

**SHIRE**  
**OF**  
  
**CUBALLING**

**COUNCIL MEETING**  
**HELD ON 16 MAY 2013**

**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 16 MAY 2013**

**MINUTES**

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1. **OPENING - ANNOUNCEMENT OF VISITORS**

Meeting commenced at 3.05pm

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

Cr Tom Wittwer	President
Cr Roger Newman	Deputy President
Cr Tim Haslam	
Cr Carol McDougall	
Mrs Eva Haydon	Chief Executive Officer
Mr Paul Cook	
Mr John Robertson	

Apologies: Cr Chad Hawksley

3. **PUBLIC QUESTION TIME**

Mr Paul Cook stated that he was a fierce opponent to amalgamation but is loyal to Council. His intention was not to belittle or offend Council during the lead up to the poll. Council has his ongoing support and the Popanyinning Progress Association feels the same.

Question regarding further action on the motorbike park and Lot 46 Forrest Street, Popanyinning. The President advised that the proponent had been advised to seek advice from a planning consultant.

Comment regarding faded sign at McGarrigal Park.

Mr Cook reported that the Mothers' Day Art Wine & Food Trail Function in Popanyinning was successful and asked whether power could be connected to the Popanyinning Railway Station.

Mr John Robertson raised a query regarding public access to Cross Country Course and asked that the sale of the caravan be advertised in the newsletter.

Mr Robertson also commented on the Alton Street Culvert being too high and the drain does not take water.

4. **STANDING ORDERS**

**OFFICER RECOMMENDATION**

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

**Moved: Cr Haslam**

**Seconded: Cr Conley**

***Carried 5/0***

5. **LEAVE OF ABSENCE:**

**COUNCIL DECISION:**

That Leave of Absence be granted to Cr Tom Wittwer for the July Meeting

Moved: Cr Haslam      Seconded: Cr Newman

*Carried 5/0*

6. **MINUTES**

**6.1 CONFIRMATION OF 18 APRIL 2013 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 18 April 2013 be confirmed.

Moved: Cr McDougall      Seconded: Cr Conley

*Carried 5/0*

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

### 9.1.37 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – APRIL 2013

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**Location/Address:** Not applicable  
**Date:** 8 May 2013  
**Reporting Officer:** Nichole Gould, 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: \$643,667.54

Electronic Fund Transfers/Chq: \$643,019.23

Credit Card: \$648.31

##### Trust

Electronic Funds Transfers \$18,992.55

Moved: Cr Newman

Seconded: Cr Conley

*Carried 5/0*

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FROM THE 1/04/13 - 30/04/13

Date	Name	Description	Amount
02/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-287.40
12/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-80.15
17/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-212.30
23/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1115.30
18/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-289.30
22/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-366.25
19/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-24.00
24/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-4668.35
26/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-4402.85
29/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-175.35
30/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1123.75
03/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1363.45
04/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-879.25
05/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1050.55
09/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-156.95
10/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-665.50
11/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-104.95
15/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1601.55
16/04/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-425.35
04/04/2013	BUILDERS REGISTRATION BOARD Building Commission	March Recon	-35.50
04/04/2013	THE MIDLAND TIMBER CO Pty Ltd	Timber for Men's Shed	-381.18
04/04/2013	Niel Mitchell	Professional Services, Travel and Accommodation	-8617.55
10/04/2013	DYNAMIC PRINT	12 Order Books-each 50 leaves Triplicate	-492.00
11/04/2013	LGIS Risk Management	Regional Risk Co-Ordinator Fees for Jan-Jun 2013	-2131.80
16/04/2013	FUJI XEROX	Laserprint 4A 80GSM White Paper	-257.99
16/04/2013	ROAD SIGNS AUSTRALIA	Signs	-544.50
16/04/2013	TOLL IPEC (COURIER AUSTRALIA)	Freight from Staples, Pressure Masters and SOS Office	-42.14
19/04/2013	Bims Earthmoving	Cuballing East Road Tender	-400172.50

23/04/2013 MIDALIA STEEL	Plastic oblong Caps - Bins	-95.10
30/04/2013 AC & RG Battley	2X 25L TR APSA DRUMS	-250.00
30/04/2013 BITUTEK	Bitumen Sealing Works	-12897.72
30/04/2013 Boral Construction Materials Group	Emulsion	-1980.00
30/04/2013 CANNON HYGIENE AUSTRALIA PTY LTD	Sanitary Unit	-366.46
30/04/2013 CORNERS AUTOMOTIVE ELECTRICS	Trace faults in Keyrec and replace some parts	-231.00
30/04/2013 CUBY ROADHOUSE	Papers, postage and Stamps	-355.45
30/04/2013 Cuby Tavern	Meals and Drinks council	-570.00
30/04/2013 DEWS MINI EXCAVATIONS	Clean out Water Table on Cuballing East Road	-1776.50
30/04/2013 DYNAMIC PRINT	Window faced envelopes	-407.00
30/04/2013 EDWARDS MOTORS PTY LTD	60000km Service CN1	-574.90
30/04/2013 FARMWORKS RURALCO	Postcrete 20kg	-154.00
30/04/2013 GREAT SOUTHERN FUEL SUPPLIES	BP 10 PPM Diesel (\$1.34)	-10472.46
30/04/2013 LANDGATE	Minimum Charge	-59.65
30/04/2013 MAKIT NARROGIN HARDWARE	Cleaning Products	-160.70
30/04/2013 MARINDUST SALES	Flag Pole Popanyinning tourist precinct	-698.50
30/04/2013 MECHANICAL AND DIESEL SERVICES	Carry out Service and Check Over, oil, oil filter, and labour	-480.70
30/04/2013 McDougall Weldments	Repair rams on Truck and Labour	-825.96
30/04/2013 Meulemans Cricket Centre	Replace and install Synthetic turf @ Cuballing recreation centre oval	-5745.00
30/04/2013 NARROGIN BEARING SERVICES	Air Fitting Nipple 1/2 BSP	-10.54
30/04/2013 NARROGIN FLORAL STUDIO	Anzac Day Wreath	-85.00
30/04/2013 Narrogin Packaging	Toilet Paper and Pineaway	-227.80
30/04/2013 PAGE TRUCK HIRE	Bobcat Loader hire to push rubbish at Popanyinning Tip	-1430.00
30/04/2013 TOLL IPEC (COURIER AUSTRALIA)	5/3, 13/3, 19/3 and 26/03/13	
30/04/2013 Trisetboss	Freight - Dynamic Print 11Apr	-17.69
30/04/2013 WESTRAC	Art work for proofs, rate and final instalment notices	-333.00
30/04/2013 Avon Waste	Carry out 1000 hour service as per Caterpillar service requirements	-3745.78
30/04/2013 itvision	5x 240L Bins, 20x140L, 25 bin locks with Lid Guard and 6 x T Lock Keys	-6180.10
	First payment of 3 years for SynergySoft	-42226.98

