

Shire *of* Capel

AGENDA

ORDINARY COUNCIL MEETING

Wednesday 19 September 2012

Commencing at 4.30pm in the Council Chambers at
the Shire Offices, Forrest Road, Capel.

REMINDERS:

**COUNCILLOR/CEO QUARTERLY MEETING
COMMENCING AT 2.00PM**

**ROUND THE TABLE DISCUSSION
COMMENCING AT 4.00PM**



Experience the
Shire of Capel



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FINANCIAL INTEREST

(Effective 1 July 1996)

A financial interest occurs where a Councillor, or a person with whom the Councillor is closely associated, has a direct or indirect financial interest in the matter. That is, the person stands to make a financial gain or loss from the decision, either now or at some time in the future.

An indirect financial interest includes a reference to a financial relationship between that person and another person who requires a Local Government decision in relation to the matter.

Councillors should declare an interest:

- a) in a written notice given to the CEO before the meeting; or**
- b) at the meeting immediately before the matter is discussed**

A member who has declared an interest must not:

- * preside at the part of the meeting relating to the matter; or
- * participate in, or be present during any discussion or decision making procedure relating to the matter,

unless the member is allowed to do so under Section 5.68 or 5.69, Local Government Act (1995).

Ref: Local Government Act 1995 Division 6 - Disclosure of Financial Interest.
Specifically Sections 5.60, 5.61, 5.65 and 5.67.

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Any persons or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Capel during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Capel. The Shire of Capel warns that anyone who has an application lodged with the Shire of Capel must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Capel in respect of the application.

SHIRE OF CAPEL

NOTICE OF AN ORDINARY COUNCIL MEETING

THE NEXT ORDINARY MEETING OF COUNCIL WILL BE HELD IN THE COUNCIL CHAMBERS ON WEDNESDAY, 19TH SEPTEMBER 2012 COMMENCING AT 4.30PM.

PF Sheedy.

PF Sheedy
CHIEF EXECUTIVE OFFICER

14 September, 2012

AGENDA

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- 1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
- 2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)**
- 3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
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- 6 DECLARATION OF INTEREST**
- 7 NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**
- 8 CONFIRMATION OF MINUTES**
- 8.1 Ordinary Council Meeting – 15.08.12
- 9 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION**
- 10 PETITIONS/DEPUTATIONS/PRESENTATIONS**

James Cowden of GeoCatch to present an update on the Capel Townsite Stormwater Drainage Strategy.
- 11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
- 12 QUESTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

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16.1 Tender 12/05 Capel Hardcourts Redevelopment

Location:	Goodwood Road, Capel
Applicant:	Shire of Capel
File Reference:	
Disclosure of Interest:	Nil
Date:	12.09.12
Author:	Engineering Technical Officer (Development), A Coulson
Senior Officer:	Director Engineering and Operations, W Butler
Attachments:	1. Drawing 12-036-400B Carpark and Path Plan 2. Drawing 12-036-401A Playground Parking

MATTER FOR CONSIDERATION

Consideration of tender submissions for the Redevelopment of the Capel Hardcourts. Staff believe the tender submission from Geographe Civil represents the best value for money.

BACKGROUND / PROPOSAL**Background**

The Shire of Capel in 2004 commissioned ISM Consulting to develop a Sport and Recreation Strategic Plan for 2005-2015. The plan identified the current facilities at the Capel Recreation Ground as being inadequate and highlighted the need to construct a sports pavilion, oval lighting and redevelopment of the hard-court area.

Council's Sports and Recreation Plan identified the need to redevelop the Capel Recreation Ground. This redevelopment includes installing improved floodlighting, replacing the sports pavilion and installing new hardcourts closer to the building.

The project to replace the Capel Sports Pavilion commenced in 2008/09 but was delayed due to the need to undertake a radiological survey of the site. This survey was required as the banks of the hardcourts were disrupted by the building construction process and fill for this area was sourced from Iluka mineral sands tailings which proved to be contaminated.

Coffey Environments were engaged to carry out this radiological survey in March 2009. The radiological survey showed no danger to the public, but as a precaution the Shire closed the courts to the public in August 2009 and appointed Coffee Environments to prepare a Radiation Management Plan for the remediation work of the basketball and tennis courts. The Capel Sports Pavilion was completed in 2011.

The contaminated material from the basketball/tennis courts was removed in November 2011 in accordance with the Radiation Management Plan with Iluka Resources providing a land fill site for the contaminated material.

The basketball/tennis courts have been registered as a contaminated site with the Contaminated Site Section of the Department of Environment and Conservation as required under the provisions of the Contaminated Sites Act and Regulations. The DEC must approve

any construction works on a contaminated site. Information on the remediation of the site and proposed works has been forwarded to the DEC in May 2012 for approval to commence construction. This approval is yet to be received. Any variations to this proposal caused by amendments required by the DEC will be treated as a variation to the Contract.

In July 2009 Council received the Minister for Planning's approval to expend \$98,777.80 of cash-in-lieu funds at the Capel Recreation ground for the development of a playground, playground fencing and the small car park referred to above.

The playground fencing has been completed, however at this time the car park area was not developed which resulted in some unspent funds being retained in trust. The funds have now (with interest gained) accumulated to the amount of \$59,128.00. It is now intended that the car park and some additional footpaths be developed with the remaining funds. The Minister's approval will be required for the additional expenditure.

Proposal

The next stage of works for the development of the Capel Recreation Ground is to construct 2 multi purpose courts each with 2 tennis courts, 2 basketball courts and 2 netball courts close to the pavilion and a carpark with access from Goodwood Road as well as the associated drainage, retaining walls, fencing and lighting. (See Attachment 1) The construction of a smaller car park adjacent to the playground next to Spurr Street is also included in this tender. (See Attachment 2)

STATUTORY ENVIRONMENT

Local Government Act 1995 s3.57(11)(1) of the Local Government Regulations requires all goods and services with a value in excess of \$100,000 to be subject to a public tender process.

Section 153 of the Planning and Development Act 2005 (the Act) provides that a local government may accept cash-in-lieu funds in respect of a Public Open Space contribution requirement and such funds may pursuant to Section 154 of the Act with the Minister for Planning's approval be utilised for the improvement or development of parks, recreation grounds or open spaces generally of any land in that locality vested in or administered by the local government for any of these purposes.

POLICY IMPLICATIONS

Policy 10.1 Tender Procedures.

Policy 10.13 Purchasing states that purchases must be made in consideration of (amongst other things) the best value for money.

To promote economic activity and employment opportunities within the Shire of Capel, Council has a local purchasing preference. A 5% price preference is applicable to locally based suppliers on all purchases where the purchase consideration exceeds \$1,000.

FINANCIAL IMPLICATIONS

Budget

This project has been allocated \$1,008,716 as Capel Recreation Ground – Hardcourts, parking in the 2012/13 Council budget. The total project budget was \$1,254,013 with expenditure of \$245,946 incurred in 2011/12 for removal of contaminated soil. Grant funding of \$333,118 has been secured for this project from the Department of Sport and Recreation's Community Sport and Recreation Facilities Fund (CSRFF). A \$900,000 loan is to be raised with one (1) principle and interest repayment to occur in this financial year.

The dual use path along Goodwood Road between Spurr Street and Berkshire Road has also been allocated \$42,000 in the 2012/13 Council budget. The portion of this path included in the scope of the Hardcourts Redevelopment has a value of \$27,000.

The small carpark located next to the playground off Spurr Street had \$23,778 allocated in the 2011/12 budget. The carpark was not constructed in 2011/12 due to the construction cost being much higher than the budgeted amount. The inclusion of this carpark into the hardcourts redevelopment scope was taken to reduce the cost of construction. The small carpark failed to be included in the 2012/13 budget although the amount of \$59,128 is held in Trust T1430 as cash in lieu for Public Open Space. It is recommended that this \$59,128 which is held in trust for Public Open Space infrastructure be allocated as unbudgeted expenditure for the construction of the small carpark and associated shared use paths linking the Spurr Street path network to the Playground and Sports pavilion.

As indicated in the background section of this report the Minister for Planning's approval will be required for the expenditure of a portion of this trust money (partial approval already exists). Advice from an officer at the Western Australian Planning Commission has indicated that procedurally this request would be acceptable.

If this recommendation is adopted, the total effective budget for this project will be

Capel Recreation Ground – Hardcourts, Parking	\$1,008,716
Goodwood Road Path portion	\$ 27,000
POS infrastructure	<u>\$ 59,128</u>
	<u>\$1,094,084</u>

Landscaping of the redeveloped area has been omitted from the scope due to lack of available budgeted funds. A budget request for landscaping will be submitted for consideration in the 2013/14 budget.

Long Term

The \$900,000 loan will incur principle and interest repayments over a ten (10) year term.

The long term financial implications of redeveloping the hardcourts will include budget considerations each year for:

- Lighting maintenance
- Power usage
- Court cleaning
- Carpark sweeping
- Stormwater infrastructure maintenance

Tennis nets and basketball backboards may require repair or replacement after ten (10) years and carpark and court surfaces will require resurfacing after approximately 20 years.

Whole of Life

The whole of life financial implications have not been calculated at this stage and will be assessed soon by the asset management officers.

SUSTAINABILITY IMPLICATIONS

The surface area of the new hardcourts and car parking area will prevent rainfall dispersing into the ground. The geotechnical report indicates that the soil is not suitable for onsite dispersal of stormwater and as such the drainage system has been designed to detain runoff for a 1 hour/ 1 year Average Rainfall Interval event with any excess runoff flowing through to the drainage system running under Berkshire Road. Water Sensitive Urban Design principles have been utilised to improve the quality of the water leaving the site with two rain-gardens to

be constructed in the large carpark and the swale drain alongside the bowling green to be enhanced with vegetation and rock riffles. These measures will help to screen out the hydrocarbon residues which will accumulate on the carpark surfaces.

Once completed, the hardcourts will provide an opportunity for basketball, netball and tennis clubs to be re-established and in turn will create social opportunities for club members as well as the general public.

The construction of the hardcourts and car parking areas may provide an economic benefit for businesses in the Shire if they are suitably qualified and able to complete the works required.

The hardcourts and the facilities of the nearby sports pavilion will provide an opportunity for clubs to raise funds.

STRATEGIC IMPLICATIONS

Shire or Capel Sport & Recreation Strategic Plan 2005-2015

The key objective of Facility Development, Management and Maintenance included a number of relevant strategies including the development of a master plan for the redevelopment of the Capel sports ground to meet the needs of the increasing population.

Shire of Capel Strategic Plan 2009-2020

Within the key focus area of Community, strategy C2 of planning to meet the sporting and recreational needs of the community is relevant. The Infrastructure strategy of ensuring the provision of sustainable infrastructure to meet community needs is also relevant.

CONSULTATION

Tender 12/05 Capel Hardcourts Redevelopment was advertised in the "West Australian" on 8th August 2012 and the "South Western Times" on 9th August 2012, and submissions closed on 6th September 2012.

The Capel Country Club, Bowling Club and Main Roads WA have been consulted with in regards to the design of the carpark and courts with their feedback influencing the final design.

The residents who live opposite the proposed site on Goodwood Road and Spurr Street, Capel will be notified by a letter of intention to complete works prior to commencement of works.

A large sign will be erected on site prior to works commencing advising of proposed works and contact details, and information of the proposed works will be contained in future issues of the Capel Courier, Capel Snippets and on the Shire website.

COMMENT

PREFERRED TENDERER

In considering which tenderer to award the Contract to, there are several important considerations. As part of the tender assessment, 40% of the total score is based on the tenderer's ability to demonstrate previous experience on similar projects, outline available resources and personnel, demonstrate that previous works were completed to the required standard, in the required time, to the accepted price and with minimum disruption to the public.

All tenderers scored between 26.66 and 34.00 (out of a possible 40). The variation is due to the fact that some tenderers provided very little of the requested information while some provided very detailed and comprehensive documents. This information gives the Shire staff a

better indication as to whether the Contractors are capable of performing the works and what success they have had in the past.

The remaining 60% of the total score is calculated as a percentage of the lowest price against the tenderers’ price. Therefore, 60 points is allocated immediately to the lowest price. Refer to the table below (Table A).

TABLE A: Tenders – Tender Criteria Weighting

Tenderer	Tender Amount \$ inc GST	Demonstrated Experience, Resources and Personnel (40% weighting)	Price (60% weighting)	SCORE TOTAL
Geographe Civil	1,242,114	34.00	60.00	94.00
S & J Excavations	1,412,431	31.33	52.76	84.09
Ace Infrastructure	2,144,569	26.66	34.75	61.41

Ace Infrastructure did not provide sufficient information regarding personnel and qualifications. Their price was also the most expensive which resulted in a score of 61.41 out of 100.

S&J Excavations submitted a reasonably comprehensive document but failed to provide much detail on their employees’ qualifications. Their price was 14% above the estimated rates for best value for money and as a result their score was 84.09 out of 100.

