



SHIRE OF CUBALLING

ORDINARY COUNCIL MEETING
HELD ON THURSDAY 19 DECEMBER
2002

MINUTES

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THURSDAY 19 DECEMBER

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ORDINARY COUNCIL MEETING MINUTES

MINUTES OF THE ORDINARY COUNCIL MEETING OF THE SHIRE OF CUBALLING HELD IN THE COUNCIL CHAMBERS, CAMPBELL STREET, CUBALLING ON THURSDAY 19 DECEMBER 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 I L Watts
Cr C R Hawksley
Cr J D Brown
Cr R J Newman

Cr C J Browne
Cr T H Wittwer
Chief Executive Officer P T Naylor

APOLOGIES

Moved Cr Hawksley, seconded Cr Newman that apology from Cr Bradford for non attendance at today's Council meeting be received.

CARRIED 6/0

LEAVE OF ABSENCE

Nil

3. **PUBLIC QUESTION TIME**

Nil

4. **APPLICATION FOR LEAVE OF ABSENCE**

Moved Cr Hawksley, seconded Cr Newman that Cr Bradford's application for leave of absence for the February 2003 meeting of Council be approved.

CARRIED 6/0

5. **MINUTES - CONFIRMATION OF 21 NOVEMBER 2002 MEETING MINUTES**

Moved Cr Browne, seconded Cr Newman that the minutes of the ordinary meeting of the Shire of Cuballing held in the Council Chambers on 21 November 2002 be confirmed.

CARRIED 6/0

6. **PETITIONS, DEPUTATIONS, PRESENTATIONS**

Nil

7. REPORTS OF OFFICERS

7.1 CHIEF EXECUTIVE OFFICER

7.1.1 ACCOUNTS FOR PAYMENT

V	NAME	PARTICULARS	MUNI	TRUST
8417	CASH	Petty Cash Recoup	270.20	
WP452	CONGELING PARK GRAZING CO.	Fencing		5940.00
8418	SALARIES & WAGES	Wages 6/11/02 – 19/11/02	20969.22	
T1740	WA LOCAL GOVT SUPER PLAN	Super Contributions November 2002		4274.16
T1741	AUSTRALIAN SERVICES UNION	ASU Contributions November 2002		30.20
T1742	NGN SNR HIGH SCHOOL – P.E. DEPT	Donation Commodine Tennis Club		90.00
T1743	DEPARTMENT OF TRANSPORT	Grainger – Local Authority Plates 52CN		110.00
8419	MAIN ROADS WA	Bridge No. 0428 – Wandering/NGN Rd	26400.00	
8420	VOGUE FABRICS	Curtains – New Shire House	5676.43	
8421	WA LOCAL GOVT ASSOCIATION	Advertising - Tender Shire House	248.85	
8422	YG MOOI & WS KEE	Ass: 108 – Refund Rate Monies	80.00	
8423	MRS AYG SAH	Ass: 123 – Refund Rate Monies	80.00	
8424	COLLEEN WILLIAMSON	Refund \$500 Paid to Clear A/Cs	120.76	
8425	SALARIES & WAGES	Wages 20/11/02 – 03/12/02	20808.12	
8480	CASH	Staff Bonuses	6722.00	
8481	BELINDA DENT	Cuby Xmas Tree – Donation	200.00	
8482	SHIRE OF CUBALLING	Refund J. Shepherd Cancelled Chq 7739	29.00	
8483	NGN & DISTRICTS TOURIST BUREAU	Visitors Czech Republic – Sponsor BBQ	131.60	
8484	ATO	November 2002 BAS	1253.00	
8485	CASH	Petty Cash Recoup	296.60	
WP453	WOYERLING SPRING ENTERPRISES	Admin Costs – Data Entry Contract		2289.76
8486	WA TREASURY CORPORATION	Loan Repayment – Loan 59 & 60	6146.55	
8487	WA TREASURY CORPORATION	Loan Repayment – Loan 55	2941.67	
8488	WA LOCAL GOVT ASSOCIATION	Advertising – Tender & Bereavement	273.78	
8499	AARONS AUTO-AIR	Plant Parts & Repairs	694.10	
8500	ALBERT FACEY MOTOR INN	Accommodation - CEO Support Program	90.00	
8501	C BARRETT	Newsletter – November & December 02	175.00	
8502	BEAUREPAIRES	Parts – Battery	174.86	
8503	RD & RA BETTELEY	Clearing of Trees & Site, Push Gravel	3465.00	
8504	BOISE CASCADE OFFICE PRODUCTS	Stationery	150.36	
8505	COLES	Council Shopping	116.78	
8506	COURIER AUSTRALIA	Freight	20.48	
8507	CUBALLING TAVERN	Council Refreshments & Luncheon	454.10	
8508	DOLA	Rating Valuation & Title Search	49.30	
8509	DOWD CORPORATION P/L	Staff Clothing	504.50	
8510	EDWARDS MOTORS P/L	OCN Service	78.45	
8511	EPAC SYSTEMS	Environmental Health Services	1244.24	
8512	FRANK WESTON & CO	Colourbond Shed – New Shire House	2904.00	
8513	GA & CJ FROOME	Communications Cabling – Shire House	101.20	
8514	GREAT SOUTHERN FUELS	Fuels & Oils	11870.47	
8515	INGREY MITSUBISHI	CN1 Service	131.51	
8516	JR & A HERSEY P/L	Depot Materials	7985.08	
8517	MANSELL P/L	Prepare Report – Consultancy Fees	3967.92	
8518	MCDUGALL WELDMENTS	Materials – Maintenance General	543.43	
8519	NGN AGRICULTURAL REPAIRS	Parts & Repairs	443.30	
8520	NGN AUTO ELECTRICS	Parts & Repairs – Cuby Fire Truck	57.00	
8521	NGN HARDWARE & BUILDING	Tennis Trophies & Materials	266.40	
8522	PIONEER CONSTRUCTION MATERIALS	Blue Metal	6682.06	

8523	PLANNING INSTITUTE AUSTRALIA	Western Planner Subscription 02/03	35.00
8524	SHIRE OF NGN	2000 Litres Colas	1430.00
8525	SOS BUNBURY	Photocopier Charges	127.23
8526	STAR TRACK EXPRESS	Freight	25.87
8527	SUNNY SIGN COMPANY P/L	Signs	251.90
8528	SWIFT RUBBER STAMPS	Stationery	10.17
8529	TELSTRA	Phone A/C	776.50
8530	TOWN OF NGN	Building Inspection Fees October 2002	1698.99
8531	WATER CORPORATION	Water A/C	894.20
8532	WESTERN POWER CORPORATION	Power A/C	284.41
8533	WREN OIL	Waste Oil Facility Tank Deposit	4179.45

CREDIT CARD TRANSACTIONS

311002	TWADDLES AMCAL CHEMIST NGN	Cuby Tennis Tournament Prizes	22.40
011102	ANNUAL CHARGE		40.00
131102	BILL TINGLEY BUTCHERS NGN	CEO Support Program	37.65
131102	BALLARD SPORTSPOWER	Cuby Tennis Tournament Prizes	129.70
131102	TARGET COUNTRY NGN	Cuby Tennis Tournament Prizes	39.95

TOTAL **144800.74 12734.12**

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That payment of Accounts Vouchers T1740 – T1743, WP452 – WP453, 8417 - 8425, 8480 – 8488, 8499 – 8533 and credit card transaction/s 311002, 011102 & 131102 totalling \$157,534.86, as presented, be endorsed.

