



SHIRE OF CUBALLING

ORDINARY COUNCIL MEETING
HELD ON THURSDAY 19 SEPTEMBER
2002

MINUTES

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ORDINARY COUNCIL MEETING
THURSDAY 19 SEPTEMBER 2002

MINUTES

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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 SEPTEMBER 2002

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

President welcomed Councillors, declared meeting open 10.05 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

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

Mr G Cardell (to 10.30 am)

APOLOGIES

Nil

LEAVE OF ABSENCE

Nil

3. **PUBLIC QUESTION TIME**

Nil

4. **APPLICATION FOR LEAVE OF ABSENCE**

Moved Cr Wittwer, seconded Cr Newman that Councillors Brown and Browne be granted Leave of Absence for the ordinary meeting of Council scheduled to be held on Thursday 17 October 2002.

CARRIED 5/0

5. **MINUTES - CONFIRMATION OF 15 AUGUST 2002 MEETING MINUTES**

Moved Cr Wittwer, seconded Cr Bradford that the minutes of the ordinary meeting of the Shire of Cuballing held in the Council Chambers on 15 August 2002 be confirmed.

CARRIED 7/0

6. **PETITIONS, DEPUTATIONS, PRESENTATIONS**

Nil

7. REPORTS OF OFFICERS

7.1 CHIEF EXECUTIVE OFFICER

7.1.1 ACCOUNTS FOR PAYMENT

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

V	NAME	PARTICULARS	MUNI	TRUST
T1694	MARK CONLEY	U/H Landscape Resilience Project		7200.00
8242	SALARIES & WAGES	Wages 31/07/02 – 13/08/02	22214.85	
T1695	JODI DAVIS	Reimburse Bond – Cuby Hall		100.00
T1696	NICHOLLS BUS & COACH	Social Club		181.50
T1697	MIKE BURGESS	U/H Landscape Resilience Project		4742.40
T1698	JEFF HARRIS	U/H Landscape Resilience Project		1300.00
T1699	DON ALEXANDER	U/H Landscape Resilience Project		2605.20
T1700	PARNELL FAMILY ENTERPRISES	U/H Landscape Resilience Project		3715.30
T1701	R WILES	Better Water Management		1750.00
T1702	RA SPRIGG & CO	Better Water Management		2201.00
T1703	IAN BRACKENRIDGE	Better Water Management		2500.00
8243	TELSTRA	Phone A/C	748.10	
T1704	FRED BREMNER	Better Water Management		1295.80
T1705	JH & EDW HEARD	Refund – Balance Early Rate Payment		15.62
T1706	SHIRE OF CUBALLING	Transfer Monies Held In Trust For Rates		1065.77
8244	DEPT OF TRANSPORT	OCN Changeover – New Registration	194.65	
8245	CUBALLING POST OFFICE	Rate Notices – Postage	194.32	
WP382	GD & FE ALOCK	Fencing		1782.00
WP383	IAN WATTS ENTERPRISES P/L	Fencing		1155.00
WP384	DL & NJ DENT	Fencing		660.00
WP385	WINTERLONG FARMS	Fencing		1319.15
WP386	RM HAWKSLEY & CO.	Fencing		495.00
WP387	HAMEL NURSERY	Cancelled – refer to Elect tsf 230802		
WP388	ANDA-LEA TREE NURSERY	Seedlings		28924.08
WP389	CALM – NGN PLANT NURSERY	Seedlings		6994.04
WP390	PARNELL FAMILY ENTERPRISES	Seedlings		59694.80
WP391	CRAIG'S COUNTRY CATERING	Catering – Tree Planters		1862.50
T1707	MARK CONLEY	U/H 99/00 Focus		1320.00
WP392	SHIRE OF WANDERING	Hall Hire & Entertainment – TP		35.00
WP393	REFLECTIONS OF WA COACH	Bus Hire & Travel – TP		13670
WP394	DAVID & BARBARA KENTISH	Cleaning/Accommodation – TP		217.50
WP395	WHEEL CHAIR TOURS AUS.	Bus Hire & Travel		6389.90
WP396	KJ & JP ASHWORTH	Fencing		660.00
WP397	DEPT. OF CALM	Cancelled		
WP398	GC PROWSE HOLDINGS P/L	Fencing		1965.26
WP399	GE & NA LAVENDER	Fencing		1980.00
WP400	CALM – NGN PLANT NURSERY	Seedlings		34139.86
T1708	CUBALLING TAVERN	Cuballing LCDC		393.00
8246	RM & VA JORDAN	Refund – Balance Pre-Paid Rate A/C	41.63	
T1709	PARNELL FAMILY ENTERPRISES	U/H Landscape Resilience Project		850.00
8247	SALARIES & WAGES	Wages 14/08/02 – 27/08/02	19353.39	

