



# SHIRE OF CUBALLING

**ORDINARY COUNCIL MEETING  
HELD ON THURSDAY 15 AUGUST  
2002**

# **MINUTES**

**SHIRE OF CUBALLING**  
**ORDINARY COUNCIL MEETING**  
**THURSDAY 15 AUGUST 2002**

MINUTES

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**MINUTES OF THE ORDINARY COUNCIL MEETING OF THE SHIRE  
OF CUBALLING HELD IN THE COUNCIL CHAMBERS, CAMPBELL  
STREET, CUBALLING ON THURSDAY  
15 AUGUST 2002**

**1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

President welcomed Councillors, declared meeting open 10:15 am.

**2. RECORD OF ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE**

**ATTENDANCE**

President Cr I L Watts  
Cr C R Hawksley  
Cr J D Brown  
Cr R J Newman

Deputy President Cr D S Bradford  
Cr C J Browne  
Cr T H Wittwer  
Chief Executive Officer P T Naylor

**APOLOGIES**

Nil

**LEAVE OF ABSENCE**

Nil

**3. PUBLIC QUESTION TIME**

Nil

**4. APPLICATION FOR LEAVE OF ABSENCE**

Moved Cr Bradford, seconded Cr Brown that Cr Browne be granted Leave of Absence for the September 2002 meeting of Council.

**CARRIED 6/0**

**5. MINUTES - CONFIRMATION OF 20 JUNE 2002 MEETING MINUTES**

Moved Cr Wittwer, seconded Cr Browne that the minutes of the ordinary meeting of the Shire of Cuballing held in the Council Chambers on 18 July 2002 be confirmed.

**CARRIED 7/0**

**6. PETITIONS, DEPUTATIONS, PRESENTATIONS**

Nil

**7. REPORTS OF OFFICERS**

## 7.1 CHIEF EXECUTIVE OFFICER

### 7.1.1 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – AUGUST 2002

V	NAME	PARTICULARS	MUNI	TRUST
8191	SALARIES & WAGES	Wages 03/07/02 – 16/07/02	21128.02	
8192	SHIRE OF CUBALLING	Withheld Tax – GW Foster Gratuity	2769.00	
8193	P. NAYLOR	Clothing Allowance	500.00	
8194	DOLA	Subdivision Lodging Fees	258.00	
8195	PETTY CASH	Petty Cash	227.25	
8196	MUNICIPAL PROPERTY SCHEME	Membership – First Instalment	3342.99	
T1685	GROUNDLINK	U/H Water & Land Management		2323.20
T1686	ATO	Cuballing LCDC BAS Statement		137.00
T1687	NOEL MATTOCKS	U/H Water & Land Management		880.00
T1688	ATO	U/H April – June 02 BAS		4103.00
T1689	ATO	ETP Payment – GW Foster		2769.00
8197	SALARIES & WAGES	Wages 17/07/02 – 30/07/02	21351.77	
8198	SHIRE OF KULIN	Golf Tournament	60.00	
T1690	KAY WRIGHT	Refund of Relocation Deposit B/L		5000.00
T1691	WA LOCAL GOVT ASSOCIATION	Super Contributions July 02		6411.24
T1692	AUSTRALIAN SERVICES UNION	ASU Deductions July 02 – P. Naylor		45.30
8199	DEPT OF TRANSPORT	CN1 Changeover – New Registration	211.25	
8239	TELSTRA	Phone A/C & Mobile A/C	654.40	
T1693	PETER SINCLAIR	Reimburse Bond – Rec Centre 03/08/02		50.00
WP376	HEATHER SULLIVAN	Fencing		600.00
WP377	DRILLION P/L	Fencing		990.00
WP378	TEMPLE FARM TRADING CO P/L	Works Manager Wages		11750.20
WP379	WANDERING BROOK ESTATE	Wine Tasting – Tree Planters		706.50
WP380	CRAIG'S COUNTRY CATERING	Catering – Tree Planters		13367.65
WP381	DR. V. SAFFER	Admin – Travel Expenses to Goomalling		183.00
8240	CENTRE FORD	CN1 Changeover – New Ford	3758.12	
8241	ATO	Cuballing Shire – July 02 BAS	7755.00	
8251	AGRICULTURE WA	Waybill Books	114.95	
8252	ANTHONY MORT GARDENING	Landscaping – New CEO House	1725.00	
8253	ARGUS PEST CONTROL	Pest Control (Termites) to 13 Bridges	9185.00	
8254	BURGESS RAWSON	Water	12.27	
8255	CEMETERIES & CREMATORIA	Membership Subscription 1 Year	100.00	
8256	COLES	Council Shopping	109.37	
8257	COLLIER KNYN & ASSOCIATES	Software Maintenance	1127.64	
8258	COURIER AUSTRALIA	Freight	52.14	
8259	CUBALLING TAVERN	Council Luncheon & Refreshments	373.70	
8260	CUBALLING ROADHOUSE	Refreshments, gas	253.10	
8261	CY O'CONNOR COLLEGE	Training Enrolment Fees – N Hobbs	268.30	
8262	DOLA	Hodge – Title Search & Print Fees	21.60	
8263	DUGALD FERGUSON	Parts	160.35	
8264	EDWARDS MOTORS P/L	Parts & Repairs	306.50	
8265	GREAT STH COMMUNICATIONS	Office Maintenance	32.85	
8266	GREAT STH FUEL SUPPLIES	Fuels & oils	8858.87	
8267	GT RADIATOR & MACHINING	Sharpen Mulcher Blades	132.00	
8268	JR & A HERSEY P/L	Safety gear	497.70	
8269	KELS TYRES	Tyres & Repairs	313.50	
8270	LOCAL GOVT MANAGERS AUST	Magazine Subscription	55.00	
8271	MAXWELLS PHARMACY	Vaccination – Mick Harris	65.00	
8272	MCDOUGALL WELDMENTS	Parts	230.83	
8273	MUNICIPAL INSURANCE	Insurance	30764.93	
8274	MUNICIPAL LIABILITY SCHEME	Insurance	6644.00	
8275	MUNICIPAL WORKCARE	Insurance	9477.00	
8276	NGN AG REPAIRS	Repairs	90.00	
8277	NGN AUTO ELECTRICS	Parts & Repairs	58.44	

