

SHIRE OF CUBALLING

COUNCIL MEETING FRIDAY 16 DECEMBER 2011

MINUTES

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1. **OPENING - ANNOUNCEMENT OF VISITORS**

Ray Browne – Cuballing Cricket Club, 3.40pm
Peter George – Cuballing Cricket Club, 3.40pm
Mr Brown discussed cricket club projects with Council

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

Nil

3. **PUBLIC QUESTION TIME**

Nil

4. **STANDING ORDERS**

OFFICER RECOMMENDATION

**That Standing Orders be suspended for the duration
of the meeting to allow for greater debate on items.**

Moved: Cr Hawksley

Seconded: Cr Haslam

Carried 6/0

5. **LEAVE OF ABSENCE:**

Nil

6. **MINUTES**

**6.1 CONFIRMATION OF 16 NOVEMBER 2011 ORDINARY MEETING OF
COUNCIL**

OFFICER RECOMMENDATION

**That the minutes (as circulated) of the ordinary meeting of the
Shire of Cuballing held in the Council Chambers on 16
November 2011 be confirmed.**

Moved: Cr Haslam

Seconded: Cr Newman

Carried 6/0

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

Nil

8. DISCLOSURES OF INTEREST

Councillors' and Employees' Disclosures of Interest.

8.1 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.

8.2 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.

9.1 REPORTS – FINANCE AND ADMINISTRATION

9.1.1 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – NOVEMBER 2011

Submission to: Ordinary Meeting of Council
Location/Address: Not applicable
Reporting Officer: Nikole Brennan, Administration Officer
Enabling Legislation: Local Government (Financial Management) Regulations 1996
Council Policy: Register Delegated Authority
Budget Implications: Nil
File Reference: CMR 7
Voting Requirements: Simple Majority

Background

Council is supplied with a list of payments for consideration.

Comment

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

OFFICER RECOMMENDATION:

That Council:

Approve for payment the list of Creditors paid from the Municipal fund, as detailed below, totalling: \$260,054.47

Vouchers 14145 - 14154 \$58,082.10

Electronic Fund Transfers \$201,972.37

Credit Card \$1,724.74

Approve for payment the list of Creditors paid from the Trust Fund, as detailed below, totalling \$3,184.61

Vouchers 2121-2127 \$653.60

Electronic Fund Transfers \$2,531.01

Moved: Cr Newman

Seconded: Cr McDougall

Carried 6/0

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Shire of Cuballing Cheque Detail

November 2011

Type	Num	Date	Name	Description	Original Amount
Bill Pmt -Cheque		06/11/2011	Air Response	Install Air Conditioner.	-8,270.62
Bill Pmt -Cheque		06/11/2011	Avon Waste	Bin service and rent	-521.97
Bill Pmt -Cheque		06/11/2011	Ballards Of Narrogin	Oats	-15.00
Bill Pmt -Cheque		06/11/2011	BUTLER SETTINERI	Audit	-3,300.00
Bill Pmt -Cheque		06/11/2011	CORPORATE EXPRESS	2012 Diary	-62.34
Bill Pmt -Cheque		06/11/2011	COUNTRY PAINT SUPPLIES	Roadmarking Paint	-74.82
Bill Pmt -Cheque		06/11/2011	CUBY ROADHOUSE	October Charges	-436.14
Bill Pmt -Cheque		06/11/2011	DEWS MINI EXCAVATIONS	Excavate through dam bank	-297.00
Bill Pmt -Cheque		06/11/2011	EJ & RJ Earthmovers	Bobcat Hire	-200.00
Bill Pmt -Cheque		06/11/2011	FARMWORKS AUSTRALIA PTY LTD	Concrete	-363.00
Bill Pmt -Cheque		06/11/2011	GREAT SOUTHERN FUEL SUPPLIES	Diesel	-12,128.20
Bill Pmt -Cheque		06/11/2011	Great Southern Waste Disposal	Rubbish Site	-2,858.21
Bill Pmt -Cheque		06/11/2011	HANCOCKS HOME HARDWARE	Screws	-3.50
Bill Pmt -Cheque		06/11/2011	JR & A HERSEY P/L	Protective Clothing	-816.07
Bill Pmt -Cheque		06/11/2011	MAKIT NARROGIN HARDWARE	Ant killer and parts	-134.45
Bill Pmt -Cheque		06/11/2011	Malatesta Road Paving & Hotmix	PreMix	-1,080.00
Bill Pmt -Cheque		06/11/2011	Metaland Narrogin	Repqir Roller Door	-306.74
Bill Pmt -Cheque		06/11/2011	MOBILE MASTERS	VHF Antenna	-148.50
Bill Pmt -Cheque		06/11/2011	NARROGIN AUTO ELECTRICS	12V Battery	-35.56
Bill Pmt -Cheque		06/11/2011	NARROGIN BEARING SERVICE	Parts	-224.07
Bill Pmt -Cheque		06/11/2011	NARROGIN HIRE SERVICE AND RETICULATION	Parts for Dam	-1,593.70
Bill Pmt -Cheque		06/11/2011	NARROGIN PACKAGING	Cuballing Country Festival Catering	-44.10
Bill Pmt -Cheque		06/11/2011	Narrogin Pumps Sales & Service	Parts for pump at Damp	-1,262.41
Bill Pmt -Cheque		06/11/2011	QUICKFIT WINDSCREENS & NARROGIN GL/ Loader mirror		-22.00
Bill Pmt -Cheque		06/11/2011	REINFORCED CONCRETE PIPES PTY LTD	Concrete Pipes	-24,622.40
Bill Pmt -Cheque		06/11/2011	Retravisition	Urn Tap	-40.00
Bill Pmt -Cheque		06/11/2011	SUNNY BRUSHWARE SUPPLIES	Tractor Broom	-750.20
Bill Pmt -Cheque		06/11/2011	Toil Ipec	Freight	-46.12
Bill Pmt -Cheque		06/11/2011	VINIDEX PTY LTD	E/Fusion Unit	-44.00
Bill Pmt -Cheque		06/11/2011	WA Fire Appliances	Grave Surround	-1,188.00
Bill Pmt -Cheque		06/11/2011	WESTRAC EQUIPMENT	Parts	-546.30
Bill Pmt -Cheque		06/11/2011	WHITFORD FERTILISERS - NARROGIN	Turf	-550.00

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Shire of Cuballing Cheque Detail

		November 2011			
Bill Pmt -Cheque	06/11/2011	Wilson's Sign Solutions	Honour board updates		-55.00
Bill Pmt -Cheque	18/11/2011	Conplant Australia	Repairs to Roller		-1,727.92
Bill Pmt -Cheque	21/11/2011	DEWS MINI EXCAVATIONS	Equestrian		-1,160.50
Bill Pmt -Cheque	30/11/2011	B & K Kakoschke Pty Ltd	Training		-2,200.00
Bill Pmt -Cheque	30/11/2011	BEAUREPAIRES	Repair to Tyre		-376.16
Bill Pmt -Cheque	30/11/2011	BORAL CONSTRUCTION MATERIALS GROU Emulsion			-1,210.00
Bill Pmt -Cheque	30/11/2011	CUBALLING TAVERN	November meals and drinks		-754.50
Bill Pmt -Cheque	30/11/2011	D.Boyd	Fence Pop tennis and Popo Rail		-2,420.00
Bill Pmt -Cheque	30/11/2011	DKF Contracting	Slashing		-125.00
Bill Pmt -Cheque	30/11/2011	FAIRWAY CARRIERS	Freight		-3,296.78
Bill Pmt -Cheque	30/11/2011	IWF Fencing	Supply and install Fence		-10,781.64
Bill Pmt -Cheque	30/11/2011	JR & A HERSEY P/L	repair kit for pump		-406.89
Bill Pmt -Cheque	30/11/2011	Kels Tyres	Tyre		-308.00
Bill Pmt -Cheque	30/11/2011	Metaland Narrogin	Mfg Wire		-105.39
Bill Pmt -Cheque	30/11/2011	NARROGIN AGRICULTURAL REPAIRS	Parts		-2,927.20
Bill Pmt -Cheque	30/11/2011	Narrogin Plant Hire.	Level Metal Dust		-847.00
Bill Pmt -Cheque	30/11/2011	Road Signs Australia	Signs		-1,449.58
Bill Pmt -Cheque	30/11/2011	Toll Ipec	Freight		-16.60
Bill Pmt -Cheque	30/11/2011	WALGA	Advertising		-2,600.76
Bill Pmt -Cheque	30/11/2011	WESTRAC EQUIPMENT	Parts		-155.79
Bill Pmt -Cheque	02/11/2011	WALGA	Advertising		-80.65
Bill Pmt -Cheque	03/11/2011	BUILDING COMMISSION, DEPT OF COMMER	Building Reconciliation October 11		-72.00
Bill Pmt -Cheque	04/11/2011	Anthony Mort.	Reimbursement for items purchased BFB		-483.30
Bill Pmt -Cheque	06/11/2011	MCDUGALL WELDMENTS	Bracket		-16.87
Bill Pmt -Cheque	07/11/2011	bims earthmoving	Storm Clean up		-42,135.50
Bill Pmt -Cheque	07/11/2011	bims earthmoving	Storm Clean Up		-27,887.75
Bill Pmt -Cheque	08/11/2011	Division Fence and Gate Co.	Fencing		-8,920.00
Bill Pmt -Cheque	08/11/2011	Department of Transport	Registration for Trailer		-49.30
Bill Pmt -Cheque	10/11/2011	LGIS	Insurance Equestrian Arena		-767.02
Bill Pmt -Cheque	10/11/2011	Industrial Automation Group Pty Ltd	Solenoid		-1,853.17
Bill Pmt -Cheque	11/11/2011	East Narrogin Primary	Graduation Donation		-100.00
Bill Pmt -Cheque	15/11/2011	Auslec	Light Bar		-1,025.55
Bill Pmt -Cheque	15/11/2011	Synergy	Power Charges		-2,502.00
Bill Pmt -Cheque	17/11/2011	WATER CORPORATION	Water Charges		-1,306.85

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Shire of Cuballing Cheque Detail

