

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

# **AGENDA**

for the

**Ordinary Meeting of Council**

to be held

**2PM, WEDNESDAY 17<sup>th</sup> APRIL 2019**

Popanyinning Town Hall  
Cnr Francis & Howard Streets, Popanyinning

# COUNCIL MEETING PROCEDURES

1. All Council meetings are open to the public, except for matters raised by Council under “confidential items”.
2. Members of the public may ask a question at an ordinary Council meeting at “Public Question Time”.
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting. If unsure about proceedings, just raise your hand when the Presiding Member announces Public Question Time.
4. All other arrangements are in accordance with the Council’s standing orders, policies and decisions of the town.

## 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.

In particular, and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Cuballing during the course of any meeting is not intended to be and is not taken as notice or approval from the Shire of Cuballing. The Shire of Cuballing warns that anyone who has an application lodged with the Shire of Cuballing must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of that application and any conditions attaching to the decision made by the Shire of Cuballing in respect of the application.

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**1. DECLARATION OF OPENING:**

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

**2.1.1 Attendance**

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

President  
Deputy President

Mr Gary Sherry  
Ms Bronwyn Dew  
Mr Bruce Brennan

Chief Executive Officer  
Deputy Chief Executive Officer  
Manager of Works and Services

**2.1.2 Apologies**

Nil at this time.

**2.1.3 Leave of Absence**

Nil

**3. STANDING ORDERS:**

**OFFICER'S RECOMMENDATION:**

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

**4. PUBLIC QUESTION TIME:**

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

Nil

**4.2 WRITTEN QUESTIONS PROVIDED IN ADVANCE:**

Nil

### **4.3 PUBLIC QUESTIONS FROM THE GALLERY:**

Nil at this time.

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

Nil at this time.

### **6. CONFIRMATION OF MINUTES:**

#### **6.1.1 Ordinary Meeting of Council held on Wednesday 20<sup>th</sup> March 2019**

##### **OFFICER'S RECOMMENDATION:**

**That the minutes of the Ordinary Meeting of Council held on Wednesday 20<sup>th</sup> March 2019 be confirmed as a true record of proceedings.**

#### **6.1.2 Annual Electors Meeting held on Wednesday 20<sup>th</sup> March 2019**

##### **OFFICER'S RECOMMENDATION:**

**That the minutes of the Annual Electors Meeting held on Wednesday 20<sup>th</sup> March 2019 be confirmed as a true record of proceedings.**

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

Nil

### **8. DISCLOSURE OF FINANCIAL INTEREST:**

#### **DISCLOSURE OF FINANCIAL INTEREST AND PROXIMITY INTEREST**

Members must disclose the nature of their interest in matters to be discussed at the meeting.

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting.

#### **DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY**

Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the Member or employee has given or will give advice.

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

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

#### **9.1.1 List of Accounts Submitted for Council Approval and Payment – March 2019**

File Ref. No:	NA
Disclosure of Interest:	Nil
Date:	8 <sup>th</sup> April 2019
Author:	Nichole Gould
Attachments:	9.1.1A List of March 2019 Trust Accounts 9.1.1B List of March 2019 Municipal Accounts

#### **Summary**

**Council is to consider the March 2019 List of Accounts.**

Background – Nil

Comment

Council is provided at Attachments 9.1.1A and 9.1.1B with a list of payments made from each of Council's bank accounts during the month of March 2019.

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

#### **OFFICER'S RECOMMENDATION:**

**That Council receives the List of Accounts for March 2019 paid under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 payments including payments from Council's:**

- 1. Trust Fund in March 2019 totalling \$40,404.40 included at Attachment 9.1.1A; and**
- 2. Municipal Fund in March 2019 totalling \$202,995.30 included at Attachment 9.1.1B.**

**LIST OF TRUST FUND ACCOUNTS DUE AND SUBMITTED TO COUNCIL  
MARCH 2019**

<b>Chq/EFT</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
20190301	Licensing Payments	Police Licensing Payments	628.45
20190305	Licensing Payments	Police Licensing Payments	33.50
20190306	Licensing Payments	Police Licensing Payments	2,401.70
20190307	Licensing Payments	Police Licensing Payments	6,370.75
20190308	Licensing Payments	Police Licensing Payments	904.95
20190311	Licensing Payments	Police Licensing Payments	234.75
20190312	Licensing Payments	Police Licensing Payments	3,742.15
20190313	Licensing Payments	Police Licensing Payments	10,137.75
20190315	Licensing Payments	Police Licensing Payments	1,319.40
20190318	Licensing Payments	Police Licensing Payments	1,187.85
20190320	Licensing Payments	Police Licensing Payments	266.05
20190322	Licensing Payments	Police Licensing Payments	401.65
20190325	Licensing Payments	Police Licensing Payments	823.50
20190326	Licensing Payments	Police Licensing Payments	1,524.80
20190327	Licensing Payments	Police Licensing Payments	5,294.45
20190328	Licensing Payments	Police Licensing Payments	3,711.80
20190329	Licensing Payments	Police Licensing Payments	1,420.60
			<b>40,404.10</b>

**LIST OF MUNICIPAL FUND ACCOUNTS DUE AND SUBMITTED TO COUNCIL  
MARCH 2019**

<b>Chq/EFT</b>	<b>Description</b>	<b>Amount</b>
2019-03-20	Rent for Grader Driver House	360.00
2019-03-22	ATO Clearing Account BAS	8,151.00
2019-03-06	Rent for Grader Driver House	360.00
2019-03-07	Interest on Graders	459.49
2019-03-07	Loan Repayment No. 63 Graders	3,254.79
EFT4237	Supply Band for Community Concert	1,600.00
EFT4238	Prima seal Popo West Road 4032m2	8,663.60
EFT4239	Catering Great War Histories of the Shire of Cuballing" Book Launch 16 <sup>th</sup> February 2019	1,737.16
EFT4240	Services at Great War Histories Book Launch	200.00
EFT4241	Excavator hire Drainage	528.00
EFT4242	200 Business Cards - Deputy CEO	242.00
EFT4243	Town Planning Advice - General - November 2018	1,126.40
EFT4244	Monthly Account - February 2019 - Diesel 11750 Litres & ULP 200 Litres	16,689.26
EFT4245	Refund for Gary Dodge due to overcharge	52.65
EFT4246	24xaaa batteries 1x 5lt glass cleaner 1x 5lt shield and shine 25x cut off discs 12x stinga gloves 24 spray mark cans 1x box engineer chalk 12x stinger gloves 6x duct tape 1x gaff tape 1 x 5lt hand cleaner 2 x glove clips	683.01
EFT4247	Freight Charges - Sunny Brushware Supplies	253.39
EFT4248	Complete Monthly Finance Statements - October & November	11,841.50
EFT4249	Local Government Notices - The West Australian - DCEO Position	2,375.74
EFT4250	1 x Fast Fill Trailer	7,237.27
EFT4251	Excavator hire	1,017.50
EFT4252	Moore Stephens Budget Workshop	1,705.00
EFT4253	Monthly Annual Reporting Workshop 26 & 27 March 2019	2,024.00
EFT4254	Cylinder rental fee Acetylene	23.54
EFT4255	Repair fridge Cuballing Hall	398.16



Chq/EFT	Description	Amount
EFT4256	Reinstate lime stone blocks	1,100.00
EFT4257	Legal Costs - Summons, PSSO & Land PSSO	1,833.00
EFT4258	Cuballing Movie Night 15/12/2018 Sherlock Gnomes screening rights	330.00
EFT4259	Tree Pruning McGarrigal park	2,475.00
EFT4260	Fit and repair 1 x 22. 5 truck tyre	289.93
EFT4261	Install 3x 4 outlets power points in shire office	328.90
EFT4262	Replace rear main seal Repair oil leaks PTO Replace rear spring bushes and pins Replace clutch replace steering pump hose Service truck 183,000km	14,830.04
EFT4263	50% Reimbursement Synergy - B Brennan	128.93
EFT4264	February 2019 Building Forms	294.00
EFT4265	BCITF Forms February 2019	180.15
EFT4266	50% Subsidy for Synergy as per employment contract	290.72
EFT4267	2 x Roads to Recovery Signs	107.80
EFT4268	Remove and replace shed at golf club as per quote emailed 17 - 12 - 2018	26,920.85
EFT4269	Council Meeting Meal	166.00
EFT4270	Cutting edges for loader and all hard ware	845.97
EFT4271	Pumping septic tank at rear of Hall Cuballing	320.00
EFT4272	Supply and push Gravel 900m3	4,125.00
EFT4273	Service all Fire Extinguishers in Shire	937.20
EFT4274	90,000 km Service Holden Colorado	1,938.80
EFT4275	Local Planning Strategy Development - January & February 2019	704.00
EFT4276	1 x water tank 4000lt	1,093.99
EFT4277	2 x WA 5160 air filters 2 x WA 5159 air filters	357.28
EFT4278	Monthly Fuel Card Fee - November 2018	614.93
EFT4279	Rubbish Removal - Household Service x 256	5,828.90
EFT4280	Kanga Hire Post hole digger	444.95
EFT4281	Remove and Renew 6 x Windows CWA Hall as per quote attached	13,749.85
EFT4282	Freight charges for delivery from West Coast Shade	119.52