Creditors invoices processed and outstanding as at 19 December 2002 and not included in the cheque list presented to the Council meeting on 19 December 2002 total \$16,161.77.

COUNCIL ACTION

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

CARRIED 6/0

7.1.2

SHIRE OF CUBALLING FINANCIAL REPORTS AS AT 30 NOVEMBER 2002

		Annual Budget 2002/03 \$	Actual YTD 2002/03 \$
OPERATING ACTIVITIES	Sch		
Income			
General Purpose Funding	3	7,070	481,988
Governance	4	-600	1,611
Law, Order & Public Safety	5	1,150	1,407
Health	7	950	720
Education and Welfare	8	0	0
Housing	9	49,500	0
Community Amenities	10	8,400	4,913
Recreation and Culture	11	2,080	983
Transport	12	21,020	7,134
Economic Services	13	8,130	8,891
Other Property and Services	14	82,000	19,515
Total Operating Income		179,700	527,162
Expenditure			
General Purpose Funding	3	-18,850	-8,015
Governance	4	-180,860	-81,464
Law, Order & Public Safety	5	-24,790	-14,186
Health	7	-11,600	-6,171
Education and Welfare	8	-1,750	-80
Housing	9	-37,230	-7,128
Community Amenities	10	-127,190	-8,400
Recreation and Culture	11	-93,900	-30,505
Transport	12	-712,010	-325,648
Economic Services	13	-84,270	-12,956
Other Property and Services	14	-80,970	-141,123
Total Operating Expenditure		-1,373,420	-635,676
ADJUSTMENTS FOR CASH REPORTING REQUIREMENTS:			
Depreciation (Assets Register)		521,320	183,998
Profit/Loss on Sale of Assets		-62,940	-4,081
Capital Expenditure & Income			
Proceeds on Sale of Assets		206,000	62,272
Capital Grants and Subsidies		835,180	413,946
Land and Buildings		-245,630	-139,078
Infrastructure Assets - Roads		-544,480	-95,678
Plant and Equipment		-298,000	-95,144
Furniture and Equipment		-12,800	-6,061
Proceeds from New Loans		0	0
Loan Repayments		-26,320	-9,205
Transfer to Reserves		-183,000	-6,899
Reserves (Cash Backed)		182,800	0
Opening Funds		325,000	332,058
Less Closing Funds		-3,000	-527,614
CLOSING POSITION		-499,590	0

BANK RECONCILIATION

	Municipal Fund	Trust Fund	Reserve Accts
Opening balance	\$515,192.65	\$113,453.00	\$441,868.34
Income	\$209,392.35	\$42,664.02	\$0
	\$724,585.00	\$156,117.02	\$441,868.34
Expenditure	-\$238,651.43	-\$41,840.42	-\$0
Closing balance	\$485,933.57	\$114,276.60	\$441,868.34
Bank account	\$200,831.41	\$110,636.21	\$1,622.64
Investments	\$300,000.00	\$3,835.70	\$440,245.70
	\$500,831.41	\$114,471.91	\$441,868.34
Plus O/S deposits	\$1,218.25	\$40.00	\$0
	\$502,049.66	\$114,511.91	\$441,868.34
Less O/S cheques	-\$14,557.49	-\$235.31	-\$0
	\$487,492.17	\$114,276.60	\$441,868.34
Less O/S licensing	-\$1,489.55	-\$0	-\$0
	\$486,002.62	\$114,276.60	\$441,868.34
Adjustments	-\$69.05	-\$0	
Closing balance	\$485,933.57	\$114,276.60	\$441,868.34
Ledger No.	1.5.901	5.21.961	1.5.903

SHIRE OF CUBALLING INVESTMENTS

Account Number	Maturity Date	Interest Rate	Fund/Account		
			Municipal	Trust	Reserve
652250052472	21 January 03	4.83%		\$3,835.70	\$440,245.70
652250052579	4 January 03	4.77%	\$300,000.00		
			\$300,000.00	\$3,835.70	\$440,245.70

ROADWORKS REPORT

MAINTENANCE			
Details	Job No	Budget \$	Actual YTD \$
Parks and Reserves	1100.9	53,450	11,767
Road Maintenance General	1201.31	51,350	80,633
Tree Lopping/Mulching	1201.34	51,350	24,626
Town Maintenance - Cuballing	1201.35	51,350	895
Town Maintenance - Popanyinning	1201.36	51,350	301
Bitumen Patching	1201.37	51,350	8,174
Bridges & Culverts - General	1201.38	3,615	0
Bridges & Culverts - Cuballing	1201.39	3,615	0
Bridges & Culverts - Popanyinning	1201.40	3,620	0
Grading Maintenance - Winter	1201.41	79,096	50,797
Grading Maintenance - Shoulder	1201.42	79,046	230
Grading Maintenance - Summer	1201.43	79,048	9,453
Weed Control – Declared Plants	1300.1	15,970	4,665
Weed Control - Roadside	1300.3	15,970	0
Total Maintenance		590,180	191,541
CONSTRUCTION			
Cuballing East (RRG)	1200.30	74,710	7,569
Popanyinning West/Dowling (BS)	1200.40	23,400	16,589
Bunmulling/Popanyinning East (BS)	1200.41	0	14,388
Popanyinning East (DG)	1200.50	59,970	0
Congellin (R2R)	1200.60	59,950	11,036
Alton Street (R2R)	1200.61	39,980	0
Bunmulling (Own)	1200.70	55,420	864
Yornaning West (Own)	1200.71	49,950	45,043
Brundell Street (Own)	1200.72	52,550	0
Morrell Street (Own)	1200.73	52,550	0
Total Construction		468,480	95,489
GRAND TOTAL		1,058,660	287,030

