

*A progressive, diverse and caring community,
with access to modern services and infrastructure,
in a unique part of the world*

MINUTES

for the

Ordinary Meeting of Council

held on

THURSDAY 15th OCTOBER 2015

Shire of Cuballing
Council Chambers
Campbell Street, Cuballing

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1. DECLARATION OF OPENING:

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:

2.1.1 Attendance

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

President
Deputy President

Mr Gary Sherry
Ms Tonya Williams
Mr Bruce Brennan

Chief Executive Officer
Deputy Chief Executive Officer
Works Supervisor

Mr C Hawksley
Mr S Maughan
Ms D Hopper
Mr S Paice
Mr H Rozmianiec

2.1.2 Apologies

Nil

2.1.3 Leave of Absence

Nil

3. STANDING ORDERS:

COUNCIL DECISION:

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

Moved: Cr Haslam

Seconded: Cr Newman

Carried 6/0

4. PUBLIC QUESTION TIME:

4.1 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE:

Nil

4.2 WRITTEN QUESTIONS PROVIDED IN ADVANCE:

Nil

4.3 PUBLIC QUESTIONS FROM THE GALLERY:

4.3.1 Reduction in Waste Disposal Site Opening Hours

Ms Hopper, after to referring to the proposed reduction in opening hours at the Cuballing and Popanyinning Waste Disposal sites, asked if this would result in more waste being illegally dumped. Further Ms Hopper believed that this could negatively impact farming residents who would not have access to kerbside waste collection.

The Shire President, Cr Conley, thought that the proposed opening hours would not result in an increase in illegally dumped waste. The introduction of a voluntary kerbside waste collection would significantly reduce the number of times residents would require access to a waste disposal site. Further with the waste collection vehicle travelling between Popanyinning and Cuballing there will be the opportunity for some farming residents to access the kerbside waste and recycling collection.

4.3.2 Rates Incentive Prize

Mr Rozmianiec outlined an issue with Council's rates incentive prize that he recently won. The prize was a nights accommodation at Caves House, but was conditional upon on Mr Rozmianiec purchasing another nights accommodation. Therefore it would cost him \$160 to access his Council prize. Mr Rozmianiec thought a gift voucher for a local business may be a better option for Council.

The Shire President, Cr Conley, advised that Council would consider Mr Rozmianiec's situation in offering a rates incentive prize next year.

4.3.3 Popanyinning School

Mr Maughan outlined his views on the Council's proposal to demolish the Popanyinning School. Mr Maughan has lived in Popanyinning for 9 years and is aware of the historic value and fond memories that many local residents have of the School.

Mr Maughan advised that, as a Christian, he offered church services from the Popanyinning School until the white ants made it not possible. While Mr Maughan now conducts the weekly service in the Popanyinning Hall, the group's preference is to use the School building.

Mr Maughan was aware of the cost of repairs required at the Popanyinning School and believed that it was a good investment.

In Mr Maughan's opinion the general consensus of the Popanyinning public was the School should be restored and remained in Council control. The Popanyinning community did not support the sale or demolition of the building.

Mr Maughan advised that the public buildings in Popanyinning included the:

- Popanyinning Hall that is in very good condition;

- the restored Popanyinning Railway station that is in great condition but does not have power and water connected and is owned by Brookfield Rail; and
- the Popanyinning School.

Mr Maughan's future use of the Popanyinning School site was as a community radio station. Mr Maughan expected to be able to access a radio mast and if this mast was erected at the School, this could be used to broadcast a community based radio station with Christian values.

The Shire President, Cr Conley, thanked Mr Maughan for contributing to the debate about the Popanyinning School and Council would consider his views. Cr Conley advised that Council were considering this matter later in the meeting and he anticipated that Council would conduct a community meeting in the near future.

4.3.4 Proposed Regional Waste Disposal Site

Mr Paice asked about the status of the planning application for the proposed Regional Waste Disposal Site. In particular Mr Paice asked how long a planning application could remain without being decided. Also as the Great Southern Regional Waste Group's MOU with the owners of the Nebrikinning Road site had now expired, how did this impact on the planning application.

The Chief Executive Officer, Mr Sherry, advised that a decision on the planning application could not proceed without a determination of the Environmental Protection Agency (EPA). The EPA had originally decided that no formal review was required, however this has been overturned on appeal. Mr Sherry advised that he was not aware of any time limit existed on planning applications or if a limit. Cr Conley took this section of Mr Paice's question on notice and an answer would be provided to Mr Paice after further research.

With regard to the expiry of the Great Southern Regional Waste Group's MOU with the owners of the Nebrikinning Road site, Mr Sherry advised that the owners of the property were required to sign the planning application form and if they chose they could withdraw their support for the planning application at any time. Should the property owners choose to withdraw support, the planning application would lapse.

4.3.5 Proposed Regional Waste Disposal Site

Mr Hawksley asked for an update on the Environmental Protection Agency's (EPA) recent visit to Cuballing. Mr Hawksley asked who had met with the EPA on behalf of the Shire of Cuballing.

The Shire President, Cr Conley, advised that the Chairman of the EPA, Mr Paul Vogel, had visited the Shire of Cuballing and met with members of the Great Southern Regional Waste Group on Wednesday 7th October 2015. Cr Conley and the Shire Chief Executive Officer represented the Shire of Cuballing.

Mr Vogel had outlined the process of EPA consideration of the proposed Regional Waste Disposal Site to date and the Minister's recent decision to require the EPA to assess the proposal. Mr Vogel outlined that the Minister only required the EPA to assess the impact of feral animal predation on the Dryandra Woodlands. Other areas of concern such as hydrological processes and water quality would not be assessed by the EPA, as it was the Minister's opinion that these matters could be handled by DER in the licensing process.

Mr Vogel advised that the EPA could complete an assessment in two ways, being Assessment on Proponent Information or Public Environmental Review. The first method would suffice if the EPA believed that the proponent, in this case the Great Southern Regional Waste Group, could provide information that would meet the assessment requirements. If that information did not exist, a full Public Environmental Review would be required.

4.3.6 Proposed Regional Waste Disposal Site

Mr Hawksley asked about the impact of forthcoming changes to the Department of Environmental Regulation guidelines for Waste Disposal sites, including substantially increased buffer zones.

The Shire President, Cr Conley, advised that he was aware that future DER guidelines would impact on the proposed Regional Waste Disposal and that they had the potential to impact on Council's desire to move from Landfills to transfer stations in the townsites in the Shire of Cuballing. Cr Conley advised that Council would continue to move through the process of regulation for all waste management activities.

Mr Maughan, Mr Paice and Mr Rozmianiec left the meeting at 3.30pm.

5. APPLICATIONS FOR LEAVE OF ABSENCE:

Nil

6. CONFIRMATION OF MINUTES:

6.1.1 Ordinary Meeting of Council held on Thursday 17th September 2015

COUNCIL DECISION:

That the minutes of the Ordinary Meeting of Council held on Thursday 17th September 2015 be confirmed as a true record of proceedings.

Moved: Cr Dowling

Seconded: Cr Newman

Carried 6/0

7. PETITIONS/DEPUTATIONS/PRESENTATIONS/ SUBMISSIONS:

Nil

8. DISCLOSURE OF FINANCIAL INTEREST:

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.

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.

Cr Newman declared a Proximity Interest in item 9.2.2 in that he owns or leases property beside a road included in the 10 Year Road Construction Plan.

Cr Ballantyne declared a Proximity Interest in item 9.2.2 in that he owns or leases property beside a road included in the 10 Year Road Construction Plan.

Cr Bradford declared a Proximity Interest in item 9.2.2 in that he owns or leases property beside a road included in the 10 Year Road Construction Plan.

Cr Dowling declared a Proximity Interest in item 9.2.2 in that he owns or leases property beside a road included in the 10 Year Road Construction Plan.

Cr Haslam declared a Proximity Interest in item 9.2.2 in that he owns or leases property beside a road included in the 10 Year Road Construction Plan.

The Chief Executive Officer, Mr Sherry advised the meeting that that, in accordance with the authority delegated by the Minister for Local Government, the Executive Director Sector Regulation and Support has approved the Shire of Cuballing's application, dated 14 October 2015, under section 5.69(3) of the local Government Act 1995 for -

- Councillors Roger Newman, Scott Ballantyne, Eliza Dowling, Timothy Haslam and Dawson Bradford of the Shire to remain present at the Ordinary Council Meeting to be held 15 October 2015 and to participate in the discussion and decision making procedures relating to Item 9.2.2 - 10 Year Road Construction programme.

The provided approval is subject to the following conditions:

1. The approval is valid for the 15 October 2015 Ordinary Council Meeting when item 9.2.2 is considered;
2. You, as the CEO, are to provide a copy of the Department's letter of approval to the abovementioned Councillors;
3. The disclosing Councillors must declare the nature and extent of their interest at the 15 October 2015 Ordinary Council Meeting immediately prior to the matter being considered, together with the approval given;

4. You, as the CEO, are to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of the abovementioned meeting, where the item is considered;
5. You, as the A/CEO, are to provide a copy of the confirmed minutes of the abovementioned meeting to the Department, to allow the Department to verify compliance with the conditions of this approval; and
6. The approval granted is based solely on the disclosures of interest made in accordance with the application. Should other interests be identified, these interests will not be included in this approval.

9. REPORTS OF OFFICERS AND COMMITTEES:

Nil

9.1 DEPUTY CHIEF EXECUTIVE OFFICER:

9.1.1	List of Accounts Submitted for Council Approval and Payment – September 2015
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File Ref. No:	Finance 11
Disclosure of Interest:	Nil
Date:	5th October 2015
Author:	Nichole Gould
Attachments:	9.1.1A List of September Accounts

Summary

Council is to consider the September 2015 List of Accounts.

Background - Nil

Comment

Council is provided at Attachment 9.1.1A with a list of payments made from each of Council's bank accounts during the month of September 2015.

Strategic Implications - Nil

Statutory Environment – Nil

Policy Implications

Financial Implications

Economic Implication - Nil

Environmental Considerations - Nil

Consultation - Nil

Options

Council may resolve:

1. the Officer's Recommendation; or
2. to not note the list of accounts.

Voting Requirements – Simple Majority

COUNCIL DECISION:

That Council notes the Chief Executive Officer's List Of Accounts for September 2015 paid under Delegated Authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 included at Attachment 9.1.1A including payments from:

- 1. the Municipal fund totalling \$216,063.48; and**
- 2. the Trust Fund totalling \$22,342.05**

Moved: Cr Bradford

Seconded: Cr Newman

Carried 6/0

List of Accounts Due and Submitted to Council

Chq/EFT	Name	Description	Trust	Muni	Credit Card	Total
01092015	Police Licensing	Licensing Payments	-227.30			-227.30
14092015	Police Licensing	Licensing Payments	-1108.30			-1108.30
15092015	Police Licensing	Licensing Payments	-526.20			-526.20
16092015	Police Licensing	Licensing Payments	-202.75			-202.75
17092015	Police Licensing	Licensing Payments	-1771.10			-1771.10
18092015	Police Licensing	Licensing Payments	-309.75			-309.75
21092015	Police Licensing	Licensing Payments	-365.55			-365.55
22092015	Police Licensing	Licensing Payments	-2614.00			-2614.00
23092015	Police Licensing	Licensing Payments	-657.85			-657.85
25092015	Police Licensing	Licensing Payments	-4146.25			-4146.25
29092015	Police Licensing	Licensing Payments	-3825.40			-3825.40
01092015	Police Licensing	Licensing Payments	-181.55			-181.55
30092015	Police Licensing	Licensing Payments	-721.25			-721.25
02092015	Police Licensing	Licensing Payments	-848.65			-848.65
02092015	Police Licensing	Licensing Payments	-85.45			-85.45
04092015	Police Licensing	Licensing Payments	-1325.50			-1325.50
07092015	Police Licensing	Licensing Payments	-615.85			-615.85
07092015	Police Licensing	Licensing Payments	-1244.70			-1244.70
09092015	Police Licensing	Licensing Payments	-459.30			-459.30
11092015	Police Licensing	Licensing Payments	-1105.35			-1105.35
EFT1627	Tourism Council WA Ltd	2015 WA Tourism Conference Registration		-575.00		-575.00
EFT1628	Australian Super	Superannuation contributions		-145.64		-145.64
EFT1629	Hostplus Super	Superannuation contributions		-193.49		-193.49
EFT1630	Prime Super	Superannuation contributions		-176.49		-176.49
EFT1631	WA Local Government Super Plan	Superannuation contributions		-4998.42		-4998.42
EFT1632	BHW Consulting Central Country Zone	Annual Subscription-2015/2016		-3960.00		-3960.00
EFT1633	Air Liquide PTY LTD	Cylinder Fees-E & G Size		-107.32		-107.32
EFT1634	Avon Waste	Bulk Bin Service & Rent X 4		-1328.67		-1328.67
EFT1635	BHW Consulting Central Country Zone	State Council Visit-Narrogin State Council-Cr Conley		-82.00		-82.00
EFT1636	BRUCE BRENNAN	50% Reimbursement Costs-Synergy A/C-B Brennan		-148.32		-148.32
EFT1637	BUILDERS REGISTRATION BOARD Building Commission	August Building Forms		-339.90		-339.90
EFT1638	CUBY ROADHOUSE	August Account-Fuel-CEO		-940.36		-940.36

EFT1639	Department Fire and Emergency Services	2015/2016 ESL Payment-Option B		-44547.68		-44547.68
EFT1640	Dirt Devil Industries	GPS Terratrip		-569.00		-569.00
EFT1641	E Fire And Safety	Service Fire Equipment & 4.5KG P/T Exchange & 9LTR Air/Water Exchange-Popanyinning Hall		-1008.70		-1008.70
EFT1642	EDWARDS MOTORS PTY LTD	New Holden RG Colorado MY15 4X4 LS Crew Cab/Chassis 2.8LT Turbo Diesel Auto-CN0		-32780.00		-32780.00
EFT1643	Edge Planning & Property	Planning Advice-July & Aug 2015		-436.15		-436.15
EFT1644	FARMWORKS RURALCO	Roundup, Simagranz, Metsulfuron		-5901.50		-5901.50
EFT1645	Fairway Carriers	Cartage Of 1B Train Load Of Pipes & Headwalls From RCPA & Rocla		-1889.62		-1889.62
EFT1646	GREAT SOUTHERN FUEL SUPPLIES	August Account-Bulk Fuel		-11991.54		-11991.54
EFT1647	J & S KULKER PAINTING CONTRACTORS PTY LD	Painting To New Equestrian Centre		-7700.00		-7700.00
EFT1648	JR & A HERSEY P/L	15 X Safety Vests-Yellow No Tape		-123.75		-123.75
EFT1649	KEL'S TYRES	2 X Tyres		-627.00		-627.00
EFT1650	LANDGATE	Consolidated Mining Tenement Roll		-368.65		-368.65
EFT1651	LGIS INSURANCE	Property Adjustment 2014/2015-Dryandra Regional Equestrian Park-Club Rooms		-747.32		-747.32
EFT1652	LINTON PARK FARMS PTY LTD	Lease Payment-2011/2012,2012/2013,2013/2014,2014/2015,2015/2016		-8250.00		-8250.00
EFT1653	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	2015/2016 Analytical Services		-385.00		-385.00
EFT1654	Local Government Managers Australia	Finance Professionals PD Day 21/08/15-T Williams		-85.00		-85.00
EFT1655	LR Sims & Co	Final Claim-Equestrian Centre		-19702.00		-19702.00
EFT1656	MJ & JL Dyke	1 X Hydraulic Hose		-156.56		-156.56
EFT1657	Market Creations	Synergy In The Cloud Implementation-1st Phase		-3941.00		-3941.00
EFT1658	McDougall Weldments	2 X 76 x 38 x1.6 x 6m Patio Tubes		-189.75		-189.75
EFT1659	NARROGIN AGRICULTURAL REPAIRS	Blades		-485.00		-485.00
EFT1660	NARROGIN AUTO ELECTRICS	Fit Phone Car Kit		-137.80		-137.80
EFT1661	NARROGIN BEARING SERVICES	Fuel Torque Wrench & Tyre Inflator		-1062.21		-1062.21

EFT1662	NARROGIN EARTHMOVING AND CONCRETE	Supply & Lay Concrete & Bobcat Hire	-18975.00	-18975.00
EFT1663	Narrogin Furnishings	2 X Parkville Single Recliners-Graham Renfrey	-850.00	-850.00
EFT1664	Narrogin Packaging	4 X Boxes Toilet Paper	-186.80	-186.80
EFT1665	Narrogin Panel Beating Service	Excess Payment-CN027	-300.00	-300.00
EFT1666	Narrogin Pumps Solar and Spraying	2 X Solenoids For Sprayer	-196.90	-196.90
EFT1667	PAGE TRUCK HIRE	Bobcat & Loader Hire To Push Up Popanyinning Tip- August 2015	-1650.00	-1650.00
EFT1668	Pictures for Pleasure	Councillors Photo & Certificate	-205.00	-205.00
EFT1669	Polyfabrics	TerraStop Geocel	-1056.42	-1056.42
EFT1670	Popanyinning Progress Association	Popanyinning Community Bonfire Event	-2000.00	-2000.00
EFT1671	QUICKFIT WINDSCREENS AND NARROGIN GLASS	Decal Sticker For Glass Door	-5.50	-5.50
EFT1672	REINFORCED CONCRETE PIPES	Pipe, Rubber Rings, RCPA Headwall	-10334.06	-10334.06
EFT1673	ROCLA PTY LIMITED	10 X 300m x 2.44 Class 4 Pipes	-1335.04	-1335.04
EFT1674	SOS Office Equipment	Meter Readings For DCVC4475 31/07/15-31/08/15	-417.29	-417.29
EFT1675	SOUTH WEST PRINT GROUP(DYNAMIC PRINT)	200 Business Cards-B Brennan	-249.00	-249.00
EFT1676	Shire Of Beverley	Central Country Zone Golf Day 25/09/15-G Sherry, A Mort, T Clarke, S Venables, L Stone	-240.00	-240.00
EFT1677	Staples Australia Pty Ltd	1 X Blue Medium Task Chair	-1077.28	-1077.28
EFT1678	TOLL IPEC (COURIER AUSTRALIA)	Courier Fees-Staples Aust	-158.57	-158.57
EFT1679	TWINKARRI TREE PRUNING SERVICES	Tree Pruning & Mulching	-71208.50	-71208.50
EFT1680	Talbot Nursery	Assorted Tree Shrubs	-489.00	-489.00
EFT1681	The Workwear Group Pty Ltd	Protective Clothing-Peter Tourle	-4727.90	-4727.90
EFT1682	Tonya Williams	50% Reimbursement-45KG Gas-Ballards	-117.03	-117.03
EFT1683	WA COLLEGE OF AGRICULTURE	2015 Graduation Award Sponsorship	-100.00	-100.00
EFT1684	WA LOCAL GOVERNMENT ASSOCIATION	2015 Local Govt Elections Advertising	-5198.02	-5198.02
EFT1685	Western Australian Electoral Commission	4 X Privacy Screens & Small Ballot Box	-50.00	-50.00
EFT1686	Exteria	2 X Custom Vasse Tables & 4 X Custom Stool Tables	-3877.50	-3877.50

EFT1687	ROAD SIGNS AUSTRALIA	Posts, Warning Speed Tags, Caps, Bolt Setups		-361.24		-361.24
756	13 - ATO CLEARING ACCOUNT BAS	ATO CLEARING ACCOUNT BAS		-16201.00		-16201.00
756	14 - RENT ON FORREST STREET	RENT - FORREST STREET		-600.00		-600.00
756	15 - RENT FOR VENABLES	RENT FOR VENABLES		-360.00		-360.00
756	9 - TRANSFERS TO AND FROM INVESTMENT ACCOUNTS	TRANSFERS TO AND FROM INVESTMENT ACCOUNTS		-100000.00		-100000.00
756	12 - LOAN REPAYMENT NO. 63 GRADERS	LOAN REPAYMENT NO. 63 GRADERS		-2790.05		-2790.05
756	11 - INTEREST ON GRADERS	INTEREST ON GRADERS		-924.23		-924.23
756	14 - RENT ON FORREST STREET	RENT - FORREST STREET		-600.00		-600.00
756	15 - RENT FOR VENABLES	RENT FOR VENABLES		-360.00		-360.00
14738	Mercer Superannuation	Superannuation contributions		-97.10		-97.10
14738	DEPARTMENT OF TRANSPORT	Registration of new 2015 Holden Colorado (CNO)		-260.35		-260.35
14738	Australian Institute of Building Surveyors (AIBS)	2015 WA Chapter Conference-15-16 Oct-D Baxter		-877.00		-877.00
14739	BUILDING & CONSTRUCTION INDUSTRY TRAINING	August Forms		-144.83		-144.83
14740	Cuby Tavern	Renfrey Farewell Dinner-04/09/15- Meals & Drinks		-2927.65		-2927.65
14741	Narrogin Retravisation	Iphone 6 Cradle		-119.00		-119.00
14742	SYNERGY	Electricity Charges-U3/22 Campbell St Cuballing-04/07/15-03/09/15		-3760.15		-3760.15
14743	Shire of Cuballing	Building Services-Aug 2015 Labour 17.25 @\$99 Travel-104kms @0.95		-1806.55		-1806.55
14744	Telstra	1 X New Next G Digital Handset-G Sherry		-2400.78		-2400.78
14745	Water Corporation	Water Charges- Standpipe-Stratherne Rd		-387.90		-387.90
01092015	Commonwealth Bank	Bank Fees			-3.33	-3.33
14092015	Commonwealth Bank	Wattle Grove Motel-Building Services Training			-280.00	-280.00
14092015	Commonwealth Bank	Adobe Export-Admin			-23.88	-23.88
21092015	Commonwealth Bank	CEO Fuel			-77.09	-77.09
	TOTALS		-22342.05	-216063.48	-384.30	-238789.83

9.1.2 Statement of Financial Activity

Applicant: N/A
File Ref. No: CMR1
Disclosure of Interest: Nil
Date: 5th October 2015
Author: Tonya Williams, Deputy Chief Executive Officer
Attachments: 9.1.2A Statement of Financial Activity

Summary

Council is to consider the Statement of Financial Activity for September 2015.