Chq/EFT	Description	Amount
EFT4283	Find and fix fault with Hydraulics Komatsu Grader	1,038.87
EFT4284	Title Search - Campbell/Alton Street lots	25.70
EFT4285	Account for February 2019 - Mats	360.20
EFT4286	Monthly Computer Licenses	1,582.88
EFT4287	Advertising - Council Meeting Dates Narrogin Observer 24/01/2019	211.49
EFT4288	Replace grease hose on loader fill grease pod for Komatsu loader	123.64
EFT4289	Spray building for spiders, wasps and millipedes	275.00
EFT4290	Repair and Move RPZ at standpipe Cuballing as per quote 314	3,473.50
EFT4291	3 x sets mower blades ride on mower	156.00
EFT4292	Install two LED tail lights to Isuzu Giga	1,023.01
EFT4293	Repairs to Truck door	242.00
EFT4294	Supply and install new ceiling in CWA hall as per Quote 73	7,596.05
EFT4295	12x Lamb Kebabs 12x Chicken Kebabs	44.40
EFT4296	Embroidery on 3 Shire Polo Shirts	30.00
EFT4297	Replace window Popo Toilets	130.90
EFT4298	1 x Garden Hose 1 x hose fitting 1x Female valve adaptor 1 x 20mm coupling 1x 1500mmm 20mm PVC class 12	44.25
EFT4299	2 x boxes of 10 Urinal Pads	225.30
EFT4300	16 x 20litres Round-up Powermax	2,900.48
EFT4301	1 x pair size 12 steel blue argyle zip	233.75
EFT4302	Contribution towards December 2018 Popanyinning Progress Association Christmas Tree Event	250.00
EFT4303	Contribution towards 18/19 CATS	2,198.00
EFT4304	Photocopier Charges as per copies	770.55
EFT4305	Hire of Steel drum roller	830.00
EFT4306	1x Ladies Razor Polo Shirt, 2x Men's Razor Polo Shirt	82.50
EFT4307	Freight Charges for delivery from Stewart and Heaton Clothing	77.68
EFT4308	40 l Propel wetter 3 x 22kg bags Turf Gold	825.00

Chq/EFT	Description	Amount
EFT4309	Annual cloud server fee for standpipes Support fees Cuballing Support fees Popanyinning	897.05
EFT4310	1x Mirror	584.68
EFT4311	Buro Roma Task Chair (Works Supervisor)	479.18
14725	Course enrolment - Ashlee Nicholas Cert 3 in Local Government - 5/12 units	585.00
14726	1 x Potato Bake, Garden Salad, one other Salad	220.00
14728	Groceries	372.00
14729	Electricity Charge - U 3 22 Campbell St Cuballing	4,446.80
14730	Building Services - February 19 - Labour 21.50hrs & Travel 144kms	2,738.30
14731	Applicants Copy" Stamp - DF2867 Self Inking Rubber Stamp. 67mm x 28mm "	48.70
14732	Service Charge - Shire Office	589.43
14733	1 x swing seat and chains SW36 1 x swing seat and chains toddler SW38	433.40
14734	Groceries	452.60
DD1875.1	Superannuation contributions	224.35
DD1875.2	Payroll deductions	5,747.87
DD1875.3	Superannuation contributions	437.17
DD1875.4	Superannuation contributions	437.17
DD1875.5	Superannuation contributions	224.14
DD1875.6	Superannuation contributions	69.93
DD1875.7	Superannuation contributions	193.17
DD1875.8	Superannuation contributions	124.89
DD1888.1	Monthly Wireless Limitless Inc Calls Internet	90.29
DD1896.1	Superannuation contributions	224.35
DD1896.2	Payroll deductions	5,515.14
DD1896.3	Superannuation contributions	437.17
DD1896.4	Superannuation contributions	437.17
DD1896.5	Superannuation contributions	224.14
DD1896.6	Superannuation contributions	69.93
DD1896.7	Superannuation contributions	193.17
DD1896.8	Superannuation contributions	125.03
DD1900.1	DCEO Credit Card - Budget Workshop - Accommodation	282.76
		<b>202,995.30</b>

## 9.1.2 Statement of Financial Activity

Applicant:	N/A
File Ref. No:	ADM214
Disclosure of Interest:	Nil
Date:	8 <sup>th</sup> April 2019
Author:	Bronwyn Dew, Deputy Chief Executive Officer
Attachments:	9.1.2A Statement of Financial Activity

### **Summary**

#### **Council is to consider the Statement of Financial Activity for March 2019.**

### **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**

Revenue from operating activities exceeded year to date budget estimates to 31<sup>st</sup> March 2019 in a positive manner. Some key points include;

- General Purpose Funding – Rates revenue is within 1% of the budget as at 31 March 2019;
- Governance – Unbudgeted return of membership fees from the Great Southern Regional Business Association (\$3,373);
- Community Amenities – Received Department of Veterans Affairs book grant of \$6,002;
- Transport – MRWA Direct Grant amount received \$98,183 being greater than the \$57,535 budgeted and earlier than budgeted also.
- Economic Services – Standpipe charges and Building Licenses and Building Surveyor fees are less than budgeted.

Operating Expenses – The key items of variance include:

- Overall the month expenditure is below the YTD budget.
- Recreation & Culture – showing as over budget due to cost of replacement Golf Club Shed being allocated to this code. This is offset in the Recreation & Culture income account with the insurance payment for the cost of the replacement shed.

There have been no transfers either to or from reserves to date.

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

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

**OFFICER'S RECOMMENDATION:**

**That the Statement of Financial Activity, as included at Attachment 9.1.2A for the Shire of Cuballing for period ending 31<sup>st</sup> March 2019 be received.**

**SHIRE OF CUBALLING**

**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 31 March 2019**

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

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## MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDED 31 MARCH 2019