T1710	WA LOCAL GOVT ASSOCIATION	Super Contributions Aug 02		4274.16
T1711	AUSTRALIAN SERVICES UNION	ASU Deductions Aug 02 – P. Naylor		30.20
8248	EDWARDS MOTORS P/L	OCN Changeover – New Holden Berlina	3800.00	
T1712	RJ & BR HARRIS	Cancelled – refer to chq T1716		
8249	P & F KULKER	New CEO House Payments	76729.50	
8250	PETTY CASH	Petty Cash	275.55	
T1713	KIPLING MARKET	Cuballing LCDC – Gina Farewell BBQ		105.98
8296	ATO	August 2002 BAS	5653.00	
T1714	WANDERING BROOK ESTATE	Social Club Dinner & Wine Testing		548.00
T1715	BCITF	July 2002 BCITF Levy		41.10
8297	BUILDERS REGISTRATION BOARD	July 2002 Building Dispute Levy	49.00	
8298	VOGUE FABRICS	Deposit – New CEO House	1448.00	
8299	SALARIES & WAGES	Wages 28/08/02 – 10/09/02	20530.04	
T1716	RJ & BR HARRIS	U/H Landscape Resilience Project		5210.40
T1717	NARROGIN LIQUOR STORE	Social Club		186.39
8301	BEAUREPAIRES	Parts & Repairs	80.30	
8302	BOISE CASCADE OFFICE PRODUCTS	Stationery	552.79	
8303	BURGESS RAWSON	Photocopying of Lease Fee	97.73	
8304	BURSWOOD RESORT HOTEL	Local Govt Week Accommodation	8619.65	
8305	COCKBURN CEMENT	Cement	240.24	
8306	COLES	Council Shopping	100.80	
8307	COMPUTER ASSOCIATES P/L	VET Upgrades (Internet Only)	128.15	
8308	COURIER AUSTRALIA	Freight	101.09	
8309	CUBALLING ROADHOUSE	Refreshments	27.60	
8310	DEPT OF INDUSTRY & TECHNOLOGY	Contract Management Fee	69.08	
8311	DOLA	Maps & Title Search & Print Fees	52.80	
8312	R DEWS MINI EXCAVATIONS	Trench For Water Pipe	77.00	
8313	FRANK WESTON & CO.	Repairs	35.20	
8314	GREAT SOUTHERN DINGO SERVICES	Post Hole Boring at CEO Residence	146.30	
8315	GREAT STHRN ELECTRICAL SERVICES	Electrical Repairs – Office & Depot	1707.13	
8316	GREAT STHRN FUEL SUPPLIES	Fuels & Oils	8561.36	
8317	JR & A HERSEY P/L	Materials	153.89	
8318	KELS TYRES	Tyres & Repairs	1782.00	
8319	MUNI INSURANCE BROKING SERVICES	Casual Hirers Liability	1782.00	
8320	MUNICIPAL PROPERTY SCHEME	2nd Instalment – Muni Property Scheme	3342.99	
8321	MUNICIPAL WORKCARE SCHEME	Adjustment to Contributions	3289.00	
8322	NARROGIN AG REPAIRS	Parts	95.50	
8323	NARROGIN AUTO ELECTRICS	Parts & Repairs	267.61	
8324	NARROGIN BEARING SERVICE	Safety Gear & Parts	625.14	
8325	NGN CURTAIN & BLIND CENTRE	Carpet – New CEO Residence	5166.00	
8326	NARROGIN FARM SUPPLIES	Materials – Fencing	1165.30	
8327	NGN GLASS & QUICKFIT WINDSCREENS	Repairs	88.00	
8328	NGN HARDWARE & BUILDING SUPPLIES	Materials	9.70	
8329	NARROGIN HIRE SERVICE	Materials	51.24	
8330	NGN HOME IMPROVEMENT CENTRE	Toilet Repairs – Rec Centre	41.25	
8331	NARROGIN OBSERVER	Public Notices	591.59	
8332	NARROGIN RETRAVISION	Dishwasher – New CEO Residence	1149.00	
8333	PIONEER CONSTRUCTION MATERIALS	Materials – Blue Metal	170.69	
8334	RAM PAPER	Paper	288.30	
8335	REGIONAL SIGNS	Painting of Cemetery Sign	16.50	
8336	REINFORCED CONCRETE PIPES	Materials – Pipes	3555.82	
8337	SHIRE OF NARROGIN	Grave at Popo – 21/08/02	275.00	
8338	SHIRE OF WANDERING	CLC Expenses August 2002	1897.59	

8339	SOS BUNBURY	Photocopier Charges	114.43
8340	SOUTH WEST AUDIOLOGY	Audiological Ass – Alex & Graeme	374.00
8341	STAR TRACK EXPRESS	Freight	27.00
8342	STOTT & HOARE	Office Equipment – Laptop	4383.50
8343	SUNNY SIGN COMPANY P/L	Signs	2367.20
8344	TELSTRA	Phone A/C	715.85
8345	TOORAK LODGE MOTEL	Accommodation – A. Richardson	120.00
8346	TOWN OF NARROGIN	Building Inspection Fees August 2002	743.33
8347	VALUER GENERALS OFFICE	Interim Valuations	139.00
8348	WA LOCAL GOVT ASSOCIATION	LG Week Registrations & Directories	6194.10
8349	WATER CORPORATION	Water A/C	999.05
8350	WESFARMERS LANDMARK	Materials	209.00
8351	WESTERN POWER	Power A/C	1453.40
8352	WESTRAC EQUIPMENT	Parts	4283.74
8300	LOCAL GOVT MANAGERS AUSTRALIA	LGMA Conference	957.00
WP413	LIONS DRYANDRA WOODLAND VILLAGE	Tree Planters Accommodation	4684.00
WP414	NIBBLES	WPGC Meeting Luncheon	150.00
WP415	SHIRE OF WILLIAMS	RSL Hall Hire – WPGC Meeting	34.10
WP416	DWARDA DOWNS	Fencing	792.00
ELECT TRANSFERS			
230802	HAMEL NURSERY	Seedlings	41670.18
230802	HAMEL NURSERY	U/H Landscape Resilience Project	4257
190902	EPAC SYSTEMS P/L	Environmental Health Services	1378.96
TOTAL			222092.92 255163.19

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION

That Accounts Vouchers T1694 – T1717, WP382 – WP416, 8242 – 8250, 8296 - 8300, 8301 - 8352 and electric transfers 230802 & 190902 totalling \$477256.11.

It was revealed that trust cheque voucher T1712 was a cancelled cheque and the list of accounts needed to be adjusted and trust total reduced accordingly.

COUNCIL ACTION

Moved Cr Brown, seconded Cr Newman that payment of the list of accounts (with adjustment for voucher T1712) being vouchers T1694 – T1717, WP382 – WP416, 8242 – 8250, 8296 - 8300, 8301 - 8352 and electric transfers 230802 & 190902 totalling \$477256.11, be endorsed.

Creditors invoices processed and outstanding as at 19 September 2002 and not included in the cheque list presented to the Council meeting on 19 September 2002 total \$2070.32.

