Centre Needs and Feasibility Study - Foothills Water Proofing Strategy - Forrestfield Skatepark - Equestrian relocation							

Shire of Kalamunda

October to December 2012 - Quarterly Progress Report

**Strategy:** 1.3.1 Manage the effective promotion, planning and usage of recreational spaces, services and facilities

**PROGRESS COMMENTS**

- Morrison Oval clearing (Department of Environment and Conservation application)
- Forrestfield Bowling Club Carpark
- Woodlupine Nature Playspace
- Lalor Place, Fleming Reserve and Ollie Worrell playgrounds.

Recent Liberal Party funding pledge amounts of \$6M and \$1M towards Hartfield Park Master Plan and Kostera Oval respectively, have presented a unique opportunity to fast track large scale projects. Pending election results, Council shall be in a position to consider the appropriate approach.

1.3.1.9 Monitor the performance of the Kalamunda Water Park.	Coordinator Recreation Services	67.00%	In Progress	01/07/2012	30/06/2013	
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**PROGRESS COMMENTS**

Financial and monthly reporting processes for 2012/2013 finalised with YMCA.

Due to lower than anticipated attendance rates, income for the months of December and January have been under budget, however expenditure has been reduced to offset this, with Council's net subsidy operating on budget.

A presentation is being prepared to Council in April to provide an overview of the performance of the Water Park.

1.3.1.14 Oversee the construction of lighting and fencing at Malda Vale Reserve (IPM project PR-7071/12)	Maintenance Coordinator Building	85.00%	In Progress	01/07/2012	30/06/2013	
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**PROGRESS COMMENTS**

Full design, complete with preliminary costing provided to project initiators - Community Development Manager and Recreation Services Coordinator. Meeting Held with Electrical Engineer and Manager of Infrastructure and Operations to discuss future of the proposal on 22 February.

The cost of the project as per the required design per standards exceeded anticipated costs. Project to be deferred due to required expenditure not in keeping with Community Facilities Plan and long term plans for the site as well as the current budget allocation.

All preliminary design to be completed and signed off for future referencing.

Highly probable this project will not be developed further until a Master Plan is developed for long term requirements of the total Malda Vale reserve site.

1.3.1.13 Oversee the construction of a toilet block at Jorgensen Park (IPM Project PR-7044/12)	Maintenance Coordinator Building	0.00%	Not Started	01/07/2012	30/06/2013	
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**PROGRESS COMMENTS**



Shire of Kalamunda October to December 2012 - Quarterly Progress Report

**Strategy:** 1.3.1 Manage the effective promotion, planning and usage of recreational spaces, services and facilities

**PROGRESS COMMENTS**

Information is being sought from potential suppliers of type of facility that may be installed.  
A site plan is being drafted as a starting point. This is still in progress. Site has been surveyed in December.

2. Development stage (step 2) will be a result of satisfactory concept being developed. Stakeholder and project control group to agree on outcomes prior to proceeding.  
3. Execution stage (step 3 - actual construction of building) is TBA

This project to be a carry over into 2013/14.

1.3.1.2 Investigate alternative locations for users of Pioneer Park Recreational Reserve	Coordinator Recreation Services	67.00%	In Progress	01/07/2012	30/06/2013	
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**PROGRESS COMMENTS**

Preliminary costing provided by electrical consultant indicates that the project may cost in excess of \$750,000.

As such, further investigation to occur into other potential options, remediating the issues at Pioneer Park.

1.3.1.7 Undertake the development of a Masterplanning process for Darling Range Sports College Public Open Space.	Coordinator Recreation Services	67.00%	In Progress	01/07/2012	30/06/2013	
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**PROGRESS COMMENTS**

Draft report including potential design options received. Officers are now working with the consultant to finalise the report and determine preferred design options.

**Strategy:** 1.3.2 Develop the current shared pathways network to adequately provide for walking, cycling and recreational hiking

1.3.2.1 Contribute towards the development of a Regional Trails Masterplan in conjunction with the Shire of Mundaring, Department Environment Conservation and Eastern Metropolitan Regional Council.	Coordinator Recreation Services	67.00%	In Progress	01/07/2012	30/06/2013	
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**PROGRESS COMMENTS**

Survey and audit of existing trail facilities completed.

Draft report received, with Officers now in the process of reviewing and providing feedback.

It is envisaged that the report will be finalised by June 2013.

Shire of Kalamunda		October to December 2012 - Quarterly Progress Report					
<b>Strategy:</b> 1.3.4 Develop active and passive recreational facilities based on environmentally sustainable principles							
1.3.4.9 Implement Woodlupine Living Stream Project	Coordinator	Environmental	67.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Council endorsed Earthcare Landscapes as the preferred tenderer to undertake construction of the naturescape playground. The Shire Parks Department has undertaken a lot of work recently to improve the entire area due to a number of residential complaints. The Department of Water have been contacted to initiate the removal of bullrush from a water body in Magma Crescent which in the future will block water flow. Team meetings regarding the project have continued to occur.							
1.3.4.3 Investigate alternative water sources at Hartfield Park Reserve		Recreation Services Officer	67.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> The Shire was recently notified that the Community Sport and Recreation Facilities Fund application submitted to Department of Sport and Recreation in September was unsuccessful.  Stage 2 of the Hydrology tests are now nearing completion, with an update to be provided to Council in April/May.							
1.3.4.2 Develop and upgrade Lalor Place POS to a Local level developed park (IPM Project PR-7109/12)		Coordinator Recreation Services	67.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Awaiting approval from the Minister for Planning to utilise cash-in-lieu funds to undertake the project.							
<b>Outcome:</b> 1.4 The Shire of Kalamunda is a safe and secure community							
<b>Strategy:</b> 1.4.2 Facilitate and, where appropriate, support and educate the community in the development and implementation of community safety and crime prevention initiatives							
1.4.2.1 Research and develop a Safer Community Strategy.		Director Corporate and Community Services	50.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Research is being undertaken and the Strategy is being drafted. Due for completion by March 2013.							
<b>Strategy:</b> 1.4.3 Ensure effective planning for and coordinated management of emergencies within the Shire							
1.4.3.1 Facilitate the development and implement a community action plan for the Zig Zag antisocial issues in Gooseberry Hill.		Director Corporate and Community Services	100.00%	Completed	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b>							
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Shire of Kalamunda		October to December 2012 - Quarterly Progress Report					
<b>Strategy:</b> 1.4.3 Ensure effective planning for and coordinated management of emergencies within the Shire							
<b>PROGRESS COMMENTS</b>							
A series of three workshops have been undertaken. An Action Plan has been drafted from the outcomes of these workshops and is currently in circulation within the community working group. Council adopted the Action Plan in December 2012.							
<b>Outcome:</b> 1.5 Opportunities and support for young people							
<b>Strategy:</b> 1.5.1 Facilitate a coordinated approach to identifying and meeting the needs of young people, maximising partnerships and financial opportunities							
1.5.1.2 Undertake an audit of skate park facilities within the Shire to determine future needs and establish priorities.	Cultural Services	Coordinator Community &	100.00%	In Progress	01/07/2012	01/03/2013	
<b>PROGRESS COMMENTS</b>							
Following recent Council decision to progress the Forrestfield Skate Park facility as a priority project the skatepark audit report with recommendations has been completed with key development recommendations to be incorporated within the pending Community Facilities Plan review.							
1.5.1.1 Manage the implementation of the Shire's Youth Consultation Plan, consulting and empowering young people and service providers as appropriate to assist in the delivery of services and activities programmed and/or budgeted.	(Youth)	Strategic Projects Team Leader	84.00%	In Progress	01/07/2011	30/06/2013	
<b>PROGRESS COMMENTS</b>							
Youth Consultation Plan - priority tasks being progressed as follows:							
1.Youth Communications							
<ul style="list-style-type: none"> <li>• Youth pages on Shire website being refreshed.</li> <li>• Youth Facebook pages re-vamped and 'live' with 35 'likes' (extra promotion via wristbands).</li> </ul>							
2.Youth Council							
<ul style="list-style-type: none"> <li>• Youth &amp; Community Assistant working with key young people on a project basis with potential to form nucleus of an advisory group</li> <li>• Recruitment drive to involve schools in March - with possible leadership/teambuilding workshop planned for April/May.</li> </ul>							
3.Skate Facilities							
<ul style="list-style-type: none"> <li>• Forrestfield Skate Facility - Community Sporting and Recreation Facilities Fund application successful (\$146,722), funding agreement with Department of Sport and Recreation to be completed 31 March 2013. Awaiting outcome of Cash-in-lieu application - WA Planning Commission.</li> <li>• Skate Park &amp; BMX jumps inspection schedule continues to be implemented (fortnightly).</li> </ul>							
4. Youth Programming/Events							
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Shire of Kalamunda





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**Strategy:** 1.5.1 Facilitate a coordinated approach to identifying and meeting the needs of young people, maximising partnerships and financial opportunities




**PROGRESS COMMENTS**

- School holiday workshops: 2 x Photography (26/27 April) & Art/Sculpture (commencing 20 April)
- Ramp it Up Skate event (4 May)
- Youth Arts Fest - Exhibition in Zig Zag Gallery (22-28 May) and Celebration Event (25 May).
- Kalamunda Careers Expo (11 June) - confirmed involvement to date of 500+ students, 35 industry providers and an inspirational speaker.

Shire of Kalamunda		October to December 2012 - Quarterly Progress Report				
<b>Goal:</b> 2 BUILT ENVIRONMENT – An integrated built environment						
<b>Outcome:</b> 2.1 Meeting community needs today and into the future						
<b>Strategy:</b> 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	Manager Economic, Property & Procurement Services	80.00%	In Progress	01/09/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Expression of interest for RDAF funding unsuccessful in Round 4. Strategy being developed to liaise with Federal Government directly.						
<b>Strategy:</b> 2.1.2 Design and implement effective decision making frameworks for asset management						
2.1.2.1 Ensure Asset Management Plans are implemented for each class of assets.	Manager Infrastructure Operations	67.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Asset Management Policy completed. Asset Management Strategy in final stage of review. Draft Plans for Stormwater, Parks and Fleet are in final stage of review.						
<b>Strategy:</b> 2.1.5 Ensure the local planning scheme, strategy and policies appropriately consider future growth expectations						
2.1.5.1 Preparation of the Local Housing Strategy	Coordinator Statutory Planning	90.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Strategy essentially finalised and is being edited by consultant. Likely to be presented to Council to request advertising by April.						
<b>Outcome:</b> 2.2 Development of urban design to meet community aspirations of history, heritage and lifestyle values						
<b>Strategy:</b> 2.2.1 Support the preservation of historic sites and buildings						
2.2.1.2 Undertake a review of the Municipal Inventory of Heritage Places.	Coordinator Strategic Planning	67.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> In house review of the records is under way. Waiting for adoption of the 2012/13 Budget before the consultant is engaged. Brief for the consultant has been sent out. Steering committee is being assembled. Consultant has been engaged for the Stage 1 that is proposed to be completed by the end of 12/13 financial year Consultancy work is on target (the first draft to be completed by the first week in March- Stage 1)						

Shire of Kalamunda		October to December 2012 - Quarterly Progress Report				
<b>Strategy:</b> 2.2.1 Support the preservation of historic sites and buildings						
<b>Strategy:</b> 2.2.2 Ensure that the construction of buildings, roads, footpaths, and other elements of the built environment is carried out in compliance with legislation, the local planning scheme, strategy, policies and best practice environmental design principles						
2.2.2.12 Develop drainage guidelines including water sensitive urban design principles and ensure these are provided on the Shire website.	Manager Infrastructure Operations	67.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> New guidelines are being developed by peak bodies and these will be incorporated into the Shire's methodology. Several guidelines are now in use. Alternate methods of stormwater disposal need to be incorporated into the planning/building and environmental BU's. Need for additional GPT and other water treatment devices is recognised to maintain water quality in basins, lakes, creeks and channels.						
<b>Outcome:</b> 2.3 Long term viability of infrastructure and facilities						
<b>Strategy:</b> 2.3.2 Maintain, refurbish or upgrade existing infrastructure to encourage increased utilisation and extension of asset life						
2.3.2.1 Implement the annual footpath construction renewal programme.	Supervisor - Footpaths	0.00%	Not Started	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Milner Road, Forrestfield has not yet started due to the area being in the process of a possible rezone. Project on hold at this stage.						
2.3.2.16 Implement annual car park construction programme	Works Supervisor - Roads	66.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Kalamunda Bowling Club Carpark hotmix completed, linemarking outstanding. Dome carpark hotmix and linemarking completed.						
2.3.2.19 Implement the annual road renewal construction programme	Works Supervisor - Roads	66.00%	In Progress	01/07/2011	30/06/2021	
<b>PROGRESS COMMENTS</b> Chisolm Crescent, hot mix completed. Berkshire Road, hotmix completed, linemarking and path repairs outstanding. Merrivale Road, hot seal completed. Mundaring Weir Road backfill completed, linemarking outstanding. Victory Road, completed.						



Shire of Kalamunda		October to December 2012 - Quarterly Progress Report					
<b>Strategy:</b> 2.3.2 Maintain, refurbish or upgrade existing infrastructure to encourage increased utilisation and extension of asset life							
2.3.2.10 Implement the annual drainage construction programme	Works Supervisor - Drainage	67.00%	In Progress	01/07/2012	30/06/2013		
<b>PROGRESS COMMENTS</b>							
<p>August 2012 Bailey Road Drainage - Waiting for the completion of the dilapidation reports of 14 houses. Reports completed. Drainage completed. Kerb footpath outstanding. COMPLETED</p> <p>November 2012 Victory Place - Install side entries and 2 x 1800 x 1800 soak wells, Start 19/11/12. Completed</p> <p>December 2012 Ray Owen Reserve - Install soak well and connect to existing system. Completed.</p> <p>January 2013 Canning Road - Install new drainage system into existing system. Completed.</p> <p>February 2013 Graham Road - Install soak wells. Completed.</p> <p>February 2013 Berkshire Road - Install side entries. Completed.</p> <p>February March 2013 Traylen Road - Creek restoration. Ongoing.</p>							
2.3.2.18 Implement the actions defined in the asbestos management plan and audits in line with budget allocation	Maintenance	Coordinator Building	25.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b>							
<p>Review of Asbestos Management plan and Asbestos Management Register is underway to improve outcomes and functionality . MIO is fully aware of current status. Coffey Group (Environmental Consultants) have been engaged for review of the AMP. Asbestos register is also being revised at this time. 1st Draft of Asbestos Management Plan updates are being reviewed. An updated works program is also underway.</p> <p>Sites where asbestos removal has been undertaken to date:</p>							
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**Strategy:** 2.3.2 Maintain, refurbish or upgrade existing infrastructure to encourage increased utilisation and extension of asset life

**PROGRESS COMMENTS**

Edinburgh Rd Centre (FIRS) - Shed roof  
Anderson Rd Community Centre (Foothills Men's Shed) - workshop area only

2.3.2.25 Arrange compliance checks of Shire buildings for electrical safety, and programme the installation of RCDs and other upgrades as required	Maintenance	Coordinator Building	42.00%	In Progress	01/07/2012	30/06/2013	 YELLOW
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**PROGRESS COMMENTS**

Scheduled works in January:  
Morison Oval Pavilion (and public WC) cricket club - 95% complete  
Edinburgh Rd. Centre - completed  
Anderson Rd demountable - completed  
Anderson Rd Community Centre - completed

Maida Vale Tennis Club - rescheduled for 18th February  
Maida Vale Reserve kiosk - rescheduled for 18th February  
Other sites where works scheduled February:  
Range View Tennis Club  
Scott Reserve Pavilion  
Town Square Hall  
Lesmurdie Hall  
Ray Owen Pavilion (Football)

2.3.2.17 Implement the annual drainage renewal construction programme		Works Supervisor - Drainage	67.00%	In Progress	01/07/2012	30/06/2013	 GREEN
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**PROGRESS COMMENTS**

Renewals programmed for 2012 - 2013:  
Blackbutt Way. Completed.  
Traylen Road - creek restoration. Ongoing.  
Courtney Place.

2.3.2.40 Oversee works at Central Hall (KADS) - replacement of roof, replacement of wall in Western direction and major structural refurbishment (IPM Project PR-5176/10)	Maintenance	Coordinator Building	24.00%	In Progress	01/07/2012	30/06/2013	 YELLOW
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Shire of Kalamunda

October to December 2012 - Quarterly Progress Report

**Strategy:** 2.3.2 Maintain, refurbish or upgrade existing infrastructure to encourage increased utilisation and extension of asset life

**PROGRESS COMMENTS**

Scoping of works required is being carried out to original design Architect - Trevor Chudeigh

An estimated time frame of how the work will proceed is:

1. Scope/specification – finalised 14th February 2012.

Approvals – February meeting with key stakeholders to confirm meeting of expected outcomes.

3. RFT (Tender) – End of February

4. Award contract to Builder/Roofing contractor – April

5. Actual start-up date – TBA (depending on negotiation with successful construction company) & consultation with KADS and other affected parties (Markets).

6. Duration of work on roof – estimated 4 weeks, estimated work to disabled toilet and cladding 5 weeks.

**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)

Maintenance Coordinator Building

20.00%

In Progress

01/07/2012

30/06/2013



**PROGRESS COMMENTS**

Concept is completed and finalised (1). Consultation with local Historical society has been undertaken comprehensively.

Project is currently in final part of Development stage (2).

Execution stage (3 - actual construction of building) is likely to commence early in new year.

Works Schedule (as planned):

1. Quotes for supply and installation of suitable toilet facility and shade shelter in subscribed location (obtained) RFQ closing date was 30th November - to be assessed.

2. Approvals – March (Building / Planning Dept.) to be obtained by supplier

4. Award contract to successful quote (after assessment)

5. Actual start-up date – TBA (depending on negotiation with successful construction company) & consultation with YMCA.

6. Duration of work – estimated 2-3 weeks from commencement date - TBA

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)

Maintenance Coordinator Building

35.00%

In Progress

01/07/2012

30/06/2013



**PROGRESS COMMENTS**

Work at this site for this project is tracking well, the following tasks have been completed.

1. Scope/specification for septic tank layout - Completed

2. Approvals – WA Health Department - Obtained

Shire of Kalamunda

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**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**

3. Site works – installation of septic tanks and leach drains - Completed

An estimated time frame of remaining works and how the work will proceed is:

4. Award contract to contractor – February

5. Start-up date for toilet installation – TBA (depending on negotiation with company) & consultation with History Village re: their operating times & schedule

6. Duration of work septic – allowed 2 weeks (including site works), estimated work for toilet installation and cladding 3 weeks.

Advised by main user group (History Village) that January - Mid February is ideal time for works.

**Strategy:** 2.3.4 Maintain and improve local road and verge networks and implement traffic management initiatives where required

2.3.4.17 Seek funding from Federal Government, and other sources for National and State Black Spot projects, including potential Black Spot locations.

Director Development and Infrastructure

100.00%

Completed

01/07/2012

30/06/2013



**PROGRESS COMMENTS**

No funding application was submitted under the National and State Blackspot Programme for 13/14. The last date for submission was 10th July 2012. Due to the staff turnover the application could not be completed.

2.3.4.22 Oversee works on Abernethy Road, from Dundas Road to Kalamunda Road (IPM Project PR-5726/10)

Manager Infrastructure Operations

100.00%

Completed

01/07/2012

30/06/2013



**PROGRESS COMMENTS**

Project has been cancelled.

**Strategy:** 2.3.5 Develop and facilitate private/public partnerships to fund and provide infrastructure and facilities

2.3.5.3 Cell 9 Project Management

Manager Development Services

68.00%

In Progress

01/07/2012

30/06/2013



**PROGRESS COMMENTS**

Project management of the Scheme ongoing.

The new Developer Contribution Rate of \$27,335 was adopted at the Ordinary Council Meeting on the 17 December 2012.




The owner of Lot 30 Hale Road has agreed for the Scheme to acquire a 3017sqm portion of the site to allow for Arthur Road to be extended through to the Promenade. A legal agreement is currently being prepared to this effect.

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<b>Strategy:</b> 2.3.5 Develop and facilitate private/public partnerships to fund and provide infrastructure and facilities						
2.3.5.1 Investigate opportunities for the development of Pioneer Park.	Director Corporate and Community Services	50.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> An environmental assessment has been completed by OTEK Environmental indicating the levels of environmental impacts occurring at the site. Preliminary discussion with LandCorp indicate an interest from LandCorp to assist in the development of the site. A Project team will assess all options in the report and develop a report on the options for the future of Pioneer Park .						
<b>Goal:</b> 3 NATURAL ENVIRONMENT – The protection of natural resources from the impact of unsustainable development						
<b>Outcome:</b> 3.2 Develop and implement local and regional policies and initiatives to mitigate climate change impacts						
<b>Strategy:</b> 3.2.5 Facilitate and encourage the use of alternative renewable energy sources						
3.2.5.1 Develop, implement and review the Shire's local and regional initiatives to mitigate and adapt to climate change impacts through the Carbon Emissions Reduction Action Plan.	Coordinator Environmental	67.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> EcoAdvance will present the findings in February regarding energy audits of the Administration building and Ray Owen facility to the Senior Managers Group in March . The environment team is currently collecting quotes to initiate some of these actions in the new financial year. EMRC have currently working on a project plan for the Shire to undertake - Achieving Carbon Emissions Reduction.						



Shire of Kalamunda





October to December 2012 - Quarterly Progress Report

<b>Goal:</b> 4 ECONOMIC DEVELOPMENT – A prosperous economy							
<b>Outcome:</b> 4.1 Improved transport access to Perth CBD and other major centres / facilities							
<b>Strategy:</b> 4.1.2 Advocate for the extension of rail facilities to the Perth airport and the Kalamunda region							
4.1.2.1 Identification of preferred Perth Airport Rail route alignment and location of railway station east of Perth International Airport.	Services	- Manager Development	68.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Working with the Perth Transport Authority (PTA) to identify a preferred rail alignment into High Wycombe. A meeting was held with the PTA on 4 September 2012. Subsequent to the meeting a letter has been forward to the PTA in support of the proposed rail line extension and park and ride facility in High Wycombe.							
<b>Strategy:</b> 4.1.3 Work with the Department of Planning, other relevant government agencies, and other local governments to implement the Kewdale-Hazelmere Integrated Master Plan							
4.1.3.2 Oversee the design for the upgrade of Abernethy Road to dual carriageway (from railway bridge to Kalamunda Road).		Manager Infrastructure Operations	100.00%	Completed	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Design completed.							
4.1.3.3 Continue planning strategies for Stage 2 and 3 of the Forrestfield/High Wycombe Industrial Area.	Services	Manager Development	68.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Working with the following Consultants to progress the planning of the industrial areas: TPG Planning Consultants - Structure Plan and MRS Submission Strategen Environmental Consultants - Water Monitoring and LWMS Shawmac - Traffic and Servicing Report  The Environmental Review, District Water Management Strategy, Servicing Report and Traffic Report have all been reviewed and comments provided back to the consultants on the required changes to each of the documents. The Department of Water have advised that no further water monitoring beyond December 2012 for Stages 2 and 3 is required. The changes have been made by the Consultants to the reports and returned to the Shire for final review. Once completed the Metropolitan Regional Scheme Submission Report to the WA Planning Commission will be prepared.							




