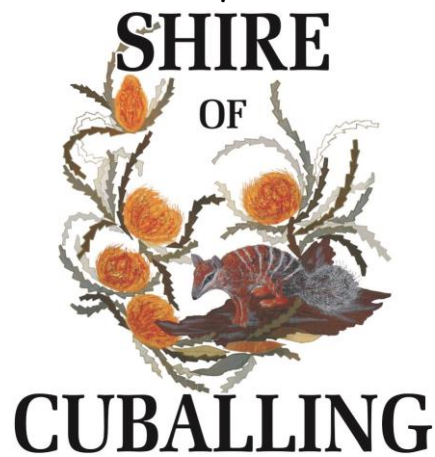


# **MINUTES**



**FOR**  
**ORDINARY MEETING OF**  
**COUNCIL**

**HELD AT**

**3pm,**  
**Thursday,**  
**19<sup>th</sup> February 2015**  
**Shire of Cuballing Council Chambers**

## DISCLAIMER

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In particular and with derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Cuballing during the course of any meeting is not intended to be and is not taken as notice or approval from the Shire of Cuballing.

The Shire of Cuballing warns that anyone who has an application lodged with the Shire of Cuballing must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of that application and any conditions attaching to the decision made by the Shire of Cuballing in respect of the application.

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*Nil*
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*Nil*

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1. **OPENING - ANNOUNCEMENT OF VISITORS**

Meeting commenced 3.03pm

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

Cr Mark Conley	President
Cr Roger Newman	Deputy President
Cr Scott Ballantyne	
Cr Eliza Dowling	
Cr Tim Haslam	
Cr Dawson Bradford	

Mr Gary Sherry	Chief Executive Officer
Ms Tonya Williams	Deputy Chief Executive Officer

Mr Chad Hawksley  
Ms Phillipa Walmsley

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 Ballantyne      Seconded: Cr Bradford**

**Carried 6/0**

3. **PUBLIC QUESTION TIME**

Ms Phillipa Walmsley asked the following questions

1. What is the extent of the Shire of Cuballing involvement with the Great Southern Regional Waste Group? What meetings have we attended? What further approvals are needed, where to from here? What Shire of Cuballing approvals remain?

Cr Conley outlined that the Shire of Cuballing had been a member of the Great Southern Regional Waste Group since 2007 and had participated as a member since that time. The Group is not a legal entity but rather a group of local governments looking to collectively solve waste management issues.

Cr Conley outlined that the approval process for the proposed Regional Waste Disposal Site is consideration:

- by the Environmental Protection Authority;
- of the Planning Application by the Shire of Cuballing
- of the Works Approval application by the Department of Environment Regulation.

All of these process have a public comment process. The Shire of Cuballing conducted a 70 day process that closed on the 12<sup>th</sup> February. The EPA's public consultation is open for 7 days.

2. Update on the MoU, why was it so long before residents were informed? 2 building applications have been approved since the MoU was signed and these people were not informed.

Cr Conley explained that it was regrettable that the request of Council to inform nearby residents after the April 2014 meeting never occurred.

3. What size will the new lot that will be created to locate the proposed Regional Waste Disposal Site will be? Some reports say 75 hectares and others say 65 hectares?

Cr Conley advised that he thought that the proposed new lot was 65 hectares in size.

4. Signatories to the Great Southern Regional Waste Group? What does this mean?

Cr Conley advised that the signatories to the Memorandum of Understanding with the current owner of the property were all of the participating Council's. This was required because the Great Southern Regional Waste Group is not a legal entity and therefore each of the Council's was required to sign.

5. What role does Edge Consulting have in the proposed Regional Waste Disposal site? Has Edge Consulting provided a report to Council?

The Chief Executive Officer advised that given the importance and complexity of this matter, Edge Consulting are an town planning consulting firm contracted by the Shire of Cuballing to provide town planning advice and to prepare the report to Council.

Mr Chad Hawksley asked the following questions.

1. If the Great Southern Regional Waste Group are going to commandeer land, why can't the Group take one of the other sites that were taken off the market?

Cr Conley outlined that the Great Southern Regional Waste Group are not attempting to commandeer land but are seeking to purchase land. At the sites at Tarwonga and Wagin previously investigated the sale of the properties did not proceed.

2. Were submissions meant to be based on the Planning Application (URP Report) or the Draft Works Application? The Planning Application says 5,000 tonnes of waste per annum and the Draft Works Approval says 7,000 tonnes per annum? How can we trust anything if the reports are full of discrepancies? They say no medical waste or asbestos, but is this actually accurate?

The Chief Executive Officer advised that the Planning Application document is the Planning Application document. The CEO advised that the Council will clarify the

issues identified and others with the applicant through the consideration process. The Draft Works Application does provide more detailed information but there are inconsistencies between the documents. The Great Southern Regional Waste Group made the concession of not accepting medical waste or asbestos at the proposed site at the public meeting and this had not been formally advised to the Shire of Cuballing.

3. If we are paying the consultant so much money to make a lot of errors there is little faith in the process.

The Chief Executive Officer advised that the Great Southern Regional Waste Group was responsible for the preparation of the Planning Application.

4. Council continually talks about “due process” with the Planning Application and Works Approval reports being completed prior to the land being subdivided. Has the Council got ahead of itself? Council hasn’t decided anything but proposal has gone to EPA? Is there going to be an environmental impact study similar to the one prepared at York?

The CEO advised that the process for considering the approval, including the planning application must occur before the subdivision should occur. There are a number of steps and these have to be worked through before waste can be accepted at the proposed Regional Waste Disposal Site. It is now appropriate to consider the planning application. There is no guarantee that should Council approve the proposal that it will actually proceed.

The Chief Executive Officer advised that the Shire had sought the review of the EPA under the relevant section of the Environmental Protection Act in December. The information provided to the EPA was the Planning Application and they have now sought to conduct a review.

The Chief Executive Officer advised that he didn’t believe that there would be a further environmental impact study of this proposal. The work done to date by the Great Southern Regional Waste Group is thought by the group to meet the requirements of the Department of Environment Regulation. It is important to consider that the York proposal is significantly larger than any proposed for Cuballing and that proposal would be in the hundreds of thousands of tonnes of waste from the Perth metropolitan area.

5. Concerns over stages 2-6, as approval would be for all the stages and there is not much information to go on. Especially concerned over potential contamination of the water table in later stages

Cr Conley agreed that the area of the proposed site for stages 2-6 was significantly different to Stage 1. However the Department of Environment Regulation will not provide licences for periods greater than 5 years and therefore since Stages 2-6 are proposed to commence outside that time frame those stages would be the subject of a further environmental review by the Department of Environment at that time.

6. The activity of Rubbish Tip is not included as a possible activity in the Shire of Cuballing Town Planning Scheme and is therefore not a valid activity for “Agriculture” zone. A Rubbish Tip goes against the community vision and the Town Planning Scheme objectives. Council needs to complete a scheme amendment to allow such an activity. This would allow compensation claims. Mr Hawksley has legal advice states this can’t be done.

The Chief Executive Officer advised that the validity of the activity in the “General Agriculture” zone is the question that is asked by the Planning Application and forms the basis of the consideration by Council. Council’s Town Planning Scheme is now some years old. It is often the case that activities are not envisaged by the Council when Town Planning Schemes are prepared and therefore not included specifically included. It is open for Council to consider these activities without completing a scheme amendment.

**Ms Phillipa Walmsley and Mr Chad Hawksley left the chamber at 3.45pm**

5. **APPLICATIONS FOR LEAVE OF ABSENCE:**

Nil

6. **MINUTES**

6.1 **CONFIRMATION OF 19<sup>TH</sup> DECEMBER 2014 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 19<sup>th</sup> December 2014 be confirmed as a true and correct record.**

**Moved: Cr Dowling**

**Seconded: Cr Ballantyne**

**Carried 6/0**



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

**Cr Conley tabled petition against the Proposed Regional Waste Site.**

### **7.1 PETITION – PROPOSED REGIONAL WASTE SITE**

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**Reporting Officer:** Gary Sherry – Chief Executive Officer  
**Interest** Nil  
**Date:** 7<sup>th</sup> December 2014  
**File Reference:**

#### **Background**

Petitions inform the Council, in a public way, of the views of sections of the community and they serve as one means of placing community concerns before Council. Any elector of the Shire of Cuballing or a group of electors may petition the Council to take some form of action over a particular issue. For example, petitions may ask the Council to change an existing Policy, Local Law or recent decision or for the Council to take action for a certain purpose or for the benefit of particular persons. The subject of a petition however must be a matter on which the Council has the power to act.

A petition can only be presented to Council at an Ordinary Council Meeting by the Mayor, a Councillor or the Chief Executive Officer.

The person initiating the petition is to forward the petition to the Chief Executive Officer or a Councillor prior to the commencement of the Ordinary Council Meeting at which they would like the petition presented. Although the Elected Member is not bound to present a petition, it is traditionally accepted that he or she will present it, irrespective of personal views. Presentation of a petition by an Elected Member does not mean that the Member necessarily agrees or disagrees with its content.

One of the first items of business at a Council Meeting is to receive any petitions that have been presented. The Chief Executive Officer or Councillor presenting the petition will read out a summary of the reasons for the petition being submitted and the amount of signatures within it. When the petition is received, no discussion on the matter will take place however the petition will be referred to a responsible staff member within the Shire for appropriate action.

Every petition presented will be referred to the Council staff responsible for the matter, which is the subject of the petition. A staff member will inform the petition initiator the action proposed in dealing with the petition. This may involve having to prepare a detailed report for a future Meeting of the Council for its consideration.

Council has received the following petition from Mr Chad Hawksley, signed by 284 petitioners. 41 of the petitioners list their address or are known to be Cuballing electors.

Say “No” to a regional tip on Nebrikinning Rd Cuballing

Please sign our petition

Did you know they are planning to put the regional tip for 7 Shires to dump their waste here?

The site is only 450 metres from our fresh egg production sheds.

If this affects our underground water or the odours affect our sheds it is “goodbye chook industries”!

As the crow flies it is only 8km from Narrogin.

Do we want to be known as the place that takes everyones rubbish?

Don't let this be a repeat of the cattle feedlot saga in Narrogin.

### **Comment**

Whilst the petition doesn't meet all the requirements of a petition under Council's Standing Orders Local Law, it is suggested that Council still accept the petition as a valid petition and respond to it in the normal manner.

### **Statutory Environment**

The Shire of Cuballing (Standing Orders) Local Law sets out the requirements of a Petition.

#### **3.4 Petitions**

A petition, in order to be effective, is to -

- (a) be addressed to the President;
- (b) be made by electors of the district;
- (c) state the request on each page of the petition;
- (d) contain the names, addresses and signatures of the electors making the request, and the date each elector signed;
- (e) contain a summary of the reasons for the request;
- (f) state the name of the person upon whom, and an address at which, notice to the petitioners can be given;
- (g) be in the form prescribed by the Act and Local Government (Constitution) Regulations 1996 if it is -
  - (i) a proposal to change the method of filling the office of President;
  - (ii) a proposal to create a new district or the boundaries of the Local Government;
  - (iii) a request for a poll on a recommended amalgamation;
  - (iv) a submission about changes to wards, the name of a district or ward or the number of councillors for a district or ward.

### **Voting Requirement – Simple Majority**

#### **COUNCIL DECISION:**

**That Council accept the petition received from Mr Chad Hawksley and advise Mr Hawksley that Council will consider a report from staff at the next meeting of Council.**

**Moved: Cr Haslam**

**Seconded: Cr Bradford**

**Carried 6/0**

**8. 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.

Nil

**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.

Nil

**9 REPORTS**

**9.1 REPORTS – FINANCE AND ADMINISTRATION**

**9.1.93 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – DECEMBER 2014 and JANUARY 2015**

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**Date:** 11<sup>th</sup> February 2015  
**Reporting Officer:** Nichole Gould, Admin Officer  
**Enabling Legislation:** Local Government (Financial Management) Regulations 1996  
**Council Policy:** Register Delegated Authority  
**Budget Implications:** Nil  
**Attachment:** 9.1.93A List of payments  
**Voting Requirements:** Simple Majority

**Background**

Nil

**Comment**

Council is provided at Attachment 9.1.93A with a list of payments made from each of Council's bank accounts during the months of December 2014 and January 2015

**COUNCIL DECISION:**

That Council notes the Chief Executive Officer's List Of Accounts for December 2014 and January 2015 paid under Delegated Authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 included at Attachment 9.1.93A including payments from:

1. the Municipal fund totalling \$170,963.80; and
2. the Trust Fund totalling \$76,454.60.

Moved: Cr Ballantyne

Seconded: Cr Newman

Carried 6/0

## LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL (December)

Chq/EFT	Name	Description	Trust	Muni	Total
011214	4 - Police Licensing Payments	Police Licensing Payments	-126.40		-126.40
171214	4 - Police Licensing Payments	Police Licensing Payments	-1242.80		-1242.80
181214	4 - Police Licensing Payments	Police Licensing Payments	-975.30		-975.30
191214	4 - Police Licensing Payments	Police Licensing Payments	-4013.80		-4013.80
221214	4 - Police Licensing Payments	Police Licensing Payments	-7703.05		-7703.05
231214	4 - Police Licensing Payments	Police Licensing Payments	-1053.65		-1053.65
241214	4 - Police Licensing Payments	Police Licensing Payments	-263.90		-263.90
301214	4 - Police Licensing Payments	Police Licensing Payments	-801.20		-801.20
021214	4 - Police Licensing Payments	Police Licensing Payments	-1439.25		-1439.25
031214	4 - Police Licensing Payments	Police Licensing Payments	-467.65		-467.65
041214	4 - Police Licensing Payments	Police Licensing Payments	-863.05		-863.05
051214	4 - Police Licensing Payments	Police Licensing Payments	-52.00		-52.00
091214	4 - Police Licensing Payments	Police Licensing Payments	-1213.00		-1213.00
101214	4 - Police Licensing Payments	Police Licensing Payments	-3009.35		-3009.35
151214	4 - Police Licensing Payments	Police Licensing Payments	-1279.80		-1279.80
121214	4 - Police Licensing Payments	Police Licensing Payments	-487.15		-487.15
EFT1136	Child Support Agency	Payroll deductions		-151.33	-151.33
EFT1137	Anderson Munro & Wyllie	Final Audit for the year ended 30 June 2014 - contract		-8044.85	-8044.85
EFT1138	Child Support Agency	Payroll deductions		-151.33	-151.33
EFT1139	Dews Mini Excavations	Sewer connection for Cuballing Tennis Courts, 4 hours @ \$95 p/hr		-418.00	-418.00
EFT1140	Edge Planning & Property	Planning advise for Regional Waste Site, 6 hours @ 120p/hr		-792.00	-792.00
EFT1141	Great Southern Fuel Supplies	November Fuel diesel 1.2651 per litre		-10925.31	-10925.31
EFT1142	Lawn Doctor	Verti draining of sports oval using solid tines @ 1 pass plus travel		-1925.00	-1925.00
EFT1143	Mechanical And Diesel Services	Service Isuzu Fire Truck 1CFP607		-2647.70	-2647.70
EFT1144	MJ & JL Dyke	Repair hose on Truck CN272		-444.88	-444.88
EFT1145	Narrogin Auto Electrics	Fix Air Con on Isuzu 300 3 tonne tipper - labour, parts and service		-505.00	-505.00
EFT1146	Narrogin Boilermakers	2 x Hi Vis Vests @ \$14 each		-28.00	-28.00
EFT1147	Page Truck Hire	Bobcat hire for pushing up Rubbish at Popo Tip November		-880.00	-880.00
EFT1148	Quickfit Windscreens And Narrogin Glass	Supply, cut and fit 6.38 Clear Laminated safety glass to Komatsu Grader Door		-580.00	-580.00
EFT1149	Shire Of Wickepin	Reimbursement 1/3 of replacement of failed DVD player in outdoor movie equipment		-51.33	-51.33
EFT1150	Toll Ipec (Courier Australia)	SOS Office and Westrac Perth		-24.85	-24.85
EFT1151	Air Liquide Pty Ltd	Cylinder fee G and E sizes rental		-107.32	-107.32
EFT1152	Avon Waste	Bulk bin service and rent x 4 bins		-1310.33	-1310.33
EFT1153	Burgess Rawson (WA) Pty Ltd	War Memorial water		-160.73	-160.73
EFT1154	Boral Construction Materials Group	2x 1000lt pods filled with 2000lt emulsion		-1980.00	-1980.00
EFT1155	Child Support Agency	Payroll deductions		-151.33	-151.33
EFT1156	Cuby Roadhouse	November Account Invoice 99 - fuel OCN		-594.58	-594.58
EFT1157	Cuby Tavern	Christmas Function		-4131.05	-4131.05
EFT1158	Dynamic Print	A4 letterheads - Shire of Cuballing x 2500		-853.00	-853.00
EFT1159	Dawson R Bradford	Council meeting sitting fees for July, Aug, Sept, Oct, Nov, Dec @ \$150 per meeting		-900.00	-900.00
EFT1160	Edwards Motors Pty Ltd	Holden Cruze Z series 1.8L auto with tow bar, tint, mats and mudflaps		-24670.50	-24670.50
EFT1161	Landgate	Mining tenement schedule		-36.55	-36.55



## LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL (January)

Chq/EFT	Name	Description	Trust	Credit Card	Muni	Total
07/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-1249.00			-1249.00
30/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-755.35			-755.35
21/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-775.60			-775.60
22/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-7420.60			-7420.60
23/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-955.70			-955.70
28/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-1456.30			-1456.30
29/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-1992.40			-1992.40
30/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-726.05			-726.05
08/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-1914.75			-1914.75
09/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-143.35			-143.35
12/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-1369.75			-1369.75
13/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-158.25			-158.25
14/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-1551.00			-1551.00
15/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-15664.50			-15664.50
07/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-1249.00			-1249.00
30/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-755.35			-755.35
08/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-775.60			-775.60
09/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-7420.60			-7420.60
12/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-955.70			-955.70
13/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-1456.30			-1456.30
14/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-1992.40			-1992.40
15/01/2015	4 - Police Licensing Payments	Police Licensing Payments	-726.05			-726.05
EFT1196	Avon Waste	Bulk bin service and rent x3			-1310.33	-1310.33
EFT1197	BKS Electrical	Supply and lay cable for Spring Hill Dam, new doc starter, mount switch board on dam wall			-3289.47	-3289.47
EFT1198	Builders Registration Board Building Commission	December collections for building permits			-971.21	-971.21
EFT1199	Child Support Agency	Payroll deductions			-151.33	-151.33
EFT1200	Corner's Automotive Electrics	Swap phone cradle, phone cradle part for iPhone 5s, trailer adaptor			-205.70	-205.70
EFT1201	Covs	Cable tie black 540x13mm pk 50			-118.44	-118.44
EFT1202	Cuby Roadhouse	December account invoice 188 - postage			-749.19	-749.19
EFT1203	Commander Centre Perth North	Replacement phone for Admin Office			-196.90	-196.90
EFT1204	Farmworks Ruralco	12 bags rapid set concrete (postcrete), 20kg @ \$6.50 each			-85.80	-85.80
EFT1205	Great Southern Fuel Supplies	December Fuel 5500L @ 1.1445			-7660.31	-7660.31
EFT1206	Haines Norton (WA) Pty Ltd	Budgeting Workshop for Gary Sherry and Tonya Williams 13 Feb 15, 1 registrant \$800, 2nd \$600 + GST			-1540.00	-1540.00
EFT1207	Komatsu	Radiator screens for GD555			-5378.22	-5378.22
EFT1208	MJ & JL Dyke	Repair and supply of hydraulic hose			-207.35	-207.35
EFT1209	Melchiorre Plumbing And Gas	Replace hot water system in works donga and change tap at CEO house, labour and travel included			-719.26	-719.26
EFT1210	Narrogin Auto Electrics	1x new sol cont h/d 12v 100a			-60.90	-60.90
EFT1211	Narrogin Smash Repairs	1 x new windscreen for DN629			-528.00	-528.00
EFT1212	Narrogin Guardian Pharmacy	Vaccination Hep A&B for D Thompson, syringe			-89.50	-89.50
EFT1213	Page Truck Hire	Bobcat hire to push up rubbish at Popo tip December			-880.00	-880.00
EFT1214	SOS Office Equipment	Meter readings for Nov/ Dec 14			-656.06	-656.06
EFT1215	Security Man Pty Ltd	Quarterly monitoring account for security system			-105.00	-105.00
EFT1216	Toll Ipec (Courier Australia)	Roadsigns delivery			-376.01	-376.01
EFT1218	Machine Man Fencing	Supply pool fencing for Cuby Rec grounds, 50% deposit on			-2400.00	-2400.00

## LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL (January)

Chq/EFT	Name	Description	Trust	Credit Card	Muni	Total
		total cost of \$4800				
EFT1219	Air Liquide Pty Ltd	Cylinder fee G & E sizes rental			-107.32	-107.32
EFT1220	Bitutek	supply, spray and sealing works, primer seal 10mm 1.6 L/m2@			-5024.25	-5024.25
EFT1221	Child Support Agency	Payroll deductions			-151.33	-151.33
EFT1222	Country Paint Supplies	2x spray cans 350g			-15.42	-15.42
EFT1223	Dews Mini Excavations	Excavator hire to install culverts in driveways 8hrs @ \$105p/hr			-924.00	-924.00
EFT1224	Edge Planning & Property	Undertaking planning work for regional waste facility in December 2014, 6.5hrs @ 120p/hr			-858.00	-858.00
EFT1225	Farmworks Ruralco	20x bags of rapid set concrete, \$6.50 each			-143.00	-143.00
EFT1226	Jr & A Hersey P/L	4 x 5L water bottles			-154.00	-154.00
EFT1227	Kel's Tyres	2 tyres for fast fill trailer			-220.00	-220.00
EFT1228	Local Government Managers Australia	LGMA Finance Professionals PD Day - Tonya Williams DCEO			-110.00	-110.00
EFT1229	Makit Narrogin Hardware	2x 25m extension cords			-105.80	-105.80
EFT1230	Mechanical And Diesel Services	Vehicle services for Isuzu Giga Truck 102,299km			-1365.65	-1365.65
EFT1231	Mobile Masters	Service UHF Radios			-516.45	-516.45
EFT1232	McDougall Weldments	Manufactured bracket for Spring Hill Dam			-66.46	-66.46
EFT1233	Narrogin Bearing Services	2x quick fit tee 1/4			-24.26	-24.26
EFT1234	Narrogin Smash Repairs	1 x new windscreen for CNO			-401.50	-401.50
EFT1235	Narrogin Boilermakers	Lace up boot - black			-160.00	-160.00
EFT1236	Narrogin Pumps Solar and Spraying	Purchase of Quick fill Fire Trailer			-5000.00	-5000.00
EFT1237	Road Signs Australia	1x W2-9B, 2x W2-14B, 2x W3-2B, 2x W8-5B, 2x MR-HM-2, 6x RHSY3.8, 6x RHS caps, 400x Delineator White, 400x Delineator red, 50x Cap 60OD, 50x TD-1 bolts and washers			-3891.25	-3891.25
EFT1238	Staples Australia Pty Ltd	Spiral notebook 240pg, Ballpoint pen refills, Emailed stamp			-55.44	-55.44
EFT1239	Toll Ipec (Courier Australia)	Filters Plus			-52.42	-52.42
EFT1240	Ted's Carpet Cleaning Service	Carpet Cleaning for Administration Building, incl \$15 for travel expenses			-245.00	-245.00
EFT1241	Shire of Wandering	LGMA Conference Dinner, 2x \$54.21			-108.43	-108.43
EFT1242	Water Wise Water Trucks Australia Pty Ltd	Solenoid valve and solenoid coil, shipping \$25			-227.51	-227.51
EFT1243	Win United Pty Ltd	50mmx20m Blue Lay flat Hose Kit w/ Kamlocks, 3@ 40.51 each			-133.68	-133.68
EFT1244	Zurich Financial Services Australia Ltd	Insurance Claim 633631514 on CN1746 Excess payment			-300.00	-300.00
14633	Australian Super	Superannuation contributions			-665.43	-665.43
14634	Hostplus Super	Superannuation contributions			-580.47	-580.47
14635	Matrix Superannuation	Superannuation contributions			-286.39	-286.39
14636	Prime Super	Superannuation contributions			-420.72	-420.72
14637	WA Local Government Super Plan	Superannuation contributions			-12485.57	-12485.57
14638	Westscheme	Superannuation contributions			-513.69	-513.69
14643	Building & Construction Industry Training	December 2014 collections, 4 forms			-1703.53	-1703.53
14644	Shire of Cuballing (CASH)	Building Services November 2014 40 @ 99 each, Travel 494 @ 0.95 each			-4429.30	-4429.30
14645	Telstra	Phone bills			-828.81	-828.81



**LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL (January)**

Chq/EFT	Name	Description	Trust	Credit Card	Muni	Total
14646	Water Corporation	Standpipe charges for Ridley St Cuballing Lot 301, Res 10329			-556.05	-556.05
14647	Australian Super	Superannuation contributions			-571.21	-571.21
14648	Hostplus Super	Superannuation contributions			-386.98	-386.98
14649	Matrix Superannuation	Superannuation contributions			-191.64	-191.64
14650	Prime Super	Superannuation contributions			-386.20	-386.20
14651	WA Local Government Super Plan	Superannuation contributions			-8270.77	-8270.77
14652	Westscheme	Superannuation contributions			-342.44	-342.44
14653	Department Of Transport	Vehicle registration for CN151 to 30/06/2015			-55.80	-55.80
14654	Synergy	Power			-2870.10	-2870.10
14655	Shire of Cuballing (CASH)	December building services 41 @ 99 each, travel 323 @ 0.95 each			-4365.85	-4365.85
14656	Telstra	Phone charges			-418.39	-418.39
14657	Water Corporation	Water charges - Standpipe Francis St			-1107.55	-1107.55
	Commonwealth Bank	Credit Card Charges		-65.96		-65.96
			<b>-51463.60</b>	<b>-65.96</b>	<b>-89477.04</b>	<b>-141006.60</b>

## 9.1.94 STATEMENT OF FINANCIAL ACTIVITY

---

<b>Date:</b>	11 February 2015
<b>Reporting Officer:</b>	Tonya Williams
<b>Enabling Legislation:</b>	Local Government (Financial Management) Regulations 1996
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	CMR 7
<b>Attachment:</b>	9.1.94A Statement of Financial Activity – December 2014
<b>Voting Requirements:</b>	Simple Majority

### Background

As per the Financial Management Regulation 34 each Local Government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1) (d), for that month with the following detail

- The annual budget estimates,
- The operating revenue, operating income, and all other income and expenses,
- Any significant variations between year to date income and expenditure and the relevant budget provisions to the end of the relevant reporting period,
- Identify any significant areas where activities are not in accordance with budget estimates for the relevant reporting period,
- Provide likely financial projections to 30 June for those highlighted significant variations and their effect on the end of year result,
- Include an operating statement, and
- Any other required supporting notes.

### Comment

#### General Purpose

##### Rates

An amount of \$1,002,487 has been raised in rates for the year. \$58,809.73 was given as a discount on rates. At the end of December rate debtors were \$72,684.69. The discount has increased slightly due to some rate notices being sent out later due to new valuations received for several properties after the initial rate run.

#### Governance

##### Contributions and Reimbursements

This includes the reimbursement from the Shire of Mt Marshall for Mrs Eva Haydon's LSL contribution of \$12,932. It also includes the proceeds for the mulcher which needs to be journalled to schedule 14.

##### Other

Insurance premiums have been paid – some in full and some are in two instalments.

#### Health

Environmental Health Services are costing less than budgeted.

## **Housing**

Expenditure is lower than budgeted as less money spent on Deputy CEO housing to date, due to a December start date.

## **Community Amenities**

A Transfer Station Grant is still expected to be received later this financial year. Currently, tip maintenance costs are lower than budgeted. The Town Planning consultant fees are less than expected with expected costs to be incurred in January.

## **Recreation and Culture**

Work is expected to be undertaken on the Cuballing Tennis Courts in January.

## **Transport**

Income is lower than budgeted due to a Roads to Recovery grant not being received in November. Maintenance on streets and roads has been lower than budgeted, however there are works to be undertaken in the coming months on resealing and works under CLGF funding in the Cuballing townsite.

## **Economic Services**

### Building Wages and Other Costs

This includes the cost and Darryle's wages and associated costs such as training, publications, superannuation etc. The running costs of the vehicle need to be transferred to this account and at present are \$1,271 for fuel usage.

### Income – Building Surveyor Services

Schedule 13 Economic Services contains only work carried out for the Shire of Cuballing for Building Services.

## **Other Property and Services**

### Expenditure PWO Other

Main expenditure is the subscription to Roman for an amount of \$5,311.

### Parts and Repairs

To date \$26,630 has been spent on part and repairs – it includes \$7,850 on grader blades, 2 tractor brooms \$1,364, testing and tagging of all chains \$1,176, replacing master cylinder on CN026 \$3,027, repairs to loader bucket \$1,104, \$1,271 steering assembly P204 Bomag roller, \$1,666 converter, gasket cover, housing P202 Caterpillar wheel loader. Parts and repairs will increase considerably in the next month as the loader has needed extensive repair work estimated at \$10,000.

### Internal Repair wages

This now includes the servicing of vehicles carried out by the outside staff which previously went under parts and repairs.

ABC costing only done to September 2014.

## **COUNCIL DECISION:**

**That the Statement of Financial Activity, as included at Attachment 9.1.86A, for the Shire of Cuballing for period ending 31 December 2014, be received.**

**Moved: Cr Ballantyne**

**Seconded: Newman**

**Carried 6/0**

## Bank Reconciliation for the month of December 2014

	Municipal Fund	Trust Fund	Reserve Accts
Opening balance	\$657,029.14	\$29,710.01	\$ 1,036,020.74
Income	\$94,002.30	\$24,674.05	-
Add interest	1,598.43	-	1,910.58
Adjustment	\$0.00	-	
Expenditure	-\$183,667.00	-\$24,991.35	
Closing balance	\$568,962.87	\$29,392.71	\$ 1,037,931.32
Bank account	\$52,697.70	\$28,741.11	\$ 2,893.89
Investments	\$544,423.60	0.00	\$ 1,035,038.91
Plus O/S deposits	-	651.60	
Less O/S cheques	-\$28,158.43		
Closing balance	\$568,962.87	\$29,392.71	\$ 1,037,932.80

## Investments 31 December 14

Account Number	Maturity Date	Interest Rate	Fund/Account		
			Municipal	Trust	Reserve
3445506	Cash Deposit	2.25%	-		1,035,038.91
34681402	Cash Deposit	2.25%	300,000.00		
	Online account	2.50%	244,423.60		
Total			544,423.60	0	1,035,038.91

**SHIRE OF CUBALLING**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2014 TO 31 DECEMBER 2014**

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**SHIRE OF CUBALLING  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY 2014 TO 31 DECEMBER 2014**

NOTE	31-Dec 2014	31-Dec 2014 Y-T-D	2014/2015	Variance s Budget to Actual	VARIANCE
<u>Operating</u>	Actual \$	Budget \$	Budget \$	Y-T-D %	\$
<b>Revenues/Sources</b>					
Governance	14,250	12,961	16,637	(9.95%)	(1,289)
General Purpose Funding	309,288	333,961	598,900	7.39%	24,673
Law, Order, Public Safety	10,443	16,750	26,500	37.66%	6,307
Health	1,386	464	1,500	(198.71%)	(922)
Education and Welfare	-	-	-		-
Housing	-	-	-		-
Community Amenities	1,133	21,252	22,350	94.67%	20,119
Recreation and Culture	2,836	7,711	9,100	63.22%	4,875
Transport	360,018	468,921	838,860	23.22%	108,903
Economic Services	88,562	33,698	64,200	(162.81%)	(54,864)
Other Property and Services	108,296	85,709	143,713	(26.35%)	(22,587)
	896,212	981,427	1,721,760		85,215
<b>(Expenses)/(Applications)</b>					
Governance	(168,579)	(102,010)	(129,030)	(65.26%)	66,569
General Purpose Funding	(15,696)	(25,904)	(69,477)	39.41%	(10,208)
Law, Order, Public Safety	(30,087)	(77,615)	(142,489)	61.24%	(47,528)
Health	(8,409)	(21,860)	(43,712)	61.53%	(13,451)
Education and Welfare	(4,969)	(8,056)	(13,606)	38.31%	(3,087)
Housing	(13,320)	(22,773)	(41,555)	41.51%	(9,453)
Community Amenities	(64,897)	(102,853)	(203,262)	36.90%	(37,956)
Recreation & Culture	(78,673)	(141,121)	(262,980)	44.25%	(62,448)
Transport	(567,844)	(988,498)	(1,974,307)	42.55%	(420,654)
Economic Services	(89,816)	(53,334)	(107,527)	(68.40%)	36,482
Other Property and Services	112,827	(87,967)	(92,106)	228.26%	(200,794)
	(929,463)	(1,631,991)	(3,080,051)		
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>					
(Profit)/Loss on Asset Disposals	7,502	(87,052)	(27,500)		
Depreciation on Assets	-	813,360	957,491		
Movement current leave entitlements	-	-	-		
<b>Capital Revenue and (Expenditure)</b>					
Purchase Land Held for Resale	-	-	-		
Purchase Land and Buildings	(36,704)	(348,412)	(231,156)		
Purchase Infrastructure Assets - Roads & Footpaths, Other	(598,319)	(1,361,941)	(879,641)		-
Other	-	-	-		
Purchase Plant and Equipment	(391,332)	(618,800)	(369,000)		
Purchase Furniture and Equipment	-	(13,547)	-		
Proceeds from Disposal of Assets	65,999	172,000	57,500		
Repayment of Debentures	(18,745)	(35,755)	(70,551)		
Repayment of Debentures Graders	(16,048)	(10,505)	-		
Proceeds from New Debentures	-	300,000	-		
Transfers to Reserves (Restricted Assets)	(11,122)	(18,607)	(79,000)		
Transfer to/from Reserves	-	(144,888)	-		
Transfer to restricted assets	-	-	-		
Transfers from Reserves (Restricted Assets)	-	100,000	259,000		
Transfer from Restricted Cash	297,044	1,473,882	298,338		
Net Current Assets July 1 B/Fwd	498,339	888,795	496,502		
Net Current Assets Year to Date	(702,958)	(1,025,526)	-		Rates
<b>Amount Raised from Rates</b>	(939,594)	(412,166)	(946,307)		(939,603)

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 2014 TO 31 DECEMBER 2014

	31-Dec	30-Jun
3. ACQUISITION OF ASSETS	Actual	Budget
	\$	\$
The following assets have been acquired during the period under review:		
<b><u>By Program</u></b>		
Governance	58,610	55,000
Community Amenities	-	140,000
Recreation and Culture	29,011	91,154
Transport	233,598	1,151,643
Economic Services	33,636	42,000
	<u>354,855</u>	<u>1,479,797</u>
<b><u>By Class</u></b>		
Land and Buildings	29,011	231,156
Infrastructure Assets	134,138	879,641
Plant and Equipment	191,706	369,000
Furniture and fittings	-	-
	<u>354,855</u>	<u>1,479,797</u>

**SHIRE OF CUBALLING**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2014 TO 31 DECEMBER 2014**

**INFORMATION ON****5. BORROWINGS**

Debenture

(a) Repayments

Particulars	Loan Date	Years	Principal 1-Jul-13	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
					Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
<b>Recreation &amp; Culture</b> Loan #61 Change Rooms	31/10/2005	10	12,749		4,993	9,575	7,756	2,621	325	1,058
<b>Transport</b> Loan #62 - Loader	11/08/2008	10	123,885		13,752	26,178	110,133	95,916	4,017	9,362
Loan#63 - Graders	7/02/2014	8	289,495	-	16,048	29,784	273,447	257,039	6,236	10,349
			426,129	-	34,793	65,537	391,336	355,576	10,578	20,769

All debenture repayments were financed by general purpose revenue.



## SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY 2014 TO 31 DECEMBER 2014

	31-Dec 2014 Actual \$	2014/15 Budget \$
<b>6. RESERVES</b>		
<b>Cash Backed Reserves</b>		
<b>(a) Plant and Equipment Reserve</b>		
Opening Balance	283,088	283,088
Amount Set Aside / Transfer to Reserve	3,078	44,157
Amount Used / Transfer from Reserve	-	(254,000)
	<u>286,166</u>	<u>73,245</u>
<b>(b) IT and Office Equipment Reserve</b>		
Opening Balance	29,245	29,245
Amount Set Aside / Transfer to Reserve	316	20,194
Amount Used / Transfer from Reserve	-	-
	<u>29,561</u>	<u>49,439</u>
<b>(c) Employee Entitlements Reserve</b>		
Opening Balance	123,398	123,389
Amount Set Aside / Transfer to Reserve	1,337	2,489
Amount Used / Transfer from Reserve	-	-
	<u>124,735</u>	<u>125,878</u>
<b>(d) Housing Reserve</b>		
Opening Balance	7,629	7,629
Amount Set Aside / Transfer to Reserve	82	160
Amount Used / Transfer from Reserve	-	-
	<u>7,711</u>	<u>7,789</u>
<b>(e) Recreation and Community Facility Res</b>		
Opening Balance	292,950	292,950
Amount Set Aside / Transfer to Reserve	3,173	6,123
Amount Used / Transfer from Reserve	-	(5,000)
	<u>296,123</u>	<u>294,073</u>
<b>(f) Refuse Site Reserve</b>		
Opening Balance	58,624	58,624
Amount Set Aside / Transfer to Reserve	635	1,225
Amount Used / Transfer from Reserve	-	-
	<u>59,259</u>	<u>59,849</u>
<b>(g) Grain Freight Reserve</b>		
Opening Balance	106,989	106,989
Amount Set Aside / Transfer to Reserve	1,158	564
Amount Used / Transfer from Reserve	-	-
	<u>108,147</u>	<u>107,553</u>
<b>(h) Equestrian Reserve</b>		
Opening Balance	2,000	2,000
Amount Set Aside / Transfer to Reserve	84	2,042
Amount Used / Transfer from Reserve	-	-
	<u>2,084</u>	<u>4,042</u>

**SHIRE OF CUBALLING**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2014 TO 31 DECEMBER 2014**

<b>6. RESERVES</b>	<b>31-Dec 2014 Actual \$</b>	<b>2014/15 Budget \$</b>
<b>Cash Backed Reserves continued</b>		
<b>(i) General Purpose Reserve</b>		
Opening Balance	122,888	122,888
Amount Set Aside / Transfer to Reserve	1,256	2,046
Amount Used / Transfer from Reserve	-	-
	<u>124,144</u>	<u>124,934</u>
<b>Total Cash Backed Reserves</b>	<u>1,037,930</u>	<u>846,802</u>

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

<b>6. RESERVES (Continued)</b>	<b>31-Dec 2014 Actual \$</b>	<b>2014/15 Budget \$</b>
<b>Summary of Transfers To Cash Backed Reserves</b>		
<b>Transfers to Reserves</b>		
Plant and Equipment Reserve	3,078	44,157
Office Equipment Reserve	316	20,194
Employee Entitlement Reserve	1,337	2,489
Housing Reserve	82	160
Recreation and Community Facility Reserve	3,173	6,123
Refuse Site Reserve	635	1,225
Grain Freight Reserve	1,158	564
Equestrian Reserve	84	2,042
General Purpose Reserve	1,256	2,046
	<u>11,119</u>	<u>79,000</u>
<b>Transfers from Reserves</b>		
Plant and Equipment Reserve	-	(254,000)
IT and Office Equipment Reserve	-	-
Employee Entitlements Reserve	-	-
Housing Reserve	-	-
Recreation and Community Facility Reserve	-	(5,000)
Refuse Site Reserve	-	-
Grain Freight Reserve	-	-
Equestrian Reserve	-	-
General Purpose Reserve	-	-
	<u>-</u>	<u>(259,000)</u>
<b>Total Transfer to/(from) Reserves</b>	<u>11,119</u>	<u>(180,000)</u>

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015

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

Plant and Equipment Reserve

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

IT and Office Equipment Reserve

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

Long Service Leave Reserve

- to be used to fund long service leave requirements.

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.

Equestrian Reserve

- to be used for the maintenance and upkeep of the equestrian centre.

General Purpose Reserve

- to be used to maintain/fund various facilities throughout the district.

## SHIRE OF CUBALLING

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 DECEMBER 2014

	31-Dec 2014 Actual \$	Brought Forward 1-Jul \$
<b>7. NET CURRENT ASSETS</b>		
<b>Composition of Estimated Net Current Asset Position</b>		
<b>CURRENT ASSETS</b>		
Cash - Unrestricted	571,662	488,032
Cash - Restricted Reserves	1,037,930	1,026,811
Cash - Restricted Cash	-	297,044
Receivables	191,049	74,675
Inventories	11,032	11,032
	<u>1,811,673</u>	<u>1,897,594</u>
<b>LESS: CURRENT LIABILITIES</b>		
Payables and Provisions	<u>(70,785)</u>	<u>(75,400)</u>
<b>NET CURRENT ASSET POSITION</b>	1,740,888	1,822,194
Less: Cash - Reserves - Restricted	(1,037,930)	(1,026,811)
Less: Cash - Restricted Municipal	-	(297,044)
<b>NET CURRENT ASSET POSITION</b>	<u><u>702,958</u></u>	<u><u>498,339</u></u>

**SHIRE OF CUBALLING**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2014 TO 31 DECEMBER 2014**

**8. RATING INFORMATION**

<u>RATE TYPE</u>	Rate in \$	Number of Properties	Rateable Value \$	2014/2015 Rate Revenue \$	2014/2015 Interim Rates \$	2014/2015 Back Rates \$	2014/2015 Total Revenue \$	2014/2015 Budget \$
<b>General Rate</b>								
UV - Cuballing	0.006733	224	100,116,000	674,081	-	-	674,081	674,081
GRV Cuballing	0.072742	176	1,848,542	134,467	(2,525)	-	131,942	134,467
<b>Sub-Totals</b>		400	101,964,542	808,548	(2,525)	-	806,023	808,548
<b>Minimum Rates</b>	<b>Minimum \$</b>							
UV - Cuballing	760	128	10,366,627	97,280	-	-	97,280	97,280
GRV Cuballing	620	154	702,131	95,480	-	-	95,480	95,480
					-	-	-	
<b>Sub-Totals</b>		282	11,068,758	192,760	-	-	192,760	192,760
Ex gratia rates							998,783	1,001,308
Specified Area Rates							-	-
							-	-
Discounts							998,783	1,001,308
							(58,810)	(55,000)
<b>Totals</b>							939,973	946,308

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 2014/15 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 2014 TO 31 DECEMBER 2015

## 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-13 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Bonds - Building	14,389			14,389
Bonds - Hall Hire	1,050			1,050
Commodine Tennis Club	3,090			3,090
Cuballing Country Festival	1,099	-	-	1,099
Cuballing Cricket Club	200			200
Popo Plates Cuballing Football Asson	0	1,200	-	1,200
Environment and Townscape Trust Fund	566			566
	5,713	648		6,361
Police Licensing	5,148	167,488	(173,377)	(741)
Swipe cards	1,545	15	(15)	1,545
	<u>32,800</u>			<u>28,759</u>

## 9.1.95 WRITE-OFF OF OUTSTANDING RATES

---

**Date:** 14<sup>th</sup> January, 2015  
**Reporting Officer:** Ms Leanne Shields –Rates Officer  
**Enabling Legislation:** Local Government Act 1995  
**Council Policy:** 2.4  
**Budget Implications:** Write off of \$152.36 from Rates Debtors  
**File Reference:** Rates 7  
**Voting Requirements:** Absolute Majority

### Background

Lot 385 Russell Street, Cuballing was previously owned by Mr Terry Heal & Ms Carol Wood until settlement on the 29<sup>th</sup> April, 2014. At the time of settlement there were outstanding rates on the property which were collected through the settlement. The payment for outstanding rates was received on the 5<sup>th</sup> May, 2014.

### Comment

After running the end of financial year processes, reports and rates billing for 2014/15 it was discovered that an amount of \$152.36 had remained sitting in the pensioner deferred rates area in our financial system. This amount was not advised to the settlement agent and was therefore not received. As the new accounting system is now being utilised it has come to the attention of staff that the data entered at the time of setup was not quite right and an error has been made. The system has placed this amount into the area where it doesn't show as outstanding rates creating the amount not to be collected at the time of settlement.

As Mr Heal and Ms Wood have now left the area it would be uneconomical to recover this amount. With the sale of their property Council has significantly reduced legal authority to collect any debt from former ratepayers.

### COUNCIL DECISION:

**That Council write-off the outstanding rates amount on A82 of \$152.36.**

**Moved: Cr Dowling**

**Seconded: Cr Ballantyne**

**Carried 6/0**

**9.1.96 WRITE-OFF OF OUTSTANDING PRIVATE WORKS DEBTOR**

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**Date:** 14<sup>th</sup> January, 2015  
**Reporting Officer:** Ms Leanne Shields –Rates Officer  
**Enabling Legislation:** Local Government Act 1995  
**Council Policy:** 2.4  
**Budget Implications:** Accounts Receivable - \$960.00 + interest  
**File Reference:** Finance  
**Voting Requirements:** Absolute Majority

**Background**

Tax Invoice 1514 & 1517 was for the purchase of six loads of gravel and two loads of sand delivered to Lot 2 Beeston Street, Cuballing. This debt has now been outstanding since 8 April, 2011.

**Comment**

Preceding with the placement of a caveat on Mr Lance Smith's certificate of title it has been discovered that this can't happen according to the caveat requirements. Caveats can be lodged for all types of debt, as long as the debt is directly related to the property and is for outstanding rates and service charges although in this instance it is not possible. In this circumstance Mr Smith no longer owns the property where the debt was incurred, doesn't own any other property in the Shire of Cuballing and the debt is not classified as a service charge.

The only other avenue to recover this amount could be by contracting a debt collection agency to try to recover the amount. The costs incurred could be greater than the debt amount outstanding. The success of recovery could be minimal or nil.

**COUNCIL DECISION:**

**That Council write-off the outstanding Tax Invoice Numbers 1514 & 1517 in the name of Mr LB Smith totalling \$960.00 and any incurred interest.**

**Moved: Cr Haslam**

**Seconded: Cr Dowling**

**Carried 6/0**



## 9.1.97 ANNUAL REPORT 2013/2014

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<b>Date:</b>	11 February 2015
<b>Reporting Officer:</b>	Tonya Williams – Deputy CEO
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	Finance 6
<b>Attachment:</b>	9.1.97A 2013/2014 Management Report 9.1.97B 2013/2014 Audit Report 9.1.97C 2013/2014 Annual Report (Attached Separately)
<b>Voting Requirements:</b>	Absolute Majority

### Background

The Audit has been conducted in accordance with the Australian Audit Standards to ensure that during the reporting period the Shire of Cuballing complied with all statutory requirements, including the Local Government Act 1995 and associated Regulations.

Anderson Munro & Wyllie completed their final Audit of Council's functions and operations for the 2013/2014 Financial Year in December 2014.

Council's Audit Committee will consider this matter at their meeting at 1pm on Thursday 19<sup>th</sup> February 2014. Minutes of the meeting will be available at the Council Meeting.

### Comment

The 2013/14 Audit Report noted that in the Auditor's 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 2014 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.

The Auditor noted three matters of Statutory non-compliance, being:

1. We noted that the auditor's report for the 2012/2013 financial year was not received by the local government by 31 December 2013 as is required by Local Government Act 1995 section 7.9(1).

#### Staff Comment

The Audit Report was not signed until February 2014. Section 7.9(1) of the LGA requires the Auditor to send the audit report to the Minister. This is not normally listed as a matter of non-compliance on the Audit report.

2. We noted that the annual financial report was not forwarded to the Department of Local Government within 30 days of receipt by the CEO of the audit report as is required by Local Government (Financial Management) Regulation 51(2).

#### Staff Comment

Noted. This should have been done.

3. Council did not review its delegations to Committees during the 2012/2013 financial year as is required by, Local Government Act 1995 section 5.18, and delegations were

not reviewed by the delegator during the 2012/2013 financial year in accordance with section 5.46(2).

**Staff Comment**

Noted. This should have been done, however not sure why this failing of 2012/13 is included in the 2013/14 Audit Report. This should have been identified and included in the 2012/13 Audit Report.

The Auditors also raised issues for Council's ongoing monitoring in the Management Letter.

1. Fixed Asset Balances Recorded In The Financial Report

During our audit we noted that the fixed asset classes Plant and Equipment, and Furniture and Equipment were revalued in accordance with accounting standard AASB 13 - Fair Value Measurement. During our review it appears that assets for which valuations were performed by management to be their written down value at the valuation date were excluded from the asset values recorded in the financial report. These asset balances were subsequently adjusted in the financial report, once we had noted the error.

We recommend that in future the fair value of all the assets within the asset class being subject to revaluation in accordance with accounting standard AASB - Fair Value Measurement be reported in the financial report and that these balances reconcile to both the general ledger and asset register.

**Staff Comment**

Council's Finance Officer was frustrated by the lack of direction provided by the Auditor over the required treatment of the Asset Revaluation. Council's auditors were not cooperative or knowledgeable on the matter and it took some time to complete

2. GST Allocation

We noted during our audit that the Shire paid an invoice to LRA Civil Pty Ltd on 25 February 2014 for \$8,756.00 which included GST of \$796. The full amount of \$8,756.00 was entered in Synergy 'Expenditure - R2R - Infrastructure Construction' with the GST portion included. Since the error was not material we have not sought adjustment in the accounts.

We recommend that you make appropriate adjustments to the fixed asset and GST receivable accounts in your general ledger and adjust your next BAS accordingly. In the future ensure care is taken when entering all transactions into Synergy and check that the GST portion has been treated correctly.

**Staff Comment**

Noted. The materiality of this listing even in the Management Letter is questioned. Council has now claimed the GST component.

3. Provision for Annual Leave

We noted during our audit that several employees have accrued annual leave well in excess of their annual entitlement.

We recommend that where possible employees be encouraged to take their annual leave regularly so as not to build up large balances that could create financial or staffing pressures, should large amounts of leave be taken at the same time or in close

proximity. This is also to avoid the management risk to the Council of having key personnel on leave for a long period of time.

#### Staff Comment

Council had 2 of 14 employees at 30 June 2014 with more than 4 weeks accrued leave. As of today only 1 has more than 4 weeks although this is a significant amount. Under Award conditions that employee has now reached the threshold to be advised to compulsorily take leave.

## Statutory Requirements

### Local Government Act 1995

#### 5.27 Electors' general meetings

- (1) A general meeting of the electors of a district is to be held once every financial year.
- (2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.
- (3) The matters to be discussed at general electors' meetings are to be those prescribed.

#### 5.29 Convening electors' meetings

- (1) The CEO is to convene an electors' meeting by giving —
  - (a) at least 14 days' local public notice; and
  - (b) each council member at least 14 days' notice, of the date, time, place and purpose of the meeting.
- (2) The local public notice referred to in subsection (1)(a) is to be treated as having commenced at the time of publication of the notice under section 1.7(1)(a) and is to continue by way of exhibition under section 1.7(1)(b) and (c) until the meeting has been held.

#### 5.53 Annual reports

- (1) The local government is to prepare an annual report for each financial year.
- (2) The annual report is to contain —
  - (a) a report from the mayor or president;
  - (b) a report from the CEO;
  - [(c), (d) deleted]*
  - (e) an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year;
  - (f) the financial report for the financial year;
  - (g) such information as may be prescribed in relation to the payments made to employees;
  - (h) the auditor's report for the financial year;
  - (ha) a matter on which a report must be made under section 29(2) of the *Disability Services Act 1993*;
  - (hb) details of entries made under section 5.121 during the financial year in the register of complaints, including —
    - (i) the number of complaints recorded in the register of complaints;
    - (ii) how the recorded complaints were dealt with; and
    - (iii) any other details that the regulations may require;
- (i) such other information as may be prescribed.

5.54. Acceptance of annual reports

(1) Subject to subsection (2), the annual report for a financial year is to be accepted\* by the local government no later than 31 December after that financial year.

\* Absolute majority required.

(2) If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.

5.55. Notice of annual reports

The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

**Options:**

The Committee can resolve:

1. the Officer's Recommendation;
2. an amended Officer's Recommendation, giving reasons for doing so; or
3. to not accept the Officer's Recommendation, giving reasons for doing so.

**COUNCIL DECISION:**

**That Council:**

1. **Accept the Management Report for the financial year ended 30<sup>th</sup> June 2014;**
2. **Accept the Audit Report for the financial year ended 30<sup>th</sup> June 2014;**
3. **Accept the Annual Report for the financial year ended 30<sup>th</sup> June 2014; and**
4. **Hold the Annual Electors Meeting on Thursday 19<sup>th</sup> March 2015 at 6.30pm in the Shire of Cuballing Council Chambers.**

**Moved: Cr Bradford**

**Seconded: Cr Newman**

**Carried 6/0**

## 9.2 CHIEF EXECUTIVE OFFICER'S REPORTS

### 9.2.146 Development Assessment Panel Recommendations

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<b>Reporting Officer:</b>	Gary Sherry – Chief Executive Officer
<b>Interest:</b>	Nil
<b>Date:</b>	27th January 2015
<b>File Reference:</b>	TP7
<b>Attachment</b>	Nil

#### Summary

**Council is to select Councillors to be recommended to the Minister for Planning to be appointed as members and alternate members of the Development Assessment Panel to decide on very large development applications in the Shire of Cuballing.**

#### Background

In 2011 amendments to the Planning and Development Act 2005 were proclaimed to introduce a range of planning reforms designed to streamline the planning approval process. Part of this reform included the enabling powers required to establish Development Assessment Panels (DAPs) in Western Australia.

DAPs are supposed to enhance planning expertise in decision making by improving the balance between technical advice and community aspirations. Specialist members work with local government representatives to determine complex development applications in line with the requirements of existing planning instruments.

15 DAPs exist across every local government area in Western Australia. Each DAP determines development applications as if it were the responsible local authority under the relevant planning instrument, such as the local planning scheme or region planning scheme.

There is be two different types of DAPs established in Western Australia: Local Development Assessment Panels (LDAPs), and Joint Development Assessment Panels (JDAPs). LDAPs service a single local government, where that local government is deemed to be a high-growth local government with enough development to support its own DAP.

There is only LDAP established in Western Australia, for the City of Perth. JDAPs are established to service two or more local governments. There are 14 JDAPs in Western Australia.

The Shire of Cuballing is part of the Wheatbelt JDAP including the other 41 Wheatbelt local authorities. While the Wheatbelt JDAP Specialist members will review every development application forwarded to the JDAP, Shire of Cuballing members will sit on those matters relating to the Shire of Cuballing.