8278	NGN BEARING SERVICE	Parts	139.98	
8279	NGN HARDWARE & BUILDING	Materials	17.10	
8280	NGN HIRE SERVICE	Hire – Compactor	109.95	
8281	NGN RETRAVISION	Install Antenna – New CEO House	355.00	
8282	RAM PAPER	Paper	116.35	
8283	REGIONAL SIGNS	Cemetery Board – Popo	16.50	
8284	SHIRE OF WANDERING	CLC Expenses July 02	772.87	
8285	SOS BUNBURY	Photocopier Charges	60.66	
8286	STATE LAW PUBLISHER	Gazette Advert – Cemetery Fees	30.03	
8287	THOMPSONS ELECTRICAL	Electrical Fees – New CEO House	108.61	
8288	TOWN OF NGN	Building Inspection Fees July 02	1174.69	
8289	VALUER GENERALS OFFICE	Valuation Rolls – Consolidation	166.50	
8290	WA LOCAL GOVT ASSOC	Annual Subscriptions 2002/2003	7501.95	
8291	WATER CORPORATION	Water A/C	1297.80	
8292	WESFARMERS LANDMARK	Materials	455.40	
8293	WESTERN POWER CORP	Power A/C	197.70	
8294	WESTRAC EQUIPMENT	Parts	76.88	
8295	ZIPFORM	Rate Notices	264.00	
	<b>ELECTRIC TRANSFER</b>			
080802	EPAC SYSTEMS P/L	Environmental Health Services	1196.44	
		<b>TOTAL</b>	<b>147104.25</b>	<b>49316.09</b>

### **CHIEF EXECUTIVE OFFICER'S RECOMMENDATION**

**That Accounts Vouchers T1685 – T1693, WP376 – WP381, 8191 - 8199, 8239 – 8241, 8251 – 8295 and electric transfer 080802 totalling \$196420.34.**

**Creditors invoices processed and outstanding as at 15<sup>th</sup> August 2002 and not included in the cheque list presented to the Council meeting on 15<sup>th</sup> August 2002 total \$5586.02.**

### **COUNCIL ACTION**

**Moved Cr Newman, seconded Cr Wittwer that the Chief Executive Officer's Recommendation be adopted.**

**CARRIED 7/0**

## 7.1.2 SHIRE OF CUBALLING FINANCIAL REPORTS AS AT 31 JULY 2002

		<b>Annual Budget 2002/03 \$</b>	<b>Actual YTD 2002/03 \$</b>
<b>OPERATING ACTIVITIES</b>	Sch		
<b>Income</b>			
General Purpose Funding	3	7,070	480
Governance	4	-600	144
Law, Order & Public Safety	5	1,150	70
Health	7	950	0
Education and Welfare	8	0	0
Housing	9	49,500	0
Community Amenities	10	8,400	0
Recreation and Culture	11	2,080	284
Transport	12	21,020	445
Economic Services	13	8,130	365
Other Property and Services	14	82,000	3,689
<b>Total Operating Income</b>		<b>179,700</b>	<b>5,477</b>
<b>Expenditure</b>			
General Purpose Funding	3	-18,850	-79
Governance	4	-180,860	-23,860
Law, Order & Public Safety	5	-24,790	-9,222
Health	7	-11,600	-0
Education and Welfare	8	-1,750	-0
Housing	9	-37,230	-447
Community Amenities	10	-127,190	-106
Recreation and Culture	11	-93,900	-2,845
Transport	12	-712,010	-41,180
Economic Services	13	-84,270	-0
Other Property and Services	14	-80,970	-52,611
<b>Total Operating Expenditure</b>		<b>-1,373,420</b>	<b>-130,350</b>
<b>ADJUSTMENTS FOR CASH REPORTING REQUIREMENTS:</b>			
Depreciation (Assets Register)		521,320	0
Profit/Loss on Sale of Assets		-62,940	0
<b>Capital Expenditure &amp; Income</b>			
Proceeds on Sale of Assets		206,000	0
Capital Grants and Subsidies		835,180	0
Land and Buildings		-245,630	-323
Infrastructure Assets - Roads		-544,480	-2,969
Plant and Equipment		-298,000	-0
Furniture and Equipment		-12,800	-0
Proceeds from New Loans		0	0
Loan Repayments		-26,320	-0
Transfer to Reserves		-183,000	-0
Reserves (Cash Backed)		182,800	0
Opening Funds		325,000	332,058
Less Closing Funds		-3,000	-203,893
<b>CLOSING POSITION</b>		<b>-499,590</b>	<b>0</b>

