



SHIRE OF CUBALLING

COUNCIL MEETING
HELD ON 17 OCTOBER 2012

MINUTES

These minutes were confirmed at a meeting on.....

Signed.....

Presiding Person at the meeting at which the minutes were confirmed

Date:.....

SHIRE OF CUBALLING

COUNCIL MEETING THURSDAY 17 OCTOBER 2012

MINUTES

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1. OPENING - ANNOUNCEMENT OF VISITORS

The meeting commenced at 2.35pm

2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

Cr Tom Wittwer	President
Cr Roger Newman	Deputy President
Cr Chad Hawksley	
Cr Tim Haslam	
Cr Carol McDougall	
Cr Mark Conley	
Mrs Eva Haydon	Chief Executive Officer

3. PUBLIC QUESTION TIME

Nil

4. STANDING ORDERS

COUNCIL DECISION

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

Moved: Cr Hawksley Seconded: Cr Conley

Carried 6/0

5. LEAVE OF ABSENCE:

Nil

6. MINUTES

6.1 CONFIRMATION OF 20 SEPTEMBER 2012 ORDINARY MEETING OF COUNCIL

COUNCIL DECISION

That the minutes (as circulated) of the ordinary meeting of the Shire of Cuballing held in the Council Chambers on 20 September 2012 be confirmed.

Moved: Cr McDougall Seconded: Cr Haslam

Carried 6/0

7. PETITIONS, DEPUTATIONS, PRESENTATIONS & DECLARATIONS

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
9.1.21 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND
PAYMENT – SEPTEMBER 2012**

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.

COUNCIL DECISION:

That Council:

Approve for payment the list of Creditors paid from the Municipal fund, as detailed below, totalling: \$366,288.40

Voucher	\$0.00
Electronic Fund Transfers	\$365,115.82
Credit Card	\$1172.58
<u>Trust</u>	
Vouchers	\$280.00
Electronic Funds Transfers	\$0

Moved: Cr Newman

Seconded: Cr McDougall

Carried 6/0

2:44 PM
05/10/12

Shire of Cuballing Cheque Detail September 2012

Type	Num	Date	Name	Description	Original Amount
Bill Pmt -Cheque	Debit	03/09/2012	WATER CORPORATION	Water Charges	-194.05
Bill Pmt -Cheque	Debit	03/09/2012	Toll Ipec	Freight	-68.41
Bill Pmt -Cheque	Debit	03/09/2012	WESTRAC EQUIPMENT	Hose	-57.51
Bill Pmt -Cheque	Debit	03/09/2012	WESTRAC EQUIPMENT	Parts	-151.40
Bill Pmt -Cheque	Debit	03/09/2012	WESTRAC EQUIPMENT	Parts	-101.93
Bill Pmt -Cheque	Debit	03/09/2012	WESTRAC EQUIPMENT	Shaft	-79.86
Bill Pmt -Cheque	Debit	03/09/2012	Trackspares	Parts	-66.00
Bill Pmt -Cheque	Debit	03/09/2012	QUICKFIT WINDSCREENS & NARROGIN GLASS	Windscreen to Loader	-570.61
Bill Pmt -Cheque	Debit	03/09/2012	REINFORCED CONCRETE PIPES PTY LTD	Pipes	-14,553.00
Bill Pmt -Cheque	Debit	03/09/2012	QUICKFIT WINDSCREENS & NARROGIN GLASS	Mirror	-27.50
Bill Pmt -Cheque	Debit	03/09/2012	PIRTEK WELSHPOOL	Parts	-1,487.95
Bill Pmt -Cheque	Debit	03/09/2012	PAGE TRUCK HIRE	Bobcat Hire	-440.00
Bill Pmt -Cheque	Debit	03/09/2012	METROCOUNT	Counters	-12,650.00
Bill Pmt -Cheque	Debit	03/09/2012	LANDGATE	Online Transaction Summary for July 2012	-48.00
Bill Pmt -Cheque	Debit	03/09/2012	JR & A HERSEY P/L	Various Items	-278.89
Bill Pmt -Cheque	Debit	03/09/2012	JR & A HERSEY P/L	Misc Items	-698.50
Bill Pmt -Cheque	Debit	03/09/2012	JR & A HERSEY P/L	Guide Posts	-7,722.00
Bill Pmt -Cheque	Debit	03/09/2012	FAIRWAY CARRIERS	Cartage of Pipes	-1,798.50
Bill Pmt -Cheque	Debit	03/09/2012	Dryandra Farms	Dozer hire,clearing storm damage on Batt Rd	-1,188.00
Bill Pmt -Cheque	Debit	03/09/2012	FARMWORKS RURALCO	Postcrete	-467.50
Bill Pmt -Cheque	Debit	03/09/2012	Filters Plus	Parts	-253.44
Bill Pmt -Cheque	Debit	03/09/2012	Great Southern Waste Disposal	Management of Shire Tip	-2,858.21
Bill Pmt -Cheque	Debit	03/09/2012	CORPORATE EXPRESS	Stationery	-385.23
Bill Pmt -Cheque	Debit	03/09/2012	CORPORATE EXPRESS	Stationery	-61.23
Bill Pmt -Cheque	Debit	03/09/2012	COMMANDER AUSTRALIA LTD	Phone Contract	-136.24
Bill Pmt -Cheque	Debit	03/09/2012	Congeling Park Grazing Co	Storm Damage 14 Mile Brook Road	-3,300.00
Bill Pmt -Cheque	Debit	03/09/2012	BEAUREPAIRES	Tyres	-1,432.49
Bill Pmt -Cheque	Debit	04/09/2012	Toll Ipec	Freight	-17.41
Bill Pmt -Cheque	Debit	04/09/2012	BUILDING COMMISSION, DEPT OF COMMERCE	Rec for BRB August 2012	-106.50
Bill Pmt -Cheque	Debit	04/09/2012	NARROGIN CARPETS AND CURTAINS	Blinds	-6,490.00
Bill Pmt -Cheque	Debit	05/09/2012	McIntosh & Son	Parts	-183.84
Bill Pmt -Cheque	Debit	05/09/2012	Shire of Narrogin.	Hire of truck, Float and Operator	-283.80

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Shire of Cuballing Cheque Detail

September 2012

Bill Pmt -Cheque	Debit	07/09/2012	TELSTRA	Mobile Charges	-186.02
Bill Pmt -Cheque	Debit	10/09/2012	Fire and Emergency Services	Emergency Services Levy	-4,610.61
Bill Pmt -Cheque	Debit	11/09/2012	GREAT SOUTHERN FUEL SUPPLIES	August Fuel Charges	-12,647.96
Bill Pmt -Cheque	Debit	11/09/2012	Synergy	Power Charges	-50.20
Bill Pmt -Cheque	Debit	13/09/2012	Machine Man Fencing	Part Payment of Fence	-2,755.00
Bill Pmt -Cheque	Debit	14/09/2012	Australian Taxation Office - cr	August BAS 2012	-21,154.00
Bill Pmt -Cheque	Debit	18/09/2012	AIR LIQUIDE WA PTY LTD	Gas	-389.99
Bill Pmt -Cheque	Debit	18/09/2012	CORPORATE EXPRESS	Archv Boxes	-46.42
Bill Pmt -Cheque	Debit	18/09/2012	Fuji Xerox	Photocopying	-297.76
Bill Pmt -Cheque	Debit	18/09/2012	Hydraulink Hose and Fittings	Supply Hose for Grader on Site	-214.61
Bill Pmt -Cheque	Debit	18/09/2012	LANDGATE	Valuation Roll	-140.00
Bill Pmt -Cheque	Debit	18/09/2012	Narrogin Quarry Operations	5mm Crushed Metal	-381.74
Bill Pmt -Cheque	Debit	18/09/2012	Pressure Masters	Banjo Block	-45.10
Bill Pmt -Cheque	Debit	18/09/2012	Synergy	Power Charges	-2,507.90
Bill Pmt -Cheque	Debit	18/09/2012	Toll Ipec	Freight	-16.75
Bill Pmt -Cheque	Debit	18/09/2012	Toll Ipec	Freight	-8.17
Bill Pmt -Cheque	Debit	18/09/2012	TELSTRA	Phone Charges	-583.97
Bill Pmt -Cheque	Debit	18/09/2012	WATER CORPORATION	Water Charges	-816.95
Bill Pmt -Cheque	Debit	20/09/2012	Hartway Galvanizers	Galvanize Horse	-880.00
Bill Pmt -Cheque	Debit	20/09/2012	SHIRE OF BEVERLEY	2012 Central Country Zone Golf Day	-120.00
Bill Pmt -Cheque	Debit	20/09/2012	Greenline Ag	John Deere 5065M Tractor	-71,500.00
Bill Pmt -Cheque	Debit	21/09/2012	Applied Education	Staff Training	-209.00
Bill Pmt -Cheque	Debit	25/09/2012	Machine Man Fencing	2nd Payment for Fence	-2,750.00
Bill Pmt -Cheque	Debit	25/09/2012	AIR LIQUIDE WA PTY LTD	Rental	-100.58
Bill Pmt -Cheque	Debit	25/09/2012	Avon Waste	Bulk bin & service rent	-531.90
Bill Pmt -Cheque	Debit	25/09/2012	ACCIDENTAL FIRST AID SUPPLIES	Service first aid kits	-1,030.06
Bill Pmt -Cheque	Debit	25/09/2012	CUBALLING CONCRETE and CONTRACTORS	Concrete Floor	-2,956.00
Bill Pmt -Cheque	Debit	25/09/2012	CUBALLING TAVERN	Meals	-183.00
Bill Pmt -Cheque	Debit	25/09/2012	CUBY ROADHOUSE	August Charges	-653.31
Bill Pmt -Cheque	Debit	25/09/2012	CORNER'S AUTOMOTIVE ELECTRICS	Repair fault in Electrical System	-288.75
Bill Pmt -Cheque	Debit	25/09/2012	CHALLENGE BATTERIES wa	Battery	-143.00
Bill Pmt -Cheque	Debit	25/09/2012	Conplant Australia	Glass Window	-371.09
Bill Pmt -Cheque	Debit	25/09/2012	COMMANDER AUSTRALIA LTD	Contract for Phone	-136.24

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Shire of Cuballing
Cheque Detail
September 2012

Bill Pmt -Cheque	Debit	25/09/2012	Dynamic Print	Business Cards	-199.00
Bill Pmt -Cheque	Debit	25/09/2012	FAIRWAY CARRIERS	Freight for Fencing	-959.20
Bill Pmt -Cheque	Debit	25/09/2012	FAIRWAY CARRIERS	Freight for pick-up of Pipes	-2,338.05
Bill Pmt -Cheque	Debit	25/09/2012	Great Southern Waste Disposal	1 Aug-1 Sept Management Shire Tip	-2,858.24
Bill Pmt -Cheque	Debit	25/09/2012	LGIS Risk Management	Wheatbelt Regional Risk Coordination	-2,131.80
Bill Pmt -Cheque	Debit	25/09/2012	LANDGATE	Other DLI Invoices	-72.00
Bill Pmt -Cheque	Debit	25/09/2012	LANDGATE	GRV Interim Vals	-100.90
Bill Pmt -Cheque	Debit	25/09/2012	LANDGATE	Rural UV Interim Valuations	-147.20
Bill Pmt -Cheque	Debit	27/09/2012	Waterman Irrigation	2x Standpipe Remote Access Charge for 12 Months	-501.60
Bill Pmt -Cheque	Debit	27/09/2012	WALGA	Workshop (Nicole)	-869.00
Bill Pmt -Cheque	Debit	27/09/2012	Wardy's Pest Management	Perform a visual Termite Inspection	-264.00
Bill Pmt -Cheque	Debit	27/09/2012	WATER CORPORATION	Water Charges	-463.95
Bill Pmt -Cheque	Debit	27/09/2012	Twinkarri	Storm damage Cleanup on various roads	-20,042.00
Bill Pmt -Cheque	Debit	27/09/2012	Twinkarri	Tree Pruning	-20,999.00
Bill Pmt -Cheque	Debit	27/09/2012	Toll Ipec	Freight	-19.02
Bill Pmt -Cheque	Debit	27/09/2012	Synergy	Streetlights	-512.30
Bill Pmt -Cheque	Debit	27/09/2012	REINFORCED CONCRETE PIPES PTY LTD	Pipes	-4,797.10
Bill Pmt -Cheque	Debit	27/09/2012	REINFORCED CONCRETE PIPES PTY LTD	Pipes	-15,703.60
Bill Pmt -Cheque	Debit	27/09/2012	QUICKFIT WINDSCREENS & NARROGIN GLASS	Glass for Grader	-457.77
Bill Pmt -Cheque	Debit	27/09/2012	PN & AM Watts	Bulldozer Hire	-4,020.50
Bill Pmt -Cheque	Debit	27/09/2012	PAGE TRUCK HIRE	Bobcat Hire	-880.00
Bill Pmt -Cheque	Debit	27/09/2012	NARROGIN AGRICULTURAL REPAIRS	Parts	-390.60
Bill Pmt -Cheque	Debit	27/09/2012	Narrogin Quarry Operations	5mm Crushed Metal	-1,543.61
Bill Pmt -Cheque	Debit	27/09/2012	Narrogin Pumps Sales & Service	Camlocks and Parts	-137.52
Bill Pmt -Cheque	Debit	27/09/2012	Narrogin Pumps Sales & Service	Hose and hose clamps	-85.25
Bill Pmt -Cheque	Debit	27/09/2012	NARROGIN HIRE SERVICE AND RETICULATION	Heavy Duty Boxes	-80.00
Bill Pmt -Cheque	Debit	27/09/2012	NARROGIN HIRE SERVICE AND RETICULATION	Hose Fittings	-236.70
Bill Pmt -Cheque	Debit	27/09/2012	NARROGIN TOYOTA	Chaps	-199.99
Bill Pmt -Cheque	Debit	27/09/2012	NARROGIN TOYOTA	Chaps	-199.99
Bill Pmt -Cheque	Debit	27/09/2012	NARROGIN BEARING SERVICE	Parts	-107.32
Bill Pmt -Cheque	Debit	27/09/2012	NARROGIN BEARING SERVICE	Parts	-38.61
Bill Pmt -Cheque	Debit	27/09/2012	NARROGIN BEARING SERVICE	Parts	-13.37
Bill Pmt -Cheque	Debit	28/09/2012	MAKIT NARROGIN HARDWARE	Switch Assembly	-95.00

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Shire of Cuballing Cheque Detail

				September 2012		
Bill Pmt -Cheque	Debit	28/09/2012	MCDUGALL WELDMENTS	Repairs		-18.65
Bill Pmt -Cheque	Debit	28/09/2012	MCDUGALL WELDMENTS	Repairs		-82.50
Bill Pmt -Cheque	Debit	28/09/2012	Ballards Of Narrogin	Shuttle		-120.00
Bill Pmt -Cheque	Debit	28/09/2012	BEAUREPAIRES	Tyre and Pressure Guages		-186.00
Bill Pmt -Cheque	Debit	28/09/2012	BORAL CONSTRUCTION MATERIALS GROUP	Emulsion		-7,920.00
Bill Pmt -Cheque	Debit	28/09/2012	bims earthmoving	Storm damage clean up		-22,253.00
Bill Pmt -Cheque	Debit	28/09/2012	bims earthmoving	Storm damage clean up		-13,728.00
Bill Pmt -Cheque	Debit	28/09/2012	bims earthmoving	Excavator		-3,085.50
Bill Pmt -Cheque	Debit	28/09/2012	bims earthmoving	Storm damage clean up		-20,784.50
Bill Pmt -Cheque	Debit	28/09/2012	bims earthmoving	Storm Damage Clean Up		-19,305.00
Bill Pmt -Cheque	Debit	28/09/2012	Metaland Narrogin	Pool Latch		-76.73
Bill Pmt -Cheque	Debit	28/09/2012	JR & A HERSEY P/L	Safety Gear		-677.49
Bill Pmt -Cheque	Debit	28/09/2012	AMP Life Ltd	M D'Alton September 2012 Superannuation		-266.54
Bill Pmt -Cheque	Debit	28/09/2012	HostPlus Superannuation	N Brennan September 2012 Superannuation		-318.20
Bill Pmt -Cheque	Debit	28/09/2012	MTAA Superannuation Fund	N Gould Superannuation September2012		-318.20
Bill Pmt -Cheque	Debit	28/09/2012	RAMSAY SUPERANNUATION FUND	Alan Ramsay Superannuation September2012		-130.96
Bill Pmt -Cheque	Debit	28/09/2012	Spectrum Super	D Leonard September 2012 Superannuation		-351.78
Bill Pmt -Cheque	Debit	28/09/2012	WALGSP	OUTside staff plus Haydon, SHields Thomson Septem		-6,525.39
Bill Pmt -Cheque	Debit	28/09/2012	Westscheme	P Tourle D CHristensen September Superannuation		-639.14
TRUST -Cheque	Cheque	09/05/2012	Cash	Footy Tipping Prize money		-280.00
				Municipal Cheque		0.00
				Municipal Direct Debit		-365,115.82
				Credit Card		-1,172.58
				Trust		-280.00
				TOTAL - Municipal		-366,288.40
				Total - Trust		-280.00

9.1.22 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 September 2012 in accordance with the abovementioned legislation and circulated with the Council Meeting Agenda.

COUNCIL DECISION:

That the Statement of Financial Activity, as circulated, for the Shire of Cuballing for period ending 30 September 2012, be received.

Moved: Cr Conley

Seconded: Cr Hawksley

Carried 6/0

Bank Reconciliation as at 30 September 2012

	Municipal Fund	Trust Fund	Reserve Acc'ts
Opening balance	2,005,411.20	58,829.07	675,283.89
Income	335,947.37	100.00	-
Add interest	2,993.13	-	1,609.00
Expenditure	- 456,703.99	- 280.00	
Closing balance	1,887,647.71	58,649.07	676,892.89
Bank account	387,591.01	58,649.07	2,903.89
Investments	1,500,000.00	-	672,380.00
Plus O/S deposits	56.70		-
Less O/S cheques	-		-
Closing balance	1,887,647.71	58,649.07	675,283.89

Investments
: 30 September 2012

Account Number	Maturity Date	Interest Rate	Fund/Account		
			Municipal	Trust	Reserve
50360038	Term Deposit	4.50%	-	-	672,380.00
34681402	Cash Deposit	4.00%	300,000.00		
	Online account		1,200,000.00		
Total			1,500,000.00	0.00	672,380.00

General Purpose Funding Rates

At present an amount of \$831,838 has been raised in rates. An amount of \$47,694 has been applied as a discount for the year. At present rate debtors are \$149,483.

