



SHIRE OF CUBALLING

**ORDINARY COUNCIL MEETING
HELD ON THURSDAY 15 JUNE 2006**

MINUTES

SHIRE OF CUBALLING

COUNCIL MEETING THURSDAY 15 JUNE 2006

MINUTES

TABLE OF CONTENTS

1. **OPENING - ANNOUNCEMENT OF VISITORS**
2. **ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE**
3. **PUBLIC QUESTION TIME**
4. **APPLICATIONS FOR LEAVE OF ABSENCE**
5. **MINUTES**
 - 5.1 Confirmation of 18 May 2006 Meeting of Council (as circulated)
6. **PETITIONS, DEPUTATIONS, PRESENTATIONS & DECLARATIONS**
7. **DISCLOSURES IF INTEREST**
8. **REPORTS**
 - 8.1 **FINANCE AND ADMINISTRATION** (Beige)
 - 8.2 **WORKS** (Blue)
 - 8.3 **BUILDING** (Green)
 - 8.4 **HEALTH** (Pink)
 - 8.5 **TOWN PLANNING** (Yellow)
9. **ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
10. **OTHER URGENT BUSINESS**
11. **CLOSURE OF MEETING**

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 15 JUNE 2006**

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

President welcomed Councillors, declared meeting open 3.05 pm.

2. RECORD OF ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

ATTENDANCE

Shire President, Cr I L Watts	Deputy President, Cr T H Wittwer
Cr D S Bradford	Cr J D Brown
Cr C R Hawksley	Cr R J D Newman
Cr C R McKenzie	
Chief Executive Officer, Mr P T Naylor	

APOLOGIES

Nil

LEAVE OF ABSENCE

Nil

3. PUBLIC QUESTION TIME

Nil

4. APPLICATION FOR LEAVE OF ABSENCE

Moved Cr Wittwer, seconded Cr McKenzie that leave of absence be granted to Cr Bradford for the Ordinary Meeting of Council to be held on Thursday 20 July 2006.

CARRIED 7/0

5. **MINUTES**

5.1 **CONFIRMATION OF 18 MAY 2006 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 May 2006 be confirmed.

COUNCIL ACTION

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

CARRIED 7/0

6. **PETITIONS, DEPUTATIONS, PRESENTATIONS & DECLARATIONS**

Nil

7. **DISCLOSURES OF INTEREST**

Councillors' and Employees' Disclosures of Interest.

7.1.1 **DISCLOSURE OF FINANCIAL INTEREST AND PROXIMITY INTEREST**

Members must disclose the nature of their interest in matters to be discussed at the meeting.

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting.

Councillors Brown, Hawksley and Wittwer and Mr P. Naylor (Chief Executive Officer) declared a Proximity Interest in Agenda Item 8.1.10

7.2 **DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY**

Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the Member or employee has given or will give advice.

Nil

8.1 REPORTS – FINANCE AND ADMINISTRATION

8.1.1 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – JUNE 2006

Background

Council is supplied with a list of payments for consideration.

Comment

A copy of the list of payments made from each of Councils bank accounts is attached to this item.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That Council:

- **Approve for payment the list of Creditors paid from the Municipal fund, as detailed below, totalling \$77,421.27:**

Vouchers 10612-10642 inclusive	\$30,660.39
Vouchers 11292-11298 inclusive	\$11,617.66
Electronic fund transfers	\$34,487.57
Credit Card Payments	\$ 655.65

- **Approve for payment the list of Creditors paid from the Trust fund, as detailed below, totalling \$518.00:**

Vouchers T1958-T1963

COUNCIL ACTION

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

CARRIED 7/0

8.1.2 STATEMENT OF FINANCIAL ACTIVITY

Background

Local Government (Financial Management) Regulations 1996, section 34, provides for monthly financial reporting requirements for local government.

Comment

A Statement of Financial Activity has been prepared for period ending 31 May 2006 in accordance with the abovementioned legislation and circulated with the Council meeting agenda.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the Statement of Financial Activity, as circulated, for the Shire of Cuballing for period ending 31 May 2006 be received.