## BANK RECONCILIATION STATEMENT

	Municipal Fund	Trust Fund	Reserve Accts
Opening balance	\$319,710.99	\$169,285.56	\$438,751.40
Income	\$36,907.07	\$68,045.16	\$0.00
	\$356,618.06	\$237,330.72	\$438,751.40
Expenditure	-\$115,851.78	-\$75,396.36	-\$0.00
<b>Closing balance</b>	<b>\$240,766.28</b>	<b>\$161,934.36</b>	<b>\$438,751.40</b>
Bank account	\$241,777.27	\$177,079.75	\$0.40
Investments	\$0	\$0	\$438,751.00
	\$241,777.27	\$177,079.75	\$438,751.40
Plus O/S deposits	\$254.00	\$121.15	\$0
	\$242,031.27	\$177,200.90	\$438,751.40
Less O/S cheques	-\$9,612.20	-\$6,566.54	-\$0
	\$232,419.07	\$170,634.36	\$438,751.40
Less O/S licensing	-\$231.65	-\$0	-\$0
	\$232,187.42	\$170,634.36	\$438,751.40
Adjustments	\$8578.85	-\$8,700.00	
<b>Closing balance</b>	<b>\$240,766.27</b>	<b>\$161,934.36</b>	<b>\$438,751.40</b>
Ledger No.	1.5.901	5.21.961	1.5.903

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

That the Shire of Cuballing Financial Statements for period ending 31 July 2002 be received and adopted.

### **COUNCIL ACTION**

Moved Cr Bradford, seconded Cr Brown that the Chief Executive Officer's Recommendation be adopted.

**CARRIED 7/0**

### **7.1.3.1 EXTRA MASS PERMIT - WESTERN GRAINS, KULIN**

#### **Background**

Letter received from Western Grains, Mr Robert Clayton, of Kulin requesting Council consideration to renewing their permit to operate an over length vehicle, of 27.5m, within the Shire of Cuballing to service farmers for grain and other bulk transport requirements.

#### **Comment**

Council previously resolved at the November 2000 Meeting to grant approval to Western Grains to operate a "Pocket" Road Train on Stratherne, Cuballing East and Cuballing West Roads.

Council has given delegated authority to the Chief Executive Officer to grant approval for the operation of long vehicles within the Shire, however, the approvals seem to vary and there is no Council policy specifically identifying the roads on which such approval may be granted. Does Council wish to restrict the movement of long vehicles to roads on the 2020 Roads Program or can roads such as Popanyinning West and East, Bunmulling and Stratherne be considered? Perhaps it may be appropriate to give consideration to adopting a policy to give some direction on this matter.

Cr Watts provided additional information to the meeting as result of a recent WALGA State Council meeting.

Main Roads WA are to prepare maps for each Shire indicating the routes approved for over-length traffic. This will provide Councils with the knowledge of approved routes in neighbouring Shires and allow for uniformity in the allocation of roads. Main Roads WA will undertake an audit of approved roads to assess the road suitability to cater for over-length traffic.

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**That Council grants approval to Western Grains to operate a 27.5m long vehicle (Pocket Road Train) within the Shire of Cuballing. Use of roads is restricted to the Cuballing East, Cuballing West and Wandering - Narrogin Roads.**

**Council to investigate the adoption of a suitable policy for the operation of over-length vehicles within the Shire of Cuballing identifying the specific roads on which permission may be granted for the use of such vehicles.**

### **COUNCIL ACTION**

**Moved Cr Browne, seconded Cr Wittwer that the Chief Executive Officer's Recommendation be adopted.**

**CARRIED 7/0**

## **7.1.3.2 NATIVE TITLE CLAIMS - CENTRAL COUNTRY ZONE**

### **Background**

Information received from the Executive Officer of the Central Country Zone providing a copy of the Native Title Litigation timetable over Councils within the Central Country Zone, and an extract of claims specifically affecting this Council.

Cr Watts provided Council with a brief update on the preparation of the Indigenous Land Use Agreement (ILUA).



### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

The letter be received and information noted.

### **COUNCIL ACTION**

Moved Cr Brown, seconded Cr Bradford that the Chief Executive Officer Recommendation be adopted.

**CARRIED 7/0**

### **7.1.3.3 LOCAL EMERGENCY MANAGEMENT ADVISORY COMMITTEE**

#### **Background**

The Minutes of the Meeting of the Local Emergency Management Advisory Committee (LEMAC) held on Thursday 4 July 2002, are included in the meeting agenda for Council information.

The minutes of the meeting of the LEMAC held on 8 August 2002 were provided to Council as a late agenda item.

#### **Comment**

Attached with the minutes are a draft copy of the LEMAC Emergency Management Arrangements for the Shires of Cuballing and Narrogin and the Town of Narrogin.

At the LEMAC meeting on the 8 August 2002 the committee formally adopted the Emergency Management Arrangements for the Shires of Cuballing and Narrogin and the Town of Narrogin.