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

Governance

Timing difference as Staff Training expenses have not been utilised.

Law, Order and Public Safety

Income and expenditure have a permanent difference as a grant was received and expended to install mobile reception boosters at the Fire Stations in Cuballing and Popanyinning. This was not budgeted for.

Health

Additional septic licence fees have been received.

Education and Welfare

The Age Friendly Audit was expected to be completed in August, this has created a timing difference as this will happen in the coming months.

Housing

Timing difference, maintenance costs are lower than budgeted. Permanent difference, rent contribution by salary sacrifice not budgeted for.

Community Amenities

Timing difference as cemetery fees have been received. Tip and Cemetery maintenance costs are lower than budgeted. Town Planning fees are also lower than budgeted, with costs expected in coming months.

Recreation and Culture

Income has a timing difference as budget expected an instalment payment of the CSRFF Grant that has not been received. Income will have a permanent difference as Kidsport funding was received and not budgeted for, Council will now manage these funds. Timing difference, maintenance costs are lower than expected.

Transport

Some costs were expected to be paid on Bridge Maintenance, however this was not expended. Allocated funds are expected to be spent on Bridge Maintenance in coming months.

Economic Services

Additional Building Licenses have been received. Timing difference, expected to pay the Dryandra County Visitors Centre contribution invoice in August but this has not yet been received.

Other Property and Services

Expenditure on the Depot Internet upgrade has been delayed and Private Works has cost less than expected to date. Private Works for Building is also invoiced at the start of the new month and has created a timing difference for invoicing.

Capital Expenditure

It was budgeted to spend the remaining funding for the Equestrian Clubrooms evenly over the first three months of this financial year, works are moving along and these funds are expected to be expended over the coming months.

Costs allocated to be spent for the preparation of the Roads Capital Works programs are less than expected, with orders currently being placed this figure is expected to rise in the coming months.

Detailed breakdown of all variances provided in Note 2 of the Statement of Financial Activity.

Administration Allocations done to September 2015.

Depreciation expenses will not be calculated until after the approval of the 2014/15 Financial Statements.

Strategic Implications - Nil

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications – Nil

Economic Implication - Nil

Environmental Considerations - Nil

Consultation - Nil

Options

Council may resolve:

1. the Officer's Recommendation; or
2. not to receive the Statement of Financial Activity.

Voting Requirements – Simple Majority

COUNCIL DECISION:

That the Statement of Financial Activity, as included at Attachment 9.1.2A for the Shire of Cuballing for period ending 30th September 2015 be received.

Moved: Cr Newman

Seconded: Cr Haslam

Carried 6/0

SHIRE OF CUBALLING
MONTHLY FINANCIAL REPORT
For the Period Ended 30 September 2015
LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Appendix A Details of Capital Acquisitions

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Shire of Cuballing

Compilation Report

For the Period Ended 30 September 2015

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34 .

Overview

Summary reports and graphical progressive graphs are provided on page 3, 4 and 5.
No matters of significance are noted.

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 30 September 2015 of \$1,414,925.

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary.

Preparation

Prepared by:

Tonya Williams, Deputy Chief
Executive Officer

Reviewed by:

1st October

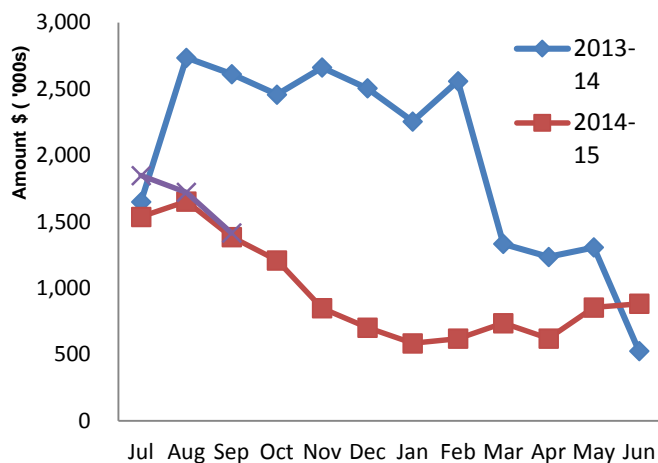
Date prepared:

2015

Shire of Cuballing

Monthly Summary Information
For the Period Ended 30 September 2015

Liquidity Over the Year (Refer Note 3)



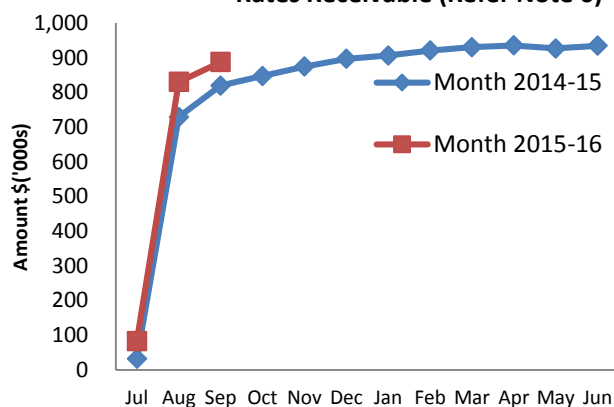
Cash and Cash Equivalents as at period end

Unrestricted	\$	1,276,856
Restricted	\$	1,278,759
	\$	2,555,615

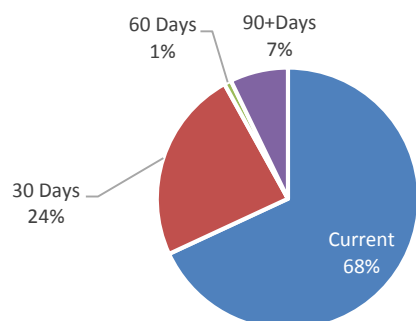
Receivables

Rates	\$	147,996
Other	\$	11,314
	\$	159,310

Rates Receivable (Refer Note 6)



**Accounts Receivable Ageing (non- rates)
(Refer Note 6)**



Comments

Early Discount - 14th August 2015

Rates Due - 28th August 2015

47 on instalments

This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Cuballing

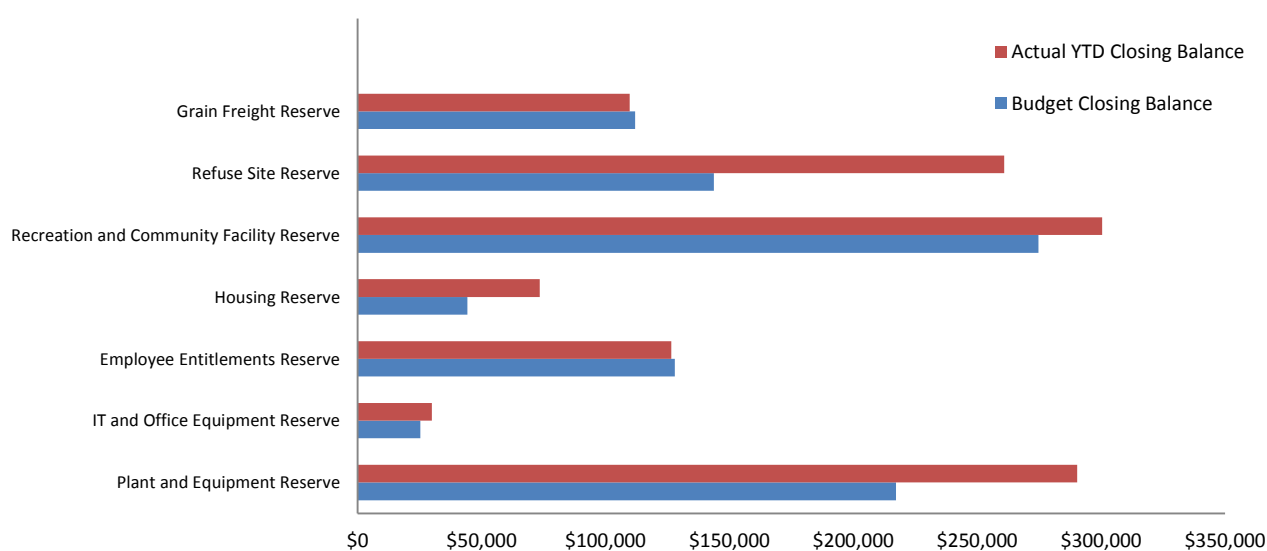
Monthly Summary Information

For the Period Ended 30 September 2015

Capital Expenditure Program YTD (Refer Note 13)



Year To Date Reserve Balance to End of Year Estimate (Refer Note 7)



Comments

This information is to be read in conjunction with the accompanying Financial Statements and notes.

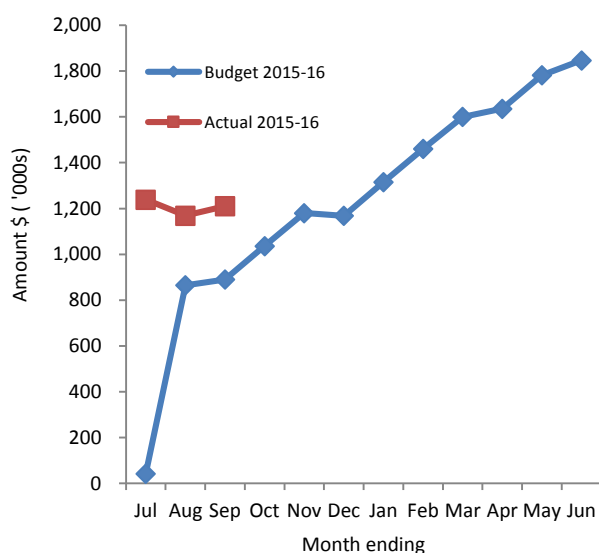
Shire of Cuballing

Monthly Summary Information

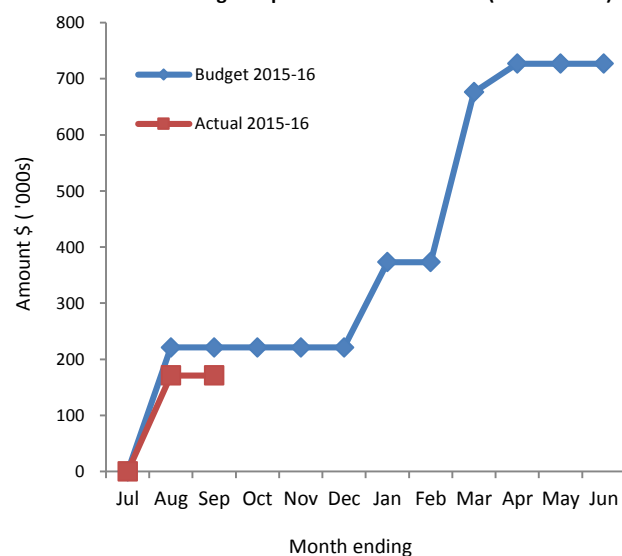
For the Period Ended 30 September 2015

Revenues

Budget Operating Revenues -v- Actual (Refer Note 2)

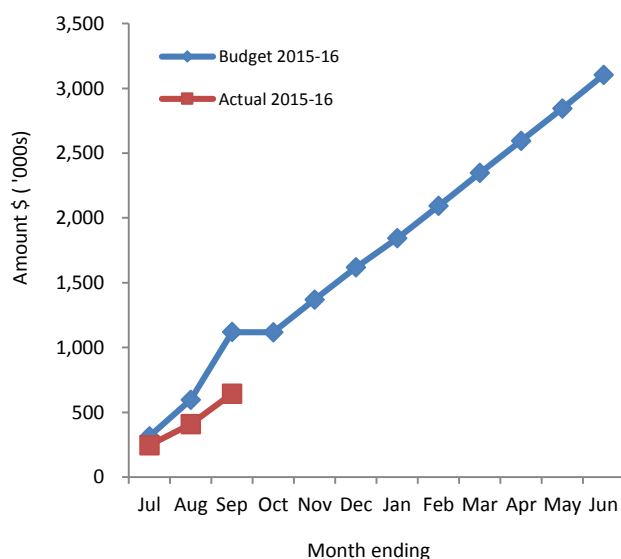


Budget Capital Revenue -v- Actual (Refer Note 2)

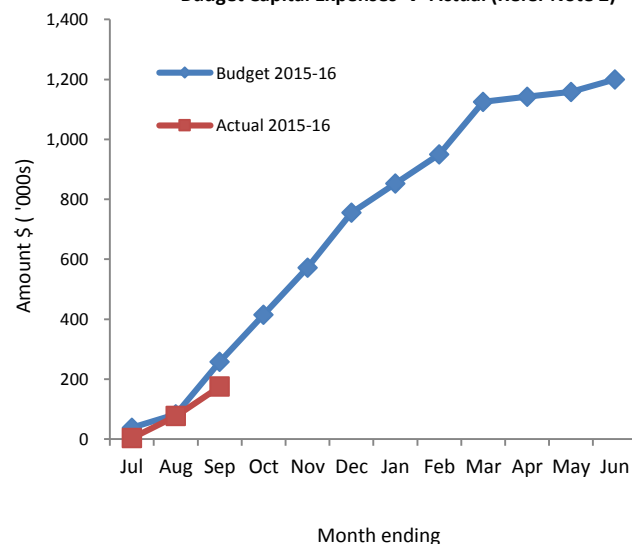


Expenditure

Budget Operating Expenses -v- YTD Actual (Refer Note 2)



Budget Capital Expenses -v- Actual (Refer Note 2)



Comments

This information is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF CUBALLING
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 September 2015

	Note	Adopted Annual Budget	Adopted YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var. .
Operating Revenues		\$	\$	\$	\$	%	
Governance		2,500	123	1,033	910	739.65%	□
General Purpose Funding		1,316,565	756,213	1,069,771	313,558	41.46%	▲
Law, Order and Public Safety		20,063	0	3,545	3,545		□
Health		1,500	464	762	298	64.22%	□
Education and Welfare		0	0	0	0		□
Housing		0	0	900	900		□
Community Amenities		1,350	451	913	462	102.49%	□
Recreation and Culture		13,750	8,199	8,598	399	4.86%	□
Transport		158,287	39,572	39,571	(1)	(0.00%)	□
Economic Services		32,300	8,075	29,337	21,262	263.31%	▲
Other Property and Services		333,600	76,976	55,858	(21,118)	(27.43%)	▼
Total Operating Revenue		1,879,915	890,073	1,210,287	320,214		□
Operating Expense							□
Governance		(129,808)	(70,198)	(48,544)	21,654	30.85%	▲
General Purpose Funding		(57,098)	(13,018)	(10,964)	2,054	15.77%	▲
Law, Order and Public Safety		(114,049)	(28,927)	(17,528)	11,399	39.41%	▲
Health		(39,543)	(10,263)	(8,191)	2,072	20.19%	▲
Education and Welfare		(75,022)	(5,980)	(2,509)	3,471	58.05%	▲
Housing		(48,751)	(14,995)	(9,861)	5,134	34.24%	▲
Community Amenities		(235,141)	(49,852)	(37,098)	12,754	25.58%	▲
Recreation and Culture		(254,827)	(71,064)	(48,785)	22,279	31.35%	▲
Transport		(1,746,746)	(437,424)	(332,411)	105,013	24.01%	▲
Economic Services		(170,518)	(41,957)	(29,695)	12,262	29.23%	□
Other Property and Services		(298,939)	(97,582)	(97,169)	413	0.42%	□
Total Operating Expenditure		(3,170,442)	(841,260)	(642,755)	198,505		□
Funding Balance Adjustments							□
Add back Depreciation		923,700	230,919	0	(230,919)	(100.00%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	59,974	0	0	0		□
Adjust Provisions and Accruals		0	0	0	0		□
Net Cash from Operations		(306,854)	279,732	567,532	287,800		□
Capital Revenues							□
Grants, Subsidies and Contributions	11	756,871	221,345	170,681	(50,664)	(22.89%)	▼
Proceeds from Disposal of Assets	8	95,634	0	0	0		□
Total Capital Revenues	-	852,505	221,345	170,681	(50,664)		□
Capital Expenses							□
Land Held for Resale		0	0	0	0		□
Land and Buildings	13	(462,523)	(120,619)	(56,873)	63,747	52.85%	▲
Infrastructure - Roads & Footpaths	13	(729,155)	(135,953)	(53,662)	82,291	60.53%	▲
Plant and Equipment	13	(407,690)	(67,690)	(64,490)	3,200	4.73%	□
Furniture and Equipment	13	0	0	0	0		□

Total Capital Expenditure		(1,599,368)	(324,262)	(175,024)	149,238		<input type="checkbox"/>
							<input type="checkbox"/>
Net Cash from Capital Activities		(746,863)	(102,917)	(4,343)	98,574		<input type="checkbox"/>
Financing							<input type="checkbox"/>
Proceeds from New Debentures		0	0	0	0		<input type="checkbox"/>
Proceeds from Advances		0	0	0	0		<input type="checkbox"/>
Self-Supporting Loan Principal		0	0	0	0		<input type="checkbox"/>
Transfer from Reserves	7	451,505	191,315	191,315	0	0.00%	<input type="checkbox"/>
Transfer from Restricted Cash		70,275	70,275	64,851	(5,424)		<input type="checkbox"/>
Transfer to Restricted Cash		0	0	0	0		<input type="checkbox"/>
Advances to Community Groups		0	0	0	0		<input type="checkbox"/>
Repayment of Debentures	10	(66,420)	(18,248)	(18,248)	0	0.00%	<input type="checkbox"/>
Transfer to Reserves	7	(213,464)	(192,814)	(196,562)	(3,748)	(1.94%)	<input type="checkbox"/>
Net Cash from Financing Activities		241,896	50,528	41,356	(9,172)		<input type="checkbox"/>
							<input type="checkbox"/>
Net Operations, Capital and Financing		(811,820)	227,344	604,546	377,202		<input type="checkbox"/>
							<input type="checkbox"/>
Opening Funding Surplus(Deficit)	3	811,820	811,820	810,380	(1,440)	(0.18%)	<input type="checkbox"/>
Closing Funding Surplus(Deficit)	3	(0)	1,039,164	1,414,925	375,762		<input type="checkbox"/>

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 2 for an explanation of the reasons for the variance.