CARRIED 7/0

7.1.2 SHIRE OF CUBALLING FINANCIAL REPORTS AS AT 31 AUGUST 2002

		Annual Budget 2002/03 \$	Actual YTD 2002/03 \$
OPERATING ACTIVITIES	Sch		
Income			
General Purpose Funding	3	7,070	504,353
Governance	4	-600	267
Law, Order & Public Safety	5	1,150	124
Health	7	950	200
Education and Welfare	8	0	0
Housing	9	49,500	0
Community Amenities	10	8,400	4,888
Recreation and Culture	11	2,080	399
Transport	12	21,020	673
Economic Services	13	8,130	435
Other Property and Services	14	82,000	8,014
Total Operating Income		179,700	519,353
Expenditure			
General Purpose Funding	3	-18,850	-5,419
Governance	4	-180,860	-51,511
Law, Order & Public Safety	5	-24,790	-11,628
Health	7	-11,600	-1,088
Education and Welfare	8	-1,750	-0
Housing	9	-37,230	-2,874
Community Amenities	10	-127,190	-1,367
Recreation and Culture	11	-93,900	-10,449
Transport	12	-712,010	-110,474
Economic Services	13	-84,270	-6,429
Other Property and Services	14	-80,970	-86,837
Total Operating Expenditure		-1,373,420	-288,076
ADJUSTMENTS FOR CASH REPORTING REQUIREMENTS:			
Depreciation (Assets Register)		521,320	89,237
Profit/Loss on Sale of Assets		-62,940	-198
Capital Expenditure & Income			
Proceeds on Sale of Assets		206,000	46,921
Capital Grants and Subsidies		835,180	151,094
Land and Buildings		-245,630	-3,202
Infrastructure Assets - Roads		-544,480	-9,128
Plant and Equipment		-298,000	-53,792
Furniture and Equipment		-12,800	-3,985
Proceeds from New Loans		0	0
Loan Repayments		-26,320	-2,735
Transfer to Reserves		-183,000	-0
Reserves (Cash Backed)		182,800	0
Opening Funds		325,000	332,058
Less Closing Funds		-3,000	-777,694
CLOSING POSITION		-499,590	-147

BANK RECONCILIATION

	Municipal Fund	Trust Fund	Reserve Accts
Opening balance	\$240,766.28	\$161,934.36	\$438,751.40
Income	\$255,121.91	\$41,668.24	\$0.00
	\$495,888.19	\$203,602.60	\$438,751.40
Expenditure	-\$166,069.82	-\$84,766.83	-\$0.00
Closing balance	\$329,818.37	\$118,835.77	\$438,751.40
Bank account	\$329,469.26	\$128,639.53	\$0.40
Investments	\$0	\$0	\$438,751.00
	\$329,469.26	\$128,639.53	\$438,751.40
Plus O/S deposits	\$4,141.12	\$98.80	\$0
	\$333,610.38	\$128,738.33	\$438,751.40
Less O/S cheques	-\$3,482.81	-\$9,902.56	-\$0
	\$330,127.57	\$118,835.77	\$438,751.40
Less O/S licensing	-\$552.20	-\$0	-\$0
	\$329,575.37	\$118,835.77	\$438,751.40
Licensing Adjust	\$242.99		
Closing balance	\$329,818.36	\$118,835.77	\$438,751.40
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
6522 5005 2472	23 October 02	4.82%			\$438,751.00
			\$0.00	\$0.00	\$438,751.00

RATES LEVIED 19 AUGUST 2002

	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	\$446
Interim Rates GRV	\$0	\$280
	\$499,590	\$505,318
Rates o/s from previous years (1 July)	\$8,960	\$8,957
Rates Written Off	\$0	\$0
Discount Allowed	-\$35,000	-\$4,626
Net Rates Receivable	\$473,550	\$509,649
Less Rates Paid		-\$55,003
RATES OUTSTANDING		\$454,646
UV Rates as a % of total rates		79%
GRV Rates as a % of total rates		21%
Payment Discount as a % of total rates		1%
Rates Paid as a % of total rates		11%
Rates Outstanding as a % of total rates		89%

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the Shire of Cuballing Financial Statements for period ending 31 August 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 VISIT BY LOCAL GOVERNMENT GRANTS COMMISSION

Background

Letter received from the Local Government Grants Commission advising of their intended visit to the Shire of Cuballing sometime during the period 6-8 November 2002. The format of the visit includes a public hearing and an optional inspection (of sites relevant to matter in Council's submission), of up to an hour. A draft itinerary will be provided to Council closer to the date of visit.

Comment

Mr Ray Hadlow, Local Government Consultant, has been informed of the pending visit and will soon commence working with Council on the preparation of a submission for the Grants Commission. Council needs to inform the Grants Commission if an inspection of the area is required, however, this may not be determined until Mr Hadlow commences work on the submission.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The letter from the Local Government Grants Commission be received and information pertaining to the pending visit be noted. The Grants Commission be informed that inspection of the Shire of Cuballing may be required, however, this will not be known until the consultant commences work on Council's submission to be presented to the Commission.

COUNCIL ACTION

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

CARRIED 7/0

7.1.3.2 DEPARTMENT OF CONSERVATION AND LAND MANAGEMENT – DRYANDRA WOODLAND ECOLOGY COURSE 18-20 OCTOBER 2002

Background

Information received from the Department of Conservation and Land Management on a Dryandra Woodland Ecology Course, which is scheduled to be held from the evening of Friday 18 October until Sunday 20 October 2002.

Comment

The Course gives participants an opportunity to experience the diversity of Wheatbelt plants and animals in the Dryandra Woodland. Activities include radio-tracking, trapping the tiny red-tailed phascogale, spotlighting for possums and woylies, learning traditional Aboriginal bushcraft and discovering how areas of remnant bushland are managed.

The Course costs \$220 and includes accommodation, food, transport within Dryandra and course materials.

Are any Councillors interested in attending the Course?

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The letter be received and information noted.

COUNCIL ACTION

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

10.30 am Mr G Cardell departed the meeting.

7.1.3.3 DEPARTMENT OF LOCAL GOVERNMENT AND REGIONAL DEVELOPMENT – LOCAL GOVERNMENT CEO SUPPORT PROGRAM

Background

Letter received from the Department of Local Government and Regional Development providing information on the CEO Support Program and inviting the Chief Executive Officer to participate. The Program is aimed at providing support for newly appointed Chief Executive Officers and gives participants, including Councillors, the opportunity to discuss and assess the performance of the CEO.

Comment

The Program is normally run over two days during the period of nine to twelve months after the appointment. The Department will administer the program with regards to inviting participants and will arrange dates for the convenience of all parties. The Departmental representative will chair all sessions during the program and compile a report for presentation to the CEO and Council. Other participants in the program include a Councillor and Chief Executive Officer, both with extensive Local Government experience.

There will be some cost for the program to cover expenses of the LGMA representative. These usually involve accommodation, meals and possibly travel.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The Shire of Cuballing endorses the participation of the Chief Executive Officer in the Local Government CEO Support Program. Council acknowledges that some costs may be incurred during the program (LGMA representative) and is prepared to cover these costs.

COUNCIL ACTION

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

CARRIED 6/1

7.1.3.4 SHIRE OF WICKEPIN - DUAL FIRE CONTROL OFFICERS 2002/03

Background

Letter from the Shire of Wickepin advising of their appointment of Dual Fire Control Officers, with the Shire of Cuballing, for the 2002/03 fire season. The appointments being Mr Stephen Rose and Mr Rex Bergin.

