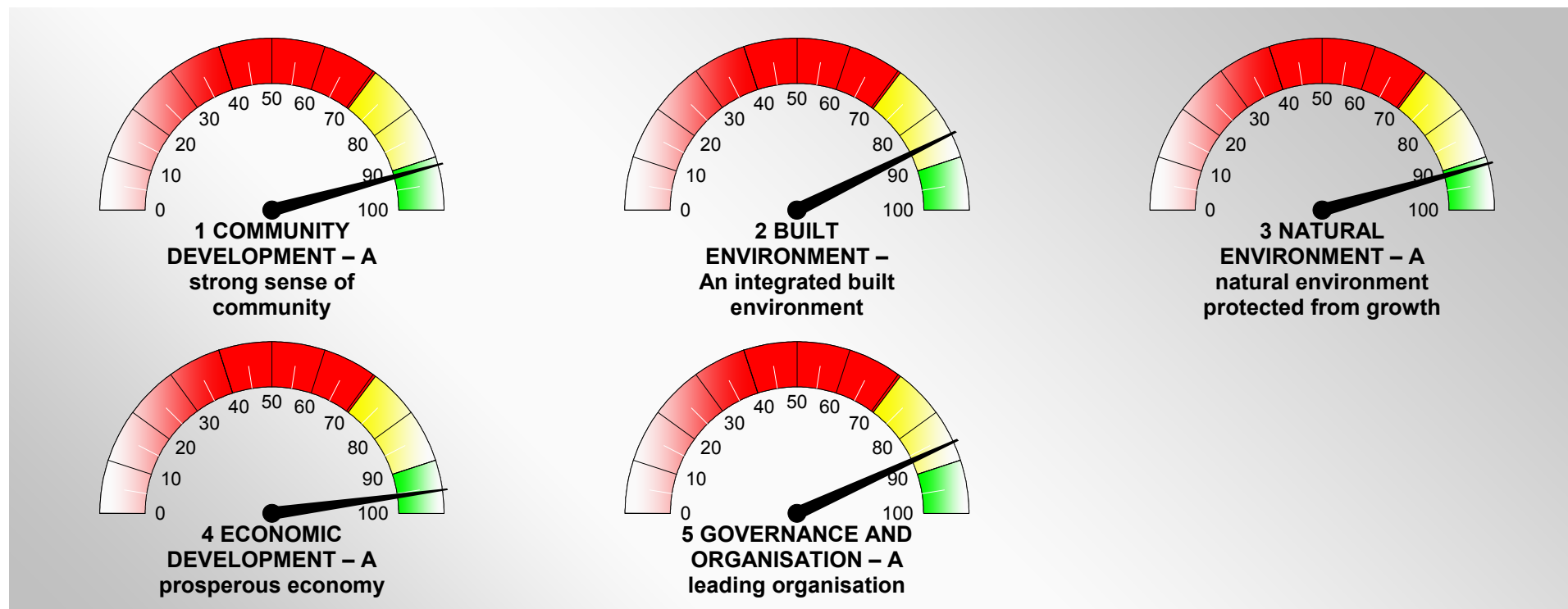




Shire of Kalamunda

Quarterly Progress Report
October to December 2009

Quarterly Progress Against Goals



GOAL AREA	NO. OF COUNCIL PLAN ACTIONS	NO. OF ACTIONS AT LEAST 90% OF TARGET	NO. OF ACTIONS BETWEEN 70 & 90% OF TARGET	NO. OF ACTIONS LESS THAN 70% OF TARGET	NUMBER OF ONGOING ACTIONS	ACTIONS WITH NO TARGET
1 COMMUNITY DEVELOPMENT – A strong sense of community	98	15	2	1	80	80
2 BUILT ENVIRONMENT – An integrated built environment	118	50	3	12	53	53
3 NATURAL ENVIRONMENT – A natural environment protected from growth	24	3	1	0	20	20
4 ECONOMIC DEVELOPMENT – A prosperous economy	14	7	1	0	6	6
5 GOVERNANCE AND ORGANISATION – A leading organisation	232	73	3	15	141	141

Corporate Scorecard

Corporate Indicators



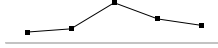

KPI	Dec 08 - Dec 09	Unit	Target	Actual	Indicator
Customers					
Customer requests overdue at the end of the month		%	2.00	6.15	
<i>Executive Comments :</i>					
Customer requests responded to within 5 working days		%	98.00	98.37	
<i>Executive Comments :</i>					
Incoming correspondence overdue at the end of the month		%	2.00	16.89	
<i>Executive Comments :</i>					
Incoming correspondence responded to within 5 working days		%	98.00	92.12	
<i>Executive Comments :</i>					
Employees					
Absenteeism - number of days per employee		Days	2.00	0.43	
<i>Executive Comments :</i>					
Lost Time to Injury - Incidence		Days	1.00	35.79	
<i>Executive Comments :</i>					
Financial Management					
Actual capital expenditure vs budgeted capital expenditure at end of month		%	5.00	2.17	
<i>Executive Comments :</i>					
Actual operating expenditure vs budgeted operating expenditure at end of month		%	5.00	1.94	
<i>Executive Comments :</i>					
Budget achievement - expenditure		%	180.00	186.00	
<i>Executive Comments :</i>					
Budget achievement - revenue		%	180.00	206.00	
<i>Executive Comments :</i>					



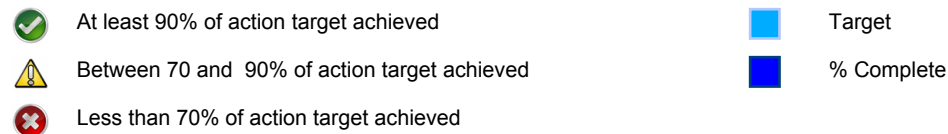
Corporate Indicators








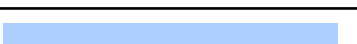
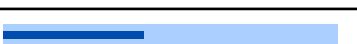
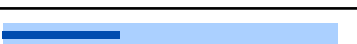
KPI	Dec 08 - Dec 09	Unit	Target	Actual	Indicator
Governance Management					
Councillor enquiries responded to within 5 days		%	98.00	90.00	
<i>Executive Comments :</i>					
Project and Service Management					
Interplan Reporting - Exec actions signed off by Director by end of 9th working day		%	100.00	78.09	
<i>Executive Comments :</i>					
Interplan Reporting - Exec actions signed off by Manager by end of 8th working day		%	100.00	93.19	
<i>Executive Comments :</i>					
Interplan Reporting - KPIs updated by end of third working day		%	100.00	85.92	
<i>Executive Comments :</i>					
Major project performance		%	N/A	N/A	Monthly
<i>Executive Comments :</i>					
Statutory Compliance					
Building applications determined within 20 days		#	180.00	229.00	
<i>Executive Comments :</i>					
Building applications outstanding		#	150.00	206.00	
<i>Executive Comments :</i>					
Building licences approved		#	260.00	330.00	
<i>Executive Comments :</i>					
Development applications determined within 20 days		#	140.00	76.00	
<i>Executive Comments :</i>					
Planning applications approved		#	40.00	137.00	
<i>Executive Comments :</i>					

Corporate Indicators

<i>KPI</i>	<i>Dec 08 - Dec 09</i>	<i>Unit</i>	<i>Target</i>	<i>Actual</i>	<i>Indicator</i>
Planning applications completed within statutory time frames		#	140.00	83.00	 RED
<i>Executive Comments :</i>					
Planning applications outstanding		#	5.00	5.50	 RED
<i>Executive Comments :</i>					