Geographe Civil submitted a comprehensive tender document which addressed all of the areas of plant, personnel and experience required to successfully complete the works. Their tendered price was also representative of the best value for money which resulted in a score of 94 out of 100.

After considering the points allocated and the information provided by the tenderers and relevant referees, staff support the awarding of the tender to Geographe Civil who scored the highest with 94. Shire staff are confident that based on their tender submission Geographe Civil possess the experience and resources to complete the works on time, to the required standard and within the accepted price.

UNBUDGETED EXPENDITURE

The tendered price of the preferred tenderer is higher than the allocated budget for this project.

The portion of dual use path located along Goodwood Road which is shown in the scope already has a budget allocation. This \$27,000 portion should be reallocated Capel Hardcourts Redevelopment.

The \$59,128 amount held in trust should also be allocated to Capel Hardcourts Redevelopment.

The allocated budget and funds available which are held in trust are as follows.

Capel Recreation Ground – Hardcourts, Parking	\$1,008,716
Goodwood Road Path portion	\$ 27,000
Cash in lieu POS	<u>\$ 59,128</u>

Total available funds \$1,094,084

The tendered price of the preferred tenderer is	\$1,242,114 inc gst
	\$ 124,211 gst
	\$1,129,195 exc gst
Plus funds already committed to design works	\$ 28,815
Total required budget	<u>\$1,158,010</u>

The additional funds required to complete this project is \$63,926 which is 5.8% of the allocated budget.

Shire officers have considered other budgeted projects which are solely Council funded which may be suitable for deferring this year to allow the funds to be reallocated to the Capel Hardcourts Redevelopment.

The following projects have been allocated funds in the 2012/13 budget and are considered suitable to be deferred for a year. These projects if deferred will be reconsidered for budget allocation in the 2013/14 financial year.

1. Prowse Road, Capel dual use path - \$20,000
2. Trigwell Road, Boyanup dual use path - \$35,000
3. Range Road, Capel cul-de-sac - \$12,000

Several alterations to the final plans have been identified which will result in a reduction in cost to the constructed price. Some of the cost savings will be:

- Re-orientation of Basketball/netball courts to same as tennis courts will save up to 8 light poles which will save up to \$30,000.
- Utilising gravel for the sub base and pavement courses in the carparks instead of using limestone and gravel which may save up to \$5,647.

The savings of these alterations should be retained for possible contingency costs which may develop during the construction works.

OFFICER'S RECOMMENDATIONS – 16.1

STAFF RECOMMENDATION 1

That Council accepts the tender from Geographe Civil for \$1,242,114 including GST as detailed in tender No. 12/05 for the Capel Hardcourt Redevelopment.

VOTING REQUIREMENTS

Simple majority

STAFF RECOMMENDATION 2

That Council approves unbudgeted expenditure of \$59,128 to complete the Capel Hardcourt Redevelopment (Job XM14), to be funded from trust account T1430 Cash in Lieu of Public Open Space, subject to the Minister for Planning's approval.

VOTING REQUIREMENTS

Absolute majority

STAFF RECOMMENDATION 3

That Council approves the reallocation of funds in the 2012/13 budget from Goodwood Road dual use path (Job XM52 - \$27,000), to Prowse Road dual use path (Job XM54 - \$20,000), Trigwell Road dual use path (Job XM55 - \$35,000) and Range Road cul-de-sac (Job XM38 - \$12,000) to the Capel Hardcourt Redevelopment (Job XM14).

VOTING REQUIREMENTS

Simple majority

17 CORPORATE SERVICES REPORTS**17.1 SW Zone WALGA – Memorandum of Understanding – Emergency Support**

Applicant: Shire of Capel
 File Reference: 4/60/11
 Disclosure of Interest: Nil
 Date: 03.09.2012
 Author: Governance Officer, D Freeman
 Senior Officer: Director Corporate Services, P Anastasakis
 Attachments: Joint Council's MOU for Emergency Services

MATTER FOR CONSIDERATION

The continued participation of the Shire of Capel as a signatory to the Memorandum of Understanding between local governments of the South West Zone of WALGA relating to mutual aid during emergencies and post emergency recovery.

BACKGROUND / PROPOSAL**Background**

At the meeting of the South West Zone of Western Australian Local Government Association (WALGA) held on 24 August 2012, the Councils present resolved as follows:

Member Councils of the South West Zone of WALGA affirm their commitment to the Memorandum of Understanding for the provision of mutual aid during emergencies and post incident recovery in support of other zone members in the event of a major emergency incident occurring within the zone for a further period of three years.

In December 2010, member Councils of the South West Zone of WALGA entered into a Memorandum of Understanding committing their preparedness to support other zone members in what ever capacity they are able to offer in the event of a major emergency incident occurring within the zone.

Proposal

Council commit to being a party to the MOU for a further three years.

STATUTORY ENVIRONMENT

There are no statutory implications directly associated with this matter. Consideration of this matter is however considered to be consistent with the tenor of the "general functions of local government" as provided for in Section 3.1 of the Local Government Act 1995 as follows:

3.1. General function

- (1) The general function of a local government is to provide for the good government of persons in its district.
- (2) The scope of the general function of a local government is to be construed in the context of its other functions under this Act or any other written law and any constraints imposed by this Act or any other written law on the performance of its functions.
- (3) A liberal approach is to be taken to the construction of the scope of the general function of a local government.

POLICY IMPLICATIONS

There are no policy implications associated with this matter.

FINANCIAL IMPLICATIONS

Budget

There may be some financial implications such as general operating costs of plant and staff time associated with being a partner in the MOU; however this would be dependent upon the scale of the incident being responded to, and the length of deployment of Council resources.

All Councils in the Zone are asked to make a similar commitment on the understanding that they will receive similar offers of support from fellow Zone Councils should they also need support.

The MOU does not negate the ability of an affected Council to claim the operating costs incurred by a donor Council from the various disaster relief funds.

To date there has not been any costs incurred by the Shire of Capel arising from this MOU.

Long Term

There are no long term financial implications associated with this matter.

Whole of Life

There are no long term financial implications associated with this matter.

SUSTAINABILITY IMPLICATIONS

Pre-planning of coordinated commitment of resources to an emergency incident can help to reduce the extent of environmental impact caused by the incident by limiting the spread of the incident. It can also help to reduce the extent of social impact caused by an incident by facilitating a quicker and cohesive response and help to reduce the extent of economic impact caused by an incident by lessening the severity of the incident and the related negative impact on local businesses.

STRATEGIC IMPLICATIONS

Consideration of this matter is consistent with the Objectives of Key Focus Area 2 – objective 2.4 - Strive to make the Shire a safe place to live, work and visit, and Key Focus Area 3 – Objective 3.1 - Protect and promote the natural and built environment, of the Shire of Capel Strategic Plan 2009 - 2020.

CONSULTATION

This matter was considered by the member Councils of the South West Zone of WALGA at the meeting on 24 August 2012. The motion supporting the continuation of the MOU for a further 3 years was carried unanimously.

There has been no further consultation on this matter.

COMMENT

The MOU legitimises, the informal arrangements that have existed for many years whereby any local government needing assistance could feel free to call on a neighbouring local government, or indeed from anywhere else in the zone, for assistance.

The formalisation of these arrangements, by way of a MOU, is seen to demonstrate to the State Emergency Management Committee (SEMC) the strength of our emergency management plans as well as the capacity of our communities to cope in times of difficulty.

Participation in the MOU also serves to demonstrate the capacity and willingness of participating Councils to work co-operatively and share resources within the region.

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATIONS – 17.1

That the Shire of Capel commits to being a party to the Memorandum of Understanding for Member Councils of the South West Zone - Western Australian Local Government Association for the provision of mutual aid during emergencies and post incident recovery for a further period of three years.

17.2 Application To Keep 3 Dogs – 18 Duce Road, Boyanup

Location: Boyanup
Applicant: Ms Jessica Bass
File Reference:
Disclosure of Interest: Nil
Date: 31.08.12
Author: Customer Service Officer, P Mileto
Senior Officer: Director Corporate Services, P Anastasakis
Attachments: Location Plan

MATTER FOR CONSIDERATION

An application has been received to keep 3 dogs at 18 Duce Drive, Boyanup.

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 18 Duce Road, Boyanup.

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 authorise 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.

Should this application not be granted, 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 antisocial behaviour by the dogs.

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

There is a potential social impact for barking complaints from the neighbouring properties. There are no environmental or economic implications.

STRATEGIC IMPLICATIONS

The consideration of this matter is consistent with Key Focus Area 2 – The Community Experience, Strategy C6 – Plan for the health and safety of the community in the Shire of Capel Strategic Plan.

CONSULTATION

A letter was sent out to all property owners of both adjoining and surrounding land advising of the application and asking whether or not they had any objections to the proposal. A total of 6 letters were sent out with 3 replies received. Out of the responses received, three did not object. The remaining 3 did not respond.

COMMENT

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

Charlie	11 Months	Sterilised Female	Labrador x Kelpie
Tara	10 Years	Sterilised	Greyhound cross
Murphy	5 Years	Male	German Shepherd

An inspection of the property by the Community Rangers has found that the property is fully fenced to contain the dogs. The owner is also purchasing an “invisible fence”, which is an electric wire around the boundary of the property and the dogs will wear special collars.

Community Rangers have not had cause to visit the applicant’s property to deal with any claims of nuisance caused by the dogs.

The property at 18 Duce Road, Boyanup is 0.5507 hectares in size and is surrounded by similar sized properties.

As there is no evidence of nuisance or antisocial behaviour with the animals referred to in this application, it is recommended that Council grant approval. It is considered that the provisions contained in the recommendation will be sufficient to control any nuisance that may be caused by the dogs.

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION – 17.2

That Council grants an exemption, in accordance with the provisions of Section 26 (3) of the Dog Act 1976, allowing Ms Jessica Bass to keep three dogs at 18 Duce Road, Boyanup, subject to the following conditions:

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

Charlie	11 months	Sterilised Female	Labrador x Kelpie
Tara	10 Years	Sterilised Female	Greyhound
Murphy	5 Years	Male	German Shepherd

2. The exemption only applies to 18 Duce Drive, Boyanup;

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.

17.3 Local Government Property Amendment Local Law 2012

Location:	Capel
Applicant:	Shire of Capel
File Reference:	4/60/11
Disclosure of Interest:	Nil
Date:	04.09.2012
Author:	Governance Officer, D Freeman
Senior Officer:	Director Corporate Services, P Anastasakis
Attachments	1. Draft Shire of Capel Local Government Property Amendment Local Law 2012
	2. National Competition Policy – Public Benefit Test
	3. Schedule showing the current penalties prescribed under the Shire of Capel Local Government Property Local Law and the proposed penalties

MATTER FOR CONSIDERATION

To amend the Shire of Capel Local Government Property Local Law to:

1. Include that portion of the district of the Shire of Capel between the high and low water marks within the jurisdiction of the Local Law,
2. To correct anomalies within the Local law identified by the Department of Local Government, and
3. Increase penalties for contraventions of the Local Law.

BACKGROUND / PROPOSAL**Background**

At the meeting of Council held on 16 May 2012, Council resolved to give public notice in accordance with the provisions of Section 3.12 of the Local Government Act 1995 of its intention to make the Shire of Capel Local Government Property Local Law Amendment Local Law 2012.

The intention of the amendment to the local law was:

- To increase the fees for offences under the Local Law so that they provided a greater deterrent,
- To ensure that the area of the Shire of Capel between the high and low water marks was covered under the jurisdiction of the Shire's Local Government Property Local Law, and
- To incorporate amendments recommended by the Department of Local Government in relation to specified gender entry of toilet blocks or change rooms, and the onus of proof for Liability for damage to local government property.

Proposal

Council to resolve to make the Shire of Capel Local Government Property Amendment Local Law 2012.

STATUTORY ENVIRONMENT

Local Government Act 1995 – Section 3.5(1) provides that a Local Government may make Local Laws under this Act prescribing all matters that are required to be prescribed by a Local Law, or are necessary or convenient to be so prescribed, for it to perform any of its functions under this Act.

Section 3.10 provides that a local law made under this Act may provide that contravention of a provision of the local law is an offence, and may provide for the offence to be punishable on conviction by a penalty not exceeding a fine of \$5 000.

Section 3.12 sets out the procedures for making a Local Law.

Section 9.17(3) provides that unless otherwise prescribed by regulation, the modified penalty that a local law may prescribe for an offence is not to exceed 10% of the maximum fine that could be imposed for that offence by a court.

National Competition Policy – All new Local Laws or amendments to an existing Local Law must be subjected to a public benefit test review as required under National Competition Policy.

POLICY IMPLICATIONS

There are no policy implications associated with this matter.

FINANCIAL IMPLICATIONS

Budget

There will be some short term costs associated with advertising the amendment to the local law in the Government Gazette and also printing new infringement notices however these costs will be contained within existing budget allocations.