		November 2011			
Bill Pmt -Cheque	Debit	17/11/2011	AIR LIQUIDE WA PTY LTD	Gas Cylinders	-96.71
Bill Pmt -Cheque	Debit	17/11/2011	Synergy	Power Charges	-55.40
Bill Pmt -Cheque	Debit	17/11/2011	TELSTRA	Phone charges	-1,222.23
Bill Pmt -Cheque	Debit	17/11/2011	WATER CORPORATION	Replace Damaged Main (insurance claimable)	-2,788.25
Bill Pmt -Cheque	Debit	17/11/2011	BEAUREPARES	Tyres	-2,951.73
Bill Pmt -Cheque	Debit	17/11/2011	EDWARDS MOTORS PTY LTD	Antenna	-145.40
Bill Pmt -Cheque	Debit	17/11/2011	Fuji Xerox	Printing Costs	-606.35
Bill Pmt -Cheque	Debit	17/11/2011	INGERSLEY ELECTRICAL	Electrical work	-492.49
Bill Pmt -Cheque	Debit	17/11/2011	MCDUGALL WELDMENTS	Parts And Fittings	-875.39
Bill Pmt -Cheque	Debit	22/11/2011	CHALLENGE BATTERIES wa	Battery	-170.50
Bill Pmt -Cheque	Debit	24/11/2011	Commonwealth Bank	Credit card November	-1,724.74
Bill Pmt -Cheque	Debit	29/11/2011	Narrogin Primary School.	Graduation Donation	-100.00
Bill Pmt -Cheque	Debit	29/11/2011	Rotary Club of Narrogin	Bouncy Castle	-150.00
Bill Pmt -Cheque	Debit	30/11/2011	COMMANDER AUSTRALIA LTD	Telephone Rental	-136.24
Cheque	DirectDebit	01/11/2011	MTAA Superannuation Fund	Brennan (N) Superrannuation October2011	-355.62
Cheque	DirectDebit	01/11/2011	Westscheme	Tourle Superannuation October2011	-270.85
Cheque	DirectDebit	01/11/2011	RAMSAY SUPERANNUATION FUND	Alan Ramsay Superannuation October2011	-130.96
Cheque	DirectDebit	01/11/2011	WALGSP	Outside staff, E.Haydon,L.Shields, C.Thomson &	-7,233.80
Bill Pmt -Cheque	14145	02/11/2011	HostPlus Superannuation	Gould Superannuation October2011	-355.62
Bill Pmt -Cheque	14146	07/11/2011	IGA Narrogin	CCF Meat	-142.00
Bill Pmt -Cheque	14147	17/11/2011	Narrogin Country Fresh Meats	Country Festival	-346.00
Bill Pmt -Cheque	14148	17/11/2011	SHIRE OF WAGIN	Regional Refuse Group	-5,500.00
Bill Pmt -Cheque	14149	10/11/2011	Jane Neilsmith	CCF Facepainter	-200.00
Bill Pmt -Cheque	14150	30/11/2011	AUSTRALIA POST	Oct Papers and Postage	-45.60
Bill Pmt -Cheque	14151	30/11/2011	Narrogin Country Fresh Meats	Meat	-70.00
Bill Pmt -Cheque	14152	30/11/2011	RJ & C J McDougall	Paint Shed & Repairs	-1,560.00
Bill Pmt -Cheque	14153	30/11/2011	John Parry Medical Centre	Medical	-110.00
Bill Pmt -Cheque	14154	30/11/2011	C & D Cutri	Culvert	-50,050.00
Bill Pmt -Cheque	Debit	30/11/2011	BILL & BENS HOT BREAD SHOP	Bread Rolls	-58.50
Bill Pmt -Cheque	Debit	08/11/2011	Lotterywest	Social Club Lotto (Trust)	-200.00
Bill Pmt -Cheque	Debit	08/11/2011	DMD Shelving Direct	Lockers Fire Shed (Trust)	-2,099.01
Bill Pmt -Cheque	Debit	30/11/2011	Cuballing Tavern	Refreshments Bfb Busybee (Trust)	-132.00
Bill Pmt -Cheque	Debit	30/11/2011	Shire of Cuballing - cr	2010 Commodore Award transfer to Muni (Trust)	-100.00
Bill Pmt -Cheque	2121	01/11/2011	Cash	Footy tipping and Melbourne Cup Social Club (T	-190.00

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Shire of Cuballing Cheque Detail

		November 2011			
Bill Pmt -Cheque	002122	17/11/2011	Roger Newman.	Nomination deposit (Trust)	-80.00
Bill Pmt -Cheque	002123	17/11/2011	Tim Haslam.	Nomination deposit (Trust)	-80.00
Bill Pmt -Cheque	002124	17/11/2011	Chad Hawksley.	Nomination deposit (Trust)	-80.00
Bill Pmt -Cheque	002125	17/11/2011	Alex Richardson	Nomination deposit (Trust)	-80.00
Bill Pmt -Cheque	002126	23/11/2011	Cash	Bfb Busy Bee (Trust)	-95.35
Bill Pmt -Cheque	002127	24/11/2011	Cash	Bfb Busy Bee (Trust)	-48.25
				Municipal	-58,082.10
				Debts	-201,972.37
				Trust	3,184.61
				Credit Card	1724.74
				Total	264963.82

9.1.2 STATEMENT OF FINANCIAL ACTIVITY

Submission to: Ordinary Meeting of Council
Location/Address: Not applicable
Reporting Officer: Clare Thomson
Enabling Legislation: Local Government (Financial Management) Regulations 1996
Council Policy: Nil
Budget Implications: Nil
File Reference: CMR 7
Voting Requirements: **Simple majority**

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 30 November 2011 in accordance with the abovementioned legislation and circulated with the Council Meeting Agenda.

OFFICERS RECOMMENDATION:

That the Statement of Financial Activity, as circulated, for the Shire of Cuballing for period ending 30 November 2011, be received.

Moved: Cr Conley

Seconded: Cr McDougall

Carried 6/0

Shire of Cuballing

Bank Reconciliation as at 30 November 2011

	Municipal Fund	Trust Fund	Reserve Accts
Opening balance	448,341.76	65,326.63	311,672.13
Income	370,416.11	510.00	-
Add interest	1,957.24	-	1,180.09
Expenditure	- 330,911.49	3,264.61	-
Closing balance	489,803.62	62,572.02	312,852.22
Bank account	237,567.50	63,615.62	2,903.89
Investments	300,000.00	-	309,948.33
Plus O/S deposits	14,054.52	-	-
Less O/S cheques	- 61,818.40	1,043.60	-
Closing balance	489,803.62	62,572.02	312,852.22

Investments
as at 30 November 2011

Account Number	Maturity Date	Interest Rate	Fund/Account	
			Municipal	Trust Reserve
34455506	Cash Deposit	4.50%	-	309,948.33
34681402	Cash Deposit	4.50%	300,000.00	-
Total			300,000.00	309,948.33

Shire of Cuballing
Notes on financial reports for November

General Purpose Funding

Rates

At present an amount of \$744,824 has been raised in rates with a discount of \$45,834. Debtors at the end of November are \$90,952.

Grants

Grant funding of \$520,571 from various funding sources have been received.

Governance

Conferences

This is the cost of councillors attend local government week.

Subscriptions

This includes subscriptions to WALGA of \$17,072, Timebase of \$218 and Central Country Zone of \$2,800.

Law Order Public Safety

Grant and Subsidies

The first and second quarterly grant payments from FESA have been received together with an administration fee of \$4,000. We have also had to account for the sale of the Popo land cruiser for no monetary consideration. It is just a book entry of \$8,662 being received and the same amount has been expensed under other goods and services.

Recreation and Culture

Dryandra Regional Grants

Council has received the first part of the grant of \$83,390 from the Department of Sport and Rec for the Equestrian Centre.

Transport

Grant Funding

Grant funding of \$666,035 has been received from various funding bodies.

Depot Maintenance

This includes restricted keys and locks to the total of \$1,780, constructing a concrete bunker at the depot at a cost of \$4,485.

Grading Maintenance

This is the grading carried out on various roads throughout the Shire.

General Maintenance

This includes an amount of \$357,994 paid to contractors for cleaning up after the storm that occurred in January 2011. A proportion of these costs will be reimbursed to the Shire.

Other Property and Services

Private Works

To date an amount of \$25,706 has been received from private works. The main income items are plant hire charges of \$8,286.65 and sand/gravel sales of \$15,991.32.

Parts and repairs

Shire of Cuballing
Notes on financial reports for November

This includes unforeseen expenditure on parts for the roller of \$9,204, and grader blades of \$9,642.

Other Notes

Depreciation

No depreciation has been charged on the accounts as yet as the 2011 financials have not been audited. The written down value of the assets in the asset program are not updated until the final depreciation has been run – I will do this once the accounts are audited.

Profit/Loss on sale of Assets

Once depreciation has been finalised I will be calculating the profit/loss on plant items that have been sold.

SHIRE OF CUBALLING
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 30 NOVEMBER 2011

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SHIRE OF CUBALLING
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 30 NOVEMBER 2011

	NOTE	30 Nov 2011 Actual \$	30 Nov 2011 Y-T-D Budget \$	2011/2012 Budget \$	Variances Budget to Actual Y-T-D %
<u>Operating</u>					
Revenues/Sources					
Governance		7,792	7,250	18,400	(7.48%)
General Purpose Funding		458,478	448,500	468,103	(2.22%)
Law, Order, Public Safety		26,648	25,000	23,720	(6.59%)
Health		1,041	1,000	1,364	(4.10%)
Education and Welfare		-	-	-	0.00%
Housing		-	-	-	0.00%
Community Amenities		1,231	1,200	1,500	(2.58%)
Recreation and Culture		84,407	85,000	787,659	0.70%
Transport		777,657	775,000	739,622	(0.34%)
Economic Services		7,336	7,000	21,045	(4.80%)
Other Property and Services		49,509	48,000	63,000	(3.14%)
		<u>1,414,099</u>	<u>1,397,950</u>	<u>2,124,413</u>	
(Expenses)/(Applications)					
Governance		(212,532)	(208,000)	(148,098)	(2.18%)
General Purpose Funding		(46,481)	(444,200)	(96,986)	
Law, Order, Public Safety		(16,934)	(14,500)	(123,803)	(16.79%)
Health		(6,199)	(6,000)	(31,127)	(3.32%)
Education and Welfare		(250)	(200)	(9,139)	
Housing		(4,338)	(3,500)	(16,933)	(23.94%)
Community Amenities		(34,320)	(32,000)	(160,713)	(7.25%)
Recreation & Culture		(53,230)	(53,000)	(192,465)	(0.43%)
Transport		(853,805)	(85,000)	(1,171,423)	(904.48%)
Economic Services		(28,814)	(26,500)	(135,260)	(8.73%)
Other Property and Services		94,371	94,000	(67,837)	(0.39%)
		<u>(1,162,532)</u>	<u>(778,900)</u>	<u>(2,153,784)</u>	
<u>Adjustments for Non-Cash</u>					
<u>(Revenue) and Expenditure</u>					
(Profit)/Loss on Asset Disposals		-	-	(1,992)	
Depreciation on Assets		-	-	648,095	
Movement in leave entitlements and accrued wages		(24,938)	(24,938)	-	
<u>Capital Revenue and (Expenditure)</u>					
Purchase Land Held for Resale		-	-	-	
Purchase Land and Buildings		(468,647)	(468,647)	(1,231,812)	
Purchase Infrastructure Assets - Roads & Footpaths		(129,939)	(129,939)	(735,417)	
Purchase Infrastructure Assets - Other		(83,910)	(83,910)	-	
Purchase Plant and Equipment		(98,192)	(98,192)	(164,092)	
Purchase Furniture and Equipment		(7,893)	(7,893)	(15,000)	
Proceeds from Disposal of Assets		-	-	37,439	
Repayment of Debentures		(12,539)	(12,539)	(41,275)	
Proceeds from New Debentures		-	-	-	
Transfers to Reserves (Restricted Assets)		(8,791)	(8,791)	(341,443)	
Transfers from Reserves (Restricted Assets)		241,597	241,597	240,000	
ADD Net Current Assets July 1 B/Fwd		889,937	889,937	889,851	
LESS Net Current Assets Year to Date		(1,292,783)	(1,842,853)	-	
Amount Raised from Rates		<u>(744,531)</u>	<u>(745,016)</u>	<u>(745,016)</u>	

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 30 NOVEMBER 2011

	30-Nov 2011 Actual \$	2012 Budget \$
3. ACQUISITION OF ASSETS		
The following assets have been acquired during the period under review:		
<u>By Program</u>		
Governance	7,893	375
Law Order Public Safety	-	
Housing	-	
Recreation and Culture	468,647	465,062
Transport	228,131	138,146
Other Property and Services	83,910	64,462
	788,581	668,045
<u>By Class</u>		
Land Held for Resale		
Land and Buildings	468,647	465,437
Infrastructure Assets - Roads & Footpaths	129,939	39,954
Infrastructure Assets - Other	83,910	64,432
Plant and Equipment	98,192	98,192
Furniture and Equipment	7,893	
	788,581	668,015

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 30 NOVEMBER 2011

4. DISPOSALS OF ASSETS

Assets will be entered once financials have been signed off by the auditor

<u>By Program</u>	Net Book Value	Sale Proceeds	Profit(Loss)
	30-Nov 2011 Actual \$	30-Nov 2011 Actual \$	30-Nov 2011 Actual \$
			-
			-
	-	-	-

	Net Book Value	Sale Proceeds	Profit(Loss)
	30-Nov 2011 Actual \$	30-Nov 2011 Actual \$	30-Nov 2011 Actual \$
	-	-	

Summary

Profit on Asset Disposals
Loss on Asset Disposals

30-Nov 2011 Actual \$
-
-
-

SHIRE OF CUBALLING
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 30 NOVEMBER 2011

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-11	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Recreation & Culture								
Loan #60	9,774		4,851	9,774	4,923	-	192	218
Loan #61	39,943		2,096	8,561	39,943	31,382	563	2,074
Transport								
Loan #62	197,502		5,592	22,940	191,910	174,562	3,293	12,608
	247,219	-	12,539	41,275	236,776	205,944	4,048	14,900

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

Council is not proposing to take out any new loans in the 2011-2012 financial year.