DAPs will meet and determine development applications within certain class and value thresholds set in the DAP regulations. There are three types of DAP applications:

- mandatory DAP applications,
- "opt-in" DAP applications, and
- delegated applications.

The Mandatory DAP applications are development applications which must be determined by a DAP and cannot be determined by a local government or the WAPC.

Mandatory applications must meet the following value thresholds:

- DAP Mandatory value threshold City of Perth \$15 million or more; and
- Rest of the state \$7 million or more.

"Opt-in" DAP applications are development applications where the applicant may choose to have the application determined by a DAP, or by the local government or WAPC under the normal process. In order to be considered an "opt-in" application, the application must fit within the following value thresholds:

DAP "Opt-in" value threshold

- City of Perth Between \$10 million and 15 million; and
- Rest of the state Between \$3 million and \$7 million

The regulations also allow local governments and the WAPC to delegate to their DAP the power to determine optional DAP applications. The Shire of Cuballing has not delegated any power to the DAP.

All DAP applications are still be lodged with the local government and assessed by the local government and/or the WAPC.

The DAPs are made up of two types of members, specialist and local government members. The DAP regulations require that specialist members hold particular qualifications in the fields listed in the next section of this document. Local government members are members of a local government council who are nominated by that local government to sit on a DAP.

The current Specialist Members of the Wheatbelt JDAP are:

- Presiding Member Mr David Gray
- Deputy Presiding Member Mr Robert Fenn
- Third Specialist Mr Terence Tyzack

The Minister is currently calling for applications for Specialist Members and nominations closed on 23rd January 2015.

There will be deputy members for local government members and specialist members, referred to as "alternate members".

Alternate members will be called on when an issue of quorum arises or when a DAP member is unable to act by reason of illness, absence or other cause. Alternate local government members cannot sit in the place of specialist members, just as alternate specialist members cannot sit in the place of local government members.

Each DAP has five members appointed by the Minister, three specialist members (one of whom is the presiding member, and one the deputy presiding member), and two local members, nominated by the local government.

At a meeting of a DAP, a quorum is constituted by three DAP members, which must be:

- two specialist members, one of whom is the presiding member or deputy presiding member, and
- one local government member.

If a quorum cannot be constituted, DAP alternate members (including alternate local members, and alternate specialist members) are contacted by the DAP secretariat to attend the meeting.

All DAP members are paid sitting fees. The presiding member of each DAP is paid \$500 per meeting, and all other members paid \$400 per meeting. Regulations provide for reimbursement of DAP members' motor vehicle and travel costs.

DAP meetings are open to the public and submitters may be given the opportunity to present their case to the DAP directly, if they wish, before a decision is made on the application. A person who has made a DAP application will have the right to apply to the State Administrative Tribunal to review the DAP's decision.

Different DAPs have different meeting frequencies, based on the number of applications they are expected to receive. DAPs in the metropolitan area, and the Pilbara, receive the highest number of applications and consequently have the highest frequency of meetings. The Wheatbelt DAP has met only 9 times since 2011.

### **Comment**

The current members of the members of the Shire of Cuballing JDAP are:

Local Members	Thomas Wittwer, Cr Roger Newman
Alternate Members	Cr Mark Conley, Cr Timothy Haslam

The Ministers appointment of Local Government DAP members expire on 26 April 2015.

The Minister has requested the Shire of Cuballing to nominate four elected members of the Council, comprising two local members and two alternate local members to sit on the local DAP as required. Nominations are required to be received no later than 27th February 2015.

Following receipt of all local government nominations, the Minister for Planning will consider and appoint all nominees for up to a two-year term, expiring on 26 April 2017.

All appointed local members will be placed on the local government member register and advised of DAP training dates and times. It is mandatory for all DAP members to attend training before they sit on a DAP. DAP members who have previously completed training will not be required to complete further training. Priority training will be provided to high application volume DAPs.

Local government elections may result in a change to local DAP membership if current councillors, who are DAP members, are not re-elected. In this instance, the deputy local DAP members will take the place of the former local DAP members.

At the October 2013 Council decided that delegates for the Shire of Cuballing JDAP would be:

Delegates	Cr Conley, Cr Bradford
Deputy Delegates	Cr Ballantyne, Cr Newman

### **Statutory Environment**

It is not anticipated that many development applications submitted to the Shire of Cuballing will reach the levels required to be referred for a decision by the DAP. However all of those applications will be size to be significantly important to the Shire.

### **Statutory Environment**

Section 171A(2) of the Planning Act, provides for the development of regulations that specify the powers and operations of DAPs.

The Planning and Development (Development Assessment Panels) Regulations 2010 (the DAP regulations) provide for the operation, constitution and administration of DAPs.

The Department of Planning has policy documents relating to the administration of DAPs. These include the DAP Standing Orders, DAP Code of Conduct and guidance manuals.

### **Financial Implications**

The costs of the DAP's are met by the Shire of Cuballing.

**Policy Implications** - Nil

**Economic Implications** - Nil

**Social Implications** - Nil

**Environmental Implications** - Nil

**Consultation** - Nil

### **Options**

Council can:

1. resolve the Officer's Recommendation;
2. resolve to select as many Councillors as nominate to be recommend to the Minister for Planning as DAP Members and alternate DAP Members;
3. resolve to not select any Councillors to be nominated to the Minister and allow the Minister to select other local electors to be DAP Members and alternate DAP Members.

**Voting Requirement** – Simple Majority

### **COUNCIL DECISION:**

**That Council nominate:**

1. **Councillor Conley and Councillor Bradford to the Minister for Planning as Development Assessment Panel members; and**
2. **Councillor Newman and Councillor Ballantyne to the Minister for Planning as Alternate Development Assessment Panel members.**

**Moved: Cr Dowling**

**Seconded: Cr Haslam**

**Carried 6/0**



## 9.2.147 Red Card for Rabbits and Foxes – Cuballing Event Support

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**Reporting Officer:** Gary Sherry – Chief Executive Officer  
**Interest:** Nil  
**Date:** 28<sup>th</sup> January 2015  
**File Reference:** F13

### Summary

**Council is to consider waiving the fee for use of the Cuballing Recreation Grounds for use by local participants in a community fox shoot.**

### Background

Red Card for Rabbits and Foxes is a community based feral animal control program that operates across the agricultural regions of Western Australia. Each year local community groups, sporting clubs, local governments and individual land holders come together to run a co-ordinated control program across their local patch during the autumn months.

The theory behind the program is that the best results can be achieved by co-ordinating control activities at the same time across the landscape. In that way areas where feral animals are removed are not reinfested by animals moving in from neighbouring territories.

The largest part of the Red Card program is the community baiting programs. Each year local groups co-ordinate their baiting so that the maximum impact can be achieved. Baiting is carried out in autumn as this is generally lambing time in the south west and many foxes are on the move searching for food following the long summer.

Red Card also supports local groups to conduct fox shooting programs. Over recent years local company Stockbrands has sponsored the fox shots and donated \$5 to the Royal Flying Doctor Service for every fox killed through registered Red Card Fox Shoots. So far, \$121,000 has been donated to the RFDS through this sponsorship.

The program is supported by the Australian and Western Australian Governments through regional natural resource management groups including Wheatbelt NRM, South West Catchment Councils and South Coast NRM.

### Comment

Council has received the following correspondence from local resident Ms Danielle Short:

Last year we held the inaugural Cuballing & Surrounds Red Card for Red Fox Shoot, it gained much interest from local farmers, residents and local businesses. We were so humbled by the amount of community and business support that we wish to hold it as an annual event and strengthen its popularity and status over time. Whilst the primary aim of the event is feral animal control, we believe that the event will contribute to community comradery as well as fundraising. For every fox or feral cat culled a \$5 donation is made to the Royal Flying Doctor Service and the Cuballing Volunteer Rural Fire Brigade receives all profits from the breakfast.

I am writing to request the free use of the Cuballing Cricket Pavilion and its facilities to host the breakfast, and present prizes for this charity event. The requested time is the morning of Saturday the 21<sup>st</sup> March 2015 from 7.00am - 9.00am. We would need the use of the toilets, the steps/stand in front of the pavilion for the presentation, kitchen to cook the breakfast and the gravel carpark to the south east of the pavilion for the count. I will be responsible for cleaning up any mess and leaving the facilities cleaner then we found them.

The free use of these facilities would be a huge assistance, as we run this event as volunteers and we absorb any costs associated with advertising and running of this event. Being able to hold it in a centralised location where we can invite sponsors and hold presentations will really add to the morning's events.

It is likely that considerable local promotion of the event will occur.

### **Statutory Environment**

Nil at this time.

### **Financial Implications**

Council would normally charge \$27.50 (GST Inclusive) for use of the Cuballing Recreation Centre.

### **Strategic Implications – Nil at this time**

While a community feral animal shooting event is unlikely to be a strategic event in the control of feral animals in the Shire of Cuballing, it does provide support to the control and publicity in support of local residents and farmers controlling feral animals on their own property at other times.

### **Policy Implications – Nil at this time**

### **Economic Implications**

Feral animals have the potential to cause financial loss to local rural industries.

### **Social Implications**

Feral animals inflict social losses on local residents through damage to gardens and lawns, losses of animals to foxes and cats.

### **Environmental Implications**

Feral animals such as foxes, cats and rabbits have a considerable impact on local remnant vegetation and the native fauna that populate it.

### **Consultation**

Danielle Short

### **Options**

Council can resolve:

1. The Officer's Recommendation;
2. to provide additional support to the community event; or
3. to provide less or no support to the community event.

### **Voting Requirement – Simple Majority**

**OFFICER RECOMMENDATION:**

That Council provide at no charge the Cuballing Recreation Centre from 7am to 9am on Saturday 21<sup>st</sup> March 2015 for use by participants of the Cuballing participants in the Red Card for Rabbits and Foxes conditional upon:

1. Participants ensuring that the venue is clean and tidy after use;
2. Ensuring use of rubbish bins at the venue by participants during the event; and
3. Removal and appropriate disposal of all feral animals carcasses.

**COUNCIL DECISION:**

That Council provide at no charge the Cuballing Recreation Centre from 7am to 9am on Saturday 21<sup>st</sup> March 2015 for use by participants of the Cuballing participants in the Red Card for Rabbits and Foxes conditional upon:

1. Participants ensuring that the venue is clean and tidy after use;
2. Ensuring use of rubbish bins at the venue by participants during the event; and
3. Removal and appropriate disposal of all feral animals carcasses; and
4. The Shire of Cuballing provide \$100 for the purchase of Breakfast materials.

Moved: Cr Ballantyne

Seconded: Cr Newman

Carried 6/0

## 9.2.148 K9 Club Use of Key

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**Reporting Officer:** Gary Sherry – Chief Executive Officer  
**Interest:** Nil  
**Date:** 12<sup>th</sup> November 2014  
**File Reference:** R1d

### Summary

**Council is to consider providing a key to the Cuballing Recreation Centre for use by Cuby K9 Club**

### Background

The Cuby K9 Club hires the Cuballing Recreation Centre on Sunday mornings from 9am to 12pm most weeks of the year.

The Cuby K9 Club have provided Council with the following correspondence:

The Cuby K9 Club would like to ask the Shire of Cuballing about the feasibility of our club being given permission to hold a key to the Recreation Centre as opposed to having to arrange to pick up the key on a Friday during office hours. We propose that in consideration of this privilege, we would provide the council with a suitable bond to ensure safe keeping of the key.

I will attempt to provide some background to this request.

The Cuby K9 Club is a dog obedience club with aim of producing good citizens of both the canine and human varieties. Our membership generally consists of 10 to 12 members. This club has been in existence since early 2006 and since that time we have hired the Recreation Centre every Sunday morning from 9.00am to 12.00 noon, for approximately 45 to 48 weeks of the year. We believe that we have been good and reliable hirers of the facility, co-operating with others. The Cuballing Recreation Centre is ideal for our purposes.

When the club was first established many of the members were in fact residents and/or ratepayers of the Shire of Cuballing. Currently, the office bearers of the club are no longer residents/ ratepayers. All office bearers, at the moment, reside and work elsewhere and none of our members can easily be available for key pick up. This has given us the problem of how to pick up the key during shire office hours, resulting in our request to the Shire.

In the past the security of Council's facilities has been compromised, with too many keys to the facilities being available in the community. With the shift to the common key system, security has significantly improved and is now not considered an issue.

Should Council wish to impose a key bond for a common keyed system key, the appropriate bond is \$50, which is approximately the cost to purchase a replacement for a single key. Currently annual users have access to keys, but do not pay a key bond.

### Comment

The Cuby K9 Club are itinerant hirers of the Cuballing Recreation Centre facility and pay \$22 (GST Inclusive) for each hiring event. The Cuby K9 Club has now paid for hiring the facility for 46 occasions during 2014/15. This amount totals \$1,012 (GST Inclusive) of hire fees annually.

The Cuby K9 Club are exemplary hirers of Council facility. They are responsible, clean and tidy and pay for the use of the facility in advance without need for follow up by Shire Administration

staff. Further the Shire can't remember that cleaning was required or requested after use by the Cuby K9 Club.

Given their excellent record as hirers of the Cuballing Recreation Centre facility and that they are prompt payers of their hire fees, it is recommended that Council provide the Cuby K9 Club with one key to the facility without any bond.

### **Statutory Environment - Nil**

### **Financial Implications**

The current regular users of the Cuballing Recreation Centre facilities are:

<b>Club</b>	<b>Type of Hire Charge</b>	<b>Itinerant Hire Charge</b>	<b>2014/15 YTD</b>	<b>2013/14</b>
Cuballing Cricket Club	Annual	-	770	770
Cuballing Tennis Club	Annual	-	990	990
Cuballing Craft Group	Itinerant	\$5 per hire	110	230
Cuby K9 Club	Itinerant	\$22 per hire	1,012	1,012

The Cuballing Cricket and Tennis Clubs both have access to limited number of keys to the Cuballing Recreation Centre facilities. Both clubs also utilise lighting of the facility.

**Strategic Implications – Nil at this time.**

### **Policy Implications**

Council does not have a policy relating to key bonds of Council facilities.

Policy 10.1 - Recreation Reserves - Ground Rental

The ground rental payable by the sporting bodies for the hire of the various recreation reserve grounds within the Shire of Cuballing will be levied on user bodies at a rate determined by Council at the annual budget deliberations.

**Economic Implications – Nil**

### **Social Implications**

The Cuby K9 Club are a long time user of Council facilities and attract users from across the region to Cuballing.

**Environmental Implications – Nil**

### **Consultation**

Cuby K9 Club

### **Options**

Council can resolve:

1. The Officer's recommendation;
2. Resolve to provide a key to the Cuby K9 Club and charging deposit; or
3. To not provide a key to the Cuby K9 Club and require the club to continue to make arrangements to collect a key to the facility prior to each hiring event.

**Voting Requirement – Simple Majority**

**COUNCIL DECISION:**

**That Council provide the Cuby K9 Club with a key for the Cuballing Recreation Centre facility without charging a key bond.**

**Moved: Cr Ballantyne**

**Seconded: Cr Newman**

**Carried 6/0**

## **9.2.149 Proposed Boundary Adjustment – Application 151119 - Lots 20597 and 500 Williams Road, West Popanyinning**

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**Reporting Officer:** Gary Sherry – Chief Executive Officer  
**Interest:** Nil  
**Date:** 29<sup>th</sup> January 2015  
**File Reference:** 151119/TP7  
**Attachment** 9.2.149A Location plan  
9.2.149B Subdivision plan

### **Summary**

**Council is to consider providing comment on an application for a boundary adjustment of Location 20597 and Lot 500 Williams Road, West Popanyinning.**

### **Background**

The Western Australian Planning Commission (WAPC) has referred a boundary adjustment application 151119 to the Shire for comment.

The location of the application site is outlined in Attachment 9.2.149A.

The subdivision/amalgamation application (boundary adjustment) is set out in Attachment 9.2.149B. The application site currently consists of 2 current titles:

- Lot 500 being 198.8572 hectares; and
- Lot 20597 being 8,094 m<sup>2</sup>; in area.

The proposal is to create 2 lots being;

- Lot 502 being 198.3466 hectares; and
- Lot 503 being 1.32 hectares; in area.

Old lot 500 is part of large broadacre farming concern and lot 20597 is a former local hall that has been used as a camp for youth from the Perth metropolitan area for some years.

### **Comment**

The boundary adjustment application is supported as it is considered consistent with TPS2 given no additional titles are created and the current uses of both lots remains the same.

The proposed new lots 503 will be conform to the current fencing arrangements on the property and not alter the impact on lot 502 or any other nearby lot.

In the past the development of buildings on lot 20597 has extended slightly beyond the boundaries. The proposal seeks to alter the area of the properties by 5,106 m<sup>2</sup> to include all the development on old lot 20597 on one lot. The proposed new boundaries follow existing fence lines.

The buildings on old lot 20597 are in state of minor disrepair and with conformation of the lot boundaries, the applicant advises that investment in repairs and upgrading will commence. The applicant has been discussing this matter with Council's building staff for some months.

The Shire of Cuballing Local Planning Strategy (LPS) looks to have Council protect the good agricultural broad acre farming land in the Shire. The proposal does not significantly impact the agricultural use of the properties with the proposed new lot 502 being only 5,106 m<sup>2</sup> smaller.

## **Statutory Environment**

Planning and Development Act and TPS2

**Financial Implications** – Nil

**Strategic Implications** – Nil at this time.

## **Policy Implications**

The application complies with TPS2 and the LPS.

## **Economic Implications**

The application does not create additional lots and seeks to improve the current land usage.

**Social Implications** – Nil

## **Environmental Implications**

There are no environmental considerations for the proposed subdivision/amalgamation.

## **Consultation**

The WAPC invites comments from the Shire and other government/servicing agencies at the subdivision stage.