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

SHIRE OF CUBALLING
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 September 2015

	Note	Adopted Annual Budget	Adopted YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	V a r .
Operating Revenues		\$	\$	\$	\$	%	
Rates	9	994,120	676,281	994,804	318,523	47.10%	▲
Operating Grants, Subsidies and Contributions	11	454,895	113,083	129,940	16,857	14.91%	▲
Fees and Charges		374,900	97,165	67,333	(29,832)	(30.70%)	▼
Service Charges		0	0	0	0		□
Interest Earnings		38,000	9,196	10,237	1,041	11.32%	□
Other Revenue		18,000	4,500	7,973	3,473	77.19%	□
Profit on Disposal of Assets	8	0	0	0			□
Total Operating Revenue		1,879,915	900,225	1,210,287	310,062		□
Operating Expense							
Employee Costs		(1,030,464)	(255,897)	(277,838)	(21,941)	(8.57%)	□
Materials and Contracts		(928,671)	(231,919)	(252,693)	(20,774)	(8.96%)	□
Utility Charges		(33,000)	(7,818)	(8,709)	(891)	(11.39%)	□
Depreciation on Non-Current Assets		(923,700)	(230,919)	0	230,919	100.00%	▲
Interest Expenses		(16,356)	(4,248)	(4,440)	(192)	(4.51%)	□
Insurance Expenses		(116,177)	(79,809)	(72,881)	6,927	8.68%	□
Other Expenditure		(62,100)	(30,650)	(26,194)	4,456	14.54%	▲
Loss on Disposal of Assets	8	(59,974)	(10,152)	0			□
Total Operating Expenditure		(3,170,442)	(851,412)	(642,755)	198,505		□
Funding Balance Adjustments							
Add back Depreciation		923,700	230,919	0	(230,919)	(100.00%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	59,974	0	0	0		□
Adjust Provisions and Accruals		0	0	0	0		□
Net Cash from Operations		(306,853)	279,732	567,532	277,648		□
Capital Revenues							
Grants, Subsidies and Contributions	11	756,871	221,345	170,681	(50,664)	(22.89%)	▼
Proceeds from Disposal of Assets	8	95,634	0	0	0		□
Total Capital Revenues	-	852,505	221,345	170,681	(50,664)		□
Capital Expenses							
Land Held for Resale		0	0	0	0		□
Land and Buildings	13	(462,523)	(120,619)	(56,873)	63,747	52.85%	▲
Infrastructure - Roads & Footpaths	13	(729,155)	(135,953)	(53,662)	82,291	60.53%	▲
Plant and Equipment	13	(407,690)	(67,690)	(64,490)	3,200	4.73%	□
Furniture and Equipment	13	0	0	0	0		□
Total Capital Expenditure		(1,599,368)	(324,262)	(175,024)	149,238		□

Net Cash from Capital Activities		(746,863)	(102,917)	(4,343)	98,574		<input type="checkbox"/>
Financing							<input type="checkbox"/>
Proceeds from New Debentures		0	0	0	0		<input type="checkbox"/>
Proceeds from Advances		0	0	0	0		<input type="checkbox"/>
Self-Supporting Loan Principal		0	0	0	0		<input type="checkbox"/>
Transfer from Reserves	7	451,505	191,315	191,315	0	0.00%	<input type="checkbox"/>
Transfer from Restricted Cash		70,275	70,275	64,851			<input type="checkbox"/>
Transfer to Restricted Cash		0	0	0			<input type="checkbox"/>
Advances to Community Groups		0	0	0	0		<input type="checkbox"/>
Repayment of Debentures	10	(66,420)	(18,248)	(18,248)	0	0.00%	<input type="checkbox"/>
Transfer to Reserves	7	(213,464)	(192,814)	(196,562)	(3,748)	(1.94%)	<input type="checkbox"/>
Net Cash from Financing Activities		241,896	50,528	41,356	(3,748)		<input type="checkbox"/>
Net Operations, Capital and Financing		(811,820)	227,344	604,546	372,474		<input type="checkbox"/>
Opening Funding Surplus(Deficit)		811,820	811,820	810,380	(1,440)	(0.18%)	<input type="checkbox"/>
Closing Funding Surplus(Deficit)		0	1,039,164	1,414,925	371,034		<input type="checkbox"/>

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 2 for an explanation of the reasons for the variance.

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

SHIRE OF CUBALLING
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 September 2015

Capital Acquisitions By Class	Not e	YTD 30 09 2015			
		YTD Actual Total (a)	YTD Budget (b)	Annual Budget	Variance (b) - (a)
Land and Buildings	13	\$ 56,873	\$ 120,619	\$ 462,523	\$ (63,747)
Infrastructure Assets	13	53,662	135,953	729,155	(82,291)
Plant and Equipment	13	64,490	67,690	407,690	(3,200)
Furniture and Equipment	13	0	0	0	0
Capital Expenditure Totals		175,024	324,262	1,599,368	(149,238)

Capital Acquisitions By Program	Not e	YTD 30 09 2015			
		YTD Actual Total (a)	YTD Budget (b)	Annual Budget	Variance (b) - (a)
Community Amenities	13	\$ 0	\$ 16,660	\$ 180,000	\$ (16,660)
Recreation and Culture	13	47,845	93,959	262,523	(46,114)
Transport	13	127,179	213,643	1,156,845	(86,464)
Capital Expenditure Totals		175,024	324,262	1,599,368	(149,238)

Funded By:

Capital Grants and Contributions	170,681	221,345	0	50,664
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	12,134	0	0	12,134
Own Source Funding - Cash Backed Reserves				
Plant and Equipment Reserve	0	0	76,190	

Administration Building and Office Equipment Reserve	0	0	5,000	
Housing Reserve	0	0	30,000	
Recreation and Community Facility Reserve	0	0	29,000	
Refuse Site Reserve	0	0	120,000	
Grain Freight Reserve	66,000	66,000	66,000	
General Purpose Reserve	125,315	125,315	125,315	
Total Own Source Funding - Cash Backed Reserves	-191,315	191,315	451,505	382,630
Own Source Funding - Operations	(7,792)	(279,713)	696,358	271,922
Capital Funding Total	175,024	324,262	1,599,368	(149,238)

Comments and graphs

Capital Expenditure Program YTD



SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2015

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those

monies appears at Note 12.

(c) Rounding Off Figures

All figures shown in this statement are rounded to the nearest dollar.

Rates, Grants, Donations and Other

(d) Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable.

The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
clearing and earthworks	not depreciated
construction/road base	50 years
original surfacing and	
major re-surfacing	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
clearing and earthworks	not depreciated
construction/road base	50 years
gravel sheet	12 years
Formed roads (unsealed)	
clearing and earthworks	not depreciated
construction/road base	50 years
Footpaths - slab	40 years
Sewerage piping	100 years
Water supply piping & drainage systems	75 years

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

Annual Leave and Long Service Leave (Long-term

(ii) Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of noncurrent assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies the These are television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Other Revenue / Income

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

(r) Statement of Objectives

Council has adopted a 'Plan for the future' comprising a Strategic Community Plan and Corporate Business Plan to provide the long term community vision, aspirations and objectives.

Based upon feedback received from the community the vision of the Shire is:

"A wonderful place to live, work, invest and visit with the community working together to achieve shared objectives"

The Strategic Community Plan defines the key objectives of the Shire as:

"Economic: A strong, resilient and balanced economy.

Environment: Our unique natural and built environment is protected and enhanced.

Social: Our community enjoys a high quality of life.

Civic Leadership: A collaborative and engaged community."

(s) Reporting Programs

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

Expenses associated with provision of services to members of council and elections. Also included are costs associated with computer operations, corporate accounting, corporate records and asset management. Costs reported as administrative expenses are redistributed in accordance with the principle of activity based costing (ABC).

GENERAL PURPOSE FUNDING

Rates and associated revenues, general purpose government grants, interest revenue and other miscellaneous revenues such as commission on Police Licensing. The costs associated with raising the above mentioned revenues, eg. Valuation expenses, debt collection and overheads.

LAW, ORDER, PUBLIC SAFETY

Enforcement of Local Laws, fire prevention, animal control and provision of ranger services.

HEALTH

Health inspection services, food quality control, mosquito control and contributions towards provision of medical health services.

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2015

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Reporting Programs
(s) (Continued)

HOUSING

Provision and maintenance of rented housing accommodation for pensioners and employees.

COMMUNITY AMENITIES

Sanitation, sewerage, stormwater drainage, protection of the environment, public conveniences, cemeteries and town planning.

RECREATION AND CULTURE

Parks, gardens and recreation reserves, library services, television and radio re-broadcasting, swimming facilities, walk trails, youth recreation, Shark Bay World Heritage Discovery and Visitor Centre, boat ramps, foreshore, public halls and Shark Bay Recreation Centre.

TRANSPORT

Construction and maintenance of roads, footpaths, drainage works, parking facilities, traffic control, depot operations, plant purchase, marine facilities and cleaning of streets.

ECONOMIC SERVICES

Tourism, community development, pest control, building services, caravan parks and private works.

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

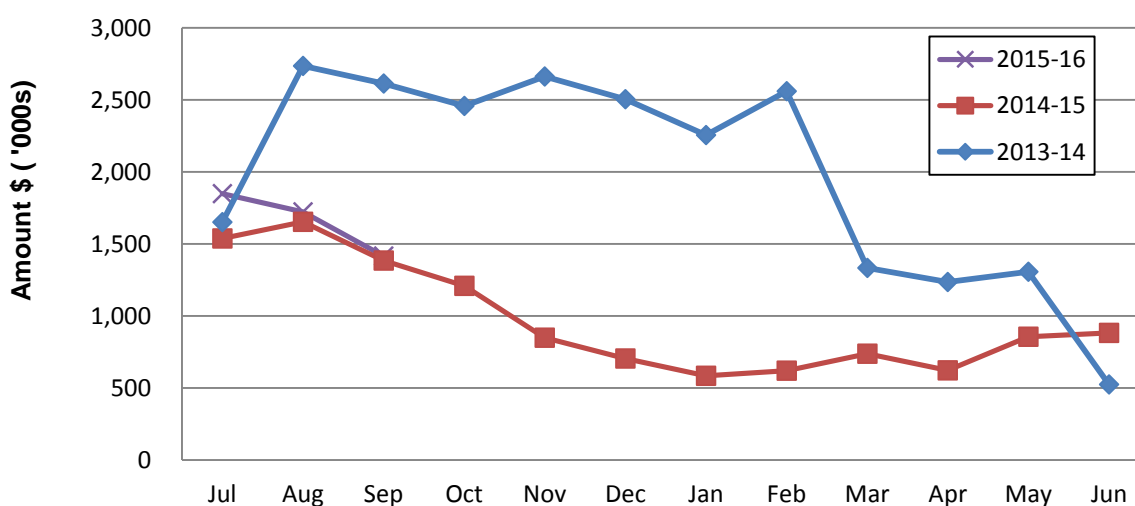
Note 2: EXPLANATION OF MATERIAL VARIANCES

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	910	739.65%	<input type="checkbox"/>	Permanent	Water Corp Refund received, was expected in June 15
Law, Order and Public Safety	3,545		<input type="checkbox"/>	Permanent	Volunteer Bushfire Association Grant received
Health	298	64.22%	<input type="checkbox"/>	Timing	Additional Septic Tank Licences received
Education and Welfare	0		<input type="checkbox"/>		No material variance
Housing	900		<input type="checkbox"/>	Permanent	Rent contribution, salary sacrifice
Community Amenities	462	102.49%	<input type="checkbox"/>	Timing	Cemetery fees received
					Equestrian Centre lease fee, GST included in budget. Kidsport Grant Money received not budgeted
Recreation and Culture	399	4.86%	<input type="checkbox"/>	Permanent	
Transport	(1)	(0.00%)	<input type="checkbox"/>		No material variance
Economic Services	21,262	263.31%	▲	Timing	Additional Building Licenses received
Other Property and Services	(21,118)	(27.43%)	▼	Timing	Private Works Building - invoiced start of new month
			<input type="checkbox"/>		
Operating Expense			<input type="checkbox"/>		
General Purpose Funding	2,054	15.77%	▲	Timing	Administration Allocation less than budgeted
					Subscriptions less than budgeted, timing on Training expenses. Audit invoice not yet received
Governance	21,654	30.85%	▲	Timing	Mobile Reception at Fire Stations (Grant) Spending, Timing for insurance 1 lump sum not 2
Law, Order and Public Safety	11,399	39.41%	▲	Permanent	
Health	2,072	20.19%	▲	Timing	Admin allocation higher than budget
Education and Welfare	3,471	58.05%	▲	Timing	Age Friendly Audit not completed yet
Housing	5,134	34.24%	▲	Timing	Housing Maintenance costs lower than expected
					Tip and Cemetery Maintenance costs lower than budget, Town Planning Fees lower
Community Amenities	12,754	25.58%	▲	Timing	
Recreation and Culture	22,279	31.35%	▲	Timing	Maintenance costs lower than expected
Transport	105,013	24.01%	▲	Timing	Bridge Maintenance costs lower than expected
Economic Services	12,262	29.23%	<input type="checkbox"/>	Timing	Tourism expenses down (Dryandra Visitor Centre invoice not received)
Other Property and Services	413	0.42%	<input type="checkbox"/>	Timing	Private Works less than budgeted, Depot Internet Upgrade expenditure delayed
			<input type="checkbox"/>		
Capital Revenues			<input type="checkbox"/>		
Grants, Subsidies and Contributions	(50,664)	(22.89%)	▼		CSRFF Grant instalment expected, not received
Proceeds from Disposal of Assets	0		<input type="checkbox"/>		No material variance
			<input type="checkbox"/>		
Capital Expenses			<input type="checkbox"/>		
Land and Buildings	63,747	52.85%	▲	Timing	Equestrian Clubrooms expenditure delayed, Depot Upgrade under budget. Transfer Station development not yet started.
Infrastructure - Roads	82,291	60.53%	▲	Timing	Expenditure delayed - pre Capital works program start
Plant and Equipment	3,200	4.73%	<input type="checkbox"/>	Permanent	Cost of new vehicle less than budgeted
Furniture and Equipment	0		<input type="checkbox"/>		No material variance
			<input type="checkbox"/>		
Financing			<input type="checkbox"/>		
Loan Principal	0	0.00%	<input type="checkbox"/>		No material variance
			<input type="checkbox"/>		

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2015

Note 3: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
	Not e	YTD 30 Sep 2015	30th June 2015	YTD 30 Sep 2014
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	1,276,856	774,608	461,842
Cash Restricted - Reserves	4	1,261,825	1,256,586	1,026,811
Cash Restricted Cash	6	16,934	64,851	298,338
Receivables	6	184,821	78,409	83,276
Inventories		7,197	7,197	4,728
		2,747,633	2,181,651	1,874,995
Less: Current Liabilities				
Payables and Provisions		(53,941)	(49,834)	(25,047)
		(53,941)	(49,834)	(25,047)
Less: Cash Reserves Restricted	7	(1,261,824)	(1,256,586)	(1,026,811)
Less: Cash - Restricted Municipal		(16,934)	(64,851)	(298,338)
Net Current Funding Position		1,414,934	810,380	524,799

Note 3 - Liquidity Over the Year

Comments - Net Current Funding Position

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2015

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	0.00%	17,838	16,934		34,772	Commonwealth	At Call
Online Saver	1.75%	939,384			939,384	Commonwealth	At Call
Cash Deposit Account	1.75%	300,000			300,000	Commonwealth	At Call
Police Licensing Account	0.00%	2,000			2,000	Commonwealth	At Call
Trust Bank Account	0.00%			22,211	22,211	Commonwealth	At Call
Cash On Hand	Nil	700			700	N/A	On Hand
Reserves	1.75%		1,261,825		1,261,825	Commonwealth	At Call
(b) Term Deposits							
Total		1,259,922	1,278,759	22,211	2,560,892		

Comments/Notes - Investments

Muni Account Restricted Cash - remaining CLGF funds

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2015

Note 5: BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption Permanent Changes		Opening Surplus	\$	\$	\$	\$ 0
	Changes Due to Timing						0
				0	0	0	0

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2015

Note 6: RECEIVABLES

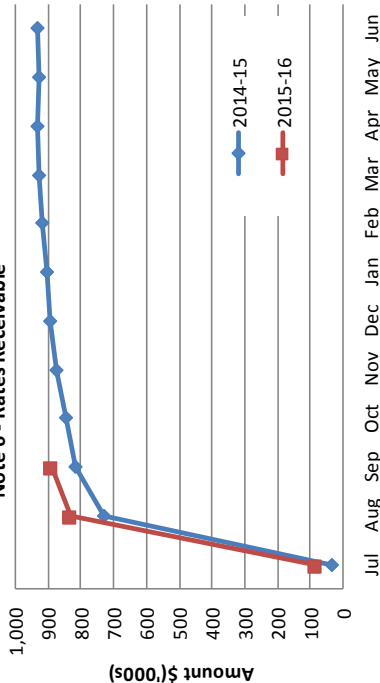
Receivables - Rates Receivable

Opening Arrears Previous Years
Levied this year
Less Collections to date
Equals Current Outstanding

Net Rates Collectable
% Collected

	YTD 30 Sep 2015	30 June 2015
	\$	\$
	39,377	28,976
	995,408	944,371
	(886,789)	(933,970)
	147,996	39,376
	147,996	39,376
	85.70%	95.95%

Note 6 - Rates Receivable



Comments/Notes - Receivables Rates

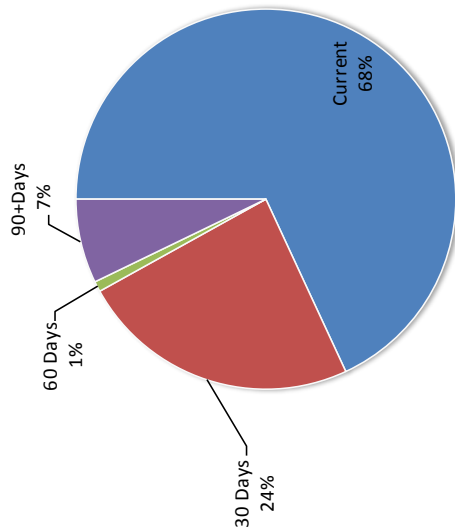
Early Discount - 14th August 2015
Rates Due - 28th August 2015

Receivables - General

Receivables - General
Total Receivables General Outstanding

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)



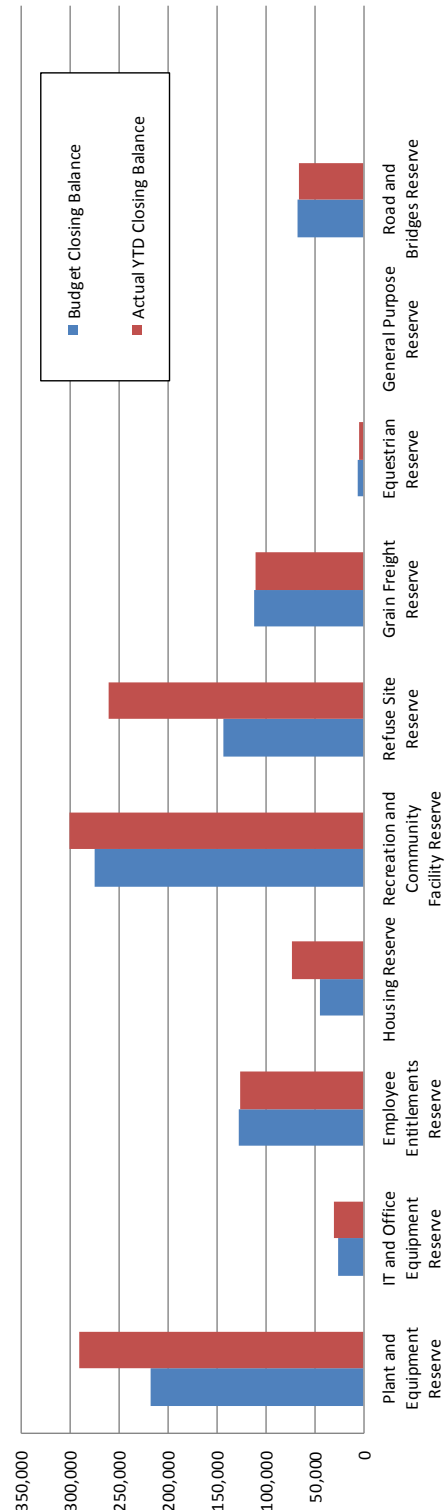
Comments/Notes - Receivables General

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2015

Note 7: Cash Backed Reserve

2015-16										
Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$		\$	\$
Plant and Equipment Reserve	289,119	4,372	1,207	0	0	(76,190)	0		217,301	290,326
IT and Office Equipment Reserve	29,864	452	125	0	0	(5,000)	0		25,316	29,989
Employee Entitlements Reserve	126,014	1,906	526	0	0	0	0		127,920	126,540
Housing Reserve	7,791	1,106	305	65,327	65,315	(30,000)	0		44,224	73,411
Recreation and Community Facility Reserve	299,160	4,524	1,249	0	0	(29,000)	0		274,684	300,409
Refuse Site Reserve	199,867	3,930	1,085	60,000	60,000	(120,000)	0		143,797	260,952
Grain Freight Reserve	175,256	2,650	456	0	0	(66,000)	(66,000)		111,906	109,712
Equestrian Reserve	4,191	200	18	2,000	0	0	0		6,391	4,209
General Purpose Reserve	125,315	0	0	0	0	(125,315)	(125,315)		0	0
Road and Bridges Reserve	0	998	276	66,000	66,000	0	0		66,998	66,276
	1,256,577	20,138	5,247	193,327	191,315	(451,505)	(191,315)		1,018,537	1,261,824

Note 7 - Year To Date Reserve Balance to End of Year Estimate



SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2015

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 30 09 2015			
					Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	Plant and Equipment Colorado Utility - Crew Vehicle CAT 930G - Loader	\$	\$	\$	
26,000	(5,200)	12,134	(8,666)		(10,152)	(8,666)	1,486	
			0		(49,822)	0	49,822	
			0			0	0	
			0			0	0	
26,000	(5,200)	12,134	(8,666)		(59,974)	(8,666)	51,308	