Major Projects

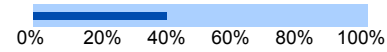


Action	Start Date	End Date			Budget Expenditure	Actual Expenditure	% Variance
1.2.1.9 Coordinate the planning and running of festivals and events within the Shire.	01/07/09	30/06/14		Ongoing	\$167,000.00	\$108,007.00	-35.33%
1.5.1.18 Prepare an annual programme of leisure and recreation activities for young people, ensuring all young people are catered for.	01/07/09	30/06/14		Ongoing	\$121,120.00	\$29,282.00	-75.82%
2.1.1.10 Review Council's long-term ownership of individual building assets, taking into consideration the required functional level of service, the community's expectations and asset rationalisation.	01/07/09	30/06/11		Ongoing	\$0.00	\$0.00	0.00%
2.1.1.7 Oversee the investigation of private and public partnerships on Shire owned and vested land	01/07/09	30/06/14		Ongoing	\$0.00	\$0.00	0.00%
2.1.3.1 Develop and implement Infrastructure Asset Management Plans.	01/07/09	30/06/11		Ongoing	\$0.00	\$0.00	0.00%
2.1.6.1 Complete draft of Local Planning Strategy	01/07/09	30/06/10		Ongoing	\$0.00	\$0.00	0.00%
4.1.2.1 Identification of preferred Perth Airport Rail route alignment and location of railway station east of Perth International Airport.	01/07/09	30/06/10		Ongoing	\$0.00	\$0.00	0.00%
4.3.3.2 Promote tourism initiatives within the Shire.	01/07/09	30/06/14		Ongoing	\$79,615.00	\$55,877.00	-29.82%
5.1.4.3 Undertake a comprehensive review of the meeting support function (agendas; report settlement, copying, distribution, etc; and minutes including responsibility for Local Government Act compliance).	01/07/09	30/06/10		Ongoing	\$0.00	\$0.00	0.00%
5.2.2.8 Oversee the upgrade of the Shire's website.	01/07/09	30/06/10		Ongoing	\$0.00	\$0.00	0.00%
5.2.6.5 Develop a Customer Service Charter.	01/01/10	30/06/10		Ongoing	\$0.00	\$0.00	0.00%
5.3.1.6 Develop a workforce planning strategy that aligns business direction, organisational planning and HR strategy.	01/07/09	30/06/10		Ongoing	\$0.00	\$0.00	0.00%
5.3.2.7 Recommend process improvements involving customer service staff to reduce workloads and improve turnaround times	01/07/09	30/06/10		Ongoing	\$0.00	\$0.00	0.00%

5.4.2.5 Oversee the development of a revenue strategy

01/07/09

30/06/10



Ongoing

\$0.00

\$0.00

0.00%



Major Projects



At least 90% of action target achieved



Between 70 and 90% of action target achieved



Less than 70% of action target achieved

ACTION	RESPONSIBLE PERSON POSITION	% COMP	STATUS	START DATE	END DATE	PROGRESS
Goal: 1 COMMUNITY DEVELOPMENT – A strong sense of community Outcome: 1.2 A Vibrant Arts and Culture community Strategy: 1.2.1 Support a range of existing cultural activities and provide opportunities to establish new initiatives for cultural activities in partnership with community groups and networks						
1.2.1.9 Coordinate the planning and running of festivals and events within the Shire.	Marilyn Keys - Cultural Development Coordinator		Ongoing	01/07/2009	30/06/2014	No Targets Set
PROGRESS COMMENTS						

Strategy: 1.2.1 Support a range of existing cultural activities and provide opportunities to establish new initiatives for cultural activities in partnership with community groups and networks

Events Applications:

1. Application received from Maida Vale Baptist Church for Carols at Maida Vale

Thank A Volunteer Day:

1. 150 RSVP's received - in previous year, many last minute acceptances.
2. Thank You Certificate and red flower to be presented to all volunteers.
3. Shire President and CEO to open event.
4. Lions Club of Lesmurdie to assist with catering.
5. Volunteer Coordinator, Environmental Services Coordinator and Library Staff to assist with presentation of event.

Corymbia Festival:

LotteryWest Funding Application for \$15,000 submitted.
 Woodlupine Seniors Banner project planning underway.
 Confirmation of Freestyle Now BMX.
 Development of branding underway.

Seniors Week:

All events successfully completed.

1. Opening concert Sunday - 200 attendees. Opening speech by Shire President. Included afternoon tea.
2. Bingo Monday - 98 attendees. Woodlupine Family Community Centre. Included afternoon tea.
3. Fish and Chips at Ciccerello's Tuesday - 180 attendees.
4. Have a Go Day Wednesday - 80 attendees. Two buses to and from Burswood Park. Bad weather affected some activities.
5. RAAF Bullcreek Lunch Thursday - 120 attendees. Lunch provided.
6. Dance Friday - 110 attendees. Shire President and CEO attended. Thank you speech by Shire President. Afternoon tea provided.

Australia Day:

Project proposal underway.

Outcome: 1.5 Opportunities and support for young people

Strategy: 1.5.1 Facilitate a coordinated approach to identifying and meeting the needs of young people by working with other government, community and private sector agencies to ensure the efficient use of resources

Strategy:	1.5.1 Facilitate a coordinated approach to identifying and meeting the needs of young people by working with other government, community and private sector agencies to ensure the efficient use of resources					
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1.5.1.18 Prepare an annual programme of leisure and recreation activities for young people, ensuring all young people are catered for.	Darren Jones - Manager Community Development		Ongoing	01/07/2009	30/06/2014	No Targets Set
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PROGRESS COMMENTS

November 2009

An annual program has been developed for young people within the community of the Shire of Kalamunda. The program includes activities such as Kala Kranks music workshops, Arts in the Park, BMX and Skate coaching clinics, the Youth Art Exhibition and Workshops, Changemakers community service projects, a blacksmithing project, Youth week 2010 and the 'Do It With Denim' program.

Kala Kranks music workshops finished in early November with a grand finale concert. A skate and BMX coaching clinic is scheduled for Saturday December 5, 2009 at the Kalamunda Skate Park.

Goal:	2 BUILT ENVIRONMENT – An integrated built environment					
Outcome:	2.1 Improved asset management to meet community needs today and in the future					
Strategy:	2.1.1 Develop and implement a policy and structure to ensure the effective management of Shire owned and managed land and buildings					

2.1.1.7 Oversee the investigation of private and public partnerships on Shire owned and vested land	James Trail - Chief Executive Officer		Ongoing	01/07/2009	30/06/2014	No Targets Set
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PROGRESS COMMENTS

Currently 3 properties are being investigated for possible development opportunities.

The properties are:

Hale Road Forrestfield - Woodlupine Site

Welshpool Road East Wattle Grove

3 Lewis Road

Meeting has been arranged with Department of Housing and Works

Concept plan and scheme amendment documentation being prepared for Hale Road site

Meeting taken place with Dept of Aged Services and Housing and Works

2.1.1.10 Review Council's long-term ownership of individual building assets, taking into consideration the required functional level of service, the community's expectations and asset rationalisation.	Steve McKay - Manager of Property and Procurement	25.00%	In Progress	01/07/2009	30/06/2011	No Targets Set
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PROGRESS COMMENTS

Data base of property being developed in excel. some property already identified for development is progressing towards a review to Council on 15/01/2010

Strategy:	2.1.3 Implement an effective asset management framework					
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Strategy: 2.1.3 Implement an effective asset management framework						
2.1.3.1 Develop and implement Infrastructure Asset Management Plans.	Chaminda Dassanayake - Infrastructure Engineer	55.00%	In Progress	01/07/2009	30/06/2011	No Targets Set
PROGRESS COMMENTS						
<p>The development of the Infrastructure Asset Management plans for the individual class of assets has started. To develop the Plans, task for the collection of condition data for the road network has been allocated to Australian Road Research Board (ARRB) whilst for the collection of footpath condition data, Opus international has been engaged for the purpose.</p> <p>ARRB intends to start the condition survey early December and it is expected that by middle of February , the information will be made available that can be used for predictive modelling & for the development of long term financial plans by using ROMAN (Road Management system).</p> <p>Similarly the information from Opus International will be used to develop long term financial plans for footpaths.</p> <p>ARRB has started condition survey of the road network on 30th November. This survey will be conducted for only 50% of the road network within the financial year 2009/10. OPUS international commenced the footpath condition survey in the middle of the month.</p>						
Strategy: 2.1.6 Ensure the local planning scheme, strategy and policies appropriately address the future supply and demand and needs and expectations of the total demographic of our community						
2.1.6.1 Complete draft of Local Planning Strategy	Rory O'Brien - Director Planning and Development Services	55.00%	In Progress	01/07/2009	30/06/2010	No Targets Set
PROGRESS COMMENTS						
<p>As I will finish as Director in a month and Clayton will be doing my present job there has been little progress. It is intended that I will focus on completing the Local Planning Strategy as my first priority when I move to my past time position in 2010.</p>						

Goal: 4 ECONOMIC DEVELOPMENT – A prosperous economy						
Outcome: 4.1 Improved transport access to Perth CBD and other major centres / facilities						
Strategy: 4.1.2 Advocate for the extension of rail facilities to the Perth airport and the Kalamunda region						
4.1.2.1 Identification of preferred Perth Airport Rail route alignment and location of railway station east of Perth International Airport.	Andrew Fowler-Tutt - Manager - Strategic Planning	30.00%	In Progress	01/07/2009	30/06/2010	No Targets Set
PROGRESS COMMENTS						
Key stakeholder group has been organised on the preferred rail route option. Four options for a station in High Wycombe put forward. Consultants had indicated that next meeting to identify preferred route was to be mid July. July meeting cancelled, no date provided as yet for revised meeting time.						
Outcome: 4.3 A recognised tourist destination on the City fringe						
Strategy: 4.3.3 Identify funding and project opportunities to enhance the Shire both for residents and as a destination for visitors						
4.3.3.2 Promote tourism initiatives within the Shire.	Kevin O'Connor - Director Community Development		Ongoing	01/07/2009	30/06/2014	No Targets Set
PROGRESS COMMENTS						
The Shire of Kalamunda, in partnership with Mundaring Shire and other tourism stakeholders, will be marketing the Perth Hills destination via the next edition of the Experience Perth (Tourism WA) Holiday Planner. A draft DL sized brochure promoting the Perth Hills as a destination is currently being printed.						

