

SHIRE OF CUBALLING

COUNCIL MEETING THURSDAY 16 OCTOBER 2003

AGENDA

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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
16 OCTOBER 2003**

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

President welcomed Councillors, declared meeting open 2.00pm.

2. RECORD OF ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

ATTENDANCE

President I L Watts	Cr C R Hawksley
Cr J D Brown	Cr R D J Newman
Cr C R McKenzie	Cr T H Wittwer
Chief Executive Officer P T Naylor	

APOLOGIES

Deputy President D S Bradford

LEAVE OF ABSENCE

Nil

3. PUBLIC QUESTION TIME

Nil

4. APPLICATION FOR LEAVE OF ABSENCE

Nil

5. MINUTES

5.1 CONFIRMATION OF 18 SEPTEMBER 2003 ORDINARY MEETING OF COUNCIL

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the minutes (as circulated) of the ordinary meeting of the Shire of Cuballing held in the Council Chambers on 18 September 2003 be confirmed.

COUNCIL ACTION

Moved Cr Wittwer, seconded Cr Newman that the Chief Executive Officers Recommendation be adopted.

CARRIED 6/0

5.2 SHIRE OF CUBALLING BUSH FIRE ADVISORY COMMITTEE

COUNCIL ACTION

Moved Cr Brown, seconded Cr McKenzie that the minutes of the Shire of Cuballing Bush Fire Advisory Committee Meeting held on Tuesday 14 October

2003 be received and the appointment of Dual Bush Fire Control Officers be confirmed.

CARRIED 6/0

6. PETITIONS, DEPUTATIONS, PRESENTATIONS

Nil

7. REPORTS OF OFFICERS

7.1 REPORTS – FINANCE AND ADMINISTRATION

7.1.1 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – OCTOBER 2003

V	NAME	PARTICULARS	MUNI	TRUST
WP461	TRANSPLANT SYSTEMS P/L	Purchase Tree Planters		2725.03
8992	LANE, BUCK & HIGGINS	DOLA Lodgement Fees	77.00	
8993	WA LOCAL GOVT ASSOCIATION	Wheatbelt Advertising August	277.50	
8994	MEDIA BYTE	Townscape Program Printing Expenses	600.00	
8995	MUNICIPAL WORKCARE SCHEME	Insurance	1337.60	
8996	SHERYL SHAYLOR	Townscape Program Expenses	5500.00	
8997	LOCAL HEALTH AUTHORITIES	Analytical Fees	317.46	
8998	C H PENNY	Reimbursement of Incorrectly Paid Rates	30.00	
8999	SALARIES & WAGES	Wages 10/09/03 – 23/09/03	22421.50	
T1838	SHIRE OF CUBALLING	Building Licence Monies Held in Trust		423.61
9000	DEPT OF TRANSPORT	OCN New Registration	299.05	
9045	TELSTRA	Phone A/C	809.20	
8046	STAR TRACK EXPRESS	Freight	127.67	
9047	PH & KE GOW	Road Survey – Cuballing East Road	385.00	
9048	ENVIRON MONITORING SYSTEMS	Chq Cancelled – Refer to EFT 18/09/03		
9049	PETTY CASH	Petty Cash Recoup	237.85	
T1839	NGARLA KOORT ABORIGINAL	Reimburse Bond Paid 260903.1*021		100.00
T1840	BUILDERS REGISTRATION BOARD	September 2003 Building Dispute Levy		98.00
T1841	BCITF	September 2003 BCITF Levy		222.87
9050	SALARIES & WAGES	Wages 24/09/03 – 07/10/03	21744.41	
9051	P T NAYLOR	Clothing Allowance	300.00	
T1842	RURAL IT	Reimburse Bond Paid 031003*022		100.00
T1843	WA LOCAL GOVT SUPER PLAN	September 2003 Contributions		4637.03
T1844	AUSTRALIAN SERVICES UNION	September 2003 Deductions		31.00
9052	SHIRE OF CUBALLING	Payment of Debtor A/C 21316 (See Chq 9073 – Downtown Smash Repairs)	55.00	
9053	STAR TRACK EXPRESS	Freight	35.72	
9061	BEAUREPAIRES	Tyres & Repairs	734.40	
9062	BOISE CASCADE	Stationery	18.38	
9063	BT EQUIPMENT	Parts & Repairs	98.78	
9064	CENTRAL COUNTRY ZONE	2003/04 Subscription	770.00	
9065	COLES	Council Shopping	142.67	
9066	COMMANDER AUSTRALIA	Office Equipment Maintenance (Phones)	78.24	
9067	COUNTRY PAINT SUPPLIES	Recycling Costs – Paint	64.80	
9068	COURIER AUSTRALIA	Freight	49.71	
9069	CUBALLING TAVERN	Council Luncheon	418.30	
9070	CUBY ROADHOUSE	Refreshments & Materials	41.80	
9071	DEPT FOR PLANNING & INFRAST.	PN4249 MVL Renewal – Fire Tender	92.85	
9072	DOLA	Rating Cost – Valuations	41.30	
9073	DOWNTOWN SMASH REPAIRS	Repairs	99.00	

