

Ordinary Council Meeting

Agenda for Monday 24 June 2013



**shire of
kalamunda**

NOTICE OF MEETING ORDINARY COUNCIL MEETING

Dear Councillors

Notice is hereby given that the next meeting of the Ordinary Council Meeting will be held in the Council Chambers, Administration Centre, 2 Railway Road, Kalamunda on **Monday 24 June 2013 at 6.30pm.**



pp

Clayton Higham
Acting Chief Executive Officer
20 June 2013

Our Vision and Our Values

Our Vision

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

Our Core Values

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

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

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

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

Our Aspirational Values

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

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

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

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

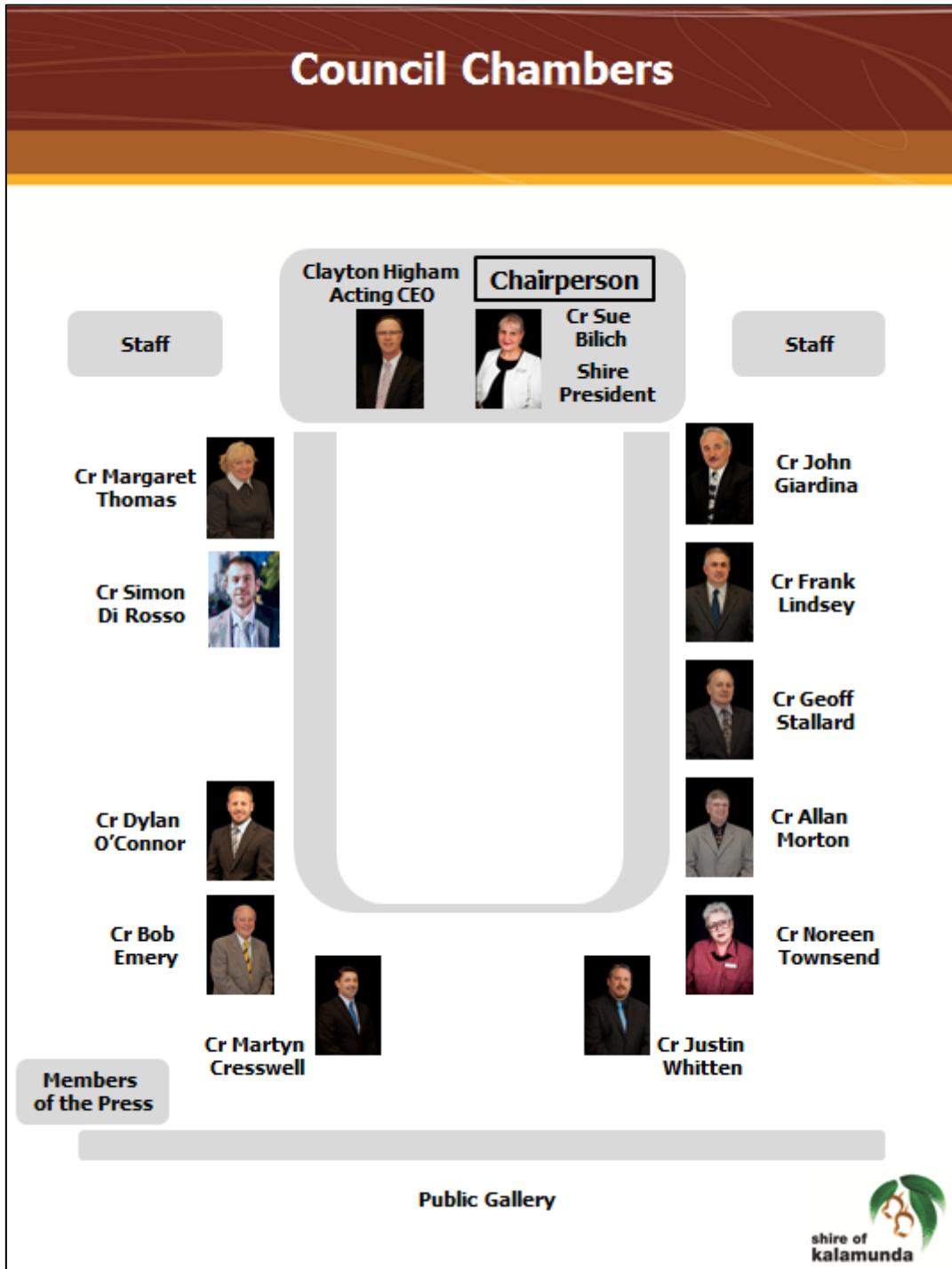


INFORMATION FOR THE PUBLIC ATTENDING COUNCIL MEETINGS

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

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

Council Chambers – Seating Layout



Ordinary Council Meetings – Procedures

1. Council Meetings are open to the public, except for Confidential Items listed on the Agenda.
2. Members of the public who are unfamiliar with meeting proceedings are invited to seek advice prior to the meeting from a Shire Staff Member.
3. Members of the public are able to ask questions at an Ordinary Council Meeting during Public Question Time.
4. To facilitate the smooth running of the meeting, silence is to be observed in the public gallery at all times except for Public Question Time.
5. All other arrangements are in general accordance with Council's Standing Orders, the Policies and decision of the Shire or Council.

Emergency Procedures

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

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

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

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

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AGENDA

1.0 OFFICIAL OPENING

2.0 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

3.0 PUBLIC QUESTION TIME

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

4.0 PETITIONS/DEPUTATIONS

5.0 APPLICATIONS FOR LEAVE OF ABSENCE

6.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

6.1 That the Minutes of the Ordinary Council Meeting held on 27 May 2013 are confirmed as a true and accurate record of the proceedings.

Moved:

Seconded:

Vote:

Statement by Presiding Member

"On the basis of the above Motion, I now sign the Minutes as a true and accurate record of the meeting of 27 May 2013".

7.0 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

8.0 MATTERS FOR WHICH MEETING MAY BE CLOSED

9.0 DISCLOSURE OF INTERESTS

9.1 Disclosure of Financial and Proximity Interests

- a. Members must disclose the nature of their interest in matters to be discussed at the meeting. (Sections 5.60B and 5.65 of the *Local Government Act 1995*.)
- b. Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Sections 5.70 and 5.71 of the *Local Government Act 1995*.)

9.2 **Disclosure of Interest Affecting Impartiality**

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

10.0 REPORTS TO COUNCIL

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

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

10.1 Development & Infrastructure Services Committee Report

10.1.1 Adoption of Development & Infrastructure Services Committee Report

Voting Requirements: Simple Majority

That recommendations D&I 30 to D&I 40 inclusive, contained in the Development & Infrastructure Services Committee Report of 11 June 2013, except withdrawn item D&I 32 and D&I 33 be adopted by Council en bloc.

Moved:

Seconded:

Vote:

10.1.2 D&I 30 Lot 120 (18) Berry Drive, Maida Vale – Application to Keep More Than Two Dogs

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 30/2013)

That Council:

1. Pursuant to Clause 3.2 of the Shire of Kalamunda Dogs Local Law 2010 made under Section 26(3) of the *Dog Act 1976*, grant the exemption to the application of Lot 120 (18) Berry Drive, Maida Vale to keep three dogs on this property.

10.1.3 D&I 31 Annual Caravan Park Licence Renewals

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 31/2013)

That Council:

1. Approves the renewal of the caravan park licences, subject to receipt of the required licence fees, for:
 - Discovery Holiday Park (186 Hale Road Forrestfield).
 - Forrestfield Caravan N Park Home Village (353 Hawtin Road Forrestfield).
 - Hillview Lifestyle Village (597 Kalamunda Road High Wycombe).
 - Advent Park (345 Kalamunda Road Maida Vale).

10.1.4 D&I 34 Proposed Modified Local Planning Policy DEV 20 – Outbuildings – Guidelines for Assessment

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 34/2013)

That Council:

1. Adopts the draft modified Local Planning Policy DEV 20 – Outbuildings – Guidelines for Assessment and a notice to this effect be placed in a newspaper circulating the District in accordance with Clause 2.4 of Local Planning Scheme No. 3 (Attachment 2).

10.1.5 D&I 35 Request to Initiate an Amendment to the Metropolitan Region Scheme – Forrestfield/High Wycombe Industrial Area – Stage 3

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 35/2013)

That Council:

1. Requests the Western Australian Planning Commission initiate an amendment to the Metropolitan Region Scheme, rezoning Stage 3 of the Forrestfield/High Wycombe Industrial Area from “Rural” to “Urban”.