Comment

The inaugural meeting of the Shire of Cuballing Bush Fire Advisory Committee is scheduled to be held on Monday 14 October 2002. At this meeting it is planned to ascertain the various Fire Control Officer appointments and confirm their availability to undertake the roles on behalf of the Shire of Cuballing. It will then be possible to have the appointments endorsed by Council at the 17 October meeting and advise the neighbouring Councils accordingly.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The appointment by the Shire of Wickepin of Mr Stephen Rose and Mr Rex Bergin as Dual Fire Control Officers for the Shire of Wickepin and the Shire of Cuballing be endorsed.

The Shire of Wickepin be advised that the Dual Fire Control Officer appointments for the Shire of Cuballing with the Shire of Wickepin will be finalised at the October meeting of Council and they will be informed in due course.

COUNCIL ACTION

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

CARRIED 7/0

7.1.3.5 MRS JANET HOLMAN – WICKEPIN LOCATION 503 (OLD STRATHERN SCHOOL SITE

Background

Letter received from Mrs Janet Holman offering to donate to Council a two Hectare parcel of land which was the old Stratherne School Site, being Wickepin Location 503. The land would be at no cost subject to Council agreeing to pay all associated transfer fees and charges.

Comment

Mrs Holman explains that the land was purchased by her husband's grandmother, Mrs Mary O'Brien, many years ago who taught at the school.

There has previously been a plaque erected on the land identifying it as the site of the old Stratherne School. The condition of the land has returned to a native bush state and will not take a great deal of maintenance by Council, possibly the annual installation of firebreaks.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Mrs Holman be informed that her offer to donate to Council Wickepin Location 503, being the old Stratherne School site, is gratefully accepted, and that Council is prepared to pay all associated transfer fees and charges for the transfer of land from Mrs Holman to the Shire of Cuballing.

COUNCIL ACTION

Moved Cr Newman, seconded Cr Browne that Mrs Holman be informed that her offer to donate to Council Wickepin Location 503, being the old Stratherne School site, is gratefully accepted, and that Council is prepared to pay all associated transfer fees and charges for the transfer of land from Mrs Holman to the Shire of Cuballing Council to investigate the possibility of the future amalgamation of the land with the adjoining CALM Nature Reserve 20635. The Chief Executive Officer to liaise with Mrs Holman on this matter.

CARRIED 7/0

7.1.3.6 LOCAL GOVERNMENT INSURANCE SERVICES WA – NOT FOR PROFIT COMMUNITY GROUPS PUBLIC LIABILITY INSURANCE FACILITY

Background

Letter from the Local Government Insurance Services WA (LGIS) advising that a facility is now available through their services for not-for-profit community groups to purchase Public Liability Insurance.

Comment

Clarification will be sought from LGIS as to what community groups this actually involves and the information will then be circulated accordingly. This a tremendous breakthrough in the Liability Insurance industry and will hopefully allow local groups to purchase Liability Insurance at a much more affordable rate and thus stem the number of small groups that are losing membership and/or disbanding due to prohibitive costs.

The CEO informed the meeting that the LGIS Not For Profit Community Groups Public Liability Insurance Facility specifically relates to voluntary groups and does not include sporting groups or incorporated groups/associations.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The letter from the Local Government Insurance Services WA be received and information noted and circulated to local not-for-profit community groups and organizations.

COUNCIL ACTION

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

7.1.3.7 DEPARTMENT FOR PLANNING AND INFRASTRUCTURE – TOWNSCAPE FUNDING

Background

Letter received from the Department of Planning and Infrastructure advising of the allocation of funding of up to \$7,500 in their 2002/03 budget to assist the Shire of Cuballing, on a matching basis, with the preparation of a Townscape Program.

Comment

Prior to the commencement of a Townscape program Character Studies have to be completed for the Cuballing and Popanyinning townsites. The Cuballing Study is nearing completion and the Popanyinning Study is progressing well. Mrs Shelly Shaylor from Katanning recently prepared a Townscape Program for the Shire of Kent (townsites of Nyabing and Pingrup), which is not dissimilar to this Shire and it is proposed to invite her to a meeting of the Townscape Committee in the near future. This will allow her to familiarise herself with the region and the Committee to discuss the likelihood of her undertaking a project for the Shire of Cuballing.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The letter from the Department of Planning and Infrastructure be received and information noted and passed onto the Shire of Cuballing Townscape Committee.

COUNCIL ACTION

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

7.1.3.8 SHIRE OF CUBALLING TOWNSCAPE COMMITTEE

Background

The Minutes of the Shire of Cuballing Townscape Committee Meeting held on Tuesday 3 September 2002, and an accompanying letter from the Townscape Committee in relation to the Townsites Entrance Statements Caption Competition, are included in the agenda document.

Comment

The Townscape Committee has selected three captions for each the Cuballing and Popanyinning townsites for Council to make a final decision. Each of the captions has its own quality and can easily be related to the respective townsite. The captions are:

Cuballing Townsite

- "A Place to Grow"
- "Enjoy Our Country Courtesy"
- "A Caring Community"

Note: all are preceded with the words "Welcome to Cuballing".

Popanyinning Townsite

- “Wildlife, Wildflowers, Warm Welcome”
- “A Hard Name to Say, A Nice Place to Stay”
- “A Pleasant Place”

Note: all are preceded with the words “Welcome to Popanyinning”.

With respect to the Minutes, item 5 will be of interest to Council. The Committee would like to develop a Memorial Drive to recognise those from the Cuballing district who gave and/or offered their lives at war. Various areas have been considered and will eventually form part of the overall Townscape Program, however, some input from Council would certainly be appreciated.

On Saturday 7 November 2002, the Committee will be conducting a Cuballing Walk from 1.00 pm to 3.00 pm. The idea is to assess the townsite and formulate some ideas to be incorporated into a Townscape Program. Councillors are welcome to participate.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The Shire of Cuballing Townscape Committee Meeting Minutes of Tuesday 3 September 2002, and letter of 5 September 2002, be received.

The Shire of Cuballing selects the following captions for the Townsite Entrance Statement Competition:

- Cuballing Townsite
“.....”
- Popanyinning Townsite
“.....”