03/04/2013	Australia Post	Yearly charge for large post box	-59.50
03/04/2013	Arts Narragin	Contribution to Dryandra Art, Food & Wine Trail	-100.00
04/04/2013	A&A Corasaniti	Supply and lay Concrete to the Cricket Pitch	-2486.00
04/04/2013	Australia Post	Postage RTG Letter	-212.08
08/04/2013	AMP LIFE PTY LTD	Superannuation contributions	-292.67
08/04/2013	HOSTPLUS SUPER	Superannuation contributions	-357.32
08/04/2013	MATRIX SUPERANNUATION	Superannuation contributions	-118.27
08/04/2013	MTTA Super	Superannuation contributions	-357.32
08/04/2013	RAMSAY SUPERANNUATION	Superannuation contributions	-174.62
08/04/2013	SPECTRUM SUPER	Superannuation contributions	-315.56
08/04/2013	WA Local Government Super Plan	Superannuation contributions	-5751.08
08/04/2013	Westscheme	Superannuation contributions	-157.78
08/04/2013	Westscheme	Superannuation contributions	-157.78
08/04/2013	Westscheme	Superannuation contributions	-157.78
08/04/2013	Westscheme	Superannuation contributions	-157.78
08/04/2013	Westscheme	Superannuation contributions	-157.78
10/04/2013	Telstra	Phone Charges	-205.48
10/04/2013	Water Corporation	Water Charges for Standpipe Cuballing	-3379.35
16/04/2013	Shire of Cuballing (CASH)	Coles Card	-500.00
16/04/2013	DEPARTMENT OF TRANSPORT	Recording Fee	-24.05
16/04/2013	SYNERGY	Streetlight Charges	-512.30
17/04/2013	Anitral PTY LTD	Network and Data Services	-116.49
19/04/2013	Australian Taxation Office	BAS MARCH 13 GST OUTPUT	-74942.00
19/04/2013	Telstra	Charges for Telephones plus Telephone Book Listings	-951.14
23/04/2013	Shire of Cuballing (CASH)	refreshments (milk etc)	-191.45
24/04/2013	Carol MCDougall	Reimbursement Cr McDougall - Mail out RTG information to rate payers	-304.76
26/04/2013	AMP LIFE PTY LTD	Superannuation contributions	-284.45
26/04/2013	HOSTPLUS SUPER	Superannuation contributions	-357.32
26/04/2013	MATRIX SUPERANNUATION	Superannuation contributions	-122.67
26/04/2013	PRIME SUPER	Superannuation contributions	-367.06
26/04/2013	RAMSAY SUPERANNUATION	Superannuation contributions	-130.96
26/04/2013	SPECTRUM SUPER	Superannuation contributions	-311.54



26/04/2013 WA Local Government Super Plan	Superannuation contributions	-5844.30
26/04/2013 Westscheme	Superannuation contributions	-157.78
26/04/2013 Westscheme	Superannuation contributions	-157.78
26/04/2013 Westscheme	Superannuation contributions	-157.78
26/04/2013 Westscheme	Superannuation contributions	-157.78
26/04/2013 BUILDING & CONSTRUCTION INDUSTRY TRAINING	Building Services Levy April 2013	-191.75
30/04/2013 Air Liquide PTY LTD	Cylinder Fee	-100.58
30/04/2013 BURGESS RAWSON (WA) PTY LTD	Water Usage, War Memorial Cuballing 18Dec12-16Apr13	-207.57
30/04/2013 Commander	Phone Contract and Network Charges	-136.24
30/04/2013 Fire And Safety	Service Fire Equipment	-584.10
30/04/2013 TOWN OF NARROGIN	Reimbursement of RTG-Financial consultant	-15125.00
30/04/2013 TRACKSPARES	Parts for Veneri Loader	-864.60
30/04/2013 WESTERN STABILISERS	Cement Stabilisation/Mobilisation/Demobilisation	-20070.69
30/04/2013 MTTA Super	Superannuation contributions	-673.57
30/04/2013 COMMONWEALTH BANK	RICOH AUST ink cartridge	-638.31
29/04/2013 8 - WATCH24 MONTHLY ALARM CHARGE	WATCH24 MONTHLY ALARM CHARGE	-10.00
	TRUST	- \$ 18,992.55
	MUNI	- \$ 643,019.23
	CREDIT CARD	- \$ 648.31
	TOTAL	- \$ 662,660.09

## 9.1.38 STATEMENT OF FINANCIAL ACTIVITY

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**Location/Address:** Not applicable  
**Date:** 08 May 2013  
**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

Due to staff illness, this item will be submitted to the June meeting.

### OFFICER RECOMMENDATION:

**That the Statement of Financial Activity, as circulated, for the Shire of Cuballing for period ending 30 April 2013, be received.**

**Moved:**

**Seconded**

Bank Reconciliation as at 30 April 2013

	Municipal Fund	Trust Fund	Reserve Accts
Opening balance	2,762,534.29	106,302.46	688,018.84
Income	417,592.76	18,400.50	-
Add interest	9,052.66	-	-
Expenditure	- 942,545.70	18,992.55	-
<b>Closing balance</b>	<b>2,246,634.01</b>	<b>105,710.41</b>	<b>688,018.84</b>
Bank account	546,634.01	105,273.01	2,903.89
Investments	1,700,000.00	-	685,114.95
Plus O/S deposits		1,029.45	-
Less O/S cheques			-
<b>Closing balance</b>	<b>2,246,634.01</b>	<b>106,302.46</b>	<b>688,018.84</b>

Investments 31 March 2013

Account Number	Maturity Date	Interest Rate	Fund/Account		
			Municipal	Trust	Reserve
50360038	Term Deposit 5m	4.30%	-	-	685,114.95
34681402	Cash Deposit	4.00%	300,000.00		
	Online account		2,100,000.00		
<b>Total</b>			<b>2,400,000.00</b>	<b>0.00</b>	<b>685,114.95</b>

## 9.2.75 SHIRE OF CUBALLING COMMON SEAL

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**Location/Address:** 22 Campbell Street, Cuballing  
**Date:** 30 April 2013  
**Reporting Officer:** Nicole Gould, Administration Officer  
**Enabling Legislation:** Local Government Act 1995  
**Council Policy:** 3.11  
**Budget Implications:** Nil  
**File Reference:** Administration 18  
**Voting Requirements:** Simple Majority

### Background

It is a requirement that the use of the Common Seal of the Shire of Cuballing be endorsed by Council.