## INFORMATION

### PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 31 March 2019

Prepared by: Bronwyn Dew, Deputy Chief Executive Officer

Reviewed by: Gary Sherry, Chief Executive Officer

### BASIS OF PREPARATION

#### REPORT PURPOSE

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

#### BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

#### 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.

### SIGNIFICANT ACCOUNTING POLICES

#### GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

#### CRITICAL ACCOUNTING ESTIMATES

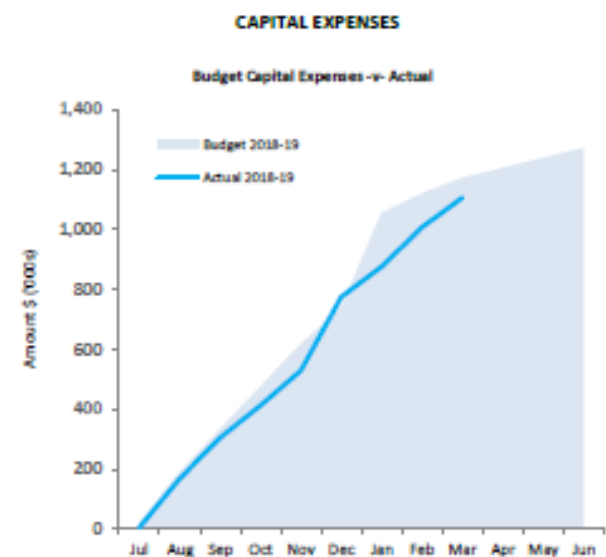
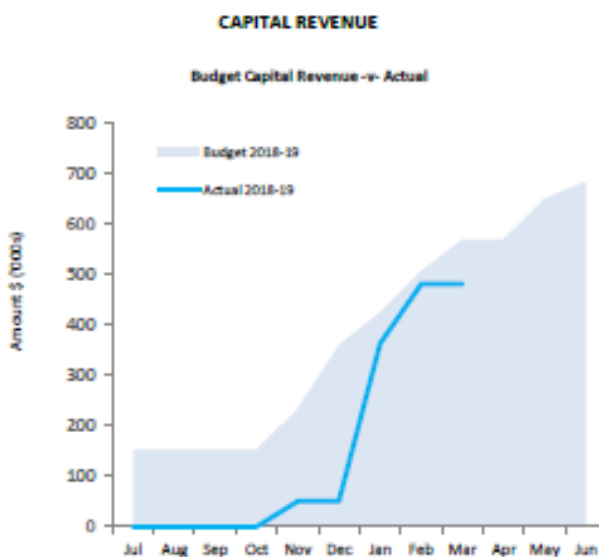
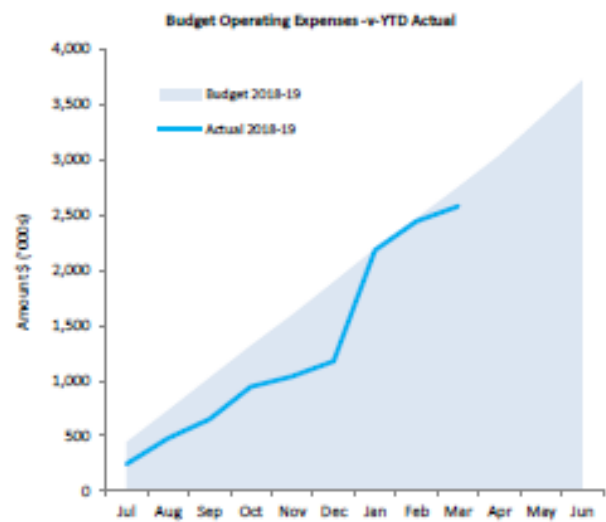
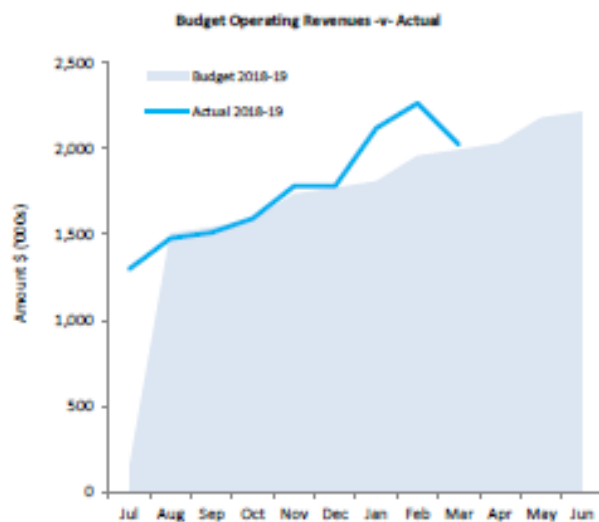
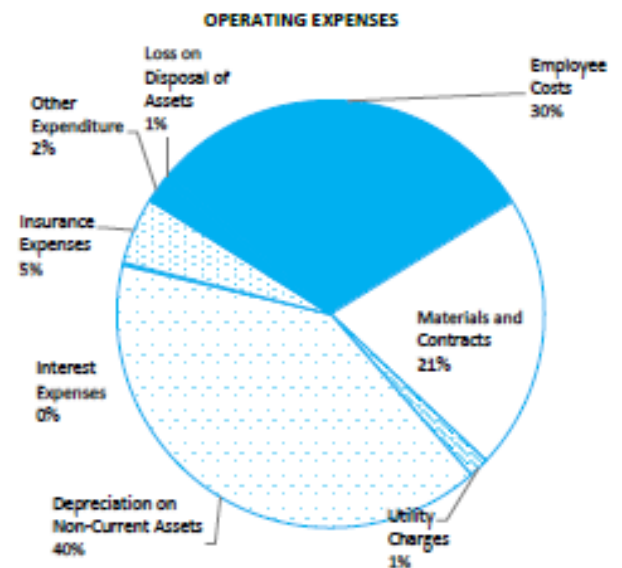
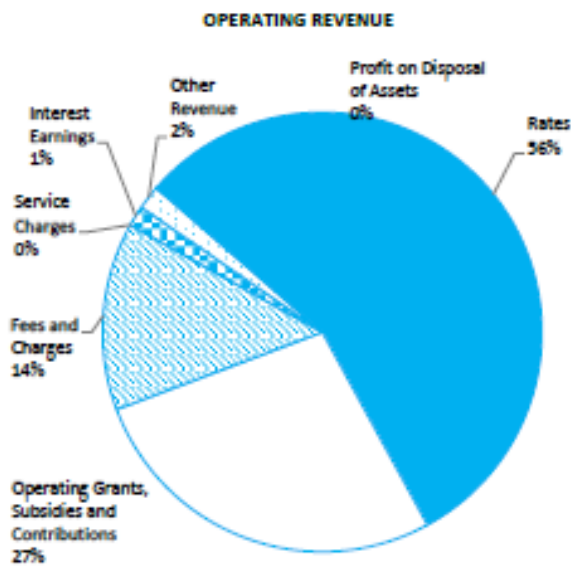
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions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

#### ROUNDING OFF FIGURES

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

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 31 MARCH 2019**

**SUMMARY GRAPHS**



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



**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 31 MARCH 2019**

**STATUTORY REPORTING PROGRAMS**

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

<b>PROGRAM NAME</b>	<b>OBJECTIVE</b>	<b>ACTIVITIES</b>
<b>GOVERNANCE</b>	Administration and operation of facilities and services to members of council, other costs that relate to tasks of elected members and ratepayers on matters which do not concern specific council activities	Complete Council meetings, Complete all Administration activities, Lobby other levels of government to support the aims of the Shire of Cuballing
<b>GENERAL PURPOSE FUNDING</b>	Rates, general purpose government grants and interest revenue	Manage Rates and collection. Maintain Property Data
<b>LAW, ORDER, PUBLIC SAFETY</b>	Supervision of various local laws, fire prevention, emergency services and animal control.	Provide ranger service, bush fire and emergency management
<b>HEALTH</b>	Inspections of septic and food control	Inspect food premises.
<b>EDUCATION AND WELFARE</b>	Support school activities	Provide activities of support of local schools
<b>HOUSING</b>	Provision and maintenance of staff housing	Provide staff & other housing
<b>COMMUNITY AMENITIES</b>	Operation of refuse sites, noise control and administration of Town Planning Scheme	Provision of waste & recycling services including the operation of the Cuballing & Popanyinning transfer stations. Also includes the provision of town planning services.
<b>RECREATION AND CULTURE</b>	Maintenance of halls, recreation centre and various reserves. Support library services in Narrogin.	Maintain halls & Civic buildings, parks and gardens and recreational facilities including managing the Dryandra Equestrian Centre lease.
<b>TRANSPORT</b>	Construction and maintenance of streets, roads, bridges, footpaths, drainage works, traffic signs, bus shelters and depot maintenance.	Maintain and protect local environmentally significant areas including the maintenance of Council roads and footpaths. Also includes the provision of vehicle licensing services.
<b>ECONOMIC SERVICES</b>	The regulation and provision of tourism, area promotion, building control, noxious weeds, vermin control and standpipes.	Control of noxious weeds on council property, DrumMuster and provision of building registration services. Includes tourism and promotion and supporting the Dryandra Country Visitors Centre.
<b>OTHER PROPERTY AND SERVICES</b>	Private works operation, plant repairs and operation costs.	Includes private works, overhead and plant allocations and the provision of building surveying services.

STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2019

STATUTORY REPORTING PROGRAMS

	Ref Note	Annual Budget	YTD Budget	YTD Actual	Variance (\$)	Variance (%)	
Opening Funding Surplus(Deficit)	1(b)	\$ 660,426	\$ 660,426	\$ 618,610	\$ (41,816)	(6%)	
<b>Revenue from operating activities</b>							
General Purpose Funding	5	1,447,827	1,372,970	1,369,818	(3,151)	(0%)	
Governance		3,000	2,907	5,887	2,980	102%	
Law, Order and Public Safety		33,767	27,138	32,357	5,219	19%	▲
Health		700	525	912	387	74%	
Education and Welfare		1,000	1,000	2,000	1,000	100%	
Housing		4,680	3,510	3,420	(90)	(3%)	
Community Amenities		60,700	60,500	67,967	7,467	12%	▲
Recreation and Culture		8,545	8,545	70,848	62,303	729%	▲
Transport		247,262	199,794	231,102	31,308	16%	▲
Economic Services		83,812	70,059	16,828	(53,231)	(76%)	▼
Other Property and Services		317,500	238,125	222,466	(15,659)	(7%)	
		<b>2,208,794</b>	<b>1,985,074</b>	<b>2,023,607</b>			
<b>Expenditure from operating activities</b>							
General Purpose Funding		(74,310)	(49,732)	(39,084)	10,648	21%	▲
Governance		(152,396)	(117,843)	(100,547)	17,296	15%	▲
Law, Order and Public Safety		(178,486)	(141,287)	(123,989)	17,298	12%	▲
Health		(44,733)	(33,675)	(27,086)	6,589	20%	▲
Education and Welfare		(54,551)	(40,913)	(10,889)	30,025	73%	▲
Housing		(72,294)	(56,248)	(40,552)	15,696	28%	▲
Community Amenities		(343,728)	(269,810)	(233,712)	36,098	13%	▲
Recreation and Culture		(258,139)	(197,726)	(269,266)	(71,540)	(36%)	▼
Transport		(2,129,780)	(1,600,807)	(1,424,479)	176,328	11%	▲
Economic Services		(194,289)	(146,542)	(128,326)	18,216	12%	▲
Other Property and Services		(277,051)	(218,720)	(178,945)	39,775	18%	▲
		<b>(3,779,758)</b>	<b>(2,873,303)</b>	<b>(2,576,874)</b>			
<b>Operating activities excluded from budget</b>							
Add Back Depreciation		1,491,780	1,118,835	1,033,813	(85,022)	(8%)	
Adjust (Profit)/Loss on Asset Disposal	6	12,742	12,742	16,566	3,824	30%	
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		<b>(66,442)</b>	<b>243,348</b>	<b>497,111</b>			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	10	534,005	177,729	480,947	303,219	171%	▲
Proceeds from Disposal of Assets	6	50,347	50,347	48,475	(1,872)	(4%)	
Land Held for Resale		0	0	0	0		
Capital Acquisitions	7	(1,388,091)	(1,322,816)	(1,112,884)	209,931	16%	▲
Amount attributable to investing activities		<b>(803,740)</b>	<b>(1,094,740)</b>	<b>(583,462)</b>			
<b>Financing Activities</b>							
Proceeds from New Debentures		160,000	160,000	0	(160,000)	(100%)	▼
Repayment of Debentures	8	(45,566)	(28,868)	(28,868)	0	0%	
Transfer from Reserves	9	245,996	0	0	0		
Transfer to Reserves	9	(143,128)	(10,967)	(10,967)	0	0%	
Amount attributable to financing activities		<b>217,302</b>	<b>120,165</b>	<b>(39,835)</b>			
Wardering Road Bridge Widening							
Closing Funding Surplus(Deficit)	1(b)	7,546	(70,801)	492,424			

