



SHIRE OF CUBALLING

**ORDINARY COUNCIL MEETING
HELD ON THURSDAY 17 JULY 2003**

MINUTES

SHIRE OF CUBALLING

COUNCIL MEETING THURSDAY 17 JULY 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 17 JULY 2003

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

The Shire President welcomed Councillors, declared the meeting open at 2.00 pm.

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

ATTENDANCE

President I L Watts

Cr J D Brown

Cr C R McKenzie

Cr T H Wittwer

Chief Executive Officer P T Naylor

Deputy President D S Bradford (from 3.00 pm)

Cr C R Hawksley

Cr R D J Newman

Ms Ella Maesepp (from 2.55 pm to 3.35 pm)

APOLOGIES

Nil

LEAVE OF ABSENCE

Leave of Absence had been granted to Cr Dawson Bradford however he attended the meeting from 3.00 pm.

3. **PUBLIC QUESTION TIME**

Nil

4. **APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

5. **MINUTES**

5.1 **CONFIRMATION OF 19 JUNE 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 19 June 2003 be confirmed.

SHIRE PRESIDENT

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COUNCIL ACTION

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

CARRIED 6/0

5.2 NARROGIN & DISTRICTS TOURIST BUREAU

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the minutes of the meeting of the Narrogin & Districts Tourist Bureau held on Wednesday 18 June 2003 be received and information noted

5.3 SHIRE OF CUBALLING TOWNSCAPE COMMITTEE

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the minutes of the meeting of the Shire of Cuballing Townscape Committee held on Tuesday 10 June 2003 be received and information noted.

5.4 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION STATE COUNCIL

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the minutes of the meeting of the Western Australian Local Government Association State Council held on Wednesday 4 June 2003 be received and information noted.

5.5 AGRICULTURE PROTECTION BOARD

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the Precis of the minutes of the meeting of the Agriculture Protection Board held on Wednesday 23 April 2003 be received and information noted.

COUNCIL ACTION

Moved Cr Newman, seconded Cr Wittwer that the various meeting minutes contained in items 5.2 to 5.5 be received and information noted.

CARRIED 6/0

6. PETITIONS, DEPUTATIONS, PRESENTATIONS

Nil

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7.1 REPORTS – FINANCE AND ADMINISTRATION

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

V	NAME	PARTICULARS	MUNI	TRUST
8863	TELSTRA	Phone A/C	751.45	
8864	AUS-RHO PAINTS	Paints	288.00	
T1811	WA LOCAL GOVT ASSOCIATION	June 2003 Contributions		4121.71
T1812	AUSTRALIAN SERVICES UNION	June 2003 Deductions		30.20
T1813	BCITF	BCITF Levy – May 2003		176.90
8810	SALARIES & WAGES	Wages 4/06/03 – 17/06/03	21223.84	
8811	BUILDERS REGISTRATION BOARD	Building Dispute Levy – May 2003	122.50	
8812	WA LOCAL GOVT ASSOCIATION	WA Local Govt Directory 2003/04	66.00	
T1827	ATO	LCDC – BAS		2114.00
T1828	CASH	Social Club Lotto		100.00
T1829	GROUNDLINK PLAN. CONSULT.	LCDC Inv. 127 20/06/03 – Training		2728.00
8813	DEPT OF TRANSPORT (DPI)	New Registration CN272	887.35	
8814	JEM TRUCK SALES	CN272 Changeover	48570.00	
T1830	NICHOLLS BUS & COACH SERVICE	LCDC – Farm Forestry Course Bus Hire		308.00
8865	SALARIES & WAGES	Wages 18/06/03 – 01/07/03	22297.32	
8881	BEAUREPAIRES	Parts & Repairs	126.44	
8882	RD & RA BETTELEY	Pushing Gravel	2233.00	
8883	BOISE CASCADE	Stationery	96.70	
8884	BREMER BAY EARTHMOVING	Roadside Mulching – West Popo Road	23408.00	
8885	BURGESS RAWSON	Water A/C	14.69	
8886	CENTURY YUASA BATTERIES	Parts	337.85	
8887	COCKBURN CEMENT	Materials – Cement	248.16	
8888	COLES	Council Shopping	145.32	
8889	COURIER AUSTRALIA	Freight	45.04	
8890	CUBY ROADHOUSE	Refreshments & Gas	184.60	
8891	EASTERN METRO REG. COUNCIL	Traffic Management Course – Works Staff	2271.50	
8892	ENVIRO MONITORING SYSTEMS	Chq Cancelled – Refer to Elec Tsf 170703		
8893	GREAT STHN COMMUNICATIONS	Materials – Antenna	84.00	
8894	GREAT SOUTHERN FUELS	Fuels & Oils	7407.52	
8895	GT RADIATOR & MACHINING	Sharpen Mulcher Blades	44.00	
8896	A W HODGE	Supply & Erect Carport – Depot	6600.00	
8897	INGREY MITSUBISHI	Vehicle Maintenance – Service CN1	191.09	
8898	JR & A HERSEY P/L	Materials – Depot	274.89	
8899	MAKIT NGN HARDWARE	Materials – Depot	93.10	
8900	NGN AG REPAIRS	Chain Saws, Brushcutter & Lawn Mower	2329.00	
8901	NGN AUTO REPAIRS	Parts	15.00	
8902	NGN BEARING SERVICE	Parts	90.86	
8903	NGN HIRE SERVICE	Compactor Hire	54.00	
8904	NGN OBSERVER	Advertisement – Differential Rates	179.52	
8905	NIBBLES	Catering	193.60	
8906	ROCLA PIPELINE PRODUCTS	Pipes	1827.32	
8907	SHIRE OF NARROGIN	Backhoe Hire	1283.43	
8908	SHIRE OF WANDERING	CLC Expenses June 2003	713.27	
8909	SOS BUNBURY	Photocopier Charges June 2003	70.82	
8910	SPIRIT TECH	Office Computer Maintenance	2684.99	
8911	STAR TRACK EXPRESS	Freight	35.72	
8912	SUNNY SIGN COMPANY	Signs	549.01	
8913	TELSTRA	Mobile Phone A/C	5.55	