There may also be some small positive impact upon Council's financial position as a result of amending the penalties however this is related to the number of infringement notices which may be issued and as such can not be quantified.

Long Term

There are no long term financial implications for this matter.

Whole of Life

There are no whole of life financial implications for this matter.

SUSTAINABILITY IMPLICATIONS

There are no direct sustainability implications associated with the making of this Amendment Local Law however there may be environmental benefits if enforcement of the local law results in a reduction of vehicles entering the coastal dune system at beaches within the Shire.

STRATEGIC IMPLICATIONS

Key Focus Area 3 – The Environmental Experience – Objective 3.1 – Protect and promote the natural and built environment – could be seen as having relevance to this matter.

CONSULTATION

A statutory advertising period of 42 days followed the decision of Council to prepare the Local Law. This included making copies of the local law available to the public at the Council offices,

libraries and on the website and inviting submissions which must then be considered by Council before the Local Law is adopted.

As a result of this process, no submissions were received from the public.

A copy of the draft amendment was also submitted to the Department of Local Government to seek their “in principle” support for the amendment local law. Some minor formatting changes were suggested. These changes do not impact upon the original intention of the amendment to the local law.

COMMENT

Section 3.12 (4) of the Local Government Act 1995 provides that after the last day for submissions, the local government is to consider any submissions made and may make the local law as proposed or make a local law that is not significantly different from what was proposed.

As no submissions were received, it is now open to Council to make the amendment Local Law.

In accordance with the requirements of Regulation 3 of the Local Government (Functions and General Regulations) 1996, Council is required to declare the purpose and intent of the Amendment Local Law. The purpose and effect of this amendment is as follows:

Purpose- The purpose of this Amendment Local Law is to

1. Include that portion of the district of the Shire of Capel between the high and low water marks within the jurisdiction of the Local Law,
2. To correct anomalies within the Local law identified by the Department of Local Government, and
3. To increase penalties increase penalties for contraventions of the Local Law so that the penalties are reflective of current income levels and provide a greater deterrent to breaches of the Local Law.

Effect- The effect of this Amendment Local Law is that the whole of the district of the Shire of Capel will now be covered by the Shire of Capel Local Government Property Local Law and that any persons who commit offences under the Local Law will now incur increased penalties for those offences.

VOTING REQUIREMENTS

Absolute majority

OFFICER’S RECOMMENDATIONS – 17.3

That Council, in accordance with the provisions of Section 3.5(1) of the Local Government Act 1995 resolves to make the Shire of Capel Local Government Property Amendment Local Law 2012.

17.4 Write Off Sundry Debtors

Location: Capel
Applicant: Shire of Capel
File Reference:
Disclosure of Interest: Nil
Date: 05.09.12
Author: Director Corporate Services, P Anastasakis
Senior Officer: Chief Executive Officer, P Sheedy
Attachments: Nil

MATTER FOR CONSIDERATION

Council to consider writing off a number of sundry debtors that are considered to be unrecoverable.

PROPOSAL / BACKGROUND**Background**

Requests to write off bad debts are normally provided to Council every six months. The last write off approved by Council was on 18 January 2012 (minute reference OC0108) when 8 debtors to the value of \$257.19 were approved for write off.

Proposal

Invoices have been raised for the recovery of various amounts owed to Council. Action to collect these amounts has proven to be unsuccessful for a variety of reasons. It is proposed that Council write off the Sundry Debtors itemised within this report.

STATUTORY ENVIRONMENT

Section 6.12 (1) (C) of the Local Government Act 1995 allows a local government to write off any amount of money owed to the local government.

POLICY IMPLICATIONS

There are no Policies applying to the matter.

FINANCIAL IMPLICATIONS**Budget**

The total of outstanding debts proposed to be written off is \$125.15 including GST. The amount of the write off to be expensed within the financial report excludes GST and is \$113.77.

Long Term

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

The write off of sundry debtors is not expected to have any environmental impact. In some cases the social situation of customers may have contributed to these minor debts having to be written off. The write off of these minor debts will have a minor economic impact upon the Shire.

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

Despite written and verbal communication with the outstanding debtors no payments have been received.

COMMENT

The fees and charges as detailed below cannot be recovered and the reasons for their non-recovery are detailed. Each debt has been followed up with statements and final letters of demand and visits from a Community Ranger where appropriate. Some of the debtors have now moved and their forwarding address is unknown. The outstanding debt could be followed up through the courts at a total estimated cost of over \$200.00 for court costs for a civil summons, bailiff service fee and travel. These costs are added to the outstanding debt and would be recoverable from the debtor. However, it is essential a current address for the debtor is available so the summons can be served.

In all of the cases the value of the outstanding debt is low and it is not considered appropriate to follow up the matter through the issuing of a court summons.

In the case of debts associated with library books and fees, the member and all members of their immediate family living at the same address have been banned from being able to use the library facilities in the Shire. Should these library users attempt to borrow books in the future they will need to pay any outstanding fees before their borrowing privileges are reinstated.

In the following table, the details of the debtor's name have not been included for privacy reasons.

Debtor	Amount	Description of Debt	Write Off Reason
B344	21.00	Charge for lost book plus account fee	Outstanding since 8/2/12. Lost book. Amount is minor compared to any further effort required to follow up debt. Borrowing privileges revoked.
M099	31.00	Charge for 2 lost books plus account fee	Outstanding since 19/10/11. 2 Lost books. Amount is minor compared to any further effort required to follow up debt. Borrowing privileges revoked.
M156	73.15	Charge for 2 lost books plus account fee	Outstanding since 31/1/12. 2 Lost books. Amount is minor compared to any further effort required to follow up debt. Borrowing privileges revoked. Moved to neighbouring Shire – library advised.

In total 3 debtors are recommended to be written off and all of the debtors are or were library customers.

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATION – 17.4

That Council write off the following amounts of outstanding Sundry Debtor accounts that total \$125.15:

B344	\$21.00	Lost library book and account keeping fee
M099	\$31.00	Lost library books and account keeping fee
M156	\$73.15	Lost library books and account keeping fee.

17.5 Discretionary Donation – South West Foodbowl Festival

Location: Capel
Applicant: South West Foodbowl Festival
File Reference:
Disclosure of Interest: Nil
Date: 06.09.12
Author: Director Corporate Services, P Anastasakis
Senior Officer: Chief Executive Officer, P Sheedy
Attachments: Nil

MATTER FOR CONSIDERATION

Council to consider a possible donation for the South West Foodbowl Festival in Nannup on 26th and 27th October 2012.

PROPOSAL / BACKGROUND**Background**

A request has been received from the South West Foodbowl Festival Chairperson requesting Council support for the event. 2012 is recognised as the Year of the Farmer, and this festival aims to assist in celebrating the South West produce and producers.

Proposal

It is proposed that Council provide support for the South West Foodbowl Festival through a donation of \$500.

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.

POLICY IMPLICATIONS

Policy 11.1 Donations to Charitable Organisations, is not applicable.

FINANCIAL IMPLICATIONS**Budget**

A total budget of \$1,500.00 has been allowed for discretionary donations within Account 102220, Donations. At this stage no other donations have been approved for payment from this budget allocation. Therefore a balance of \$1,500.00 remains available to be allocated.

Long Term

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

The donation of funds is not expected to have any environmental impact.

There is a social benefit in promoting and supporting the farming industry within the broader south west region and the Shire of Capel.

There is a potential ongoing economic benefit in promoting the farming sector as an essential and ongoing industry in the region.

STRATEGIC IMPLICATIONS

Strategic Plan 2009 – 2020 includes the following strategy which has some relevance:

- Community strategy of developing links with our volunteer community groups.

CONSULTATION

Telephone contact was attempted with the chairperson of the committee.

COMMENT

A letter has been received from the South West Foodbowl Festival Chairperson, part of the contents of which is as follows:

"Good afternoon Paul and Councillors,

RE: Year of the farmer

South West Foodbowl Festival" 26th-27th October 2012 –Request for funding

The Federal Government has recognised 2012 as the year of the Farmer. The year of the farmer is about acknowledging the hard work of everyone involved in producing, processing, handling and selling food products from 136,000 farms across Australia. Our farmers sustain the Australian way of life and are major contributors to the well being of our economy.

The Australian Year of the Farmer is about celebrating and enriching the connections between rural and urban Australia.

*To celebrate the Australian Year of the Farmer, Nannup will be hosting the **'Southwest Foodbowl Festival'** – a celebration of South West produce and producers held over two days (**October the 26th & 27th**) featuring an informative and educational Farming Expo (including the Year of the Farmer National Roadshow), 'Meet the Farmer' guided tours and 'Taste of the South West' formal long-table dinner.*

This event would be the first of its kind in the region and aims to bridge the gap between farmers and the wider community by highlighting the work farmers do and the important contribution that they make regionally and nationally.

*There will also be a focus on educating people about the fantastic career and training opportunities available in agriculture. South-West schools will be in attendance on Friday the 26th, giving an opportunity to demonstrate to young people in the region the opportunities that an industry that nationally generates more than **\$200 billion** a year and employs up to **880,000** people, can present to them.*

*The **'South West Foodbowl Festival'** will also be a fantastic opportunity to showcase our beautiful region and the world-class produce that is found here and attract people from all over the region, state and country. It will also give Farmers, agencies (local, state and national), farming organisations, training organisations and the local*

community a chance to all network, liaise and strengthen ties with each other. This will contribute to the growth and sustainability of not only the agricultural industry, but the region as a whole.

A working group has been set up to bring this event to fruition. The participants include the Department of Agriculture and Food WA (DAFWA), the Nannup Shire, South West Development Commission (SWDC), Lower Blackwood Catchment LCDC, South West Catchments Council (SWCC), 3 successful local farmers, an Indigenous member, and a member from the Nannup District High School among others.

The programme involves a day with school students, an Expo and Sundowner, the second day will start with The Big Farmers breakfast, farm tours, more Expo, farmers markets and a black-tie dinner in a marquee on a local property with a celebrity chef and keynote speaker.

The committee have also been working closely with Billy Wellstead from SWDC on the organisation of the event.

We recognise that one of the Shire of Capel's key industries is still agriculture and therefore believe you would have a keen interest in supporting and celebrating your farmers' contribution to Capel's and the State's economy and helping the general community understand what it is that farmers do on their land.

The committee would ask you and your councillors to consider a contribution to help fund the organisation of the Expo and source a key note speaker and celebrity chef for the event. Attached is a draft programme for consideration of the areas for possible sponsorship.

We appreciate your consideration of this request and look forward to hearing from you soon and hope that you and your farmers will take part in this event.

Yours faithfully,

*Barbara Dunnet
Chairperson
South West Food Festival
Year of the Farmer Event"*

This is the first time a request from this group has been received and it is considered the request has merit as it promotes the South West region and particularly the farming sector, while also demonstrating regional cooperation.

While no specific amount of support has been requested, the recommended amount of \$500 can be funded from the balance of Council's discretionary donations budget for this financial year.

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATION – 17.5

That Council approves a donation of \$500.00 to the South West Foodbowl Festival group as part of the 'Year of the Farmer' celebrations.

17.6 Accounts Due and Submitted for Authorisation

Location: Capel
Applicant: Shire of Capel
File Reference:
Disclosure of Interest: Nil
Date: 10.09.12
Author: Senior Finance Officer, N Thomson
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 staff have been consulted and authorised the payments.