## **Options**

Council can resolve:

1. the Officer's Recommendation;
2. support the boundary adjustment with conditions;
3. not support the boundary adjustment (giving reasons);

**Voting Requirement** – Simple Majority

### **COUNCIL DECISION:**

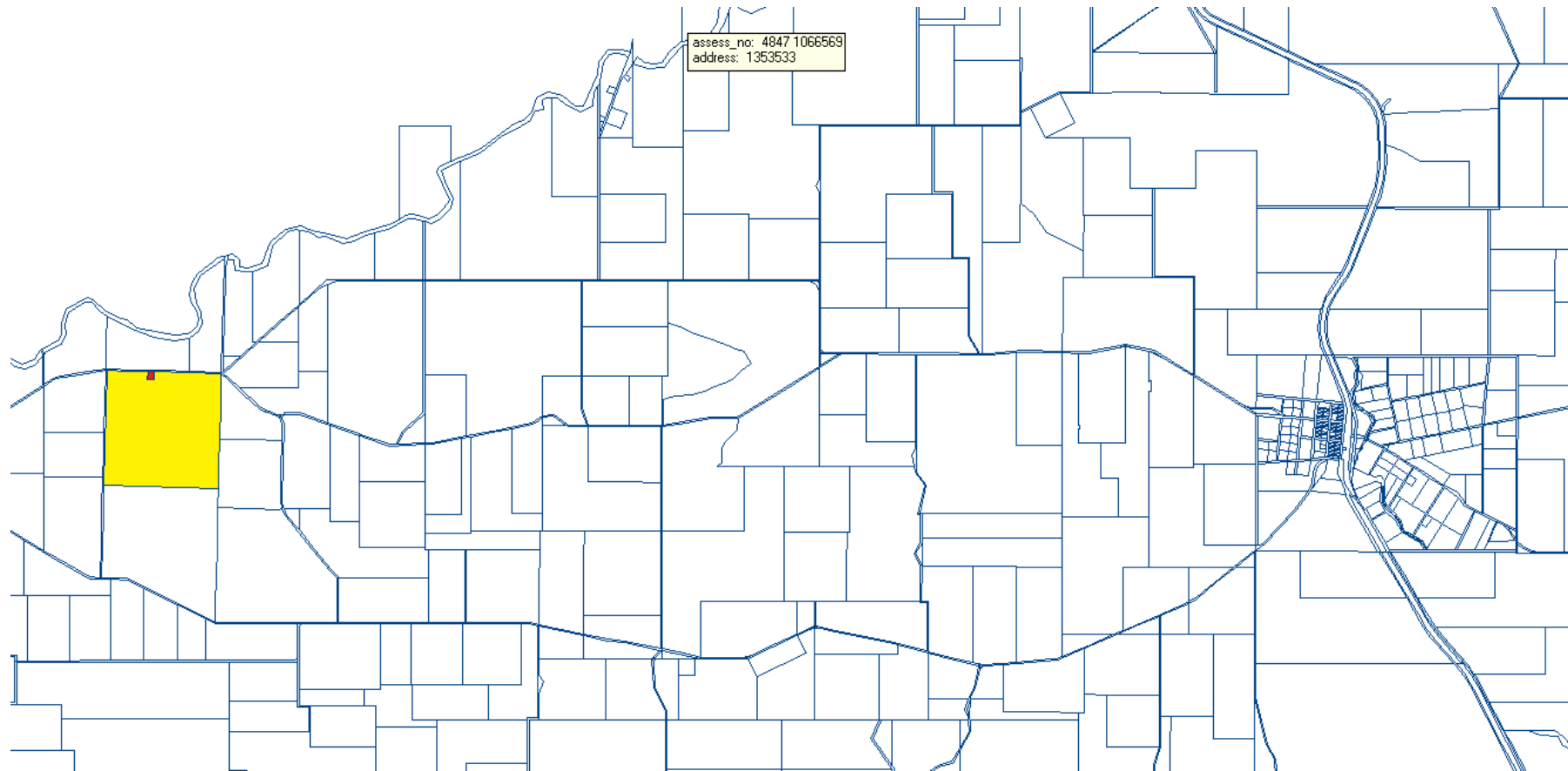
**That Council support the subdivision/amalgamation of Lots Location 20597 and Lot 500 Williams Road, West Popanyinning.**

**Moved: Cr Ballantyne**

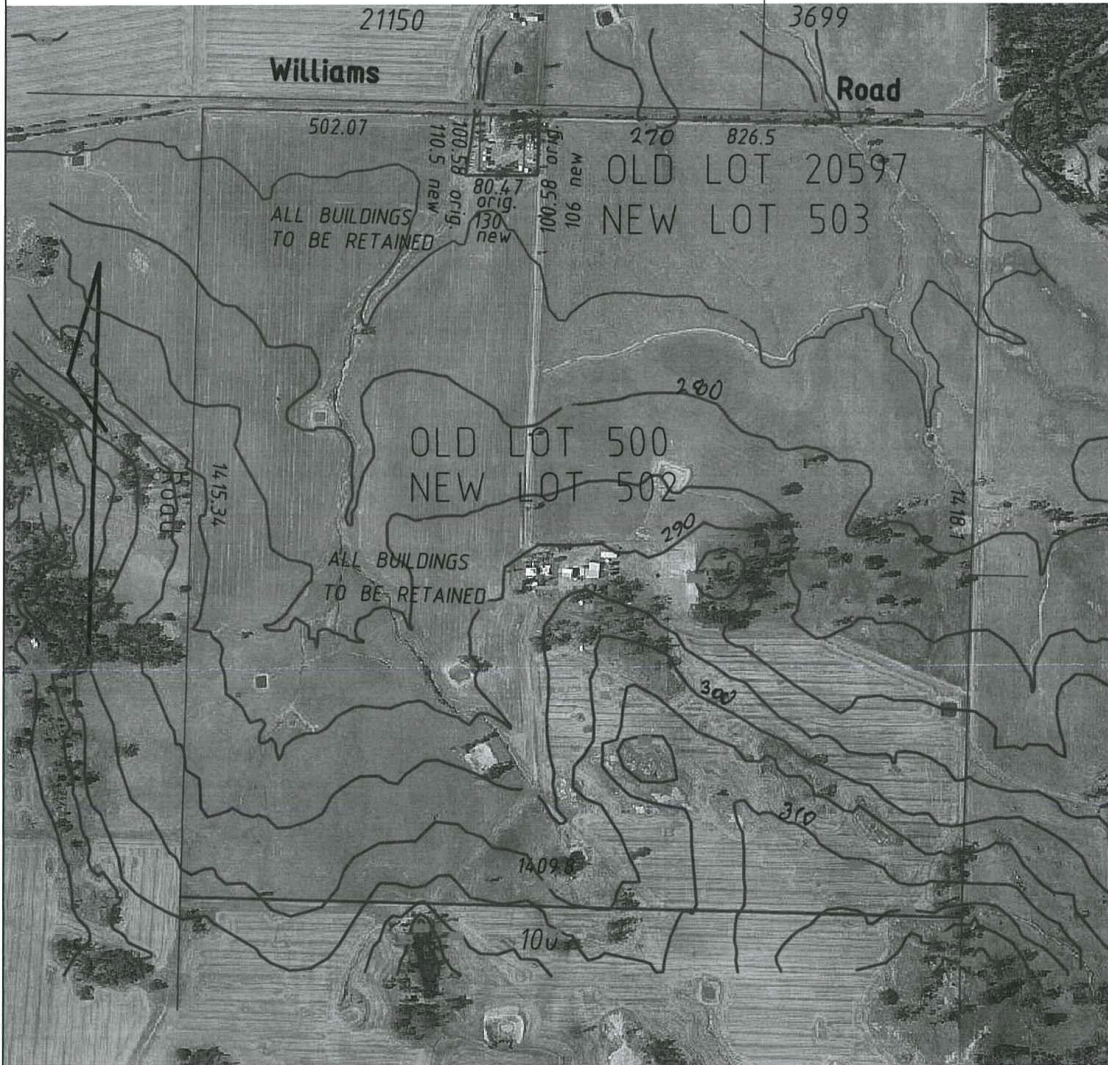
**Seconded: Cr Haslam**

**Carried 6/0**





NOTE : NEW BOUNDARY LOT 503  
TO FOLLOW EXISTING FENCES



Original Area of Lot 500	198.8572 ha
Original Area of Lot 20597	8094 m2
New Area of Lot 502	198.3466 ha
New Area of Lot 503	1.32 ha

DEPARTMENT OF PLANNING	
DATE	FILE
11 DEC 2014	15 1119

STATEWEST SURVEYS					
Licensed Surveyors					
Directors: R.J.M.Rogers & P.Incerti Midland House P.O. Box 1377 Midland WA 6936			Associates: N.Novak 69 Great Northern Hwy, Midland		
Telephone: 08-92743198		Facsimile: 08-92743878		Email: ron.rogers@statewest.net	
Project Re-arrangement of boundaries Lots 500 & 20597 Williams Road West Popanyining					
Scale	Date	Drawn	Checked	Reference	Sheet No.
1:10000@A4 1:7500@A3	05/12/14			15277	

## **9.2.150 Compliance Audit Return 2014**

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**Reporting Officer:** Gary Sherry – Chief Executive Officer  
**Interest** Nil  
**Date:** 28<sup>th</sup> January 2015  
**File Reference:** F23  
**Attachment** 9.2.150A Compliance Audit Return 2014

### **Summary**

**The Department of Local Government require the Compliance Audit Return for the period 1<sup>st</sup> January 2014 to 31<sup>st</sup> December 2014 to be completed, endorsed and included within an Ordinary Meeting Agenda papers.**

### **Background**

The Compliance Audit Return (CAR) is a Department of Local Government prepared check list of some of the statutory requirements Local Governments in the twelve months to 31st December 2014.

While the structure of the 2014 CAR is generally similar to that of previous years, the Department of Local Government has kept the reduced number of areas of compliance covered in recent CAR's to those considered high risk. The CAR contains substantially fewer questions, reducing the size of the CAR from the previous 27 pages in 2010 to ten pages for 2015.

Regulation 14 of the Local Government (Audit) Regulations requires that a local government's Audit Committee reviews the CAR and reports the results of that review to the Council prior to adoption by Council and submission to the Department.

The Statutory Compliance Audit Return is to be:

1. presented to the Audit Committee for consideration at a meeting of the Audit Committee; by Council;
2. recommended for Adoption by Council at an Audit Committee Meeting;
3. presented to the Council at a meeting of Council;
4. adopted by the Council; and
5. the adoption recorded in the minutes of the meeting at which it is adopted.

After the Compliance Audit Return has been presented to Council, a certified copy of the return, along with the relevant section of the minutes and any additional information explaining or qualifying the compliance audit is to be submitted to the Executive Director, Department of Local Government, by 31<sup>st</sup> March 2015.

### **Comment**

Council's Audit Committee is to consider the Compliance Audit Return. The Compliance Audit Return 2014 is included at Attachment 9.2.150A. The Audit Committee is to make a recommendation to Council for formal adoption.

In completing the Compliance Audit Return there were no areas where Council did not complete its statutory requirements or where there could be confusion about this fact were identified. An explanation or further information than required for the Compliance Audit Return is included below.

<b>Disclosure of Interest</b>				
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	No	1. Cr Bradford declared a Proximity Interest (February 2014 OMC) and minutes did not record him as leaving the Council Chamber. 2. Cr Ballantyne declared a Financial Interest at the Audit Committee Meeting (June 2014) and minutes do not record him as leaving the chamber.
Upon declaring an interest, the declarer is required to leave the meeting while Council or the Committee either votes on the matter, or votes on allowing the declarer to return to the meeting and on the level of participation in the meeting.				
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	No	Not all decisions made under section 5.68(1) allowing participation, were recorded in minutes of Council meetings. At February 2014 OMC, the formal Council decision to permit Cr Bradford to participate was not recorded in the minutes.
Council can on allowing the declarer to return to the meeting and on the level of participation in the meeting. In February 2014 the Council decision to consider Cr Bradford's proximity interest to be an interest "in common" with many ratepayer was not recorded in the minutes as a decision, rather with a note stating Council's opinion.				
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	No	Cr Ballantyne recorded an Impartiality Interest when recommending new Council Auditors at June 2014 Audit Committee Meeting. When confirming recommendations of Audit Committee at June OCM, Cr Ballantyne did not declare an Impartiality Interest.
Cr Ballantyne declared an Impartiality Interest at the Audit Committee meeting, but did not declare a similar interest at the Council meeting that considered the same matter.				
<b>Finance</b>				
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>
9	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9(1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A	At this time the Auditors Report and Annual Report have not been considered by Council.
Council's auditors may consider raising matters that, in their opinion need addressing by Council. Such matters would be included in a report to Council at a Council meeting. Council has not formally considered the Audit Report yet, however there are no matters raised by the auditor.				

10	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9(1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A	At this time the Auditors Report and Annual Report have not been considered by Council.
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Council's auditors may consider raising matters that, in their opinion need addressing by Council. Such matters would be included in a report to Council at a Council meeting and this report must be provided to the Minister for Local Government . Council has not formally considered the Audit Report yet, however there are no matters raised by the auditor to send to the Minister.

#### Local Government Employees

No	Reference	Question	Response	Comments
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	No	Council did not formally approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.

Council did not resolve by decision at a meeting the process to be used for the selection and appointment of the CEO before the position of CEO was advertised. This process was agreed by Council by other methods.

2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	No	The advertising for the vacancy of the CEO position did not include the duration of the proposed employment contract.
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The advertising for the CEO vacancy did not include the duration of the proposed contract. This information was included in other documentation provided to potential candidates.

4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	No	Council did not ensure checks were carried out to confirm that the information in an application for employment was true.
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There are no formal records that Council completed checks that the CEO's university qualifications were valid.

#### Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions &	N/A	Council did not make any purchases greater than \$100,000 where exemptions in Regulation 11(2) of the Local Government (Functions & General) Regulations did not apply.

		General) Regulations (Subject to Functions and General Regulation 11(2)).		
Section 3.57 allows Council an exemption in inviting tenders for purchases greater than \$100,000 when the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA. Council did complete purchases greater than \$100,000 through the Council Purchasing Service of WALGA.				
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	N/A	Council did not enter into 2 or more contracts in circumstances where the desire to avoid the requirements of regulation 11(1) was a significant reason for doing so.
Council did complete multiple purchases from a single supplier. However in each case, the multiple purchases were completed through the Council Purchasing Service of WALGA.				
10	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	N/A	Council did not complete any Expressions of Interest.
Expressions of Interest are a defined term under the Local Government Act and do not refer to Council informally enquiring with a supplier over a possible purchase.				

## Statutory Environment

### Local Government Act 1995

#### 7.13. Regulations as to audits

- (1) Regulations may make provision —
  - (i) requiring local governments to carry out, in the prescribed manner and in a form approved by the Minister, an audit of compliance with such statutory requirements as are prescribed whether those requirements are —
    - (i) of a financial nature or not; or
    - (ii) under this Act or another written law.
- (2) Regulations may also make any provision about audit committees that may be made under section 5.25 in relation to committees.

### Local Government (Audit) Regulations 1996

#### 14. Compliance audits by local governments

- (1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.
- (2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
- (3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.
- (3) After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —
  - (a) presented to the council at a meeting of the council; and
  - (b) adopted by the council; and
  - (c) recorded in the minutes of the meeting at which it is adopted.

**Policy Implications** - There appear no further implications in this regard.

**Financial Implications** - There appear no further implications in this regard.

**Economic Implications** - There appear no further implications in this regard.

**Social Implications** - There appear no further implications in this regard.

**Environmental Considerations** - There appear no further implications in this regard.

**Consultation**

The Shire of Cuballing Audit Committee will have considered this matter in making the recommendation to Council.

**Options**

Council can approve the Audit Committee's Recommendation or not.

**Voting Requirement** – Simple Majority

**COUNCIL DECISION:**

**That the Compliance Audit Return, included at Attachment 9.2.150A Compliance Audit Return 2014, for the period 1<sup>st</sup> January 2014 to 31<sup>st</sup> December 2014, as completed by the President and Chief Executive Officer, be endorsed and duly signed accordingly.**

**Moved: Cr Dowling**

**Seconded: Cr Bradford**

**Carried 6/0**



## Cuballing - Compliance Audit Return 2014

### Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government and Communities together with a copy of section of relevant minutes.

<b>Commercial Enterprises by Local Governments</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s3.59(2)(a)(b) (c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2014.	N/A		Gary Sherry
2	s3.59(2)(a)(b) (c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2014.	N/A		Gary Sherry
3	s3.59(2)(a)(b) (c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2014.	N/A		Gary Sherry
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2014.	N/A		Gary Sherry
5	s3.59(5)	Did the Council, during 2014, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Gary Sherry



<b>Delegation of Power / Duty</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	N/A		Gary Sherry
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A		Gary Sherry
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		Gary Sherry
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		Gary Sherry
5	s5.18	Has Council reviewed delegations to its committees in the 2013/2014 financial year.	N/A		Gary Sherry
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Gary Sherry
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Gary Sherry
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Gary Sherry
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Gary Sherry
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Gary Sherry
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Gary Sherry
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2013/2014 financial year.	Yes		Gary Sherry
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Gary Sherry

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	No	1. Cr Bradford declared a Proximity Interest (February 2014 OMC) and minutes did not record him as leaving the Council Chamber. 2. Cr Ballantyne declared a Financial Interest at the Audit Committee Meeting (June 2014) and minutes do not record him as leaving the chamber.	Gary Sherry
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	No	Not all decisions made under section 5.68(1) allowing participation, were recorded in minutes of Council meetings. At February 2014 OMC, the formal Council decision to permit Cr Bradford to participate was not recorded in the minutes.	Gary Sherry
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Gary Sherry
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes		Gary Sherry
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	Yes		Gary Sherry
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2014.	Yes		Gary Sherry
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2014.	Yes		Gary Sherry
8	s5.77	On receipt of a primary or	Yes		Gary

		annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.			Sherry
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Gary Sherry
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Gary Sherry
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		Gary Sherry
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Gary Sherry
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	No	Cr Ballantyne recorded an Impartiality Interest when recommending new Council Auditors at June 2014 Audit Committee Meeting. When confirming recommendations of Audit Committee at June OCM, Cr Ballantyne did not declare an Impartiality Interest.	Gary Sherry
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes		Gary Sherry
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2),	Yes		Gary Sherry

		did that person also disclose the extent of that interest when required to do so by the Council or a Committee.		
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes	Gary Sherry

<b>Disposal of Property</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	N/A		Gary Sherry
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	N/A		Gary Sherry

<b>Elections</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	Yes		Gary Sherry

<b>Finance</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Gary Sherry
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A		Gary Sherry
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Gary Sherry
4	s7.3	Was the person(s) appointed by the local government to be its auditor, an approved auditor.	Yes		Gary Sherry
5	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Gary Sherry
6	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2014 received by the local government within 30 days of completion of the audit.	Yes		Gary Sherry

7	s7.9(1)	Was the Auditor's report for 2013/2014 received by the local government by 31 December 2014.	Yes		Gary Sherry
8	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report prepared under s7.9(1) of the Act required action to be taken by the local government, was that action undertaken.	N/A	No action is recommended.	Gary Sherry
9	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9(1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A	At this time the Auditors Report and Annual Report have not been considered by Council.	Gary Sherry
10	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9(1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A	At this time the Auditors Report and Annual Report have not been considered by Council.	Gary Sherry
11	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Gary Sherry
12	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Gary Sherry
13	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Gary Sherry
14	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Gary Sherry
15	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information	Yes		Gary Sherry

to, the auditor.

