

Shire *of* Capel

MINUTES

ORDINARY COUNCIL MEETING
Wednesday, 15 May 2013



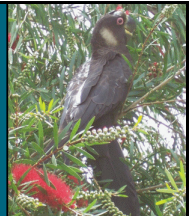
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SHIRE OF CAPEL
ORDINARY COUNCIL MEETING – 15.05.13
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SHIRE OF CAPEL

MINUTES OF THE ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS ON WEDNESDAY, 15 MAY 2013 COMMENCING AT 4.36PM.

PRESENT:	President Deputy President Councillors	MT Scott GJ Norton BW Bell BW Hearne PK McCleery JA Scott BH Smith PJ Anastasakis C Burwood MI Plume CR Dent W Butler
	Acting Chief Executive Officer Director Planning & Development Services Director Community Services Manager Health Services Director Engineering & Operations	
APOLOGY:	Councillor	KD Gibson
LEAVE OF ABSENCE:	Councillor	SC Manley (OC0301)
VISITORS:	Senior Risk Consultant, LGIS LGIS Community Account Manager WA, NBN Co Town Planner – Daly International	G Cook N Logan P Gurney L Gleeson
PUBLIC GALLERY:		3 members

RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

PUBLIC QUESTION TIME

Mrs Caroline Nightingale of 278 Dalyellup Boulevard, Dalyellup: Does Council/Rangers only receive barking complaints from properties that house more than two dogs? I ask Council to consider the objections that refer to: "dogs opposite barking", "barking dogs on all sides", "dogs over the road". Why are our dogs being blamed, when every dog has its own characteristics, one dog can be a persistent barker on its own, why would three dogs bark more? My dogs do not cause a nuisance, they are very quiet dogs!! Are Council aware the property to the rear of us has one dog that persistently barks?

Mr Phil Anastasakis, Acting Chief Executive Officer (ACEO): No, rangers get complaints for properties with one dog as well and are all dealt with in same manner.

Mrs Nightingale: 22 letters is a massive amount of letters to send out. How many properties have barking dogs within the radius of these 22 homes? Why did Shire Council receptionist inform us we had 7 objections? 7 replies – 2 do NOT object, 1 gives no reason for objection and 1 objector had to "speak to neighbours residing closer" to our property because obviously she does not hear any nuisance barking from our property. We ask Council "Why would this objection be considered?"

ACEO: The letters are sent out to a radius of the property that has applied for a 3 dog application. It is normal to have a low response.

Mrs Nightingale: Can Council confirm they are aware that all 3 dogs are taken by vehicle to the beach to run and swim off the lead as a preferred method of exercise and that "walking on water" is impossible, walking 3 trained dogs and a double pram with 3 further children walking is actually a normal undertaking for our family? Can Council confirm they are aware that all 3 dogs do in fact spend most of their time inside our home and never all of their time outside?

ACEO: No, Council can not confirm that the dogs are taken by car to the beach for exercise as we are not present at the time and the question is not relevant to the application. The application covers the well being of the residents where the dogs would reside.

Mrs Nightingale: Does Council think that objection Number 1 may be mistaken with the wrong address "sand for a backyard". As we have grass as our backyard. Our HomesWest neighbour has sand for a backyard!

ACEO: At no stage could the ranger access the rear and from his vantage point looking over the fence could not see any grass.

Mr Jason Nightingale, 278 Dalyellup Boulevard, Dalyellup: Please can Council confirm they have been informed I use loud power tools outside on most days and I am always very mindful of noise pollution with our neighbours. I cease working outside at 7.30pm to respect the neighbours' quiet time. I ask Council does this imply that myself and my wife are likely to allow our dogs to disrespect our neighbours by barking constantly and if so, why have we not had any complaints about our dogs barking?

ACEO: Loud power tools question is not relevant and would be a health issue if it was reported.

Mr Nightingale: Please would Council confirm they have seen a photograph attached of our custom made dog kennel which is 1.8m x 1.9m. Please can Council explain how our garden of 324 sqm, not including the areas at the sides of our property, can be described as "small" and "tiny"?

ACEO: The Housing photo is not relevant to the application, however the photo was displayed to Councillors.

Mrs Nightingale: I am a big supporter of the RSPCA. Every few months of every year I have donated money to the RSCPA. Does Council consider me to be a person that is guilty of causing cruelty to my dogs?

ACEO: Question 7 is not relevant to the application as being a supporter of the RSPCA has no bearing on the application.

Mr Nightingale: Please can Council explain why when the ranger inspected our property, did he inform me he could not see any problems with our property and only now he is saying he would find it hard to approve the application? Was the ranger concerned about our dogs escaping as they have never strayed? Has the ranger ever received a complaint about noise from our dogs?

ACEO: The ranger confirmed that at no stage did he comment if the application would be approved or rejected when he inspected the property.

Mrs Nightingale: Please would Council confirm they are aware we have a HomesWest property to the side of our property and we have had many cause to

make formal complaints about the residents making our dogs bark constantly by tormenting our dogs by climbing on their roof and playing up there and banging and climbing on the fences. These neighbours have broken into our vehicle on our drive on two occasions and stolen property by leaning over our fence and hooking things over the fence. Since these tenants have been charged for theft and left the property our dogs have been very calm and extremely quiet. They are no longer being tormented.

ACEO: Housing next door has no relevance to the application and if a vehicle is broken into or property being stolen over the fence it is a police matter.

Mr and Mrs Nightingale left the meeting at 4.50pm with Mr Dent.

OC0501 APPLICATIONS FOR LEAVE OF ABSENCE

Moved Cr J Scott, Seconded Cr Smith

That Cr K Gibson and Cr B Smith be granted Leave of Absence for the Council meeting on 26th June 2013.

Carried 7/0

VOTING REQUIREMENTS

Simple majority

Mr Dent returned to the Chambers at 4.51pm.

DECLARATIONS OF INTEREST

Nil

NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

The President advised that Item 23.1 of the agenda would be discussed behind closed doors.

OC0502 CONFIRMATION OF MINUTES

Moved Cr J Scott, Seconded Cr Smith

That the minutes of the Ordinary Council meeting held on 17th April 2013 be confirmed as printed.

Carried 7/0

VOTING REQUIREMENTS

Simple majority

ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

Nil

PETITIONS/DEPUTATIONS/PRESENTATIONS

Mr Greg Cook, LGIS Senior Risk Consultant with LGIS gave Council a presentation on Community Emergency Risk Management.

The President thanked Mr Cook for his presentation. Mr Cook and Ms Logan left the meeting at 5.13pm with Mr Dent. Mr Dent returned to Chambers at 5.14pm.

Mr Peter Gurney, Community Account Manager WA for NBN Co and Ms Laura Gleeson – Town Planner – Daly International gave Council a presentation on the National

Broadband Network (NBN) initiative and update on progress in the Shire of Capel and the proposed fixed wireless tower at Lot 302 Bryce Road, Boyanup.

The President thanked Mr Gurney and Ms Gleeson for updating Council on the latest developments in the NBN roll-out in the Shire. Mr Gurney and Ms Gleeson left the meeting at 5.42pm with Mr Dent. Mr Dent returned to Chambers at 5.44pm.

MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	Nil
QUESTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	Nil
CHIEF EXECUTIVE OFFICER REPORTS	Nil
HEALTH SERVICES REPORTS	Nil
PLANNING AND DEVELOPMENT SERVICES REPORTS	Nil
ENGINEERING AND OPERATIONS REPORTS	Nil
CORPORATE SERVICES REPORTS	

OC0503 (17.1) 2013/14 Budget – Donations to Charitable Organisations

Location:	Capel
Applicant:	Shire of Capel
File Reference:	
Disclosure of Interest:	Nil
Date:	01.05.13
Author:	Director Corporate Services, P Anastasakis
Senior Officer:	Chief Executive Officer, P Sheedy
Attachments:	Nil

MATTER FOR CONSIDERATION

Council to review donations to charitable organisations for inclusion in the 2013/14 draft Budget.

BACKGROUND / PROPOSAL

Background

As part of the budget development process, Elected Members are to consider donations to charitable organisations for the forthcoming budget.

Council Policy 11.1 was amended and approved by Council at its meeting on 14 February 2007 (refer Council minute OC0215). The policy specifies that donations be limited to charitable organisations operating within the Shire of Capel or neighbouring local governments with priority given to those that operate within the Shire. Donations are to be reviewed in April each year and paid after the Budget has been adopted and prior to December.

Proposal

That Council reviews the proposed list of donations to charitable organisations to be included in the 2013/14 Budget.

STATUTORY ENVIRONMENT

Section 6.2 of the Local Government Act 1995 requires that each year a local government prepare and adopt an annual budget.

POLICY IMPLICATIONS

Policy 11.8 – Preparation of Budget has been followed.

Policy 11.1 - Donations to Charitable Organisations.

FINANCIAL IMPLICATIONS

Budget

Any donations approved by Council will be included in the 2013/14 draft Budget. It is proposed total donations be decreased slightly to \$13,450 from \$13,545 in 2012/13, due to one group no longer functioning.

Council in its 2012/13 Budget has included \$7,500 of donations in Account 0222 broken down into discretionary donations of \$1,500, donations to representatives in State/National sports of \$5,000, \$500 for the Lord Mayor of Perth's Distress Relief Fund and \$500 for minor donations of \$100 or lower. A further \$6,045 was included in Account 1602 as donations to community groups and St John's Ambulance.

Long Term

Approved expenditure is covered in the budget allocation. There are not considered to be any long term financial implications.

Whole of Life

As no assets/infrastructure is being created, there are no whole of life costs relevant to this item.

SUSTAINABILITY IMPLICATIONS

Many of the recipients of Council's donations provide a social role within the community and the provision of a donation recognises this largely voluntary role.

Whilst not financially significant, the individual donations provided by Council do provide some of the recipients with a degree of economic sustainability.

STRATEGIC IMPLICATIONS

The Strategic Plan 2009 to 2020 includes the following strategy which has relevance:

- Economic strategy of reviewing financial management practices to ensure best practice.

CONSULTATION

No dedicated consultation has been undertaken other than reference to earlier donations provided by Council.

COMMENT

The donations suggested for 2013/14 compared to the amounts provided in 2012/13, are shown in the following table:

Organisation	2013/14 Donation \$	2012/13 Donation \$	Difference \$	Comment
St John's Ambulance Fund	1,600	1,550	50	Increase of 3.25% - CPI
Capel RSL	750	725	20	Increase of 3.25% - CPI
Boyanup CWA	300	290	10	Increase of 3.25% - CPI
Boyanup Lions Club	300	290	10	Increase of 3.25% - CPI
Boyanup Senior Citizens	300	290	10	Increase of 3.25% - CPI
Capel Senior Citizens	300	290	10	Increase of 3.25% - CPI
Capel Apex Club	300	290	10	Increase of 3.25% - CPI
Capel CWA	300	290	10	Increase of 3.25% - CPI
Capel Girl Guides	300	290	10	Increase of 3.25% - CPI
Capel Lions Club	300	290	10	Increase of 3.25% - CPI
Capel Scout Group	0	290	-290	Increase of 3.25% - CPI
Dalyellup Lions Club	300	290	10	Increase of 3.25% - CPI
Dalyellup Over 50s	300	290	10	Increase of 3.25% - CPI
Salvation Army	300	290	10	Increase of 3.25% - CPI. Not a local organisation but due to their role, donation is appropriate.
Royal Flying Doctors Service	300	290	10	Increase of 3.25% - CPI. Not a local organisation but due to their role, donation is appropriate.
Total	5,950	6,045		(forecast Perth CPI increase for 2013/14 is 3.25% - rounding used)

The total value of the proposed donations is \$5,950, which is a decrease of \$95 compared to the amount included in the 2012/13 Budget. This is based on not providing a donation to the Capel Scout Group as they are no longer functioning, plus an increase to other donations equivalent to the forecast Perth CPI increase of 3.25% for 2013/14.

In addition to the above, \$7,500 will be allocated in Governance account 0222 for donations to be allocated at Council's discretion. This is the same amount included in the 2012/13 Budget and is proposed to be allocated as follows:

- \$500 will be available to be allocated for the Lord Mayor's Distress Relief Fund
- \$1,500 will be available for donations at Council's discretion.
- \$5,000 will be available for donations to representative in State/Nations Sport
- \$500 will be available for minor donations less than \$100.

The total amount proposed to be included in the 2013/14 draft Budget as donations is \$13,450 and is a marginal decrease of \$95 compared to the 2012/13 budget amount of \$13,545.

VOTING REQUIREMENTS

Simple majority

OC0503 OFFICER'S RECOMMENDATION – 17.1/COUNCIL DECISION

Moved Cr Hearne, Seconded Cr Smith

That Council approves donations totalling \$13,450 in the 2013/14 draft Budget and that the donations to specific organisations be those detailed in this report.

Carried 7/0

OC0504 (17.2) 2013/14 Budget – Differential Rates

Location: Capel
Applicant: Shire of Capel
File Reference:
Disclosure of Interest: Nil
Date: 01.05.13
Author: Director Corporate Services, P Anastasakis
Senior Officer: Chief Executive Officer, P Sheedy
Attachments: Rate Alternative – 8% and 9%

MATTER FOR CONSIDERATION

Council to determine the rates in the dollar, minimum rates and the specified area rate for the 2013/14 financial year.

BACKGROUND / PROPOSAL**Background**

Council at its meeting on 20th March 2013 (minute reference OC0310) made the following resolution:

"That Council approves:

- 1. a rating strategy for the 2013/14 draft Budget that includes as a minimum a 6.0% increase to rates for all rating categories and a \$50.00 increase to all minimum rates so that the minimum rate for all properties will be \$900.00;*
- 2. a rating strategy for the Corporate Business Plan and Long Term Financial Plan where the method of calculating any rate yield increase is based on Council increasing or decreasing the rates in the dollar so that the impact of any changes in the GRV or UV for properties are minimised by proportionally changing the rate in the dollar to achieve the total rate yield target.*
- 3. a rating strategy for the remaining period of the 4 year Corporate Business Plan and Long Term Financial Plan being based on a 6% increase to rates for all categories and a 6% increase to all minimum rates to reflect the Local Government Cost Index increase plus 2%; and*
- 4. retain the payment on time discount for rates at 2.5%."*

The item outlined Council's rating strategy and preferred position on differential rating, annual percentage rate increases and minimum rates.

Proposal

That Council determines the rates in the dollar, minimum rates and the specified area rate for the 2013/14 financial year, taking into consideration the approved Rating Strategy and Council resolution OC0310 on the 20th March 2013.

STATUTORY ENVIRONMENT

Section 6.2 of the Local Government Act 1995 requires that each year a local government prepare and adopt an annual budget.

Section 6.32 of the Local Government Act 1995 states that a local government, in order to make up the budget deficiency, is to impose a general rate on rateable land that may be imposed uniformly or differentially.

Section 6.33(1) of the Local Government Act 1995 provides that a local government may impose differential general rates according to a number of characteristics.

Section 6.33(3) of the Local Government Act 1995 states that a local government cannot, without the approval of the Minister, impose a differential general rate that is more than twice the lowest differential general rate imposed.

Section 6.34 of the Local Government Act 1995 states that a local government cannot without the approval of the Minister raise an amount of general rates that exceeds 110% of the budget deficiency or is less than 90% of the budget deficiency.

Section 6.35 of the Local Government Act 1995 states a local government may impose a minimum rate that is greater than the general rate that would be applied for the land and outlines the requirements for this minimum rate.

Section 6.36 of the Local Government Act 1995 requires that a local government before imposing any differential general rates provides at least 21 days local public notice of its intention to do so.

POLICY IMPLICATIONS

Policy 11.8 – Preparation of Budget, outlining the steps and timetable leading to the adoption of the Budget has been followed.

FINANCIAL IMPLICATIONS

Budget

After taking into consideration all other sources of income, Council is required to raise sufficient rates to meet its total expenditure. However, it is allowed to adopt a budget that has a deficit that does not exceed 10% of its required rate revenue.

For the 2013/14 draft Budget it is proposed a total of \$7,614,543 be raised from property rates after application of the 2.5% payment on time discount, interim rates and \$463,540 from specified area rates. The expected yield from rates may be sufficient to balance the 2013/14 draft Budget after some adjustments have been made to increase other sources of revenue, change the timing of specific projects, reduce operating expenditure, reduce the amount transferred to or from reserves and accounting for a small carried forward surplus.