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

The Minutes of the Local Emergency Management Advisory Committee meeting held on Thursday 4 July 2002 and 8 August 2002, be received and information, including the adopted LEMAC Emergency Management Arrangements, be noted.

### **COUNCIL ACTION**

Moved Cr Wittwer, seconded Cr Newman that the Chief Executive Officer's Recommendation be adopted.

**CARRIED 7/0**

### **7.1.3.4 DUAL FIRE CONTROL OFFICERS 2002/03 - SHIRE OF PINGELLY**

#### **Background**

Letter from the Shire of Pingelly advising of the appointment of Alan Parsons, Neville Giles, Mark Watts, Malcolm Poultney and Rodney Shaddick as Dual Fire Control Officers for the Shires of Pingelly and Cuballing.

Council correspondence to the Shire of Pingelly on 17 September 2001 advises of the appointment of Dean Watts and Scott Baxter as Dual Fire Control Officers for the Shires of Cuballing and Pingelly. Can Council please advise as whether the appointments are still current or if other appointments have since been made.

**CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**The appointment by the Shire of Pingelly of Alan Parsons, Neville Giles, Mark Watts, Malcolm Poultney and Rodney Shaddick, as Dual Fire Control Officers with the Shire of Cuballing be endorsed.**

**The Shire of Pingelly be advised that the Dual Fire Control Officers for the Shire of Cuballing with the Shire of Pingelly are .....**

**COUNCIL ACTION**

**Moved Cr Brown, seconded Cr Bradford that the appointment by the Shire of Pingelly of Alan Parsons, Neville Giles, Mark Watts, Malcolm Poultney and Rodney Shaddick, as Dual Fire Control Officers with the Shire of Cuballing be endorsed. The Shire of Pingelly be advised that the Shire of Cuballing will provide details of their Dual Fire Control Officers when the appointments have been finalised.**

**CARRIED 7/0**

**7.1.3.5 CHIEF EXECUTIVE OFFICERS REPORT**

**1 Review of the Model Code of Conduct**

The WA Local Government Association Model Code of Conduct produced in 1996 and adopted by most local governments, including the Shire of Cuballing, is now under review. A copy of Bulletin 1 pertaining to the Review process and the Model Code of Conduct are included in the meeting agenda for Councillor information and background.

As indicated in the bulletin a survey will be soon distributed to all Councils seeking information on the respective Codes of Conduct, therefore Council needs to determine the success of the current document and/or if there have been any problems experienced with the operation of the Code.

**2 Town Planning Services**

I am pleased to advise that the appointment of Town Planning Consultants, LandVision (Mr Trevor Moran), to undertake the Shire of Cuballing Town Planning Services for the next two year period has now been finalised. A Memorandum of Understanding has been signed by all parties, being the Shires of Cuballing, Narrogin, Pingelly and Wickepin, and the Town of Narrogin, with the service to be effective from 1 July 2002.

Charges for the finalisation of the new Town Planning Scheme #2 has been capped to a maximum amount of \$5,000. Whilst the costs to undertake Councils statutory

planning will be charged at an hourly rate but capped to a maximum of \$5,000 per annum for a two year period.

### **3 Town Planning and Land Use Planning Workshop**

The Shire of Pingelly will be hosting a two and a half day workshop on Thursday 3, Friday 4 and Monday 7 October 2002, to address the issues of town planning and land use planning from a rural perspective. The workshop aims to provide participants with information and resources to enable them to make more effective long term plans for land use in their particular area. The workshop, which is targeted towards Elected Members and senior Staff, will cost \$600 per participant.

#### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

Councillor/s ..... and the Chief Executive Officer be registered to attend the Town Planning and Land Use Planning Workshop in Pingelly on Thursday 3, Friday 4, and Monday 7 October 2002.

#### **COUNCIL ACTION**

**Moved Cr Wittwer, seconded Cr Bradford that the Chief Executive Officer be registered to attend the Town Planning and Land Use Planning Workshop in Pingelly on Thursday 3, Friday 4, and Monday 7 October 2002.**

**CARRIED 7/0**

### **4 Hotham River Catchment Group - Memorandum of Understanding**

A Memorandum of Understanding (MoU) has been prepared between the Hotham Catchment Group, Avon Catchment Council and South West Catchment Council. The purpose of the MoU is to allow the Hotham Catchment Group to work with the Avon Catchment Council even though it is geographically located within the South West Catchment Council Region. The MoU is to be considered and endorsed by the Shire of Cuballing to enable the document to be processed and considered by all parties.

#### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**The Shire of Cuballing endorses the Memorandum of Understanding between the Hotham Catchment Group, Avon Catchment Council and South West Catchment Council.**

#### **COUNCIL ACTION**

**Moved Cr Wittwer, seconded Cr Newman that the Chief Executive Officer's Recommendation be adopted.**

**CARRIED 7/0**

### **5 Economic Development Officer - Shires of Cuballing, Narrogin and Wickelbin, and Town of Narrogin**

An application has been submitted under the Regional Solutions Program for funding assistance for the employment of a full time Economic Development Officer (EDO) for

the Shires of Cuballing, Narrogin and Wickepin, and Town of Narrogin. In summary the role of the EDO will be to:

- Enhance the sustainability and growth of existing business and industry in the region;
- Assist in attracting new industry to relocate to the region;
- Assist with image and marketing the region as an attractive place to live and do business;
- Assist in the marketing and promotion of new developments such as the Dryandra Animal Viewing Enclosure, Inland Salt Water Aquaculture Project, Oil Mallee Biomass Energy Plant, Narrogin regional airport development and the Narrogin Regional Recreation Complex;
- To attract tag along development associated with these new major projects;
- Provide local government with research to assist with development decisions such as a new waste management facility and regional crematorium;
- Foster greater communication between state government agencies and local government in relation to economic development issues, ie. More holistic approach;
- Provide assistance and guidance to local business groups;
- Provide assistance and advice to community groups to progress economic development projects, and professionalise major festivals and events; and
- Investigate barriers to economic development such as infrastructure, housing, etc.

The proposal is for the EDO to live and work from Wickepin and serve the four local governments on an agreed basis, ie the Shire of Cuballing one day per week. The application has been submitted requesting funding for the position for a two year period. The estimated cash cost to Council is \$5,000 per annum for the two year period.

Council has included on the 2002/03 budget amount of \$3,500 for the Executive Officers position of the Dryandra Woodlands Focus Group. The application for this position, to the Regional Assistance Program, was not successful and the funds could be utilised to cover the proposed EDO position. As the application for the EDO is only in the process of being submitted it is unlikely to be finalised until the end of the year 2002 and therefore will not, if successful, function for the full financial year and the amount of \$3,500 should be adequate.

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**The application for financial assistance under the Regional Solutions Program for the full time employment of an Economic Development Officer for the Shires of Cuballing, Narrogin and Wickepin, and Town of Narrogin, be endorsed.**

### **COUNCIL ACTION**

**Moved Cr Bradford, seconded Cr Brown that the Chief Executive Officer's Recommendation be adopted.**

**CARRIED 6/1**

## **6 Central Country Zone - Six Monthly Ordinary Meeting**

The Six Monthly Ordinary Meeting of the Central Country Zone is scheduled to be held at the Shire of Quairading on Friday 27 September 2002, commencing at 9.30 am. Agenda items for the meeting close on Wednesday 4 September 2002.

Does Council have items they wish to have included on the meeting agenda?

Council to investigate presenting an item to the Central Country Zone on headworks charges. Chief Executive Officer to follow up.

## **7 Shire of Cuballing Annual Financial Report**

All relevant information pertaining to the Shire of Cuballing Annual Financial Statements and Report have been forwarded to Council's Auditors, Butler Settineri for preliminary work prior to commencing their on site audit towards the end of August 2002. A copy of the Unaudited Financial Statements is circulated to Councillors for information.

## **8 Shire of Cuballing Budget 2002/03**

The Shire of Cuballing Budget for the 2002/03 Financial Year has been completed in the required Australian Accounting Standard format and is presented to Council at today's meeting for adoption. The rates have been increased by 4.5% in accordance Council direction and the proposal to levy Differential Rates has been duly advertised in the Narrogin Observer without any submissions being received. The Ministers approval has also been sought and granted for the levying of the Differential Rates. A separate (budget adoption) agenda item will be tabled at the Council Meeting to enable all appropriate items to be detailed and adopted as required. The budget is circulated with the Council Meeting agenda.

### **CHIEF EXECUTIVE OFFICER RECOMMENDATION**

#### **Shire Of Cuballing Budget 2002/2003**

The Shire of Cuballing Budget, showing rates to be levied at \$499,590.00, be applied for the 2002:2003 financial year.

#### **Levying Of Rates**

That the following rates be adopted:

	<b>General Rate in \$</b>	<b>Minimum Per Property</b>
• Unimproved Value	1.5115¢	\$ 0
• GRV Residential	7.6787¢	\$335
• GRV Commercial	6.0000¢	\$550
• RV Industrial	9.2200¢	\$335
• GRV Vacant Land	7.6788¢	\$335
• GRV Townsite Farmland	8.1625¢	\$250

### **Rates Penalty**

A penalty of 11% be applied where the ratepayer has not selected the instalment option and payment has not been received within three (3) calendar months of the rate notice being issued or where an instalment remains unpaid, if the instalment method has been chosen.

### **Adoption Of Discount Of 8% For Early Payment Of Rates**

That a 8% discount be offered for early payment of rates, providing all rate arrears, rubbish charges and all current rates levied, are paid within 35 days from issue of the rate notice.

### **Miscellaneous Fees And Charges**

That the following items be adopted:

i) **Councillors' meeting attendance fee**

Attendance at Council meetings \$50.00

ii) **President's Annual Allowance**

**Annual allowance for 2002:2003 of \$4,000.00**

iii) **Rates Incentive**

Council offer an incentive, donated by Accor Hotels for two nights accommodation, to the first person drawn from those who pay their total rate account, within the first 28 days of issue of the rate notice.

iv) **Rates by Instalment**

Council offers a one and four instalment option with the first payment being required within 35 days of issue of the rate notice.

v) **Administration Fee**

An administration fee of \$10.00 per instalment, after the initial payment being that required within 35 days.

vi) **Interest Charge**

An interest charge of 5.5% be levied on rates to be paid by instalments, after the first payment is made.