Shire of Kalamunda

October to December 2012 - Quarterly Progress Report

<b>Strategy:</b> 4.1.3 Work with the Department of Planning, other relevant government agencies, and other local governments to implement the Kewdale-Hazelmere Integrated Master Plan							
4.1.3.4 Finalise Planning Requirements for Stage 1 of the Forrestfield / High Wycombe Industrial Area.	Services	Manager Development	100.00%	Completed	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Structure Plan presently with the WA Planning Commission for endorsement. Scheme Amendment 48 to establish Scheme provisions for the Developer Contribution Plan for Stage 1 was endorsed by Council on 27 August. Amendment 48 approved by the Minister on 5 February. Structure Plan endorsed by the WA Planning Commission on 26 February 2013. Planning for Stage 1 now finalised. Development applications for Stage 1 can now be received.							
<b>Outcome:</b> 4.2 Increased opportunities for local business and employment							
<b>Strategy:</b> 4.2.4 Preserve the economic viability of agricultural and viticultural land use activities							
4.2.4.1 Hills Orchard Study Review.		Coordinator Strategic Planning	67.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> The results from the residents questionnaire have been collated and 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 were prepared and presented to the working group in December 2012. Soil mapping information has been obtained from the Department of Agriculture. Staff is currently working on the draft Review document. It is anticipated that the first draft review recommendations will be ready to be presented to Council by 9 March 2013 and the draft report completed by the end of April 2013. The project on track in February							



Shire of Kalamunda		October to December 2012 - Quarterly Progress Report				
<b>Goal:</b> 5 GOVERNANCE AND ORGANISATION – A leading organisation						
<b>Outcome:</b> 5.1 Governance and planning						
<b>Strategy:</b> 5.1.1 Develop, implement and regularly review the Shire's strategic management plans and corporate business plans						
5.1.1.2 Produce a draft Strategic Community Plan and a community engagement strategy in line with new Integrated Planning Legislation.	Director Corporate and Community Services	50.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> The draft Plan was endorsed by Council in November 2012 to be advertised for public comment for 60 days.  All community comments have now been compiled and reviewed. The Plan will be presented to Council in March for adoption.						
5.1.1.3 Implement the Strategic Community Plan 2012-2022 and the Community Engagement Strategy.	Director Corporate and Community Services	50.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> An implementation roll out plan will be developed once the documents have been adopted by the Council.						
5.1.1.15 Develop a Long Term Plan for IT that highlights forecasted equipment needs, likely software reviews and replacements, service levels and future trends in IT that the Shire should be investigating over the next 10 years.	Manager Technology and Corporate Support	60.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> The IT Infrastructure Audit is at 2nd draft, this will be presented to Council on the 25th of March						
<b>Strategy:</b> 5.1.3 Ensure appropriate systems and procedures are in place to comply with statutory requirements						
5.1.3.21 Review the current Chart of Accounts (COA) and develop a better, easier to work with COA, ready for use by 2013/14.	Manager Financial Services	50.00%	In Progress	01/09/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Offsite meetings are being arranged in Sept with Albany and Kalgoorlie to see their set up and get some ideas .  Meetings went well and lots of ideas gathered which are now been investigated with the MA team . Initial work has also been started on the COA project which is projected to be						



Shire of Kalamunda		October to December 2012 - Quarterly Progress Report				
<b>Strategy:</b> 5.1.3 Ensure appropriate systems and procedures are in place to comply with statutory requirements						
<b>PROGRESS COMMENTS</b> rolled out in Jan 2013  First stage completed in Dec. Business Unit Structure has been presented to SMG group in Feb and finalising comments received. Need to allow for restructure in Operations.						
<b>Strategy:</b> 5.1.4 Regularly review and develop local laws and policies to ensure relevance to the strategic direction of the Shire and community						
5.1.4.2 Research and produce Shire policies as required.	Director Corporate and Community Services	59.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> A full review of all Shire policies has commenced in December 2012, which will include the development of a policy framework and a range of new policies that are required as a result of the recent forensic audit.						
<b>Outcome:</b> 5.4 Diversify revenue and funding sources						
<b>Strategy:</b> 5.4.1 Measure, monitor and improve cost and effectiveness of the functions and services of the Shire						
5.4.1.14 Undertake a comprehensive review of the Shire's IT leasing arrangement with Macquarie removing ISIS and provide an evaluation of the lease in terms of lease versus buy option in preparation for the 2012/13 budget.	Manager Technology and Corporate Support	90.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Options are being presented by the Commonwealth Bank, dell and one other finance company to see if we can get a more cost effective structure in place with our current lease arrangements until the contract expires.						
<b>Outcome:</b> 5.5 Finance and business systems meet the needs of the organisation						
<b>Strategy:</b> 5.5.2 Provide financial services to support Council's operations and to meet sustainability planning, reporting and accountability requirements						
5.5.2.8 Oversee the development of the Shire's Long Term Financial Plan.	Director Corporate and Community Services	59.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> The Long Term Financial plan is being drafted.						
<b>Strategy:</b> 5.5.3 Ensure business continuity and risk management plans are in place and reviewed regularly						

Shire of Kalamunda

October to December 2012 - Quarterly Progress Report

<b>Strategy:</b> 5.5.3 Ensure business continuity and risk management plans are in place and reviewed regularly						
5.5.3.4 Annually review and update the Shire's long-term financial plan in line with planning developments, business plans, organisational growth and rating	Manager Financial Services	58.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Working with DCCS, CEO, and other managers. Reviewing 12/13 input is complete with final changes. Review of assumptions going forward.  Review of WPC and IPM re workforce planning and asset management.  Draft assumptions completed which will be used to generate baseline RSS and capacity for the Shire to fund Capex and Non-recurrent projects.  Draft CFP and Building Rationalisation Plan reviewed and comments provided to MCD.						
<b>Strategy:</b> 5.5.4 Ensure appropriate systems and procedures are in place to enhance effective business management.						
5.5.4.5 Develop and implement an organisational workforce plan to understand and manage the supply and demand of human resources, in line with the regulatory requirements for integrated planning.	Manager Human Resources & Organisational Development	75.00%	In Progress	01/07/2012	30/06/2013	
<b>PROGRESS COMMENTS</b> Workforce Plan document is currently underway. A workshop with Managers was held on 1st March 2013, to give them an insight into how the document is being formed and also to discuss aspects of workforce planning such as future skills, critical positions and also to discuss the process on how the 10 year workforce data is going to be collected. Managers need to provide HR by 8th March, an outline of what they think their workforce plan will look like from now until 10 years time.						

#### 10.4.4 Monthly Financial Statements February 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 eight months to 28 February 2013 incorporating the following:
- 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

#### 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. On 8 August 2012 Council 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.

#### Financial Commentary

##### Statement of Comprehensive Income by Nature and Type for the Eight Months to 28 February 2013

5. This Statement reveals a net result of a surplus of \$10,864,978 against revised budget for the same period of \$10,813,210.

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*Revenue*

6. Total Revenue is under budget by \$997,863. This is made up as follows:
- Rates are under budget by \$120,136. The variance is as a result of timing difference between schedules received from Landgate and generation of interim rates for the month and the Ex-gratia rates for the Dampier Bunbury gas pipeline.
  - Operating Grants and Subsidies and Contributions, Reimbursements and Donations are under budget by \$160,127. This is mainly due to less money being received from the Federal Assistance Grants Scheme by \$493,156 offset by higher Community Care funding of \$369,021. The above is seen as a timing difference.
  - Fees and Charges variance is continuing to worsen against budget with the variance increasing to \$671,351 with the major variances coming from:
    - Waste additional bin services under budget by \$376,451 partly due to a lower rates generation than estimated. Although revenue had been revised downwards by \$156,832, a further revision will be required in the statutory budget review in February 2013.
    - Amount receivable from the operator from the Kalamunda Water Park worth \$183,297, invoices are received retrospectively on a quarterly basis with income expected to be received as the summer season continues.
    - Community Hall reimbursement income is down by \$22,812 but this is mainly due to timing differences and will catch up when the billings are done for the quarter.
  - Interest earnings are under budget by \$12,465. 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% - 4.30%. The outlook does not look promising as economic conditions remain stagnant.
7. Other revenue is under budget by \$33,793 coming from various fines and penalties which are difficult to predict.

*Expenditure*

8. Total expenses are under revised budget with a variance of \$1,065,051. The significant variances within the individual categories as follows:
- "Employment Costs" are well under budget by \$458,977 stemming from some vacant positions in various business units.
  - "Materials and Contracts" \$671,367 is under budget stemming from a lag in invoicing from the operator for the 2<sup>nd</sup> quarter for the Swimming Pool and delays on various maintenance jobs across infrastructure and buildings.
  - Utilities were under by \$55,014 which is put down to late billing from Synergy and therefore primarily a timing difference. An invoice dating

back to 2011 for approximately \$48,000 has just been received. An explanation is being sought for this delay.

- Insurance expense is under by \$29,364. The budget will be utilised from the need to increase the building and contents cover for the Shire buildings. The values have not been updated since the last valuation conducted in 2008.
  - Other expenditure is higher than budget by \$61,942 mainly coming from projects and are mainly timing differences.
9. The interest expense is higher than budget by \$123,593 which is a phasing issue with the budget. The amounts paid are in accordance with the debenture schedule.
10. Depreciation, although a non-cash cost, is tracking slightly over budget, reporting a small variance of \$35,864 mainly in the category of Building depreciation.

#### *Non-Operating Grants*

11. Non-Operating Grants are slightly under budget by \$66,931. This component is made up of various infrastructure projects which are underway. In addition, direct grants which are due from the federal government were also received in advance.

#### *Profit on Asset Disposals*

12. There were no additional properties disposed of in the month of February except the receipt of the second instalment on the sale of 39 Maida Vale Road property. The variance of \$80,148 is principally a timing issue. Expressions of Interest are currently being called for the three lots on Lewis Road so we will see some action nearer to April 2013.

#### Statement of Comprehensive Income by Program for the Eight Months to 28 February 2013

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

#### Rate Setting Statement for the Eight Months to 28 February 2013

14. This Statement compares the actual to date with the Revised Budget.
15. The results to 28 February 2013 reveal a surplus of \$12,851,991. This was mainly made up of:
- Overall income excluding rates is under budget by \$797,579 with the bulk of the variance coming from fees and charges as explained.
  - Expenditure is \$1,036,414 lower with the main variance in employment costs, materials and contracts, utility and insurance expenses. These have been commented on in point 8 of this report.
  - Rates generation is under budget and the variance of \$120,136 is a timing difference related to receipt and processing of interims and ex-gratia rates as explained.

- There was deferred capital works of approximately \$4,922,328 due to the delays in projects such as Abernethy Road, the Amenities building at the Depot and the purchase of plant and equipment. The projects will be reviewed in the next budget review and amended where required.

16. The current balance of \$12,851,991 is above budget set at \$9,863,096 due to project based activities reflected above for which now there is catch up in progress.

#### Investments as at 28 February 2013

17. A total of \$28 million is in term deposits or online saving accounts and includes the overdraft facility of which there is currently a nil balance. This represents a net decrease of \$1.73 million in cash deposits which can be related to minimal rates collection and significant increase in payment of creditors in the month of February.

The above is made of:

- Municipal Funds \$11,920,838
- Reserve Funds \$4,843,757
- Trust Monies \$11,920,838 (includes amounts for Public Open Space of \$2,253,962)

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 3.00%. The cash rate is unlikely to fluctuate much in the coming months as the RBA is on a holding cycle with a watch and see mode being adopted.

19. All deposits met the Investment Policy requirements and are no longer than 120 days.

#### Statement of Financial Position as at 28 February 2013

20. Net Current Assets (Current Assets less Current Liabilities) is in positive territory by \$21.34 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 \$16.6 million. It is projected that this balance will now start falling as the rate of payments to creditors will outstrip outstanding collections on rates, bins and ESL and sundry debtors.

21. Trade and other receivables comprise of rates and sundry debtors totalling \$5.43 million outstanding.

- The rates balance has reduced by \$1.39 million to \$4.52 million which represents a collection rate of 84.04% to date. Although this is lower than previous year, it is noted that the previous year's rates were issued earlier. It is hoped that there will be a catch up in March when the final instalment is due.
- The Sundry debtors have reduced by \$13,120 to \$223,051 outstanding. Of the outstanding balance, \$105,556 represents current debtors.

- The main overdue debtors are:
    - Lesmurdie Tennis Club for \$28,218 in relation to the club contribution for the extension of the tennis club. The Club president has raised concerns on certain conditions be fulfilled prior to payment. Further meetings are being held by Community Development and a report will be prepared for Council to consider the next course of action.
    - Forrestfield United Soccer Club (FFUSC) WA Inc with \$28,181 outstanding for loan payment and reserve hire. The direct debit of has increased to \$1,200 fortnightly from January 2013.
    - Bronzewing Investments for \$22,833 for rehabilitation works undertaken for a developer. A payment plan is in place before works begin May 2013.
22. Fixed Assets have reduced by \$2,647,220 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 \$4.9 million worth of capital works in the pipeline which will compensate for this shortfall.
23. Provisions for annual and long service leave currently stand at \$1.92 million representing a further decrease of over \$329,000 from January 2013. This is mainly due to a large proportion of staff taking opportunity of summer holidays. The long term goal is bring this liability down to a more manageable level than what it is currently.
24. Long term borrowings are at \$7.77 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.

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

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

#### **POLICY IMPLICATIONS**

26. Nil.

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

27. Nil.

#### **FINANCIAL IMPLICATIONS**

28. Nil.

## STRATEGIC AND SUSTAINABILITY IMPLICATIONS

### Strategic Planning Implications

29. *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

30. Nil.

#### Economic Implications

31. Nil.

#### Environmental Implications

32. Nil.

### OFFICER COMMENT

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

RESOLVED OCM 29/2013

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

1. Receives the monthly financial statements for the eight months to 28 February 2013, which comprises:
- Statement of Comprehensive Income by Nature and Type
  - Statement of Comprehensive Income by Program
  - Rate Setting Statement including net funding position
  - Investment Schedule
  - Statement of Financial Position
  - Equity Statement
  - Cashflow Statement
  - Reserve Balances Statement

Moved: **Cr Frank Lindsey**

Seconded: **Cr Justin Whitten**

Vote: **CARRIED UNANIMOUSLY (10/0)**



**Attachment 1**

**SHIRE OF KALAMUNDA  
STATEMENT OF COMPREHENSIVE INCOME  
BY NATURE OR TYPE  
FOR THE 8 MONTHS TO 28 FEBRUARY 2013**

	28/02/2013 Actual \$	28/02/2013 Budget \$	2012-13 Budget \$	29/02/2012 Actual \$
<b>REVENUE</b>				
Rates	25,564,239	25,684,375	25,923,920	23,600,861
Operating Grants and Subsidies	3,431,552	3,573,844	5,629,892	3,952,846
Contributions, Reimbursements and Donations	416,970	434,805	796,674	739,193
Fees and Charges	9,291,385	9,962,736	11,156,037	8,924,558
Interest Earnings	474,551	487,007	845,591	390,073
Other Revenue	41,691	75,484	109,001	26,278
	<u>39,220,388</u>	<u>40,218,251</u>	<u>44,461,115</u>	<u>37,633,809</u>
<b>EXPENSES</b>				
Employee Costs	(12,865,020)	(13,323,997)	(19,399,029)	(13,466,300)
Materials and Contracts	(9,162,469)	(9,833,836)	(14,475,385)	(8,533,258)
Utility Charges	(1,591,705)	(1,646,719)	(2,482,302)	(1,112,333)
Depreciation on Non-Current Assets	(6,282,744)	(6,318,608)	(9,478,169)	(6,162,071)
Interest Expenses	(464,713)	(341,120)	(511,688)	(326,080)
Insurance Expenses	(569,578)	(598,942)	(598,979)	(475,054)
Other Expenditure	(246,046)	(184,104)	(308,534)	(398,460)
	<u>(31,182,275)</u>	<u>(32,247,326)</u>	<u>(47,254,086)</u>	<u>(30,473,556)</u>
	8,038,113	7,970,925	(2,792,971)	7,160,253
Non-Operating Grants, Subsidies and Contributions	1,548,570	1,615,501	2,644,484	2,924,530
Increase/(Decrease) in Equity EMRC				
Profit on Asset Disposals	1,326,932	1,246,784	2,676,312	4,909,783
Loss on Asset Disposal	(48,637)	(20,000)	(20,000)	(11,014)
	<u>10,864,978</u>	<u>10,813,210</u>	<u>2,507,825</u>	<u>14,983,551</u>
<b>NET RESULT</b>				
Other Comprehensive Income	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>10,864,978</b></u>	<u><b>10,813,210</b></u>	<u><b>2,507,825</b></u>	<u><b>14,983,551</b></u>

**SHIRE OF KALAMUNDA  
STATEMENT OF COMPREHENSIVE INCOME  
BY PROGRAM  
FOR THE 8 MONTHS TO 28 FEBRUARY 2013**

	28/02/2013 Actual \$	28/02/2013 Budget \$	2012-13 Budget \$	29/02/2012 Actual \$
<b>REVENUE</b>				
Governance	9,125	9,239	13,626	3,183
General Purpose Funding	26,964,632	27,613,852	29,227,663	25,377,438
Law, Order, Public Safety	273,795	261,954	359,089	225,817
Health	90,660	87,313	102,217	177,230
Education and Welfare	2,838,728	2,477,196	3,653,074	2,794,340
Community Amenities	8,882,718	9,016,026	10,674,791	12,046,514
Recreation and Culture	1,059,954	1,490,325	2,380,654	1,363,844
Transport	1,299,596	1,402,357	2,322,434	2,705,699
Economic Services	428,674	453,186	636,181	419,222
Other Property and Services	248,009	269,088	412,181	354,834
	<u>42,095,891</u>	<u>43,080,536</u>	<u>49,781,911</u>	<u>45,468,121</u>
<b>EXPENSES EXCLUDING FINANCE COSTS</b>				
Governance	(1,841,988)	(1,851,454)	(2,559,481)	(1,673,253)
General Purpose Funding	(495,747)	(501,845)	(718,548)	(500,652)
Law, Order, Public Safety	(1,041,560)	(1,085,920)	(1,560,444)	(1,018,853)
Health	(590,728)	(626,136)	(901,895)	(528,622)
Education and Welfare	(2,318,988)	(2,741,106)	(4,035,216)	(2,477,424)
Community Amenities	(6,669,903)	(7,139,149)	(10,652,091)	(6,553,290)
Recreation & Culture	(10,885,372)	(11,537,941)	(17,078,483)	(11,172,699)
Transport	(4,990,447)	(5,254,040)	(7,881,146)	(4,949,379)
Economic Services	(523,009)	(572,887)	(823,721)	(359,351)
Other Property and Services	(1,408,458)	(615,728)	(551,373)	(924,968)
	<u>(30,766,200)</u>	<u>(31,926,206)</u>	<u>(46,762,398)</u>	<u>(30,158,491)</u>
<b>FINANCE COSTS</b>				
Other Property and Services	(464,713)	(341,120)	(511,688)	(326,080)
	<u>(464,713)</u>	<u>(341,120)</u>	<u>(511,688)</u>	<u>(326,080)</u>
<b>NET RESULT</b>	<u>10,864,978</u>	<u>10,813,210</u>	<u>2,507,825</u>	<u>14,983,551</u>
Other Comprehensive Income	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>10,864,978</u>	<u>10,813,210</u>	<u>2,507,825</u>	<u>14,983,551</u>

**SHIRE OF KALAMUNDA  
STATEMENT OF FINANCIAL ACTIVITY  
(NATURE OR TYPE)  
FOR THE 8 MONTHS TO 28 FEBRUARY 2013**

	Actual 28/02/2013	Budget YTD 2012-13	Budget 2012-13	Variance	Variance
	\$	\$	\$	\$	%
<b>OPERATING REVENUES</b>					
Operating Grants and Subsidies	3,431,552	3,573,844	5,029,892	(142,292)	(3.98%)
Contributions, Reimbursements and Donations	416,970	434,805	796,674	(17,835)	(4.10%)
Profit on Asset Disposals	1,326,932	1,246,784	2,676,312	80,148	6.43%
Fees and Charges	9,291,385	9,962,736	11,156,037	(671,351)	(6.74%)
Interest Earnings	474,551	487,007	845,591	(12,456)	(2.58%)
Other Revenue	41,691	73,484	109,001	(33,793)	(44.77%)
<b>Total (Excluding Rates)</b>	<b>14,983,081</b>	<b>15,780,660</b>	<b>21,213,507</b>	<b>(797,579)</b>	<b>(5.05%)</b>
<b>OPERATING EXPENSES</b>					
Employee Costs	(12,805,020)	(13,323,997)	(19,399,029)	438,577	(3.44%)
Materials and Contracts	(9,162,469)	(9,833,836)	(14,475,385)	671,367	(6.83%)
Utility Charges	(1,591,705)	(1,646,719)	(2,482,302)	35,014	(2.34%)
Depreciation on Non-Current Assets	(6,282,744)	(6,318,606)	(9,478,169)	35,864	(0.57%)
Interest Expenses	(464,713)	(341,120)	(311,088)	(123,593)	36.23%
Insurance Expenses	(569,578)	(598,942)	(598,979)	29,364	(4.90%)
Loss on Asset Disposal	(48,637)	(20,000)	(20,000)	(28,637)	143.18%
Other Expenditure	(246,046)	(184,104)	(308,334)	(61,942)	33.65%
<b>Total</b>	<b>(31,230,512)</b>	<b>(32,267,326)</b>	<b>(47,274,086)</b>	<b>1,036,414</b>	<b>(3.21%)</b>
<b>Funding Balance Adjustment</b>					
<b>Non-Cash Expenditure and Revenue</b>					
(Profit)/Loss on Asset Disposals	(1,326,932)	(1,246,784)	(2,676,312)	(80,148)	6.43%
(Profit)/Loss on Asset Disposals	48,637	20,000	20,000	28,637	143.18%
Depreciation and Amortisation on Assets	6,282,744	6,318,606	9,478,169	(35,864)	(0.57%)
Movement In Employee Benefit Provisions	(14,243)	0	0	(14,243)	
<b>Total</b>	<b>4,990,206</b>	<b>5,091,824</b>	<b>6,821,857</b>	<b>(101,618)</b>	<b>(2.00%)</b>
<b>Net Operating Result Excluding Rates</b>	<b>(11,257,625)</b>	<b>(11,394,842)</b>	<b>(19,238,722)</b>	<b>137,217</b>	<b>(1.20%)</b>
<b>CAPITAL REVENUES</b>					
Non-Operating Grants, Subsidies and Contributions	1,348,570	1,613,501	2,644,484	(66,931)	(4.14%)
Proceeds from Disposal of Land	1,868,703	2,196,895	3,061,491	(328,192)	(14.94%)
Proceeds from Disposal of Assets	127,785	171,235	285,391	(43,449)	(25.37%)
Proceeds from New Debentures	0	13,120	19,680	(13,120)	(100.00%)
Self-Supporting Loan Principal Income	42,001	42,001	39,537	-	0.00%
Overdraft Funds Utilised	0	0	1,200,000	0	
Transfers from Reserves (Restricted Assets)	141,000	1,259,032	1,888,575	(1,118,032)	(88.80%)
<b>Total</b>	<b>3,728,059</b>	<b>5,297,783</b>	<b>9,759,158</b>	<b>(1,569,724)</b>	<b>(16.03%)</b>
<b>CAPITAL EXPENDITURE</b>					
Purchase Land Held for Resale	(185,663)	(2,281,936)	(3,422,940)	2,096,273	(61.88%)
Purchase Land and Buildings	(674,038)	(1,619,504)	(2,429,758)	945,446	(38.38%)
Purchase Infrastructure Assets - Roads	(2,131,128)	(2,732,856)	(4,100,212)	601,728	(22.02%)
Purchase Infrastructure Assets - Drainage	(346,449)	(391,176)	(586,913)	44,727	(11.43%)
Purchase Infrastructure Assets - Parks and Ovals	(88,392)	(388,464)	(583,022)	300,072	(77.25%)
Purchase Infrastructure Assets - Footpaths	(187,980)	(244,440)	(306,909)	36,400	(23.10%)
Purchase Infrastructure Assets - Special Works	(72,616)	(336,176)	(504,415)	263,560	(78.40%)
Purchase Plant and Equipment	(89,534)	(690,472)	(1,035,732)	600,518	(67.55%)
Purchase Furniture and Equipment	(88,132)	(102,276)	(129,861)	14,144	(13.83%)
Capital Contributions and Grants Owing	0	0	(41,067)	0	
Repayment of Debentures	(339,895)	(339,895)	(559,442)	0	0.00%
Overdraft Funds (Repayment)	(969,973)	(971,739)	(971,739)	1,764	(0.18%)
Advances to Clubs	0	0	(19,080)	0	
Transfers to Reserves (Restricted Assets)	(2,317,360)	(1,933,807)	(2,766,574)	(383,553)	19.83%
<b>Total</b>	<b>(7,491,202)</b>	<b>(12,032,741)</b>	<b>(17,518,864)</b>	<b>4,541,539</b>	<b>(37.74%)</b>
Rate Revenue	25,364,239	25,684,375	25,923,920	(120,136)	(0.47%)
Opening Funding Surplus (Deficit)	2,308,520	2,308,520	2,308,520	0	0.00%
<b>Closing Funding Surplus (Deficit)</b>	<b>12,851,991</b>	<b>9,863,096</b>	<b>1,234,012</b>	<b>2,988,895</b>	<b>30.36%</b>