COUNCIL ACTION

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

CARRIED 7/0

8.1.3 LOCAL GOVERNMENT ADVISORY BOARD REPORT – INQUIRY INTO LOCAL GOVERNMENT STRUCTURAL AND ELECTORAL REFORM IN WESTERN AUSTRALIA-ENSURING THE FUTURE SUSTAINABILITY OF COMMUNITIES

Background

In October 2005 the Minister for Local Government and Regional Development asked the Local Government Advisory Board to conduct an inquiry into *Local Government Structural and Electoral Reform in Western Australia – Ensuring the Future Sustainability of Communities*.

The Board provided its report to the Minister for Local Government and Regional Development on 17 March 2006.

The Minister has now released the report for public comment (for a period of three months closing on 31 July 2006).

There are two recommendations from within the report that affects the Shire of Cuballing, these are items 1.6 & 1.7 of appendix 11 clause 11.9 and state:

- 1.6 *That the Minister legislate for the amalgamation of the Town of Narrogin with the Shire of Narrogin and Shire of Cuballing as soon as possible.*
- 1.7 *That the Minister ask the Board to carry out a further examination of the boundaries of the new local government in relation to adjacent local governments, to be undertaken in three (3) years time.*

Comment

A letter, prepared by the Shire President, was forwarded to residents of the Cuballing Shire on 9 May 2006, urging them to seek a copy of the Report and prepare a submission to the Minister for Local Government and Regional Development.

In addition Council on 18 May 2006 resolved to seek feedback from financial consultant, Ron Back, and to hold a workshop meeting on 1 June 2006 to further discuss the matter and review community submissions to enable a true community perspective to be obtained.

Council reviewed the many community submissions received at the Shire office and noted there were a number of concerns consistently being expressed. A summary of these concerns are listed hereunder:

- Council representation at a local level;
- Accessibility to Councillors and staff;
- Personal relationship with Councillors and staff;
- Service provision (administration office & depot);
- Maintenance and provision of local facilities and amenities;
- Roads and other infrastructure;
- Increased costs (ie rates), lower level of service;
- How can they support a recommendation to amalgamate without some sort of proposed structure or representation for local area – they need something to properly consider;
- Distance involved with larger shire and ability to service the area effectively and efficiently;
- “If it ain’t broke why fix it”, the community seems generally happy with the existing structure and that Council is in touch with the community and aware of local issues and needs;
- Loss of local identity and local history;
- Possible negative effect on property values if local services and facilities are not maintained; and
- Generally it appears that people are genuinely concerned that Narrogin only wants to merge with this district to help fund their

facilities, ie Narrogin Leisure Centre, and that little work will be done out of Narrogin.

At the workshop Council discussed the following course of action to be further discussed and actioned at the June 2006 Council meeting.

- In total support of the ratepayers and residents of the Shire of Cuballing who have clearly shown in their submissions that they are vehemently opposed to amalgamation with the Town and Shire of Narrogin, the Council as elected representatives of the community will represent this view to the Minister and strongly oppose the Local Government Advisory Boards recommendation;
- That the Minister be informed that Council is keen to continue to foster its excellent working relationship with neighbouring Councils for resource sharing and regional cooperation and further develop these areas of its operations and functions; and
- Following the June 2006 Council meeting the Shire President will issue a press statement announcing Councils decision on the Local Government Advisory Boards recommendation.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That:

- **Council prepares a submission to the Minister for Local Government and Regional Development advising that the Shire of Cuballing is opposed to the recommendation contained within the Local Government Advisory Boards Report of April 2006 for the Minister to legislate for the amalgamation of the Shire of Cuballing with the Shire of Narrogin and Town of Narrogin;**
- **It be reiterated to the Minister that the Shire of Cuballing believes it is a viable and sustainable local government in its own right (regardless of the financial analysis contained with the LGAB Report) and therefore should not be forced to amalgamate;**
- **The Minister be informed that the community of the Shire of Cuballing is totally opposed to amalgamation with the Shire and Town of Narrogin and the points of view of the community conveyed within the many submissions received be strongly expressed; and**
- **The Shire of Cuballing has entered into many resource sharing and regional cooperation arrangements with**

neighbouring local governments and Council is keen to continue to foster these excellent working arrangements and for this area of its functions and operations to be further developed.