RATING INFORMATION

	Budget 2002/03	Actual 2002/03
UV Rates Levied	\$391,770	\$396,308
GRV Rates Levied	\$41,370	\$41,834
UV Minimum Rates Levied	\$0	\$0
GRV Minimum Rates Levied	\$66,450	\$66,450
Interim Rates UV	\$0	\$381
Interim Rates GRV	\$0	\$518
	\$499,590	\$505,491
Rates o/s from previous years (1 July)	\$8,960	\$8,957
Rates Written Off	\$0	\$0
Discount Allowed	-\$35,000	-\$35,829
Net Rates Receivable	\$473,550	\$478,619
Less Rates Paid		-\$451,484
RATES OUTSTANDING		\$27,135
UV Rates as a % of total rates		79%
GRV Rates as a % of total rates		21%
Payment Discount as a % of total rates		7%
Rates Paid as a % of net rates receivable		94%
Rates Outstanding as a % of net rates		6%

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the Shire of Cuballing Financial Reports for period ending 30 November 2002 be received and adopted.

COUNCIL ACTION

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

CARRIED 6/0

7.1.3.1 SHIRE OF CUBALLING ANNUAL REPORT 2001/2002 FINANCIAL YEAR

Background

Section 5.53 of the Local Government Act 1995 requires local authorities to prepare an Annual Report in each financial year. The Report is to be received by the local government by 31 December.

Comment

Circulated with the Agenda document is a copy of the Annual Report prepared in accordance with the statutory requirements.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The Shire of Cuballing Annual Report for 2001/02 as circulated be received and adopted. Arrangements to proceed for the Annual Meeting of Electors to be held on Thursday 6 February 2003, as resolved at the November meeting of Council.

COUNCIL ACTION

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

CARRIED 6/0

7.1.3.2 DEPARTMENT OF LAND ADMINISTRATION – DISPOSAL OF PORTION RESERVE 10329, CUBALLING STATION YARD

Background

Advice received from the Department of Land Administration (DOLA) of the proposed freehold sale of portion of Railway Reserve 10329 to the current lease-holder.

Comment

Ms Carole Barrett currently leases the property, and I understand that she has for time been negotiating with Westrail and DOLA for freehold title of the land. Ms Barrett has transformed the property into a clean and tidy state and there is no reason why Council should not support the proposal.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The Department of Land Administration be informed that the Shire of Cuballing supports the proposal for portion of Railway Reserve 10329, as indicated on the map provided, being offered to the current lease holder in freehold title.

COUNCIL ACTION

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

CARRIED 6/0

7.1.3.3 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – COUNCIL CONTRIBUTIONS TOWARDS TRANSFERRED SICK LEAVE ENTITLEMENTS

Background

Letter from the WA Local Government Association (WALGA) in relation to Council contributions towards Sick Leave entitlements when employees transfer between local authorities.

Comment

Clause 25.3.6 of the Local Government Officers' (Western Australian) Award 1999 makes provision for an Officer to be entitled to transfer accumulated sick leave, up to a maximum of eight (8) weeks, from one employing local authority to another. In recent times some local authorities have refused to pay the entitlement and the WALGA Workplace Relations and Training Services are seeking the opinions of Local Governments in order to establish a common industry approach. WALGA's interpretation of clause 25.3.6 is that there is no explicit obligation on the previous employer to contribute for up to eight weeks sick leave accumulated, however, the matter needs to be brought to a head to allow the clause to be amended to be legally binding, or removed altogether.

WALGA is seeking comment on the following two issues:

- Would the cessation of the practise of Local Governments financially contributing to the carryover of sick leave result in employees in the industry being discriminated for other positions within the industry?

If Council was employing a new staff member and one of the applicants had up to eight weeks of accrued Sick Leave, which would become the responsibility of the employing body, would it have an impact on deciding the successful applicant?

- Could it be an imposition on employers if employees engage in the practise of exhausting their accumulated sick leave to prevent the 'loss' of their sick leave credits?

Employees taking sick days to clear their Sick Leave entitlements so they do not lose them when transferring to another local authority. This will not necessarily be a financial burden to the employing Council because they will have to pay the wages regardless of if the employee was at work, however, will result in loss of productive time.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The Shire of Cuballing informs the Western Australian Local Government Association that it supports the retention of clause 25.3.6 of the Local Government Officers' (WA) Award 1999, and it be amended appropriately to be legally binding for the previous employing Council to contribute towards accrued Sick Leave entitlements, up to a maximum of eight (8) weeks, when transferring between local authorities.

COUNCIL ACTION

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

CARRIED 4/2

7.1.3.9 BENDIGO BANK – PINGELLY BROOKTON COMMUNITY BANK BRANCH

Background

Letter received from the Manager of the Pingelly Brookton Community Bank, Mr Andrew Jennings, providing a brief background on their existence and offering their services to the Shire of Cuballing.

Comment

Mr Jennings has been informed of Councils existing banking arrangements, however offered to attend today's meeting to address Council. This offer has been accepted and Mr Jennings will be in attendance at 11.00 am.

11.05 am Mr Andrew Jennings entered the Council Chamber.

The Shire President welcomed Mr Jennings to the meeting and invited him to address Council.

Mr Jennings provided Council with details pertaining to the products and services the Bendigo Bank, Pingelly/Brookton Branch, can offer to the Shire of Cuballing.

Transaction Charges; the bank will provide a banking package to suit Councils day to day needs. Mr Jennings committed the bank to providing a more cost effective solution than Councils current banker.

Investments; all investments will attract a special rate which will be available upon request.

Personalised Service; as well as providing professional and friendly service the bank will collect Councils banking twice weekly or as mutually agreed.

Specially Printed Cheques; No cost for this facility. Council may continue to utilise the current supplier with amendments to the logo and account details.

Safe Custody and Online Banking; These facilities are available upon request and do not attract any costs.

Rates Incentive Prize; a rates incentive prize of \$250 will be available.

Eftpos and Loan Facilities; can also provided.

11.20 am Mr Jennings departed the meeting.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Letter from Pingelly Brookton Community Bank be received and information Noted. A letter be forwarded to Mr Andrew Jennings thanking him for taking the time to address Council.

COUNCIL ACTION

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

CARRIED 6/0

7.1.3.4 DEPARTMENT OF ENVIRONMENTAL PROTECTION – AMENDMENTS TO THE ENVIRONMENTAL PROTECTION ACT 1986

Background

Department of Environmental Protection Waters and River Commission have provided a letter and brochure outlining proposed amendments to the Environmental Protection Act to regulate the clearing of native vegetation in Western Australia.