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8914	TIMES PRINT	Office Stationery – Envelopes	370.00	
8915	VALUER GENERAL'S OFFICE	Valuation Rolls & Interim Values	299.00	
8916	WA LOCAL GOVT ASSOCIATION	Councillors Manual	99.00	
8917	WATER CORPORATION	Water A/C – Various	1124.70	
8918	WESTERN POWER CORPORATION	Power A/C	1642.05	
8919	WESTRAC EQUIPMENT	Parts & Repairs	6332.74	
8920	WILSONS ENGRAVING WORKS	Councillor Honour Board Updates	39.60	
8921	ZIPFORM	Rate Instalment Reminder Notices	531.30	
170703	ENVIRO MONITORING SYSTEMS	Environmental Health Services June 2003	1214.09	
	CREDIT CARD TRANSACTIONS			
280503	PRINCE GROWERS	Shire House Maintenance Expenses	117.00	
280503	ACCESS OFFICE INDUSTRIES	Office Furniture – Stationery Cupboard	242.44	
		TOTALS \$	160056.37	9578.81

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That payment of Accounts Vouchers T1811 – T1813, T1827 – T1830, 8863 – 8865, 8810 – 8814, 8881 – 8921, Electric Transfer/s, and Credit Card Transaction/s 280503 totalling \$169,635.18, as presented, be endorsed.

Creditors invoices processed and outstanding as at 17 July 2003 and not included in the cheque list presented to the Council meeting on 17 July 2003 total \$79,947.17.