### Local Government Employees

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	No	Council did not formally approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	Gary Sherry
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	No	The advertising for the vacancy of the CEO position did not include the duration of the proposed employment contract.	Gary Sherry
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	Yes		Gary Sherry
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	No	Council did not ensure checks were carried out to confirm that the information in an application for employment was true.	Gary Sherry
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	Yes		Gary Sherry

<b>Official Conduct</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A		Gary Sherry
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Gary Sherry
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Gary Sherry
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Gary Sherry
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Gary Sherry
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b)(c).	Yes		Gary Sherry



<b>Tenders for Providing Goods and Services</b>					
<b>No</b>	<b>Reference</b>	<b>Question</b>	<b>Response</b>	<b>Comments</b>	<b>Respondent</b>
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	N/A	Council did not make any purchases greater than \$100,000 where exemptions in Regulation 11(2) of the Local Government (Functions & General) Regulations did not apply.	Gary Sherry
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	N/A	Council did not enter into 2 or more contracts in circumstances where the desire to avoid the requirements of regulation 11(1) was a significant reason for doing so.	Gary Sherry
3	F&G Reg 14(1)	Did the local government invite tenders via Statewide public notice.	N/A		Gary Sherry
4	F&G Reg 14, 15 & 16	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	N/A		Gary Sherry
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	N/A		Gary Sherry
6	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	N/A		Gary Sherry
7	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	N/A		Gary Sherry
8	F&G Reg 17	Did the information recorded	N/A		Gary

		in the local government's tender register comply with the requirements of F&G Reg 17.			Sherry
9	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	N/A		Gary Sherry
10	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	N/A	Council did not complete any Expressions of Interest.	Gary Sherry
11	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A		Gary Sherry
12	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	N/A		Gary Sherry
13	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	N/A		Gary Sherry
14	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	N/A		Gary Sherry

15	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$100,000 or less.	Yes	Gary Sherry
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I certify this Compliance Audit return has been adopted by Council at its meeting on Tuesday 19<sup>th</sup> February 2015.

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Signed Mayor / President, Cuballing

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Signed CEO, Cuballing

## 9.2.151 Increasing Sand Charges

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**Reporting Officer:** Gary Sherry – Chief Executive Officer  
**Interest** Nil  
**Date:** 12<sup>th</sup> November 2014  
**File Reference:** P1a

### Summary

**Council is to consider setting new charges for the sale of sand as a result of increased cost of purchase.**

### Background

From time to time Council has sold sand to local residents in Cuballing and Popanyinning. Other sales to commercial interests occur less frequently.

Council adopted the following prices at with their 2014/15 Budget:

#### PRIVATE WORKS

NOTE: Truck Load = Approx 13 tonne

Bucket Load = Approx 3 tonne

Yellow Sand – Per truck load

No Delivery Private Load (8m <sup>3</sup> )	\$88.00
Shire of Cuballing Ratepayers delivered (8m <sup>3</sup> )	\$161.70
Other areas will include a per km rate	
Per trailer load Ratepayers (1m <sup>3</sup> )	\$33.00

Council have sourced sand from a number of local sources in the past. Some of these sources provided the sand free of charge to Council as a community service. In recent years Council provided works in kind for sand. The sand provided was used both for Council activities and for sale.

### Comment

Council has now agreed to source sand from Mr K Lansdell in Popanyinning for Council purposes. This sand is considered to be very clean and of relatively high quality because the deposit is so deep.

Staff were anticipating to pay \$3 per m<sup>3</sup> for the sand, but Mr Lansdell has now advised he will charge \$5 per m<sup>3</sup>. At \$3 per m<sup>3</sup> the Shire believed that this additional cost could be managed by Council in existing charges without significant reduction of income. This is not the case with a charge of \$5 per m<sup>3</sup>.

Mr Lansdell believes that the \$5 per m<sup>3</sup> charge is in keeping with other local prices for high quality sand. In the opinion of staff this view is not unreasonable.

Council may be able to approach another local source for sand, but sand of a similar quantity is unlikely. It is also expected that the additional cost of transport for a more remote deposit of sand, may offset any saving in purchase price.

## **Statutory Environment**

### 6.16. Imposition of fees and charges

- (1) A local government may impose\* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

\* Absolute majority required.

- (2) A fee or charge may be imposed for the following —
  - (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
  - (b) supplying a service or carrying out work at the request of a person;
  - (c) subject to section 5.94, providing information from local government records;
  - (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
  - (e) supplying goods;
  - (f) such other service as may be prescribed.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
  - (a) imposed\* during a financial year; and
  - (b) amended\* from time to time during a financial year.

\* Absolute majority required.

### 6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

## **Financial Implications**

In 2013/14 Council sold approximately \$3,500 of sand as private works.

**Strategic Implications** – Nil at this time.

**Policy Implications** – Nil at this time

## **Economic Implications**

Council should implement pricing strategy that supports local residents approaching local businesses rather the Shire for supply of sand, particularly for larger amounts.

Council may choose to continue to provide smaller quantities of sand to residents for non-commercial applications, to ensure that in householders have access to cost effective services in our communities.

## **Social Implications**

Council's provision of sand for sale is a community service to assist local residents in being provided cost effective access to this resource.

**Environmental Implications** – Nil at this time

## **Consultation**

Mr K Lansdell, Popanyinning.

## Options

Council can resolve:

1. The Officer's Recommendation;
2. the Officer's Recommendation with alternative pricing; or
3. to cease the sale of sand.

**Voting Requirement – Absolute Majority**

### **COUNCIL DECISION:**

**That Council:**

1. to charge the following charges for the sale of sand from Monday 9<sup>th</sup> March 2015:

**Yellow Sand – Per truck load**

8m<sup>3</sup> No Delivery - Private Cartage from Shire Depot \$120.00

8m<sup>3</sup> delivered into Shire of Cuballing (8m3) \$205.00

Other areas will include a per km rate

**Yellow Sand – Per trailer load**

1m<sup>3</sup> No Delivery - Private Cartage from Shire Depot \$35.00

2. give local public notice of their intention to adopt the new charges Monday 9<sup>th</sup> March 2015; and
3. cease sales of sand until 9<sup>th</sup> March 2015.

**Moved: Cr Dowling**

**Seconded: Cr Bradford**

**Carried 6/0**

## **9.2.152 Private Works – Discount Consideration**

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**Reporting Officer:** Gary Sherry – Chief Executive Officer  
**Interest** Nil  
**Date:** 10<sup>th</sup> February 2015  
**File Reference:** PW1a  
**Attachment** 9.2.152A Correspondence from H Wittwer & Co

### **Summary**

**Council is to consider providing a discount in private works to a long term provider of materials to the Shire of Cuballing.**

### **Background**

NH Wittwer & Co have consistently provided Council with materials, sand and gravel, for many years at not cost.

Council accessed sand from NH Wittwer & Co's East Yornaning property for over 10 years until 2010 when the resource was exhausted.

Council was given access to a significant amount of Main Roads quality, pushed up gravel on NH Wittwer & Co's East Yornaning property for only an undertaking to complete rehabilitation on the site. Council had previously accessed gravel from other sites on the Wittwer property, needing only to pay for the cost of pushing the gravel.

NH Wittwer & Co have installed a series of deep drains on their East Yornaning Road property. At one section this drainage of water needs to cross East Yornaning Road, but the level of Council's current drainage pipe is significantly above the drainage level.

NH Wittwer & Co has sought a quotation from Council to install a drainage pipe at their required level. NH Wittwer & Co will provide the cost of digging the trench under Council supervision. The cost of the works is \$5,570.36 (plus GST).

### **Comment**

NH Wittwer & Co have sought Council to review the cost of the private works to install the drainage pipe across East Yornaning Road in light of NH Wittwer & Co's history of supporting Council by providing materials. NH Wittwer & Co's letter of request is included at Attachment 9.2.152A.

The works proposed by NH Wittwer & Co are common place and are often completed to assist drainage in rural areas.

It is recommended to reduce the cost of the private works for NH Wittwer & Co by the cost of the labour and plant of this work.

**Statutory Environment - Nil**

### **Financial Implications**

The breakdown of Council's quotation is included below:

<b>Labour</b>			<b>1,237.36</b>
Wages	27 Hours	651.24	
Overhead	90%	586.12	
<b>Plant</b>			<b>780.00</b>
CN.026 UD Truck	1 Hrs	60.00	
CN272 Isuzu Truck semi	4 Hrs	300.00	
CN.930 Cat Loader	6 Hrs	360.00	
CN 157 Hino Truck	2 Hrs	60.00	
<b>Materials</b>			<b>3,553.00</b>
Cement		200.00	
450mm stormwater Headwalls		868.00	
600mm Pomac Hellicoil Pipe		2,235.00	
Bitumen Premix		250.00	
<b>Total</b>			<b>5,570.36</b>

**Strategic Implications** – Nil at this time.

**Policy Implications** - Nil

### **Economic Implications**

The proposed works will provide local economic benefit through increased agricultural production on poorly drained land.

**Social Implications** – Nil

### **Environmental Implications**

Improving drainage of soils will improve the local environment.

### **Consultation**

NH Wittwer & Co

### **Options**

Council can resolve:

1. The Officer's Recommendation;
2. An amended Officer's Recommendation altering the amount of discount provided; or
3. To not provide any discount on the quoted works.

**Voting Requirement** – Simple Majority

### **OFFICER RECOMMENDATION:**

**That Council provide a discount on the quoted cost of works of \$2,017.36 to NH Wittwer & Co in installing a drainage pipe across East Yornaning Road.**



**COUNCIL DECISION:**

**That Council, although recognising the large amounts of sand provided for major shire projects including the Dryandra Regional Equestrian Centre, not provide a discount on the cost of the private works to NH Wittwer & Co because Council is moving to have all supplies of materials and private works provided made on commercial terms.**

**Moved: Cr Ballantyne**

**Seconded: Cr Haslam**

**Carried 6/0**

# N.H. Wittwer & Co

T.H. & W.M. Wittwer  
"KORALLA"  
1666 Stratherne Rd  
CUBALLING W.A. 6311  
Ph 9888 4022 \*\*Fax 9888 4023  
Mobile 0428 884023  
[wittwer@wn.com.au](mailto:wittwer@wn.com.au)

Gary Sherry  
CEO Cuballing Shire  
PO Box 13  
Cuballing WA 6311.

03/02/2015

Dear Gary,

I am writing to request the Shire replace a culvert on the East Yornaning Road approximately 300meters east of the Hotham River Bridge. The current culvert is not deep enough for the water to drain off our paddock, causing water logging and salinity.

We have opened up the waterway to its original depth and would appreciate the Shire lowering the culvert to allow the water to drain. We are happy to pay for the pipe and the digger to do the job. We believe it would be fair if the Shire contributed the rest of the cost, bearing in mind we have not pressed the issue of rehabilitating the gravel pit on East Yornaning Road, which has given the Shire a resource beyond the agreed date.

We have put a crossing in our paddock near the road which could be used as a detour around the job.

I am happy to meet you or your Staff on site to discuss any concerns you have or alternatively, I can be contacted on my mobile 0428 884023 after the 12<sup>th</sup> February 2015.

Yours sincerely,  
Tom Wittwer

## 9.2.153 RAV Access – Cuballing East Road

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**Reporting Officer:** Gary Sherry – Chief Executive Officer  
**Interest:** Nil  
**Date:** 12 February 2015  
**File Reference:** R12  
**Attachment** 9.2.153A RAV Vehicle Chart

### Summary

**Council is to consider approving access of RAV Level 7 vehicles to the Cuballing East Road outside of Council Policy.**

### Background

A Restricted Access Vehicle, as distinct from a General Access Vehicle, is a vehicle that exceeds one or more of the following limits:

- Mass limit prescribed in Part 3 of the Road Traffic (Vehicle Standards) Regulations 2002,

or one of the following dimension limits:

- A width of 2.5 metres
- A height of 4.3 metres
- A length of 12.5 metres in the case of a motor vehicle that is not part of a combination, or
- A length of 19 metres in the case of a combination•

Any other dimension specified in the Road Traffic (Vehicle Standards) Regulations 2002 or Road Traffic (Vehicle Standards Rule 2002.

A General Access Vehicle is any vehicle that is not a Restricted Access Vehicle, for example, rigid trucks and semi trailers. These vehicles generally do not require any permits or exemptions from regulatory requirements.

Permits are required to operate RAV's in WA and are an instrument issued by the Commissioner of Main Roads Western Australia to grant access to these vehicles to certain parts of the road network under specific operating conditions.

At the November 2014 Ordinary Meeting Council consider RAV access and resolved the following:

That Council:

1. adopt the draft policy on the use Restricted Access Vehicles on road in the Shire of Cuballing included at Attachment 9.2.136B;
2. seek to have the:
  - a. Shire of Wandering add the section of Popanyinning West Road in the Shire of Wandering to a RAV 4 level;
  - b. Shire of Wickepin add the section of the Popanyinning East Road in the Shire of Wickepin to a RAV 4 level
  - c. Shire of Narrogin add the section of Wandering Narrogin Road to in the Shire of Narrogin to a RAV 4 level.

Council has received correspondence from CBH Group seeking to increase the RAV access on the Cuballing East Road from Level 6 to Level 7. In part this correspondence read:

Throughout 2014, CBH in conjunction with Main Road WA HVO and WALGA, have been looking into a review of the WA road network used for grain freight.

We have identified the below roads within your shire in which we are seeking your approval for RAV upgrade assessment by MRWA HVO.

Route/Site	Wickepin - Brookton
Road	Cuballing East Rd
Owner	Shire
Shire	Cuballing
Current Rating	RAV 6*
Assessment To	Network 7
Section	Williams Kondinin Rd to Great Southern Highway
Approved/Denied	

It would be appreciated if the approval or denial of assessment, could be returned to CBH email [transport.coordinator@cbh.com.au](mailto:transport.coordinator@cbh.com.au), as we will be presenting a combined list of assessments from across the state to MRWA HVO's assessment team.

A subsequent request for supporting information that would assist Council in their consideration of the request has not been answered and no further information has been provided.

### Comment

Other Wheatbelt Shires have relatively minor local roads that are RAV Level 7 rated, but this would be the first Shire of Cuballing road to be so rated

The requested change would increase the axle groups possible in a RAV vehicle from 5 to six and increase the maximum tonnage in a RAV rated vehicle possible from 87.5 tonne to 107.5 tonnes. There is no change in the length of vehicles.

RAV Class	Combination	Length (m)	Max Mass (T)	Axle Groups
6	Prime Mover, Semi-Trailer and 6 axle dog-trailer	>27.5, ≤36.5	87.5	5
	B Triple	>27.5, ≤36.5	87.5	5
	Prime Mover, Semi-Trailer, 6 axle dog-trailer and dolly	>27.5, ≤36.5	87.5+d	6
7	Prime Mover, Semi-Trailer and B double	>27.5, ≤36.5	107.5	6
	B Double and dog-trailer	>27.5, ≤36.5	107.5	6

RAV level 7 vehicles, with a capacity of 107.5 tonnes and 6 axle groups, is loaded at maximum capacity, only 400 kilos more per axle group than a RAV level 6 vehicle at 87.5 tonnes and 5 axle groups.

Cuballing East Road, with the extensive recent upgrade is the Shire of Cuballing's road of the highest standard and arguably best condition. However in recent hot weather, with high traffic loads the road struggled with bleeding of bitumen through the stone and minor

emergency maintenance was required. Other areas of the Wickepin to Cuballing route, most notably the Williams Kondinin Rd/Cuballing East Road corner was considerably worse than any section in the Shire of Cuballing.

### **Statutory Environment**

Main Roads WA control licensing of vehicles and access permit system. Local Government has input into this system by advising of the status of each route and the requirements for use. MRWA then provide this information to the transport industry.

### **Financial Implications**

Nil at this time, however Council will bear the financial cost for any additional road maintenance required from traffic of long vehicles.

### **Strategic Implications**

Access to Council's road by long vehicles to allow economic transportation of these vehicles will be an issue of increasing importance requires a strategic approach from Council. However the requesting of higher access to Shire of Cuballing roads in an adhoc arrangement is not best practice for Council or the haulage industry and should not be supported by staff.

### **Policy Implications**

This request from CBH is outside Council's stated policy position in relation to Restricted Access Vehicles.

### **Economic Implications**

The transport and haulage of the product of local industries such as agriculture and forestry, all require the use of long vehicles to cost effectively move their product.

### **Social Implications**

Local roads are a vital social link for local residents. The impact of heavy haulage on these roads, both real and presumed, has a strong resonance in the community.

### **Environmental Implications - Nil Consultation – Nil**

### **Options**

Council can resolve:

1. the Officer's Recommendation;
2. to permit access by RAV Level 7 vehicles to Cuballing East Road
3. defer and request further information about the use of RAV Level 7 vehicles on Cuballing East Road from CBH Group.