Comment

The new legislation will be administered by the Department of Environmental Protection and when introduced is intended to provide an equitable, streamlined process where both public and private land across the state will be subject to the same assessment procedures.

It should be noted clearing of native vegetation that is not for an exempt purpose will require a permit; this also applies to Local Government. Procedures are being put in place to provide Local Government with one permit and this will need to be supported by a vegetation management plan which will be valid for several years and will authorise a majority of works requiring clearing of native vegetation.

It is anticipated the legislation will be passed in Parliament in early 2003, but to guard against a rush of illegal clearing while the Bill is debated, a transitional provision has been included in the legislation which will require persons contravening the requirements to restore the vegetation at their own expense.

It is proposed that residents of the Shire be notified of this proposed amendment in the "Cuballing Newsletter" and further copies of the brochures will be obtained for interested persons to collect at the Shire Administration Office.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Information pertaining to the proposed amendments to the Environmental Protection Act 1986 to protect Native Vegetation in Western Australia be included in the next issue of the Shire Newsletter and further copies of the brochure be obtained for residents of the Shire of Cuballing.

COUNCIL ACTION

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

CARRIED 6/0

7.1.3.5 DEPARTMENT OF LOCAL GOVERNMENT AND REGIONAL DEVELOPMENT – TELECENTRE ACCESS POINT

Background

Letters from both the Minister for Local Government and the Department of Local Government and Regional Development advising that Councils Expression of Interest for the allocation of a Telecentre Access Point has been successful.

Comment

A Telecentre Access Point (TAP) is an Internet booth, similar to a pay telephone booth, that has been produced as a means to provide small communities with public Internet facilities that may otherwise not be readily available.

When the Expression of Interest was submitted the Cuballing Road House was identified as the most appropriate site for the TAP. However, the proprietors of the Road House have now indicated they have concerns with security and advise they do not wish to have the TAP installed at that site. Other sites for consideration are the Qualup Nursery/Art Gallery, Cuballing Tavern and the Shire Administration Office. The owners of the Nursery/Gallery have similar concerns to the Road House, as it is their place of residence and often only one person in attendance. The Shire Office provides limited access because of five day per week operations and restricted opening hours. The Cuballing Tavern places restrictions on persons under the age of 18 years, however is open seven days per week and outside of normal working hours. The proprietors of the Tavern have been approached and they are willing to install the TAP in the lounge area that is being renovated as a poolroom.

The cost to connect a dedicated telephone line for the TAP, along with operational costs for the first twelve months will be subsidised by the Department up to the value of \$500. Council has also allowed amount of \$1,000 for this purpose on the 2002/03 Budget.

The recommended starting fee for use of the TAP is \$10.00 per hour. Council is however able to specify another charge as deemed suitable. There is a Memorandum of Understanding that Council must sign, along with other information when the TAP has been installed, and return to the Department.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Council accepts the offer of the Telecentre Access Point from the Department of Local Government and Regional Development, and the Chief Executive Officer is authorised to complete and sign the Memorandum of Understanding on behalf of the Shire of Cuballing.

The starting for use of the Telecentre Access Point be set at \$10 per hour.

The Telecentre Access Point to be located in the lounge area (poolroom) at the Cuballing Tavern.

Suitable signage be erected advertising the Telecentre Access Point.

COUNCIL ACTION

Moved Cr Brown, seconded Cr Newman that Council accepts the offer of the Telecentre Access Point from the Department of Local Government and Regional Development, and the Chief Executive Officer is authorised to complete and sign the Memorandum of Understanding on behalf of the Shire of Cuballing.

The starting for use of the Telecentre Access Point be set at \$5 per hour.

The Telecentre Access Point to be located in the lounge area (poolroom) at the Cuballing Tavern.

Suitable signage be erected advertising the Telecentre Access Point.

CARRIED 6/0

7.1.3.6 SHIRE OF NAREMBEEN – SKELETON WEED PROGRAM 2002/03

Background

Letter from the Shire of Narembeen advising they have elected to coordinate the Skeleton Weed program for 2002/03.

Comment

It is anticipated that the first meeting will be held in March 2003, and an invitation will be forwarded to all Councils plus the Minister for Agriculture, Agricultural members of parliament, and grain growers.

If Council has any specific issues to be raised or included on the agenda they can be forwarded to the Shire of Narembeen.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The letter from the Shire of Narembeen be received and information noted.

COUNCIL ACTION

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

CARRIED 6/0

7.1.3.7 LEADER OF THE OPPOSITION, HON COLIN BARNETT MLA – SALINITY POSITION STATEMENT, POLICY DEVELOPMENT

Background

Letter from the Leader of the Opposition, Hon Colin Barnett MLA, advising of, and providing Council with a copy of the Position Statement on Tackling Western Australia's Salinity Crisis.

Comment

A copy of the Position Paper is included in the Agenda document for Council information and comment.

Mr Barnett advises that the Paper proposes a way forward for Western Australia as we tackle the salinity problem, and also defines the different approaches being taken by the State Labour Government as opposed to the Liberal Party.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The letter from the Leader of the Opposition, Hon Colin Barnett MLA, and the Tackling Western Australia's Salinity Crisis Position Statement be received and information noted.

COUNCIL ACTION

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

CARRIED 6/0

7.1.3.8 TENDER – SALE OF LOT 221 CAMPBELL STREET, CUBALLING

Background

Tenders were recently called for the outright purchase of land and buildings situated at Lot 221 Campbell Street, Cuballing, the former Chief Executive Officers residence. Tenders closed at 4.00 pm on Friday 29 November 2002.

Comment

At the close of tenders only one tender was received, that from Ms Christi Renfrey and Mr Mark Griffiths for the amount of \$65,000.

When Council adopted the Budget for 2002/03, income amount of \$75,000 was allowed for sale of the property, however this included an expenditure allocation of \$20,000 to refurbish the house. These funds have not been expended.

Councils Auditor, Mr Paul Chabrel, has advised that because of the age of the house, the sale is input taxed which means that no GST is payable on the sale value. Lane, Buck and Higgins have indicated their fees and charges to act as settlement agents on Councils behalf will be approximately \$250. Therefore Council will net \$64,750 from sale of the property.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The tender submitted by Ms Christi Renfrey and Mr Mark Griffiths for outright purchase of the Council property, house and land, situated at Lot 221 Campbell Street, Cuballing, for amount of \$65,000 be accepted. The Chief Executive Officer be authorised to proceed with sale of the property with Lane, Buck & Higgins as settlement agents.