COUNCIL ACTION

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

CARRIED 7/0

8.1.4 TOWN OF NARROGIN

Background

At the April 20, 2006, meeting of Council, concern was expressed at recent agenda item in the Town of Narrogin Corporate & Community Services Committee meeting of 22 March 2006, in relation to formal and informal contact made by the Town of Narrogin with surrounding Shires.

Council resolved to seek a copy of the letter referred to in the agenda item and details to whom was contacted informally at the Shire of Cuballing.

A formal response has now been received from the Town of Narrogin.

Comment

It is interesting to note that in the response it is acknowledged that no unofficial approaches have been made to the Shire of Cuballing in recent times.

In relation to an official approach, the Town of Narrogin have forwarded a copy of their correspondence of September 2004, which was addressed to Councillor Watts along with the Shire Presidents from Pingelly, Wandering, Williams, Wickepin and Dumbleyung. This letter was in response to a joint letter by the named shires to the Mayor in August 2004 in relation to several items that had appeared in the Narrogin Observer. The Town of Narrogin letter of September 2004 does indeed in the very last sentence state that *“Council is also keen to discuss alternative methods of funding operating losses on regional facilities, no matter where they are located, and awaits your invitation”*. This invitation was never acted upon as Council at the time felt that if the Town of Narrogin wanted to visit the Shire of Cuballing to discuss such matters then it would be more appropriate for the Mayor or Chief Executive Officer to contact this Council and seek an audience.

Further to this, and a point which seems to have been overlooked by the Town of Narrogin, in paragraph 4 of the same letter (of September 2004) whilst commenting on additional financial contributions from surrounding Shires it is stated *“Council would like to negotiate contributions to Narrogin Leisure and I will write to each Council in that regard shortly”*. An action which does not appear to have been undertaken.

Another aspect of the letter from the Town of Narrogin on 25 May 2006 is comment or indication that further consideration may be given by the Town when adopting their fees and charges for 2006/2007 to introducing a two tiered system and only provide subsidised services to rate payers and residents from contributing Councils. It would be further disappointing to this Council and its residents if Cuballing was charged at a higher rate given the capital contribution of \$300,000 towards the construction of the Leisure Centre and the annual financial contribution (\$2,000 in 2005/06) to the Narrogin Regional Library.

Perhaps Council may be better served in future by not making one-off capital contributions for facilities and amenities developed in Narrogin and that consideration at the time be given to making an annual contribution in lieu thereof.

It would be interesting to know how much financial contribution was given to the Narrogin Leisure Centre project in the form of “pledges” from residents/ratepayers of the Cuballing Shire. There is no doubt that these contributions, along with the capital contribution from Council, would add up to a sizeable sum and this does not appear to be taken into consideration by the Narrogin Town Council. The Chief Executive Officer will endeavour to obtain a detailed copy of the “pledges” list for the project for Council information.

The Chief Executive Officer provided further information to the meeting in relation to the financial pledges made to the capital cost of the Narrogin Leisure Centre. Many of the names on the list are either residents of or own land within the Cuballing Shire. No actual amounts are shown on the list and therefore it is not possible to work out what percentage of the total contributions this represents.

Whilst there is an honour board erected at the Leisure Centre identifying the many donations offered/received, the Narrogin Town seldom mentions the out of town donations when commenting on the capital costs of the centre and ongoing operating costs.

The capital contribution made by the Shire of Cuballing and individual pledges by many of its residents provided a great deal of financial support to the centre and this fact should not be forgotten or overlooked. It is also a clear indication that the Council and residents

of the Shire supported the project and there is an ongoing cost to this community whilst Shire loan repayments are met and the individual pledges finalised.

Based on the information available it would be inappropriate for the Town of Narrogin to introduce a two tiered entry fee system that has a negative impact on the Shire of Cuballing residents.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That:

- **A response to the Town of Narrogin be formulated based on the information in the abovementioned report to Council; and**
- **An invitation be extended to the Town of Narrogin to attend a future meeting of the Shire of Cuballing should they wish to discuss any of the issues further.**

COUNCIL ACTION

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

CARRIED 7/0

8.1.5 SHIRE OF CUBALLING EQUAL OPPORTUNITY MANAGEMENT PLAN

Background

In June 2003, Council, in accordance with the provisions of the Equal Opportunity Act 1984, adopted an Equal Employment Opportunity Management Plan for the Shire of Cuballing.