### Comment

During the previous month the Shire President and/or Chief Executive Officer witnessed the affixing of the Shire of Cuballing Common Seal to the following document(s):

- Department of Regional Development and Lands, Financial Assistance Agreement – Royalties for Regions Project – Country Local Government Funding 2012-13, Individual Allocation
- Regional Waste Group – Memorandum Of Understanding

### COUNCIL DECISION:

**That Council endorses the affixing of the Shire of Cuballing Common Seal to the Financial Assistance Agreement between the Department of Regional Development and Lands and the Shire of Cuballing; and the Memorandum of Understanding between the Wagin Voluntary Group of Councils and Peter & Heather Dowdell (the Land Owners).**

**Moved: Cr McDougall**

**Seconded: Cr Conley**

***Carried 5/0***

## 9.2.76 LOCAL GOVERNMENT ORDINARY ELECTION 2013

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<b>Location/Address:</b>	Whole of Shire
<b>Date:</b>	08 May 2013
<b>Reporting Officer:</b>	Eva Haydon Chief Executive Officer
<b>Enabling Legislation:</b>	Local Government Act 1995 S4.20 S4.61(5)
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	Elections 8
<b>Voting Requirements:</b>	<b>Absolute Majority</b>

### Background

The Local Government Act 1995 provides the following regarding the method of conducting an election:

#### 4.61. Choice of methods of conducting election

(1) The election can be conducted as a —  
**postal election** which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or  
**voting in person election** which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.

(2)The local government may decide\* to conduct the election as a postal election.

\* Absolute majority required.

(3)A decision under subsection (2) has no effect if it is made after the 80th day before election day unless a declaration has already been made in respect of an election for the local government and the declaration is in respect of an additional election for the same local government.

(4)A decision under subsection (2) has no effect unless it is made after a declaration is made under section 4.20(4) that the Electoral Commissioner is to be responsible for the conduct of the election or in conjunction with such a declaration.

(5)A decision made under subsection (2) on or before the 80th day before election day cannot be rescinded after that 80th day.

(6)For the purposes of this Act, the poll for an election is to be regarded as having been held on election day even though the election is conducted as a postal election.

(7)Unless a resolution under subsection (2) has effect, the election is to be conducted as a voting in person election.

[Section 4.61 amended by No. 64 of 1998 s. 25; No. 49 of 2004 s. 16(4) and 32(5).]

#### 4.62. Polling places required

(1)For every election in a district or a ward the returning officer is to ensure that there will be at least one polling place in the district that is open between 8 a.m. and 6 p.m. on election day.

(2)For a voting in person election in a district that is divided into wards, the returning officer is to ensure that there will be at least one polling place in each ward that is open between 8 a.m. and 6 p.m. on election day unless the returning officer determines that, in respect of a particular ward, it is not necessary or not practicable —

(a) to open a polling place in that ward on election day; or

(b)for there to be a polling place in that ward that is open all the time between 8 a.m. and 6 p.m. on election day.

(3)For a voting in person election in a ward the returning officer is to ensure that there will be at least one polling place in the ward that is open between 8 a.m. and 6 p.m. on election day unless the returning officer determines that it is not necessary or not practicable —

(a) to open a polling place in that ward on election day; or

(b) for there to be a polling place in that ward that is open all the time between 8 a.m. and 6 p.m. on election day.

### **Comment**

The next ordinary local government election is to be held on 19 October 2013.

The cost quoted by the WA Electoral Commission for the 2011 election to held as a postal voting election was \$9000 and did not include non statutory advertising.

Council resolved to hold that election as a 'voting in person' election which resulted in a total expense of \$3,352.

A formal decision is not required until the last week in July, however an earlier decision would assist in balancing the budget.

### **OFFICER RECOMMENDATION:**

For Council consideration

### **COUNCIL DECISION:**

**That;**

- 1. The election be an in person election**
- 2. There be two polling places, 1 at the Cuballing Shire Office and the other at the Popanyinning Hall.**

***Carried by Absolute Majority 5/0***

## 9.2.77 CLGF ALLOCATION 2012/13

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<b>Location/Address:</b>	Whole of Shire
<b>Date:</b>	08 May 2013
<b>Reporting Officer:</b>	Eva Haydon Chief Executive Officer
<b>Enabling Legislation:</b>	Local Government Act 1995 S4.20 S4.61(5)
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	Grants
<b>Voting Requirements:</b>	<b>Absolute Majority</b>

### **Background:**

Dryandra Voluntary Regional Organisation of Councils is a grouping of local governments for the purposes of the distribution of the regional component of the Country Local Government Fund.

A meeting was held in Cuballing on 1 May 2013 and attended by representatives from member Councils, namely Shire and Town of Narrogin, Shire of Wickepin, Shire of Wandering and Shire of Cuballing.

During this meeting the existing Draft 5 year program was amended as priorities have altered since the program was developed.

### **Comment:**

It is proposed that each Local Government from the Dryandra VROC endorse the proposed projects for the Regional Component of the Country Local Government Fund.

It is often difficult to coordinate a meeting between five Councils and this issue has resulted in a rush to have business cases finalised and submitted to Wheatbelt Development Commission prior to the end of May 2013.

### **The Projects proposed are as follows and attached:**

• Industrial Land Development Wandering -	\$250,000
• Residential Land Development Wickepin -	\$220,000
• Narrogin Heavy Haulage Bypass Stage 2 -	\$860,555
• Regional Waste Site Purchase of Land -	\$225,000
• Equestrian Centre purchase of Land Cuballing -	\$240,000
Total Funding	\$1,795,555

The recent Country Local Government Fund Review will change the guidelines for the Regional component of the funding and most of the recommendations from the review have been endorsed by the State Government with a deferral of implementation and associated deadlines by a full year, meaning the changes to the CLGF will not occur until the 2014-15 funding round. The current CLGF administration method will remain in place until such time, with the split continuing at the current determination of 50/50 between individual and regional grouping allocations. The process currently is that groups of Local Governments with Regional Projects are submitting an application and Business Case for presentation to the Wheatbelt Development Commission prior to the end of May and must show full support

from all members of their regional grouping with signatures of the Elected Heads and CEO's.