COUNCIL ACTION

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

CARRIED 6/0

7.1.3.10 MELCHIORRE SEEDS – APPLICATION FOR APPROVAL FOR OPERATION OF OVERLENGTH VEHICLE ON CUBALLING WEST ROAD

Background

Letter received from Melchiorre Seeds requesting Council consideration for approving the use of a 32.5 metre vehicle on Cuballing West Road for the carting of hay.

Comment

This matter was referred to Main Roads WA for an assessment on Cuballing West Road for the operation of vehicles in excess of 27.5 in accordance with the policy recently adopted by Council. Main Roads WA response was that they did not consider the road suitable for vehicles in excess of 27.5 metres. Main Roads WA provided a written response directly to Melchiorre Seeds advising them of their assessment and also stating that the Shire of Cuballing did not support the application. This matter had not formally been put to Council for consideration, however in conversation with Mr John Rossiter of Main Roads Heavy Vehicle Operations Section I did indicate that if they considered the road unsuitable Council would most probably not support the application.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Council supports and endorses the actions of Main Roads WA in informing Melchiorre Seeds that their application for the operation of overlength vehicles of 32.5 metres in length on the Cuballing West Road is not supported by the Shire of Cuballing.

A letter be forwarded to Melchiorre Seeds advising that their application has now been formally considered by Council and cannot be supported. A copy of Councils Policy on Overlength Vehicles be provided to Melchiorre Seeds.

COUNCIL ACTION

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

CARRIED 6/0

7.1.3.11 DEPARTMENT OF PLANNING AND INFRASTRUCTURE – WHEATBELT REGIONAL TRANSPORT STRATEGY

Background

The Wheatbelt Development Commission have provided Council with a copy of the finalised Wheatbelt Regional Transport Strategy.

Comment

The Strategy focuses on the efficiency of the transport network and the various strategies have been developed to ensure that a cohesive and logical approach is taken in the future planning and development of transport infrastructure and services in regional Western Australia.

Implementation of the strategies will be managed jointly between the Department of Planning and Infrastructure and the Wheatbelt Development Commission.

The Strategy will be tabled at the Council meeting for Councillor perusal and information.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The letter from the Wheatbelt Development Commission, and the Wheatbelt Regional Transport Strategy be received and information noted.

COUNCIL ACTION

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

CARRIED 6/0

7.1.3.12 OFFICE OF ENERGY – DISCUSSION PAPER, NEW GAS RETICULATION IN WESTERN AUSTRALIA

Background

Letter from the Office of Energy, and a copy of the Discussion Paper, in relation to the establishment of new gas distribution infrastructure in regional Western Australia.

Comment

The discussion paper is specifically seeking the views of energy industry and regional stakeholders on the nature and level of interest in new gas reticulation, and the economic viability of reticulating gas to the regions.

I do not know how much input Council would like on this matter, however perhaps the Office of Energy could be approached with the view that if they are considering installing gas infrastructure to Albany, the Great Southern Highway would provide the most viable route and service a numbers of towns and regional centres enroute.

The Discussion Paper will be tabled at the Council meeting for Councillor perusal and information.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The letter from the Office of Energy, and Discussion Paper, be received and information noted.

Letter be forwarded to the Office of Energy suggesting that if gas infrastructure is to be installed to Albany then the Great Southern Highway should be considered as the preferred route to also provide the service to a majority number of towns and regional centres.

COUNCIL ACTION

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

CARRIED 6/0

7.1.3.13 DEPARTMENT OF LOCAL GOVERNMENT AND REGIONAL DEVELOPMENT – DRAFT REGIONAL POLICY STATEMENT FOR WESTERN AUSTRALIA

Background

Letter from the Department of Local Government and Regional Development providing Council with a copy of the Draft Regional Policy Statement for Western Australia.

Comment

The draft policy sets out four major goal areas:

- Understanding, Partnering and Delivering Better Outcomes for Regions;
- Growing a Diversified Economy;
- Educated, Healthy, Safe and Supporting Communities; and
- Valuing and Protecting the Environment.

The comment period on the Draft closes on 28 February 2003.

The Draft will be tabled at the Council meeting for Councillor perusal and information, and comment to the Department if considered appropriate.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The letter from the Department of Local Government and Regional Development, and Draft Regional Policy Statement for Western Australia be received and information noted.

COUNCIL ACTION

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

CARRIED 6/0

7.1.3.14 MINISTER FOR TRANSPORT AND REGIONAL SERVICES – GREEN PAPER AUSLINK TOWARDS THE NATIONAL LAND TRANSPORT PLAN

Background

Correspondence from the office of the Minister for Transport and Regional Services, The Hon John Anderson MP, advising of the release of a Green Paper on transport reforms in Australia, entitled *Auslink – Towards the National Land Transport Plan*.

Comment

The Commonwealth Government is calling for public submissions on the Green Paper, closing on 7 February 2003.

The Green Paper will be tabled at the Council meeting for Councillor perusal and information.

Additional Information

The following comments have been received from the Western Australian Local Government Association (WALGA) on this matter.

“The AusLink Green Paper proposes a new policy landscape raising a number of issues – notably:

- *The impact and status of Financial Assistance Grants (FAGs) and other current road funding programs (eg Black Spot, Roads to Recovery and Roads of National Significance, etc);*
- *The private sector’s future role in bidding for funding and undertaking ‘projects’;*
- *The proposals for establishment of direct partnerships between the Commonwealth and Local Government (eg through regional groupings) for project prioritisation and funding.*

The Association will be preparing a submission to the Green Paper and strongly encourages individual member Local Governments to do so.

The Association is developing a Discussion Paper to assist member Local Governments in preparing their submissions, with this document to be distributed by Friday 20 December 2002”.

As submissions on the Green Paper close on Friday 7 February 2003, prior to the next meeting of Council, perhaps Council could give delegated authority for the Chief executive Officer and Shire President to prepare a submission on behalf of the Shire of Cuballing after receiving the WALGA Discussion Paper.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The correspondence from the office of the Minister for Transport and Regional Services, and the Green Paper entitled *Auslink – Towards the National Land Transport Plan* be received and information noted.

Council authorises the Chief Executive Officer and Shire President to prepare a submission to the Minister for Transport and Regional Services on the AusLink Green Paper on behalf of the Shire of Cuballing after receiving the Discussion Paper prepared by the WA Local Government Association.