Comment

A condition of the Plan adopted by Council is that it be reviewed annually.

The Chief Executive Officer has reviewed the Plan for its current relevancy and there are no proposed changes.

Each Councillor has previously been provided with a copy of the Plan; should anyone require another copy please contact the Chief Executive Officer.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the reviewed Equal Employment Opportunity Management Plan be adopted for the Shire of Cuballing.

COUNCIL ACTION

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

CARRIED 7/0

8.1.6 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) – REGISTRATION OF VOTING DELEGATES WALGA ANNUAL GENERAL MEETING

Background

Correspondence from WALGA requesting Council to formally nominate its voting delegates for the Association's 2006 Annual General Meeting to be held on Sunday 6 August 2006.

Comment

In accordance with the WALGA Constitution, Council is entitled to register two (2) voting delegates for the Annual General Meeting.

In the past few years Councils voting delegates at the AGM have been:

2005: Councillors Watts and Wittwer;
2004: Councillors Hawksley and Wittwer; and
2003: Councillors Bradford and Watts.

Does Council wish to continue some sort of rotation practice to give all Councillors the opportunity of gaining experience at such a large forum, or delegate the responsibility to the President and Deputy President.

In addition to the above, WALGA reminds Council that the closing date for motions for the AGM is Friday 16 June 2006.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That Councillors and be registered as the voting delegates for the Shire of Cuballing at the Western Australian Local Government Association's Annual General Meeting to be held on Sunday 6 August 2006.

COUNCIL ACTION

Moved Cr Brown, seconded Cr Newman that Councillors Watts and Wittwer be registered as the voting delegates for the Shire of Cuballing at the Western Australian Local Government Association's Annual General Meeting to be held on Sunday 6 August 2006.

CARRIED 7/0

8.1.7 PLAN FOR THE FUTURE OF THE DISTRICT

Background

Amendments to the Local Government Act 1995 (s5.56) in 2005 have introduced the requirement for a Local Government to prepare a Plan for the Future of the District to replace the former principal activity plan (Local Government Administration Regulations 19C & 19D). Relevant criteria for the plan for the future of the district is as follows:

- must be for at least 2 financial years;
- set out broad objectives;
- must be reviewed at least every 2 years;
- must be adopted by absolute majority once considered/modified;
- once adopted/modified, must apply to the district for the period of time specified;
- plan must contain a description of how electors/ratepayers were involved in development/modification; and
- must apply in respect of each year ended 30 June 2006.

After adoption by an absolute majority vote, local public notice is to be given. The notice is to contain:

- plan for the future of the district adopted/modified and to apply to the district for the period specified in the plan; and
- details where and when the plan/modified plan may be inspected.

Comment

The Draft Shire of Cuballing 'Plan for the Future 2006/07 – 2009/10' is submitted under separate cover. The Draft Plan is for four (4) years looking forward. This document will form the basis for the commencement of the Shire Budget process for the 2006/07 financial

year. The Budget under s6.2 is to have regard to the plan for the future.

Consultation with the District on the Draft Plan will comprise of local public notice (advertising in the Narrogin Observer newspaper, and posters at the Shire office, Cuballing Roadhouse and Popanyinning General Store), available for inspection at the Shire office during normal business hours, and on the Shire Website.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That Council approves the Draft Shire of Cuballing 'Plan for the Future' to be advertised by Local Public Notice, inspection at the Shire office (during normal business hours), and on the Shire Website.

COUNCIL ACTION

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

CARRIED 7/0

8.1.8 DEPARTMENT FOR PLANNING AND INFRASTRUCTURE – EXTENSION OF CONTRACT FOR PROVISION OF AN ON-LINE LICENSING AND REGISTRATION SERVICE

Background

The existing contract between the Shire of Cuballing and the Department for Planning and Infrastructure (DPI), for provision of an on-line licensing and registration service, expires on 30 June 2006, and Council is in receipt of correspondence from the Department to extend the contract for a further 18 month period, comprising of an initial twelve (12) month period plus two options to extend of three (3) months each.