Goal: 5 GOVERNANCE AND ORGANISATION – A leading organisation

Outcome: 5.1 Governance and planning

Strategy: 5.1.4 Ensure appropriate systems and procedures are in place to comply with statutory compliance and enhance effective business management

5.1.4.3 Undertake a comprehensive review of the meeting support function (agendas; report settlement, copying, distribution, etc; and minutes including responsibility for Local Government Act compliance).	Neil Wilson - Director Corporate Services	50.00%	In Progress	01/07/2009	30/06/2010	No Targets Set
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PROGRESS COMMENTS

This project has commenced with initial thoughts being developed as to the copy/print function. The final report is expected to be reported through the CEO to EMT in the new year.

There have been a number of meetings involving the Manager of Corporate Support, the PA's and Ian Kinner addressing the Agenda and Minute Functions. The first round of meetings using the synergy system has taken place and issues are being ironed out on an ongoing basis.

Outcome: 5.2 Excellence in customer service and community consultation

Strategy: 5.2.2 Ensure all people are able to receive information from the Shire in a format that will enable them to access the information

5.2.2.8 Oversee the upgrade of the Shire's website.	Nicole O'Neill - Public Relations Officer	70.00%	In Progress	01/07/2009	30/06/2010	No Targets Set
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PROGRESS COMMENTS

New Community Connect Portal is currently under development. Skins have been finalised and Stage 1 of implementation has been approved.

Camms completed installation of the product by late November, allowing for testing this month (December) A number of issues have been logged with Camms.

Completion (Go Live) Date Scheduled for 4 January 2010.

Strategy: 5.2.6 Maintain high levels of satisfaction with customer service internally and externally to the organisation through the development and implementation of a customer service charter and plan.

5.2.6.5 Develop a Customer Service Charter.	Hazel Smallwood - Manager Corporate Support	0.00%	Not Started	01/01/2010	30/06/2010	No Targets Set
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PROGRESS COMMENTS

Development of Charter will commence in January 2010 following the completion of the Customer Service Strategy, and Customer Service Plan (see the explanation below).

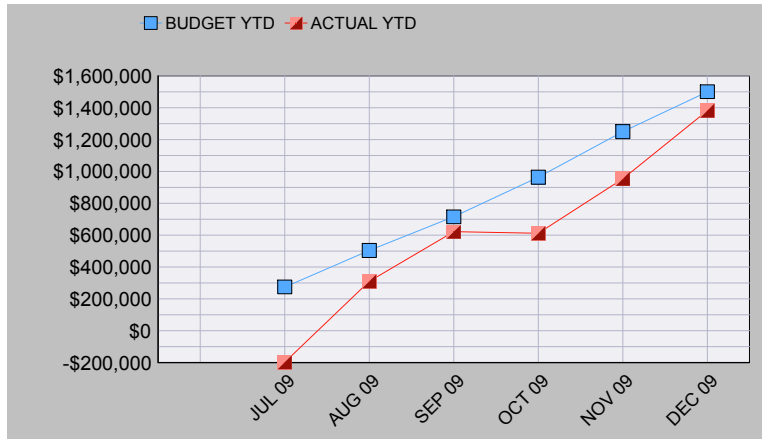
The CAMMS Service Review and outcomes of the Asset Management Review will assist in providing information to the Charter. The Shire's Customer Service Strategy is currently being developed as a Leadership Programme Project. This will be completed by December 2009. Customer Services Plan 09/10 has been drafted and consultation with Directors is proceeding prior to final presentation to EMT.

Outcome: 5.3 Growth in innovative services

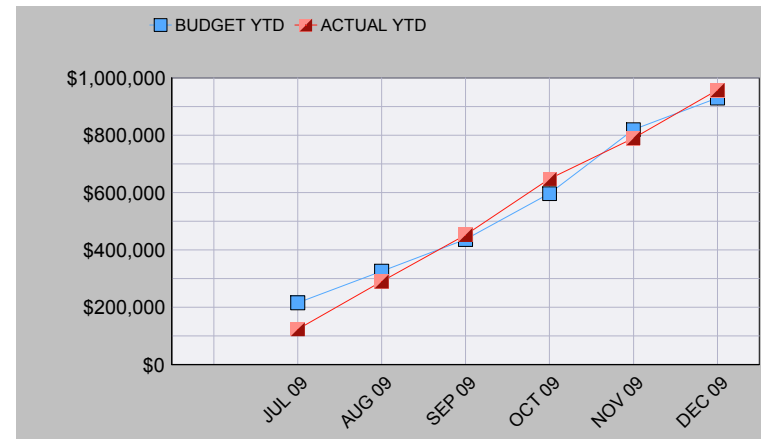
Strategy: 5.3.1 Increase the capacity of business units to better deliver business unit and organisational goals						
5.3.1.6 Develop a workforce planning strategy that aligns business direction, organisational planning and HR strategy.	Davina Sandhu - Manager Human Resources & Organisational Development	42.00%	In Progress	01/07/2009	30/06/2010	No Targets Set
PROGRESS COMMENTS						
Currently putting together a Training Needs Analysis, extracting information from performance appraisals that have just been completed. Employee Recognition policy is being drafted, this is including the Employee of the Month incentive.						
Strategy: 5.3.2 Regularly review services and standards offered by the Shire to ensure they meet community needs						
5.3.2.7 Recommend process improvements involving customer service staff to reduce workloads and improve turnaround times	Duncan Wilson - Manager - Building Services	35.00%	In Progress	01/07/2009	30/06/2010	No Targets Set
PROGRESS COMMENTS						
Processes in a continual state of improvement so as to increase efficiencies.						
Outcome: 5.4 Diversify revenue and funding sources						
Strategy: 5.4.2 Explore all avenues of funding including borrowings and sale of assets						
5.4.2.5 Oversee the development of a revenue strategy	Neil Wilson - Director Corporate Services	40.00%	In Progress	01/07/2009	30/06/2010	No Targets Set
PROGRESS COMMENTS						
This strategy will form part of the 2010-2011 budget process and will build upon ideas developed and shown in the adopted 5 year forward financial plan. This is a linear process.						