Governance Conferences

An amount of \$15,086 has been spent on conferences this year.

Annual Subscriptions

An amount of \$14,491 has been spent on subscriptions – this includes \$11,291 to WALGA and \$3,200 to Central Country Zone as memberships to various services.

Computer Equipment Mfnce

This is the cost of the annual licence and maintenance fee to Haines Norton for the computer software for the year.

Law Order Public Safety

Grant and Subsidies

First quarterly grant from FESSA has been received.

Community Amenities

Bin Sales and Recycling

Sims metal has collect Council's scrap metal from the refuse sites. Council received an amount of \$8,670.

Transport

Grants and Subsidies

Council has received MRWA direct grant funding of \$55,448, Grain freight funding of \$400,000, LGGC Road grant of \$36,619 and RTR3 Special project bridges of \$82,000.

Other Property and Services

Private Works

Council is undertaking private works for a local contractor.

Other Notes

Depreciation

No depreciation has been charged on the accounts for this financial year – this will be completed once the auditor has signed off Council's books for the 11/12 financial year.

Road and other infrastructure

To date an amount of \$88,679 has been spent on road infrastructure and \$33,457 on other infrastructure.

Land and Buildings

Limestone blocks freight for the Rec Centre \$7,300

Furniture and equipment

Rec Centre – blinds and stove \$4,205

Town Hall – blinds \$3,900

Shire of Cudding
Notes on financial reports for September 2012

Plant purchases

Purchases to date include:

- Fiat top trailer \$3,187
- John Deere tractor and radio \$65,971
- Cable locator \$3,500
- Metro traffic counter \$3,834
- Survey total station kit \$6,089

SHIRE OF CUBALLING
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 30 SEPTEMBER 2012

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Statement of Financial Activity	2
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SHIRE OF CUBALLING
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 30 SEPTEMBER 2012

	NOTE		2012		2012/2013	Budget	Variances Budget to Actual
	30 SEP 2012	30 SEP 2012	Actual	Y-T-D Budget			
Operating							
Revenues/Sources							
Governance	356	325	6,196	6,196	0.00%		
General Purpose Funding	61,121	60,500	243,597	243,597	(1.03%)		
Law, Order, Public Safety	7,244	7,100	24,440	24,440	(2.03%)		
Health	-	-	1,164	1,164	-		
Education and Welfare	-	-	-	-	-		
Housing	-	-	-	-	-		
Community Amenities	9,226	350	1,258	1,258	(2536.00%)		
Recreation and Culture	4,801	4,500	637,152	637,152	(6.69%)		
Transport	577,568	574,500	1,997,559	1,997,559	(0.53%)		
Economic Services	2,498	2,325	9,560	9,560	(7.44%)		
Other Property and Services	70,368	26,500	26,495	26,495	(165.54%)		
	<u>733,182</u>	<u>676,100</u>	<u>2,947,421</u>	<u>2,947,421</u>			
(Expenses)/(Applications)							
Governance	(74,073)	(112,500)	(121,971)	(121,971)	34.16%		
General Purpose Funding	(7,958)	(7,658)	(159,190)	(159,190)	(0.82%)		
Law, Order, Public Safety	(7,259)	(7,200)	(113,610)	(113,610)	(2.25%)		
Health	(5,624)	(5,500)	(34,799)	(34,799)	(1.24%)		
Education and Welfare	(1,619)	(1,600)	(10,714)	(10,714)	(0.16%)		
Housing	(2,936)	(2,900)	(16,168)	(16,168)	(0.25%)		
Community Amenities	(30,276)	(30,200)	(163,577)	(163,577)	(0.16%)		
Recreation & Culture	(26,142)	(26,100)	(197,741)	(197,741)	(0.58%)		
Transport	(528,365)	(525,300)	(1,859,249)	(1,859,249)	(1.21%)		
Economic Services	(15,587)	(15,400)	(115,650)	(115,650)	(5.21%)		
Other Property and Services	(12,046)	(11,450)	(42,556)	(42,556)	(2.83%)		
	<u>(711,885)</u>	<u>(745,808)</u>	<u>(2,835,225)</u>	<u>(2,835,225)</u>			
Adjustments for Non-Cash							
(Revenue) and Expenditure							
(Profit)/Loss on Asset Disposals	-	-	-	-	-		
Depreciation on Assets	-	-	802,650	802,650	-		
Movement in non current leave entitlements	-	-	-	-	-		
Capital Revenue and (Expenditure)							
Purchase Land Held for Resale	-	-	-	-	-		
Purchase Land and Buildings	(7,300)	(7,300)	(606,313)	(606,313)	-		
Purchase Infrastructure Assets - Roads & Footpaths	(88,679)	(88,679)	(1,700,090)	(1,700,090)	-		
Purchase Infrastructure Assets - Other	(33,457)	(33,457)	(410,505)	(410,505)	-		
Purchase Plant and Equipment	(82,581)	(82,581)	(104,300)	(104,300)	-		
Purchase Furniture and Equipment	(8,105)	(8,105)	(14,000)	(14,000)	-		
Proceeds from Disposal of Assets	-	-	-	-	-		
Repayment of Debentures	(8,191)	(8,191)	(33,558)	(33,558)	-		
Proceeds from New Debentures	-	-	-	-	-		
Transfers to Reserves (Restricted Assets)	(1,609)	(1,609)	(16,000)	(16,000)	-		
Transfers from Reserves (Restricted Assets)	-	-	-	-	-		
ADD							
Net Current Assets July 1 B/Fwd	1,535,319	1,190,765	1,190,765	1,190,765	-		
LESS							
Net Current Assets Year to Date	(2,110,839)	(1,670,290)	-	-	-		
Amount Raised from Rates	<u>(784,144)</u>	<u>(779,154)</u>	<u>(779,154)</u>	<u>(779,154)</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 SEPTEMBER 2012

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 #61	31,461		2,216	9,055	29,245	22,406	442	1,581
Transport Loan #62	174,562		5,975	24,503	168,587	150,059	2,911	10,936
	206,023	-	8,191	33,558	197,832	172,465	3,353	12,517

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

Council is not proposing to take out any new loans in the 2012/13 financial year.

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 30 SEPTEMBER 2012

	30-Sep 2012	2012/13
	Actual	Budget
	\$	\$
6. RESERVES		
Cash Backed Reserves		
(a) Plant and Equipment Reserve		
Opening Balance	190,607	190,223
Amount Set Aside / Transfer to Reserve	455	4,451
Amount Used / Transfer from Reserve	<u>-</u>	<u>-</u>
	191,062	194,674
(b) IT and Office Equipment Reserve		
Opening Balance	8,687	8,682
Amount Set Aside / Transfer to Reserve	21	202
Amount Used / Transfer from Reserve	<u>-</u>	<u>-</u>
	8,708	8,884
(c) Employee Entitlements Reserve		
Opening Balance	111,811	111,736
Amount Set Aside / Transfer to Reserve	267	2,600
Amount Used / Transfer from Reserve	<u>-</u>	<u>-</u>
	112,078	114,336
(d) Housing Reserve		
Opening Balance	7,173	7,200
Amount Set Aside / Transfer to Reserve	16	168
Amount Used / Transfer from Reserve	<u>-</u>	<u>-</u>
	7,189	7,368
(e) Recreation and Community Facility Res		
Opening Balance	274,998	275,000
Amount Set Aside / Transfer to Reserve	657	6,403
Amount Used / Transfer from Reserve	<u>-</u>	<u>-</u>
	275,655	281,403
(f) Refuse Site Reserve		
Opening Balance	55,031	55,000
Amount Set Aside / Transfer to Reserve	133	1,280
Amount Used / Transfer from Reserve	<u>-</u>	<u>-</u>
	55,164	56,280
(g) Grain Freight Reserve		
Opening Balance	25,367	25,367
Amount Set Aside / Transfer to Reserve	60	896
Amount Used / Transfer from Reserve	<u>-</u>	<u>-</u>
	25,427	26,263
Total Cash Backed Reserves	<u>675,283</u>	<u>689,208</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 SEPTEMBER 2012

	30-Sep 2012	2012/13
	Actual	Budget
	\$	\$

6. RESERVES (Continued)
**Summary of Transfers
To Cash Backed Reserves**

Transfers to Reserves		
Plant and Equipment Reserve	455	4,451
Office Equipment Reserve	21	202
Employee Entitlement Reserve	267	2,600
Housing Reserve	16	168
Recreation and Community Facility Reserve	657	6,403
Refuse Site Reserve	133	1,280
Grain Freight Reserve	60	896
	<u>1,609</u>	<u>16,000</u>

Transfers from Reserves		
Plant and Equipment Reserve	-	-
IT and Office Equipment Reserve	-	-
Employee Entitlements Reserve	-	-
Housing Reserve	-	-
Recreation and Community Facility Reserve	-	-
Refuse Site Reserve	-	-
Grain Freight Reserve	-	-

Total Transfer to/(from) Reserves	<u>1,609</u>	<u>16,000</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..
- Office Equipment Reserve
 - to be used for the purchase of new and/or replacement of office equipment or furniture items.
- Long Service Leave Reserve
 - to be used to fund long service leave requirements.
- Road and Bridge Construction Reserve
 - to be used to fund road and bridge construction projects that cannot be funded by grants.
- 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.
- Grain Freight Reserve
 - to be used to maintain the grain freight route through the district.

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 30 SEPTEMBER 2012

	30-Sep 2012 Actual \$	Brought Forward 1-Jul \$
--	--------------------------------	-----------------------------------

7. NET CURRENT ASSETS

Composition of Estimated Net Current Asset Position

CURRENT ASSETS		
Cash - Unrestricted	1,890,885	1,245,686
Cash - Restricted	675,283	673,674
Prepaid assets	-	-
Receivables	353,160	379,010
Inventories	<u>2,923</u>	<u>2,923</u>
	2,922,251	2,301,293

LESS: CURRENT LIABILITIES

Payables and Provisions	<u>(136,129)</u>	<u>(92,300)</u>
NET CURRENT ASSET POSITION	2,786,122	2,208,993
Less: Cash - Reserves - Restricted	(675,283)	(673,674)
NET CURRENT ASSET POSITION	<u><u>2,110,839</u></u>	<u><u>1,535,319</u></u>

Net Current Asset Position for 2012/13
Budget was

1,190,765

Difference comprises:
Municipal cash at bank
Debtors
Reserves
Creditors
Accrued wages
Payroll tax
Collections
GST payable
Expenses included as operating
Less amount transferred to reserves

334,846
(614)
1,666
4,035
2,563
231
(164)
(10,543)
13,000
(466)

Actual net current asset position

1,535,319

SHIRE OF CUBALLING
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 30 SEPTEMBER 2012

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2012/13 Rate Revenue \$	2012/13 Interim Rates \$	2012/13 Back Rates \$	2012/13 Total Revenue \$	2012/13 Budget \$
General Rate	0.005746	275	105,981,484	609,179	1,592	-	610,771	609,012
UV - Cuballing	0.062077	175	1,821,435	113,067	-	-	113,067	113,278
GRV Cuballing								
Sub-Totals		450	107,802,919	722,246	1,592	-	723,838	722,290
	Minimum \$							
Minimum Rates	500	63	4,629,197	31,500	-	-	31,500	31,500
UV - Cuballing	500	154	638,215	76,500	-	-	76,500	77,000
GRV Cuballing								
Sub-Totals		217	5,267,412	108,000	-	-	108,000	108,500
Ex gratia rates							831,838	830,790
Specified Area Rates							-	364
Discounts							-	-
Totals							831,838 (47,694)	831,154 (52,000)
							784,144	779,154

All land except exempt land in the Shire of Cuballing is rated according to its Gross Rental Value (GRV) in townsites 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 2010 TO 31 JULY 2012

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	3,290	-	-	3,290
Cuballing Fire Brigade	3,704	-	-	3,704
Recycling Children Fund	1,417	-	-	1,417
BCIF	0	-	-	-
Bonds - Building	6,839	-	-	6,839
Bonds - Hall Hire	900	-	-	900
Reimbursements	8,962	-	-	8,962
Social Club	5,253	461	(281)	5,433
Upper Hotham Project	15,027	-	-	15,027
Environment and Townscape Trust Fund	5,574	-	(8)	5,566
LCDC East Yormaning	1,360	-	-	1,360
Cuballing Country Festival	1,096	160	-	1,256
Cuballing Mens Shed	500	-	-	500
Cuballing Cricket Club	200	-	-	200
Cuballing Football Asson	2,566	-	-	2,566
Swipe cards	1,025	-	-	1,025
Cuballing Christmas Tree	393	-	-	393
	<u>58,338</u>			<u>58,670</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.

9.2.44 DRAFT STRATEGIC COMMUNITY PLAN 2012-2022

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Local Government Act 1995 as amended
Council Policy:	
Budget Implications:	To be determined
File Reference:	
Voting Requirements:	Simple Majority
Attachment:	Draft Strategic Community Plan

Background

As part of the Regional Transition Group (RTG) process, the RTG consultants, KPMG, have produced a Strategic Community Plan for the following 10 years. It is intended to be an overview of the Community and where it would like to be in 10 years.

The plan has been amended to better reflect the capabilities of the Shire of Cuballing. An example of one amendment is the removal of the Rail Infrastructure item in Theme 3. Council is not in a position to “Develop rail and freight opportunities to support the local economy and facilitate the improvement of grain transport in the Wheatbelt region, e.g. containerisation of produce.”

Projects are not detailed in this document as they will be included in the 10 Year corporate plan, which is yet to be compiled.

Comment

The next step in the process is to review the Draft Strategic Community Plan and then invite the community to comment on the contents.

COUNCIL DECISION:

That the Draft Strategic Community Plan be made available for public comment.

Moved: Cr Haslam

Seconded: Cr Newman

Carried 6/0



Strategic Community Plan

2012 – 2022

Contents

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5. Engaging our community	15
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8. Next Steps	23

Executive Summary

Document Purpose

This Strategic Community Plan will help shape the services that the Shire will deliver over the next ten years to support the community.

It has been developed with our community's aspirations and needs at its heart. These have been gathered through a process of consultation and engagement. We used a number of methods to make sure we sought the view from as wide a range of people in our community as possible including residents, business owners, Councillors, Government Agencies, Local Administration staff and others.

Consultation Process Undertaken

The Shire employs a variety of methods to collect community feedback. Some of the measures that the Shire operates include:

- Community satisfaction surveys to gauge community perceptions on areas of importance and the Shire's performance relative to those areas.
- Focus groups/workshops held throughout the year that stimulates engagement and involvement the Shire's activities.
- Council meetings where local residents and the wider community are invited to attend.
- Standing Committees where Councillors or Councillors plus representatives from the community will examine functional areas within the Shire. The purpose of these committees is to allow Councillors an opportunity to focus on specific operations in detail and the delivery of services to the community.
- Advisory committees.
- Other techniques such as newsletter distribution and online council website enquiries, feedback from Shire Staff and direction from local council members.

High-level Results from Community Consultation

A summary of the issues raised by the community during community engagement highlighted common themes which included:

- (1) A vibrant community:**
A healthy, strong and connected community that is actively engaged and involved.
- (2) A sustainable local economy:**
A strong, diversified economic base that provides employment opportunities for all age groups.
- (3) Transport:**
A sustainable and extensive transport system that allows for efficient travel within the local government and to other rural and metropolitan areas.
- (4) Natural and built environment:**
A protected and enhanced environment that is aesthetically beautiful and provides benefits for generations to come.

Our Vision

The Shire's vision statement is reflective of community sentiments supporting the Shire's envisaged strategic direction:

"A place to call home".

The Shire of Cuballing is a prosperous broad acre farming district and offers a quiet rural village lifestyle for all in a safe and pleasant environment through well constructed and maintained road infrastructure, recreational, sanitation and environmental amenities.

Key community objectives

We have grouped the aspirations and needs you shared with us during consultation into themes, each with supporting goals and measures of success. These meet the four community objectives:

- (1) Social** – This theme describes the social aspects of life in the Shire incorporating community safety, recreation and leisure, as well as arts, culture and heritage.
- (2) Environmental** – This theme relates to valuing the environment, including natural resource management, sustainable land use, waste management, and recycling.
- (3) Economic** – This theme describes infrastructure planning, transport infrastructure, facilities and services and asset management.
- (4) Civic leadership** – This theme describes how the Shire embraces a culture of leadership, customer service and inclusive community engagement.

Monitoring process and next steps

Our Strategic Community Plan will undergo a full review and assessment every four years. In addition to this, we will undertake regular community consultation and required minor amendments.

This draft has been created on the basis of consultation with the community and takes into account the resources available to our Local Government to ensure that the Shire is sustainably meeting needs of current and future community members.

DRAFT

1. Introduction

This Strategic Community Plan will help shape the services that the Shire will deliver over the next ten years.

It has been developed with our community's aspirations and needs at its heart. These have been gathered through a process of consultation and engagement. We used a number of methods to make sure we sought the view from as wide a range of people in our community as possible including residents, business owners, Councillors, Government Agencies, Local Administration staff and others.

We have grouped the aspirations and needs you have shared with us during the consultation, each with supporting goals and measures of success. The aspirations are:

- (1) A vibrant community:**
A healthy, strong and connected community that is actively engaged and involved.
- (2) A thriving local economy:**
A strong economic base that provides employment opportunities for all age groups.
- (3) Transport:**
A sustainable and extensive transport system that allows for efficient travel within the local government and to other rural and metropolitan areas.
- (4) Natural and built environment:**
A protected and enhanced environment that is aesthetically beautiful and provides benefits for generations to come.

Our Strategic Community Plan will undergo a full review and assessment every four years and required amendments on an annual basis. In addition to this, we will undertake regular community consultation as outlined in Section 4 of this plan.

This draft has been created on the basis of consultation with the community and takes into account the resources available to our Local Government.