### **COUNCIL ACTION**

Moved Cr Bradford, seconded Cr Newman that the Chief Executive Officer's Recommendation be adopted.

CARRIED 7/0

### **7.1.3.5 CHIEF EXECUTIVE OFFICERS REPORT (CONTINUED)**

#### **9 Annual Returns**

In accordance with clause 5.76 of the Local Government Act 1995, it is a requirement that all Councillors and the Chief Executive Officer are to complete an Annual Return, in the prescribed format, by the 31 August in each year.

Accordingly Form 3, being the Annual Return form, is now available for completion by Councillors and myself.

#### **10 Local Government (Administration) Regulations 1996 Local Government (Functions and General) Regulations 1996**

Both of the abovementioned Regulations were amended by gazettal on 28 June 2002. Information explaining the various amendments and their effects on Council's operations/functions has been provided by the Department of Local Government and Regional Development, and are included with the Late Agenda documentation.

#### **11 Hotham Catchment Community Land Care Coordinator**

From a recent meeting of the Hotham Catchment Group meeting held on 7 August 2002, the Chief Executive Officer of the Shire of Wandering has provided a memorandum to bring Council up to date with the current situation pertaining to the Group, Community Land Care Coordinator (CLC) position, and funding for the CLC position. The memo is attached with the Late Agenda item. Councillor Wittwer may also be able to provide Council with further background information.

In addition to the above, the Hotham Catchment Group is still seeking a community representative to serve on the Peel Harvey Catchment Council and the South West catchment Council. In view of this a "flyer" has been prepared and circulated to the communities of the Shires of Boddington, Cuballing and Wandering.

Cr Wittwer informed the meeting that the Hotham Catchment Group intends to advertise for a new Community Land Care person to cover the interim funding period who will then, subject to satisfactory performance, continue when NHT 2 funding becomes available.

#### **12 Review of the Dog Act 1976**

The Department of Local Government and Regional Development is currently undertaking a Review of the Dog Act 1976. As part of the consultation process a limited number of workshops and public forums will be held, which will also be open to councillors and staff.

A workshop is scheduled to be held in Narrogin at the Town of Narrogin Reception Centre on Thursday 22 August 2002, from 12.00 noon to 2.00 pm.

### **7.1.3.6 FIRE AND EMERGENCY SERVICES LEVY - WA LOCAL GOVERNMENT ASSOCIATION**

#### **Background**

As Council is aware the State Government recently saw fit to introduce a new Fire and Emergency Services Levy to be collected on their behalf by Local Government, effective from 1 July 2003. This move was without the support of Local Government and has been a subject of considerable concern within the industry.

#### **Comment**

The WA Local Government Association have made available a copy of "A Replacement Funding System for Emergency Services" document prepared by FESA and which provides detailed information on the proposed Levy. The document is available for Council perusal upon request, however below is a summary of the key aspects of the Replacement Funding System.

- 1 On 1 July 2003 a new replacement funding system will come into effect to finance the operations of the following services:
  - The Career Fire and Rescue Service (CFRS);
  - The Volunteer Fire and Rescue Service (VFRS);
  - Bush Fire Brigades (BFB);
  - The State Emergency Service (SES & EMS); and
  - FESA Units (Combined, multi-skilled emergency service groups).
- 2 The new system will raise approximately the same amount of money that is currently expended on these services. However, some additional revenue will be raised to provide immediate financial support for volunteer services in areas that require priority attention, and to cover the cost of local government levy administration.
- 3 Under the above arrangements, the following existing funding systems will be abolished:
  - The obligation on insurance companies to meet 75% of the cost of the CFRS;
  - The State and local government 12.5% contributions to the CFRS;
  - All other State and local government contributions to the direct operating costs of BFB's, FESA and SES Units; and
  - The State Government's 100% contribution to the VFRS.
- 4 All properties in the State will be classified into 5 property ESL Categories based on the type of protection provided in that location. The criteria for each ESL Category classification is detailed within the document.
- 5 A new property-based Emergency Services Levy (ESL) will be charged to all property owners at the rate in the dollar specified for the particular ESL Category in which their property is located. The amount payable will be determined by applying this rate to the property's Gross Rental value (GRV). A fixed charge of \$30 per property will apply



- in ESL Category 5. This should be the category which applies to the Shire of Cuballing.
- 6 The new ESL will be exempt from GST and Stamp Duty.
  - 7 All property will attract the same ESL rate in the dollar in each ESL Category, regardless of use (residential or commercial).
  - 8 All property owners will be required to pay the new ESL. This includes:
    - Vacant land owners;
    - Not for profit organisations and other organisations otherwise exempt from State Government taxes, fees and charges;
    - Public Financial and Non-Financial Corporations;
    - Local Government; and
    - The State Government (General Government Sector Agencies).
  - 9 The State Government will maintain its support of the cost of these services, although this contribution will no longer have any connection with any particular service. This contribution will be comprised of:
    - An ESL payment for its own property; and
    - A continuing subsidy to support the work of the fire and emergency services, particularly volunteers in rural and remote areas of the State.
  - 10 Concessions to the ESL will be granted to the following:
    - Pensioners and Seniors in the same way as applies to local government rates; and
    - Homeswest tenants with income-linked rents that are not able to be increased by Homeswest to accommodate the additional ESL charge.
  - 11 From 2003/04 the new ESL will be invoiced and collected by local governments (shown as a separate line item on the rates notice). Local governments will be paid an administrative fee for this service and the cost of all necessary computer changes will be financed by FESA. The ESL may be paid by instalments.
  - 12 To avoid overpayments of insurance-based Fire Service Levies (FSL) by policy holders, the insurance industry will require a full 12-month advance notice in order to commence the FSL elimination process. With the legislation planned for late 2002, the FSL elimination will occur in the period January 2003 to December 2003.
  - 13 On the basis of the above, the insurance industry will still need to contribute 75% of the CFRS operating costs for the period July to December 2003. However, this revenue will be deducted from FESA's operating budget for 2003/04 before the new ESL rates for that financial year are determined. Hence, ESL rates in 2003/04 will be much lower than will be the case in normal subsequent years.