KEY INFORMATION

▲▼ 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.

The material variance adopted by Council for the 2018/19 year is \$5,000 or 10% whichever is the greater.

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

## KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 MARCH 2019

### REVENUE

#### RATES

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

#### OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

#### NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

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

#### PROFIT ON ASSET DISPOSAL

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

#### FEES AND CHARGEES

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 on rate arrears and interest on debtors.

#### INTEREST EARNINGS

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

#### OTHER REVENUE / INCOME

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

## NATURE OR TYPE DESCRIPTIONS

### EXPENSES

#### EMPLOYEE COSTS

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

#### MATERIALS AND CONTRACTS

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

#### UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

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

#### 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.

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**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2019**

**BY NATURE OR TYPE**

	Ref Note	Annual Budget	YTD Budget	YTD Actual	Variance (\$)	Variance (%)	
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	1(b)	660,426	660,426	618,610	(41,816)	(6%)	
<b>Revenue from operating activities</b>							
Rates	5	1,118,672	1,125,372	1,126,300	928	0%	
Operating Grants, Subsidies and Contributions	10	626,369	493,607	550,926	57,319	12%	▲
Fees and Charges		400,253	317,845	280,080	(37,764)	(12%)	▼
Interest Earnings		35,000	26,500	30,331	3,831	14%	
Other Revenue		28,500	21,750	35,970	14,220	65%	▲
Profit on Disposal of Assets	6	0	0	0	0		
		<u>2,208,794</u>	<u>1,985,074</u>	<u>2,023,607</u>			
<b>Expenditure from operating activities</b>							
Employee Costs		(1,173,545)	(898,376)	(767,944)	130,432	15%	▲
Materials and Contracts		(827,595)	(620,260)	(537,006)	83,254	13%	▲
Utility Charges		(51,290)	(38,766)	(39,617)	(851)	(2%)	
Depreciation on Non-Current Assets		(1,491,780)	(1,118,835)	(1,033,813)	85,022	8%	
Interest Expenses		(8,403)	(6,302)	(5,066)	1,237	20%	
Insurance Expenses		(130,445)	(107,009)	(130,415)	(23,406)	(22%)	▼
Other Expenditure		(83,958)	(71,013)	(46,448)	24,565	35%	▲
Loss on Disposal of Assets	6	(12,742)	(12,742)	(16,566)	(3,824)		
		<u>(3,779,758)</u>	<u>(2,873,303)</u>	<u>(2,576,874)</u>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		1,491,780	1,118,835	1,033,813	(85,022)	(8%)	
Adjust (Profit)/Loss on Asset Disposal	6	12,742	12,742	16,566	3,824	30%	
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		<u>(66,442)</u>	<u>243,348</u>	<u>497,111</u>			
<b>Investing activities</b>							
Non-operating grants, subsidies and contributions	10	534,005	177,729	480,947	303,219	171%	▲
Proceeds from Disposal of Assets	6	50,347	50,347	48,475	(1,872)	(4%)	
Land held for resale		0	0	0	0		
Capital acquisitions	7	(1,388,091)	(1,322,816)	(1,112,884)	209,931	16%	▲
Amount attributable to investing activities		<u>(803,740)</u>	<u>(1,094,740)</u>	<u>(583,462)</u>			
<b>Financing Activities</b>							
Proceeds from New Debentures		160,000	160,000	0	(160,000)	(100%)	▼
Repayment of Debentures	8	(45,566)	(28,868)	(28,868)	0	0%	
Transfer from Reserves	9	245,996	0	0	0		
Transfer to Reserves	9	(143,128)	(10,967)	(10,967)	0	0%	
Amount attributable to financing activities		<u>217,302</u>	<u>120,165</u>	<u>(39,835)</u>			
Closing Funding Surplus (Deficit)	1(b)	<u>7,546</u>	<u>(70,802)</u>	<u>492,424</u>			

**KEY INFORMATION**

▲ ▼ 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 Wandering Road Bridge Widening

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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2019**

**NOTE 1(a)  
NET CURRENT ASSETS**

**SIGNIFICANT ACCOUNTING POLICIES**

**CURRENT AND NON-CURRENT CLASSIFICATION**

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

**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 City 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 City 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 City does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

**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.

**INVENTORIES**

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2019

OPERATING ACTIVITIES  
NOTE 1(b)  
ADJUSTED NET CURRENT ASSETS

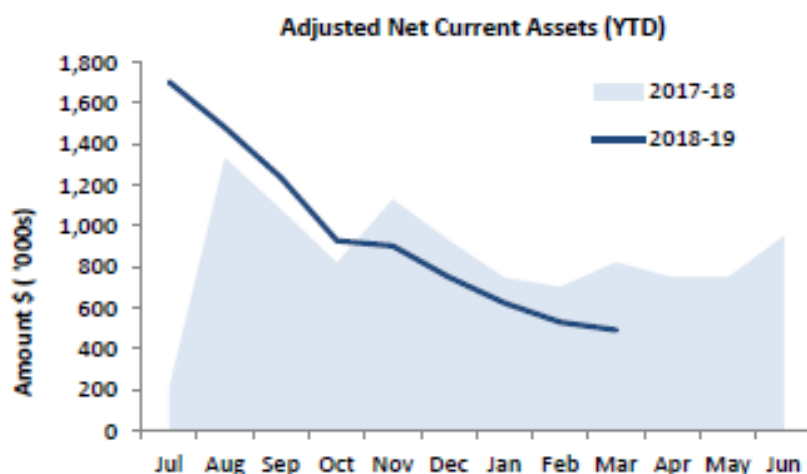
	Ref Note	Last Years Closing 30 June 2018	This Time Last Year 31 Mar 2018	Year to Date Actual 31 Mar 2019
		\$	\$	\$
<b>Adjusted Net Current Assets</b>				
<b>Current Assets</b>				
Cash Unrestricted	3	509,330	714,294	412,365
Cash Restricted	3	1,542,991	1,309,014	1,553,958
Receivables - Rates	4	51,735	80,471	75,245
Receivables - Other	4	90,790	39,293	11,821
Loans receivable		0	0	0
ATO Receivable		0	1,800	12,175
Inventories		8,391	7,262	8,391
Land held for resale - current		0	0	0
		<u>2,203,237</u>	<u>2,152,135</u>	<u>2,073,956</u>
<b>Less: Current Liabilities</b>				
Payables		(41,636)	(52,144)	(2,252)
ATO Payables		0	(1,800)	(25,322)
Provisions - employee		(246,020)	(191,753)	(246,020)
Long term borrowings		(38,715)	(18,175)	(9,847)
		<u>(326,371)</u>	<u>(263,873)</u>	<u>(283,441)</u>
<b>Unadjusted Net Current Assets</b>		<b>1,876,866</b>	<b>1,888,262</b>	<b>1,790,515</b>
<b>Adjustments and exclusions permitted by FM Reg 32</b>				
Less: Cash reserves	3	(1,542,991)	(1,309,014)	(1,553,958)
Less: Land held for resale		0	0	0
Less: Loans receivable		0	0	0
Add: Provisions - employee		246,020	191,753	246,020
Add: Long term borrowings		38,715	18,175	9,847
<b>Adjusted Net Current Assets</b>		<b>618,610</b>	<b>789,176</b>	<b>492,424</b>