From this point the application will then be presented to the Department of Regional Development and Lands where further assessment and processing will begin. It is expected that the endorsement of these projects and preparation of the resultant Financial Assistance Agreements will take a minimum of six months.

The allocation to the Dryandra grouping of Councils, (should support be forthcoming for the projects as presented) is a total of \$1,795,555 and has a positive impact on the region. It is unclear what the impact would be should one or several of the Councils not support all proposed projects.

### **COUNCIL DECISION**

That:

1. The following Country Local Government Fund Regional Projects for the 2012/2013 financial year be endorsed:

- Industrial Land Development Wandering - \$250,000
- Residential Land Development Wickepin - \$220,000
- Narrogin Heavy Haulage Bypass Stage 2 - \$860,555
- Regional Waste Site Purchase of Land - \$225,000
- Equestrian Centre purchase of Land Cuballing - \$240,000

Total Funding \$1,795,555

2. The President and Chief Executive Officer be authorised to sign and place Council's seal on the Financial Assistance agreements for the Shires of Wandering, Wickepin, Cuballing, Narrogin and the Town of Narrogin; and

3. The attached five year plan for the Dryandra Voluntary Regional Organisation of Councils be endorsed by Council .

**Moved: Cr Haslam**

**Seconded: Cr McDougall**

***Carried by Absolute Majority 5/0***



ATTACHMENT 1A Item 9.2.77

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

2011/12	Cuballing	Narrogin (S)	Narrogin (T)	Wandering	Wickepin	TOTAL
Dryandra Equestrian Centre	56,813	56,813	94,688	47,344	61,547	317,205
Narrogin Town Hall	62,687	62,687	104,478	52,239	67,910	350,001
Narrogin Recreation Centre	75,224	75,224	125,373	62,687	81,493	420,001
Narrogin Heavy Haulage Bypass - Stage 1	23,849	23,630	41,532	19,758	26,230	135,000
Regional Waste - Transfer Stations	85,389	84,606	148,699	70,742	93,912	483,348
ADSL 2 Broadband Internet Services	15,900	15,754	27,688	13,172	17,487	90,001
<b>TOTAL PROJECT COSTS</b>	<b>319,862</b>	<b>318,713</b>	<b>542,458</b>	<b>265,943</b>	<b>348,579</b>	<b>1,795,556</b>

2012/13	Cuballing	Narrogin (S)	Narrogin (T)	Wandering	Wickepin	TOTAL
Industrial Land Development - Wandering	44,165	43,760	76,911	36,590	48,574	250,000
Residential Land Development - Wickepin	38,866	38,509	67,682	32,199	42,745	220,001
Narrogin Heavy Haulage Bypass - Stage 2	152,027	150,632	264,744	125,950	167,202	860,555
Regional Waste - Purchase of Land	39,749	39,384	69,220	32,931	43,716	225,000
Dryandra Equestrian Centre - Land Purchase	42,399	42,010	73,834	35,126	46,631	240,000
<b>TOTAL PROJECT COSTS</b>	<b>317,206</b>	<b>314,295</b>	<b>552,391</b>	<b>262,795</b>	<b>348,868</b>	<b>1,795,556</b>

2013/14	Cuballing	Narrogin (S)	Narrogin (T)	Wandering	Wickepin	TOTAL
Narrogin Regional Airport - Stage 2	88,331	87,520	153,822	73,179	97,148	500,000
Narrogin Heavy Haulage Bypass - Stage 3	50,000	200,000	50,000	50,000	50,000	400,000
Regional Waste - Transfer Stations	35,332	35,008	61,529	29,272	38,859	200,000

Regional Waste - Site						
Development	88,331	87,520	153,822	73,179	97,148	<b>500,000</b>
Town Library Regional Strategy	88,331	87,520	153,822	73,179	97,148	<b>500,000</b>
Mobile Phone Towers	220,827	218,801	384,554	182,948	242,869	<b>1,250,000</b>
<b>TOTAL PROJECT COSTS</b>	<b>571,152</b>	<b>716,370</b>	<b>957,549</b>	<b>481,758</b>	<b>623,171</b>	<b>3,350,000</b>

## 9.2.78 EAST YORNANING LAND CONSERVATION DISTRICT

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**Location/Address:** Whole of shire  
**Reporting Officer:** Eva Haydon – Chief Executive Officer  
**Enabling Legislation:** Local Government Act 1995as amended  
**Date:** 8 May 2013  
**Attachment:** Nomination Information form  
**Council Policy:** Nil  
**Budget Implications:** Nil  
**File Reference:**  
**Voting Requirements:** Absolute Majority

### Background

The Department of Agriculture and Food has written to advise that the term of appointment for the members of the East Yornaning Land Conservation District Committee is due to expire on 31 May 2013 and the Commissioner of Soil and Land Conservation is requesting nominations for re-appointment to this Committee.

There is currently provision to appoint two representatives from the Shire of Cuballing.

### Comment

Nil

### OFFICER RECOMMENDATION:

For Council consideration.

Moved

Seconded

### COUNCIL DECISION:

That;

The Department of Agriculture and Food (DAF) be advised this LCDC has not met for at least 5 years.

Moved: Cr Newman

Seconded: Cr Wittwer

*Carried by Absolute Majority 5/0*

## 9.2.79 REQUEST FOR FREEHOLD LOTS 24, 25, 26 & 332 FRANCIS STREET POPANYINNING

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**Location/Address:** Lots 24, 25, 26 & 332 Francis Street Popanyinning  
**Reporting Officer:** Eva Haydon – Chief Executive Officer  
**Enabling Legislation:** Local Government Act 1995as amended  
**Date:** 8 May 2013  
**Attachment:** 9.2.79 A, Snapshot of Town map (Landgate)  
**Council Policy:** Nil  
**Budget Implications:** Increase in rate revenue  
**File Reference:**  
**Voting Requirements:** Simple Majority

### Background

The Department of Regional Development and Lands (RDL) has received a request for freehold over the abovementioned lots. Mr Wayne Bird is the existing lessee, and is leasing the land for "Storage of Silos and Shelters" purposes. He has requested to purchase the lots for amalgamation into one.

The land is known as Lots 24, 25, 26 and 332 on Deposited Plan 223056.

RDL is seeking any objections or comments regarding this proposal and also whether Council would advise of any communication services in the vicinity of the lots.