Long Term

The amount of the increase to the rate yield that is proposed is consistent with the forecasts included in the Rating Strategy and the annual rate increase in the Ten Year Financial Plan. However the level of population growth anticipated during 2012/13, 2013/14 and for the next few years is noticeably lower than originally forecast and variable costs will need to be contained where possibly. Discretionary expenditure on capital works and other areas service areas will need to be closely managed to ensure the financial sustainability of the Shire is maintained.

Through the development of the Integrated Planning Framework, Council now has the ability to evaluate the long term financial implications of all of its strategies, plans and works programs. This provides sound guidance to Council on the amount of rates required to fund all of these services and facilities, and/or in turn adjust expenditure and service levels to match the rate income projected for the future.

Whole of Life

As no assets/infrastructure is being created, there are no whole of life costs relevant to this item.

SUSTAINABILITY IMPLICATIONS

The levying of property rates has an environmental impact in that over 6,864 rate notices will be distributed in a paper based medium.

Increased property rates have the potential to have a social impact in terms of their affordability. Bearing in mind the anticipated increases in utility charges imposed by the State Government and that property rates also create a financial burden on customers, every effort has been made to minimise the size of the rate increase.

Property rates are the Shire's main area of "own source" revenue and it is therefore essential rate revenue be raised in a timely manner and to such an extent they allow the continued financial operation of the Shire in a sustainable manner.

STRATEGIC IMPLICATIONS

The Strategic Community Plan 2013 to 2031 includes the following strategic objective which has relevance:

- Provide efficient and effective financial management to ensure the long term financial sustainability of the organisation.

CONSULTATION

The annual differential rating proposal is to be advertised for public comment for a period of 21 days prior to its adoption by Council. Should Council adopt these differential rates, the intention is to advertise the proposed rates in the local papers during the week ending 17th May 2013. Submissions from ratepayers would be invited to be received up to Monday 17th June 2013 and a summary of submissions received would be provided to Council at the Ordinary Meeting on 26th June 2013.

As Council has a differential rate that is more than twice the lowest differential rate imposed and more than 50% of properties on minimums in certain categories, the approval of the Minister for Local Government must be obtained before these rates are formally adopted by Council. The approval of the Minister will be sought during the public consultation phase in order to obtain feedback prior to the Ordinary Meeting on 26th June 2013.

COMMENT

Based on Council's adoption of the Rating Strategy for 2013/14, it is proposed that minimum rates and rates yield in all rate categories be increased by 6%. This will achieve an overall increase in the rate yield for 2013/14 of 7.18%, which includes the rate revenue obtained from the increased growth in the number of ratable properties.

Growth in Properties

At the time rates were billed for 2012/13, there were a total of 7,050 properties including 252 non-rateable properties. There are now 7,119 properties of which 254 are non-rateable. The growth in the number of ratable properties for the year is therefore only 66 or 0.97%.

Based only on the 2013/14 projected growth of 2.7%, total rates would yield about \$7,378,479 compared to \$7,275,808 forecast to be raised for 2012/13. The increase of \$102,671 is not sufficient to fund expenditure demands.

While this growth rate of 2.7% is better than the forecast growth for 2012/13 of 0.97%, these growth rates are all well below the rate of growth of 4% or more experienced in previous years. This reduced rate of growth has impacted recent budgets by reducing potential rate income.

Gross Rental Values

Properties rated on the basis of their Gross Rental Value (GRV) had their valuations updated during 2012/13 by Landgate. It has been 3 years since the last valuation was undertaken in 2010, which is one year sooner than previous valuations.

These valuations were provided to Council in April 2013 (based on an August 2012 valuation date) and apply from the 1st July 2013. These valuations will now remain in place until 30 June 2016.

Landgate have provided some statistics associated with their review undertaken. These statistics are useful in illustrating the impact of the revaluation and are particularly beneficial for rate modeling and budgeting purposes.

While the percentage changes for individual properties are not necessarily uniform, the average movement between the revaluations does provide a useful statistic.

Over the three period, overall values have increased by approximately 16% to now be \$100m with the new valuation. The following table summarises the change in the different classifications:

Classification	% Increase/ Decrease	Number of Valuations	GRV's	% of Total
Residential	18.58%	5,098	\$89,689,548	90%
Commercial	21.42%	49	\$2,429,265	2%
Industrial	-3.67%	45	\$1,862,840	2%
Miscellaneous	17.62%	3	\$59,140	0%
Vacant Land	-9.83%	834	\$6,014,970	6%
TOTAL GRV	15.95%	6,029	\$100,055,763	100%

The rate model that has been run has applied rates in the dollar that enable a 6% higher rate yield to be achieved than the rate yield from 2012/13, with minimum rates across all categories increasing by \$50 or approximately 6%.

The rate in the dollar for the residential rate categories is 5.7071 cents (last year 6.3005 cents) with the minimum rate now set at \$900.00 (last year \$850.00). This rate in the dollar for the commercial rate categories is 6.7112 cents (last year 6.3005 cents) and the minimum rate is now \$900.00 (last year \$850.00).

These rates in the dollar and minimum rates have been used for the residential and commercial rate categories. The same principle has been followed for special rural properties and the new rate in the dollar is 4.9330 cents (last year 5.5301 cents) and their minimum rate is the same as the residential and commercial categories. These rates were applied against the GRV's and the resultant rate model calculated a rate yield for GRV properties of \$6,367,100 from 6,027 properties.

For public advertising purposes a rate in the dollar and a minimum rate for vacant residential properties will be included in the table of rates to be advertised.

Unimproved Valuations

Updated valuations for properties rated on the basis of their unimproved value (UV) are provided annually and therefore take effect from 1 July 2013. The updated valuations received show that on average rural property valuations have decreased by 4.06% compared to last year. This is in addition to the previous years 6.07% reduction in value. This average decrease means that to achieve an overall increase of 7.18% in the rate yield from the rural sector (which was based on overall 6.0% increase in the rate in the dollar), the 2013/14 rate in the dollar will need to be increased by about 11.24%.

After the unimproved valuations were updated into the system, a rate model was run to obtain the target rate yield in accordance with the rate strategy of a 6% increase to 2012/13 rates in the dollar and a minimum rate of \$900. This rate model yielded a rate target of \$1,300,083 from 825 rural properties and \$61,053 from 12 land use commercial UV properties. This yield was based on a rate in the dollar of 0.3577 cents and 1.0355 cents respectively and was a 11.52% and 9.65% increase on the 2012/13 rates in the dollar of 0.3262 cents and 0.9285 cents.

Total Rates

The total rate yield proposed to be included in the draft budget is shown in the following table. \$7,728,236 is proposed to be raised from 6,864 rate assessments. Once expected interim rates, specified area rates and the payment on time discount are included the total amount to be raised increases to \$8,196,245. The detail of rates in the dollar, minimum rates, rate yields and number of assessments from this table are those proposed to be accepted by Council for advertising and public comment.

Table 1: 2013/14 Anticipated Rate Yield (excluding interim rates)

	Rate in \$ or Minimum Rate	Rate Yield	Number of Properties	Average Rate
Calculated Rate:				
- Residential	5.7071 cents	\$3,609,944	3,338	\$1,081.47
- Vacant Residential	10.1958 cents	\$231,735	141	\$1,643.51
- Commercial	6.7112 cents	\$277,944	89	\$3,122.97
- Rural	0.3577 cents	\$997,683	489	\$2,040.25
- Land Use	1.0355 cents	\$61,053	12	\$5,087.75
- Special Rural	4.9330 cents	\$353,877	355	\$996.84
Total		\$5,532,236	4,424	
Minimum Rates:				
- Residential	\$900.00	\$1,203,300	1,337	\$900.00
- Vacant Residential	\$900.00	\$608,400	676	\$900.00
- Commercial	\$900.00	\$13,500	15	\$900.00
- Rural	\$900.00	\$302,400	336	\$900.00
- Land Use	\$900.00	0	0	0
- Special Rural	\$900.00	\$68,400	76	\$900.00
Total		\$2,196,000	2,440	
Grand Total		\$7,728,236	6,864	

Analysis of the 2013/14 Rates Proposal

The following table compares the rates in the dollar and minimum rates by rate category for 2012/13 and 2013/14.

Table 2: Comparison of Rates in the Dollar and Minimum Rates

Rate Category	Basis	2012/13 Rate	2013/14 Rate	Difference (cents)	2012/13 Minimum	2013/14 Minimum	Difference
Residential Developed	GRV	6.3005	5.7071	-0.5934	\$850.00	\$900.00	\$50.00
Residential Undeveloped	GRV	9.9547	10.1958	0.2411	\$850.00	\$900.00	\$50.00
Dalyellup Developed	GRV	6.3005	5.7071	-0.5934	\$850.00	\$900.00	\$50.00
Dalyellup Undeveloped	GRV	9.9547	10.1958	0.2411	\$850.00	\$900.00	\$50.00
Commercial Developed	GRV	6.3005	6.7112	0.4107	\$850.00	\$900.00	\$50.00
Commercial Undeveloped	GRV	6.3005	6.7112	0.4107	\$850.00	\$900.00	\$50.00
Land Use Commercial	UV	0.9285	1.0355	0.1070	\$850.00	\$900.00	\$50.00
Rural	UV	0.3262	0.3577	0.0315	\$850.00	\$900.00	\$50.00
Special Rural	GRV	5.5301	4.9330	-0.5971	\$850.00	\$900.00	\$50.00

Council has nine differential rating categories and no changes are suggested to this mix for 2013/14. Seven of these categories (Residential, Commercial and Special Rural) are based on the Gross Rental Value (GRV) basis of rates and the Rural and Land Use Commercial categories are Unimproved Value (UV).

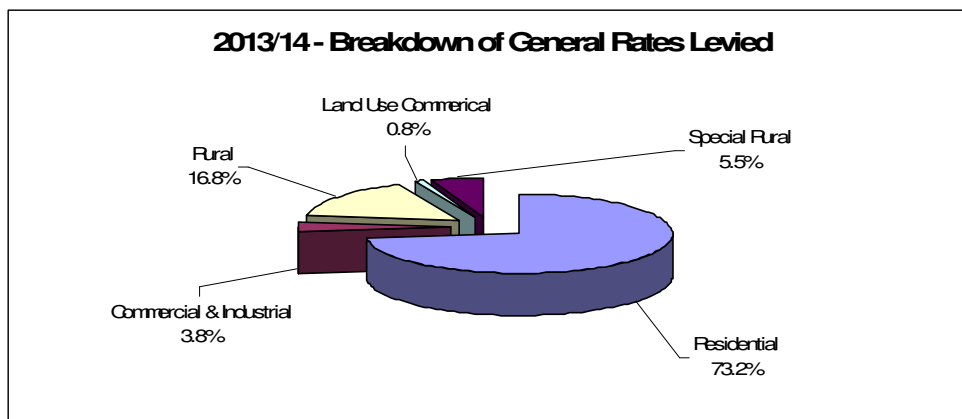
In general the gross rental valuations and unimproved values of individual properties are considered to provide sufficient differentiation between each rating category. However, the difference in the level of services available to special rural areas as opposed to residential and commercial areas has been recognised with a lower rate in the dollar.

Table 3: 2012/13 Actual Rate Yield at Rates Billing (excluding interim rates)

	Rate in \$ or Minimum Rate	Rate Yield	Number of Properties	Average Rate
Calculated Rate:				
- Residential	6.3005 cents	\$3,495,545	3,457	\$1,011.15
- Residential Undeveloped	9.9547 cents	\$355,189	231	\$1,537.61
- Commercial	6.3005 cents	\$230,779	74	\$3,118.63
- Rural	0.3262 cents	\$957,413	491	\$1,949.92
- Land Use	0.9285 cents	\$57,074	12	\$4,756.16
- Special Rural	5.5301 cents	\$242,726	253	\$959.39
Total		\$5,338,726	4,518	
Minimum Rates:				
- Residential	\$850.00	\$901,000	1,060	\$850.00
- Residential Undeveloped	\$850.00	\$583,100	686	\$850.00
- Commercial	\$850.00	\$25,500	30	\$850.00
- Rural	\$850.00	\$281,350	331	\$850.00
- Land Use	\$850.00	0	0	0
- Special Rural	\$850.00	\$147,050	173	\$850.00
Total		\$1,938,000	2,280	
Grand Total		\$7,276,726	6,798	

Comparison of the 2013/14 proposal with actual rates billed for 2012/13 shows the following:

- The rate yield for every rate category has increased due to the growth in the number of rate assessments and the rate increase that has been applied.
- The largest increase in the number of rate assessments has occurred for the residential rating categories with assessments increasing by 158 from 4,517 to 4,675 a growth rate of 3.5%. This increase in the residential rating category is partly attributes to vacant residential land decreasing from 917 to 817 lots.
- There has been a small change in the number of rural assessments with the number of properties increasing from 822 to 825.
- There has been a small increase in the number of special rural assessments from 426 to 40 431.
- There has been no change in the number of commercial assessments with the number of properties remaining at 104.
- As a result of the growth in the number of residential assessments the proportion of rates raised from this category is increasing compared to the other categories while the proportion contributed by rural ratepayers is decreasing. This is a continuation of the trend of the last few years and reflects the current reliance of the Shire’s rating base on the residential sector.
- However, the limited growth in the number of properties for the year has not resulted in a major change in the various proportions. As a proportion of total rates, residential (built and vacant land) rates have increased from 73.3% to 73.5%, commercial rates have remained unchanged at 3.5%, special rural rates have remained unchanged at 5.4%, and rural rates have decreased from 17.0% to 16.8%.



- The rate increase of 6% has not significantly changed as a total the mix of properties being charged a calculated rate compared to a minimum rate. In 2012/13 the mix was 67% (calculated); 33% (minimum) and in 2013/14 this has changed to 65% and 35% respectively. Within each rating category there are however a number of significant shifts from one method to the other, particularly within the Residential and Special Rural lots.

The following table shows the minimum, maximum, average and median (mid-point) rates for each rating category as well as the modal range (rate range that has the most ratepayers).

Table 4: Rating Statistics for 2013/14 Proposal

	No. of Properties	Minimum	Maximum	Average	Median	Modal Range
Non-Rateable	255	\$0	\$0	\$0	\$0	\$0
Residential-Developed	2,040	\$900.00	\$5,712.81	\$957.93	\$900.00	\$801-\$900
Residential-undeveloped	452	\$900.00	\$13,947.85	\$1,088.25	\$900.00	\$801-\$900
Dalyellup-Developed	2,635	\$900.00	\$11,395.94	\$1,085.03	\$1,053.53	\$1,101-\$1,100
Dalyellup-Undeveloped	365	\$900.00	\$11,286.75	\$954.10	\$900.00	\$801-\$900
Commercial-developed	92	\$900.00	\$32,804.35	\$2,975.32	\$1,711.36	\$801-\$900
Commercial-Undeveloped	12	\$900.00	\$6,342.08	\$1,476.25	\$919.79	\$801-\$900
Land Use Commercial	12	\$2,360.94	\$9,795.83	\$5,087.76	\$4,825.44	\$4,801-\$4,900
Rural	825	\$900.00	\$55,443.50	\$1,575.86	\$1,048.06	\$801-\$900
Special Rural	431	\$900.00	\$1,718.66	\$979.76	\$961.94	\$901-\$1,000
All Properties	7,119	\$0	\$55,443.50	\$1,085.58	\$994.18	\$801-\$900

The above statistics show that the majority of ratepayers will be charged a property rate in the range of \$801 to \$900. The major exception is developed properties in Dalyellup which have a higher median and modal range than the other residential categories due to the higher property values in this area.