9074	EASTERN METRO REGIONAL COUNCIL	Staff Training – Works Supervisor	136.00
9075	EDWARDS MOTORS P/L	Parts & Repairs	603.60
9076	ENVIRON MONITORING SYSTEMS	Chq Cancelled – Refer to EFT 161003	
9077	FESA	Council Properties ESL Liability	360.00
9078	GREAT SOUTHERN FUELS	Fuels & Oils	7825.64
9079	GT RADIATOR & MACHINING	Sharpen Mulcher Blades	132.00
9080	INGERSLEY ELECTRICAL	Electrical Maintenance – Depot	131.58
9081	MAJOR MOTORS P/L	Parts & Repairs	374.94
9082	MAKIT NGN HARDWARE	Materials	520.65
9083	MCDOUGALL WELDMENTS	Recycling Costs	478.76
9084	NGN & DIST. TOURIST BUREAU	Contribution towards Employment of Centre Manager	4400.00
9085	NGN AGRICULTURAL REPAIRS	Parts & Repairs	114.35
9086	NGN AUTO SERVICES	Parts & Repairs	4528.25
9087	NGN BEARING SERVICE	Parts & Repairs	39.73
9088	NGN GLASS & QUICKFIT	Reglaze Loader Windscreens	819.05
9089	NGN OBSERVER	September 2003 Advertising Expenses	429.34
9090	PERTH AUTO ALLIANCE P/L	Parts & Repairs	127.82
9091	SHIRE OF NARROGIN	Removal of Tree – NGN/Wandering Road	251.35
9092	SHIRE OF WANDERING	CLC Expenses September 2003	198.83
9093	SOS BUNBURY	Photocopier Charges	117.70
9094	SOUTH WEST PRINTING	Office Stationery – Order Books	320.00
9095	STAR TRACK EXPRESS	Freight	25.87
9096	STATE LAW PUBLISHER	2004 Subscription	806.30
9097	SUNNY SIGN COMPANY	Signs	9921.45
9098	SWIFT RUBBER STAMPS	President’s Stamp	34.98
9099	TELSTRA	Mobile Phone A/C	23.40
9100	TOWN OF NARROGIN	Building Inspection Fees August 2003	1720.07
9101	WESTERN POWER	Power A/C	238.80
9102	WESTNET	Westnet Expenses	440.00
9103	WICKEPIN DISTRICT & RESOURCE	Staff Training	566.00
ELEC TSFR TRANSACATIONS			
300903	WA TREASURY CORPOARTION	Loan Repayments – Loan No. 59	1150.77
300903	WA TREASURY CORPORATION	Loan Repayments – Loan 60	4995.78
161003	ENVIRO MONITORING SYSTEMS	Environmental Health Service Sep 2003	1523.18
CREDIT CARD TRANSACTIONS			
010803	VARIOUS CLOTHING DEPTS.	Staff Clothing	501.91
030803	CHRISTINAS RESTAURANT	Conference Expenses	73.50
TOTALS \$			101136.79 8337.54

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That payment of Accounts Vouchers WP461, T1838 – T1844, 8992 – 9000, 9045 – 9053, 9061 – 9103, Electric Transfer/s 300903 and 161003, and credit card transaction/s 010803 and 030803 totalling \$109,474.33, as presented, be endorsed.