### Comment

Nil.

### OFFICER RECOMMENDATION:

**That the Department of Regional Development and Lands be advised Council has no objection to their disposal of Lots 24, 25, 26 and 332 Francis Street Popanyinning, and that location of any communication services should be verified with the appropriate authorities.**

**Moved: Cr Haslam    Seconded: Cr Conley**

***Carried 5/0***



**9.2.80 WA LOCAL GOVERNMENT ASSOCIATION ANNUAL GENERAL MEETING 2013**

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**Location/Address:** Whole of shire  
**Reporting Officer:** Eva Haydon – Chief Executive Officer  
**Enabling Legislation:** Local Government Act 1995as amended  
**Date:** 8 May 2013  
**Attachment:** Nil  
**Council Policy:** Nil  
**Budget Implications:** Nil  
**File Reference:**  
**Voting Requirements:** Simple Majority

**Background**

The Annual General Meeting for the Western Australian Local Government Association (WALGA) will be held on Wednesday 7 August 2013 as part of the Local Government Convention.

The closing date for submission of motions is Monday 10 June 2013 and any motions proposing alterations or amendments to the Association's Constitution must be received by Friday 17 May 2013.

**Comment**

Nil

**OFFICER RECOMMENDATION:**

**For Council consideration.**

**Moved**

**Seconded**

**COUNCIL DECISION:**

**That;**

**Council nominate Cr Tom Wittwer and Cr Newman as Voting Delegates and Cr Conley as proxy.**

**Moved: Cr McDougall**

**Seconded: Cr Haslam**

***Carried 5/0***

## 9.2.81 BACKFLOW PREVENTION DEVICE UPGRADE FOR STANDPIPES

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<b>Location/Address:</b>	Whole of shire
<b>Reporting Officer:</b>	Eva Haydon – Chief Executive Officer
<b>Enabling Legislation:</b>	Water Corporation Guidelines
<b>Date:</b>	8 May 2013
<b>Attachment:</b>	9.2.81A Correspondence from Water Corporation
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	Potentially significant costs
<b>File Reference:</b>	Comm. Devel.3
<b>Voting Requirements:</b>	<b>Simple Majority</b>

### Background

The Water Corporation has reviewed water supply standpipes throughout regional Western Australia and has identified a number with backflow prevention devices that may not meet the new Australian Standard QAS3500 National Plumbing and Drainage Code.

There is consequently a risk that drinking water supplies could be contaminated through backflow, where contaminants in storage tanks or tankers used to transport water could accidentally flow back into the reticulated water supply.

The backflow prevention devices will be supplied free of charge in a once-of state wide programme to provide appropriate backflow prevention devices for installation at the outlet, or at the water supply meter.

Water Corporation records indicate that there are five standpipes within the Shire of Cuballing which will incur costs of several thousand dollars, with additional costs for inspections and reports on an annual basis.

### Comment

This requirement was apparently proposed around ten years ago and was strongly objected to by local government as it is the responsibility of the Water Corporation to protect its water supply prior to supplying it to the user. In this instance, the Shire of Cuballing is the user and any water used from a standpipe is paid for by the Shire of Cuballing.

### OFFICER RECOMMENDATION:

**That Water Corporation be advised that Council expects backflow prevention devices for standpipes being installed and inspected by Water Corporation, at no cost to the Shire of Cuballing, as it is their responsibility to provide potable water for human consumption and watering of stock in regional areas.**

**Moved: Cr Newman**

**Seconded: Cr Haslam**

*Carried 5/0*

12 APR 2013



Debra Mack  
9420 2871

WM

April 5<sup>th</sup> 2013

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

629 Newcastle Street  
Leederville 6007  
Western Australia

PO Box 100  
Leederville 6902  
Perth Western Australia

Tel (+61 8) 9420 2420

[www.watercorporation.com.au](http://www.watercorporation.com.au)

ABN 28 003 434 917

Dear Sir/Madam

### **Backflow Prevention Device Upgrade for Standpipes**

It is a Water Corporation priority to provide clean, safe drinking water that meets Australian Drinking Water Guidelines. A review of water supply standpipes throughout regional Western Australia has identified a number with backflow prevention devices that may not meet the new Australian Standard AS3500 National Plumbing and Drainage Code. This means that there is a risk that drinking water supplies could be contaminated through backflow, where contaminants in storage tanks or tankers used to transport water could accidentally flow back into the reticulated water supply.

Water Corporation records indicate that standpipes that are your responsibility at the addresses listed on the table (*attached overleaf*) do not comply with the current Australian Standard.

To ensure all regional standpipes meet the requirements of the new national standard, the Water Corporation is undertaking a once-off, state-wide program to provide appropriate backflow prevention devices for installation at the outlet, or at the water supply meter at the boundary.

The Water Corporation will provide Australian Standard backflow prevention devices free of charge to replace the vacuum breaker backflow prevention devices it issued in previous years. These vacuum breaker devices no longer meet the new Australian Standard, so appropriate backflow prevention devices are being offered as a replacement. However, all installation and annual testing costs, as well as reporting to the Water Corporation, will be the responsibility of the fixture's owner.

To qualify for this offer, the new Australian Standard backflow prevention devices provided by the Water Corporation must be installed on all your non-compliant water standpipes by 30 June 2014. The Water Corporation's regional Backflow Prevention Device Upgrade program ends on this date and there are no plans to repeat this offer. After this date all costs relating to the purchase of compliant devices will need to be met by the fixture's owner.

All new standpipes being issued by the Water Corporation have backflow prevention that complies with the current Australian Standard.

For all enquiries relating to this offer, please contact Backflow Prevention Project Manager Debra Mack on 9420 2871 or [debra.mack@watercorporation.com.au](mailto:debra.mack@watercorporation.com.au)





Maintaining a high standard of water quality is a vital issue for the whole community and I look forward to your support on this important initiative.