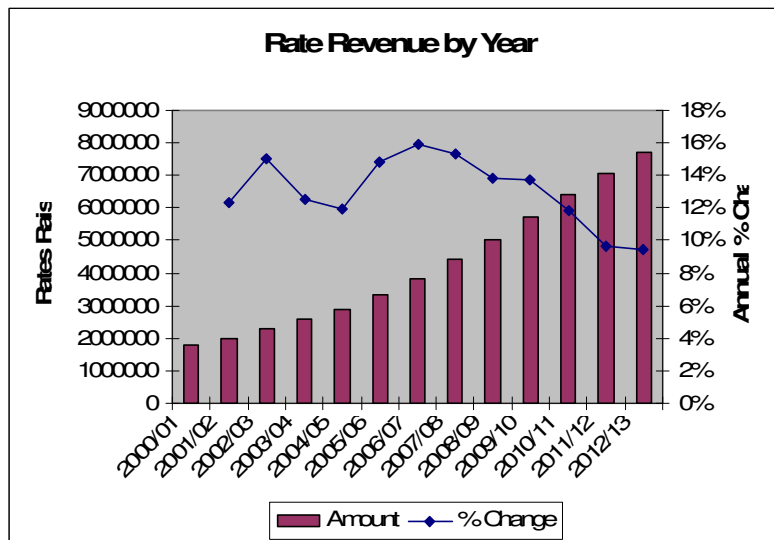
The following table shows the average rates and minimum rates per rating category proposed for 2013/14 compared to those for the past seven years. Comparison of averages may be misleading, however it does provide a snapshot of the average increase over time by rate category. The table does show that on average rural rates will increase by about 4.6% or almost \$90.33 and that average rates for residential ratepayers would increase by 6.9% or \$70.32 per annum. The average increase for the majority of ratepayers will be in the range of \$1.00 to \$1.50 per week.

Table 5: Average Rates – 8 Year Comparison

	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2012/13
Average Rates (rate in \$)								
* based on average for calculated rates and minimum rates								
- Residential	670.80	710.90	778.91	848.27	905.71	962.04	1,011.15	1,081.47
- Residential Undeveloped	N/A	N/A	N/A	N/A	N/A	N/A	1,537.61	1,643.51
- Commercial	2,441.63	2,597.72	2,522.66	2,691.31	2,788.88	2,956.20	3,118.63	3,122.97
- Rural	1,298.25	1,405.32	1,530.47	1,684.16	1,766.35	1,865.62	1,949.92	2,040.25
- Rural Land Use	2,510.62	2,532.15	2,759.92	3,850.67	4,250.67	4,505.67	4,756.16	5,087.75
- Special Rural	623.28	664.34	722.48	795.71	813.59	891.85	959.39	996.84
Minimum Rates								
- Residential	530.00	565.00	615.00	700.00	750.00	795.00	850.00	900.00
- Residential Undeveloped							850.00	900.00
- Commercial	530.00	565.00	615.00	700.00	750.00	795.00	850.00	900.00
- Rural	575.00	610.00	665.00	750.00	750.00	795.00	850.00	900.00
- Special Rural	530.00	565.00	615.00	700.00	750.00	795.00	850.00	900.00

If approved, the 2013/14 draft Budget will provide a rates budget of \$8,196,245 including interim rates of \$110,000 and specified area rates of \$471,702 and after the 2.5% discount for payment by the due date. This compares to the 2012/13 expected total actual rates of \$7,568,254.

The following graph compares total actual rates raised, including specified area rates, and after the payment on time discount, by year since 2000/01. The graph also shows the percentage annual increase in total rate revenue for each year. While total rate revenue growth has been strong, it is clearly evident that in recent years the increase in annual rate revenue has reduced. This reduction has coincided with the reduced growth in the number of properties in the Shire.



Specified Area Rates

Council has the one specified area rate for Dalyellup Parks and Reserves Maintenance. This rate has the objective of recovering 50% of the cost of maintaining these facilities in the Dalyellup subdivision as per Council resolution OC0727, 24/7/02 when the 2002/03 Budget was adopted.

The cost of maintaining parks, gardens and reserves in Dalyellup is budgeted to be \$690,666 for 2013/14. Half of this cost is to be funded by the specified area rate raised during the year and equates to \$345,333. The rate in the dollar has increased to 4.5434 cents and the maximum rate charged has been increased by 3.9% and would be \$154.00. Previously the maximum rate was \$148.20. Rate modelling has identified that with these parameters 3,010 properties would yield rate income of \$463,540.

With the addition of interim specified area rates of \$8,162, the target of obtaining 50% cost recovery is achieved with a surplus of \$126,369 forecast. The surplus generated for the 2013/14 year is preserved in the Dalyellup Specified Area Rate Reserve account and will assist in funding future increased costs anticipated in the next 2-3 years.

It is anticipated that in the next few years large parks and reserve areas will be handed over to the Shire to maintain, increasing substantially the ongoing maintenance costs. The surplus generated for 2013/14 will assist in gradually increasing this Specified Area Rate, rather than applying a sharp increase in any one year, while also preserving the extra funds generated in a dedicated reserve fund which will be used in future years.

Council should note that when the Budget is to be adopted they will be requested to grant a concession to Dalyellup specified area ratepayers so that the maximum specified area rate charged will be \$154.00.

Concluding Comments

For 2013/14 the proposed rate increase, will result in residential ratepayers on the minimum rate being charged \$50.00 more than last year while increases for other ratepayers will vary depending upon their property valuation, but on average will be 6% higher than last year.

A rate increase alternative has also been provided as an attachment for Council’s consideration and evaluation, where increases of 8% and 9% have been modeled.

VOTING REQUIREMENTS

Simple majority

OC0504 OFFICER’S RECOMMENDATION – 17.2/COUNCIL DECISION

Moved Cr Bell, Seconded Cr Hearne

That based on a 6% increase, Council advertises its intention in accordance with Section 6.36 of the Local Government Act 1995 to adopt for advertising purposes the following rates in the dollar and minimum rates for the differential and specified area rating categories specified for the 2013/14 financial year:

	Rate in \$	Minimum
Differential Rating :		
- Residential (zone groups 1 & 3 GRV)	5.7071 cents	\$900.00
- Vacant Residential (zone groups 2 & 4 GRV)	10.1958 cents	\$900.00
- Commercial (zone groups 5 – 6 GRV)	6.7112 cents	\$900.00
- Land Use Commercial (zone group 10 – UV)	1.0355 cents	\$900.00
- Rural (zone group 11 – UV)	0.3577 cents	\$900.00
- Special Rural (zone group 12 – GRV)	4.9330 cents	\$900.00
Specified Area Rating:		
- Dalyellup Parks, Reserves Maintenance (GRV) Purpose: Maintenance of Parks and Reserves in Dalyellup	4.5434 cents (to a maximum of \$154.00 per assessment)	Nil

Carried 7/0

OC0505 (17.3) Draft Corporate Business Plan 2013 - 2017

Location:	Capel
Applicant:	Shire of Capel
File Reference:	
Disclosure of Interest:	Nil
Date:	01.05.13
Author:	Director Corporate Services, P Anastasakis
Senior Officer:	Chief Executive Officer, P Sheedy
Attachments:	Shire of Capel Draft Corporate Business Plan 2013 - 2017

MATTER FOR CONSIDERATION

Council to consider and endorse the format of the Draft four year Corporate Business Plan for the Shire of Capel.

BACKGROUND / PROPOSAL**Background**

The Integrated Planning and Reporting Framework and Guidelines are being introduced in Western Australia as part of the State Government's Local Government Reform Program. Integrated Planning is the development and delivery of a Strategic Community Plan and a Corporate Business plan.

All local governments in Western Australia are required to produce a 'Plan for the Future' for their district under S5.56(1) of the *Local Government Act 1995*. *Local Government (Administration) Regulations 1996* now prescribe the requirement to prepare a Strategic Community Plan and Corporate Business Plan as part of the 'Plan for the Future'.

These plans must be established by the 1 July 2013 and are intended to guide local governments to a successful integrated planning process. This is designed to deliver the following outcomes:

- A long term strategic plan that clearly links the community's aspirations with the Council's vision and long term strategy.
- A corporate business plan that integrates resourcing plans and specific Council plans with the strategic plan.
- A clearly stated vision for the future viability of the local government area.

The Framework is supported by Integrated Planning and Reporting Guidelines. The Guidelines outline how to fully develop each component of the Framework and explains its purpose, and the roles of community, Council and local government administration.

The Framework and its Guidelines outline the minimum planning and reporting methodology to achieve the outcome prescribed in the legislation. They are not intended to restrict the range of processes that may be undertaken within a local government to achieve those outcomes.

The Guidelines acknowledge that local governments will have different starting points for integrated strategic planning and many will have existing processes that specify how place or area plans, specific strategies, Council endorsement of four year plans or annual plans are to be treated.

The Framework does not intend to require a single methodology to be applied by local governments.

The format and structure of individual local government’s integrated strategic plans will vary with the size and complexity of the local government. While it is anticipated that local governments will develop a Strategic Community Plan and a Corporate Business Plan, planning elements such as Informing Strategies and the Corporate Business Plan may be presented in a single document or as a range of separate documents.

There are three major parties to the development of an integrated strategic plan:

1. **Community**

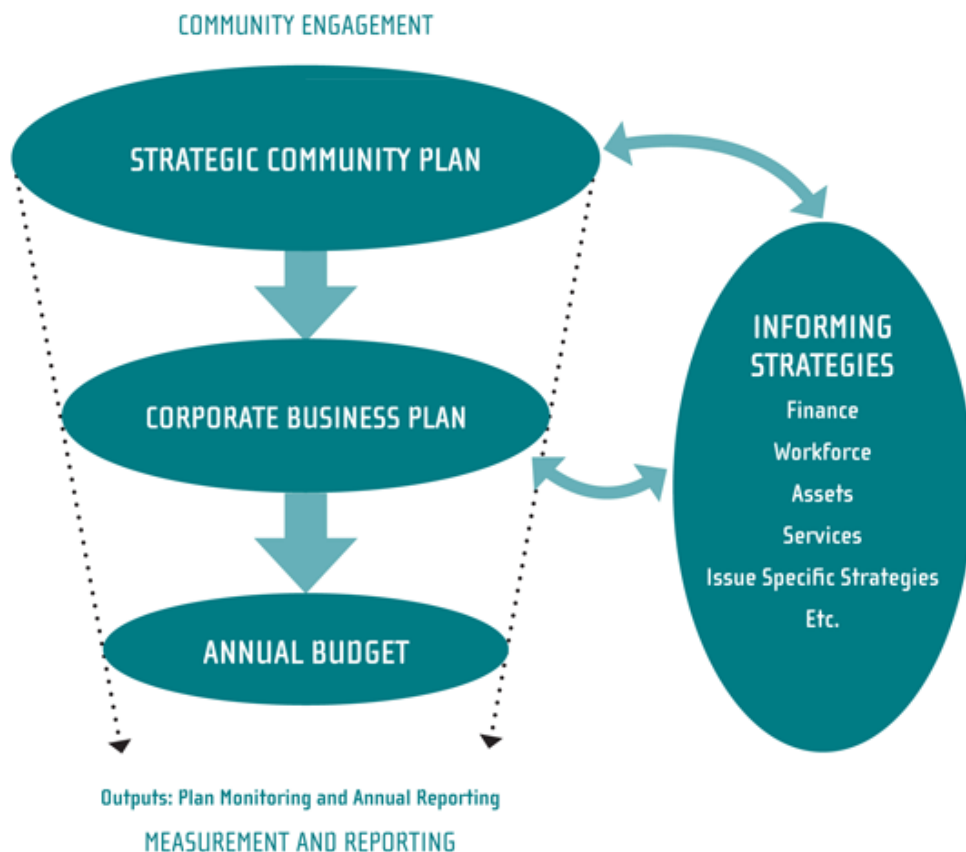
The community participates in a community planning process to determine major vision or big picture directions, and also participates in regular reviews of those directions.

2. **Council**

The Council signs off the Strategic Community Plan resulting from the community planning process, the four year reviews updating that plan, and the annual budget.

3. **Local Government Administration**

The local government administration supports delivery of the Strategic Community Plan, the four-yearly reviews, and an annual budget through the Corporate Business Plan.



Stages in the Integrated Planning process

Research - into current and expected changes in community demographics, social issues and local national and global impacts.

Community engagement- active engagement is essential to the process as communities demand to be able to state their aspirations.

Meetings - the Council, guided by its management team, transforms community aspirations into local government objectives after prioritising community objectives, determining Council priorities and considering business cases for major initiatives. The priorities in the final plans must be of community benefit, affordable, realistic and achievable.

Operational plans - once the Strategic Community Plan is finalised, the management team will develop operational plans, including internal measurement and monitoring structures and processes to ensure the priorities in the Strategic Plan are being achieved.

Annual reporting - updating the community on achievements and outcomes and the need for variations as circumstances change. The community should also have the opportunity to provide comment.

Plans with a short term focus, such as annual or operational plans, are sub-plans of a longer term corporate business or strategic plan - they deliver pre-determined priorities with pre-determined resources. The format and structure of strategic plans will vary with the size and complexity of local governments.

In the first few years immediately after the first Strategic Community Plan is produced, many of the existing scheduled works and actions will remain. Essentially Council's resources as identified in the Long Term Financial Plan, Asset Management Plans, Workforce Plan and Service Strategies will have already been committed, acted upon or in the process of being implemented.

In later years the prioritised Community Objectives sourced through the community engagement process will be gradually integrated more fully into the Long Term Financial Plan, Asset Management Plans, Workforce Plan and Service Strategies. The ongoing review of the Strategic Community Plan every 4 years will ensure that Council's Long Term Financial Plan, Asset Management Plans, Workforce Plan and Service Strategies continue to align with the communities aspirations and priorities.

In December 2011 Council considered a report on the Integrated Planning process and resolved :

"That as part of the Integrated Strategic Planning & Reporting Framework, Council adopt the following structure, processes and actions to enable the development and delivery of a Strategic Community Plan and Corporate Business Plan:

- *The Strategic Community Plan be facilitated using the services of an external consultant, based on a 10-20 year period.*
- *That community engagement be undertaken from January/February 2012.*
- *That a review of the existing Strategic Plan be undertaken and this result in the review outcomes being incorporated into the development of a new replacement Strategic Community Plan.*
- *The 5 year Corporate Business Plan be presented as a single document with the 10 Year Financial Management Plan, Asset Management Plan, Workforce Plan and Informing Strategies being incorporated as Appendices'.*
- *The Strategic Community Plan prioritised community aspirations be allocated into 5 Key Focus Areas:*
 - *Leadership Experience*
 - *Community Experience*
 - *Environmental Experience*
 - *Economic Experience*
 - *Infrastructure Experience*

Council's administration have developed a draft Corporate Business Plan which flows on from the recently adopted Shire of Capel Strategic Community Plan, and seeks to outline the Strategies and Actions required to achieve the Strategic Objectives and Outcomes of Council.

The Corporate Business Plan is developed from the 10 year Long Term Financial Plan, Workforce Plan, Asset Management Plans and various informing Services Strategies and Plans. While the original intention was to incorporate all of these plans as appendices to the Corporate Business Plan, it is now proposed to adopt them individually in the first year.

Proposal

That Council endorses the format of the Draft Corporate Business Plan, with the final document to be presented and endorsed at the June 2013 Council meeting.

STATUTORY ENVIRONMENT

Section 5.56 of the Local Government Act 1995 specifies that a local government is to prepare a plan for the future of the district.

Local Government (Administration) Regulations 1996 apply. Specifically :-

Division 3 – Planning for the future

19C. *Planning for the future: strategic community plans – s. 5.56*

- (1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.
- (3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.
- (4) A local government is to review the current strategic community plan for its district at least once every 4 years.
- (5) In making or reviewing a strategic community plan, a local government is to have regard to –
 - (a) the capacity of its current resources and the anticipated capacity of its future resources; and
 - (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and
 - (c) demographic trends.
- (6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.
- (7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.

*Absolute majority required.
- (8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
- (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.

- (10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

19DA. Planning for the future: corporate business plans – s. 5.56

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
 - (2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.
 - (3) A corporate business plan for a district is to –
 - (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district; and
 - (b) govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and
 - (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.
 - (4) A local government is to review the current corporate business plan for its district every year.
 - (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government’s strategic community plan.
 - (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.
- *Absolute majority required.
- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

19D. Notice of plan to be given

- (1) After the adoption of a strategic community plan, or modifications of a strategic community plan, under regulation 19C, the local government is to give local public notice in accordance with subregulation (2).
- (2) The local public notice is to contain –
 - (a) notification that –
 - (i) a strategic community plan for the district has been adopted by the council and is to apply to the district for the period specified in the plan; and
 - (ii) details of where and when the plan may be inspected; or
 - (b) where a strategic community plan for the district has been modified –

- (i) notification that the modifications to the plan have been adopted by the council and the plan as modified is to apply to the district for the period specified in the plan; and
- (ii) details of where and when the modified plan may be inspected.