Comment

The provision of the licensing service is a valuable commodity for the local district and whilst the cost overheads to provide the service are not fully covered by the commissions paid the administration believes the contract should be extended.

The DPI is currently undertaking a review of the licensing and registration service in rural areas with a view to possibly closing some

centres and/or reducing some specific duties and making them only available in the larger centres. The Chief Executive Officer has informed the DPI that the Shire of Cuballing has trained and experienced staff and that Council would like to continue with provision of the existing services.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That:

- **The new contract for extension of the Provision of an On-Line Licensing and Registration Service for period of 18 months be authorised and duly executed on behalf of the Shire of Cuballing; and**
- **The Department of Planning and Infrastructure be informed that the Shire of Cuballing does not wish to lose any of the licensing and registration functions that it currently undertakes.**

COUNCIL ACTION

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

CARRIED 7/0

8.1.9 SHIRE OF TOODYAY – WINDOW ON THE WHEATBELT INTERPRETATION CENTRE

Background

Correspondence from the Shire of Toodyay advising they are proposing to develop a “Window on the Wheatbelt” interpretation centre in Toodyay and seeking Councils in principle support for the project.

Comment

It is proposed the Centre will be established in a recently purchased heritage building adjacent to the Toodyay Visitor Centre.

Whilst still in the initial stages of planning and preparation, it is envisaged that the centre will offer visitors and Wheatbelt residents an interactive and informative experience of the unique facets of the region.

The project will involve extensive consultation with local governments, government agencies, industry bodies, community organizations and

other stakeholders to ensure that the content of the interpretative material is broad in interest base and relevant to the communities of the Wheatbelt.

The Shire of Toodyay will be seeking financial grants to further the project and in order for these to be successful will need to be able to demonstrate widespread support from within the region.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the Shire of Cuballing provides in principle support for the Shire of Toodyay's proposed "Window on the Wheatbelt" project.

COUNCIL ACTION

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

CARRIED 7/0

8.1.10 SHIRE OF CUBALLING BUDGET 2006/2007 FINANCIAL YEAR

Councillors Brown, Hawksley and Wittwer and the Chief Executive Officer declared a proximity interest in this item as proposed road works on the draft budget is adjacent to a property that they own.

Background

Circulated with the Council meeting agenda is a Draft Budget, and associated supporting information/documentation, for the 2006/2007 Financial Year.

Comment

As in previous years it is not proposed to adopt the draft budget at this particular meeting, however it provides Council with the opportunity to peruse and give consideration to various items that have been included and to determine what changes can be made if considered necessary to do so. Discussions also need to be had on possible rate increase (suggested 4.2% in accordance with the CPI at 31 March 2006 for Western Australia), and the continuation of the levying of differential rates. Ministerial approval will again be needed for the levying of differential rates.

As indicated in the covering letter with the draft budget, at this stage there is a budget deficit, however the end of year figure for 2005/2006

still has to be finalised and adjustments to rate income and grant allocations from the WA Local Government Grants Commission. In addition several grants have been applied for and included in the draft document, if these are unsuccessful then the projects will have to be deleted or reduced. All of this information will be known closer to the end of the current financial year.

Staff are also following up with hotel groups in the Perth metropolitan region in relation to rate payment incentive prizes.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

Council discussion and direction please.

COUNCIL ACTION

Moved Cr Bradford, seconded Cr Newman that their item (8.1.10) be deferred until closure of the Council Meeting and considered in a Special Budget Forum

CARRIED 7/0

8.2 REPORTS – WORKS

8.2.1 WORKS SUPERVISORS REPORT

GENERAL MAINTENANCE

Signs are being monitored on a regular basis and along with guideposts being replaced and erected where necessary. An order has been placed to erect a sign at the entrance to Dryandra Woodland, on the Wandering–Narrogin Road, to show the distances from Dryandra Woodland to neighbouring towns and Perth. Bitumen patching is also being done as required and as manpower allows.

RNR Contractors attempts to carry out remedial works on bitumen failures from the 2004/2005 works program have been unsuccessful due to cold weather. They have made a commitment to visit the Shire in September/October 2006 to carry out the works.