Directorate Budgets

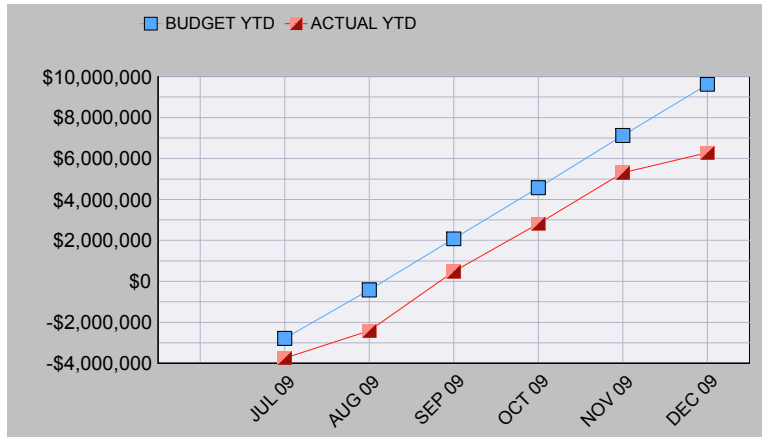
Community Development



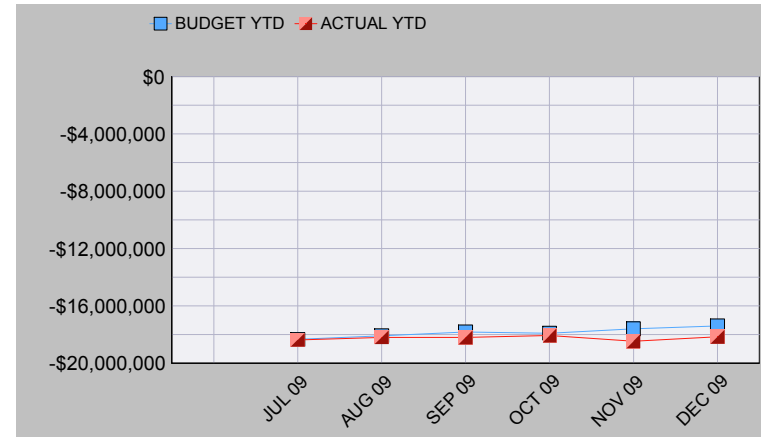
Chief Executive Office



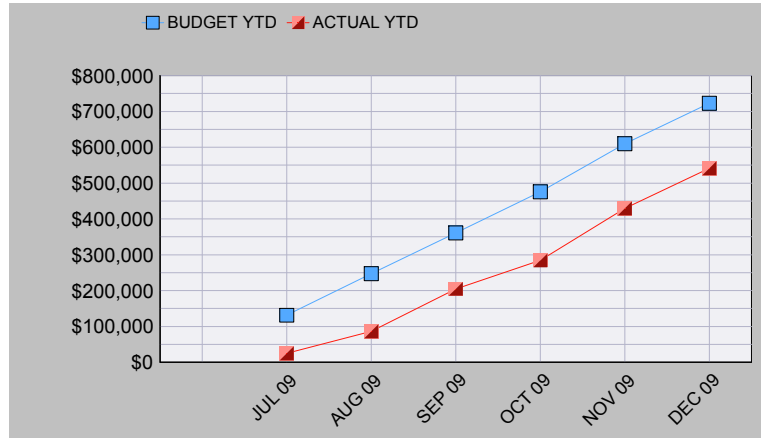
Engineering Services



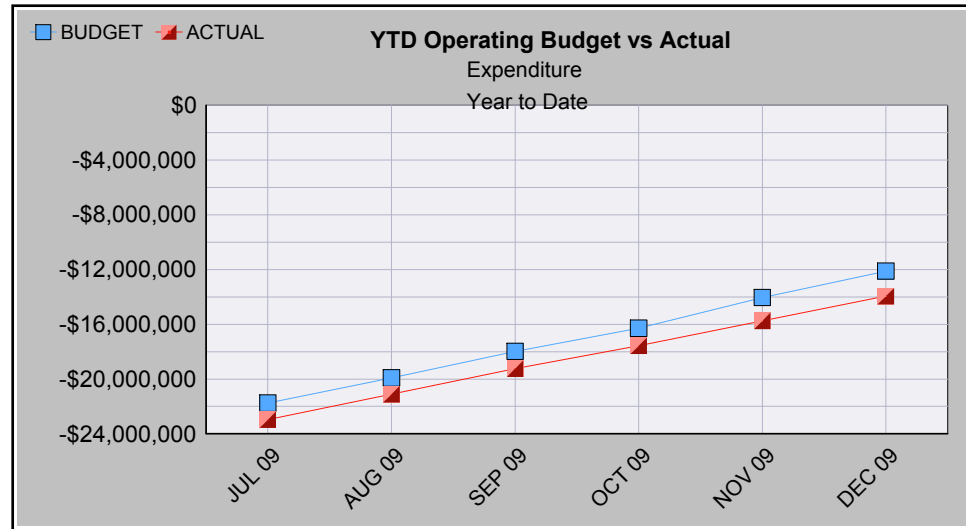
Corporate Services



Planning and Development Services



Financial Report-Organisational Summary



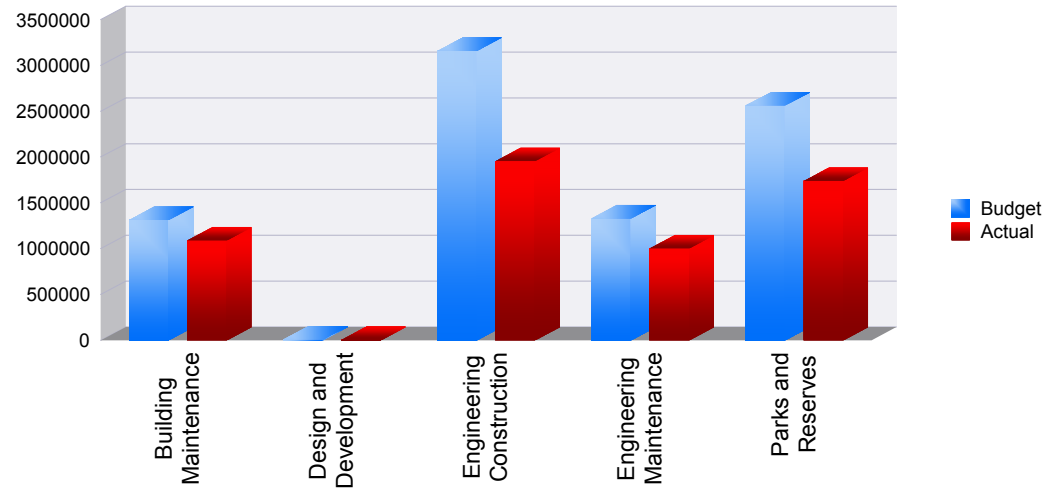
Financial Report-Organisational Summary

		Variance %	Variance \$	Actual & Committed YTD	Budget YTD	Annual Budget	Actual YTD	Committed YTD
EXPENDITURE								
CEO Directorate	✘	7.74%	\$51,183.00	\$711,642.00	\$660,459.00	\$1,170,052.00	\$711,642.00	\$0.00
Human Resources	✔	-8.56%	(\$23,064.00)	\$246,356.00	\$269,420.00	\$488,280.00	\$246,356.00	\$0.00
Community Development	✔	-411.94%	(\$330,405.00)	(\$250,198.00)	\$80,207.00	\$206,741.00	(\$250,198.00)	\$0.00
Community Development Directorate	✘	9.57%	\$27,600.00	\$315,903.00	\$288,303.00	\$568,502.00	\$315,903.00	\$0.00
Community Development Management	✘	77.69%	\$16,608.00	\$37,983.00	\$21,375.00	\$41,438.00	\$37,983.00	\$0.00
Cultural Development	✘	14.00%	\$18,037.00	\$146,806.00	\$128,769.00	\$249,806.00	\$146,806.00	\$0.00
Environmental Health	✔	-3.36%	(\$8,278.00)	\$237,677.00	\$245,954.00	\$503,093.00	\$237,677.00	\$0.00
KHACC Services	✘	-162,714.81%	\$175,732.00	\$175,624.00	(\$108.00)	\$7.00	\$175,624.00	\$0.00
Library Services	✔	-7.17%	(\$43,172.00)	\$558,525.00	\$601,697.00	\$1,177,833.00	\$558,525.00	\$0.00
Recreation Centres	✘	18.49%	\$24,928.00	\$159,710.00	\$134,782.00	\$265,527.00	\$159,710.00	\$0.00
Corporate Services Directorate	✔	-6.75%	(\$14,583.00)	\$201,184.00	\$215,767.00	\$436,185.00	\$201,184.00	\$0.00
Customer Services	✔	-7.78%	(\$14,275.00)	\$169,042.00	\$183,317.00	\$362,764.00	\$169,042.00	\$0.00
Financial Services	✔	2.89%	(\$545,115.00)	(\$19,403,892.00)	(\$18,858,778.00)	(\$19,547,511.00)	(\$19,403,892.00)	\$0.00
Governance	✔	-3.80%	(\$1,529.00)	\$38,679.00	\$40,208.00	\$78,467.00	\$38,679.00	\$0.00
Information Technology	✔	-28.17%	(\$163,098.00)	\$415,859.00	\$578,957.00	\$1,031,169.00	\$415,859.00	\$0.00
Property and Procurement	✘	3.24%	\$2,229.00	\$70,922.00	\$68,692.00	\$132,988.00	\$70,922.00	\$0.00
Rangers	✔	-5.64%	(\$16,056.00)	\$268,202.00	\$284,257.00	\$603,029.00	\$268,202.00	\$0.00
Records	✔	-13.89%	(\$14,156.00)	\$87,704.00	\$101,861.00	\$198,387.00	\$87,704.00	\$0.00
Asset Management	✔	-94.33%	(\$282,287.00)	\$16,951.00	\$299,238.00	\$598,475.00	\$16,951.00	\$0.00
Building Maintenance	✔	-38.67%	(\$1,673,987.00)	\$2,654,681.00	\$4,328,667.00	\$8,654,722.00	\$2,654,681.00	\$0.00
Design and Development	✘	5.01%	\$30,137.00	\$631,273.00	\$601,136.00	\$1,194,599.00	\$631,273.00	\$0.00
Engineering Construction	✔	-29.18%	(\$429,778.00)	\$1,042,700.00	\$1,472,478.00	\$2,945,312.00	\$1,042,700.00	\$0.00
Engineering Maintenance	✘	0.45%	\$8,203.00	\$1,813,031.00	\$1,804,827.00	\$3,582,453.00	\$1,813,031.00	\$0.00
Engineering Operations	✔	-27.82%	(\$4,620.00)	\$11,982.00	\$16,602.00	\$33,257.00	\$11,982.00	\$0.00
Engineering Services Directorate	✔	-66.96%	(\$559,388.00)	\$275,913.00	\$835,301.00	\$1,671,815.00	\$275,913.00	\$0.00
Fleet and Plant Management	✘	19.94%	\$108,083.00	\$649,931.00	\$541,848.00	\$1,017,065.00	\$649,931.00	\$0.00
Parks and Reserves	✔	-6.26%	(\$146,044.00)	\$2,183,643.00	\$2,329,687.00	\$4,635,972.00	\$2,183,643.00	\$0.00
Waste	✔	15.06%	(\$393,138.00)	(\$3,003,322.00)	(\$2,610,185.00)	(\$98,763.00)	(\$3,003,322.00)	\$0.00
Building Services	✔	-116.18%	(\$53,322.00)	(\$7,426.00)	\$45,896.00	\$89,798.00	(\$7,426.00)	\$0.00

