


**SHIRE**  
OF  
  
**CUBALLING**

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

**MINUTES**

of the

**Ordinary Meeting of Council**

held

**THURSDAY 17<sup>th</sup> NOVEMBER 2016**

Shire of Cuballing  
Council Chambers  
Campbell Street, Cuballing

These minutes were confirmed at the Ordinary Meeting held on Thursday 15<sup>th</sup> December 2016.

Signed.....

Cr Mark Conley, Shire President

Thursday 15<sup>th</sup> December 2016

## **DISCLAIMER**

No responsibility whatsoever is implied or accepted by the Shire of Cuballing for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Cuballing disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

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## 1. **DECLARATION OF OPENING:**

The Shire President, Cr Conley, declared the meeting open at 3.02pm.

## 2. **ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:**

### 2.1.1 Attendance

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

President  
Deputy President

Mr Gary Sherry  
Ms Tonya Williams  
Mr Bruce Brennan

Chief Executive Officer  
Deputy Chief Executive Officer  
Works Supervisor

### 2.1.2 Apologies

Nil.

### 2.1.3 Leave of Absence

Cr Dawson Bradford

## 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 Dowling**

**Seconded: Cr Newman**

**Carried 5/0**

## 4. **PUBLIC QUESTION TIME:**

### 4.1 **RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE:**

#### 4.1.1 Firebreak Requirements

At the October 2016 Ordinary Meeting of Council Mr Neil Francis asked what the firebreak regulations for a privately owned bush block were?

The Shire President, Cr Conley, took the question on Notice.

The Shire of Cuballing Bush Fire Notice sets out the following requirement for all rural land, including land is that is remnant vegetation, that:

Firebreak not less than 2.5 metres wide must be established along, inside and within 20 metres of the external boundary of each property (i.e. cleared/part cleared or uncleared land) and where the boundary is adjacent to or adjoins a used gazetted road.

In the interest of protection from soil erosion, firebreaks may be established on the land contours but only with prior approval of the Council or its duly authorised officer.

An area 4 metres wide cleared of all flammable material shall be established immediately around the perimeter of all homesteads, buildings, haystacks and fuel storage areas.

Effectively there is no difference in the requirement for fire breaks for pastures, land under crop or bush blocks.

Shire staff provided Mr Francis with a copy of the Shire of Cuballing 2016/2017 Bush Fire Notice with correspondence answering his question.

#### 4.1.2 Rubbish Collection Services Contract

At the October 2016 Ordinary Meeting of Council Mr Anthony Henriques advised that Council's new Kerbside Waste Collection Rubbish collection service was like a noose around his neck financially. Mr Henriques does not believe there is sufficient rubbish bins, particularly in his street, to warrant this service. Mr Henriques asked if it was possible to view Council's contract with Great Southern Waste Disposal and if there was an option to extend this contract?

The Shire President, Cr Conley, took the question on notice.

In deciding to engage a contractor to provide a kerbside waste and recycling collection service, the Shire of Cuballing considered this matter on several occasions and considered public on the matter.

At a Special Council meeting held on 26<sup>th</sup> June 2016 Council considered a detailed report on the competitive quotations obtained in association with the Shire of Narrogin through the WA Local Government Association's Preferred Supplier Program. The Officer's Report and Council's decision can be seen read in the minutes of that meeting that are available on the Shire of Cuballing's website.

In considering the various services available, the Shires of Narrogin and Cuballing prepared a joint Request for Quotation to be provided to the prequalified contractors registered with the Preferred Supplier Program. The summarised terms of the Request for Quotation included:

- a four year contract expiring in 2020 with a possible extension for up to an additional 4 years;
- During the Term of this contract, the contractors shall provide a weekly kerbside collection service for putrescible waste and a fortnightly collection service for recycling to align with the current waste collection services;

- The recyclable materials collected shall be recycled and/or stockpiled for recycling and shall not be deposited or disposed of as landfill, irrespective of market conditions;
- The contractor shall report damage caused by vandalism or otherwise to the principal as soon as practical following completion of the daily round;
- The contractor shall be responsible for the general maintenance and replacement of damaged bins;
- The contractor shall not be obliged to collect MGB's on Christmas Day, New Years Day or Good Friday, but rather the contractor shall make alternative arrangements for the collection of on the next day;
- There are approximately 248 residential dwellings located within the Shire of Cuballing. The exact number of services will be identified for the successful Contractor. The number of services will at least be:

	Full Services	Waste Only	Street Bins
Popanyinning	75	1	6
Cuballing	172	5	14
Yornaning	1		4
TOTAL	248	6	20

- The successful contractor will be required to supply the 140 litre MGB's for putrescible waste collection, clearly identifiable in a solid green colour for the putrescible to each required premises;
- The successful contractor will be required to supply the 240 litre MGB's for recycling collection, clearly identifiable green with a yellow lid and marked as recycling to each required premises;
- All putrescible waste collected in Cuballing is to be taken to the Narrogin Refuse Site on White Road. All recycling is to be dealt with as per normal practices;
- The contractor shall provide a quarterly report to the Chief Executive Officer or other Council nominated represented detailing separately the tonnage of putrescible and recycling collected in the Shire of Cuballing; and
- The Contractor is requested, by the Shire of Cuballing to provide a fridge magnet calendar showing the days of collection.

Of the nine registered contractors with the Preferred Supplier Program, three submitted quotations. One of these contractors withdrew their offer just prior to the Council consideration.

Because of the relatively simple nature of the contractual arrangements a formal, stand alone contract was not prepared. Council issued a Council Purchase Order with the terms of the Request for Quotation referenced in the Purchase Order and attached separately.

Shire staff have responded to Mr Henriques by correspondence answering his question.

## **4.2 WRITTEN QUESTIONS PROVIDED IN ADVANCE:**

Nil

**4.3 PUBLIC QUESTIONS FROM THE GALLERY:**

Nil

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

Nil

**6. CONFIRMATION OF MINUTES:**

6.1.1 Ordinary Meeting of Council held on Thursday 20<sup>th</sup> October 2016

**COUNCIL DECISION:**

That the minutes of the Ordinary Meeting of Council held on Thursday 20<sup>th</sup> October 2016 be confirmed as a true record of proceedings.

Moved: Cr Dowling

Seconded: Cr Haslam

Carried 5/0

**7. PETITIONS/DEPUTATIONS/PRESENTATIONS/  
SUBMISSIONS:**

Nil

**8. DISCLOSURE OF FINANCIAL INTEREST:**

Cr Dowling declared a Proximity Interest in Item 9.2.1 in that Cr Dowling has an interest in land adjoining the property seeking Development Approval.

Cr Haslam declared a Proximity Interest in Item 9.2.1 in that Cr Haslam leases land adjoining the property seeking Development Approval.

## **9. REPORTS OF OFFICERS AND COMMITTEES:**

### **9.1 DEPUTY CHIEF EXECUTIVE OFFICER:**

9.1.1	List of Accounts Submitted for Council Approval and Payment – October 2016
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File Ref. No: NA  
Disclosure of Interest: Nil  
Date: 8<sup>th</sup> November 2016  
Author: Nichole Gould  
Attachments: 9.1.1A List of October 2016 Trust Fund Accounts  
9.1.1B List of October 2016 Municipal Fund Accounts

#### **Summary**

**Council is to consider the October 2016 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 October 2016.

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. 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 October 2016 paid under Delegated Authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 included at:**

1. Attachment 9.1.1A payments from:the Trust Fund totalling \$30,333.75; and
2. Attachment 9.1.1B payments from the Municipal Fund totalling \$316,783.58.

**Moved: Cr Newman**

**Seconded: Cr Haslam**

**Carried 5/0**



**LIST OF TRUST FUND ACCOUNTS DUE AND SUBMITTED TO COUNCIL  
OCTOBER 2016**

<b>Chq/EFT</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
3102016	Police Licensing	Licensing Payments	625.75
18102016	Police Licensing	Licensing Payments	73.55
19102016	Police Licensing	Licensing Payments	3,984.45
20102016	Police Licensing	Licensing Payments	111.40
21102016	Police Licensing	Licensing Payments	102.70
24102016	Police Licensing	Licensing Payments	1,039.80
25102016	Police Licensing	Licensing Payments	6,907.85
26102016	Police Licensing	Licensing Payments	1,491.00
26102016	Police Licensing	Licensing Payments - Return EFTPOS	27.00
27102016	Police Licensing	Licensing Payments	1,263.20
28102016	Police Licensing	Licensing Payments	4,954.95
4102016	Police Licensing	Licensing Payments	3,992.05
31102016	Police Licensing	Licensing Payments	1,136.15
26102016	Police Licensing	Licensing Payments - EFTPOS Correction Entered Twice	27.00
5102016	Police Licensing	Licensing Payments- Correct Posting Period	1,244.30
5102016	Police Licensing	Licensing Payments	1,244.30
5102016	Police Licensing	Licensing Payments	1,244.30
6102016	Police Licensing	Licensing Payments	130.90
7102016	Police Licensing	Licensing Payments	1,661.80
10102016	Police Licensing	Licensing Payments	613.45
13102016	Police Licensing	Licensing Payments	242.25
14102016	Police Licensing	Licensing Payments	27.40
17102016	Police Licensing	Licensing Payments	730.80
<b>TOTAL</b>			<b>30,333.75</b>

**LIST OF MUNICIPAL FUND ACCOUNTS DUE AND SUBMITTED TO COUNCIL  
OCTOBER 2016**

<b>Chq/EFT</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
17102016	Rent On Forrest Street	Rent On Forrest Street	600.00
18102016	Big Air Cloud Management	Big Air Cloud Management	116.49
19102016	Rent For Grader Driver House	Rent For Grader Driver House	360.00
21102016	ATO Clearing Account Bas	Ato Clearing Account Bas	10,894.00
31102016	Rent On Forrest Street	Rent On Forrest Street	600.00
3102016	Rent On Forrest Street	Rent On Forrest Street	600.00
5102016	Rent For Grader Driver House	Rent For Grader Driver House	360.00
7102016	Interest On Graders	Interest On Graders	787.95
7102016	Loan Repayment No. 63 Graders	Loan Repayment No. 63 Graders	2,926.33
EFT2464	Air & Power	Service Pilot K30 Air Compressor Inspection & Report	427.79
EFT2465	Air Liquide Pty Ltd	Cylinder Fee G Size & E Size	127.92
EFT2466	Ashley Blyth Tree Lopping	Lop Trees Howard St Popanyinning to Western Power Requirements inc Travel	660.00
EFT2467	Avon Waste	7 x 7x4.5m3 Bulk Cardboard Bins - 28/09/16, 2 x 2x6.0m3 Bulk Cardboard Bins - 23/09/16	1,590.49
EFT2468	Beaurepaires	1 x Repair Tyre for Truck	895.34
EFT2469	Bill & Bens Hot Bread Shop	10 Sliced White Loaves - Kids Activity Day	27.90
EFT2470	Burgess Rawson (WA) Pty Ltd	Water Usage - 15/08/16 to 7/10/16	2.49
EFT2471	Cannon Hygiene Australia Pty Ltd	Sanitary Unit Monthly Service Bi Annual Invoice	419.06
EFT2472	Child Support Agency	Payroll deductions	420.00
EFT2473	Cuby Roadhouse	Postage & Freight	1,235.81
EFT2474	Dews Mini Excavations	Excavator Hire for Box Culverts & Headwalls Install at Langes Rd	1,754.50
EFT2476	Department Fire And Emergency Services	ESL fee 2016/17	1,207.00
EFT2477	Edwards Motors Pty Ltd	1x Right Hand Mirror for Truck	223.05
EFT2478	Edge Planning & Property	Interim Invoice August - September 2016	710.32
EFT2479	Fairway Carriers	Freight Charges from Perth to Depot	2,343.92
EFT2480	Great Southern Fuel Supplies	September Account - Bulk Diesel	13,333.14
EFT2481	Great Southern Waste Disposal	Rubbish Removal 30/08/16 to 27/09/16 - Household Service x 250	3,808.20
EFT2482	Hancocks Home Hardware	3 x 3kg Bags of Plaster Paris for Moulds - Kids Day Event	42.00
EFT2484	Jr & A Hersey P/L	Red & White Delineators	1,320.00
EFT2485	Keen Bros. (WA) Pty Ltd	Heavy Combination Vehicle Lesson & Test - Phillip Lawrence	2,610.00
EFT2486	Komatsu Australia Pty Limited	Carry out 1000hr Service and Checks	6,090.91
EFT2487	Landgate	SLIP Subscription - Annual Charge	2,548.30
EFT2488	LGIS Insurance	LGIS Workcare Insurance 2016/17	44,972.12
EFT2489	Lush Fire & Planning	Bushfire Hazard Level Assessment	3,003.00
EFT2490	Liquorbarons	4 x White Wine Bottles & 4 x Red Wine Bottles	111.92
EFT2491	Local Government Managers Australia	LGMA Annual State Conference 2016 - Held 21 October 2016 - G Sherry	1,615.00

Chq/EFT	Name	Description	Amount
EFT2492	Makit Narrogin Hardware	C/Board Flooring x 5 Sheets, Screws, Metal Tec Screws, Tec Bit	1,302.20
EFT2494	Market Creations	Synergy Backup in Cloud September 2016	472.95
EFT2495	Marketforce	Advert - Narrogin Observer 15/09/16 Planning Proposal Williams Loc 6997 Pennys Rd, Popanyinning	147.51
EFT2496	Melchiorre Plumbing And Gas	Extension of leach drain at Popanyinning Toilets, service all toilets and taps	3,139.14
EFT2497	Narrogin Agricultural Repairs	Replace Mower Blades, Holder, Assembly & Bolt	185.00
EFT2498	Narrogin Bearing Services	Kinchrome Club Hammer & 4 Pce Pry Bar Set	210.61
EFT2499	Narrogin Earthmoving And Concrete	Roller Hire 1/09/16	2,989.25
EFT2500	Narrogin Hire Service And Reticulation	10 x Hunter I-25 Stainless Sprinklers	1,055.00
EFT2501	Narrogin Packaging	Toilet Rolls & Paper Towel	310.43
EFT2502	Narrogin Pumps Solar And Spraying	1 x 4m 63mm Blue Line Poly Pipe Straight Fitting including Freight	81.07
EFT2503	Narrogin Retraivision	21 Prizes for Golf Trophys for Golf Zone Day	975.00
EFT2504	Narrogin Stihl	Diamond Blade for cut off saw	2,163.00
EFT2505	Pingelly Tyre Service	4 x Double Coin 17.5 R25 TL REM@ Tyres for Grader	5,900.00
EFT2506	Position Partners	Repair Lead Grader Control Unit	519.89
EFT2507	Quality Press	2 x Rolls of Vehicle Identifier Stickers 2016/2018	93.50
EFT2508	Road Signs Australia	Black Spot Sign, Yellow Posts, Right Arrow & Left Arrow, Warning Speed, Posts & Caps, Chevron Black & White, Brackets & Bolts & Washers	2,439.80
EFT2509	Ray White Real Estate	Water Consumption - 1 Forrest St Cuballing 15/08/16 to 07/10/16	31.72
EFT2510	Rotary Club Of Narrogin	Hire of Rotary Bouncy Castle & Train - Kids Day	200.00
EFT2511	Shire Of Narrogin	Bin Collection Service 9/08/16-6/09/16 6.25 tonne - Waste Transferred to Shire of Narrogin Refuse Site \$75 per tonne	468.75
EFT2512	SOS Office Equipment	Photocopier Meter Readings for DCVC4475 26/08/16 to 23/09/16	540.14
EFT2513	Security Man Pty Ltd	Quarterly Monitoring Account for Security System	110.00
EFT2514	Sportspower Narrogin	8 x Boxes Golf Balls for Golf Trophies for Golf Zone Day	220.80
EFT2515	Staples Australia Pty Ltd	1 x Illumino Task Office Chair Medium Back Blue	535.65
EFT2516	Steele's Guns And Outdoors	6 x Golf Trophys for Golf Zone Day - Arm Chairs, Butane Stoves	235.00
EFT2517	T-Quip	Purchase of Peruzzo 1800 Panther Professional Mower with 1 Set of Verti Mower Blades	21,890.00
EFT2518	Toll Ipec (Courier Australia)	Freight Charges - Road Signs Australia	125.13