10.1.6 D&I 36 Amendment No. 52 to Local Planning Scheme No. 3 – Modifications to the Site Requirements Table

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 36/2013)

That Council:

1. Notes the submission received in response to Amendment No. 52 to Local Planning Scheme No. 3.
2. Adopts the amendment to Local Planning Scheme No. 3 without modification, in accordance with the following:

PLANNING AND DEVELOPMENT ACT 2005
RESOLUTION DECIDING TO AMEND A LOCAL PLANNING
SCHEME
SHIRE OF KALAMUNDA
LOCAL PLANNING SCHEME NO. 3
AMENDMENT NO. 52

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

- (a) Modify the provisions stipulated under Table 2 (Site Requirements) of Local Planning Scheme No. 3 for Residential zoned properties, to the following:

Residential	As per the Residential Design Codes.
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3. Amends the Scheme text accordingly.
4. Duly executes the Amendment documents and forwards them and the submission received to the Minister for Planning requesting final approval be granted.

**10.1.7 D&I 37 The Parking of One Commercial Vehicle – Lot 57 (5B)
Goodall Street, Lesmurdie**

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 37/2013)

That Council:

1. Approves the retrospective planning application dated 4 April 2013 for William Barnes to continue to park one commercial vehicle, a Bedford Bus (registration number 1CPU 256) at Lot 57 (5B) Goodall Street, Lesmurdie, subject to the following conditions:
- a. The vehicle must, at all times, be parked in the location shown on the approved site plan (Attachment 1).
 - b. Movement and start up times of the vehicle being restricted to 7.00am and 7.00pm Monday to Saturday and 9.00am to 5.00pm on Sundays and public holidays.
 - c. Maintenance and cleaning of the commercial vehicle is only permitted between 8.00am and 6.00pm Monday to Saturday, and 9.00am to 6.00pm on Sundays.
 - d. The vehicle is not to be used for habitation purposes whilst parked on the property.
 - e. Only maintenance of a minor nature, such as servicing or wheel changing, is to be carried out on the subject property between the hours designated in condition b. No panel beating, external spray painting, external welding or the removal of major body or engine parts is permitted.
 - f. The idling time for the start-up and cool down of the vehicle being a maximum of five minutes per day.

- g. Washing of the commercial vehicle on the subject lot is to be limited to the use of water and mild detergent, but not involve the use of any solvents, degreasing substances, steam cleaning and any other processes which may cause pollution or degradation of the environment.
- h. Screening being erected on the subject lot adjacent to the dividing fence adjoining Lot 57 (9) Goodall Street, Lesmurdie to the Shire's satisfaction. The screening is to be erected within 14 days of the date of approval and is to be maintained thereafter by the landowner.
- i. Should the screening set out above in Clause h. not be erected within 14 days of the approval to Council's satisfaction then after 14 further days this approval will lapse.

10.1.8 D&I 38 Detailed Area Plan – Lot 24 (48) Hardey East Road, Wattle Grove

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 38/2013)

That Council:

1. Refuses the Detailed Area Plan for Lot 24 (48) Hardey East Road, Wattle Grove, as the Detailed Area Plan would provide for a built form and appearance that is likely to have an unacceptable impact on the local amenity and streetscape by way of increased site coverage and reduced front boundary setbacks.

10.1.9 D&I 39 Local Structure Plan - Lot 1499 (71) Stirling Crescent, High Wycombe

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 39/2013)

That Council:

1. Endorses the Local Structure Plan for Lot 1499 (71) Stirling Crescent, High Wycombe and that the Local Structure Plan be forwarded to the Western Australian Planning Commission for endorsement.

10.1.10 D&I 40 Lot 120 (18) Berry Drive, Maida Vale – Application to Keep More Than Two Dogs

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 40/2013)

That Council:

1. Requests the contribution for the approved warehouse and office development at Lot 10 (15) Ashby Close and Lots 8 (221) and 9 (225) Berkshire Road, Forrestfield, be paid by the landowner as follows, at the contribution rate applicable at the time payment is made:
 - At least 30% of the Developer Contribution payment on acceptance of this arrangement.
 - The remaining balance of the Developer Contribution payment to be paid in full by 31 December 2013.

For Separate Consideration

The Development & Infrastructure Services Committee resolved to defer D&I 32 to the June Ordinary Council Meeting. The original Officer Recommendations is now presented to Council.

10.1.11 D&I 32 Proposed Modified Local Planning Policy DEV 22 – Parking of Commercial Vehicles on Private Property

OFFICER RECOMMENDATION (D&I 32/2013)

That Council:

1. Endorses the draft modified Local Planning Policy DEV 22 – Parking of Commercial Vehicles on Private Property for the purpose of advertising, in accordance with Clause 2.4 of Local Planning Scheme No. 3 (Attachment 2).

The Development & Infrastructure Services Committee resolved to defer D&I 33 to the June Ordinary Council Meeting. A new Officer Recommendation is now presented to Council as advised to Councillors by memorandum on 17 June 2013.

10.1.12 D&I 33 Amendment to Local Planning Scheme No. 3 – Modifications to the Commercial Vehicle Parking Requirements, Land Use Definitions and the Zoning Table

COMMITTEE RECOMMENDATION TO COUNCIL (D&I 33/2013)

That Council:

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

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

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

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

“5.20 Commercial Vehicle Parking

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

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

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

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

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

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

- (a) the owner of;*
- (b) the driver of; or*
- (c) the proprietor of a business which owns or operates,*

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

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

- (a) personal to the applicant for approval; and*

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

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

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

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

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

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

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

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

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

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

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

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

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.

10.2 Corporate & Community Services Committee Report

10.2.1 Adoption of Corporate & Community Services Committee Report

Voting Requirements: Simple Majority

That the recommendations C&C 38 to C&C 43 inclusive, contained in the Corporate & Community Services Committee Report of 17 June 2013, except withdrawn item C&C 41, be adopted by Council en bloc.

Moved:

Seconded:

Vote:

10.2.2 C&C 38 Debtors and Creditors Reports for the Period Ended 31 May 2013

COMMITTEE RECOMMENDATION TO COUNCIL (C&C 38/2013)

That Council:

1. Receives the outstanding debtors (Attachment 1) and creditors (Attachment 2) reports for the period ended 31 May 2013.
2. Receives the list of creditors paid during the period 25 April 2013 to 23 May 2013 (Attachment 3) in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996 (Regulation 12)*.
3. Receives the list of payments made from the Trust Accounts in May 2013 as noted in point 9 above in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996 (Regulation 12)*.

10.2.3 C&C 39 Rates Debtors Report for the Period Ended 31 May 2013

COMMITTEE RECOMMENDATION TO COUNCIL (C&C 39/2013)

That Council:

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

10.2.4 C&C 40 Review of Policy Register

COMMITTEE RECOMMENDATION TO COUNCIL (C&C 40/2013)

That Council:

1. Revokes the following Policies:

ADM1	Appointment of Commissioner for Declarations
ADM2	Business Dealings with Elected Members, Employees and Close Associates
ADM4	Christmas/New Year – Office Opening
ADM8	Council Chambers – Use of
ADM10	Council Owned Buildings – Guidelines for Maintenance
ADM11	Delegation Register
ADM12	Election Campaigning on Reserves
ADM13	Houses Owned by Council – Rental Guidelines
ADM15	Policies – Process for Adoption, Amending or Rescinding
ADM17	Requests/Queries from Councillors
ADM18	Smoking in Council Buildings and Vehicles
ADM19	Use of Council Crest and Logo
ADM22	Organisational Structure
CTEE1	Executive Management Committee – Terms of Reference
CTEE2	Management and Advisory Committees – Delegation of Authority
CTEE3	Management and Advisory Committees – Representation, Review and Procedures
CTEE4	Management and Advisory Committees – Role of Council
CTEE5	Standing Committees – Terms of Reference
ELM1	Appointment of Council Delegates to Outside Organisations
ELM2	Council Delegates to Outside Organisations - Correspondence
ELM3	Councillors' Fees, Expenses, Allowances and Equipment
ENF1	Complaints By or About Residents
ENG1	Battleaxe Blocks Access Legs – Standard of Construction
ENG2	Construction of Public Road as a Condition of Subdivision- Conditions
ENG3	Construction of Public Roads as a Condition of Subdivision – Conduct & Administration
ENG4	Crossings (Crossovers)
ENG7	Gravel Road Sealing Program
ENG8	House Numbers on Kerbs
ENG9	Notification to Residents of Works Affecting their Property
ENG10	Path Construction Program – Setting Priorities
ENG11	Roads - Standards