Yours sincerely



John Janssen  
 SERVICE DELIVERY MANAGER  
 REGIONAL CUSTOMER SERVICES

Account	Suburb	Property Location	Identified Risk	BFPD REQUIRED	Standpipe Configuration High/Low Level	Distance from the centre of the outlet to the centre of the meter	VB Previously Installed
9007664273	CUBALLING	AUSTRAL ST CUBALLING LOT PT B9	LOW	TUNDISH	HIGH		YES
9011536872	CUBALLING	RIDLEY ST CUBALLING LOT 244 RES 10329	HIGH	TUNDISH	HIGH	5.2m	YES
9007799274	NARROGIN FL	STRATHERNE RD NARROGIN FL LOT NB 2	HIGH	RPZ	BOTH / TANK	4m	YES
9007799418	NARROGIN FL	YORNANING RD NARROGIN FL LOT NB 1	HIGH	TUNDISH	HIGH	4.5m	YES
9007799557	NARROGIN FL	95L FRANCIS ST NARROGIN FL LOT 95	HIGH	TUNDISH	BOTH	6m	YES

# Backflow Prevention Devices for Standpipes

## Information Sheet

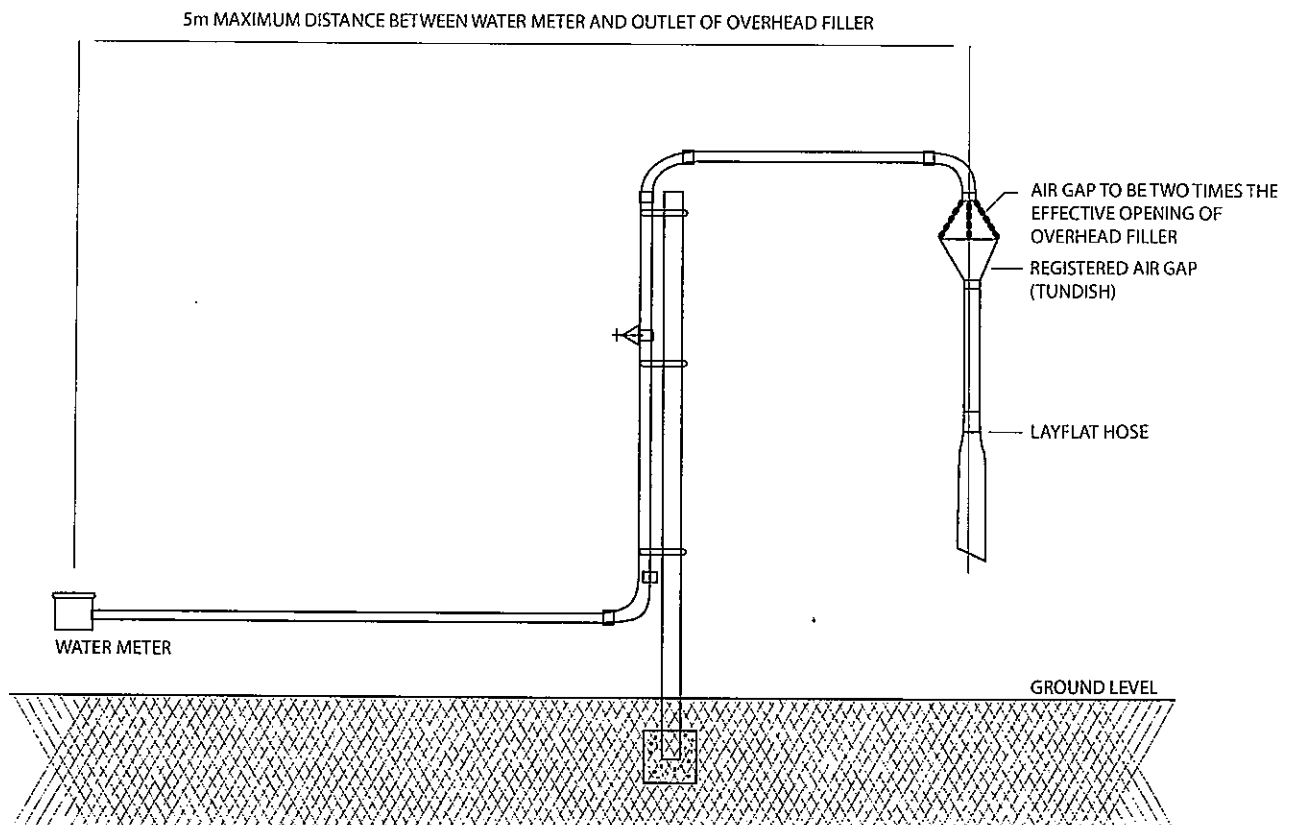
Standpipes are an external freestanding or overhead pipe issued by the Water Corporation to customers to provide access to the drinking water supply system for purposes such as water carting or fire fighting.

Standpipes without backflow prevention devices, or backflow prevention devices that do not meet current Australian Standard AS3500 National Plumbing and Drainage Code, mean drinking water supplies could be contaminated through backflow, where contaminants in storage tanks or tankers used to transport water accidentally flow back into the reticulated water supply.

There are two basic types of standpipes and there is a different backflow prevention device for each type that complies with the Australian Standard AS3500 National Plumbing and Drainage Code.

### High Level Filling Fixture Standpipe

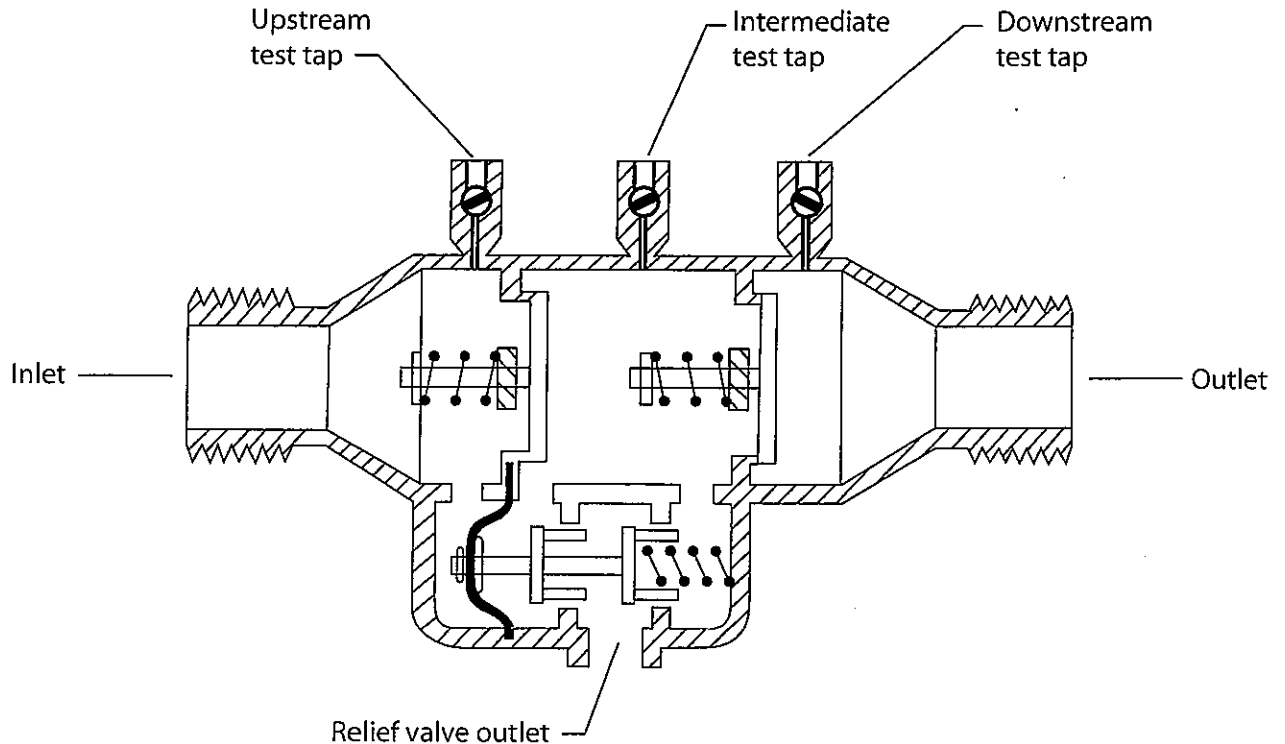
A High Level Filling Fixture Standpipe requires a tundish connection for installation at the water supply outlet. This will allow two pipe diameter air gaps to spill level as the Australian Standard, provided the standpipe is within 5 metres of the water supply meter. If the distance to the water meter is more than 5 metres, then a Reduced Pressure Zone Device is required.