Creditors invoices processed and outstanding as at 16 October 2003 and not included in the cheque list presented to the Council meeting on 16 October 2003 total \$46,533.20.

SHIRE PRESIDENT

DATE

COUNCIL ACTION

Moved Cr Brown, seconded Cr McKenzie that the Chief Executive Officers Recommendation be adopted.

CARRIED 6/0

7.1.2 SHIRE OF CUBALLING FINANCIAL REPORTS AS AT 30 SEPTEMBER 2003

		Annual Budget 2003/04 \$	Actual YTD 2003/04 \$
OPERATING ACTIVITIES	Sch		
Income			
General Purpose Funding	3	5,070	481,983
Governance	4	10,420	2,277
Law, Order & Public Safety	5	24,550	23,095
Health	7	1,200	992
Education and Welfare	8	0	164
Housing	9	0	75
Community Amenities	10	2,900	1,190
Recreation and Culture	11	2,350	491
Transport	12	4,350	3,307
Economic Services	13	3,750	2,135
Other Property and Services	14	42,500	23,614
Total Operating Income		97,090	539,323
Expenditure			
General Purpose Funding	3	-19,870	-1,456
Governance	4	-188,440	-88,521
Law, Order & Public Safety	5	-27,980	-12,897
Health	7	-18,300	-2,411
Education and Welfare	8	-1,550	-120
Housing	9	-22,380	-3,333
Community Amenities	10	-104,720	-6,246
Recreation and Culture	11	-116,170	-13,022
Transport	12	-875,000	-256,176
Economic Services	13	-102,750	-33,242
Other Property and Services	14	-83,340	-47,049
Total Operating Expenditure		-1,560,500	-464,473
ADJUSTMENTS FOR CASH REPORTING REQUIREMENTS:			
Depreciation (Assets Register)		548,680	138,352
Profit/Loss on Sale of Assets		-4,100	-1,796
Capital Expenditure & Income			
Proceeds on Sale of Assets		65,000	28,903
Capital Grants and Subsidies		1,063,530	242,553
Land and Buildings		-271,900	-327
Infrastructure Assets - Roads		-543,490	-31,013
Plant and Equipment		-199,700	-35,373
Furniture and Equipment		-8,000	0
Proceeds from New Loans		0	0
Loan Repayments		-16,000	-3,913
Transfer to Reserves		-123,000	0
Reserves (Cash Backed)		180,700	0
Opening Funds		250,000	250,016
Less Closing Funds		0	-662,253
CLOSING POSITION		-521,690	0

SHIRE PRESIDENT

DATE

BANK RECONCILIATION

	<u>Municipal Fund</u>	<u>Trust Fund</u>	<u>Reserve Accts</u>
Opening balance	\$265,360.70	\$77,152.97	\$496,521.95
Income	\$462,897.80	\$45,760.01	\$0.00
	\$728,258.50	\$122,912.98	\$496,521.95
Expenditure	-\$146,297.18	-\$45,267.46	-\$0.00
Closing balance	\$581,961.32	\$77,645.52	\$496,521.95
Bank account	\$578,745.12	\$79,510.78	\$496,521.95
Investments	\$0	\$0	\$0
	\$578,745.12	\$79,510.78	\$496,521.95
Plus O/S deposits	\$23,679.47	\$84.05	\$0
	\$602,424.59	\$79,594.83	\$496,521.95
Less O/S cheques	-\$18,365.57	-\$1,949.31	-\$0
	\$584,059.02	\$77,645.52	\$496,521.95
Less O/S licensing	-\$1,985.05	\$0	\$0
Less O/S trust	-\$84.05	\$0	\$0
	\$581,989.92	\$77,645.52	\$496,521.95
Adjustments	-\$28.60	\$0	\$0
Closing balance	\$581,961.32	\$77,645.52	\$496,521.95