ENG12	Street Trees – Planning in New Developments
ENG14	Verge Maintenance
HR1	Annual Leave - Accumulation
HR2	Education and Study Assistance – Staff Development Program
HR3	Employee Relations Philosophy
HR4	Equal Employment Opportunity
HR5	Higher Duties Allowance
HR6	Long Service Leave - Accumulation
HR8	Severance Pay and Redundancy
HR9	Skin Cancer Protection – Outside Workers
HR10	Staff Manual and Induction Guide
HR11	Staff Undertaking Other Employment
HR12	Terminating Employees – Exit Interview
HR13	Recognition of Service: Gratuity Payments and Gifts to Employees on Resignation or Retirement
HR14	Emergency Service Leave
HR15	Leave Management Policy
FIRE1	Bush Fire Control
FIRE2	Fireworks Displays
FIRE3	Volunteer Fire-fighters – Meals
HLTH1	Appointment of Deputies under the Health Act 1911
FIN2	Building Insurance Excess – Contribution by Sporting Clubs and Institutions
FIN3	Carry over funds – Road construction programs
FIN4	Cash Discrepancies
FIN5	Fringe Benefits Tax (FBT) Liability
FIN7	Short Term Investments
MTG1	Agenda and Minutes – Availability
MTG3	Disclosure of Financial Interests
MTG4	Minutes of Ordinary Council Meetings – Adoption
MTG 5	Nature and Content of Report Items
MTG6	Notes/Tapes of Proceedings of Meetings
MTG7	Ordinary Council Meeting – No Meeting in January
MTG8	Reports Relating to Staff Matters to be Confidential
MTG9	Standing Committee Meeting Reports – Adoption at Ordinary Council Meeting
MTG11	Standing Committee Meetings – Procedures
MTG12	Standing Committee and Council Meetings – Standing Orders
MTG13	Standing Committee Meetings Falling on a Public Holiday
MTG14	Standing Committee Reports – Names of Applicants to be Included

2. Adopts the following Policies contained in (Attachment 2):

C-HR01	Recognition of Service
C-HR02	Dealing with Family Members
C-HR03	Occupational Safety and Health
C-FIN02	Investments

3. Notes the New Shire Policies contained in (Attachment 3).

S-HR01	Fitness For Work
S-HR02	Home Based Work
S-HR03	Leave
S-HR04	Management Grievances
S-HR05	Professional Development
S-IT01	E-Waste Usage Disposal
S-IT02	Internet and Email Usage
S-IT03	IT Project Management
S-IT04	IT Security

4. Notes the Management Procedures contained in (Attachment 4).

Management Procedures for Council Policies

CM-HR01	Recognition of Service
CM-HR02	Dealing with Family Members
CM-HR03(1)	Occupational Safety and Health – Electrical Tagging and Testing Workplace Facility
CM-HR03(2)	Occupational Safety and Health – Skin Cancer Protection
CM-HR03(3)	Occupational Safety and Health – Smoking in the Workplace
CM-HR03(4)	Occupational Safety and Health – First Aid
CM-FIN02	Investment
CM-PUR01	Purchasing Procedure (Note: Revised Procedure for Policy Adopted by Council 15 October 2012)

Management Procedures for Shire Policies

SM-HR01	Fitness for Work
SM-HR02	Home Based Work
SM-HR03	Leave
SM-HR04	Management of Grievances
SM-HR05	Professional Development
SM-IT01	E-Waste Usage Disposal
SM-IT02	Internet and Email Usage
SM-IT03	IT Project Management
SM-IT04	IT Security

10.2.5 C&C 42 Asset Management Strategy 2013-2017

COMMITTEE RECOMMENDATION TO COUNCIL (C&C 42/2013)

That Council:

1. Adopts the *Asset Management Strategy 2013-2017* (Attachment 1).

10.2.6 C&C 43 Kalamunda Achieving: Corporate Business Plan 2013 - 2017

COMMITTEE RECOMMENDATION TO COUNCIL (C&C 43/2013)

That Council:

1. Adopts *Kalamunda Achieving: Corporate Business Plan 2013 - 2017* (Attachment 1).
2. Notes that the *Kalamunda Achieving: Corporate Business Plan 2013 - 2017* is integrated with the Shire of Kalamunda's *Long Term Financial Plan* and is subject to any amendments within that Plan as adopted by the Council.

For Separate Consideration

The Corporate & Community Services Committee resolved to defer C&C 41 to the June Ordinary Council Meeting. The original Officer Recommendation is now presented to Council.

10.2.7 C&C 41 Kalamunda Working: Strategic Workforce Plan to 2023

OFFICER RECOMMENDATION (C&C 41/2013)

That Council:

1. Adopts Kalamunda Working - Strategic Workforce Plan to 2023.
2. Notes that all new positions continue to be assessed through the annual budget cycle process provided to Council. At this stage, the new positions are only requested and not approved.

10.3 CHIEF EXECUTIVE OFFICER REPORTS

10.3.1 Monthly Financial Statements to 31 May 2013

Previous Items	N/A
Responsible Officer	Director Corporate & Community Services
Service Area	Finance
File Reference	FIR-SRR-006
Applicant	N/A
Owner	N/A
Attachment 1	Draft Statements of Financial Activity for the eleven months to 31 May 2013 incorporating the following: <ul style="list-style-type: none">• Statement of Comprehensive Income by Program• Statement of Comprehensive Income by Nature and Type• Statement of Cash Flow and Notes• Statement of Financial Position• Statement of Financial Activity (Nature or Type)• Statement of Financial Activity (Statutory Reporting Program)• Net Current Funding Position, note to financial statement• Statement of Changes in Equity• Reserves – Cash/Investment Backed – note to financial statement• Investment Schedule – note to financial statement

PURPOSE

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

BACKGROUND

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

DETAILS

3. The *Local Government Act 1995* requires Council to adopt a percentage or value to be used in reporting variances against Budget. Council has adopted the reportable variances of 5% or \$5,000 whichever is greater.
4. The adopted percentage on value is applied at Program level and where applicable commentary and detail is provided where there is an excessive variance.

Financial Commentary

Statement of Comprehensive Income by Nature and Type for the Eleven Months to 31 May 2013

5. This Statement reveals a net result of a surplus of \$2,427,523 against revised budget for the same period of \$3,391,295.

Revenue

6. Total Revenue is under budget by \$822,817. This is made up as follows:
- Rates are over budget by \$10,188. Year-end projections have been met with the ex-gratia rates for the Dampier Bunbury gas pipeline still to be received. This payment is normally received in March, but has been delayed as the Shire is waiting on a valuation from Landgate. The estimated payment expected is approximate \$120,000.
 - Operating Grants and Subsidies and Contributions, Reimbursements and Donations are under budget by \$711,246. This is principally due to timing difference in the receipt of the Federal Assistance Grants Scheme money which has been booked to be received in June 2013.
 - Fees and Charges variance is under budget by \$107,180 being made up from:
 - Income due from the Gym fees and sale of goods at Hartfield Park were down by \$28,805 due to the upgrade of the equipment resulting in the lower patronage and closure for some days to facilitate change over.
 - Reimbursements from Leases and Licences are down by \$41,977.
 - Rates administration fees are down by \$62,254 partly due to a lower uptake on special arrangements.
 - Interest earnings are under budget by \$49,682. The cash rate was further reduced by 25 basis points to a new ultra low rate of 2.75% from 3% which is impacting on the Shire's potential to obtain good investment rates on surplus funds. Deposit rates are now averaging between 3.75% - 4.15%.
7. Other revenue is under budget by \$9,392. Most "Other Revenues" comprise of various fines and penalties which are difficult to predict.

Expenditure

8. Total expenses are under revised budget with a variance of \$1,231,979. The significant variances within the individual categories are as follows:
- Employment Costs are under budget by \$552,778 due to some vacant positions in various business units.
 - Materials and Contracts is under budget by \$516,085 largely due to:

- Project related expenditure for example; HACC Services are down by \$302,972 as client service demand is lower than envisaged.
 - Election expenses related to the community poll completed in May are still outstanding.
 - Delays on various maintenance jobs across Infrastructure and Buildings.
 - IT Equipment Hire is also under by \$53,739 which is a timing issue.
 - Utilities were under by \$5,464 this is primarily a timing difference.
 - Insurance expense savings of \$16,271. With all insurance costs now incurred, this amount is regarded as a true saving.
 - Other expenditure is under budget by \$91,443 coming from project related costs and are due to timing differences and donations in kind to Clubs of \$35,000, again due to change of seasonal use which is counted as a timing issue.
9. The interest expense is lower than budget by \$33,371 which is due to the timing difference between accounting treatments of interest accrued on a time elapsed basis and the budget which is based on actual payment basis in accordance with the debenture schedule.
10. Depreciation, although a non-cash cost, is tracking slightly under budget, reporting a small variance of \$16,567 or 0.19% of the total depreciation budget. The category most affected is Building depreciation.