**SHIRE OF KALAMUNDA  
STATEMENT OF FINANCIAL ACTIVITY  
(STATUTORY REPORTING PROGRAM)  
FOR THE 8 MONTHS TO 28 FEBRUARY 2013**

	Actual 28/02/2013	Budget YTD 2012-13	Budget 2012-13	Variance	Variance
	\$	\$	\$	\$	%
<b>REVENUE</b>					
Governance	9,125	9,239	13,026	(114)	(1.23%)
General Purpose Funding	1,400,394	1,929,477	3,303,743	(529,084)	(27.42%)
Law, Order, Public Safety	273,795	261,954	339,089	11,841	4.52%
Health	90,660	87,313	102,217	3,347	3.83%
Education and Welfare	2,838,728	2,477,190	3,033,074	361,532	14.59%
Community Amenities	8,882,718	9,010,026	10,074,791	(133,308)	(1.48%)
Recreation and Culture	1,009,904	1,490,325	2,380,054	(430,371)	(28.88%)
Transport	1,295,590	1,402,357	2,322,434	(102,761)	(7.33%)
Economic Services	428,074	433,180	630,181	(24,512)	(5.43%)
Other Property and Services	248,009	269,088	412,181	(21,079)	(7.83%)
<b>Total (Excluding Rates)</b>	<b>10,531,053</b>	<b>17,390,161</b>	<b>23,837,991</b>	<b>(804,509)</b>	<b>(4.97%)</b>
<b>EXPENSES</b>					
Governance	(1,841,988)	(1,821,434)	(2,339,481)	9,400	(0.21%)
General Purpose Funding	(493,747)	(501,843)	(718,348)	6,098	(1.22%)
Law, Order, Public Safety	(1,041,560)	(1,083,920)	(1,360,444)	44,360	(4.09%)
Health	(590,728)	(626,136)	(901,393)	35,408	(5.69%)
Education and Welfare	(2,318,988)	(2,741,106)	(4,033,216)	422,118	(13.40%)
Community Amenities	(6,069,903)	(7,139,149)	(10,052,091)	469,240	(6.27%)
Recreation & Culture	(10,885,372)	(11,537,941)	(17,078,483)	652,509	(5.68%)
Transport	(4,990,447)	(5,254,040)	(7,881,140)	263,593	(5.02%)
Economic Services	(523,009)	(572,887)	(823,721)	49,878	(8.73%)
Other Property and Services	(1,873,171)	(956,848)	(1,063,062)	(916,324)	99.76%
<b>Total</b>	<b>(31,230,913)</b>	<b>(32,267,326)</b>	<b>(47,274,080)</b>	<b>1,036,412</b>	<b>(3.21%)</b>
<b>Funding Balance Adjustment</b>					
<b>Non-Cash Expenditure and Revenue</b>					
(Profit)/Loss on Asset Disposals	(1,320,932)	(1,240,784)	(2,670,312)	(80,148)	6.45%
(Profit)/Loss on Asset Disposals	48,637	20,000	20,000	28,637	143.18%
Depreciation and Amortisation on Assets	6,282,744	6,318,008	9,478,109	(35,864)	(0.57%)
Movement in Employee Benefit Provisions	(14,243)	0	0	(14,243)	
	<b>4,990,200</b>	<b>5,097,224</b>	<b>6,821,697</b>	<b>(101,618)</b>	
<b>Net Operating Result Excluding Rates</b>	<b>(9,709,033)</b>	<b>(9,779,341)</b>	<b>(16,394,238)</b>	<b>70,285</b>	<b>(0.72%)</b>
<b>CAPITAL REVENUES</b>					
Proceeds from Disposal of Assets	127,785	171,255	285,391	(43,449)	(25.37%)
Proceeds from Disposal of Land	1,868,703	2,196,895	3,061,491	(328,192)	(14.94%)
Proceeds from New Debentures	0	13,120	19,680	(13,120)	(100.00%)
Self-Supporting Loan Principal Income	42,001	42,001	59,537	0	0.00%
Overdraft Funds Utilised	0	0	1,200,000	0	
Transfers from Reserves (Restricted Assets)	141,000	1,239,032	1,888,575	(1,118,032)	(89.40%)
<b>Total</b>	<b>2,179,489</b>	<b>3,682,282</b>	<b>7,114,674</b>	<b>(1,502,793)</b>	
<b>CAPITAL EXPENSES</b>					
Purchase Land Held for Resale	(183,603)	(2,281,936)	(3,422,940)	2,059,273	(61.80%)
Purchase Land and Buildings	(674,038)	(1,019,504)	(2,429,738)	945,440	(58.38%)
Purchase Infrastructure Assets - Roads	(2,131,128)	(2,732,856)	(4,100,212)	601,128	(23.02%)
Purchase Infrastructure Assets - Drainage	(340,449)	(391,176)	(586,913)	44,727	(11.43%)
Purchase Infrastructure Assets - Parks and Ovals	(88,392)	(388,464)	(583,022)	300,072	(77.23%)
Purchase Infrastructure Assets - Footpaths	(187,980)	(244,440)	(306,908)	56,400	(23.10%)
Purchase Infrastructure Assets - Special Works	(72,016)	(336,176)	(504,413)	263,300	(78.40%)
Purchase Plant and Equipment	(89,554)	(690,472)	(1,033,732)	600,918	(87.03%)
Purchase Furniture and Equipment	(88,132)	(102,276)	(129,801)	14,144	(13.81%)
Capital Contributions and Grants Owing	0	0	(41,607)	0	
Repayment of Debentures	(339,895)	(339,893)	(339,442)	0	0.00%
Overdraft Funds (Repayment)	(909,975)	(971,739)	(971,739)	1,764	(0.18%)
Advances to Clubs	0	0	(19,680)	0	
Transfers to Reserves (Restricted Assets)	(2,317,360)	(1,933,807)	(2,706,374)	(383,553)	19.85%
<b>Total</b>	<b>(7,491,202)</b>	<b>(12,032,741)</b>	<b>(17,518,804)</b>	<b>4,541,539</b>	
Rate Revenue	25,564,239	25,684,375	25,923,920	(120,136)	(0.47%)
Opening Funding Surplus (Deficit)	2,308,520	2,308,520	2,308,520	0	0.00%
<b>Closing Funding Surplus (Deficit)</b>	<b>12,851,991</b>	<b>9,863,096</b>	<b>1,234,012</b>	<b>7,368,895</b>	<b>30.30%</b>

**SHIRE OF KALAMUNDA  
STATEMENT OF FINANCIAL POSITION  
AS AT 28 FEBRUARY 2013**

	NOTE	Actual YTD 28/02/2013 \$	Actual 30/06/2012 \$
<b>CURRENT ASSETS</b>			
Cash and Cash Equivalents		16,616,011	8,179,373
Trade and Other Receivables		4,411,996	2,753,854
Inventories		172,124	201,275
Land Held for Resale		135,949	625,695
Trust		0	0
<b>TOTAL CURRENT ASSETS</b>		<u>21,336,080</u>	<u>11,760,197</u>
<b>NON-CURRENT ASSETS</b>			
Other Receivables		984,200	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		160,088,445	162,280,977
Infrastructure		155,888,732	156,343,420
<b>TOTAL NON-CURRENT ASSETS</b>		<u>330,666,969</u>	<u>333,356,190</u>
<b>TOTAL ASSETS</b>		<u>352,003,049</u>	<u>345,116,387</u>
<b>CURRENT LIABILITIES</b>			
Bank Overdraft		0	969,975
Trade and Other Payables		3,434,775	6,088,978
Borrowings		559,442	559,442
Provisions		1,921,482	1,935,725
<b>TOTAL CURRENT LIABILITIES</b>		<u>5,915,699</u>	<u>9,554,120</u>
<b>NON-CURRENT LIABILITIES</b>			
Long Term Borrowings		7,770,156	8,110,051
Provisions		385,274	385,274
<b>TOTAL NON-CURRENT LIABILITIES</b>		<u>8,155,430</u>	<u>8,495,325</u>
<b>TOTAL LIABILITIES</b>		<u>14,071,129</u>	<u>18,049,445</u>
<b>NET ASSETS</b>		<u>337,931,920</u>	<u>327,066,942</u>
<b>EQUITY</b>			
Retained Surplus		203,412,464	194,723,847
Reserves - Cash/Investment Backed		4,853,827	2,677,466
Reserves - Asset Revaluation		129,665,629	129,665,629
<b>TOTAL EQUITY</b>		<u>337,931,921</u>	<u>327,066,942</u>

**SHIRE OF KALAMUNDA  
STATEMENT OF CHANGES IN EQUITY  
AS AT 28 FEBRUARY 2013**

NOTE	RETAINED SURPLUS \$	RESERVES CASH/ INVESTMENT BACKED \$	ASSET REVALUATION RESERVE \$	TOTAL EQUITY \$
Balance as at 1 July 2011	187,014,762	2,728,298	129,875,629	319,618,689
Net Result	7,658,253	0	0	7,658,253
Total Other Comprehensive Income	0	0	(210,000)	(210,000)
Transfer from/(to) Reserves	50,832	(50,832)	0	0
Transfer to Trust	0	0	0	0
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Balance as at 30 June 2012</b>	<b>194,723,947</b>	<b>2,677,466</b>	<b>129,665,629</b>	<b>327,066,942</b>
Net Result	10,864,978	0	0	10,864,978
Transfer from/(to) Reserves	(2,176,361)	2,176,361	0	0
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Balance as at 28 February 2013</b>	<b>203,412,464</b>	<b>4,853,827</b>	<b>129,665,629</b>	<b>337,931,920</b>

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 28 FEBRUARY 2013**

	Actual 28/02/2013 \$	Budget 30/06/2013 \$
<b>RESERVES - CASH/INVESTMENT BACKED</b>		
<b>(a) Land and Property</b>		
Opening Balance	1,653,467	1,653,467
Interest Earned	56,674	47,559
Amount Set Aside / Transfer to Reserve	1,607,221	1,991,770
Amount Used / Transfer from Reserve	0	(1,648,439)
	<u>3,317,362</u>	<u>2,044,357</u>
<b>(b) Waste Management</b>		
Opening Balance	151,513	151,513
Interest Earned	3,157	4,358
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>154,670</u>	<u>155,871</u>
<b>(c) EDP - IT Equipment</b>		
Opening Balance	11,977	11,977
Interest Earned	716	344
Amount Set Aside / Transfer to Reserve	268,463	268,463
Amount Used / Transfer from Reserve	(45,000)	(45,000)
	<u>236,156</u>	<u>235,784</u>
<b>(d) Local Government Elections</b>		
Opening Balance	28,725	28,725
Interest Earned	598	826
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>29,323</u>	<u>29,551</u>
<b>(e) Long Service Leave</b>		
Opening Balance	70,744	70,744
Interest Earned	1,472	2,035
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>72,216</u>	<u>72,779</u>
<b>(f) Plant and Equipment</b>		
Opening Balance	27,432	27,432
Interest Earned	572	789
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>28,004</u>	<u>28,221</u>

**SHIRE OF KALAMUNDA  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
AS AT 28 FEBRUARY 2013**

	Actual 28/02/2013 \$	Budget 30/06/2013 \$
<b>(g) Stirk Park Reserve</b>		
Opening Balance	23,926	23,926
Interest Earned	497	689
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>24,423</u>	<u>24,615</u>
<b>(h) HACC</b>		
Opening Balance	129,951	129,951
Interest Earned	3,461	3,737
Amount Set Aside / Transfer to Reserve	362,657	362,657
Amount Used / Transfer from Reserve	0	0
	<u>496,069</u>	<u>496,345</u>
<b>(i) Forrestfield Industrial Area</b>		
Opening Balance	157,853	157,853
Interest Earned	3,203	4,540
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	(40,000)	(83,000)
	<u>121,056</u>	<u>79,393</u>
<b>(j) Insurance Contingency</b>		
Opening Balance	159,382	159,382
Interest Earned	3,318	4,584
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>162,700</u>	<u>163,966</u>
<b>(k) Light Plant</b>		
Opening Balance	32,361	32,361
Interest Earned	675	931
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>33,036</u>	<u>33,292</u>
<b>(l) Revaluation</b>		
Opening Balance	132,001	132,001
Interest Earned	2,751	3,796
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>134,752</u>	<u>135,797</u>



**SHIRE OF KALAMUNDA  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
AS AT 28 FEBRUARY 2013**

	Actual 28/02/2013 \$	Budget 30/06/2013 \$
<b>(m) Nominated Employee Leave Provisions</b>		
Opening Balance	23,550	23,551
Interest Earned	491	677
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>24,041</u>	<u>24,228</u>
<b>(n) Unexpended Capital Works and Specific Purpose Grants</b>		
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>
<b>(o) Enviromental Reserve</b>		
Opening Balance	74,583	74,583
Interest Earned	1,435	2,132
Amount Set Aside / Transfer to Reserve	0	66,687
Amount Used / Transfer from Reserve	(56,000)	(112,136)
	<u>20,018</u>	<u>31,266</u>
<b>TOTAL CASH BACKED RESERVES</b>	<u><b>4,853,827</b></u>	<u><b>3,555,465</b></u>

**SUMMARY**

	2012-13 Actual YTD \$	2012-13 Budget \$
Opening Balance	2,677,466	2,677,466
Transfer from Accumulated Surplus - Interest	79,020	76,997
Transfer from Accumulated Surplus	2,238,341	2,689,577
Transfer to Accumulated Surplus	(141,000)	(1,888,575)
Closing Balance	<u><b>4,853,827</b></u>	<u><b>3,555,465</b></u>

Attachment 2

<b>SHIRE OF KALAMUNDA</b>			
<b>STATEMENT OF CASH FLOWS</b>			
<b>For the 8 Months to 28 February 2013</b>			
	NOTE	28/02/2013	2012/13
		Actual	Budget
		\$	\$
		2012/13	30/06/2012
		Actual	Actual
		\$	\$
<b>Cash Flows From Operating Activities</b>			
<b>Receipts</b>			
Rates		21,805,388	25,713,030
Operating Grants and Subsidies		3,431,552	5,021,043
Contributions, Reimbursements and Donations		416,970	677,840
Fees and Charges		10,579,631	10,123,338
Interest Earnings		474,551	768,937
Goods and Services Tax		1,494,902	1,682,449
Other Revenue		41,691	91,906
		<u>38,244,685</u>	<u>44,078,743</u>
		<u>46,128,275</u>	<u>46,128,275</u>
<b>Payments</b>			
Employee Costs		(13,100,430)	(19,301,006)
Materials and Contracts		(11,489,832)	(13,704,043)
Utility Charges		(1,391,705)	(2,443,131)
Insurance Expenses		(369,578)	(398,979)
Interest Expenses		(383,091)	(311,088)
Goods and Services Tax		(640,583)	(1,308,891)
Other Expenditure		(246,046)	(293,258)
		<u>(28,221,265)</u>	<u>(38,362,258)</u>
		<u>(41,006,600)</u>	<u>(41,006,600)</u>
<b>Net Cash Provided By (Used In)</b>			
<b>Operating Activities</b>	(b)	<u>10,023,420</u>	<u>6,316,485</u>
		<u>5,121,675</u>	<u>5,121,675</u>
<b>Cash Flows from Investing Activities</b>			
Payments for Development of Land Held for Resale		(34,100)	(3,422,940)
Payments for Purchase of Property, Plant & Equipment		(983,307)	(3,595,351)
Payments for Construction of Infrastructure		(2,826,365)	(6,141,471)
Non-Operating Grants, Subsidies and Contributions used for the Development of Assets		1,348,570	2,644,484
Proceeds from Sale of Land		1,868,703	3,661,491
Proceeds from Sale of Plant & Equipment		127,785	285,391
		<u>105,329</u>	<u>105,329</u>
<b>Net Cash Provided By (Used In)</b>			
<b>Investing Activities</b>		<u>(318,913)</u>	<u>(6,368,396)</u>
		<u>(3,357,207)</u>	<u>(3,357,207)</u>
<b>Cash Flows from Financing Activities</b>			
Repayment of Debentures		(339,895)	(359,442)
Capital Contributions Repayments		0	(41,667)
Proceeds from Self Supporting Loans		42,001	39,337
Advance to Clubs		0	(19,680)
Overdraft Funding Utilised		0	1,200,000
Overdraft Funding		0	0
Proceeds from New Debentures		0	19,680
		<u>3,000,000</u>	<u>3,000,000</u>
<b>Net Cash Provided By (Used In)</b>			
<b>Financing Activities</b>		<u>(297,894)</u>	<u>638,428</u>
		<u>2,568,648</u>	<u>2,568,648</u>
<b>Net Increase (Decrease) in Cash Held</b>		<u>9,406,613</u>	<u>406,317</u>
Cash at Beginning of Year		7,209,398	7,209,398
<b>Cash and Cash Equivalents at the End of the Year</b>	(a)	<u>16,616,011</u>	<u>7,615,915</u>
		<u>7,209,398</u>	<u>7,209,398</u>
Cash and Cash Equivalents	3	16,616,011	
Bank Overdraft	3	0	
		<u>16,616,011</u>	

**SHIRE OF KALAMUNDA**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**For the 8 Months to 28 February 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:

	28/02/2013	30/06/2012
	\$	\$
Cash and Cash Equivalents	16,616,011	8,179,373
Overdraft Funding		(969,975)
	<u>16,616,011</u>	<u>7,209,398</u>

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

Net Result	10,864,978	7,658,250
Depreciation	6,282,744	9,314,073
(Profit)/Loss on Sale of Asset	(1,278,296)	(4,035,142)
(Increase)/Decrease in Receivables	(2,470,605)	2,498,153
(Increase)/Decrease in Inventories	29,150	(1,012,343)
Increase/(Decrease) in Payables	(2,696,058)	932,286
Increase/(Decrease) in GST	854,319	(2,027,417)
Increase/(Decrease) in Employee Provision	(14,243)	260,855
Non Cash Contribution (EMRC)	0	(2,485,321)
Grants/Contributions for the Development of Assets	<u>(1,548,570)</u>	<u>(5,981,718)</u>
Net Cash from Operating Activities	<u>10,023,420</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**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**For the 8 Months to 28 February 2013**

**NET CURRENT FUNDING POSITION**

	Positive=Surplus (Negative=Deficit) 2012-13	
	28/02/2013	Last Period
	\$	\$
<b>Current Assets</b>		
Cash Unrestricted	11,762,184	13,554,111
Cash at Bank - Reserves (Restricted)	4,853,827	4,481,100
Receivables - Rates and Rubbish	4,724,336	5,630,396
Receivables -Other	(371,877)	(250,165)
Inventories	172,124	158,085
<b>(* exclude loan receivable)</b>	<u>21,140,594</u>	<u>23,573,527</u>
<b>Less: Current Liabilities</b>		
Overdraft	0	0
Payables	(3,434,776)	(3,218,821)
Provisions	(1,921,482)	(1,873,439)
<b>(* exclude loan payable)</b>	<u>(5,356,258)</u>	<u>(5,092,260)</u>
<b>Net Current Asset Position</b>	<u>15,784,336</u>	<u>18,481,267</u>
<b>Add:</b>		
Provision for Long Service Leave	579,293	570,499
Provision for Annual Leave	1,342,189	1,302,940
Interest Bearing Liabilities accrued	0	0
<b>Less:</b>		
Restricted Cash (Reserves)	<u>(4,853,827)</u>	<u>(4,481,100)</u>
<b>Net Current Funding Position</b>	<u>12,851,991</u>	<u>15,873,606</u>

#### 10.4.5. Statutory Review 2012/2013 Budget

Previous Items	N/A
Responsible Officer	Director Corporate & Community Services
Service Area	Finance
File Reference	
Applicant	N/A
Owner	N/A
Attachment 1	Amended Financial Activity Statement by Nature and Type
Attachment 2	Amended Financial Activity Statement by Program
Attachment 3	Net Current Asset Position
Attachment 4	Summarised Report of Amendments
Attachment 5	Statement of Amended Reserve Account Movement and Balances

#### PURPOSE

1. To allow Council to consider amendments to the 2012/2013 Adopted Budget as identified in the Statutory Review 2012/2013.