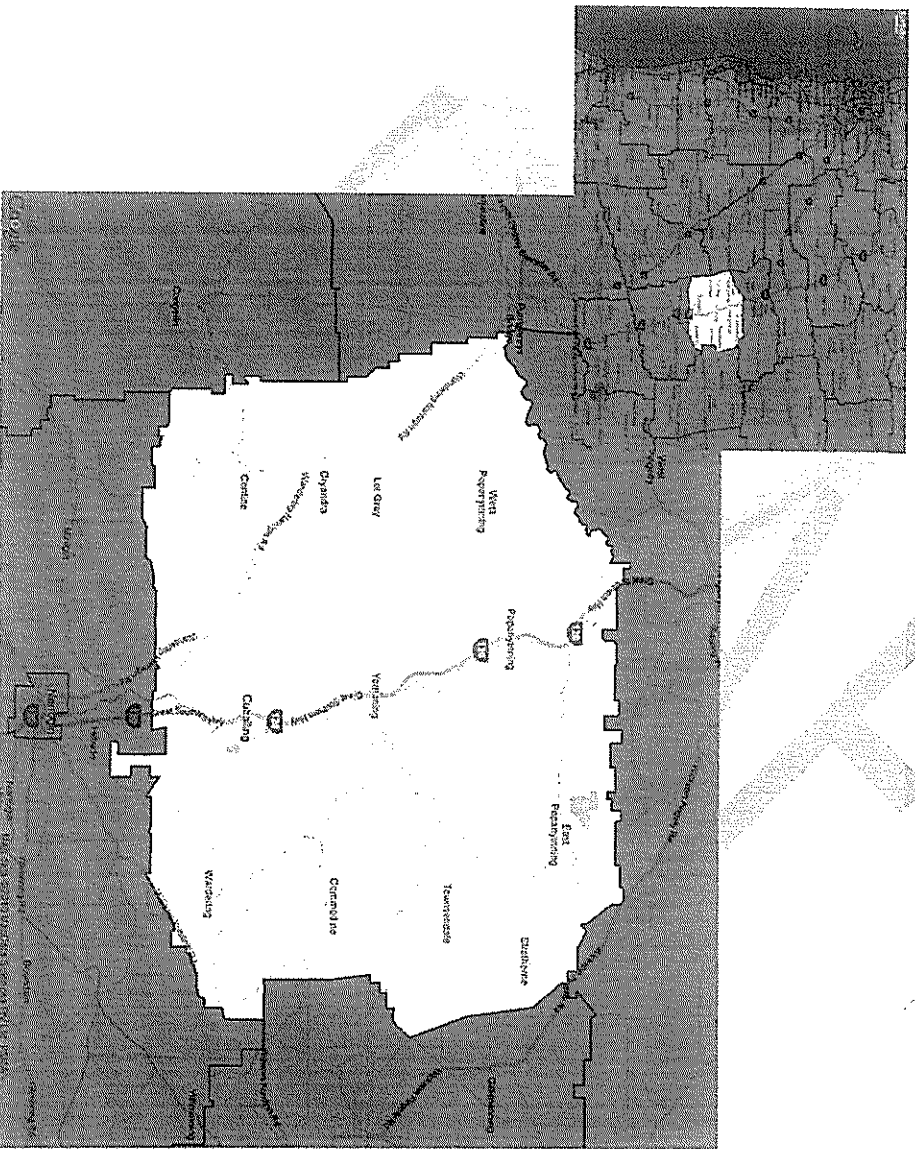
2. Our Community

About the Shire

The Shire of Cuballing is located in the Wheatbelt region of Western Australia, approximately 200km South-East of Perth and covers 1,250 sq. kms.

The main townships in the area are Cuballing and Popanyinning which provide limited local services. Located in a neighbouring Local Government area is the Town of Narrogin which serves as a regional centre providing services to the wider area, including residents in the Shire of Cuballing.

Neighbouring areas include, clockwise from North, Pingelly, Wickelpin, Narrogin, Williams and Wandering.



Local History

On 31 October 1902, the Cuballing Road District was created. On 1 July 1961, it became a Shire following the enactment of the Local Government Act 1960. The name Cuballing is taken from 'Cooballing Pool' which was discovered by John Forrest in 1870.

The Great Southern Railway was completed in 1889 and with this precious link to civilisation came the rush of settlers to places like Cuballing.

At this time it was hoped that Cuballing would be picked to become the rail centre, with hopes of expanding it into a large town. However in 1906 Narrogin was chosen mainly due to water being readily available. Once it became apparent that the railroad was to be established in Narrogin there was a steady decline in people coming to settle in the area. The Great Depression in the 1930's did not help in attracting people and many farming families found they had to leave their farms and seek a living elsewhere.

Demographics

The Shire has an estimated residential population of 884 in 2011 with population growth averaging 2% since 2001.

Transport Links

The Shire is traversed from north to south by the Great Southern Highway which links the Port of Albany in the south and the Great Eastern Highway in the north. The Shire's two main townships are joined by this primary north-south road with minor routes running east to west from this road.

The recent decommissioning of the local rail infrastructure has meant the nearest grain freight hub is now situated at Brookton to the north. There are no passenger rail services in the Shire. The nearest airstrip is situated in the neighbouring Shire of Narrogin to the south.

Key travel destinations from Cuballing (town centre) are noted below:

- Perth – 2 hours 30 minutes / 193km
- Narrogin - 15 minutes / 14km
- Popanyinning - 13 minutes / 19km
- Pingelly - 26 minutes / 36km

Travel times are by car and approximates only.

Regional context

The Wheatbelt region faces a variety of challenges with those most relevant to the Shire being:

- **Climate change**, including the regional impact of a drying climate and the westward movement of cereal-based agriculture and new industries such as tree farming (for harvest or the environment).
- **Water availability** for domestic, commercial and industrial uses. Analysis by the Bureau of Meteorology of the rainfall over the past 100 years shows a consistent downward trend of -12.07mm per decade.
- Providing **infrastructure** to a relatively small and geographically diverse population with limited capacity for economies of scale.
- **Population trends** including a shift from inland to western areas of the region. Over the next 20 years, the annual population growth forecast in the region is 1% versus a predicted growth rate of 1.3% in WA. The median age of the population is currently higher than in other regions of the state and it is anticipated this will increase further in line with general ageing population trends.
- Providing **diverse economic and employment options** to retain current residents and attract more people. Farming, of both wheat and livestock, is the dominant industry in the region and produces a significant proportion of the state's total production of agricultural commodities.

Tourism

The Tourism Development Plan for 'Australia's Golden Outback' has several key aims and objectives that impact on the Shire. Within the Plan, a key focus is to encourage tourists to stop and stay, not just pass through the Wheatbelt region. In order to increase tourist numbers, there will be increased advertising and signing around tourist routes over the next few years

The Shire has the following key attractions and historical landmarks:

The Shire has the following key attractions and historical landmarks:

- Dryandra Woodland / Lion's Dryandra Village – a heritage listed village built in the 1920's situated amongst 28,000 hectares of woodland. This is a key tourism destination advertised through regional tourism bodies in Western Australia with over 100 species of birdlife and 24 mammal species located within the woodland.

- Yornaning Dam – A local dam and surrounding nature reserve offering a rest area with a BBQ table and playground facilities.
- Barma Mia – An endangered animal sanctuary which offers guided nocturnal tours.
- Heritage Buildings – Several restored Heritage buildings are situated in Cuballing Town Centre and are considered a tourist attraction for visitors to the area.
- Cuballing Equestrian Centre - A world-class equestrian facility with a packed event calendar that attracts interest from far and wide.

Industry

The Shire of Cuballing has three significant industries, being:

Cuballing Concrete;

Whangain Grains– pellet producers

McDougall Weldments in Cuballing, and

Bird's Silos and Shelters at Popanyinning.

The Shire itself also provides a source of employment.

Broad acre agriculture is the dominant industry in the Shire but is a seasonal employer. The business community includes a roadhouse, general store, hotel, plant hire businesses, eco and indigenous tourism ventures and agriculture.

The Equestrian Park is intended to be a facility of regional importance. Events held there attract people from far and wide across the state and potentially the country.

3. Your council

Councillors have a specific role in relation to developing the local government's vision and long term goal setting. The development and implementation of our community's aspirations and goals will be facilitated by councillors. The Councillors meet regularly to discuss issues and imperative areas arising in the community. Councillors act to ensure that they:

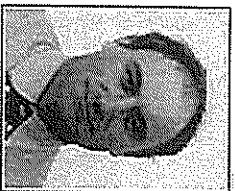
- Represent the interests of electors, ratepayers and residents of the district;
- Facilitate communication between the community and the Shire;
- Participate in the local government decision-making processes at council and committee meetings;
- Provide appropriate services and facilities are efficient, effective, adequate and equitable;
- Properly manage the environment, consistent with the principles of ecologically sustainable development; and
- Take into account the long-term cumulative effects of the Shire's decisions.

Your councillors are:

North ward
Tom Wittwer
(President)

CR. T H Wittwer
C/- Post Office
CUBALLING WA 6311

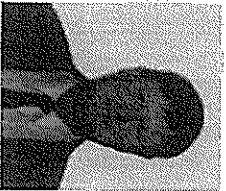
Phone: (08) 9888 4022



Tim Haslam

CR. T P Haslam
Coogabbie
POPANYINNING WA
6309

Phone: (08) 9887 5059



Mark Conley

CR. M Conley
PO Box 172
NARROGIN WA 6312

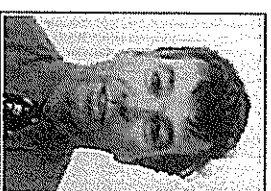
Phone: (08) 9881 4190



South ward
Roger Newman
(Deputy President)

CR. R D J Newman
PO Box 19
CUBALLING WA 6311

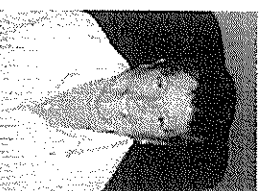
Phone: (08) 9883 6036



Carol McDougall

CR. C J McDougall
PO Box 467
Narrogin WA 6312

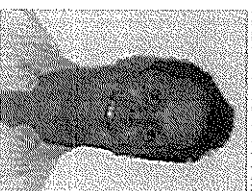
Phone: (08) 9883 6552



Chad Hawksley

CR. C Hawksley
Nebrikinning Rd
CUBALLING WA 6311

Phone: (08) 9884 5238

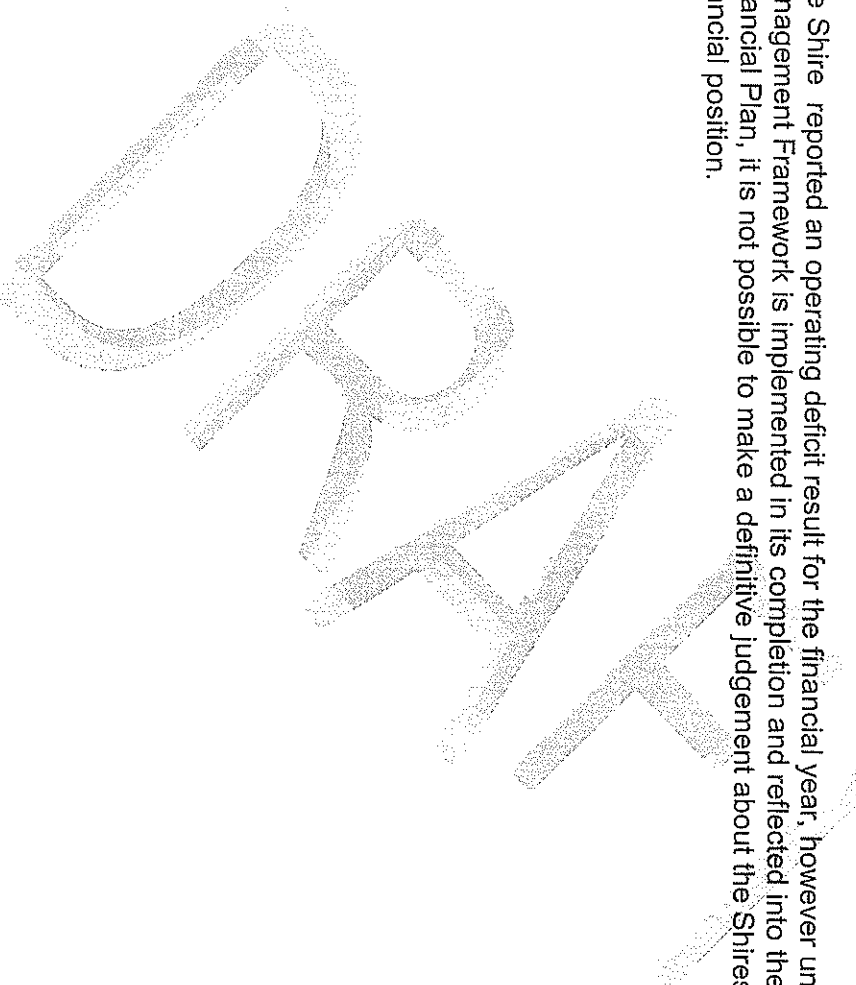


Shire in a Snapshot

The current snapshot below portrays where our council is at this moment in time. From this starting point, we hope to provide services that are efficient and effective in line with our Strategic Community Plan and Corporate Business Plan, which have been developed to meet the Local Governments' required legislative changes.

2011/12	
Annual Revenue	\$3,176,788
Annual Expenditure	\$(3,224,913)
Financial Position	\$(48,125)

The Shire reported an operating deficit result for the financial year, however until an Asset Management Framework is implemented in its completion and reflected into the Long Term Financial Plan, it is not possible to make a definitive judgement about the Shires long term financial position.



4. Planning for the future of the Shire

The Shire is building on a history of community engagement to ensure that the community can grow and thrive as a vibrant and attractive place to live, work and visit.

Developing our aspirations and plans for the future will shape the delivery of services to the community and the direction of economic development. This integration of community aspiration and service delivery is called the Integrated Planning and Reporting Framework (IPR). This will ensure that the Shire policies and services are aligned to the community's aspirations.

Our IPR process

The process, driven by this 10-year Strategic Community Plan will create a four-year Corporate Business Plan to ensure that we deliver the community's aspirations. This will:

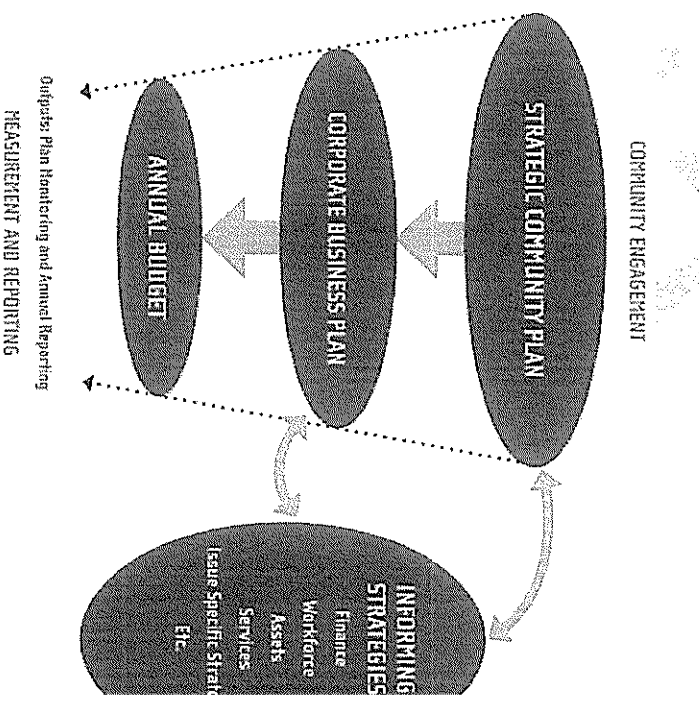
- Strengthen our council's strategic focus
- Improve sustainability

Governance
This Strategic Community Plan, which represents the needs and aspirations of the community, has been developed by the Shire's Councillors and sets out the vision for the next 10 years. It was formally adopted by the Shire on 17 October 2012.

The task of turning this vision into a reality rests with the Local Government Staff. They will set out how this will be achieved in a 4-year Corporate Business Plan (CBP).

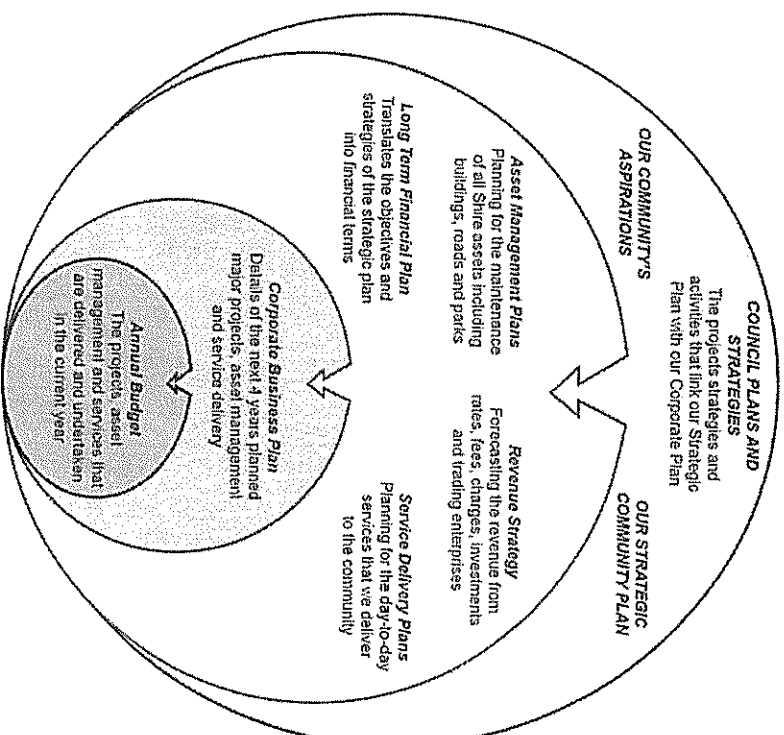
Alongside the CBP, a 10-year Long-Term Financial Plan and a five-year Asset Management and Workforce Plans will set out the resources needed to deliver the CBP.

The Councillors will review the progress towards achieving the 10-year plan on a regular basis.



Linking Our Planning

Our strategic community planning informs our longer term planning, which in turn, informs our Corporate Business Plan and our Annual Budgets.



Current and Future Resource Capacity

This section is based around the indicative costs and resource capability within the Shire to pursue priorities, objectives and strategies. The Strategic Community Plan, with its emphasis on long-term community aspirations, cannot be developed or reviewed without an understanding of its associated broad resource implications. Informing strategies, such as Workforce, Asset Management, Long-Term Financial and Service Delivery Plans will provide the capability for the Shire to pursue its priorities and objectives.

5. Engaging our community

Your views, values and aspirations, those of councillors and businesses are at the heart of this Strategic Community Plan (SCP).

Our previous community engagement identified the need for strong and active voluntary groups and on-going communication. It recognised a need to remain proactive in our approach to community engagement and ensure all key stakeholders are involved to proactively address concerns and specific issues.

The Shire adopted a community engagement framework to enhance the way we consult with the community.