Environment	✓	-10.94%	(\$22,998.00)	\$187,071.00	\$210,069.00	\$460,981.00	\$187,071.00	\$0.00
Planning and Development Services Directorate	✓	-17.77%	(\$30,976.00)	\$143,311.00	\$174,287.00	\$349,857.00	\$143,311.00	\$0.00
Statutory Planning	✓	-18.37%	(\$49,165.00)	\$218,367.00	\$267,532.00	\$520,623.00	\$218,367.00	\$0.00
Strategic Planning	✓	-100.00%	(\$24,996.00)	\$0.00	\$24,996.00	\$50,000.00	\$0.00	\$0.00
Sub-Total Expenditure	✓	94.99%	(\$4,381,688.00)	(\$8,994,168.00)	(\$4,612,480.00)	\$13,672,922.00	(\$8,994,168.00)	\$0.00
OVERALL NET	✓	94.99%	(\$4,381,688.00)	(\$8,994,168.00)	(\$4,612,480.00)	\$13,672,922.00	(\$8,994,168.00)	\$0.00

Engineering Financial Summary

Engineering Financial Summary
Graph YTD Budget vs Actual



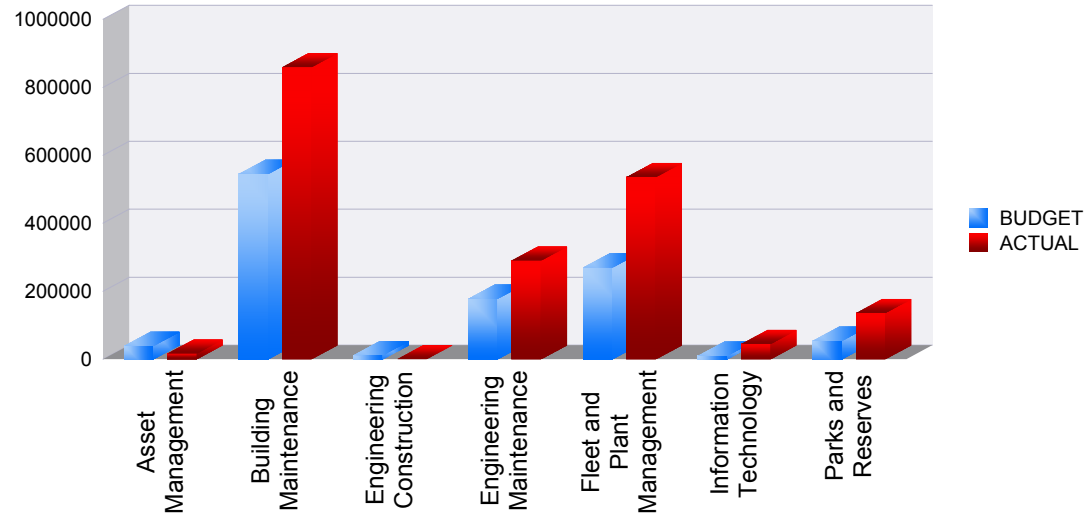
Engineering Financial Summary

	Variance %	Variance \$	Actual & Committed YTD	Budget YTD	Annual Budget	Actual YTD	Committed YTD
BUILDING MAINTENANCE							
Manage the programmed maintenance of existing buildings	18.75%	\$147,851.00	\$936,245.00	\$788,394.00	\$1,576,762.00	\$936,245.00	\$0.00
TOTAL	18.75%	\$147,851.00	\$936,245.00	\$788,394.00	\$1,576,762.00	\$936,245.00	\$0.00
DESIGN AND DEVELOPMENT							
Review and improve the design of Kalamunda Road, from Roe Highway to Newburn Road.	-82.20%	(\$24,660.00)	\$5,340.00	\$30,000.00	\$60,000.00	\$5,340.00	\$0.00
TOTAL	-82.20%	(\$24,660.00)	\$5,340.00	\$30,000.00	\$60,000.00	\$5,340.00	\$0.00
ENGINEERING CONSTRUCTION							
Construction of Abernethy Road dual carriageway.	3.74%	\$8,665.00	\$239,767.00	\$231,102.00	\$462,207.00	\$239,767.00	\$0.00
Implement annual drainage construction programme.	16.41%	\$55,794.00	\$395,772.00	\$339,978.00	\$680,000.00	\$395,772.00	\$0.00
Implement annual road construction programme.	-15.55%	(\$210,633.00)	\$1,143,705.00	\$1,354,338.00	\$2,708,849.00	\$1,143,705.00	\$0.00
Implement the annual footpath construction programme.	-23.39%	(\$51,840.00)	\$169,788.00	\$221,628.00	\$443,300.00	\$169,788.00	\$0.00
Oversee the widening of Kalamunda Road adjacent to the Lifestyle Village	-100.00%	(\$39,996.00)	\$0.00	\$39,996.00	\$80,000.00	\$0.00	\$0.00
TOTAL	-118.79%	(\$238,010.00)	\$1,949,032.00	\$2,187,042.00	\$4,374,356.00	\$1,949,032.00	\$0.00
ENGINEERING MAINTENANCE							
Implement annual drainage maintenance programme.	-11.85%	(\$35,536.00)	\$264,266.00	\$299,802.00	\$599,600.00	\$264,266.00	\$0.00
Implement annual footpath maintenance programme.	-22.28%	(\$30,481.00)	\$106,319.00	\$136,800.00	\$273,600.00	\$106,319.00	\$0.00
Implement annual roads maintenance programme.	13.84%	\$75,016.00	\$616,966.00	\$541,950.00	\$1,083,900.00	\$616,966.00	\$0.00
TOTAL	-20.29%	\$8,999.00	\$987,551.00	\$978,552.00	\$1,957,100.00	\$987,551.00	\$0.00
PARKS AND RESERVES							
Enhance and maintain building environs, parks and streetscapes through tree and shrub planting	1.49%	\$1,744.00	\$118,246.00	\$116,502.00	\$233,000.00	\$118,246.00	\$0.00
Implement Woodlupine Living Stream Project plan for the public open space area identified under the Wattle Grove urban area U9 structure plan.	-54.72%	(\$56,089.00)	\$46,409.00	\$102,498.00	\$205,000.00	\$46,409.00	\$0.00
Maintain Category 1 Reserves in a safe condition for organised sporting use	-0.36%	(\$1,204.00)	\$326,198.00	\$327,402.00	\$654,800.00	\$326,198.00	\$0.00
Maintain Category 1 Road Verges	21.86%	\$15,304.00	\$85,306.00	\$70,002.00	\$140,000.00	\$85,306.00	\$0.00
Maintain Category 2 Reserves in a safe condition for passive recreation	-9.33%	(\$35,584.00)	\$345,668.00	\$381,252.00	\$762,500.00	\$345,668.00	\$0.00
Maintain Category 2 Road Verges	18.10%	\$10,472.00	\$68,324.00	\$57,852.00	\$115,700.00	\$68,324.00	\$0.00
Maintain Category 3 Reserves in a safe condition for passive recreation	-17.31%	(\$14,515.00)	\$69,335.00	\$83,850.00	\$167,700.00	\$69,335.00	\$0.00