COUNCIL ACTION

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

CARRIED 6/0

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7.1.2 **SHIRE OF CUBALLING FINANCIAL REPORTS AS AT 30 JUNE 2003**

		Annual Budget 2002/03 \$	Actual YTD 2002/03 \$
OPERATING ACTIVITIES	Sch		
Income			
General Purpose Funding	3	7,070	512,410
Governance	4	-600	3,971
Law, Order & Public Safety	5	1,150	3,524
Health	7	950	1,035
Education and Welfare	8	0	0
Housing	9	49,500	35,771
Community Amenities	10	8,400	17,840
Recreation and Culture	11	2,080	4,401
Transport	12	21,020	49,442
Economic Services	13	8,130	30,288
Other Property and Services	14	82,000	65,918
Total Operating Income		179,700	724,600
Expenditure			
General Purpose Funding	3	-18,850	-15,934
Governance	4	-180,860	-185,725
Law, Order & Public Safety	5	-24,790	-27,993
Health	7	-11,600	-17,205
Education and Welfare	8	-1,750	-790
Housing	9	-37,230	-19,601
Community Amenities	10	-127,190	-49,994
Recreation and Culture	11	-93,900	-69,204
Transport	12	-712,010	-696,775
Economic Services	13	-84,270	-40,063
Other Property and Services	14	-80,970	-304,004
Total Operating Expenditure		-1,373,420	-1,427,288
ADJUSTMENTS FOR CASH REPORTING REQUIREMENTS:			
Depreciation (Assets Register)		521,320	547,782
Profit/Loss on Sale of Assets		-62,940	-77,487
Capital Expenditure & Income			
Proceeds on Sale of Assets		206,000	270,015
Capital Grants and Subsidies		835,180	848,181
Land and Buildings		-245,630	-207,799
Infrastructure Assets - Roads		-544,480	-354,564
Plant and Equipment		-298,000	-293,365
Furniture and Equipment		-12,800	-12,508
Proceeds from New Loans		0	0
Loan Repayments		-26,320	-26,322
Transfer to Reserves		-183,000	-183,225
Reserves (Cash Backed)		182,800	121,672
Opening Funds		325,000	332,058
Less Closing Funds		-3,000	-262,104
CLOSING POSITION		-499,590	-354

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BANK RECONCILIATION

	Municipal Fund	Trust Fund	Reserve Accts
Opening balance	\$372,460.64	\$113,401.45	\$451,898.75
Income	\$225,001.28	\$41,543.60	\$166,295.40
	\$597,461.92	\$154,945.05	\$618,194.15
Expenditure	-\$376,254.94	-\$55,484.72	-\$121,672.00
Closing balance	\$221,206.98	\$99,460.33	\$496,522.15
Bank account	\$225,578.14	\$102,765.13	\$496,521.95
Investments	\$0.00	\$0.00	\$0.00
	\$225,578.14	\$102,765.13	\$496,521.95
Plus O/S deposits	\$3010.36	\$423.61	\$0.00
	\$228,588.50	\$103,188.74	\$496,521.95
Less O/S cheques	-\$5,767.06	-\$3728.41	\$0.00
	\$222,821.44	\$99,460.33	\$496,521.95
Less O/S licensing	-\$1,162.25	\$0.00	\$0.00
Less O/S trust	-\$423.61	\$0.00	\$0.00
	\$221,235.58	\$99,460.33	\$496,521.95
Adjustments	-\$28.60	\$0.00	\$0.20
Closing balance	\$221,206.98	\$99,460.33	\$496,522.15

SHIRE OF CUBALLING INVESTMENTS

Account Number	Maturity Date	Interest Rate	Fund/Account		
			Municipal	Trust	Reserve
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00

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ROADWORKS REPORT

MAINTENANCE			
Details	Job No	Budget \$	Actual YTD \$
Parks and Reserves	1100.9	53,450	20,725
Road Maintenance General	1201.31	51,350	257,807
Tree Lopping/Mulching	1201.34	51,350	29,610
Tree Lopping (Contract)		25,000	21,280
Town Maintenance - Cuballing	1201.35	51,350	9,392
Town Maintenance - Popanyinning	1201.36	51,350	2,278
Bitumen Patching	1201.37	51,350	17,744
Bridges & Culverts - General	1201.38	3,615	1,559
Bridges & Culverts - Cuballing	1201.39	3,615	0
Bridges & Culverts - Popanyinning	1201.40	3,620	0
Grading Maintenance - Winter	1201.41	79,096	62,533
Grading Maintenance - Shoulder	1201.42	79,046	5,214
Grading Maintenance - Summer	1201.43	79,048	61,109
Storm Damage	1201.44	0	47,281
Weed Control – Declared Plants	1300.1	15,970	4,665
Weed Control - Roadside	1300.3	15,970	3,291
Total Maintenance		590,180	544,488
CONSTRUCTION			
Cuballing East (RRG) – completed	1200.30	74,710	75,286
Pop West/Dowling (BS) – completed	1200.40	23,400	24,307
Bunmullg/Pop East (BS) – completed	1200.41	0	15,638
Popanyinning East (DG) – completed	1200.50	59,970	63,225
Congellin (R2R) – in progress	1200.60	59,950	16,945
Alton Street (R2R) – in progress	1200.61	39,980	24,268
Nebrikinning (R2R) – completed	1200.63	0	1,905
Bunmulling (Own) – completed	1200.70	55,420	16,040
Yornaning West (Own) – completed	1200.71	49,950	56,876
Brundell Street (Own) – in progress	1200.72	52,550	31,073
Morrell Street (Own) – in progress	1200.73	52,550	12,878
Stratherne (Own) – in progress	1200.74	0	15,937
Total Construction		468,480	354,378
GRAND TOTAL		1,058,660	898,866