Chq/EFT	Name	Description	Amount
EFT2519	Twinkarri Tree Pruning Services	Tree Pruning - Popanyinning East Rd - 135hrs	79,387.00
EFT2520	Tonya Williams	50% Reimbursement - Ballards Gas - T Williams	60.00
EFT2523	Susan Farrell	Return Of Bond For Hall Hire 22/10/16	200.00
EFT2524	DJ Superannuation	Superannuation contributions	361.36
14857	Building & Construction Industry Training	BCITF August 2016 Form Adjustment	291.75
14858	Cuby Tavern	16/08/16 2 x Cartons Carlton Dry & 10 x Meals, 12/09/16 1 x Carton Carlton Dry 12 x Meals, 28/09/16 1 x Carton Carlton Dry	429.00
14859	Synergy	Electricity Charges - Street Lights 25/08/16 to 24/09/16	594.90
14860	Shire Of Cuballing	Building Services - September 2016 - Labour 24.25 @ \$110.00, Travel 333kms @ \$0.95	2,983.85
14861	Telstra	Service Charges - Shire Office	1,042.26
14862	Water Corporation	Water Charges - Standpipe Austral St Cuballing	430.58
14863	Dorinda Wyatt	Mrs Wyatt was incorrectly charged on her EFTPOS card for licensing transactions	27.00
184733	WA Retaining	Tri Axle Drop Deck Trailer & Winch Vin#6T9T25WA121AEG042 Reg#1TDU389	61,600.00
184734	Australian Super	Superannuation contributions	817.80
184735	Hostplus Super	Superannuation contributions	419.68
184736	Matrix Superannuation	Superannuation contributions	210.41
184737	WA Local Government Super Plan	Superannuation contributions	11,156.56
184738	Westscheme Superannuation	Superannuation contributions	1,197.80
26102016	Commonwealth Bank	Credit Card Bank Fees	9.99
26102016	Commonwealth Bank	Credit Card Purchase – Fuel OCN	110.19
26102016	Commonwealth Bank	Credit Card Purchase – Works Mobile Phone Battery	45.41
26102016	Commonwealth Bank	Credit Card Purchases – Council Refreshments	31.55
26102016	Commonwealth Bank	Credit Card Purchases – Ladder Extension	290.00
	<b>Total</b>		<b>316,783.58</b>

## 9.1.2 Statement of Financial Activity

Applicant:	N/A
File Ref. No:	ADM214
Disclosure of Interest:	Nil
Date:	3 <sup>rd</sup> November 2016
Author:	Tonya Williams, Deputy Chief Executive Officer
Attachments:	9.1.2A Statement of Financial Activity 9.1.2A

### **Summary**

**Council is to consider the Statement of Financial Activity for October 2016.**

### **Background**

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

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

### **Comment**

#### **General Purpose Funding**

Discount amount was higher than budgeted, this will result in a permanent difference to the amount of Rates available for funding projects in the year.

#### **Governance**

Administration allocation expense is slightly higher than budgeted.

#### **Law, Order & Public Safety**

Expenditure is lower than budgeted as no contract Ranger has been appointed as yet, creating a timing difference. Community Safety Wages are also lower than expected.

#### **Housing**

Salary Sacrifice for Grader Driver House not commenced until September, this has created a permanent difference.

#### **Community Amenities**

Additional Planning Fees have been received. Maintenance costs are lower than expected. Manning of tip stations has occurred slightly later than expected, resulting in a timing difference.

#### **Transport**

Final Storm Damage claim works expenditure delayed, no further income has been claimed as a result. Road maintenance costs are higher than budgeted.

### **Economic Services**

Building Surveyor costs are lower than budgeted. Loss on disposal is greater than budgeted due to the Fair Value revaluation of Plant & Equipment for 30<sup>th</sup> June 2016.

### **Other Property and Services**

Private Works and Building Services income under budget.

### **Capital Expenditure**

Minor works ongoing for Capital projects. The changeover fee for the Building vehicle was higher than expected resulting in a lower total replacement cost for the vehicle.

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

Administration Allocations done to October 2016.

Depreciation expenses calculated to October 2016.

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 31st October 2016 be received.**

**Moved: Cr Ballantyne**

**Seconded: Cr Dowling**

**Carried 5/0**

**SHIRE OF CUBALLING**

**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 31 October 2016**

**LOCAL GOVERNMENT ACT 1995**  
**LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

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**Shire of Cuballing  
Information Summary  
For the Period Ended 31 October 2016**

## Key Information

### 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 pages 2 - 3.

### Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 31 October 2016 of \$818,836.

### Items of Significance

The material variance adopted by the Shire of Cuballing for the 2016/17 year is \$5,000 or 10% whichever is the greater. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

### Capital Expenditure

Land and Buildings	▲	\$ 40,416	Minor completion works
Infrastructure - Roads	▲	\$ 265,332	Change to Capital Works
Plant and Equipment	-\$	1,170	No material variance

### Capital Revenue

Grants, Subsidies and Contributions	\$3,337	No material variance - Roads
Proceeds from Disposal of Assets	(\$782)	No material variance

	Collected / Complete	Annual Budget	YTD Budget	YTD Actual
<b>Significant Projects</b>				
DREC Weather Shelter	0%	\$ 96,869	\$ -	\$ -
Popanyinning Transfer Station	6%	\$ 148,451	\$ 49,480	\$ 9,064
RRG - Wandering Narrogin Road	6%	\$ 496,800	\$ 165,534	\$ 28,158
<b>Grants, Subsidies and Contributions</b>				
Operating Grants, Subsidies and Contributions	33%	\$ 1,052,784	\$ 727,702	\$ 352,357
Non-operating Grants, Subsidies and Contributions:	13%	\$ 1,017,793	\$ 914,799	\$ 135,817
	24%	\$ 2,070,577	\$ 1,642,501	\$ 488,174
Rates Levied	99%	\$ 1,039,987	\$ 1,039,986	\$ 1,031,226

*% Compares current ytd actuals to annual budget*

<b>Financial Position</b>		<b>Prior Year 31 July 2015</b>	<b>Current Year 31 July 2016</b>
Adjusted Net Current Assets	67%	\$ 1,222,271	\$ 818,837
Cash and Equivalent - Unrestricted	54%	\$ 1,142,499	\$ 614,835
Cash and Equivalent - Restricted	104%	\$ 1,263,998	\$ 1,315,767
Receivables - Rates	#DIV/0!	\$ -	\$ 176,087
Receivables - Other	19%	\$ 151,035	\$ 27,955
Payables	20%	\$ 104,083	\$ 21,291

*% Compares current ytd actuals to prior year actuals at the same time*

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of

## Preparation

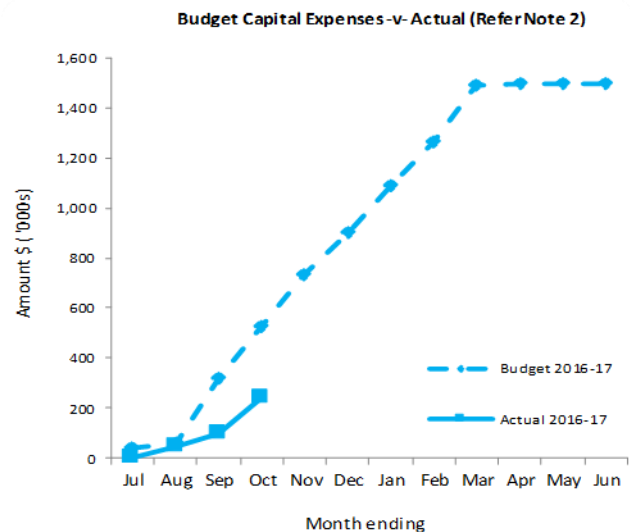
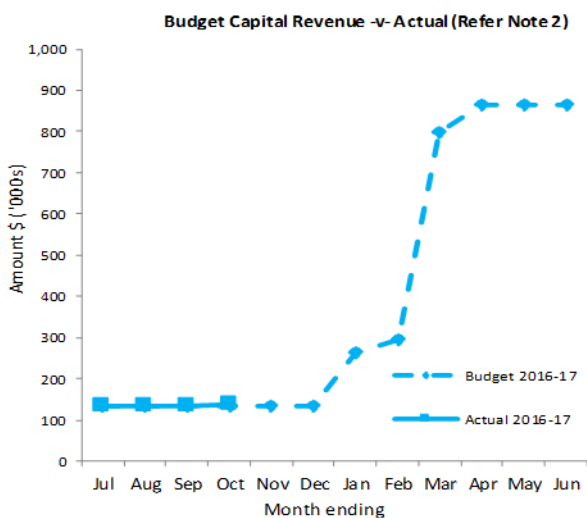
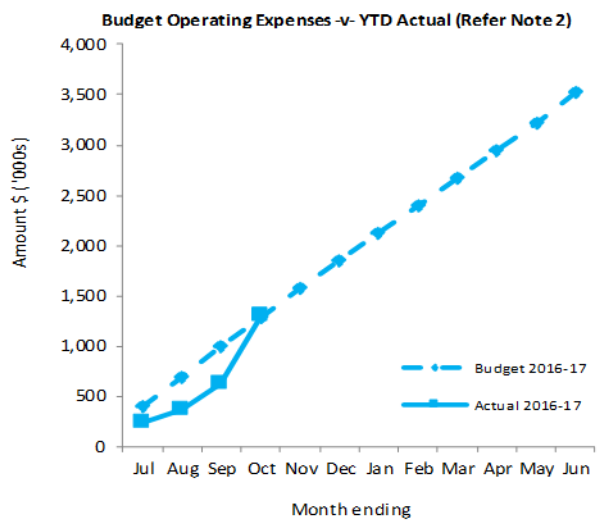
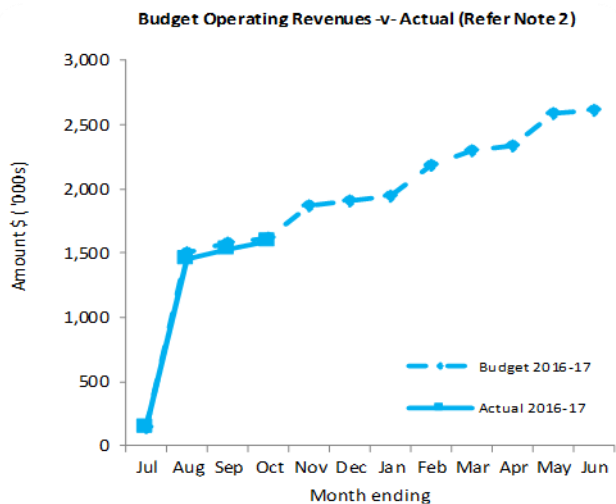
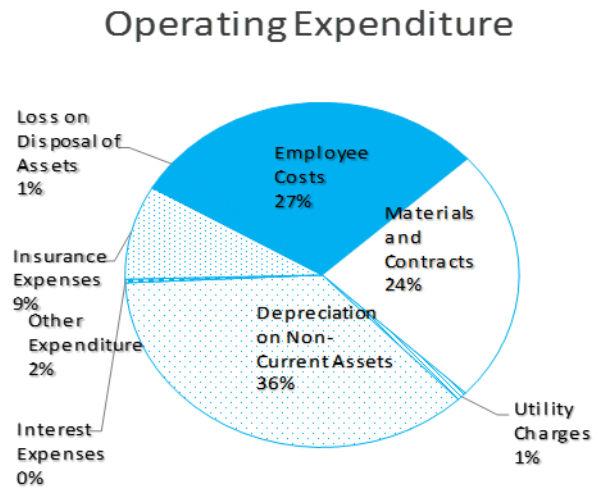
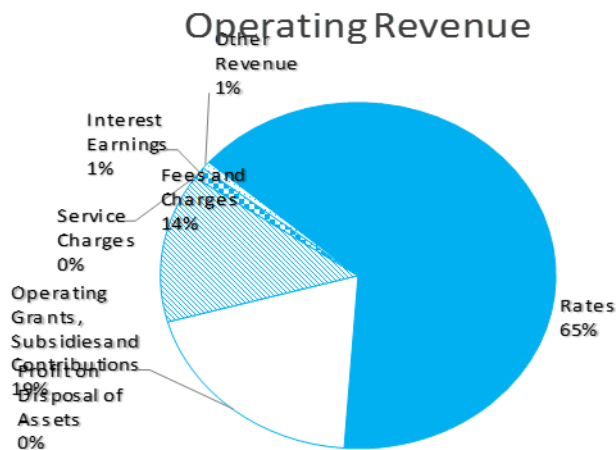
Prepared by: Tonya Williams, DCEO

Reviewed by: Gary Sherry, CEO

Date prepared: 3rd November 2016



**Shire of Cuballing  
Information Summary  
For the Period Ended 31 October 2016**



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 31 October 2016**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus(Deficit)</b>	3	169,358	169,029	<b>169,029</b>	0	0%	
<b>Revenue from operating activities</b>							
Governance		3,150	1,184	<b>91</b>	(1,093)	(92%)	
General Purpose Funding	9	1,639,907	1,194,004	<b>1,190,826</b>	(3,178)	(0%)	
Law, Order and Public Safety		26,400	10,800	<b>12,591</b>	1,791	17%	
Health		1,500	571	<b>1,204</b>	633	111%	
Education and Welfare		0	0	<b>0</b>	0		
Housing		4,680	1,560	<b>900</b>	(660)	(42%)	
Community Amenities		58,350	57,468	<b>61,967</b>	4,499	8%	
Recreation and Culture		9,795	7,663	<b>8,005</b>	342	4%	
Transport		477,157	234,627	<b>204,274</b>	(30,353)	(13%)	▼
Economic Services		65,000	17,350	<b>62,719</b>	45,369	261%	▲
Other Property and Services		258,000	84,443	<b>50,368</b>	(34,075)	(40%)	▼
		<b>2,543,939</b>	<b>1,609,670</b>	<b>1,592,945</b>			
<b>Expenditure from operating activities</b>							
Governance		(126,635)	(66,474)	<b>(59,834)</b>	6,640	10%	
General Purpose Funding		(59,356)	(17,805)	<b>(19,236)</b>	(1,431)	(8%)	
Law, Order and Public Safety		(131,070)	(45,702)	<b>(40,662)</b>	5,040	11%	▲
Health		(40,339)	(13,116)	<b>(12,999)</b>	117	1%	
Education and Welfare		(54,439)	(4,176)	<b>(4,531)</b>	(355)	(8%)	
Housing		(51,022)	(17,051)	<b>(17,903)</b>	(852)	(5%)	
Community Amenities		(369,431)	(111,282)	<b>(85,636)</b>	25,646	23%	▲
Recreation and Culture		(283,284)	(101,854)	<b>(107,278)</b>	(5,424)	(5%)	
Transport		(2,043,332)	(707,961)	<b>(761,107)</b>	(53,146)	(8%)	
Economic Services		(145,495)	(47,589)	<b>(53,500)</b>	(5,911)	(12%)	▼
Other Property and Services		(224,687)	(132,630)	<b>(142,179)</b>	(9,549)	(7%)	
		<b>(3,529,090)</b>	<b>(1,265,640)</b>	<b>(1,304,865)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		1,274,700	424,872	<b>475,326</b>	50,454	12%	▲
Adjust (Profit)/Loss on Asset Disposal	8	1,541	1,541	<b>7,743</b>	6,202	402%	▲
Adjust Provisions and Accruals		0	0	<b>0</b>	0		
<b>Amount attributable to operating activities</b>		<b>291,090</b>	<b>770,444</b>	<b>771,149</b>			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	11	940,255	132,480	<b>135,817</b>	3,337	3%	
Proceeds from Disposal of Assets	8	18,597	18,597	<b>17,815</b>	(782)	(4%)	
Land Held for Resale		0	0	<b>0</b>	0		
Land and Buildings	13	(291,390)	(49,480)	<b>(9,064)</b>	40,416	82%	▲
Infrastructure Assets	13	(1,092,512)	(385,528)	<b>(120,196)</b>	265,332	69%	▲
Plant and Equipment	13	(113,000)	(113,000)	<b>(114,170)</b>	(1,170)	(1%)	
Furniture and Equipment	13	0	0	<b>0</b>	0		
<b>Amount attributable to investing activities</b>		<b>(538,050)</b>	<b>(396,931)</b>	<b>(89,798)</b>			
<b>Financing Activities</b>							
Proceeds from New Debentures		0	0	<b>0</b>	0		
Proceeds from Advances		0	0	<b>0</b>	0		
Self-Supporting Loan Principal		0	0	<b>0</b>	0		
Transfer from Reserves	7	250,470	0	<b>0</b>	0		
Advances to Community Groups		0	0	<b>0</b>	0		
Repayment of Debentures	10	(67,368)	(19,426)	<b>(19,426)</b>	0	0%	
Transfer to Reserves	7	(105,500)	(12,117)	<b>(12,117)</b>	0	0%	
<b>Amount attributable to financing activities</b>		<b>77,602</b>	<b>(31,543)</b>	<b>(31,543)</b>			
<b>Closing Funding Surplus(Deficit)</b>	3	<b>0</b>	<b>510,998</b>	<b>818,836</b>			