#### BACKGROUND

2. The Shire is required to do a statutory review of its budget against actuals during a financial year. The budget review was undertaken in February 2013 and the findings are presented to assist elected members in their considerations.
3. The budget review for seven months to 31 January 2013 is the second review undertaken in the current financial year. The main objective of regular budget reviews is to ensure the Shire is closely monitoring its expenditure to mitigate any possibility of the Shire posting a deficit at the end of this financial year. It also provides the opportunity to monitor and implement strategies to ensure the Shire's Current Ratio and Untied Cash to Unpaid Trade Creditors Ratio will be further improved upon for the year ending 30 June 2013.

#### DETAILS

##### Operating Surplus

4. The Operating Surplus as per the Financial Activity Statement as at 31 January 2013 is \$16,142,069. This is in line with budget projections after the revenue from land sales for the Edney Road/Cygnnet Court project is removed. The Edney Road/ Cygnnet Court project is being rescheduled to 2013/2014 because of delays occurring with the Cygnnet Court rezoning process.
5. The surplus as at 31 January 2013 of \$16,142,069 will be utilised in the next five months to fund the balance of Operational and Capital Expenditure leaving a revised estimated surplus of \$2,219,219 at the end of the financial year. The Shire will still need to keep a tight control over

income and expenditure to ensure a surplus is in place at 30 June 2013 to strengthen the Council's financial capacity and Reserves.

6. Capital projects completed so far have mainly come within budget, with savings being used to fund other projects where scope had to be widened or costs tendered are coming in higher than budgeted. These amounts are shown in (Attachment 4).

### **Reserve Account Adjustments**

#### Land and Property Reserve

7. There has been an adjustment to the Land and Property Reserve with the transfer to Reserve increasing by \$2,263,441 as a result of a combination of increase in profit on sale of land assets by including 514 Kalamunda Road and 20 Booralie Way, reinstatement of plant loan and increase in interest earned. The scope of this reserve is proposed to be widened to include building maintenance (including both occupancy and maintenance costs) which will result in an increase in transfer from reserves to \$2.3 million. In addition, further draws from the reserves will incorporate all building capital works which is estimated at \$1.273 million.

#### EDP IT Equipment Reserve

8. A transfer of \$113,000 is recommended in the January review to allow the rollout of the phase 1 component of the issues raised in the infrastructure audit carried out recently.

#### Local Government Elections

9. A transfer of \$29,263 is recommended in the January review to partially fund the Australian Electoral Commission costs incurred in March for the vacant North Ward Council seat.

#### HACC Reserve

10. A transfer of \$58,514 is recommended in the January review to acknowledge the return of excess funds back to the Commonwealth. These funds were surplus to operating requirements in 2011/2012.

#### Environmental Reserve

11. An increase of transfer to reserves by \$15,120 is recommended in the January review to allow the changes to the estimates on the profit on sale of land. A 2.5% proportion of all profit on sale of land is required to be transferred to this reserve.

#### All Reserves

12. The interest earned balances have been revised upwards by \$7,160 to reflect the amounts received to January 2013 and projections for the remaining five months.

13. In light of this Budget Review all future Financial Reports presented to Council for adoption will include adjustments to the current Budget and amendments based on operations and new information.
14. (Attachment 1) being the amended Rates Setting Statement incorporates all the above mentioned proposed adjustments and reveals a balanced budget with a revised closing balance of \$2,219,219.

### **STATUTORY AND LEGAL IMPLICATIONS**

15. Section 6.8 (1)(b) of the *Local Government Act 1995* requires an absolute majority decision by Council for any budget amendments.

### **POLICY IMPLICATIONS**

16. Nil.

### **PUBLIC CONSULTATION/COMMUNICATION**

17. Nil.

### **FINANCIAL IMPLICATIONS**

18. The Rate Setting Statement shows the Shire is projected to be in a surplus position at the end of the financial year.

### **STRATEGIC AND SUSTAINABILITY IMPLICATIONS**

#### **Strategic Planning Implications**

19. Nil.

#### **Sustainability Implications**

##### Social Implications

20. Nil.

##### Economic Implications

21. Nil.

##### Environmental Implications

22. Nil.

### **OFFICER COMMENT**

23. The amended Rate Setting Statement following the January budget review in Column 4 (2012/2013 January Budget Review) reveals a balanced budget estimate for 30 June 2013 with a surplus of \$2,219,219.
24. It needs to be noted that the Reserves overall are still set to decrease from \$3,555,465 to \$2,050,668 as shown in (Attachment 5). The main reason

being to allow for widening the scope for Land and Property Reserve to include all building maintenance costs as noted in Point 7 above.

25. The key to addressing the Shire's ongoing liquidity will be in appropriate land sales, property rationalisation program and close monitoring of actual expenditure against budgets allocated.
26. It is critical that Council is committed to this strategy to maintain sustainability in the longer term and meet current service levels.

### **Auditor's Assessment of Financial Ratios**

27. The audited Financial Report for the year ending 30 June 2012 highlighted a healthy improvement in two of the Shire's six financial ratios.

#### Current Ratio

28. It is generally accepted that this ratio should be greater than 1:1. The Shire's position at 30 June 2012 was 0.853:1. Whilst this was a significant improvement from the year ending 2011 result of 0.13:1, the Shire still must show fiscal restraint throughout 2012/2013 to further improve the ratios.

#### Untied Cash to Unpaid Trade Creditors Ratio

29. The Shire's position for this ratio also improved significantly from 0.00:1 in June 2011 to 0.845:1 at June 2012.
30. In order to address the Liquidity Ratios of the Shire during 2012/2013 a number of strategies are being deployed.
  - The continued Sale of excess Land assets identified.
  - Expenditure being closely monitored and savings retained wherever possible.
  - Quarterly Budget review processes have been initiated to ensure cost control is maximised.
  - Cash flow analysis will be tightened and monitored to ensure Cash at Bank is retained in surplus and not deficit by year end.
  - Widening the scope of the Land and Property Reserve to include building maintenance.

### **Repayment of Overdraft Facility**

31. An overdraft facility of up to \$1.5 million dollars was established in May 2011 to facilitate the development of the East Welshpool Road land known as Smokebush Estate.
32. The last remaining lots were sold in September 2012 and the outstanding overdraft of \$969,975 was repaid in October 2012.
33. Currently the overdraft balance stands at \$nil as development on the Edney Rd/Cygnnet Court will not start till after June 2013. As a result, \$1.2 million overdraft will not be utilised in this financial year.



## Grants Tracking

34. The Roads to Recovery grant shows that there is still a balance of \$342,675 outstanding. \$52,000 has been received in March 2013 and only one payment cycle remaining in May 2013.
35. For Federal Assistance Grants Scheme, a total of \$1,407,178 is outstanding. This balance is made up of 2012/13 component of which \$248,675 is due and the balance of \$1,158,503 projected for 2013/14 advance payment. This amount is uncertain until the Commonwealth budget is presented in May 2013.
36. The prospect of not receiving or partially receiving these grants could have a significant impact on the Shire's operating results and rate setting closing balance. A forecast in May 2013 will be undertaken to review the Shire's financial position and if need be curtail both operating and capital spend in the final months.

<b>Voting Requirements: Absolute Majority</b>
---

RESOLVED OCM 30/2013

That Council:

1. Notes the 2012/2013 Statutory Budget Review Explanation and Summary (Attachment 1).
2. Approves the widening of scope of the Land and Property Reserve to include all building maintenance costs (including occupancy costs) under Section 6.11(2)(a) of the *Local Government Act 1995*.
3. As required under the *Local Government (Financial Management) Regulations 1996* – Regulation 17(1), re-name the Reserve to "Land and Property Enhancement and Maintenance Reserve".
4. Pursuant to Section 6.8 (1) (b) of the *Local Government Act 1995*, authorises the Acting Chief Executive Officer to amend the 2012/2013 current budget to reflect the changes summarised in the Amended Rates Setting Statement (Attachment 1).

Moved: **Cr Frank Lindsey**

Seconded: **Cr Bob Emery**

Vote: **CARRIED UNANIMOUSLY / ABSOLUTE MAJORITY (10/0)**

Attachment 1

<b>Shire of Kalamunda</b>				
<b>RATE SETTING STATEMENT</b>				
<b>By Nature or Type</b>				
<b>Budget Review for the Month Ended 31 January 2013</b>				
	Actual	Budget YTD	Revised Budget	January Budget
	31/01/2013	31/01/2013	2012/13	Review
	\$	\$	\$	\$
<b>OPERATING REVENUES</b>				
Operating Grants and Subsidies	3,159,405	3,195,639	5,629,092	5,712,267
Contributions, Reimbursements and Donations	300,200	360,524	796,674	719,395
Profit on Asset Disposals	1,155,413	1,148,124	2,676,312	3,260,277
Fees and Charges	9,006,132	9,667,995	11,156,037	10,615,487
Interest Earnings	400,667	410,915	645,591	645,861
Other Revenue	35,992	67,111	109,001	61,500
<b>Total (Excluding Rates)</b>	<b>14,106,162</b>	<b>14,669,906</b>	<b>21,213,507</b>	<b>21,214,907</b>
<b>OPERATING EXPENSES</b>				
Employee Costs	(1,402,154)	(11,519,561)	(19,399,029)	(19,512,791)
Materials and Contracts	(6,451,197)	(6,505,000)	(14,475,365)	(14,604,006)
Utility Charges	(1,363,517)	(1,445,306)	(2,462,302)	(2,443,632)
Depreciation on Non-Current Assets	(5,557,711)	(5,526,762)	(9,476,169)	(9,464,713)
Interest Expenses	(299,022)	(296,460)	(511,666)	(511,666)
Insurance Expenses	(569,576)	(596,942)	(596,979)	(596,479)
Loss on Asset Disposal	(46,406)	(20,000)	(20,000)	(46,406)
Other Expenditure	(241,465)	(172,360)	(306,534)	(460,660)
<b>Total</b>	<b>(27,953,069)</b>	<b>(26,166,456)</b>	<b>(47,274,066)</b>	<b>(47,663,577)</b>
<b>FUNDING BALANCE ADJUSTMENTS</b>				
<b>Non-Cash Expenditure and Revenue</b>				
Profit on Asset Disposals	(1,155,413)	(1,146,124)	(2,676,312)	(3,260,277)
Loss on Asset Disposals	46,406	20,000	20,000	46,406
Depreciation and amortisation on Assets	5,557,711	5,526,762	9,476,169	9,464,713
Movement in Employee Benefit Provisions	(62,266)	-	-	-
<b>Total</b>	<b>4,388,418</b>	<b>4,400,638</b>	<b>6,821,857</b>	<b>6,272,842</b>
<b>Net Operating Result Excluding Rates</b>	<b>(9,456,465)</b>	<b>(6,897,892)</b>	<b>(19,236,722)</b>	<b>(20,175,826)</b>
<b>CAPITAL REVENUES</b>				
Non-Operating Grants, Subsidies and Contribution	1,546,035	1,501,746	2,644,464	1,672,310
Proceeds from Disposal of Land	1,699,006	2,196,895	3,661,491	4,336,491
Proceeds from Disposal of Assets	125,467	171,235	265,391	265,391
Proceeds from New Debentures	-	11,480	19,680	19,680
Self-Supporting Loan Principal Income	30,964	30,964	59,537	59,537
Overdraft Funds Utilised	-	-	1,200,000	-
Transfers from Reserves (Restricted Assets)	141,000	1,075,403	1,666,575	5,661,652
<b>Total</b>	<b>3,542,472</b>	<b>4,967,724</b>	<b>9,799,196</b>	<b>12,435,061</b>
<b>CAPITAL EXPENDITURE</b>				
Purchase Land Held for Resale	(164,995)	(1,996,694)	(3,422,940)	(3,306,250)
Purchase Land and Buildings	(349,366)	(1,417,066)	(2,429,756)	(1,676,373)
Purchase Infrastructure Assets - Roads	(1,654,364)	(2,391,249)	(4,100,212)	(2,963,762)
Purchase Infrastructure Assets - Drainage	(255,752)	(342,279)	(586,913)	(463,165)
Purchase Infrastructure Assets - Parks and Ovals	(62,693)	(339,906)	(583,022)	(654,531)
Purchase Infrastructure Assets - Footpaths	(157,459)	(213,655)	(366,909)	(356,366)
Purchase Infrastructure Assets - Special Works	(27,763)	(294,154)	(504,415)	(536,471)
Purchase Plant and Equipment	(79,166)	(604,163)	(1,035,732)	(636,665)
Purchase Furniture and Equipment	(65,955)	(69,133)	(129,661)	(327,466)
Capital Contributions and Grants Owning	-	-	(41,667)	(41,667)
Repayment of Debentures	(326,666)	(326,666)	(559,442)	(559,442)
Overdraft Funds (Repayment)	(969,975)	(971,739)	(971,739)	(971,739)
Advances to Clubs	-	-	(19,680)	(19,680)
Transfers to Reserves (Restricted Assets)	(1,844,634)	(1,725,639)	(2,766,574)	(5,034,654)
<b>Total</b>	<b>(6,021,022)</b>	<b>(10,694,765)</b>	<b>(17,516,664)</b>	<b>(16,292,453)</b>
Rate Revenue	25,500,124	25,642,660	25,623,920	25,943,920
Opening Funding Surplus (Deficit)	2,306,520	2,306,520	2,306,520	2,306,520
<b>Closing Funding Surplus (Deficit)</b>	<b>15,873,666</b>	<b>13,346,267</b>	<b>1,234,012</b>	<b>2,219,219</b>

Attachment 2

<b>Shire of Kalamunda</b>				
<b>RATE SETTING STATEMENT</b>				
<b>By Program</b>				
<b>Budget Review for the Month Ended 31 January 2013</b>				
	Actual	Budget YTD	Revised Budget	January Budget
	31/01/2013	31/01/2013	2012/13	Review
	\$	\$	\$	\$
<b>REVENUE</b>				
Governance	8,876	8,145	13,626	16,266
General Purpose Funding	1,079,030	1,746,683	3,303,743	3,311,415
Law, Order, Public Safety	255,371	244,866	359,089	371,391
Health	87,525	83,596	102,217	102,217
Education and Welfare	2,774,347	2,183,256	3,653,074	3,612,536
Community Amenities	8,659,998	8,860,077	10,674,791	11,033,930
Recreation and Culture	887,152	1,355,785	2,380,654	2,269,877
Transport	1,298,469	1,246,345	2,322,434	1,393,049
Economic Services	398,560	407,451	636,181	635,668
Other Property and Services	204,870	235,452	412,181	340,867
<b>Total (Excluding Rates)</b>	<b>19,854,197</b>	<b>16,371,656</b>	<b>23,657,991</b>	<b>23,067,217</b>
<b>EXPENSES</b>				
Governance	(1,679,906)	(1,622,021)	(2,559,481)	(2,624,163)
General Purpose Funding	(445,995)	(434,445)	(716,546)	(709,911)
Law, Order, Public Safety	(912,150)	(930,351)	(1,560,444)	(1,560,530)
Health	(537,879)	(593,140)	(901,895)	(886,889)
Education and Welfare	(2,084,800)	(2,396,150)	(4,035,216)	(4,057,617)
Community Amenities	(5,967,601)	(6,217,890)	(10,652,091)	(10,507,763)
Recreation & Culture	(8,566,075)	(10,056,839)	(17,076,403)	(16,926,528)
Transport	(4,405,984)	(4,597,324)	(7,881,146)	(7,881,146)
Economic Services	(455,701)	(489,272)	(823,721)	(833,889)
Other Property and Services	(1,806,776)	(571,026)	(1,063,062)	(1,673,291)
<b>Total</b>	<b>(27,953,089)</b>	<b>(26,166,458)</b>	<b>(47,274,086)</b>	<b>(47,663,577)</b>
<b>FUNDING BALANCE ADJUSTMENTS</b>				
<b>Non-Cash Expenditure and Revenue</b>				
Profit on Asset Disposals	(1,155,413)	(1,148,124)	(2,676,312)	(3,260,277)
Loss on Asset Disposals	48,406	20,000	20,000	48,406
Depreciation and amortisation on Assets	5,557,711	5,528,762	9,470,169	9,464,713
Movement in Employee Benefit Provisions	(62,296)	-	-	-
<b>Total</b>	<b>4,388,418</b>	<b>4,400,658</b>	<b>6,821,857</b>	<b>6,272,842</b>
<b>Net Operating Result Excluding Rates</b>	<b>(7,910,453)</b>	<b>(7,396,144)</b>	<b>(16,594,236)</b>	<b>(18,303,518)</b>
<b>CAPITAL REVENUES</b>				
Proceeds from Disposal of Land	125,467	2,196,895	3,061,491	4,536,491
Proceeds from Disposal of Assets	1,899,006	171,235	265,381	265,381
Proceeds from New Debentures	-	11,480	19,680	19,680
Self-Supporting Loan Principal Income	30,864	30,864	59,537	59,537
Overdraft Funds Utilised	-	-	1,200,000	-
Transfers from Reserves (Restricted Assets)	141,000	1,075,403	1,668,575	5,661,652
<b>Total</b>	<b>1,996,437</b>	<b>3,485,976</b>	<b>7,114,674</b>	<b>10,662,751</b>
<b>CAPITAL EXPENDITURE</b>				
Purchase Land Held for Resale	(184,995)	(1,996,694)	(3,422,940)	(3,306,250)
Purchase Land and Buildings	(349,306)	(1,417,066)	(2,429,756)	(1,676,373)
Purchase Infrastructure Assets - Roads	(1,554,364)	(2,391,249)	(4,100,212)	(2,983,762)
Purchase Infrastructure Assets - Drainage	(255,752)	(342,279)	(586,913)	(483,165)
Purchase Infrastructure Assets - Parks and Ovals	(82,693)	(339,906)	(583,022)	(954,531)
Purchase Infrastructure Assets - Footpaths	(157,458)	(213,885)	(366,909)	(356,365)
Purchase Infrastructure Assets - Special Works	(27,763)	(294,154)	(504,415)	(536,471)
Purchase Plant and Equipment	(79,168)	(604,163)	(1,035,732)	(836,685)
Purchase Furniture and Equipment	(85,895)	(68,133)	(129,861)	(327,466)
Capital Contributions and Grants Owning	-	-	(41,667)	(41,667)
Repayment of Debentures	(326,658)	(326,658)	(559,442)	(559,442)
Overdraft Funds (Repayment)	(869,975)	(971,739)	(971,739)	(971,739)
Advances to Clubs	-	-	(19,680)	(19,680)
Transfers to Reserves (Restricted Assets)	(1,944,634)	(1,725,639)	(2,766,574)	(5,034,654)
<b>Total</b>	<b>(6,021,022)</b>	<b>(10,694,765)</b>	<b>(17,516,864)</b>	<b>(18,292,453)</b>
Rate Revenue	25,500,124	25,642,660	25,923,920	25,943,920
Opening Funding Surplus (Deficit)	2,308,520	2,308,520	2,308,520	2,308,520
<b>Closing Funding Surplus (Deficit)</b>	<b>13,873,606</b>	<b>13,346,267</b>	<b>1,234,012</b>	<b>2,219,219</b>

**Attachment 3**

**SHIRE OF KALAMUNDA  
BUDGET REVIEW JANUARY 2013  
FOR THE YEAR ENDED 30 JUNE 2013**

**RATING INFORMATION - 2012/13 FINANCIAL YEAR**

	Original Budget 2012/2013 \$	Budget Review October 2012 31/01/2013 \$	Budget Review January 2013 2012/2013 \$
Information on Surplus/(Deficit) Brought Forward	\$	\$	\$
<b>Surplus/(Deficit) Brought Forward</b>	<b>303,941</b>	<b>1,234,012</b>	<b>2,219,219</b>
<b>Comprises:</b>			
Cash - Unrestricted	2,291,911	4,060,450	4,055,905
Cash - Restricted - Reserves	6,271,090	3,555,465	2,050,666
Trades and Other Receivables	3,110,315	3,163,151	3,129,708
Inventories			
- Land Held for Resale	1,452,000	0	0
- Fuel and Materials	222,291	222,291	222,291
- Land Held for Re-sale	0	0	0
<b>Less:</b>			
Reserves - Restricted Cash	(6,271,090)	(3,555,465)	(2,050,666)
Overdraft	(1,200,000)	0	0
Payables	(5,320,576)	(6,211,880)	(5,988,666)
Current Employee Benefits Provision	(559,442)	0	0
Current Employee Benefits Provision	(2,036,972)	(2,036,972)	(2,036,972)
<b>Add back</b>			
Current Employee Benefits Provision	2,036,972	2,036,972	2,036,972
Interest Bearing Liabilities	1,759,442	0	0
Re-classification of Non-Current Asset to current asset			
Land Held for resale	(1,452,000)	0	0
<b>Surplus/(Deficit)</b>	<b>303,941</b>	<b>1,234,012</b>	<b>2,219,219</b>

Attachment 4

Shire of Kalamunda Statutory Budget Review to 31 January 2013 Summary of Changes			
Details	Inc/Dec \$	Sub-total \$	RSS Total \$
<b>Rate Setting Closing Balance forecasted with 1st Budget Review</b>			1,234,012
<b>Highlevel Changes in Revenue</b>			
<b>Operating Grants and Subsidies</b>			
Kidsport Programme grant extended	61,670		
Increase in NRM Grants from DEC - Dieback Programme and Upper Lesmurdie Falls	48,180		
Lotteries West Grant in Events area not being progressed	(20,000)		
<b>Contributions, Reimbursements and Donations</b>			
Human Resources Unit - reduced due to change in posting Long Service Leave calc.	(60,000)		
Community Hall - inputting error now removed	(21,000)		
<b>Profit on Asset Disposal</b>			
Additional properties sold:			
514 Kalamunda Rd, High Wycombe	252,779		
20 Booralie Way, Maida Vale	340,000		
Other Minor changes	(8,814)		
<b>Fees and Charges</b>			
Reduction in Waste Charges due to in-correct modelling	(380,000)		
Reduction in billing to Kalamunda Waterpark - change in method of billing to actuals from budget	(102,642)		
Inputting error - income for previous year's Golf Tournament now removed	(41,572)		
Net Increase in Development Application fees under Planning	10,000		
Decrease in Brookton/Pingelly MOU and abandoned vehicles	(15,000)		
<b>Other Revenue</b>			
Reduction in planning fines and penalties as highly un-predictable once gone to FERS	(52,942)	10,659	
Consolidation of all other minor adjustments made across all income budget items	1,400	(9,259)	1,400
<b>Highlevel Changes in Expenditure</b>			
<b>Employment Costs</b>			
Increase in Workers Compensation - to allow for staff on light duties	(50,000)		
Reduction in CEO salary	121,363		
GIS Co-ordinator transferred from Asset Management	(95,495)		
Rates team - Transitioning of the Senior Rates Co-ordinator role	(27,901)		
Libraries - re-classifying casuals from contracting	(10,400)		
Corporate Training reduced	50,000		
Conferences reduced	20,000		
Unit 410 Infrastructure management unit made redundant	46,244		
Savings in Asset Management identified	20,000		
Re-classify motor vehicle exp to salaries in Parks and Reserves - coordination	(205,000)		
Operations Management - transfer of staff from admin centre	31,500		
Waste Management - savings on overtime and staff costs due to vacancies	135,000		
Graffiti Labour Overheads - missed out in original budget	(82,642)		
Acting CEO Role - Higher Duties	(15,000)		
Savings in Strategic Planning & Sustainability Management - role was vacant for some months	-20,000		
Building Services - staff costs higher as recruit brought in at a higher start up level	(34,000)		
Increase in Ranger costs to allow for shared services and cat act implementation	(25,860)	(102,191)	