The Shire of Cuballing Townscape Committee be informed that Council endorses the development of a Memorial Drive in Cuballing to recognise those who gave and/or offered their lives at war and will help identify a suitable area/road for this purpose.

COUNCIL ACTION

Moved Cr Newman, seconded Cr Bradford that the Shire of Cuballing Townscape Committee Meeting Minutes of Tuesday 3 September 2002, and letter of 5 September 2002, be received.

The Shire of Cuballing selects the following captions for the Townsite Entrance Statement Competition:

- **Cuballing Townsite**
“A Place To Grow”

- **Popanyinning Townsite**

“Hard to Say Nice To Stay”

The Shire of Cuballing Townscape Committee be informed that Council endorses the development of a Memorial Drive in Cuballing to recognise those who gave and/or offered their lives at war and will help identify a suitable area/road for this purpose.

CARRIED 7/0

7.1.3.9 CHIEF EXECUTIVE OFFICERS REPORT

1. Environmental Guidelines for New and Existing Piggeries

A copy has been received of the new Environmental Guidelines for New and Existing Piggeries. This copy is tabled and available for perusal at today's meeting. Additional copies of the Guidelines have been ordered and it is proposed to circulate them to all piggeries operating within the Shire of Cuballing with a covering letter advising that Council's Environmental Health Officer will call on them within the next three months (or so) to provide clarification and/or discuss any matters of concern.

2. Central Country Zone

The next meeting of the Central Country Zone is scheduled to be held in Quairading on Friday 27 September 2002. A copy of the meeting agenda is circulated to Councillors with the Council meeting agenda.

3. Dryandra Woodlands Focus Group Inc

On Wednesday 11 September 2002 I attended the Annual General Meeting of the Dryandra Woodlands Focus Group at the Town of Narrogin. The discussion at the meeting centred around the future of the Group and its ongoing objectives and goals. Especially given that when the grant application for additional funding for the continued employment of a Project Officer was not successful the general opinion was that the Group may not have a future. Eventually a working party was formed, on which I am part of, to consider the role the Group has to play in tourism within the area and whether the Narrogin and Districts Tourist Bureau may be better equipped to undertake this function. Further information will be provided at the Council meeting.

4. Heartex 2002 Visit to Dryandra Woodlands

An invitation was extended to Councillors and myself, by the Narrogin and Districts Tourist Bureau, to attend a cocktail function and/or supper at the Dryandra Woodlands Village with members of the Heartex 2002 Tour Group. Councillor Newman and myself attended the cocktail function, and Councillors Bradford and Hawksley and their wives attended the supper. Representatives of the Shire and Town of Narrogin and other tour organisations were also in attendance. In between the cocktail function and supper the opportunity was presented for the group and visitors to inspect the newly constructed viewing platform and enclosure. Given that the project is yet to be completed Councillor Newman and myself declined the offer, however, I took the opportunity to speak to CALM personnel (Steve Gorton and Grant

Hansen) about the project and requested that Councillors and partners be invited to inspect the site following the November meeting of Council. Steve and Grant were very receptive to the idea and an invitation should be forthcoming.

5. Introduction of Restricted Burning Period

The introduction of the Restricted Burning Period for the Shire of Cuballing was due to come into effect on Thursday 19 September 2002. However, given the seasonal conditions, the Restricted Burning Period has been suspended for 14 days until 3 October 2002. The decision was made in consultation with the Chief Bush Fire Control Officer, Shire President and CALM Officers, in accordance with section 18 of the Bush Fires Act. This will be advertised in the Narrogin Observer on Wednesday 18 September 2002.

6. Development/Improvement of Cuballing Recreation Grounds

On Monday 2 September 2002, a meeting was held at the Cuballing Recreation Centre with representatives of the Cuballing Tennis Club, Cuballing Netball Club, Cuballing Cricket Club and local BMX enthusiasts. Mr Steve Mason and Mr Clayton White from the Department of Sport and Recreation were also in attendance. The agenda was to determine with the key users of the facility a priority for the development and/or improvement of the grounds. Presently an area has been cleared for a BMX track to be planned, which will enable suitable materials to be placed and the area developed. The Tennis courts are in a state of urgent repair and will require upgrading at the end of the 2002/03 tennis season. It was identified that whatever decision the tennis club makes on a preferred surface will impact on the netball club. Therefore the tennis club has been requested to urgently ascertain the preferred surface and obtain quotes and relevant associated information to enable a grant application to be lodged with the Department of Sport and Recreation for 2003/04. This may also include a new netball court. When this has been completed it will enable a three year plan to be developed for 2004/05 and beyond, and for a forward planning grant application to be submitted for this three year period.

7. Wheatbelt South Regional Road Group Meeting

On Monday 9 September 2002, on behalf of the Shire of Cuballing and Councillor Watts (apology), I attended the Wheatbelt South Regional Road Group meeting in Narrogin. Unfortunately no other Councils from the Narrogin Sub Region were in attendance and therefore we did not get a vote at the meeting.

The two main issues arising from the meeting were the uniform approval through Shires for the operation of heavy vehicles, and a proposal by the Federal Government to reduce funding to Regional Road Groups in Western Australia by \$18m (20%).

Mr Ian Tarling, Heavy Vehicle Operations Manager with Main Roads WA, was in attendance at the meeting and gave a brief address. As reported by Councillor Watts at the August Council Meeting, Main Roads WA favour the preparation of a map showing approved heavy vehicle routes across Shire boundaries to enable a uniform approach to be taken. It may be that the Shire of Cuballing (for example) will only allow the use of heavy vehicles on major arterial routes, however, a neighbouring

Council will allow them to travel on additional roads, this will result in problems occurring when they reach adjoining boundaries. Main Roads have excellent mapping available which is very costly and they are looking at how the maps can be made available to Councils at minimal cost.

13 Shire of Cuballing Rate Incentive Prize

The Rate Payment Incentive Prize of two nights accommodation for two people at the Mercure Hotel in Perth closed on Monday 16 September 2002. The Incentive Prize was very successful and help Council receive a number of early rates payments. It is intended that the winning entry be drawn at today's meeting. Narrogin Observer may be in attendance.

12.15 pm Mr Simon Penn from the Narrogin Observer entered the Council Chamber

Cr Ian Watts, Shire President, conducted the official draw for the winner of the Shire of Cuballing Early Rates Payment Incentive Prize. The winner was Mrs Lyla Christensen.