RATING INFORMATION 2003/2004

	Budget 2003/04	Actual 2003/04
UV Rates Levied	\$407,360	\$411,616
GRV Rates Levied	\$44,380	\$44,108
UV Minimum Rates Levied	\$2,250	\$2,500
GRV Minimum Rates Levied	\$67,450	\$67,120
Interim Rates UV	\$0	\$0
Interim Rates GRV	\$0	\$0
Mining Tenement	\$250	\$250
	\$521,690	\$525,594
Rates o/s from previous years (1 July)	\$10,630	\$10,631
Rates Written Off	\$0	\$0
Discount Allowed	-\$37,000	-\$38,491
Net Rates Receivable	\$495,320	\$497,734
Emergency Services Levy	\$17,850	\$17,820
Net Rates & ESL Receivable	\$513,170	\$515,554
Less Rates & ESL Paid		-\$462,920
RATES OUTSTANDING		\$52,634
Pensioner Deferred Rates		\$1,354
UV Rates as a % of total rates		79.0%
GRV Rates as a % of total rates		21.0%
Payment Discount as a % of total rates		7.3%
Rates Paid as a % of net rates receivable		89.8%
Rates Outstanding as a % of net rates		10.2%
Pensioner Deferred Rates as a % of O/S Rates		2.6%

SHIRE PRESIDENT

DATE

ROADS MAINTENANCE AND CONSTRUCTION

MAINTENANCE				
Details	Job No	Status	Budget \$	Actual YTD \$
Refuse Sites (Cuby & Popo)	1000.1/2		58,710	6,061
Parks and Reserves	1100.9		68,310	3,286
Road Maintenance General	1201.31		196,190	73,568
Tree Lopping/Mulching	1201.34		30,000	9,264
Tree Lopping (Contract)	1201.34		15,970	11,760
Town Maintenance - Cuballing	1201.35		10,000	8,237
Town Maintenance - Popanyinning	1201.36		5,000	1,677
Bitumen Patching	1201.37		20,000	7,035
Bridges & Culverts - General	1201.38		75,000	5,691
Grading Maintenance - Winter	1201.41		91,500	74,420
Grading Maintenance - Shoulder	1201.42		67,090	5,742
Grading Maintenance - Summer	1201.43		90,000	5,797
Storm Damage (Williams Road)	1201.44		90,000	0
Weed Control – Declared Plants	1300.1		12,060	8,712
Weed Control - Roadside	1300.3		12,060	2,340
Total Maintenance			841,890	223,590
CONSTRUCTION				
Cuballing East (RRG)	1200.30		91,260	2,425
Nebrikinning/Congellin (BS)	1200.42		76,470	2,075
Popanyinning East (DG)	1200.50		60,250	0
Congellin (R2R)	1200.60		63,300	0
Nebrikinning (R2R)	1200.63		60,880	0
Springhill (R2R)	1200.64		64,540	3,799
Yornaning West (Own)	1200.71		60,340	0
Stratherne (Own)	1200.74		30,610	22,714
Town Streets (Own)			33,820	0
Total Construction			541,470	31,013
GRAND TOTAL			1,383,360	254,603

INVESTMENTS

Account	Maturity	Interest	Fund/Account		
Number	Date	Rate	Municipal	Trust	Reserve
652250053782	9 October 2003	4.55%			\$496,521.95
			\$0.00	\$0.00	\$496,521.95

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The Financial Reports for the period ended 30 September 2003 be adopted by Council.

COUNCIL ACTION

Moved Cr Brown, seconded Cr Newman that the Chief Executive Officers Recommendation be adopted.

CARRIED 6/0

SHIRE PRESIDENT

DATE

7.1.3 BUTLER SETTINERI – AUDIT REPORT 2002/03 FINANCIAL YEAR

Background

Butler Settineri have completed their Audit of Council's functions and operations for the 2002/03 Financial Year.

Comment

The Audit has been conducted in accordance with the Australian Audit Standards, and the Audit Report states that during this process they did not become aware of any instances where the Shire did not comply with the statutory requirements and the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The Audit Report for the Shire of Cuballing for the 2002/03 Financial Year be received.

COUNCIL ACTION

Moved Cr McKenzie, seconded Cr Wittwer that the Chief Executive Officers Recommendation be adopted.