Maintain Category 3 Road Verges	-9.74%	(\$6,463.00)	\$59,837.00	\$66,300.00	\$132,600.00	\$59,837.00	\$0.00
Maintain Category 4 (Bush) Reserves in a safe condition	-4.54%	(\$4,896.00)	\$102,906.00	\$107,802.00	\$215,600.00	\$102,906.00	\$0.00
Maintain Category 4 Road Verges	-25.23%	(\$117,154.00)	\$347,048.00	\$464,202.00	\$928,400.00	\$347,048.00	\$0.00
TOTAL	-79.78%	(\$208,385.00)	\$1,569,277.00	\$1,777,662.00	\$3,555,300.00	\$1,569,277.00	\$0.00
OVERALL NET	-282.31%	(\$314,205.00)	\$5,447,445.00	\$5,761,650.00	\$11,523,518.00	\$5,447,445.00	\$0.00

Asset Financial Summary-Graph

Asset Financial Summary Graph
YTD Budget vs Actual

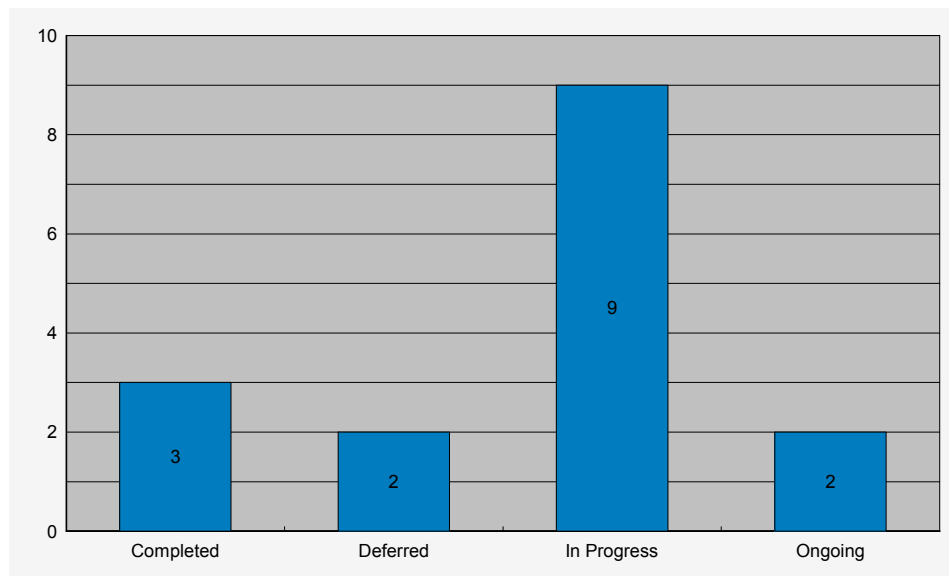


Assets Financial Summary

	Variance %	Variance \$	Actual & Committed YTD	Budget YTD	Annual Budget	Actual YTD	Committed YTD
ASSET MANAGEMENT							
Form a small multi-discipline team to assess and select the most suitable asset management software: Prioritise acquiring, installing and training for the software.	-71.26%	(\$42,047.00)	\$16,951.00	\$58,998.00	\$118,000.00	\$16,951.00	\$0.00
TOTAL	-71.26%	(\$42,047.00)	\$16,951.00	\$58,998.00	\$118,000.00	\$16,951.00	\$0.00
BUILDING MAINTENANCE							
Manage the installation of carpark lighting at Hartfield Park	-100.00%	(\$40,002.00)	\$0.00	\$40,002.00	\$80,000.00	\$0.00	\$0.00
Manage the installation of lighting at Reid Oval	46.37%	\$34,521.00	\$108,963.00	\$74,442.00	\$148,883.00	\$108,963.00	\$0.00
Manage the installation of sports lighting and extension to the Pioneer Park Complex	-100.00%	(\$70,002.00)	\$0.00	\$70,002.00	\$140,000.00	\$0.00	\$0.00
Manage the replacement of the roof and insulation to courts 5 and 6 at Ray Owen Sport Centre	119.28%	\$89,465.00	\$164,465.00	\$75,000.00	\$150,000.00	\$164,465.00	\$0.00
Manage the supply and installation of sports lighting to the soccer oval at Hartfield Park	83.39%	\$191,382.00	\$420,870.00	\$229,488.00	\$458,970.00	\$420,870.00	\$0.00
Oversee the replacement of the asbestos roof at the Hartfield Park Country Club	-55.42%	(\$20,506.00)	\$16,490.00	\$36,996.00	\$74,000.00	\$16,490.00	\$0.00
Oversee the upgrade of the Kalamunda Bowling Club - installation of synthetic greens, carpark lighting, etc.	34.73%	\$17,968.00	\$69,694.00	\$51,726.00	\$103,455.00	\$69,694.00	\$0.00
Oversee the upgrade of the Kalamunda Out of School Care building (12 Grove Road)	143.59%	\$46,808.00	\$79,406.00	\$32,598.00	\$65,192.00	\$79,406.00	\$0.00
TOTAL	171.94%	\$249,634.00	\$859,888.00	\$610,254.00	\$1,220,500.00	\$859,888.00	\$0.00
ENGINEERING CONSTRUCTION							
Implement the construction of additional carparks at Recreation Centres	-100.00%	(\$75,000.00)	\$0.00	\$75,000.00	\$150,000.00	\$0.00	\$0.00
TOTAL	-100.00%	(\$75,000.00)	\$0.00	\$75,000.00	\$150,000.00	\$0.00	\$0.00
ENGINEERING MAINTENANCE							
Maida Vale Reserve Carpark - seal gravel	62.66%	\$84,591.00	\$219,591.00	\$135,000.00	\$270,000.00	\$219,591.00	\$0.00
Manage car park and drainage improvements at Scott Reserve	43.70%	\$21,446.00	\$70,514.00	\$49,068.00	\$98,139.00	\$70,514.00	\$0.00
TOTAL	106.36%	\$106,037.00	\$290,105.00	\$184,068.00	\$368,139.00	\$290,105.00	\$0.00
FLEET AND PLANT MANAGEMENT							
Implement the annual heavy Fleet Replacement Programme.	-54.83%	(\$152,617.00)	\$125,711.00	\$278,328.00	\$556,651.00	\$125,711.00	\$0.00
Implement the annual light fleet replacement programme.	110.11%	\$215,210.00	\$410,660.00	\$195,450.00	\$390,900.00	\$410,660.00	\$0.00
TOTAL	55.28%	\$62,593.00	\$536,371.00	\$473,778.00	\$947,551.00	\$536,371.00	\$0.00

INFORMATION TECHNOLOGY							
Implement a storage area network (SAN).	48.17%	\$14,452.00	\$44,452.00	\$30,000.00	\$60,000.00	\$44,452.00	\$0.00
TOTAL	48.17%	\$14,452.00	\$44,452.00	\$30,000.00	\$60,000.00	\$44,452.00	\$0.00
PARKS AND RESERVES							
Install in-ground reticulation at Ray Owen Reserve	109.45%	\$71,100.00	\$136,056.00	\$64,956.00	\$129,916.00	\$136,056.00	\$0.00
TOTAL	109.45%	\$71,100.00	\$136,056.00	\$64,956.00	\$129,916.00	\$136,056.00	\$0.00
OVERALL NET	319.94%	\$386,769.00	\$1,883,823.00	\$1,497,054.00	\$2,994,106.00	\$1,883,823.00	\$0.00