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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	-\$35,885
Net Rates Receivable	\$473,550	\$478,563
Less Rates Paid		-\$467,932
RATES OUTSTANDING		\$10,631
Pensioner Deferred Rates		\$1,354
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		98%
Rates Outstanding as a % of net rates		2%
Pensioner Deferred Rates as a % of O/S Rates		13%

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

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

COUNCIL ACTION

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

CARRIED 6/0

7.1.3 FINANCIAL REPORTING REQUIREMENTS

Background

Clauses 34 and 35 of the Local Government (Financial Management) Regulations 1996 stipulate the Financial Reporting requirements of a Local Government and the format in which the reports are to be presented to Council.

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Comment

The Regulations provide for the financial reporting requirements to be presented to Council on a monthly, quarterly and annual basis, however they also state that the local government may resolve to receive triannual reports for the periods ending 31 October, 28 February and 30 June in a financial year rather than quarterly reports for the periods ending 30 September, 31 December, 31 March and 30 June. The local government can also decide that a quarterly or triannual report for the period ending 30 June in any year need not be prepared, if before that date, the Council (by absolute majority) resolves that such a report is not necessary. In this situation the Audited Annual Report of the local government replaces the quarterly or triannual report.

Council has previously resolved (21 November 2002 meeting) that the financial reporting format for the 2002/03 financial year, just completed, to be in the format of triannual reports and that the triannual report for the period ending 30 June 2002 need not be prepared and be replaced by the Audited Annual Report. This reporting format appeared to work well and to the satisfaction of Council and therefore I propose that the same format be adopted for the 2003/04 financial year.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The Shire of Cuballing, in accordance with clauses 34 and 35 of the Local Government (Financial Management) Regulations 1996, resolves that the Financial Reporting requirements for the 2003/04 financial year will be in the format of triannual reports for the periods ending 31 October 2003 and 29 February 2004, and that the triannual report for the period ending 30 June 2004 need not be prepared and be replaced by the Audited Annual Report.

COUNCIL ACTION

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

CARRIED 6/0

7.1.4 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – LOCAL GOVERNMENT WEEK 2003

Background

Local government Week 2003, is scheduled to be held at the Burswood Resort Convention Centre from Friday 1 August to Tuesday 5 August 2003, inclusive.

Comment

Copies of the Agendas for the Country Shire Councils' Association and Western Australian Local Government Association Annual General Meetings have been provided to the elected

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Council delegates (Councillors Watts and McKenzie) for the two meetings, with copies also to Councillor Bradford and the Chief Executive Officer.

Information pertaining to the various matters being raised at the meetings is circulated with the Council Meeting Agenda to enable Council to provide direction to the delegates on how Council would like them to vote at the respective AGM's.

Country Shire Councils' Association

- 1.1 Dissolution of the Country Shire Councils' Association.
Support/Not Support

Western Australian Local Government Association

- 1.1 Control Over Subdivision Approvals by WA Planning Commission (LAN35/MT)
Support/Not Support
- 1.2 Liquor Licencing (LAN0161/MT)
Support/Not Support
- 1.3 Representation by the Office of Native Title (INT003/CB)
Support/Not Support
- 2.1 Chief Executive Officer Performance Evaluation (INT016/BWH)
Support/Not Support
- 2.2 Deputy President – Presiding at Meetings (INT016/BWH)
Support/Not Support
- 2.3 Federal and State Constitutional Recognition of Local Government (INT013/BWH)
Support/Not Support
- 2.4 State Budget Allocations – Advice to Local Government (MIC015/WS)
Support/Not Support
- 2.5 Elected Member Remuneration (INT016/BWH)
Support/Not Support
- 2.6 Oaths and Affirmations of Office for Elected Members (NW/INT0016)
Support/Not Support
- 3.1 State Road Funds to Local Government (TRN820/DJT)
Support/Not Support
- 3.2 Road Funding – Lancelin to Cervantes Coast Road (Indian Ocean Drive) (TRN820/DJT)
Support/Not Support

Reporting Officer

Peter Naylor, Chief Executive Officer

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CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the two Council delegates for the Country Shire Councils' Association and Western Australian Local Government Association Annual General Meetings be directed to vote in support of all motions included within the Agenda document, and to listen to debate and make a joint informed decision on any late items that may be presented for consideration.