12.20 pm Mr Penn departed the meeting

12.25 pm Council adjourned for luncheon

2.05 pm Council resumed after luncheon

8. Shire of Cuballing Centenary Celebrations and Cuballing Football Club Reunion

At the July 2002 meeting of Council it was resolved to proceed with the Shire of Cuballing Centenary Celebrations on the weekend of 15/16 March 2003, and invite the Cuballing Football Club to have a joint function for their proposed reunion activities. I contacted Mr Ken Ashworth in relation to this matter and he was to approach the Cuballing Cricket Club re the fixtures being prepared for the 2002/03 season to take this weekend into account. However, the attached letter from the cricket club indicates they will have fixtures at the recreation grounds on this particular weekend but the Labour Day long weekend (1/2/3 March) is a general bye for all clubs. I understand the Football Club definitely has a leaning towards holding the reunion on the long weekend. Does Council wish to reconsider this matter? Prior to the Council meeting I will endeavour to gain further information on this issue.

In respect to the Cricket Clubs request to participate in the Centenary Celebrations and Football Reunion as a fund raising venture, I would expect that where possible all community groups and organisations will be given an opportunity.

COUNCIL ACTION

Moved Cr Newman, seconded Cr Wittwer that the date for the Shire of Cuballing Centenary Celebrations and Official Launch of the Cuballing History Book, and Cuballing Football Reunion be rescheduled to the Labour Day long weekend of 1,2,3 March 2003. Councils working party to include Crs Brown, Browne, Hawksley and Wittwer and the Chief Executive Officer. A meeting to be arranged with the Cuballing Football Club as soon as possible to commence arrangements.

CARRIED 6/1

9. Pensioners Rates Concession on Commercial and Farming Properties

The Rates and Charges (Rebates and Deferments) Act 1992 allows for Pensioners and Seniors to claim rate rebates on their properties. However, a number of queries have been raised regarding the entitlement of applicants who reside on property used for commercial purposes, including farming, and the Department of State Revenue are requesting Councils to formulate a policy on this issue.

The Procedural Manual to the Act, extract of which is included in the meeting agenda, highlights the difficulty in determining rate rebates that are claimed on commercial and farming properties, and identifies various options on how to treat the properties.

Discussions with other Councils indicate they are all treating the properties differently and no set format is available. The two most prominent examples are:

- i) Option 3 from the Procedural Manual, where a two hectare curtilage is applied and the rates and rebate apportioned accordingly.

Total rateable area:	1,000 ha
Curtilage:	2 ha
Rates levied:	\$2,000
Curtilage:	$2/1,000 \times \$2,000 = \4.00
Rebate:	$\$4.00 \times 50\% = \2.00

- ii) Another option is by using a minimum rate as a portion of the total rates levied and allowing the rebate as 50% of the minimum rates amount. The problem for Council with this option is that there is currently no minimum rate for properties rated on the UV method.

Rates levied:	\$2,000
Minimum rates:	$\$300 \text{ (example only)} \times 50\% \text{ (rebate)} = \150
Rates payable:	$\$1,850 \text{ } (\$2,000 \text{ less } 50\% \text{ of minimum rate)}$
Rebate:	\$150

Either of the above two options are acceptable to the Department of State Revenue. If Council favoured the second option we would need to give consideration during next years budget deliberations to adopting a minimum rate for properties rated on the UV method.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That Council adopts a policy for Rebates and Concessions relating to Commercial and Farming Properties within the Shire of Cuballing, which are occupied by Pensioners.

That the Shire of Cuballing adopts the minimum rate method (example (ii) above) for allowing the Pensioner Rebate to be claimed by Pensioners who occupy Commercial and Farming Property, effective from the 2003/04 financial year.

Council gives consideration when adopting the 2003/04 budget to levy a minimum rate for properties rated on the Unimproved method.

COUNCIL ACTION

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

CARRIED 7/0

10. Drum Muster Program

It is planned to hold a Drum Muster program again this year, possibly within the next month or so. Mr Bevan Henderson of the Drum Muster program is to visit the area to discuss a suitable date and when this is known it will be advertised and flyers distributed throughout the district.

11. Construction of Outbuildings within the Cuballing and Popanyinning townsites

A query was raised at the August meeting of Council in regards to the size that outbuildings may be constructed within the Cuballing and Popanyinning townsites. Council's current Town Planning Scheme #1 does not place any restriction on the size of outbuildings provided they meet the design and building requirements. Town Planning Scheme #2, which is currently with the WA Planning Commission, does include general provisions controlling the construction of outbuildings, however, is not effective at this point in time.

12. Council Meeting Format - "Think Tank" Session

Councillor Hawksley suggested at the August meeting that perhaps Council could look at the current meeting format and consider a change if deemed appropriate. Given that we are approaching the end of the calendar year and it will soon be time to advertise our meeting information for 2004, it may be ideal to have a "think tank" session towards the end of the next few Council meetings to look at an alternative meeting format, if considered necessary.

14 Recent Cabinet Meeting in Narrogin

Advice has been received from the Ministers office that the matters raised by Council for discussion at the Cabinet breakfast in Narrogin have been referred to the relevant

Ministers for comment direct to Council. The Premier apologises that unfortunately due to lack of time the matters could not be addressed.

7.1.3.10 WATER CORPORATION – FITTING OF BACK FLOW DEVICES TO WATER STANDPIPES

Background

Letter from the Water Corporation requesting Council to install back flow prevention devices on the water standpipes throughout the Shire of Cuballing by 29 November 2002.

Comment

The letter was hand delivered by the author, Mr Gary Duncan, to the office of Council on 27 August 2002. In discussion with Mr Duncan it was revealed that the cost to undertake the works would need to be obtained from a licensed plumber authorised to fit the back flow devices. The cost was estimated to be about \$3,000. I indicated to Mr Duncan that Council had already adopted it's budget for the 2002/03 financial year and no provision had been made for this works as we had been unaware of the requirement until receipt of today's advice.

As a result of the discussion with Mr Duncan it was agreed that Council would undertake some of the works this financial year subject to the funds becoming available and the balance of works will be transferred to the 2003/04 financial year. Mr Duncan acknowledged this fact and requested a letter be forwarded to the Water Corporation (copy of which is attached).

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The letter from the Water Corporation of 27 August 2002 be received and information noted. The actions of the Chief Executive Officer and Council correspondence of 29 August 2002 be endorsed.