Council staff are in the process of collecting data and preparing Purpose Permit application for submission to the Department of Environment for the 2006/2007 works program.

Roadside spraying program has been completed and results to date indicate it has been quite successful.

A re-sheeting programme has started along a section of Dents Road where it has become badly corrugated.

Works have been undertaken on various streets within the Cuballing townsite to tidy up the road verges where the under growth has been disturbed due to installation of new water and power supplies.

INTERSECTION STRATHERNE/GATH ROADS

Re alignment of this intersection, to make a safer entry for road users, has been completed, appropriate signage to indicate the modified intersection has been installed.

REFUSE SITES

Wind blown litter has been picked out of the bush surrounding both refuse sites. Extra fill material is being stockpiled at the sites to allow better coverage of the waste. Both sites have had the steel removed (by Sims Metal), and better signage has been installed to help improve the way the waste is delivered..

PLANT AND EQUIPMENT

All items of plant and equipment are being serviced and maintained as required, and all plant is in good working order

A Venieri company representative (from Italy) is due in Australia during the week of 19 June 2006, and will visit and respond to concerns that have been raised with the working of Councils front end loader.

STAFF

Hortus training personnel have been in attendance a few times in the last month to finish the training requirements with Council employees to achieve the standards required to pass the qualification for rural operations

Staff (7) also recently attended a Main Roads WA course in Brookton on traffic control and basic traffic management.

PRIVATE WORKS

Various works requests are still being received and these are being done as time permits

Private works invoices for the month of May 2006, total \$17,117.75.

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 Bradford that the Chief Executive Officers Recommendation be adopted.

CARRIED 7/0

8.2.2 SHIRE OF PINGELLY – APPOINTMENT OF DUAL FIRE CONTROL OFFICERS 2006/2007

Background

Letter from the Shire of Pingelly advising of their appointment of Messrs Alan Parsons, Mark Watts, Neville Giles and Rodney Shaddick, as Dual Fire Control Officers with the Shire of Cuballing for the 2006/2007 Fire Season.

Comment

Dual Fire Control Officers are appointed to provide legal cover for a Fire Control Officer in charge at a wildfire that burns across a Shire boundary. The Dual Fire Control Officer can stay in charge and follow the fire, or hand over control to a fire control officer from the second Shire (if one is available and in attendance).

Section 40 of the Bush Fires Act 1954 empowers Council to appoint dual fire control officers with neighbouring local authorities and section 38(2) of the Act requires such appointments to be advertised in a local paper.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That pursuant to section 40 of the Bush Fires Act 1954, Messrs Alan Parsons, Mark Watts, Neville Giles and Rodney Shaddick be appointed as Dual Fire Control Officers for the Shires of Cuballing and Pingelly for the 2006/2007 Fire Season.

COUNCIL ACTION

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

CARRIED 7/0

8.3 REPORTS – BUILDING

8.3.1 BUILDING SURVEYORS REPORT

Summary

There were two (2) applications approved and licenses issued for the month of May 2006.

Listed below is a summarized breakdown of the application and proposed structure:

Approval Date & License No	Name & Address of Owner	Registered Builder (RB) or Owner Builder (OB)	Structure	Location of Building
30 May 06 34/05-06	R W & V R Watson	RB 10156 Milford Homes	Queenslander Home	Lot 313 Cuballing East Rd Cuballing
30 May 06 35/05-06	S Burges	OB	Relocatable Home	Loc 8647 Wardering Rd Cuballing

Reporting Officer

Allan Ramsay, Environmental Health Officer/Building Surveyor

CHIEF EXECUTIVE OFFICER’S RECOMMENDATION

That the Building Surveyor’s Report be received and information noted.

COUNCIL ACTION

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

CARRIED 7/0

8.3.2 MR PHIL EVERITT – 3 FRANCIS STREET, POPANYINNING

Background

Correspondence has been received seeking approval to relocate a second hand transportable house onto Lot 3 Francis Street, Popanyinning. Photographs from all sides including internal

photographs of the house have been provided and will be tabled at the Council meeting.