### **Voting Requirement – Simple Majority**

**COUNCIL DECISION:**

**That Council:**

- 1. refuse access to RAV Level 7 vehicles to Cuballing East Road at this time; and**
- 2. advise CBH Group that Council does not wish to complete adhoc changes to heavy vehicle movements in the Shire of Cuballing, but is willing to consider a strategic approach to the transportation of agricultural commodities in the Wheatbelt Region that involves all parties including at least state and local government, CBH Group and other grain suppliers.**

**Moved: Cr Ballantyne**

**Seconded: Cr Dowling**

**Carried 6/0**



# Prime Mover, Trailer Combinations

Category	Vehicle Description and Configuration Chart (RAV) – Prime Mover, Trailer Combinations Examples	Axle Spacing Table	Length (m)	Mass (T) Maximal Permitted Gross	Height (m) U = wheel to top of trailer	Axle Groups	RAV Network
1	(A) PRIME MOVER, SEMI TRAILER TOWING A PIG TRAILER	(A)	≤20	50	≤4.8	(4) 4	Network 1
	(B) PRIME MOVER TOWING AN OVERHEIGHT SEMI TRAILER	(B)	≤19	42.5	≤3.5	(5) 3	
	(C) SHORT B-DOUBLE	(C)	≤20	50	≤4.8	(4) 4	
	(D) TWINSTEER PRIME MOVER TOWING SEMI TRAILER	(D)	≤19	47.5	≤4.8	(4) 3	
2	(A) PRIME MOVER, SEMI TRAILER TOWING A PIG TRAILER	(A)	≤27.5	66.5	≤4.8	(4) 4	Network 2
	(B) PRIME MOVER TOWING SEMI TRAILER	(B)	≤20	42.5	≤4.8	(4) 3	
	(C) B-DOUBLE	(C)	≤27.5	67.5	≤4.8	(4) 4	
	(D) SHORT B TRIPLE	(D)	≤27.5	67.5	≤4.8	(4) 5	
	(E) CAR CARRIER SEMI TRAILER	(E)	≤25	42.5	≤4.8	(4) 3	
3	(A) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER	(A)	≤27.5	84	≤4.8	(4) 5	Network 3
	(A) PRIME MOVER, SEMI TRAILER TOWING 6 AXLE DOG TRAILER	(A)	≤27.5	87.5	≤4.8	(4) 5	Network 4
5	(A) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER	(A)	>27.5, ≤38.5	84	≤4.8	(4) 5	Network 5
	(B) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER AND CONVERTER DOLLY	(B)	>27.5, ≤38.5	84+d	≤4.8	(4) 6	
	(C) B-DOUBLE TOWING A CONVERTER DOLLY	(C)	>27.5, ≤38.5	87.5+d	≤4.8	(4) 5	
	(D) B-TRIPLE	(D)	>27.5, ≤38.5	84	≤4.8	(4) 5	
6	(A) PRIME MOVER, SEMI TRAILER TOWING 6 AXLE DOG TRAILER	(A)	>27.5, ≤38.5	87.5	≤4.8	(4) 5	Network 6
	(B) B-TRIPLE	(B)	>27.5, ≤38.5	87.5	≤4.8	(4) 5	
	(C) PRIME MOVER SEMI TRAILER TOWING A 6 AXLE TRAILER & CONVERTER DOLLY	(C)	>27.5, ≤38.5	87.5+d	≤4.8	(4) 6	
7	(A) PRIME MOVER, TOWING SEMI TRAILER AND B DOUBLE	(A)	>27.5, ≤38.5	107.5	≤4.8	(4) 6	Network 7
	(B) B-DOUBLE TOWING A DOG TRAILER	(B)	>27.5, ≤38.5	107.5	≤4.8	(4) 6	
9	(A) PRIME MOVER, SEMI TRAILER TOWING 2 X DOG TRAILERS	(A)	>38.5, ≤53.5	120.5	≤4.8	(4) 7	Network 9
	(B) PRIME MOVER, SEMI TRAILER TOWING A DOG TRAILER AND CONVERTER DOLLY	(B)	>38.5, ≤53.5	84+d	≤4.8	(4) 6	
	(C) B DOUBLE TOWING A DOG TRAILER	(C)	>38.5, ≤45	107.5	≤4.8	(4) 6	
	(D) PRIME MOVER, SEMI TRAILER TOWING A B-DOUBLE	(D)	>38.5, ≤45	107.5	≤4.8	(4) 6	
10	(A) PRIME MOVER, SEMI TRAILER TOWING 2 X 6 AXLE DOG TRAILERS	(A)	>38.5, ≤53.5	127.5	≤4.8	(4) 7	Network 10
	(B) B-DOUBLE TOWING A CONVERTER DOLLY CONNECTED TO 2 SEMI TRAILERS	(B)	>38.5, ≤53.5	127.5	≤4.8	(4) 7	
	(C) PRIME MOVER, SEMI TRAILER TOWING B TRIPLE	(C)	>38.5, ≤53.5	127.5	≤4.8	(4) 7	
	(D) B-DOUBLE TOWING 2 DOG TRAILERS	(D)	>38.5, ≤53.5	147.5	≤4.8	(4) 8	
	(E) DOUBLE ROAD TRAIN TOWING B-DOUBLE TRAILERS	(E)	>38.5, ≤53.5	147.5	≤4.8	(4) 8	
	(F) PRIME MOVER, SEMI TRAILER TOWING A 6 AXLE DOG TRAILER AND CONVERTER DOLLY	(F)	>38.5, ≤53.5	87.5+d	≤4.8	(4) 6	
	(G) PRIME MOVER, SEMI TRAILER TOWING 2 X 6 AXLE DOG TRAILERS	(G)	>38.5, ≤53.5	147.5	≤4.8	(4) 8	

- NOTES**
- Operators using a category of RAV outlined in this document must operate that RAV in accordance with the OPERATING CONDITIONS and only on the network specified.
  - These diagrams are a visual indicator of the vehicle only.
  - Operators must refer to the OPERATING CONDITIONS for the full vehicle description.
  - The height of the vehicle can exceed 4.3 m but MUST NOT exceed 4.6 m when it is: (i) built to carry livestock or; (ii) carrying a crane to carry livestock or; (iii) carrying vehicles on more than one deck or; (iv) carrying a multi-modal container or; (v) carrying a large indivisible item or; (vi) When operating with an appropriately loaded clear height curtain side or parashield trailer.
  - Maximum height of Pig Trailer only.

Heavy Vehicle Operations  
 Tel: 138 HVO (138 486)  
 Email: hvo@mainroads.wa.gov.au  
 Website: www.mainroads.wa.gov.au



**9.3            REPORTS - WORKS**

Nil

**9.4            REPORTS - HEALTH AND BUILDING**

Nil

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

Nil



## 11. OTHER URGENT BUSINESS

### 11.1.62 Urgent Business - Greater Narrogin Region - Growing Our Community - An Economic Development & Implementation Strategy

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**Reporting Officer:** Gary Sherry – Chief Executive Officer  
**Interest:** Nil  
**Date:** 17<sup>th</sup> February 2015

#### Summary

**Council is to consider reviewing urgent business relating to Greater Narrogin Region - Growing Our Community - An Economic Development & Implementation Strategy.**

**Background – Nil**

#### Comment

Staff are attempting to have the Agenda prepared at least a week before each Council Meeting. In completing this schedule, business of an urgent nature will arise from time to time in particular where commercial activities within the district would be delayed by Council not considering the item.

Council is requested to consider urgent business relating to the draft Greater Narrogin Region - Growing Our Community - An Economic Development & Implementation Strategy.

#### Statutory Environment

Shire of Cuballing – Standing Orders Local Law 1999 – Section 3.10:

3.10 Urgent Business Approved By the Person Presiding or by Decision

In cases of extreme urgency or other special circumstance, matters may, with the consent of the person presiding, or by decision of the members present, be raised without notice and decided by the meeting.

**Financial Implications – Nil**

**Strategic Implications – Nil at this time.**

**Policy Implications – Nil at this time**

**Consultation – Nil**

#### Options

Council can resolve:

1. the Officer's Recommendation;
2. to not consider the urgent business.

**Voting Requirement – Simple Majority**

#### COUNCIL DECISION:

**That Council consider the urgent business relating to Greater Narrogin Region - Growing Our Community - An Economic Development & Implementation Strategy.**

**Moved: Cr Ballantyne**

**Seconded: Cr Dowling**

**Carried 6/0**

### **11.1.63 Greater Narrogin Region - Growing Our Community - An Economic Development & Implementation Strategy**

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**Reporting Officer:** Gary Sherry – Chief Executive Officer  
**Interest** Nil  
**Date:** 17<sup>th</sup> February 2015  
**File Reference:** TP1e  
**Attachment** 11.2A List of Selected Projects.

#### **Summary**

**Council is to consider endorsement of the Greater Narrogin Region - Growing Our Community - An Economic Development & Implementation Strategy prepared by the Wheatbelt Development Commission.**

#### **Background**

The Wheatbelt Development Commission (WDC) has had as a priority the development of Regional Centre Growth Plans for the Avon, Central Coast, Central Midlands and Wheatbelt South Sub-Regions. These plans link into other local planning initiatives, such as the Wheatbelt Regional Investment Blueprint and a series of Wheatbelt Sub-regional Economic Strategies. All are aligned to Western Australia's economic and population projections and global trends that provide an opportunity for future growth.

The Wheatbelt South sub-region is comprised of 15 Local Governments including the Town of Narrogin, Shire of Narrogin and Shire of Cuballing. The actual township of Narrogin is recognised as the Regional Centre for the sub-region. The Wheatbelt South is home to approximately 18,000 people of which the Town of Narrogin, Shire of Narrogin and Shire of Cuballing population equates to 29% of the Wheatbelt South sub-region.

This Plan focuses on the total catchment area of the Town of Narrogin, Shire of Narrogin and Shire of Cuballing, and is referred to as the 'Greater Narrogin region'. This Plan sets the vision and guiding principles for the development of the sub-region until 2050. The actions, projects and initiatives outlined within this document will guide the Plan's aspirations to achieve growth. Implementing the strategies and projects in the Plan will attract investment and enable people to take advantage of the significant opportunities available throughout the region.

The Plan also acts as a framework to enable the Wheatbelt South sub-region to sustainably grow its economy, strengthen and build up communities and shape the places people live, work and play in. The Plan is designed to guide decisions on a wide range of issues (e.g. transport, infrastructure planning, cultural heritage, land-use planning, environment and resource protection), in the interest of creating a clear picture to support investment decisions and promote economic

A local reference group was formed that included Leigh Ballard, Aaron Cook, Tim Wiese, Dr Anita Peerson, Garren Knell and Paul Schutz.

The Strategy includes an implementation plan for a comprehensive list of projects and initiatives. Details of these projects is included at Attachment 11.2A.

The Plan identifies six key areas to focus on to achieve the vision

1. **Economy**  
The region will comprise diverse and thriving business, industry and service hubs where innovative opportunities are actively pursued and fostered.
2. **Communities**  
The region will comprise relaxed, family friendly communities with healthy lifestyles and a wealth of activities.
3. **Built Form and Housing**  
The built form and housing will capture the community's character and rural setting; connecting people and places and integrating sustainable infrastructure to meet the needs of the growing communities and economy.
4. **Infrastructure**  
The region will ensure the delivery of sustainable, integrated and high quality, modern infrastructure to meet the social, economic and environmental needs that will create well connected, liveable communities with sustainable employment opportunities.
5. **Natural Environment**  
The environmental values and natural resources of the region need to be protected to benefit current and future generations while providing appropriate development opportunities.
6. **Governance**  
The region will embrace collaborative and proactive leadership delivering on the values and aspirations of the communities.

Several key projects and initiatives for the Greater Narrogin region have been identified for both Local and State Governments, and will help to implement the Plan's vision.

The Greater Narrogin Reference Group in conjunction with the three Shires has identified 4 priority projects and initiatives for the growth period 2014 - 20. They are:

- Narrogin Link Road and Wanerie Heavy Haulage Bypass
- Regional Waste Depot
- Narrogin CBD Revitalisation
- Narrogin Education Precinct

### **Comment**

The WDC has presented the Shire of Cuballing the draft Greater Narrogin Region - 'An Economic Development and Implementation Strategy' document. It would like Council to consider the content of the Strategy and make comment.

If the Council is prepared to endorse the document, it is asked to do at this meeting in time for its launch in March 2015.

Six projects are included in the project list included in the document. These projects are:

<b>Project Name</b>	<b>Project Description</b>	<b>Area Of Context</b>	<b>Project Status</b>
Regional Waste Site Development	Development of the site in-fill site in the Shire of Cuballing for the Regional Councils	Waste Management	At Concept Level (Planning Stage 2/3)
Mobile Phone	To provide mobile phone coverage to the Shire	Digital	At Concept

Tower	of Cuballing.		Level
Land Development	The increase in industrial and residential land within Cuballing aims to bring increased population, employment opportunities and economic growth to the Shire.	Land Assembly	At Concept Level
Construction Of Dam (For Town Oval Irrigation & Capacity Increases)	Construction of a dam in a suitable catchment area to ensure there is enough capacity to keep the Cuballing oval watered throughout the summer months and provide water for firefighting purposes.	Recreation	At Concept Level
Recreation Facility Upgrades	To provide upgraded recreation facilities in Popanyinning and Cuballing.	Recreation	At Concept Level
Road Construction Program	Ongoing upgrades to narrow width roads within the Shire of Narrogin	Transport	At Concept Level (Planning Stage 3/3)

It is a disappointing aspect of this document that a more input was not provided from the Shire of Cuballing into the document. This weakens the document in that:

- There is only six of 103 projects that directly involve the Shire of Cuballing and one of those, town oval irrigation dam, is already completed.
- There is little focus on agriculture and in particular intensive agriculture as an economic driver for employment growth and economic opportunities for in region processing.
- The population growth of the Shire of Cuballing and the move to rural lifestyle living is understated.

### **Statutory Environment**

This document is not a statutory document, rather a guide supported by those who have provided input.

### **Financial Implications**

Whilst there are no immediate financial implication for the Shire of Cuballing, it will be of future assist in obtaining funding for projects that are included in the Greater Narrogin Region - 'An Economic Development and Implementation Strategy' document.

### **Strategic Implications**

The Greater Narrogin Region - 'An Economic Development and Implementation Strategy' document seeks to set out a rationale and requirements for future economic growth of the Greater Narrogin Region over the next 35 years.

**Policy Implications**– Nil at this time

### **Economic Implications**

The Greater Narrogin Region - 'An Economic Development and Implementation Strategy' document seeks to set out a rationale and requirements for future economic growth of the Greater Narrogin Region.

### **Social Implications**

The Greater Narrogin Region - 'An Economic Development and Implementation Strategy' document includes social goals.

### **Environmental Implications**

The Greater Narrogin Region - 'An Economic Development and Implementation Strategy' document includes environmental goals.

### **Consultation**

The WDC, Landcorp, Shire of Narrogin, Town of Narrogin have been involved in preparation of the Greater Narrogin Region - 'An Economic Development and Implementation Strategy' document.

### **Options**

Council can resolve:

1. The Officer's Recommendation
2. To defer endorsement until serious deficiencies in the document are amended.

**Voting Requirement – Simple Majority**

#### **OFFICER RECOMMENDATION:**

**That Council endorse the Greater Narrogin Region 'An Economic Development and Implementation Strategy'.**

#### **COUNCIL DECISION:**

**That Council**

1. **Endorse the Greater Narrogin Region 'An Economic Development and Implementation Strategy'.**
2. **Require an amendment to the draft Greater Narrogin Region 'An Economic Development and Implementation Strategy' to recognise that the Regional Waste Site is proposed to be in the Shire of Cuballing but is being managed by the Great Southern Regional Waste Group;**
3. **Voice strong concern with the Wheatbelt Development Commission over the lack of consultation with the Shire of Cuballing in the preparation of the Greater Narrogin Region 'An Economic Development and Implementation Strategy'; and**
4. **Seek review of the Greater Narrogin Region "An Economic Development and Implementation Strategy" in the short term to rectify shortcomings in the selection and description of projects important to the Shire of Cuballing.**

**Moved: Cr Ballantyne**

**Seconded: Cr Bradford**

**Carried 6/0**

No	Project Name	Project Description	Area Of Context	Guiding Principle	Project Impact	Project Status
*	Aged Housing Development	Development of Aged Care Units	Aged Care	Community	Narrogin	At Concept Level
*	Agri-Industry Precinct	To facilitate the cluster precinct development of large agricultural processing/manufacturing industries. This enables power, water and other infrastructure requirements to be developed in a cost effective manner.	Industry Development	Economy	Region	At Concept Level
*	Bio Fuel Plant	The refurbishment of the Bio Fuel Plant to create economic development and power production. Council not to construct but politically activate	Industry Development	Economy	Narrogin	At Concept Level
*	Relocation of Home Care Site	Jesse House - Identification of new site.	Aged Care	Community	Region	At Concept Level
*	Southern Inland Health Initiative - Capital Works Program	Capital works program to upgrade the Narrogin Hospital	Health	Infrastructure	Region	Funding Approved
	-New Public Dental Clinic	Development of new dental facilities.	Health	Community	Region	Funding Approved
	-Redevelopment of Pathology Labs	The relocation of existing facilities to new component of hospital redevelopment.	Health	Community	Region	Funding Approved
*	Growing the Digital Wheatbelt	Increasing the utilisation and capacity of Wheatbelt residents and businesses in utilising ICT	Digital	Economy	Region	At Concept Level (Planning Stage 1/3)
*	Narrogin Education Precinct	For Council to continue to promote the Education Precinct in the area East and North of the High School and assist where possible.	Education	Governance	Region	At Concept Level
*	CY O'Connor Campus Development/Upgrade	TAFE Building to be constructed in the Education Precinct	Education	Community	Region	In Approval Process
*	Servicing & Development Of Greenfield Residential Area	Developing a substantial area of land within the Town. Prospective partnership with Land Owner if needed or assistance of provision of Sewer to area and location to be development ready	Land Assembly	Infrastructure	Narrogin	At Concept Level
*	Creation of Short-Stay Accommodation	Construction of universally designed short stay accommodation	Tourism	Economy	Narrogin	At Concept Level
*	Dementia Wing at Karinya	Construction of 14 bedrooms with ensuites, communal living area (kitchen, dining and activity), treatment room, nurses station, electronic security sensing and sensory landscaping specifically for elderly with dementia or dementia related illnesses plus upgrade to reception area.	Aged Care	Community	Region	Business Case In Development
*	Day-care Centre	Potential avocation or development of an additional Day Care Centre in Narrogin Townsite	Early Childhood	Community	Narrogin	At Concept Level