POLICY IMPLICATIONS

Policy 11.8 – Preparation of Budget, outlining the steps and timetable leading to the adoption of the Budget is impacted by the development of the Corporate Business Plan.

FINANCIAL IMPLICATIONS

Budget

The development of an Integrated Strategic Planning & Reporting Framework has required the allocation of considerable staffing resources.

In addition to staff time, \$40,000 is allocated in the 2012/13 budget under GL104120 towards Integrated Strategic Planning & Reporting. This has been utilised to engage a consultant to develop the Strategic Community Plan.

Long Term

The development of the Corporate Business Plan in itself does not have any long term financial implications, other than those referred to within the Plan and the ongoing staff resources required to annually produce the Plan.

Through the development of the Integrated Planning Framework, Council now has the ability to evaluate the long term financial implications of all of its strategies, plans and works programs. This provides sound guidance to Council on the amount of rates required to fund all of these services and facilities, and/or in turn adjust expenditure and service levels to match the rate income projected for the future.

Whole of Life

As no assets/infrastructure is being created, there are no whole of life costs relevant to this item.

SUSTAINABILITY IMPLICATIONS

The Integrated Strategic Planning & Reporting Framework is designed to improve the sustainability of local governments, while engaging in stronger ways with the community.

STRATEGIC IMPLICATIONS

The Strategic Community Plan 2013 to 2031 includes the following strategic objective which has relevance:

- Provide efficient and effective financial management to ensure the long term financial sustainability of the organisation.
- Ensure the effective management of Council's resources.

CONSULTATION

Extensive community, Councillor, staff and stakeholder consultation was undertaken in the development of the Strategic Community Plan. The Corporate Business Plan utilises this consultation and the Strategic Objectives identified to develop the Strategies and Actions within the Plan.

COMMENT

The Corporate Business Plan has been developed and presented to Council as a draft document for a number of reasons. These include the opportunity for Council to:

- consider the Strategies and Actions incorporated within the Plan
- provide feedback and comment on the document before a final Plan is produced and presented for adoption in June 2013
- review the format and presentation of the Plan, which has been developed in a style and format consistent with the Strategic Community Plan.

It is proposed that at the 26th June 2013 Council meeting Council will consider the final Corporate Business Plan.

Council administration will develop Operational Plans for each division to plan for and schedule the implementation of works required to achieve the Strategies and Actions of Council, as outlined in the Corporate Business Plan.

VOTING REQUIREMENTS

Absolute majority

OC0505 OFFICER’S RECOMMENDATION – 17.3/COUNCIL DECISION
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Moved Cr J Scott, Seconded Cr Smith

That Council endorses the format of the Shire of Capel Draft four year Corporate Business Plan, with the final document to be presented and endorsed at the June 2013 Council meeting.

Carried with an Absolute majority 7/0

OC0506 (17.4) Application to Keep 3 Dogs - 278 Dalyellup Boulevard, Dalyellup

Location: Dalyellup
Applicant: Caroline Nightingale
File Reference:
Disclosure of Interest: Nil
Date: 26.04.13
Author: Customer Service Officer, M Blandford
Senior Officer: Director Corporate Services, P Anastasakis
Attachments: Location Map

MATTER FOR CONSIDERATION

An application has been received to keep 3 dogs at 278 Dalyellup Boulevard, Dalyellup.

BACKGROUND / PROPOSAL**Background**

There are no previous decisions or history relevant to this matter.

Proposal

The applicant seeks Council's approval to keep three dogs at 278 Dalyellup Boulevard, Dalyellup.

STATUTORY ENVIRONMENT

Council's Local Laws Relating to Dogs require a person wishing to keep more than two dogs on a property to apply for an approved kennel licence.

The provisions of Section 26 of the Dog Act 1976 however, allow Council to grant permission to keep additional dogs without the requirement of having a licensed kennel establishment.

Specifically, Section 26 (3) states:

"(3) Where by a local law under this Act a local government has placed a limit on the keeping of dogs in a specified area but the local government is satisfied in relation to any particular premises that the provisions of this Act relating to the approved kennel establishments need not be applied in the circumstances, the local government may grant an exemption in respect of those premises but any such exemption –

- (a) May be made subject to conditions, including a condition that it only applies to the dogs specified therein;*
- (b) Shall not operate to authorize the keeping of more than 6 dogs on those premises; and*
- (c) May be revoked or varied at any time".*

Pursuant to Section 26 (5) a person who is aggrieved by the conditions imposed by an exemption or the refusal of a local government to grant an exemption, then that person may appeal to the State Administrative Tribunal.

POLICY IMPLICATIONS

There are no current policies applicable to this matter.

FINANCIAL IMPLICATIONS**Budget**

The approval of a third dog will see a minor increase in the annual budget income.

Long Term

No long term financial implications with this application.

Whole of Life

As no asset/infrastructure is to be created there are no whole of life costs relevant to this item.

SUSTAINABILITY IMPLICATIONS

Social – There is the possibility of barking dog complaints in the future from the number of dogs at the property.

STRATEGIC IMPLICATIONS

The consideration of this matter is consistent with Key Focus Area 2 – The Community Experience, Strategic Objective – Provide facilities and services which recognise the diverse needs of the community and strive to make the Shire a safe place to live, work and visit.

CONSULTATION

A letter was sent to the owners of all adjoining land advising of the application and asking whether or not they had any objections to the proposal. A total of 22 letters were sent out with 7 replies received. Of the 7 replies received the responses are as follows:

- 1) Do Object – We do not understand why anyone (apart from a breeder) would want a third dog. The two they have are never taken out for walks. They have just sand for a back yard and bark lots! They still bark when owner is home and no attempt is made to stop them. This then starts the small dog opposite them barking as well.
- 2) Do Object – It is cruel to the animals to keep this many in these small yards. The Ranger has enough to do without more barking dogs, stray dogs and neighbour complaints. It is impossible to walk 3 dogs at once, therefore the dogs are locked in the tiny yard with no exercise. We have constant barking dogs on all sides of our property, we don't want more. The Dog Act states 2 dogs for a reason, leave it at that. I think the Act should be cut back to 1 dog per household.
- 3) Do Object – Firstly, I can see no reason for the need for a 3rd dog! The yard does not appear to have any protection from the elements and the dogs never leave the yard at all. I have spoken to the neighbours that reside nearer to this home and they are annoyed by the constant barking (during the day) of these dogs and the dogs over the road on the corner of Diamond Street. As far as I am aware they also have at least 1 cat on the premises that roams freely.
- 4) Do Not Object.
- 5) Do Object – (no reason for objection was provided).
- 6) Do Object – One of the dogs they have already is constantly barking, they have been approached over this issue once before but the barking has continued and is driving us insane! If they could stop the dogs from barking (e.g. barking collar) I wouldn't mind, although 3 large dogs in a small yard does seem a bit cruel.

7) Do Not Object.

COMMENT

The application is to keep the following dogs on the property:

Jewel	9 Months Old	Sterilised Female	Bloodhound X Bull Arab X Bull Mastiff
Harley	4 Years Old	Sterilised Male	Border Collie
Sandy	7½ Years Old	Sterilised Female	Golden Retriever

Community Rangers have inspected the property and have advised that there is no prior history on the property. However, the property has a small yard (standard residential size block) and that the dogs spend all of their time in the yard area, which also has a wireless containment system installed. The Rangers have advised in their report that they would find it hard to approve the application due to the yard size and conditions at the address where the dogs would be kept.

Staff have not had cause to visit the applicant's property to deal with any claims of nuisance behaviour caused by the dogs.

In the application Mrs Nightingale has stated her reasons for wanting to keep more than the prescribed 2 dogs as follows;

"We are committed animal lovers with five children that would all love a dog of their own if they could. I am a 'Stay at home Mum' so our dogs are never left home alone for hours on end. We have always had multiple dogs in our family growing up and living in the UK. Jewel was an abandoned puppy and needed a loving home. We have always wanted a large dog, which she is, as the crime rate in our village continues to rise. We want dogs for our safety, to deter criminals away from our property. Our dogs make us feel safe, both at home and when we are out with them. We do not go away on holidays. We do not play sports or socialise. Our hobbies are our dogs. We enjoy taking them to the beach with our children, watching them run and swim. We enjoy training our dogs and teaching them new tricks and games. We believe pet ownership is a great lesson for our children, teaching them to be caring, responsible and loving. It is very rewarding watching the relationship between our children and our three dogs, they get hours of fun playing together and our dogs are very protective over our children which makes us feel safe. Our oldest dog Sandy is getting to an age where she enjoys a slower pace of life, so having Jewel, a much younger dog in our family keeps our very active Collie, Harley, on his toes! It is lovely seeing them play together.

There are so many dogs and cats that need loving homes and we believe that if, like ourselves, owners are responsible for their pets by ensuring they are vaccinated, regularly exercised, registered and micro-chipped, well cared for and of course sterilised then there should not be a limit on how many pets these responsible owners choose to have."

Should the application for a permit be declined the applicants have a right of appeal to the State Administrative Tribunal (SAT). The Tribunal has shown in previous dealings that it is prepared to give the benefit of the doubt to the applicants unless there are specific examples of nuisance behaviour.

Due to the number of objections received from the neighbour survey, coupled with the report from the Rangers following their inspection of the property, it is recommended that Council deny the application for a permit to keep the additional animal on the property.

The three dogs are all registered with Council.

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATIONS – 17.4

That Council denies the application for an exemption, in accordance with the provisions of Section 26 (3) of the Dog Act 1976, thereby not allowing Mrs Caroline Nightingale to keep three dogs at 278 Dalyellup Boulevard due to the objections received from neighbours and the results from the Ranger's inspection of the property.

OC0506 COUNCIL DECISION

Moved Cr Hearne Seconded Cr Norton

That Council grants an exemption, in accordance with the provisions of Section 26 (3) of the Dog Act 1976, allowing Mrs Caroline Nightingale to keep three dogs at 278 Dalyellup Boulevard, Dalyellup, subject to the following conditions:

1. That the exemption applies only to the following dogs:

Jewel	9 Months Old	Sterilised Female	Bloodhound X Bull Arab X Bull Mastiff
Harley	4 Years Old	Sterilised Male	Border Collie
Sandy	7½ Years Old	Sterilised Female	Golden Retriever

2. The exemption only applies to 278 Dalyellup Boulevard, Dalyellup.

3. The exemption may be revoked or varied at any time if the animals, the subject of this exemption, contravene the Dog Act 1976;

4. The exemption is not transferable; and

5. Should any of the dogs die or be given away, the exemption no longer applies to the property.

Carried 4/3

VOTING REQUIREMENTS

Simple majority

Reason: Council had not received any complaints about the applicant's dogs.

OC0507 (17.5) Debenture Term for New Loan 75

Location:	Capel
Applicant:	Shire of Capel
File Reference:	
Disclosure of Interest:	Nil
Date:	06.05.13
Author:	Manager Finance, A Mattaboni
Senior Officer:	Director Corporate Services, P Anastasakis
Attachments:	Nil

MATTER FOR CONSIDERATION

Council to consider increasing the term of proposed Loan 75 from 10 years to 25 years.

BACKGROUND / PROPOSAL**Background**

The Shire of Capel 2012/13 Budget contains a proposal to borrow \$900,000 for a period of 10 years to fund the Capel Hard Courts development. The loan is to be drawn down in the 2012/13 financial year. The Local Government Act 1995 Section 6.20 (2) requires a local government that proposes to borrow and details of that proposal have not been included in the annual budget for that financial year to (a) give one month's local public notice of the proposal and (b) the resolution to exercise the power to borrow is to be absolute majority. The proposal to borrow has been advertised in the *Bunbury Mail* newspaper public notices dated Wednesday 20th March 2013. It has been placed on the Shire notice board and on the notice boards of the Shire of Capel libraries.

Proposal

To draw down Loan 75 in 2012/13 for an amount of \$900,000 for a loan period of 25 years to fund the Capel Hard Courts project.

STATUTORY ENVIRONMENT

Section 6.8 of the Local Government Act 1995 requires a local government not incur any expenditure that is not included in its budget.

Section 6.20 of the Local Government Act 1995 provides a local government with the power to borrow funds. The details of any loans to be raised are to be included in the annual budget.

POLICY IMPLICATIONS

In the Long Term Financial Plan, Council has endorsed the strategy for 25 year loans.

FINANCIAL IMPLICATIONS**Budget**

The 2012/13 Budget included an interest expense amount of \$32,000 for Loan 75 based on a drawdown date in January 2013 for a term of 10 years and an estimated interest rate of 7.5%. The interest rate is expected to be around 4.94% and the loan will be drawn down in June 2013, which will reduce the amount of interest expense to 2012/13. The budgeted principal repayment was \$26,865 due to the delayed drawing of the loan this will be reduced to nil.

Long Term

The budgeted loan was based on a repayment period of 10 years. This would have committed Council to the repayment of Principal and Interest over this 10 year term. The annual repayment of principal and interest for a 10 year loan would be \$129,532. The total interest and charges for a 10 year term would be \$395,318. For a loan based on a 25 year term at the estimated interest rate of 4.94%, the total interest and charges would be projected at \$677,114. The annual repayment of principal and interest for a 25 year loan would be \$63,085.

Whole of Life

While there is no direct whole of life implications from the raising of the loan, the loan will be raised to fund asset/infrastructure items built/constructed during the year.

The whole of life cost for these asset/infrastructure items includes the loan repayment costs (25 years), ongoing maintenance, repair and utility costs over the life of the asset, and future replacement cost.

SUSTAINABILITY IMPLICATIONS

There are no known environmental or social sustainability implications associated with the process of drawing down the loan. The drawing down of the loan will ensure the economic sustainability of the Shire in terms of obtaining funding for the specific capital project.

STRATEGIC IMPLICATIONS

The Strategic Community Plan includes the following strategy which has relevance:

- Provide efficient and effective financial management to ensure the long term financial sustainability of the organisation.
- Provide social, recreational and cultural opportunities and facilities for our communities.

CONSULTATION

Applying for an indicative quote for a 25 year loan from WA Treasury Corporation requires a Council resolution for a 25 year term and one month's public notice.

COMMENT

The Shire of Capel 2012/13 Budget proposes to raise a loan to fund the Capel Hard Courts project. The budgeted amount to be borrowed is \$900,000 from the Western Australian Treasury Corporation for a term of 10 years at an interest rate of 7.5%. Total budgeted interest & charges were forecast at \$395,318.

A loan for \$900,000 for a 25 year term with an estimated interest rate of 4.94% would have forecast interest and charges of \$677,114.

To change the term of loan 75 from 10 years to 25 years requires one month's local public notice of the proposal and resolution to exercise the power to borrow to be an absolute majority of Council.

VOTING REQUIREMENTS

Absolute majority

OC0507 OFFICER'S RECOMMENDATION – 17.5/COUNCIL DECISION

Moved Cr Hearne, Seconded Cr Bell

That Council resolves to change the term of Loan 75 from the budgeted 10 years to a term of 25 years and raises the loan for \$900,000 for the Capel Hard Courts.

Carried with an Absolute majority 7/0

OC0508 (17.6) Financial Statements for 30 April 2013

Location: Capel
Applicant: Shire of Capel
File Reference:
Disclosure of Interest: Nil
Date: 07.05.13
Author: Manager Finance, A Mattaboni
Senior Officer: Director Corporate Services, P Anastasakis
Attachments: Financial Statements for April 2013

MATTER FOR CONSIDERATION

Council to consider adopting the monthly financial statements for April 2013.

BACKGROUND / PROPOSAL**Background**

Local Government (Financial Management) Regulations 1996 prescribe the requirement to prepare financial reports on a monthly basis and also prescribe their format and content.

Proposal

The financial statements provided to Council satisfy the requirements.

STATUTORY ENVIRONMENT

Section 6.4 of the Local Government Act 1995 specifies that a local government is to prepare such other financial reports as are prescribed.

Regulation 34 of the Local Government (Financial Management) Regulations 1996 states:

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
 - (b) budget estimates to the end of month to which the statement relates;
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c);
 - (e) the net current assets at the end of the month to which the statement relates.

Sections 2, 3, 4, 5 and 6 prescribe further details of information to be included in the monthly statement of financial activity.

POLICY IMPLICATIONS

Policy 11.3 – Financial Reports.