COMMENT

Accounts due and submitted for authorisation are as follows:

Chq/EFT	Date	Name	Description	Amount
EFT11858	19/09/2012	Amity Signs	Name Plates & Various Signage	199.10
EFT11859	19/09/2012	SAI Global Limited	Download Australian Standard 1940	184.95
EFT11860	19/09/2012	Auslec	One Box Of 1200mm Fluoro Tube Lights	129.25
EFT11861	19/09/2012	Australia Day Council Of WA (Inc)	Bronze Membership 2012/13 Australia Day Council Of WA	200.00
EFT11862	19/09/2012	Southwest Tyre Service	Supply And Fit Tyres – 46CP	780.00
EFT11863	19/09/2012	Big W	Electronic Scales - Health	40.00
EFT11864	19/09/2012	Bell Fire Equipment Company	Routine Monthly Servicing Of Fire Indicator Panel Capel Hall	137.50
EFT11865	19/09/2012	Benson's Chainsaw Centre	2 x chains For Chainsaw.	80.00
EFT11866	19/09/2012	Bunbury Wellington Economic Alliance	2012/13 Local Govt Membership Fee	12127.50
EFT11867	19/09/2012	Bunnings Building Supplies Pty Ltd	Door Retractor For The Toilet Door At Mininnup Beach, Hardware Supplies To Fix Side Planks Jamieson Rd Foot Bridge.	199.23
EFT11868	19/09/2012	Heatley Sales Pty Ltd	Cans White Spray Paint	114.94
EFT11869	19/09/2012	Bullivants Pty Ltd	10x Small Link Chain For Swings At Townpark.	61.82
EFT11870	19/09/2012	Boyanup Auto Repairs	Repairs To Roller CP4833, Replace Smashed Light On Grader CP1804.	7451.50
EFT11871	19/09/2012	Boyanup Botanical	Miscellaneous Plants	736.07
EFT11872	19/09/2012	Bunbury Trucks	10,000km Service Truck CP9477	670.30
EFT11873	19/09/2012	Bunbury Towing	Tow Impounded Vehicles	402.70
EFT11874	19/09/2012	Corporate Express Bunbury	Stationery 2012/13	1965.63
EFT11875	19/09/2012	Coventry Fasteners	Set Of Star Keys	20.53
EFT11876	19/09/2012	CJD Equipment Pty Ltd	Replace Hyd Cap On Multi Tyre Roller CP4833	32.77
EFT11877	19/09/2012	Delron Cleaning	Cleaning For Month	1316.84
EFT11878	19/09/2012	FESA	ESL 1st Quarter Contribution & Participation In 2012/13 Community Service Fire Season Announcement Program	116396.60

EFT11879	19/09/2012	Fennessy's	40,000 Km Service & wheel alignment CP1125, 60,000Km Service 46CP, replace drive belt 40CP, 50,000Km Service 46CP, Wheel Alignment Cp9320, 20,000km Service Cp81	2076.71
EFT11880	19/09/2012	Frontline Safety & Training Services	First Aid Training X 7 Employees	1800.00
EFT11881	19/09/2012	Geographe Civil	Emergency Cleanup Works & Jules Road Drainage Upgrade Progress Claim 2	309045.75
EFT11882	19/09/2012	GCS Hire Pty Ltd - Bunbury	Hire Digger For Funeral	255.37
EFT11883	19/09/2012	Western Australian Local Government Association	CEO Performance Review 2011/12, Various Employment Advertising, Registration For WALGA Convention CEO & Councillors, Registration For Hr Conference Manager Hr & Registration For Carbon & Local Government Session Planning Officer & Sustainability Officer.	12320.17
EFT11884	19/09/2012	Small Business Centre	2012/13 Sponsorship For Small Business Centre Bunbury - Wellington	4950.00
EFT11885	19/09/2012	Landgate	Land Enquiries - July 12	144.00
EFT11886	19/09/2012	Malatesta Road Paving & Hot Mix	Hotmix For Potholing	726.00
EFT11887	19/09/2012	Opus International Consultants (PCA) Ltd	Data Entry & Upload To Roman II	3531.00
EFT11888	19/09/2012	Prestige Products-Busselton	Cleaning Products	88.00
EFT11889	19/09/2012	Perth Management Services	Rent & Outgoings Dalyellup Library	1341.02
EFT11890	19/09/2012	Pacific Biologics	1 Tonne Prolink Prosand - Mosquito's	10168.60
EFT11891	19/09/2012	Picton Tyre Centre Pty Ltd	2 X Tyres For Maintenance Truck CP855	1255.00
EFT11892	19/09/2012	Robert's Tilt-Tray & Hiab Service	Remove E-Waste From Capel Tip	869.00
EFT11893	19/09/2012	Reface Industries	Buffer Pad - Library	309.64
EFT11894	19/09/2012	Red11 Pty Ltd	New Computer For Engineering Technical Officer & Replacement Screens	4560.11
EFT11895	19/09/2012	Records Maintenance & Storage	Records Storage & Destruction	175.27
EFT11896	19/09/2012	Southerns Water Technology	Reticulation Parts	1486.11
EFT11897	19/09/2012	Capel Fresh IGA	Refreshments - Depot	9.90
EFT11898	19/09/2012	South West Institute Of Technology	Cert III In Horticulture Traineeship Fees	10273.35
EFT11899	19/09/2012	Rick Tucker Welding	Steel Plate For Bike Track On The Steps Of Jamieson Bridge.	110.00
EFT11900	19/09/2012	D & K Thomas Electrical	Repair Lights On Dalyellup Playing Fields, Realign Lights On Tower 1 Boyanup Recreation Ground, Repairs To Storeroom Light Gelorup Community Centre	7096.65

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EFT11901	19/09/2012	Tyrepower Busselton	New Tyres For CP1125	1180.00
EFT11902	19/09/2012	Trophies West	2 Name Plaques - Director Engineering & Operations	36.00
EFT11903	19/09/2012	Traffic Force	Supply Signage And Two Traffic Controllers For Storm Cleanup On Gavins Road Capel, Hire Traffic Management Signage Lilleydale Road	2249.29
EFT11904	19/09/2012	Work Clobber Bunbury	Staff Uniforms	1057.79
EFT11905	19/09/2012	Woodlands Distributors & Agencies	Powder Coated Galvanised Bollard With Concrete Installation For Gelorup Skate Park	492.80
				\$520,854.76

OUTSTANDING CREDITORS AS AT 31 August 2012 \$232,625.99

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 19 September 2012 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.

P.F. Sheedy.

CHIEF EXECUTIVE OFFICER

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATIONS – 17.6

That the Schedule of Accounts covering vouchers EFT11858 to EFT11905, a total of \$520,854.76 be authorised for payment.

17.7 Accounts Paid During the Month of August 2012

Location: Capel
Applicant: Shire of Capel
File Reference:
Disclosure of Interest: Nil
Date: 07.09.12
Author: Senior Finance Officer, N Thomson
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.

COMMENT

Payments made during the month of August 2012 are as follows:

Chq/EFT	Date	Name	Description	Amount
147	01/08/2012	Fairbridge Holdings Pty Ltd	Final Bond Release - Lot 3 Peppermint Grove Terrace	5413.20
148	01/08/2012	Jean Stevenson	Hall Bond Refund	500.00
149	08/08/2012	Alisha Halligan	Bond Return - Hall Hire	500.00
150	09/08/2012	Shire Of Capel	BSL & BCITF Commission Collected Jul12	515.08
151	09/08/2012	Building & Construction Ind Training Fund	BCITF Levy Collected Jul12	6086.97
152	09/08/2012	Department Of Commerce - Building Commission	BSL Collected Jul12	5945.58
153	22/08/2012	Fay Baudins	Hall Deposit Refund	150.00
EFT11618	01/08/2012	All West Building Approvals Pty Ltd	Assisting With The Assessment Of Building Licence Applications	198.00
EFT11619	01/08/2012	Glen Bishop	Reimbursement Of Part Fees For Planning Institute Membership	440.00
EFT11620	01/08/2012	Cockburn Ice Arena	Ice Skating - July 13th 2012 - Inzone	231.00
EFT11621	01/08/2012	Glen's Engineering	Bench Legs For Seating Around The Oval, Gate Cut Into Waste Transfer Station Fence For Cameras	1121.63
EFT11622	01/08/2012	GHD Pty Ltd	GHD Preliminary Site Investigation	3165.80
EFT11623	01/08/2012	Hot Oil Hydraulics	Replace Coupling To Loader CP4991, Reapirs To Hydraulic Hose CP1804, Repair T Piece CP1025	988.66
EFT11624	01/08/2012	Landscape Development	Landscaping Maintenance Contracts Works - Dalyellup - 6 Months	22893.68
EFT11625	01/08/2012	Linda's Lawnmowing	Lawn Mowing May/June - Boyanup Museum	230.00

EFT11626	01/08/2012	Marks Window Cleaning & Maintenance	Clean Windows Shire Buildings	1270.00
EFT11627	01/08/2012	Neat N Trim Uniforms Pty Ltd	Staff Uniform	107.80
EFT11628	01/08/2012	Paintball Down South	Paintballing - July 18th 2012 - Inzone	2162.00
EFT11629	01/08/2012	South West Women's Health & Information Centre Inc	Catering For The Retro Fashion Session - July 2012 - Inzone	275.00
EFT11630	01/08/2012	Steann Pty Ltd	Emergency Greenwaste Pickup	9856.00
EFT11631	01/08/2012	Shaddicks Lawyers	Dog Act Prosecutions	630.40
EFT11632		- Eft11677	Refer Agenda 15.08.12	
EFT11678	08/08/2012	ANZ Business Banking	Loan No. 59 Interest Payment - Office Extensions 105320.04	11168.02
EFT11679	08/08/2012	All West Building Approvals Pty Ltd	Assisting With The Assessment Of Building Licence Applications	1056.00
EFT11680	08/08/2012	Australind Cleaning Service	HACC Office Cleaning	429.66
EFT11681	08/08/2012	Busselton Refrigeration & Airconditioning	Repair Airconditioner In Health Clinic Room Boyanup Community Centre	396.00
EFT11682	08/08/2012	Korong Vending (BCM Vending)	Vending Machine Supplies – HACC	192.00
EFT11683	08/08/2012	Bendigo Bank Business Credit Card	Australian Institute Of Building Surveyors - Registration Annual Conference Building Officer, Blue Door - Staff Recognition Vouchers, Mercure Hotel - Meals & Accommodation CEO, Capel Vale - Deposit For Annual Dinner.	1771.68
EFT11684	08/08/2012	Capel Transport	Freight On Seating	47.74
EFT11685	08/08/2012	Cr Murray Scott	Various Travel - Meetings	876.75
EFT11686	08/08/2012	Centrecare Corporate	Annual Provision Of Employee Assistance Program 1/7/11-30/6/12	330.00
EFT11687	08/08/2012	Dirt Design	Carry Out Emergency Cleanup Works	63208.75
EFT11688	08/08/2012	Dorma Automatics Pty Ltd	Service Automatic Doors	132.00
EFT11689	08/08/2012	Debbie Ey	Reimburse For 2 X iPhone Car Chargers For Supervisors	79.80
EFT11690	08/08/2012	Environmental Resources Management Australia	Health Risk Assessment As Dalyellup Waste Disposal Facility	2215.40
EFT11691	08/08/2012	Forpark Australia	Playground Equipment Replacement Parts	1249.60
EFT11692	08/08/2012	Golden West Plumbing & Drainage	Replace Water Line And Reconnect To Taps Boyanup Cemetery	6765.00

EFT11693	08/08/2012	Gissa International Pty Ltd	Contribution To A-Spec Administration For 2012/13 & Annual Maintenance Fee R-Spec For 2012/13	1939.26
EFT11694	08/08/2012	Innovest Construction	Temporary Fencing 6 Weeks @ \$166 Per Week 19/6/12-31/7/12 - Dalyellup Sports Pavilion	1095.60
EFT11695	08/08/2012	LGIS Property Scheme	Property Insurance 12/13 Instalment 1	47208.82
EFT11696	08/08/2012	Metal Artwork Creations	20 Name Badges	252.84
EFT11697	08/08/2012	LGIS Workcare Scheme	Workers Compensation 12/13 Instal 1	88060.06
EFT11698	08/08/2012	LGIS Insurance Broking	Motor Vehicle & Plant Insurance 2012/13	40202.84
EFT11699	08/08/2012	Cr Greg Norton	Travel To Course 460Kms	345.00
EFT11700	08/08/2012	Western Power Corporation	Ferndale Rd Dalyellup Relocate Lightpole	8330.00
EFT11701	08/08/2012	SOS Office Equipment	Service Call To Inspect No Power To Lanier Photocopier 1 - Follow Up Power Supply Order And Installation	719.84
EFT11702	08/08/2012	Scope Business Imaging	Toner Cartridges – HACC	477.40
EFT11703	08/08/2012	Shaddicks Lawyers	Filing Fees For 12 Prosecutions	945.60
EFT11704	08/08/2012	Total Telephone	iPhone Covers For Supervisors Phones	59.85
EFT11705	08/08/2012	Traffic Logix	Traffic Management Plan Software Licence Renewal	412.50
EFT11706	08/08/2012	Totality Business Solutions	Prepaid Support Hours, Printer Dalyellup Library, Vmware 1 Yr Technical Support, Prepaid Support Hours Hacc	5912.50
EFT11707	08/08/2012	Wood & Grieve Engineers	Professional Consulting Engineering Services Provided For The Mechanical, Electrical, Hydraulic And Structural Services - Dalyellup Sports Pavilion	1111.00
EFT11708	08/08/2012	Western Australian Treasury Corporation	Loan No. 61 Interest Payment - Capelctryclub168520.04synthgrn	15470.71
EFT11709	14/08/2012	Holberry House	Entry To Holberry House - Nannup Flower Festival - Active Ageing	150.00
EFT11710	15/08/2012	Australia Post	Postage For Month July 12	7573.74
EFT11711	15/08/2012	ANZ - Lending Processing	Bank Audit Request	70.00
EFT11712	15/08/2012	Bunbury Toyota	50,000Km Service CP5685 – HACC	247.15
EFT11713	15/08/2012	Korong Vending (BCM Vending)	HACC Vending Machine Rental Aug12	239.00
EFT11714	15/08/2012	David Brockman Mechanical Repairs & Servicing	Servicing Of All Fire Appliances On An Annual Basis - CP5311 & 1BTI477	2031.54