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 30 NOVEMBER 2011

	30-Nov 2011 Actual \$	2011/12 Budget \$
6. RESERVES		
Cash Backed Reserves		
(a) Plant and Equipment Reserve		
Opening Balance	184,974	184,974
Amount Set Aside / Transfer to Reserve	2,446	24,551
Amount Used / Transfer from Reserve	-	-
	<u>187,420</u>	<u>209,525</u>
(b) IT and Office Equipment Reserve		
Opening Balance	8,438	8,438
Amount Set Aside / Transfer to Reserve	108	20,414
Amount Used / Transfer from Reserve	-	-
	<u>8,546</u>	<u>28,852</u>
(c) Employee Entitlements		
Opening Balance	24,992	24,992
Amount Set Aside / Transfer to Reserve	324	27,744
Amount Used / Transfer from Reserve	-	-
	<u>25,316</u>	<u>52,736</u>
(d) Road and Bridge Construction Reserve		
Opening Balance	241,597	241,597
Amount Set Aside / Transfer to Reserve	-	-
Amount Used / Transfer from Reserve	<u>(241,597)</u>	<u>(241,597)</u>
	-	-
(e) Housing Reserve		
Opening Balance	6,958	6,958
Amount Set Aside / Transfer to Reserve	93	414
Amount Used / Transfer from Reserve	-	-
	<u>7,051</u>	<u>7,372</u>
(f) Recreation and Community Facility Res		
Opening Balance	25,274	25,274
Amount Set Aside / Transfer to Reserve	3,525	251,924
Amount Transferred from Road and Bridge Res	1,597	241,597
Amount Used / Transfer from Reserve	-	(240,000)
	<u>30,396</u>	<u>278,795</u>
(g) Refuse Site Reserve		
Opening Balance	53,422	53,422
Amount Set Aside / Transfer to Reserve	698	12,760
Amount Used / Transfer from Reserve	-	-
	<u>54,120</u>	<u>66,182</u>
Total Cash Backed Reserves	<u>312,849</u>	<u>643,462</u>

All of the above reserve accounts are supported by money held in financial institutions.

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 30 NOVEMBER 2011

	30-Nov 2011 Actual \$	2010/11 Budget \$
6. RESERVES (Continued)		
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Plant and Equipment Reserve	2,446	24,551
IT and Office Equipment Reserve	108	20,414
Employee Entitlement Reserve	324	27,744
Road and Bridge Construction Reserve	-	-
Housing Reserve	93	414
Recreation and Community Facility Reserve	5,122	251,924
Refuse Site Reserve	698	12,760
	<u>8,791</u>	<u>337,807</u>
Transfers from Reserves		
Plant and Equipment Reserve	-	-
Office Equipment Reserve	-	-
Long Service Leave Reserve	-	-
Road and Bridge Construction Reserve	(241,597)	(241,597)
Housing Reserve	-	-
Recreation and Community Facility Reserve	-	(240,000)
Refuse Site Reserve	-	-
	<u>(241,597)</u>	<u>(481,597)</u>
Total Transfer to/(from) Reserves	<u>(232,806)</u>	<u>(143,790)</u>

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Plant and Equipment Reserve

- to be used for the purchase and replacement of major items..

IT and Office Equipment Reserve

- to be used for the purchase of new and/or replacement of office equipment or furniture items.

Employee Entitlements

- to be used to fund employee entitlements

Road and Bridge Construction Reserve

- funds from this reserve have been reallocated to the Recreation and Community Facility Reserve

Housing Reserve

- to be used to fund the construction of new shire housing.

Recreation and Community Facility Reserve

- to be used to fund the upgrade of the oval and associated facilities.

Refuse Site Reserve

- to be used to fund the upgrade of the refuse site.

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 30 NOVEMBER 2011

	30-Nov 2011 Actual \$	Brought Forward 1-Jul \$
7. NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	493,003	317,451
Cash - Restricted	312,850	545,654
Prepaid assets	-	11,040
Receivables	1,171,374	1,109,308
Inventories	6,741	6,741
	<u>1,983,968</u>	<u>1,990,194</u>
LESS: CURRENT LIABILITIES		
Payables and Provisions	<u>(378,335)</u>	<u>(554,603)</u>
NET CURRENT ASSET POSITION	1,605,633	1,435,591
Less: Cash - Reserves - Restricted	(312,850)	(545,654)
NET CURRENT ASSET POSITION	<u><u>1,292,783</u></u>	<u><u>889,937</u></u>

SHIRE OF CUBALLING
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 30 NOVEMBER 2011

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2011/12 Rate Revenue \$	2011/2012 Interim Rates \$	2011-2012 Back Rates \$	2011/2012 Total Revenue \$	2011/12 Budget \$
General Rate								
UV - Cuballing	0.005224	308	108,922,980	568,340	-	-	568,340	569,209
GRV - Cuballing	0.056434	188	2,044,220	106,987	-	-	106,987	106,597
Sub-Totals		496	110,967,200	675,327	-	-	675,327	675,806
Minimum Rates								
UV - Cuballing	370.00	23	1,313,886	8,880	-	-	8,880	8,510
GRV Cuballing	425.00	142	56,451	59,926	-	-	59,926	60,350
Sub-Totals		165	1,370,337	68,806	-	-	68,806	68,860
Ex gratia rates Specified Area Rates							744,133	744,666
							398	350
Discounts							-	-
Totals							744,531 (45,834)	745,016 (48,000)
							698,697	697,016

All land except exempt land in the Shire of Cuballing is rated according to its Gross Rental Value (GRV) in townships or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2008/09 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 30 NOVEMBER 2011

9. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in this statement are as follows:

Detail	Balance 1-Jul-10 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Badminton Club	232	-	-	232
Commodore Tennis Club	3,490	-	(200)	3,290
Cuballing Fire Brigade	6,045	100	(2,342)	3,803
Recycling Children Fund	1,328	90	-	1,418
BCITF	0	-	-	-
Bonds - Building	14,339	-	-	14,339
Bonds - Hall Hire	900	200	(200)	900
Reimbursements	9,063	-	(93)	8,970
Social Club	4,030	1,199	(1,729)	3,500
Upper Hotham Project	15,027	-	-	15,027
Environment and Townscape Trust Fund	4,207	1,256	-	5,463
LCDC East Yornaning	1,360	-	-	1,360
Cuballing Country Festival	393	702	-	1,095
Prepayments	-	-	-	-
Cuballing Cricket Club	200	-	-	200
Cuballing Football Asson	2,567	-	-	2,567
Tax Payable	0	-	-	-
Swipe cards	415	-	-	415
Nomination Deposits	-	400	(400)	-
Dryandra Region Equestrian Park	-	-	-	-
	<u>63,596</u>			<u>62,579</u>

10. SUPPLEMENTARY INFORMATION

May include (not exhaustive) the following:

- Operating Statement;
- Balance Sheet;
- Debtors listings;
- Creditors listings;
- Cash/Investment summaries;
- Plant reports;
- Ratio analysis; and
- Other information considered relevant.

9.2.1 COUNTRY LOCAL GOVERNMENT FUND PROJECTS

Location/Address: Whole of shire
Reporting Officer: Eva Haydon – Chief Executive Officer
Enabling Legislation: **Guidelines Country Local Government Fund**
Council Policy: Nil
Budget Implications: Budget provision has been made for Recreation Facilities Improvements
File Reference:
Voting Requirements: Absolute Majority

Background

The attached projects/items have been proposed by Cuballing and Popanyinning Progress Associations or raised by other community groups.

Comment

Guidelines for this year's Country Local Government Funding are attached for Council's information.

OFFICER RECOMMENDATION:

For Council consideration.

Moved

Seconded

COUNCIL DECISION:

That the costed, prioritised list of projects be presented to February Council Meeting.

Moved: Cr Newman

Seconded: Cr McDougall

Carried 6/0

Item	Priority
Cuballing Rec Centre	
Tile Toilets	
New Stove	
Reverse Cycle AC	
PVC Picket fence around oval with four gates	
Remove old fence – landscape around perimeter of rec ground	
Screen doors	
New Window treatments	
New Bins at Rec Ground	
Additional trestles/chairs	
Roof over barbecue area	
Level side and put cover over for stage area???	
Replace Steps leading onto oval	
Sensor Light at back door	
Storage Shed	
Mens Shed	
Door on adjacent shed	
Window and door from existing shed	
Move toilet to adjacent shed	
Whirly Birds in roof	
Fence Men's Shed area to separate from depot	
Cuballing Hall	
?Fans/Heaters	
Window treatments	
Chair Trolley	
OTHER	
Footpath Alton Street	
Replace trees Alton Street	
Pipe Drain Alton street reserve between railway line and road	
?Footpaths anywhere else	
Solar Lighting	
Solar street lights ? (around \$1100 each installed)	
Popanyinning Hall	
Painting of Hall	
Replacement of Sliding door with one more in keeping with age of building	
Disabled ramp/step in foyer	
Fencing along highway	
Reticulation & timer to garden along kitchen north wall	

Popanyinning Oval/Tennis Courts	
Toilets	
Lighting (utilising old poles)	
Popanyinning Railway Precinct	
Windows & Grilles (RLCIP)	
Develop inside of building	
Ramp/Railing	
Seating and landscaping raised paved area	
Water Tank	
Placement of War Memorial	
Installation of Fencing	
Pathways	
Sealing of area around Standpipe	
Solar Lighting & Bins	
Popanyinning Cemetery	
New Niche Wall – remove old one	
Fencing	
Relocate Water Tank	
Placement of memorial granite boulder	
Construction of Arbour & Seating	
Parking Area	
General	
Street Numbering in both towns	

9.2.2 MANAGEMENT CUBALLING REFUSE SITE

Submission to:	Ordinary Meeting of Council
Location/Address:	Cuballing Refuse Site, Lot 350 Brundell Street, Cuballing
Reporting Officer:	Monique D'Alton, Admin/Payroll Officer
Enabling Legislation:	Local Government Act 1995
Council Policy:	Nil
Budget Implications:	Provision included on 2011/2012 Budget
File Reference:	Health 10a
Voting Requirements:	Absolute Majority

Background

Council previously entered into agreement with Great Southern Waste Disposal (GSWD) to manage the operation of the Cuballing Refuse site for the twelve-month period 1 September 2009 to 31 August 2010. The letter of agreement provided for two five-year optional extensions to the contract, subject to the satisfaction of both parties.

Comment

Following the initial success in the change of operations and management for the refuse site it is proposed that Council enters into a contract with GSWD for a further twelve-month period. As this agreement is long overdue for review, the period as stated, will commence 17 December 2011 to 16 December 2012.

Whilst the original agreement did allow for five year extensions, that is not being proposed at this stage as Council is still waiting finalisation of the Strategic Waste Management Plan (SWMP) and is a member of the Wagin Group who are in the process of developing a regional waste site.. The SWMP may provide clear recommendations on the future of refuse sites within the Shire and they could vary significantly to the existing operations.