COUNCIL ACTION

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

CARRIED 6/0

7.1.5 SAFER WA NARROGIN DISTRICT – NARROGIN YOUTH SPEEDWAY PROJECT

Background

Letter received from the Safer WA Narrogin District requesting Council consideration to a financial contribution of \$500 in support of the Narrogin Youth Speedway Project.

Comment

This appears to be a very worthwhile project, which is specifically aimed at youth and giving them an active participating role rather than aimlessly drifting into anti social behaviour and other crime related habits.

I understand there are a couple of youths from within the Shire of Cuballing that participate in this sport and therefore could well be supported by Council.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Shire of Cuballing makes a financial contribution of \$500 to the Safer WA Narrogin District Youth Speedway Project in the 2003/04 Budget.

COUNCIL ACTION

Moved Cr Wittwer, seconded Cr Hawksley that Council does not make a financial contribution to the Safer WA Narrogin District Youth Speedway Project.

CARRIED 4/2

Council noted that several property owners within the Shire of Cuballing have been approached in relation to making a contribution to the speedway project via an 'oat drive', and therefore believe the community have already contributed.

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7.1.6 HERITAGE COUNCIL OF WESTERN AUSTRALIA – REGISTER OF HERITAGE PLACES

Background

Letters (2) received from the Heritage Council in relation to various properties within the Shire of Cuballing being considered for inclusion on the State Heritage Register.

Comment

The first item relates to the Railway House, which is owned and occupied by Ms Carole Barrett. The Heritage Council has determined that whilst the property may have some cultural heritage significance, it is unlikely that the place would meet the threshold for entry on the State's Register of Heritage Places.

The second item relates to the Cuballing Civic Group, being the Cuballing Agricultural Hall and the Cuballing CWA building (fmr Cuballing Roads Board). The Heritage Council advises that the buildings have been entered in the Register of Heritage Places on an Interim basis and will be considered at a later date, pursuant to section 47 of the Heritage of Western Australia Act 1990, for permanent inclusion.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The two items of correspondence from the Heritage Council of Western Australia be received and information noted.

COUNCIL ACTION

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

CARRIED 6/0

7.1.7 CUBALLING CRICKET CLUB – SPONSORSHIP SIGNAGE

Background

Letter received from the Cuballing Cricket Club requesting Council permission for Sponsorship Signage to be erected on the southern perimeter fence at the Cuballing Oval during the 2003/04 Cricket season.

Comment

As a method of fundraising the Cuballing Cricket Club have in the past, received sponsorship from local businesses and supporters. Unfortunately the club has not been able to provide formal recognition of the sponsorship on a regular and ongoing basis. They feel that this is placing the possibility of future sponsorship in some doubt. In an effort to maintaining the

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current level of sponsorship and attracting future support the club is proposing to erect signage around the southern perimeter of the oval. The signage will be attached to a small fence the cricket club erected last season to prevent the cricket ball from running into the bush or onto Bow Street when a four or six is scored.

The Cricket Clubs proposal certainly has merit and the erection of signage around the perimeters of sporting ovals is a common site. I believe Council should support the proposal providing the Cricket Club erects the sponsorship signage in an orderly manner and they do not allow the signs to become an eyesore or detract from the visual amenity of the area. The signage should be removed at the conclusion of each cricket season.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Council approval be granted to the Cuballing Cricket Club to erect sponsorship signage around the southern perimeter of the Cuballing Oval on a small fence erected by the Club. Council permission is subject to the signs being erected in an orderly manner, the signs not becoming an eyesore or detracting from the visual amenity of the area, and the signs being removed at the conclusion of the cricket season.

COUNCIL ACTION

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

CARRIED 6/0

7.1.8 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – REFERENDUM – ENTITLEMENT TO THE PRESIDENCY

Background

Letter received from the WA Local Government Association (WALGA) advising of the outcome of the Referendum to ascertain the preferred method for determining the entitlement to the presidency of the Association.

Comment

WALGA advises that an absolute majority of votes was received from member Councils supporting the principle of 'best person for the job'. The outcome of the referendum was considered by the State Council at their meeting on 4 June 2003, where it was resolved that the outcome of the referendum to determine the entitlement to the presidency of the Association be noted, and that the principle of 'best person for the job', whereby State Council elects the preferred candidate as President irrespective of their constituency, be endorsed for all presidential elections of the Association.