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 31 October 2016**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus (Deficit)</b>	3	169,358	169,029	<b>169,029</b>	0	0%	
<b>Revenue from operating activities</b>							
Rates	9	1,039,987	1,039,986	<b>1,031,226</b>	(8,760)	(1%)	
Operating Grants, Subsidies and Contributions	11	1,066,508	384,203	<b>311,538</b>	(72,665)	(19%)	▼
Fees and Charges		383,945	168,015	<b>221,514</b>	53,499	32%	▲
Service Charges		0	0	<b>0</b>	0		
Interest Earnings		34,500	12,011	<b>17,011</b>	5,000	42%	▲
Other Revenue		19,000	6,996	<b>11,657</b>	4,661	67%	
Profit on Disposal of Assets	8	0	0	<b>0</b>			
		<b>2,543,940</b>	<b>1,611,211</b>	<b>1,592,945</b>			
<b>Expenditure from operating activities</b>							
Employee Costs		(823,752)	(254,771)	<b>(349,946)</b>	(95,175)	(37%)	▼
Materials and Contracts		(1,183,409)	(417,439)	<b>(310,746)</b>	106,693	26%	▲
Utility Charges		(44,470)	(12,120)	<b>(10,830)</b>	1,290	11%	▲
Depreciation on Non-Current Assets		(1,274,700)	(424,872)	<b>(475,326)</b>	(50,454)	(12%)	▼
Interest Expenses		(12,746)	(4,207)	<b>(4,317)</b>	(110)	(3%)	
Insurance Expenses		(125,274)	(120,363)	<b>(115,317)</b>	5,046	4%	
Other Expenditure		(63,200)	(31,868)	<b>(30,640)</b>	1,228	4%	
Loss on Disposal of Assets	8	(1,541)	(1,541)	<b>(7,743)</b>			
		<b>(3,529,091)</b>	<b>(1,267,181)</b>	<b>(1,304,865)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		1,274,700	424,872	<b>475,326</b>	50,454	12%	▲
Adjust (Profit)/Loss on Asset Disposal	8	1,541	1,541	<b>7,743</b>	6,202	402%	▲
<b>Amount attributable to operating activities</b>		<b>291,090</b>	<b>770,444</b>	<b>771,149</b>			
<b>Investing activities</b>							
Grants, Subsidies and Contributions	11	940,255	132,480	<b>135,817</b>	3,337	3%	
Proceeds from Disposal of Assets	8	18,597	18,597	<b>17,815</b>	(782)	(4%)	
Land Held for Resale		0	0	<b>0</b>	0		
Land and Buildings	13	(291,390)	(49,480)	<b>(9,064)</b>	40,416	82%	▲
Infrastructure Assets	13	(1,092,512)	(385,528)	<b>(120,196)</b>	265,332	69%	▲
Plant and Equipment	13	(113,000)	(113,000)	<b>(114,170)</b>	(1,170)	(1%)	
Furniture and Equipment	13	0	0	<b>0</b>	0		
<b>Amount attributable to investing activities</b>		<b>(538,050)</b>	<b>(396,931)</b>	<b>(89,798)</b>			
<b>Financing Activities</b>							
Proceeds from New Debentures		0	0	<b>0</b>	0		
Proceeds from Advances		0	0	<b>0</b>	0		
Self-Supporting Loan Principal		0	0	<b>0</b>	0		
Transfer from Reserves	7	250,470	0	<b>0</b>	0		
Advances to Community Groups		0	0	<b>0</b>	0		
Repayment of Debentures	10	(67,368)	(19,426)	<b>(19,426)</b>	0	0%	
Transfer to Reserves	7	(105,500)	(12,117)	<b>(12,117)</b>	0	0%	
<b>Amount attributable to financing activities</b>		<b>77,602</b>	<b>(31,543)</b>	<b>(31,543)</b>			
<b>Closing Funding Surplus (Deficit)</b>	3	0	510,998	<b>818,836</b>	<b>307,838</b>	60%	▲

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.

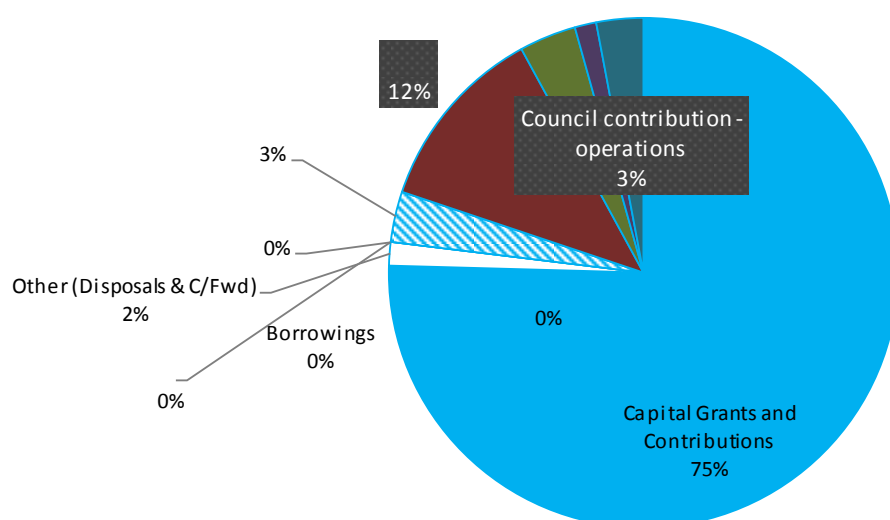
**SHIRE OF CUBALLING**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
For the Period Ended 31 October 2016

**Capital Acquisitions**

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Budget (d)	Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	0	0	49,480	291,390	9,064	(40,416)
Infrastructure Assets	13	0	0	385,528	1,092,512	120,196	(265,332)
Plant and Equipment	13	0	0	113,000	113,000	114,170	1,170
<b>Capital Expenditure Totals</b>		0	0	548,008	1,496,902	243,430	(304,578)

**Capital acquisitions funded by:**

Capital Grants and Contributions				914,799	940,255	135,817	
Borrowings				0	0	0	
Other (Disposals & C/Fwd)				18,597	18,597	17,815	
Council contribution - Cash Backed Reserves				0	250,470	0	
Plant and Equipment Reserve				0	0	0	
Administration Building and Office Equipment Reserve				0	0	0	
Housing Reserve				0	40,000	0	
Recreation and Community Facility Reserve				0	0	0	
Refuse Site Reserve				0	148,451	0	
Grain Freight Reserve				0	45,019	0	
Equestrian Reserve				0	17,000	0	
Council contribution - operations				(385,387)	37,110	89,798	
<b>Capital Funding Total</b>				548,008	1,246,432	243,430	

**Budgeted Capital Acquisitions Funding**

**SHIRE OF CUBALLING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2016**

**Note 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

**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.

**(d) Rates, Grants, Donations and Other 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

**(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

**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

**(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:

<b>Asset</b>	<b>Years</b>
Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
bituminous seals	20 years
asphalt surfaces	25 years
Gravel Roads	
formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads	
formation	not depreciated
pavement	50 years
Footpaths - slab	20 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.

*(ii) Annual Leave and Long Service Leave (Long-term 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.

**(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

**(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

**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 non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies,

**Profit on Asset Disposal**

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

**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 these as 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

**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,

**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

**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.

**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 State taxes. Donations and subsidies made to community groups.

**(r) Program Classifications (Function/Activity)**

City/Town/Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

**GOVERNANCE****Objective:**

To provide a decision making process for the efficient allocation of scarce resources.

**Activities:**

Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.

**GENERAL PURPOSE FUNDING****Objective:**

To collect revenue to allow for the provision of services.

**Activities:**

Rates, general purpose government grants and interest revenue.

**LAW, ORDER, PUBLIC SAFETY****Objective:**

To provide services to help ensure a safer and environmentally conscious community.

**Activities:**

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

**HEALTH****Objective:**

To provide an operational framework for environmental and community health.

**Activities:**

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal

**EDUCATION AND WELFARE****Objective:**

To provide services to disadvantaged persons, the elderly, children and youth.

**Activities:**

Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.

**HOUSING****Objective:**

To provide and maintain elderly residents housing.

**Activities:**

Provision and maintenance of elderly residents housing.

**COMMUNITY AMENITIES****Objective:**

To provide services required by the community.

**Activities:**

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery

**RECREATION AND CULTURE****Objective:**

To establish and effectively manage infrastructure and resource which will help the social well being of the

**Activities:**

Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other

**TRANSPORT****Objective:**

To provide safe, effective and efficient transport services to the community.

**Activities:**

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.

**ECONOMIC SERVICES****Objective:**

To help promote the shire and its economic wellbeing.

**Activities:**

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.

**OTHER PROPERTY AND SERVICES****Objective:**

To monitor and control City/Town/Shire overheads operating accounts.

**Activities:**

Private works operation, plant repair and operation costs and engineering operation costs.



**SHIRE OF CUBALLING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2016**

**Note 2: Explanation of Material Variances**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2016/17 year is \$5,000 or 10% whichever is the greater.

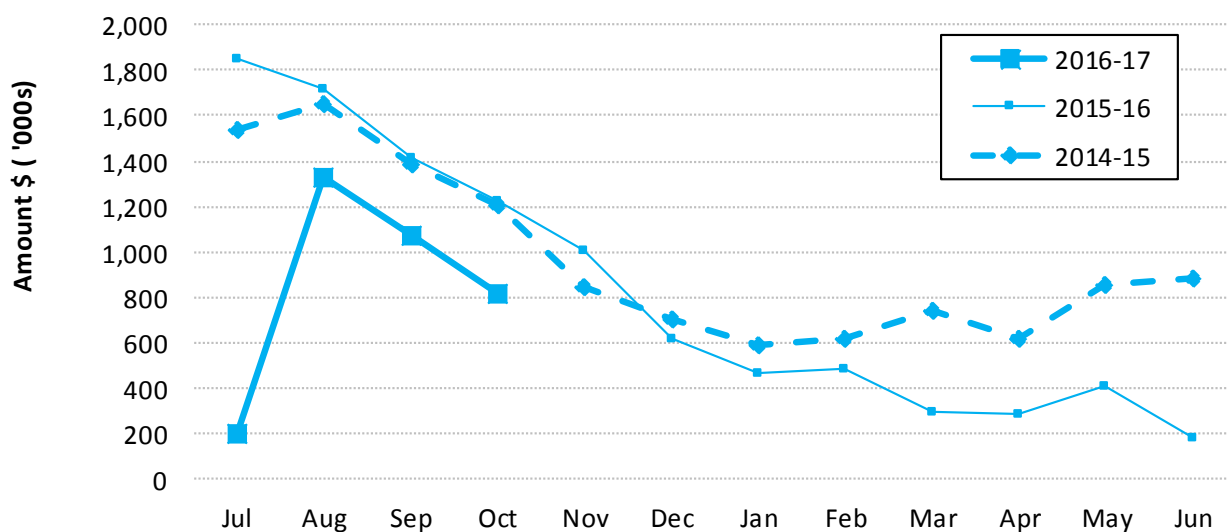
Reporting Program	Var. \$	Var. %	V	Timing/ Permane	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
General Purpose Funding	(3,178)	(0%)		Permanent	Discount amount higher than budgeted Creditor payment correction (doubl receipted) was made from 2015/16 in 2016/17 for \$1,058.26.
Governance	(1,093)	(92%)		Timing	Administration Grant from DFES arrived different to budgeted (4,000).
Law, Order and Public Safety	1,791	17%		Timing	Additional Septic Approvals.
Health	633	111%		Timing	Salary sacrifice for Grader Driver House under Budgeted, as no employee payroll till Sept.
Housing	(660)	(42%)		Permanent	Additional Planning Application fees received.
Community Amenities	4,499	8%		Timing	Additional Rubbish Collection fees collected.
Recreation and Culture	342	4%		Timing	No material variance Budgeted to have completed Storm Damage Works in Q1, has not occurred. Expected to have claimed some Blackspot Funding, not completed.
Transport	(30,353)	(13%)	▼	Timing	Additional Building Licence fees received. Central Country Zone Gold Day fees, unbudgeted expense (paid to Cuballing Golf Club).
Economic Services	45,369	261%	▲	Timing	Private Works income under budget. Building Surverices income under budget.
Other Property and Services	(34,075)	(40%)	▼	Timing	
<b>Operating Expense</b>					
General Purpose Funding	(1,431)	(8%)		Timing	Administration Allocation slightly higher than budgeted.
Governance	6,640	10%	▲	Timing	Administration Allocation is slightly more than budgeted. Ranger costs lower than expected (no contract Ranger engaged yet). Community Safety Wages lower than budgeted.
Law, Order and Public Safety	5,040	11%	▲	Timing	
Health	117	1%		Timing	No material variance.
Education & Welfare	(355)	(8%)		Timing	Administration Allocation slightly higher than budgeted.
Housing	(852)	(5%)		Timing	Housing Maintenance slightly higher than budgeted. Tip maintenance costs lower than expected as manning of tip stations started later than budgeted. Rubbish Collection fees lower than expected. Town Planning consultant fees lower than budgeted.
Community Amenities	25,646	23%	▲	Timing	Maintenance costs on Recreation and Parks & Reserves more than budgeted.
Recreation and Culture	(5,424)	(5%)		Timing	Expenditure on final storm damage works delayed. Road maintenance costs higher than budgeted.
Transport	(53,146)	(8%)		Timing	Central Country Zone Golf Day payments to Cuballing Golf Club, unbudgeted expense. Drumuster expenses higher than budgeted.
Economic Services	(5,911)	(12%)	▼	Timing	Private works expenditure less than expected. Loss on disposal is higher than budgeted due to Fair Value revaluations made for 30 June 2016.
Other Property and Services	(9,549)	(7%)		Permanent	
<b>Capital Revenues</b>					
Grants, Subsidies and Contributions	3,337	3%			No material variance - Roads to Recovery Quarter 4 2015/16 remainder payment made
Proceeds from Disposal of Assets	(782)	(4%)		Timing	No material variance
<b>Capital Expenses</b>					
Land and Buildings	40,416	82%	▲	Timing	Minor completion works undertaken at the Cuballing Transfer Station. Construction of Popanyinning Transfer Station will continue longer than budgeted.
Infrastructure - Roads	265,332	69%	▲	Timing	Change to Capital Works Program for the Summer due to factors outside of Council's control. All works still on track for completion.
Plant and Equipment	(1,170)	(1%)		Timing	No material variance
Furniture and Equipment	0				No material variance
<b>Financing</b>					
Loan Principal	0	0%			No material variance