Comments - Capital Disposal/Replacements

Colorado Utility traded in September - \$12,134.40

CAT Loader no longer to be traded, as per September Council Meeting Resolution

SHIRE OF CUBALLING													
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY													
For the Period Ended 30 September 2015													
Note 9: RATING INFORMATION	RATE TYPE		Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
	General Rates		0.0663	170	2,168,114	143,724	(1,666)	0	142,059	143,724	0	0	143,724
	GRV		0.0071	216	99,824,000	705,556	0	0	705,556	705,556	0	0	705,556
	UV			386	101,992,114	849,280	(1,666)	0	847,615	849,280	0	0	849,280
	Sub-Totals												
	Minimum Payment												
	GRV		620.00	162	741,460	100,440	0	0	100,440	100,440	0	0	100,440
	UV		800.00	128	10,469,225	102,400	0	0	102,400	102,400	0	0	102,400
	Sub-Totals			290	11,210,685	202,840	0	0	202,840	202,840	0	0	202,840
	Ex-Gratia Rates									1,050,455			1,052,120
Specified Area Rates									0			0	
Amount from General Rates									1,050,455			1,052,120	
Discounts									(55,047)			(58,000)	
Totals									995,408			994,120	
Comments - Rating Information													
All land except exempt land in the Shire of Cuballing is rated according to its Gross Rental Value (GRV) in townships or Unimproved Value (UV) in the remainder of the Shire.													
The general rates detailed above for the 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 THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2015

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Loan Date	Years	Principal 1-Jul-15	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
					Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$
RECREATION AND CULTURE Loan 61 - Change Rooms	31/10/2005	10	2,622		2,622	2,622	-	-	37	40
TRANSPORT Loan 62 - Loader	11/08/2008	10	95,916		7,286	29,882	88,630	66,034	1,599	5,660
Loan 63 - Graders	7/02/2014	8	257,040		8,340	33,916	248,700	223,124	2,803	10,655
	120,004	28	355,578	0	18,248	66,420	337,330	289,158	4,440	16,356

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2015

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2015-16 Amended Budget	Variations Additions (Deletions)	Operating	Capital	Reoup Status	
							Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
Grants Commission - General	WALGGC	Y	281,045	0	281,045	0	63,050	217,995
Grants Commission - Roads	WALGGC	Y	149,287	0	149,287	0	36,368	112,920
LAW, ORDER, PUBLIC SAFETY								
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Services	Y	15,563	0	15,563	0	0	15,563
Smartboxes at Firestations	Volunteer Bushfire Association	Y	0	0	2,891	0	2,891	0
COMMUNITY AMENITIES								
Regional Landfill Transfer Station	Waste Authority	Y	30,000	0	0	30,000	0	30,000
Infrastructure Development Grant								
RECREATION AND CULTURE								
CSRFF Grant - Equestrian Show Jumping	CSRFF	Y	60,419	0	0	60,419	0	60,419
Arena								
Community Group Contribution to	DREA, DPA	Y	40,909	0	0	40,909	0	40,909
Equestrian Show Jumping Arena	Dept. of Sport & Recreation	Y	0	0	1,100	0	1,000	100
Kidsport Funding								
TRANSPORT								
Direct Grant	Main Roads	Y	69,700	0	0	69,700	69,700	0
Roads To Recovery Grant - Capital	Roads to Recovery	Y	303,390	0	0	303,390	0	303,390
RRG Grants - Capital Projects	Regional Road Group	Y	252,453	0	0	252,453	100,981	151,472
Licensing Commission	Dept. of Transport	Y	9,000	0	9,000	0	3,203	5,797
TOTALS			1,211,766	0	458,885	756,871	277,193	938,563
			Operating				106,512	
			Non-operating				170,681	
							<u>277,193</u>	
			458,885					
			<u>726,871</u>					
			1,185,756					

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 September 2015

Note 12: TRUST FUND

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

Description	Opening Balance 1 Jul 15	Amount Received	Amount Paid	Closing Balance 30-Sep-15
	\$	\$	\$	\$
Bonds - Building	14,389	0	0	14,389
Bonds - Hall Hire	1,050	200	(200)	1,050
Commodore Tennis Club	3,090	0	0	3,090
Cuballing Country Festival	1,099	0	0	1,099
Cuballing Cricket Club	200	0	0	200
Popo Plates	0	0	0	0
Cuballing Football Association	566	0	0	566
Environment and Townscape Trust Fund	5,713	0	0	5,713
Police Licensing	5,148	74,771	(75,906)	4,013
Swipe cards	1,545	0	0	1,545
Reimbursements	0	320	0	320
	32,800	75,291	(76,106)	31,985

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets	COA / Job	YTD 31 07 2015				Strategic Reference / Comment
			Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over	
	Land and Buildings						
	Community Amenities						
	Refuse Site - Land Purchase	10740	(80,000)	0	0	0	
	Transfer Station Development	10742	(100,000)	(16,660)	0	16,660	
	Community Amenities Total		(180,000)	(16,660)	0	16,660	
	Recreation And Culture						
	Equestrian Clubrooms	11148	(56,060)	(56,060)	(43,288)	12,772	
	Tennis Building	11055	(9,200)	(9,200)	(4,557)	4,643	
	Equestrian Show Jumping Arena	11305	(172,263)	(28,699)	0	28,699	
	Popanyinning School	11056	(25,000)	0	0	0	
	Recreation And Culture Total		(262,523)	(93,959)	(47,845)	46,114	
	Transport						
	Depot Shed Upgrade	12145	(20,000)	(10,000)	(9,028)	972	
	Transport Total		(20,000)	(10,000)	(9,028)	972	
	Land & Buildings Total		(462,523)	(120,619)	(56,873)	63,747	
	Plant and Equipment						
	Transport						
	CAT Loader and Attachments	12419	(330,000)	0	0	0	
	Colorado Utility - Crew Vehicle	12417	(31,500)	(31,500)	(29,800)	1,700	
	Mowers - Roadside and Oval	12420	(11,500)	0	0	0	
	Traffic Lights	12421	(34,690)	(34,690)	(34,690)	0	
	Transport Total		(407,690)	(66,190)	(64,490)	1,700	
	Plant & Equipment Total		(407,690)	(66,190)	(64,490)	1,700	
	Roads						
	Transport						
	Wandering Narragin Road - RRG	J600	(378,680)	(77,561)	(35,508)	42,053	
	Reseals - CLGF, R2R	12105	(85,760)	(7,762)	(72)	7,690	
	Popanyinning East Reseals - R2R	R004	(74,925)	(12,482)	(8,158)	4,325	
	Popanyinning West Stabilisation- R2R	R002	(72,001)	(12,223)	(9,924)	2,299	
	Popanyinning West Widening - R2R	R002A	(73,361)	(11,996)	0	11,996	
	Popanyinning Truck Bay and Standpipe - R2R	R024	(44,428)	(7,402)	0	7,402	
	Transport Total		(729,155)	(129,426)	(53,662)	75,764	
	Roads Total		(729,155)	(129,426)	(53,662)	75,764	
	Capital Expenditure Total		(1,599,368)	(316,235)	(175,024)	141,211	

9.1.3 Financial Systems Review

Applicant:	NA
File Ref. No:	Finance 18
Disclosure of Interest:	Nil
Date:	22 nd September 2015
Author:	Tonya Williams, Deputy CEO
Attachments:	9.1.3A Financial Management Procedures

Summary

Council is to consider endorsing the scope of a Financial Systems Review.

Background

Council last accepted a Financial Management Systems Review at the November 2012 Ordinary Council Meeting. A copy of this review is included at Attachment 9.1.3A.

As part of the 2015/16 Budget process, Council approved expenditure on a Financial Systems Review for Shire operations. The Financial System Review is designed to ensure operations are compliant with the Local Government Act and effective for reducing risk.

Comment

Council's appointed Auditors, Butler Settineri, have provided a quote to complete this review for \$6,000. It is expected that travel costs associated with this could be shared either with the Interim Audit next year (April), or with a similar review being done for Wandering in November.

As part of the Financial Systems Review the Auditors will perform the following procedures and report to Council on the findings as a result:

1. Review the Shire's compliance with relevant local government laws and regulations
2. Review the appropriateness and effectiveness of systems and procedures in relation to risk management and internal control

The Auditor's work includes reviewing the Shire's policies and procedure manuals, making enquiries of relevant personnel and performing walkthroughs for significant cycles. The cycles reviewed include:

1. Cash and banking
2. Rates revenue
3. Grant revenue
4. Fees and charges revenue
5. Expenses/Purchasing policy
6. Payroll
7. Asset maintenance and safe guarding

A draft findings report is provided for Council to review and comment on. Once this report has been finalised, a final report will be issued for Council.

Strategic Implications - Nil

Statutory Environment

Financial Management Regulations 1996, Section 5:

- (2) The CEO is to —

- (a) ensure that the resources of the local government are effectively and efficiently managed; and
- (b) assist the council to undertake reviews of fees and charges regularly (and not less than once in every financial year); and
- (c) undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 4 financial years) and report to the local government the results of those reviews.

Policy Implications - Nil

Financial Implications - Nil

Economic Implication - Nil

Environmental Considerations - Nil

Consultation - Nil

Options

Council may resolve:

1. the Officer's Recommendation; or
2. not adopt the Officer's Recommendation.

Voting Requirements – Simple Majority

COUNCIL DECISION:

That Council endorse the scope and quotation from Butler Settineri to conduct a Financial Systems Review commencing in November 2015.

Moved: Cr Haslam

Seconded: Cr Dowling

Carried 6/0

1. **Incoming Mail**
All mail is to be opened by administration staff on a daily basis. Any cheques that are received in the mail are to have their cheque details listed in the incoming mail register and receipt numbers must be entered against each cheque on a daily basis
2. **Petty Cash**
Petty cash is reconciled on a "as needs" basis with four spot checks carried out throughout the financial year by the accountant. Receipts must be presented prior to reimbursement of petty cash. In the event that a receipt is lost, two persons must sign a written claim for reimbursement, and the person being reimbursed must sign to acknowledge receipt of reimbursement. Any discrepancies are to be reported to the Chief Executive Officer (CEO). All petty cash expenditure must have a voucher/receipt for the expense incurred.

Petty cash is to be reconciled on 30 June each year.
3. **Cash Drawer Float**
The float is to have a balance of \$100 and is reconciled on a daily basis. The float is to have four random checks carried out by the accountant throughout the financial year. Any discrepancy is to be reported to the CEO. Any banking not deposited must be kept in the safe, which should be locked at all times.
4. **Purchase Order Books**
Purchase order books are to be kept in the strong room at the administration office. Once a purchase order book has been used it is to be returned to the office and a replacement one is issued to the relevant staff member. The staff member is to sign and date the purchase order register for the replacement purchase order book. Only staff with the authority to sign purchase orders (as listed in position descriptions or contracts) must be issued with an order book. The Creditors' Clerk must ensure that the signatory on a purchase order has not signed orders for goods or services valued at a greater amount than that for which the signatory is authorised. The transition to the Synergysoft integrated accounting system will provide for electronic order issues which will obviate the necessity to use purchase order books. Hard copies of orders will be filed by each authorised staff member for faxing/delivering to creditors without the means to receive orders electronically
5. **Invoices**
All invoices apart from utilities such as phone, electricity and water and contracted services (Watch 24, Great Southern Waste) or freight invoices are to be matched to the relevant purchase order. The purchase order must have the expenditure/job code and estimated cost on it and be signed by the relevant person. Once the invoice has been received and signed by the relevant staff member, the invoice can be processed for payment. Payment can be made by either a cheque or direct debit. Payment is made on invoices only. No payment is to be made on statements from suppliers. Following installation of new accounting software, the purchase ordering system will be used to authorise payments for goods/services received.
6. **Payment of invoices**
Once the invoices have been forwarded to the creditors clerk they can then be processed for payment. The creditors clerk enters the invoices into council's accounting system and a cheque is printed or a direct debit is made. Payments made by cheque are to be signed by the accountant/councillor and CEO. Payments carried out via direct debit are to be entered into the internet banking system by two registered users. Staff entering invoices must not authorise direct debit payments via the internet.

Once the payment has been approved the cheque remittance/direct debit payment slip are attached to the relevant invoice/s and are then listed in the monthly cheque/direct debit listing that is presented to the monthly council meeting. After the council meeting the invoices and cheque/direct debit listing are filed in the strong room.

7. **Changing of a supplier's or Staff member's bank account details**
Where a supplier or staff member notifies council of a change in bank account details it must be entered by another administration officer with banking authority into the system. The accountant or CEO must sight the notification and sign off the change in bank details for the supplier or staff member. The notification must then be filed in the audit trail folder.
8. **Debtors**
All debtors are to be raised by the debtors clerk as requested by the relevant staff. Private works debtors are raised on a monthly basis.
9. **Cash on Hand**
Banking will be done at least twice a week, or when there is \$2,000 in cash. Banking will be carried out every Friday to limit the amount of cash held at the Shire office over the weekend. Police licensing receipts must be banked once the amount received is over \$1000.00 to avoid the licensing trust account being overdrawn.
10. **Transfer of Funds**
The CEO and accountant have authority to move funds between council's municipal cheque account, reserve account, Trust Account and cash deposit accounts as required to maximise interest earnings and manage cashflow.
11. **Month End Reconciliations and Audit Trails**
At the end of each month the following ledgers are to be reconciled:
 - Debtors
 - Creditors
 - Payroll
 - Fixed Assets
 - Rates
 - Payroll Creditors
 - Police Licensing Trust Account

Hard copies of the reports are to be printed out and filed.

Following the implementation of Synergysoft accounting software, audit trails for Payroll and Creditors must be printed off each month and filed for spot auditing by the Accountant or CEO.

Staff are required to refer to Council's Purchasing Policy unless they are dealing with an emergency.

Adopted:

Reviewed:

9.1.4 Annual Report 2014/2015

Applicant:	Audit Committee
File Ref. No:	Finance 6
Disclosure of Interest:	Nil
Date:	7 th October 2015
Author:	Tonya Williams
Attachments:	9.1.4A 2014/15 Management Report 9.1.4B 2014/15 Audit Report 9.1.4C 2014/15 Annual Report (included separately)

Summary

Council is to consider the recommendations of the Audit Committee from their meeting to be held on Thursday 15th October 2015 at 1pm.

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. Butler Settineri completed their final Audit of Council's functions and operations for the 2014/2015 Financial Year in October 2015.

Comment

At the time of publication the 2014 Management Report, the 2014/15 Audit Report and the 2014/15 Annual Report are being finalised and will be provided to Councillors as they become available.

The Annual Report has been compiled and is provided for adoption by Council.

The 2014/15 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 2015 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.

Strategic Implications - Nil

Statutory Environment

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;
 - (h(a)) a matter on which a report must be made under section 29(2) of the *Disability Services Act 1993*;
 - (h(b)) 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;
 and
 - (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.

[Section 5.54 amended by No. 49 of 2004 s. 49.]

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.

Policy Implications - Nil

Financial Implications - Nil

Economic Implication - Nil

Environmental Considerations - Nil

Consultation - Nil

Options

At this time, it is anticipated that the Audit Committee will adopt the Officer's Recommendation. Any changes in this recommendation will be provided to Council.

The Officer Recommendation to the Audit Committee allows for Council to:

1. Accept the 2014/2015 Management Report
2. Accept the 2014/2015 Audit Report;
3. Accept the 22014/2015 Annual Report;
4. Hold the Annual Electors Meeting on Thursday 19th November 2015 at 6.30pm in the Shire of Cuballing Council Chambers.

Voting Requirements – Absolute Majority

AUDIT COMMITTEE RECOMMENDATION:

That Council

1. **Accept the Management Report for the financial year ended 30th June 2015 as included at Attachment 9.1.4A;**
2. **Accept the Audit Report for the financial year ended 30th June 2015 as included at Attachment 9.1.4B;**
3. **Accept the Annual Report for the financial year ended 30th June 2015 as included at Attachment 9.1.4C; and**
4. **Hold the Annual Electors Meeting on Thursday 19th November 2015 at 6.30pm in the Shire of Cuballing Council Chambers.**

This matter was not considered by Council because the Audit Report has not been received in time.

9.2 CHIEF EXECUTIVE OFFICER:

9.2.1	Special Meeting of Council – Elect President, Deputy President and Committee positions
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Applicant:	N/A
File Ref. No:	CM&R4
Disclosure of Interest:	Nil
Date:	1 st October 2015
Author:	Gary Sherry
Attachments:	Nil

Summary

Council is to consider holding a Special Meeting of Council to elect Councillors to the Positions of Shire President, Deputy Shire President and to appoint Councillors to committees.

Background

At the Ordinary Meeting of Council held on 19th December 2014, Council adopted a schedule for holding Council Meetings for 2015.

This schedule did not allow for holding a Special Meeting to conduct the election of Councillors to the Positions of Shire President, Deputy Shire President and to appoint Councillors to committees.

Comment

The term of the three retiring Councillors, being Councillors Bradford, Haslam and Newman, expires on Saturday 17th October 2015. The terms of the President and Deputy President also expire on this day.

The next scheduled meeting after the Council election will be the November Ordinary Meeting of Council to be held on Thursday 19th November 2015. While it is possible for Council to not elect a Shire President until this meeting, it is suggested that this period of a month is too long to be without a Shire President.

It is proposed to hold a Special Meeting of Council at 5.30pm on Thursday 22nd October 2015 at the Shire of Cuballing Council Chambers to conduct the election of Councillors to the Positions of Shire President, Deputy Shire President and to appoint Councillors to committees.

It is expected that from 5 pm on Thursday 22nd October 2015, prior to the meeting, a ceremony to swear in the three successful candidates of the Saturday 17th October 2015 election would also be held.

Strategic Implications - Nil

Statutory Environment

Local Government Act (1996)

5.3. Ordinary and special council meetings

- (1) A council is to hold ordinary meetings and may hold special meetings.
- (2) Ordinary meetings are to be held not more than 3 months apart.

- (3) If a council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure.

5.4. Calling council meetings

An ordinary or a special meeting of a council is to be held —

- (a) if called for by either —
- (i) the mayor or president; or
 - (ii) at least 1/3 of the councillors, in a notice to the CEO setting out the date and purpose of the proposed meeting; or
- (b) if so decided by the council.

Policy Implications - Nil

Financial Implications - Nil at this time

Economic Implication - Nil

Environmental Considerations - Nil

Consultation

No consultation has been completed.

Options

Council may resolve:

1. the Officer's Recommendation;
2. to conduct a Special Meeting at an alternative date prior to the next Ordinary Meeting of Council; or
3. to resolve to conduct the election of Councillors to the Positions of Shire President, Deputy Shire President and to appoint Councillors to committees as part of the next Ordinary Meeting of Council to be held on Thursday 19th November 2009, providing reasons for differing from the Officers Recommendation.

Voting Requirements – Simple Majority

COUNCIL DECISION:

That Council hold a Special Meeting of Council to be held at 5.30pm on Thursday 22nd October 2015 at the Shire of Cuballing Council Chambers to conduct the election of Councillors to the Positions of Shire President, Deputy Shire President and to appoint Councillors to committees.

Moved: Cr Dowling

Seconded: Cr Newman

Carried 6/0

Cr Newman declared a Proximity Interest in item 9.2.2 in that he owns or leases property beside a road included in the 10 Year Road Construction Plan.

Cr Ballantyne declared a Proximity Interest in item 9.2.2 in that he owns or leases property beside a road included in the 10 Year Road Construction Plan.

Cr Bradford declared a Proximity Interest in item 9.2.2 in that he owns or leases property beside a road included in the 10 Year Road Construction Plan.

Cr Dowling declared a Proximity Interest in item 9.2.2 in that he owns or leases property beside a road included in the 10 Year Road Construction Plan.

Cr Haslam declared a Proximity Interest in item 9.2.2 in that he owns or leases property beside a road included in the 10 Year Road Construction Plan.

The Chief Executive Officer, Mr Sherry advised the meeting that that, in accordance with the authority delegated by the Minister for Local Government, the Executive Director Sector Regulation and Support has approved the Shire of Cuballing's application, dated 14 October 2015, under section 5.69(3) of the local Government Act 1995 for -

- Councillors Roger Newman, Scott Ballantyne, Eliza Dowling, Timothy Haslam and Dawson Bradford of the Shire to remain present at the Ordinary Council Meeting to be held 15 October 2015 and to participate in the discussion and decision making procedures relating to Item 9.2.2 - 10 Year Road Construction programme.