CARRIED 6/0

7.1.4 SHIRE OF CUBALLING ANNUAL REPORT 2002/03 FINANCIAL YEAR

Background

Sections 5.53 and 5.54 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 the 31 December. The Report is to be prepared in accordance with the provisions of the Act and the Local Government (Financial Management) Regulations 1996.

Comment

A copy of the draft Annual Report for 2002/03 has been circulated with the Council meeting agenda for comment and/or amendment as considered necessary.

Section 5.26 of the Local Government Act requires that a General Electors meeting be held within 56 days of Council receiving the annual report. Section 5.29 of the Act requires public notice of 14 days of the meeting. Therefore it is proposed that the General Electors meeting be held immediately following the November 20, 2003, meeting of Council, commencing at 7.30 pm.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Recommended that:

- Pursuant to section 5.54 of the Local Government Act 1995, the draft Annual Report for 2002/03 as circulated and presented to the Council meeting be received and accepted; and
- The General Electors meeting be held in the Shire of Cuballing Council Chambers on Thursday 20 November 2003, commencing at 7.30pm.

COUNCIL ACTION

Moved Cr McKenzie, seconded Cr Wittwer that the Chief Executive Officers Recommendation be adopted.

CARRIED 6/0

7.1.5 SHIRE OF CUBALLING POLICY MANUAL

Background

At the September 2003 meeting, Council commenced reviewing the Policy Manual, which resulted in several outdated policies being repealed.

Comment

The CEO has worked through the Policy Manual and where considered appropriate suggested amendments to the wording of various policies and/or the repealing of other policies, which are no longer considered valid, are outdated or are covered by legislation.

It is proposed that the review of the policy manual becomes a bi-annual process following the Local Government Elections. This will enable the manual to be kept up to date on a regular basis and will help induct new Councillors to the various policies of Council.

Copies of the reviewed/amended Policy Manual have been circulated with the meeting agenda for consideration and comment by Councillors.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Recommended that:

- The draft amended Policy Manual for the Shire of Cuballing as circulated and presented to the Council meeting be adopted; and
- Council resolves to review the policy manual on a bi-annual basis immediately following the May Local Government Elections.

COUNCIL ACTION

Moved Cr Newman, seconded Cr Wittwer that the Chief Executive Officers Recommendation be adopted.

CARRIED 6/0

7.1.6 WESTERN AUSTRALIAN ELECTORAL COMMISSION (WAEC) – LOCAL GOVERNMENT ELECTION COSTS

Background

Correspondence received from the WAEC advising Council of the total and final costs associated with the Postal Election run by the Commission in May 2003.

Comment

The WAEC advises that the total cost to conduct the Shire of Cuballing Postal Elections in May 2003 was \$8,848.33, and is requesting payment of \$6,835.33 as the balance owing after payment of \$2,013.00 was made to the Commission on 12 June 2003. Figures shown are GST exclusive.

The amount being requested is outrageous when taking into consideration that the estimate presented to Council by the WAEC in May 2002 was \$4,600 (GST excl). The WAEC at the time indicated that they could not give a firm quotation because they have to operate on a cost recovery basis, however an increase of 92% cannot be considered reasonable or acceptable.

Council has budgeted amount of \$3,000 as the balance of payment to the WAEC and perhaps Council could pay this amount, or portion thereof, and request a detailed break down of all costs associated with the elections prior to considering whether or not to pay the account in full (\$6,835.33).

The CEO has contacted Mr Gary Harrington, WAEC Manager Corporate Services, via telephone and indicated Councils dissatisfaction. Mr Harrington was apologetic but stated that the elections had to be run on a cost recovery basis.