Comment

The house will be transported from Mahogany Creek and re-stumped at its new location in Popanyinning. Council's Building Surveyor has not undertaken a site inspection of the house, however the photographs of the house have demonstrated that it is well maintained and suitable for its new location. Mr Everitt will arrange a report from a practicing structural engineer on the houses structural adequacy, with any other applicable requirements, prior to it being relocated to Popanyinning.

In the past Council has adopted a bond amount of \$5,000.00 for relocated houses to ensure that the relocated house is brought up to a suitable and acceptable standard.

Reporting Officer

Allan Ramsay, Environmental Health Officer/Building Surveyor

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That:

- **Council approves the relocation of the house to 3 Francis Street, Popanyinning, on the condition that it complies with Health, Building and Town Planning requirements;**
- **That a report on the houses condition by a practicing structural engineer be issued to Council prior to re-location; and**
- **A bond of \$5,000.00 is applied.**

COUNCIL ACTION

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

CARRIED 7/0

8.3.3 MR BRIAN LIDDELL – PROPOSED OUTBUILDING LOT 123 CORRIE STREET CUBALLING

Background

Council has received an application for Planning Consent from Mr. Brian Liddell (the applicant) for the construction of a 144m² outbuilding on Lot 123 Corrie Street, Cuballing (the subject property). The subject property is 1.48 Hectares in area and is considered

suitable to accommodate a 144m² outbuilding without impacting on the amenity of the area.

Comment

The applicant has indicated that the outbuilding is to be used for his Water Corporation vehicle for security at night and room to work without having to take the vehicle out of the shed. The building is 12m long and 12m wide 2.7m high to the eaves, with a total floor area of 144m². The outbuilding is to be constructed of custom orb Colorbond walls and Zincalume custom orb roof. It is proposed to construct the shed along side his house 10meters from the side boundary.

The subject land is zoned Rural Residential under the Shire of Cuballing's Town Planning Scheme No.2.

Oversized Outbuilding

Council's Town Planning Scheme No. 2, Local Planning Policy (Outbuildings) states that in the Rural Townsite and Rural Residential zones of the Shire where the lot size is over 1500m² or on a General Agricultural zoned lots with an area of 2 ha or less:

- (b) (ii) Colorbond construction, where the total outbuilding does not exceed 120m² in total floor area; and
- (g) Any application for planning approval, which does not comply with the above, shall be referred to Council for consideration.

Although there is no specific policy offering guidance to Council staff, each application will be assessed on its merits. The property is over one hectare in area and the shed will be constructed with Colorbond walls. Furthermore, it will only be used for parking of the Water Corporation vehicle and workspace.

Reporting Officer

Allan Ramsay, Environmental Health Officer/Building Surveyor

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That Council resolves to approve the construction of the 12m long and 12m deep and 2.7m high to eaves, 144m² outbuilding on Lot 123 Corrie Street, Cuballing subject to the following conditions:

- **The issue of an approved building license for the construction of the outbuilding;**
- **The outbuilding to be sited in accordance with the approved site plan; and**
- **The outbuilding hereby permitted shall be only used for the purpose incidental to the residential use of the property and**

shall not be used for any habitable, commercial or industrial purpose.

COUNCIL ACTION

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

CARRIED 6/1

8.4 REPORTS – HEALTH

8.4.1 ENVIRONMENTAL HEALTH OFFICERS REPORT

Purpose

To advise Council of Environmental Health inspections that have been carried out in the district during the month of April 2006.

On-Site Effluent Disposal

No applications to construct on site effluent disposal systems were issued during the month of May 2006.

Water Samples

Water samples were taken from a rainwater tank and kitchen tap at premises in Popanyinning for bacterial analysis following concerns of water quality.

Reporting Officer

Allan Ramsay, Environmental Health Officer/Building Surveyor

CHIEF EXECUTIVE OFFICER'S RECOMMENDATION

That the Environmental Health Officers Report be received and information noted.

COUNCIL ACTION

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

CARRIED 7/0

8.4.2 WHEATBELT HEALTH MEMORANDUM OF UNDERSTANDING

Background

Representatives from the Central, Great Eastern and Avon-Midlands Zones (of the WA Local Government Association), Central Wheatbelt Division of General Practice, Wheatbelt Development Commission and the WA Country Health Service (WACHS) – Wheatbelt, met on 1 May 2006 to discuss the formulation of a Memorandum of Understanding (MOU) between the organizations.