**Shire of Kalamunda  
Statutory Budget Review to 31 January 2013  
Summary of Changes**

Details	Inc/Dec \$	Sub-total \$	RSS Total \$
<b>Materials &amp; Contracts</b>			
<u>Consultancy fees</u>			
To pay for Forensic Audit on CEO investigation	(30,000)		
Reduction in use of Hesters for property consulting	15,000		
Reduction in Economic Devt	10,000		
Allowance for review of classifications for positions - HR	(15,000)		
<u>Legal Fees</u>			
CEO Legal costs higher than budgeted	(20,000)		
Savings in Director Planning & Development	10,000		
Savings in Statutory Planning Unit	20,000		
Reduced to offset reduction in income for Rangers	7,000		
<u>Project costs</u>			
Reduction in Functions – Shire President’s dinner	26,600		
Kalamunda Show - to allow for compensation	(11,307)		
Kalamunda Community Garden - start up costs	(10,000)		
Kids Sport programme (grant funds rec'd to extend programme)	(61,670)		
Changes to various Environmental projects - mainly due to grant funding changes	(23,862)		
Electoral Costs - Vacant Council seat and Referendum Costs	(120,000)		
<b>Materials &amp; Contracts (continued)</b>			
Reduction in IT expense account - savings identified	40,000		
Reduction in Kalamunda Water Park to reflect billing method (see above)	102,642		
Re-classify motor vehicle exp to salaries in Parks and Reserves - coordination (see above)	160,000		
<u>Equipment Hire Charges -</u>			
Reduction in IT budget included GST which is now removed	30,664		
Increase to allow for lease of Smoke Bush Estate car park lots	(36,215)		
Savings in fuel costs - Shire vehicles	20,000		
Waste - contractor costs various reduced	265,470		
Ranger Contractor replaced by hired staff	6,000		
Allowance for DFES officer costs (MOU between Shire and DFES)	(56,000)		
Environmental Health Officers to cover vacancies	(10,000)		
Development contribution in-correctly taken to revenue now refunded	(43,045)		
Increase in Advertising Costs for the Local Housing Strategy	(13,500)		
Additional Printing costs - promotional materials	(10,000)		
Allowance for write off of old Library Debts 2007-10	(9,390)		
Equipment Maintenance - Traffic Class, RSA and GPS Units	(31,000)		
Ray Owen Sports Stadium - cleaning maintenance	(20,000)	192,387	
<u>Utilities</u>			
Reduction in Electricity charges in community buildings	63,765	63,765	
<b>Loss on Disposal of Assets - Fleet sales lower than written down value</b>			
	(28,406)	(28,406)	
<u>Other Expenditure</u>			
HACC Funding for 11/12 returned	(58,514)	(58,514)	
Consolidation of other changes		(456,532)	(389,491)
<b>Highlevel Changes in Non-cash Expenditure &amp; Revenue</b>			
Profit on disposals added back (required under RSS calculations)			(583,965)
Add back Loss on Disposal of Assets - Fleet sales lower than written down value			28,406
Depreciation - buildings			6,543

**Shire of Kalamunda  
Statutory Budget Review to 31 January 2013  
Summary of Changes**

Details	Inc/Dec \$	Sub-total \$	RSS Total \$
<b>Highlevel Changes in Capital Revenues</b>			
<b>Capital Contributions</b>			
Abernethy Rd project deferred	(893,333)		
Canning rd, Mead St, 1st Ave and Fern Rd - grant changes	(37,708)		
Waste water extension and sewer works on Canning Rd	146,786		
Cat Management Facility Grant - implementation of the Cat Act	24,000		
Other minor changes	(11,919)		(772,174)
<b>Proceeds from Disposal of Land</b>			
Additional properties sold:			
514 Kalamunda Rd, High Wycombe	455,000		
20 Booralie Way, Maida Vale	420,000		875,000
<b>Changes in Capex</b>			
<b>Land Development</b>			
Savings on Land development costs - Wilkins Rd, Smokebush Estate Reclass of costs and Forrestfield Community Hub	116,690	116,690	
<b>Drainage - renewal -</b>			
Savings identified on jobs completed - Blackbutt Way	19,664	19,664	
<b>Drainage New</b>			
Savings identified on jobs completed - Bailey rd, Lascelles Pde, Victory Plc & Ray Owen Reserve	84,084	84,084	
<b>Road Renewal</b>			
Increased expenditure on various jobs completed	(60,314)		
Canning rd - job completed	66,164		
Hale rd - carry forward of grant component only, muni component returned	167,810	173,660	
<b>Road New</b>			
Abernethy Rd works deferred	850,000		
Kalamunda Rd - job completed	93,305	943,305	
<b>Footpaths - New</b>			
Savings on jobs completed - Corella st and Kalbarri st	10,541	10,541	
<b>Carparks</b>			
KPAC - increase in scope	(26,100)	(26,100)	
<b>Parks and Reserves</b>			
Reinstatement of Woodlupine Living Stream (grant of \$85K from Lotteries West will be accessed in 13/14)	(369,505)	(369,505)	
<b>Changes in Capex (continued)</b>			
<b>Building Construction - New and Renewal</b>			
KADS project deferred	216,000		
Norm Saddler Pavilion - tender came in higher than budget	(15,000)		
Jorgensen Park - project deferred	155,000		
Maida Valde Lighting and Fencing - project deferred	200,000	556,000	
<b>Plant &amp; Equipment</b>			
Excess budget returned on Back Hoe and Loader	36,391		
Replacement of Isuzu Heavy Truck deferred	231,656		
Savings on ranger vehicles	5,000		
Purchase of 2 new Utes for Operations - Waste and Parks	(76,000)	197,047	
<b>IT Expenditure</b>			
Internet Expenditure - Payment to Seamless for 11/12	(11,600)		
Intramaps - payment of 11/12 invoices	(24,000)		
IT Infrastructure audit - roll out of phase 1	(113,000)	(148,600)	
New Cattery	(52,000)	(52,000)	
Other Minor Changes to Capex		(10,095)	1,494,691
<b>Changes to Overdraft Funding</b>			
Overdraft facility not utilised due to delay in Edney Rd/Cygnat Court development			(1,200,000)

**Shire of Kalamunda  
 Statutory Budget Review to 31 January 2013  
 Summary of Changes**

Details	Inc/Dec \$	Sub-total \$	RSS Total \$
<b>Changes to Reserves</b>			1,504,797
<b><u>Transfer from Reserves to Municipal Fund</u></b>			
MACC Funding reduced for 11/12	58,514		
Building Reserve - to fund all Capex and Maintenance costs	3,572,300		
Local Govt Elections - to fund referendum	29,263		
EDP Reserve - To fund phase 1 of infrastructure audit roll out	113,000		
<b><u>Transfer to Reserves from Municipal Fund</u></b>			
Building Reserves - reconciliation on Profit on sale of land, interest movements and plant loan change of purpose	(2,246,000)		
Environmental reserve - Change in profit on sale of land assets	(15,120)		
Other movements - Interest Rate Changes to various reserves	(7,160)		
Changes to Rates - Interims			20,000
New Closing Balance – RSS			<u>2,219,219</u>
Per RSS			<u>2,219,219</u>
Difference			-



**Attachment 5**

**SHIRE OF KALAMUNDA  
NOTES TO AND FORMING PART OF THE REVISED BUDGET  
AS AT 31 JANUARY 2013**

	Original Budget 2012/2013 \$	Budget Review October 2012 2012/13 \$	Budget Review January 2013 2012/2013 \$
<b>RESERVES - CASH/INVESTMENT BACKED</b>			
<b>(a) Land and Property</b>			
Opening Balance	1,653,745	1,653,467	1,653,467
Interest Earned	47,559	<b>47,559</b>	<b>65,000</b>
Amount Set Aside / Transfer to Reserve	4,979,115	1,991,770	4,237,770
Amount Used / Transfer from Reserve	(1,648,439)	(1,648,439)	(5,220,739)
	<u>5,031,980</u>	<u>2,044,357</u>	<u>735,498</u>
<b>(b) Waste Management</b>			
Opening Balance	151,540	151,513	151,513
Interest Earned	4,358	4,358	2,836
Amount Set Aside / Transfer to Reserve	-	-	-
Amount Used / Transfer from Reserve	-	-	-
	<u>155,898</u>	<u>155,871</u>	<u>154,349</u>
<b>(c) EDP - IT Equipment</b>			
Opening Balance	11,979	11,977	11,977
Interest Earned	344	344	226
Amount Set Aside / Transfer to Reserve	268,463	268,463	268,463
Amount Used / Transfer from Reserve	-	(45,000)	(158,000)
	<u>280,786</u>	<u>235,784</u>	<u>122,666</u>
<b>(d) Local Government Elections</b>			
Opening Balance	28,737	28,725	28,725
Interest Earned	826	826	538
Amount Set Aside / Transfer to Reserve	-	-	-
Amount Used / Transfer from Reserve	-	-	(29,263)
	<u>29,563</u>	<u>29,551</u>	<u>0</u>
<b>(e) Long Service Leave</b>			
Opening Balance	70,750	70,744	70,744
Interest Earned	2,035	2,035	1,322
Amount Set Aside / Transfer to Reserve	-	-	-
Amount Used / Transfer from Reserve	-	-	-
	<u>72,785</u>	<u>72,779</u>	<u>72,066</u>
<b>(f) Plant and Equipment</b>			
Opening Balance	27,436	27,432	27,432
Interest Earned	789	789	514
Amount Set Aside / Transfer to Reserve	-	-	-
Amount Used / Transfer from Reserve	-	-	-
	<u>28,225</u>	<u>28,221</u>	<u>27,946</u>

	Original Budget 2012/2013 \$	Budget Review October 2012 2012/13 \$	Budget Review January 2013 2012/2013 \$
<b>(g) Stirk Park Reserve</b>			
Opening Balance	23,950	23,926	23,926
Interest Earned	689	689	447
Amount Set Aside / Transfer to Reserve	-	-	-
Amount Used / Transfer from Reserve	-	-	-
	<u>24,639</u>	<u>24,615</u>	<u>24,373</u>
<b>(h) HACC</b>			
Opening Balance	129,956	<b>129,951</b>	<b>129,951</b>
Interest Earned	3,737	3,737	2,432
Amount Set Aside / Transfer to Reserve	-	362,657	362,657
Amount Used / Transfer from Reserve	-	-	(58,514)
	<u>133,693</u>	<u>496,345</u>	<u>436,526</u>
<b>(i) Forrestfield Industrial Area</b>			
Opening Balance	157,874	157,853	157,853
Interest Earned	4,540	4,540	2,952
Amount Set Aside / Transfer to Reserve	-	-	-
Amount Used / Transfer from Reserve	(107,000)	(83,000)	(83,000)
	<u>55,414</u>	<u>79,393</u>	<u>77,805</u>
<b>(j) Insurance Contingency</b>			
Opening Balance	159,410	159,382	159,382
Interest Earned	4,584	4,584	2,980
Amount Set Aside / Transfer to Reserve	-	-	-
Amount Used / Transfer from Reserve	-	-	-
	<u>163,994</u>	<u>163,966</u>	<u>162,362</u>
<b>(k) Light Plant</b>			
Opening Balance	32,383	32,361	32,361
Interest Earned	931	931	606
Amount Set Aside / Transfer to Reserve	-	-	-
Amount Used / Transfer from Reserve	-	-	-
	<u>33,314</u>	<u>33,292</u>	<u>32,967</u>
<b>(l) Revaluation</b>			
Opening Balance	132,006	132,001	132,001
Interest Earned	3,796	3,796	2,471
Amount Set Aside / Transfer to Reserve	-	-	-
Amount Used / Transfer from Reserve	-	-	-
	<u>135,802</u>	<u>135,797</u>	<u>134,472</u>
<b>(m) Nominated Employee Leave Provisions</b>			
Opening Balance	23,554	23,551	23,551
Interest Earned	677	677	440
Amount Set Aside / Transfer to Reserve	-	-	-
Amount Used / Transfer from Reserve	-	-	-
	<u>24,231</u>	<u>24,228</u>	<u>23,991</u>
<b>(n) Unexpended Capital Works and Specific Purpose Grants</b>			
Opening Balance	-	-	-
Amount Set Aside / Transfer to Reserve	-	-	-
Amount Used / Transfer from Reserve	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>

	Original Budget 2012/2013 \$	Budget Review October 2012 2012/13 \$	Budget Review January 2013 2012/2013 \$
<b>(o) Enviromental Reserve</b>			
Opening Balance	74,146	74,583	74,583
Interest Earned	2,132	2,132	1,393
Amount Set Aside / Transfer to Reserve	100,532	66,687	81,807
Amount Used / Transfer from Reserve	<u>(76,045)</u>	<u>(112,136)</u>	<u>(112,136)</u>
	<u>100,765</u>	<u>31,266</u>	<u>45,647</u>
 <b>TOTAL CASH BACKED RESERVES</b>	 <b><u>6,271,089</u></b>	 <b><u>3,555,465</u></b>	 <b><u>2,050,668</u></b>

**SUMMARY**

	Original Budget 2012/2013 \$	Budget Review October 2012 2012/13 \$	Budget Review January 2013 2012/2013 \$
Opening Balance	2,677,466	2,677,466	2,677,466
Transfer from Accumulated Surplus - Interest	76,997	76,997	84,157
Transfer from Accumulated Surplus	5,348,110	2,689,577	4,950,697
Transfer to Accumulated Surplus	<u>(1,831,484)</u>	<u>(1,888,575)</u>	<u>(5,661,652)</u>
Closing Balance	<b><u>6,271,089</u></b>	<b><u>3,555,465</u></b>	<b><u>2,050,668</u></b>

#### 10.4.6 Metropolitan Local Government Review Panel Recommendations – Submission from the Shire of Kalamunda

Previous Items	N/A
Responsible Officer	Chief Executive Officer
Service Area	Office of CEO
File Reference	
Applicant	N/A
Owner	N/A

Attachment 1	Submission from the Shire of Kalamunda – March 2013 Metropolitan Local Government Review Panel Recommendations
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#### PURPOSE

1. To seek Council endorsement of the attached Submission from the Shire of Kalamunda – March 2013 in response to the Metropolitan Local Government Review Panel (“the Panel”) recommendations (Attachment 1).

#### BACKGROUND

2. An independent panel was established in June 2011 by the Minister for Local Government to review metropolitan local governments. The panel comprised:
  - Professor Alan Robson – Vice Chancellor of UWA - Chairman
  - Dr Peter Tannock former Vice Chancellor of Notre Dame University
  - Dr Sue van Leeuwen CEO of Leadership WA.
3. The Panel's purpose is to recommend appropriate boundaries and governance models for local governments in the Perth metropolitan area.
4. An issues paper was released by the Panel on 31 October 2011 and called for submissions by 23 December 2011.
5. In response to the initial submissions, the Panel as part of its process to make recommendations to the Minister of Local Government released a set of draft findings for public comment on 27 April 2012. Comment and submissions were required to be provided by 24 May 2012. The Shire of Kalamunda provided a comprehensive response to the draft findings.
6. The Panel's recommendations were released on 25 October 2012 with a further period for public comments provided until 5 April 2013.

#### DETAILS

7. The terms of reference of the panel are:
  1. *Identify current and anticipated specific regional, social, environmental and economic issues affecting, or likely to affect, the growth of metropolitan Perth in the next 50 years.*
  2. *Identify current and anticipated national and international factors likely to impact in the next 50 years.*
  3. *Research improved local government structures, and governance models and structures for the Perth metropolitan area, drawing on national and*

*international experience and examining key issues relating to community representation, engagement, and accountability and State imperatives among other things the panel may identify during the course of the review.*

4. *Identify new local government boundaries and a resultant reduction in the overall number of local governments to better meet the needs of the community.*
  5. *Prepare options to establish the most effective local government structures and governance models that take into account matters identified through the review including, but not limited to, community engagement, patterns of demographic change, regional and State growth and international factors which are likely to impact.*
  6. *Present a limited list of achievable options together with a recommendation on the preferred option.*
8. The Shire has developed a response submission to the Panel's recommendations shown as (Attachment 1) to this report.

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

9. Nil.

#### **POLICY IMPLICATIONS**

10. Nil.

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

11. Nil.

#### **FINANCIAL IMPLICATIONS**

12. Nil.

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

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

13. *Shire of Kalamunda Strategic Plan 2009-2014*  
Outcome 5.1 Governance and Planning - Provide ethical governance and ensure appropriate levels of corporate planning for effective management .

##### **Sustainability Implications**

###### Social Implications

14. Local government reform is likely to impact on the way services are delivered to the community.

### Economic Implications

15. The cost of local government reform in other states is well documented and very costly.

### Environmental Implications

16. Nil.

### **OFFICER COMMENT**

17. The proposed submission provides a response to all of the Panel's recommendations plus an overarching statement to provide context to the comments on each of the recommendations.
18. With respect to the key recommendation on the reduction in the number of local governments within the metropolitan area, the submission reaffirms the Council's position that it does not want to amalgamate with any other local government.
19. The Council at a Special Council Meeting on 11 March 2013 authorised the conduct of a referendum of the Shire's electors to ascertain their views on the question of amalgamation with another local government. The outcome of this referendum will be provided direct to the State Government once known.
20. The Shire has participated in the G20 Group of Councils which was established to provide an industry wide submission with respect to the proposed number of local governments for the metropolitan area and possible amalgamations/boundary changes to achieve the various scenarios.
21. The findings of the G20 were presented to 19 of the participating local government authorities on 11 March 2013. The findings produced six models  
Option A – 22 Councils (Two suggested boundary adjustments)  
Option B – 20 Councils (One suggested boundary adjustments)  
Option C - 18 Councils (Two suggested boundary adjustments)  
Option D - 16 Councils  
Option E – 15 Councils (One suggested boundary adjustments)  
Option F - 9 Councils
22. The Mayors and Presidents in attendance were requested to vote on the six options provided and the voting showed that Options C, D and E were the preferred options.
23. The Shire's preferred option would be Option C which would see the metropolitan area councils reduced to 18. The local government areas would consist of 11 existing local government authorities and the amalgamations of:
  1. City of Armadale & Shire of Serpentine Jarrahdale
  2. City of Fremantle & Town of East Fremantle
  3. City of Bayswater & Town of Bassendean
  4. City of Vincent & City of Perth
  5. City of South Perth & City of Victoria Park
  6. City of Cockburn & City of Kwinana
  7. City of Nedlands, Town of Claremont, Town of Cottesloe, Shire of Peppermint Grove, Town of Mosman Park, Town of Cambridge & City of Subiaco.

24. Under this model Option C2 was also proposed which allowed for boundary changes to expand the City of Belmont. This would give Belmont control of the frame area around Perth Airport. This would allocate portions of the Shire Kalamunda, the Cities of Swan and Canning to the City of Belmont. This could have significant effect on the financial position of the Shire of Kalamunda as it would see the City of Belmont expanded to have control of all land west of Roe Highway, south of Kalamunda Road and north Orong Road. This expansion would include the industrial areas in Forrestfield and High Wycombe.

*The Chairman noted that there were to be two slight changes to the Recommendation, the addition of "for the Shire of Kalamunda" in Point 2 and changing the word Referendum to "Community Poll" in Point 5.*

<b>Voting Requirements: Simple Majority</b>
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RESOLVED OCM 31/2013

That Council:

1. Endorses the Submission from the Shire of Kalamunda – March 2013 in response to the Metropolitan Local Government Review Panel Recommendations and request the submission, shown as (Attachment 1), is lodged.
2. Endorses its position in response to Recommendation 15 of the Robson Report **for the Shire of Kalamunda** to remain as it is and not to be amalgamated with any other local government authority.
3. Endorses as its second preference Option C - 18 Councils without the inclusion of Option C2 boundary adjustment (Map C2) - Belmont expanded to Roe Highway, Kalamunda Road and Orong Road as is being indicated in the report of the G20 Group of Councils – which provides a model for 18 local government in the metropolitan area as detailed in G20 Report included with (Attachment 1).
4. Advises the Minister for Local Government that the Shire of Kalamunda is opposed to any boundary adjustment as being proposed by the City of Belmont. The City of Belmont proposal would take control of all land west of Roe Highway, south of Kalamunda Road and north of Orong Road. The grounds for opposition to this boundary adjustment is that all of the major industrial areas and some major residential areas currently in the Shire of Kalamunda would be lost and would inevitably leave the Shire of Kalamunda unsustainable under such a scenario.
5. Provides the results of the **Community Poll** that will be concluded by 17 May 2013 to the Premier and Minister for Local Government noting the results will be submitted after the submission date closes.

Moved: **Cr Frank Lindsey**

Seconded: **Cr Justin Whitten**

Vote: **For**  
**Cr John Giardina**  
**Cr Frank Lindsey**  
**Cr Geoff Stallard**  
**Cr Allan Morton**  
**Cr Noreen Townsend**  
**Cr Justin Whitten**  
**Cr Martyn Cresswell**  
**Cr Dylan O'Connor**  
**Cr Sue Bilich**

**Against**  
**Cr Bob Emery**

**CARRIED (9/1)**



## Attachment 1



### METROPOLITAN LOCAL GOVERNMENT REVIEW

#### PANEL RECOMMENDATIONS

#### SHIRE OF KALAMUNDA RESPONSE

March 2013

#### Shire of Kalamunda Overarching Response to the Panel's Recommendations

##### General Statement

This submission by the Shire of Kalamunda should be considered in conjunction with its submission of May 2012 with respect to the Draft Findings by the Panel.

The recommendations of the Panel has not changed the overall position of the Shire relative to reform of local government within the Perth Metropolitan area.

The Shire of Kalamunda is still of the opinion that the recommendations of the Panel have not lessened the tendency to stereotype local governments. Such an approach is disappointing given the value placed on the individuality and uniqueness of the various communities of interest within the Perth metro area.

Nevertheless, the Shire of Kalamunda does agree that significant gains by way of improvement to local government practices can flow from an effective and properly implemented reform process that does not contain radical proposals which could become the focus for local governments to discredit and impact on the overall process. This includes the final recommendation of the Panel that the recommendations *"be implemented in their entirety"*. Such an outcome would be a waste of resources by both the local government and state government sectors.