The Western Australian Local Government Association has been contacted by many of the Councils that employed the services of the WAEC to run their May 2003 elections with a similar complaint to ours. WALGA has forwarded a letter to the Commission, however, the matter should not be left there and should be pursued further, particularly in view of proposed amendments to the Local Government Act where it could be opened up for the Australian Electoral Commission to compete with the WAEC to conduct local government elections. This may at least result in a more competitive cost being offered to Councils.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Recommended that:

- **Council makes a payment of \$2,587 to the Western Australian Electoral Commission, being balance owing based on estimate of \$4,600 provided to Council in May 2002;**
- **Council requests the Western Australian Electoral Commission to provide a detailed break down of the costs pertaining to the running of the Shire of Cuballing Postal Elections in May 2003;**
- **Council to give consideration to making a further payment to the WAEC upon receipt of and inspection of the detailed costs; and**
- **Council writes to the Western Australian Local Government Association and Department of Local Government and Regional Development bringing the situation to their attention and request they undertake urgent discussions with the WAEC.**

COUNCIL ACTION

Moved Cr Wittwer, seconded Cr Hawksley that the Chief Executive Officers Recommendation be adopted.

CARRIED 6/0

7.1.7 WATERING AUSTRALIA FOUNDATION – REQUEST FOR FINANCIAL SUPPORT

Background

Correspondence requesting Council to consider providing financial support to the Watering Australia Foundation.

Comment

The Foundation is accusing the State and Federal Governments of putting the water crisis in Australia on the back burner and is adamant that the matter of managing Australia's vast water resources needs to become a priority in the immediate future.

The contents of the letter from the Foundation ring true and the proposals have been a vision of Ernie Bridge for a number of years, however these projects, certainly in the first instance, should be the responsibility of the State and Federal Governments.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the Shire of Cuballing does not make a financial contribution to the Watering Australia Foundation.

COUNCIL ACTION

Moved Cr McKenzie, seconded Cr Newman that the Chief Executive Officers Recommendation be adopted.

CARRIED 6/0

7.1.8 DEPARTMENT OF SPORT AND RECREATION COMMUNITY SPORTING AND RECREATION FACILITIES FUND

Background

A grant application has been submitted by the Shire of Cuballing to the Department of Sport and Recreations Community Sporting an Recreation Facilities Fund for reticulation of the Cuballing Oval in 2004/05.

Comment

The grant applications had to be submitted to the Regional Office of the Department by the end of October 2003, and therefore has been despatched.

Reticulating the Oval is included on Councils Principal Activity Plan for 2004/05 and is the next phase of improvements for the recreation grounds.

Quotations for the application were obtained from Quinti & Co, Perth, and Total Eden, Bunbury.

A copy of the application is circulated with the Council meeting agenda for information and comment.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Council endorses the Chief Executive Officers actions in preparing and submitting the grant application.

COUNCIL ACTION

Moved Cr Brown, seconded Cr Hawksley that the Chief Executive Officers Recommendation be adopted.

CARRIED 6/0

7.2 REPORTS – WORKS

7.2.1 WORKS SUPERVISORS REPORT

STRATHERNE ROAD

Gravel re-sheeting of the portion of this road from Neamutin Road north-east to the Shire boundary has now been completed. The works was delayed due to inclement weather conditions but this also in some respect helped with the compaction. New signage has been erected where necessary.

CUBALLING TENNIS/NETBALL COURTS PROJECT

Earthworks for the new Netball/Tennis court have been completed. There is a minor water seepage problem which will be addressed when sub soil drainage works are done at the north-western corner of the tennis courts in the near future. Quotes are being obtained for spraying of the new court to help prevent a “puffball” problem developing in the future. When all of this has been completed the final compaction and levelling of the court will be done and asphalt surface laid.

SPRINGHILL ROAD

Clearing and delimiting of roadside vegetation has been carried out in preparation for the widening of this road from the Cemetery to Alton Street. A 1.8m trail will also be developed on the north side of the road.

TURNERS ROAD

A section of this road from Young’s gateway to the junction of 14 Mile Brook Road has been delimited and mulched. The overgrown timber was causing difficulty for traffic on the road and certain areas the visibility was extremely poor.

CUBALLING EAST ROAD

Gravel has been sourced and pushed ready for construction works on the realignment of the road at the Pauley Road intersection. WML Consultants of Bunbury are in the process of finalising the Drawings to enable works to proceed.

POPANYINNING EAST ROAD

Clearing of the road verge and pushing of gravel is due to commence within the next week. The two culverts that need upgrading will also be worked on during this process.

CUBALLING SPEED SIGNAGE

Council's works crew on behalf of Main Roads WA has erected new speed signage through Cuballing along the Great Southern Highway.