FINANCIAL IMPLICATIONS**Budget**

Reports showing year to date financial performance allow monitoring of actual expenditure, revenue and overall results against budget targets.

Long Term

As all expenditure is covered in the current annual budget allocation, there are no long term financial implications from this item.

Whole of Life

As no assets/infrastructure is being created, there are no whole of life costs relevant to this item.

SUSTAINABILITY IMPLICATIONS

The Monthly Financial Report includes the financial details of a number of projects that have a positive environmental impact and a direct social benefit for the community. Many of the projects and items included in the Monthly Financial Report have or will generate a significant economic benefit for the State and some businesses within the Shire of Capel have already shared in this benefit.

STRATEGIC IMPLICATIONS

The Strategic Plan 2009 to 2020 includes the following strategy which has relevance:

- Economic strategy of reviewing financial management practices to ensure best practice.

CONSULTATION

The monthly Financial Statement was developed with the assistance and input of staff who determined expenditure needs and revenue expectations for the remainder of the financial year based upon actual performance compared against budget.

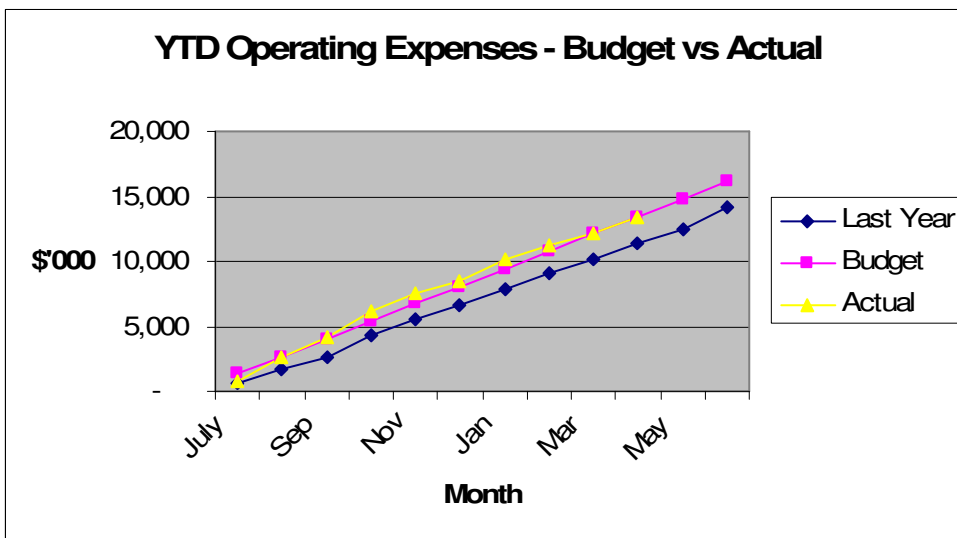
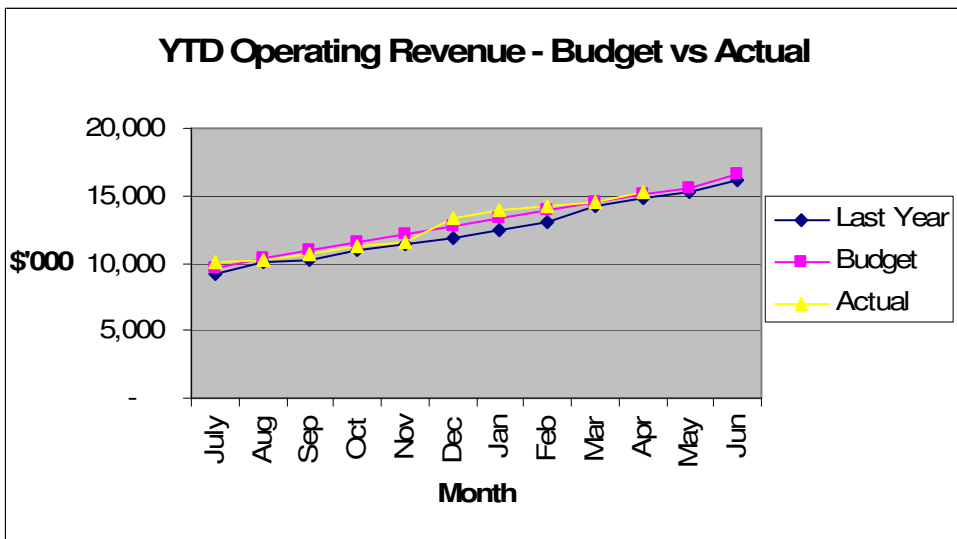
COMMENT

At 30th April 2013, Council's net current assets position was a surplus of \$1,861,378. This is a decrease of \$818,415 from the previous month. The actual surplus brought forward from the 2011/12 financial year has been calculated at \$2,559. The forecast end of year net current asset position is currently shown as a surplus of \$4,589. This amount should vary monthly as the forecast is updated.

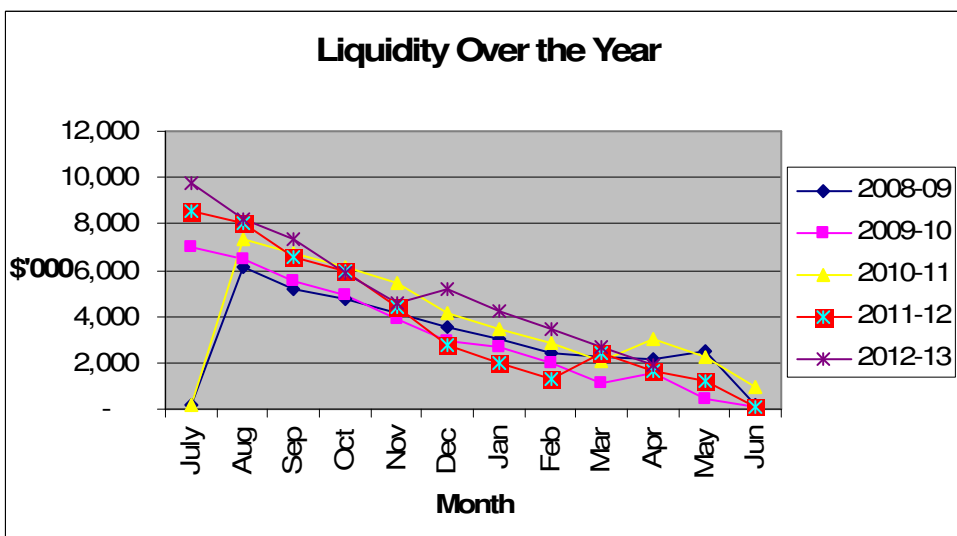
Compared to the annual budget, 92% of Operating Revenue has been invoiced and 83% of the Operating Expenditure budget has been spent. Total actual operating revenue is above the year to date budget and total actual operating expenditure is above the year to date budget.

The following graphs compare actual Operating Revenue and Operating Expenditure against the approved budget on a year to date basis. Last year's actual is also included for comparative purposes. The year to date operating revenue is just above budget and above last year's actual amount. The revenue graph excludes non-cash infrastructure revenue. The year to date operating expenditure is on budget and above last year's actual amount. The Statement of Comprehensive Income shows YTD Actual Other Revenue at an amount of \$1,726,951. This compares to the YTD Budget amount of \$195,904 and the original Budget amount of \$261,866. The difference is due to the receipt of the June 2012 storm damage

claim. Expenditure on Materials and Contracts shows similar differences between actual and budget reflecting the storm damage expenditure.

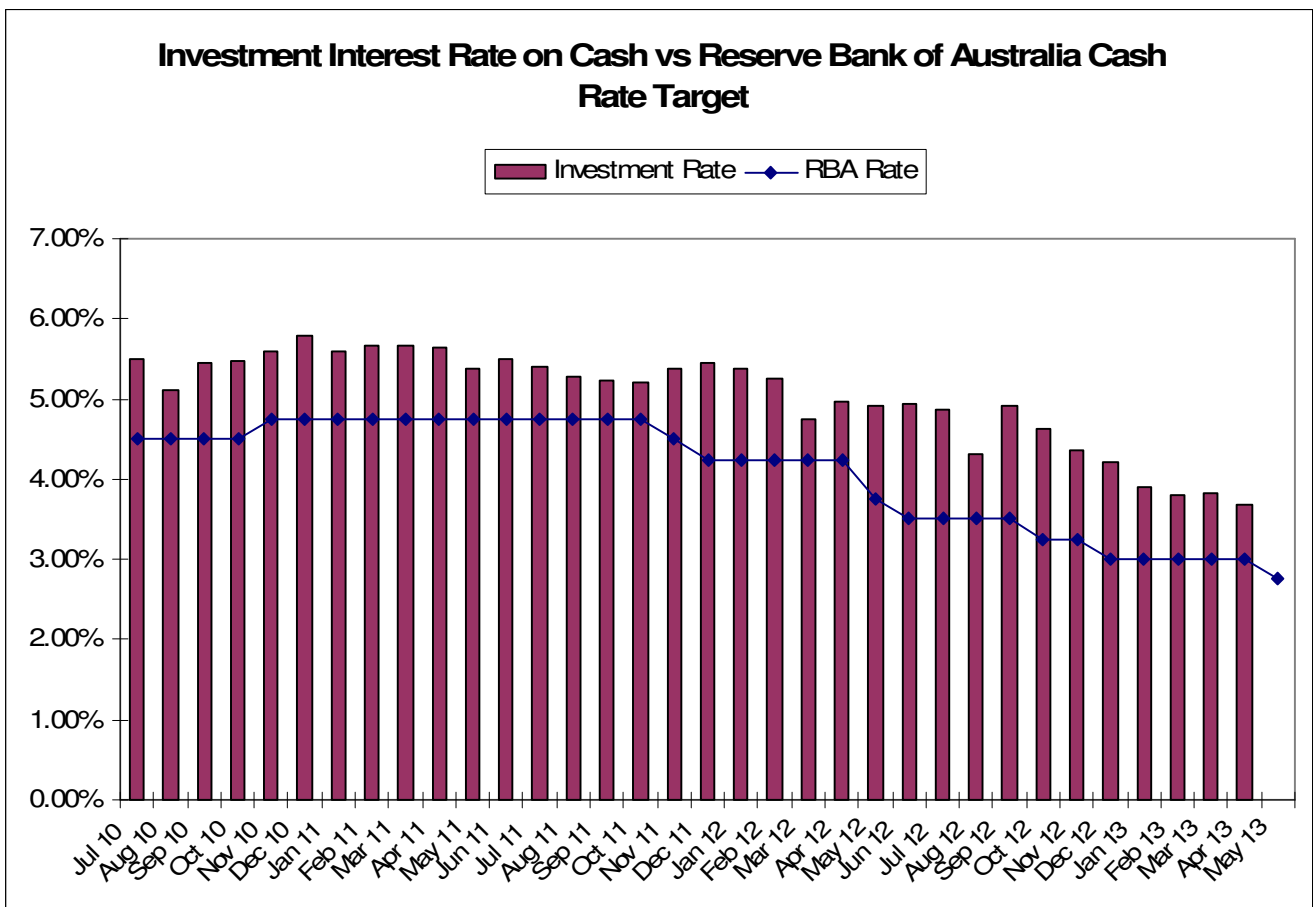


The liquidity graph compares the current year's net current assets position against that of the four previous years. Liquidity is continuing to move down in line with previous years.



Council’s municipal cash and investments position has decreased by \$788,930 compared to last month. The Municipal cash position is an amount of \$9,520,507 of which \$7,497,620 is restricted for specific purposes as shown at Note 3. The cash position decreased due to payments being made for the Capel Hardcourts redevelopment.

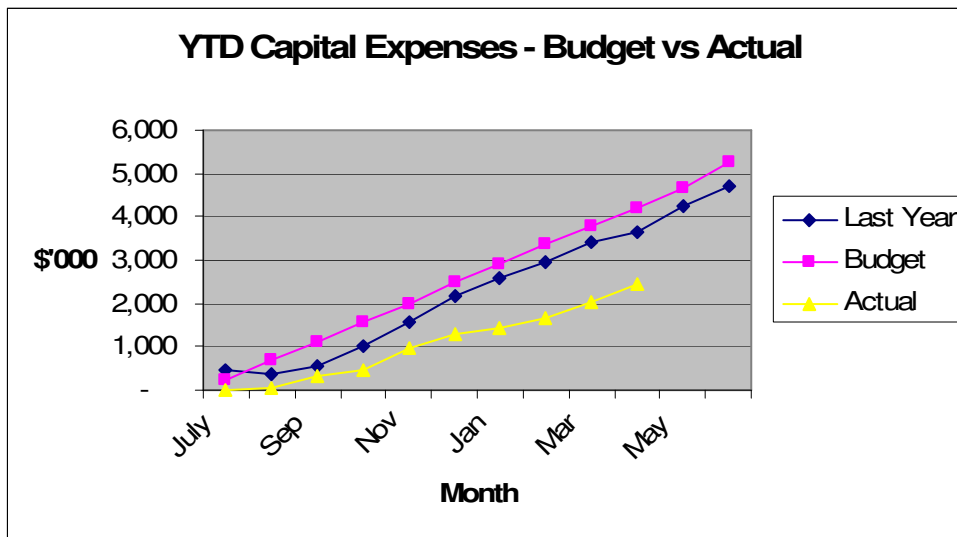
Total interest earned for the year is \$383,089 which is just above the year to date budget. This will change as existing term deposits mature. The average investment rate of return of 3.68% exceeds the Reserve Bank’s cash reference rate of 3.00%. The Reserve Bank on the 8th May 2013 reduced its cash rate target by 0.25% to 2.75%. Term deposits as they mature will have the amounts reinvested adjusted so as to comply with the Shire’s Investment of Funds policy. The forecast year end Statement of Comprehensive Income interest earnings amount will be adjusted with the change in market rates offered. The following graph compares the Shire’s interest rate earned on investments against the Reserve Bank’s reference rate.



Capital works expenditure of \$430,713 was incurred during the month of which:

- \$66,097 for bitumen reconstruction on Ludlow Road North,
- \$25,438 for Hutton Road reconstruction,
- \$943 for specific remedial works,
- \$11,535 for Stirling Road culvert,
- \$1,970 for dual use paths,
- \$195,261 for Capel Recreation Ground hardcourts redevelopment,
- \$19,236 for Trails Interpretation planning and signage,
- \$2,262 for Capel townscape,
- \$2,357 for the Administration Building
- \$7,225 for HACC additional office space and
- \$98,352 for three vehicles.

The following graph compares actual capital expenditure against budget on a year to date basis. Last year’s actual is included for comparative purposes.



Council’s financial ratios are disclosed in Note 14. The Current ratio has decreased from 3.55 to 2.95. The Untied cash to trade creditors has decreased from 14.22 to 6.09 due to a decrease in untied cash. The Outstanding rates ratio has decreased from 0.06 to 0.05.

A review of the Statement of Financial Position and the attendant notes indicates there are no adverse trends evident in the year to date financial statements as at 30th April 2013.

VOTING REQUIREMENTS

Simple majority

OC0508 OFFICER’S RECOMMENDATION – 17.6/COUNCIL DECISION

Moved Cr Bell, Seconded Cr J Scott

That Council adopts the financial statements for the period ending 30 April 2013 as attached.

Carried 7/0

OC0509 (17.7) Accounts Due and Submitted for Authorisation

Location: Capel
Applicant: Shire of Capel
File Reference:
Disclosure of Interest: Nil
Date: 02.05.13
Author: Finance & Accounts Payable Officer, H Tu
Senior Officer: Director Corporate Services, P Anastasakis
Attachments: Nil

MATTER FOR CONSIDERATION

Adoption of accounts to be paid.

BACKGROUND / PROPOSAL**Background**

Accounts for payment are required to be submitted each month for authorisation.

Proposal

The list of accounts listed for payment have been checked and certified by staff as being correct and are submitted for the endorsement of Council.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996 (Reg 13(2)).

POLICY IMPLICATIONS

There are no current policies relevant to this matter.

FINANCIAL IMPLICATIONS**Budget**

Payment from Council's Municipal Fund.

There are no financial implications relevant to this matter in the annual budget.

Long Term

There are no long term financial implications relevant to this matter.

Whole of Life

As no asset/infrastructure is to be created there are no whole of life costs relevant to this matter.