Community Engagement Framework Adopted

We recognise that our community and its input is fundamental to planning the services and facilities to meet needs and expectations. We have developed a plan to engage and strengthen communication with our resident and the future issues and feedback obtained will be integrated into amendments of the Community Strategic Plan.

The on-going process of community consultation will involve:

- A formal and comprehensive consultation exercise every 4 years as part of the review process for this plan
- Community satisfaction surveys
- Council meetings where local residents and the wider community are invited to attend.
- Regular newsletter distribution.

There will be other ad-hoc informal engagement opportunities throughout the year as part of the Shire's day-to-day activities.

6. Results of the consultation process

We recognise that our community is important, and its input is fundamental to determine the services and facilities that meet community needs and expectations. We developed ways to engage and strengthen communication with our residents including holding community workshops, community council meetings and conducting a community survey; in which the issues and feedback obtained have been integrated into this Strategic Community Plan.

The themes formed from the community engagement process include:

- (1) A vibrant community:**
A healthy, strong and connected community that is actively engaged and involved.
- (2) A thriving local economy:**
A strong economic base that provides employment opportunities for all age groups.
- (3) Transport:**
A sustainable and extensive transport system that allows for efficient travel within the local government and to other rural and metropolitan areas.
- (4) Natural and built environment:**
A protected and enhanced environment that is aesthetically beautiful and provides benefits for generations to come.

Mission and Vision

The Shire's vision and mission statements are reflective of community sentiments following community consultation conducted, supporting the Shire's envisaged strategic direction:

Our Vision:

"A place to call home".

The Shire of Cuballing is a prosperous broad acre farming district and offers a quiet rural village lifestyle for all in a safe and pleasant environment through well constructed and maintained road infrastructure, recreational, sanitation and environmental amenities.

Our Mission:

The Shire of Cuballing listens to its community and provides services in a responsive and consultative manner. Our Staff are well equipped to meet community needs and Councillors show leadership in development at regional and higher levels.

Our Values:

*“As the representatives of the community, Council and staff are guided by **PRIDE**:*

- Professionalism** - in the standards and ethics of our actions.*
- Respect** - through courtesy and honesty in our dealings with all people.*
- Integrity** - that builds community trust.*
- Dedication** - of a committed team that works together to provide leadership for the community.*
- Excellence** - in the service that we provide for the community”.*

DRAFT

7. Key themes and strategies

Community engagement has led to the development of key themes which underpin the development of goals and strategies. The goals and strategies under each theme create the framework for the delivery sustainable outcomes to achieve our vision.

The themes formed from the community engagement process include:

- (1) A vibrant community:**
A healthy, strong and connected community that is actively engaged and involved
- (2) A thriving local economy:**
A strong economic base that provides employment opportunities for all age groups.
- (3) Transport:**
A sustainable and extensive transport system that allows for efficient travel within the local government and to other rural and metropolitan areas.
- (4) Natural and built environment:**
A protected and enhanced environment that is aesthetically beautiful and provides benefits for generations to come.

These themes summarised above, are further detailed in the following tables.

Each theme consists of goals with strategies to achieve them. Each strategy has been allocated a priority by local government administration, Councillors and members of the community after consideration and analysis of community consultation results. There are three priorities: high, medium and low.

The Shire will continue to report progress towards achievement of the goals identified in the Strategic Community Plan to the community using the following methods:

- (1) Annual report:**
The Shire will provide an annual summary of progress towards achievement of the Strategic Community Plan goals within the annual report
- (2) Updates on Shire website:**
The Shire will publish annual updates reporting on the actions undertaken to date to achieve the Strategic Community Plan goals, which will be available for community review via the Shire's website

Theme 1 – A vibrant community		
A healthy, strong and connected community that is actively engaged and involved.		
Goal	Action	Measure
1.1 Recreation, education, culture and arts	We provide a variety of recreational, educational and cultural facilities across the Shire that encourage community participation and includes specific annual shows/events(s) that help promote local tourism.	We publish a monthly calendar of events and actively invest in the promotion of community activities.
1.2 Community amenities & Social Wellbeing	We progressively upgrade and provide community amenities and facilities that cater to the needs of all age groups. This includes recognising particular community group needs..	We have a clear, published community amenity and facilities plan that addresses the community's needs. This includes our approach to crime prevention and safety.
1.3 Community engagement	We have a community that is actively involved in the direction and delivery of Local Government services that meet the community needs through on-going engagement and evaluation.	A clear, documented engagement process with set activities that are tracked and reported against on an annual basis.
1.4 Local heritage and history	We celebrate the culture and heritage of our shire.	The Council will develop a heritage strategy.

Theme 2 – A thriving local economy	
A strong, diversified economic and industrial base that provides new and varied employment opportunities for all age groups.	
Goal	Measure
2.3 Telecommunications Infrastructure Our community benefits from advanced modern telecommunications infrastructure services that enables more people to work remotely and attracts new industries.	We will work towards a published strategic economic development plan for the Shire. This will include: <ul style="list-style-type: none"> • a tourism strategy that promotes the areas and its attractions • an infrastructure strategy
2.4 Support services We encourage and facilitate the development of support facilities, modern infrastructure/services that allow people to remain in their jobs e.g. local child care and job sharing.	Our progress against this plan will be tracked and reported annually.

DRAFT

Theme 3 – Transport

A sustainable and extensive transport system that allows for efficient travel within the local government and to other rural and metropolitan areas.

Goal	Measure
<p>3.1 Road network Our extensive, well maintained road network connects the region to both local centres and metropolitan Perth</p> <p>It is sustainable and meets increasing the community's expectations and its evolving needs. Our construction, maintenance and improvement of the network increases its quality and economic life.</p>	<p>We have a published asset management plan for the road network including construction and maintenance targets which are reviewed annually and linked to our forward capital works planning.</p>

DRAFT

Theme 4 – Natural and built environment

A protected and enhanced environment that is aesthetically beautiful and provides benefits for generations to come.

	Goal	Measure
4.2 Town Planning	Our Shire and its many attractions are tidy, well-maintained and optimised through townscape projects. We foster a collaborative approach to regional planning to ensure we contribute to alleviating the region's population growth pressures.	Our urban and land resources development plan clearly sets out strategy for the optimisation of our townscapes and provides the constraints within which development can occur.
4.3 Land Planning	We plan the utilisation of our land resources to support the community's vision and on-going needs. Our approach is consistent with the retention of the rural and natural aspects of the Shire.	The Shire's representatives participate in planning discussions at a regional-level.
4.4 Environmental protection	Our natural environment is proactively managed and protected to ensure its long-term sustainability.	Policies and controls are in place to shape the development of land to ensure a natural state is retained and urban sprawl is contained within specified boundaries. We have adequate measures in place in relation to Bush Fire Protection.

8. Next Steps

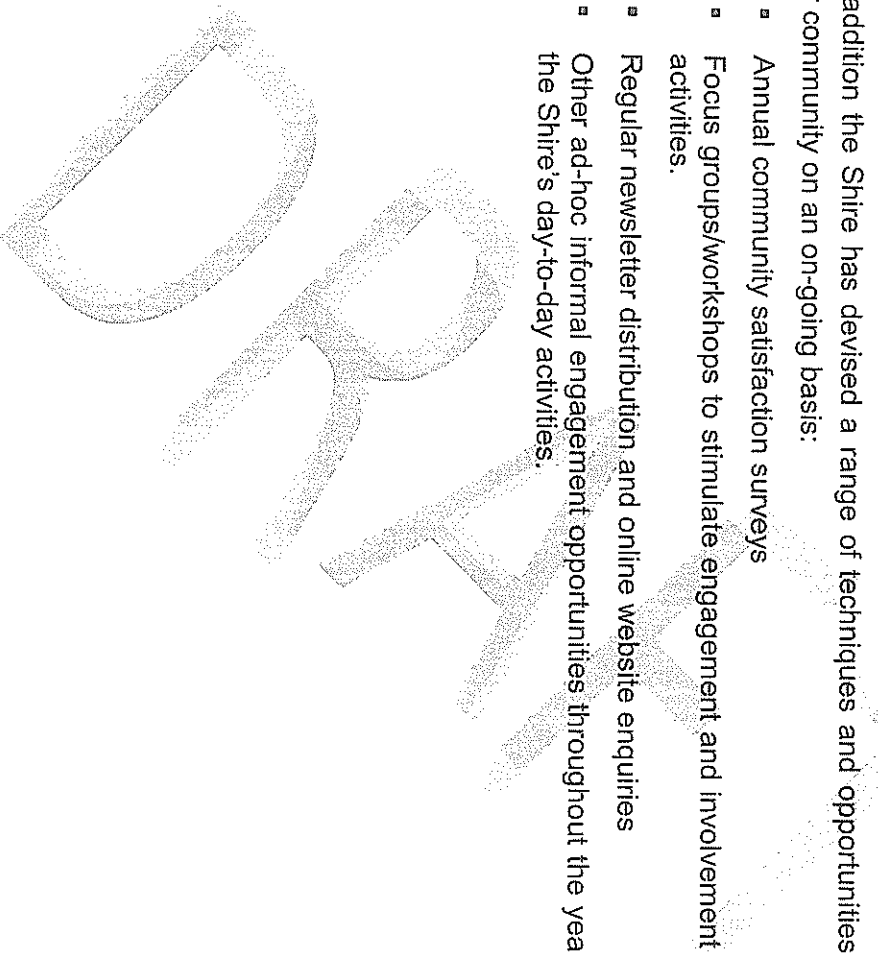
This is intended to be a live document created with our community's needs and aspirations at its heart

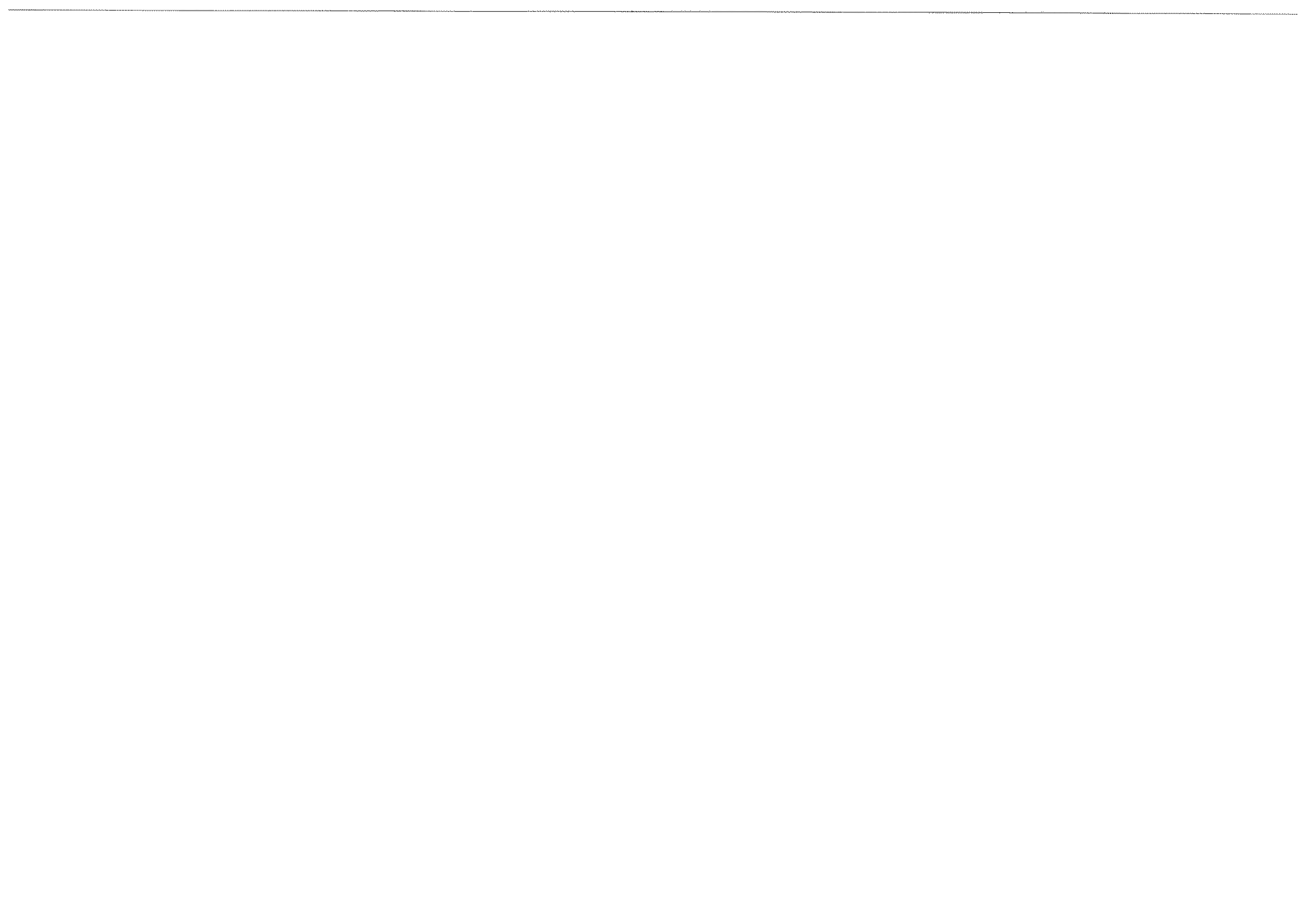
The on-going process of community engagement will include a formal review process involving:

- **Major Review** - Every four years, council will review the vision, priorities and aspirations of the plan with a full and wide ranging community engagement. The plan is renewed in line with contemporary community desires.
- **Minor Review** - Every two years following a major review and a “Desktop review” with community consultation and council endorsement.

In addition the Shire has devised a range of techniques and opportunities to engage our community on an on-going basis:

- Annual community satisfaction surveys
- Focus groups/workshops to stimulate engagement and involvement the Shire's activities.
- Regular newsletter distribution and online website enquiries
- Other ad-hoc informal engagement opportunities throughout the year as part of the Shire's day-to-day activities.





Enquiries: Mr David Coates (08) 9881 0579
Our ref:
Your ref:

3 October 2012

Chief Executive Officer
Shire of Cuballing
PO Box 125
WA 6311

Dear Ms Eva Haydon,
**Northam-Cranbrook Rd (M031) / Cuballing East Intersection Upgrade –
Land Requirement**

Attached for consideration by Council are plans of improvement works to be carried out at the Northam-Cranbrook Road (M038) and Cuballing East Intersection. In order for the project to proceed, the land shown shaded on plans 1260-134-1, 1260-135, 1260-151 and 1260-152 is required to be taken and included in the road reserve.

To enable the additional land to be dedicated as road reserve it is a requirement of the Land Administration Act that Local Authority concurrence be given to the dedication action.

It would be appreciated if Council could consider the matter at its next meeting and provide the following statement in its letter of concurrence to satisfy State Land Services requirements:-

"Council at its meeting of XX XXXXX 2xxx concurred to the dedication of the land, the subject of Main Roads' Drawing/s XXXX-XX, as road under Section 56 of the Land Administration Act".

In addition, State Land Services require a copy of the Council meeting minutes relating to the concurrence.

Main Roads will indemnify Council against all costs and charges that relate to this dedication action.



Please forward both the letter of concurrence and a copy of the relevant minutes to David Coates at the address given at the foot of the page and if you have any queries please do not hesitate to contact David on (08) 9881 0579.

Yours sincerely



David Coates
Project Engineer

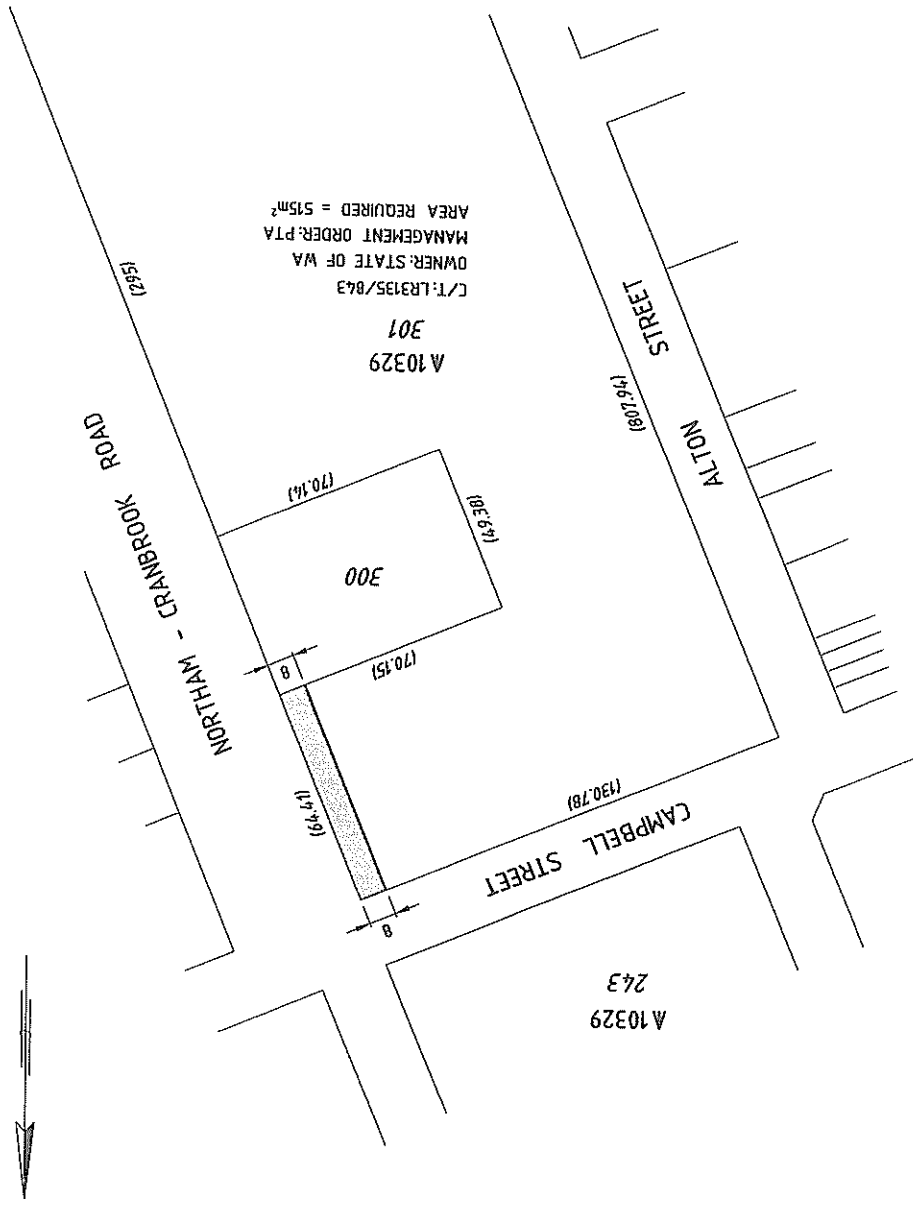
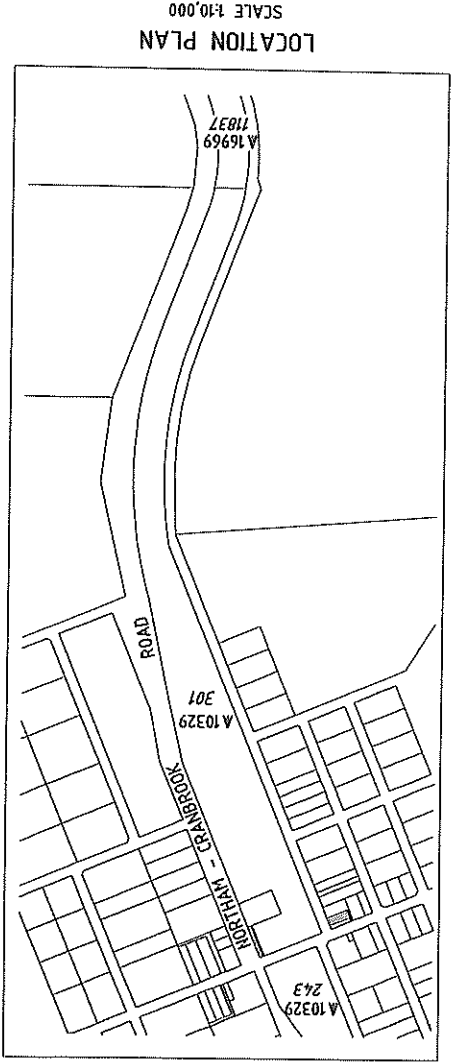
Enc. Drawings 1260-134-1, 1260-135, 1260-151 and 1260-152