COUNCIL ACTION

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

CARRIED 7/0

7.1.3.11 MS HELEN KELSO – REQUEST FOR COUNCIL SUPPORT FOR FUTURE PLANNING APPLICATION

Background

Letter from Ms Helen Kelso advising that she and her partner have made an offer for the purchase of Lot 123 Corrie Street, Cuballing, subject to Council supporting the future application for the development of boarding kennels on the property. The request also includes Council approving in the next six months the establishment and operation of a shed and hydrobath facilities on the property.

Comment

In telephone discussion with Ms Kelso I indicated that Council will not be able to provide full support and endorsement of a planning application at this time because no plans or operating details have been provided, however may be able to give an indication as to what will be acceptable to enable them to make a final decision on the purchase of the land.

The first issue relates to the establishment of boarding kennels. This item is not specifically covered under the Shire of Cuballing Town Planning Scheme #1, however, could be deemed as a Rural Pursuit with special approval of Council. The matter is however covered in the new Town Planning Scheme #2, and because Ms Kelso has indicated that the boarding kennels could be a three to five year project this is probably the most appropriate ruling even though it has yet to be adopted. In TPS #2 boarding kennels are defined under "animal establishment" and can be permitted within a rural residential zone subject to Council granting planning approval after giving special notice of the proposed use of the land. I indicated to Ms Kelso that as the land is situated along the Great Southern Highway, Council may have some reservations about permitting the development of boarding kennels and that indeed planning approval, if granted, could be subject to some stringent requirements such as buffer zones. She acknowledged this and stated they would be happy to meet this type of requirements.

The second issue relates to the construction of a shed to operate a hydrobath facility. This type of business could be defined in TPS #1 as a home occupation or cottage industry. Both of which are permitted within a rural residential zone subject to plans be lodged and in accordance with the relevant legislative requirements.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Ms Kelso be informed:

- i) Council will be prepared to consider favourably a planning application on Lot 123 Corrie Street, Cuballing, for the establishment of boarding kennels, subject to the application meeting all the necessary legislative requirements and Council will place certain requirements on the application (ie buffer zones) because of the proximity of the land to the Great Southern Highway and other residential land; and**
- ii) Council will be prepared to consider favourably a planning application for the construction of a shed on Lot 123 for the purpose of operating a hydrobath facility subject to the application meeting all legislative requirements.**

COUNCIL ACTION

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

CARRIED 7/0

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 August 2002.

Food Premises

- (i) Popanyinning General Store – Great Southern Highway
Premises found to be operating within legislative requirements.

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 6288 West Popanyinning Road, Popanyinning
Inspection of on-site effluent disposal system.
- (ii) Lot 8 Alton Street, Cuballing
Inspection of on-site effluent disposal system.

Infectious Diseases Notifications

- (i) One infectious disease (enteric) notification investigated.
Contaminated drinking water and/or food most likely cause of infection.

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

CARRIED 7/0

7.2.1 APPLICATION FOR DEVELOPMENT CATTLE FEED LOT – LOCATION 4441 WEST POPANYINNING ROAD POPANYINNING

BACKGROUND:

Council has received an application for the development of a Cattle Feed Lot on Location 4441 West Popanyinning Road Popanyinning, which is approximately 4 kilometres West of the Popanyinning townsite. The size of the feed lot would be 420 metres long x 110 metres wide and would consist of 6 holding yards of 110 metres x 70 metres. Cattle would be kept in the feed lot from between 2 and 4 months and there would be no more than 400-450 animals on-site at any one time.

Comment

Loc 4441 West Popanyinning Pard, Popanyinning is Zoned Rural in the Shire's Town Planning Scheme. The proposed activity on Loc 4441 West Popanyinning Road, Popanyinning is a permitted use under the provisions of the Shire's Town Planning Scheme. The proposal does not trigger the threshold of having to obtain a works approval from the Department of Environmental Protection.

However, should more than 500 animals be kept on-site at any one time and should there be more than 50 animals per hectare. Then a works approval to construct, would be required, as both parameters would constitute such a site to be a "*prescribed premises*" under the provisions of the Environmental Protection Act. In such cases the works approval process would determine whether the site would require either, a once off registration or ongoing annual licensing. It is the distance from watercourses that determines registration or licensing. If a feed lot is more than 100 metres from a watercourse then a once off registration applies. Whereas a site within 100 metres of a watercourse, would require ongoing annual licensing by the Department of Environmental Protection.

The author cannot see any reason why the above application should not be approved. However, should the applicant decide at a later stage to increase the size of the feedlot and thereby trigger the threshold of the definition of a Cattle Feed Lot and "*prescribed premises*" under the provisions of the Environmental Protection Act. Then the relevant approval should be obtained from the Department of Environmental Protection.

ENVIRONMENTAL HEALTH OFFICER'S RECOMMENDATION

Council approve the above development application subject to compliance with the provisions of the Environmental Protection Act.

COUNCIL ACTION

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

CARRIED 7/0

7.3 **BUILDING SURVEYOR REPORT**

Summary:

Government Gazette, WA 5 April 2002 states that application of the Building Regulations is as follows:

District	Class 10 Buildings	Part 10	Rest of regulations.
Cuballing	Whole District	All town sites	Whole District

This has been the case since 1998 according to research undertaken by councils building surveyor with the Department of Local Government. The source of this information was Stuart Threadgold.

Background:

The following information details to type of structures covered by the different types of construction.

Class 10 Building are:

Class 10: a non-habitable building or structure-

- (a) Class 10a - a non-habitable building being a private garage, carport, shed, or the like; or***
- (b) Class 10b - a structure being a fence, mast, antenna, retaining or freestanding wall, swimming pool, or the like.***

This class of building would cover all of your farm structures except Shearing Shed and Workshops. The section would cover these structures; Rest of Regulations would cover these structures and their classification would be a Class 8.

Part 10 structures are ***private swimming pools*** and this is covered in the Building Regulation 1989 Part 10 – Private Swimming Pools [Gazette 26 June 1992 p.2758]

Rest of Regulations are as follows.

The rest of regulations refer to the Local Government (Miscellaneous Provisions) Act 1960 as they are reprinted as at 28 July 1999. Part XV-Buildings refer to the sections 373. Through to 435.

These acts are to enforce the relevant codes from the Building Code of Australia Volume 1 and 2. The structures that the rest of the regulations control are as follows.