A summary of the proposed new contract (with amendments in bold) and conditions between the Shire of Cuballing and GSWD follows:

- Remuneration: \$31,181 (GST ex) per annum (to be reviewed annually)- this increase has been included in the Shire of Cuballing Budget for 2011/2012.
- Opening Hours/Days:

Saturday 11:00am to 5:00pm
Sunday 10:00am to 5:00pm
Monday 8:00am to 1:00pm

- Refuse site will be closed on Anzac Day, Good Friday and Christmas Day (Should one of the days fall on one of the scheduled opening days.)
- GSWD to provide site manager during hours of operation to oversee recycling activities and supervise offloading of refuse into respective areas.
- GSWD will be responsible for all recycling activities.
- GSWD responsible to ensure refuse site is maintained in a presentable manner and ensure there is a clear access to and from tipping areas at all times.
 - GSWD receive all salvaging rights for refuse disposed of at the refuse site, including steel products.

- **GSWD responsible for recording all non ratepayers users and ratepayer users disposing of waste for which council has adopted a charge in the annual budget. (see attached). A copy of the recorded information to include the appropriate charge and be provided to the Administration office in order that a charge may be raised.**
- Shire of Cuballing to push up and cover landfill dumping area on a weekly basis.
- Shire of Cuballing to responsible for burning of green waste
- Shire of Cuballing responsible for provision of appropriate signage and shed/shelter at the site for recycling
- Shire of Cuballing to provide lunchroom (caravan), toilet, generator, water tank and other facilities/amenities considered reasonably appropriate/ necessary for the site manager

It is not proposed the opening hours/days, for the refuse site be changed as they appear to be satisfactory.

OFFICER RECOMMENDATION:

**That Council enter into a contract with great southern Waste Disposal for management of the Cuballing Refuse Site for twelve month period 17 December 2011 to 16 December 2012, as per the contract conditions contained in the above mentioned report; and
Authorise the President and the CEO to sign the amended agreement.**

Moved: Cr Newman

Seconded: Cr Hawksley

Carried by Absolute Majority 6/0

Shire of Cuballing and Great Southern Waste Disposal Contractual Agreement for Management of Cuballing Refuse site

This contractual agreement is for the management of the Cuballing Refuse site by Great Southern Waste Disposal (GSWD) for twelve (12) month period 17 December 2011 to 16 December 2012.

Summary of conditions of contract is hereunder:

- Remuneration: \$31,181 (GST ex) per annum (to be reviewed annually)- this increase has been included in the Shire of Cuballing Budget for 2011/2012.
- Opening Hours/Days:
 - Saturday 11:00am to 5:00pm
 - Sunday 10:00am to 5:00pm
 - Monday 8:00am to 1:00pm
- Refuse site will be closed on Anzac Day, Good Friday and Christmas Day (Should one of the days fall on one of the scheduled opening days.)
- GSWD to provide site manager during hours of operation to oversee recycling activities and supervise offloading of refuse into respective areas.
- GSWD to provide site manager with suitable customer service skills.
- GSWD will be responsible for all recycling activities.
- GSWD responsible to ensure refuse site is maintained in a presentable manner **and ensure there is a clear access to and from tipping areas at all times.**
- GSWD receive all salvaging rights for refuse disposed of at the refuse site, including steel products.
- **GSWD responsible for issuing non ratepayers users and ratepayer users disposing of waste for which council has adopted a charge in the annual budget. (see attached)**
- Shire of Cuballing to push up and cover landfill dumping area on a weekly basis.
- Shire of Cuballing to be responsible for burning of green waste
- Shire of Cuballing responsible for provision of appropriate signage and shed/shelter at the site for recycling
- Shire of Cuballing to provide lunchroom (caravan), toilet, generator, water tank and other facilities/amenities considered reasonably appropriate/ necessary for the comfort of the site manager

Signed for on Behalf of the Shire of Cuballing:

Signature

Signature

Name

Name

Position

Position

Signed for on behalf of Great Southern Waste Disposal:

Signature

Signature

Name

Name

Position

Position

9.2.3 SHIRE OF CUBALLING ELECTORS' GENERAL MEETING

Location/Address:	Whole of shire
Reporting Officer:	Nichole Gould – Administration Officer
Enabling Legislation:	Local Government Act 1995 and associated regulations
Council Policy:	Nil
Budget Implications:	Nil
File Reference:	Finance 2
Voting Requirements:	Absolute Majority

Background

Council is required to hold the Electors' General Meeting no more than 56 days after the acceptance of the annual report for the previous financial year.

As a result the meeting must be held on or before 9 February 2012. The February meeting date is the 16 February 2012 so it may suit Councillors to move the ordinary council meeting forward by one week and hold the Electors' General Meeting on the same day.

Officer's Comment

Nil

OFFICER'S RECOMMENDATION

That;

- 1. The Electors Meeting be held on 9 February 2012, commencing at 1.30pm and**
- 2. The February 2012 Ordinary Meeting of Council be held on 9 February 2012, commencing at 3.00pm**

Moved: Cr Conley

Seconded: Cr McDougall

Carried by Absolute Majority 6/0

**Cr Mark Conley left the room at 5.22pm and returned at 5.25pm
CEO Eva Haydon left the room at 5.23pm and returned at 5.26pm**

9.2.4 DRYANDRA VOLUNTARY REGIONAL ORGANISATION OF COUNCILS

Location/Address:	Not Applicable
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Local Government Act 1995
Council Policy:	Nil
Budget Implications:	Nil
File Reference:	
Voting Requirements:	Absolute Majority

Background

In order for Councils to receive the Regional Component of the Country Local Government Fund (CLGF) Councils must advise which regional grouping they wish to be a part of. The Shire of Cuballing belongs to the Dryandra Voluntary Regional Organisation of Councils, together with the Shires of Narrogin, Wickopin and Wandering; and the Town of Narrogin.

The Wheatbelt Development Commission held a forum recently and outlined more stringent requirements for projects to be submitted for regional CLGF funding.

Just prior to that forum the CEO of the Shire of Wandering produced a draft five year plan which contained projects discussed at a meeting between the member Council representatives earlier this year. The plan has since been modified slightly and is presented for Council comment.

Applications for 2011/12 funding, together with a current business case must be submitted on or before the following dates:

30 November 2011
28 February 2012
28 May 2012

The Shire of Cuballing's Forward Capital Works Plan includes the following for the 2011/12 financial year:

Dryandra Regional Equestrian Park Clubhouse	\$240,000
Regional Waste Site Land	\$60,000

It is not anticipated that CLGF funds will be received or expended in the 2011/12 financial year.

Comment

Funding submissions for projects that are not on Council's Forward Capital Works Plan will not be considered therefore it is extremely unlikely that IT Integration will be approved unless Council's Plan is amended, however, given that plant and equipment are not eligible expenditure items under current CLGF guidelines, it is also doubtful that approval will be granted for this expenditure.

The balance of the items are for Council consideration and subsequent decision.

OFFICER RECOMMENDATION:

For Council consideration.

Moved

Seconded

COUNCIL DECISION:

That the 5 year plan be received.

Moved: Cr Newman

Seconded: Cr Conley

Carried 6/0

**Dryandra ROC
CLGF - 5 Year Plan
2010-11 to 2014-15**

2010/11	Cuballing	Narrogin (S)	Narrogin (T)	Wandering	Wickepin	TOTAL
Dryandra Equestrian Centre	194,304		72,447		48,808	315,559
CY O'Connor TAFE			140,702			140,702
24hr Commercial Fuel Facility				160,975	164,891	325,866
Narrogin Regional Airport		192,521	125,218			317,739
TOTAL PROJECT COSTS	194,304	192,521	338,367	160,975	213,699	1,099,866

2011/12	Cuballing	Narrogin (S)	Narrogin (T)	Wandering	Wickepin	TOTAL
Dryandra Equestrian Centre	240,000					240,000
Narrogin Town Hall	17,206	129,295	502,391	21,663		670,555
Narrogin Heavy Haulage Bypass - Stage 1		135,000				135,000
Regional Waste Facility - Purchase of Land	60,000	50,000	50,000	70,000	70,000	300,000
Regional Waste - Transfer Stations				171,132	278,868	450,000
TOTAL PROJECT COSTS	317,206	314,295	552,391	262,795	348,868	1,795,555

2012/13	Cuballing	Narrogin (S)	Narrogin (T)	Wandering	Wickepin	TOTAL
Industrial Land Development					195,555	195,555
Narrogin Heavy Haulage Bypass - Stage 2	142,206	139,295	377,391	87,795	53,313	800,000
IT Integration	75,000	75,000	75,000	75,000		300,000
Regional Waste - Transfer Stations						0
Regional Waste - Site Development	100,000	100,000	100,000	100,000	100,000	500,000
TOTAL PROJECT COSTS	317,206	314,295	552,391	262,795	348,868	1,795,555

2013/14	Cuballing	Narrogin (S)	Narrogin (T)	Wandering	Wickepin	TOTAL
Narrogin Regional Airport - Stage 2		150,000	240,000			390,000
Industrial Land Development				200,000		200,000
Narrogin Recreation Centre	100,000	100,000	200,000	100,000	100,000	600,000
Narrogin Heavy Haulage Bypass - Stage 3	50,000	200,000	50,000	50,000	50,000	400,000
Regional Waste - Transfer Stations	200,000					200,000
Digital TV	0	40,000	40,000	80,000	80,000	240,000
Mobile Phone Towers	250,000	110,000	470,000	70,000	420,000	1,320,000
TOTAL PROJECT COSTS	600,000	600,000	1,000,000	500,000	650,000	3,350,000

2014/15	Cuballing	Narrogin (S)	Narrogin (T)	Wandering	Wickepin	TOTAL
Aged Care Facilities	600,000	600,000	1,000,000	500,000	650,000	3,350,000
TOTAL PROJECT COSTS	600,000	600,000	1,000,000	500,000	650,000	3,350,000

SUMMARY OF REGIONAL CLGF PROJECTS

	Cuballing	Narrogin (S)	Narrogin (T)	Wandering	Wickepin	TOTAL
Dryandra Equestrian Centre	434,304	0	72,447	0	48,808	555,559
CY O'Connor TAFE	0	0	140,702	0	0	140,702
24hr Commercial Fuel Facility	0	0	0	160,975	164,891	325,866
Narrogin Regional Airport	0	342,521	365,218	0	0	707,739
Narrogin Town Hall	17,206	129,295	502,391	21,663	0	670,555
Narrogin Heavy Haulage Bypass	192,206	474,295	427,391	137,795	103,313	1,335,000
Industrial Land Development	0	0	0	200,000	195,555	395,555
Narrogin Recreation Centre	100,000	100,000	200,000	100,000	100,000	600,000
Regional Waste Facility	360,000	150,000	150,000	341,132	448,868	1,450,000
IT Integration	75,000	75,000	75,000	75,000	0	300,000
Digital TV	0	40,000	40,000	80,000	80,000	240,000
Mobile Phone Towers	250,000	110,000	470,000	70,000	420,000	1,320,000
Aged Care Facilities	600,000	600,000	1,000,000	500,000	650,000	3,350,000
	2,028,716	2,021,111	3,443,149	1,686,565	2,211,435	11,390,976

PROJECTED REGIONAL CLGF CONTRIBUTIONS

	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Shire of Cuballing	194,304	317,206	317,206	600,000	600,000	2,028,716
Shire of Narrogin	192,521	314,295	314,295	600,000	600,000	2,021,111
Town of Narrogin	338,367	552,391	552,391	1,000,000	1,000,000	3,443,149
Shire Of Wandering	160,975	262,795	262,795	500,000	500,000	1,686,565
Shire of Wickepin	213,699	348,868	348,868	650,000	650,000	2,211,435
	1,099,866	1,795,555	1,795,555	3,350,000	3,350,000	11,390,976