*Water meter feeding an overhead standpipe with a registered air gap (Tundish).*

## Low Level Filling Fixture Standpipe

A Low Level Filling Fixture Standpipe requires a Reduced Pressure Zone Device for installation at the water meter at the boundary.



*Typical Reduced Pressure Zone Device.*

## High and Low Level Filling Fixture Standpipe

If the standpipe is a high and low level filling fixture, or used in combination with a water storage tank, a Reduced Pressure Zone Device needs to be installed at the water meter at the boundary.

## Installation, Testing and Reporting

Backflow prevention devices must be installed by a licensed plumber in accordance with Australian Standard AS3500 National Plumbing and Drainage Code. Any installed backflow prevention device must be registered with the Water Corporation and then tested every 12 months by a licensed plumber qualified in backflow prevention. Backflow prevention device registration and annual testing results can be emailed or sent to:

[backflow@watercorporation.com.au](mailto:backflow@watercorporation.com.au)

or

Water Corporation

Commercial and Industrial Services Section

PO Box 100

LEEDERVILLE WA 6902

## Further information on Regional Backflow Prevention Device Upgrade

Please contact Backflow Prevention Project Manager Debra Mack on 9420 2871 or [debra.mack@watercorporation.com.au](mailto:debra.mack@watercorporation.com.au).

## 9.2.82 APPOINTMENT OF DUAL FIRE CONTROL OFFICERS

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<b>Location/Address:</b>	Whole of shire
<b>Reporting Officer:</b>	Monique D'Alton – Admin Officer
<b>Enabling Legislation:</b>	Local Government Act 1995as amended
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	Bushfire 5
<b>Voting Requirements:</b>	<b>Absolute Majority</b>

### Background

The Shire of Wandering and Pingelly has written to seek the appointment of dual fire control officers for the remainder 2012/2013 and 2013/2014 Financial Years.

### Comment

This has been a common practice in previous years.

### OFFICER RECOMMENDATION:

That;

1. The following be appointed Dual Fire Control Officers for the Shires of Cuballing and Wandering:

**Peter Monk  
Bruce Penny**

2. The following be appointed Dual Fire Control Officers for the Shires of Cuballing and Pingelly:

**Rodney L Shaddick  
Neville G Giles  
Alan W Parsons  
Anthony Turton  
Robert A Kirk  
Andrew A Marshall**

**Moved: Cr Conley**

**Seconded: Cr McDougall**

***Carried by Absolute Majority 5/0***



## **WORKS MANAGERS REPORT 10<sup>th</sup> May 2013**

### **MAINTENANCE GRADING**

Maintenance grading is being undertaken as required, continuously utilising one grader and at various times using the second grader if required. The road surfaces are generally in reasonable condition, requiring work only in specific areas or sections.

### **STANDPIPE CONTROLLERS**

Both standpipe controllers are continuing to work well since the last upgrade. The only problems encountered appear to be operator incurred errors. We did have a report of the Popanyinning standpipe controller not working last Weekend but when tried by Council Staff on Monday morning, it was operating as it should.

### **TREE MULCHING**

Roads that are requiring pruning or mulching are being sort to enable a program to be developed for a late June start.

We currently have Townsend, Kerruish, Nebrikining and Wandering Narrogin on the "to do" list.

Council recently received correspondence from Lois Young requesting that clearing and other works be undertaken on what is actually Doncon Rd. (Continuation of Dent Road to where it meets Yornaning East Rd) See attached Map.

Apparently when trucks are carting materials for Youngs they have to cart through the paddocks to reach their destination. This is also causing a dust problems for Ms Young.

I am led to believe that this section has only ever been cleared and graded as a Fire Vehicle Access Road. Whilst this is certainly a road reserve I do not believe Council is required to construct a road on this reserve. I am not aware, nor am I able to ascertain that the road has ever been constructed or developed as a road. Council

needs to advise on whether any works should proceed on this section of road, specifically tree mulching and maintenance grading.

## **REFUSE SITES**

Fill materials are being carted to allow for the covering of both the Cuballing and Popanyinning refuse sites as required. Both sites are being pushed and covered on a weekly basis. Both rubbish sites have had fill materials carted to them at no cost to Council through road contractors undertaking works.

The Cuballing refuse site is currently being user/self managed and is giving no cause for concern at this stage.

One additional recycling bin has been placed at Cuballing to alleviate the excess recyclable materials that had nowhere to be stored.

New blue street bins have been received and have been placed throughout the Shire.

## **TREE AND VERGE SPRAYING**

Verge spraying has been carried out and we have now completed the western side of the Shire. Spraying will continue on the Eastern side once the weather improves.

## **PLANT AND EQUIPMENT**

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

All plant is generally in good working order except for the Ripper attached freeroll.