COUNCIL ACTION

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

CARRIED 6/0

7.1.3.15 WESTERN AUSTRALIAN PLANNING COMMISSION – APPLICATION FOR SUBDIVISION, I R NOTTLE

This application has been referred to Councils Town Planning Consultant and the information should be available to circulate with the meeting agenda.

Councils Town Planning Consultant provided Council with the following comments and advice:

1. The application is to realign the boundary between Location 4489 (451ha) and Location 3630 (67ha) to create two lots of 341.1ha and 177.2ha.
2. The subject land is in the General Agriculture Zone in TPS No. 1 and draft TPS No. 2 where "Council may recommend approval for subdivision for more intensive form of agriculture subject to the land and the proposal meeting certain criteria".
3. There is a general presumption against subdivision in rural areas in WAPC policy DC 3.4 with some exceptions. One of the exceptions is for the relocation of boundaries where:
 - a. The new boundaries reflect good environmental and land management practices;
 - b. No additional dwelling entitlements are removed or reduced; and
 - c. The proposal is intended to facilitate the ongoing agricultural usage on all of the lots.
4. No reason is given for the subdivision but given that no new lots are being created it would be reasonable for Council to consider this as meeting the criteria of DC 3.4 as an exception to the general presumption against subdivision, and for it to recommend approval.

COUNCIL ACTION

Moved Cr Wittwer, seconded Cr Brown that Council supports WAPC application 120836 submitted by I.R. Nottle for the realignment of the boundary between Locations 4489 and 3630 to create two lots of 341.1ha and 177.2ha.

CARRIED 6/0

7.1.3.16 MR R SAYLES – APPLICATION TO OPERATE A SMALL RESIDENTIAL BUSINESS

This application has been referred to Councils Town Planning Consultant and the information should be available to circulate with the meeting agenda.

Councils Town Planning Consultant provided Council with the following comments and advice in relation to the application:

1. The subject land is 0.8075ha in area and is on the corner of Derby and Colin Streets in the Cuballing Townsite.
2. Under TPS No.1 and Draft Scheme No.2 the subject land is zoned Rural Townsite R25. Across Derby Street is Rural Townsite R2 and across Colin Street is Rural Residential. I understand the Cuballing Road House occupies Lots 48 and 73 to the rear and that Lots 72 and 50 are vacant.
3. The proposal is to conduct a business on the property which involves cutting, drilling and welding in manufacturing conveyor belt scrapers.
4. Presumably the operation is to be carried out in a recently approved shed 9m x 9m in size and located 24 metres from the northern boundary of the lot, 54 metres from the rear boundary and 48 metres from the front boundary.
5. Use classes, "light industry" and "general industry" in which the proposal could fall are both "AA" uses in the rural townsite zone in TPS No.1 and "D" uses in draft TPS No.2. Council therefore has discretion to approve the use.
6. Draft TPS No.1 describes the intention of the "rural townsite" zone as accommodating a "range of uses such as may be found in a small country town". In considering an application in the zone, Council will have regard to the "impact of the proposed use on local amenities. Council will generally not favour commercial or industrial uses in areas where the predominant established use is for residential purposes unless residential areas are buffered from any impacts".
7. If the proposal is low key with no significant impacts of noise, dust traffic etc, as claimed by the applicant, the size of the lot, the distance to adjoining uses and the size and location of the shed are points in favour of the proposal.
8. Notwithstanding, if Council is considering exercising its discretion in favour of the proposal I believe it would be prudent to advertise the proposal and provide adjoining residents with an opportunity to comment.
9. Some further details should be sought from the applicant.
 - Confirm the use of the shed as the location of the operation.
 - Confirm the manufacturing process to be used and its implications for the neighbours.
 - Make the hours of operation of between 8.00am and 5.00pm a condition of approval.

10. As there is no provision for temporary approvals in TPS No1., I would further recommend that Council advise the applicant that approval should not infer approval to welding services to be offered to the community which should be subject of a subsequent separate application.

COUNCIL ACTION

Moved Cr Brown, seconded Cr Hawksley that Mr Robin Sayles be advised that Council is prepared to support his proposed development application to operate a small business at 1 Derby Street, Cuballing, subject to the following conditions:

- **Adjoining landowners/residents be advised of the proposed development application and be provided with an opportunity to comment.**
- **Confirmation be obtained that the new shed on the premises will be the location of the operations.**
- **Confirmation of the manufacturing process to be used and its implications for neighbours.**
- **Hours of operation be restricted from 8.00am to 5.00pm Monday to Saturday.**
- **The applicant be informed that approval of this particular application does not infer automatic approval for additional welding services to the local community, additional application will need to be submitted for Council consideration.**

CARRIED 6/0

7.1.4.17

CHIEF EXECUTIVE OFFICERS REPORT

1. Review of the Local Government Act 1995

The Department of Local Government and Regional Development has been undertaking a review of the Local Government Act 1995. The comment period for Local Governments was extremely short, however, as a result of the feedback received the WA Local Government Association a preliminary view on each issue listed in the proposal has been established. This was presented to the December meeting of the State Council and Councillor Watts may be able to provide some comment on the items that will have most affect on this Council.

A copy of the issues, with WALGA comment, has been circulated with the Agenda document.

Additional information has been received from WALGA in respect to the review following the State Council meeting held on 4 December 2002, and this has been circulated at today's meeting. There were three changes to the recommended proposals for items 11, new power to allow an elected member to withdraw a notice of resignation, item 58, Audit Committees (Part 7), and item 64, Appointment of an independent person to conduct polls in relation to Local Government Boundary Changes. In addition a further seven issues were raised with the Department of Local Government and Regional Development for inclusion in the review.

2. Shire of Cuballing Christmas Function and Break-up

The annual Christmas Function and Break-up for the outside works staff will be held at the Cuballing Tavern at the conclusion of today's Council meeting, commencing at 6.30 pm.

3. Shire of Cuballing Staff Incentive Payments – Draft Policy

In previous years Council has paid an annual bonus to all staff at the Christmas Function, and Council has again budgeted for this in the 2002/03 financial year. It is difficult to ascertain how the payments have been previously arrived at and Council does not have a firm policy to use as a guideline. I have prepared the following draft policy, which is based on what the Shire of West Arthur use. It is very difficult to find two Councils with a similar policy and I don't believe any one is necessarily better than the other. Some are based on years of service, some on sick leave accrued/utilised. The draft I am presenting to Council for consideration today is based on years of service but also relates to the annual performance assessment. The performance assessment will not have any effect this year but will help determine the bonus payments in future years.