The provided approval is subject to the following conditions:

1. The approval is valid for the 15 October 2015 Ordinary Council Meeting when item 9.2.2 is considered;
2. You, as the CEO, are to provide a copy of the Department's letter of approval to the abovementioned Councillors;
3. The disclosing Councillors must declare the nature and extent of their interest at the 15 October 2015 Ordinary Council Meeting immediately prior to the matter being considered, together with the approval given;
4. You, as the CEO, are to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of the abovementioned meeting, where the item is considered;
5. You, as the A/CEO, are to provide a copy of the confirmed minutes of the abovementioned meeting to the Department, to allow the Department to verify compliance with the conditions of this approval; and
6. The approval granted is based solely on the disclosures of interest made in accordance with the application. Should other interests be identified, these interests will not be included in this approval.

9.2.2 10 Year Road Construction Program

Applicant:	N/A
File Ref. No:	Finance 10
Disclosure of Interest:	Nil
Date:	1 st October 2015
Author:	Gary Sherry – Chief Executive Officer Bruce Brennan – Manager Works & Services
Attachments:	9.2.2A Draft 10 Year Road Program

Summary

Council is to consider a draft 10 Year Road Construction Program.

Background

Council had intended to consider this item at their August 2015 Ordinary Meeting of Council. However a majority of Councillors would have declared proximity interests and Council would not have had a quorum.

Council's largest single area of operations is its Works Program and its road work program.

In 2015/16 Council will complete \$729,155 of road construction works. To complete this work Council will receive \$610,937 in tied grants from the State and Federal governments.

Planning for the 2016/17 road construction program has very long lead times. A 10 Year Road Construction Program will give staff direction on Council's intended program and this information will form the basis of grant applications.

For example Council needed to submit applications for the 2016/17 state government funded program by 30th August 2015.

It is envisaged that Council will reconfirm their 10 Year Road Construction Program at about this time annually. This will provide opportunity for the program to respond to changes in Council and community priority and grant funding opportunities.

Comment

A draft 10 Year Road Construction Program is included at Attachment 9.2.5A.

The draft 10 Year Road Construction Program includes:

- Completing widening works on the Wandering Narrogin Road to completion over the next 6 years. The Wandering Narrogin Road is the busiest of all of Council's regionally significant roads and has priority for this funding.
- Commencing a widening program on Stratherne Road in 2018/19 year. Stratherne Road is currently a road of regional significance and eligible for State Roads Funding through the Regional Road group. This may change in future and therefore widening works should commence as soon as possible. Applications for funding are a lesser priority than the Wandering Narrogin Road and therefore the scope of works able to be completed will be dictated by the maximum grant available to Council. This amount is currently estimated to be \$100,00

- Upon completion of the widening program on the Wandering Narrogin Road, Council will commence a construct and seal program on the Congelin Narrogin Road in 2021/22. This road is still seen as a greater priority than Stratherne road and a larger amount of grant funding will be sought.
- Upgrading of the single lane Bunmulling Road Bridge in Popanyinning. This bridge is one of the older bridges in the state and is scheduled for replacement in 2017/18. Council will can receive funding through the WA Local Government Grants Commission (WALGGC) to replace the bridge, but only to the current single lane standard. The current estimate for the bridge replacement is \$2,500,000 although plans are still being developed in conjunction with Main Roads WA.

In addition to the bridge replacement, additional changes to the road network are anticipated. A different site for the bridge has been located upstream of the current bridge. At this point the river is narrower and reduce the size of the new bridge. Not requiring demolition of the old bridge prior to construction of the new bridge also reduces cost. This will require an extension to the Popanyinning East Road to the new bridge and the termination of the Bunmulling Road at the intersection with the Popanyinning East Road. The existing bridge can remain as a pedestrian bridge.

The draft program identifies funding for the project of \$1,250,000 through the WALGGC, unidentified funding of and Council loan funds of \$842,000. All of these funding sources and amounts will change with further work on the cost of the project.

It is anticipated that Council will be able to source some level of additional funds to assist in completing the new bridge and associated road works. However at this time this level of funding is included but not identified.

The draft program outlines that the upgrading of this bridge is a significant community investment that will provide service for at least 50 years. It will provide ongoing benefit by reducing road safety, making the Popanyinning Road network simpler and easier to use and will allow the upgrading of the RAV rating of the surrounding roads.

- A significant upgrade of the Wandering Narrogin Road near the intersections of Nebrikinning and Springhill Roads in 2017/18. This project will be significant because of the requirement works in both the Shire of Cuballing and the Shire of Narrogin, constructing nearly 1 kilometre of new road, land acquisition from multiple land owners to allow realignment of the road, construction of a new creek crossing and possible relocation of power services to local residents. Given the size of the project it will require completion of an engineer's design and may require staging over a number of years.
- Ongoing funding of State Road Funding and the Federal Roads to Recovery at current levels. No ongoing Blackpot funding or other funding sources for unidentified projects have been included although it is expected that they will occur.

Strategic Implications

Shire of Cuballing Community Strategic Plan

Objective 3: To maintain and improve infrastructure in the Shire of Cuballing for the benefit of all Cuballing residents.

Outcome 7 Council will continue to maintain and upgrade its roads. Acknowledging that existing sealed roads will be upgraded and maintained as a priority before new sealed roads are constructed.

Statutory Environment – Nil at this time
Policy Implications – Nil at this time

Financial Implications

There are no direct financial implications at this time.

The draft 10 Year Road Construction Program provides for a Council sourced contribution to road construction of projects of \$167,000 per annum in 8 of the 10 years of the program. Exceptions to this level of funding occur this financial year, a contribution of only \$126,000, and 2018/19 when the contribution is \$301,000.

Economic Implication

Ensuring that Council's roads are maintained and improved provides economic benefit to local industry utilising these roads.

Environmental Considerations – Nil at this time
Consultation - Nil

Options

Council may resolve:

1. the Officer's Recommendation;
2. an amended Officer's Recommendation;
3. to authorise projects for 2016/17 and direct staff to make amendments to the draft 10 Year Road Construction Program that will be considered at a future meeting of Council.

Voting Requirements – Simple Majority

COUNCIL DECISION:

That Council adopt the draft 10 Year Road Construction Program included at Attachment 9.2.2A.

Moved: Cr Ballantyne

Seconded: Cr Haslam

Carried 6/0

Expenditure														
Road	Source Funds	2014/15 Actual	2015/16 Budget	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	Explanation
Cuballing East Reseal	Grain Freight	123,099												Reseals - Grain Freight Funding
Wandering Road	Narrogin RRG	504,984												Widen 22.7 to 23.25 (Cuby West Intersection) & 29.56 to 31.16 (Fitts Road north); Reseal 8.10 to 12.12 Stevens to Yornaning West Rd
Wandering Road	Narrogin RRG		378,680											Widen 13.32 to 15.72and Final Seals of 2014/15 22.7-23.25 and 29.56-31.16
Wandering Road	Narrogin RRG			496,800										15.72 to 17-72 Widen and Stabilise Primerseal works Install Headwalls to triple barrel culvert
Wandering Road	Narrogin RRG				437,504									27.76 to 29.37 Clear Widen primer seal, final seal 32.41 to 30.78
Wandering Road	Narrogin RRG					403,777								Southern Boundary for approx 1.63 Klm, 32.41 to 30.78, Clear widen, primer seal; Final Seal 13.32 to 15.72
Wandering Road	Narrogin RRG						400,000							17.72-19.72 shoulder widening stabilise, Final seal
Wandering Road	Narrogin RRG							400,000						19.72 to 22.70
Wandering Road	Narrogin RRG								400,000					widen shoulders, stablise & seal
Stratherne Road	RRG				65,000									Clear widenseal shoulders through narrow hills and curves near Fairhead rd
Stratherne Road	RRG					100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	Widen seal shoulders through narrow sections
Congelin Narrogin Rd	RRG									400,000	400,000	400,000	400,000	Drainage and Primerseal Basecourse
Carton Rd	R2R						46,000							Primerseal
Hart Street	R2R						107,000							Primer Seal and drainage
Lord St	R2R											75,000		Widen and Primerseal
Pauley Road	R2R	111,200												Construct & Seal 1km
Popanyinning East Rd	R2R		74,925											Reseal
Popanyinning East Rd	R2R								150,000					Widen and edge Repairs
Popanyinning East Rd	R2R										160,000			Widen Popanyinning East
Popanyinning East Rd	R2R						45,360	50,400						Reseal previous works
Popanyinning East Rd	R2R									150,000		80,000		Reseals
Popanyinning East Rd	R2R					107,000								Widen and Seal 1.8 Klms to 7 metres seal continue widen works
Popanyinning East Rd	R2R												85,000	Widen and Seal to 7metres Cemetery East 2 Kms
Popanyinning West Rd	R2R		72,001											Stabilisation SLK's Required
Popanyinning West Rd	R2R		73,361											Widening SLK's Required
Popanyinning West Rd	R2R		8,000	160,000										Stage 1 Realignment - Survey, Land Resumption, Drainage, Pavement
Popanyinning West Rd	R2R				153,000									Basecourse and Primerseal
Popanyinning West Rd	R2R					65,000								Reseal of 15/16 works

Expenditure														
Road	Source Funds	2014/15 Actual	2015/16 Budget	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	Explanation
Popanyinning West Rd	R2R							60,000						Reseals
Popanyinning West Rd	R2R					85,000	110,000							Widening and Reseal Popanyinning West Works
Russell Street	R2R							39,600						Seal & Drain far end
Town Reseals	R2R		39,182											Brundell St, Beeston St, Ingram St, Carton St, Cuballing St, Gerrard St, York St, Penny's Rd
Victoria Rd	R2R												65,000	Primer Seal Road
Francis Street	R2R		44,428											Construct and seal Truck Bay
Yornaning Road-Stabilisation	R2R	50,781												Stabilise 300m
Yornaning West Rd Corner	Black Spot			24,432										Seal inner curve and realign
Kerruish Rd Intersection	Black Spot			14,149										Make intersection into 90degreeT Gravel sheet
Wandering Narrogin Road	Black Spot				800,000									Springhill/Nebrikinning Road Intersection realignment
Beeston Street	R4R	97,184												Construct & Seal
Town Reseals	R4R		46,587											Brundell St, Beeston St, Ingram St, Carton St, Cuballing St, Gerrard St, York St, Penny's Rd
Bunmulling Bridge & Realignment Widening	Bridge				2,500,000	400,000								New Bridge & Realignment of Road
		887,249	737,164	695,381	3,955,504	1,160,777	808,360	650,000	650,000	650,000	660,000	655,000	650,000	
Grant Income														
Road	Source Funds	2014/15 Actual	2015/16 Budget	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	Explanation
Grain Freight	Grain Freight	123,099	-	-	-	-	-	-	-	-	-	-	-	
Regional Road Group	RRG	336,656	252,453	331,200	335,003	335,851	333,333	333,333	333,333	333,333	333,333	333,333	333,333	
Roads To Recovery	R2R	161,982	311,897	160,000	153,000	257,000	308,360	150,000	150,000	150,000	160,000	155,000	150,000	
Black Spot	Black Spot	-	-	38,581	800,000	-	-	-	-	-	-	-	-	
Royalties for Regions	R4R	97,184	46,587	-	-	-	-	-	-	-	-	-	-	
Unsourced Funding	Bridge	-	-	-	408,000	-	-	-	-	-	-	-	-	
Loan Funds	Bridge	-	-	-	842,000	-	-	-	-	-	-	-	-	
Bridge Funding	Bridge	-	-	-	1,250,000	266,667	-	-	-	-	-	-	-	
		718,921	610,937	529,781	3,788,003	859,518	641,693	483,333	483,333	483,333	493,333	488,333	483,333	

9.2.3	Proposed Demolition of Popanyinning School
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Applicant:	NA
File Ref. No:	Buildings 3(b)
Disclosure of Interest:	Nil
Date:	5 th October 2015
Author:	Gary Sherry
	9.2.3A 2012 Report on Popanyinning School
	9.2.3B Quote for Repair Works
Attachments:	9.2.3C Public Notice
	9.2.3C Public Submissions

Summary

Council is to further consider the proposed demolition of the Popanyinning School.

Background

The purpose of this report is to:

- inform Council, on a preliminary basis, of the results of the public consultation period on the proposed demolition of the Popanyinning School;
- seek Council direction for additional investigations; and
- outline the next steps in the process relating to the proposed demolition of the Popanyinning School.

The former Popanyinning School building is situated on Crown Reserve No. 47419 which is vested, with power to lease, to the Shire of Cuballing for "Community Purposes". At the time of vesting the building was used by the Country Women's Association.

Council subsequently agreed to lease the site to the Popanyinning Progress Association in 2004, to be used as a museum. Formal permission from the relevant Minister of Lands was not formally sought or received rendering the lease invalid. This did not impact on the operation of the lease as both parties appear to have amicably complied with the terms of the lease.

In 2012 the Popanyinning Progress Association vacated the School building to use the restored Railway Building in Popanyinning.

Being responsible for the care and maintenance of the site, Council had Mr Allan Ramsay (Environmental Health Officer/Building Surveyor) complete an inspection of the Popanyinning School building in July 2012. The report identifies a number of minor issues but does specifically reports that:

1. The building has extensive amounts of asbestos throughout the building;
2. The building's switchboard does not meet contemporary standards of safety; and
3. The building doesn't meet the requirements for a public building including exit signs, egress locks and kitchen requirements.

The report of this inspection is included at Attachment 9.2.3A.

Council was approached to provide a lease of the Popanyinning School building to the local Christian Community for the purposes of meetings. The Christian Community used the Popanyinning Hall for weekly meetings at that time.

In considering this lease, Council acknowledged that no Council budget provision had been made to make necessary works to the school building identified by Mr Ramsay's Report. Mr Sam Maughan indicated that the Christian Community group had many skilled (and licensed) tradesmen who could carry out the required repairs and upgrades.

At the August 2012 Ordinary Council Meeting the following was decided:

COUNCIL DECISION:

That the Popanyinning Christian Community be offered a three year peppercorn lease for use of the Popanyinning School Building, with an option to renew the lease at the expiry of the three year period, subject to the following conditions:

1. The building renovations be in character with the age of the building;
2. Renovations be of a standard that would ensure compliance with standards required for public buildings;
3. The lessees maintain the building during the lease period; and
4. Council's Environmental Health/Building Surveyor be provided access to the building twice per year in order to inspect the building as per Council's proposed Asset Management Plan

Moved: Cr Conley Seconded: Cr Haslam

Carried By Absolute Majority 6/0

In retrospect, given the quantity of work envisaged by Mr Ramsay's report on the Popanyinning School, completing the capital improvements required was always going to be beyond the resources of such a small community group as the Popanyinning Christian Community. It is the Officer's opinion that if Council was serious about preserving the building, Council would have completed such preservation and upgrade works.

Again a number of issues resulted in the proposed peppercorn lease not being formally completed although the Popanyinning Christian Community used the building until late 2014.

In late 2014 Mr Maughan of the Popanyinning Christian Community advised staff of termite damage to the entry of the Popanyinning School. The termite damage at the School was subsequently inspected by Shire staff and found to be more extensive than just the entry. A termite eradication program was completed.

Local builder, Mr John Robertson was approached to inspect the School and assess the termite damage and provide an estimate of the cost of repairs. Mr Robertson's estimate and report is included at Attachment 9.2.3B. In the opinion of Mr Robertson the main damage to the building was caused by the soil that covered the metal stump caps on the west wall. The timber entry frame to the classroom abuts the bitumen hardstand providing ready access for termites to attach the entry timber floor and wall frame.

Shire staff closed the building to the public use in early 2015 and currently the Popanyinning Christian Community meet elsewhere in Popanyinning. A recent large meeting was held at the Popanyinning Hall.

Council has allocated funding in Council's 2015/16 Budget to complete the repairs envisaged by Mr Robertson. However additional building work, electrical and asbestos removal will be required to solve termite issues and to meet contemporary standards for a public building. This is likely to at least double the budgeted cost of \$25,000. Ongoing maintenance will still be required.

Given the anticipated cost to return the building to a public building standard, the cost of ongoing maintenance and the small amount of community use currently at the August 2015 Ordinary Meeting, Council decided to conduct a public information campaign regarding the future of the Popanyinning School. Council's decision was:

COUNCIL DECISION:

That Council:

1. consider at a future meeting of Council the demolition of the Popanyinning School:

- a. the Popanyinning School building requires:
 - i expensive works to repair the latest termite damage;
 - ii considerable works to upgrade to meet the current standards for a public buildings; and
 - iii considerable ongoing maintenance; and
 - b. the current community use of the Popanyinning School does not provide enough benefit to the community as to make such expenditure worthwhile;
2. conduct a wide spread public information campaign that:
 - a. advises of Council's intention to consider the demolition of the Popanyinning School;
 - b. advises of the opportunity to provide comment to Council before Council makes any decision; and
 - c. encourages new and alternative community uses for the Popanyinning School that would make the renovation of the Popanyinning School a beneficial activity for Council.
 - d. investigates the possibility of private purchase of the School site for a private purchase.

Moved: Cr Dowling Seconded: Cr Haslam
Carried 6/0

Council provided extensive community notice of the Council decision. The notice is included at Attachment 9.2.3C.

At the time of publication Council has received ten submissions from members of the public. These submissions are included at Attachment 9.2.3D.

The public submissions highlighted

- nine of the ten submissions received favoured retaining the School;
- seven submissions in suggesting retaining the building identified that the School was a heritage building in Popanyinning. Several submissions identified that the author had attended the school;
- five of the submissions believed that the cost was reasonable or was a worthwhile investment;
- six of the ten submissions didn't identify an alternative use for the School on the current site. One submission identified using the building as a Church.
- three submitters identified that demolishing the building was an option. All were looking to reinvest any funds from demolition into Popanyinning. Children's playgrounds were the preferred activity.
- two submitters suggested private sale with relocation of the building would be an option. The relocation of the School to the railway reserve in the Popanyinning main street would provide another tourist attraction;
- two submitters requested that Council continue to liaise with the community over this matter. The Popanyinning Progress Association requested that a public meeting be held to discuss the Popanyinning School with the broader community.

Comment

Council has completed wide spread community consultation. It is likely that all local residents and ratepayers interested in the Popanyinning School are aware of this issue.

It has never been doubted that the Popanyinning School is a heritage building with significant local interest. The majority of the submitters were always going support the retention and refurbishment of the building by Council.

It is feasible to refurbish and renovate the Popanyinning School. However in all the submissions there are few alternative uses of the refurbished Popanyinning School by the community proposed. Having an identified future use of the community centre will be essential in planning the facilities and equipment to be included in any refurbishment of the Popanyinning School.

In light of the lack of suggestions for alternative use and that previous uses are being adequately met through other buildings in Popanyinning, I believe that it is fair to suggest that there is no current public use or need for a refurbished Popanyinning School. If Council was to refurbish the building, it would be for current heritage values and sentimental attachments.

While several submissions mentioned relocating Popanyinning School building, one submission gave full support to the possibility of selling the building. All such support included any proceeds of sale being available for alternative projects in Popanyinning.

It is also possible that Council could sell the Popanyinning School to a private entity who would undertake to retain and upgrade the Popanyinning School. While Council could immediately sell the building to be relocated to an alternative site, to sell the lot which is currently a crown reserve would require that Council would first need to purchase the lot. If a prospective purchaser, particularly a local resident, was to indicate interest, Council could resolve to discount the sale price to that purchaser in order to have the Popanyinning School retained privately. If Council to sell the public building it should be noted that once sold Council has little control over the future use of the asset if the purchaser changes their plans after the sale.

Council did receive unofficial submission that a local may consider purchasing the building if Council was to offer it for sale. Further negotiation with the interested purchasers is required prior to Council considering a sale.

The Popanyinning Progress Association requested that Council conduct a public meeting in Popanyinning to allow residents to discuss the future of the Popanyinning School with Council. Such a meeting would give Council a further opportunity to put the important issues before the most interested local residents.

Strategic Implications

There is no strategic implications regarding the Popanyinning School.

Statutory Environment

The Popanyinning School is included on the Shire of Cuballing Municipal Heritage Register. There are no statutory impediments to Council demolishing or refurbishing the Popanyinning School arising from the Municipal Heritage Register.

Policy Implications - Nil

Financial Implications

Council has budgeted \$25,000 to complete repairs of the Popanyinning School.

At this time the cost or income possible from of alternative actions to refurbishing the Popanyinning School have not been investigated, however given comments in the Shire Officer's report included at Attachment 9.2.3A, it is anticipated that the scale of the work

required will be greater than the quoted repairs and a cost greater than that budgeted will be required.

Social Implications

The Popanyinning School is an important heritage building in Popanyinning. As a school it has sentimental value to many local residents and former pupils.

Should Council eventually decide to sell or demolish the building, given the community's value of the heritage of the site, Council may consider in the future to at least erect a permanent memorial on the site.