9.2.5 Wagin Group Regional Waste Site

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Local Government Act 1995 (as amended)
Council Policy:	Nil
Budget Implications:	Nil for current budget
File Reference:	
Voting Requirements:	Simple Majority

Background

Council resolved to retain membership of the “Wagin Group” in August 2011. The Council decision is as follows

That:

- 1 **The Shire of Cuballing continue their membership of the Wagin Regional Landfill Group, subject to the Town of Narrogin retaining their membership of the group; and**
- 2 **The President and Chief Executive Officer be delegated authority to sign a Memorandum of Understanding (MOU), subject to the following:**
 - a. **The number of member Councils in the Wagin Regional Landfill Group remain at eleven (inclusive of the Town of Narrogin;**
 - b. **An indication of potential costs and sources of funding be included in the MOU; and**
 - c. **Relevant approvals, following community consultation with landowners surrounding the potential site, are received from WA Planning Commission and Department of Environment and Conservation.**

Moved: Cr Newman

Seconded: Cr Meharry

Carried by Absolute Majority

Comment

The agenda for the Wagin Regional Waste Group meeting is attached and as item 6.1 recommends that the group accept the withdrawal of the Shire of Woodanilling, the author has brought it to Council's attention in light of point 2 a. of the August 2011 decision. Should Council continue to hold membership of the group of 10 Councils, the author believes that the item should be amended to read as follows:

That the Wagin Regional Waste Group:

- 1 *Accept the withdrawal of the Shire of Woodanilling from the Wagin Regional Waste Group; and*
- 2 *Agree to the Shire of Woodanilling's use of the site on a user pays basis in the future*

OFFICER RECOMMENDATION:

That:

- 1 The Shire of Cuballing continue membership of the Wagin Regional Waste Group; and**
- 2 The Chief Executive Officer request that Item 6.1 be amended to read as follows:**

That the Wagin Regional Waste Group:

- 1. Accept the withdrawal of the Shire of Woodanilling from the Wagin Regional Waste Group; and**
- 2. Agree to the Shire of Woodanilling's use of the site on a user pays basis in the future.**

COUNCIL DECISION:

That:

- 1. Council consider revoking Decision 11.1.2 for the August 2011 Ordinary meeting of Council**

Moved: Cr Haslam

Seconded: Cr Newman

Carried by Absolute Majority 6/0

COUNCIL DECISION:

That:

- 1 The Shire of Cuballing continue membership of the Wagin Regional Waste Group; and**
- 2 The Chief Executive Officer request that Item 6.1 be amended to read as follows:**

That the Wagin Regional Waste Group:

- 1. Accept the withdrawal of the Shire of Woodanilling from the Wagin Regional Waste Group; and**
- 2. Advise the Shire of Woodanilling that use of site will be negotiated in the future.**

Moved: Cr Conley

Seconded: Cr McDougall

Carried 6/0

COUNCIL DECISION:

That:

- 1. Council revoke Decision 11.1.2 from the August 2011 Ordinary meeting of Council**

Moved: Cr Haslam

Seconded: Cr Newman

Carried by Absolute Majority 6/0

6.1 Group Participation

LOCATION:

PROPONENT: Project Manager Strategic Waste

REPORTING OFFICER: Project Manager Strategic Waste

ATTACHMENT: Letter from Shire of Woodanilling 1st November 2011

Letter from Shire of Lake Grace 18th January 2011

Summary

Participating Councils within the Group, initially twelve, were reduced in January 2011 by the withdrawal of the Lake Grace Shire. The Shire of Woodanilling, effective their 18th October Council meeting, confirmed that it does not wish to continue its membership however would like to reserve the right to use the regional facility on a user pays basis in the future if required.

Background

The Wagin Group of Councils for the Strategic Waste project consisted of twelve councils. Costs for project management and capital expenditure for a regional landfill site were to be equally divided.

Comment

With the withdrawal of two of the twelve councils, costs will be proportionally higher. Lake Grace has indicated that they may apply to re-enter the Group at a later date if the need arises.

Statutory Environment

Environmental Protection Act 1986

Environmental Protection (Rural Landfill) Regulations 1997

Waste Avoidance and Resource Recovery Act 2007

Policy Implications

N/A

Budget Implications

N/A

Officer's Recommendation

Moved:

Seconded:

That the Group accept the reduced membership and continue the project as planned. Additionally, the Group agree to the Shire of Woodanilling's request for future rights.

HLT13/4

Shire of Lake Grace

24 AN

PO Box 50 Lake Grace WA 6353 • Phone 9890 2500 * Fax 9890 2599 • Email: shire@lakegrace.wa.gov.au

Please address all correspondence to the Chief Executive Officer

YourRef:

Our Ref:

Enquiries: 0680
S Fletcher

Wagin Regional Refuse Group c/o Len
Calneggia Chief Executive Officer
Shire of Wagin PO Box 200 WAGIN WA
6315

Dear Len,

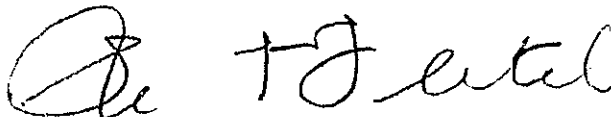
WAGIN REGIONAL REFUSE GROUP - SHIRE OF LAKE GRACE PARTICIPATION

This is to formally confirm that as per our previous discussions, and following a review of the report submitted by Landform, the Shire of Lake Grace wishes to advise the Wagin Regional Refuse Group of its decision to not participate in the establishment of the Regional Landfill Scheme and to withdraw its membership from the Group.

Notwithstanding the above, the Shire also wishes to acknowledge that it may apply to re-enter the Wagin Regional Refuse Group at a later date should the need arise.

Wishing the Group every success as it moves forward in pursuit of a regional landfill facility and should you wish to discuss the matter further please don't hesitate to contact me on 99890 2500.

Yours faithfully.



Sean Fletcher
CHIEF EXECUTIVE OFFICER
18 January 2011

Mr J Case
Project Manager Strategic Waste
Wagin Group Zero Waste
PO Box 200
WAGIN WA 6315

Dear John

MEMBERSHIP OF WAGIN GROUP

Council at its meeting of 18th October 2011 resolved as follows:

"Moved Cr Kowald seconded Cr Morrell that Council confirms that it does not wish to continue its membership of the Regional Landfill Group however Council would like to reserve the right to utilise the regional facility on a user pays basis in the future if required."

Please keep us on the mailing list for Agendas and Minutes as we are still interested in the progress of the Group.

Kind Regards,

**BELINDA KNIGHT
CHIEF EXECUTIVE OFFICER**

1 November 2011



6.2 REGIONAL LANDFILL SITE INVESTIGATION PROGRESS

LOCATION:

PROPONENT: Project Manager Strategic Waste

REPORTING OFFICER: Project Manager Strategic Waste

ATTACHMENT: Meeting notes of Working Group phone conference 21st October 2011

Meeting notes with Mr and Mrs Bardwell 14th October 2011

2011 Meeting notes of Working Group phone conference 1st August

Proposed Advertisement in local newspapers

Summary

The search for an acceptable Regional Landfill site is continuing. The initial sites that were investigated, including laboratory testing of soil samples have issues pertaining to each which will be brought to the attention of all at the meeting. A proposal to openly advertise for prospective rural sites is the next alternative.

Background

At the beginning of the Regional Landfill project, three blocks of land were identified as having potential for a site. Each had the support of the landowner who was willing to allow the soil testing and discuss potential sale of the land.

The first site identified near Cuballing was unavailable. The owners were not willing to cooperate.

The second site at Tarwonga had saline water table in close proximity; however another parcel of land nearby was suggested and tested for suitability. The laboratory results were acceptable but conditions placed on the sale of the land need further discussions.

The site at Piesseville was found to be suitable on a geological basis, however was removed from availability due to concerns of neighbouring landholders.

Comment

Landform Research consultant is reviewing the earlier maps with alternative sites that may be suitable. The key parameter on finding suitable land is the willingness to sell at a reasonable price and a reasonable buffer distance from neighbouring homesteads. Rural land properties in the agreed area have been investigated via the internet by the author for suitability at a reasonable price. One property does stand out on Koobadong Road. It has 323 acres for \$420,000 which is negotiable. A desktop assessment by the consultant believes it to be worth investigating.

Statutory Environment

Environmental Protection Act 1986

Environmental Protection (Rural Landfill) Regulations 1997

Waste Avoidance and Resource Recovery Act 2007

Policy Implications

N/A

Budget Implications

N/A

Officer's Recommendation

Moved:

Seconded:

That the Group nominate a representative of the Working Group to discuss further the conditions set by the Bardwells, and if a reasonable result is not achieved, to advise them that the Group will look elsewhere initially by local advertising.

**Notes of Regional Landfill Site Working Group Phone Conference,
21st October 2011.**

8. OPENING (10.00 am Friday 21st October 2011 at the Shire of Wagin Office)

9. ATTENDANCE

Len Calneggia	CEO, Wagin (Chairperson)
Ryan Duff	CEO, Williams
Geoff McKeown	CEO, Shire of Narrogin
Henry Van Der Ende	CEO, Dumbleyung
Lindsay Stephens	Consultant, Landform Research
John Case	Project Manager, Strategic Waste

APOLOGIES

Mick Oliver	CEO, Pingelly
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10. DECLARATION OF INTEREST

Nil

11. Telephone Conference Discussion Points

- Len opened the conference and asked if Geoff would take the lead in advising members of his meeting with Bardwell's last week.
- Geoff advised the reason for the meeting was to discuss items that Harry Bardwell would like included in the MOU. Harry's wife Chris and John Case were also at the meeting.
- Geoff advised that John Case had taken notes at the meeting and suggested that John read them out
- The notes of the meeting (see attached) were read to the conference participants
- Geoff advised that many were management plan items relating to DEC approval. He also said that he had spoken to Greg Durell , who is the DEC Manager in Narrogin, whom advised that the purchase of the bush blocks would be declined by DEC, however Bardwell's had not yet been advised of this.
- Ryan said he was disappointed in the situation although the 100m buffer was OK
- Henry believed that the conditions requested were excessive.
- Lindsay indicated that many of the items were included in the management plan and the Bardwells should be invited to comment on the plan. He agreed

that the land reverting to bush block at the end was appropriate, and there may be subdivision issues on the bush blocks.

- Len advised that although not yet official, Woodanilling were going to drop out of the Group and the costs would be divided by only ten members; the costs were too high.
- Len advised that he had John talk to Ross regarding the issues on the Walker Road site with a suggestion to talk to his neighbor regarding a proposal to site the landfill over the hill or even further back by a reserve adjoining his land.
- Further, Len suggested we look at the other land sites identified by Lindsay initially.
- Henry asked about the RTG, what were they doing
- Geoff advised that no formal discussions on the RTG had taken place, however Brian Robinson, the new Director of technical Services at the Town of Narrogin had seemed more positive on the regional site than his predecessor.
- Len Asked what action next
- Henry advised to look for another player
- Ryan agreed
- Geoff was asked to summarise Bardwells offer
- Lindsay suggested that the Walker road site could be resolved if there was an offer to purchase the buffer zone from the neighbours
- Lindsay was requested to review the previous site identified and maybe we write to the owners.
- Henry advised that with the carbon tax, some buffers may be useful
- Len advised that we will summarise the discussions, sending notes of the conference calls and meeting with Bardwell and the action **planned to look at alternative sites. It was suggested by John that we could advertise in the local papers for expressions of interest of landholders in the original nominated areas for suitable sites.**
- **We will plan a meeting for all prior to Christmas.**

- Ryan asked about the Pertwaste interest shown in utilizing the Bannister site
- Lindsay said that volume was the key for them
- **Len asked Geoff to advise Bardwells that we will come back to them by Christmas.**
- Geoff asked about the Wheatbelt Country Local Government fund and whether the 4WD were planning to look at land purchases from this
- Len advised that they were committed to the Aged Housing Projects.
- Geoff asked if 4WD would support if Dryandra VROC put it up
- Len advised that the guidelines were not known.