Building Code of Australia 1996 – Volume One

A3.2 Classifications

Buildings are classified as follows:

Class 1: one or more buildings which in association constitute-

(a) Class 1a - a single dwelling being-

(i) A detached house; or

(ii) One or more attached dwellings, each being a building, separated by a fire-resisting wall, including a row house, terrace house, town house or villa unit; or

(b) Class 1b - a boarding house, guest house, hostel or the like with a total floor area not exceeding 300 m And in which not more than 12 persons would ordinarily be resident, which

is not located above or below another dwelling or another Class of building other than a private garage.

Class 2: *a building containing 2 or more sole-occupancy units each being a separate dwelling.*

Class 3: *a residential building, other than a building of Class 1 or 2, which is a common place of long term or transient living for a number of unrelated persons, including-*

(a) A boarding-house, guest house, hostel, lodging-house or backpackers accommodation; or

(b) A residential part of a hotel or motel; or

(c) A residential part of a school; or

(d) Accommodation for the aged, children or people with disabilities; or

(e) A residential part of a health-care building which accommodates members of staff; or

(f) A residential part of a detention centre.

Class 4: *a dwelling in a building that is Class 5, 6, 7, 8 or 9 if it is the only dwelling in the building.*

Class 5: *an office building used for professional or commercial purposes, excluding buildings of Class 6, 7, 8 or 9.*

Class 6: *a shop or other building for the sale of goods by retail or the supply of services direct to the public, including-*

(a) An eating room, cafe, restaurant, milk or soft-drink bar; or

(b) A dining room, bar, shop or kiosk part of a hotel or motel; or

(c) A hairdresser's or barber's shop, public laundry, or undertaker's establishment; or

(d) Market or saleroom, showroom, or service station.

Class 7: *a building which is-*

(a) Class 7a - a carpark; or

(b) Class 7b - for storage, or display of goods or produce for sale by wholesale.

Class 8: *a laboratory, or a building in which a handicraft or process for the production, assembling, altering, repairing, packing, finishing, or cleaning of goods or produce is carried on for trade, sale, or gain.*

Class 9: *a building of a public nature-*

(a) Class 9a - a health-care building; including those parts of the building set aside as a laboratory; or

(b) Class 9b - an assembly building, including a trade workshop, laboratory or the like in a primary or secondary school, but excluding any other parts of the building that are of another Class; or

(c) Class 9c - an aged care building.

The rest of regulations covers every building or structure other than Class 10 or a Private Swimming Pool as they are covered in Part 10.

Comment:

All construction within the boundaries of the Shire of Cuballing excepting the instillation of swimming pools (except in town-sites) now has to be approved and licensed by the Shire of Cuballing office. All farm sheds, silos (stationary), water tanks; windmills and houses have to have approval before they can be constructed.

Buildings that are to be used for agricultural purpose only can be constructed no matter what the value with out the use of a registered builder.

Consultation:

The Department of Local Government. Mr. Stuart Threadgold.

Statutory Environment:

Government Gazette, WA 5th April, 2002 that refers to Local Government (Miscellaneous Provision) Act 1960 Part XV (Exclusions) Order 2002

Policy Implication:

The control over all of the developments within the boundaries of the Shire of Cuballing.

Financial Implications:

There is a greater revenue base, as all construction within the boundaries will need a building license.

Strategic Implications:

All construction project that are undertaken will comply with the Building Code of Australia if these projects are built to the plans that will need to be approved by councils building surveyor.

BUILDING SURVEYOR'S RECOMMENDATION

That Councils note this report.

Summary:

Listed below is all of the building application that were presented to council for building licenses.

Background:

Building Licenses will be issued when all the relevant information has been supplied to Council.

Comment:

App. Date	B/A No.	Owner	Builder	Structure	Location
27-8-02	5/02.03	P & R BUFFHAM 21B STRICKLAND ROAD ARDROSS 6153	O/B	Shed	LOC. 6287 POPANYINNING ROAD WEST POPANYINNING
	6/02.03	CLIVE CALDWELL LOT 111 HOTHAM ST CUBALLING	R EDWARDS 104 BANNISTER ST NARROGIN	Patio	LOT 111 HOTHAM ST CUBALLING
27-8-02	7/02.03	R MORTON LOT 419 AUSTRAL ST CUBALLING	O/B	Bedroom	LOT 419 AUSTRAL ST CUBALLING
27-8-02	8/02.03	K & V WATSON C/O CUBALLING PO CUBALLING	LOC 2717 CUBALLING ROAD WEST CUBALLING	Family Room	Loc. 2717 CUBALLING ROAD WEST CUBALLING
	9/02.03	A VAN DER WESTHUIZEN 3/45 CAMPBELL ST RIVERVALE WA 6103	VICTORIAN COLONIAL HOMES PO BOX 1383 WANGARA 6947	House	LOT 25 LUKIN & CARTON ST CUBALLING

Consultation:

Nil

Statutory Environment:

Nil

Policy Implication:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

COUNCIL ACTION

Moved Cr Brown, seconded Cr Newman that the Building Surveyor's Report be received.

9. OTHER URGENT BUSINESS

- Cr Hawksley enquired in regards to the future sale of the Shire House in Campbell Street, Cuballing.
- Cr Wittwer reported on the filling of the Community Landcare position. The position has been advertised and 5 applicants will be interviewed on Friday 27 September 2002. It appears that interim funding for the CLC position may have been successful however the management group are still waiting on confirmation.
- Cr Wittwer advised that he has been requested by Mr Kevin Pauley for the end of Nottle Road to be cleared for approximately 300 metres to allow road train access.
- Cr Wittwer requested that the fire access road at the end of Nottle Road be pushed through prior to the oncoming fire season.
- Cr Wittwer stated that the first bitumen section on the Yornaning East Road is in need of bitumen patching.
- Cr Watts provided a brief report to the meeting on the recent meeting of the Narrogin Regional Recreation Complex Project Management Committee held on Monday 16 September 2002.
- Cr Watts suggested to the meeting that it may be appropriate for Council to consider the introduction of a credit card facility for the Shire of Cuballing. This type of facility will benefit Councillors and Senior Staff when at conferences or for the need of purchase of urgent materials and/or items when away from the local area.

COUNCIL ACTION

Moved Cr Brown, seconded Cr Newman that a credit card facility with a maximum limit of \$3000.00 be obtained for the Shire of Cuballing.

CARRIED 7/0

10. CLOSURE OF MEETING

There being no further business the Shire President declared the meeting closed at 4.40 pm

CONFIRMED AS A TRUE RECORD OF PROCEEDINGS ON _____

PRESIDENT