DRAFT POLICY

Incentives – All Staff (Inside and Outside)

All staff employed by the Shire of Cuballing shall be entitled to receive an annual bonus, payable at 31 December in each year, in accordance with the following:

- Staff employed for a minimum period of six (6) months prior to 31 December to receive a base amount of \$150. This is applicable up to a two year period;***
- After two (2) years service a bonus of \$7.00 per week for 52 weeks (\$364 pa);***
- After five (5) years service a bonus of \$10.00 per week for 52 weeks (\$520 pa);***
- After ten (10) years service a bonus of \$15.00 per week for 52 weeks (\$780 pa); and***
- After fifteen (15) years service a bonus of \$20.00 per week for 52 weeks (\$1,040 pa).***

Casual and/or part time employees to receive 50% of the annual entitlement.

Payment and calculation of the annual staff incentives is subject to satisfactory Staff Appraisal by the Chief Executive Officer and Works Supervisor (where applicable).

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The above Draft Policy for Staff Incentive Payments for all staff be adopted for the Shire of Cuballing.

COUNCIL ACTION

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

CARRIED 5/1

12.35pm Council adjourned for luncheon.

2.05 pm Council resumed after luncheon.

4. Shire of Cuballing Employee Induction Manual

Circulated with the Agenda document is a Draft Employee Induction Manual prepared for new staff when commencing employment with the Shire of Cuballing. Such manuals are an essential part of new employment practise and helps provide these persons with relevant information pertaining to their conditions of employment, Councils operations, etc.

The last page of the document indicates various items to be attached to the Manual when handed to new employees. Most of these items have yet to be prepared and will be attached when Council adopts the documents and policies in the future.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The Draft Employee Induction Manual as circulated to Councillors with the Council meeting agenda be adopted for the Shire of Cuballing.

COUNCIL ACTION

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

CARRIED 6/0

5. Bush Fire Incident Reports

Included in the meeting Agenda are two Bush Fire Incident Reports received for fires on 19 November and 5 December 2002.

Both of the Reports do not recommend further action to be instigated and therefore are submitted for Council information only.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The two Bush Fire Incident Reports for 19 November and 5 December 2002 be received and information noted.

COUNCIL ACTION

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

6. Temporary Employment of Ms Dale Sanders

Ms Dale Sanders has been temporarily employed with the Shire of Cuballing for an eight week period, commencing on Thursday 5 December 2002, to undertake a Tourism Industry Report on behalf of the seven local authorities involved in the Dryandra Woodlands Focus Group Inc. The aim of the project is to investigate the most efficient way to develop and market tourism in the Greater Dryandra region.

The project is fully funded by a grant received by the Dryandra Woodlands Focus Group under the Wheatbelt Develop Commission's Regional Solutions Program, and the Dryandra Woodlands Focus Group. The cost to the Shire of Cuballing will be in administering the project and some administration expense.

7. Draft Central South Action Plan

On Thursday 28 November 2002 I attended the official launch of the Draft Central South Action Plan at the Upper Great Southern Hockey Association Function Room in Narrogin.

The purpose of releasing a draft Plan is to seek public reaction to the ideas expressed in the document. This will allow the Plan to be reassessed prior to the implementation of the final Action Plan.

Public submissions close on 31 January 2003, and all submissions will be acknowledged and receive consideration during the review process.

Copies of the Draft Action Plan will be tabled at the Council meeting for Councillor perusal and information. Other copies of the Plan have been made available throughout the Shire.

8. Emergency Services Legislation in Western Australia

The Western Australian Parliament has recently received a report from the Community Development and Justice Standing Committee relating to Emergency Services Legislation in Western Australia.

The Terms of Reference were that the Committee examine, report and make recommendations on emergency management in Western Australia, benchmarked against other Australian States, with particular reference to:

- The means by which legislation puts in place effective measures to respond to emergencies and disasters;
- The effectiveness or otherwise of command structures in emergency services;
- The effectiveness or otherwise of the information flow in times of emergency;
- The effectiveness or otherwise of the system of reporting of emergency management; and
- The effectiveness or otherwise of the existing Western Australian legislation.

Circulated with the meeting Agenda are relevant sections of the proposed Emergency Management Legislation, chapter four and appendix one, that will have impact on Local Government.

Chapter 4 deals with the role of Local Government. The primary conclusion of the Committee was that all Western Australian Communities should have an emergency plan that is current and operational and which in the view of the Committee, is best done at the local level.

Whilst there is no formal response to the report required Council may wish to provide a comment to WALGA on the general thrust of the report. It is unlikely Local Government will be invited formally to comment until the draft legislation is developed, which may not be in the form outlined in Appendix One, as circulated.

9. Community Landcare Coordinator

Ms Darralyn Ebsary commenced work as the new Community Landcare Coordinator for the Hotham Catchment Group on Monday 9 December 2002.

Darralyn has been invited to join the Council meeting at 4.00 pm to meet Councillors.

10. Australian Citizenship Ceremony

Mr Robin and Mrs Cerita Sayles, owners and occupiers of 1 Derby Street, Cuballing, will attend today's meeting at 4.00 pm to undertake Australian Citizenship.

11. Shire of Cuballing Action Summary Report

This report is tabled at today's meeting and has been prepared up to and including appropriate action required from the November 2002 meeting of Council.

12. Christmas/New Year Greetings

On behalf of the Shire staff I would like to thank Councillors for your support over the previous twelve months and wish you all a safe (and merry) Christmas and a happy and prosperous New Year.

On a personal note I would sincerely like to thank Council for your support during my first year in the Position of Chief Executive Officer.

7.1.3.18 WORKS SUPERVISORS REPORT

Cuballing East Road

Widening has been water bound and will be sealed to 1.2 metres. Reseal is being done at the same time. The junction of Short Road has been realigned.

Henderson Estate (Bunmulling Road)

Work has been commenced there. The pipeline is expected to go in this week prior to Christmas break-up.

Machines

Truck will be going to Perth on Thursday 12 December 2002 for the rear axle to be straightened – insurance claim.
Grader seal warranty work will be done in the New Year.
All other plant is working well and being serviced as required.

Personnel

There will be complete shut down from the Christmas break-up until Monday 6 January 2003.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the Works Supervisors report be received.

COUNCIL ACTION

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

CARRIED 6/0

7.1.3.19 POPANYINNING PROGRESS ASSOCIATION – REQUEST FOR NEW REFRIGERATOR FOR THE POPANYINNING HALL

Background

Letter received from the Popanyinning Progress Association requesting Council consideration for replacement of the refrigerator in the Popanyinning Hall.