Economic Implication - Nil

Environmental Considerations - Nil

Consultation

To advise the community about the future of the Popanyinning School the Shire

1. prepared a two page information sheet, included at Attachment 9.2.3C, that was:
 - a. direct mailed all every mail recipient at the Cuballing and Popanyinning Post Offices;
 - b. mailed to all ratepayers with a post code outside of the Shire of Cuballing;
2. included a summarised version of the mail out in the Cuballing News;
3. had staff attend meetings of the Popanyinning Progress Association.

Options

Council may resolve:

1. the Officer's Recommendation;
2. an amended Officer's Recommendation; or
3. to move to demolish the Popanyinning School; or
4. to retain the Popanyinning School and commence renovation activities.

Voting Requirements – Simple Majority

COUNCIL DECISION:

That Council:

1. **note the submissions set out in Attachment 9.2.3C and request that staff respond to the submitters thanking them for their submission;**
2. **conduct a public meeting on Wednesday 11th November 2015 at the Popanyinning Town Hall to further discuss:**
 - a. **Council's intention to consider the demolition of the Popanyinning School; and**
 - b. **new and alternative community uses for the Popanyinning School that would make the renovation of the Popanyinning School a beneficial activity for Council;**
 - c. **the possible sale of the Popanyinning School to a private individual and what conditions Council should consider in any sale;**

3. request staff to provide information on the possibility of private purchase of the Popanyinning School site or building for a private purchase; and
4. consider at a future meeting of Council the proposed demolition of the Popanyinning School.

Moved: Cr Haslam

Seconded: Cr Newman

Carried 6/0

To: Chief Executive Officer Eva Haydon

From: Environmental Health Officer/Building Surveyor Allan Ramsay

Date: 2nd August 2012

File #: 3B

Subject: Popanyinning School Building

I made an inspection of the old Popanyinning School Building on the 26th July 2012. The purpose of the inspection was to inspect its structural integrity, maintenance requirements and any requirement necessary to bring it up to a standard that complies with today's legislative requirements for use as a public building.

Toilets

1. Require a good clean;
2. Whilst I am unaware of the condition of the septic tanks and drains, I flushed one of the toilets and the water flushed quickly. However, this could be different after heavy use when the septic tank is full; and
3. Structurally they are in good condition.

Outdoor Lunchroom

1. Three timber weatherboards to the south wall and one on the north wall require replacing;
2. The roof battens and roof sheeting have recently been replaced. The roof is well supported by triple grips and does not pose any structural issues;
3. The bench seats are in good condition;
4. The cladding to the three sides has been replaced with Hardieflex which does not contain asbestos; and
5. The exterior timber work is in need of painting. Care will need to be taken prior to painting to ensure that the old paint work is not lead based. It will need to be tested for lead and if found to be lead based appropriated preparation will need to be undertaken prior to painting.

School Building

1. The entry step needs replacing as there is extensive termite damage to it;
2. The exterior of the building is clad in asbestos from 1500mm to the wall plate. The condition of the asbestos appeared satisfactory;
3. The timber windows are in need of repair and painting. Care will need to be taken in case the paint work contains lead. It will need to be tested for lead content and prepared appropriately if found to contain lead;
4. The entry and kitchen walls contain asbestos. One panel of the asbestos wall to the right of the kitchen sink was damaged and needs

- to be replaced. Care will need to be taken when removing it by wearing appropriate face mask and overalls for asbestos removal. It will need to be wrapped in black plastic and taken to a registered waste disposal site for depositing of asbestos;
5. The black membrane under the kitchen sink drainer contains asbestos. Any future lessee of the building will need to be made aware of this;
 6. The school room black board panels have extensive termite damage and need to be replaced;
 7. The school room interior walls are timber clad to 1500mm high and some form of masonite cladding from the timber cladding to the wall plate;
 8. The ceiling lining is asbestos. It is in reasonable condition; however, any work such as painting preparation can not involve any sanding;
 9. The flooring is tongue & groove in reasonable condition;
 10. The floor stumps, bearers and floor joists are in good condition;
 11. An electrician will need to inspect the wiring and switch board to ensure that it complies. The switch board will require residual current devices for the lights and power points. If the building is going to be used at night an exit sign will be required;
 12. The entry door will need to have a door handle fitted that will enable opening with one action. It will also need to be made to open from the inside without the use of a key. There are locks available that can achieve this requirements;
 13. If the kitchen is going to be used cooking there needs to be a fire blanket installed and serviced every 6 months. A fire extinguisher is required in an accessible location and serviced every 6 months; and
 14. A licensed Pest Control Officer to provide a report on the condition of the roof structure and if possible the wall framing to ensure that there is no termite activity or any old termite damage.



Allan Ramsay
Environmental Health Officer/Building Surveyor
Registered Builder #10347

Cuballing Shire Council
 Popanyinning School Room
 POPANYINNING WA 6309
 Class Entry Canopy/West Wall/Classroom.

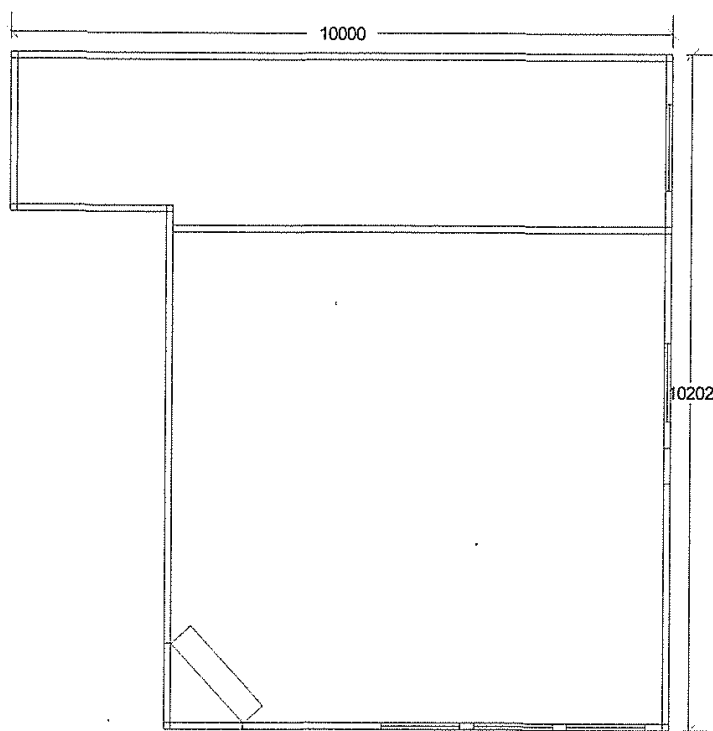
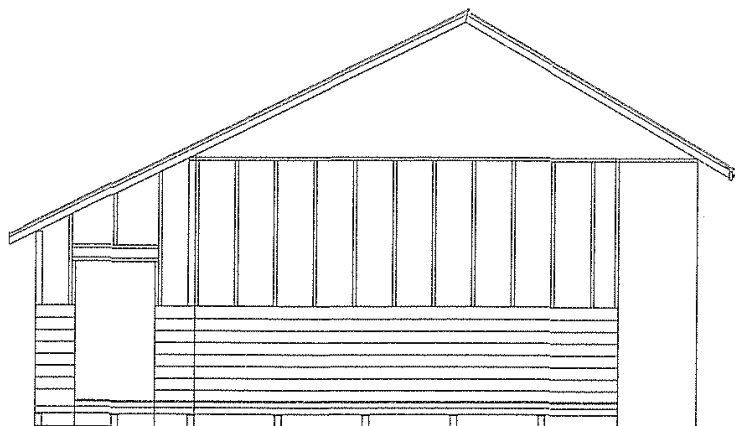
270615

Ind	Description	Plan/Len	Rate	T/Cost
ADM	Council Fees			0.00
ADM	Freight	1.00	500.00	500.00
ADM	Hire Plant Scaffold	1.00	500.00	500.00
Asbestos Removal	Asbestos Removal external walls (115M ²) Labour 12 Hrs	12.00	110.00	1320.00
Asbestos Removal	Black Plastic Wrap 4*50*200um 2 Only	2.00	95.00	190.00
Asbestos Removal	Duct Tape Roll 50mm 2 Only	2.00	7.50	15.00
Asbestos Removal	Plant Hire	1.00	250.00	250.00
Asbestos Removal	Freight to Narrogin Waste Disposal	1.00	250.00	250.00
Black Board	90*22Jarrah Arch bevel Match Blackboard 4/1.2 4/3.9	20.40	10.90	222.36
Black Board	80*30Jarrah Chaulk Groove Shelf 2/3.9	7.80	15.00	117.00
Black Board	30 Jarrah Scotia 2/3.9	7.80	8.75	68.25
Ext Clad	Hardiflex1.2*6mm west wall 13/2.4	37.44	12.80	479.23
Ext Clad	Hardiflex1.2*6mm north wall 4/3.0	12.00	12.80	153.60
Ext Clad	Hardiflex1.2*6mm east wall 13/2.4	37.44	12.80	479.23
Ext Clad	Hardiflex1.2*6mm south wall 8/2.4	23.04	12.80	294.91
Har	Bolts 120*M10 Galv Cuphead with Washer 20	20.00	1.25	25.00
Har	Boustead Self Emb Screws YZP 8g*45mm Box 1000 1 Only	1.00	21.50	21.50
Har	Structafloor Adheasive Tubes 2 Only	2	9.50	19.00
Har	Nails 25 Soft Sheet 3Kg	3.00	10.00	30.00
Har	Nails 50 BH Galv 2Kg	2.00	13.68	27.36
Har	Nails 75 BH Bright Steel Box 1 Only	1.00	59.00	59.00
Har	Nails Tripple Multi Box 1 Only	1.00	7.80	7.80
Har	Teck Screws timber fixing 65mm 200 Only	200.00	0.16	32.00
Har	10 Pop Rivets 1/8 Pack 1 Only	1.00	5.32	5.32
Har	Clear Mastic Adheasive Gutter 1 Only	1.00	9.50	9.50
Har	Boustead Self Emb Screws YZP 8g*40mm Box 1000 1 Only	1.00	35.00	35.00
Har	Nails Galv Fibre/cement 40*2.8 3Kg	3.00	12.50	37.50
Insulat	R1.5 Wall batts 1170+580 12M2 cover 9 Only	9.00	52.00	468.00
Int Fix	Versilux 1.2*6mm 6/2.4	14.40	12.75	183.60
Int-Fix	40*12 DAR Jarrah 10/2.4 Wall Batten	24.00	9.25	222.00
Structafloor	Structafloor 3.6*0.9*19 T/T blackboard backing. 2 Only	2.00	62.30	124.60
TimBas	100*100 Jarrah Stumps 10/2.4	24.00	13.50	324.00
TimBas	100*75 Jarrah Bearers 3/3.6	10.80	10.20	110.16
TimBas	150*50 Jarrah Sole Plates 10/1.5	7.50	7.28	54.60
TimBas	150*45 D/D Jarrah Entry Sill/Head 21/1.8	3.60	21.62	77.83
TimBas	85*19 Jarrah Entry Floor Boards 6/1.8	10.80	9.84	106.27
TimBas	100*50 Jarrah floor Joists Entry 5/2.4	12.00	7.95	95.40
Wall Frame	100*100 Jarrah Corner Post 1/4.2	4.20	13.50	56.70
Wall Frame	Jarrah Feather Edge Sawn Weatherboards 30/2.4	72.00	12.68	912.96
Wall Frame	100*50 Jarrah Wall Plates 4/2.4 10/3.6	45.60	9.81	447.34
Wall Frame	100*50 Jarrah Wall studs 10/3.6	36.00	7.95	286.20
Wall Frame	120*19 Jarrah Matched Lining Boards (Dado) 5/0.9 5/1.5	14.70	15.26	224.32
Wall Frame	200*38 Jarrah R/S Entry Head 1/1.8	1.80	9.50	17.10
Wall Frame	140*30 Jarrah Entry Arch Head 1/1.8	1.80	9.50	17.10
				8842.55
				884.25
				9726.80
			Labour	11672.16
	Est Labour/Material cost			21398.97
Ind	Material/Size	Plan/Len	Rate	T/Cost

This estimage does not include

Electrical
 Plumbing
 Painting
 Stormwater Drainage
 Retaining Walls
 Metal Work

D:\CUBALLING COUN



Drafting Neill Robertson
PO Box 23
CUBALLING WA 6311
988 36 366

Work needed to rectify the damage caused by the Termites.

At the time of the inspection it was noted that:-

1. The main damage to the building was caused by the soil that covered the metal stump caps on the west wall.
2. The timber entry frame to the classroom abuts the bitumen hardstand providing ready access for Termites to attack the entry timber floor and wall frame.

Recommendation.

Demolition/Earthworks

Entry/West Wall

1. Remove the existing concrete step/slab that is higher than the Entry floor.
- a. Replace the existing concrete step/slab with Lysaght Gridmesh plate or similar to allow for the stormwater to discharge into the existing spoon drain at the entry to the building.
 - b. This action will also allow safer able and disabled access to the building.
2. Remove part of the existing timber entry floor frame to allow for the soil under the entry floor to be removed.
3. Retain undamaged timber framing where possible.
4. Council to construct a retaining wall in front of the classroom Entry to provide support to the existing bitumen hardstand and give the building sufficient clearance from the retaining wall to prevent Termite penetration.
5. Retain the north side wall of the entry framework where possible.
6. Replace all damaged stumps with metal caps and treat the timber stumps and sole plates with anti Termite chemicals
 - a. Remove the gravel/soil away from the west classroom wall by at least 600mm and ensure that the soil is at least 200mm below the classroom floor bearer.
 - b. Provide a batter at approximately 36degrees from the existing spoon drains to the new ground level at the west wall.
 - c. The excavation/batter to be graded so that the stormwater does not discharge under the building.
7. Remove all Asbestos cement sheets from the external wall of the building.

Reconstruction External

1. Replace all damaged Jarrah timber in the buildings floor frame and west wall.
2. Reclad the west wall of the building with Jarrah splayed/dressed weatherboards and replace damaged weatherboards.
3. Reclad all external walls of the building with 6mm Hardiflex sheet.

Internal Reconstruction.

Classroom Floor

1. The inspection revealed that the floor boards at the classroom door are loose and will require further investigation to find the cause of the problem.

West wall Blackboard.

1. Remove damaged Jarrah backing board and replace with Termite treated Structafloor sheet.
2. Reinstall the Timpson Plate Blackboard sheet on the west wall of the classroom and replace the damaged timber Blackboard surrounds and chalk rail.
3. Council to consider whether to retain the interior wall cladding on the interior walls of the building, that appears to have Canite, adhered to Asbestos wall cladding above the Jarrah timber dado.
4. The Classroom Ceiling also appears to have Asbestos cladding.

Recess Shed

1. Replace damaged and missing weatherboards.

Refer to the list of materials and labour sheet for the extent of work allowed for to rectify the damage to the building.

Proposed Repair/Replace/Works For: Cuballing Shire Council
 Street: Forrest Street
 POPANYINNING WA 6309
 Date: 180615
 Sheet No 1

Future of the Popanyinning School

Opportunity to Influence Outcome

Opportunity to Comment

At their Ordinary Council meeting held on Thursday 20 September 2015 the Shire of Cuballing discussed the future of the Popanyinning School.

The Council formally decided:

1. to consider at a future meeting of Council the demolition of the Popanyinning School because:
 - a. the Popanyinning School building requires:
 - i expensive works to repair the latest termite damage;
 - ii considerable works to upgrade to meet the current standards for a public buildings; and
 - iii considerable ongoing maintenance; and
 - b. the current community use of the Popanyinning School does not provide enough benefit to the community as to make such expenditure worthwhile;
2. conduct a wide spread public information campaign that:
 - a. advises of Council's intention to consider the demolition of the Popanyinning School;
 - b. advises of the opportunity to provide comment to Council before Council makes any decision; and
 - c. encourages new and alternative community uses for the Popanyinning School that would make the renovation of the Popanyinning School a beneficial activity for Council.
 - d. investigates the possibility of private purchase of the School site for a private purchase.

Council is seeking the views of local residents, former Popanyinning School students and anyone interested in the future of the Popanyinning School.

The Popanyinning School building is situated on Crown Reserve No. 47419 which is vested, with power to lease, to the Shire of Cuballing for "Community Purposes". The School has been used by the CWA and the Popanyinning Progress Association as a museum. In 2012 the Popanyinning Progress Association vacated the Popanyinning School building to use the restored Railway Building in Popanyinning. Most recently the Popanyinning School was used by the local Christian Community for the purposes of meetings.

Shire staff closed the building to the public use in early 2015 to treat the termites and assess the damage.

The Shire Building Inspector reviewed the Popanyinning School building in July 2012. The report identified a number of minor issues but does specifically reports that:

- The Popanyinning School has extensive amounts of asbestos throughout the building;

- The building's electrical switchboard does not meet contemporary standards of safety; and
- The Popanyinning School doesn't meet the current requirements for a public building including exit signs, egress locks and kitchen requirements.

A copy of the report of this inspection available with the Shire minutes on the Shire website.

In late 2014 the Popanyinning Christian Community advised staff of termite damage to the entry of the Popanyinning School. The termite damage at the School was subsequently inspected by Shire staff and found to be more extensive than just the entry. A termite eradication program has now been completed.

Local builder, Mr John Robertson was approached to inspect the School and assess the termite damage and provide an estimate of the cost of repairs. Mr Robertson's estimate of \$21,399 is also available with the Shire minutes on the Shire website. In the opinion of Mr Robertson the main termite damage to the building was caused by the soil that covered the metal stump caps on the west wall. Mr Robertson also believes that the building, with the required works and ongoing maintenance, could continue as a public building for a considerable time. Mr Robertson's quote also includes asbestos removal from the School building.

The Popanyinning School is an important heritage building in the Shire of Cuballing. As a local school it will understandably have sentimental value to many local residents and former pupils. The Popanyinning School is included on the Shire of Cuballing's Municipal Heritage Register.

The Shire of Cuballing seeks public comment on:

1. the possibility of demolition of the Popanyinning School; and
2. potential new or alternative community uses for the Popanyinning School that would support the renovation of the Popanyinning School by Council.

Comment to Council should be in writing to the Shire of Cuballing at:

Shire of Cuballing

PO Box 13

CUBALLING WA 6311

or by email to enquiries@cuballing.wa.gov.au

Comment should be provided by Friday 2nd October 2015.

Gary Sherry

From: Shire of Cuballing Enquiries
Sent: Thursday, 17 September 2015 12:50 PM
To: Gary Sherry
Subject: FW: FUTURE OF THE POPANYINNING SCHOOL

From: FERGUSON Dianne [PO82339] [mailto:dianne.ferguson@police.wa.gov.au]
Sent: Thursday, 17 September 2015 12:36 PM
To: Shire of Cuballing Enquiries <enquiries@cuballing.wa.gov.au>
Subject: FUTURE OF THE POPANYINNING SCHOOL

To whom it may concern

Thankyou for your correspondence in regards to the above.

The Popanyinning School is an important heritage building in our Shire, and although I am not a former pupil of the school, I still feel that if there is an opportunity, that can be carried out to restore and keep the school, as it would be an "unique prize" building, to have for the future history of our town.

My reasons are herewith:

- 1 Schools of that age and style – are very few and far. Do we see them? no.

I lived in Dryandra Forest Village, for most of my younger days, and there was a little primary school on the side of the road – the Wandering Road, but now there is a "Rock" to state and show for it. Can you imagine if it was still standing there in its glory? I think it would have made a nice "picnic area, a casual stop over to relieve fatigue driving or even possible, a nice area for the caravans to pull in and observe the flora and fauna in the area.

- 2 Although the cost of restoration is expensive, (quote \$21,399.00) but is it? Our local craftsman, Mr Robertson, is the best to do the job.

Going by Mr Robertson's opinion, the termite damage can be rectified, and also the removal of the asbestos. The school building, can be then kept for our town, as it is classed as a "heritage" building.

- 3 As I am an active member of the Popanyinning Progress Association, I will bring up the matter to other members, at our next monthly meeting. Possible ideas, may be achieved, (abit of brain storming may help), in what we can/could use the school for the town, within the future.

Just look at our Railway Station, with thanks to us few members of the PPA, it is now holding the history of the school, along with the CWA history. All this established and accomplished, Popanyinning has a great little gem for Tourists. A spot for travellers to "stretch their legs" when coming into Popanyinning, for a lunch stop and using the public conveniences. The school may be available to use in other avenues later on in the future.

- 4 And apart from the Popanyinning Hall, and the Railway Station, that is all we have from the "good ole days".

Thankyou for making the time to read my comments on the Popanyinning School.

Regards

: 1 OCT 2015

3 Francis Street
Popanyinning

30/9/15

Shire of Cuballing

P.O. Box 13

Cuballing WA 6311

Dear Sir/Madam, Comment on the
future of Popanyinning School.

I am in favour of restoring
the school as its an important
heritage building in Pops.