Assets Financial Summary Projects



Assets Financial Summary Details



At least 90% of action target achieved



Between 70 and 90% of action target achieved



Less than 70% of action target achieved

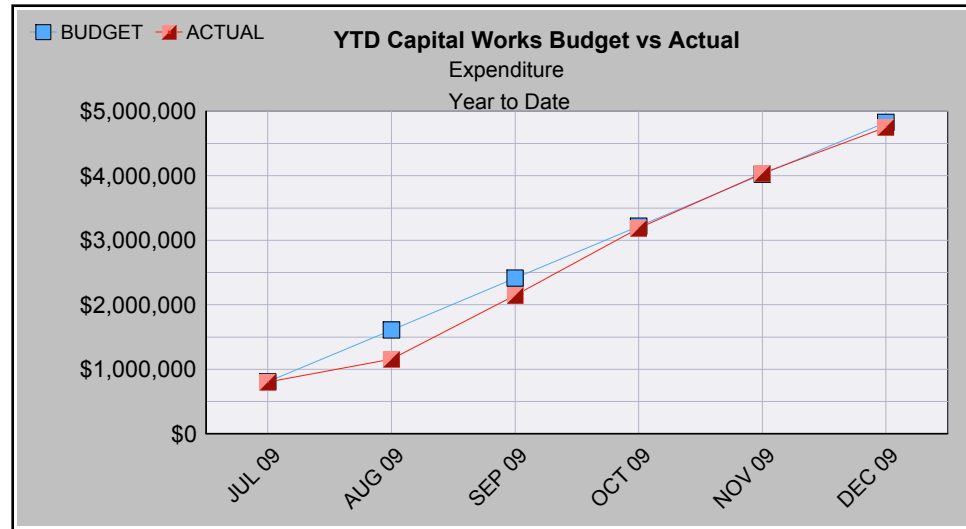
ACTION	START DATE	COMP. DATE	%COMP	STATUS	YTD ACTUAL EXPEND.	ANNUAL BUDGET	FORECAST	PROGRESS
2.3.2.48 Oversee the upgrade of the Kalamunda Out of School Care building (12 Grove Road)	01/07/2009	30/06/2010	100	Completed	\$79,406.00	\$65,192.00	\$0.00	No Targets Set
PROGRESS COMMENTS Works completed. Occupation occurred on time.								
2.3.2.44 Implement the annual heavy Fleet Replacement Programme.	01/07/2009	30/06/2014		Ongoing	\$125,711.00	\$556,651.00	\$0.00	No Targets Set
PROGRESS COMMENTS The advertisement for the 'Replacement Road Sweeper' Tender has now closed and is currently being analysed. A report will go to Council during the November 2009 round of meetings.								
2.3.3.39 Oversee the replacement of the asbestos roof at the Hartfield Park Country Club	01/10/2009	30/06/2010	25	In Progress	\$16,490.00	\$74,000.00	\$0.00	No Targets Set
PROGRESS COMMENTS An architect has been appointed and has met with club officials. Initial drawings produced and reviewed. Additional works that need to be identified and considered in conjunction with this project (undertaken at the same time as the roof is being replaced will save overall costs) are the kitchen refurbishment and electrical rewiring. A review is currently being performed and will be presented to Council for consideration in due course.								
2.3.3.35 Manage the installation of carpark lighting at Hartfield Park	01/07/2009	30/06/2010	0	Deferred	\$0.00	\$80,000.00	\$0.00	No Targets Set
PROGRESS COMMENTS No funding for this item. Pending Cash In Lieu application and completion of Hartfield Park Master Plan.								

2.3.3.40 Oversee the upgrade of the Kalamunda Bowling Club - installation of synthetic greens, carpark lighting, etc.	01/07/2009	30/06/2010	95	In Progress	\$69,694.00	\$103,455.00	\$0.00	No Targets Set
PROGRESS COMMENTS This project has now reached practical completion, with only a few minor outstanding issues.								
2.3.3.27 Manage the installation of sports lighting and extension to the Pioneer Park Complex	01/07/2009	31/12/2010	27	In Progress	\$0.00	\$140,000.00	\$0.00	No Targets Set
PROGRESS COMMENTS Pending cash in lieu of approval.								
2.3.3.34 Manage car park and drainage improvements at Scott Reserve	01/07/2009	30/06/2010	95	In Progress	\$70,514.00	\$98,139.00	\$0.00	No Targets Set
PROGRESS COMMENTS Majority completed, with some outstanding items.								
5.5.1.11 Implement a storage area network (SAN).	01/07/2009	30/06/2010	50	In Progress	\$44,452.00	\$60,000.00	\$0.00	No Targets Set
PROGRESS COMMENTS Proposal being developed.								
2.3.3.24 Install in-ground reticulation at Ray Owen Reserve	01/07/2009	30/11/2009	100	Completed	\$136,056.00	\$129,916.00	\$0.00	No Targets Set
PROGRESS COMMENTS Project completed.								
2.3.4.16 Implement the construction of additional carparks at Recreation Centres	01/07/2009	30/06/2010	0	Deferred	\$0.00	\$150,000.00	\$0.00	No Targets Set
PROGRESS COMMENTS No budget for unspecified car park construction. Scott Reserve and Maida Vale Reserve carparks listed separately. Hartfield Park Rec Centre carpark expansion pending Cash In Lieu funding. Application awaiting release of Hartfield Park Master Plan.								

2.3.3.26 Manage the supply and installation of sports lighting to the soccer oval at Hartfield Park	01/07/2009	31/03/2010	80	In Progress	\$420,870.00	\$458,970.00	\$0.00	No Targets Set
PROGRESS COMMENTS The lighting installation is in progress and the wiring is in place. The transformer and light towers are due for delivery. Simon Miller is project manager								
2.1.2.2 Form a small multi-discipline team to assess and select the most suitable asset management software: Prioritise acquiring, installing and training for the software.	01/07/2009	31/05/2010	20	In Progress	\$16,951.00	\$118,000.00	\$0.00	No Targets Set
PROGRESS COMMENTS A multi-discipline team was formed. A number of meetings were held to receive feedback and to understand the team's expectations regarding software requirement . The team members are as below: 1. Manager Financial Services (Corporate Services) 2. Infrastructure Engineer (Engineering Services) 3. IT Coordinator (Corporate Services) 4. Coordinator Parks and Reserves (Engineering Services) 5. Manager Technical Services (Engineering Services) 6. Manager Strategic planning (Planning & Development Services) The team after having few weekly meetings formalised the software specifications & the matrix for the selection of software. Advertisement was placed in the West Australian on 7th November, 2009 seeking expression of interest from the prospective software suppliers. The next stage for the selection of the software will be commencing after receiving submissions from the suppliers in response to the advertisement.								
2.3.3.25 Manage the replacement of the roof and insulation to courts 5 and 6 at Ray Owen Sport Centre	01/09/2009	30/01/2010	100	In Progress	\$164,465.00	\$150,000.00	\$0.00	No Targets Set
PROGRESS COMMENTS Contract has been let for this project and work is in progress.								
2.3.3.36 Manage the installation of lighting at Reid Oval	01/07/2009	30/06/2010	98	In Progress	\$108,963.00	\$148,883.00	\$0.00	No Targets Set
PROGRESS COMMENTS Lighting installation at practical completion. On site inspection by Electrical Consultant identified minor outstanding items that need to be rectified prior to final payment. Lights are currently fully operational and handed over to club for use.								

2.3.2.45 Maida Vale Reserve Carpark - seal gravel	01/07/2009	30/06/2010	100	Completed	\$219,591.00	\$270,000.00	\$0.00	No Targets Set
PROGRESS COMMENTS Works completed.								
2.3.2.43 Implement the annual light fleet replacement programme.	01/07/2009	30/06/2014		Ongoing	\$410,660.00	\$390,900.00	\$0.00	No Targets Set
PROGRESS COMMENTS On-going based on fleet utilisation.								