- 14 Although the elimination of the existing FSL on insurance premiums will occur over two financial years 2002/03 and 2003/04, this will not affect the budgeting and funding arrangements for the various services. That is:
- The elimination of the local government 12.5% contribution to the CFRS will be effective as at 30 June 2003 and will not therefore be payable beyond this date; and
  - All operating costs for the various services will be funded under the new replacement arrangements for the whole of 2003/04 and beyond.
- 15 FESA will arrange, in conjunction with the Valuer General's Office, for the determination of any additional property information and valuations, and will meet the cost of the ongoing administration of these records.
- 16 Local governments will be required to submit annual budgets in respect of the direct operating costs of their BFB's. These submissions will form the basis of the annual operating grants (which will be paid on a monthly or quarterly basis). Similar arrangements will exist for SES Unit funding in respect of local government contributions to these costs, as the case requires.
- 17 Applications for 100% capital funding for appliances and specialised equipment for BFB's will also need to be submitted to FESA by local governments. These requests will be considered by a new Grants Committee, which will comprise equal representation from FESA and local government.
- 18 As a consequence of points 16 and 17, these expenditures will no longer need to be financed through local government's own rates budgets or through community fundraising. However, this will not impact the existing management and control of these services which will remain unchanged.
- 19 There will be no change to the existing budgeting and financial administration arrangements for the CFRS and VFRS and for those SES and FESA Unit expenditures under the direct administration of FESA.

### **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**The letter be received and information noted.**

### **COUNCIL ACTION**

**Resolved that the Chief Executive Officer's Recommendation be adopted.**

### **7.1.3.7 REVIEW OF THE MAXIMUM STATE ROAD SPEED LIMIT**

#### **Background**

Correspondence received from Metropolis & Associates who have been employed by the Road Safety Council's Speed Management Task Force to assist with the Review of the Maximum State Road Speed Limit in Western Australia of 110 km/h.

## **Comment**

The Speed Management Task Force is reviewing the State-wide 110 km/h maximum speed limit that applies on all roads outside built-up areas on which speed limit signs that form speed zones are not installed. The review is to consider 100 km/h as an option, the same as most other States.

Western Australia is the only State which has an automatic maximum speed default of 110 km/h on roads outside of built-up areas. Most other States have a default maximum speed of 100 km/h with some roads speed zoned to 110 km/h where suitable. In most States, authorities undertake engineering evaluations of roads to determine the capacity of the road/s to handle speeding traffic and apply the appropriate maximum speed limit. The many factors taken into consideration are road environmental factors, driver compliance, travel distances and types of vehicles.

The review is to be completed by the end of October 2002, and they would appreciate a response, if Council so wishes, by 13 September 2002.

## **CHIEF EXECUTIVE OFFICERS RECOMMENDATION**

**The Shire of Cuballing supports the Review of the Maximum State Road Speed Limit of 110 km/h, and the reduction of the maximum speed limit on certain roads if deemed appropriate to reduce the number of vehicular accidents and fatalities on roads, however, is opposed to a blanket reduction of the maximum speed limit of 110 km/h on all roads outside of built-up areas within the State of Western Australia.**

## **COUNCIL ACTION**

**Moved Cr Brown, seconded Cr Browne that the Chief Executive Officer's recommendation be adopted.**

**CARRIED 7/0**

### **7.1.3.8 CLEARING OF ROAD VERGE AND FENCE LINE ON PATULLO ROAD**

#### **Background**

Letter from Mr Steve Lyneham requesting Council consideration to permitting additional clearing to be undertaken on Patullo Road for the replacement of fence line and allow better vehicular access for large vehicles.

#### **Comment**

The Chief Executive Officer and Works Supervisor have inspected Patullo Road and acknowledge the road is overgrown with foliage and major clearing works are required. Mr Lyneham's offer to clear the western side of the road whilst replacing the fence line will save Councils workforce considerable time and expense undertaking tree lopping and clearing.

The works site will be further inspected prior to the Council meeting to enable additional information to be provided.

Cr Watts informed the meeting that he undertook an inspection of Patullo Road on Wednesday 14 August 2002, with the Chief Executive Officer and Works Supervisor.