I will be retiring early next
year, if I can give any assistance
to help with the restoration, I'll put
my hand up.



Yours Sincerely
Phil Leveitt

21 SEP 2015

Robert Dowling

Beerling Spring

Popanyinning WA 6309

17th September 2015

To: The Shire of Cuballing

PO Box 13

Cuballing WA 6311

Dear Councillors

Re: The Future of the Popanyinning School

Due to the changing dynamics in the rural landscape, that is the declining population in small country towns, we have seen much of our rural heritage lost or destroyed. I think it is very important to remember many thousands of lives have been moulded in little bush schools like Popanyinning that were scattered all over the country. Only very few remain.

There is a strong personal attachment from our family; I attended the school from 1948 to 1954, as did my sister (a little later); both my parents were schooled there together with several aunts and uncles, two of which were original pupils. Therefore I think that for the little cost involved, the community has a responsibility to save this part of our local history.

I am sure that, with the continuing growth of Popanyinning in recent times, there will be community groups that would be able to use the School for their activities.

Yours sincerely



Robert Dowling

2 OCT 2015

POPANYINNING PROGRESS ASSOCIATION INC

C/- Post Office
POPANYINNING WA 6309

1st October 2015

The Shire of Cuballing
PO Box 13
Cuballing WA 6311

Dear Councillors

Last night we had our monthly Popanyinning Progress Association meeting, and a main agenda item was the Popanyinning School. The committee had a long discussion about the options for the Popanyinning School and would like to make their position known to the Shire Council.

Our preference is for the School to be retained as a public building for use by the Popanyinning community or other local groups. We would like to see it restored to a useable condition, realising the likely costs of restoration and upgrading the electricity may be up to \$35,000 in the first two years. We would like to retain the heritage value of the School. The Popanyinning Progress Association will encourage hire and use of the building by the community, including that of the current church group and explore alternative, complimentary uses which might partially offset ongoing costs.

The committee was divided in its opinion regarding the future of the school and in all probability this reflects that of the wider public. We would therefore like to have a public meeting in the very near future to discuss the Popanyinning School with the broader community.

Yours sincerely



Kevin Lansdell

President

POPANYINNING PROGRESS ASSOCIATION INC

Gary Sherry

From: Shire of Cuballing Enquiries
Sent: Thursday, 1 October 2015 2:21 PM
To: Gary Sherry
Subject: FW: The Future of the Pop any Inning School

FYI

Kind Regards

Lisa Williams
Administration Officer

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From: atkinsontanialee [mailto:atkinsontanialee@hotmail.com]
Sent: Thursday, 1 October 2015 2:01 PM
To: Shire of Cuballing Enquiries <enquiries@cuballing.wa.gov.au>
Subject: The Future of the Pop any Inning School

We support Mr Robertsons opinion, \$21,399 is a very small amount of money to preserve this historical building. It should be preserved for current and future generations to enjoy and benefit. With the required works it would become a useful and unique building once again.

Scott & Tania Atkinson.

Sent from Samsung Mobile

Gary Sherry

From: Jo Sankey <jsankey@activ8.net.au>
Sent: Thursday, 1 October 2015 9:51 PM
To: Gary Sherry; Nichole Gould
Subject: Popo School

The CEO
Shire of Cuballing
PO Box 13, Cuballing 6311

Thursday 1 October 2015

Dear Mr Sherry

We would like to put forward our views on the future of Popo School Building.

It would be nice to think that the building could be saved, as it holds a significant position in the minds and memories of the population of Popanyinning.

However, to be realistic, the cost of retaining and maintaining the building is significant enough to make its retention difficult.

- One solution could be to sell the property, with the building remaining in situ and hoping that a buyer could incorporate the building into the overall plan for the site. Even if the price set by council was quite low, it would be offset by the savings in not having to demolish the building.
- Another solution could be to demolish the building and to replace it with a proper children's playground, instead of further developing McGarrigal Park. Monies saved in ongoing maintenance and care of the School Building could be put into the provision of playground equipment, the toilet on site could be used by the children and save them having to cross the often busy Great Southern Highway, and then McGarrigal Park could be left as a planted and treed site for sitting and as a meeting place for local residents.
- A third solution could be to demolish the building and the monies be spent on upgrading McGarrigal Park, with a plaque on site (of both the school site and McGarrigal Park) indicating the significance of the playground and its included infrastructure.

We understand that the final decision will be a difficult one, but the people of Popanyinning need to be kept fully informed with any future plans, by the Shire of Cuballing, for the school building and the block upon which it is built. Without their agreement and inclusion in any further discussions, there will always be a simmering resentment about the council's decision to "knock our school down".

Thank you for listening to our concerns.

Yours sincerely
Kevin and Jo Sankey
1 Forrest Road, Popanyinning 6309

Gary Sherry

From: Shire of Cuballing Enquiries
Sent: Friday, 25 September 2015 3:59 PM
To: Gary Sherry
Subject: FW: Popanyinning School

FYI

Kind Regards

Lisa Williams
Administration Officer

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From: Dunnollie [mailto:dunnollie@bigpond.com]
Sent: Friday, 25 September 2015 3:00 PM
To: Shire of Cuballing Enquiries <enquiries@cuballing.wa.gov.au>
Subject: Popanyinning School

I would like to have the opportunity to submit my comments regarding "Future of the Popanyinning School".

1. Council or Popanyinning Progress Association apply for a Lotteries Commission Grant to move the School to where the Railway Building is.

Before doing the application to the Lotteries Commission maybe an approach to the owner of the derelict " Station Master House" could be made with

an option to purchase it. With this in mind you could then go about the costing of removal and transfer of the School plus purchase of the Station Master House, what a great entry statement for Popanyinning.

2. Add to this maybe you could sell the block of land that the School is presently on.

3. Tenders are to called for all repairs and upgrades. As with previous experience the price that had been quoted for the repairs to the railway station continually

kept on increasing,as there was no contract Council had no option but to pay.

4. If this suggestion was successful what a great opportunity for the local community to have something to work for and encourage the tourist to stop at Popanyinning.

This could then create a roll on effect for the local store.

Thankyou for taking the time to read my comments.

Carol McDougall

5 OCT 2015

Lisa Williams

From: John Francis <vnjxpopo@gmail.com>
Sent: Saturday, 3 October 2015 8:26 PM
To: Shire of Cuballing Enquiries
Subject: Popanyinning School

The secretary , Cuballing Shire

dear Sir/Madam,

In response to your circular regarding the school building at Popanyinning . I did attend that school early in my school days, at that time a Mr Lennox was the sole teacher. I have many memories of the school, the big pine tree between the school and house which we were allowed to climb and enjoyed it. There was also a croquet court behind the shelter shed that was used regularly , also a bit behind that and to the south a little were air raid shelters in which we practiced in the summer but not in winter, as they were full of water.

Further behind that and to the south and to my recollection , out of the school ground on the edge of the bush there were long trenches to which some of us emptied the school toilets.(probably the naughty boys).I personally would like to see the old building retained and made safe for the occupation by some group or someone. The quote for the restoration of the building is quite reasonable .when I see and hear of money being spent elsewhere.

I don't know whether the councillors of today understand as I am told of the importance of Popanyinning in the past. I am told by former older residences of Popo going back to the late 1800s.

Popanyinning was originally known as Popanning Pool and was selected to be the centre of W A G R workshops and branch lines to all the out lying areas that was serviced by Narrogin ,but you see nothing has changed in politics , in the last 100 or so years because at the end of the 1800s a different person was elected to parliament and it all went to Narrogin . I believe Popo was the longest station on the Great Southern line to Albany.

There were town blocks allocated and streets named right out to the cemetery that which is still being used today .(there was another cemetery along side the river. Popo was staffed with a night station master and a day station master(former Cuballing resident Ron Moralee was one).

It had ticket offices and cloak rooms and lit at night by kerosene lights. Popo was also a major depot for sandlewood that was bought in from the eastern districts. There was also a town water supply pumped from the river from between where Peter Smith and George Turton lived, it was pumped to storage and to a trough in front of the Popo hall. When people used horse and cart could water their horses. At this time the hall was lit with Acetylene lights . I hope this little bit of history is of interest to you.

Regards S.J.(John) Francis.

Sent from my iPad

The CEO
Shire of Cuballing
PO Box 13
Cuballing 6311

Friday 2 October 2015

Dear Mr Sherry

We wish to express an opinion re the future of the Popanyinning School Building.

We consider that the demolition of an icon building for the people of Popanyinning would not be the best solution.

We understand that the cost of renovation of the building appears to be prohibitive, but could we suggest that there may be another solution.

Could Council call for expressions of interest from local residents to relocate the building to another site. This could be a local farm, or to a local reserve that perhaps has a clearing where the building could be relocated.

Council would have to foot the bill for the removal and disposal of the asbestos, as we believe that the council bylaws state that no building containing asbestos can be moved into and through the locality.

Any costs related to the relocation would be borne by the successful EOI.

Then the site of the school building could become the playground for children, and instead of any new equipment being installed in the current McGarrigal Park, it could be installed at the school site. This would then eradicate the problem of children having to use the toilets on the other side of Francis Street from McGarrigal Park, by being able to use the toilet on the school site. This makes for a much safer park environment than what is currently mooted as the children's playground in McGarrigal Park.

Council has a difficult decision to make in relation to the proposed demolition of the Old School Building, but we do believe that there are other solutions to the problem.

The local population must be kept informed about any future decisions and the reasons why they are made, so they are made to feel part of the solution as well as part of the problem.

Thank you for patience

Yours sincerely
Deb and Barry Wood
Lot 2 Popanyinning East Road
Popanyinning 6309

9.2.4 Waste Management Issues

Applicant: NA
File Ref. No: Health 10
Disclosure of Interest: Nil
Date: 8th October 2015
Author: Gary Sherry
Attachments: Nil

Summary

Council is to consider a number of waste management issues including:

- 1. selecting the first waste transfer site to be constructed;**
- 2. identify Waste Disposal Sites to which Council can transfer waste; and**
- 3. establishing community support for voluntary kerbside waste and recycling collections.**

Background

The Great Southern Regional Waste Group (GSRWG), previously called the Wagin Group of Council's was established in 2005. In 2009 the GSRWG completed a Strategic Waste Management Plan (SWMP). The purpose of this Plan, completed by Bowman and Associates, was to provide strategies and actions to guide the Local Governments and communities of the GSRWG to improve waste management practices consistent with the State's vision of Towards Zero Waste in order to protect human health and the environment.

In 2009 12 local governments were included in the SWMP. Subsequently five Councils have withdrawn from the GSRWG. In total 21 landfills were inspected across the region and several prospective new sites visited.

The goals of the SWMP were:

- increasing the recycling drop off opportunities for rural residents,
- improving the aesthetics and underlying environmental compliance of landfills and
- communicating to the residents the performance of the waste avoidance and resource recovery programmes;

with the purpose and objectives being:

- To protect human health and the environment;
- To confirm current waste infrastructure and levels of service;
- To identify priority actions and associated costs and timelines to incrementally improve waste management within the local government area(s) covered by the plan;
- To form partnerships with other local governments, business and industry to achieve economies of scale where feasible;
- To increase community awareness, appreciation and responsiveness to waste related issues;
- To assign actions, costs and timelines; and
- To define a performance monitoring and review schedule.

The SWMP produced 35 recommendations shown below. The recommendations that still directly impact on the Shire of Cuballing are coloured in yellow.

1	Develop a regional approach to waste management <ul style="list-style-type: none">• Regional Waste Management Council• Investigate a Regional Landfill Site
2	Prepare Generic Landfill Management Plan

3	Prepare Site Specific Landfill Procedures
4	Investigate a regional approach to processing/ reusing greenwaste
5	Establish a regional approach to processing greenwaste
6	Develop new landfill site for Newdegate
7	Close Wagin Landfill, rehabilitate and find a new site
8	Close Tincurrin Landfill and replace with transfer station to take waste to Harrismith
9	Close North Bannister Landfill and rehabilitate. Roadhouse needs to make own arrangements for waste disposal with Council support
10	<p>Fence and fit lockable gates to all landfills to control access</p> <ul style="list-style-type: none"> • Lake King Landfill • Dumbleyung Landfill • Kukerin Landfill • Woodanilling Landfill • Duranillin Landfill • Wickepin Landfill • Harrismith Landfill • Yealering Landfill • Popanyinning Landfill • Wandering Landfill
11	Man all landfills during opening times
12	Introduce DrumMUSTER across the entire region
13	Install portable litter fences around all open pit landfills
14	<p>At all manned landfills establish a shed for the storage of recovered furniture and other usable items</p> <ul style="list-style-type: none"> • Lake Grace Landfill • Lake King Landfill • Dumbleyung Landfill • Wagin Landfill • Woodanilling Landfill • Darkan Landfill • Narrogin Landfill • Pingelly Landfill • Wandering Landfill
15	<p>During rehabilitation of landfills recover light metals and recycle</p> <ul style="list-style-type: none"> • Duranillin Landfill • Popanyinning Landfill • Wickepin Landfill • Harrismith Landfill
16	Develop a recycling option for the drill mud drums at Varley
17	Establish a regional tyre recovery service
18	<p>Accept source separated fencing wire at all landfills</p> <ul style="list-style-type: none"> • Dumbleyung Landfill • Kukerin Landfill
19	<p>Collect wet cell batteries at all landfills</p> <ul style="list-style-type: none"> • Lake King Landfill • Dumbleyung Landfill • Woodanilling Landfill • Darkan Landfill • Duranillin Landfill • Pingelly Landfill
20	Investigate DEC/WALGA household chemical collection services
21	Establish drop off facilities in every town

	<ul style="list-style-type: none"> • Varley, Lake King and Newdegate • Wagin
22	Introduce kerbside recycling to every town in the region <ul style="list-style-type: none"> • Lake Grace • Woodanilling • Williams • Narrogin Town • Narrogin Shire • Cuballing • Pingelly
23	Establish a bulk waste collection service for green waste and hard waste
24	Collaboration with Charitable institution for reuse of household items
25	Waste Audits to verify waste consistency in MSW Waste
26	With the introduction of the 240L MGB for recycling consider reducing the size of the MSW MGB to 140L
27	Investigate the establishment of a regional MRF at the Narrogin Landfill
28	Establishment of a regional MRF at the Narrogin Landfill
29	Establish cardboard recycling opportunities for commercial premises
30	Promote and publicise recycling to residents
31	Introduce Waste Wise Schools programme to every School in the region
32	Develop a generic Sustainability Policy for the region
33	WMPs for Developments
34	WMPs for Broad Acre Farms
35	Consider the development of a central landfill at Yornaning

The GSRWG have been working together since the release of the SWMP to establish the regional waste site that would service the member Councils and enable the refuse sites in each individual Shire to act as a transfer station to transport waste to a centrally located refuse site.

In 2013 the GSRWG identified a site on Nebrikinning Road in the Shire of Cuballing for the development of the Regional Waste Disposal Site. In May 2013 Council considered entering into an MOU with the land owners and resolved:

COUNCIL DECISION:

That :

- 1 The President & CEO be authorised to sign the attached MOU for the Strategic Waste Project with due consideration that it will involve an equal share for future land acquisition from participating Local Governments in the 2013-2014 Budget;
- 2 Budget provision be made for the purchase of the land and associated development costs.

Moved Cr Haslam Seconded Cr Conley

Carried by Absolute Majority 5/0

In March 2014 Council considered a capital contribution towards the purchase and establishment of the new site and resolved in the following manner:

COUNCIL DECISION:

That providing the Great Southern Regional Waste Group retains its 7 member Councils, the sum of \$80,000 be provided in the 2014/15 budget for the Shire of Cuballing share of the establishment of a regional refuse site at Nebrikinning Road, Cuballing.

Moved: Cr Ballantyne Seconded: Cr Dowling

Carried by Absolute Majority 6/0

Council further considered the funding arrangements for each local authority for the kerbside and bulk bin removal and maintenance of the new site went to Council in May 2014. Council resolved:

COUNCIL DECISION:

That:

- 1 Council support in principal the subdivision of Lot 23 to enable establishment of the Great Southern Regional Waste Group Regional Waste Facility;
- 2 Land owners in the near vicinity of the site receive correspondence advising of the establishment of the Regional Waste Facility; and
- 3 Budget provision be made for the Shire of Cuballing contribution towards the establishment of the site provided costs are calculated from where mobile Garbage Bin refuse is currently delivered in the member councils Local Government Area and apportioned according to tonnes collected for delivery to the regional waste site and that Mobile Garbage bin waste collection costs are not included in the calculation of the contribution from each member council of the GSRWG.

Moved: Cr Dowling

Seconded: Cr Haslam

Carried 6/0

In August 2014 Council renewed the MOU for a further 12 months. This MOU now needs to be separately considered by the GSRWG and the Shire of Cuballing.

Comment

Council is to consider a number of waste management issues including:

- selecting the first waste transfer site to be constructed;
- identify Waste Disposal Sites to which Council can transfer waste; and
- establishing community support for voluntary kerbside waste and recycling collections.

1. Waste Transfer Station Grant Funding

Transfer stations allow a point for the public to drop off waste, without the need for them to have access to the tip face or trench. A transfer station greatly improves the control of windblown waste and control of vermin at a site. Transferred waste has a more controlled placement of putrescible rubbish within the waste disposal site

Through the GSRWG the Shire of Cuballing has \$30,000 to utilise in the construction of a Waste Transfer Station in the Shire. Expending these funds by constructing a waste transfer station should be a priority of Council.

It is proposed that because of the proximity of residences at the Cuballing waste site, the closest is 120 metres from the site, that the first waste transfer station be constructed at the Cuballing Waste Disposal site.

2. Popanyinning Waste Transfer Station in 2016/17;

It is expected that Council will be in a position to construct a waste transfer station at the Popanyinning Waste Disposal site during the 2016/2017 financial year.

3. Great Southern Regional Waste Group's Regional Waste Disposal Site Timeframe

While the outcome of the approval process for the GSRWG Regional Waste Disposal Site in the Shire of Cuballing is uncertain, there is certainty that approval of this site or another regional site is a considerable way off.

Council needs to include this delay in its strategic waste management planning.

4. Short Term Regional Waste Site Solution

Because of the delay in obtaining approvals for a GSRWG Regional Waste Disposal Site and because some GSRWG members have a pressing requirement for access to a Regional Waste Disposal Site, it is expected that the GSRWG will move to find a short term regional waste site solution.

At this time possible alternatives are being researched by the GSRWG. These alternatives may include increasing the licence of an existing, licenced, waste disposal site in the GSRWG region or organising efficient transport methods to an existing established, regional site like North Bannister.

It is recommended that whatever this short term solution is, it would be Council's preferred destination for transferred waste from Council's two waste transfer stations.

5. Very Short Term Transfer of Shire of Cuballing Waste

The delay in the development of the GSRWG Regional Waste Disposal Site will impact on Council's move to transfer stations. It was always intended that the transfer of waste would occur to the GSRWG Regional Waste Disposal Site.

It is possible to collocate a transfer station with a waste disposal site, however the planned location of the Cuballing Transfer Station would make the operation of waste disposal site on the location difficult.

It is recommended therefore that Council transfer waste from the Cuballing Transfer Station to the Popanyinning Waste Disposal Site. This transfer of waste would occur until a short term regional solution was identified.

6. Manning Popanyinning and Cuballing Waste Disposal/Transfer Stations;

The efficiency of operation of waste transfer stations and recycling depots is improved with manning of those sites. This efficiency occurs because:

- the supervisor will improve site management by monitoring waste disposal. This will ensure that waste is disposed of correctly. Dangerous or other wastes unsuitable to be disposed of can be identified prior to disposal;
- the supervisor will encourage and assist with recycling. Reducing the amount of waste being disposed reduces landfill and costs of transport to disposal.

Manning of waste disposal/transfer station sites also improves the public safety of these sites.

Manning of waste disposal sites was encouraged in the SWMP and the Shire of Cuballing, at the time the SWMP was produced had supervised disposal at Waste Disposal Sites. It is proposed that Council move to man the Popanyinning and Cuballing Waste Disposal/Transfer Stations.

7. Voluntary Kerbside Waste Collection

Kerbside waste collection improves Council's management of waste. Essentially it reduces the number of people using waste disposal/transfer station sites and delivers large amounts of waste at a single time or day. For waste disposal sites this reduces the spread of waste at the site and reduces the surface area of waste. Reduced surface area of waste reduces wind blown waste. Because staff are able to schedule waste covering activities on the days of

kerbside waste collection, the amount of time waste remains uncovered at a site is reduced. This reduces the access to waste by vermin.

For the management of transfer stations, kerbside collection reduces the amount of waste being deposited at a transfer station. This reduces any odour at the transfer station.