EFT11715	15/08/2012	Capel Transport	Del 2x Pallets Asphalt In A Bag	95.48
EFT11716	15/08/2012	Custom Service Leasing Ltd	Fleet Fuel – HACC	2973.14
EFT11717	15/08/2012	Colroys Country Kitchen	Volunteer Fuel Account – HACC	100.00
EFT11718	15/08/2012	Dapco	CP1160 Tyre Repair – HACC	25.00
EFT11719	15/08/2012	Data #3	Microsoft Annual License/Software Assurance	7671.32
EFT11720	15/08/2012	Donnybrook Netball Association	Kidsport	75.00
EFT11721	15/08/2012	Easifleet Management	Annual Order For Lease Suzuki Swift Hatchback - CEO & Mazda 3 Hatchback Manager HR	1523.98
EFT11722	15/08/2012	Golden West Plumbing & Drainage	Repair Public Male Toilet Cistern At Jack & Mary Kitchen Com Centre. Boyanup.	643.50
EFT11723	15/08/2012	Gas-It Contracting	Locate High Pressure Gas Pipe On Bridge Street	739.20
EFT11724	15/08/2012	Jumor Wastewater Service & Repairs	Service Aerobic Treatment Unit	399.00
EFT11725	15/08/2012	Jtagz Pty Ltd	Dog Registration Tags For The Years 2013 & 2015	1276.00
EFT11726	15/08/2012	Landscape Development	Maintenance Additional Works By Request.	9410.50
EFT11727	15/08/2012	MPM Development Consultants	Capel Hardcourts Design	22374.00
EFT11728	15/08/2012	PJ & EV Page	Waxing & Buffing Of Boyanup Hall	70.00
EFT11729	15/08/2012	Red Light Auto Electrics	Fit 3 Ranger Vehicle's With Electric Brakes – 40CP, 60CP & CP9322	1313.36
EFT11730	15/08/2012	South West Tree Safe	Remove Large Tuart Which Was Damaged During Storm On June 10 & Remove And Stump Grind Two White Gums Hasties Road	12089.00
EFT11731	15/08/2012	SOS Office Equipment	Metrebilling Photocopiers 2012/13	3089.68
EFT11732	15/08/2012	Shaddicks Lawyers	Legal Fees For Prosecutions	1135.30
EFT11733	15/08/2012	Totality Business Solutions	Replacement Disk For Server - IBM 300GB 15K SAS Hotswap Hdd Memory – HACC	465.30
EFT11734	22/08/2012	A1 Sign Shop	Skatesafe Sign For Gelorup Skate Park	1548.00
EFT11735	22/08/2012	Adventure World	Adventure World. Deposit For Oct, Jan And April Inzone Programs	176.00
EFT11736	22/08/2012	Bunbury Taxis Co-Operative Ltd	Transport Wheelchair Clients – HACC	112.20
EFT11737	22/08/2012	BOC Limited	13kg Dry Ice - Mosquito's	24.74
EFT11738	22/08/2012	Capel Hockey Club	Kidsport Vouchers Winter 2012	680.00
EFT11739	22/08/2012	Capelberry	Catering - Small Business Centre Bunbury-Wellington Sundowner	437.50

EFT11740	22/08/2012	Elliott's Small Engines	Purchase Hedge Trimmer & Grease Gun & Replacement Parts – HACC	488.24
EFT11741	22/08/2012	Exies Junior Hockey Club	Kidsport Vouchers Winter 2012	770.00
EFT11742	22/08/2012	LD Freeman	Reimburse Expenses For Bush Fire Awareness Display	45.60
EFT11743	22/08/2012	Flower Bazaar	Baby Basket For Staff Member	75.00
EFT11744	22/08/2012	Landscape Development	Maintenance Additional Works May 2012	4114.56
EFT11745	22/08/2012	Lotex Filter Cleaning Service	Cleaning Filter Of Loader CP4991	119.68
EFT11746	22/08/2012	Lampo Maintenance	Repair Damaged Fibro Sheet At Front Of Boyanup Basketball Pavilion	231.00
EFT11747	22/08/2012	Local Government Managers Australia	2012-13 LGMA Membership - Affiliate - Finance Officer	150.00
EFT11748	22/08/2012	Mercure Hotel	2 Nights Accommodation For President, CEO & Councillor	1290.00
EFT11749	22/08/2012	LGIS Liability Scheme	2012/13 Liability Insurance	18281.63
EFT11750	22/08/2012	Officeworks Superstores Pty Ltd	Stationary – HACC	91.87
EFT11751	22/08/2012	Porter Ceilings	Repair Interior Wall At Elgin Hall	656.95
EFT11752	22/08/2012	Porta Cabin Sales & Hire	Toilet Block For Depot	12950.00
EFT11753	22/08/2012	Edward D Pigott	Consult On Capel Country Club Repairs From Storm Damage	450.00
EFT11754	22/08/2012	South West Tree Safe	Removal Of Storm Damaged Trees	3795.00
EFT11755	22/08/2012	Steann Pty Ltd	Hardwaste Collection 30.7.1. To 3.8.12	25668.19
EFT11756	22/08/2012	Ray Tink Roofing	Remove And Replace Flumes At Elgin Hall	500.00
EFT11757	22/08/2012	WA Country Builders	Refund Of Septic Application Fee On Cancellation – BL12031	113.00
EFT11758	29/08/2012	A1 Sign Shop	Hi Vis Mowing In Progress Signs – HACC	806.00
EFT11759	29/08/2012	A & L Printers	6000 X DLX Window Faced Envelopes & 6000 DLK Envelopes	755.00
EFT11760	29/08/2012	Amity Signs	Public Notice Sign X 2 For Work @ Dalyellup Boardwalk Beach Access	195.80
EFT11761	29/08/2012	Sai Global Limited	Download Australian Standards 16175.1	382.42
EFT11762	29/08/2012	All West Building Approvals Pty Ltd	Assisting With The Assessment Of Building Licence Applications	3957.14
EFT11763	29/08/2012	Wishing Well Clinic Australind	Pre-Employment Medical Monday 13 August	150.00
EFT11764	29/08/2012	Bunbury Mower Service	Service Of Stihl Blower	49.50
EFT11765	29/08/2012	Bunbury Tyrepower	Tyres 60CP & Cp9322	2496.00

ORDINARY COUNCIL MEETING – 19.09.12.....				37
EFT11766	29/08/2012	Bunbury Plumbing Services	Pump Out Grease Trap - Boyanup Hall	128.78
EFT11767	29/08/2012	Busselton Refrigeration & Airconditioning	Repair Aircon In President's Office	198.00
EFT11768	29/08/2012	Bunbury Holden	Replace LHF Exterior Mirror And Paint Attend To Hi Revving 70CP	804.65
EFT11769	29/08/2012	Bunnings Building Supplies Pty Ltd	6 Shelf Boltless Storage Unit- Storage Area For Building Supervisor	190.90
EFT11770	29/08/2012	Boyanup Auto Repairs	Blown Fuse And New Seat For Grader & Repair Oil Leak – CP1804	3395.32
EFT11771	29/08/2012	Blackwoods	Personal Protective Equipment	101.64
EFT11772	29/08/2012	Shaun Breaden	Assisting With The Assessment Of Building Licence Applications And Planning Consent Approvals	440.00
EFT11773	29/08/2012	Benchmark Contracting Pty Ltd	Dalyellup Beach Access - Replacing The Bottom Section Of The Beach Access With Fibre Reinforced Plastic.	10885.40
EFT11774	29/08/2012	Korong Vending (BCM Vending)	Vending Machine Rental - Sept 2012 – HACC	239.00
EFT11775	29/08/2012	Be Safe Building Inspections	Swimming Pool Inspections	2500.00
EFT11776	29/08/2012	Corporate Express Bunbury	12 X A4 External Notice Boards	875.62
EFT11777	29/08/2012	Capel Hardware & Farm Supplies	Gas - Ironstone Gully	120.00
EFT11778	29/08/2012	Coates Hire Service	Hire Of Multi Tyred Rubber Roller - Winter Formups - 4-6 Weeks	7509.70
EFT11779	29/08/2012	Cleanaway	Street & Park Bins	61930.65
EFT11780	29/08/2012	Coastal Hire T/As GCS Security Scaffold	Hire Of Site Office & Toilet Waste Transfer Station	464.19
EFT11781	29/08/2012	Centrecare Corporate	Employee Assistance Program Annual Fee	715.00
EFT11782	29/08/2012	Capelberry	Catering For Council Meetings	375.00
EFT11783	29/08/2012	Community Work Centres	3 X Yard Clean Ups – HACC	75.00
EFT11784	29/08/2012	CJD Equipment Pty Ltd	Replace Radiator, 4000Hr Service And Repairs To Step CP4991	13327.99
EFT11785	29/08/2012	Delron Cleaning	Extra Clean After Weekend Hall Booking Boyanup Hall	495.00
EFT11786	29/08/2012	Dirt Design	Carry Out Emergency Cleanup Works	91352.82
EFT11787	29/08/2012	Department Of Transport	Vehicle Searches - June 12	54.00
EFT11788	29/08/2012	Eaton Hardware	HACC Hardware Supplies - July	64.73
EFT11789	29/08/2012	Forpark Australia	6 Toddler Seats - Playground Equipment	620.40

ORDINARY COUNCIL MEETING – 19.09.12.....38

EFT11790	29/08/2012	Fennessy's	40,000 Service For Ranger Nissan Utility 40CP	746.21
EFT11791	29/08/2012	Flower Bazaar	Floral Arrangement Staff Member	75.00
EFT11792	29/08/2012	GT Fabrication	Door Locks For Cabinets	264.00
EFT11793	29/08/2012	Gannaways Charter Service	Bus Hire Inzone	3020.00
EFT11794	29/08/2012	GHD Pty Ltd	Preliminary Site Inspection Depot	7683.02
EFT11795	29/08/2012	Geovet Busselton	Annual Order For Sterilisation Subsidy, Animal Boarding & Euthanasia	236.05
EFT11796	29/08/2012	Geo Spread	Mulching Of Green Waste	14300.00
EFT11797	29/08/2012	Harradine & Associates	Annual Order For Desexing Subsidy	50.00
EFT11798	29/08/2012	Higgins Coatings P/L	Annual Painting Contract	45325.82
EFT11799	29/08/2012	Hot Oil Hydraulics	Repair Air Hose On Grader CP1804	227.69
EFT11800	29/08/2012	Insight CCS Pty Ltd	Call Centre Charges	161.81
EFT11801	29/08/2012	Jetline Corporation P/L	Re Align Kerbing And Bitumen Work	6490.00
EFT11802	29/08/2012	Jackson Mcdonald Lawyers	Legal Fees - Waste Dispute	1254.22
EFT11803	29/08/2012	Green Recycling	Kerbside Recycling Collection Service	31321.49
EFT11804	29/08/2012	State Library Of Western Australia	Recoveries Of Lost And Damaged Books	16.50
EFT11805	29/08/2012	Local Health Authorities Analytical Committee	Annual Fee	2886.55
EFT11806	29/08/2012	Western Australian Local Government Association	WALGA Annual Subscriptions For 2012/13	30934.45
EFT11807	29/08/2012	Lgnet	Employment Advertising	132.00
EFT11808	29/08/2012	Landgate	GRV & UV Interim Vals	905.12
EFT11809	29/08/2012	Malatesta Road Paving & Hot Mix	1x Tonne Hotmix For Potting	181.50
EFT11810	29/08/2012	Motorpass	Fuel – BFB	253.43
EFT11811	29/08/2012	Nightguard Security Service Pty Ltd	Security Patrols Dalyellup Toilets & Alarm Callouts July 2012	1037.15
EFT11812	29/08/2012	Prestige Products-Busselton	Cleaning Supplies – HACCC & Shire	777.70
EFT11813	29/08/2012	Perth Management Services	Rent & Outgoings Dalyellup Library - Rent Review Adjustment 1/7/12 - 31/8/12	39.91
EFT11814	29/08/2012	Records Maintenance & Storage	Annual Order For Records Storage & Destruction	420.64
EFT11815	29/08/2012	Southern Lock & Security	Supply 3 Keys Cut To GMK (Grand Master) On Shire System	38.40