LEGEND	
—	BOUNDARY TO BE SURVEYED.
■	LAND REQUIRED FOR ROAD PURPOSES
NOTES	
1	DIMENSIONS AND AREAS ARE APPROXIMATE
2	SLK IS A M.R. STRAIGHT LINE KILOMETRE AND IS APPROXIMATE ONLY.
3	HORIZONTAL DATUM IS MGA 94.
WHEATBELT SOUTH REGION	
Telephone (08) 8381 0565 Fax (08) 8381 0563	
APPROVED FOR IMPLEMENTATION	
FILE NUMBER	11/759
FOLIO	DATE
APPROVAL NUMBER	
AUTHORISED	
APPROVED	
 PROPERTY MANAGEMENT FINANCE AND SERVICES Telephone 8323 4580 Fax 8323 4580	
Prepared by:	
 FUGRO SPATIAL SOLUTIONS Pty. Ltd. 18 PROWSE STREET WEST PERTH, WA, 6005 TEL. (08) 9224 4108 FAX. (08) 9224 1775 REG. 02447801	
FILE NUMBER	12/2314
GRAPHIC PRESENTATION (ON.Y) AUDITED IN ACCORDANCE WITH STANDARD 67-08-48 IN THE ROAD AND TRAFFIC ENGINEERING HANDBOOK	
SCAN DATE	3/23
NORTHAM - CRANBROOK RD M31 LAND DEALINGS LOT 301, 153,9 SLK	
LOCAL AUTHORITY (405)	SHIRE OF CUBALLING
DRAWING NUMBER	1260-152
DRAWING TYPE	7200

CERTIFICATE

I HEREBY CERTIFY THAT THE INFORMATION SHOWN ON THIS PLAN IS CORRECT AT THE TIME OF DRAFTING, HAS BEEN VERIFIED BY A LANDGATE SEARCH OF THE RELEVANT C/T'S AND SURVEY DOCUMENTS AND THE CADASTRE IS SPATIALLY CORRECT AS PER THE RMAA STANDARD 67-08-48.

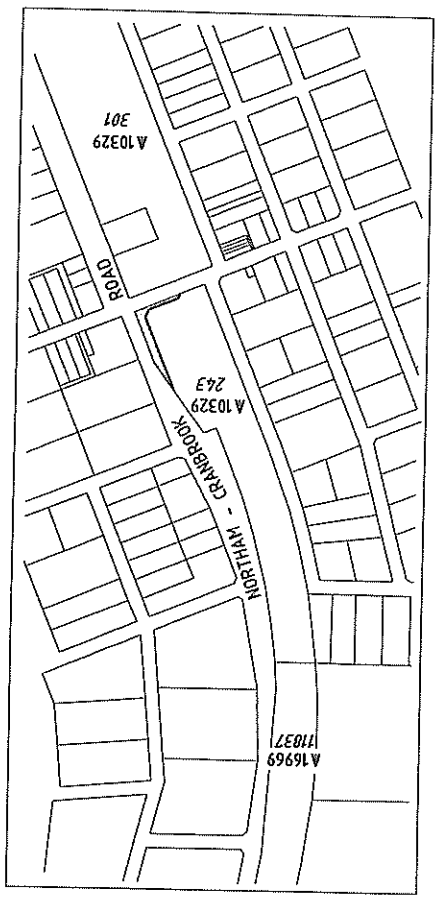
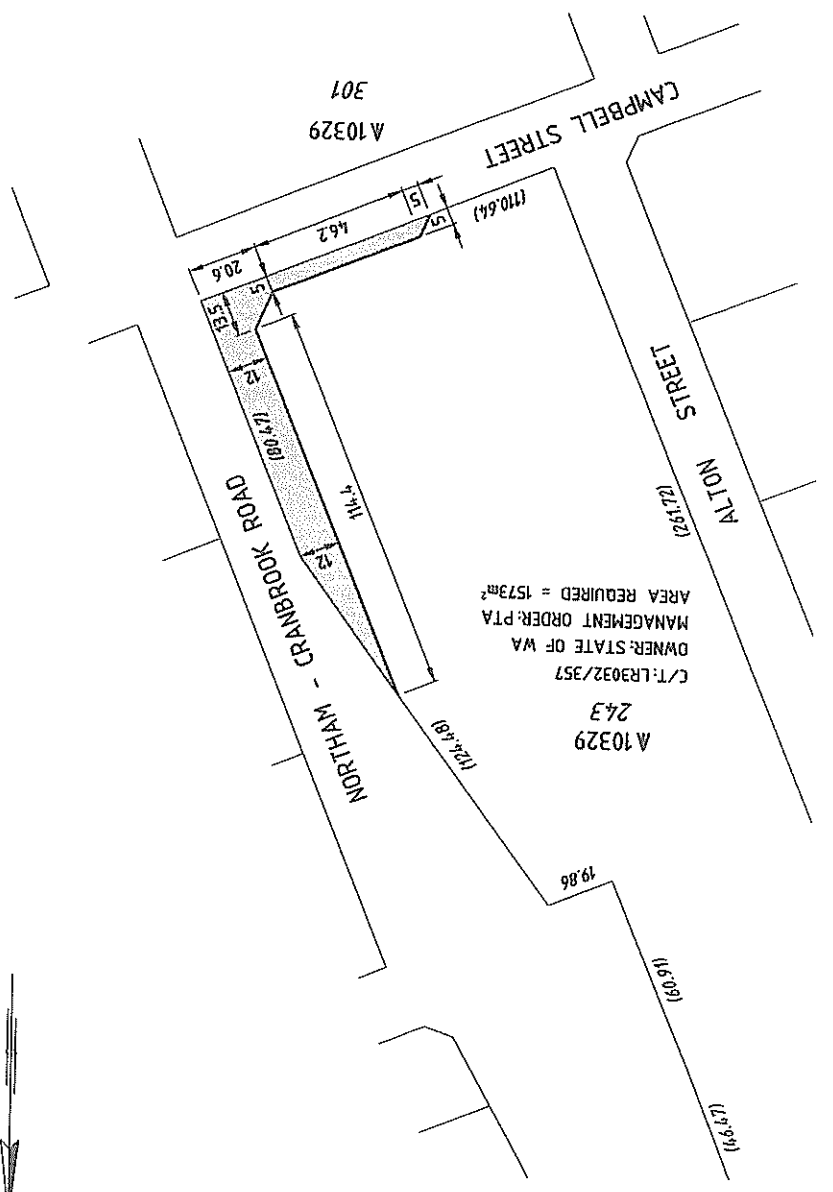
PROJECT MANAGER _____ DATE _____



CERTIFICATE

I HEREBY CERTIFY THAT THE INFORMATION SHOWN ON THIS PLAN IS CORRECT AT THE TIME OF DRAFTING, HAS BEEN VERIFIED BY A LANDGATE SEARCH OF THE RELEVANT C/T'S AND SURVEY DOCUMENTS AND THE CADASTRE IS SPATIALLY CORRECT AS PER THE MRWA STANDARD 67-08-48.

PROJECT MANAGER _____ DATE _____



LOCATION PLAN
SCALE 1:7500

1260-151
DRAWING TYPE DRAWING NUMBER
7200
LOCAL AUTHORITY (4/05) SHIRE OF CUBALLING
LOT 243, 153'9 SLK
LAND DEALINGS
NORTHAM - CRANBROOK RD M31

3
A
SCAN DATE
FILE NUMBER 12/2314
GRAPHIC PRESENTATION (ON A) AUDITED IN ACCORDANCE WITH STANDARD 67-08-48 IN THE ROAD AND TRAFFIC ENGINEERING MANUAL
Prepared by:
FUGRO SPATIAL SOLUTIONS Pty. Ltd.
10 PROGRESS STREET
WEST PERTH, W.A., 6005
TEL. (08) 9232 4100
FAX. (08) 9232 1775
Ref: 02447801

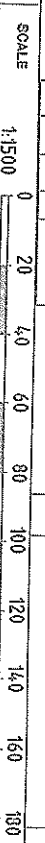
Telephone 9329 4590 Fax 9329 4590
PROPERTY MANAGEMENT
FINANCE AND SERVICES
mairoads
WESTERN AUSTRALIA

APPROVED
AUTHORISED
FILE NUMBER 11/4759
FOLIO DATE APPROVAL NUMBER

APPROVED FOR IMPLEMENTATION
Telephone (08) 9381 0505 Fax (08) 9381 0505
WHEATBELT SOUTH REGION

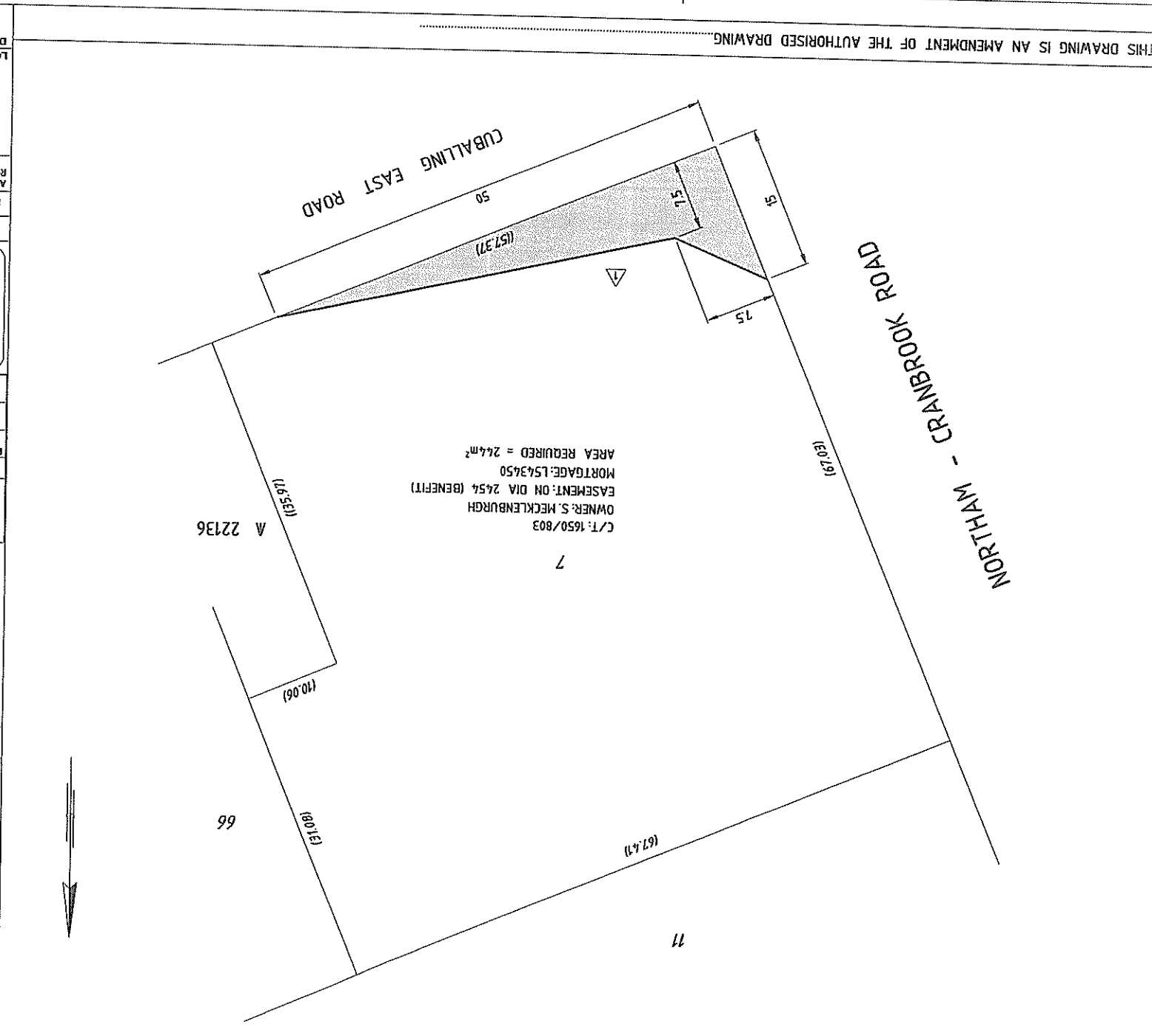
3 HORIZONTAL DATUM IS MGA 94.
2 SLK IS A M.R. STRAIGHT LINE KILOMETRE AND IS APPROXIMATE ONLY
1 DIMENSIONS AND AREAS ARE APPROXIMATE ONLY AND ARE SUBJECT TO SURVEY.

LEGEND
LAND REQUIRED FOR ROAD PURPOSES
BOUNDARY TO BE SURVEYED.



THIS DRAWING IS AN AMENDMENT OF THE AUTHORISED DRAWING.

DESCRIPTION	VERIFIED	DATE	MICRO DATE
1 LAND REQUIREMENT AMENDED			



C/T: 1650/803
 OWNER: S. MECKLENBURGH
 EASEMENT: ON DIA 2454 (BENEFIT)
 MORTGAGE: L543450
 AREA REQUIRED = 244m²

LEGEND	MICRO DATE
— BOUNDARY TO BE SURVEYED.	
■ LAND REQUIRED FOR ROAD PURPOSES	

1 DIMENSIONS AND AREAS ARE APPROXIMATE ONLY AND ARE SUBJECT TO SURVEY.
 2 S.L.K IS A M.R. STRAIGHT LINE KILOMETRE AND IS APPROXIMATE ONLY
 3 HORIZONTAL DATUM IS MGA 94.
 4 CADASTRAL MODEL: CAD1049A

WHEATBELT SOUTH REGION
 Telephone: (08) 9291 0500 Fax: (08) 9291 0503
APPROVED FOR IMPLEMENTATION
 FILE NUMBER 11/4759
 APPROVED AUTHORIZED

PROPERTY MANAGEMENT
 FINANCE AND SERVICES
mainroads
 WESTERN AUSTRALIA
 Telephone: 9223 4530 Fax: 9223 4590

FILE No. 12/2314
 DRAWN/DESIGNED W.M. ROLLINGS 4/4/12
 AUDITED IN ACCORDANCE WITH STANDARD 67-08-48 IN THE ROAD AND TRAFFIC ENGINEERING MANUAL
 NORTHAM - GRANBROOK RD M31
 LAND DEALINGS
 LOT 7, 1539 SLK
 LOCAL AUTHORITY (405) SHIRE OF CUBBALLING
 DRAWING TYPE 1260-134-1
 AMEND 7200

SCALE 1:400
 0 5 10 15 20 25 30 35 40 45 50

9.2.46. APPLICATION TO CLEAR NATIVE VEGETATION

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Environmental Protection Act 1986
Council Policy:	Nil
Budget Implications:	Nil
File Reference:	Nil
Voting Requirements:	Simple Majority
Attachment:	CPS 5277/1 Map A, B, 10km Context Map, Application for Clearing Permit

Background

The Department of Environment and Conservation (DEC) has recently received an application from Mr Kenneth Short to clear two hectares of native vegetation and 70 native trees on Lots 12, 13, 14 and 15 on Deposited Plan 64605; Lot 4602 on Deposited Plan 117614; Lot4924 on Deposited Plan 117613 and Lot 290 on Deposited Plan 248230, Wardering, for the purpose of agriculture, fence line maintenance and gravel extraction.

In accordance with subsection 51E(4) of the Environmental Protection Act 1986 (EP Act) the CEO of DEC considers that Council may have a direct interest in the subject matter of the application and invites comments on the proposal

Comment

Given that this is agricultural land, this proposal is consistent with Council's Town Planning Scheme and no planning approvals would be required unless there was a later intention to build on these lots.