**SHIRE OF CUBALLING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2016**

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2016	31 Oct 2015	31 Oct 2016
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	129,820	1,130,177	615,769
Cash Restricted	11	0	12,322	0
Cash Reserves	4	1,303,650	1,263,998	1,315,767
Receivables - Rates	6	41,871	0	176,087
Receivables - Other	6	97,802	151,035	27,955
Interest / ATO Receivable/Trust		0	0	16,698
Inventories		3,619	7,197	3,619
		1,576,762	2,564,729	2,155,895
<b>Less: Current Liabilities</b>				
Payables and Provisions		(104,083)	(66,138)	(21,291)
		(104,083)	(66,138)	(21,291)
Less: Cash Reserves	7	(1,303,650)	(1,276,320)	(1,315,767)
<b>Net Current Funding Position</b>		<b>169,029</b>	<b>1,222,271</b>	<b>818,837</b>

**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 31 October 2016**

**Note 4: Cash and Investments**

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>(a) Cash Deposits</b>							
Municipal Bank Account	16,303			16,303	CBA	0.00%	At Call
Investment Account	597,833			597,833	CBA	1.75%	At Call
Trust Bank Account			17,500	17,500	CBA	0.00%	At Call
Cash On Hand	700			700	N/A	Nil	On Hand
Reserves Account		2,904		2,904	CBA	0.00%	At Call
<b>(b) Term Deposits</b>							
Reserves Term Deposit 1		431,605		431,605	CBA	2.47%	09-Jan-17
Reserves Term Deposit 2		432,672		432,672	CBA	2.34%	05-Dec-16
Reserves Term Deposit 3		448,586		448,586	CBA	2.48%	04-Nov-16
<b>Total</b>	<b>614,835</b>	<b>1,315,767</b>	<b>17,500</b>	<b>1,948,102</b>			

**Comments/Notes - Investments**

Reserve Funds are on a rolling maturity schedule to maximise interest, linked to a Reserve transaction account.

**SHIRE OF CUBALLING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2016**

**Note 5: Budget Amendments**

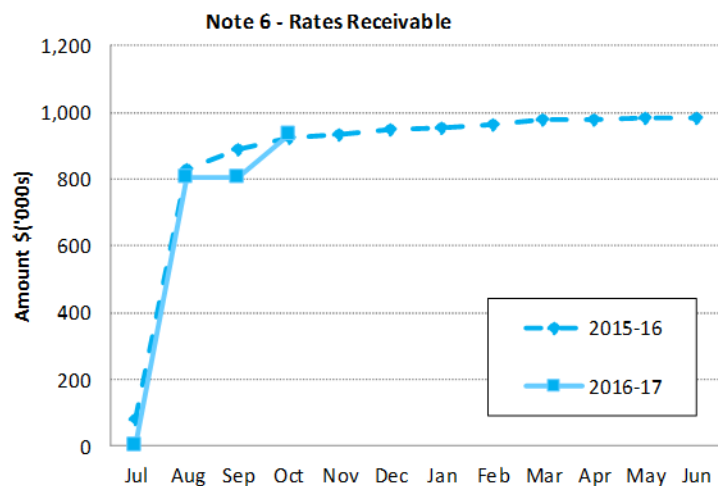
Amendments to original budget since budget adoption. Surplus/(Deficit)

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

**SHIRE OF CUBALLING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2016**

**Note 6: Receivables**

Receivables - Rates Receivable	31 Oct 2016	30 June 2016
	\$	\$
Opening Arrears Previous Years	47,139	39,377
Levied this year	1,031,226	996,640
Less Collections to date	(933,565)	(988,878)
Equals Current Outstanding	<b>144,800</b>	<b>47,139</b>
<b>Net Rates Collectable</b>	<b>144,800</b>	<b>47,139</b>
% Collected	86.57%	95.45%



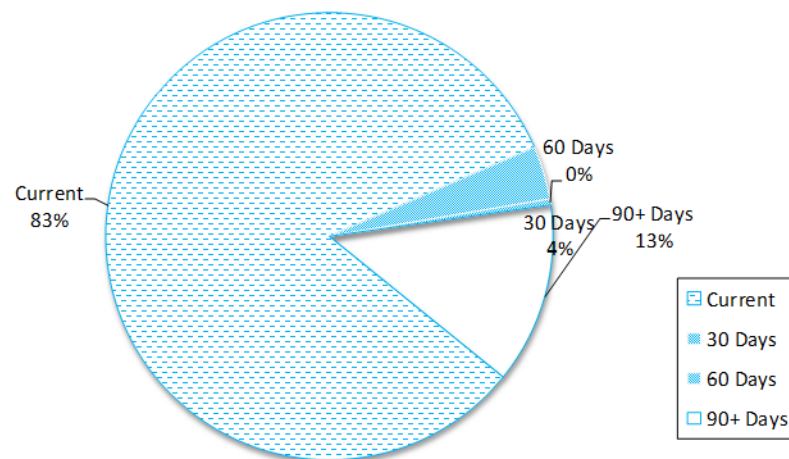
**Comments/Notes - Receivables Rates**

Rates Issue Date - 5th August 2016  
 Discount Period Ends - 26 August 2016  
 Rates Due - 9 September 2016  
 81 on Instalment Option

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	23,103	1,076	120	3,657	27,955
<b>Balance per Trial Balance</b>					
Sundry Debtors					27,955
Receivables - Other					16,698
<b>Total Receivables General Outstanding</b>					<b>44,653</b>

Amounts shown above include GST (where applicable)

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

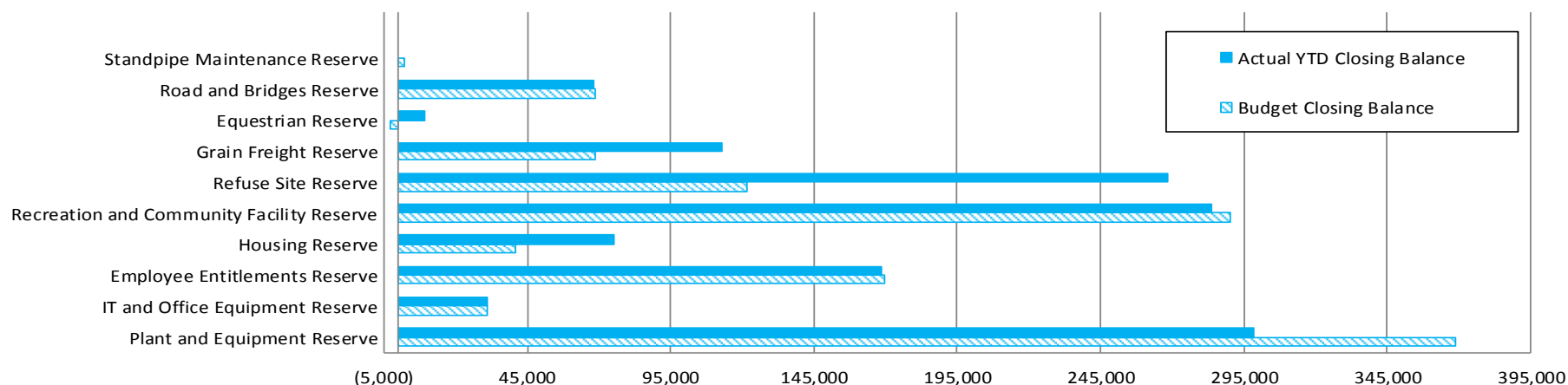


**SHIRE OF CUBALLING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2016**

**Note 7: Cash Backed Reserve**

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant and Equipment Reserve	295,806	4,538	2,749	68,500	0	0	0	368,844	298,555
IT and Office Equipment Reserve	30,555	469	284	0	0	0	0	31,024	30,839
Employee Entitlements Reserve	166,928	2,561	1,552	0	0	0	0	169,489	168,479
Housing Reserve	74,799	1,148	695	5,000	0	(40,000)	0	40,947	75,495
Recreation and Community Facility Reserve	281,087	4,312	2,613	5,000	0	0	0	290,399	283,700
Refuse Site Reserve	265,878	4,079	2,471	0	0	(148,451)	0	121,506	268,349
Grain Freight Reserve	111,783	1,715	1,039	0	0	(45,019)	0	68,479	112,822
Equestrian Reserve	9,288	142	86	5,000	0	(17,000)	0	(2,570)	9,374
Road and Bridges Reserve	67,527	1,036	628	0	0	0	0	68,563	68,154
Standpipe Maintenance Reserve	0	0	0	2,000	0	0	0	2,000	0
	<b>1,303,650</b>	<b>20,000</b>	<b>12,117</b>	<b>85,500</b>	<b>0</b>	<b>(250,470)</b>	<b>0</b>	<b>1,158,680</b>	<b>1,315,767</b>

**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 31 October 2016**

**Note 8: Disposal of Assets**

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and Equipment</b>								
3	CN027 Mitsubishi Triton (Building)	25,558	17,815		(7,743)	20,137	18,597	0	(1,541)
		<b>25,558</b>	<b>17,815</b>	<b>0</b>	<b>(7,743)</b>	<b>20,137</b>	<b>18,597</b>	<b>0</b>	<b>(1,541)</b>

**SHIRE OF CUBALLING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2016**

**Note 9: Rating Information**

RATE TYPE	Rate in	Number of Properties	Rateable Value	YTD Actual			Amended Budget				
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
GRV	6.9560	166	2,122,347	147,630	208	0	147,839	147,630	0	0	147,630
UV	0.7078	216	103,735,000	734,236	(1,397)	0	732,839	734,236	0	0	734,236
<b>Sub-Totals</b>		<b>382</b>	<b>105,857,347</b>	<b>881,867</b>	<b>(1,189)</b>	<b>0</b>	<b>880,679</b>	<b>881,866</b>	<b>0</b>	<b>0</b>	<b>881,867</b>
<b>Minimum Payment</b>	<b>\$</b>										
GRV	660.00	162	768,488	106,920	0	0	106,920	106,920	0	0	106,920
UV	840.00	130	11,239,152	109,200	0	0	109,200	109,200	0	0	109,200
<b>Sub-Totals</b>		<b>292</b>	<b>12,007,640</b>	<b>216,120</b>	<b>0</b>	<b>0</b>	<b>216,120</b>	<b>216,120</b>	<b>0</b>	<b>0</b>	<b>216,120</b>
		<b>674</b>	<b>117,864,987</b>	<b>1,097,987</b>	<b>(1,189)</b>	<b>0</b>	<b>1,096,799</b>	<b>1,097,986</b>	<b>0</b>	<b>0</b>	<b>1,097,987</b>
Discount							(65,478)				(58,000)
Write Off							(95)				
<b>Amount from General Rates</b>							<b>1,031,226</b>				<b>1,039,987</b>
Ex-Gratia Rates							0				0
Specified Area Rates							0				0
<b>Totals</b>							<b>1,031,226</b>				<b>1,039,987</b>

**Comments - Rating Information**

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

The general rates detailed above for the 2016/17 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 31 October 2016**

**Note 10: Information on Borrowings**

## (a) Debenture Repayments

Particulars	Loan Date	Years	Principal at 1/07/2016	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
					Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
					\$	\$	\$	\$	\$	\$
<b>Transport</b>										
Loan 62 - Loader	11/08/2008	10	66,034		7,784	31,925	58,250	34,109	1,101	3,617
Loan 63 - Graders	7/02/2014	8	223,124		11,641	35,442	211,483	187,682	3,216	9,129
			289,158	0	19,426	67,368	269,732	221,790	4,317	12,746

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 31 October 2016**

**Note 11: Grants and Contributions**

	Grant Provider	Type	Opening Balance (a)	Budget Operating	Capital	YTD Budget	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	YTD Actual Revenue
				\$	\$	\$				\$
<b>General Purpose Funding</b>										
	Grants Commission - General	Operating	0	562,527	0	375,018	562,527		562,527	140,251
	Grants Commission - Roads	Operating	0	313,774	0	209,183	313,774		313,774	78,530
<b>Law, Order and Public Safety</b>										
	DFES Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv. Operating	0	21,900	0	14,600	21,900		21,900	11,300
<b>Recreation and Culture</b>										
	Grants - Kidsport	Dept. of Communities Operating	0	1,000	0	667	1,000		1,000	0
	DREC Weather Shelter	R4R, Lotterywest, Contributions Non-operating	0	0	76,369	50,913	76,369		76,369	0
<b>Transport</b>										
	Direct Grant - Main Roads	Main Roads WA Operating	0	75,045	0	50,030	75,045		75,045	75,045
	Roads To Recovery Grant - Cap	Roads to Recovery Non-operating	0	0	500,820	500,820	500,820		500,820	3,337
	RRG Grants - Capital Projects	Regional Road Group Non-operating	0	0	331,200	331,200	331,200		331,200	132,480
	Blackspot Grant Funding	Main Roads WA Non-operating	0	0	31,866	31,866	31,866		31,866	0
	WANDRRA Storm Damage Funding	Main Roads WA Operating	0	77,538	77,538	77,538	77,538		77,538	47,231
<b>Economic Services</b>										
	Youth Day Grant	Dept. of Communities Operating	0	1,000	0	667	1,000		1,000	0
	Volunteer Day Grant	Dept. of Communities Operating	0	1,000	0	667	1,000		1,000	0
<b>TOTALS</b>			<b>0</b>	<b>1,053,784</b>	<b>1,017,793</b>	<b>1,643,167</b>	<b>1,994,039</b>	<b>0</b>	<b>1,994,039</b>	<b>488,174</b>
<b>SUMMARY</b>										
	Operating	Operating Grants, Subsidies and Contributions	0	1,052,784	77,538	727,702	1,052,784	0	1,052,784	352,357
	Operating - Tied	Tied - Operating Grants, Subsidies and Contributions	0	0	0	0	0	0	0	0
	Non-operating	Non-operating Grants, Subsidies and Contributions	0	0	940,255	914,799	940,255	0	940,255	135,817
<b>TOTALS</b>			<b>0</b>	<b>1,052,784</b>	<b>1,017,793</b>	<b>1,642,501</b>	<b>1,993,039</b>	<b>0</b>	<b>1,993,039</b>	<b>488,174</b>

**SHIRE OF CUBALLING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2016**










**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 01 Jul 2016	Amount Received	Amount Paid	Closing Balance 31 Oct 2016
	\$	\$	\$	\$
Bonds - Building	14,389	0	0	14,389
Bonds - Hall Hire	1,050	200	(200)	1,050
Commodine Tennis Club	3,090	0	0	3,090
Cuballing Country Festival	1,099	0	0	1,099
Cuballing Cricket Club	200	0	0	200
Yornaning Dam	0	500	0	500
Cuballing Football Association	566	0	0	566
Environment and Townscape Trust Fund	5,713	0	0	5,713
Police Licensing	5,148	89,952	(87,801)	7,299
Swipe Cards	1,545	0	0	1,545
	<b>32,800</b>	<b>90,652</b>	<b>(88,001)</b>	<b>35,451</b>