Comment

The Progress Association states that the current refrigerator is very old and no longer satisfactory for the hall requirements. The Association is willing to contribute 50% of the costs for a new refrigerator. Council has not included this item on the 2002/03 Budget,

however has allocated amount of \$1,500 for renovations and painting of the hall. Part of this allocation could be utilised for purchase of a new refrigerator.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Council approves expenditure for the purchase of a new refrigerator for the Popanyinning Hall with the Popanyinning Progress Association contributing 50% of the costs. Council expenditure to be allocated from Budgeted funds for renovations and painting of the hall.

COUNCIL ACTION

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

CARRIED 6/0

7.1.3.20 MR DARREL DENT- REQUEST TO UPGRADE YORNANING WATER STANDPIPE

Background

Letter received from Mr Darrel Dent requesting Council consideration to upgrading the water standpipe at Yornaning. Mr Dent explains that with the drought conditions experienced in the eastern part of the Shire there will be many property owners carting water from the standpipe during the summer months and the current slow pressure at the standpipe will cause delays.

Comment

The existing standpipe at Yornaning is approximately 25mm and contact has been made with the Water Corporation for it to be increased. They advise the maximum size that will be provided is 50mm. This will still increase the flow of water significantly and provide a much better service. The Water Corporation has provided a verbal quotation of approximately \$3,500 to upgrade the standpipe. This is the upper limit and based on the requirement to replace all associated equipment such as the meter, etc. The price also includes the fitting of a backflow device which is something Council will have to undertake in the future regardless of installing a new standpipe or not.

A further consideration for Council may be the relocation of the standpipe from its existing location, on Cowcher Street opposite the Yornaning Hall, to the parking bay area on the eastern side of the Great Southern Highway. The water pipe runs along the eastern side of the Highway and the connection for the standpipe is near the parking area. This may also prove to cost effective if it is necessary to upgrade the pipes from the main to the standpipe to increase the service.

These works have not been included on Council's Budget for 2003/03, however could be transferred from the Employees Housing Maintenance area. Amount of \$20,000 was included on the budget to undertake works on the older Shire house, however some of this can be reallocated with the tender price received for sale of the house.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Council approves:

- The upgrading of the Yornaning Water Standpipe to 50mm;
- The Yornaning Water Standpipe be relocated to the Parking Area on the eastern side of the Great Eastern Highway adjacent to the current connection into the mains water pipe line; and
- The works be paid for by transferring budgeted funds from ledger account 91.1.167 Employees Housing Maintenance.

COUNCIL ACTION

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

CARRIED 6/0

7.1.3.21 FIRE AND EMERGENCY SERVICES AUTHORITY (FESA) – EMERGENCY SERVICES LEVY LEGISLATION

Background

Correspondence from FESA advising the Emergency Services Levy (ESL) Legislation has now been passed by Parliament.

Comment

This issue has been on the drawing board for a considerable period of time and previously brought to Councils attention. The passing of the legislation will now let us move forward and commence preparations for introduction of the levy on 1 July 2003.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The letter from the Fire and Emergency Services Authority be received and information noted.

COUNCIL ACTION

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

CARRIED 6/0

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 November 2002.

Rubbish Tips

- (i) Popanyinning Rubbish Tip
Site found to operating within legislative requirements.
- (ii) Cuballing Rubbish Tip
Site found to operating within legislative requirements.

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) Lot 350 Carton Street, Cuballing
Inspection of on-site effluent disposal system.
- (ii) Lot 278 Dungog street, Cuballing
Inspection of proposed on-site effluent disposal system.
- (iii) Lot 384 Munro Street, Cuballing
Inspection of proposed on-site effluent disposal system.
- (iv) Lot 382 Clifford Street, Cuballing
Inspection of on-site effluent disposal system.

Caravan Park

- (i) Lazeaway Caravan Park – Great Southern Highway, Popanyinning
Premises found to be operating within legislative requirements.

CORPORATE PLAN/POLICY IMPLICATIONS

Nil.

FINANCIAL/BUDGET IMPLICATIONS

None anticipated.

ENVIRONMENTAL HEALTH OFFICERS RECOMMENDATION

That Council note the above information.

COUNCIL ACTION

Moved Cr Brown, seconded Cr Browne that the Environmental Health Officer's Recommendation be adopted.

CARRIED 6/0

7.3 BUILDING SURVEYOR REPORT

Summary:

There were 3 building applications for the month of November. Councils Building Surveyor has issued building licenses as these proposals have supplied the required information for the issue of these licenses.

Comment:

Listed below are the application details of the proposed structures.

App Date	B/L No	Owner	Builder	Structure	Location
5-11-02	17/02.03	DK PATERSON LOT 418 AUSTRAL ST CUBALLING	O/B	SHED AND TANK	LOT 418 AUSTRAL ST CUBALLING
26-11-02	18/02.03	BR & PJ BUTTERWORTH LOT 385 HOTHAM STEREET CUBALLING	O/B	SHED	LOT 385 HOTHAM ST CUBALLING
26-11-02	19/02.03	DAVID BUCKLE PO BOX 138 CUBALLING	O/B	VERANDAH	LOT 357 FORREST ST CUBALLING

Consultation:

Nil.

Statutory Environment:

Nil.

Policy Implication:

Nil.

Financial Implications:

Nil.

Strategic Implications:

Nil.

COUNCIL ACTION

Moved Cr Brown, seconded Cr Browne that the Building Surveyor's report be received.

CARRIED 6/0

8. **ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

9. **OTHER URGENT BUSINESS**

- Cr Hawksley stated he has received a complaint in relation to overhanging trees on Cuballing West and Stratherne Roads.
- Cr Hawksley commented that perhaps Council should lobby for a concession for rural vehicles in respect to the new Heavy Vehicle Accreditation requirements.
- Cr Brown reported on the opening of the 'Barna Mia' Viewing Enclosure in the Dryandra Woodlands on Saturday 15 December 2002.
- Cr Brown informed Council that she attended the Narrogin Senior High School Sports Awards and East Narrogin Primary School Graduation on behalf of the Shire of Cuballing.
- Councillors expressed their appreciation to Cr Brown for providing morning tea on Council meeting days during the 2002 year.

10. **CLOSURE OF MEETING**

There being no further business the Shire President declared the meeting closed at 3.40pm.

Following the closure of the meeting Ms Darralyn Ebsary, the new Landcare Coordinator, was introduced to Councillors, and Mr Robin and Mrs Cerita Sayles entered the Council Chamber for their Australian Citizenship Ceremony.

CONFIRMED AS A TRUE RECORD OF PROCEEDINGS ON _____

PRESIDENT