COUNCIL DECISION:

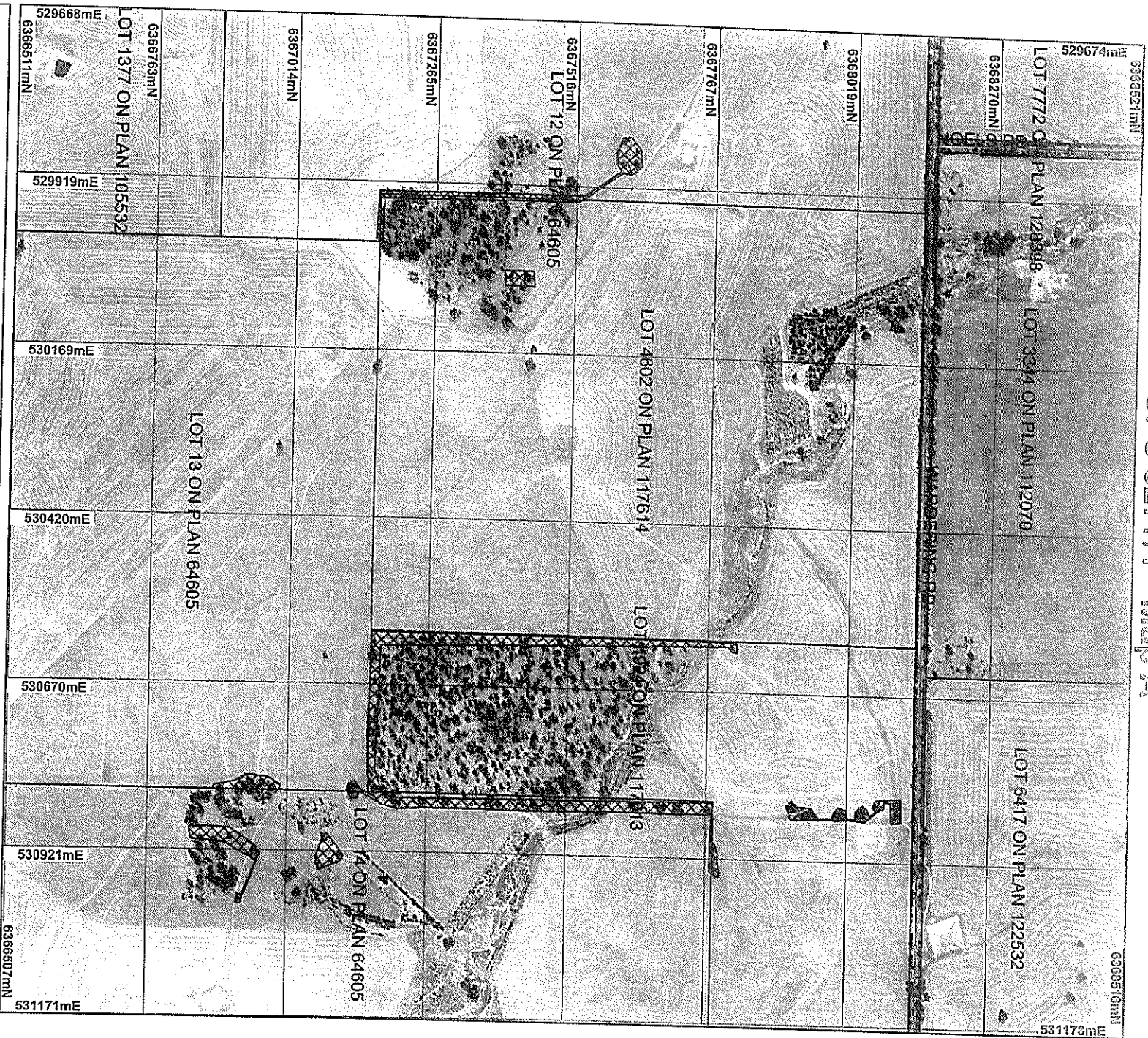
That the Department of Environment and Conservation be advised Council has no objection to the proposed clearing.

Moved: Cr Conley

Seconded: Cr Newman

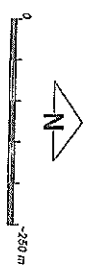
Carried 6/0

CPS 527714 - Map A



- LEGEND**
- Cleaning Instruments
 - Areas Applied to Clear
 - Road Centrelines
 - Cadastral_1

Narragjin učen Urthomozac -
Landgate 2005



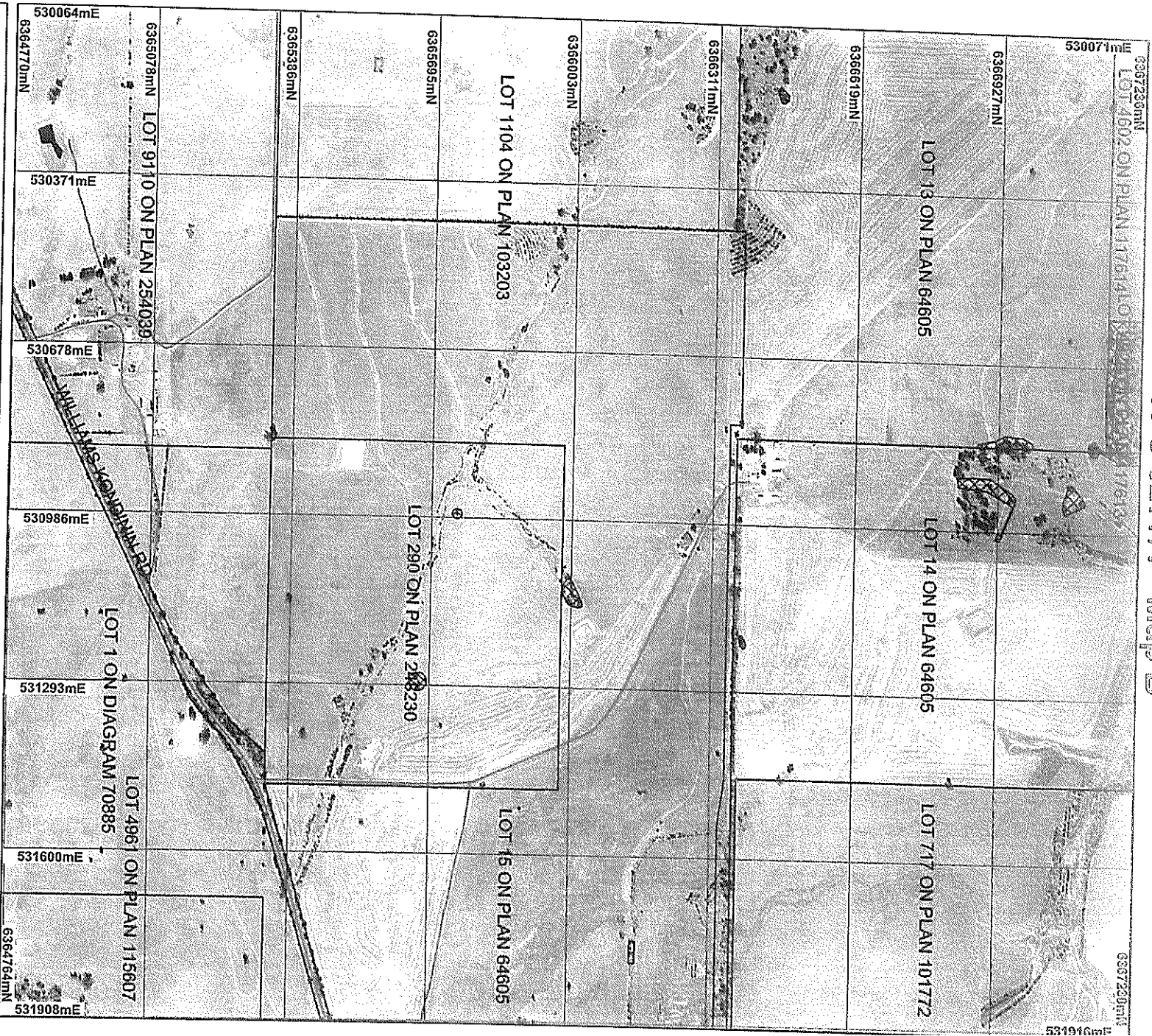
..... Date





Officer with delegated authority under Section 20 of the Environmental Protection Act 1986
Information derived from this map should be confirmed with the data custodian acknowledged by the agency acronym in the legend.

Department of
Environment and Conservation
Our environment, our future
VIA Ocm Copyright 2002

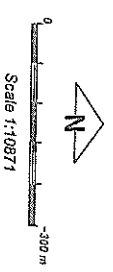
* Project Data. This data has not been quality assured. Please contact map author for details.

GPS 52771 - Map B



- LEGEND**
-  Surveying Instruments
 -  Areas Applied to Class
 -  Road Centrelines
 -  Cadastral 1

Narragin suam Urtromosaic -
Landgate 2005

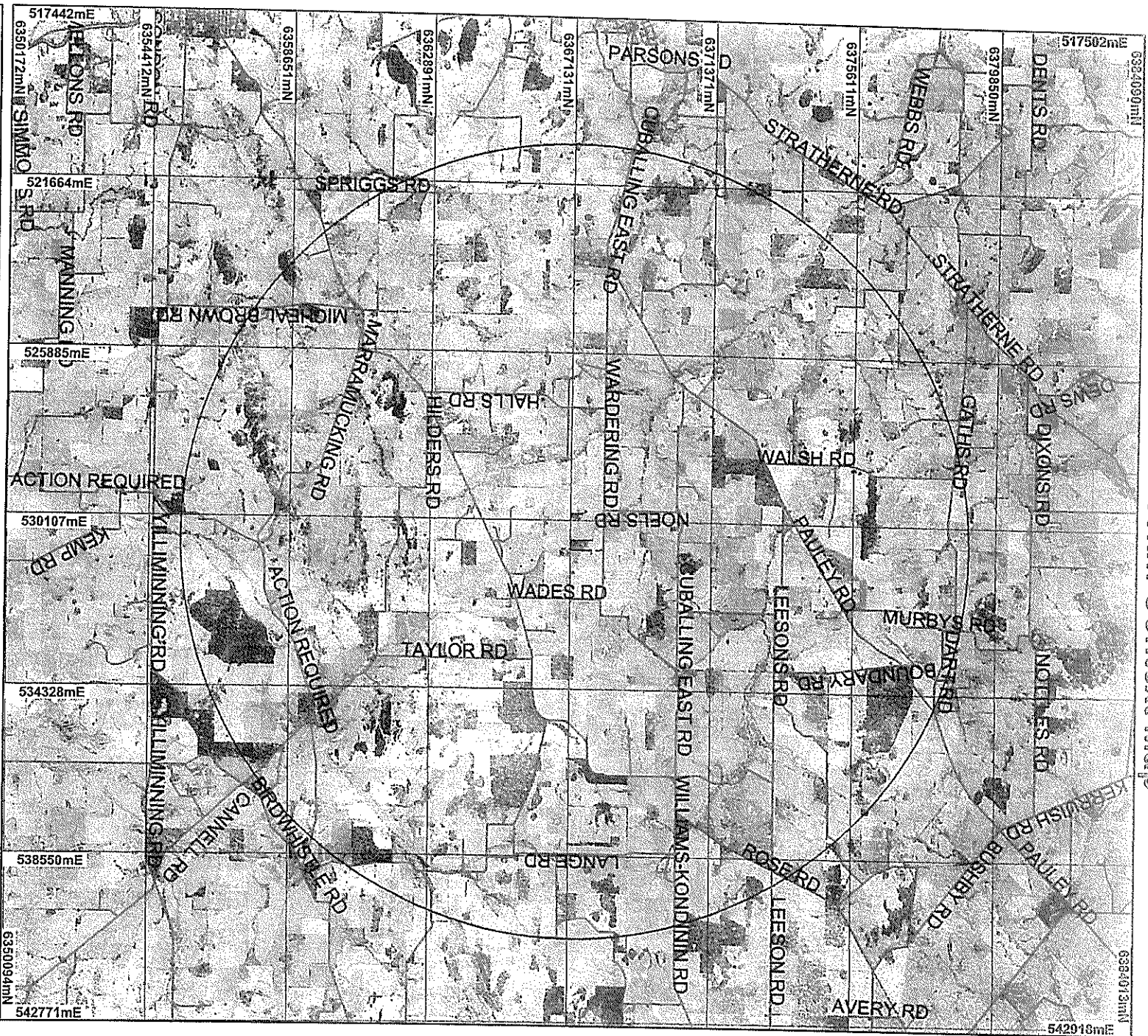


Geocentric Datum Australia 1994
 Note: the data in this map have not been projected. This may result in geometric distortion or measurement inaccuracies.

Date

* Project Data. This data has not been quality assured. Please contact map author for details.

CPS 5277/1 - 10km Context Map



- LEGEND**
- Briefing Requirements**
- Areas Applied to Clear
 - Areas Subject to Conditions
 - Areas Approved to Clear
- Rangeign 30cm Orthomosaic -
Landgate 2005

N

0 ————— 3.75 km

Scale 1:149553
(Approximate when reproduced at A4)

Geocentric Datum Australia 1994

Note: the data in this map have not been
projected. This may result in geometric
distortion or measurement inaccuracies.

Prepared by: Jelenh
Prepared for:
Date: 10/2/2012 9:58:02 AM

Information derived from this map should be confirmed with the data custodian acknowledged by the agency acronym in the legend.



Department of
Environment and Conservation
Our environment, our future
WA Dem 06/05/12/02

* Project Data. This data has not been quality assured. Please contact map author for details.



Department of Environment and Conservation – Department of Mines and Petroleum

CPS No.

Application for a clearing permit (area permit)

Environmental Protection Act 1966 s 51E
FORM C1

2012/006708 - 1

Clearing of native veg etation is prohibited in Western Australia except where a clearing permit has been granted or an exemption applies. A person who causes or allows unauthorised clearing commits an offence.

Date stamp

Part 1 Land details

The location of the land where clearing is proposed must be ascribed to the Department of Environment & Conservation

21 SEP 2012

Corporate Information System
KENSINGTON
FILE REFERENCE 2

21 SEP 2012

FILE REFERENCE 2

Land description: Volume and Folio number, Lot or location number(s), Crown Lease or Reserve number, Pastoral Lease number or Mining Tenement number of all properties where clearing is proposed.

Lot 14602 - Volume 1047 Folio 180, Lot 4924 1489/938, Lot 290 2674/333, Lot 11 2724/617, Lot 12 2724/618, Lot 13 2724/619, Lot 14 2724/620 & Lot 15 2724/621

Street address

4679 Williams-Kondinin Road
Wandering WA 6311

Local government area

Shire of Cuballing

Land zoning, e.g. rural, residential, industrial

Rural

Part 2 Proposal

An aerial photograph or map with a north arrow must be attached, clearly showing the area proposed to be cleared, or

If you have the facilities, a digital map on CDRM of the area to clear in one of the following formats:

- ESRI Shapefile with the following properties:
 - Geometry type: Polygon shape.
 - Coordinate system: GDA 1994 (Geographic latitude/longitude).
 - Datum: GDA 1994 (Geocentric Datum of Australia 1994).
- Autocad 2000 or earlier; or
- Microstation 8 or earlier.

Total area of clearing proposed (Hectares) and/or number of individual trees to be removed

2

70

Proposed method of clearing

Bulldozer & Burning

Period within which clearing is proposed to be undertaken, e.g. May 2010–June 2010

October 2012 to October 2013

Purpose of clearing

Cropping/Agriculture machinery operation and fencing on lot boundaries.

Part 3 Applicant

To apply for a permit you must either be:

- the landowner;
- acting on the landowner's behalf; or
- likely to become the landowner.

Note: If you are acting on behalf of the landowner, you must attach a letter of authority from the landowner explicitly stating that you, the applicant, has authority to clear on the said land.

Ownership of land

If granted, the permit will be issued in the name of the landowner for applicant if acting on behalf of the landowner).

A landowner can be:

- a person who holds the Certificate of Title
- a person who is the lessee of Crown land, or
- a public authority that is responsible for care of the land.

Are you applying as an individual, a company or an incorporated body? – enter details for one only (please print).

An individual – applicant's given names, family name and title (Mr, Mrs, Ms, etc)
Mr Kenneth Dexter Short

A company or incorporated body name (Note: companies must supply an Australian Company Number - ACN)

Full name of all landowners as they appear on the Certificate of Title (please print)

(1) Kenneth Dexter Short

(2)

If more than one Certificate of Title, please include details on a separate sheet.

9.2.47 REGIONAL WASTE GROUP MEMORANDUM OF UNDERSTANDING

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Local Government Act 1995as amended
Council Policy:	Regional Cooperation
Budget Implications:	To be determined
File Reference:	
Voting Requirements:	Absolute Majority
Attachment:	Memorandum of Understanding, Minutes of Regional Group Meeting – 8 October 2012

Background

Council has been a member of the Regional Waste Group since its inception. The aim of the group is detailed in the attached Memorandum of Understanding, with the main focus over the past two years being the search for land upon which to establish a regional waste facility to service the needs of the eleven member Councils.

Comment

This Memorandum of Understanding has been amended and does not expose Council to any potential financial liability as withdrawal from the Group is possible at any time.

It is expected that some contributions will be required and these will be listed in the Draft Budget for consideration.

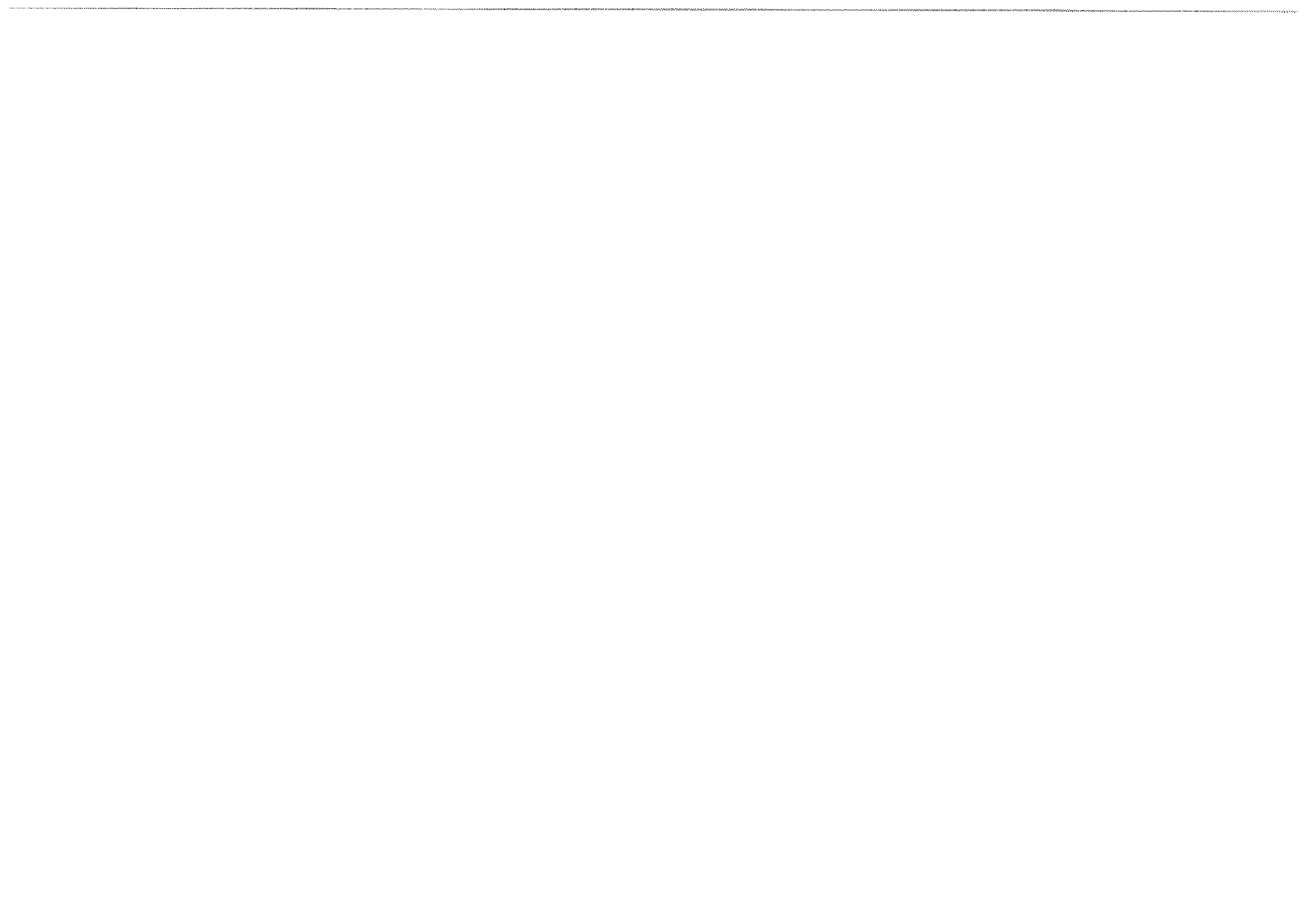
COUNCIL DECISION:

That the attached Memorandum of Understanding be accepted and the President and Chief Executive Officer be authorised to sign on behalf of the Shire of Cuballing.