SUSTAINABILITY IMPLICATIONS

The Shire provides monetary funds to suppliers in exchange for goods and services received. Where possible it is preferred to pay suppliers by electronic funds transfer; with remittances emailed thereby reducing the amount of paper used, lessening the environmental impact.

STRATEGIC IMPLICATIONS

Objective 4.1 "Provide efficient and effective financial management to ensure long term financial viability of the organisation" under Key Focus Area 4 "The Economic Experience" in the Shire of Capel Strategic Plan is relevant to this matter.

CONSULTATION

Relevant staffs have been consulted and authorised the payments. Documented reviewed by Manager Finance, A Mataboni.

COMMENT

Accounts due and submitted for authorisation are as follows:

CHQ/EFT	Date	Name	Description	Amount
EFT13546	15/05/2013	JOHN ANDERSON ELECTRICIAN	INSTALL 2 DOUBLE POWER OUTLETS IN THE CAPEL LIBRARY, REPAIR LIGHTS INSIDE DALYELLUP COMM CENTRE AND INSTALL "EXIT" SIGN IN THE HALL WAY.	1134.81
EFT13547	15/05/2013	AUSQ TRAINING	BASIC WORKSITE TRAFFIC MANAGEMENT & CONTROLLER COURSE - 2 DAY COURSE – 18 & 19-1 ATTENDEE	550.00
EFT13548	15/05/2013	BUNBURY MOWER SERVICE	SERVICE AND SHARPEN MOWER	285.60
EFT13549	15/05/2013	BELL FIRE EQUIPMENT COMPANY	SERVICING OF FIRE INDICATOR PANEL AT CAPEL LIBRARY-MAR 13	251.90
EFT13550	15/05/2013	BUNBURY TOYOTA	10, 000KM SERVICE CP9378	323.42
EFT13551	15/05/2013	BUNNINGS BUILDING SUPPLIES PTY LTD	SUPPLIES-APRIL 13	154.69
EFT13552	15/05/2013	STAPLES AUSTRALIA PTY LTD	2012/13 STATIONERY	2584.89
EFT13553	15/05/2013	CARBONE BROS PTY LTD	HIRER VARIOUS EQUIPMENT & GRAVEL FOR HUTTON RD-\$26058 & LUDLOW ROAD-\$43376.85	69434.85
EFT13554	15/05/2013	DYMOCKS BUSSELTON	BOOK STOCK PURCHASE FOR THE LIBRARY	618.62
EFT13555	15/05/2013	GREENLINE	SUPPLY LEVEL INDICATOR ROD FOR JOHN DEERE 551 FRONT END LOADER ATTACHMENT	257.00
EFT13556	15/05/2013	MALATESTA ROAD PAVING & HOT MIX	ASPHALT FOR: HASTIE RD, ALLENVILLE RD, BITUMEN PRIME SEAL AT LUDLOW NORTH RD	17270.15

EFT13557	15/05/2013	MAINSPRAY	SPRAY CASTOR OIL BUSH ON EAST SIDE OF TIP FENCE, SPRAY SUMMER WEEDS/STINKWEED AROUND TIP RECYCLING ACCESS AREAS, SPRAY LUDLOW RD VERGES AND RAILWAY RESERVE ON VACANT LAND	3044.89
EFT13558	15/05/2013	PROTECTOR ALSAFE	FIREFIGHTER BOOTS FOR BOYANUP BRIGADE	207.90
EFT13559	15/05/2013	PRESTIGE PRODUCTS-BUSSELTON	SUPPLIES OF APRIL 13	320.21
EFT13560	15/05/2013	ROBERT'S TILT-TRAY & HIAB SERVICE	TRANSPORTED E-WASTE TO PERTH	869.00
EFT13561	15/05/2013	REFACE INDUSTRIES	REFACE CD DVD CLEANING CLOTH 10 PACK	30.00
EFT13562	15/05/2013	RTW STEEL FABRICATION	2X STEEL PLATES	190.30
EFT13563	15/05/2013	RAECO	BARCODE SCANNER WITH USB CONNECTIONS	199.00
EFT13564	15/05/2013	CAPEL FRESH IGA	500G OF COFFEE FOR DEPOT LUNCHROOM, CARPET CLEANER FOR PEPPY BEACH COMMUNITY CENTRE, CLEANING PRODUCT FOR CP1125 & REFRESHMET FOR COUNCILLOR	84.12
EFT13565	15/05/2013	SOUTHERN LOCK & SECURITY	10X KEY CUT FOR GO1,MKI,MKL SHIRE SYSTEM, REKEY FRONT DOOR LOCK ON DALYELLUP COMMUNITY CENTRE, MONITORING SERVICE FEE FOR: SHIRE LIBRARY, DEPOT, COMMUNITY CENTRES	1063.98
EFT13566	15/05/2013	TOTALLY WORKWEAR	HACC-STAFF UNIFORM-2SHIRT, 2PANT & BOOTS	369.60
EFT13567	15/05/2013	TRAFFIC FORCE	TRAFFIC MANAGEMENT FOR HUTTON RD-\$1251.53, LUDLOW NORTH RD-\$6319.86	7571.39
EFT13568	15/05/2013	WORK CLOBBER BUNBURY	UNIFORMS FOR 7X PUBLIC WORK STAFFA	2558.23
EFT13569	15/05/2013	WESTRAC EQUIPMENT	MAJOR REPAIRS TO 120 M GRADER AS PER QUOTE PLUS PARTS	23255.08
				132629.63

OUTSTANDING CREDITORS AS AT 30TH APRIL 2013: \$191972.65

CERTIFICATE OF CHIEF EXECUTIVE OFFICER

This schedule of accounts to be passed for payment, covering vouchers as detailed above which was submitted to each member of Council on 15TH MAY 2013 have been checked and are fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and services and as to prices, computations, and costings and the amounts shown are due for payment.

ACTING CHIEF EXECUTIVE OFFICER

VOTING REQUIREMENTS

Simple majority

OC0509 OFFICER'S RECOMMENDATIONS – 17.7/COUNCIL DECISION

Moved Cr Hearne, Seconded Cr J Scott

That Council authorises the Schedule of Accounts covering vouchers EFT13546 to EFT13569 a total of \$132,629.63 for payment.

Carried 7/0

OC0510 (17.8) Accounts Paid During the Month of April 2013

Location: Capel
Applicant: Shire of Capel
File Reference:
Disclosure of Interest: Nil
Date: 02.05.13
Author: Finance & Accounts Payable Officer, H Tu
Senior Officer: Director Corporate Services, P Anastasakis
Attachments: Nil

MATTER FOR CONSIDERATION

Authorisation of accounts paid during the month.

BACKGROUND / PROPOSAL**Background**

Accounts paid are required to be submitted each month.

Proposal

The list of accounts listed for payment have been checked and certified by staff as being correct and are submitted for the endorsement of Council.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996 (Reg 13(1)) requires that where the Chief Executive Officer has delegated power to make payments from the Municipal or Trust funds a list of accounts paid is to be prepared each month.

POLICY IMPLICATIONS

There are no current policies relevant to this matter.

FINANCIAL IMPLICATIONS**Budget**

Payment from Council's Municipal Fund.

There are no financial implications relevant to this matter in the annual budget.

Long Term

There are no long term financial implications relevant to this matter.

Whole of Life

As no asset/infrastructure is to be created there are no whole of life costs relevant to this matter.

SUSTAINABILITY IMPLICATIONS

The Shire provides monetary funds to suppliers in exchange for goods and services received. Where possible it is preferred to pay suppliers by electronic funds transfer; with remittances emailed thereby reducing the amount of paper used, lessening the environmental impact.

STRATEGIC IMPLICATIONS

Objective 4.1 “Provide efficient and effective financial management to ensure long term financial viability of the organisation” under Key Focus Area 4 “The Economic Experience” in the Shire of Capel Strategic Plan is relevant to this matter.

CONSULTATION

Relevant staff have been consulted and authorised the payments. Documented and reviewed by Manager Finance, A Mattaboni.

COMMENT

Payments made during the month of April 2013 are as follows:

Relevant staffs have been consulted and authorised the payments. Documented and reviewed by Manager Finance, A Mattaboni.

CHQ/EFT	Date	Name	Description	Amount
235	12/04/2013	BUILDING & CONSTRUCTION IND TRAINING FUND	BCITF LEVY COLLECTED-MARCH 13	8341.88
236	12/04/2013	DEPARTMENT OF COMMERCE - BUILDING COMMISSION	BSL LEVY COLLECTED - MAR 13	4315.61
237	12/04/2013	SHIRE OF CAPEL	BSL COMMISSION COLLECTED-MAR 13	413.76
238	17/04/2013	BARBARA CAREY	HALL BOND REFUND GCC 12/4/13	150.00
239	17/04/2013	KIERAN NOONAN	VERGE INSPECTION REFUND	500.00
240	24/04/2013	SATTERLEY PROPERTY GROUP PTY LTD	BOND REFUND-SUBDIVISION BOND	183584.66
EFT13286	03/04/2013	ALL WEST BUILDING APPROVALS PTY LTD	ASSISTING WITH THE ASSESSMENT OF BUILDING LICENCE APPLICATIONS @65/HOUR (PLUS GST)	1699.06
EFT13287	03/04/2013	BOYANUP HALL ADVISORY COMMITTEE	HALL CLEANING, POLISH FLOOR & GENERAL CLEANING MAR-JUN 13 (3X70)	210.00
EFT13288	03/04/2013	BUSSELTON REFRIGERATION & AIRCONDITIONING	REPAIR 2 AIR CONDITIONERS IN THE CLINIC NURSE ROOMS	264.00
EFT13289	03/04/2013	BUNBURY CITY GLASS	REPLACE GLASS AT BOYANUP PAVILION	578.03
EFT13290	03/04/2013	WAYNE BUTLER	REIMBURSE FUEL PURCHASE-32.91L	50.00
EFT13291	03/04/2013	CAPEL HARDWARE & FARM SUPPLIES	CAPEL HARDWARE SUPPLIES FEB 13	2446.95
EFT13292	03/04/2013	CAPEL CRICKET CLUB	KIDSPORT VOUCHER	100.00
EFT13293	03/04/2013	DM & S CURTIN	REPAIR AIR CONDITIONER AT DALYELLUP COMMUNITY CENTRE MAIN HALL.	313.50
EFT13294	03/04/2013	CAPELBERRY	LUNCH FOR ASSESSMENT MEETING 27 MARCH 2013	169.80

EFT13295	03/04/2013	CCS STRATEGIC	CAPEL STRATEGIC COMMUNITY PLAN & CAPEL COMMUNITY FACILITES AND SERVICES PLAN	22545.46
EFT13296	03/04/2013	TOWN OF COTTESLOE	HERITAGE MANAGEMENT & PLANNING SEMINAR 2013 -1 ATTENDEE	440.00
EFT13297	03/04/2013	DELRON CLEANING	CLEANING DALYELLUP PAVILION & CAPEL AND SURROUNDING OFFICE & BUILDING MAR 13	8395.07
EFT13298	03/04/2013	DAPCO	HACC- 2X REPAIR 4 TYRES TO HACC BUS -CP5676 & CP5685, PUNCTURE REPAIR TO CP5172	1604.68
EFT13299	03/04/2013	DORMA AUTOMATICS PTY LTD	SERVICE AUTOMATIC DOORS CAPEL LIBRARY	132.00
EFT13300	03/04/2013	DEPARTMENT OF TRANSPORT	VEHICLE SEARCH-FEB 13, 3 SUCCESSFUL & 2 UNSUCCESSFUL @\$3.10	15.50
EFT13301	03/04/2013	EMERGE ASSOCIATES	CAPEL CIVIC PRECINCT MASTER PLAN - STAGE 2	4499.00
EFT13302	03/04/2013	GOLDEN WEST PLUMBING & DRAINAGE	CAP & SEAL WATER LINE IN THE GROUND AT JULIAN SANDERS PARK.	99.00
EFT13303	03/04/2013	GLEN'S ENGINEERING	RAISE ROOF ON COUNCIL'S DOG POUND	5000.00
EFT13304	03/04/2013	LOOP CLOSE ENTERPRISE	REGIONAL COUNCIL BUISNESS PLAN	2841.85
EFT13305	03/04/2013	PJ & EV PAGE	WAXING & BUFFERING OF BOYANUP HALL MAR 13	70.00
EFT13306	03/04/2013	QUICK ERECTION GYROCKING	REPLACE CEILING IN MALE TOILETS AT CAPEL HALL	693.00
EFT13307	03/04/2013	RAY TINK ROOFING	REPLACE CEILING IN BOYANUP PAVILION	430.00
EFT13308	03/04/2013	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN & INTEREST REPAYMENT FOR: NO. 68- DRAINAGE, NO.70 &71- CAPEL SPORTS PAVILLION,NO.72 XL110, NO.73-CAPEL FOOTBRIDGE, NO.74 DALYELLUP SPORTS PAVILION	190164.99
EFT13309		-EFT13341	BATCH CANCELLED- INCORRECT DATE ENTERED	
EFT13341	04/04/2013	BUSSELTON MOWER WORLD	MOWER BLADES	402.05
EFT13342		-EFT13368	Refer To Agenda 20.03.13	
EFT13369	04/04/2013	WESTNET PTY LTD	DALYELLUP LIBRARY ADSL & STATIC IP ADDRESS APRIL 13	74.94
EFT13370	04/04/2013	WESTNET PTY LTD	CAPEL SHIRE ADSL APRIL 13	274.84
EFT13371	08/04/2013	RICOH FINANCE	PHOTOCOPIER LEASE PAYMENTS-APRIL 13	1076.07
EFT13372	10/04/2013	A1 SIGN SHOP	5X SIGNS FOR BOYANUP SKATEPARK	687.00

EFT13373	10/04/2013	SAI GLOBAL LIMITED	INTERNET DOWNLOAD -AS 1547 2012	190.96
EFT13374	10/04/2013	ALL WEST BUILDING APPROVALS PTY LTD	ASSISTING WITH THE ASSESSMENT OF BUILDING LICENCE APPLICATIONS @65/HOUR (PLUS GST)	3380.85
EFT13375	10/04/2013	ACTIVE PLUMBING PTY LTD	SUPPLY AND INSTALL 100MM STORMWATER PIPES TO CONNECT DOWNPIPES TO TANK AT CAPEL HALL	4906.00
EFT13376	10/04/2013	ARBORGUY	PRUNING & ADDITIONAL PRUNING OF STREET TREES AT CAPEL AND BOYANUP	23470.00
EFT13377	10/04/2013	BUNBURY BEARINGS	BEARING GREASE AND GREASE GUN.	148.50
EFT13378	10/04/2013	BADGERS EMBROIDERY	HACC-DRIECT EMBROIDERY VOLUNTEER UNIFORM	6.60
EFT13379	10/04/2013	BUSSELTON PEST & WEED CONTROL	TERMITE INSPECTIONS & TREATMENT FOR CAPEL BRIDGE	2750.00
EFT13380	10/04/2013	SHAUN BREADEN	ASSISTING WITH THE ASSESSMENT OF BUILDING LICENCE APPLICATIONS AND PLANNING CONSENT APPROVALS @ \$55.00/HOUR (PLUS GST)	550.00
EFT13381	10/04/2013	WAYNE BUTLER	REIMBURSE PURCHASE OF FUEL FOR 70CP	83.27
EFT13382	10/04/2013	BOYANUP POST PUBLICATION INC	INSERTING FLYER IN MARCH 13 BOYANUP POST-BOYANUP LIBRARY	23.00
EFT13383	10/04/2013	DANIEL BERGLUND	REIMBURSE POLICE CLEARANCE	62.75
EFT13384	10/04/2013	CHANGING SPACES	HACC-CONSTRUCTION OF AN ADDITIONAL OFFICE SPACE	7947.00
EFT13385	10/04/2013	GELORUP COMMUNITY MANAGEMENT COMMITTEE	MANAGEMENT FEE	105.00
EFT13386	10/04/2013	EASIFLEET MANAGEMENT	LEASE SUZUKI SWIFT HATCHBACK - CEO & MAZDA 3 HATCHBACK MANAGER HR APRIL 13	1557.47
EFT13387	10/04/2013	EECW PTY LTD ITF ACSWA CONFERENCE	HACC- 2X CONFERENCE ATTENDANCE & ACCOMMODATION @\$915EACH	1830.00
EFT13388	10/04/2013	GOLDEN WEST PLUMBING & DRAINAGE	REPLACE BASIN SET, ISOLATION VALVES AND FLEXIBLE CONNECTORS AT BOYANUP COMMUNITY CENTRE INSIDE LADIES TOILET & PREPAIR DRAINAGE LINE AND INSTALL NEW PLUG & P TRAP AT DALYELLUP PLAY GROUP	530.20