Conference closed at 1030hrs.

Meeting Notes

When: 1300hrs 14th October, 2011

Venue: Shire of Narrogin Administration Building

Participants: Geoff McKeown (CEO Shire of Narrogin), Harry and Chris Bardwell (Landowners), John Case (Project Manager Strategic Waste)

Subject: Landowners request for items to include in proposed MOU between Regional Refuse Group and Bardwell's

- It was agreed that the Landfill site was the designated site identified in the Landform Research map issued July 2011 comprising approximately 178 acres or 72 hectares.
- Harry Bardwell advised that the Landfill site was not for sale unless at least one of the original bush block originally earmarked for sale to DEC was included. The price for the two bush blocks, comprising approximately 300 acres in total, was set at \$350,000 for the pair. For the purchase of one only, it would be valued at \$175,000. This would make the Landfill site cost now \$775,000 if DEC declined the purchase. An emailed request for the purchase had been sent to DEC by Harry, but he had not been advised of the outcome.
- A timeline proposed for DEC acceptance would be February 2012.
- A proposed timeline for a draft MOU would be a draft by the end of November, to participating Councils in December, for approvals by the end of February, and finalisation by August 2012 when it could be assumed that new budgets would be set in each of the participating Councils. Geoff pointed out that this would be the minimum achievable as the planning processes including subdivision, community consultation and environmental approvals would need a minimum of six months.
- Items requested to include in the MOU are
 - Additional bush block as above'
 - Land to revert to forest at closure of landfill
 - Council support of a 100m native treed buffer of 100m width on all of east side of landfill and 50% of southern side. Bardwell's will supply manpower to plant if Councils supply seedlings
 - Soil test data inclusion in document
 - Description of anticipated landfill product and quantity
 - Access restrictions to site for general public
 - Green waste not to be landfilled
 - Greenwaste collection and storage for processing to recycling is acceptable

- All boundary fencing at Council cost
- Fire control management plan
- No introduced species of flora/weeds
- Item regarding insurance coverage and compensation arrangements
- Monitoring bores information including frequency of reports and actions required
- Expected life of the facility
- If land is closed from a landfill site it is to revert to rural only
- For bush blocks only native forest (conservation covenant)
- A request to arrange a visit to the Kondinin Shire to visit the Bendinger landfill site and talk to the surrounding landowners. John Case to organize within the next few weeks with Peter Webster.

Meeting Closed 1410hrs.

**Notes of Regional Landfill Site Working Group Phone Conference,
1st August 2011.**

12. OPENING (11.00 am Monday, 1stth August 2011 at the Shire of Wagin Office)

13. ATTENDANCE

Len Calneggia	CEO, Wagin (Chairperson)
Ryan Duff	CEO, Williams
Geoff McKeown	CEO, Shire of Narrogin
Mick Oliver	CEO, Pingelly
Henry Van Der Ende	CEO, Dumbleyung
Colin Bastow	A/CEO, Town of Narrogin
Lindsay Stephens	Consultant, Landform Research
John Case	Project Manager, Strategic Waste

APOLOGIES

Nil

14. DECLARATION OF INTEREST

Nil

15. Telephone Conference Discussion Points

Len welcomed all and advised that although the proposal was to meet in Perth while at the Local Government Conference, it was not convenient for everybody, and the phone conference was suggested.

- Ross Goldsmith has had sufficient pressure put on him by local community members that he has advised in writing that he now withdraws his property on Walkers Road at Piesseville from the options of a Regional Landfill site.
- The Group need to now consider the option of the Tarwonga site only or do we start again looking for another potential site.
- Henry advised that it would be too cost prohibitive if we had to line the pit at the site
- Lindsay indicated that a liner would not be required at Tarwonga
- Mick advised that although the premium price requested was too high, the process of finding another site was too slow, we need to proceed with haste
- Ryan advised that although the premium requested was high, it was not a great deal when all participants are paying a part of it
- Colin advised that they are looking at the RTG first, it is a timing thing
- Len asked "are you dropping out?"
- Mick advised that it was unlikely, but RTG is possible, don't believe we can wait – only looking at the sharing of funds
- Colin said "still looking at it"
- Henry advised could divide by population; equity stay as is
- Len asked Geoff "Progress so far?"
- Geoff said that if we were to look for another site we need all haste
- Colin asked for information on the project so far

- Len said that Wagin's view is to move on Tarwonga
- Ryan said that 'we have to get Council support'
- Len asked if we need a meeting, for Councils agreement we need an agenda item
- Geoff explained Mr Bardwell's position in regard to the land and the DEC option
- An agenda item for the steering committee was discussed with options subject to approvals of local community, planning approval for subdivision, DEC approvals to operate and all LG names included
- John to prepare this and send to all of the group
- Henry wanted to know "Who is in?"
- Mick agreed
- Geoff said that an agenda item will prompt all
- Geoff said that for the Community Consultation stage, Harry Bardwell wanted to be included.
- Lindsay asked about the surrounding landowners for the site
- Geoff will write to all surrounding landowners with properties within 3-4 Kilometers
- Henry said to "lock in the option first"
- Len agreed
- Lindsay said that if locals had questions, the consultation should be on site
- Geoff said he would need a view of what the site would be like – Lindsay and Geoff would liaise
- Mick suggested to use Bendering's photographs

16. The next meeting has not been scheduled.

17. CLOSURE 11.50 am

Proposed advertisement for local newspapers

The Shire of Wagin is lead Council with a group of Councils consisting West Arthur, Williams, Dumbleyung, Shire and Town of Narrogin, Wickopin, Pingelly, Cuballing and Wandering. We wish to hear from landholders of rural land whom might be interested in selling or leasing appropriate rural land for a small regional landfill site for our rural communities. The site is intended to be managed and not available to the public

The land would need a reasonable buffer zone from surrounding dwellings and have good transport access. Ideally the land is cleared, away from creeks or rivers and generally within the Narrogin or Wagin Shires.

Proposals should in the first instance be sent to the Project Manager Strategic Waste at the Shire of Wagin. A preliminary desktop geological assessment will be undertaken on all sites by the projects consultant and a prompt reply to interested parties regarding suitability is proposed.

6.3 Regional Group Grant Funding 2011-2016

LOCATION:

PROPONENT: Project Manager Strategic Waste

REPORTING OFFICER: Project Manager Strategic Waste

ATTACHMENT: Letter from DEC in June 2011

Summary

The Wagin Group of Councils Strategic Waste Project have complied with the pre-conditions set by the DEC to be eligible for the Regional Funding Program 2011/12 to 2015/16. Final details of the funding are not available to date however the author is in contact with the DEC and will advise members in due course.

Background

Brendan Mohr from the DEC attended our last meeting and advised members of the conditions for the Regional Funding Program.

Comment

The author visited each of the twelve members of the group and gathered data to complete the annual DEC census. Details were submitted within the timing requested and copies sent to members. An overriding comment was included on each document that the quantities were estimated only. Suggestions to improve the census were sent to the DEC consultants to make the future audits more applicable to non-metropolitan councils.

Statutory Environment

Environmental Protection Act 1986

Environmental Protection (Rural Landfill) Regulations 1997

Waste Avoidance and Resource Recovery Act 2007

Policy Implications

N/A

Budget Implications

N/A

Officer's Recommendation

Moved:

Seconded:

That the Project Manager continues to monitor the progress on conditions applicable for the Regional Funding Program 2011/12 to 2015/16 and keep the members informed.



Waste Authority

Our ref: 2010/7649-1
Enquiries: Brendan Mohr
Phone: 6467 5297
Fax: 6467 5532
Email: brendan.mohr@dec.wa.gov.au

Dear

A REQUEST FOR COMMITMENT TO REGIONAL GROUPINGS – REGIONAL FUNDING PROGRAM 2011/12 – 2015/16

From 2006-2008, the Waste Authority provided over \$2.8M to local governments under the Zero Waste Plan Development Scheme (ZWPDS) to establish base line data and support the development of Strategic Waste Management Plans (SWMPs) throughout the state. In response, twenty four (24) groupings of local governments and eleven (11) individual local governments developed SWMPs.

Subsequently in 2009, the Minister for Environment approved a Waste Authority Regional Funding Program (RFP) pilot. Under the pilot, regional groupings of local governments were allocated funds in excess of \$2.5M to assist in the implementation of priority actions contained in regional SWMPs.

Following the successful completion of the ZWPDS and RFP pilot, the Waste Authority has resolved to continue a RFP as the preferred method for supporting the ongoing implementation of local government SWMPs. The Minister for Environment and Water has now approved funding totalling \$6.78M for a RFP from 2011/12 to 2015/16. It is considered that running the RFP over five years will allow groupings of local governments adequate time to plan and implement strategic projects.

In phase 1 of the RFP, groupings of local governments will receive notional allocations of funding based on the number of local governments in the group, regional weightings, population and an allocation for updating SWMP's. Notional allocations made in phase 1 that are not committed by 27 December 2013 will be directed into Phase 2 of the RFP.

Phase 2 will comprise a competitive funding process where groupings of local governments that have finalised commitment of funding from phase 1 can compete for project funding based on best value for money, alignment with the nature of targets outlined in the draft Waste Strategy and consistency with the principles and objectives of the program. Both phase 1 and phase 2 funding must be fully committed prior to 26 June 2015 or its availability will lapse.

Please note that RFP funding will only be available to groupings of two or more local governments, individual local governments will not be eligible. Funding allocation and payment is also dependent upon all participating local governments within the RCG having completed and submitted the current or most recent annual census of local government waste and recycling services.

In order for the Department of Environment and Conservation (DEC) to finalise group funding allocations in phase 1, you are invited to email Brendan Mohr at brendan.mohr@dec.wa.gov.au with a list of local governments that you intend to work with as part of the Regional Funding Program. This information may be provided by a lead local government on behalf of a proposed grouping, based on relevant supporting information, and is required by close of business, Friday 6 January 2012. Groups notifying after this date will not be eligible for funding in phase 1 of the RFP.

Once your regional grouping has been finalised and allocations calculated, you will be advised of notional funding available to your group.

A number of information sessions regarding the RFP will be conducted in metropolitan and regional areas. Dates and locations will be advised when finalised.

For all enquiries regarding the program, please contact Mr Mohr on 6467 5297, or at the above email address.

Yours sincerely

A handwritten signature in black ink, appearing to read 'B. Ryan', with a stylized flourish at the end.

Bernard Ryan

Manager

Waste Management Branch

Department of Environment and Conservation

19 December 2011

9.2.6 ANNUAL REPORT

Location/Address:	Not applicable
Reporting Officer:	Eva Haydon - Chief Executive Officer
Enabling Legislation:	Local Government Act 1995 Local Government (Audit) Regulations 1996 Local Government (Financial Management) Regulations)
Council Policy:	Nil
Budget Implications:	Nil
File Reference:	Finance 6
Voting Requirements:	Absolute Majority

Background

Butler Settineri (Audit) Pty Ltd completed their final on-site Audit of Council's functions and operations for the 2010/2011 Financial Year in October 2011. .

Comment

The Audit has been conducted in accordance with the Australian Audit Standards to ensure that during the reporting period the Shire of Cuballing complied with all statutory requirements, including the Local Government Act 1995 and associated Regulations. There were no Management Report Items advised by the auditors.