Moved: Cr Newman

Seconded: Cr McDougall

Carried 6/0



MEMORANDUM OF UNDERSTANDING

1. Purpose

The purpose of this MoU is to share the effort required to develop a Draft Strategic Waste Plan under Phase 2 of the Zero Waste Plan Development Scheme. Individual member Local Government Authorities (LGA) will have the discretion to adopt the Draft Strategic Waste Plan in whole or as amended.

To collectively carry out certain local government functions. In the first instance the Group will address putrescible regional waste to landfill.

2. Parties to MOU

At the time of signing the LGAs involved are:

Shire of West Arthur, Shire of Wagin, Shire of Williams, Shire of Narrogin, Town of Narrogin, Shire of Cuballing, Shire of Pingelly, Shire of Wandering, Shire of Wickiepin, Shire of Dumbleyung and Shire of Lake Grace.

3. Objective

The objective of the MoU is to allow participating councils to combine together in a sharing arrangement to develop a Draft Strategic Waste Plan. Accordingly, the participating LGA's agree to work collaboratively to ensure the Draft Plan will fulfil criteria set down by DEC including:

- a) Improvements to existing waste management services
- b) Development of new initiatives to reduce the direct/and or indirect environmental impacts of waste; and
- c) Improve the community awareness of environmental issues relating to waste management and recycling services available in the community.

That the objectives of the Group in relation to the Waste Site and the Land are to:

- a) provide effective and cost efficient regional putrescible landfill waste disposal site consistent with legislative requirements and environmental standards for residents of the parties;
- b) provide a suitable common design for Transfer Station Infrastructure for each LGA
- c) to meet DEC Census obligations, data to be collected by the Group

This MoU is not legally binding on any of the participants who all enter into it in good faith to fulfill the stated objectives, and may be amended at any time by mutual consent.

4. Role of each Local Government Authority

The role of signatory LGA's in relation to this MoU is one of fostering a cooperative approach to waste management with the short term objective of developing a Draft Strategic Waste Plan. There is no inference or intent that any LGA participating in this activity is committing to a long term partnership association with fellow signatories in relation to waste management.

5. Term of Agreement

In principal, the term of this agreement will be determined on completion of the Draft Strategic Waste Plan. Participants wishing to terminate prior to this time may do so in writing, effective immediately.

6. Scope of Activities

The Scope of Activities includes, but is not limited to, the following:

- o Work together to fulfil the Purpose;
- o Contribute financial and in-kind resources (actual resource allocation to be recommended under Clause 7);
- o Engage executive officer(s) to provide administration support in preparation of all agendas, minutes, correspondence and all other administration matters associated with the objectives;
- o Engage specialist personnel from time to time to assist with preparation or completion of the participating council's plans in accord with objectives; and
- o Make recommendations as to future cooperative participation in regard to implementation of completed and approved plans.

7. Administrative and Financial Arrangements

Member LGAs will formally recommend the most cost effective and practical administrative and financial arrangements for the successful implementation of the Objectives of this MoU, with individual Councils having final determination as to their contribution.

8. Management Committee

The Management Committee for this will consist of the heads (or delegate) of all signatory LGAs. Each participating LGA is permitted two (2) representatives. All decisions of the Management Committee will be by Simple Majority (as defined in the Local Government Act 1995) and each council will have one vote. The Chair will be one of the Committee and elected by consensus.

9. Additional Parties

The Management Committee may agree at any time to accept additional signatories to this Memorandum.

Signed:

CEO Shire of Lake Grace

Shire President of Shire of Lake Grace

CEO Shire of West Arthur

Shire President of Shire of West Arthur

CEO Shire of Wagin

Shire President of Shire of Wagin

CEO Shire of Williams

Shire President of Shire of Williams

CEO Shire of Narrogin

Shire President of Shire of Narrogin

CEO Town of Narrogin

Mayor Town of Narrogin

CEO Shire of Cuballing

Shire President of Shire of Cuballing

CEO Shire of Pingelly

Shire President of Shire of Pingelly

CEO Shire of Wandering

Shire President of Shire of Wandering

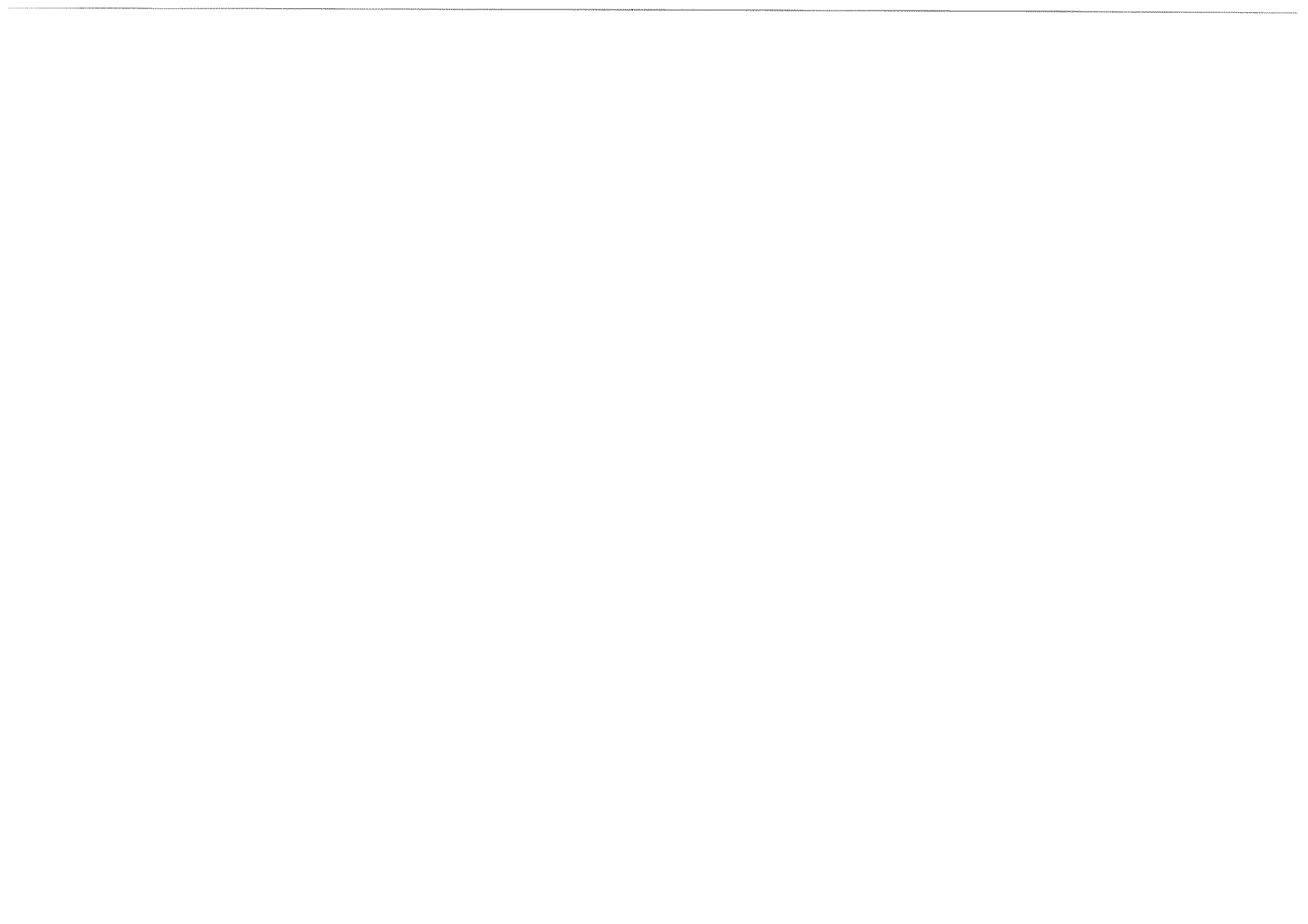
CEO Shire of Wickelpin

Shire President of Shire of Wickelpin

CEO Shire of Dumbleyung

Shire President of Shire of Dumbleyung

DATE : / / 2012



Minutes of Regional Waste Group Meeting, 8th October 2012

1. OPENING (10.07 am Friday, 8th October 2012 at the Town of Narrogin Office)

2. ATTENDANCE

Don Ennis	Mayor, Town of Narrogin (Chairman)
William Mulroney	Councillor, Shire of Pingelly
Ted Pugh	Councillor, Shire of Wagin
Ron Walker	Councillor, Shire of Wagin
Carol McDougall	Councillor, Shire of Cuballing
Len Calneggia	CEO, Wagin
Aaron Cook	CEO Town of Narrogin
Henry Van Der Ende	CEO, Dumbleyung
Eva Haydon	CEO, Cuballing
Mark Hook	CEO, Shire of Wickiepin
Mick Oliver	CEO, Pingelly
Ryan Duff	CEO, Williams
Brian Robinson	Director Development & Technical Services, Town of Narrogin
John Case	Project Manager, Strategic Waste

APOLOGIES

Martin Whitley	CEO, Wandering
Nicole Wasmann	CEO, West Arthur

3. DECLARATION OF INTEREST

Nil

4. CONFIRMATION OF PREVIOUS MEETING MINUTES

Meeting of 8th June 2012

Moved: Henry Van Der Ende	Seconded: William Mulroney
That the Minutes of the meeting held 8 th June 2012 be confirmed as a correct record.	
Carried	

4.1 BUSINESS ARISING

Nil

**Regional Refuse Group
Financial Statement**

as at 30th September 2012

Income			Expenditure		
Income Details	Amount	Payee	Description	Amount	
Council Contributions	Nov-07		Total Group Expenses to the 30th June 2012	\$201,074.95	
Grant Funding	Dept Enviro & Conversation	John Case	RRG Manager Wages July	\$1,954.89	
Waste Avoidance (RIP)	Project Admin Fee	WALGSP	Super July	\$155.49	
Council Contributions	Shire of Pingelly	John Case	RRG Manager Wages Aug	\$1,766.11	
	Shire of Wagin	WALGSP	Super August	\$135.36	
	Town of Narrogin	John Case	New Phone Contract	\$55.72	
	Shire of West Arthur	John Case	Internet Reimbursement	\$27.23	
	Shire of Cuballing	John Case	RRG Manager Wages September	\$2,250.55	
	Shire of Williams	John Case	RRG Mileage	\$653.49	
	Shire of				
	Dumblebung				
	Shire of Narrogin.				
	Shire of Wandering				
	Shire of Wickepin.				
	Shire of Lake Grace				
		Expenditure 2012/2013	\$6,998.84		
			Total	\$208,073.79	
			Unexpended Group Funds	\$57,926.21	

- be within 2km along a line of sight to the workings. This is to prevent nuisance from litter, odour, vermin and daily vision.*
- *Geological and Soil Suitability – to be of a nature that by visual assessment will pass the required standard for landfill.*

Stage Two

Providing all the above criteria are met, comment will then be sought from the adjoining landowners, with particular notice being paid to privately owned land within the 500m buffer zone. This comment period will be the traditional 21 days from notification.

The above procedure be applied by the host Local Government, who shall give their approval prior to seeking endorsement from the Wagin group to proceed with site works, any negotiations, consultants engagements, or seeking DEC licensing and works approval.

Further, that the Wagin Group be asked to adopt a similar procedure for their Local Governments within the group.

The Shire of Wagin intends to follow the above process for any potential landfill site put forward within its boundaries. The Shire of Wagin requests that this (or similar) processes be also adopted by the Wagin Group.

CONSULTATION/COMMUNICATION:

Local Government Act 1995.

STATUTORY/LLEGAL IMPLICATIONS:

N/A

POLICY IMPLICATIONS:

N/A

FINANCIAL IMPLICATIONS:

N/A

STRATEGIC IMPLICATIONS:

N/A

VOTING REQUIREMENTS:

Simple Majority

OFFICERS RECOMMENDATION

That the Wagin Group of Council be asked to adopt and procedure similar to the adopted by the Shire of Wagin, prior to commencing any site or ground works in order to locate a Regional Landfill Site.

6.2 WASTE INCINERATOR SPECIFICATIONS

PROPOSER:	Shire of Wagin
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	L Calneglia
SENIOR OFFICER:	J Case
DATE OF REPORT:	8 th October 2012
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	Nil

BRIEF SUMMARY:

To consider alternative waste treatment by way of incineration.

BACKGROUND:

The author has obtained attached specifications on a waste Incinerator that can be manufactured in Western Australia and has the capacity to treat municipal solid waste (MSW). Limited research has been carried out however it is understood that there are no units operating in WA treating MSW. Department of Environment and Conservation are unable to say whether approval to operate such a unit in rural WA would be forthcoming.

COMMENT:

The cubic capacity of the larger PB14 unit is 11³ and has a burning rate of 250kg per hour. Larger units can be tailor made. The PB14 costs approximately \$400,000.

The author feels that further investigations should be made as it may be a "feasible option".

CONSULTATION/COMMUNICATION:

N/A

STATUTORY/LEGAL IMPLICATIONS:

Local Government Act 1992

POLICY IMPLICATIONS:

N/A

FINANCIAL IMPLICATIONS:

N/A

6.3 REGIONAL GROUP GRANT FUNDING 2011 - 2016

PROPONENT:	Project Manager Strategic Waste
OWNER:	Regional Refuse Group
LOCATION/ADDRESS:	
AUTHOR OF REPORT:	J Case
SENIOR OFFICER:	L Calneglia
DATE OF REPORT:	3 rd October 2012
PREVIOUS REPORT(S):	
DISCLOSURE OF INTEREST:	
FILE REFERENCE:	
ATTACHMENTS:	Letter – 2012 SWMP Review

BRIEF SUMMARY:

Correspondence from the DEC on 5th June advised that \$5,000+GST would be available to the Group to Review the 2008 SWMP.

BACKGROUND:

Bowman and Associated created the 2008 Strategic Waste Management Plan for the Group. DEC funding is now available to update the plan with any amendments or changes that each member of the Group considers appropriate. The formal letter of the offer has yet to be sighted, however discussions with DEC indicate it is forthcoming.

COMMENT:

It is proposed to visit each of the Group and ascertain the modifications/amendments that they wish included in the Wagin Group Strategic Waste Management Plan.

CONSULTATION/COMMUNICATION:

Meet with appropriate personnel in each LGA to enable the Plan to be updated.

STATUTORY/LEGAL IMPLICATIONS:

Environmental Protection Act 1986
 Environmental Protection (Rural Landfill) Regulations 1997
 Waste Avoidance and Resource Recovery Act 2007

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

DEC Funding letter yet to be received

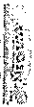
WAGIN GROUP

MOVING TOWARDS ZERO WASTE

John Case
Project Manager—Strategic Waste
Shire of Wagin
PO Box 200
WAGIN W A 6316

Mobile: 0488 799 360
Email: johncase@wagin.wa.gov.au

Comprising the Shires of



Mr Brendan Mohr,
Project Coordinator
Waste Management Branch
Department of Environment and Conservation
Email: brendan.mohr@dec.wa.gov.au

Dear Brendan,

SWMP REVIEW 2013

The Wagin Group of Councils Strategic Waste Management Plan (SWMP) will be updated by the Project Manager Strategic Waste in Consultation with the respective Officers at each of the LGA's of the Group.

- The update of the SWMP will include:
- An updated profile of each local government authority in the group
 - Update of waste and recycling volumes
 - As summary of progress made on priorities outlined in the original 2008 SWMP
 - Revision of existing strategic priorities and the addition of new ones

It is anticipated that the updated document will be submitted to DEC for endorsement by 31 January 2013.

Yours Sincerely,

extension requirements of the Shire of Wagin from 500m to 1Km for neighboring houses and will not pursue the offer as a result.

CONSULTATION/COMMUNICATION:

Desk-top reviews have been conducted by Landform resources, indicating that each have potential for further evaluation on-site.

STATUTORY/LLEGAL IMPLICATIONS:

Environmental Protection Act 1986
Environmental Protection (Rural Landfill) Regulations 1997
Waste Avoidance and Resource Recovery Act 2007

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

A targeted Regional Landfill site should be within the area of highest landfill tonnage.

VOTING REQUIREMENTS:

Simple Majority

OFFICERS RECOMMENDATION

Landform Resources consultant is unavailable until 4th November. It is recommended that on his return, he be requested to evaluate the proposed sites by a physical assessment of soil types and any other geological criteria he deems appropriate prior to backhoe or drill sampling for laboratory analysis.

COMMITTEES RECOMMENDATION

Moved: Mick Oliver

Seconded: Henry Van Der Ende

Landform Resources consultant is unavailable until 4th November. It is recommended that on his return, he be requested to evaluate the proposed sites by a physical assessment of soil types and any other geological criteria he deems appropriate prior to backhoe or drill sampling for laboratory analysis subject to host council pre-planning assessment and criteria guidelines.