EFT11816	29/08/2012	SOS Office Equipment	2 X Saddle Staple Sets 4 X Standard Staple Sets Lanier Pair For Photocopiers	420.64
EFT11817	29/08/2012	Synotronics Pty Ltd (Instrument Choice)	Kestral 4000 - Pocket Wind Meter & Waterproof Ph Conductivity	877.80
EFT11818	29/08/2012	The Australian Local Government Job Directory	Job Advertisement - Asset Management Officer, Qtr Page	550.00
EFT11819	29/08/2012	Transpacific Waste Management	Waste Bins At Tip	13919.68
EFT11820	29/08/2012	Traffic Force	Traffic Management Lilleydale Road	275.00
EFT11821	29/08/2012	Total Green Recycling	E Waste Removal 22/08	2920.16
EFT11822	29/08/2012	Ray Tink Roofing	Replace 4 Laserlite Sheets To Roof Of Peppermint Grove Toilet Block	650.00
EFT11823	29/08/2012	Vacuum World Sales & Service	Scouring Pad For Rotobic Polisher	43.00
EFT11824	29/08/2012	Vasse Civil & Drainage	Change Gully Pit To Side Entry Pit Forrest Rd Capel	2387.00
EFT11825	29/08/2012	Jeana Valastro	Reimburse Medical & Police Clearance Expenses	222.75
EFT11826	29/08/2012	Wood & Grieve Engineers	Professional Consulting Engineering Services Provided For Design & Documentation Services - Capel Recycling Shed	825.00
EFT11827	06/08/2012	Westnet Pty Ltd	Capel Shire ADSL & DNS Mail Relay 27/7/12-31/7/13	315.29
EFT11828	06/08/2012	Westnet Pty Ltd	Dalyellup Library Adsl & Static Ip Address	74.94
EFT11829	31/08/2012	LD & ER Krieg	Rates Refund For Assessment A4164 5 Kularda Road Dalyellup	13048.96
EFT11830	31/08/2012	BT Financial Group	Superannuation Contributions	185.87
EFT11831	31/08/2012	Shire Of Capel Social Club	Payroll Deductions	316.00
EFT11832	31/08/2012	The Coxall Superannuation Fund	Superannuation Contributions	169.01
EFT11833	31/08/2012	Child Support Agency	Payroll Deductions	1740.83
EFT11834	31/08/2012	Evans Family Superannuation Fund	Superannuation Contributions	641.07
45828	01/08/2012	Courier Australia International	Courier Costs - Health	28.51
45829	01/08/2012	Shire Of Dardanup	Shared Speed Trailer Expenses	311.33
45830	01/08/2012	Jalindia Gallery & Quality Framers	Restoration Of Scratched Large Handpainted Portrait Photo And Framing Including New Glass - Boyanup Hall	196.00
45831	01/08/2012	Synergy	Electricity - Backbilling	28307.74
45832	01/08/2012	Mrs D Spriggs	Refund On Registration For Sterilisation	20.00
45833	08/08/2012	Maureen Eaton	Cancellation Of Planning Consent Request	209.00

45834	08/08/2012	Bunbury Patio Solutions	Planning Consent For R-Codes Variation Not Required – BL12093	190.00
45835	08/08/2012	Courier Australia International	Courier Costs - Forpark	17.74
45836	08/08/2012	Shire Of Capel	Newspapers	35.80
45837	08/08/2012	Dr Foster And Associates	Pre-Employment Medical 31 July 2012	220.00
45838	08/08/2012	Outdoor World Bunbury	Planning Consent For R-Codes Variation Not Required	190.00
45839	08/08/2012	Synergy	Electricity	140.40
45840	08/08/2012	Telstra Corporation Ltd	Rent & Calls	2038.29
45841	08/08/2012	Shire Of Capel	Cash Advance For YAC Dinner 11/8/2012	230.00
45842	14/08/2012	Nannup Garden Village	Entry To Town Hall - Nannup Flower Festival - Active Ageing	100.00
45843	15/08/2012	City Of Bunbury	Shire Rates - Refuse & Recycling Centenary Rd	182.00
45844	15/08/2012	Courier Australia International	Courier Fees - Health	17.00
45845	15/08/2012	Capel Newsagency	Milk, Stationary & Newspapers	203.13
45846		Cheque Cancelled		
45847	15/08/2012	3 Australia	Brigade Messaging Service	88.48
45848	15/08/2012	Synergy	Electricity	2877.10
45849	15/08/2012	Shire Of Capel	Petty Cash	51.10
45850	20/08/2012	Australian Taxation Office	BAS July 2012	94575.00
45851	22/08/2012	Andre Arpin	7 Kwenda Loop Capel - Crossover	300.00
45852	22/08/2012	James Barker	Lot 1 2a Lewana Approach Dalyellup - Crossover	300.00
45853	22/08/2012	Boyanup Hockey Club	Hall Bond Refund	500.00
45854	22/08/2012	Courier Australia International	Courier Costs - Corporate Express	48.34
45855	22/08/2012	Matthew Duncan	Sports Participation Scheme	400.00
45856	22/08/2012	Mr D Baker	Rates Refund For Assessment A4145 7 Maidment Parade Dalyellup	27.00
45857	22/08/2012	Jeanette Grenier	9 Epidote Loop Dalyellup - Crossover	300.00
45858	22/08/2012	MA Gaylor	Rates Refund For Assessment A2174 20 George Street Boyanup	194.74
45859	22/08/2012	Glenn & Karen Leggatt	14 Wiroo Loop Dalyellup - Crossover	300.00
45860	22/08/2012	SM & EP Martin	6 Karda Link Capel - Crossover	300.00
45861	22/08/2012	GA & JA Norrie	10 Kwenda Loop Capel - Crossover	300.00
45862	22/08/2012	HH & LG Rabie	23 Tiffany Centre Dalyellup Crossover	300.00
45863	22/08/2012	Synergy	Electricity	1186.95
45864	22/08/2012	Karl & Rae-Maree Salmon	35 Wiroo Loop Dalyellup - Crossover	300.00

ORDINARY COUNCIL MEETING – 19.09.12.....				41
45865	22/08/2012	Virginia Sabaratnam	Sapphire Rd Dalyellup - Crossover	300.00
45866	22/08/2012	Telstra Corporation Ltd	Mobile Rent & Calls	2738.17
45867	22/08/2012	Wishing Well Clinic	Pre-Employment Medical 26/07/2012	99.00
45868	22/08/2012	Craig & Angeline Wrest	19 Neslite Road Dalyellup Crossover	300.00
45869	22/08/2012	W & Z Webb	Rates Refund For Assessment A4422 125 Lakes Road Stratham Wa 6237	239.93
45870	29/08/2012	Alinta Gas	Gas Supply - HACC	964.35
45871	29/08/2012	City Of Bunbury	2012 SWLGMA Conference Registration For Governance Officer And Senior Ranger	1020.69
45872	29/08/2012	Bunbury Harvey Regional Council	Regional Waste Education Program	1870.36
45873	29/08/2012	Courier Australia International	Courier Fees - Library	32.59
45874	29/08/2012	Shire Of Dardanup	Property Rates 2012/13 – HACC	7333.21
45875	29/08/2012	CM Lloyd	Rates Refund For Assessment A7220 9 Claymore Loop Dalyellup 6230	147.13
45876	29/08/2012	Police Licensing	Order Special Series Plates – 31CP	155.00
45877	29/08/2012	Radbone S & S	Dog Sterilised 14858	57.00
45878	29/08/2012	Synergy	Electricity	27408.48
45879	29/08/2012	Water Corporation	Water Usage	386.85
45880	30/08/2012	Shire Of Capel	Meals & Refreshments Day Care Centre	466.80
45881	31/08/2012	Australian Services Union	Payroll Deductions	68.70
45882	31/08/2012	The Australian Workers Union	Payroll Deductions	420.00
45883	31/08/2012	Shire Of Capel	Payroll Deductions	3385.00
45884	31/08/2012	Shire Of Donnybrook/Balingup	Payroll Deductions	195.00
45885	31/08/2012	LGRCEU	Payroll Deductions	19.40
45886	31/08/2012	WALGS Plan	Superannuation Contributions	95090.66
				<u>\$1,185,393.65</u>

01.08.12	SHIRE OF CAPEL PAYROLL PAYMENTS	\$158,717.14
14.08.12	SHIRE OF CAPEL PAYROLL PAYMENTS	\$168,039.31
28.08.12	SHIRE OF CAPEL PAYROLL PAYMENTS	\$165,237.22

\$491,993.67

02.08.12	TRANSFER FROM MUNICIPAL ACCOUNT	\$316,000.00
14.08.12	TRANSFER FROM MUNICIPAL ACCOUNT	\$288,000.00
22.08.12	TRANSFER FROM MUNICIPAL ACCOUNT	\$1,070,000.00
28.08.12	TRANSFER FROM MUNICIPAL ACCOUNT	\$730,000.00
31.08.12	TRANSFER FROM MUNICIPAL ACCOUNT	\$867,000.00

\$3,271,000.00

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 19 September 2012 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.

P. F. Heedy.

CHIEF EXECUTIVE OFFICER

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATIONS – 17.7

That Council receives:

- 1 The Schedule of Accounts covering vouchers 147 to 153, EFT11618 to EFT11631, EFT11678 to EFT11834, 45828 to 45886 totalling \$1,183,393.65 paid during the month of August 2012;**
- 2 Payroll payments for the month of August 2012, totalling \$491,993.67; and**
- 3 Transfers to and from investments as listed.**

17.8 Financial Statements to 31 August 2012

Location:	Capel
Applicant:	Shire of Capel
File Reference:	
Disclosure of Interest:	Nil
Date:	12.09.12
Author:	Manager Finance, A Mattaboni
Senior Officer:	Director Corporate Services, P Anastasakis
Attachments:	Financial Statements for August 2012

MATTER FOR CONSIDERATION

Council to consider adopting the monthly financial statements for August 2012.

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

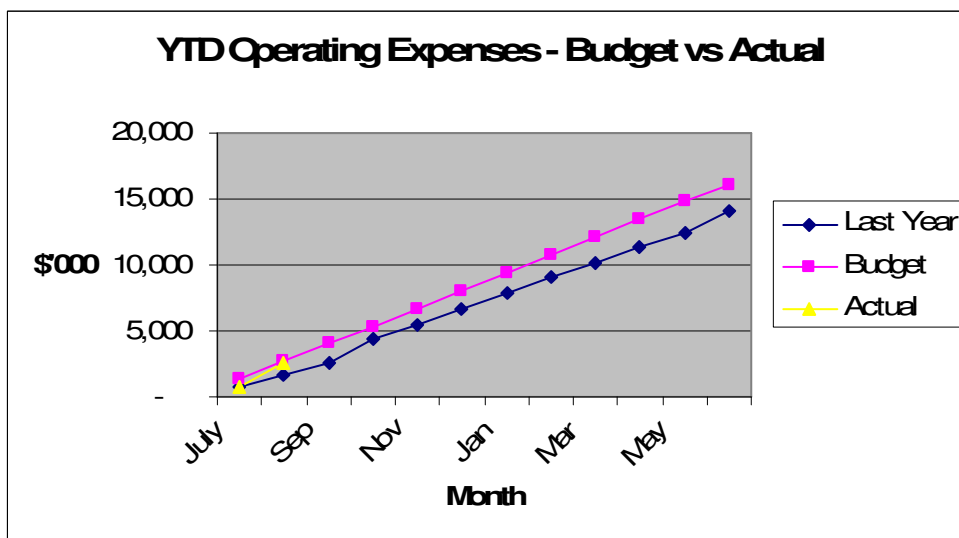
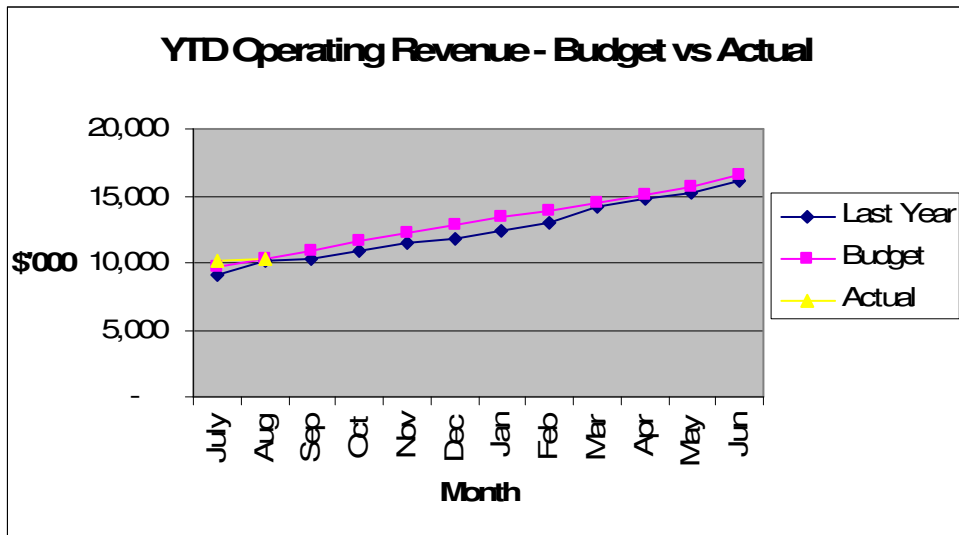
The monthly Financial Statement was developed with the assistance and input of staff who determined expenditure needs and revenue expectations for the remainder of the financial year based upon actual performance compared against budget.