### **COUNCIL ACTION**

**Moved Cr Bradford, seconded Cr Wittwer that approval be granted to Mr Steve Lyneham to clear additional vegetation on the western verge of Patullo Road for the erection of a new fence line and to allow access for larger vehicular traffic on the road.**

**Mr Lyneham be informed that the removal of additional trees and vegetation to be in accordance with Council policy 5.18 adopted in April 2002.**

**CARRIED 7/0**

12.30 pm Council adjourned for luncheon

2.05 pm Council resumed after luncheon

## **7.2 ENVIRONMENTAL HEALTH OFFICER'S REPORT**

### **PURPOSE**

To advise Council of Environmental Health inspections that have been carried out in the District.

### **REPORT**

The following inspections have been carried out during the month of July 2002.

#### **Rubbish Tips**

- (i) Popanyinning Rubbish Tip  
Windblown litter around site.  
*Action required – 1. Pick up windblown litter in bush around site.*
- (ii) Cuballing Rubbish Tip  
Windblown litter around site.  
*Action required – 1. Pick up windblown litter in bush around site.*

The rubbish tips should be inspected monthly by the local Fire Control Officer to assess compliance with bushfire safety requirements.

#### **On-site effluent Disposal**

- (i) Loc 3 Bunmulling Road, Popanyinning  
Inspection of proposed on-site effluent disposal system.
- (ii) Lot 392 Carton Street, Cuballing  
Inspection of on-site effluent disposal system.

- (iii) Lot 468 Brundell Street, Cuballing  
Inspection of on-site effluent disposal system.
- (iv) Lot 385 Hotham Street, Cuballing  
Inspection of on-site effluent disposal system.
- (v) Lot 8 Alton Street, Cuballing  
Inspection of on-site effluent disposal system.

### **Caravan Parks**

- (i) Lazeaway Caravan Park – Great Southern Highway, Popanyinning  
Premises found to be operating within legislative requirements.  
Annual compliance audit carried out in accordance with the provisions of the Local Government Act 1996 (as amended) – licence to be issued.

### **CORPORATE PLAN/POLICY IMPLICATIONS**

Nil.

### **FINANCIAL/BUDGET IMPLICATIONS**

None anticipated.

### **ENVIRONMENTAL HEALTH OFFICER'S RECOMMENDATION**

**That Council note the above information and endorse the recommended action required to be undertaken.**

### **COUNCIL ACTION**

**Moved Cr Newman, seconded Cr Bradford that the Environmental Health Officer's Recommendation be adopted.**

**CARRIED 7/0**

### 7.3 **BUILDING SURVEYOR REPORT**

**Summary:**

Councils Building Surveyor issued 4 building licenses in the month of July. All of the building applications supplied needed information so that a building license could be issued for the projects proposed.

**Comment:**

Listed below are the details of the applications that were submitted.

APPROVAL DATE	LIC NO.	NAME & ADDRESS OF OWNER	NAME & ADDRESS OF CONTRACTOR. IF OWNER-BUILDER PLEASE INDICATE	STRUCTURE	SITUATION OF BUILDING LOT OR STREET NO & TOWN OR SUBURB
3-7-02	1/02.03	ROBERT DEW LOT 296 KNIGHT ST CUBALLING	Owner Builder	Shed Extension	LOT 296 KNIGHT ST CUBALLING
16-7-03	3/02.03	RONALD JOH TEAGUE LOT 401 COLIN ST CUBALLING	Owner Builder	House Extension	LOT 401 COLIN ST CUBALLING
28-7-02	2/02.03	IAN GRAINGER LOT 338 CARTON ST CUBALLING	O/B	Verandah to House	LOT 338 CARTON ST CUBALLING
30-7-02	4/02.03	GRAHAM CARDELL 8 ALTONA ST CUBALLING	O/B	Beer Garden	Lot 8 ALTONA ST CUBALLING

**Consultation:**

Nil

**Statutory Environment:**

Nil

**Policy Implication:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Nil

### **BUILDING SURVEYOR'S REPORT**

Councils building surveyor has issued building licenses for all 4 projects that were presented to council for building licenses. These proposed projects all comply with the BCA and other legislation.

### **COUNCIL ACTION**

Moved Cr Browne, seconded Cr Wittwer that the Building Surveyor's Recommendation be adopted.

CARRIED 7/0

**9. GENERAL BUSINESS**

- Cr Bradford advised that Yornaning West Road is in need of maintenance attention adjacent to his farm entrance.
- Cr Hawksley stated it may be appropriate for Council to review the current meeting format.
- Cr Wittwer commended Council staff on the excellent works undertaken on Townsend Road.
- Cr Newman commented on Councils roadside spraying program.
- Cr Newman reported on the Genetically Modified Organisms workshop he attended whilst at Local Government Week.
- Cr Browne requested that road counts be undertaken on Popanyinning East, Bunmulling and Stratherne Roads.
- Cr Watts reported on the recent State Cabinet Breakfast and Lunch meetings held in Narrogin on Monday 12 August 2002.

3.30 pm Council adjourned for inspection of new shire house and road inspection.

5.20 pm Council resumed.

**10. CLOSURE OF MEETING**

There being no further business the Shire President declared the meeting closed at 5.20 pm

**CONFIRMED AS A TRUE RECORD OF PROCEEDINGS ON \_\_\_\_\_**

\_\_\_\_\_  
**PRESIDENT**