No	Project Name	Project Description	Area Of Context	Guiding Principle	Project Impact	Project Status
*	Narrogin CBD Revitalisation	Lighting, bins, footpaths, underground power, street furniture	CBD	Economy	Narrogin	At Concept Level
	-CCTV Expansion	Progress the CCTV within the Town Centre	Law & Order	Community	Narrogin	At Concept Level (Planning Stage 1/3)
	-Resurface and rationalise the parking at rear of Town Hall	The reclaiming of privately owned land and Councils land to be redeveloped for appropriate parking at rear of the Town Hall	Shire Assets	Infrastructure	Narrogin	At Concept Level
	-Town Council Car park resurfacing	The car park requires resurfacing due to poor surface	Shire Assets	Infrastructure	Narrogin	At Concept Level
	-Railway Station Renewal	To utilise the area for arts or other services. Development of access from the Bypass Road, creation of parking, building works etc.	Tourism	Economy	Narrogin	At Concept Level
	-Townsite RV Development	Potential development at Hale St, Portion of Fairway St Depot. Development of site, parking, seating, lighting, dump point, bins	Tourism	Community	Narrogin	At Concept Level
	-Decorative Lighting Upgrade	Replace the existing damaged decorative lighting in the CBD	Shire Assets	Infrastructure	Narrogin	At Concept Level
	-Walk Bridge Overpass	redevelop the bridge and its infrastructure	Shire Assets	Infrastructure	Narrogin	At Concept Level
	-Bus Station	Establishment of a proper bus station within the town site for TransWA buses - potential linkage railway	Tourism	Infrastructure	Narrogin	At Concept Level
	-Improved Public Transport (Buses)	The development of a permanent shelter/station for TransWA buses with co-located facilities (ablutions etc.)	Public Transport	Community	Narrogin	At Concept Level
	-Rationalising the Town Centre	Advocating for inappropriate business to be relocated to appropriate areas and then redevelop areas for appropriate business.	Land Assembly	Infrastructure	Narrogin	At Concept Level
*	Airport Upgrade & Land Subdivision	Water to site, Seal second air strip, Facilities and Fuel availability, Landing assistance/beacon as per the master plan	Land Assembly	Infrastructure	Region	At Concept Level (Planning Stage 2/3)
*	Regional Waste Site Development	Development of the site in-fill site in the Shire of Cuballing for the Regional Councils	Waste Management	Infrastructure	Region	At Concept Level (Planning Stage 2/3)
	-Transfer Station Development	Conversion of the existing refuse site to a transfer station and to create waste streaming	Waste Management	Infrastructure	Region	At Concept Level (Planning Stage 2/3)
*	Narrogin Crematorium	The construction of a Crematorium in Narrogin to complement the Cemetery.	Aged Care	Infrastructure	Region	At Concept Level

No	Project Name	Project Description	Area Of Context	Guiding Principle	Project Impact	Project Status
*	Creating Aged Friendly Communities	The Creating Age-Friendly Communities in Small Towns Project aims to improve the level of age-friendly infrastructure, services and inclusion across 43 Local Governments in the Wheatbelt.	Aged Care	Community	Region	Project Commenced (Partial)
*	Large Scale Roadhouse Development	Development of a large roadhouse near the bypass road, council to develop the land to encourage a developer	Transport	Economy	Narrogin	At Concept Level
	-Large Scale Truck Parking Area	Development of a site for parking and or breakdown of trucks. Needed seal of ground, lighting, fencing CCTV, purchase of land or land allocation	Transport	Economy	Narrogin	At Concept Level
*	Expansion of Government Offices	To decrease or relocate Government organisations from Narrogin's CBD to a collocated premise.	Office Space	Built Form & Housing	Sub-region	At Concept Level
*	Merger between the Town and Shire of Narrogin	Town of Narrogin boundary change to align with the Shire of Narrogin to create one local government area – The Shire of Narrogin.	Governance	Governance	Narrogin	At Concept Level (Planning Stage 3/3)
*	Mobile Phone Tower Installation	The delivery of the NBN fixed wireless services.	Digital	Infrastructure	Narrogin	Project Commenced (Partial)
	-Mobile Phone Tower	To provide mobile phone coverage to the Shire of Cuballing.	Digital	Infrastructure	Cuballing	At Concept Level
*	TWISS system upgrade and extension	The redevelopment of the TWISS System and replacement of the aged asbestos pipes, potential extension of the network to take advantage of the water in other areas like dry parks and entries to town.	Wastewater	Infrastructure	Narrogin	At Concept Level
*	Narrogin Link Road Project	Completion of the Narrogin Link Road involving the construction of 4.3kms of new road and an at-grade rail crossing to be completed in 2 stages over the 2014-2015 and 2015-2016 financial years. Stage 3 includes the conceptual design, planning, land acquisition and construction of an east-west link between Great Southern Highway and the Williams Kondinin Road.	Transport	Infrastructure	Region	Project Commenced (Partial)
*	Wanerie Road Upgrade - Sealed Road Development	Completion of the East West Bypass to seal the Wanerie Road Extension creating the Southern Heavy Haulage route.	Transport	Infrastructure	Region	In Approval
*	Executive Housing	Adding to and modernising the Town's housing stock	Housing	Built Form & Housing	Narrogin	At Concept Level



No	Project Name	Project Description	Area Of Context	Guiding Principle	Project Impact	Project Status
	Sub-Regional Economic Strategies – Emerging Industry Development Plans	Emerging from sub-regional economic prospectuses to develop industry development plans for aged care, alternative energy, aquaculture, aviation, horticulture, intensive agriculture (livestock and greenhouses), knowledge economy and tourism to achieve Wheatbelt GDP growth target.	Planning	Governance	Region	At Concept Level
	Improvements to Parks and Reserves	Improvement of community amenity.	Shire Assets	Infrastructure	Narrogin	At Concept Level
	-Development of Playgrounds within the Town site	To install playgrounds and remove old asbestos equipment and improve the facilities in several low socio economic areas and in other areas of the town where there are large distances between playgrounds	Early Childhood	Community	Narrogin	At Concept Level
	-Development of Council Dry Parks	Reticulation of the parks and installation of seating and covered areas etc.	Shire Assets	Infrastructure	Narrogin	At Concept Level
	-Redevelopment Of The Memorial Park For Return Of The Guns	Potential of the construction of roofing over the guns and concrete footings etc. Complete the refurbishment of the guns and reinstall the guns at the Memorial Park	Tourism	Economy	Narrogin	At Concept Level
	-Railway Dam/Foxes Lair Redevelopment	Development of the area to increase the usage and amenities, toilets, bins seating Covered Seating fencing revegetation works	Tourism	Economy	Narrogin	At Concept Level
	Gnaala Karla Booja Employment Enterprise Development Agreement	To aid in the development of the organisation priority projects within the Gnaala Karla Booja area. The project aims to develop skills, pathways to training and employment for aboriginals within large industries.	Aboriginal Development	Community	Sub-region	At Concept Level
	Wheatbelt Aged Care and Support Plan	Wheatbelt Aged Support and Care Solutions for Wheatbelt residents. This specifically identifies the aged support and care needs for the Wheatbelt.	Aged Care	Governance	Region	Project Commenced (Partial)
	Wheatbelt Aboriginal Aged Care Solution/s	Part of Wheatbelt Aged Support and Care Solutions. This specifically identifies the aged support and care needs for Wheatbelt aboriginal people.	Aboriginal Development	Governance	Region	Project Commenced (Partial)
	Rehabilitation Pool by Primary Health	Development of a small to medium rehabilitation heated pool.	Health	Community	Narrogin	At Concept Level
	Fire Station Upgrade/Emergency Services Redevelopment	Upgrade/redevelopment of the emergency services.	Emergency Services	Infrastructure	Narrogin	At Concept Level
	Establishment Of Community Bus Service	To provide a community bus that could be hired by all community groups and members for transport to wherever they wish to go.	Transport	Community	Narrogin	At Concept Level

No	Project Name	Project Description	Area Of Context	Guiding Principle	Project Impact	Project Status
	Rationalisation of Livestock sale areas	The potential relocation of the Ram Shed from the recreational area and Sale Yards to a better location and utilise the exiting space. Creation of new land area, shed, power, lighting etc. or enable a developer to develop. Potential other Shire provides service.	Agriculture	Economy	Narrogin	At Concept Level
	Redevelopment Of Old Power House Site Cnr Forrest and Fairway	Potential Economic development of industry, potential subdivision of the land, Potential sale of land, potential clearing of the land to facilitate development.	Land Assembly	Infrastructure	Narrogin	At Concept Level
	Land Development	The increase in industrial and residential land within Cuballing aims to bring increased population, employment opportunities and economic growth to the Shire.	Land Assembly	Infrastructure	Cuballing	At Concept Level
	Development of the Council owned Industrial Area	Large scale industry development / Partnership to develop the land LandCorp.	Land Assembly	Infrastructure	Narrogin	At Concept Level
	Deep Sewerage Program	Upgrade and development of deep sewerage to North-West of Narrogin to allow for residential expansion.	Land Assembly	Infrastructure	Narrogin	At Concept Level
	Storm Water Drainage improvements Foxes Lair	Reconstruct the drains in Foxes Lair to increase water flow to the Railway Dam.	Water	Infrastructure	Narrogin	At Concept Level
	Storm Water Harvesting - Sports Area/Lot123	The construction of tanks at the leisure Centre/water pipes from the leisure centre to the admin dam, redevelopment of the Dam area, creation of the Holding Dams to stem water flow in peak rain periods.	Water	Infrastructure	Narrogin	At Concept Level
	Town Drainage Redevelopment	The redevelopment of the Drainage system in the Townsite. Increase of pipe size, culverts, kerbing, etc.	Drainage	Infrastructure	Narrogin	At Concept Level
	Dryandra Woodlands Barna Mia Animal Sanctuary Expansion	Increase in the sanctuary area.	Tourism	Natural Environment	Region	Project Commenced (Partial)
	Dryandra Woodlands Camping Facility Upgrade	Construction of thirty four new camp sites at the Koongk-amaya Campground.	Tourism	Natural Environment	Sub-region	Project Commenced
	Community Facilities Improvements	Improvements to a variety of community facilities throughout Greater Narrogin.	Shire Assets	Infrastructure	Greater Narrogin	At Concept Level
	-Upgrade and Enhance Caravan Park	Roads, Development of sites, accommodation units, Power, playground and rec facilities.	Tourism	Infrastructure	Narrogin	At Concept Level (Planning Stage 2/3)

No	Project Name	Project Description	Area Of Context	Guiding Principle	Project Impact	Project Status
	-Entry Statement Visitor Bays & Business Signage Refurbishment	Engage the Service Clubs to partner to refurbish the Visitor Bays. Potential entry signs to Narrogin advertising businesses or local events for economic development and visitors.	Tourism	Infrastructure	Narrogin	At Concept Level
	-Installation of Banners	The installation of Banners on the entries to town.	Marketing	Governance	Narrogin	At Concept Level
	-Large Scale Sculpture/Iconic Entry Statement to Narrogin	The development of a tourist/Iconic entry statement into Narrogin to provide a land mark and image of the town.	Marketing	Community	Narrogin	At Concept Level
	-Creation of more Parking at Leisure Centre	Potential parking where the Horse Stalls could be relocated from, sealing of the land, lighting, CCTV, Drainage.	Recreation	Infrastructure	Narrogin	At Concept Level
	-Football/Cricket Club Redevelopment	The reconstruction of the Club house and toilets and change room facilities.	Recreation	Infrastructure	Narrogin	At Concept Level
	-Hockey Club Change rooms & Toilet/Ablutions Development	The creation of new Change rooms and toilet facilities in the hockey club area at the Leisure Centre.	Recreation	Infrastructure	Narrogin	At Concept Level
	-Hockey Club Playing Surface Replacement	Replacement of the Hockey club turf with a new synthetic surface.	Recreation	Infrastructure	Narrogin	In Approval Process
	-Resurfacing of Outdoor netball courts/roofing	The outdoor courts could be redeveloped to surface the courts / roof the area or enclose into a shed to enable all weather play.	Recreation	Infrastructure	Narrogin	At Concept Level
	-John Higgins Community Centre Renewal	Improvement of John Higgins Centre.	Recreation	Infrastructure	Narrogin	At Concept Level
	-Leisure Centre Upgrade	Redevelopment of the Jessie House Site for alternative use, creation of 24 hour Gym, dedicated fitness room etc.	Recreation	Infrastructure	Narrogin	At Concept Level
	-Leisure Centre Utility Saving	Increased Solar Power, Replaced light fittings LED, Solar lighting.	Recreation	Infrastructure	Narrogin	At Concept Level
	-Solar Power and Heating Program	Narrogin Leisure Centre - Decrease utility costs.	Shire Assets	Infrastructure	Narrogin	Project Commenced (Partial)
	-Narrogin Leisure Centre and 50m Outdoor Pool	Improvement of community amenity. Ongoing project.	Recreation	Infrastructure	Narrogin	Project Commenced (Partial)
	-Narrogin Race and Pace Expansion	Improvement of community amenity and race facilities.	Recreation/Racing	Infrastructure	Narrogin	At Concept Level (Planning Stage 1/3)

No	Project Name	Project Description	Area Of Context	Guiding Principle	Project Impact	Project Status
	-Redevelopment of Horse Stalls	The Horse stalls to be relocated to nearer to the BMX Track and back of Bowling Club, creation of shed, parking area, Power, lighting.	Recreation/Racing	Infrastructure	Narrogin	At Concept Level
	-Development of Thomas Hogg Oval	Improvement of Thomas Hogg Oval community assets. Long term project.	Recreation	Infrastructure	Narrogin	At Concept Level
	-Narrogin Motorplex	Development of a new Motorplex to house all motor sport activity outside of the town centre (Boudain). Town Planning Scheme allocation of land, potential clearing, and assistance of development of the land by works crews. Construction of facilities, toilets, clubhouse.	Recreation/Motorsport	Community	Sub-region	At Concept Level
	-Construction Of Dam (For Town Oval Irrigation & Capacity Increases)	Construction of a dam in a suitable catchment area to ensure there is enough capacity to keep the Cuballing oval watered throughout the summer months and provide water for firefighting purposes.	Recreation	Infrastructure	Cuballing	At Concept Level
	-Dryandra Equestrian Centre -Purchase of land for x country, club room development	Purchase of land for further development of Cross Country Course, club room, parking and potential camping.	Recreation	Infrastructure	Sub-region	Project Commenced (Partial)
	-Recreation Facility Upgrades	To provide upgraded recreation facilities in Popanyinning and Cuballing.	Recreation	Infrastructure	Cuballing	At Concept Level
	-Narrogin Regional Library Upgrades	Extension to the Narrogin Regional Library to better accommodate the size of the service and potential Community resource Centre and public toilets and kitchen and staff area.	Shire Assets	Infrastructure	Narrogin	At Concept Level
	-Narrogin Cemetery New Toilet Facilities and redevelopment	Footpaths, Fence, Roads, Signs, Landscaping, Toilets, Gazebo/Covered Seating.	Shire Assets	Infrastructure	Narrogin	At Concept Level
	-Outdoor Gym Shade Sail and furniture	The installation of Shade Sails and furniture, bins, paths, seats.	Shire Assets	Infrastructure	Narrogin	At Concept Level
	-Records Storage	Construction of a Record Store and Heritage items storage. Building of Shed or Brick building.	Shire Assets	Infrastructure	Narrogin	At Concept Level
	-Repair and install roofing over assets	Upgrade and construction of roofing over Shire assets that are exposed.	Shire Assets	Infrastructure	Narrogin	At Concept Level
	-Staff Housing	Development of Staff housing for CEO and Directors.	Shire Assets	Built Form & Housing	Narrogin	At Concept Level
	-Street Lighting Upgrades	Replace old lighting on street poles to reduce power in the long term and improve safety.	Shire Assets	Infrastructure	Narrogin	At Concept Level
	-Town Lighting Upgrade (black Spot)	Improve the black spots within the Town site to improve safety.	Shire Assets	Infrastructure	Narrogin	At Concept Level

No	Project Name	Project Description	Area Of Context	Guiding Principle	Project Impact	Project Status
	-Meters On Leased Areas/Parcels	Installation of Sub meters where required to best apply the costs to leases.	Shire Assets	Governance	Narrogin	At Concept Level
	-Town Hall Refurbishment	Improvement of community amenity. Ongoing project.	Shire Assets	Infrastructure	Narrogin	Project Commenced (Partial)
	-Town Office Expansion Aligned With Merger	Expansion of Town office for staff housing due to the Merger.	Shire Assets	Infrastructure	Narrogin	At Concept Level
	-Works Depot Upgrade	To improve the facilities at the existing Shire depot by erecting sheds and a ramp, and constructing an office for the Works Manager.	Shire Assets	Infrastructure	Narrogin	At Concept Level
	-Building Renovation and Revitalisation Program	Town of Narrogin Office Building.	Shire Assets	Infrastructure	Narrogin	At Concept Level
	Bridge Construction & Upgrade Program	To ensure the safety and functionality of the bridges within the Shire.	Transport	Infrastructure	Narrogin	At Concept Level (Planning Stage 3/3)
	Road Reseal and Renewal Program	Ongoing upgrades to maintain Local Road network.	Transport	Infrastructure	Narrogin	At Concept Level (Planning Stage 3/3)
	Road Construction Program	Ongoing upgrades to narrow width roads within the Shire of Narrogin	Transport	Infrastructure	Cuballing	At Concept Level (Planning Stage 3/3)
	Town & Shire Of Narrogin Land Use Planning & Structure Planning Update	Sign off on new Joint Town and Shire of Narrogin Land Use Planning Strategy.	Governance	Governance	Narrogin	Project Commenced
	Advocated the implementation of State Govt. Priority Projects	Town and Shire of Narrogin to advocate for State Priority Projects implementation.	Governance	Governance	Narrogin	
	Implementation of the Greater Narrogin Region as Priority Projects	Town and Shire of Narrogin to advocate for Greater Narrogin Regions Priority Projects implementation.	Governance	Governance	Narrogin	

\* Projects and Initiatives founded as at 30 June 2014. These Projects and Initiatives for the Greater Narrogin Region have been identified from Local, State and Federal Governments, Private enterprise and Non-Government-Organisations during the consultation and research phase for this Plan. It is of the view that the Projects and Initiatives will guide the development of Greater Narrogin. A prioritisation process was undertaken that identified the top 25 projects (\*) of which will have the most impact on economic and population growth at this point of time. It is of the view that this list is not exhaustive and will evolve as Projects and Initiatives are completed, new Projects and Initiatives identified or changed completely. The list will form part of the Implementation and Monitoring process of which will be reviewed to ensure Project Information is current and accurately reflects the investment required to meet the infrastructure and service needs of a growing population and economy. The Wheatbelt Development Commission as part of the Implementation and Monitoring of this Plan will be updating this project list on a regular basis.

**12. NEXT MEETING**

Thursday 19<sup>th</sup> March 2015 at 3.00pm at the Shire of Cuballing Council Chambers.

**13. CLOSURE OF MEETING**

There being no further business, Cr Conley closed the meeting at 5.20pm