Carried

6.5 GROUP MOU FROM 2008 REVIEW

PROPONENT:	Project Manager Strategic Waste
OWNER:	Regional Refuse Group
LOCATION/ADDRESS:	
AUTHOR OF REPORT:	J Case
SENIOR OFFICER:	L Calneggia
DATE OF REPORT:	3 rd October 2012
PREVIOUS REPORT(S):	
DISCLOSURE OF INTEREST:	
FILE REFERENCE:	
ATTACHMENTS:	MoU of 2008 Draft Regional Waste site agreement of June 2011

BRIEF SUMMARY:

The MoU that the Group are currently working to requires amendment to include the Regional landfill site.

BACKGROUND:

An original MoU was drawn up in 2008 that is now out of date with the functions being performed by the Group. Work was initiated in 2011 on a regional Waste site agreement that never progressed to finalisation.

COMMENT:

Suggested inclusions have been taken from the Draft regional Waste Site Agreement.

CONSULTATION/COMMUNICATION:

Nil

STATUTORY/LLEGAL IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

COMMITTEES RECOMMENDATION

Moved: Mick Oliver

Seconded: Geoff McKeown

The following paragraphs are inserted into the existing MoU

"Purpose

To collectively carry out certain local government functions. In the first instance the Group will address putrescible regional waste to landfill.

Objectives

That the objectives of the Group in relation to the Waste Site and the Land are to:

- a) provide effective and cost efficient regional putrescible landfill waste disposal site consistent with legislative requirements and environmental standards for residents of the parties;
- b) provide a suitable common design for Transfer Station Infrastructure for each LGA
- c) to meet DEC Census obligations, data to be collected by the Group

Parties to MoU

Amend the LGA's by deleting "Shire of Woodanilling".

Additional Parties

Amend by including the elected head as a joint signature.

Carried

MEMORANDUM OF UNDERSTANDING

1. Purpose

The purpose of this MoU is to share the effort required to develop a Draft Strategic Waste Plan under Phase 2 of the Zero Waste Plan Development Scheme. Individual member Local Government Authorities (LGA) will have the discretion to adopt the Draft Strategic Waste Plan in whole or as amended.

2. Parties to MoU

At the time of signing the LGAs involved are:

Shire of West Arthur, Shire of Woodanilling, Shire of Wagin, Shire of Williams, Shire of Narrogin, Town of Narrogin, Shire of Cuballing, Shire of Pingelly, Shire of Wandering, Shire of Wickiepin, Shire of Dumbleyung and Shire of Lake Grace.

3. Objective

The objective of the MoU is to allow participating councils to combine together in a sharing arrangement to develop a Draft Strategic Waste Plan. Accordingly, the participating LGAs agree to work collaboratively to ensure the Draft Plan will fulfil criteria set down by DEC including:

- o Improvements to existing waste management services
- o Development of new initiatives to reduce the direct/and or indirect environmental impacts of waste; and

CEO Town of Narrogin
CEO Shire of Cuballing
CEO Shire of Pingelly
CEO Shire of Wandering
CEO Shire of Wickelpin
CEO Shire of Dumbleyung

DATE : / / 2008

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority

OFFICERS & COMMITTEES RECOMMENDATION

Moved: Mark Hook

Seconded: Eva Haydon

Each LGA to look at how to quantify their current landfill drop-off tonnages as a basis for adequate sizing of the future Transfer Stations.
Carried

VOTING REQUIREMENTS:

Simple Majority

OFFICERS & COMMITTEES RECOMMENDATION

Moved: William Mulroney

Seconded: Ted Pugh

That the Wagin group delegate the performance review to three CEO's of the group.
Carried

This task is allocated to L. Calneggia, Aaron Cook and Mick Oliver.

7 GENERAL BUSINESS

Nil

8. CLOSURE

Meeting Closed at 11.40am with proposed date of next meeting at the Town of Narrogin being tentatively 10th December 2012.

9.4 REPORTS – HEALTH AND BUILDING

9.4.15 ENVIRONMENTAL HEALTH OFFICER/BUILDING SURVEYORS REPORT

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
Building Act 2012
Building Regulations 2012
Register Delegated Authority
Council Policy: 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

SEA CONTAINER – MR. VAN EMPPEL LOT 278 CAMPBELL STREET, CUBALLING

Mr. Van Empel has applied to locate a sea container to Lot 278 Campbell Street, Cuballing. A Building Licence to construct a dwelling and shed on this property was granted on the 22nd July 2010. The statutory period to construct the dwelling was exceeded and Mr. Van Empel was subsequently issued with an extension of time to complete the dwelling. To this date, only the floor framing of the dwelling has been completed. The shed has been completed and is being used to store building material.

A building licence is not required under the Building Regulations 2012 for structures such as containers to be used for storing building material during the construction of a building that requires a building licence. The Shire of Cuballing's Sea Container Policy does not require an approval if the container is being used for the temporary storage on a building site. However, if the sea container is going to be a permanent fixture on the property it will need to comply with the Sea Container Policy. Mr. Van Empel has been advised that if he wishes to keep the container at the property once the dwelling has been constructed it will need to comply with Council's Sea Container Policy. Mr. Van Empel has been advised of this matter and issued with a copy of the Sea Container Policy at a meeting with the author of this report at the Shire office on the 11th October 2012.

Reporting Officer

Allan Ramsay
Environmental Health Officer/Building Surveyor

10. ELECTED MEMBERS: MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11.0 OTHER URGENT BUSINESS

COUNCIL DECISION

That the urgent business items 11.1.12, 11.1.13 & 11.1.14 be considered.

Moved: Cr Newman

Seconded: Cr Hawksley

Carried 6/0

11.1.12 DEPARTMENT OF ENVIRONMENT & CONSERVATION – PURCHASE OF LAND

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Local Government Act 1995as amended
Council Policy:	Nil
Budget Implications:	Costs for revaluation of remainder of privately owned land
File Reference:	Minor loss of rate revenue

Voting Requirements:

Simple Majority

Attachments:

11.1.12A, 11.1.12B, 11.1.12C, 11.1.12D

Background

The Department of Environment and Conservation (DEC) have contacted us regarding the purchase of 122 ha of uncleared portions of Lots 157 & 444 Neamutin Road Stratheme as shown in the attachment.

In 2009 DEC purchased a nearby 85ha parcel of land from J & J English. That purchase and this proposed purchase adjoin Reserve 36413 and it is planned to eventually combine these three parcels to create a significant nature reserve.

As the excision of the uncleared areas from the existing lots is required prior to purchase, a subdivision application will have to be lodged with the Western Australian Planning Commission and DEC are seeking advice regarding any views, comments, information or recommended conditions which would be pertinent to the proposed excisions. These comments would be provided to the WA Planning Commission.

Comment

The purpose of Reserve 36413 was changed from “Trigonometrical Station” to Conservation of Flora and Fauna” in 2007 with Council advising the following:

“That Council supports the change in purpose for Reserve 36413 (Lot 151) Neamutin Road from “Trigonometrical Station” to “Conservation of Flora and Fauna” on the proviso that access to the Shires of Cuballing and Pingelly

Emergency Services Two Way Radio Repeater Station is maintained and available at all times.”

This requirement would still stand.

In December 2009 Council resolved the following:

“That the Department of Environment and Conservation be advised that Council supports the proposal for portion of Lots 285 and 347 to be subdivided out of existing titles and merged with Reserve 36413.”

COUNCIL DECISION:

That the Department of Environment and Conservation be advised that:

- 1 The proposal for portions of Lots 157 and 444 Neamutin Road Strathorne to be purchased and incorporated with Reserve 36413 is supported;
- 2 Costs incurred to provide a revaluation for the remainder of privately owned land be reimbursed by the Department of Environment and Conservation; and
- 3 Access to the Shire of Cuballing and Pingelly Emergency Services Two Way Radio Repeater Station is maintained and available at all times.

Moved: Cr Haslam Seconded: Cr Conley

Carried 6/0



741

420

2701

10

R 36413
151

744

120

17806

320

121

17801

157

3

17806

157

327

3276



Department of
Environment and Conservation

Your ref: 2008/004671
Our ref: Alex Errington
Enquiries: 9219 8775
Phone: 9334 0566
Fax: alex.errington@dec.wa.gov.au
Email:

Mr Peter Naylor
Chief Executive Officer
Shire of Cuballing
PO Box 13
CUBALLING WA 6311

Dear Peter

PROPOSED PURCHASE OF PORTIONS OF LOTS 285 AND 347

I refer to our telephone discussions about Reserve 36413 and the vision of creating a linkage between this reserve and Tutanning Nature Reserve to the north, by means of the various parcels of uncleared land between them.

The opportunity has arisen whereby we can acquire a parcel of about 82 ha from Lots 285 and 347 which adjoin Reserve 36413 and which can be added to the reserve and be the starting point for the project.

The attached plan and aerial photos show the existing reserves and the parcel of land proposed to be purchased.

We have reached agreement with the owners – Jon and Julie English – and would like to finalise the purchase as soon as possible. However this will require the excision of the area out of Certificate of Title 1906/14. Before this can be done we have to submit a subdivision application to the Western Australian Planning Commission. Before we do this, I would appreciate it if you could advise me whether the Shire would have any view, comments, information or recommended conditions which would be pertinent to the proposed excision. I will provide the Commission with a copy of your response.

Should you require any further information please contact me on 9219 8775.

I look forward to your early response.

Yours sincerely


Alex Errington
Keiran McNamara
for DIRECTOR GENERAL

11 December 2008

DIRECTOR GENERAL AND ENVIRONMENTAL SERVICES DIVISIONS: The Atrium, 168 St Georges Terrace, Perth, Western Australia 6000
Phone: (08) 6364 6500 Fax: (08) 6427 5213 TTY: 1800 555 630

PARKS AND CONSERVATION SERVICES DIVISIONS: Executive: Corner of Aust. alt: 11 Drive and Hackett Drive, Crawley, Western Australia 6009
Phone: (08) 9412 0303 Fax: (08) 9386 1576 Operations: 17 Dick Perry Avenue, Technology Park, Kensington, Western Australia 6151
Phone: (08) 9334 0333 Fax: (08) 9334 0298 TTY: 9334 0546

POSTAL ADDRESS FOR ALL DIVISIONS: Locked Bag 104, Bentley Delivery Centre, Western Australia 6903
www.dec.wa.gov.au



Shire of Cuballing

OFFICE HOURS: Monday to Friday 8.30am to 5.00pm

CE 01204109
CE0004694

LANDS 0b

DEPARTMENT OF ENVIRONMENT
& CONSERVATION
29 DEC 2008
Corporate Information Section
ATRILIUM

SCANNED

KB 29/12/08
Director General
Department of Environment and Conservation
The Atrium
168 St Georges Terrace
PERTH WA 6000

Attention: Alex Errington

Dear Alex

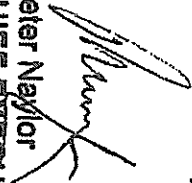
Proposed Purchase of Portions of Lots 285 & 347

Thank you for your correspondence of 11 December 2008, which was presented to the recent December Meeting of Council for consideration.

At the meeting Council resolved to support the Department of Environment and Conservation endeavours to purchase portion of Lots 285 and 347, and for the portions of the land to be excised from the existing titles and merged with Reserve 36413.

If you would any further information and/or clarification on the matter please contact the undersigned.

Yours sincerely

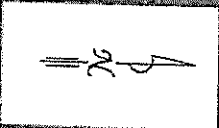

Peter Naylor
CHIEF EXECUTIVE OFFICER

22 December 2008

Proposed purchase and Tutanning NR



current purchase



SCALE 1:25 000
METRES 1000 500 0 1 2 3 KILOMETRES
AUSTRALIAN MAP GRID INTERVAL 1000 METRES

11.1.13 ELECTORS' GENERAL MEETING

Location/Address:	Shire of Cuballing
Reporting Officer:	Eva Haydon - Chief Executive Officer
Enabling Legislation:	Local Government Act 1995
Council Policy:	Nil
Budget Implications:	Nil
File Reference:	Finance 6
Voting Requirements:	Absolute Majority

Background

Anderson Munro & Wylie completed their final on-site Audit of Council's functions and operations for the 2011/2012 Financial Year in October 2012.

Comment

The Annual Report will be presented to Council for acceptance at the November meeting and the Electors' General Meeting must be held within 56 days of the acceptance of the Annual Report.

COUNCIL DECISION:

That:

1. The Audit Committee meet at 2.30pm on 15 November to consider the Annual Report; and
2. The 2012 Electors' General Meeting be held at 2.30pm on Thursday 20 December 2012 at the Shire of Cuballing Council Chamber.

Moved: Cr Conley

Seconded: Cr Newman

Carried 6/0

11.1.14 MEETING WITH AUDITOR

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Local Government Act Local Government Administration Regulation 14.A
Council Policy:	Nil
Budget Implications:	Nil
File Reference:	Nil
Voting Requirements:	Absolute Majority
Attachment:	Management Letter - Anderson, Munro & Wyllie

Background

It has been a general practice for the Audit Committee to meet with Council's Auditor by way of telephone communication. As the Audit Committee meets in November, Council is required to resolve (by Absolute Majority) that the Auditor attends the meeting by way of telephone communication.

- 14A.Attendance at meetings by means of instantaneous communication —
s. 5.25(1)(ba)
(1)A person who is not physically present at a meeting of a council or committee is to be taken to be present at the meeting if —
(a)the person is simultaneously in audio contact, by telephone or other means of instantaneous communication, with each other person present at the meeting;
(b) the person is in a suitable place; and
(c) the council has approved* of the arrangement.

Comment

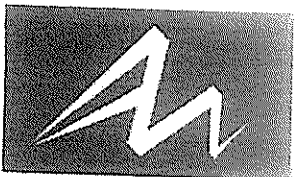
Nil

COUNCIL DECISION:

That Council approve the attendance by telephone communication of Mr Billy-Joe Thomas at the November meeting of the Audit Committee.

Moved: Cr Conley Seconded: Cr Haslam

Carried 6/0



Anderson Munro & Wylie

CHARTERED ACCOUNTANTS

Unit 8 / 7 Hector Street, Osborne Park WA 6017
PO Box 1357, Osborne Park WA 6916

Phone: (08) 9445 9955 Fax: (08) 9445 9966

ABN 59 125 425 274

Website: www.amwaudit.com.au

Liability limited by a scheme approved under Professional Standards Legislation

9 October 2012

The President
Cr Tom Wittwer
Shire of Cuballing
PO Box 13
CUBALLING WA 6311

Dear Tom

MANAGEMENT LETTER

We have now completed our audit of Shire of Cuballing for the year ended 30 June 2012.

Our audit has been conducted in accordance with Australian Auditing Standards. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report and the evaluation of significant accounting estimates. While our procedures are designed to identify any material weaknesses and detect misstatements from fraud and error, there is an unavoidable risk that even some material misstatements may remain undiscovered. This unavoidable risk is due to the test nature and other inherent limitations of an audit, together with the inherent limitations of any accounting and internal control system.

We are pleased to advise that we have no matters which we believe needed to be brought to your attention.

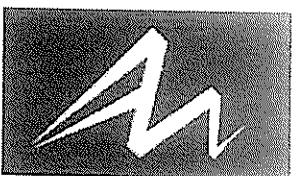
We would like to take this opportunity to thank you and your staff for the assistance provided during the course of the audit.

Please do not hesitate to call should you like to discuss any aspect of the audit.

Yours faithfully

ANDERSON MUNRO & WYLLIE

BILLY-JOE THOMAS
Director



Anderson Munro & Wylie

CHARTERED ACCOUNTANTS

Unit 8 / 7 Hector Street, Osborne Park WA 6017
PO Box 1357, Osborne Park WA 6916

Phone: (08) 9445 9955 Fax: (08) 9445 9966

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INDEPENDENT AUDIT REPORT TO THE ELECTORS OF THE SHIRE OF CUBALLING

Scope

We have audited the financial report of Shire of Cuballing for the year ended 30 June 2012. The financial report comprises the Statement by Chief Executive Officer, Statement of Comprehensive Income, Statement of Financial Position, Statement of Change in Equity, Cash Flow Statement, Rate Setting Statement and accompanying notes to the financial statements.

The Council is responsible for the preparation of a financial report which provides a true and fair view of the financial performance and position of the council in accordance with the Local Government Act 1995, and Regulations. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error and for accounting policies and estimates inherent to the financial report.

Audit Approach

We conducted an independent audit of the financial report in order to express an opinion on it to the electors of the Shire of Cuballing. Our audit was conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgement, selective testing, the inherent limitations of internal control and the availability of persuasive rather than conclusive evidence. Therefore an audit cannot guarantee that all misstatements have been detected.

We performed procedures to assess whether in all material respects the financial report presents fairly, in accordance with the Local Government Act 1995, and Regulations, including compliance with Accounting Standards in Australia, and other mandatory financial reporting requirements in Australia, a view which is consistent with our understanding of the Council's financial position, and of their performance which is represented by the results of operations and cash flows.

We formed our opinion on the basis of these procedures, which included:

- examining on a test basis, information to provide evidence, supporting the amounts and disclosures in the financial report.
- assessing the appropriateness of the accounting policies and disclosures used, and the reasonableness of significant accounting estimates made by the directors.

Whilst we considered the effectiveness of managements internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance on internal controls.



We performed procedures to assess whether the substance of business transactions were accurately reflected in the financial report. These and our other procedures did not include consideration or judgement of the appropriateness or reasonableness of the business plans or strategies adopted by the executive and management of the Shire of Cuballing.

Independence

Anderson Munro & Wylie are independent of the Shire of Cuballing, and have met the independence requirements of Australian professional ethical pronouncements and the Local Government Act 1995.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion


In our opinion, the financial statements of the Shire of Cuballing are properly drawn up:


- a) So as to give a true and fair view of the state of affairs of the Shire as at 30 June 2012 and the results of its operations and cash flows for the year then ended;
- b) In accordance with the requirements of the Local Government Act 1995; and
- c) In Accordance with Applicable Australian Accounting Standards.

Statutory Compliance

- a) We did not during the course of the audit, become aware of any instance where the Council did not comply with the requirements of the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996.
- b) There were no material or significant adverse trends in financial position or financial management practices revealed during the course of our audit.
- c) We have obtained all necessary information and explanations in relation to our audit.
- d) Our audit procedures were all satisfactorily completed.

Dated the 9th day of October 2012 in Perth, Western Australia


BILLY-JOE THOMAS
Registered Company Auditor


ANDERSON MUNRO & WYLLIE
Chartered Accountants

12. NEXT MEETING

Thursday 15 November 2012, 3.00pm

13. CLOSURE OF MEETING

There being no further business the meeting closed at 3.20pm