COMMENT

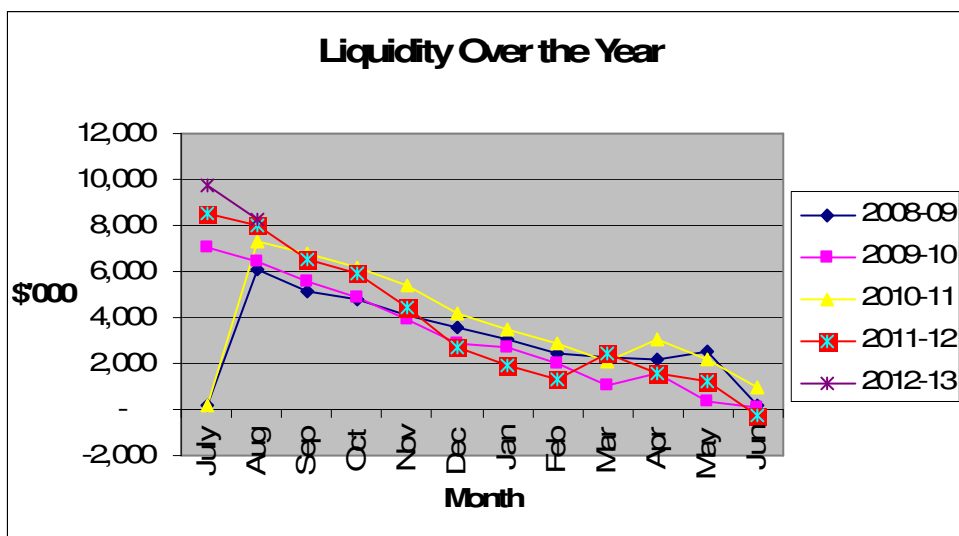
At 31 August 2012, Council's net current assets position was a surplus of \$8,358,409. This is a reduction of \$1,368,330 from the previous month. The financial results are complete apart from revalued road infrastructure assets and depreciation values being calculated at this stage.

Compared to the annual budget, 62% of Operating Revenue has been invoiced and 16% of the Operating Expenditure budget has been spent. On a year to date basis, total operating revenue is above budget and total operating expenditure is below 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 marginally below budget and just above last year's actual amount. The revenue graph excludes non-cash infrastructure revenue.



The liquidity graph compares the current year’s net current assets position against that of the four previous years. Liquidity should be at its highest point to coincide with the levying of rates.



Council’s municipal cash and investments position has increased by \$3,645,017 compared to last month. The Municipal cash position is an amount of \$12,517,081 of which \$7,595,646 is restricted for specific purposes as shown at Note 3.

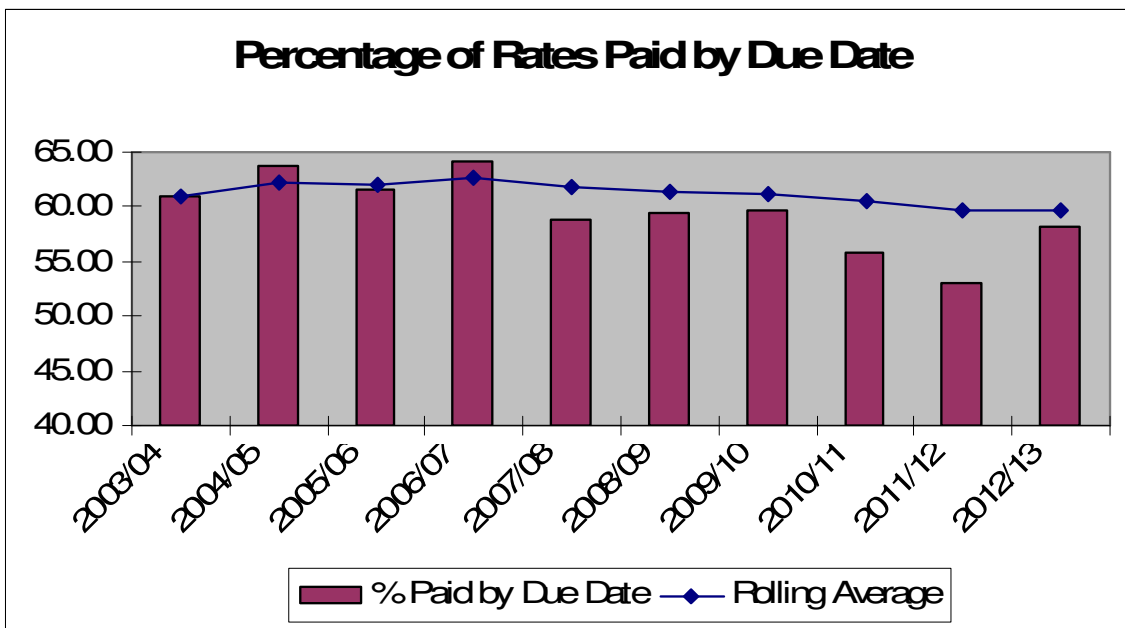
Rates and Payments

Property rates totaling \$7,287,228 were raised by the end of July and were due for payment by the 31st August 2012. By this date 58.25% of the total value of rates and services levied were paid. This compares with 53.08% in 2011/12, 55.90% in 2010/11 and 59.74% in 2009/10.

During August the Bethanie Homes group requested a rate exemption for their property located on Lot 1, 68 Kambany Approach, Dalyellup. This request was approved on the basis that the land is considered to be used for charitable purposes and exemption is provided Section 6.26(2)(g) of the Local Government Act 1995. This has resulted in \$43,623.30 being removed from the 2011/12 interim rates and \$65,918.35 being removed from the 2012/13 generated rates – a total of \$109,541.65. This will impact negatively on the total rates collected for the 2012/13 budget and the end of year forecast.

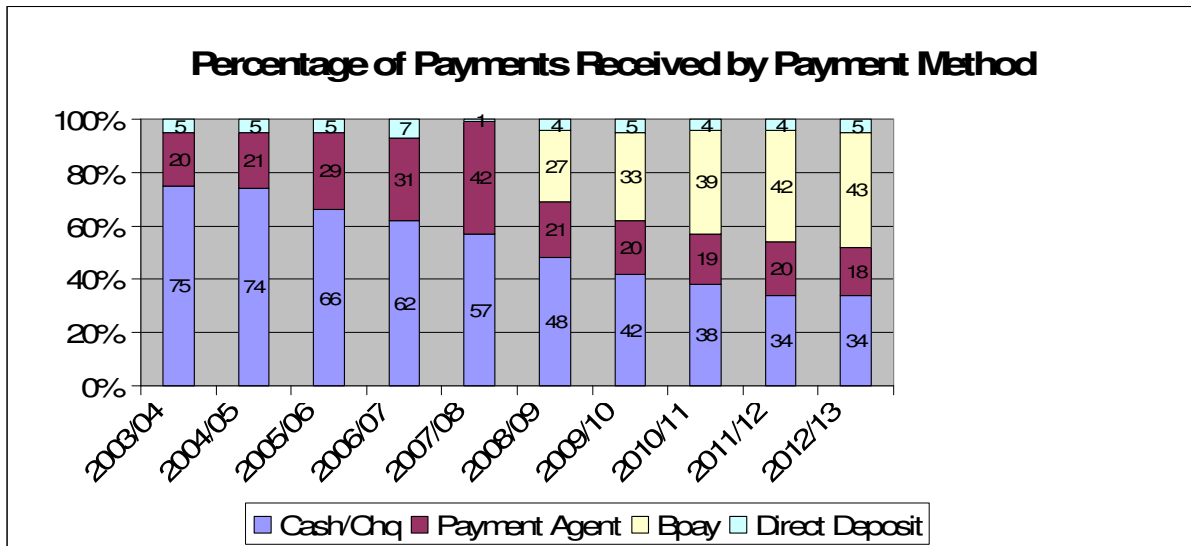
The rolling average shows a general trend for the percentage paid by the due date is reducing. It is anticipated that as the quantum of property rates and service charges increase they become a greater financial burden and the proportion paid in full by the due date will decrease as people elect to pay by instalments or defer paying.

The following graph compares the amount of rates and services paid by the due date since 2003/04.

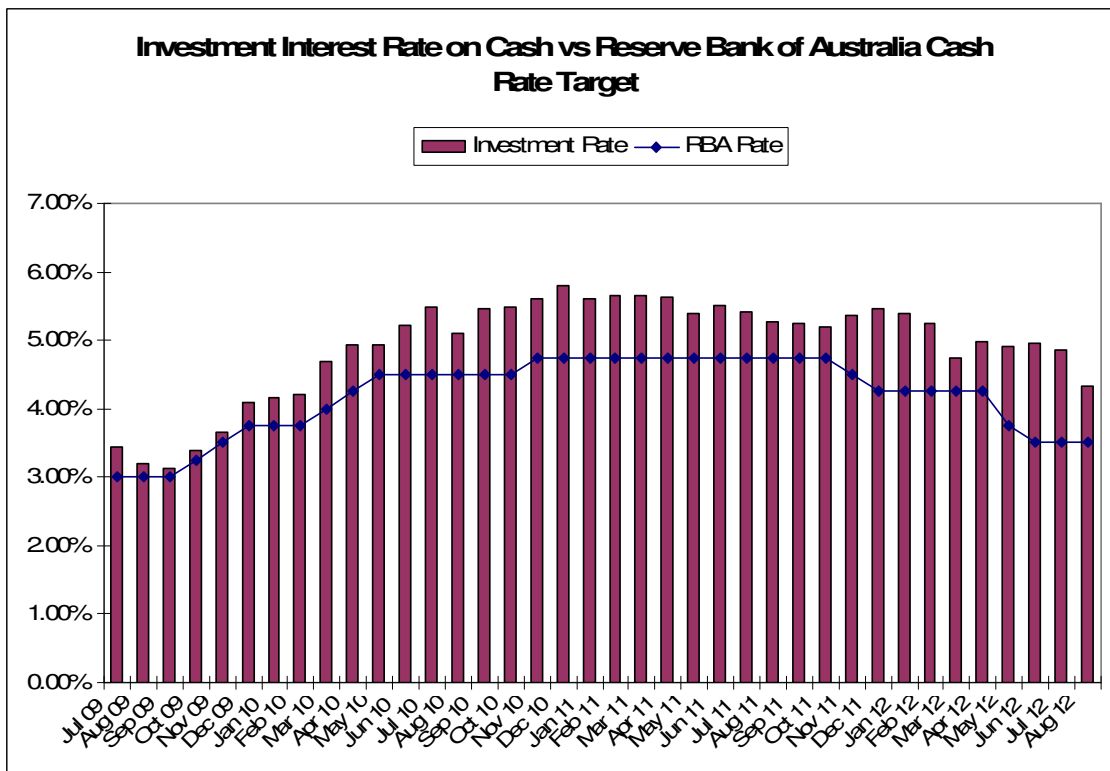


Customers preferred method for paying rates has also been compared since 2003/04 and the results are displayed in the following graph. The graph shows that 66% of our customers payments are received electronically. While this is the same percentage as last year, the preference for electronic payment using Bpay continues to increase each year. The introduction of Bpay in 2008/09 has proven to be very successful and convenient for customers.

The electronic payment using the BPoint payment agency has gradually decreased since the introduction of Bpay. Expansion of electronic payment methods using Australia Post agencies are proposed for 2013/14, which is hoped to see a further increase in the overall percentage of electronic payments.



Total interest earned for the year is \$48,495 which is below the year to date budget. This will change as existing term deposits mature. The average investment rate of return of 4.32% exceeds the Reserve Bank’s cash reference rate of 3.50%. The following graph compares the Shire’s interest rate earned on investments against the Reserve Bank’s reference rate.