Non-Operating Grants

11. Non-Operating Grants are over budget by \$468,123. This component is made up of various infrastructure projects which are underway. It should be noted that the Abernethy Road project has experienced delays and grant monies received will now be carried forward to 2013/2014. Roads to Recovery project grant monies have also been received in May 2013.

Profit on Asset Disposals

12. There were no additional properties disposed of in the month of May. The variance of \$1,815,096 is principally a timing issue. Expressions of Interest are currently being called for three lots on Lewis Road, Lot 501 Booralie Way and 514 Kalamunda Road.

Statement of Comprehensive Income by Program for the Eleven Months to 31 May 2013

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

Statement of Financial Activity for the Eleven Months to 31 May 2013

14. This Statement compares the actual to date with the Revised Budget.
15. The results to 31 May 2013 reveal a surplus of \$4,436,498. This was mainly made up of:

- Overall income, excluding rates, is under budget by \$2,648,101 with the bulk of the variance coming from fees and charges and profit on sale of land assets as explained above.
- Expenditure is \$1,206,017 lower with the main variance in Employment Costs and Materials and Contracts. These have been commented on in point 8 of this report.
- Rates generation is over budget and the variance of \$10,188 with ex-gratia rates of approximately \$120,000 still to come as explained above in point 6.
- There was deferred capital works of approximately \$4,256,935. Principal areas of variance:
 - Edney Road/Cygnet Court development.
 - Various infrastructure projects related to Roads, Parks and Ovals and Car parks.

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

16. The current balance of \$4,436,498 is above the budget set at \$3,326,551 due to project based activities reflected above still in progress. This will be balanced by 30 June 2013.

Investments as at 31 May 2013

17. A total of \$22.8 million is in term deposits or online saving accounts. This represents a net decrease of \$2.2 million in cash deposits which can be related to reducing rates collection and significant increase in payment of creditors in the month of May.

The above is made of:

Municipal Funds	Reserve Funds	Trust Monies
\$6,726,094	\$4,878,192	\$11,209,269
		(includes amounts for Public Open Space of \$2,182,197)

18. In the following month, a determination will be made as to the amounts that will be drawn from Reserves to the Municipal Fund account. This is represented by amounts spent to date on capital expenditure, building maintenance and various other project related costs.
19. Average interest rates on term deposits have dropped as indicated previously by a cumulative 125 basis points with investment rates dropping to 3.75% from 4.15%. Reserve Bank of Australia (RBA) has changed its cash rate from 3% to 2.75% with a negative outlook in the coming months. The cash rate is under review by the RBA after announcements that Japan and Europe have forced it to react rather than remain in a holding pattern.

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

Statement of Financial Position as at 31 May 2013

21. Net Current Assets (Current Assets less Current Liabilities) are in positive territory by \$6.49 million. The cash position has reduced slightly but is still showing a healthy balance of \$11.46 million. It is projected that this balance will now start falling as the rate of payments to creditors will outstrip outstanding collections.
22. Trade and other receivables comprise of rates and sundry debtors totalling \$2.95 million outstanding.
- The rates balance has reduced by a further \$400,000 to \$1.04 million however this will slow down as the final collectable amounts are received. This represents a collection rate of 97.62% to date. Debt collection strategies will be rigorously enforced to assist in collections.
23. Sundry debtors have increased by \$931,277 to \$1,201,410 outstanding. Of the outstanding balance \$1,047,104 represents current debtors. The main overdue debtors are:
- Lesmurdie Tennis Club \$28,218 – contribution to the extension of the Club rooms. The Shire is currently negotiating with the Club for the payment of this debt.
 - Forrestfield United Soccer Club \$15,677 - Loan instalments, reserve hire and operational expenses. Fortnightly direct debit of \$1200 is in place. Meetings have been held with the club committee members to determine a payment programme which is acceptable to both parties.
24. Fixed Assets have reduced by \$2,770,044 with the main area of reduction being in Property, Plant and Equipment asset category.
25. Provisions for annual and long service leave are currently stable at \$2.03 million with no significant difference from April 2013. The long term goal is to bring this liability down to a more manageable level.
26. Long term borrowings are at \$7.58 million with the inclusion of two new loans:
- Kalamunda Water Park at \$3 million made up of two loans of \$1.85 million and \$1.15 million.

STATUTORY AND LEGAL IMPLICATIONS

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

POLICY IMPLICATIONS

28. Nil.

PUBLIC CONSULTATION/COMMUNICATION

29. Nil.

FINANCIAL IMPLICATIONS

30. Nil.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

Strategic Planning Implications

31. *Shire of Kalamunda Strategic Community Plan to 2023*
Strategy 6.8.4 Provide effective financial services to support the Shire's Operations and to meet sustainability planning, reporting and accountability requirements.

Sustainability Implications

Social Implications

32. Nil.

Economic Implications

33. Nil.

Environmental Implications

34. Nil.

OFFICER COMMENT

35. The Shire's financial accounts as at 31 May 2013 demonstrate the Shire has managed its budget and financial resources effectively. The Shire can expect a satisfactory year end result.

Voting Requirements: Simple Majority

That Council:

1. Receives the monthly financial statements for the ten months to 31 May 2013, which comprises:
- Statement of Comprehensive Income by Program.
 - Statement of Comprehensive Income by Nature and Type.
 - Statement of Cash Flow and Notes.
 - Statement of Financial Position.
 - Statement of Financial Activity (Nature or Type).

- Statement of Financial Activity (Statutory Reporting Program).
- Net Current Funding Position, note to financial statement.
- Statement of Changes in Equity.
- Reserves – Cash/Investment Backed - note to financial statement.
- Investment Schedule – note to financial statement.

Moved:

Seconded:

Vote:

Attachment 1

**SHIRE OF KALAMUNDA
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE 11 MONTHS TO 31 MAY 2013**

	31/05/2013 Actual \$	31/05/2013 Budget \$	2012-13 Budget \$	31/05/2012 Actual \$
REVENUE				
Rates	25,885,654	25,875,466	25,943,920	23,695,735
Operating Grants and Subsidies	4,357,530	5,068,776	5,712,287	4,929,699
Contributions, Reimbursements and Donations	587,515	561,804	719,395	823,318
Fees and Charges	10,205,768	10,312,948	10,615,487	9,844,790
Interest Earnings	692,544	742,226	845,961	750,049
Other Revenue	65,756	56,364	61,500	38,486
	<u>41,794,767</u>	<u>42,617,584</u>	<u>43,898,550</u>	<u>40,082,076</u>
EXPENSES				
Employee Costs	(17,375,322)	(17,928,100)	(19,435,695)	(17,877,307)
Materials and Contracts	(13,124,287)	(13,640,372)	(14,875,770)	(12,331,384)
Utility Charges	(2,187,892)	(2,193,356)	(2,402,497)	(1,796,792)
Depreciation on Non-Current Assets	(8,677,503)	(8,694,070)	(9,484,714)	(8,528,762)
Interest Expenses	(462,042)	(495,413)	(511,688)	(457,410)
Insurance Expenses	(579,838)	(596,109)	(596,479)	(477,778)
Other Expenditure	(327,932)	(419,375)	(460,860)	(539,647)
	<u>(42,734,816)</u>	<u>(43,966,795)</u>	<u>(47,767,703)</u>	<u>(42,009,081)</u>
	(940,049)	(1,349,211)	(3,869,153)	(1,927,004)
Non-Operating Grants, Subsidies and Contributions Increase/(Decrease) in Equity EMRC	2,077,354	1,609,231	1,872,310	3,780,043
Profit on Asset Disposals	1,364,585	3,179,681	3,260,277	3,898,569
Loss on Asset Disposal	(74,367)	(48,406)	(48,406)	(11,784)
	<u>2,427,523</u>	<u>3,391,295</u>	<u>1,215,028</u>	<u>5,739,824</u>
NET RESULT	2,427,523	3,391,295	1,215,028	5,739,824
Other Comprehensive Income	0	0	0	0
Total Other Comprehensive Income	0	0	0	0
TOTAL COMPREHENSIVE INCOME	<u><u>2,427,523</u></u>	<u><u>3,391,295</u></u>	<u><u>1,215,028</u></u>	<u><u>5,739,824</u></u>
SHIRE OF KALAMUNDA				

**STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM**

FOR THE 11 MONTHS TO 31 MAY 2013

	31/05/2013	31/05/2013	2012-13	31/05/2012
	Actual	Budget	Budget	Actual
	\$	\$	\$	\$
REVENUE				
Governance	11,172	14,941	16,266	7,918
General Purpose Funding	27,800,710	28,762,989	29,255,335	26,213,085
Law, Order, Public Safety	394,138	353,221	371,391	306,597
Health	109,114	94,861	102,217	92,225
Education and Welfare	3,511,104	3,321,858	3,612,536	3,538,170
Community Amenities	9,055,684	10,888,787	11,033,930	11,148,423
Recreation and Culture	1,599,861	1,922,083	2,269,877	2,051,502
Transport	1,753,425	1,144,693	1,393,049	3,452,871
Economic Services	594,428	589,940	635,668	578,734
Other Property and Services	407,071	313,123	340,867	371,163
	<u>45,236,707</u>	<u>47,406,496</u>	<u>49,031,137</u>	<u>47,760,689</u>
EXPENSES EXCLUDING FINANCE COSTS				
Governance	(2,408,470)	(2,423,960)	(2,629,163)	(2,286,702)
General Purpose Funding	(658,428)	(651,457)	(709,911)	(615,988)
Law, Order, Public Safety	(1,394,604)	(1,439,339)	(1,560,530)	(1,302,611)
Health	(791,662)	(815,541)	(886,869)	(699,838)
Education and Welfare	(3,145,123)	(3,729,035)	(4,057,815)	(3,317,908)
Community Amenities	(9,808,638)	(9,779,802)	(10,672,589)	(9,756,518)
Recreation & Culture	(15,368,986)	(15,600,416)	(16,928,362)	(15,376,091)
Transport	(7,221,834)	(7,224,188)	(7,881,146)	(7,126,501)
Economic Services	(713,656)	(765,550)	(833,589)	(513,903)
Other Property and Services	(835,741)	(1,090,500)	(1,144,446)	(567,646)
	<u>(42,347,142)</u>	<u>(43,519,788)</u>	<u>(47,304,420)</u>	<u>(41,563,704)</u>
FINANCE COSTS				
Other Property and Services	(462,042)	(495,413)	(511,688)	(457,410)
	<u>(462,042)</u>	<u>(495,413)</u>	<u>(511,688)</u>	<u>(457,410)</u>
NET RESULT	2,427,523	3,391,295	1,215,028	5,739,574
Other Comprehensive Income	0	0	0	0
Total Other Comprehensive Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL COMPREHENSIVE INCOME	<u>2,427,523</u>	<u>3,391,295</u>	<u>1,215,028</u>	<u>5,739,574</u>

**SHIRE OF KALAMUNDA
STATEMENT OF CASH FLOWS
For the 11 Months to 31 May 2013**

	NOTE	31/05/2013 Actual \$	2012/13 Budget \$	30/06/2012 Actual \$
Cash Flows From Operating Activities				
Receipts				
Rates		25,955,273	25,713,030	23,967,967
Operating Grants and Subsidies		4,357,530	5,621,043	3,840,609
Contributions, Reimbursements and Donations		587,515	677,840	3,611,252
Fees and Charges		8,899,352	10,123,538	12,775,204
Interest Earnings		692,544	768,937	818,407
Goods and Services Tax		2,122,167	1,682,449	1,072,958
Other Revenue		65,756	91,906	41,877
		<u>42,680,137</u>	<u>44,678,743</u>	<u>46,128,275</u>
Payments				
Employee Costs		(17,500,473)	(19,301,666)	(19,424,462)
Materials and Contracts		(14,095,531)	(13,704,645)	(14,825,441)
Utility Charges		(2,187,892)	(2,401,131)	(2,041,258)
Insurance Expenses		(579,838)	(596,479)	(488,355)
Interest Expenses		(427,873)	(511,688)	(458,401)
Goods and Services Tax		(770,684)	(1,508,891)	(3,100,375)
Other Expenditure		(327,931)	(293,258)	(668,307)
		<u>(35,890,222)</u>	<u>(38,317,758)</u>	<u>(41,006,600)</u>
Net Cash Provided By (Used In) Operating Activities	(b)	<u>6,789,915</u>	<u>6,360,985</u>	<u>5,121,675</u>
Cash Flows from Investing Activities				
Work In Progress		(14,499)	0	0
Payments for Development of Land Held for Resale		(54,100)	(3,306,250)	(1,692,326)
Payments for Purchase of Property, Plant & Equipment		(2,139,917)	(3,042,524)	(6,310,787)
Payments for Construction of Infrastructure		(4,068,018)	(5,316,297)	(7,208,058)
Non-Operating Grants, Subsidies and Contributions used for the Development of Assets		2,077,354	1,872,310	5,082,718
Proceeds from Sale of Land		1,868,703	4,536,491	6,665,917
Proceeds from Sale of Plant & Equipment		266,137	285,391	105,329
		<u>266,137</u>	<u>285,391</u>	<u>105,329</u>
Net Cash Provided By (Used In) Investing Activities		<u>(2,064,340)</u>	<u>(4,970,879)</u>	<u>(3,357,207)</u>

SHIRE OF KALAMUNDA

STATEMENT OF CASH FLOWS
For the 11 Months to 31 May 2013

	NOTE	31/05/2013 Actual \$	2012/13 Budget \$	30/06/2012 Actual \$
Cash Flows From Operating Activities				
Cash Flows from Financing Activities				
Repayment of Debentures		(532,691)	(559,442)	(487,253)
Capital Contributions Repayments		0	(41,667)	0
Proceeds from Self Supporting Loans		59,537	59,537	55,901
Advance to Clubs		0	(19,680)	0
Overdraft Funding Utilised		0	0	0
Overdraft Funding		0	0	0
Proceeds from New Debentures		0	19,680	3,000,000
Net Cash Provided By (Used In) Financing Activities		(473,154)	(541,572)	2,568,648
Net Increase (Decrease) in Cash Held		4,252,421	848,534	4,333,116
Cash at Beginning of Year		7,209,398	7,209,398	2,876,281
Cash and Cash Equivalents at the End of the Year	(a)	<u>11,461,819</u>	<u>8,057,932</u>	<u>7,209,398</u>
Cash and Cash Equivalents	3	11,461,819		
Bank Overdraft	3	<u>0</u>		
		<u>11,461,819</u>		

SHIRE OF KALAMUNDA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
For the 11 Months to 31 May 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:

	31/05/2013	30/06/2012
	\$	\$
Cash and Cash Equivalents	11,461,819	8,179,373
Overdraft Funding		(969,975)
	<u>11,461,819</u>	<u>7,209,398</u>

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

Net Result	2,427,524	7,658,250
Depreciation	8,677,503	9,314,073
(Profit)/Loss on Sale of Asset	(1,290,218)	(4,035,142)
(Increase)/Decrease in Receivables	(1,236,797)	2,498,153
(Increase)/Decrease in Inventories	32,868	(1,012,343)
Increase/(Decrease) in Payables	(1,191,110)	932,286
Increase/(Decrease) in GST	1,351,483	(2,027,417)
Increase/(Decrease) in Employee Provisions	96,016	260,855
Non Cash Contribution (EMRC)	0	(2,485,321)
Grants/Contributions for the Development of Assets	(2,077,354)	(5,981,718)
Net Cash from Operating Activities	<u>6,789,915</u>	<u>5,121,675</u>

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

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

**SHIRE OF KALAMUNDA
STATEMENT OF FINANCIAL POSITION
AS AT 31 MAY 2013**

	NOTE	Actual YTD 31/05/2013 \$	Actual 30/06/2012 \$
CURRENT ASSETS			
Cash and Cash Equivalents		11,461,819	8,179,373
Trade and Other Receivables		2,681,024	2,753,854
Inventories		168,407	201,275
Land Held for Resale		150,448	625,695
Trust		0	0
TOTAL CURRENT ASSETS		14,461,698	11,760,197
NON-CURRENT ASSETS			
Other Receivables		966,663	1,026,201
Land Held for Resale		284,660	284,660
Shares in Other Equities		13,420,932	13,420,932
Property, Plant and Equipment		159,977,456	162,280,977
Infrastructure		155,876,597	156,343,420
TOTAL NON-CURRENT ASSETS		330,526,308	333,356,190
TOTAL ASSETS		344,988,006	345,116,387
CURRENT LIABILITIES			
Bank Overdraft		0	969,975
Trade and Other Payables		4,939,726	6,088,978
Borrowings		559,442	559,442
Provisions		2,031,740	1,935,725
TOTAL CURRENT LIABILITIES		7,530,908	9,554,120
NON-CURRENT LIABILITIES			
Long Term Borrowings		7,577,359	8,110,051
Provisions		385,274	385,274
TOTAL NON-CURRENT LIABILITIES		7,962,633	8,495,325
TOTAL LIABILITIES		15,493,541	18,049,445
NET ASSETS		329,494,465	327,066,942
EQUITY			
Retained Surplus		194,938,849	194,723,847
Reserves - Cash/Investment Backed		4,889,987	2,677,466
Reserves - Asset Revaluation		129,665,629	129,665,629
TOTAL EQUITY		329,494,465	327,066,942