**SHIRE OF CUBALLING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
For the Period Ended 31 July 2016

**Note 13: Capital Acquisitions**

Assets	Account	YTD Actual			Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
 <i>Level of completion indicator, please see table at the end of this note for further detail.</i>								
<b>Land &amp; Buildings</b>								
<b>Governance</b>								
	Shire Office Upgrade	04261	0	0	0	(21,250)	0	0
	<b>Governance Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(21,250)</b>	<b>0</b>	<b>0</b>
<b>Recreation And Culture</b>								
	Skate Park Toilet Upgrade	11315	0	0	0	(24,820)	0	0
	DREC Weather Shelter	11310	0	0	0	(96,869)	0	0
	<b>Recreation And Culture Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>(121,689)</b>	<b>0</b>	<b>0</b>
<b>Community Amenities</b>								
	Popanyinning Transfer Station	10742	0	0	(9,064)	(148,451)	(49,480)	40,416
	<b>Community Amenities Total</b>		<b>0</b>	<b>0</b>	<b>(9,064)</b>	<b>(148,451)</b>	<b>(49,480)</b>	<b>40,416</b>
	<b>Land &amp; Buildings Total</b>		<b>0</b>	<b>0</b>	<b>(9,064)</b>	<b>(291,390)</b>	<b>(49,480)</b>	<b>40,416</b>
<b>Plant , Equip. &amp; Vehicles</b>								
<b>Economic Services</b>								
	Building Vehicle	13600	0	0	(38,270)	(43,000)	(43,000)	4,730 Budget - trade July
	<b>Recreation And Culture Total</b>		<b>0</b>	<b>0</b>	<b>(38,270)</b>	<b>(43,000)</b>	<b>(43,000)</b>	<b>4,730</b>
<b>Transport</b>								
	Mower	12420	0	0	(19,900)	(20,000)	(20,000)	100 Budget - purchase Sept
	Machinery Float	12422	0	0	(56,000)	(50,000)	(50,000)	(6,000) Budget - purchase Sept
	<b>Transport Total</b>		<b>0</b>	<b>0</b>	<b>(75,900)</b>	<b>(70,000)</b>	<b>(70,000)</b>	<b>(5,900)</b>
	<b>Plant , Equip. &amp; Vehicles Total</b>		<b>0</b>	<b>0</b>	<b>(114,170)</b>	<b>(113,000)</b>	<b>(113,000)</b>	<b>(1,170)</b>

**Roads**

**Transport**

	RRG - Wandering Narrogin Road	12115	0	0	(28,158)	(496,800)	(165,534)	137,376	J600
	R2R - Yornaning West Cement Stabilisation	12120	0	0	(1,980)	(71,895)	(23,958)	21,978	R005
	R2R - Victoria Road Sealing	12120	0	0	(1,176)	(68,720)	(22,896)	21,720	R122
	R2R - Popanyinning West Cement Stabilisation	12120	0	0	(1,980)	(68,021)	(22,664)	20,684	R002A
	R2R - Popanyinning West Road Realignment	12120	0	0	(50,057)	(244,096)	(81,334)	31,277	R002B
	R2R - Popanyinning West Reseals	12120	0	0	0	(54,013)	(17,996)	17,996	R002C
	R2R - Yornaning West Reseal	12120	0	0	0	(7,366)	(23,958)	23,958	R005A
	GFR - Cuballing East Cement Stabilisation	12115	0	0	0	(45,019)	(15,000)	15,000	J149 - Grain Freight Reserve
	BS - Stratherence Road/ Kerruish Road	12125	0	0	(16,895)	(14,149)	(4,710)	(12,185)	B064
	BS - Yornaning West Road	12125	0	0	(19,951)	(22,433)	(7,478)	(12,473)	B005

**Transport Total**

**0 0 (120,196) (1,092,512) (385,528) 265,332**








**Roads Total**

**0 0 (120,196) (1,092,512) (385,528) 265,332**

**Capital Expenditure Total**

**0 0 (243,430) (1,496,902) (548,008) 304,578**

**Level of Completion Indicators**

-  0%
-  20%
-  40%
-  60%
-  80%
-  100%
-  Over 100%

Percentage YTD Actual to Annual Budget  
Expenditure over budget highlighted in red.

### 9.1.3 Contiguous Valuations Policy

Applicant:	N/A
File Ref. No:	ADM118
Disclosure of Interest:	Nil
Date:	8 <sup>th</sup> November 2016
Author:	Tonya Williams
Attachments:	9.1.3A Contiguous Valuations Policy

#### Summary

**Council is to consider adopting a Policy for the application of Contiguous Rating within the Shire to ensure consistency for all ratepayers.**

#### Background

Currently the Shire has a number of UV properties that are being contiguously valued and therefore contiguously rated based on the following criteria that:

1. land/location/lots are contiguous (touching);
2. the land/location/lots are used for one purpose; and
3. the land/location/lots are under the same ownership/ management.

Some GRV properties are contiguously rated on the same criteria and others that would be eligible are not contiguously rated.

This Policy is to provide guidance to staff and indirectly to ratepayers for the Contiguous Rating of GRV properties in the Shire of Cuballing in dealing with enquiries and applications from Shire of Cuballing ratepayers.

#### Comment

A request has been made by a ratepayer to contiguously rate a series of GRV properties. An investigation into this request highlighted that there is no consistent policy for the Shire in regards to the application of contiguous valuations, in particular for GRV properties.

The Policy outlines the criteria for properties to be contiguously valued and makes this consistent across UV and GRV valuations. Clear definitions are also provided. Documentation is required to prove the eligibility for contiguous valuations to ensure that the Policy is accurately applied.

Staff reviewed the Landgate guidelines and consulted with neighbouring Shires in the development of this Policy.

Strategic Implications - Nil

Statutory Environment - Nil

#### Policy Implications

Should Council adopt this policy it will be included in Council's Policy Manual and be applied to future applications and requests from ratepayers.

### Financial Implications

As some GRV properties would be eligible for contiguous rating upon application. Interim revaluations on these properties is expected to result in a reduction in rates income for the Shire.

The Valuer General's Office charges Council's for their independent interim rates valuations

Economic Implication - Nil

Environmental Considerations - Nil

### Consultation

Landgate

### Options

Council may resolve:

1. the Officer's Recommendation;
2. not resolve the Officer's Recommendation and seek further information.

Voting Requirements –Simple Majority-

Officer Recommendation:

That Council adopt the draft policy 2.13 Contiguous Rating Within the Shire of Cuballing as included at Attachment 9.1.3A.

### **COUNCIL DECISION:**

**That Council request staff to provide further information relating to the financial impact of contiguous valuations.**

**Moved: Cr Haslam**

**Seconded: Cr Newman**

**Carried 5/0**

## 2.13 Contiguous Rating Within the Shire Of Cuballing

Policy Statement:

Definitions

"Contiguous" is where

- a) survey boundaries abut or adjoin;
- b) locations or lots are separated by a road, drain or watercourse reserve, they may be deemed contiguous; or
- c) in exceptional circumstances, some properties may be deemed by the Valuer General to be contiguous, even though their boundaries do not strictly adjoin. In such cases the matter should be referred to the Valuer General or appropriate Chief Valuer, who may be guided by advice provided by the local government.

"Same Ownership" is the

- a) same names as per Certificate of Title; and
- b) ratepayers name for recording on the Shire of Cuballing valuation rolls.

Principles

*"Group Valuations for Contiguous Unimproved Valuation (UV) Properties"*

That where a ratepayer applies to have their currently separately valued properties assessed for contiguous valuation, application be made to the Valuer Generals Office on land/location/lots that meet all of the following requirements that;

1. land/location/lots are contiguous (touching);
2. the land/location/lots are used for one purpose; and
3. the land/location/lots are under the same ownership/ management.

and must provide the following documentation:

1. A statutory declaration detailing the land is used for one purpose, ownership details, and a statement of who the ratepayer will be in the rate book; and
2. Copies of Certificates of Titles, Lease Documents or a statement from all "Title Holders" confirming that the land is under one management.

*Group Valuations for Contiguous Gross Rental Valuation (GRV) Properties*

That where a ratepayer applies to have their currently separately valued properties assessed for contiguous valuation, application be made to the Valuer Generals Office on land/location/lots that meet all of the following requirements that;

1. land/location/lots are contiguous (touching);
2. the land/location/lots are used for one purpose; and
3. the land/location/lots are under the same ownership/ management

and must provide the following documentation:

1. a statutory declaration detailing the land is used for one purpose; and
2. copies of Certificates of Titles.



**Guidelines:**

To be exercised in accordance with the valuation of Land Act 1978, Sections 4 (1), 18, 23 and that final approval is granted by the CEO.

**Objective:**

This policy provides guidance and clarity on the treatment of contiguous valuation of land requests for Unimproved Valuations (UV) and Gross Rental Valuations (GRV) of properties made to the Valuer Generals Office.

**Resolution No:**

**Resolution Date:**

## 9.2 CHIEF EXECUTIVE OFFICER:

Cr Haslam declared a Proximity Interest in Item 9.2.1 in that Cr Haslam leases land adjoining the property seeking Development Approval and left the Council Chamber at 3:45pm.

Cr Dowling declared a Proximity Interest in Item 9.2.1 in that Cr Dowling has an interest in land adjoining the property seeking Development Approval and left the Council Chamber at 3:45pm.

9.2.1	Application for Retrospective Development Approval of Piggery: Lot 6997 Pennys Road, Popanyinning
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Location:	Lot 6997 Pennys Road, Popanyinning
Applicant:	Steve Lyneham
File Ref. No:	A253
Disclosure of Interest:	Nil
Date:	8 <sup>th</sup> November 2016
Author:	Gary Sherry
Attachments	9.2.1A Information from applicant 9.2.1B Location plan 9.2.1C Submissions 9.2.1D Planning and Development (Local Planning Schemes) Regulations 2015 extract

### Summary

**Retrospective development approval is recommended for a piggery at Lot 6997 Pennys Road, Popanyinning.**

### Background

#### 1. *The application*

The applicant seeks retrospective development approval for a piggery which was established on the current site in 2000. The piggery is paddock based, utilising moveable straw based shelters, which are supported by associated infrastructure.

Based on the applicant's advice, there are currently 4,711 pigs which equates to 5,025 Standard Pig Units.

Details submitted by the applicant are set out in Attachment 9.2.1A. These details include information relating to the property, existing infrastructure, piggery operation, piggery management, staff numbers, vehicle movements, environmental impact assessment, community amenity and various plans. The information provided by the applicant provides background information which is generally not repeated in this report.

#### 2. *Application site*

The site's location is outlined in Attachment 9.2.1B which is approximately 5.6km south-west of the Popanyinning townsite. The piggery is located on a title of 205.7 hectares. The applicant owns 13 additional adjoining and nearby titles. Further details relating to the application site, including its characteristics, are set out in Attachment 9.2.1A

#### 3. *Public consultation*

The Shire administration sent letters to 15 stakeholders including adjoining/nearby landowners and relevant State Government authorities seeking comment on the application for 42 days.

Additionally, the Shire invited comments through a notice in the Narrogin Observer and details on the notice board at the Shire office.

The Shire received 3 submissions which are outlined in Attachment 9.2.1C. None of the submissions object to the application.

Mr and Mrs Campbell (neighbours) support the application, note the piggery is well run and highlight that they have never had any issues with odour, dust or noise impacts.

The Department of Water provided standard advice. Relevant matters are included as development conditions and advice in the officer's recommendation.

The Department of Environment Regulation (DER) in part advise that 'it appears that the site would meet the description of Category 2 (Intensive piggery) prescribed premises as defined in Schedule 1 of the *Environmental Protection Regulations 1987*. As such, the *Environmental Protection Act 1986* requires a works approval to be obtained before constructing a prescribed premises'.

#### 4. *Planning and environmental context*

There are a range of planning and environmental legislation, strategies, policies and guidelines relevant to the application. Some of these are outlined below with others listed under Statutory Environment.

##### 4A. *Shire of Cuballing Town Planning Scheme No. 2*

The site is zoned 'General Agriculture' in the *Shire of Cuballing Town Planning Scheme No. 2* (TPS2).

The piggery use is defined in TPS2 as 'animal husbandry-intensive' which means 'premises used for keeping, rearing or fattening of pigs, poultry (for either egg or meat production), rabbits (for either meat or fur production) and other livestock feedlots'.

Animal husbandry-intensive is an 'A' use in the General Agriculture Zone. This means that the use is not permitted unless the local government has exercised its discretion by granting development approval after giving special notice (seeking comment) in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The aims of TPS2 (clause 1.6) include:

- to promote the sustainable management of natural resources including energy, water, land, minerals and basic raw materials by preventing land degradation and integrating land and catchment management with land use planning; and
- to encourage economic growth in rural areas by facilitating the more intensive and diversified use of rural land in appropriate areas for high value products which are compatible with surrounding farm practices and encouraging processing and value adding industries to be located within the Shire.

Clause 4.2(b) sets out objectives for the General Agriculture Zone. The objectives include:

- to encourage intensive agriculture where soil conditions and location are appropriate and it can be demonstrated that off-site impacts (if any) will not adversely affect existing agricultural activities; and

- to ensure that natural drainage patterns/catchments throughout the Shire are recognised in land management practices.

Clause 5.11.2 states 'Council will support more intensive forms of agricultural production in the General Agriculture zone subject to:

- identification of soil types, availability and adequacy of water supply, and any areas of salt affected land and/or land degradation;
- evidence from suitably qualified consultants and/or the Department of Agriculture on the suitability of the proposed lots and lot size for the intended land use;
- evidence of suitable land care management issues addressing retention of remnant vegetation, revegetation areas, land degradation and salinity management;
- evidence that the proposed activity is compatible with broadacre agriculture or that adverse impacts can be contained within the site; and
- such other matters as may be determined by Council.'

The Development Table – General, which sets out standards for setbacks and related matters, outlines that setbacks for piggeries are to be determined by Council.

Attachment 9.2.1D sets out an extract from the *Planning and Development (Local Planning Schemes) Regulations 2015* relating to matters to be considered by the local government in determining Development Application and options in determining applications. The Regulations include deemed provisions for local planning schemes which replace relevant clauses in local planning schemes in Western Australia including TPS2.

#### *4B. Shire of Cuballing Local Planning Strategy*

The Local Planning Strategy seeks to protect prime agricultural land, support agriculture value-adding industries, broaden the local economy, reduce nutrient export into waterways and promote best practice land management. One of the aims for rural land is 'To encourage intensive agricultural activities where it can be demonstrated that there are no adverse off-site impacts to broadscale agriculture' (page 18).

#### *4C. Guidance Statement No. 3 Separation Distances between Industrial and Sensitive Land Uses*

This Environmental Protection Authority document provides generic buffer (separation) distances for a range of activities. In relation to piggeries, it sets out a buffer of 5000 metres for piggery-intensive (premises on which pigs are fed, watered and housed in indoor pens) for piggeries with more than 5000 pigs. For piggery – extensive, premises on which pigs are fed, watered and housed in outside paddocks or enclosures, the buffer is 1000 metres.

A buffer of 1000 metres is accordingly considered relevant for this piggery given it is paddock/enclosure based.

#### *4D. National Environmental Guidelines for Piggeries*

This document completed by Australian Pork Limited is an industry prepared guideline that provides a nationally agreed approach to management of pig production in Australia to achieve environmental goals. This document considers the separation distances from areas of by-product use to relevant receptors and features. The following categories describe the method employed for the spent bedding created at a deep litter piggery, with the specified distances for each category listed.