Some of the recommendations, particularly 16 to 20, are not in the best interests of local government across the whole of Western Australia and if implemented as such would cause significant problems for many regional local governments. Conversely, if the recommendations are not implemented across all of Western Australian, then a two tier system of local government would be introduced, returning to the situation that existed prior to the introduction of the 1962 Act. Additionally, it could be argued that larger regional local governments, such as the Cities of Bunbury, Albany, Kalgoorlie-Boulder and Greater Geraldton, are similar to local governments in the metropolitan region and should be subject to the same requirements as metropolitan local governments.

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Additionally, recommendation 20 proposes to introduce requirements that are not part of other levels of government or local government in other states of Australia and are therefore considered counterproductive in being able to achieve meaningful reform. It is considered that this is an example where there are mixed messages when considering objectives of the review of metropolitan Perth local government is to ensure long term strategic planning and vision and the State Government's recent introduction of long term planning requirements through the Integrated Planning and Reporting Framework. Restricting councillor terms could impact on these long term plans and visions and mean that experience gained by these councillors is lost.

This reinforces the view of the Shire of Kalamunda that the State Government should take great care when considering its approach to Local Government Reform.

If amalgamations are to be achieved, which the Shire agrees is necessary in most cases and urgent particularly for the inner metropolitan area, the State Government should firstly develop a roll out strategy focussing on amalgamations of the small inner city local governments; potentially creating local government authorities that would align with the Panel's philosophy for reform and have the capacity to deal with employment self-sufficiency, community services for aging populations and changing demographics as well as being financially sustainable.

Outer metropolitan local government authorities, as identified in *Directions 2031 and beyond*, are growth councils with significant development to go ahead in the next decade which will provide for sustainable and optimal operating levels.

The Outer Metropolitan Regional Strategy, as detailed in *Directions 2031 and beyond*, should be used to guide development and time should be allowed for the existing outer metropolitan local governments to deal with the growth that will occur in these regions through to 2031. Amalgamations of outer metropolitan local governments should be reconsidered after 2025 when infill and increased densities have been realised. It is believed the cost of amalgamations in most outer metropolitan local governments would clearly outweigh the benefits in the short to medium term.

In view of this the Shire of Kalamunda maintains its stance that it should not be part of any proposed amalgamations with other nearby local governments.

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### **Additional Comments**

The Shire established a Working Party to pursue discussion with neighbouring local governments with respect to the opportunities for effective reform through possible amalgamations. Discussions were held with the Cities of Belmont and Gosnells and the Shire of Mundaring.

The outcome of these discussions was presented to Council at its Ordinary Meeting on 25 February 2013 and below is an extract from that Report to Council:-

#### ***Potential Impacts of Amalgamation upon the Shire of Kalamunda***

1. The Shire has developed a number of scenarios and models showing the potential impacts that could be the outcome for the Shire of Kalamunda under Local Government Reform.
2. The Shire's population growth models (shown as Attachment 1) show the future populations of the various amalgamated models and compare them to a model for the Western Suburbs. The growth models show the amalgamation being proposed for Kalamunda, Mundaring and Swan will create a local government authority with a population over 300,000 by 2031. Councils of this size are too large when you compare that the amalgamated western suburbs will not grow much beyond 100,000. The population diversity under the Panels' proposal is too widely spread and will likely bring inequity for people living in Perth's eastern region.
3. The rate scenarios models are assumption based and have been compiled using the latest Annual Report data for the year ending 2012 from the four local governments of Kalamunda, Belmont, Swan and Mundaring.
4. Five models presented are shown in Attachment 2
  1. Kalamunda , Swan and Mundaring with Malaga
  2. Kalamunda , Swan and Mundaring without Malaga
  3. Kalamunda and Mundaring
  4. Kalamunda and Belmont with and without the airport rates.
  5. Kalamunda, Belmont and Mundaring with and without airport rates.
5. The models show the average rate increase for Shire of Kalamunda ratepayers would fall in a range of \$100 - \$500 per property with the average increase being estimated at \$200 - \$300 for a property with a midrange Gross Rental Value ("GRV").
6. The Shire of Kalamunda pensioners would be losers in an amalgamated scenario because the Shire's pensioners would likely lose all or part of their 50% discount on bins, approximately \$170 per year, in all scenarios with the exception of a Mundaring and Kalamunda merger as Mundaring currently offer a 25% discount. The assumption is this would remain but would be reduced through harmonisation given Mundaring currently only offer 25% and Kalamunda offer 50%.
7. It is assumed that fees and charges and lease charges for clubs providing sporting services to young families would likely be increased as these will need harmonising across any merger. Increases would be passed onto to families by way of increase club fees.

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Shire of Kalamunda Overarching Response to the Panel's Recommendations

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8. The Lesmurdie and High Wycombe Libraries could be closed because the Shire has a much higher library to population ratio than other local government authorities. In a super council scenario it is unlikely four libraries would be seen as sustainable.
  9. The Kalamunda Aquatic Centre and the High Wycombe Recreation Centre could be rationalised in future years in favour of one multipurpose recreation/aquatic facility to service this part of a new super council.
  10. The planning of multipurpose community hubs at Kalamunda, High Wycombe and Woodlupine (Forrestfield) would likely not go ahead because infrastructure funding would be directed to other priorities under a super council model such as the Midland Town Centre development or renewal of ageing infrastructure across the region.
  11. Ray Owen Reserve and Kostera Oval redevelopments are likely not to occur in the near future as they would not be priorities in a super council.
  12. Kalamunda's identity would be lost and the Council representation would be downsized in a super council arrangement. Currently the City of Swan has a population of 112,000 which is twice the population of Kalamunda. It stands to reason under a super council model the existing City of Swan would have double the representation of Kalamunda and hence would support infrastructure rationalisation within Kalamunda.
  13. Sustainability would be questionable under a super council particularly if the City of Swan forfeit Malaga as is flagged in the Robson Report.
  14. The cost of amalgamation would entail:
    - New Information Technology systems – likely to be at least \$3-4 million, including records systems upgrade and unification.
    - Expanded executive team and management groups (a super council would likely need 6-8 directors and 16-18 managers over time).
    - Increase fees for elected members are mooted in the Robson Report. Rebranding costs for a new organisation would be in the order of \$1-2 million dollars. Redundancies costs would be in the order \$1-2 million.
    - Recruitment costs would be in the order of half a million dollars. Retraining and restructuring costs.
    - Administration expansion costs.
    - Additional wages cost for outside workers downtime for increase travelling times and /or cost of maintaining more depots.
  15. It is feasible to expect an amalgamation to cost the local government in the order of \$10 million.

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**G20 Group of Councils**

The Shire of Kalamunda joined the G20 group of Councils who have formed under the leadership of the Mayor of Armadale to draw up a new option for LG Reform.

The context for this group was established at it workshop on the 11<sup>th</sup> March 2013 as follows:

- The G20 Councils strongly support a process of voluntary amalgamations and boundary adjustments.
- Most Council do not support recommendation 15 of the Review Panels Report relating to the creation of 12 Councils.
- If compulsory amalgamations are now to occur then it is considered that a better plan could be drawn up.
- It was viewed that the State Government is interested in what comes out of the work of the G20.
- A report on the outcome of this workshop and the options being considered will be given to participating Councils by 22nd of March.
- The outcomes of the workshop will only relate to recommendation 15 of the Panel's Report.
- Each Council will need to decide on what they wish to submit to the government in response to the Panel's report by 5th April.

The models presented to the G20 were:

- Option A 22 Councils (Two suggested boundary adjustments )
- Option B 20 Councils (One suggested boundary adjustments )
- Option C 18 Councils (Two suggested boundary adjustments)
- Option D 16 Councils
- Option E 15 Councils (One suggested boundary adjustments)
- Option F 9 Councils

Details of each of the models are shown in the Metro Local Government Reform Workshop Report (Attachment 3).

The Mayors and Presidents were required to vote on the models and the results are as follows:

<b>NUMBER OF COUNCILS OPTIONS</b>	<b>COUNCILS</b>	<b>PRIMARY VOTE</b>	<b>PREFERENCE SCORE</b>	<b>PREFERENCE RANKING</b>
<b>A</b>	22	3	80	5
<b>B</b>	20	2	65	4
<b>C</b>	18	3	52	2
<b>D</b>	16	3	50	1
<b>E</b>	15	7	54	3
<b>F</b>	9	1	98	6

BOUNDARY CHANGES		YES	NO
A1	3 Western Suburbs	6	13
A2	Armadale & SJ (Murray)	17	2
B1	2 Western Suburbs	13	6
C1	Fremantle with Mosman Park & Melville/Cockburn adjustments	15	4
C2	Belmont expanded to Roe Highway and Kalamunda Road and Kalamunda reduced	8	11
E1	Canning, Vic Park & South Perth adjusted boundaries with neighbours	13	6

The Shire of Kalamunda's preference under the G20 Model is for 18 Councils to be established and for no boundary changes to occur between the Shire of Kalamunda and the City of Belmont.

**Proposed boundary adjustment by City of Belmont**

In the G20 findings an Option C2 - Belmont expanded to Roe Highway and Kalamunda Road and Orrong Road was flagged and is being pursued by the City of Belmont in their submission to the Panels findings.

This proposal would:

- Allow Belmont to expand and control more of the frame area around Perth Airport as a major gateway.
- Kalamunda, Swan and Canning's boundary's would be affected by the change.
- This would have a significant effect on the financial position of Kalamunda.
- This would result in High Wycombe and part of Forrestfield residents becoming a part of the City of Belmont.

The Shire of Kalamunda strongly opposes this proposal and the Shire President recently wrote to the Mayor of Belmont to outline our concerns. The following is an excerpt from her letter.

*"At this point in time, the Shire of Kalamunda would also like to advise its opposition to the City of Belmont's boundary change proposal which would place the land west of Roe Highway under the control of the City of Belmont Local Government Authority. This is a significant area of land for the Shire, with large industrial areas, and its loss would significantly impact on the Shire's future sustainability. Significant funds have been invested into land use planning in order to rezone the land to industrial purpose, and structure plans have been prepared for the area."*

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**Community Referendum on Local Government Amalgamation**

At a Special Meeting of Council held on 11 March 2013 it was resolved that

*That Council:*

1. *Authorises the conduct of a Referendum of Electors of the Shire of Kalamunda with respect to a possible amalgamation of the Shire of Kalamunda with one or more other local governments.*
2. *Pursuant to Section 6.8 (1) (b) of the Local Government Act 1995 amends the 2012/13 Budget to provide:*
  - *\$80,000 to conduct the Referendum.*
  - *Transfers \$29,323 from the Election Reserve with the balance of the funding to be allocated from the Municipal Fund general surplus.*
3. *Authorises the Acting Chief Executive Officer to engage suitably qualified people to assist with the preparation of the documentation required to enable the Referendum to be conducted.*
4. *Authorises the appointment of the West Australian Electoral Commission to conduct the Referendum within an appropriate timeframe that will not compromise the validity of the Referendum.*

**Benefits of Conducting a Referendum**

- It will provide the Electors of the Shire of Kalamunda with the opportunity to inform the Council of their support or otherwise to the possibility of the Shire being amalgamated with one or more other local governments.
- It will provide the Electors of the Shire with information on what the possible impacts may be from being amalgamated.
- The result will provide the Council with evidence obtained directly from the community to support its stance to reject the recommendation contained in the Robson Report that the Shire of Kalamunda should amalgamate with the Shire of Mundaring and the City of Swan.

The Western Australian Electoral Commission advised that to comply with appropriate proper process principles the earliest referendum date would be 17 May 2013. This is the date the votes would be counted and the outcome announced.

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## CONCLUSIONS

The Shire of Kalamunda has growth potential and is currently planning for an expected population between 80,000 and 100,000 by 2031. This projection is based on the urban infill and development being proposed under the recently approved Local Planning Strategy and the draft Local Housing Strategy. The Shire of Kalamunda has invested significantly and worked closely with its community to convert the special rural area in Forrestfield and High Wycombe to become high value new Industrial areas in line with the State's Employment and Industrial Land Strategy. The vision for this site has been developed and structure planning for Stage 3 is now underway.

Council at its December 2012 meeting approved a draft Structure Plan for the Forrestfield District Centre to be advertised for public comment. The Structure Plan will enable the redevelopment of this ageing shopping precinct into a more significant District Activity Centre with increased employment opportunities, services and facilities to service the growing population of the Perth Foothills.

It is the view of the Shire of Kalamunda that the State should be cautious when considering reform in Perth's Eastern Region, and in particular around the Forrestfield, High Wycombe and Wattle Grove areas. The State is becoming ever increasingly dependent on the eastern metro region as its major transportation hub and intermodal intersection supporting the State's resource sector. The Region is also the metropolitan areas second largest employment hub.

The Shire of Kalamunda and the City of Belmont have been working closely over the past three years with the Westralia Airport Corporation (WAC) and the State to support the concept planning phases for the redevelopment of the Perth Gateway Project and the Perth Airport Masterplan. The Federal government recently announced a \$600million investment in the Gateway project; in addition the WAC plan to spend \$1.23 billion to upgrade the airport facilities. There are also a large number of infrastructure projects occurring in the Region such as planning for the second Intermodal Terminal in Forrestfield and a future interchange at Roe Highway and Berkshire Road all of which will have significant impact on the how the State economy operates and require the State and local government cooperation. Whilst there seems to be a desire by some parties to see the airport operate within one local government authority there has been no real evidence indicating the airport has been hindered in its development by being spread over three local government authorities.

The Shire is mid-way through a very important process of investigating (The Hills Orchard Study) how it can address the social, economic and environmental issues facing the large orcharding community in the Darling Ranges. The unique needs and struggle being faced by our local orchardists needs to be progressed and an amalgamation would only see these farmers being left in a long queue of priorities that would emerge if the Shire was amalgamated into a super council.

There are too many important and complex issues occurring in the Shire of Kalamunda's diverse community that are being worked through and the community of Kalamunda will see not benefits for a long time as a result of being amalgamated at this point in time.

In July 2011 the State Government passed legislation that will bind all local government authorities into preparing and adopting a long term strategic planning framework. There is no doubt that this framework will bring about significant reform in local government around accountability, reporting



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and delivering services. This legislation has been in the pipeline for over two years and in readiness for this planning transition the Shire has invested significantly in development and preparation of the required strategic plans and also the business systems that underpin the collection, management and monitoring of long terms plans. It is inevitable that under amalgamation all this progressive work will be lost.

The Shire has worked hard to have its new Strategic Community Plan, Long-term Financial Plan, Asset Plans and Workforce Plan ready to set the Shire up for a sustainable and locally connected future.

If amalgamations are considered the State should first amalgamate the small inner city local government authorities; potentially creating up to six local government authorities that have the capacity to deal with employment self-sufficiency, community services for ageing populations and changing demographics as well as being financially sustainable. The outer metropolitan local governments should remain as is for the time being (with some minor boundary adjustments). *Directions 2031 - Outer Metropolitan Regional Strategies* should be used to guide development and time should be allowed for the existing outer metropolitan local governments to deal with the growth that will occur in these regions through to 2031. Amalgamations of outer metropolitan local government authorities should be reconsidered after 2025 when infill and increased densities have been realised. It is believed the cost of amalgamating outer metropolitan local government authorities would likely outweigh the benefits in the short term.

The Shire of Kalamunda is clearly of the view that any form of amalgamation at this point in time would see the Shire of Kalamunda residents being the "big losers" in Metropolitan Local Government Reform.

**SHIRE OF KALAMUNDA RECOMMENDATIONS**

**Recommendation 1**

For the reasons outlined above the Shire of Kalamunda respectfully requests the Minister for Local Government not to pursue the recommendations of the Panel's Findings with regard to Recommendation 15 which seeks to amalgamate the Shire of Kalamunda with the City of Swan and the Shire of Mundaring but rather adopts the Model C of the G20 Council which proposes that 18 Councils be established across the metropolitan area without any boundary adjustments to the Shire of Kalamunda as is being proposed by Belmont and Option C2 of the G20 Report.

This outcome would afford the Shire of Kalamunda the ability to finish the important work that is currently occurring in the Shire without loss of corporate knowledge and disruption to the plans and projects that are currently under way.

The G20 Report findings – Option C - 18 Council Model Proposes the following amalgamations will occur and all other existing Local Government Authorities will remain as they are.

<b>New Local Governments to be established</b>	<b>Est. residential population 2011</b>	<b>WA Tomorrow 2026 Population</b>	<b>Total equity \$'000</b>	<b>Total Rates revenue \$'000</b>
Armadale & Serpentine Jarrahdale	83,800	115,500	368,700	54,700
Fremantle & East Fremantle	36,000	49,000	425,800	39,800
Bayswater & Bassendean	80,100	100,000	312,000	42,500
Vincent & Perth	34,000	46,200	1,035,400	90,900
South Perth & Victoria Park	78,400	115,600	919,000	55,600
Cockburn & Kwinana	126,000	182,900	1,000,400	80,500
Nedlands, Claremont, Cottesloe, Peppermint Grove Mosman Park, Cambridge & Subiaco	78,100	99,200	540,700	84,400

Following the initial amalgamations the Shire also supports some of the additional boundary adjustment as being proposed in the G20 Report as long as all the parties agree.

**Recommendation 2**

That the Minister accepts the responses to the Panels Findings as detailed in Attachment 4.

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Shire of Kalamunda Overarching Response to the Panel's Recommendations

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**Recommendation 3**

Provides the results of the Community Referendum on Local Government Amalgamation, that will be concluded by 19 May 2013, to the Premier and Minister for Local Government noting the results will be submitted after the submission date closes.

Shire of Kalamunda Overarching Response to the Panel's Recommendations  
 POPULATION GROWTH MODELS COMPARISONS

ATTACHMENT 1

GROWTH MODEL 1 - 2% PER ANNUM - ROBSON RECOMMENDATION MERGER - KALAMUNDA - MUNDARING - SWAN

POPULATION	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
KALAMUNDA	56462	57591	58743	59918	61116	62339	63585	64857	66154	67477	68827	70203	71607	73040	74503	75996	77519	79069	80642	82234	83850
MUNDARING	36529	37260	38005	38763	39534	40318	41118	41934	42766	43614	44478	45358	46253	47164	48091	49034	49992	50965	51953	52956	53974
SWAN	114179	116463	118790	121168	123591	126063	128584	131156	133779	136454	139184	141967	144803	147693	150637	153637	156693	159805	162973	166207	169507
TOTAL	207170	211313	215438	219601	223807	228062	232372	236735	241154	245629	250161	254751	259400	264109	268878	273707	278597	283547	288557	293627	298757

GROWTH MODEL 2 - 2% PER ANNUM - KALAMUNDA - MUNDARING - SWAN - BELMONT

POPULATION	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
KALAMUNDA	56462	57591	58743	59918	61116	62339	63585	64857	66154	67477	68827	70203	71607	73040	74503	75996	77519	79069	80642	82234	83850
MUNDARING	36529	37260	38005	38763	39534	40318	41118	41934	42766	43614	44478	45358	46253	47164	48091	49034	49992	50965	51953	52956	53974
SWAN	114179	116463	118790	121168	123591	126063	128584	131156	133779	136454	139184	141967	144803	147693	150637	153637	156693	159805	162973	166207	169507
BELMONT	32794	33450	34119	34801	35497	36207	36931	37670	38423	39190	39970	40772	41596	42432	43279	44136	45004	45883	46773	47674	48586
TOTAL	239964	244763	249658	254652	259745	264938	270232	275628	281127	286729	292435	298247	304165	310189	316319	322555	328897	335345	341898	348557	355322

GROWTH MODEL 3 - 2% PER ANNUM - KALAMUNDA - MUNDARING

POPULATION	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
KALAMUNDA	56462	57591	58743	59918	61116	62339	63585	64857	66154	67477	68827	70203	71607	73040	74503	75996	77519	79069	80642	82234	83850
MUNDARING	36529	37260	38005	38763	39534	40318	41118	41934	42766	43614	44478	45358	46253	47164	48091	49034	49992	50965	51953	52956	53974
TOTAL	92991	94851	96748	98681	100650	102657	104703	106781	108890	111034	113215	115433	117689	120094	122637	125319	128040	130801	133602	136443	139324

GROWTH MODEL 4 - 2% PER ANNUM - KALAMUNDA - MUNDARING - BELMONT

POPULATION	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
KALAMUNDA	56462	57591	58743	59918	61116	62339	63585	64857	66154	67477	68827	70203	71607	73040	74503	75996	77519	79069	80642	82234	83850
MUNDARING	36529	37260	38005	38763	39534	40318	41118	41934	42766	43614	44478	45358	46253	47164	48091	49034	49992	50965	51953	52956	53974
BELMONT	32794	33450	34119	34801	35497	36207	36931	37670	38423	39190	39970	40772	41596	42432	43279	44136	45004	45883	46773	47674	48586
TOTAL	125785	128301	130867	133484	136154	138877	141654	144487	147377	150322	153331	156394	159512	162685	165914	169200	172543	175943	179399	182911	186478

GROWTH MODEL 5 - 2% PER ANNUM - WESTERN SUBURBS MERGER

POPULATION	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Nedlands	10184	10693	11228	11788	12373	12984	13621	14284	14972	15686	16426	17192	17984	18802	19646	20516	21412	22334	23281	24253	25250
Cottesloe	7398	7768	8158	8568	8997	9445	9914	10403	10913	11444	12006	12598	13211	13845	14500	15176	15873	16591	17330	18090	18871
Mosman Park	8598	9029	9479	9947	10434	10940	11465	12009	12572	13154	13755	14386	15037	15708	16400	17112	17844	18596	19368	20160	20972
Claremont	9280	9744	10221	10711	11214	11739	12286	12854	13443	14053	14684	15336	16009	16703	17417	18151	18905	19679	20473	21287	22121
Cambridge	27442	28223	29025	29848	30692	31557	32442	33347	34272	35217	36181	37164	38166	39187	40227	41286	42364	43461	44577	45712	46866
TOTAL	62902	65643	68493	71356	74334	77428	80639	83968	87415	90980	94663	98465	102386	106426	110585	114863	119261	123780	128419	133178	138057

Shire of Kalamunda Overarching Response to the Panel's Recommendations  
RATE SCENARIO MODELS

Attachment 2

RATE MODEL 1- WITH MALAGA					WITH MINS	WITHOUT MINS	DIFFERENCE	
RATE DISTRIBUTION			OPERATING EXPENSES	No. of Rateable Properties ( INC Mins)	Average rate per property	Average rate per property		
POPULATION	2011	2012	2012	at 2012				
KALAMUNDA	56462	57591	47,401,096	22623	2095	2379	284	
MUNDARING	36529	37260	37,937,501	15647	2425	2787	362	
SWAN	114179	116463	109,457,317	47213	2318	2795	477	
TOTAL	207170	211313	194,797,926	85483	2279	2680	401	
					SoK increase range	184	300	117