MACHINERY

All items of plant and machinery are being serviced and maintained as required.

PRIVATE WORKS

Various private works orders are being received and these are being completed as time permits.

Private Works invoices issued for the month of September 2003 total \$1,077.

Reporting Officer

Alex Richardson, Works Supervisor

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the Works Supervisors Report be received and information noted.

COUNCIL ACTION

Moved Cr Brown, seconded Cr Newman that the Chief Executive Officers Recommendation be adopted.

CARRIED 6/0

7.2.2 TENDER 2/03 VIBRATING ROLLER

Background

Tenders for the changeover of the Vibrating Roller were advertised in the Western Australian newspaper on Saturday 20 September 2003, closing at 4.00pm on Thursday 9 October 2003.

Spreadsheets containing relevant information for the Tenders received for changeover of Councils Vibrating Roller were circulated with the Council meeting agendas.

Comment

Initially Council planned and budgeted to upgrade the existing Vibrating Roller to a seven (7) tonne Vibrating Roller, however when tenders were called the scope was left sufficiently open for companies to include tenders for the next level of Roller as well. This has resulted in BT Equipment submitting a tender to supply Council with a Bomag BW2119D-3 11.069 tonne machine for net changeover price of \$99,000 (GST excl). This price is well within the budgeted changeover allowed of \$105,000. The machine is 2002 compliance plate.

The Shire of Lake Grace is the only Council in Western Australia with this particular machine and they advise that the machine operates very well and have not experienced any problems with it. BT Equipment are to compile a list of other companies (hire companies, etc) that have the machine in Western Australia and further reference checks will be carried out prior to the Council meeting.

All tender documents will be available for perusal at the Council meeting.

BT Equipment are bringing the machine to Cuballing at 11.00 am on Council meeting day to provide Council with a demonstration.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The Tender submitted by BT Equipment for the supply of a Bomag BW211D-3 Vibrating Roller for price of \$128,700 (GST incl) and trade of Council machine Bomag BW172D Vibrating Roller for amount of \$19,800 (GST incl) at net changeover of \$108,900 (GST incl) or \$99,000 (GST excl) be accepted by Council.

COUNCIL ACTION

Moved Cr Newman, seconded Cr Wittwer that the Chief Executive Officers Recommendation be adopted.

CARRIED 6/0

7.2.3 DEPARTMENT OF CONSERVATION AND LAND MANAGEMENT – REQUEST TO ERECT SIGNAGE

Background

Correspondence from the Department of Conservation and Land Management (CALM) Narrogin Office requesting Council consideration for the erection of additional signage for Dryandra.

Comment

CALM are requesting Council approval to erect signage, as per item A on the attached sheet, on the eastern side of the Wandering-Narrogin Road at the entrance to Dryandra behind the “T” Junction chevron.

The signage is to more clearly promote Dryandra and the facilities available and should not create any problems for motorists travelling the Wandering-Narrogin Road.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Council grants permission to the Department of Conservation and Land Management to erect additional signage for Dryandra on the Wandering-Narrogin Road in accordance with the letter of application.

COUNCIL ACTION

Moved Cr Brown, seconded Cr Newman that the Chief Executive Officers Recommendation be adopted.

CARRIED 6/0

7.3 REPORTS – BUILDING

7.3.1 BUILDING SURVEYORS REPORT

Summary:

There were four (4) building applications approved for the month of September 2003. Councils Building Surveyor has issued building licenses for the proposals as all the information required has been supplied.

Comment:

Listed below are details of the applications and proposed structures.