OFFICER RECOMMENDATION:

That:

- 1. The Audit Report for the financial year ended 30 June 2010 be received; and**
- 2. The Annual Report for the financial year ended 30th June 2011 year be accepted.**

Moved:

Seconded:

COUNCIL DECISION:

That:

- 1. The Audit Report for the financial year ended 30 June 2010 be received;**
- 2. The Annual Report for the financial year ended 30th June 2011 year be accepted; and**
- 3. The audit committee meet with the auditor by telephone, at 1pm on 9 February 2012.**

Moved: Cr Haslam

Seconded: Cr Hawksley

Carried by Absolute Majority 6/0

9.2.7 ROADS TO RECOVERY FUNDING

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Nil
Council Policy:	Nil
Budget Implications:	Reduction in grant funding
File Reference:	
Voting Requirements:	Simple Majority

Background

Council has received Roads to Recovery (R2R) funding since its inception and has carried out widening and reconstruction on Popanyinning West Road utilising these funds. Funds to undertake bridgeworks have also been received under this program.

The current (Federal) R2R program is due to expire in 2014 and the Australian Local Government Association is requesting that all Councils pass a resolution supporting the renewal of this funding and advise them directly of this support.

Comment

Nil

OFFICER RECOMMENDATION:

That the Australian Local Government Association be advised that the Shire of Cuballing strongly supports the renewal of Roads to Recovery funding.

Moved: Cr Hawksley

Seconded: Cr Conley

Carried by Absolute Majority 6/0

9.2.8 COUNCILLOR RESIGNATION

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Local Government Act 1995 (as amended)
Council Policy:	Nil
Budget Implications:	Dependant on decision
File Reference:	
Voting Requirements:	Dependant on decision

Background

Cr J Meharry has tendered her resignation to the President, effective 30 November 2011.

Comment

Council has two options to consider, with the first being the holding of an extraordinary election to fill the vacancy caused by the resignation. The second option is to apply to the Electoral Commissioner for approval under Section 4.17 (3) and (4) of the Local Government Act 1995, (following an absolute majority decision by Council) to reduce the offices of Council to six members.

COUNCIL DECISION:

That the electoral commissioner be requested to approve the reduction of the Shire of Cuballing number of officers of Council to six members.

Moved: Cr Hawksley

Seconded: Cr Conley

Carried by Absolute Majority 6/0

9.2.9 COMMERCIAL IN CONFIDENCE

Council Declined to act further in this matter.



WORKS MANAGERS REPORT Up to 7th December 2011

SUMMER GRADING

Summer maintenance is ongoing, We have now had the opportunity to become proactive with our grading rather than reactive. Whilst the weather plays a big part in how and where we can continue grading, some areas we were having to skip grade. As the road surfaces were variable.

STORM DAMAGE

Storm Damage cleanup is ongoing. Bims Contracting are currently on Knights Lane after the completion of Parsons, Webb and Yornaning West Roads. Upon the completion of Knights Lane it is intended to undertake Forestry Road and then to Penny's road.

CONSTRUCTION WORK

Works on the Wandering Narrogin Rd are ongoing. All the pipe and box culverts have been installed. Gravel cartage has commenced and is likely to finish within the next week or so. Unfortunately the weather has not been conducive to good working conditions, sometimes too wet and other times movement of vehicle bans in place.

Even as I write this report the rain is bucketing down. We will be endeavouring to change dates for Western Stabilisers so as to undertake the cement stabilisation after the new year. This would allow us to complete the sealing prior to moving to the Papanyaning West road.

POPANYINNING WEST ROAD

Works will commence mid January of 2012. A survey for realignment will be undertaken at the same time. We are awaiting confirmation of assured funding prior to proceeding with the clearing of a few larger trees.

CULVERT INSTALLATIONS.

The culverts for Springhill Rd have been installed. Headwalls have been placed and drainage banks cut to suit. In addition culverts have also been installed at the Equestrian Centre.

STANDPIPE CONTROLLERS

Both Standpipe controllers are continuing to operate correctly.

DAM STORAGE

The fencing of the reticulation dam at the sportsground has been completed. All works for the reticulation dam have been tested to work satisfactorily.

REFUSE SITES

Both the Cuballing and Popanyinning refuse sites have been pushed/cleared on a regular basis. We are yet to fit gates to Daylesford Road to limit access to the Popanyinning refuse site. We are currently looking at a 1st February start for restricted access. Advertising and notification for the closure have been issued.

BRIDGE MAINTENANCE

An application has been submitted to the Grants Commission for the Shire of Cuballing 5 year Bridge Maintenance funding. This funding is subject to a successful audit of this current years bridge program works being performed to an acceptable standard..

Our 2011 bridge maintenance works program has been completed.

Our five year program identified three normal annual maintenance bridges to complete and one other identified by MRWA to undertake. Works and material costs performed by contractors and our own staff are about \$4,200. Council receives an annual grant of approximately \$50000 to undertake bridge and culvert maintenance. Mr Tony Humphries of MRWA has advised that all grants monies are dependent on councils delivering on their five year bridge programs satisfactorily.

PLANT AND EQUIPMENT

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

Isuzu truck CN272 dropped a jackshaft last week. In so doing it destroyed the uni flange on the rear of the front differential. We have since obtained the required parts and the truck is once again fully operational.

STAFF

All staff members generally appear to be working well with each other and enjoying their varied tasks. Terry Clark has resumed work on light duties. Terry is limited in the tasks he can currently undertake.

PRIVATE WORKS

Only works such as sand and gravel deliveries has been undertaken in the last month.

EQUESTRIAN CENTRE

Cuballing Concrete has commenced work on the retaining wall at the undercover arena. The footings have been placed. It is hoped that the walls will be completed within the 7 to 10 days. There is still some metal dust to be carted and spread prior to the surfacing contractor carting and spreading the final surface material. A pump and spraying system is being evaluated to enable the equestrian clubs to keep their surface moisture to a suitable level.

ROADSIDE SPRAYING

Design of a more suitable roadside spraying setup is continuing. The system should allow for a spray width of up to five metres when required. It is intended to utilise the three tonne truck next year for our roadside spraying tasks. It has the capacity to carry a substantial amount of water/chemical mix which will eliminate the additional travel times involved in refilling.

GRAIN FREIGHT ROUTE

An agenda item for council to consider the calling of tenders for the Grain Freight works is current for the December meeting.

Mr Dan Turner has been engaged to assist in the tender documentation and final scope of works.

Discussion is needed on whether we employ Dan Turner to oversee the works should a tender be awarded.

FOOTPATH WORKS

The old slabs at the Alton St footpath works will be moved in the next couple of days.

We will then undertake the required earthworks in preparation for the laying of the concrete path.

Tree planter liners will be inserted at regular intervals to allow the growing of some mature trees without effect on the path in the future.

BLACKSPOT FUNDING

Council has been indirectly informed that we have been successful for Blackspot Funding for works on the Wandering Narrogin Rd. We originally submitted applications for two sites. I am not sure which application or whether both for that matter have been approved.

.....

Bob Walker

Works Manager.

9.4.1 POPANYINNING TOWN HALL

Submission to:	Ordinary Meeting of Council
Location/Address:	Whole of Shire
Reporting Officer:	Allan Ramsay, Environmental Health Officer/Building Surveyor
Enabling Legislation:	Local Government (Miscellaneous Provisions) Act 1960 Health Act 1911 Building Code of Australia, Building Regulations 1989 Builders' Registration Act 1939
Council Policy:	Register Delegated Authority Shire of Cuballing Health Local Law 2007 Shire of Cuballing Town Planning Scheme No 2
Budget Implications:	Nil
File Reference:	CMR 2
Voting Requirements:	Simple majority

Background

During repair work to the fascia boards at the Popanyinning Hall the contract carpenters noted a severe sag in the roof structure. After pulling off a couple of acoustic ceiling panels inside the hall it was evident that the sag in the roof was caused by damaged rafters.

Building Surveyors Comment

During an inspection of the Popanyinning Hall on the 1 December 2011 the following was noted:

1. The rafters in the middle of the roof were spreading and some rafters split;
2. Roof dipped approximately 400mm from one end of the hall to the other end and most noticeable in the middle of the roof;
3. Roof battens pulled off the rafters and still attached to the roof sheeting with approximately a 40mm gap between the rafters and roof battens; and
4. The bird mouth (saw cut on the rafters) lifting off the wall plate by up to 40mm.

The roof was originally design as a Cathedral Ceiling with a light weight plasterboard ceiling fixed directly onto the ceiling battens. A suspended ceiling, suspended from the rafters, was later installed using acoustic ceiling panels. The acoustic ceiling panels weigh approximately 13 kilograms per square metre. The weight of these panels is significantly more than the original Cathedral Ceiling arrangement.

An engineer has been consulted to assess structural requirements and carry out design work to rectify the roof. In the meantime, all users of the hall have been advised that it can not be used until the roof has been repaired and made structurally sound.

OFFICERS RECOMMENDATION

That:

Council support the Building Surveyor's advice not to use the Popanyinning Hall until such time as it has been made structurally sound in accordance with the engineer's design.

Moved: Cr Hawksley

Seconded: Cr Haslam

Carried 6/0

Structural Report

SHIRE OF CUBALLING
Popanyinning Community Hall

The Dan Turner Family Trust trading as
Dan Turner BE (Civil) RPEQ
Civil, Structural and Project Management
Narrogin
Ph (08) 9881 3218, Mob 0409 867 048, Fax (08) 9881 5007

SHIRE OF CUBALLING

Introduction

Allan Ramsay, Environmental Health & Building Officer for the Shire of Cuballing, has requested that the roof structure of the Popanyinning Community Hall be inspected and a structural report prepared;

This request has arisen because two rafters in the roof structure have failed, and others show excessive deflections.

The inspection was carried out by Dan Turner (practicing Structural Engineer) on Friday 2nd and Saturday 3rd December 2011.

Summary

The roof structure has become over stressed because several years ago a fibrous plaster cathedral ceiling has been replaced by a flat fibrous plaster suspended acoustic ceiling.

Observations

1. The edge supports for the suspended tiles have not been securely fixed to the walls and need to be firmly screwed to the walls.
2. The ceiling has sagged about 6.5 cm maximum, although I couldn't measure the sag where the scaffolding has been erected.
3. The two broken rafters have deflected approximately 200 mm vertically and about 300 mm at the wall from the tangent at the ridge to the wall.
4. This deflection has caused the roof purlins to separate from the rafter, and the rafters to lift outside the end support.
5. The large vertical deflection of the rafters (200 mm) and relatively small deflection of the suspended ceiling (65 mms) suggests that the rafters broke when the suspended tile ceiling was installed.
6. Three steel ties have been installed at the quarter points of the ceiling between the tops of the external walls meaning that every 4th rafter has been effectively turned into a truss. These ties have allowed the walls to act as buttresses and support the broken trusses by a crude and precarious arch action.

Calculations

1. The tiles weigh about 13.5 kgs. Each, i.e. about 20 kg/sq metre compared to about 9 kgs/ square metre for 10 mm thick fibrous plaster.
2. Calculations show that the rafters are highly stressed at their junction with the collar ties, and a strong grade of jarrah is required to resist this stress.
3. These calculations also show that the 10 mm bolts used are too small to resist the forces imposed by the heavy suspended ceiling, and this has caused the timber members to split.