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Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The letter from the Western Australian Local Government Association on the outcome of the referendum to ascertain the preferred method for determining the entitlement to the presidency of the Association be received and information noted.

COUNCIL ACTION

Resolved that the Chief Executive Officers Recommendation be adopted.

7.1.9 DEPARTMENT OF LOCAL GOVERNMENT AND REGIONAL DEVELOPMENT – STRATEGIC APPROACH TO WORKING WITH INDIGENOUS PEOPLE AND COMMUNITIES 2003 - 2005

Background

Correspondence received from the Department of Local Government and Regional Development (DLGRD) providing Council with a copy of a draft strategic approach document they have prepared establishing a framework which the Department is taking in its work with Indigenous people and communities during 2003 – 2005.

Comment

Within the broader scope of the Department's role and functions, a high priority is being given to working with Indigenous people and communities. The broad aims and direction of the strategic approach establishes to reflect State Government commitments in relation to Indigenous people and communities in Western Australia and also encompass Commonwealth Indigenous policy and initiatives.

The strategic approach has been developed initially in consultation with the Aboriginal and Torres Strait Islander Commission, the Departments of Indigenous Affairs and Housing and Works, the Interagency Indigenous Coordinating Group, the Department for Community Development, the Office of Equal Employment Opportunity, the Western Australian Local Government Association, Local Government Managers Australia and individuals interested in, and involved with, the well-being of Indigenous people and communities.

A copy of the draft Strategic Approach will be tabled at the Council meeting. Any Councillor wishing to peruse the document prior to the meeting please advise.

Reporting Officer

Peter Naylor, Chief Executive Officer

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CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The correspondence from the Department of Local Government and Regional Development and the draft Strategic Approach document be received and information noted.

COUNCIL ACTION

Resolved that the Chief Executive Officers Recommendation be adopted.

7.1.10 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION – REVIEW OF THE WALGA MODEL CODE OF CONDUCT

Background

Correspondence received from the WA Local Government Association (WALGA) in relation to the review being undertaken on the WALGA Model Code of Conduct.

Comment

With the introduction of the Local Government Act 1995 WALGA developed a Model Code of Conduct to assist local governments to comply with this requirement of the new legislation. Recently WALGA appointed a Technical Working Group made up of representatives from the Association, Local Government Managers Australia and the Department of Local Government and Regional Development to undertake the review. As part of the review process the Working Group has identified that the current Model lacks enforceability and have therefore proposed that a minimum Code of Conduct be enshrined into regulations to the Local Government Act. The Minister for Local Government and the Parliamentary Joint Standing Committee on Delegated Legislation support this proposal.

Copies of the proposed Code of Conduct Regulations and of the Discussion Paper on the Regulations are circulated with the meeting Agenda for Council information.

Does Council wish to make a comment to WALGA on the proposed Regulations?

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The correspondence from the Western Australian Local Government Association and the proposed Code of Conduct Regulations be received and information noted.

SHIRE PRESIDENT

DATE

COUNCIL ACTION

Moved Cr Newman, seconded Cr Wittwer that the Chief Executive Officer and Shire President formulate a response to the WA Local Government Association on behalf of Council.

CARRIED 6/0

2.55 pm Ella Maesepp entered the meeting

3.00 pm Cr Bradford entered the meeting

7.2.2 ELLA K MAESEPP ASSESSMENT REPORT – YORNANING DAM

Background

This matter was previously presented to the May 2003 meeting of Council. Council resolved to invite Ms Maesepp to attend a meeting of Council to address chapter 7, the 'Conclusion', of the Report.

Comment

Ms Maesepp has accepted Council's invitation and will be in attendance at 3.00 pm.

An extract of chapter 7 is included in the meeting agenda for Council information.

Ms Maesepp addressed the Council meeting on her report on the Yornaning Dam specifically relating to the recommendations and also recent findings from a further study being undertaken by fellow student Dan Hazel. Ms Maesepp answered questions from Councillors pertaining to her report and offered suggestions on how she believes certain problems may be overcome.

It was identified that the flow of water into the dam as a result of the current wet season has assisted remedying some of the problems highlighted in Ms Maesepp's report.

3.35 pm Ms Maesepp departed the meeting

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

COUNCIL ACTION

Moved Cr Wittwer, seconded Cr McKenzie that Cr Wittwer refer the Yornaning Dam report and recommendations to the Yornaning Dam Committee and alternatives be investigated to improve the operation of the sluice gate and discharge outlet.