#### Category 1

- Spent bedding is spread immediately (i.e. is not stockpiled/composted) and remains on the soil surface for more than 24 hours (i.e. is not immediately ploughed in).

#### Category 2

- Spent bedding is stockpiled before spreading.

#### Category 3

- Spent bedding/solids are composted.
- Application of effluent/spent bedding/solids in combination with immediate incorporation of material into the soil.

Where more than one category is used, the more (or most) stringent category controls apply.

The following is from Table A.10 Separation distances surrounding by-product reuse areas:

Feature/Category	1	2	3
Town	1,000	750	300
Rural Residential	600	400	150
Rural Dwelling	300	200	100
Public Road carrying > 50 vehicles per day	50	25	-
Public Road carrying < 50 vehicles per day	25	15	-
Property boundary	25	20	-

#### 4E. Bush Fire Prone Area

Most of the application site is classified as a Bush Fire Prone Area as set out at <https://maps.slip.wa.gov.au/landgate/bushfireprone/>.

#### Comment

##### A Overview

It is recommended that Council conditionally approve the retrospective Development Application for a piggery (animal husbandry-intensive). This follows assessment against TPS2, the Local Planning Strategy, other relevant planning and environmental documents, information provided by the applicant, considering the views of the submitters and site characteristics. Conditional approval is recommended for reasons including:

- it formalises a long established use which has operated since 2000 without creating concerns to neighbours;
- the application is overall consistent with the planning framework including that there are generally extensive buffers to off-site dwellings and there are no adverse off-site impacts to broadscale agriculture;
- the area will remain rural for the long-term (there are no proposals for the area to be changed to rural residential or rural smallholding);
- no clearing of native vegetation is proposed and shelter waste is stockpiled on clay-based sites which are setback from watercourses and drainage lines;
- there are limited traffic impact or landscape impact implications;
- it supports a local business, supports diversifying the local economy and it promotes employment opportunities;
- development (planning) conditions along with Health Local Laws registration, industry certification and possible DER works approval and licencing can assist to minimise impacts and enhance amenity;

- no objections were received on the Development Application. Accordingly, it can only be assumed that adjoining/surrounding landowners and other stakeholders have no objections; and
- there are not considered to be strong planning grounds to refuse the Development Application.

While noting the above, there are various issues associated with the piggery which should be considered by the Council in determining the Development Application including matters outlined in Attachment 9.2.1D.

### *B Key issues*

The key issues with the application are summarised below:

- setbacks/buffers – the landowner needs to continue to own buffer land;
- managing waste and controlling nutrient runoff - there is a need to obtain additional information from the applicant to ensure that off-site impacts are prevented or minimised from the operation including vehicle wash-down. This may require interceptor drains, earth bunds and settling pit/s;
- on-going management - the responsibility for appropriate on-going management rests with the operator. This includes ensuring that the piggery does not create inappropriate impacts such as odour, noise and dust to adjoining/nearby properties. Additionally, that the operator appropriately addresses matters such as biosecurity and mortalities management. It is suggested that these matters can be appropriated addressed through quality assurance undertaken by the operator and be enforced through the *Shire of Cuballing Health Local Laws 2007*. There may be an additional requirement for the applicant to gain a Works Approval and licence from the DER; and
- fire management including reducing fire risk.

### *C Buffers/setbacks*

Piggeries by their nature of operations have the potential to create emissions including odour, noise and dust. Better planning practice requires a suitable buffer between piggeries and 'sensitive' uses such as dwellings. Accordingly, piggeries should be sited and operated to prevent unreasonable interference with the health, welfare, convenience, comfort or the amenity of neighbours.

It is noted that the established piggery is generally well setback from property boundaries and dwellings not forming part of the applicant's farm. The applicant owns a number of titles and the piggery is appropriately sited to minimise off-site impacts to dwellings owned by other landowners. The nearest residence, not owned by the applicant, is approximately 2km away.

Accordingly, odour, noise and dust are unlikely to have a detrimental impact on existing off-site dwellings provided the piggery is appropriately managed in accordance with the relevant guidelines. The operator's extensive track record, where no concerns have been raised with the Shire, provides greater assurances that odour, noise and dust can be effectively managed.

### *D Registration, works approval and licencing*

Should the Council grant development approval, there is a separate requirement for the landowner/operator to make an Application for Registration of Premises for Offensive Trade

to the Shire. This is to address the *Public Health Act 2016, Health (Miscellaneous Provisions) Act 1911* and the *Shire of Cuballing Health Local Laws 2007*. Amongst matters, the Health Local Laws requires the operator to prevent nuisances impacting human health and to ensure there is appropriate land management.

The DER outlined in Attachment 9.2.1C that there appears to be a need for a works approval and associated licencing from the DER. The recent DER advice adopts a different approach compared to other piggery applications received in the last couple of years in the Shire of Cuballing. Given the piggery is paddock based, with moveable straw based shelters, the Shire administration suggests the piggery is best classified as an 'extensive piggery' which is not subject to a works approval and licencing unlike a 'intensive piggery' (1000 or more animals on premises on which pigs are fed, watered and housed in pens). The operator should however contact DER to confirm regulatory requirements. Should there be a need for a DER Works Approval and DER licence, it will address technical and operational matters in greater detail.

#### *E Quality assurance*

The applicant advises that the piggery is currently accredited under a HACCP Food Safety Program certified by Merieux NutriSciences Certification Services.

It is understood there has been a change in quality assurance requirements for the major buyers of pork produce and proof of local government approval is now required.

The Australian Pork Industry Quality Assurance Program (APIQ) provides the framework and standards by which Australian pig producers can demonstrate they are responsible farmers who care for their animals and the environment by following safe and sustainable practices contained in their publications. It is expected that the operator may need to separately prepare an Environmental Management Plan in accordance with the Australian Pork Limited *National Environmental Guidelines for Piggeries* (2nd edition revised 2010). These guidelines outline best practice management for Australian piggeries.

APIQ accreditation provides an additional level of compliance to ensure that the piggery is managed and operated at an industry standard. Accreditation reduces the risk of piggeries creating negative impacts on the amenity of adjoining areas.

#### Strategic Implications

Agriculture is the key industry within the Shire of Cuballing.

#### Statutory Environment

There is a range of legislation and regulations relevant to the application including:

- *Planning and Development Act 2005* and TPS2;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- *Environmental Protection Act 1986* and the *Environmental Protection Regulations 1987*;
- *Public Health Act 2016* and *Health (Miscellaneous Provisions) Act 1911* - a piggery is defined as an offensive trade and must be registered with the local government on an annual basis;
- *Shire of Cuballing Health Local Laws 2007*;
- *Soil and Land Conservation Act 1945*; and
- *Biosecurity and Agriculture Management Act 2007* and *Biosecurity and Agriculture Management Regulations 2013*.

There are also a range of policies, strategies and publications including:

- EPA *Guidance for the Assessment of Environmental Factors – Separation Distances between Industrial and Sensitive Land Uses*;
- EPA *Guidance Statement No. 33 - Environmental Guidance for Planning and Development*;
- *State Planning Policy 2 Environment and Natural Resources Policy*;
- *State Planning Policy 2.5 Land Use Planning in Rural Areas* – objectives include to promote regional development through the provision of ongoing economic opportunities on rural land, to protect and improve environmental and landscape assets and to minimise land use conflicts;
- *State Planning Policy 2.9 Water Resources*;
- *National Environmental Guidelines for Piggeries* (May 2010); and
- *DER Guidance Statement: Separation Distances* (draft) – August 2015 – sets a generic buffer of 1000 metres for noise impacts, with odour buffers determined through the criteria set out in the *National Environmental Guidelines for Piggeries*.

#### Policy Implications

It is suggested that Council clarify its approach to animal husbandry-intensive uses and possibly also for rural industries through the review of the Local Planning Strategy and through preparing an associated Local Planning Policy.

#### Financial Implications

All costs associated with the development will be borne by the applicant/operator. Should the applicant be aggrieved by Council's decision, the applicant may seek a review of that decision or conditions through the State Administrative Tribunal.

#### Economic Implications

Approval of this application will formalise the existing use, assist to increase monies spent locally and assist with job creation.

#### Social Implications

No objections were received from adjoining/nearby landowners. Provided the landowner effectively manages the operation, the piggery should have manageable off-site impacts.

#### Environmental Considerations

It is suggested that the operator can suitably manage environmental impacts. There is a separate requirement for the operator to be registered for an offensive trade and to maintain accreditation.

#### Consultation

Adjoining/nearby landowners and relevant State Government agencies were invited to make comment on the Development Application.

#### Options

The Council can:



1. approve the Development Application with no conditions;
2. approve the Development Application with conditions;
3. refuse the Development Application (providing reasons); or
4. defer and seek additional information.

Voting Requirements - Simple Majority

**COUNCIL DECISION:**

**That the Council approve the retrospective Development Application for a piggery at Lot 6997 on Plan 125045 Pennys Road, Popanyinning, subject to the following conditions:**

1. the development hereby approved must be carried out in accordance with the plans and specifications submitted with the application (addressing all conditions) or otherwise amended by the local government and shown on the approved plans and these shall not be altered and/or modified without the prior knowledge and written consent of the local government;
2. the applicant shall prepare and submit a Drainage Management Plan to the specification and satisfaction of the local government, prior to the local government registering the piggery under the Shire of Cuballing Health Local Laws 2007, which sets out:
  - (i) attenuation measures such as earth bunds and interceptor drains to limit off-site impacts;
  - (ii) that waste water run-off and by-products from piggery operations including machinery, plant and equipment wash-down will drain into a suitable treatment system/s;
  - (iii) how the design addresses relevant Water Quality Protection Note 26 and Note 39 prepared by the Department of Water; and
  - (iv) how wastewater will not contaminate groundwater or surface waters;
3. the approved Drainage Management Plan is to be suitably implemented to the satisfaction of the local government prior to the local government registering the piggery under the Shire of Cuballing Health Local Laws 2007;
4. the operator to implement dust control measures for the piggery to the satisfaction of local government on an on-going basis;
5. a Fire Management Plan to be prepared and implemented to the satisfaction of the local government prior to the local government registering the piggery under the Shire of Cuballing Health Local Laws 2007. Thereafter, the approved Fire Management Plan shall be subsequently maintained to the satisfaction of the local government.

**Advice**

- A) The applicant is advised that the piggery must comply with other statutory requirements including the Public Health Act 2016, Health (Miscellaneous Provisions) Act 1911 and the Shire of Cuballing Health Local Laws 2007. The piggery shall be registered with the local government as an offensive trade under the Shire of Cuballing Health Local Laws 2007.

- B) The piggery may be required to gain a Works Approval and an operating licence from the Department of Environment Regulation. The applicant/operator is encouraged to contact the Department of Environment Regulation to confirm regulatory requirements under the Environment Protection Act 1986 and the Environmental Protection Regulations 1987.**
- C) The local government encourages the applicant/operator to:**
- (i) comply with the National Environmental Guidelines for Piggeries (May 2010) or any updates;**
  - (ii) be registered and operated in accordance with the Australian Pork Industry Quality Assurance Program; and**
  - (iii) undertake appropriate mortalities management practices to prevent groundwater and surface water contamination, odour nuisance, spread of infectious diseases and vermin breeding.**
- D) It is the responsibility of the applicant/operator to advise the local government when all conditions relating to the development have been satisfied.**
- E) The application site is located within the Murray Surface Water Area as proclaimed under the Rights in Water and Irrigation Act 1914.**
- F) If the applicant is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of the determination.**

**Moved: Cr Newman**

**Seconded: Cr Ballantyne**

**Carried 3/0**

Cr Dowling and Cr Haslam entered the Council Chamber at 4.00pm.



5 SEP 2016

11237

~~5 SEP 2016~~

## FORM OF APPLICATION FOR PLANNING APPROVAL

Town Planning Scheme No. 2  
Application Number \_\_\_\_\_

Owner details:		
<b>Name:</b> <small>(Surname, First Names or Company Name)</small> Lynham, Steven John		
<b>Address:</b> 'Glenleit' Popaninning WA 6309 <b>Postcode:</b>		
<b>Phone:</b> 98875001	<b>FAX:</b>	
<b>Home:</b>	<b>Work:</b>	<b>Email:</b> S-Lynham@bigpond.com
<b>Mobile:</b> 0428875001		
<b>Contact Person:</b> Steve Lynham		
<b>Signature:</b>		<b>Date:</b>
<b>Signature:</b>		<b>Date:</b>
The signature of the owner(s) is required on all applications. This application will not proceed without that signature. If the owner is a company, the names of all directors must be provided.		

Applicant details:		
<b>Name:</b> Lynham, Steven John		
<b>Address:</b> 'Glenleit' Popaninning WA Postcode: 6309		
<b>Phone:</b>	<b>FAX:</b>	
<b>Home:</b> 98875001	<b>Work:</b>	<b>Email:</b> S-Lynham@bigpond.com
<b>Mobile:</b> 0428875001		
<b>Contact Person for Correspondence:</b> Steve Lynham		
<b>Signature:</b>		<b>Date:</b> 5/9/2016

## Part 2

Property details:		
Lot No.	House/Street No:	Location No: Williams 6997
Diagram or Plan No:	Certificate of Title Vol. No:	Folio:
Diagram or Plan No:	Certificate of Title Vol. No:	Folio:
Title encumbrances (e.g. easements, restrictive covenants):		
Street name: Penny's Road n/a		Suburb: Popantinning
Nearest Street Intersection: Popantinning West Road		

Details of Proposal:
Description of proposed development and/or use:
Nature of any existing buildings and/or use:
Approximate cost of proposed development (excluding GST):
Estimated time of completion:

**NOTE:** this form should be completed and forwarded to the Council together with 2 copies of detailed plans showing complete details of the development including a site plan showing the relationship of the land to the area generally. In areas where close development exists, or is in the course of construction, plans shall show the siting of buildings and uses on lots immediately adjoining the subject land.

Office Use Only
Acceptance Officer's initials:                      Date Received:
Local Government Reference No:

**AW Lyneham & Son  
Piggery Planning Application to the Shire of Cuballing  
11<sup>th</sup> August 2016**

AW Lyneham & Son is a family partnership which owns and operates a mixed enterprise farming property in Popanyinning in the Shire of Cuballing, Western Australia. Steve and Robyn Lyneham manage the pig, cropping and sheep enterprises.

## **SITE DESCRIPTION**

### **Real Property Description**

The 918 hectare property located at 519 Popanyinning West Road, Popanyinning (-32°41'16"S, 117°5'4"E) is comprised of 14 titles. The piggery is located on the 202 hectare *Williams 6997* title.

### **Farm Plan**

Pig production is the main enterprise on the property with the remaining arable land under a cropping/sheep rotation.

The original piggery, built in 1955, was located approximately 600 m west on Popanyinning West Road. Following a decision to relocate to the current site in 2000, the piggery has been operating in its current configuration for 16 years. The site currently holds 500 sows under a farrow to finish production system.

Access to the piggery is from Pennys Road, approximately 750 m from the intersection of Popanyinning West Road. Both Pennys Road and the access road are good quality gravel surfaces. There are unmade roads on some of the property boundaries. The piggery is visible from approximately 500 m of Pennys Road.

The piggery is serviced by petrol generators and solar-generated power. Surface water is collected in a large dam to the northeast of the piggery and pumped to holding tanks west of the dry sow paddocks, as is good quality groundwater from two bores a short distance away. Another dam directly to the east of the piggery is used for back up supply (Appendix 1: Farm Plan – Services).