EFT13389	10/04/2013	FREESTYLE NOW PROMOTIONS	SKATE, SCOOTER, BMX COMPETITION - NATIONAL YOUTH WEEK FUNDING	2200.00
EFT13390	10/04/2013	GOLDEN WEST PEST & WEED CONTROL	TREATED WOODEN POLES AT FRONT OF GUIDE SHED & AT REAR OF 104 TRIGWELL RD BOYANUP FOR WHITE ANTS	350.00
EFT13391	10/04/2013	GANNAWAYS CHARTER SERVICE	CHARTER FOR SENIORS' TRIP TO MARGARET RIVER	995.00
EFT13392	10/04/2013	GRESLEYABAS	CAPEL ADMIN REFURBISHMENT	2592.15
EFT13393	10/04/2013	GHD PTY LTD	PRELIMINARY SITE INVESTIGATION-BOYANUP LANDFILL & ENVIRONMENTAL ASSESSMENT CAPEL TRANSFER STATION	12097.96
EFT13394	10/04/2013	GIADRESCO EARTHMOVING	CARRY OUT FIRE RESPONSE WORKS AT REQUEST OF FIRE CHIEF BOYANUP POLICY 19.4	2035.00
EFT13395	10/04/2013	UHY HAINES NORTON (WA) PTY LTD	ATTENDANCE BY DCS AND FM AT HAINES NORTON FINANCIAL & MANAGEMENT REPORTING WORKSHOPS IN PERTH ON THE 23 AND 24 MAY 2013.	3135.00
EFT13396	10/04/2013	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION WALGA	VARIOUS ADVERTISMENT – FEB 13	3257.50
EFT13397	10/04/2013	LD TOTAL	MAINTENANCE AT DALYELLUP @\$22893.68 PER MONTH& ADDITIONAL MAINTENANCE-MAR 13	29883.63
EFT13398	10/04/2013	LOOP CLOSE ENTERPRISE	REGIONAL COUNCIL BUISNESS PLAN-MAR 13	1506.18
EFT13399	10/04/2013	FAT BIRDIE CAFE	CLAG MEETING LUNCH FEB 13 & FIRE FIGHTERS MAR 13	138.00
EFT13400	10/04/2013	O'CONNOR & OSBORNE AUTOS	REPAIR AND SREVICE HI-AB ON TRUCK CP855	1046.40
EFT13401	10/04/2013	LONA RAY	REIMBURSE WORKING WITH CHILDREN CHECK	10.00
EFT13402	10/04/2013	SOUTHERNS WATER TECHNOLOGY	A ROLL OF 7 CORE WIRE CABLE	115.03
EFT13403	10/04/2013	SOUTH WEST TREE SAFE	REMOVE TREES, STUMP, AND PRUNE BRANCH FROM BACK FENCE 104 TRIGWELL RD BOYANUP, RIVERVIEW PLACE CAPEL, CAPEL CEMENTERY, PAYNE ST BOYANUP	2970.00
EFT13404	10/04/2013	SCOPE BUSINESS IMAGING	HACC-2X DRUMS FOR PHOTOCOPIER	477.40
EFT13405	10/04/2013	SOUTH WEST INSTITUTE OF TECHNOLOGY	CERT III IN HORTICULTURE FEES – 2X STAFF ENROLLED@\$858.95 EA	1717.90

EFT13406	10/04/2013	T & P DESIGN	PEGGING SHOULDERS FOR PROPOSED RECONSTRUCTION AT LUDLOW RD NORTH & HUTTON ST	1089.00
EFT13407	10/04/2013	TOTAL GREEN RECYCLING	REMOVAL OF E-WASTE FROM CAPEL TIP-2311KG	1832.96
EFT13408	10/04/2013	TOTALITY BUSINESS SOLUTIONS	IPHONE 4 CAR CHARGER & CASE	83.90
EFT13409	10/04/2013	VASSE CIVIL & DRAINAGE	CAPEL MAINSTREET DRAINAGE FINAL PAYMENT	2488.73
EFT13410	12/04/2013	BENDIGO BANK BUSINESS CREDIT CARD	CREDIT CARD REPAYMENT, 4 PURCHASES AND CARD FEE-MAR13	2589.50
EFT13411	17/04/2013	ALL WEST BUILDING APPROVALS PTY LTD	ASSISTING WITH THE ASSESSMENT OF BUILDING LICENCE APPLICATIONS @\$65/HOUR (PLUS GST)	2750.00
EFT13412	17/04/2013	KORONG VENDING (BCM VENDING)	HACC- RENTAL APRIL 2013	190.00
EFT13413	17/04/2013	BUNBURY TOWING	TOW IMPOUNDED VEHICLE TO DEPOT	205.00
EFT13414	17/04/2013	CAPEL TRANSPORT	DELIVERY OF 1 X TONNE ASPHALT IN A BAG	47.74
EFT13415	17/04/2013	CAPEL NEWSAGENCY	NEWSPAPERS, MILK, STATIONERY SUPPLIES-MARCH 13	519.69
EFT13416	17/04/2013	DM & S CURTIN	REPAIR AIR CONDITIONER DALYELLUP COMMUNITY CENTRE	620.85
EFT13417	17/04/2013	CUSTOM SERVICE LEASING LTD	HACC-FLEET FUEL –APRIL 13	2982.71
EFT13418	17/04/2013	CRANEY'S LUNCHBAR	HACC-VOLUNTEER LUNCH MAR 13	205.20
EFT13419	17/04/2013	COLROY'S COUNTRY KITCHEN	HACC- VOLUNTEERS FUEL	110.00
EFT13420	17/04/2013	DYMOCKS BUSSELTON	34X BOOK STOCK PURCHASE FOR CAPEL LIBRARY	845.67
EFT13421	17/04/2013	DEPARTMENT OF ENVIRONMENT & CONSERVATION	RENEWAL OF WTS LICENCE	233.60
EFT13422	17/04/2013	DEPARTMENT OF TRANSPORT	VEHICLE SEARCH JAN 13	46.50
EFT13423	17/04/2013	DOMO BUNBURY	HACC - VOUCHERS FOR VOLUNTEERS	400.00
EFT13424	17/04/2013	ELLIOTT'S SMALL ENGINES	HACC - SERVICE TRACTOR MOWER & KNOB FOR HUSQ T35	333.50
EFT13425	17/04/2013	FENNESSY'S	PURCHASE 3X NEW PUBLIC WORKS VEHICLES WITH EXTRAS; 12 MONTH LICENSE & TRADE IN-CP1125-\$11035.59,46CP-\$13535.59, 45CP-\$11786.24	36357.42
EFT13426	17/04/2013	GOLDEN WEST PEST & WEED CONTROL	TREATED CAPEL SENIOR CITIZENS BUILDING SURROUNDS FOR ANTS &	340.00

			WASP TREATMENT AT CORNER OF CHISHOLM & MAIDMENT PARADE	
EFT13427	17/04/2013	GEOVET BUSSELTON	CONTRACT POUND & STERILISATION-MAR 13	496.00
EFT13428	17/04/2013	ZETTANET PTY LTD (FORMERLY HIGHWAY 1 (AUST) PTY LTD)	HACC - ADSL 1/5/13-31/7/13	312.90
EFT13429	17/04/2013	JUMOR WASTEWATER SERVICE & REPAIRS	SERVICE TO AEROBIC TREATMENT UNIT AT THE: DALYELLUP BEACH TOILET BLOCK & GELORUP COMMUNITY CENTRE	427.60
EFT13430	17/04/2013	L.G. BUSINESS SYSTEMS PTY LTD	2X BOXES A4 LASER PAY ADVICE ENVELOPES	242.22
EFT13431	17/04/2013	LOCAL GOVERNMENT MANAGERS AUSTRALIA	LGMA MENTORS & ASPIRING LEADERS CONFERENCE APRIL 2013 MARGARET RIVER CONVENTION CENTRE 1 ATTENDEE	835.00
EFT13432	17/04/2013	FAT BIRDIE CAFE	ASSORTED SANDWICHES & WRAPS FOR 13 PEOPLE FOR BWGC MEETING ON MONDAY 25TH MARCH 2013	110.50
EFT13433	17/04/2013	ST. JOHNS AMBULANCE ASSOCIATION	FIRST AID KIT SUPPLIES FOR THE SHIRE BUILDINGS, HALLS AND VEHICLES	2244.09
EFT13434	17/04/2013	SOUTH WEST TREE SAFE	PRUNE TREES AND REMOVE HANGER LAYMAN RD CAPEL, PRUNE BRANCH AT AUSTIN RD CAPEL, REMOVE DEAD WOOD AT FORREST RD CAPEL, REMOVE LIMB AT MCTAGGERT RD CAPEL	2915.00
EFT13435	17/04/2013	SOS OFFICE EQUIPMENT	5X METERBILLING READING MAR 13	2863.30
EFT13436	17/04/2013	SOUTH WEST RUBBER STAMPS	DALYELLUP & BOYANUP DATE STAMP & 5 INK PADS	154.60
EFT13437	17/04/2013	S&J EXCAVATIONS CIVIL CONTRACTORS	REPLACEMENT OF TWIN CULVERT - STIRLING ROAD, CAPEL IN ACCORDANCE WITH TENDER 12/03-FINAL PAYMENT	12687.95
EFT13438	17/04/2013	WOOLWORTHS LIMITED (WA)	HACC-DAY CENTRE SHOPPING	239.70
EFT13439	17/04/2013	BOYANUP BUILDING AND EARTHWORKS CONTRACTORS	SPREADING BURNING MULCH AT BOYANUP TIP, HIRE EXCAVATOR-2HR & HIRE LOADER-6HR	1188.00
EFT13440	17/04/2013	B & B STREET SWEEPING	HIRE STREET SWEEPER FOR DALYELLUP 40HR @\$93.50 P/HR	3740.00
EFT13441	17/04/2013	CLEANAWAY	EMPTY STREET & PARK BINS & DISPOSAL WASTE TO LANDFILL-MAR 13	60026.34
EFT13442	17/04/2013	TRANSPACIFIC WASTE MANAGEMENT	CLEAR THE WASTE BINS AT DEPOT-MAR 13	15636.09

EFT13443	17/04/2013	COLES	HACC-DAY CARE SHOPPING	702.80
EFT13444	22/04/2013	CALTEX AUSTRALIA	SHIRE VEHICLES FLEET FUEL -MAR 13	4144.44
EFT13445	22/04/2013	CALTEX AUSTRALIA	DISTILLATE-17100L	25342.08
EFT13446	24/04/2013	A & L PRINTERS	500X BUSINESS CARDS	137.00
EFT13447	24/04/2013	AMITY SIGNS	18X VARIOUS SIGNS	1643.40
EFT13448	24/04/2013	JOHN ANDERSON ELECTRICIAN	REPLACE LIGHT AND REPAIR LIGHT DALYELLUP COMMUNITY CENTRE MAIN HALL.	185.51
EFT13449	24/04/2013	ALL WEST BUILDING APPROVALS PTY LTD	ASSISTING WITH THE ASSESSMENT OF BUILDING LICENCE APPLICATIONS @\$65/HOUR (PLUS GST)	3234.44
EFT13450	24/04/2013	ASPHALT IN A BAG	1 X PALLET OF ASPHALT IN A BAG 50X 20KG BAGS @\$34.37	1718.75
EFT13451	24/04/2013	AUSQ TRAINING	BASIC WORKSITE TRAFFIC MANAGEMENT & TRAFFIC CONTROLLER - TRAINING - 2X ATTENDEE ON 7 MARCH 2013	860.00
EFT13452	24/04/2013	AUSTRALIAN ARMY CADETS	KIDSPORT VOUCHER	90.00
EFT13453	24/04/2013	PHIL ANASTASAKIS	REIMBURSE CPA (1DAY) TRAINING	795.00
EFT13454	24/04/2013	APEX CLUB OF CAPEL INC	CONTRIBUTION TO THE CAPEL DESCENT EVENT	3000.00
EFT13455	24/04/2013	BIG W	BOOK STOCK PURCHASES	189.12
EFT13456	24/04/2013	BUNBURY MACHINERY	400 HOUR SERVICE & REPAIRS ON CP9456 KUBOTA FRONT MOWER	1721.87
EFT13457	24/04/2013	BUNBURY TAXIS CO- OPERATIVE LTD	HACC - TRANSPORT FOR WHEELCHAIR CLIENT MAR 13	78.80
EFT13458	24/04/2013	BELL FIRE EQUIPMENT COMPANY	HACC - SERVICE FIRE BLANKET, 5X FIRE EXTINGUISHER & FIRE EQUIPMENT ON HACC BUS CP5676 & CP 5685	110.00
EFT13459	24/04/2013	BUNBURY TYREPOWER	TYRE REPAIRS	87.00
EFT13460	24/04/2013	CITY OF BUSSELTON	DAMAGED BOOK- ARROWS OF FURY & DAMAGED DVD LITTLE CHARLEY BEAR	37.40
EFT13461	24/04/2013	BADGERS EMBROIDERY	HACC- EMBROID 3X STAFF SHIRT	19.80
EFT13462	24/04/2013	BUNBURY HOLDEN	HACC- 15,000 SERVICE ON CP9069	295.60
EFT13463	24/04/2013	BUNBURY HORSE & PONY CLUB	KIDSPORT VOUCHER	200.00

EFT13464	24/04/2013	KORONG VENDING (BCM VENDING)	HACC VENDING MACHINE SUPPLIES	232.00
EFT13465	24/04/2013	STAPLES AUSTRALIA PTY LTD	2012/13 STATIONERY	3259.76
EFT13466	24/04/2013	CAPEL HARDWARE & FARM SUPPLIES	MAR 13 CAPEL HARDWARE SUPPLIES	1554.54
EFT13467	24/04/2013	CAPEL HORSE & PONY CLUB	2X KIDSPORT VOUCHER@ \$162.50	325.00
EFT13468	24/04/2013	COASTAL HIRE T/AS GCS SECURITY SCAFFOLD	HIRE OFFICE & TOILET FOR RUBBISH TIP & TOILET HIRER FOR SHIRE DEPO FOR MAR 13	811.08
EFT13469	24/04/2013	CAPELBERRY	CATERING FOR 12 ORDINARY COUNCIL MEETING DINNERS FOR THE PERIOD APRIL 2013 & MORNING TEA FOR REGIONAL TOURISM DEVELOPMENT MEETING	431.50
EFT13470	24/04/2013	CIVIC LEGAL	LEGAL EXPENSE-PLANNING FORMS	587.62
EFT13471	24/04/2013	SHIRE OF CAPEL SOCIAL CLUB	PAYROLL DEDUCTIONS	236.00
EFT13472	24/04/2013	THE COXALL SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	65.54
EFT13473	24/04/2013	CHAMPAGNE LIFESTYLE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	305.24
EFT13474	24/04/2013	CAREY PARK SCOUT GROUP	KIDSPORT VOUCHER: 6X @\$200	1200.00
EFT13475	24/04/2013	CARBONE BROS PTY LTD	32C/M GRAVEL FOR DEPOT@\$30.20	966.40
EFT13476	24/04/2013	CJ CAMPBELL CONSULTING	WATER AUDITS AT THREE SITES ON 27/3/13-CLAIM 1	1320.00
EFT13477	24/04/2013	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	753.08
EFT13478	24/04/2013	DYMOCKS BUSSELTON	BOOK STOCK PURCHASE FOR CAPEL LIBRARY	254.09
EFT13479	24/04/2013	DELRON CLEANING	CLEANING FOR THE APRIL 13	8597.44
EFT13480	24/04/2013	SUSAN DALGLEISH	FOOD AND PARKING - EXCHANGE EXPENSES PERTH	30.60
EFT13481	24/04/2013	ELLIOTT'S SMALL ENGINES	HACC - PURCHASE OIL AND BLADE FOR HUSQVARNA MOWER	147.70
EFT13482	24/04/2013	EATON HARDWARE	HACC - HARDWARE SUPPLIES MARCH 2013	372.49
EFT13483	24/04/2013	EVANS FAMILY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	427.38
EFT13484	24/04/2013	GRESLEYABAS	BOYANUP MEMORIAL PARK RECREATION MASTER PLAN- FINAL PAYMENT 0811:34	2457.40
EFT13485	24/04/2013	GEOGRAPHE CIVIL	CAPEL HARD COURT REDEVELOPMENT PROJECT	214787.10