CARRIED 7/0

SHIRE PRESIDENT

DATE

7.1.11 SHIRE OF CUBALLING BUDGET 2003/04 FINANCIAL YEAR

Background

Circulated with the Council Meeting Agenda is an amended Draft Budget, and associated supporting information, for the 2003/04 Financial Year.

Comment

Various amendments and adjustments have made to the initial draft budget in accordance with Councils requests from the June 2003 Council Meeting and also due to receipt of Local Government Grants Commission allocations and quotations for insurances. Full details will be further identified and explained as the document is dealt with at the meeting.

In accordance with the requirements of the Local Government Act 1995, a notice was published in the Narrogin Observer newspaper on Wednesday 25 June 2003, advertising Councils intentions to levy Differential Rates. The submission period for electors and/or ratepayers will close at 4.00 pm on Wednesday 16 July 2003. At the time of preparing the Council Meeting Agenda no submissions have been received. The Local Government Act specifies that Council must consider any submissions received, however is not obliged to change its differential or minimum rates as a result. Should Council resolve to change the rate in the dollar as a result of a submission or submissions received there is no requirement for further advertising.

Two rates models have been circulated with the draft Budget document. The first is for a 3.4% increase and this model has been included in the draft Budget. The second is a 4% increase and is for Council information.

Any Councillor that would like clarification on a budget item prior to the Council meeting please do not hesitate to contact me or visit the office.

The Chief Executive Officer presented Council with an official closing balance for 30 June 2003 of \$250,000. It was explained that this means the draft budget before Council has a deficit of approximately \$7,200. The Chief Executive Officer also advised that a request has been received from the community for the installation of streetlighting at the intersections of Derby Street, Russell Street and Bullara Street off the Cuballing East Road. Western Power have been requested to provide a quotation and it is expected this will cost about \$2,500.

The Chief Executive Officer informed Council that the contract tree mulcher has completed works on the Cuballing West Road and this is expected to cost less than the draft budgeted amount of \$25,000 therefore Council could reallocate the surplus funds from this area to help balance the budget.

The Chief Executive Officer expressed concern at the cost to changeover the Works Supervisors vehicle and suggested Council give consideration to keeping the vehicle for a further 12 months.

Reporting Officer

Peter Naylor, Chief Executive Officer

SHIRE PRESIDENT

DATE

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the draft Budget for the Shire of Cuballing for the 2003/04 Financial Year as presented to the meeting be endorsed, and ministerial approval be sought for the levying of differential rates as specified for a 3.4% increase (refer model 1).

The draft Budget to be prepared in the Statutory Format in accordance with the Local Government Act 1995 and presented to the August 2003 meeting of Council for adoption.

COUNCIL ACTION

Moved Cr Newman, seconded Cr Bradford that the changeover of the Works Supervisors vehicle be deferred for 12 months until the 2004/05 financial year and adjustment be made to the 2003/2004 draft budget.

CARRIED 5/2

Moved Cr Bradford, seconded Cr Newman that the draft Budget for the Shire of Cuballing for the 2003/04 Financial Year as presented to the meeting be endorsed, and ministerial approval be sought for the levying of differential rates as specified for a 3.4% increase (refer model 1).

The draft Budget to be prepared in the Statutory Format in accordance with the Local Government Act 1995 and presented to the August 2003 meeting of Council for adoption.

CARRIED 6/1

7.2 REPORTS – WORKS

7.2.1 WORKS SUPERVISORS REPORT

STRATHERNE ROAD

Work has been in progress gravel sheeting from the Shire boundary (Pingelly-Wickepin Road intersection) back to Nyamutin Road. Minor blasting has been done to remove exposed rocks. There was some delay due to wet weather.

POPANYINNING WEST ROAD

The contract tree-mulching machine has now completed the full length of this road. Works undertaken have resulted in a vast improvement for the safety of all road users.

CUBALLING WEST ROAD

The contract tree-mulching machine has commenced works along this road. First indications are that the results will be as effective as the Popanyinning West Road.

BITUMEN SHOULDER GRADING

Has commenced along the major roads. Guideposts are being replaced that are old and have poor night vision qualities.

BRIDGE MAINTENANCE

Painting of bridge rails has been undertaken on most bridges throughout the Shire. This has improved the visual aspect for approaching motorists.

SHIRE PRESIDENT

DATE

TOWN STREETS

Trees are being removed from around signs and on corners to improve visibility.