**SHIRE OF KALAMUNDA
STATEMENT OF FINANCIAL ACTIVITY
(NATURE OR TYPE)
FOR THE 11 MONTHS TO 31 MAY 2013**

	Actual 31/05/2013 \$	Budget YTD 2012-13 \$	Budget 2012-2013 \$	Variance \$	Variance %
OPERATING REVENUES					
Operating Grants and Subsidies	4,357,530	5,068,776	5,712,287	(711,246)	(14.03%)
Contributions, Reimbursements and Donations	587,515	561,804	719,395	25,711	4.58%
Profit on Asset Disposals	1,364,585	3,179,681	3,260,277	(1,815,096)	(57.08%)
Fees and Charges	10,205,768	10,312,948	10,615,487	(107,180)	(1.04%)
Interest Earnings	692,544	742,226	845,961	(49,682)	(6.69%)
Other Revenue	65,756	56,364	61,500	9,392	16.66%
Total (Excluding Rates)	<u>17,273,698</u>	<u>19,921,799</u>	<u>21,214,907</u>	<u>(2,648,101)</u>	<u>(13.29%)</u>
OPERATING EXPENSES					
Employee Costs	(17,375,322)	(17,928,100)	(19,435,695)	552,778	(3.08%)
Materials and Contracts	(13,124,287)	(13,640,372)	(14,875,770)	516,085	(3.78%)
Utility Charges	(2,187,892)	(2,193,356)	(2,402,497)	5,464	(0.25%)
Depreciation on Non-Current Assets	(8,677,503)	(8,694,070)	(9,484,714)	16,567	(0.19%)
Interest Expenses	(462,042)	(495,413)	(511,688)	33,371	(6.74%)
Insurance Expenses	(579,838)	(596,109)	(596,479)	16,271	(2.73%)
Loss on Asset Disposal	(74,367)	(48,406)	(48,406)	(25,961)	53.63%
Other Expenditure	(327,932)	(419,375)	(460,860)	91,443	(21.80%)
Total	<u>(42,809,183)</u>	<u>(44,015,200)</u>	<u>(47,816,109)</u>	<u>1,206,018</u>	<u>(2.74%)</u>
Funding Balance Adjustment Non-Cash Expenditure and Revenue					
(Profit)/Loss on Asset Disposals	(1,364,585)	(3,179,681)	(3,260,277)	1,815,096	(57.08%)
(Profit)/Loss on Asset Disposals	74,367	48,406	48,406	25,961	53.63%
Depreciation and Amortisation on Assets	8,677,503	8,694,070	9,484,714	(16,567)	(0.19%)
Movement in Employee Benefit Provisions	96,015	0	0	96,015	
Total	<u>7,483,300</u>	<u>5,562,795</u>	<u>6,272,843</u>	<u>1,920,506</u>	<u>34.52%</u>
Net Operating Result Excluding Rates					
	<u>(18,052,185)</u>	<u>(18,530,607)</u>	<u>(20,328,359)</u>	<u>478,423</u>	<u>(2.58%)</u>
CAPITAL REVENUES					
Non-Operating Grants, Subsidies and Contributions	2,077,354	1,609,231	1,872,310	468,123	29.09%
Proceeds from Disposal of Land	1,868,703	3,229,193	4,036,491	(1,360,490)	(42.13%)
Proceeds from Disposal of Assets	266,137	228,313	285,391	37,825	16.57%
Proceeds from New Debentures	0	18,040	19,680	(18,040)	(100.00%)
Self-Supporting Loan Principal Income	59,537	59,537	59,537	-	0.00%
Overdraft Funds Utilised	0	0	0	0	
Transfers from Reserves (Restricted Assets)	141,000	5,189,822	5,661,652	(5,048,822)	(97.28%)
Total	<u>4,412,731</u>	<u>10,334,136</u>	<u>11,935,061</u>	<u>(5,921,404)</u>	<u>(57.30%)</u>

**SHIRE OF KALAMUNDA
STATEMENT OF FINANCIAL ACTIVITY
(NATURE OR TYPE)
FOR THE 11 MONTHS TO 31 MAY 2013**

	Actual 31/05/2013 \$	Budget YTD 2012-13 \$	Budget 2012-2013 \$	Variance \$	Variance %
CAPITAL EXPENDITURE					
Purchase Land Held for Resale	(214,522)	(3,030,709)	(3,306,250)	2,816,187	(92.92%)
Purchase Land and Buildings	(1,161,394)	(1,696,662)	(1,851,373)	535,268	(31.55%)
Purchase Infrastructure Assets - Roads	(2,525,343)	(2,715,900)	(2,963,762)	190,557	(7.02%)
Purchase Infrastructure Assets - Drainage	(442,729)	(442,728)	(483,165)	(1)	0.00%
Purchase Infrastructure Assets - Parks and Ovals	(333,375)	(750,948)	(854,531)	417,573	(55.61%)
Purchase Infrastructure Assets - Footpaths	(349,053)	(287,199)	(313,542)	(61,854)	21.54%
Purchase Infrastructure Assets - Special Works	(417,517)	(511,786)	(558,471)	94,269	(18.42%)
Purchase Plant and Equipment	(624,334)	(768,779)	(838,685)	144,445	(18.79%)
Purchase Furniture and Equipment	(193,768)	(314,259)	(342,860)	120,491	(38.34%)
Capital Contributions and Grants Owing	0	0	(41,667)	0	
Repayment of Debentures	(532,691)	(532,691)	(559,442)	(0)	0.00%
Overdraft Funds (Repayment)	(969,975)	(971,739)	(971,739)	1,764	(0.18%)
Advances to Clubs	0	0	(19,680)	0	
Transfers to Reserves (Restricted Assets)	(2,353,521)	(4,637,564)	(5,034,854)	2,284,043	(49.25%)
Total	<u>(10,118,222)</u>	<u>(16,660,964)</u>	<u>(18,140,021)</u>	<u>6,542,742</u>	<u>(39.27%)</u>
Rate Revenue	25,885,654	25,875,466	25,943,920	10,188	0.04%
Opening Funding Surplus (Deficit)	2,308,520	2,308,520	2,308,520	0	0.00%
Closing Funding Surplus (Deficit)	<u>4,436,498</u>	<u>3,326,551</u>	<u>1,719,120</u>	<u>1,109,947</u>	33.37%