The property sits at the head of the Hotham River catchment where watercourses to the west of Pennys Road run west, and on the east, run east/northeast. There has been some fencing of native vegetation and fencing/tree planting along a watercourse on the property's northern boundary. Native vegetation along ridgelines has also been retained. Groundwater at the piggery site is approximately 50 m below the surface (Appendix 2: Farm Plan – Land Use).

Approximately 6 km away in the Popanyinning town site, the Community Hall, Railway Station, House/Store and Old School (CWA Hall) are listed as places of local significance on the WA Heritage Council's Municipal Inventory. Accordingly, conservation of such places is generally encouraged but does not have any effect on the use and development of surrounding land and buildings.

### **Existing Infrastructure**

Dry sows are housed in radial paddocks with movable shelters for shade and a mating shelter at the centre. Farrowing sows are housed in farrowing paddocks with movable huts for protection of litters from the elements and predation. There are two weaner shelters, nine bacon shelters and a sort shed for weighing pigs prior to sale. Office, lunchroom, workshop and grain storage facilities make up the balance of infrastructure on the piggery site (Appendix 3: Infrastructure).

### Proposed Infrastructure

A further six shelters are being constructed to better segregate growing and finishing pigs and decrease stocking density. A donga is being located next to the office with toilet, shower and laundry facilities.

### PIGGERY OPERATION

#### Pig Numbers

There are currently 500 sows, 550 suckers, 1,100 weaners and 2,500 grower pigs, totalling 5,025 Standard Pig Units. See Table 1 for the conversion of number of pigs to Standard Pig Units.

**Table 1: Standard Pig Unit (SPU) Calculation**

Class	Weight	Age (weeks)	SPU factor	Current no. of pigs	Current SPUs
Gilt	100-160 kg	24-20	1.8	45	81
Boar	100-300 kg	24-128	1.6	16	26
Gestating sow	160-230 kg	-	1.6	430	688
Lactating sow	160-230 kg	-	2.5	70	175
Sucker	1.4-8 kg	0-4	0.1	550	55
Weaner	8-25 kg	4-10	0.5	1,100	550
Grower	25-55 kg	10-16	1.0	1,100	1100
Finisher	55-100 kg	16-24	1.6	850	1360
Heavy finisher	100-130 kg	24-30	1.8	550	990
			<b>Total</b>	<b>4,711</b>	<b>5,025</b>

Replacement breeding stock is sourced from PIC Martup near Kojonup and bacon weight progeny and cull stock are slaughtered at Linley Valley Pork in Wooroloo. There are no plans to increase the size of the piggery.

#### Piggery Management

Feed is milled on-farm using grain (barley, wheat, lupins) produced in the cropping enterprise. Additives such as meat meal, vitamins and minerals are bought in. Straw for bedding is also sourced on-farm.

The unit operates on a four week batch cycle. Weaned sows are housed in radial dry sow paddocks and brought to the mating shelter at the centre of the radial for artificial insemination on entering oestrus. They remain in dry sow paddocks for most of their 16 week gestation and are moved to farrowing paddocks one week prior to farrowing. Piglets are weaned at three weeks into one of the two weaner shelters. Pigs are housed there for seven weeks before being moved to bacon shelters. Sale weight pigs are sorted in the sort shed before being loaded for transport at 22 weeks of age.

#### Waste & Mortalities

Shelter waste is stockpiled on a clay-based site adjacent to the shelters and spread on cropping paddocks during January each year. Waste from weaner shelters is stockpiled for 12-36 months due to the lower manure content. Farrowing huts are shifted after each weaning and straw bedding is left to decompose in paddocks. Mortalities are disposed of by deep burial in gravel at the northeast corner of the piggery site.

### **Staff Numbers & Vehicle Movements**

The piggery operates with three fulltime staff with either Steve or Robyn providing assistance on most days. Vehicle movements are highest at harvest time, however taking into account staff movements, grain and feed ingredient deliveries, delivery of replacement breeding stock and removal of sale pigs, there are approximately 1,500 inward vehicle movements per annum.

Pennys Road is a good quality gravel road and main access to the piggery is via a good quality road constructed from in-situ gravel.

## **ENVIRONMENTAL IMPACT ASSESSMENT**

### **Community Amenity**

There is external visibility of the piggery from the southwest along Pennys Road but not from any other roads in the area. The nearest towns are Popanyinning (5.6 km), Cuballing (16.7 km) and Pingelly (18.0 km), with Narrogin, Wandering and Wickopin all in excess of 20 km away (Appendix 4: Proximity to Local Townships).

There are nine residences with a 7 km radius of the piggery, as well as those in the town site of Popanyinning. The nearest residence (0.8 km) belongs to AW Lyneham & Son and another three are located within 2.0 km. There are no residences within 7 km to the west, being the direction of prevailing winds. There is a cattle feedlot 3.5 km to the northeast (Appendix 5: Proximity to Residential Housing).

No complaints have been received from neighbours in relation to odour, dust or noise since the piggery has been located at the current site (16 years).

Shelter cleaning is the event causing the highest odour risk, however this is minimal. Shelters are also protected from the prevailing easterly winds by their situation below a ridgeline running north-south. The piggery is well protected by natural vegetation, including tall trees along ridgelines, which prevents excessive movement of dust off the property. All farm roads are well constructed from in-situ gravel. Loading pigs for sale is the highest risk event in terms of noise, however this is weekly and short in duration. The foraging nature of outdoor sows also leads to little noise at feeding time.

In the event of complaints, neighbours could be alerted to the likelihood of activities causing excessive odour, dust or noise so as to minimise the impact on their amenity.

### **Water, Soil & Vegetation**

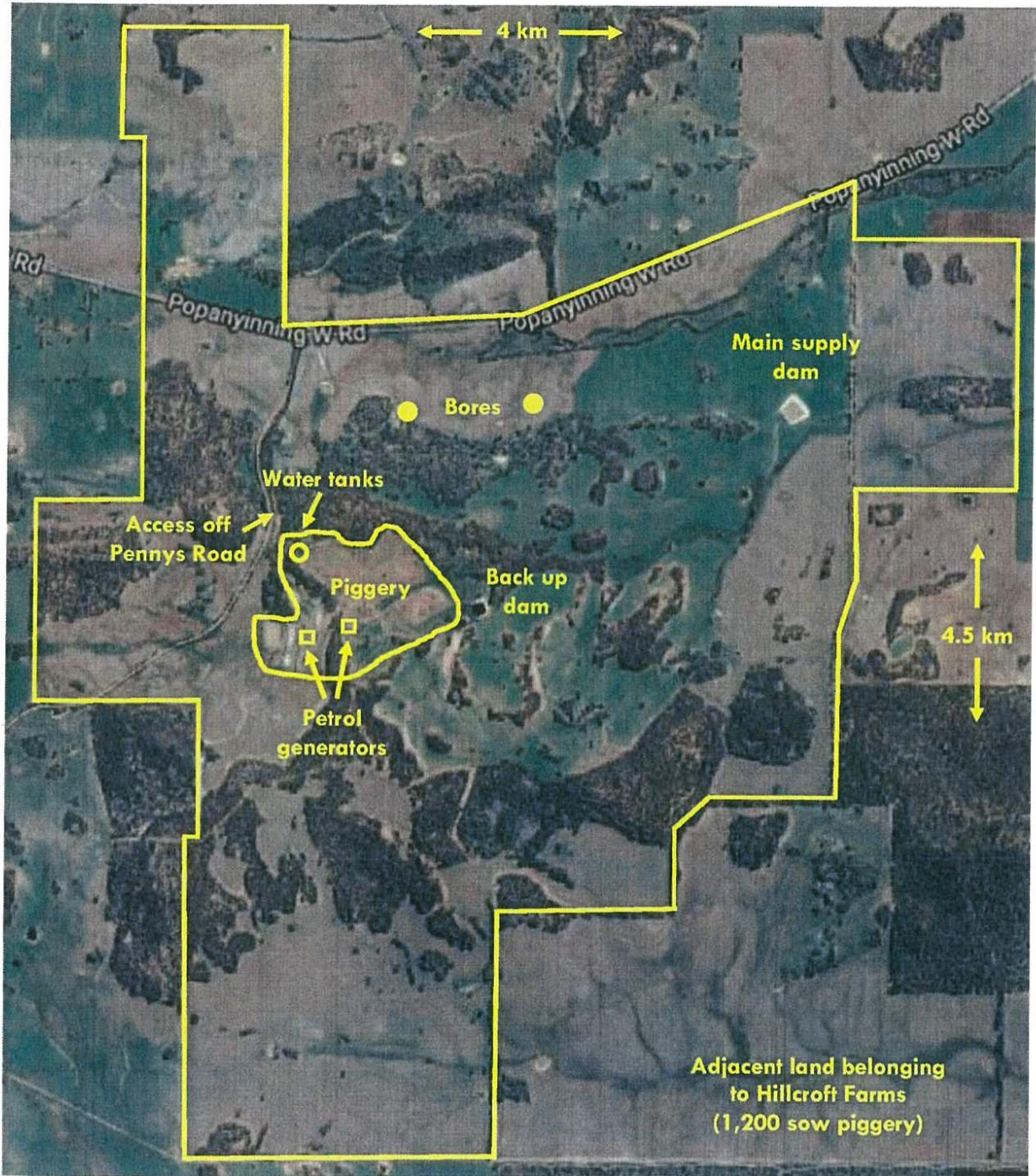
The piggery is situated on duplex soils high in the landscape. A contour bank runs north-south above the shelters to prevent excess rainfall from running through shelters and leaching into surrounding paddocks (see piggery site in Appendix 2). This rainwater is diverted around the bottom of the piggery and onto paddocks used for cropping and sheep. A small amount of runoff from shelters drains west towards Pennys Road, however this area is cropped regularly and leaching of nutrients off the property is unlikely.

There is one pocket of native vegetation which is fenced from sheep, while all other native vegetation is protected from pig access. Arable land between pockets of native vegetation is cropped, with no plans for further clearing.

### **Industry Guidelines**

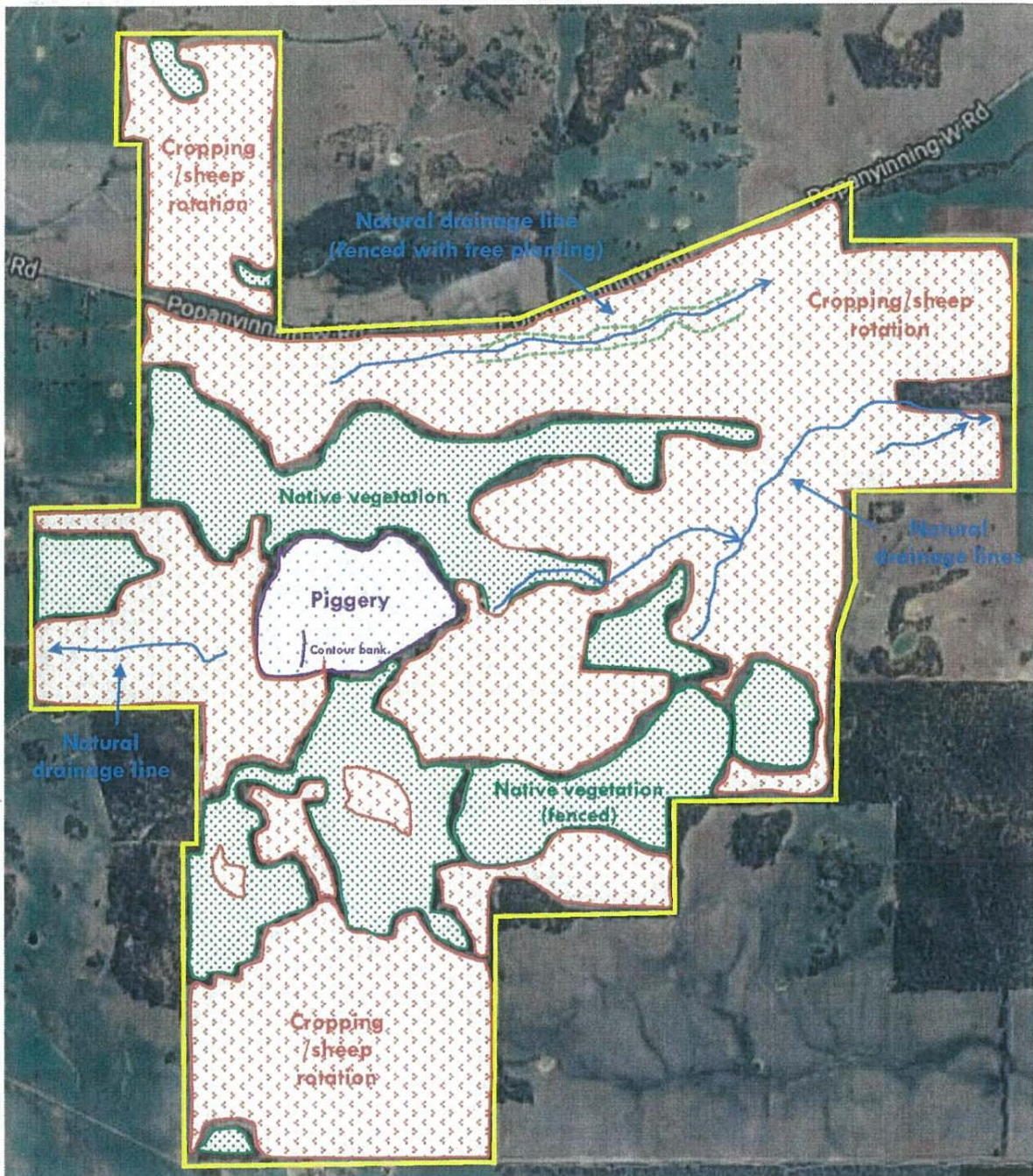
The piggery is currently accredited under a HACCP Food Safety Program, certified by Merieux NutriSciences Certification Services.