RATE MODEL 2- WITHOUT MALAGA (Assuming 2000 rateable Properties in Malaga)					WITH MINS	WITHOUT MINS	DIFFERENCE	
RATE DISTRIBUTION			OPERATING EXPENSES	No. of Rateable Properties ( INC Mins)	Average rate per property	Average rate per property		
POPULATION	2011	2012	2012	at 2012				
KALAMUNDA	56462	57591	47,401,096	22623	2095	2379	284	
MUNDARING	36529	37260	37,937,501	15647	2425	2787	362	
SWAN	114179	116463	109,457,317	45213	2421	2945	525	
TOTAL	207170	211313	194,797,926	83483	2333	2755	422	
Remove 2000 properties for Malaga					SoK increase Range	238	376	138

Shire of Kalamunda Overarching Response to the Panel's Recommendations  
RATE SCENARIO MODELS

Attachment 2

**RATE MODEL 3- KALAMUNDA AND MUNDARING**

RATE DISTRIBUTION			OPERATING EXPENSES	No. of Rateable Properties ( INC Mins)	Average rate per property	Average rate per property
POPULATION	2011	2012	2012	at 2012		
KALAMUNDA	56462	57591	47,401,096	22623	2095	2379
MUNDARING	36529	37260	37,937,501	15647	2425	2787
TOTAL	207170	211313	85,340,609	38270	2230	2545
sok increase					135	165

**RATE MODEL 4- KALAMUNDA AND BELMONT**

RATE DISTRIBUTION			OPERATING EXPENSES	No. of Rateable Properties ( INC Mins)	Average rate per property	Average rate per property
POPULATION	2011	2012	2012	at 2012		
KALAMUNDA	56462	57591	47,401,096	22623	2095	2379
BELMONT	32794	33450	45,914,502	17196	2670	3702
TOTAL ( no airport)	207170	211313	93,317,610	39819	2344	2887
Add Airport					\$7,490,876	\$7,490,876
Allocate of airport back to each ratepayer					188	232
Average Rate with airport under a SOK and COB merger					2155	2655
sok Increase WITH AIRPORT					60	276
sok Increase WITHOUT AIRPORT					245	508

Shire of Kalamunda Overarching Response to the Panel's Recommendations  
RATE SCENARIO MODELS

Attachment 2

**RATE MODEL 3- KALAMUNDA AND MUNDARING**

RATE DISTRIBUTION			OPERATING EXPENSES	No. of Rateable Properties ( INC Mins)	Average rate per property	Average rate per property	
POPULATION	2011	2012	2012	at 2012			
KALAMUNDA	56462	57591	47,401,096	22623	2095	2379	284
MUNDARING	36529	37260	37,937,501	15647	2425	2787	362
TOTAL	207170	211313	85,340,609	38270	2230	2545	315
SoK increase					135	165	31

**RATE MODEL 4- KALAMUNDA AND BELMONT**

RATE DISTRIBUTION			OPERATING EXPENSES	No. of Rateable Properties ( INC Mins)	Average rate per property	Average rate per property	
POPULATION	2011	2012	2012	at 2012			
KALAMUNDA	56462	57591	47,401,096	22623	2095	2379	284
BELMONT	32794	33450	45,914,502	17196	2670	3702	1032
TOTAL ( no airport)	207170	211313	93,317,610	39819	2344	2887	543
Add Airport					\$7,490,876	\$7,490,876	0
Allocate of airport back to each ratepayer					188	232	44
Average Rate with airport under a SOK and COB merger					2155	2655	500
SoK Increase WITH AIRPORT					60	276	216
SoK Increase WITHOUT AIRPORT					248	508	259

Shire of Kalamunda Overarching Response to the Panel's Recommendations  
RATE SCENARIO MODELS

Attachment 2

RATE MODEL 5- KALAMUNDA, MUNDARING AND BELMONT							
RATE DISTRIBUTION			OPERATING EXPENSES	No. of Rateable Properties ( INC Mins)	Average rate per property	Average rate per property	
POPULATION	2011	2012	2012	at 2012			
KALAMUNDA	56462	57591	47,401,096	22623	2095	2379	284
MUNDARING	36529	37260	37,937,501	15647	2425	2781	357
BELMONT	32794	33450	45,914,502	17196	2670	3702	1032
TOTAL ( no airport)	207170	211313	131,255,111	55466	2366	2855	489
Add Airport					\$7,490,876	\$7,490,876	0
Allocate of airport back to each ratepayer					135	163	28
Average Rate with airport under a SOK and COB merger					2231	2692	461
SoK increase WITH AIRPORT					136	313	177
SoK increase WITHOUT AIRPORT					271	476	205



Metro Local Government Reform Workshop Report – [Click here](#)

Shire of Kalamunda Overarching Response to the Panel's Recommendations  
POPULATION GROWTH MODELS COMPARISONS



ATTACHMENT 4

**DISCUSSION PAPER**  
**SOK RESPONSE TO METROPOLITAN LOCAL GOVERNMENT REVIEW PANEL FINAL REPORT AND RECOMMENDATIONS**

Panel Recommendations	Shire of Kalamunda Response
<p><b>Addressing TOR 1 and 2</b></p> <p>No specific recommendations made, however, the following conclusions were included in the Final Report:-</p> <p><i>"there is a need to get the system and structure right, and this applies to services, planning, governance and local government. The Panel believes that the local government status quo in Perth cannot continue; there is simply too much pressure from too many different directions. Changes to local government will contribute to Perth's capacity to grow and be an efficient, equitable, sustainable city. Changes to local government will help future-proof the city so that it can compete internationally and realise its place in the world as a global city capable of greatness.</i></p> <p><i>As the COAG Reform Council report observed, 'Australia is at a watershed point for its capital cities and their strategic planning. Population growth, demographic change, increasing energy costs and the shift to a knowledge economy have changed the assumptions underpinning the shape and development of Australian cities. Strategic planning of capital cities must change accordingly, underlining the importance of the COAG criteria to 're-shape our cities'."</i></p>	<p>The Shire of Kalamunda agrees with the Panel's Statements, however reiterates its comments made in response to Draft findings 1, 2 and 4.</p> <p><i>Response to Draft Finding 1</i> <i>The Department of Local Government has legislated for the introduction of a new Integrated Planning Framework which will drive all LG's into the realm of enhanced strategic thinking and leadership if they are to comply with the new legislation.</i></p> <p><i>The Panel's finding could be considered already superfluous or superseded by LGs who have progressed the Integrated Planning Framework. The Panel's finding needs to be far more specific and tangible if it is intended to drive LG into the future. This finding should describe clearly how LG and SG and the community sectors will deliver enhanced strategic thinking and leadership otherwise this finding has very little substance in its current form and is simply academic and esoteric.</i></p> <p><i>Response to Draft Finding 2</i> <i>Shire of Kalamunda disagrees with this finding.</i></p> <p><i>The Panels finding suggest all LGs are operating at the same levels. This is totally incorrect and highlights the Panel's lack of understanding of the differences across all the metropolitan Councils. The panel have made a sweeping stereotypical judgement.</i></p>

Shire of Kalamunda Overarching Response to the Panel's Recommendations  
POPULATION GROWTH MODELS COMPARISONS



ATTACHMENT 4

**DISCUSSION PAPER**  
**SOK RESPONSE TO METROPOLITAN LOCAL GOVERNMENT REVIEW PANEL FINAL REPORT AND RECOMMENDATIONS**

Panel Recommendations	Shire of Kalamunda Response
	<p><i>Shire of Kalamunda agrees the status quo is not desirable for many LGs but there is a clear delineation to be made between the Councils. Some inner metropolitan councils are not sustainable and are not delivering the best outcomes whereas some larger outer metro councils are. The Panel's findings are leading the SG into suggesting the entire sector is broken.</i></p> <p><i>Response to draft Finding 4</i> <i>Shire of Kalamunda agrees with this finding.</i></p> <p><i>The uncertainty of the reform process and length of time being taken is having a significant impact on staff within the sector. If decisions are not swift and a transition period clear the sector will see a "brain drain" of its best and brightest to other sectors and it is highly unlikely the sector will achieve the reform goals of superior strategic thinking and innovative leadership if it does not have the skilled professional on the ground to drive the change.</i></p>

**Addressing TOR 3 and 5**

<p>1. The State Government give consideration to the inequities that exist in local government rating, including rate-equivalent payments and State Agreement Acts</p>	<p>1. The Shire of Kalamunda agrees with this recommendation with outcomes that should include Government Trading Entities rate equivalent payments being made to local government rather than Treasury and a more flexible and simpler rating system overall.</p>
<p>2. A collaborative process between State and local government be commenced to establish a new Partnership Agreement which will progress strategic issues and key result areas for both State Government and local government.</p>	<p>2. The Shire of Kalamunda agrees with this proposal provided it is not biased towards unnecessary manipulation by the government of the day.</p> <p>A way of achieving this could be the development of a protocol for guiding communication and consultation between the State and Local Government.</p>

Shire of Kalamunda Overarching Response to the Panel's Recommendations  
POPULATION GROWTH MODELS COMPARISONS



ATTACHMENT 4

**DISCUSSION PAPER**  
**SOK RESPONSE TO METROPOLITAN LOCAL GOVERNMENT REVIEW PANEL FINAL REPORT AND RECOMMENDATIONS**

Panel Recommendations	Shire of Kalamunda Response
	<p>It is critical to the overall success of reform in the metropolitan region that strategic planning is over a longer term than just a term of the state government and incorporates the requirements currently being implemented in local government. An effective model currently in operation between Main Roads and Local Governments is working very well. The Gateway project and Great Eastern Highway alliance are two examples of good collaboration between State and Local Government.</p>
<p>3. The State Government facilitate improved co-ordination between State Government agencies in the metropolitan area, including between State Government agencies and local government.</p>	<p>3. This should be an outcome of the partnership agreement envisaged under Recommendation 2. Improved co-ordination between the State and Local Governments is critical in maximising the efficient and effective use of scarce resources and providing for better strategic outcomes.</p> <p>Improved co-ordination to expedite outcomes in critical areas such as planning for land use and release, delivery of road, public transport and residential land services infrastructure and community services will assist meet the growth demands of the metropolitan area.</p>
<p>4. A full review of State and local government functions be undertaken by the proposed Local Government Commission as a second stage in the reform process.</p>	<p>4. The Shire of Kalamunda supports this recommendation and considers it fundamental to the success of any reform process. As the Panel noted in Finding 6 of its interim report – <i>"The structure and governance arrangements for Local Government in Perth cannot be considered in isolation from the role and function of Local Government, and from the relationship between State Government and Local Governments."</i></p>

Shire of Kalamunda Overarching Response to the Panel's Recommendations  
POPULATION GROWTH MODELS COMPARISONS



ATTACHMENT 4

**DISCUSSION PAPER**  
**SOK RESPONSE TO METROPOLITAN LOCAL GOVERNMENT REVIEW PANEL FINAL REPORT AND RECOMMENDATIONS**

Panel Recommendations	Shire of Kalamunda Response
5. In conjunction with the proposed structural and governance reforms, that local government planning approval powers be reinstated in metropolitan Perth by the State Government.	5. As a general principle the Shire of Kalamunda will always support the appropriate empowerment of Local Government as democratically elected representatives of the community. This includes planning approval powers
6. The State Government consider the management of waste treatment and disposal at a metropolitan-wide scale either be undertaken by a State authority or through a partnership with local government.	6. There is a requirement for more co-operation and leadership by the State Government on a range of issues and especially waste management. The cost associated with waste disposal in the future will be in the \$billions. The average cost for an Alternative Waste Treatment Plan [AWT] is over \$100 million to process 100,000 tonnes of waste per annum. The Perth metropolitan area is currently producing over a million tonnes of rubbish per year. Moving to AWT is highly geared and the ongoing cost of such facilities is also significant. The state does not have the skills and knowledge that LG has in regard to waste management but it does need to partner more closely with LG to resolve one of the Perth's metro most significant looming issues in the future.
7. A shared vision for the future of Perth be developed by the State Government, in conjunction with local government, stakeholder and community groups.	7. The Shire of Kalamunda fully supports this Recommendation for Metropolitan Perth.

**Addressing TOR 3, 4 and 5**

8. A Forum of Mayors be formed to facilitate regional collaboration and effective lobbying for the needs of the metropolitan area and to provide a voice for Perth.	8. The Shire of Kalamunda sees this could be a potential replacement of the role of WALGA. Could a small number of Mayors be more effective at advocacy than WALGA?
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Shire of Kalamunda Overarching Response to the Panel's Recommendations  
POPULATION GROWTH MODELS COMPARISONS



ATTACHMENT 4

**DISCUSSION PAPER**  
**SOK RESPONSE TO METROPOLITAN LOCAL GOVERNMENT REVIEW PANEL FINAL REPORT AND RECOMMENDATIONS**

Panel Recommendations	Shire of Kalamunda Response
<p>9. The Forum of Mayors be chaired by the Lord Mayor of the modified City of Perth in the first instance.</p>	<p>9. The Shire is ambivalent about whether another forum which may simply be a waste of time if it has no real purpose and does not achieve results.</p> <p>The finding does not elaborate on why the Lord Mayor should be the chair?</p> <p>Our Mayors are very busy people so if a structure is put in place it would need to be focussed and purposeful.</p>
<p>10. The newly created local governments should make the development and support of best practice community engagement a priority, including consideration of place management approaches and participatory governance modes, recognition of new and emerging social media channels and the use of open-government platforms.</p>	<p>10. Shire of Kalamunda is of the view that size can be a barrier to retaining a sense of place.</p> <p>The Shire of Kalamunda believes there is an optimal size for Local Governments from both an area and population size perspective.</p> <p>There is a severe risk that if Local Governments are too large a sense of place and local identity can be lost.</p> <p>As previously described in the findings this is of more relevance to the uniqueness and the particular challenges of Local Government in the hills area. Also a sense of place is much more relevant in the differences in the demands of Local Government in inner and outer areas.</p>
<p>11. The existing Regional Local Governments in the metropolitan area be dissolved, their provisions in the Local Government Act 1995 be repealed for the metropolitan area and a transitional plan for dissolving the existing bodies in the metropolitan area be developed.</p>	<p>11. The Shire of Kalamunda would only agree with this recommendation if it could be conclusively demonstrated that the functions currently being carried out by these Regional Local Governments could be undertaken by the State or another body in an efficient and effective manner at a similar or lower cost. Additionally the investments made by the individual local government's need to be returned to those local governments in some tangible form.</p>

Shire of Kalamunda Overarching Response to the Panel's Recommendations  
POPULATION GROWTH MODELS COMPARISONS



ATTACHMENT 4

**DISCUSSION PAPER**  
**SOK RESPONSE TO METROPOLITAN LOCAL GOVERNMENT REVIEW PANEL FINAL REPORT AND RECOMMENDATIONS**

Panel Recommendations	Shire of Kalamunda Response
12. The State Government give consideration to transferring oversight responsibility for developments at Perth's airports, major hospitals and universities to the Metropolitan Redevelopment Authority.	12. The Shire of Kalamunda does not see the need for this recommendation with respect to hospitals and universities, these are rightly a State/Private function and the addition of another bureaucracy may not provide tangible benefits.  The strategic importance of the Perth Airport may benefit from such an arrangement to ensure improvements and expansions are accomplished in the timeframe required.
13. Periodic local government boundary reviews are undertaken by an independent body every 15 years to ensure the city's local government structure continues to be optimal as the metropolitan region develops.	13. The Shire of Kalamunda supports this recommendation, however questions the proposed timeframe and suggests that reviews should be done in line with the election cycle and therefore would support 8 or 12 years as the preferred cycle.
14. The Local Government Advisory Board be dissolved and its operating and process provisions in the Local Government Act 1995 be rescinded, with the Local Government Commission taking over its roles, including consideration of representation reviews.	14. This has some similarities to Recommendation 29 and therefore comments in response are similar to that made for that recommendation
15. A new structure of local government in metropolitan Perth be Created through specific legislation which:  a. incorporates all of the Swan and Canning Rivers within applicable local government areas  b. transfers Rottneest Island to the proposed local government centred around the City of Fremantle	15. The Shire of Kalamunda has no comment on Parts (a) and (b) of this recommendation.  With respect to part (c), whilst the Shire of Kalamunda understands the need for a lesser number of local governments in the Perth Metropolitan area, it does not support the reduction in the number of local governments to 12. The Shire of Kalamunda sees the reduction to 12 as being too disruptive preferring 20 local governments.

Shire of Kalamunda Overarching Response to the Panel's Recommendations  
POPULATION GROWTH MODELS COMPARISONS



ATTACHMENT 4

**DISCUSSION PAPER**  
**SOK RESPONSE TO METROPOLITAN LOCAL GOVERNMENT REVIEW PANEL FINAL REPORT AND RECOMMENDATIONS**

Panel Recommendations	Shire of Kalamunda Response
<p>c. reduces the number of local governments in metropolitan Perth to 12, with boundaries as detailed in Section 5 of this report.</p>	<p>The Shire's preferred position is that it remains as is. It is considered that Kalamunda has significant scope for growth to enable it to be of sufficient size to provide the services required by the community in an efficient and effective manner, whilst maintaining a sense of community.</p> <p>Despite its preferred option of remaining as is, the Shire of Kalamunda has had initial discussions with the City of Belmont and Shire of Mundaring. Whilst the outcome of these discussions has been less than positive, particularly with respect to the City of Belmont, possibilities for an amalgamation with only the Shire of Mundaring is an option that could be further explored.</p> <p>The Shire of Kalamunda does not support an amalgamation with the City of Swan, and Mundaring as highlighted in the Panel's recommendations as this would be a local government that would be too large to be effective in meeting the community expectations for responsive local government.</p>

*Addressing TOR 3 and 5*

<p>16. Consideration be given to all local government elections being conducted by the Western Australian Electoral Commission.</p>	<p>16. Whilst not opposing local government elections being conducted by an independent body, restricting it to one organisation provides for a monopoly situation which may not provide the best value for money service to local government. The benefits available through competition should be considered.</p>
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Shire of Kalamunda Overarching Response to the Panel's Recommendations  
POPULATION GROWTH MODELS COMPARISONS



ATTACHMENT 4

**DISCUSSION PAPER**  
**SOK RESPONSE TO METROPOLITAN LOCAL GOVERNMENT REVIEW PANEL FINAL REPORT AND RECOMMENDATIONS**

Panel Recommendations	Shire of Kalamunda Response
17. Compulsory voting for local government elections be enacted	<p>17. Since the submission made by the Shire of Kalamunda to the Draft Findings of the Review Panel, there has been a shift in sentiment. Whilst there was a small majority of the community (as evidenced in the community focus groups) who believe local government voting should remain voluntary, the majority view of Council is now firmly in favour of retaining voluntary voting.</p> <p>One recurring theme was the belief "if voting was to become compulsory it is perceived it would become more political and adversarial form of government".</p>
18. All Mayors and Presidents be directly elected by the community	<p>18. The Shire of Kalamunda does not support this recommendation.</p> <p>Mayors elected by the community have caused a number of issues within the current framework. Currently there is no way of changing a Mayor mid-term if there is a break down in the working relationship with other members of the Council and/or the CEO/Administration. Additionally there is no commentary on the electoral cycle, will this stay the same or be changed with the proposed changes to have all Mayors elected by the community.</p>
19. Party and group nominations for local government electoral vacancies be permitted.	<p>19. This recommendation is not supported by the Shire of Kalamunda as it has the potential to result in metro local government becoming a level of government quite similar to the State. It is considered that the maintenance of non-party and minimising its uniquely "independent" status closer alignment to the community.</p>

Shire of Kalamunda Overarching Response to the Panel's Recommendations  
POPULATION GROWTH MODELS COMPARISONS



ATTACHMENT 4

**DISCUSSION PAPER**  
**SOK RESPONSE TO METROPOLITAN LOCAL GOVERNMENT REVIEW PANEL FINAL REPORT AND RECOMMENDATIONS**

Panel Recommendations	Shire of Kalamunda Response
<p>20. Elected members be limited to serving three consecutive terms as councillor and two consecutive terms as Mayor/ President.</p>	<p>20. The Shire of Kalamunda does not support this recommendation</p> <p>It is considered that this is an example where there are mixed messages when considering objectives of the review of Metropolitan Perth local government is to ensure long term strategic planning and vision and the State Government's recent introduction of long term planning requirements through the Integrated Planning and Reporting Framework. Restricting councillor terms could impact on these long term plans and visions and mean that experience gained by these councillors is lost.</p> <p>If introduced across local government in WA it will have a severe impact on rural and regional areas of the State. If not it will introduce a discriminatory two tier system of governance into WA.</p> <p>Additionally this is introducing a requirement not imposed on any other level of governance anywhere in Australia.</p>
<p>21. Elected members be provided with appropriate training to encourage strategic leadership and board-like behaviour.</p>	<p>21. The Shire of Kalamunda supports this recommendation in so far as the provision of training; however, there are some reservations about how far the "Board-like Behaviour" should be pursued.</p> <p>Local Government Council's are not private corporations and therefore much of the "Board" type governance process are not appropriate. Nevertheless, a "business -like" approach to consideration of many of the activities under taken by local government is appropriate and supported.</p>

Shire of Kalamunda Overarching Response to the Panel's Recommendations  
POPULATION GROWTH MODELS COMPARISONS



ATTACHMENT 4

**DISCUSSION PAPER**  
**SOK RESPONSE TO METROPOLITAN LOCAL GOVERNMENT REVIEW PANEL FINAL REPORT AND RECOMMENDATIONS**

Panel Recommendations	Shire of Kalamunda Response
22. A full review of the current legislation be conducted to address the issue of the property franchise and the most appropriate voting system (noting the Panel considers that first-past-the-post is inappropriate for the larger districts that it has recommended).	22. The Shire of Kalamunda supports this recommendation providing it results in a system that is easier to understand and implement and community members are not disenfranchised, such as the optional preferential voting system.
23. Implementation of the proposed setting of fees and allowances for elected members as set by the Salaries and Allowances Tribunal.	23. This Shire of Kalamunda supports this recommendation provided there is some flexibility retained on the actual amount of the set fees that a Council can decide is appropriate to pay.
24. Payments made to elected members be reported to the community on a regular basis by each local government.	24. This requirement is already imposed on local government through the Annual Report and therefore the Shire of Kalamunda is not opposed to this recommendation.
25. The Public Sector Commission provide advice and assistance to local governments in the appointment and performance management of local government Chief Executive Officers with consideration given to the Public Sector Commission being represented on relevant selection panels and committees.	25. The principle of this recommendation that there be involvement by an independent person is supported, however restricting it to the Public Service Commission [PSC] is not supported. Council's should be given the choice to use the services of the PSC so that it can be seen that the State is not impinging on the autonomy of Local Government.