CUBALLING LANDFILL REFUSE SITE

Works have been done to modify the tipping face to bring it more in line with the Consultants recommendations. This should help prolong the life of the tip.

WASTE OIL

The finishing touches are being done ready for the full use by the public of this waste unit. The crane is being installed to allow the off loading of large drums of oil and a small concrete compound to reduce run off from oil leaks. Works will be completed in the near future.

MACHINERY

All items of plant and machinery are being serviced and maintained as required. The new Isuzu truck was delivered on Friday 27 June 2003.

STAFF

Staff training courses involving all of the outside works crew was undertaken over two days on Wednesday 25 and Thursday 26 June 2003. The training consisted of a Basic Worksite Traffic Management Course and a Traffic Controllers Course. The two courses are in line with the requirements of the Occupation Health and Safety WA and Main Roads WA, and provide staff with accreditation for a period of three (3) years.

Reporting Officers

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 McKenzie that the Chief Executive Officers Recommendation be adopted.

CARRIED 7/0

7.2.2 ELLA K MAESEPP ASSESSMENT REPORT – YORNANING DAM

Please note this matter was dealt with earlier in the meeting.

7.3 REPORTS – BUILDING

7.3.1 BUILDING SURVEYORS REPORT

Summary:

There were 6 building applications for the month of June. Councils Building Surveyor has issued building licenses for these proposals as all the information required has supplied.

SHIRE PRESIDENT

DATE

Comment:

Listed below are the application details of the proposed structure.

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
10-6-03	38/02.03	J & M HASSELL RMB 360 PINGELLY 6308	O/B	FARM SHED	LOC. 4052 HASSELL RD POPANYINNING
5-6-03	40/02.03	DON BARBER 13 HAYLE RD MEDINA 6167	O/B	FIT OUT OF CANADIAN BARN STYLE DWELLING	LOT 289 BRUNDELL ST CUBALLING
10-6-03	41/02.03	ROBIN SAYLES 1 DERBY ST CUBALING	O/B	PATIO	LOT 50 DERBY ST CUBALLING
10-6-03	42/02.03	M DONALD & J HILLS 55 TIJAUNA RD BROOKDALE 6112	O/B	SHED	LOT 315 FORREST ST POPANYINNING
25-6-03	44/02.03	K PARKER 7 TROTMAN CRES YANCHEP 6035	AW HODGE PO BOX 115 CUBALLING	FARM SHED	LOC. 9916 WILLIAMS RD CUBALLING SHIRE
25-6-03	45/02.03	NEIL RICHARDSON LOT 17 ALTON ST CUBALLING	O/B	SHED	LOT 17 ALTON ST CUBALLING

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 Bradford that the Chief Executive Officers Recommendation be adopted.

CARRIED 7/0

SHIRE PRESIDENT

DATE

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 June 2003.

Food Premises

- (i) Cuballing Tavern – Alton Street, Cuballing
Premises found to be operating within legislative requirements.

Rubbish Tips

- (i) Cuballing Rubbish Tip
Wind blown litter around site.
Action required – Pick up windblown litter in bush around site.
- (ii) Popanyinning Rubbish Tip
Wind blown litter around site.
Action required – Pick up wind blown litter in bush around site.

CORPORATE PLAN/POLICY IMPLICATIONS

Nil.

FINANCIAL/BUDGET IMPLICATIONS

None anticipated.

Reporting Officer

Maurice Walsh, Environmental Health Officer

Applications for annual registration of both rubbish tips submitted to Department of Environment for approval.

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

SHIRE PRESIDENT

DATE

On-site Effluent Disposal

- (i) Lot 6292 West Popanyinning Road, Popanyinning
Inspection of proposed on-site effluent disposal system.
- (ii) Loc 10432 Great Southern Highway, Popanyinning
Inspection of proposed on-site effluent disposal system.
- (iii) Loc 123 Corrie Street, Cuballing
Inspection of proposed on-site effluent disposal system.

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

The Environmental Health Officers Report be received and information noted.

COUNCIL ACTION

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

CARRIED 7/0

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 5.00 pm.

Following the closure of the meeting Mr Terry Waldron MLA Member for Wagin entered the Council Chamber at 5.00 pm and addressed Council on various issues currently before parliament and also answered questions from Councillors on other matters of interest.

CONFIRMED AS A TRUE RECORD OF PROCEEDINGS ON _____

PRESIDENT

SHIRE PRESIDENT

DATE