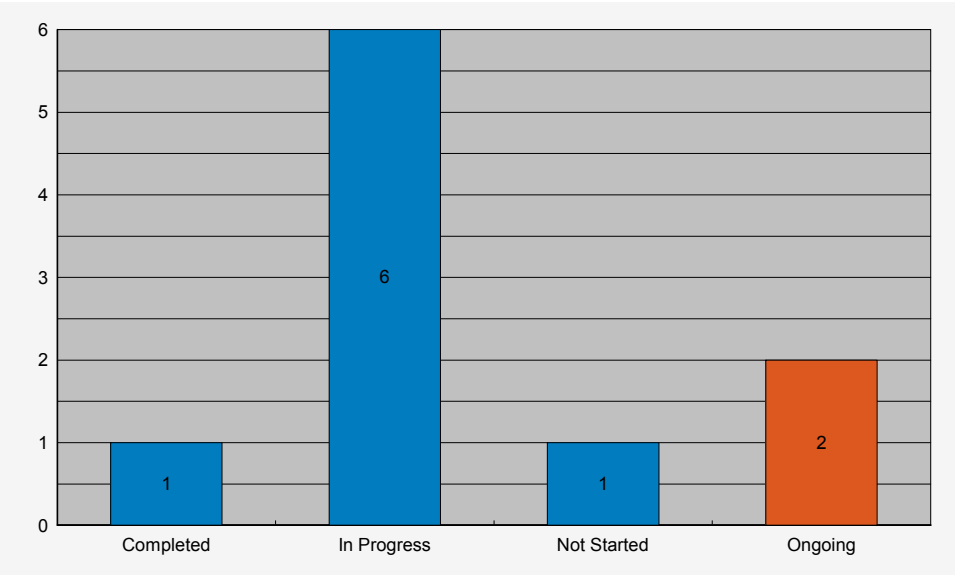
Financial Report-Organisational Summary



Capital Works Financial Summary

	Variance %	Variance \$	Actual & Committed YTD	Budget YTD	Annual Budget	Actual YTD	Committed YTD
BUILDING MAINTENANCE							
Coordinate the implementation of the Fleming Reserve Redevelopment Plan.	-99.27%	(\$461,630.00)	\$3,370.00	\$465,000.00	\$930,000.00	\$3,370.00	\$0.00
Manage the construction of a new amenities building for the staff at the Shire's Operations Centre	-98.65%	(\$1,035,835.00)	\$14,165.00	\$1,050,000.00	\$2,100,000.00	\$14,165.00	\$0.00
Manage the refurbishment of the Kalamunda swimming pool	-62.46%	(\$458,423.00)	\$275,419.00	\$733,842.00	\$1,467,696.00	\$275,419.00	\$0.00
TOTAL	-260.38%	(\$1,955,888.00)	\$292,954.00	\$2,248,842.00	\$4,497,696.00	\$292,954.00	\$0.00
ENGINEERING CONSTRUCTION							
Construction of Abernethy Road dual carriageway.	3.74%	\$8,665.00	\$239,767.00	\$231,102.00	\$462,207.00	\$239,767.00	\$0.00
Implement annual road construction programme.	-15.55%	(\$210,633.00)	\$1,143,705.00	\$1,354,338.00	\$2,708,849.00	\$1,143,705.00	\$0.00
TOTAL	-11.81%	(\$201,968.00)	\$1,383,472.00	\$1,585,440.00	\$3,171,056.00	\$1,383,472.00	\$0.00
ENGINEERING SERVICES DIRECTORATE							
Manage the development of the Kalamunda Community and Cultural Centre.	-94.28%	(\$2,404,228.00)	\$145,772.00	\$2,550,000.00	\$5,100,000.00	\$145,772.00	\$0.00
TOTAL	-94.28%	(\$2,404,228.00)	\$145,772.00	\$2,550,000.00	\$5,100,000.00	\$145,772.00	\$0.00
INFORMATION TECHNOLOGY							
Upgrade of the telephone system and procedures regarding incoming calls to the Shire.	-100.00%	(\$124,998.00)	\$0.00	\$124,998.00	\$250,000.00	\$0.00	\$0.00
TOTAL	-100.00%	(\$124,998.00)	\$0.00	\$124,998.00	\$250,000.00	\$0.00	\$0.00
KHACC SERVICES							
Manage the construction of the extension to provide additional accommodation at the Peter Anderton Lodge	93,555.00%	\$93,555.00	\$93,555.00	\$0.00	\$0.00	\$93,555.00	\$0.00
TOTAL	93,555.00%	\$93,555.00	\$93,555.00	\$0.00	\$0.00	\$93,555.00	\$0.00
PARKS AND RESERVES							
Implement Woodlupine Living Stream Project plan for the public open space area identified under the Wattle Grove urban area U9 structure plan.	-54.72%	(\$56,089.00)	\$46,409.00	\$102,498.00	\$205,000.00	\$46,409.00	\$0.00
TOTAL	-54.72%	(\$56,089.00)	\$46,409.00	\$102,498.00	\$205,000.00	\$46,409.00	\$0.00
OVERALL NET	93,033.81%	(\$4,649,616.00)	\$1,962,162.00	\$6,611,778.00	\$13,223,752.00	\$1,962,162.00	\$0.00

Capital Works Projects



Capital Works Details



At least 90% of action target achieved



Between 70 and 90% of action target achieved



Less than 70% of action target achieved

ACTION	START DATE	COMP. DATE	%COMP	STATUS	YTD ACTUAL EXPEND.	ANNUAL BUDGET	FORECAST	PROGRESS
2.3.2.46 Manage the construction of the extension to provide additional accommodation at the Peter Anderton Lodge	01/07/2009	30/06/2010	50	In Progress	\$93,555.00	\$0.00	\$0.00	No Targets Set
PROGRESS COMMENTS Office accommodation Kalamunda Community Care tender has been let and works have commenced.								
2.3.3.28 Coordinate the implementation of the Fleming Reserve Redevelopment Plan.	01/07/2009	30/06/2011	20	In Progress	\$3,370.00	\$930,000.00	\$0.00	No Targets Set
PROGRESS COMMENTS Quotes are currently being sought for Stage 1 footpath construction. Due for commencement early Jan 2010.								
2.3.4.7 Implement annual road construction programme.	01/07/2009	30/06/2014		Ongoing	\$1,143,705.00	\$2,708,849.00	\$0.00	No Targets Set
PROGRESS COMMENTS Dundas Road - Hot mix completed, driveways and linemarking outstanding. Welshpool and Lesmurdie Road - Slip lane sub-base completed. Dampiera Road - Sub-base completed, kerb repairs, spray seal and hot mix outstanding. dampiera spray seal completed hotmix and kerb outstanding hawtin road hotmix kerb drive ways outstanding								
4.3.2.2 Manage the development of the Kalamunda Community and Cultural Centre.	01/07/2009	30/06/2011	20	In Progress	\$145,772.00	\$5,100,000.00	\$0.00	No Targets Set
PROGRESS COMMENTS Project Manager, Architect, Quantity Surveyor, Arts Coordinator, Artist and sub-consultants for the project have been appointed. The Schematic Design was approved by Council at its Special Meeting on 30 November 2009. The architects and consultants will develop the design and specification during December 2009 and January 2010.								

5.3.3.2 Upgrade of the telephone system and procedures regarding incoming calls to the Shire.	01/07/2009	30/06/2010	50	In Progress	\$0.00	\$250,000.00	\$0.00	No Targets Set
<p>PROGRESS COMMENTS</p> <p>Some WAN upgrades completed and waiting on contractor to advise plan for remaining outstation upgrades.</p> <p>Neil, Shaun and Kathy met with Telstra to further discuss VoIP solution and waiting on Telstra to provide a proposal. Further meetings have identified a solution to the outstation problems which will be instigated prior to the removal of lines at the end of December. The report from the KPL team is expected in early December which will provide a full detailed recommendation.</p>								
2.3.2.26 Manage the refurbishment of the Kalamunda swimming pool	01/07/2009	30/06/2010	80	In Progress	\$275,419.00	\$1,467,696.00	\$0.00	No Targets Set
<p>PROGRESS COMMENTS</p> <p>It is anticipated that the pool will be open to the public by the 14th December 2009.</p> <ul style="list-style-type: none"> - Shade sails being constructed off-site - "Grandstand" seating deferred to April 2010 for public safety reasons - Repairs to kiosk and main office building nearly completed - Repairs and painting to toilets and change facilities nearly completed - Shade structure over intermediate pool - removed from scope as it was not affordable - Repairs to Toddlers Pool under way - Boundary fence replacement completed - Balance tank lids being manufactured off site <p>Works being done in-house:</p> <ul style="list-style-type: none"> - Repaint main pool - completed - Repairs to main slide access ramp and structure nearly completed - Miscellaneous maintenance items underway 								
2.3.2.28 Manage the construction of a new amenities building for the staff at the Shire's Operations Centre	01/12/2009	30/06/2011	0	Not Started	\$14,165.00	\$2,100,000.00	\$0.00	No Targets Set
<p>PROGRESS COMMENTS</p> <p>Planning for the amenities block to commence once Operations Centre is finalised. Anticipated to commence design process early in 2010.</p>								

1.3.5.2 Implement Woodlupine Living Stream Project plan for the public open space area identified under the Wattle Grove urban area U9 structure plan.	01/07/2009	30/06/2010	50	In Progress	\$46,409.00	\$205,000.00	\$0.00	No Targets Set
PROGRESS COMMENTS The next Project Group meeting is scheduled for 8 December 2009 . Costings confirmed for multi use path, boardwalk areas, brick paving, rock pitching, undercover areas, street furniture. Work commencing prior to Christmas on Footpath, rock pitching. Purchase orders placed for landscape plantings street furniture and undercover areas.								
2.3.4.10 Construction of Abernethy Road dual carriageway.	01/07/2009	31/10/2009	100	Completed	\$239,767.00	\$462,207.00	\$0.00	No Targets Set
PROGRESS COMMENTS Completed								