## SIGNIFICANT ACCOUNTING POLICIES

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

## KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.



This Year YTD

Surplus(Deficit)

**\$ .49 M**

Last Year YTD

Surplus(Deficit)

**\$ .79 M**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2019

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 2018/19 year is \$5,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	\$	%			
<b>Revenue from operating activities</b>					
Governance	2,980	102%		Permanent	GRT Southern Regional Bus Assoc contribution
General Purpose Funding	(3,151)	(0%)		Timing	Not Material
Law, Order and Public Safety	5,219	19%	▲	Timing	Fire Prevention Grants & Income
Health	387	74%		Timing	Not Material
Education and Welfare	1,000	100%		Permanent	Good Things Foundation Funding
Housing	(90)	(3%)		Timing	Not Material
Community Amenities	7,467	12%	▲	Permanent	Department of Veteran Affairs grant (\$6,002)
Recreation and Culture	62,303	729%	▲	Timing	Budget Profiling - Yormaning Dam Grant and Golf Club Insurance Claim Income
Transport	31,308	16%	▲	Timing	Final RRG & Local Road Grant to come in
Economic Services	(53,231)	(76%)	▼	Permanent	Building License Fees. Unsuccessful Grant applications for Community Functions (\$28,263)
Other Property and Services	(15,659)	(7%)		Timing	Not Material
<b>Expenditure from operating activities</b>					
Governance	17,296	15%	▲	Timing	Council Member Services & Admin Salaries
General Purpose Funding	10,648	21%	▲	Timing	General Admin Allocations
Law, Order and Public Safety	17,298	12%	▲	Timing	Bush Fire Brigade Costs
Health	6,589	20%	▲	Timing	EHO/BS Expenditure
Education and Welfare	30,025	73%	▲	Timing	Funds allocated for Aged/Seniors services
Housing	15,696	28%	▲	Timing	CEO & DCEO building maintenance costs
Community Amenities	36,098	13%	▲	Timing	Refuse Site, Planning & General Admin Costs
Recreation and Culture	(71,540)	(36%)	▼	Timing	Gold Club Shed Expenses (-\$50,924)
Transport	176,328	11%	▲	Timing	Timing of Road Projects
Economic Services	18,216	12%	▲	Timing	Community Functions allocation not spent
Other Property and Services	39,775	18%	▲	Timing	Plant & Overhead Allocations
<b>Investing Activities</b>					
Non-operating Grants, Subsidies and	303,219	171%	▲	Timing	Budget Profiling - R2R & RRG funds received early
Proceeds from Disposal of Assets	(1,872)	(4%)		Timing	Not Material
Land Held for Resale	0				Not Applicable
Capital Acquisitions	209,931	16%	▲	Timing	Budget Profiling - projects still to be progressed
<b>Financing Activities</b>					
Proceeds from New Debentures	(160,000)	(100%)	▼	Timing	Proceeds from new loan not received
Transfer from Reserves	0			Timing	Not material
Repayment of Debentures	0	0%		Timing	Not material
Transfer to Reserves	0	0%		Timing	Not material

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2019

OPERATING ACTIVITIES  
NOTE 3  
CASH AND INVESTMENTS

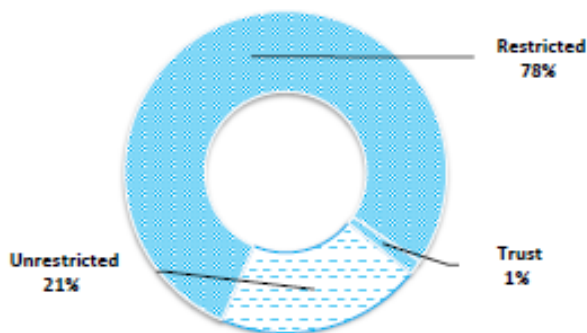
Cash and Investments	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash and Floats	95,827			95,827	CBA	1.50%	At Call
At Call Deposits							
Municipal Fund	316,538			316,538	CBA	1.90%	At Call
Trust Fund			29,453	29,453	CBA	0.00%	At Call
Term Deposits							
Reserve Funds		1,553,958		1,553,958	CBA	2.39%	21-Feb-19
<b>Total</b>	<b>412,365</b>	<b>1,553,958</b>	<b>29,453</b>	<b>1,899,950</b>			

SIGNIFICANT ACCOUNTING POLICIES

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.

KEY INFORMATION

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.



Total Cash	Unrestricted
<b>\$1.9 M</b>	<b>\$.41 M</b>

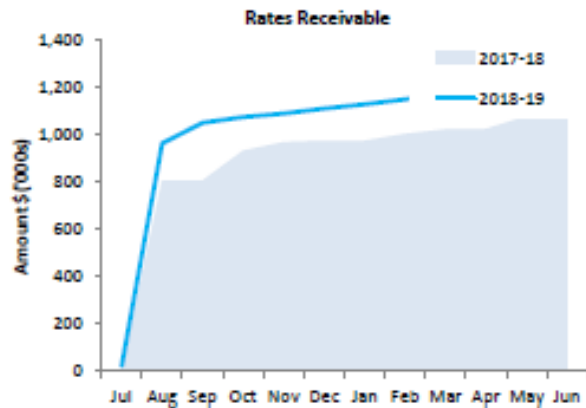


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2019**

Rates Receivable	30 June 2018	31 Mar 19
	\$	\$
Opening Arrears Previous Years	65,448	51,735
Levied this year	1,066,065	1,199,303
Less Collections to date	(1,079,778)	(1,175,793)
Equals Current Outstanding	51,735	75,245
<b>Net Rates Collectable</b>	<b>51,735</b>	<b>75,245</b>
% Collected	95.15%	93.73%

**KEY INFORMATION**

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.



Collected	Rates Due
<b>94%</b>	<b>\$75,245</b>

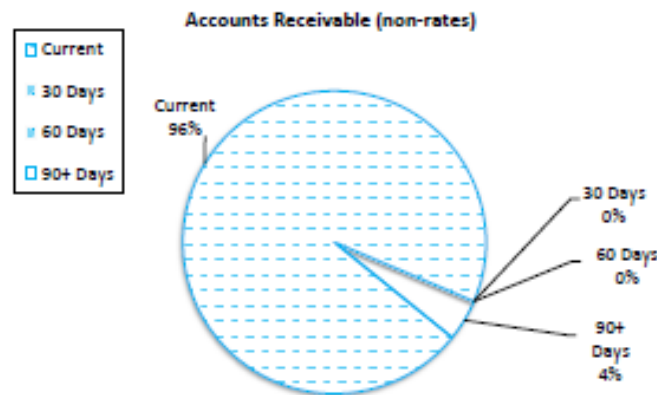
**OPERATING ACTIVITIES  
NOTE 4  
RECEIVABLES**

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	10,605	0	0	494	11,099
Percentage	96%	0%	0%	4%	
<b>Balance per Trial Balance</b>					
Sundry debtors					11,821
GST receivable					12,175
<b>Total Receivables General Outstanding</b>					<b>23,996</b>

Amounts shown above include GST (where applicable)

**SIGNIFICANT ACCOUNTING POLICIES**

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.



<b>Debtors Due</b>
<b>\$23,996</b>
<b>Over 30 Days</b>
<b>4%</b>
<b>Over 90 Days</b>
<b>4%</b>

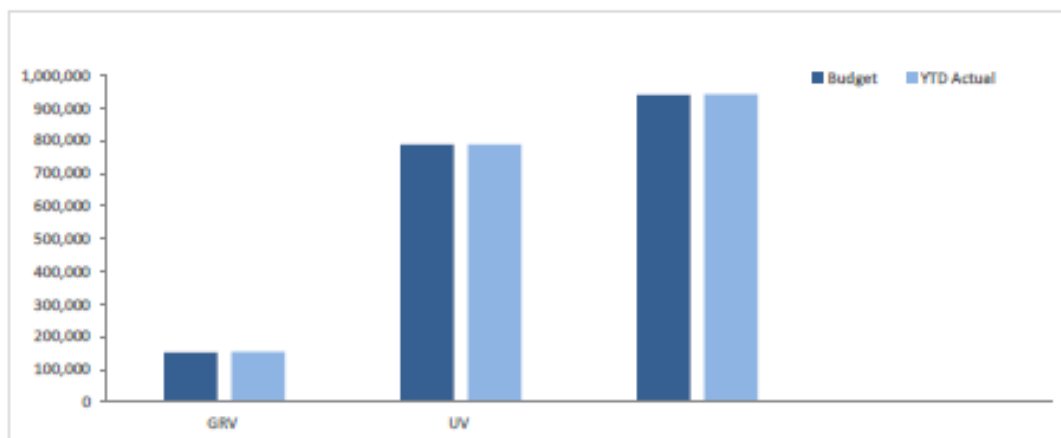
OPERATING ACTIVITIES  
NOTE 5  
RATE REVENUE