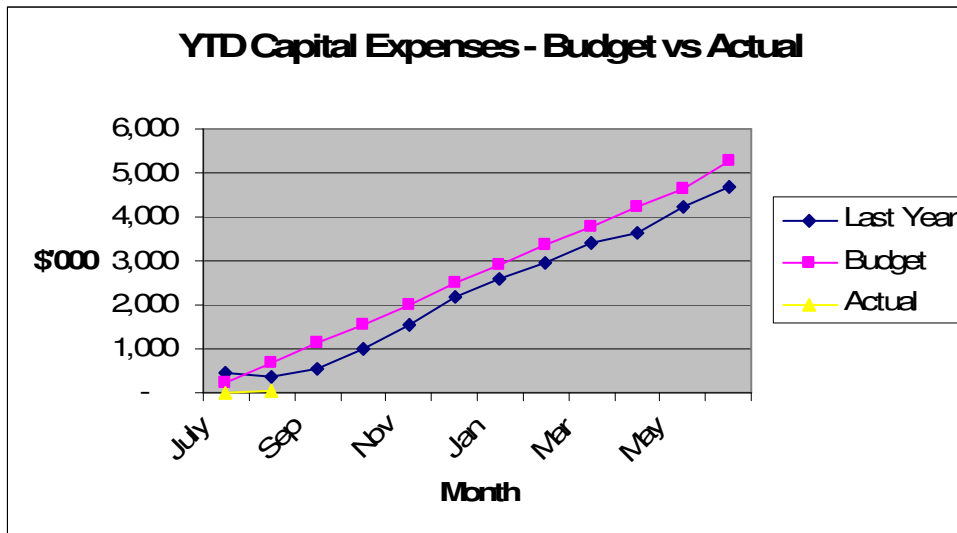


Capital works expenditure of \$49,170 was incurred during the month of which were:

- \$750 for geotechnical investigations in preparation work for the Transfer Station Recycling Shed
- \$996 for the Dalyellup Sports Pavilion temporary fencing
- 3,068 for computer equipment
- \$448 towards the Gelorup Skatepark fountain

- \$9,896 to complete the staircase replacement at Dalyellup Beach
- \$20,340 towards the Capel Hardcourts project for design consultants
- \$672 towards the Community Information Sign project to locate gas pipes
- \$4,670 towards Capel townsite drainage works
- \$8,330 towards the Ferndale Avenue turning lane project

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 as disclosed in Note 14 have increased due to the property rates being raised. The current ratio in July was 7.14 and reflected the raising of rates during that month. The current ratio has decreased from 7.14 to 6.07 during the month of August.

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 31 August 2012, however being the new financial year limited financial activity has occurred.

VOTING REQUIREMENTS

Simple majority

OFFICER’S RECOMMENDATION – 17.8

That Council adopts the financial statements for the period ending 31 August 2012 as attached.

17.9 Application to Keep 4 Cats – 22 Heathridge Road, Gelorup

Location: Gelorup
Applicant: Ms S Salmon
File Reference: 160010
Disclosure of Interest: Nil
Date: 07.09.12
Author: Customer Service Officer, P Mileto
Senior Officer: Director Corporate Services, P Anastasakis
Attachments: Location Plan

MATTER FOR CONSIDERATION

An application has been received to keep 4 cats at (Lot 7) 22 Heathridge Road, Gelorup.

BACKGROUND / PROPOSAL**Background**

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

Proposal

The applicant seeks Council's approval to keep four cats at 22 Heathridge Road, Gelorup.

STATUTORY ENVIRONMENT

Council's Local Laws relating to cats requires a person wishing to keep more than two cats on a property to apply for an approved permit, and also requires that the cats be confined to the property at all times.

POLICY IMPLICATIONS

There are no current policies applicable to this matter.

FINANCIAL IMPLICATIONS**Budget**

The approval of a third or fourth cat will see a minor increase in the annual budget income.

Long Term

There are no long term 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

Council's local laws are such that there would not be any foreseeable environmental impact as the cats are required to be confined to the property at all times.

There are no foreseeable social or economic impacts.

STRATEGIC IMPLICATIONS

The consideration of this matter is consistent with Key Focus Area 2 – The Community Experience, Strategy C6 – Plan for the health and safety of the community in the Shire of Capel Strategic Plan.

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 7 letters were sent out with 2 replies received. Of the 2 replies received the responses are as follows:

- 1) Do Object – They could not keep the 8 unregistered cats on their property before, they roam around on our property at night setting off the security lights and using my property as a kitty litter tray. Have called the Ranger out twice to sort out the problem with the 8 cats and the fact that they roam on our property during the day & night. The Ranger had also been called out to sort out the cat problem before we started building about 2 years ago; this was not by me, someone else called them out. Surely 2 cats & 2 dogs should be enough for them.

- 2) Do Not Object (conditionally) – My husband and I own the property these cats are on, and although we personally do not like cats, we have given permission for animals to be there. I would hope these animals are being kept inside at night and not causing problems to the neighbours. This would be my only concern.

COMMENT

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

Daisy	6 Years Old	Sterilised Female	Domestic Long Hair
Smoky	8 Years Old	Sterilised Male	Domestic Short Hair
Sinbad	1 Year Old	Sterilised Male	Domestic Long Hair
Tango	15 Years Old	Sterilised Male	Domestic Long Hair

Council’s Rangers have received a number of complaints concerning cats from 22 Heathridge Road, Gelorup wandering at large.

An inspection of the property revealed that the cats are not confined within the house or the property and it appears no form of containment has been provided at this point in time.

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.

As there is evidence to the effect of nuisance behaviour or complaints with the animals referred to in this application, it is recommended that Council not grant approval.

The four cats in the application are all currently registered with Council.

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATIONS – 17.9

That Council not grant an exemption to Ms Savanna Salmon to keep four cats at 22 Heathridge Road, Gelorup based on objections received which indicate the cats are not being adequately controlled.

18 COMMUNITY SERVICES REPORTS**18.1 Draft Disability Access and Inclusion Plan 2012-2017**

Location:	Capel
Applicant:	Shire of Capel
File Reference:	
Disclosure of Interest:	Nil
Date:	03.09.12
Author:	Community Development Officer, J Whistler
Senior Officer:	Director Community Services, M Plume
Attachments:	<ol style="list-style-type: none"> 1. Minutes of Disability Access and Inclusion Advisory Committee Meeting held on 30 August 2012 2. Draft Disability Access and Inclusion Plan 2012 - 2017 3. Draft Disability Access and Inclusion Implementation Plan 4. Draft Disability Access and Inclusion Policy

MATTER FOR CONSIDERATION

Council to receive the minutes of the Disability Access and Inclusion Advisory Committee held on 30th August 2012 and adopt the recommendations contained in the minutes.

BACKGROUND / PROPOSAL**Background**

At the Council meeting held on 11 July 2007, Council resolved to adopt the Shire of Capel Disability Access and Inclusion Plan and the Shire of Capel Disability Access and Inclusion Plan Implementation Plan 2007 -2012. This existing plan expires in July 2012 and Disability Service Commission requires local government to review and adopt a new plan every five years.

In March 2012, Disability Access Consultant, Cindy Evans, was engaged to conduct consultation with a range of stakeholders and community groups to develop the Disability Access and Inclusion Plan 2012 -2017 and the Implementation Plan.

At the Council meeting held 20th July 2012, Council resolved to adopt the Shire of Capel Disability Access and Inclusion Plan and the Shire of Capel Disability Access and Inclusion Plan Implementation Plan 2012 -2017 for public comment. A period of three weeks was allowed for the public to submit written comment on the draft plans. As a part of this process three public consultation sessions were held at different location and different times to provide opportunity for interested residents to attend. The public comment period ended on Friday 13 July 2012.

Proposal

That Council accept the minutes of the Disability Access and Inclusion Advisory Committee meeting held on Thursday 30 August 2012 and adopt the recommendations put forward by the Committee.

STATUTORY ENVIRONMENT

Section 28 of the Disability Services Act 1994 requires each public authority (including local governments) to prepare and adopt a disability access and inclusion plan to ensure that in so far as its functions involve dealings with the general public, the performance of those functions furthers the principles in Schedule 1 and meets the objectives in Schedule 2.

This section of the Act further provides that not more than 5 years is to elapse —

- (a) between the day on which a public authority first lodges its disability access and inclusion plan with the Commission and the day it lodges a report of a review of the plan with the Commission; or
- (b) between the lodgement of the report of one review of a plan and the lodgement of the report of another review of the plan.

After reviewing its disability access and inclusion plan, a public authority may amend the plan or prepare a new plan.

Local Government Act 1995 – Section 5.8. Establishment of committees – provides that a local government may establish committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

POLICY IMPLICATIONS

The Draft Disability Access and Inclusion Policy is being recommended by the Disability Access and Inclusion Advisory Committee for adoption by Council.

FINANCIAL IMPLICATIONS

Budget

The 2012/13 budget includes provision of \$5000 to implement strategies identified in the Plan. The budget also includes provision of \$2000 for the installation of a hand rail at the entry to the Gelorup Community Hall.

Long Term

The plan is a 5 year plan which will require an annual allocation of funds, (yet to be determined) to implement the strategies highlighted in the Plan.

Whole of Life

As disability access infrastructure is identified and installed in future years there will be ongoing costs required for maintenance and replacement/renewal of these infrastructures. As no specific infrastructure is identified at this stage, no costs are currently available.

SUSTAINABILITY IMPLICATIONS

The enhancement of service levels and community infrastructure for people with a disability has significant social benefit for the community in making our Shire a welcoming and accessible place in which to live.

There are no environmental or economic implications relevant to this matter.

STRATEGIC IMPLICATIONS

Consideration of this matter is consistent with Key Focus Area 2 – Objective 2.2 – Provide facilities and services which recognise the diverse needs of the community, and 2.5 – To ensure that all Community Plans are diverse, of best practice, innovative and appropriate to demographics. Key Focus Area 5 – Objective 5 – Maintain and improve safe and sustainable infrastructure to meet the community needs of the Shire of Capel Strategic Plan 2009 – 2020.

CONSULTATION

Consultation has been undertaken by the consultant, Cindy Evans, in the development of the Draft Disability Access and Inclusion Plan 2012 -2017 and the Implementation Plan.

The Draft Disability Access and Inclusion Plan 2012 -2017 was adopted by Council for public comment for a period of three weeks. As a part of the public comment period, the consultant has conducted three public consultation sessions.

The Draft Plans were advertised in the *South Western Times*, *Shire Snippets*, on the Shire of Capel website, and distributed through email networks.

Public consultation sessions were held in Capel, Boyanup and Dalyellup. 13 residents attended the consultation sessions. No written submissions were received during the public comment period, however comments have recently been received from Susan Henson, Senior Disability Access and Inclusion Officer, Access and Inclusion, Disability Services Commission:

"I have had a look through the draft DAIP that you sent me and the following points noted which will need to be included in your DAIP:

1. *In the section "Communicating the 2012-2017 DAIP" P.13
You have outlined (very well!!) what appears to be the procedures used when you were carrying out the consultation process for reviewing the DAIP. I think that this needs to be under the "Consultation Process" on page 9. Communicating or promoting DAIP is a heading by itself which outlines how you will communicate or promote the final DAIP. It is a legislative requirement that the final DAIP is posted on Shire of Capel's website and a notice to inform the community of your DAIP put in the local newspaper. Optionally copies are sent to relevant stakeholders, provided to new staff or posted on your intranet site.*
2. *You need to state that a copy of the DAIP is available in alternative formats upon request either:*
 - *electronically*
 - *in hard copy in both standard and large print*
 - *in audio format on cassette or compact disc*
 - *by email and from your website.*

This is usually stated either on the front or inside cover.
3. *You also need to add something about reporting. You could add a dot point in the section "Review and Monitoring" on page 14 that states you will report to Disability Services Commission by 31 July each year.*
4. *There also needs to be a dot point about employees, agents and contractors under a heading "**Implementation of disability access and inclusion plan**" (this could be in the same section) that is outlined in Section 29B of The Act which says " A public authority that has a disability access and inclusion plan must take all practicable measures to ensure that the plan is implemented by the public authority and its officers, employees, agents or contractors". You can adapt the sentence to suit Capel.*

Hope this helps and look forward to receiving final copy of DAIP as well as DAIP Progress Report for 2011/2012."

These comments involve amendments which are relatively minor and the changes have been made to the Draft Disability Access and Inclusion Plan which is attached to this report for consideration for adoption by Council.

COMMENT

The Draft Disability Access and Inclusion Plan 2012-2017 and the Disability Access and Inclusion Implementation Plan was adopted by Council for public comment on 20th June 2012.

As a result of no written submissions being made within the public comment timeframe apart from the response from the Disability Services Commission (see above), and given that all the matters referred to at the public sessions are already taken into account in the Disability Access and Inclusion Plan, Implementation Plan 2012 – 2017, it is considered that no specific amendments be made.

CONCLUSION

It is considered that the Draft Disability Access and Inclusion Plan 2012 -2017 has comprehensively covered the key issues of access and inclusion in our communities at present and provides strategies to address each of these to create a more socially inclusive Shire for residents and visitors alike.

The Draft Disability Access and Inclusion Policy 21.13 has been developed in conjunction with the Plan as a tool to assist Council plan for access and inclusion.

VOTING REQUIREMENTS

Simple majority

OFFICER'S RECOMMENDATION – 18.1
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That Council receives the minutes of the Disability Access and Inclusion Advisory Committee meeting held on 30th August 2012 and adopts the recommendations contained therein.

- 19 NEW BUSINESS OF AN URGENT NATURE**
- 20 PUBLIC QUESTION TIME**
- 21 MOTIONS WITHOUT NOTICE (ABSOLUTE MAJORITY BY COUNCIL)**
- 22 NOTICES OF MOTION FOR CONSIDERATION AT THE NEXT ORDINARY MEETING OF THE COUNCIL**
- 23 ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS**
- 24 MEETING CLOSURE**