Kerbside waste collection is an anticipated service for most rural townsites. In 2009 the SWMP identified that only the Shire of Cuballing did not provide or arrange kerbside waste collection. Whilst a section of the Cuballing and Popanyinning townsites population may not wish to have kerbside collection, certainly there is a number who do. New residents often ask at the Shire on what days collection occurs and residents and business have discussed with staff the possibility of a collection occurring in the future.

it is proposed that in order to obtain at least some of the waste management advantages of kerbside collection, a voluntary/opt-in service be introduced. This would allow those who wish to obtain a service and reduce negative feedback from those who choose not to use the service.

Any kerbside waste collection service would be operated on a cost recovery basis. It could be anticipated that a weekly collection service could cost in the region of \$2 or \$3 per week per bin. This equates to \$104 to \$156 per year for a service. In most contracts the bin is provided by the contractor.

The cost of the service will be significantly more expensive to start. Service providers will be somewhat reluctant to commit to a smaller number of services that are on a voluntary basis. Voluntary systems are also harder to manage because of uncertainty of which bin is to be collected. If in time the popularity of the service increases or moves to a compulsory system, the cost could well reduce from the \$2 or \$3 per week.

The SWMP envisaged that local governments would operate a 140litre mobile garbage bin service (MGB). This is the half size bin that encourages recycling. Residents and businesses would be able to purchase multiple services.

8. Voluntary Kerbside Recycling Collection Service.

The introduction of a fortnightly kerbside recycling collection will remove a considerable portion of the waste stream. A kerbside recycling service would be provided on a fortnightly basis using a dedicated 240l MGB.

It is likely that Council's purchase of a kerbside recycling service would more expensive than a compulsory service in a similar manner to kerbside waste collection.

Council would continue to provide a recycling service at the Popanyinning and Cuballing Waste Disposal/Transfer Stations but it could be expected that the volume received and cost to Council would reduce.

Any fortnightly kerbside recycling collection service would be operated on a cost recovery basis. It could be anticipated that a fortnightly collection service could cost in the region of \$4 or \$6 per fortnight per bin. This equates to \$104 to \$156 per year for a service. In normal contracts the bin is provided.

Strategic Implications

Waste management is a key responsibility of local government. Council needs to improve its current service provision to meet the intended outcomes identified in the SWMP.

Statutory Environment – Nil at this time
Policy Implications – Nil

Financial Implications

Council has budgeted for the following in 2015/16:

Capital Expenditure	
Building at Popanyinning Site	15,000
Fence at Cuballing Site	5,000
TOTAL	20,000
Operational Expenditure	
Manning of Popanyinning Waste Disposal/Transfer Station - From February 2016 (13.5 of Ordinary Time Hours) 3 hours Friday 3 hours Saturday 3 hours Sunday	12,029
Manning of Cuballing Waste Disposal/Transfer Station (13.5 of Ordinary Time Hours) 3 hours Friday 3 hours Saturday 3 hours Sunday	12,029
Voluntary Kerbside Pickup - Recycling From February - 11 weeks Recycling 200 Pickups	8,800
Voluntary Kerbside Pickup - Waste From February - 22 Weeks Waste 200 Pickups	8,800
TOTAL	41,658
Operational Income	
Kerbside Recycling Pickup	- 8,800
Kerbside Waste Pickup	- 8,800
TOTAL	- 17,600

Social Implications

There is no doubt that the local communities view their local landfill as an important facility and to remove or significantly alter the availability of this service will create resident uproar. The Officer's Recommendation seeks to improve the environmental compliance, overall management, security and waste reduction initiatives in order to enhance the performance of the existing service.

Economic Implication

Local business may reduce costs or improve productivity by using waste collection services provided by Council.

Environmental Considerations

It is anticipated that improved waste management practices will assist in the protection human health and the environment.

Consultation

To date little consultation has been conducted although it is believed that the SWMP did received significant public consultation in 2008/09. The introduction of the measures included in the Officer's Recommendation directly impacting on households and businesses would need wide spread notice.

This would include letter drops and advertising in the Cuby News, seeking interest from local residents in Council providing a voluntary kerbside waste collection. Any change to the management of Waste Disposal Sites/Transfer Stations would be similarly advertised.

Council's strategic plans about moving to transfer stations and the destination of waste disposed at the transfer stations will be reported in the Cuballing news and other publications of Council from time to time.

Options

Council may resolve:

1. the Officer's Recommendation;
2. an amended Officer's Recommendation; or
3. to delay consideration of this matter at this time and request staff provide further information or additional consideration of aspects of this matter.

Voting Requirements – Simple Majority

COUNCIL DECISION:

That Council:

- 1. because of the closer proximity of residences, construct the Cuballing Waste Transfer station in 2015/16 using grant funding received through the Great Southern Regional Waste Group;**
- 2. plan to complete construction of the Popanyinning Waste Transfer Station in 2016/17;**
- 3. acknowledge that there will be a considerable number of years before the commencement of operations of the Great Southern Regional Waste Groups Regional Waste Disposal site;**
- 4. support the Great Southern Regional Waste Group to establish a short term regional waste site solution to operate while the Regional Waste Disposal site is being developed;**
- 5. move to have Council staff supervise the operations of the Popanyinning and Cuballing Waste Disposal/Transfer Stations;**

6. seek interest from local residents in Council providing a voluntary kerbside waste collection; and
7. seek interest from local residents in Council providing a voluntary kerbside recycling collection service.

Moved: Cr Newman

Seconded: Cr Haslam

Carried 6/0

9.3 MANAGER WORKS & SERVICES REPORT:

Nil

9.4 ENVIRONMENTAL HEALTH OFFICER:

Nil

9.5 BUILDING OFFICER:

Nil

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

Nil

11. URGENT BUSINESS WITHOUT NOTICE WITH THE APPROVAL OF THE PRESIDENT OR MEETING:

11.1.1 Urgent Business - Wheatbelt South Aged Housing Alliance

Applicant:	N/A
File Ref. No:	CM&R1
Disclosure of Interest:	Nil
Date:	12 th October 2015
Author:	Gary Sherry

Summary

Council is to consider reviewing urgent business relating to the Wheatbelt South Aged Housing Alliance.

Background - Nil

Comment

Staff are attempting to have the Agenda prepared the week before each Council Meeting. In meeting 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.

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.

Strategic Implications - Nil

Policy Implications

Financial Implications - Nil

Economic Implication - Nil

Environmental Considerations - Nil

Consultation - Nil

Options

Council may resolve:

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

Voting Requirements – Simple Majority

COUNCIL DECISION:

That Council consider the urgent business relating to Wheatbelt South Aged Housing Alliance.

Moved: Cr Haslam

Seconded: Cr Newman

Carried 6/0

Ms Hopper left the meeting at 4.51pm.

11.1.2 Wheatbelt South Aged Housing Alliance - MOU

Applicant:	NA
File Ref. No:	Buildings 6
Disclosure of Interest:	Nil
Date:	12 th October 2015
Author:	Gary Sherry/Geoff McKeown, CEO Shire of Narrogin
Attachments:	11.1.2A Draft WSAHA MOU

Summary

Council is to consider entering into a Memorandum of Understanding with local government in the Wheatbelt South Region to deliver aged housing.

Background

Council is asked to consider joining with other local governments in the Wheatbelt South Region to progress a project that has the aim of constructing dedicated aged persons independent living units in the separate communities.

A number of local governments in this region have been meeting over the last few months to explore the possibility of forming an alliance to attract external funding. This approach is modelled on the successful Lakes & 4WD Well-Aged Persons Housing Project that has seen aged persons independent living units built in a number of towns.

Comment

Before this project can be progressed further, the interested local governments need to commit to a Memorandum of Understanding (MOU) that outlines the objectives of the group, the nature of the collaboration and the responsibilities of the members. The potential members are the Shires of Corrigin, Cuballing, Kondinin, Kulin, Narembeen, Narrogin, Wandering, Wickepin and the Town of Narrogin.

The draft MOU is included at Attachment 11.1.2A.

The MOU establishes the Wheatbelt South Aged Housing Alliance ("the Alliance") with the following objectives:

- Identify the current level of aged housing in the Alliance.
- Identify the current and future needs of aged housing for the Alliance.
- Establish the cost to meet the aged housing needs for the various communities in the Alliance.
- Identify opportunities to work with third party providers (e.g. Narrogin Cottage Homes Inc., Corrigin Senior Citizens, etc.)
- Identify the priority aged housing needs in the Alliance.
- Develop a long-term funding model for the project, with funding secured from State and Federal programs, for the purposes of constructing dedicated aged persons independent living units across the region.
- Construct housing units across local governments dedicated to aged people (i.e. independent aged people who are well enough to care for themselves, but need to be in downsized accommodation located centrally in a community and close to all necessary services i.e. doctor, shops, etc.).

The Shire of Wickpin has agreed to be the lead agency for the Alliance and has nominated a Project Coordinator. With input from the members, a business case will be developed for an Aged Housing Project that will be used to attract funding from State and Federal programs.

The benefits that can flow from a collaborative approach to aged housing include:

- Retain retiree population in the local community;
- Provide age appropriate housing options;
- Provide economic benefits to local community and region; and
- Provide social benefits to local communities and region.

It is expected that if funding is sourced for the Alliance it will be utilised in stages, recognising that each community is at different points in developing aged housing. Over the term of the MOU and the project development, the individual members will need to meet the following obligations:

- Day to day project management of the project (including, but not limited to, all planning, engaging suitably qualified consultants e.g.: surveyors, architects, draftspersons, calling for tenders and the overall supervision of construction of the units in their respective local government – as detailed in the respective Business Plans).
- Local financial record keeping to enable financial recouping of costs incurred relevant to the project – provision of expenditure statements with supporting documentation to the Lead Agency.
- Updates on progress to be provided at the Alliance meetings will be provided by each partner organisations to assist the Lead Agency with funding body reporting as required.
- Ensuring that the units once built, feature on the respective Asset Management Plan, or are provided for in the Third Party Provider Asset Management Plan (i.e. Narrogin Cottage Homes Inc.).
- Partner organisations will be responsible for an equal cash contribution to any costs incurred by the Lead Agency in the overall project management/financial management for the regional alliance project, as agreed.

It is important that the Alliance has sufficient funds to operate as costs will be incurred in the development of the business case. At a recent meeting of local governments interested in forming the Alliance it was recommended that each member contribute \$3,500 as seed funding to the Lead Agency, being the Shire of Wickpin. This guarantees the continuation of the project and hopefully to a successful outcome in sourcing external funding.

Strategic Implications

Working cooperatively on a regional basis to deliver aged housing is advantageous. The project has outcomes that meet the strategic direction for local governments in the Wheatbelt South Region

Statutory Environment – Nil at this time.

Policy Implications - Nil

Financial Implications

The signatories to the MOU will make an equal cash contribution to any costs incurred by the Shire of Wickpin in the overall project management/financial management of the WSAHA.

The members agreed at the last meeting to make a contribution of \$3,500 as seed funding to the Alliance in 2015/16.

Council has provided for \$63,000 in total for aged housing in 2015/16. This allocation includes a budgeted transfer of \$30,000 from Council's Housing Reserve.

Social Implications

The provision of age appropriate housing in the Shire of Cuballing is expected to allow a greater number of local residents to remain in Cuballing in their latter years.

Economic Implication

Increasing the number of houses in the Shire of Cuballing will permanently increase the local economy.

The construction of houses in the Shire of Cuballing will provide a one-off stimulus to the local and regional economy.

Environmental Considerations - Nil

Consultation

Council has discussed the provision of aged housing in the Shire of Cuballing over a number of years. Because Council has been unable to obtain support in the past, although the matter was considered in preparing the Community Strategic Plan, but not included as a key objective.

Options

Council may resolve:

1. the Officer's Recommendation;
2. to participate in the Wheatbelt South Aged Housing Alliance but request the Shires of Corrigin, Kondinin, Kulin, Narembreen, Narrogin, Wandering, Wickepin and the Town of Narrogin make an amendment to the draft MOU; or
3. to not participate in the Wheatbelt South Aged Housing Alliance.

Voting Requirements – Simple Majority

COUNCIL DECISION:

That Council:

1. **supports a regional approach to construct dedicated aged persons independent living units;**
2. **agrees to enter into a Memorandum of Understanding to establish the Wheatbelt South Aged Housing Alliance; and**
3. **agrees to contribute \$3,500 as seed funding to the Alliance for development of a Business Plan to attract State and/or Federal funding to construct aged persons independent living unit in the various communities.**

Moved: Cr Newman

Seconded: Cr Ballantyne

Carried 6/0

Memorandum of Understanding (MOU)

For

Wheatbelt South Aged Housing Alliance

Aged Housing Project

Memorandum of Understanding

This document represents an agreement between

Shire of Corrigin; and
Shire of Cuballing; and
Shire of Kondinin; and
Shire of Kulin; and
Shire of Narembeen; and
Shire of Narrogin; and
Shire of Wandering; and
Shire of Wickepin; and
Town of Narrogin.

DESCRIPTION OF COLLABORATING ORGANISATIONS

The nine partner organisations are all Local Government Authorities under the *Local Government Act 1995* (as amended).

OBJECTIVES AND SCOPE

The project aims to work together as a regional alliance to provide seniors' focused housing solutions that compliment current and future aged care and health services, whilst addressing the identified needs of the individual communities.

The Wheatbelt South Aged Housing Alliance ("the Alliance") comprises nine local government authorities who share a common interest (aged housing needs) and regional boundaries.

The Alliance recognises that on the 1st July 2016 the Shire of Narrogin will be subsumed into the Town of Narrogin via a merger and from that date the new entity will be known as the Shire of Narrogin, thus reducing number of partner organisations to eight.

THE NATURE OF THE COLLABORATION

The project objectives include:

- Identify the current level of aged housing in the Alliance.
- Identify the current and future needs of aged housing for the Alliance.
- Establish the cost to meet the aged housing needs for the various communities in the Alliance.

- Identify opportunities to work with third party providers (e.g. Narrogin Cottage Homes Inc., Corrigin Senior Citizens, etc.)
- Identify the priority aged housing needs in the Alliance.
- Develop a long-term funding model for the project, with funding secured from State and Federal programs, for the purposes of constructing dedicated aged persons independent living units across the region.
- Construct housing units across local governments dedicated to aged people (i.e. independent aged people who are well enough to care for themselves, but need to be in downsized accommodation located centrally in a community and close to all necessary services i.e. doctor, shops, etc.).

In summary, the project will have the following broad outcomes:

Construction of housing units to be built over the duration of the project. Potential funding source being the State's Growing our South (Southern Investment Initiative).

Project planning and commencement of implementation commencing in 2015.

All funding is to be centralised at the Shire of Wickepin ("Lead Agency"), in a dedicated bank account. The Lead Agency will be responsible for the financial reporting requirements as per the funding agreements.

All funding is to be grouped in one allocation with all partner local governments having access to the funding to implement aged persons housing projects in their respective local governments.

Shortfalls of expenditure in some local governments are funded through under-expenditure in other local governments – as detailed in the Consolidated Regional Alliance Budget in the Business Plan, and agreed to by all partner organisations.

THE TERMS OF THE AGREEMENT

This MOU is valid from date of signing to completion of the project. This can be extended on mutual agreement of all signatories to the MOU.

ORGANISATION AND MANAGEMENT OF THE AGREEMENT

The responsibilities of each of the partner organisations will be as follow:

Lead Agency – will be responsible for:

- Overall project planning and coordination.
- Management of a dedicated bank account for the sole purposes of this project, and all income and expenditure related to it.
- Reviewing and balancing the collective funding budget – income and expenditure statements will be provided to the Alliance on request.
- Sourcing and applying for external funding to support project implementation (as mutually agreed to by the Alliance).
- Financial record keeping for the purposes of the reporting as required.
- Completion of all progress reports, annual reports and financial acquittals as required for the external funding bodies.
- Overall financial acquittals and auditing as required for the external funding bodies.
- Processing financial claims from partner organisations in the Alliance.

Project Coordinator – Wheatbelt South Aged Housing Alliance – will be responsible for:

- Record keeping for the purposes of the Alliance.

All partner organisations will be responsible for:

- Day to day project management of the project (including, but not limited to, all planning, engaging suitably qualified consultants e.g.: surveyors, architects, draftspersons, calling for tenders and the overall supervision of construction of the units in their respective local government – as detailed in the respective Business Plans).
- Local financial record keeping to enable financial recouping of costs incurred relevant to the project – provision of expenditure statements with supporting documentation to the Lead Agency.
- Updates on progress to be provided at the Alliance meetings will be provided by each partner organisations to assist the Lead Agency with funding body reporting as required.
- Ensuring that the units once built, feature on the respective Asset Management Plan, or are provided for in the Third Party Provider Asset Management Plan (i.e. Narrogin Cottage Homes Inc.).
- Partner organisations will be responsible for an equal cash contribution to any costs incurred by the Lead Agency in the overall project management/financial management for the regional alliance project, as agreed.

LEAD AGENCY

For the purposes of this Alliance, the Shire of Wickepin will be the Lead Agency and provide the Project Coordinator for the Alliance project. The primary contact will be:

Natalie Manton
Senior Finance Manager
Shire of Wickepin
PO BOX 19
WICKEPIN WA 6370

Ph: 9888 1005 Fax: 9888 1074
Email: finance@wickepin.wa.gov.au

PARTNER ORGANISATIONS

The partner organisations to this MOU and their relevant contact details are as follows:

Shire of Corrigin
CEO – Rob Paull
PO Box 221
CORRIGIN WA 6375

Ph: 08 9063 2203
Email: ceo@corrigin.wa.gov.au

Shire of Cuballing
CEO – Gary Sherry
PO Box 13

CUBALLING WA 6311

Ph: 08 9883 6031
Email: ceo@cuballing.wa.gov.au

Shire of Kondinin
CEO – John Read
PO Box 7
KONDININ WA 6367

Ph: 08 9889 1006
Email: ceo@kondinin.wa.gov.au

Shire of Kulin
CEO – Greg Hadlow
PO Box 125
KULIN WA 6365

Ph: 08 9880 1204
Email: ceo@kulin.wa.gov.au

Shire of Narembeen
CEO – Chris Jackson
1 Longhurst Street
NAREMBEEN WA 6369

Ph: 08 9064 7308
Email: ceo@narembeen.wa.gov.au

Shire of Narrogin
CEO – Geoff McKeown
43 Federal Street
NARROGIN WA 6312

Ph: 08 9881 1866
Email: geoff@narrogin.wa.gov.au

Shire of Wandering
CEO – Amanda O'Halloran
22 Watts Street
WANDERING WA 6308

Ph: 08 9841 1056
Email: ceo@wandering.wa.gov.au

Shire of Wickepin
CEO – Mark Hook
PO Box 19
WICKEPIN WA 6370

Ph: 08 9888 1005
Email: ceo@wickepin.wa.gov.au

Town of Narrogin
CEO – Aaron Cook
PO Box 188
NARROGIN WA 6312

Ph: 08 9881 1944
Email: ceo@narrogin.wa.gov.au

COMMUNICATION AND EXCHANGE OF INFORMATION

Information dissemination in relation to the project is largely via email. Records are to be retained as per the Record Keeping Plan of the respective local government. Agendas and minutes are to be retained in a hard copy as well as electronic version by the Project Coordinator of the Alliance.

INTELLECTUAL PROPERTY

Rights to the intellectual property as produced will be retained by the Alliance of all work produced as part of the project.

APPENDIX

Reference is to be made to the following documents:

- Business Case for the Wheatbelt South Aged Housing Project (used to secure funding);
- Integrated Aged Support and Care Solution/s - Dryandra Subregional Needs Study
- Wheatbelt Integrated Aged Care Plan

EFFECTIVE DATES AND SIGNATURES

This MOU is effective from _____ (date of signing)

Signature Chief Executive Officer
Shire of Corrigin

Print Full Name of Authorised Person

Signature Chief Executive Officer
Shire of Cuballing

Print Full Name of Authorised Person

Signature Chief Executive Officer
Shire of Kondinin

Print Full Name of Authorised Person

Signature Chief Executive Officer
Shire of Kulin

Print Full Name of Authorised Person

Signature Chief Executive Officer
Shire of Narembeen

Print Full Name of Authorised Person

Signature Chief Executive Officer
Shire of Narrogin

Print Full Name of Authorised Person

Signature Chief Executive Officer
Shire of Wandering

Print Full Name of Authorised Person

Signature

Chief Executive Officer
Shire of Wickepin

Print Full Name of Authorised Person

Signature

Chief Executive Officer
Town of Narrogin

Print Full Name of Authorised Person

12 CONFIDENTIAL ITEM:

Nil

13 NEXT MEETING

3pm, Thursday 19th November 2015 at the Shire of Cuballing Council Chambers, Campbell Street, Cuballing.

14 CLOSURE OF MEETING:

There being no further business, the Shire President, Cr Conley, closed the meeting at 4.55pm.