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2019

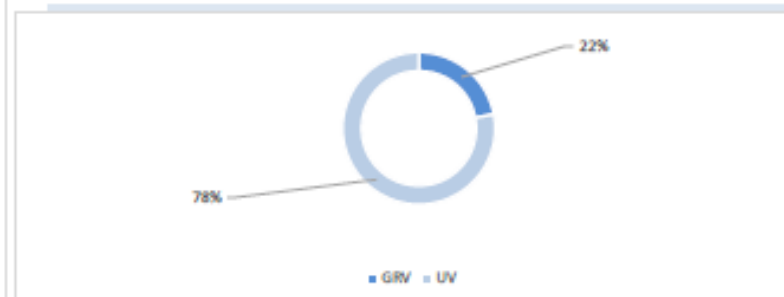
General Rate Revenue	Rate in	Number of Properties	Rateable Value	Rate Revenue	Annual Budget			YTD Actual				
					Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue	
RATE TYPE	\$			\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate												
GRV	7.0920	167	2,164,942	152,468	0	0	152,468	153,538	0	0	153,538	
UV	0.7209	186	109,263,940	787,684	0	0	787,684	787,684	51	0	787,735	
Sub-total		353	111,428,882	940,152	0	0	940,152	941,221	51	0	941,273	
Minimum	\$											0
GRV	690	161	810,568	111,780	0	0	111,780	111,090	0	0	111,090	
UV	930	158	14,017,700	146,940	0	0	146,940	146,940	0	0	146,940	
		319	14,828,268	258,720	0	0	258,720	258,030	0	0	258,030	
Sub-Totals		672	126,257,150	1,198,872	0	0	1,198,872	1,199,251	51	0	1,199,303	
Discount							(73,500)				(72,932)	
Concession / Write Offs							(6,700)				(71)	
Amount from General Rates							1,118,672				1,126,300	
Ex-Gratia Rates							0				0	
Total General Rates							1,118,672				1,126,300	

SIGNIFICANT ACCOUNTING POLICIES

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.



General Rates		
Budget	YTD Actual	%
\$1.12 M	\$1.13 M	101%

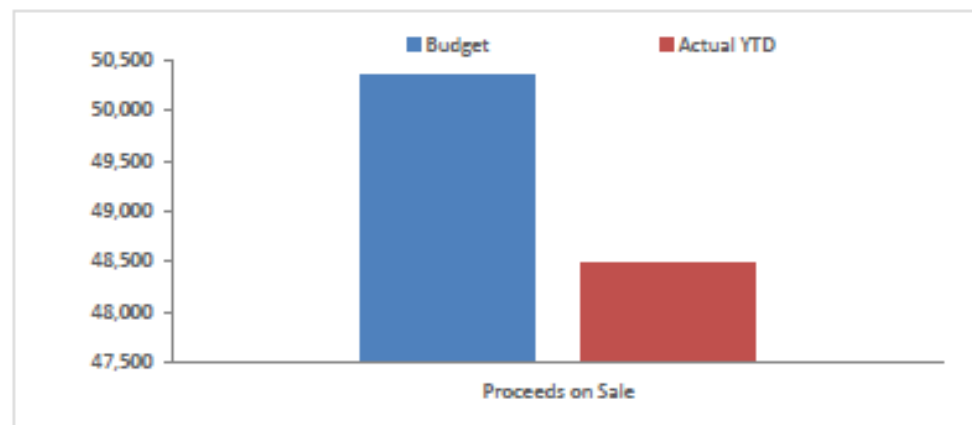


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2019

OPERATING ACTIVITIES  
NOTE 6  
DISPOSAL OF ASSETS

Asset Ref.	Asset Description	Amended Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	
10087	CN1 2014 Holden Colorado Dual Cab Utility (CN 1)	18,102	17,166		(936)	18,000	17,112		(888)
10062	Isuzu NPR 300 Truck (CN 2)	22,448	12,727		(9,721)	22,400	12,727		(9,673)
10078	Mazda Traytop Utility (CN1557)	8,448	6,363		(2,085)	8,400	4,545		(3,855)
10099	Toyota Corolla (CN039)	16,241	14,091		(2,150)	16,241	14,091		(2,150)
		65,239	50,347	0	(14,892)	65,041	48,475	0	(16,566)

## KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$50,347	\$48,475	96%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2019

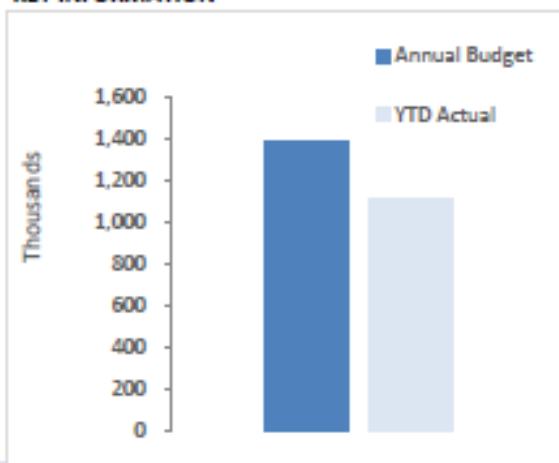
INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS

Capital Acquisitions	Amended		YTD Actual Total	YTD Budget Variance
	Annual Budget	YTD Budget		
	\$	\$	\$	\$
Land & Buildings	391,240	367,765	207,070	160,695
Plant & Equipment	182,766	182,766	167,543	15,223
Furniture & Equipment	1,800	0	431	(431)
Roads	805,835	765,835	733,911	31,924
Recreation	0	0	0	0
Parks, Gardens, Recreation Facilities	0	0	0	0
Other Infrastructure	6,450	6,450	3,929	2,521
<b>Capital Expenditure Totals</b>	<b>1,388,091</b>	<b>1,322,816</b>	<b>1,112,884</b>	<b>209,931</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	534,005	177,729	480,947	303,219
Borrowings	160,000	160,000	0	(160,000)
Other (Disposals & C/Fwd)	50,347	50,347	48,475	(1,872)
Cash Backed Reserves				
Infrastructure Reserve	0	0	0	0
Pensioner Unit Maintenance Reserve	1,800	0	0	0
Plant Replacement Reserve	40,000	0	0	0
Contribution - operations	601,940	934,740	583,462	(351,278)
<b>Capital Funding Total</b>	<b>1,388,091</b>	<b>1,322,816</b>	<b>1,112,884</b>	<b>(209,931)</b>

**SIGNIFICANT ACCOUNTING POLICIES**

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

**KEY INFORMATION**

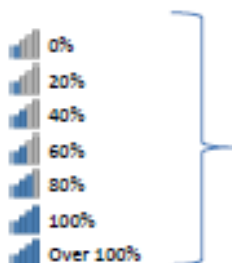


<b>Acquisitions</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>% Spent</b>
	<b>\$1.39 M</b>	<b>\$1.11 M</b>	<b>80%</b>
<b>Capital Grant</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>% Received</b>
	<b>\$0.53 M</b>	<b>\$0.48 M</b>	<b>90%</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2019

INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure Total  
Level of Completion Indicators




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

% of  
Completion Level of completion indicator

	Acc / Job	Annual Budget	YTD Budget	YTD Actual	Variance	
<b>Capital Expenditure</b>						
<b>Land</b>						
0.94	Lot 74 Austral Street Improvements	12126	183,185	183,185	172,041	11,144
<b>Buildings</b>						
1.00	Toilet Block Cuby Fire Station	10517	0	0	0	0
1.00	Mens Shed	10743	0	0	159	(159)
1.00	Cuballing Transfer Station Sealing	J601	0	0	0	0
0.00	Cuballing Transfer Station Sealing	J601A	40,916	20,458	0	20,458
0.82	Popanyinning Shed Floor Concrete	J601B	3,960	1,980	3,240	(1,260)
0.20	Popanyinning Tip Shed Gates	J601C	3,838	2,800	750	2,051
0.06	Waste Oil Transfer Station Cuballing Relocation	J601E	31,488	31,488	2,017	29,471
0.90	Building Renewal - Cuballing Recreation Centre	C165	4,140	4,140	3,740	400
0.00	Building Renewal - Cuballing Memorial Park	C176	49,530	49,530	0	49,530
0.04	Building Renewal - Yormaning Dam	C187	12,115	12,115	441	11,674
0.75	Lions Park Shelter	C192A	6,625	6,625	4,958	1,667
0.36	Owa Hall Works	C195A	55,443	55,443	19,724	35,719
	<b>Total Land &amp; Buildings</b>		<b>391,240</b>	<b>367,765</b>	<b>207,070</b>	<b>160,695</b>