The axle and bearings have once again failed. Consideration is being undertaken to get the best result for future use. No decision has yet been made on the best way to handle it. With winter nearing though we will need to make up our mind on what to do. No decision has been made at this time and it is now further complicated by the decision to be made in relation to grader purchasing.

## **STAFF**

Staffing shortages through sickness and workers compensation are having an adverse effect on our ability to carry out works and tasks effectively.

We are also subject to an aging workforce, this leads to some staff being subjected to some tasks which they would not normally have to undertake. It is not hard to imagine the possibility of injury to someone that normally is driving a truck or item of plant and is then subjected to a task that requires substantial physical effort.

Tim Bradford is on a graduated return to work program, He is restricted to lifting 2-3 Kg on an occasional basis. He is not allowed to operate plant nor drive continuously. It may be some time before Tim can return to work fully fit.

Daniel Leonard is still off sick and has been so for about twelve weeks. He has doctors appointments for early mid May that hopefully will give him some answers to the cause of his physical disabilities.

We have two casual employees at this time to assist with tasks.

### **PRIVATE WORKS**

Gravel and sand cartage as required.  
We have completed some works for the Narrogin Shire.  
Additional truck hire ongoing for the Narrogin Shire during works in Cuballing.

### **GRAIN FREIGHT ROUTE**

Grain Freight road works were completed on the 19<sup>th</sup> April.  
We will be undertaking reseal works in November prior to any heavy harvest loadings.

### **RRG WORKS**

2013/2014 works schedule has been approved by RRG. The project includes widening and some reconstruction of the Wandering Narrogin Rd from Stephens Rd to Yornaning West Rd.

### **R2R**

We are currently attempting to get funding approval for the replacement of the Tanners Rd Bridge. It would be intended to replace the aging structure with concrete box culverts and link slabs. This project would be fully funded under the R2R Special Bridge Funding Allocation.

### **CLGF WORKS**

Sealing works at the Popanyinning standpipe has been completed.





### 9.3.30 BITUMINOUS SEALING WORKS

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<b>Location/Address:</b>	Whole of shire
<b>Reporting Officer:</b>	Bob Walker – Works Manager
<b>Enabling Legislation:</b>	Local Government Act 1995
<b>Date:</b>	9 May 2013
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	2012/2013 Grain Freight Allocation, 2013/2014 R2R Works
<b>File Reference:</b>	
<b>Voting Requirements:</b>	<b>Absolute</b> Majority

#### **Background**

Main Roads has provided funding for works to improve Cuballing East Rd under its Grain Freight Program.

Works for Widening and Pavement Improvements with Primer sealing were completed in April 2013.

Reseals are intended for the first half of the 2013/2014 financial year funded from the Grain Freight allocation. Council has received funds for the reseals this financial year.

As the funds have been received as an allocation for works in the 2012/2013 Financial Year the funds should be expended or committed in the same financial year.

#### **Comment**

In the past few years it has been very difficult to obtain Bitumen Supplies and or contractors to undertake Supply Spray and Cover requests.

A tender may produce the best result for Council in its endeavour to fulfil its reseal works for the Grain Freight project.

It would be intended to call tenders for the Grain Freight Works and also for the reseal works on Stratherne Road.

A Supply Spray and Cover contract would allow Council Staff to participate in the works by undertaking the Traffic Control Sweeping and Rolling of the seals.

Both projects are being fully funded from external sources.

**OFFICER RECOMMENDATION:**

**That:**

- 1 Council authorise the CEO to advertise for tenders for Spray Sealing Works on Cuballing East and Stratherne Roads to be carried out in the 2013/2014 financial year;**
- 2 The CEO and Works Manager be delegated authority to evaluate tenders received and providing total costs will enable the sealing works to be completed within available funds accept the best tender according to evaluation criteria; and**

**Moved: Cr Newman**

**Seconded: Cr Conley**

***Carried by Absolute Majority 5/0***

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

11. OTHER URGENT BUSINESS

**COUNCIL DECISION:**

That the urgent business item 11.1.33 be considered.

Moved: Cr Haslam

Seconded: Cr McDougall

*Carried 6/0*

**11.2.33 DRYANDRA EQUESTRIAN CLUBROOMSTENDER EVALUATION**

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**Submission to:** Whole of Shire  
**Reporting Officer:** Monique D'Alton, Administration Officer  
**Date:** 16 May 2013  
**Enabling Legislation:** Local Government Act 1995  
**Council Policy:** Nil  
**Budget Implications:** Provision within Budget  
**File Reference:**  
**Voting Requirements:** Simple Majority

**Background:**

In February Council received confirmation that our CLGF funding application had been approved for the design, construction and supply of Clubrooms, fencing and retaining wall.

Tenders were called for at the end of February with the closing date being 4pm Friday 15 March 2013. Due to insufficient applications Council decided to recall Submissions. The new closing date for the second round of submissions was 4pm Friday 10 May 2013.

**Comment:**

Evaluations were completed Wednesday afternoon with Monique D'Alton and Robert Walker according to the criteria. The Environmental Health/ Building officer assessed the prospective submissions on Thursday Morning.

Tenderer	Value for Money (Ex GST)	Aesthetics	Demonstrated understanding	Referees & Reputation	Total	Comments
	60%	20%	10%	10%	100%	
M & V Ranieri	218,282 60/60	0/20	10/10	10/10	80	No Plans Provided
ECLAT Building Pty Ltd	341,421.81 51/60	10/20	10/10	9/10	80	Not a curved roof
LR Sims & Co	287,170.90 60/60	20/20	10/10	10/10	100	Curved roof
P&F Kulker Building Contractors	265,522?inc gst 60/60	20/20	10/10	10/10	100	Curved roof
Ausco Modular	289,694 60/60	10/20	10/10	10/10	90	Not a curved roof
McCorkell Constructions	777,005 31.2/60	10/20	10/10	10/10	61.2	Curved roof
Aussie Modular Solutions	423,890 35.4/60	20/20	10/10	10/10	75.4	Curved roof
A & A Corasaniti	186,954 60/60	0/20	10/10	10/10	80	No Plans provided

**OFFICER RECOMMENDATION:**

**For Council consideration.**

**Moved** **Seconded**

**COUNCIL DECISION:**

**That;**  
**Council accept the tender submitted by LR Sims & Co.**

**Moved: Cr Haslam** **Seconded: Cr McDougall**

**Carried 5/0**

**12. NEXT MEETING**  
 Thursday 20 June 2013, 3.00pm

**13. CLOSURE OF MEETING**  
 There being no further business the meeting closed at 5.24pm