Recommended Remedial Work

1. Support the two broken rafters/trusses with props at the center and at the end of the broken collar ties.
2. Remove all the suspended panels and examine all of the rafters below the collar ties for splitting.
3. Re-fix the edge support of the ceiling tiles around the periphery of the hall before replacing the tiles.
4. Replace the split rafters, (or sections of the rafters by using steel plates and bolts).
5. Install new steel ties at the base of the 16 (approx) rafters between the three present steel ties and end walls, using two 6mm plates welded to two 10 mm rods and a central 16 mm turnbuckle. These plates are to be bolted to each side of both ends of the rafters using an M12 bolt at each end; i.e 64 plates, 64 10 mm rods, 32 threaded 16 mm rods, 16 16 mm turnbuckles, and 32 M12 bolts.

Conclusion

I consider the hall to be dangerous in its present state, but as soon as the suspended ceiling is removed and props placed to support the two broken rafters, the roof will be safe.

The tile edge supports should be screwed to the walls more securely.

The rafters and ties should then be repaired, and the steel ties installed before the ceiling tiles are re-installed.

The roof structure should be inspected by the Shire of Cuballing Building Officer, builder responsible to carry out the repairs and myself. I will provide details of the ties and repairs to the builders for the rafters at that meeting.

Dan Turner BE (Civil) RPEQ



Figure 1; One of three existing steel ties between external walls.



Figure 2; One of the two broken tied rafters.

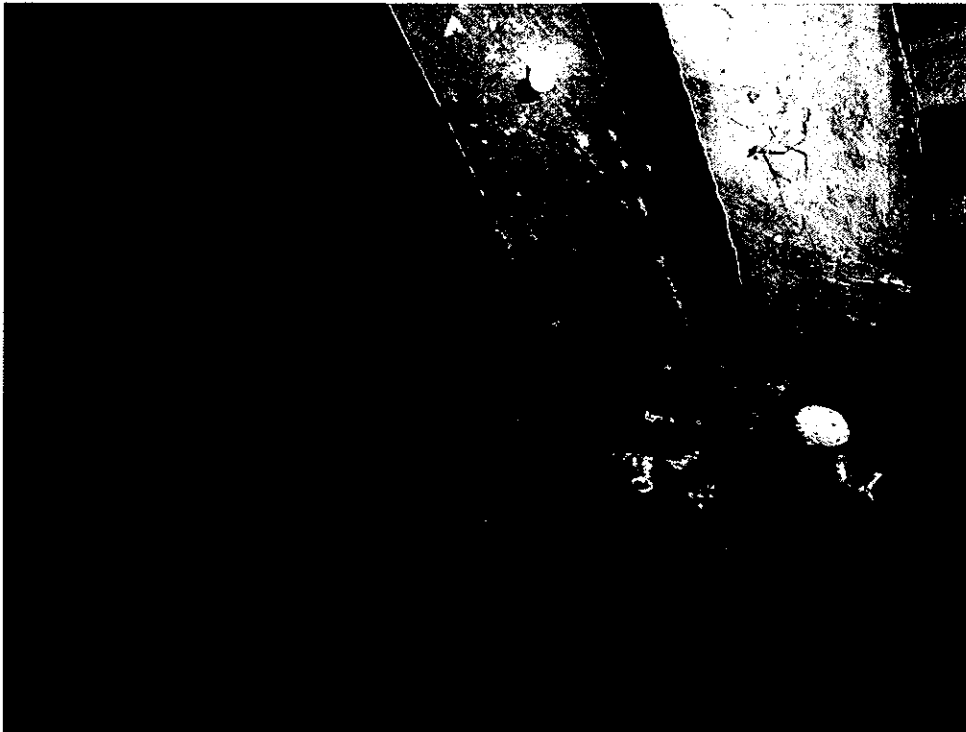


Figure 3; The second of the two broken tied rafters.



Figure 4; Showing extent of cracked rafter in figure 2.

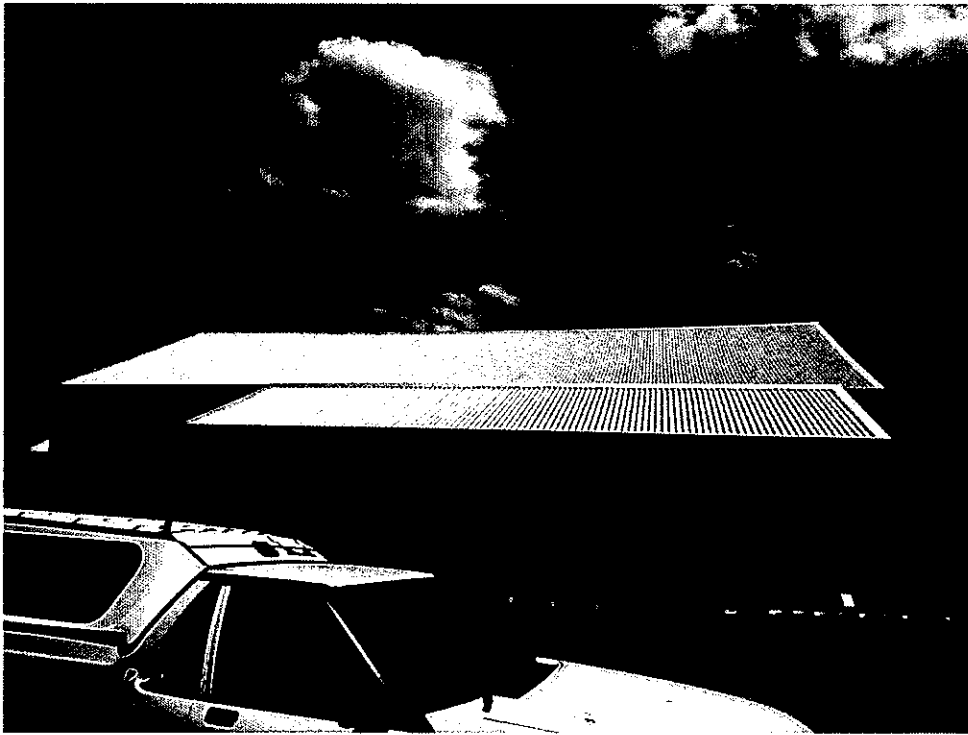


Figure 5; Photo of roof showing deformation of roof over entry door due to broken rafters.

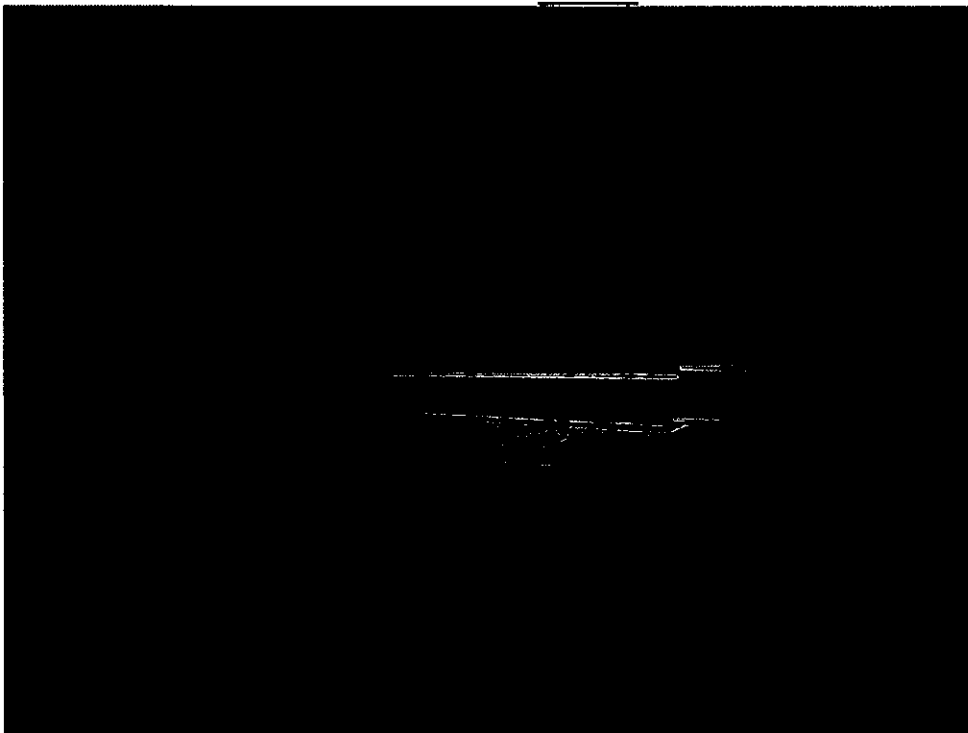


Figure 6; Photo showing loose fitting of edge support for tiles.

11. OTHER URGENT BUSINESS

OFFICER RECOMMENDATION:

That the urgent business item 11.1.1 be considered.

Moved: Cr Conley

Seconded: Cr Newman

Carried 6/0

11.1.1 UNUSED ROAD DISPOSAL

Submission to:	Ordinary Meeting of Council
Location/Address:	Road Reserve off Carton street
Reporting Officer:	Bob Walker, Works Manager.
Enabling Legislation:	Local Government Act 1995
Council Policy:	Nil
Budget Implications:	Nil
File Reference:	Roads 1
Voting Requirements:	Absolute Majority

Background

Council has received correspondence from Anita Bricknell and Gareth Keeling. Mr Gareth Keeling is the registered owner of 331 Carton Street Cuballing. The block at 331 Carton Street is triangular in shape and some 5475 square metres.

The correspondents advise that they intend to build a house on this location in the near future.

Ms Bricknell has previously enquired and sourced information on the adjoining road reserve.

The Road Reserve runs from Carton Street to Bullara Street and is on the Eastern side of lot 331 Carton Street.

It neither serves nor gives any direct access to any lot. All locations have individual access from other made road reserves.

The correspondents have enquired on the possibility of this road reserve ever being constructed or required for future construction.

In the event that the construction is unlikely they would be keen to seek approval to purchase a section of the road reserve to enable a more suitable house design.

Comment

Council has control over many road reserves within its boundaries. Parts of the shire roads were surveyed and sections created without any understanding of the area of land required for financial viability. In some cases this resulted in roads being surveyed to service individual lots and locations of land that are never likely to be used or owned as individual pieces of land. While some sections of land may be suitable for "rural living" or "hobby farmers", in many cases the location of the land and the complete lack of services make this unlikely.

The unmade but surveyed roads are on occasions a hindrance and a liability to property owners as they may give access to parts of properties that are not able to be managed for public access, and this could cause financial loss to the property owners and be a risk to council. There are occasions when in the public interest Council will give consideration to allow the disposal of road reserves.

Council may consider applications from adjoining owners for the closure of unmade roads in the Shire; however Council should not deny access to a public waterway or public infrastructure.

The reserve is not a route to public infrastructure or to a watercourse.

I have visited the site and also discussed the future use with the Chief Executive Officer, neither of us can ever see the reserve being required for future access.

This section of unconstructed road reserve is of no benefit to Council and it is suggested that Council has no reason to oppose the disposal of same.

Other benefits of disposal would likely be that the reserve would be cleared and therefore reduce the fire hazard. I do believe that it would be in Council's interest to have the whole road reserve acquired rather than a section and the adjoining landowners should be given the option to purchase sections of the road reserve abutting their properties.

OFFICER RECOMMENDATION

That:

- 1 Council advise that it has no objection to the closure and future disposal of unconstructed section of road reserve as shown on appendix 1;**
- 2 Notify Ms Bricknell, Mr Keeling and the Government of WA Lands Division of this decision and suggest that they negotiate with the Government of WA Lands Division to acquire half of the road reserve if they so wish;**
- 3 Landcorp be advised that no associated costs or advertising is to be borne by Council; and**
- 4 Owners of Lots 324, 332, 337, 99 and 101 be advised that they should contact Landcorp to enable acquisition of the road reserve abutting their properties.**

Moved: Cr McDougall

Seconded: Cr Haslam

Carried by Absolute Majority 6/0

12. NEXT MEETING

9 February 2012, 3pm

13. CLOSURE OF MEETING

There being no further business the meeting closed at 6pm