% of Completion		Level of completion indicator	Acc / Job	Annual Budget	YTD Budget	YTD Actual	Variance
<b>Plant &amp; Equipment</b>							
0.99		Isuzu Hino 3.5T Truck	12405	63,900	63,900	63,300	600
0.93		ESO Dual Cab 4x4 Utility	12406	43,073	43,073	40,021	3,052
1.05		KevRek 550s Crane	12407	7,300	7,300	7,700	(400)
0.92		Solar Powered Variable Message Board	12408	23,130	23,130	21,250	1,880
0.00		Directional Signage	12409	8,000	8,000	0	8,000
0.96		4x2 Tipping Utility - with Kevrek Crane	12410	30,000	30,000	28,727	1,273
1.00		Fast Fill Fire Trailer	05198	6,545	6,545	6,545	(0)
0.00		VHF Radio WEARN - Hand Held (x2)	05170	818	818	0	818
<b>Total Plant &amp; Equipment</b>				<b>182,766</b>	<b>182,766</b>	<b>167,543</b>	<b>15,223</b>
<b>Furniture &amp; Equipment</b>							
0.24		Councillor Ipads	04265	1,800	0	431	(431)
<b>Total Furniture &amp; Equipment</b>				<b>1,800</b>	<b>0</b>	<b>431</b>	<b>(431)</b>
<b>Infrastructure - Roads</b>							
0.00		Wardering Road Bridge Widening	B001	40,000	0	0	0
1.00		RRG - Stratherne Road 17/18	R001	0	0	0	0
1.16		RRG- Stratherne Road 18/19	R001A	135,506	135,506	157,207	(21,701)
1.07		RRG - Wandering Narrogin Road 17/18	R129	165,198	165,198	176,244	(11,046)
0.64		RRG - Wandering Narrogin 18/19	R129A	274,131	274,131	176,389	97,742
1.00		Popanyinning West Widening R2R	R002	0	0	0	0
1.00		Popanyinning West Road Realignment R2R 16/17	R002B	0	0	0	0
1.08		Popanyinning East Road Resealing	R004C	10,080	10,080	10,869	(789)
1.10		Popanyinning West Reconstruction	R004D	172,836	172,836	190,968	(18,132)
2.75		Reeds Road Gravel Sheeting	R004F	8,084	8,084	22,234	(14,150)
<b>Total Road Infrastructure</b>				<b>805,835</b>	<b>765,835</b>	<b>733,911</b>	<b>31,924</b>
<b>Recreation</b>							
1.00		Nil		0	0	0	0
<b>Total Recreation</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Parks, Ovals &amp; Playgrounds</b>							
1.00		Nil		0	0	0	0
<b>Total Parks, Ovals &amp; Playgrounds</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Other Infrastructure</b>							
1.56		Popanyinning Gravel Pit Fencing	C198	6,450	6,450	3,929	2,521
<b>Total Other Infrastructure</b>				<b>6,450</b>	<b>6,450</b>	<b>3,929</b>	<b>2,521</b>

% of  
Completion  *Level of completion indicator*

	Acc / Job	Annual Budget	YTD Budget	YTD Actual	Variance
0.80  TOTAL CAPITAL EXPENDITURE		1,388,091	1,322,816	1,112,884	209,931



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2019

FINANCING ACTIVITIES  
NOTE 8  
BORROWINGS

Information on Borrowings	2017/18	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget
Particulars	\$	\$	\$	\$	\$	\$	\$	\$	\$
Transport									
Loan 63 - Graders	150,655	0	0	28,868	38,704	131,518	111,951	5,066	5,867
Economic Services									
Loan 64 - Lot 74 Austral St	0	0	160,000	0	6,862	0	153,138	0	2,536
<b>Total</b>	<b>150,655</b>	<b>0</b>	<b>160,000</b>	<b>28,868</b>	<b>45,566</b>	<b>131,518</b>	<b>265,089</b>	<b>5,066</b>	<b>8,403</b>

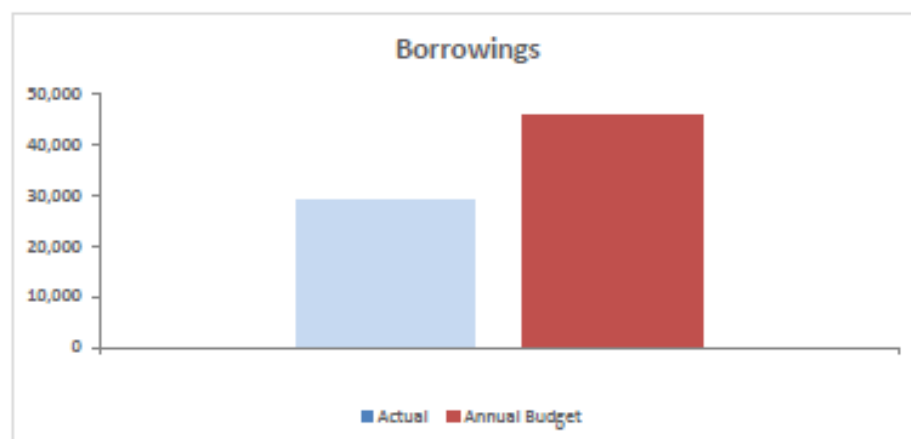
All debenture repayments were financed by general purpose revenue.

SIGNIFICANT ACCOUNTING POLICIES

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.

KEY INFORMATION

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.



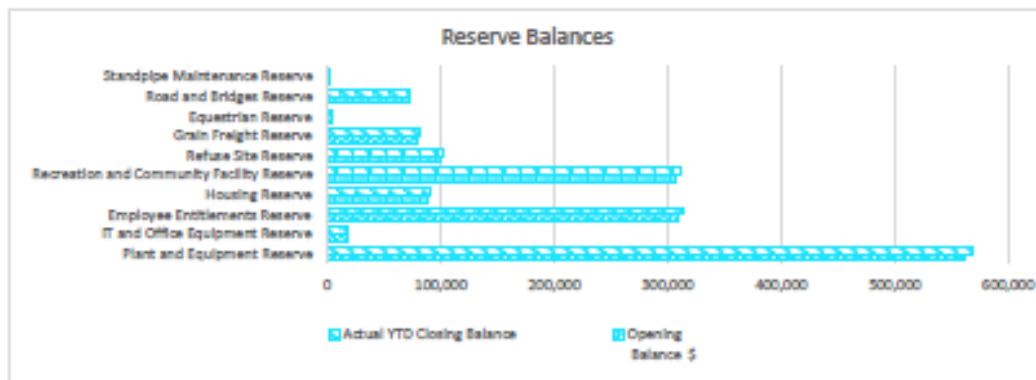
Principal Repayments	<b>\$28,868</b>
Interest Earned	<b>\$30,331</b>
Interest Expense	<b>\$5,066</b>
Reserves Bal	<b>\$1.56 M</b>
Loans Due	<b>\$0.13 M</b>



Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
Plant and Equipment Reserve	\$ 561,189	\$ 6,547	\$ 3,989	\$ 88,362	\$ 3,989	\$ 0	\$ 0	\$ 656,098	\$ 569,168
IT and Office Equipment Reserve	17,414	203	124	5,000	124	(1,800)	0	20,817	17,662
Employee Entitlements Reserve	308,356	3,597	2,192	14,766	2,192	(27,730)	0	298,989	312,739
Housing Reserve	89,484	1,043	636	5,000	636	(40,000)	0	55,529	90,756
Recreation and Community Facility Reserve	308,226	3,595	2,191	5,000	2,191	(88,360)	0	228,461	312,607
Refuse Site Reserve	99,864	1,165	710	0	710	(43,706)	0	57,323	101,283
Grain Freight Reserve	79,829	931	567	0	567	0	0	80,760	80,964
Equestrian Reserve	5,034	59	36	5,000	36	0	0	10,093	5,106
Road and Bridges Reserve	71,603	835	509	0	15	(44,400)	0	28,038	72,127
Standpipe Maintenance Reserve	2,000	23	14	2,000	508	0	0	4,023	2,523
	<b>1,543,000</b>	<b>18,000</b>	<b>10,967</b>	<b>125,128</b>	<b>10,967</b>	<b>(245,996)</b>	<b>0</b>	<b>1,440,132</b>	<b>1,564,935</b>