**STATEMENT OF FINANCIAL ACTIVITY
(STATUTORY REPORTING PROGRAM)
FOR THE 11 MONTHS TO 31 MAY 2013**

	Actual 31/05/2013 \$	Budget YTD 2012-13 \$	Budget 2012-13 \$	Variance \$	Variance %
REVENUE					
Governance	11,172	14,941	16,266	(3,769)	(25.22%)
General Purpose Funding	1,915,056	2,887,523	3,311,415	(972,467)	(33.68%)
Law, Order, Public Safety	394,138	353,221	371,391	40,917	11.58%
Health	109,114	94,861	102,217	14,253	15.02%
Education and Welfare	3,511,104	3,321,858	3,612,536	189,246	5.70%
Community Amenities	9,055,684	10,888,787	11,033,930	(1,833,103)	(16.83%)
Recreation and Culture	1,599,861	1,922,083	2,269,877	(322,222)	(16.76%)
Transport	1,753,425	1,144,693	1,393,049	608,732	53.18%
Economic Services	594,428	589,940	635,668	4,488	0.76%
Other Property and Services	407,071	313,123	340,867	93,948	30.00%
Total (Excluding Rates)	19,351,053	21,531,030	23,087,217	(2,179,978)	(10.12%)
EXPENSES					
Governance	(2,408,470)	(2,423,960)	(2,629,163)	15,490	(0.64%)
General Purpose Funding	(658,428)	(651,457)	(709,911)	(6,971)	1.07%
Law, Order, Public Safety	(1,394,604)	(1,439,339)	(1,560,530)	44,735	(3.11%)
Health	(791,662)	(815,541)	(886,869)	23,879	(2.93%)
Education and Welfare	(3,145,123)	(3,729,035)	(4,057,815)	583,912	(15.66%)
Community Amenities	(9,808,638)	(9,779,802)	(10,672,589)	(28,836)	0.29%
Recreation & Culture	(15,368,986)	(15,600,416)	(16,928,362)	231,430	(1.48%)
Transport	(7,221,834)	(7,224,188)	(7,881,146)	2,354	(0.03%)
Economic Services	(713,656)	(765,550)	(833,589)	51,894	(6.78%)
Other Property and Services	(1,297,783)	(1,585,913)	(1,656,134)	288,130	(18.17%)
Total	(42,809,184)	(44,015,200)	(47,816,109)	1,206,018	(2.74%)
Funding Balance Adjustment					
Non-Cash Expenditure and Revenue					
(Profit)/Loss on Asset Disposals	(1,364,585)	(3,179,681)	(3,260,277)	1,815,096	(57.08%)
(Profit)/Loss on Asset Disposals	74,367	48,406	48,406	25,961	53.63%
Depreciation and Amortisation on Assets	8,677,503	8,694,070	9,484,714	(16,567)	(0.19%)
Movement in Employee Benefit Provisions	96,015	0	0	96,015	
	7,483,300	5,562,795	6,272,843	1,920,506	
Net Operating Result Excluding Rates	(15,974,831)	(16,921,376)	(18,456,049)	946,546	(5.59%)

**STATEMENT OF FINANCIAL ACTIVITY
(STATUTORY REPORTING PROGRAM)
FOR THE 11 MONTHS TO 31 MAY 2013**

	Actual 31/05/2013 \$	Budget YTD 2012-13 \$	Budget 2012-13 \$	Variance \$	Variance %
CAPITAL REVENUES					
Proceeds from Disposal of Assets	266,137	228,313	285,391	37,825	16.57%
Proceeds from Disposal of Land	1,868,703	3,229,193	4,036,491	(1,360,490)	(42.13%)
Proceeds from New Debentures	0	18,040	19,680	(18,040)	(100.00%)
Self-Supporting Loan Principal Income	59,537	59,537	59,537	0	0.00%
Overdraft Funds Utilised	0	0	0	0	
Transfers from Reserves (Restricted Assets)	141,000	5,189,822	5,661,652	(5,048,822)	(97.28%)
Total	2,335,377	8,724,905	10,062,751	(6,389,527)	
CAPITAL EXPENSES					
Purchase Land Held for Resale	(214,522)	(3,030,709)	(3,306,250)	2,816,187	(92.92%)
Purchase Land and Buildings	(1,161,394)	(1,696,662)	(1,851,373)	535,268	(31.55%)
Purchase Infrastructure Assets - Roads	(2,525,343)	(2,715,900)	(2,963,762)	190,557	(7.02%)
Purchase Infrastructure Assets - Drainage	(442,729)	(442,728)	(483,165)	(1)	0.00%
Purchase Infrastructure Assets - Parks and Ovals	(333,375)	(750,948)	(854,531)	417,573	(55.61%)
Purchase Infrastructure Assets - Footpaths	(349,053)	(287,199)	(313,542)	(61,854)	21.54%
Purchase Infrastructure Assets - Special Works	(417,517)	(511,786)	(558,471)	94,269	(18.42%)
Purchase Plant and Equipment	(624,334)	(768,779)	(838,685)	144,445	(18.79%)
Purchase Furniture and Equipment	(193,768)	(314,259)	(342,860)	120,491	(38.34%)
Capital Contributions and Grants Owing	0	0	(41,667)	0	
Repayment of Debentures	(532,691)	(532,691)	(559,442)	(0)	0.00%
Overdraft Funds (Repayment)	(969,975)	(971,739)	(971,739)	1,764	(0.18%)
Advances to Clubs	0	0	(19,680)	0	
Transfers to Reserves (Restricted Assets)	(2,353,521)	(4,637,564)	(5,034,854)	2,284,043	(49.25%)
Total	(10,118,222)	(16,660,964)	(18,140,021)	6,542,742	
Rate Revenue	25,885,654	25,875,466	25,943,920	10,188	0.04%
Opening Funding Surplus (Deficit)	2,308,520	2,308,520	2,308,520	0	0.00%
Closing Funding Surplus (Deficit)	4,436,498	3,326,551	1,719,120	1,109,947	33.37%

SHIRE OF KALAMUNDA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
For the 11 Months to 31 May 2013

NET CURRENT FUNDING POSITION

	Positive=Surplus (Negative=Deficit) 2012-13	
	31/05/2013	Last Period
	\$	\$
Current Assets		
Cash Unrestricted	6,571,832	8,678,243
Cash at Bank - Reserves (Restricted)	4,889,987	4,878,193
Receivables - Rates and Rubbish	708,505	1,188,433
Receivables -Other	1,912,981	626,584
Inventories	182,906	159,744
(* exclude loan receivable)	<u>14,266,212</u>	<u>15,531,197</u>
Less: Current Liabilities		
Overdraft	0	0
Payables	(4,939,726)	(3,632,085)
Provisions	(2,031,740)	(1,987,105)
(* exclude loan payable)	<u>(6,971,467)</u>	<u>(5,619,190)</u>
Net Current Asset Position	<u>7,294,745</u>	<u>9,912,007</u>
Add:		
Provision for Long Service Leave	608,863	591,817
Provision for Annual Leave	1,422,877	1,395,288
Interest Bearing Liabilities accrued	0	0
Less:		
Restricted Cash (Reserves)	<u>(4,889,987)</u>	<u>(4,878,193)</u>
Net Current Funding Position	<u>4,436,498</u>	<u>7,020,919</u>

**SHIRE OF KALAMUNDA
STATEMENT OF CHANGES IN EQUITY
AS AT 31 MAY 2013**

	RETAINED SURPLUS \$	RESERVES CASH/ INVESTMENT BACKED \$	ASSET REVALUATION RESERVE \$	TOTAL EQUITY \$
Balance as at 1 July 2011	187,014,762	2,728,298	129,875,629	319,618,689
Net Result	7,658,253	0	0	7,658,253
Total Other Comprehensive Income	0	0	(210,000)	(210,000)
Transfer from/(to) Reserves	50,832	(50,832)	0	0
Transfer to Trust	0	0	0	0
Balance as at 30 June 2012	194,723,847	2,677,466	129,665,629	327,066,942
Net Result	2,427,523	0	0	2,427,523
Transfer from/(to) Reserves	(2,212,521)	2,212,521	0	0
Balance as at 31 May 2013	194,938,849	4,889,987	129,665,629	329,494,465

SHIRE OF KALAMUNDA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
AS AT 31 MAY 2013

	Actual 31/05/2013 \$	Budget 30/06/2013 \$	Original Budget 30/06/2012 \$
RESERVES - CASH/INVESTMENT BACKED			
(a) Land and Property			
Opening Balance	1,653,467	1,653,467	1,653,745
Interest Earned	81,386	65,000	47,559
Amount Set Aside / Transfer to Reserve	1,607,221	4,237,770	4,979,115
Amount Used / Transfer from Reserve	0	(5,220,739)	(1,648,439)
	3,342,074	735,498	5,031,980
(b) Waste Management			
Opening Balance	151,513	151,513	151,540
Interest Earned	4,310	2,836	4,358
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	155,823	154,349	155,898
(c) EDP - IT Equipment			
Opening Balance	11,977	11,977	11,979
Interest Earned	2,477	226	344
Amount Set Aside / Transfer to Reserve	268,463	268,463	268,463
Amount Used / Transfer from Reserve	(45,000)	(158,000)	0
	237,917	122,666	280,786
(d) Local Government Elections			
Opening Balance	28,725	28,725	28,737
Interest Earned	815	538	826
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	(29,263)	0
	29,540	0	29,563
(e) Long Service Leave			
Opening Balance	70,744	70,744	70,750
Interest Earned	2,011	1,322	2,035
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	72,755	72,066	72,785
(f) Plant and Equipment			
Opening Balance	27,432	27,432	27,436
Interest Earned	782	514	789
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	28,214	27,946	28,225