**Addressing TOR 6**

26. A State Government decision on reform should be made as soon as possible, and if the decision is to proceed with structural reforms, the process of implementation should begin without delay.	26. Shire of Kalamunda agrees with this recommendation.  The uncertainty of the reform process and length of time being taken is having a significant impact on staff within the sector.
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Shire of Kalamunda Overarching Response to the Panel's Recommendations  
POPULATION GROWTH MODELS COMPARISONS



ATTACHMENT 4

**DISCUSSION PAPER**  
**SOK RESPONSE TO METROPOLITAN LOCAL GOVERNMENT REVIEW PANEL FINAL REPORT AND RECOMMENDATIONS**

Panel Recommendations	Shire of Kalamunda Response
	<p>If decisions are not swift and a transition period clear the sector will see a "brain drain" of its best and brightest to other sectors and it is highly unlikely the sector will achieve the reform goals of superior strategic thinking and innovative leadership if it does not have the skilled professional on the ground to drive the change.</p>
<p>27. Councils take on a leadership role in the reform debate and prepare their residents now for the possibility of changes in the future.</p>	<p>27. The Shire of Kalamunda supports this recommendation.</p>
<p>28. The State Government assist and support local governments by providing tools to cope with change and developing an overarching communication and change management strategy.</p>	<p>28. The Shire of Kalamunda supports this recommendation.</p>
<p>29. A Local Government Commission be established as an independent body to administer and implement the structural and governance reforms recommended by the Panel, and facilitate the ongoing relationship between State and local government.</p>	<p>29. Shire of Kalamunda can see both benefits and drawbacks associated with the establishment of a Commission.</p> <p>This approach is almost identical to what transpired in South Australia.</p> <p>It is essential if a Commission is established that true independence exists. The independent Chair should report directly to the Minister and oversee the implementation of the reform process. The Chair, through the commission, needs to be able to make decisions to ensure the reform process takes place particularly in the case of recalcitrant Local Government. This approach could provide benefits.</p>

Shire of Kalamunda Overarching Response to the Panel's Recommendations  
POPULATION GROWTH MODELS COMPARISONS



ATTACHMENT 4

**DISCUSSION PAPER**  
**SOK RESPONSE TO METROPOLITAN LOCAL GOVERNMENT REVIEW PANEL FINAL REPORT AND RECOMMENDATIONS**

Panel Recommendations	Shire of Kalamunda Response
	<p>History has shown whilst the structure already exists for providing for equalising of the power imbalance, it has obviously failed. So this recommendation should be considered carefully as to whether a Commission will fall into the same traps and become just another layer of bureaucracy. It would be essential this does not occur.</p>
<p>30. The recommendations from the Panel should be considered as a complete reform package and be implemented in their entirety.</p>	<p>30. This recommendation is not supported.</p> <p>It would appear that this recommendation is lacking in real long term vision and counterproductive to the whole process including the work of the Panel to indicate that reform cannot be achieved without all of the recommendations being implemented.</p> <p>The Shire of Kalamunda believes that worthwhile reform of local government in Metropolitan Perth can be achieved without the implementation of many of recommendations.</p>

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

**10.4.7 Community Poll on Local Government Amalgamation**

Previous Items	SCM 21/2013
Responsible Officer	Acting Chief Executive Officer
Service Area	Office of CEO
File Reference	
Applicant	N/A
Owner	N/A
Attachment 1	Community Information accompanying the Poll
Attachment 2	Western Australian Electoral Commission Timeline

**PURPOSE**

1. To approve the Community Information for the proposed Community Poll on Local Government Amalgamation.

**BACKGROUND**

2. At a Special Meeting of Council held on 11 March 2013 it was resolved:

*That Council:*

1. *Authorises the conduct of a Referendum of Electors of the Shire of Kalamunda with respect to a possible amalgamation of the Shire of Kalamunda with one or more other local governments.*
2. *Pursuant to Section 6.8 (1) (b) of the Local Government Act 1995 amends the 2012/13 Budget to provide:*
  - *\$80,000 to conduct the Referendum.*
  - *Transfers \$29,323 from the Election Reserve with the balance of the funding to be allocated from the Municipal Fund general surplus.*
3. *Authorises the Acting Chief Executive Officer to engage suitably qualified people to assist with the preparation of the documentation required to enable the Referendum to be conducted.*
4. *Authorises the appointment of the West Australian Electoral Commission to conduct the Referendum within an appropriate timeframe that will not compromise the validity of the Referendum.*

**DETAILS**

**Benefits of Conducting a Poll**

3.
  - It will provide the Electors of the Shire of Kalamunda with the opportunity to inform the Council of their support or otherwise to the possibility of the Shire being amalgamated with one or more other local governments.

- It will provide the Electors of the Shire with information on what the possible impacts may be from being amalgamated.
- The result will provide the Council with evidence obtained directly from the community to support its stance to reject the recommendation contained in the Robson Report that the Shire of Kalamunda should amalgamate with the Shire of Mundaring and the City of Swan.

### **Issues with Conducting of a Poll**

4.
  - The time remaining to make direct submissions to the recommendations of the Robson Report is not sufficient to enable the conduct and result of a Poll to be determined which would not be subject to challenge with respect to its validity.
  - For there to be some definitive validity to the outcome, more than 50% of the Electors will need to vote, with more than 50% in favour of the Council's position. The higher the turn out the more valid the result.
  - The outcome might not support the Council's preferred position.
  - No "Statutory" standing for the outcome of the Poll.
  - Financial impact on the 2012/13 Budget of the cost of conducting the Poll may result in a possible community backlash for using resources in the manner contemplated.
5. Dr Lucy Sheehy was engaged to assist with the preparation of the Community Information for the proposed Poll.
6. The Western Australian Electoral Commission ("WAEC") has been authorised to conduct the Poll with completion on the earliest possible date.
7. The WAEC advised that to comply with appropriate proper process principles the earliest Poll date would be 17 May 2013. This would be the date that the votes would be counted and the outcome announced. A timeline document has been produced by WAEC (Attachment 2).

### **STATUTORY AND LEGAL IMPLICATIONS**

8. Whilst there is no specific provision in the *Local Government Act 1995* ("the Act") to provide a statutory authority to conduct a Poll as proposed, Section 3.1 of the Act does provide local governments with a general competency power to provide for the good governance of persons in its district. Subclause (3) provides that a liberal approach is to be taken to performing this general competency function. In view of this it is considered that Council would be able to authorise the Poll.

### **POLICY IMPLICATIONS**

9. Nil.

### **PUBLIC CONSULTATION/COMMUNICATION**

10. This Poll would constitute a plebiscite which is the highest level of community consultation possible to a Local Government Authority.

## FINANCIAL IMPLICATIONS

11. It is estimated the cost of undertaking a Poll will be in the vicinity of \$80,000. This has been allocated in the Mid-year Statutory review of the Shire's budget.

## STRATEGIC AND SUSTAINABILITY IMPLICATIONS

### Strategic Planning Implications

12. Nil.

### Sustainability Implications

#### Social Implications

13. Nil.

#### Economic Implications

14. Nil.

#### Environmental Implications

15. Nil.

## OFFICER COMMENT

16. The information provided to the community gives a brief insight into the issue of amalgamation. It presents the views of the case for amalgamation as determined by the State Government's Metropolitan Panel Review findings. It also puts the case against amalgamations as outlined by the Shire of Kalamunda.
17. The Poll provides all citizens on the electoral roll within the Shire the opportunity to give their view on this matter.

*The Acting Chief Executive Officer explained that the Community Poll had originally been referred to as a Referendum, the terminology has been changed to ensure its validity as this is how it is referred to under the "Local Government Act 1995" .*

*The Chairman asked the Acting Chief Executive Officer for the definition of Referendum so that there is a clear understanding of why this is not the correct terminology. The Acting Chief Executive Officer explained that a Referendum is voting on a piece of legislation, however, the legislation on amalgamation has not been drafted and therefore it is more correct to be referred to as a Poll.*

*A Councillor asked if Councillors were aware that there would be Shire staff redundancies and this would have an enormous impact on the businesses in Kalamunda, the Chairman confirmed that she was aware of these facts.*

*A Councillor wished to make an amendment to the Officer Recommendation, the Chairman asked him to indicate the change prior to a Mover being found. The Officer Recommendation Lapsed and Councillors voted on the new Motion with the change.*



**Voting Requirements: Simple Majority**

**OFFICER RECOMMENDATION**

That Council:

1. Approves the Community Information (Attachment 1) for the proposed Community Poll on Local Government Amalgamation for distribution to the Western Australian Electoral Commission.

Moved:

Seconded:

Vote: **LAPSED**

**Voting Requirements: Simple Majority**

RESOLVED OCM 32/2013

That Council:

1. Approves the Community Information (Attachment 1) for the proposed Community Poll on Local Government Amalgamation for distribution to the Western Australian Electoral Commission, **subject to additional information being provided prior to lodgement with the West Australian Electoral Commission prior to 28 March 2013.**

Moved: **Cr Frank Lindsey**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

## Attachment 1

### SHIRE OF KALAMUNDA COMMUNITY POLL ON LOCAL GOVERNMENT AMALGAMATION

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#### ***The Question***

Do you (as an Elector of the Shire of Kalamunda) support the amalgamation of the Shire of Kalamunda with one or more other local governments? Yes or No

#### ***Why a Poll?***

A Poll will provide the Electors of the Shire of Kalamunda (SoK) with the opportunity to inform the Council of their support or opposition to the possibility of the Shire being amalgamated with one or more other local governments. The Shire can then accurately and convincingly advocate to State Government the community's wishes in regards to amalgamation.

#### ***What is being proposed?***

In June 2011 the State Government appointed the Metropolitan Local Government Review Panel (MLGRP) to review the current structure of local government in Perth.

The main outcome of the review was to recommend that the number of local governments in Perth be reduced from 30 to 12. These 12 new local governments are based on activity centres identified in the West Australian Planning Commission's *Directions 2031 and Beyond*.

If this new structure recommended by the Panel was implemented the Shire of Kalamunda would be amalgamated with the Shire of Mundaring and the City of Swan, with the main activity centre being Midland. Growth models demonstrate the proposed amalgamation would create a local government authority with a population over 300,000 by 2031.

For more information on the Panel's findings, visit <http://metroreview.dlg.wa.gov.au>.

#### ***What are the likely impacts?***

Across the metropolitan area there are likely to be both positive and negative impacts from amalgamation. The Shire of Kalamunda is of the view however that amalgamation would not be in the interest of Shire of Kalamunda residents.

To help you decide whether you support or oppose amalgamation the following summary has been provided.

## SHIRE OF KALAMUNDA

### COMMUNITY POLL ON LOCAL GOVERNMENT AMALGAMATION

#### Potential Impacts of Amalgamation

##### **Positive (as suggested by the Metropolitan Local Government Review Panel)**

- Could create more logical local government boundaries.
- Could reduce variation in the size and capacity of local governments.
- Could reduce variation in service levels between different local governments.
- Could be better able to address region-wide issues.
- Could reduce the amount of duplication and wasted resources.
- Could reduce inconsistencies in processes and approaches which result in difficulties for business, lost opportunities for communities, and confusion for consumers.
- Could create a less fragmented approach to local planning making it less complicated, uncoordinated and lacking in strategic focus.
- Could create a strong mix of commercial and residential rateable properties which provides greater financial sustainability.
- Larger local governments may provide stronger and more consistent results.
- Many concepts of "place" are attributed to streets, neighbourhoods and suburbs, which would not change if local government boundaries were moved
- The strategic centre of Midland, the secondary centre of Ellenbrook and regional industrial centre of Hazelmere provide the economic base for the proposed local government.
- A larger local government may be better able to deal with the environmental, bushfire management and transport planning issues that are critical to the region.

##### **Negative (as assessed by the Shire of Kalamunda)**

- Likely rate increases - modelling shows an average rate increase for SoK ratepayers of \$100 - \$500 per property with average increase for a medium property \$200 - 300.
- Pensioners could likely lose all or part of their 50% discount on bins, approximately \$170 per year.
- It is assumed that fees and charges and lease charges for clubs would likely be increased as these will need harmonising across any merger.
- Shire of Kalamunda's identity and sense of community would be lost.
- Councillor representation would be downsized in a super council arrangement. Currently the City of Swan has a population of 112,000 which is twice the population of Kalamunda. It stands to reason under a super council model the existing City of Swan would have double the representation of Kalamunda and hence would support infrastructure rationalisation within Kalamunda.
- The Lesmurdie and High Wycombe Libraries could be closed because the Shire has a much higher library to population ratio than other local government authorities. In a super council scenario it is unlikely that four libraries would be seen as sustainable.
- The Kalamunda Pool and the High Wycombe Recreation Centre could be rationalised in future years in favour of one multipurpose recreation facility to service the entire region.
- The planning of multipurpose community hubs at Kalamunda, High Wycombe and Woodlupine (Forrestfield) would likely not go ahead because infrastructure funding would be directed to other priorities under a super council model such as the Midland Town Centre development or renewal of aging infrastructure across the region.
- Ray Owen Reserve and Kostera Oval redevelopments are likely not to occur in the near future as they would not be priorities in a super council.
- The Shire of Kalamunda bushfire response is seen to be one of the best resourced models and this would be diluted in a super council.
- The Hills Orchard study currently underway would become a low priority in a super amalgamated council and the orchardist's issues would not be addressed.
- It is feasible to expect an amalgamation to cost the local government in the order of \$10 million.

Attachment 2



**REFERENDUM TIMETABLE**  
**Local Government Referendum**

Days to Polling Day	Local Government Act	References to Act/Regs	Day	Date
80	Last day for agreement of Electoral Commissioner to conduct postal referendum.	LGA 4.20 (2)(3)(A)	Tue	26/02/2013
80	A decision made to conduct the election as a postal referendum cannot be rescinded after the 80th day.	LGA 4.81(5)	Tue	26/02/2013
70	Electoral Commissioner to appoint a person to be the Returning Officer of the Local Government for the referendum.	LGA 4.20 (4)	Fri	8/03/2013
70	Between the 70th/80th day the CEO is to give Statewide public notice of the time and date of close of enrolments.	LGA 4.38(2)	Fri	8/03/2013
to	<b>Preferred date Wednesday 13 March 2013</b>		to	to
56			Fri	22/03/2013
56	Last day for the CEO to advise the Electoral Commissioner of the need to prepare a residents roll.	LGA 4.40(1)		22/03/2013
50	Close roll 5.00 pm.	LGA 4.39(1)	Thu	28/03/2013
36	CEO to prepare an owners & occupiers roll for the referendum. Electoral Commissioner to prepare residents roll.	LGA 4.41(1) LGA 4.40(2)	Thu	11/04/2013
24	Lodgement of election packages with Australia Post. Week Commencing	Approx.	Tue	23/04/2013
22	The preparation of any consolidated roll under subregulation (1) be completed on or before 22nd day before election day.	Reg 18(2)	Thu	25/04/2013
19	Last day for the Returning Officer to give Statewide public notice of the referendum. <b>Preferred date Wednesday 17 April 2013</b>	LGA 4.64(1)	Sun	28/04/2013
3	Commence processing returned election packages	Approx.	Tue	14/05/2013
0	Referendum Day Close of poll 6.00 pm	LGA 4.7	Fri	17/05/2013

Post Election Day	Post Declaration	References to Act/Regs	Day	Date
5	Referendum result advertisement.	LGA 4.77	Wed	22/05/2013
14	Report to Minister. The report relating to an election under section 4.79 is to be provided to the Minister within 14 days after the declaration of the result of the election.	Reg 81	Fri	31/05/2013
28	An invalidity complaint is to be made to a Court of Disputed Returns, constituted by a magistrate, but can only be made within 28 days after notice is given of the result of the election.	LGA 4.81(1)	Fri	14/06/2013

Roll Close

Referendum Day

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**11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

11.1 Nil.

**12.0 QUESTIONS BY MEMBERS WITHOUT NOTICE**

12.1 Cr Noreen Townsend – Radio Interview, Cr Bob Emery

Q1. Are you aware that Cr Emery upset many residents in the foothills during a recent interview on ABC 720 and that some had the impression he was speaking for the whole Council, rather than as an individual?

A1. The Chairman indicated that she had been informed about this incident and asked Cr Emery to respond to Cr Townsend.

Cr Emery answered that he would like to offer an apology as he did not intend to offend residents. He had been asked by the ABC to explain why he was the only Shire of Kalamunda Councillor to vote against a referendum, he had been very clear with Geoff Hutchinson, the interviewer, that he was only expressing his own opinions and not that of the Council. He explained that in his opinion there is a notable lower level of interest in local government in the Foothills compared to the Hills.

The Chairman thanked Cr Emery, she noted however that she preferred to view the Shire as a whole community and the Shire of Kalamunda staying as an independent body will mean lower rates and charges for all residents.

12.2 Cr Dylan O'Connor – Views Expressed by Cr Bob Emery

Q. May I please inform you that I do not have the same views as Cr Bob Emery with regard to residents' lack of interest in Shire matters? Everywhere I go people ask questions relating to the Shire of Kalamunda, being a Councillor gives me the opportunity to put forward the residents' collective views as well as my own.

A. The Chairman thanked Cr O'Connor.

12.3 Cr Noreen Townsend – Views Expressed by Cr Bob Emery

Q. May I also ask if you are aware that I have a similar impression regarding residents as Cr O'Connor? Wherever I go in Forrestfield people ask questions about Council issues.

A. The Chairman thanked Cr Townsend for her question and stated that if any Councillors had any innovative ideas regarding how to inform residents regarding the Community Poll, to please contact her.

*Councillor Noreen Townsend left the meeting at 8.19pm and returned at 8.21pm, during Cr Stallard's question.*

12.4 Cr Geoff Stallard – Recent State Election

Q1. Are Councillors aware that during the campaigning for the recent State Election some candidates spoke of “minor or single boundary changes”, which in fact could be major changes? These changes are also referred to in the information coming out of the G20 meeting. Are we making this information available to the public?

A. The Chairman noted that a website [www.savekalamunda.com](http://www.savekalamunda.com) is currently being developed and residents will be able to find all the information received by the Shire there.

Q2. Will we be advertising this site to residents?

A2. The Acting Chief Executive Officer informed Councillors that she has put together a team of enthusiastic staff who are preparing the “No Campaign – Save Kalamunda”, using the allocation for a marketing campaign within the \$80,000 budget. This includes the development of a new website, a presence at all our up-coming events, stickers, posters and a letter box drop so that the community are made aware.

*Cr Justin Whitten left chambers at 8.22pm during Cr John Giardina's question and returned at 8.24pm during Cr Frank Lindsey's question.*

12.5 Cr John Giardina – Shire President's Meeting with G20 Group

Q. I understand you have met with the G20 group and that the Shire of Kalamunda has paid \$4,000 to become a member. Should we have concerns that the Minister may interpret this as being likeminded with the G20 group, how would we deal with this should it happen?

A. The Acting Chief Executive Officer replied that the Metropolitan Local Government Review Panel Recommendations – Submission from the Shire of Kalamunda Report that went through Council tonight does deal with the Shire's preference under the G20 and I believe we are adequately covered.

12.6 Cr Frank Lindsey – Chalet Rigi Restaurant

Q. Has there been any further progress with regard to redevelopment of the Chalet Rigi Restaurant?

A. Taken on notice by the Director Development & Infrastructure Services.

12.7 Cr Noreen Townsend – Letter to Minister John Day

Q. Do you think it would be appropriate for the Shire to write to Minister John Day with regard to his comments in the local paper indicating that his role is to represent his constituents in the Shire of Kalamunda and that his comments are not doing that?

A. The Chairman took the question on notice.

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**13.0 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

13.1 Cr John Giardina – Kostera Oval

In view of the funding announcement by the Government with respect to Kostera Oval, can I ask that staff prepare a Report for consideration by Council providing advice of options for funding the balance of the works required including the likely impact on rates should additional sources of grant funding not be available?

During the recent State election campaign the State Liberal Party made a \$1M commitment towards the implementation of the Kostera Oval redevelopment plan. The \$1M pledge provides an opportunity to fast track the playing field expansion component of the project, with the potential to obtain a further \$1M from the Department of Sport and Recreation, through the Community Sport and Recreation Facilities Fund (“CSRFF”) program. The Shire can apply for CSRFF in the next round which is late -2013 and should an application be successful, funds would be available in 2014/2015 financial year. The Shire will also need to allocate a \$1M from municipal funds, which is the equivalent of a 4% rate increase.

A report will be presented to Council seeking support for the lodgement of a CSRFF application in October 2013, once project planning has been further refined

Cr John Giardina - Ranger Services

Can a Report be presented at the next Ordinary Council Meeting outlining how the current out of hours call services for rangers is operating and whether Councillors can have a more direct access to rangers when community issues arise so that we can provide a more responsive service to the community?

Report titled Review of Insight Afterhours Call System, in this Agenda, relates to this question.

Cr Sue Bilich – Change of Name for Committee

May I request a change of name for the Development & Infrastructure Services Committee to Planning & Engineering Services Committee? Could I have a report regarding this to the March Ordinary Council Meeting?

It is anticipated that a report regarding this request will be contained in the April Ordinary Council Meeting Agenda.

**14.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

14.1 The Chairman reminded Councillors that the extraordinary election is on Wednesday 27 March 2013 here at the Shire, following which the new Councillor will be sworn in, all Councillors are invited to attend.

**15.0 MEETING CLOSED TO THE PUBLIC**

**15.1 Meeting Closed to the Public**

RESOLVED OCM 33/2013

<b>Voting Requirements: Simple Majority</b>
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That the meeting go behind closed doors to consider A&R 04, Release of Forensic Audit to the Public (Confidential Attachments 1, 2 & 3), provided under separate cover

Moved: **Cr Allan Morton**

Seconded: **Cr Dylan O'Connor**

Vote: **CARRIED UNANIMOUSLY (10/0)**

*The meeting closed to the public at 8.23pm, all members of the public left the gallery. The meeting adjourned for five minutes. No staff, apart from the Acting Chief Executive Officer and Director Development & Infrastructure Services, were in attendance at the resumption of the meeting.*

**15.2 A&R 04 Release of Forensic Audit to the Public**

RESOLVED OCM 34/2013

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

1. Releases a press statement outlining the reason why the Shire is unable to release the details of the forensic audit as per (Confidential Attachment 3, **Option 1**).
2. Prepares a statement to assist Councillors in responding to queries in relation to the content of the forensic audit as per (Confidential Attachment 3).
3. That the Acting Chief Executive Officer seeks advice with respect to including or expanding the press release to include additional comments without identifying specific items contained in the forensic audit.



15.3 **Meeting Reopened to the Public**

RESOLVED OCM 35/2013

That the meeting reopen to the public.

<b>Voting Requirements: Simple Majority</b>
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Moved: **Cr Martyn Cresswell**

Seconded: **Cr Allan Morton**

Vote: **CARRIED UNANIMOUSLY (10/0)**

*The meeting reopened to the public at 8.40pm.*

**16.0 CLOSURE**

16.1 There being no further business, the Chairman declared the meeting closed at 8.42pm.

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

Signed: \_\_\_\_\_  
Chairman

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2013