Approval Date	Lic No	Name & Address of Owner	Name & Address of Contractor. If owner-builder please indicate	Structure	Situation of Building Lot or Street No & Town or Suburb
19-9-03	43/02.03	CWW Nominees Pty Ltd 7 Ventnor Ave West Perth	Peter Clive Woods 17 Killamarsh Place Carine 6020	Dwelling	Loc. 6292 Popanyinning Road West West Pingelly
18-9-03	46/02.03	RJ & JJ & GR Warren * KP Tuck 9 Falcon St Narrogin	Pivot Way Pty Ltd T/As McGrath Homes 31 Challenge Blvd Wangarra	Dwelling	Lot 111 Alexandra Rd Popanyinning
8-9-03	2/03.04	Kevin & Julie-An Evans 59 Kelvin Road Wattle Grove	Quality Builders Po Box 303 Kalamunda 6978	Dwelling	Lot 89 Beeston St Cuballing
19-9-03	8/03.04	Garry Warren & Kym Tuck 9 Falcon Street Narrogin	O/B	Shed	Lot 111 Alexandra Rd Popanyinning

Consultation: Nil

Statutory Environment: Nil

Policy Implication: Nil

Financial Implications: Nil

Strategic Implications: Nil

Reporting Officer

Darryle Baxter, Building Surveyor

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the Building Surveyors Report be received and information noted.

COUNCIL ACTION

Moved Cr Brown, seconded Cr McKenzie that the Chief Executive Officers Recommendation be adopted.

CARRIED 6/0

7.4 REPORTS – HEALTH

7.4.1 ENVIRONMENTAL HEALTH OFFICERS 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 September 2003.

Rubbish Tips

- (i) Cuballing Rubbish Tip
Wind blown litter around site.
Action required – 1. Pick up windblown litter in bush around site.
- (ii) Popanyinning Rubbish Tip
Wind blown 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) Lot 278 Dungog Street, Cuballing
Inspection of proposed on-site effluent disposal system.
- (ii) Lot 394 Munro Street, Cuballing
Inspection of proposed on-site effluent disposal system.
- (iii) Location 9916 Turton Street, Popanyinning
Inspection of proposed on-site effluent disposal system
- (iv) Location 6291 Popanyinning West Road, Popanyinning
Inspection of on-site effluent disposal system

- (v) Location 6292 Popanyinning West Road, Popanyinning
Inspection of proposed on-site effluent disposal system
- (vi) Lot 111 Alexandra Road, Popanyinning
Inspection of proposed on-site effluent disposal system

CORPORATE PLAN/POLICY IMPLICATIONS

Nil.

FINANCIAL/BUDGET IMPLICATIONS

None anticipated.

Reporting Officer

Maurice Walsh, Environmental Health Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The Environmental Health Officers Report be received and information noted.

COUNCIL ACTION

Moved Cr Brown, seconded Cr Newman that the Chief Executive Officers Recommendation be adopted.

CARRIED 6/0

7.5 REPORTS – TOWN PLANNING

7.5.1 WESTERN AUSTRALIAN PLANNING COMMISSION – PLANNING APPLICATION 122714 FORREST STREET, POPANYINNING

Background

Correspondence received from the Western Australian Planning Commission (WAPC) requesting Council comment on Planning Application 122714.

Comment

The Planning Application is to amalgamate existing Lots 319, 180, 181 & 182 into a single Lot. All four lots are in the ownership of K W & P V Thomas and currently rated contiguously by Council.

There are no provisions within the Shire of Cuballing Town Planning Scheme No. 1 or the draft Town Planning Scheme No.2 to preclude Council from supporting the application.

The only possible point of conjecture is that Councils maps indicate that the Right of Way (ROW), as indicated on the amalgamation plan, continues through to Spragg Street along the western boundary of Lot 319 and does not stop at the southern boundary of Lot 319. The WAPC has been contacted on this matter and will pursue with the Department of Land Information.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Council supports planning application 122714 and the amalgamation of Lots 319, 180, 181 & 182 in the Popanyinning townsite.

Council requests the Western Australian Planning Commission to investigate the Right of Way, as indicated on the amalgamation plan, and if necessary take appropriate actions to close the portion that may continue through to Spragg Street along the western boundary of Lot 319 as part of the Planning application process.

COUNCIL ACTION

Moved Cr McKenzie, seconded Cr Newman that the Chief Executive Officers Recommendation be adopted.

CARRIED 5/1

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

Nil

9. OTHER URGENT BUSINESS

Nil

10. CLOSURE OF MEETING

There being no further business the Shire President declared the meeting closed at 3.50 pm.

CONFIRMED AS A TRUE RECORD OF PROCEEDINGS ON _____

PRESIDENT

SHIRE PRESIDENT

DATE