The purpose of the MOU is “to provide a framework for the parties regarding continual communication/engagement, structures and processes that will enhance health service delivery within the WACHS – Wheatbelt Region”.

It is requested that Councils endorse the MOU so that it can be agreed upon at the next WALGA Zone meeting.

Comment

Whilst there are no specific health services delivered from within the Cuballing Shire ratepayers and residents of the district do utilize the services on offer in the towns of Narrogin and Pingelly, and it is important for Council to support efforts to enhance the delivery of health services throughout the Wheatbelt region. .

The MOU does not exclude Councils from individually negotiating with the WA Country Health Service regarding local health issues if appropriate.

Reporting Officer

Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That Council endorses the Memorandum of Understanding between the Central, Great Eastern and Avon-Midlands Zones (of the WA Local Government Association), Central Wheatbelt Division of General Practice, Wheatbelt Development Commission, and the WA Country Health Service – Wheatbelt, with regards to providing communication, structures and processes that will enhance health service delivery in the Wheatbelt region.

COUNCIL ACTION

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

CARRIED 7/0

8.5 REPORTS – TOWN PLANNING

8.5.1 LANDVISION – TOWN PLANNING SCHEME REVIEW, PROGRESS REPORT

Background

Correspondence from Town Planning Consultants, Landvision (Trevor Moran), on the Shire of Cuballing Town Planning Scheme No 2, and proposal to implement changes to the Scheme to allow for future development within the Shire and townsites.

Comment

The correspondence raises a couple of interesting points and presents Council with some options to consider for the future development of the district as the region is becoming increasingly attractive to people seeking the “tree change” lifestyle.

The Town Planning Scheme generally opposes subdivision and breaking down of properties and this, along with many properties being owned contiguously, may have restricted the growth of both the townsites and the district in general. Mr Moran’s proposal to identify and investigate potential subdivision areas is certainly worthy of Councils consideration.

It would interesting to hear more on Mr Moran’s proposal and it may be beneficial for Council to request him to undertake further planning and address a meeting of Council to expand on his ideas.

Reporting Officer

Trevor Moran, Town Planning Consultant
Peter Naylor, Chief Executive Officer

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That the Mr Moran be requested to undertake some minor preliminary work on his proposals and invited to address the July 2006 meeting of Council.

COUNCIL ACTION

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

CARRIED 7/0

8.5.2 MS JEAN CAIRNS – 272 BULLARA STREET, CUBALLING

Background

Correspondence has been received from Ms Cairns of 272 Bullara Street, Cuballing, seeking approval, in principle, to add ancillary accommodation onto her existing home.

Ms Cairns intention is for her son to buy her property and live in the existing home while she lives in a small two bedroom one bathroom home semi attached to the existing home. The upkeep of the property is getting too much for Ms Cairns and she likes the area and does not want to leave.

Furthermore, Ms Cairns' would like approval in advance to enable her son to sell his home in Narrogin so that plans for the ancillary accommodation can take place.

Comment

Council may permit ancillary accommodation under the Town Planning Scheme providing it is located within the same building envelope or building clearance area as the first or primary dwelling.

The existing home is a transportable facing east. It is intended to erect another transportable home to either the front or rear of the existing transportable home facing the same direction. Council's Building Surveyor has inspected the property and has indicated that by adding the transportable to the existing home will not detract from the amenity of the area and will blend in with the existing home providing it is built at the same height.

Reporting Officer

Allan Ramsay, Environmental Health Officer/Building Surveyor

CHIEF EXECUTIVE OFFICERS RECOMMENDATION

That Council approves the ancillary accommodation, in principle, at 272 Bullara Street, Cuballing, on the condition that it complies with Health, Building and Town Planning requirements and is re-presented to Council for formal approval on receipt of the building and site plans.

COUNCIL ACTION

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

CARRIED 7/0

9. MEETING CLOSURE

There being no further business the Shire President declared the meeting closed at 4:15pm.

CONFIRMED AS A TRUE RECORD OF PROCEEDINGS ON

PRESIDENT