SHIRE OF KALAMUNDA

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
AS AT 31 MAY 2013**

	Actual 31/05/2013 \$	Budget 30/06/2013 \$	Original Budget 30/06/2012 \$
RESERVES - CASH/INVESTMENT BACKED			
(g) Stirk Park Reserve			
Opening Balance	23,926	23,926	23,951
Interest Earned	678	447	689
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	24,604	24,373	24,640
(h) HACC			
Opening Balance	129,951	129,951	129,956
Interest Earned	7,157	2,432	3,737
Amount Set Aside / Transfer to Reserve	362,657	362,657	0
Amount Used / Transfer from Reserve	0	(58,514)	0
	499,765	436,526	133,693
(i) Forrestfield Industrial Area			
Opening Balance	157,853	157,853	157,874
Interest Earned	4,104	2,952	4,540
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	(40,000)	(83,000)	(107,000)
	121,957	77,805	55,414
(j) Insurance Contingency			
Opening Balance	159,382	159,382	159,409
Interest Earned	4,530	2,980	4,584
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	163,912	162,362	163,993
(k) Light Plant			
Opening Balance	32,361	32,361	32,383
Interest Earned	920	606	931
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	33,281	32,967	33,314
(l) Revaluation			
Opening Balance	132,001	132,001	132,006
Interest Earned	3,756	2,471	3,796
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	135,757	134,472	135,802

**SHIRE OF KALAMUNDA
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
AS AT 31 MAY 2013**

	Actual 31/05/2013 \$	Budget 30/06/2013 \$	Original Budget 30/06/2012 \$
RESERVES - CASH/INVESTMENT BACKED			
(m) Nominated Employee Leave Provisions			
Opening Balance	23,550	23,551	23,554
Interest Earned	671	440	677
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	24,221	23,991	24,231
(n) Unexpended Capital Works and Specific Purpose Grants			
Opening Balance	0	0	0
Amount Set Aside / Transfer to Reserve	0	0	0
Amount Used / Transfer from Reserve	0	0	0
	0	0	0
(o) Environmental Reserve			
Opening Balance	74,583	74,583	74,146
Interest Earned	1,583	1,393	2,132
Amount Set Aside / Transfer to Reserve	0	81,807	100,532
Amount Used / Transfer from Reserve	(56,000)	(112,136)	(76,045)
	20,166	45,647	100,765
TOTAL CASH BACKED RESERVES	4,889,987	2,050,668	6,271,089

SUMMARY

	2012-13 Actual YTD \$	2012-13 Budget \$	2011-12 Orig. Budget \$
Opening Balance	2,677,466	2,677,466	2,677,466
Transfer from Accumulated Surplus - Interest	115,180	84,157	76,997
Transfer from Accumulated Surplus	2,238,341	4,950,697	5,348,110
Transfer to Accumulated Surplus	(141,000)	(5,661,652)	(1,831,484)
Closing Balance	4,889,987	2,050,668	6,271,089

Shire of Kalamunda Investments as at 31 May 2013

<u>Invest #</u>	<u>Bank</u>	<u>Interest Rate %</u>	<u>Weighted Int Rate</u>	<u>Maturity</u>	<u>Fund</u>	<u>Amount</u>
Municipal Cash at Bank						
SOK - MOW	ANZ-Meals on Wheels				Municipal	\$4,545.69
	Bank West-Home and Community					
SOK - KHACC	Care				Municipal	\$40,524.42
SOK	Commonwealth Chequing Account				Municipal	\$157,189.35
SOK	Commonwealth Savings Account				Municipal	\$2,203,110.02
SOK	Commonwealth CIP				Municipal	\$0.00
SOK	Commonwealth Savings Account (Health)				Municipal	\$0.00
SOK	Commonwealth Savings Account (Trybooking)				Municipal	\$0.00
SOK	Commonwealth Overdraft \$1,500,000					
SOK	GFL				Municipal	\$0.00
						\$2,405,369.48
Cash Investments						
		<u>Term</u>				
9075	ING	120	4.30%	0.3739%	6/6/13	Municipal \$1,240,650.99
9081	NAB	90	4.27%	0.6145%	23/7/13	Municipal \$2,053,382.40
9083	NAB	90	4.27%	0.3073%	23/8/13	Municipal \$1,026,691.21
						\$4,320,724.60
Cash Backed Reserves						
SOK	Commonwealth Bank Savings Account				Reserve	\$4,878,192.75
						\$4,878,192.75
Trust Funds						
	Shire of Kalamunda-BCITF, BRB, Unclaimed Monies				Trust	\$51,919.61
						\$51,919.61
Cell 9 Scheme Contributions						
CELL9 TD2	NAB	120	4.07%	0.3282%	28/9/13	Trust \$1,150,427.75
CELL9 TD5	Westpac	90	4.40%	0.3506%	10/6/13	Trust \$1,136,842.69
CELL9 TD6	Bendigo	90	4.35%	0.3433%	31/7/13	Trust \$1,125,983.35
CELL9 TD7	Bendigo	90	4.35%	0.3433%	31/7/13	Trust \$1,125,983.35
CELL9 TD8	ANZ	90	4.00%	0.3040%	28/7/13	Trust \$1,084,192.00
CELL9 TD9	ING	120	4.29%	0.3214%	11/6/13	Trust \$1,069,058.11
CELL9 TD10	Westpac	92	4.37%	0.3174%	10/6/13	Trust \$1,036,101.87
CELL9 TD11	Bendigo	90	4.35%	0.3049%	29/7/13	Trust \$1,000,000.00
	Cell 9 Cheque Account					\$1,243.96
	Cell 9 Online Saver					\$245,320.20
						\$8,975,153.28
Public Open Space Funds						
POS	NAB	120	4.30%	0.3671%	13/8/13	Trust \$1,218,100.84
	Commonwealth Cash at Bank					
POS	Bank	At Call				\$964,096.01
						\$2,182,196.85
Total Funds						\$22,813,556.57

11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11.1 Motion – Cr Dylan O'Connor

That Council:

1. Request the Jacaranda tree on the verge of 13 Richards Road, High Wycombe, is removed immediately.

Moved: **Cr Dylan O'Connor**

Seconded:

Vote:

Officer Comment

Shire Officers met with Cr Dylan O'Connor on 21 May 2013 regarding this issue.

They advised that the current growth pattern of this tree would seem to indicate that this tree has been poorly pruned in the past. As Jacaranda trees have vigorous growth, any pruning encourages additional growth, resulting in an ongoing annual maintenance obligation for the Shire, which would be in the order of \$1,300 per annum. The pruning that has previously been undertaken does not meet Australian Standards and is unlikely to have been undertaken by Shire Staff.

Western Power confirms the clearances required around a low voltage service line are 300mm in any direction, and it is their position that this provides adequate control of the risk of damage to the power service. The storm on 20 May 2013 caused a disconnection of power but this was an extreme event and a number of properties experienced a similar disconnection at that time.

On the basis of the above, it is the Shire Officer's position that the existing power clearances meet the standard required and further work is not necessary at this time. Tree growth is reassessed on a regular basis and further pruning would only be undertaken when the branches encroach on the clearance zone.

As this tree is similar to other trees in Richards Road, for which further pruning has also been requested, it is believed that the removal of this tree could set a precedent requiring the Shire to remove additional trees in the area.

12.0 QUESTIONS BY MEMBERS WITHOUT NOTICE

13.0 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

13.1 Cr Geoff Stallard – Western Power Infrastructure

- Q. I notice the monthly accounts include an amount of \$125,000+ each month which I understand is mainly for street lighting. I am told Western Power has a stockpile of old lighting that must be used before more efficient lighting can be used. Could the Shire assist in the purchasing of an LED light for each light as it blows if Western Power cannot supply them?

A. Detailed information received from WALGA was emailed to Councillors on 31 May 2013.

13.2 Cr Di Rosso – Rocks around Kostera Oval

Q. In reference to the answer given to my previous question. Is it the case that the community are not allowed to have access to the section of Kostera Oval along Cotherstone Road? If community members can go along there then I don't quite accept that it is the school's duty of care that is at stake; I query whether the Shire has duty of care with respect to those rocks – which is more or less a rock rubble mixture and it is not possible to safely walk over them without potentially being injured. This is a risk to the community as even if they can't go there the reality is that they do.

A. This parcel of land is under the care and control of the Education Department. Under these arrangements the school permits recreational use of the land outside school hours.

Based on conversations with the school principal, there is no current intent to undertake any alternative method of exclusion.

As the placement of the rocks was undertaken by the school and is within land under their care and control, it is unlikely that the Shire would have responsibility if an incident were to occur.

14.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

15.0 MEETING CLOSED TO THE PUBLIC

16.0 CLOSURE