Appendix 1: Farm Plan – Services





Appendix 2: Farm Plan – Land Use



Appendix 3: Infrastructure

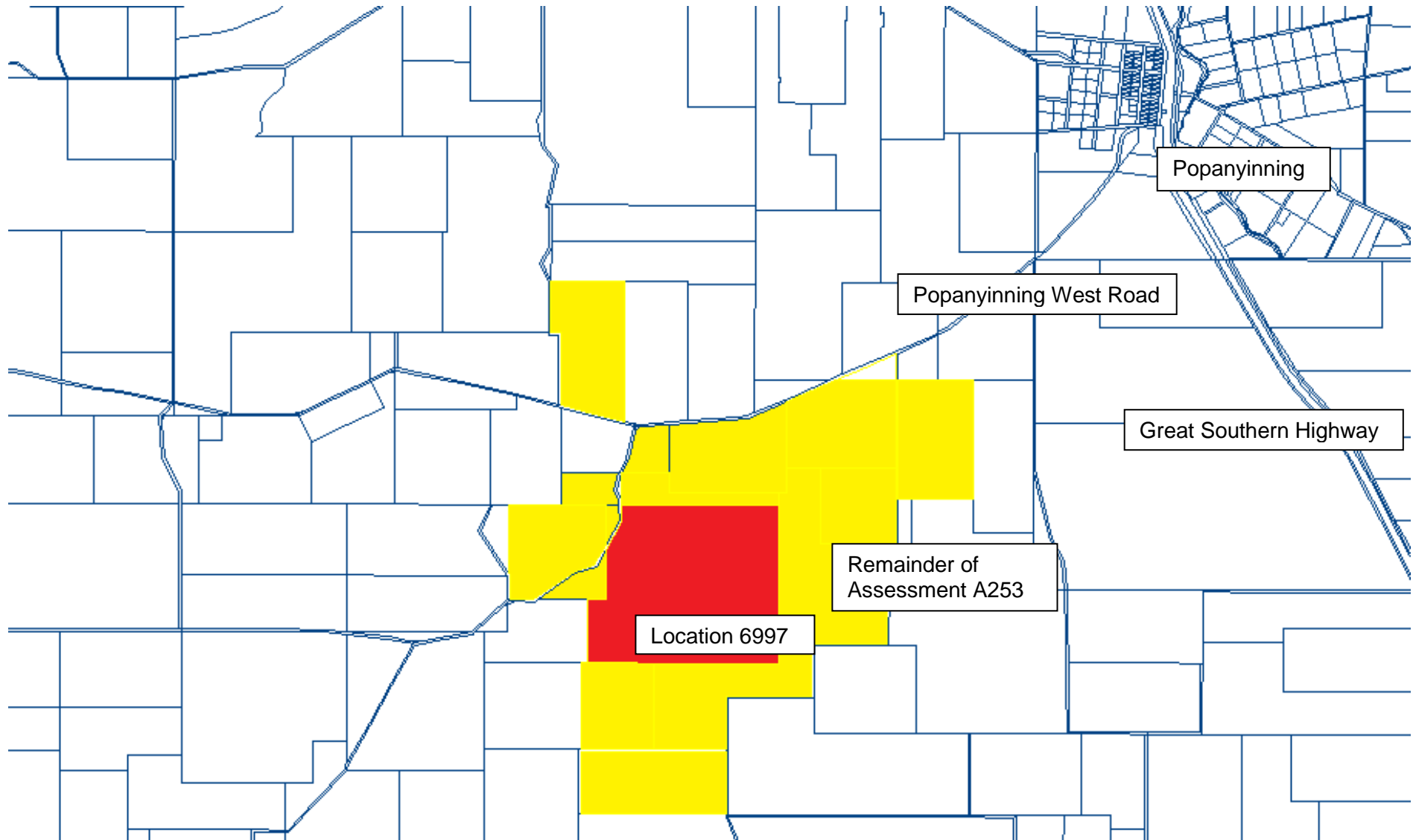


**Appendix 4: Proximity to Local Townships**



Appendix 5: Proximity to Residential Housing





17 OCT 2016 H2418

532 Popanyinning West Rd.  
 Popanyinning 6309  
 13<sup>th</sup> October 2016

Chief Executive Officer  
 Shire of Cuballing

Dear Sir

re - Planning Application Loc 6997 Pennys Road.

I refer to your letter of September 6, 2016 regarding the above application by Mr D.J Lyncham.

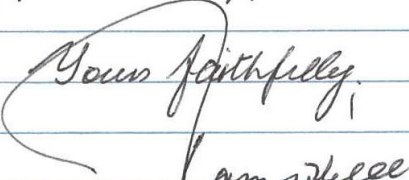
My wife and I have resided at the above address from 1995 and during this time Mr Lyncham established his piggery at Pennys Road.

The piggery appears to be extremely well run and has never been a cause for concern and I concur that we have never had problem with odour, dust or noise.

We are delighted that Mr Lyncham wishes to extend his piggery as it shows confidence in the district and increases employment opportunities.

We wish him well in this enterprise and support his application wholeheartedly.

Yours faithfully,

  
 on behalf of P+J CAMPBELL



Government of Western Australia  
Department of Environment Regulation

Your ref: A253  
Our ref: CEO3089/16  
Enquiries: Adam Harbeck  
Phone: 6467 5383  
Email: [advice.coordinator@der.wa.gov.au](mailto:advice.coordinator@der.wa.gov.au)

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

10 OCT 2016

Dear Mr Sherry

**PLANNING APPLICATION – WILLIAMS LOCATION 6997, PENNYS ROAD, POPANYINNING**

I refer to your letter dated 6 September 2016 requesting comment from the Department of Environment Regulation (DER) in relation to the above planning application.

Based on the information provided in the planning application, it appears that the site would meet the description of Category 2 (Intensive piggery) prescribed premises as defined in Schedule 1 of the *Environmental Protection Regulations 1987*. As such, the *Environmental Protection Act 1986* requires a works approval to be obtained before constructing a prescribed premises and make it an offence to cause an emission or discharge, unless a licence or registration (for operation) is held for the premises.

The purpose of a works approval is to allow DER to assess the environmental acceptability of potential emissions and discharges of a proposal against standards and policies. Works approvals also contain conditions to ensure the premises can operate in an environmentally acceptable manner and that the works themselves do not cause unacceptable environmental impacts. Potential emissions from the piggery may include odour, wastewater, noise, dust, and waste leachate.

Applicants can be advised to determine if their proposal would make the premises prescribed and so consequently require an application for a works approval. Further information on licensing is available at [www.der.wa.gov.au/our-work/licences-and-works-approvals](http://www.der.wa.gov.au/our-work/licences-and-works-approvals).

DER will undertake parallel processing of applications, however, works approvals may not be granted until such time as planning approval is in place. DER's process allows for the provision of a draft decision to the proponent. The proponent may consequently provide this draft decision in support of their planning assessment.

Yours sincerely

  
Jason Barks  
DIRECTOR GENERAL

4 October 2016



Government of Western Australia  
Department of Water



Your ref: A253 *treating after all our water leaks*  
Our ref: RF3746  
PA009829  
Enquiries: Catherine Taylor

Shire of Cuballing  
PO Box 13  
CUBALLING WA 6311

Attention: Gary Sherry

Dear Gary,

**Re: Planning Application – Williams Location 6997, Pennys Road  
Popanyinning**

Thank you for referring the retrospective planning application for the Piggery Operation located at the abovementioned site received with correspondence 9 September 2016. The information provided is insufficient to provide a full assessment of the proposal's potential to impact water resources. However, the Department recommends the following advice.

#### **DER**

The proposal should be referred to the Department of Environment and Regulation (DER) (c/- Locked Bag 33 Cloisters Square, Perth WA 6850) as the operations may warrant a licence under Part V of the *Environmental Protection Act 1986*.

#### **Groundwater**

The subject property is located within the Karri Groundwater Area. This groundwater area is not proclaimed under the *Rights in Water and Irrigation Act 1914*, thereby any groundwater abstraction is not required to be licenced by the Department.

#### **Surface Water**

The subject property is located with the Murray Surface Water Area as proclaimed under the *Rights in Water and Irrigation Act 1914*. Any taking or diversion of surface water in this proclaimed area for purposes other than domestic and/or stock watering is subject to licensing by the Department. The issuing of a surface water licence is not guaranteed but if issued will contain a number of conditions that are binding upon the licensee. In addition any interference with the bed or banks of a watercourse will require a permit from the Department.

#### **Wastewater Treatment**

The proponent shall ensure that all wastewaters from piggery operations including wash down water, by-products wastewater and contaminated runoff are directed to a wastewater treatment system. It is recommended that an effective wastewater



treatment system include a solids separation system and an impervious pond system. It is recommended that best management practices described in the following documents are adhered to:

- Water Quality Protection Note 26 *Liners for containing pollutants, using synthetic membranes* (DoW, 2013)
- Water Quality Protection Note 39 *Ponds for stabilising organic matter* (DoW, 2009)

**Save time with Water Online**

As your organisation is registered to use Water Online, we encourage you to lodge future referrals electronically via the Water Online customer portal at [www.water.wa.gov.au](http://www.water.wa.gov.au). Water Online provides the fastest and most efficient process for submitting referrals or requests for planning advice. If you have any questions regarding the Water Online portal please contact our Business Support Unit on 1800 508 885 (select Option 2) or [planning.enquiries@water.wa.gov.au](mailto:planning.enquiries@water.wa.gov.au).

If you have any queries relating to the above matter, please contact Catherine Taylor at the DoW's Mandurah office on 9550 4237.

Yours faithfully



**Brett Dunn**  
Program Manager – Urban Water Management  
Peel Region

3 October 2016

## Planning and Development (Local Planning Schemes) Regulations 2015

### 67. Matters to be considered by local government

In considering an application for development approval the local government is to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application —

- (a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;
- (b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or approving;
- (c) any approved State planning policy;
- (d) any environmental protection policy approved under the Environmental Protection Act 1986 section 31(d);
- (e) any policy of the Commission;
- (f) any policy of the State;
- (g) any local planning policy for the Scheme area;
- (h) any structure plan, activity centre plan or local development plan that relates to the development;
- (i) any report of the review of the local planning scheme that has been published under the Planning and Development (Local Planning Schemes) Regulations 2015;
- (j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;
- (k) the built heritage conservation of any place that is of cultural significance;
- (l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;
- (m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;
- (n) the amenity of the locality including the following —
  - (i) environmental impacts of the development;
  - (ii) the character of the locality;
  - (iii) social impacts of the development;
- (o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;
- (p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;
- (q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;
- (r) the suitability of the land for the development taking into account the possible risk to human health or safety;
- (s) the adequacy of —
  - (i) the proposed means of access to and egress from the site; and
  - (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;
- (t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;

- (u) the availability and adequacy for the development of the following —
  - (i) public transport services;
  - (ii) public utility services;
  - (iii) storage, management and collection of waste;
  - (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);
  - (v) access by older people and people with disability;
- (v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;
- (w) the history of the site where the development is to be located;
- (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;
- (y) any submissions received on the application;
- (za) the comments or submissions received from any authority consulted under clause 66;
- (zb) any other planning consideration the local government considers appropriate.

#### **68. Determination of applications**

- (1) The local government must not determine an application for development approval until the later of —
  - (a) if the application is advertised under clause 64 — the end of each period for making submissions to the local government specified in a notice referred to in clause 64(3); and
  - (b) if a copy of the application has been provided to a statutory, public or planning authority under clause 66 — the end of each period for providing a memorandum to the local government referred to in clause 66(3).
- (2) The local government may determine an application for development approval by —
  - (a) granting development approval without conditions; or
  - (b) granting development approval with conditions; or
  - (c) refusing to grant development approval.

## 9.2.2 Appointment of Dual Fire Control Officers

File Ref. No: ADM81  
Disclosure of Interest: Nil  
Date: 8<sup>th</sup> November 2016  
Author: Gary Sherry  
Attachments: Nil

### Summary

**Council is to consider the appointment of the Bush Fire Control Officers suggested by neighbouring Shires to act as Bush Fire Control Officers in the Shire of Cuballing if required.**

### Background

The Shire of Cuballing considers annually the appointment of locally based Bush Fire Control Officers recommended by the Bush Fire Advisory Committee.

For the efficiency of bush fire responses in areas near to the boundary of local governments, Shires have in the past formally appointed fire control officers suggested by their neighbouring Shires to act in an emergency if local fire control officers are unavailable or delayed in attending an emergency.

Council has advised neighbouring local governments of Shire of Cuballing Bush Fire Control Officers who are appointed in those Shires as Bush Fire Control Officers.

### Comment

The Shire of Pingelly has advised the Shire of Cuballing that:

- Rodney Leonard Shaddick;
- Robert Alexander Kirk;
- Alan William Parsons;
- Anthony Turton; and
- Andrew Augustin Marshall;

are the Fire Control Officers of the Shire of Pingelly who could serve as Dual Fire Control Officers in the Shire of Cuballing.

The Shire of Wickepin has advised the Shire of Cuballing that:

- Steve Rose
- Rex Bergin;
- Roger Butler; and
- Trevor Leeson

are the Fire Control Officers of the Shire of Wickepin who could serve as Dual Fire Control Officers in the Shire of Cuballing.

The Shire of Narrogin has advised the Shire of Cuballing that:

- Mr Richard Chadwick; and
- Mr Barry Hardie;

are the Fire Control Officers of the Shire of Narrogin who could serve as Dual Fire Control Officers in the Shire of Cuballing.

The Shire of Wandering has advised the Shire of Cuballing that Mr Peter Monk is the Fire Control Officer of the Shire of Wandering who could serve as Dual Fire Control Officers in the Shire of Cuballing.

Strategic Implications - Nil

### Statutory Environment

Bush Fires Act 1954

S38. Local government may appoint Bush Fire Control Officer

- (1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.
- (2)
  - (a) The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.
  - (b) *[deleted]*
  - (c) The local government shall fill any vacancy occurring in the office of Chief Bush Fire Control Officer or Deputy Chief Bush Fire Control Officer within one month after the vacancy occurs and if the local government fails or neglects to do so within that time, the Authority may by notice in writing require the local government to appoint a person to the vacant office within one month after service on it of such notice.
  - (d) Where a local government that has been served with a notice pursuant to paragraph (c) fails or neglects to comply with the requirements of that notice, the Authority may appoint a person to the vacant office.
  - (e) A bushfire control officer appointed under the provisions of this section shall be issued with a certificate of appointment by the local government or, if he is appointed by the Authority, by the Authority.
- (3) The local government may, in respect to bush fire control officers appointed under the provisions of this section, exercise so far as they can be made applicable the same powers as it may exercise in respect to its other officers, under the provisions of the Acts under which those other officers are appointed.
- (4) A bushfire control officer appointed under the provisions of this section shall, subject to such directions as may be given by the local government and subject to this Act take such measures as appear to him to be necessary or expedient and practicable for
  - (a) carrying out normal brigade activities;
  - (b) *[deleted]*
  - (c) *[deleted]*
  - (d) exercising an authority or carrying out a duty conferred or imposed upon him by any of the provisions of Part III;
  - (e) procuring the due observance by all persons of the provision of Part III.
- (5)
  - (a) A local government may issue directions to a bush fire control officer appointed by the local government, or to an officer of a bush fire brigade registered by the local government to burn, subject to the provisions of this Act, bush on, or at the margins

of, streets, roads, and ways, under the care, control and management of the local government.

- (b) The bush fire control officer, or officer of the bush fire brigade, may by authority of any directions so issued carry out the directions but subject to the provisions of this Act.
- (c) The provisions of this subsection are not in derogation of those of subsection (4).

Policy Implications - Nil

Financial Implications – Nil

Economic Implication - Nil

Environmental Considerations - Nil

### Consultation

The Shires of Wickepin and Pingelly have provided their nominated Bush Fire Control Officers.

### Options

Council may resolve:

- 1. the Officer's Recommendation;
- 2. an amended resolution with different appointments; or
- 3. to not appoint one or all proposed Dual Fire Control Officers.

Voting Requirements – Simple Majority

### **COUNCIL DECISION:**

**That Council appoint the following persons as Dual Bush Fire Control Officers for the Shire of Cuballing for the 2016/17 bush fire season:**

- |     |                    |                           |
|-----|--------------------|---------------------------|
| 1.  | Shire of Pingelly  | Rodney Leonard Shaddick   |
| 2.  | Shire of Pingelly  | Robert Alexander Kirk     |
| 3.  | Shire of Pingelly  | Alan William Parsons      |
| 4.  | Shire of Pingelly  | Anthony Turton;           |
| 5.  | Shire of Pingelly  | Andrew Augustin Marshall; |
| 6.  | Shire of Wickepin  | Steve Rose                |
| 7.  | Shire of Wickepin  | Rex Bergin;               |
| 8.  | Shire of Wickepin  | Roger Butler              |
| 9.  | Shire of Wickepin  | Trevor Leeson;            |
| 10. | Shire of Wandering | Peter Monk;               |
| 11. | Shire of Narrogin  | Richard Chadwick;         |
| 12. | Shire of Narrogin  | Barry Hardie;             |
| 13. | Shire of Williams  | Phillip Martin; and       |
| 14. | Shire of Williams  | Stuart Rintoul.           |

Moved: Cr Haslam

Seconded: Cr Dowling

Carried 5/0

**9.3 WORKS MANAGER:**

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:**

Nil

**12. CONFIDENTIAL ITEMS:**

Nil

**13. NEXT MEETING**

3pm, Thursday 15<sup>th</sup> December 2016 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 4:04pm.