EFT13486	24/04/2013	GCS HIRE PTY LTD - BUNBURY	PICK UP CHARGE FOR THE HIRE OF A 3 TONNE EXCAVATOR FOR TRAINING 26/02/2013	93.50
EFT13487	24/04/2013	HARRADINE & ASSOCIATES	DESEXING SUBSIDY-MAR 13	150.00
EFT13488	24/04/2013	A INGRAM	REIMBURSE BOOK PURCHASE FOR LIBRARY	181.42
EFT13489	24/04/2013	INSIGHT CCS PTY LTD	CALL CHARGES FOR MARCH 2013	248.51
EFT13490	24/04/2013	CITY OF JOONDALUP	200X RED LIBRARY PROMOTION BAGS	182.60
EFT13491	24/04/2013	GREEN RECYCLING	KERBSIDE RECYCLING COLLECTION SERVICE-MAR 13	32334.56
EFT13492	24/04/2013	STATE LIBRARY OF WESTERN AUSTRALIA	RECOVERIES OF LOST & DAMAGED BOOKS-3 ITEMS	28.60
EFT13493	24/04/2013	LANDGATE	GROSS RENTAL VAULES CHARGEABLE & RURUAL UV INTERIM CHARGEABLE 22/2/13-21/3/13, MINING TENEMENTS CHARGEABLE 13/2/13-11/3/13	2050.72
EFT13494	24/04/2013	MAINSPRAY	ROAD VERGE AND KERB WEED SPRAYING BOYANUP TOWNSITE-MAR 13	5074.58
EFT13495	24/04/2013	MANPOWER	LABOUR HIRER GLEN LOVE FOR THE PERIOD 29/1/13-15/3/13	10128.54
EFT13496	24/04/2013	MARIST JUNIOR FOOTBALL CLUB	KIDSPORTS	95.00
EFT13497	24/04/2013	THE WORKWEAR GROUP (NEAT N TRIM UNIFORMS PTY LTD)	3X STAFF 12/13UNIFORM ORDER	1288.40
EFT13498	24/04/2013	NIGHTGUARD SECURITY SERVICE PTY LTD	3X SECURITY PATROLS TO DALYELLUP- MAR 13	701.54
EFT13499	24/04/2013	OFFICEWORKS SUPERSTORES PTY LTD	HACC- STATIONERY	203.24
EFT13500	24/04/2013	OCLC	AMLIB ANNUAL MAINTENANCE	1446.90
EFT13501	24/04/2013	PROTECTOR ALSAFE	1 PAIR STEEL CAP BOOTS	158.72
EFT13502	24/04/2013	PPD TRAINING	HACC-2 DAY SENIOR FIRST AID COURSE -1 ATTENDEE	199.00
EFT13503	24/04/2013	PORTFOLIOFOCUS	SUPERANNUATION CONTRIBUTIONS	236.31
EFT13504	24/04/2013	PEPPERMINT GROVE BEACH COMMUNITY ASSOCIATION ART GROUP	MINOR COMMUNITY GRANTS SCHEME 2012/13-SECOND INSTALLMENT	250.00
EFT13505	24/04/2013	QUALITY INN MARGARET RIVER	ACCOMMODATION - LGMA SW CONFERENCE- DIR OF COMMUNITY SERVICE	205.00
EFT13506	24/04/2013	RIDING FOR THE DISABLED SOUTH	KIDSPORT VOUCHER	197.00

		WEST		
EFT13507	24/04/2013	REDWAVE MEDIA	RADIO ADVERTISING - 2012/13 REDWAVE MEDIA FOR SPIRITFM ADVERTISING CAMPAIGN-MAR 13	980.89
EFT13508	24/04/2013	RTW STEEL FABRICATION	SUPPLY STAINLESS STEEL TOP (MATERIAL) FOR BBQ AT PEPPEYMINT GROVE BEACH FORESHORE PARK.	1129.70
EFT13509	24/04/2013	STEPLIGHT PTY LTD	WATTS CLEVER ENERGY MONITOR EW4008 PLUS TWO ADDITIONAL SENSOR CLAMPS AND SHIPPING	123.90
EFT13510	24/04/2013	TRAFFIC FORCE	TRAFFIC MANAGEMENT PLAN (TMP) - HUTTON ROAD & TMP FOR TREE REMOVAL AT DALYELLUP- MAR 13	3949.65
EFT13511	24/04/2013	TWUSUPER	SUPERANNUATION CONTRIBUTIONS	315.72
EFT13512	24/04/2013	WESTRAC EQUIPMENT	CALLOUT TO SITE AND REPAIR LOCKING PIN TO 12M GRADER, PURCHASE 2 BELT, 3 STEP, 24 RIPPER BOOTS FOR GRADER	1541.72
EFT13513	24/04/2013	WEST OZ LINEMARKING	LINEMARKING FOR PEPPY BEACH CARPARK	2167.00
46289	03/04/2013	ADF BOOKSHOP	PURCHASE OF RESOURCES-LABEL GOGGLES	335.00
46290	03/04/2013	COURIER AUSTRALIA INTERNATIONAL	COURIER FEE-HEALTH	18.27
46291	03/04/2013	ELGIN HALL COMMITTEE	REIMBURSE ELECTRICITY CONSUMED 3/1/13-26/3/13 BY ELGIN BUSH FIRE BRIDGADE	208.43
46292	03/04/2013	POLICE LICENSING	ORDER SPECIAL SERIES PLATES-158CP	165.00
46293	03/04/2013	MARSHALL ROBERTS	SPORTS PARTICIPATION SCHEME	300.00
46294	03/04/2013	SYNERGY	ELECTRICITY	28747.85
46295		-46295	CANCELLED-INCORRECT NAME	
46296	10/04/2013	SHIRE OF CAPEL	REIMBURSE PETTY CASH-CAPEL LIBRARY	64.45
46297	10/04/2013	ELGIN HALL COMMITTEE	DONATION 80TH ANNIVERSARY CELEBRATIONS	500.00
46298	10/04/2013	MRS R EASTCOTT	ANIMAL REGISTRATION REFUND -DOG STERILISED 28/3/13 AT HARRADINES	70.00
46299	10/04/2013	ELIA KHOURY	CROSSOVER CONRTRIBUTION -DALYELLUP	300.00
46300	10/04/2013	MR ANTHONY LOWER	BOND REFUND FOR DALYELLUP PARK RANGERS	1000.00
46301	10/04/2013	BRYAN O'KEEFFE & ETHEL SHEEDY	CROSSOVER CONRTRIBUTION -DALYELLUP	300.00
46302	12/04/2013	AUSTRALIAN TAXATION OFFICE	MAR 13 BAS & FBT	59920.00

46303	12/04/2013	TELSTRA CORPORATION LTD	RENT & CALLS LANDLINE	4276.13
46304	17/04/2013	JAY BASSETT	SPORT PARTICIPATION SCHEME	200.00
46305	17/04/2013	HELEN BURCHETT	REIMBURSE (VOLUNTEER) WORKING WITH CHILDREN CHECK	10.30
46306	17/04/2013	RG BONE	RATES REFUND FOR ASSESSMENT A1733	49.83
46307	17/04/2013	MR DA BRANDIS	RATES REFUND FOR ASSESSMENT A589	57.21
46308	17/04/2013	DALYELLUP BEACH PLAYGROUP	HALL BOND REFUND	150.00
46309	17/04/2013	DALYELLUP DOCKERS FOOTBALL CLUB	KIDSPORT VOUCHERS, 1X (\$95), 1X (\$75)	170.00
46310	17/04/2013	GLASTONBURY IG	RATES REFUND FOR ASSESSMENT A2399	49.74
46311		-46311	CANCELLED-PRO-RATA PENSION REBATE NOT ALLOWED	
46312	17/04/2013	3 AUSTRALIA	BRIGADE MESSAGING SERVICE28/3/13-27/4/13	181.61
46313	17/04/2013	SANDALWOOD FINE CHINA	20X SANDALWOOD MUGS IN OATMEAL COLOUR WITH WHITE INSIDE AND SHIRE OF CAPEL LOGO ON TWO SIDES	143.00
46314	17/04/2013	SYNERGY	ELECTRICITY	6312.15
46315	17/04/2013	MR B TEMPLEMAN	RATES REFUND FOR ASSESSMENT A1578	49.24
46316	17/04/2013	WATER CORPORATION	WATER USAGE	5542.95
46317	17/04/2013	SHIRE OF CAPEL	ADJUST RATES REFUND FOR ASSESSMENT A3838 AS PENSION REFUND NOT ALLOWED	105.80
46318	24/04/2013	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	63.81
46319	24/04/2013	AUSTRALIANSUPER	SUPERANNUATION CONTRIBUTIONS	329.58
46320	24/04/2013	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	45.80
46321	24/04/2013	THE AUSTRALIAN WORKERS UNION	PAYROLL DEDUCTIONS	280.00
46322	24/04/2013	SHIRE OF CAPEL	PAYROLL DEDUCTIONS	2326.00
46323	24/04/2013	CBUS	SUPERANNUATION CONTRIBUTIONS	147.16
46324	24/04/2013	SHIRE OF DONNYBROOK/ BALINGUP	PAYROLL DEDUCTIONS	100.00
46325	24/04/2013	HESTA	SUPERANNUATION CONTRIBUTIONS	192.23
46326	24/04/2013	LGRCEU	PAYROLL DEDUCTIONS	116.40
46327	24/04/2013	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	334.98
46328	24/04/2013	UNISUPER	SUPERANNUATION CONTRIBUTIONS	272.02

46329	24/04/2013	WALGS PLAN	SUPERANNUATION CONTRIBUTIONS	61112.76
46330	24/04/2013	SHIRE OF CAPEL	REIMBURSE PETTY CASH BOYANUP LIBRARY	59.50
46331	24/04/2013	DALYELLUP DOCKERS FOOTBALL CLUB	KIDSPORT VOUCHER-2X \$95	190.00
46332	24/04/2013	DEBRA MCCONNELL	ANIMAL REGISTRATION REFUND-CAT STERILISED 131393-22/3/13	20.00
46333	24/04/2013	PERTH MANAGEMENT SERVICES	RENT & OUTGOINGS DALYELLUP LIBRARY-MAY 13	1341.02
46334	24/04/2013	SYNERGY	ELECTRICITY	3845.25
46335	24/04/2013	TELSTRA CORPORATION LTD	HACC- RENT AND CALLS & SHIRE MOBIL RENT & CALL	2542.19
46336	24/04/2013	JANET THIELE	REIMBURSE WORKING WITH CHILDREN CHECKS	10.30
46337	24/04/2013	WATER CORPORATION	WATER USAGE	2064.40
46338	24/04/2013	BUSSELTON PUBLIC LIBRARY	DAMAGED ITEM REBELLION" - DUNSBOROUGH LIBRARY ITEM."	23.10
46339	24/04/2013	ONEPATH MASTER FUND	SUPERANNUATION CONTRIBUTIONS	401.68
				1247465.54

09.04.13	SHIRE OF CAPEL PAYROLL PAYMENTS	\$164,262.60
11.04.13	SHIRE OF CAPEL PAYROLL PAYMENTS	\$362.02
23.04.13	SHIRE OF CAPEL PAYROLL PAYMENTS	167,946.10
		<u>\$332,570.70</u>

24.04.13	TRANSFER TO MUNICIPAL ACCOUNT	\$430,000.00
05.04.13	TRANSFER TO MUNICIPAL ACCOUNT	\$400,000.00

\$830,000.00

CERTIFICATE OF CHIEF EXECUTIVE OFFICER

This schedule of accounts to be passed for payment, covering vouchers as detailed above which was submitted to each member of Council on 15th May 2013 have been checked and are fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and services and as to prices, computations, and costings and the amounts shown are due for payment.

ACTING CHIEF EXECUTIVE OFFICER

VOTING REQUIREMENTS

Simple majority

OC0510 OFFICER'S RECOMMENDATIONS – 17.8/COUNCIL DECISION

Moved Cr Smith, Seconded Cr J Scott

That Council receives:

- 1 The Schedule of Accounts covering vouchers 235-240, EFT13286 to EFT13341, EFT13369 to EFT13513, 46289 to 46339 totalling \$1247,465.54 during the month of April 2013;**
- 2 Payroll payments for the month of April 2013, totalling \$332,570.70; and**
- 3 Transfers to and from investments as listed.**

Carried 7/0

COMMUNITY SERVICES REPORTS	Nil
NEW BUSINESS OF AN URGENT NATURE	Nil
PUBLIC QUESTION TIME	Nil
MOTIONS WITHOUT NOTICE (ABSOLUTE MAJORITY BY COUNCIL)	Nil
NOTICES OF MOTION FOR CONSIDERATION AT THE NEXT ORDINARY MEETING OF THE COUNCIL	Nil
ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS	

The following item 23.1 will be considered for discussion behind closed doors (meeting will be closed to members of the public) as allowed under section 5.23 (27)(c) of the Local Government Act as the matter deals with "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".

The member of the public left the Chambers with Mr Dent at 6.34pm and did not return.

Mr Dent returned to Chambers at 6.35pm.

OC0511 COUNCIL DECISION

Moved Cr Bell, Seconded Cr Hearne

That Council close the meeting to members of the public to discuss an item behind closed doors (S5.23 (27)(c)).

Carried 7/0

VOTING REQUIREMENTS

Simple majority

OC0512 (23.1) Loan for the Purchase of Mobile Garbage Bins for the Kerbside Collection Service (Waste, Recycling, Organics) Provision and Maintenance of Bins and Processing of Recyclables Preferred Supplier

Location:	Capel
Applicant:	Shire of Capel
Disclosure of Interest:	Nil
Date:	2.5.2013
Author:	Manager Environmental Health, C Dent
Senior Officer:	Chief Executive Officer, P Sheedy
Attachments:	Nil

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATIONS – 23.1

That Council:

1. Enters into a contract with Perthwaste Pty Ltd, trading as Perthwaste Greenrecycling for the provision of processing of recyclables as detailed in scenario 2 of the Recommendation Report submitted to Council on 17 April 2013 and commences the contract effective from 1 July 2013 for a period of five (5) years with a further five (5) year extension options, exercisable at the absolute discretion of the Principal and subject to satisfactory performance of contract provisions;
2. In the event that the existing contract is extended the implementation of the new contract will be delayed until a time agreed to by all parties.

Simple majority

3. Agrees to raise a loan for a period of ten (10) years for the sum of up to \$820,000 for the purchase of mobile garbage bins for the provision of a domestic Kerbside waste, recycling and organics operation.

Absolute majority

OC0512 COUNCIL DECISION

Moved Cr McCleery, Seconded Cr J Scott

That Council:

1. **Enters into a contract with Perthwaste Pty Ltd, trading as Perthwaste Greenrecycling for the provision of processing of recyclables as detailed in scenario 2 of the Recommendation Report submitted to Council on 17 April 2013 and commences the contract effective from 1 July 2013 for a period of five (5) years with a further five (5) year extension options, exercisable at the absolute discretion of the Principal and subject to satisfactory performance of contract provisions; and**
2. **In the event that the existing contract is extended the implementation of the new contract will be delayed until a time agreed to by all parties.**

Carried 7/0

VOTING REQUIREMENTS

Simple majority

OC0513 COUNCIL DECISION

Moved Cr McCleery, Seconded Cr Norton

That Council agrees to raise a loan for a period of ten (10) years for the sum of \$395,000 for the purchase of mobile garbage bins for the provision of a domestic Kerbside waste, recycling and organics operation.

Carried with an Absolute majority 7/0

VOTING REQUIREMENTS

Absolute majority

OC0513 COUNCIL DECISION

Moved Cr Bell, Seconded Cr Hearne

That the meeting be re-opened to the public.

Carried 7/0

VOTING REQUIREMENTS

Simple majority

MEETING CLOSURE

The meeting closed at 7.06pm.

These minutes were confirmed at an Ordinary Council meeting on 26 June 2013.

Signed

Presiding Person at the meeting at which time the minutes were confirmed.

Date