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2019

NOTE 10  
GRANTS AND CONTRIBUTIONS

Grants and Contributions

Description	Annual Budget	YTD Budget	YTD Actual	Variance
<b>Operating grants, subsidies and contributions</b>				
<b>General Purpose Funding</b>				
Grants Commission - General Purpose	269,730	217,298	208,622	(8,676)
<b>Governance</b>				
Great Southern Business Development Group	0	0	3,373	3,373
Insurance & Other Reimbursements	2,880	2,817	51,894	49,077
<b>Law, Order &amp; Public Safety</b>				
DFES - Bush Fire Brigades	30,517	23,888	27,384	3,496
<b>Education &amp; Welfare</b>				
Good Things Foundation	1,000	1,000	2,000	1,000
<b>Housing</b>				
Rental Income	4,680	3,510	3,420	(90)
<b>Community Amenities</b>				
Cemetery	500	500	80	(420)
<b>Recreation &amp; Culture</b>				
Yornaning Dam	0	0	10,909	10,909
Kidsport	1,000	1,000	2,500	1,500
<b>Transport</b>				
Main Roads - RRG	0	0	0	0
Main Roads - Direct Grant	57,535	57,535	98,183	40,648
Grants Commission - Roads Component	179,727	134,759	115,083	(19,676)
Reimbursement - Damage to Bridge September 2018	0	0	9,460	9,460
<b>Economic Services</b>				
Youth Day	1,000	1,000	0	(1,000)
Volunteers Day	1,000	1,000	0	(1,000)
Seniors Day	500	500	0	(500)
Tourism & Area Promotion	26,300	26,300	1,000	(25,300)
<b>Other Property &amp; Services</b>				
Workers Compensation	30,000	22,500	17,017	(5,483)
<b>Operating grants, subsidies and contributions Total</b>	<b>626,369</b>	<b>493,607</b>	<b>550,925</b>	<b>57,318</b>
<b>Non-operating grants, subsidies and contributions</b>				
<b>Recreation &amp; Culture</b>				
Wardering Road Bridge Widening	12,723	12,723	0	(12,723)
<b>Transport</b>				
Main Roads - RRG	330,012	165,006	283,132	118,126
Roads to Recovery (RTR)	191,270	0	191,270	191,270
RTR - Special Bridge Grants	0	0	0	0
<b>Law, Order &amp; Public Safety</b>				
DFES - Bush Fire Brigades	0	0	6,545	0
<b>Non-operating grants, subsidies and contributions Total</b>	<b>534,005</b>	<b>177,729</b>	<b>480,947</b>	<b>296,673</b>
<b>Grand Total</b>	<b>1,160,374</b>	<b>671,336</b>	<b>1,031,873</b>	<b>353,991</b>

KEY INFORMATION

Some reclassification between Operating & Capital grants, contributions & reimbursements is required

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2019

NOTE 11  
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 2018	Amount Received	Amount Paid	Closing Balance 31 Mar 2019
	\$	\$	\$	\$
Bonds - Building	6,889	0	0	6,889
Bonds - Hall Hire	1,150	400	(400)	1,150
Badminton Club	20	0	0	20
Commodine Tennis Club	2,990	0	(200)	2,790
Cuballing Country Festival	1,099	0	0	1,099
Cuballing Cricket Club	200	0	0	200
Yormaning Dam	0	0	0	0
Cuballing Football Association	566	0	0	566
Environment and Townscape Trust Fund	6,362	0	0	6,362
Police Licensing	3,487	281,876	(278,367)	6,996
Swipe Cards	1,605	0	0	1,605
Reimbursements	1,698	0	0	1,698
Unknown Deposits	0	77		77
	26,067	282,353	(278,967)	29,453

KEY INFORMATION

Trust out of balance by \$77.49

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 MARCH 2019**

**NOTE 12  
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		Opening Surplus				0
	Permanent Changes						
	Nil						0
	Nil						0
	Nil						0
	Nil						0
				0	0	0	

**ADDITIONAL INFORMATION**

Note 12 to be completed as part of budget review process and/or as per Council Resolutions during the financial year

## 9.1.3 Budget Review 2018/2019

Applicant:	N/A
File Ref. No:	ADM102
Disclosure of Interest:	Nil
Date:	9th April 2019
Author:	Bronwyn Dew, Deputy Chief Executive Officer
Attachments:	9.1.3A Budget Review Report 9.1.3B Budget Review Commentary Report

### Summary

**A Statement of Financial Activity incorporating year to date budget variations and forecasts to 30 June 2019 for the period ended 28 February 2019 is presented for council to consider.**

### Background

The Local Government (Financial Management) Regulations 1996, regulation 33A as amended, requires that Local Governments conduct a budget review between 1 January and 31 March in each financial year. A copy of the review and determination is to be provided to the Department of Local Government within 30 days of the adoption of the review.

### Comment

The budget review has been prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards. Council adopted a 10% and a \$5,000 minimum for the reporting of material variances to be used in the statements of financial activity and the annual budget review.

These projections are estimates done to the best of the abilities of the staff involved consulting with current accounts, forecasted expenditures and current budgets. These estimates do not guarantee that the 2018/2019 projected results will match the end of year result.

Note 4 of the attached report provides an explanation for predicted variances shown in the Budget Review forecasts for this financial year.

The major variances found in the Budget Review:

- Interest of the Municipal account is higher than budgeted creating a permanent increase to the amount of Interest received for the year.
- Members of Council expenditure has overall been less than budgeted, creating a permanent difference to the Members of Council expenses.
- Administration Salaries are lower than budgeted creating a permanent difference to the administration salaries for the year. This has flowed through making the Administration Superannuation lower than budgeted.
- Administration vehicle expenses are lower than budgeted, creating a permanent difference to the administration vehicle expenses.
- Staff housing is lower than expected, creating a permanent difference to the Staff Housing expenses for the year.
- Administration Consultancy fees are higher than budgeted, creating a permanent difference to the expense for the year.
- Annual audit fees were higher than budgeted, creating a permanent difference to the amount of audit fees for the year.
- Administration staff training expense is higher than budgeted, creating a permanent difference to the expense for the year.

- Legal Advice expense for animal control is higher than budgeted, creating a permanent difference to the expense for the year.
- Capital works carried out at the Men's Shed was an out of budget expense – Resolution 2018/89 - creating a permanent difference to the expense for the year.
- Income for the History book was an out of budget revenue, creating a permanent difference to the income for Community Amenities for the year.
- Capital works carried out at the Cuballing Golf Club was an out of budget expense – Resolution 2019/06 – creating a permanent difference to the expenditure for the year
- Income from the Cuballing Golf Club shed insurance claim was out of budget revenue creating a permanent difference for the income for the year.
- MRWA Direct Grant income was higher than budgeted creating a permanent increase to the amount of grant funding received for the year.
- Reimbursement from a private company for bridge damage created a permanent difference in transport revenue.
- General Purpose grants and Local Roads grant were lower than budgeted creating a permanent decrease in the to the amount of funding received for the year.
- Community Functions expenditure and income was less than budgeted, creating a permanent difference to Tourism & Area Promotions income & expenditure for the year.
- Income from Local Building licence fees, certificate fees and surveyor services are less than budgeted creating a permanent difference to income for the year.

Based on Budget Review predictions, Council is on track to substantially meet budget estimates with an anticipated end of year deficit of \$7,970.00.

Strategic Implications - Nil

Statutory Environment

Local Government (Financial Management) Regulations 1996

Part 3 Annual budget — s. 6.2

33A. Review of budget

- (1) Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.
- (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
- (3) A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

*\*Absolute majority required.*

- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Policy Implications - Nil

Financial Implications

Based on the end of year position expected from this Budget Review, no amendments to the 2018/2019 Budget have been recommended.

Economic Implication - Nil

Environmental Considerations - Nil

Consultation - Nil

Options

Council may resolve:

1. the Officer's Recommendation;
2. to not to adopt the Budget Review Report for the period ending 28 February 2019, included at Attachment 9.1.3A.

Voting Requirements – Simple Majority

**OFFICER'S RECOMMENDATION:**

**That Council adopt the Budget Review Report for the Period Ending 28 February 2019, included at Attachment 9.1.3A, that has been conducted in accordance with Regulation 33A (2) and (3) of the Local Government (Financial Management) Regulation 1996.**

**SHIRE OF CUBALLING  
BUDGET REVIEW REPORT  
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

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

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**SHIRE OF CUBALLING  
STATEMENT OF BUDGET REVIEW  
(NATURE OR TYPE)  
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

	Note	Budget v Actual		Predicted		
		Annual Budget (a)	YTD Actual (b)	Variance Permanent (c)	Year End (a)+(c)	
		\$	\$	\$	\$	
<b>OPERATING ACTIVITIES</b>						
<b>Net current assets at start of financial year</b>	4.5.2	660,426	618,593	(41,833)	618,593	▼
<b>Revenue from operating activities (excluding rates)</b>						
Operating grants, subsidies and contributions	4.1.3	626,369	807,635	52,819	679,188	▲
Profit on asset disposals	4.1.1	0	0	0	0	
Fees and charges	4.1.2	400,253	266,983	(23,549)	376,704	▼
Interest earnings	4.1.4	35,000	29,239	6,780	41,780	▲
Other revenue	4.1.5	28,500	35,305	0	28,500	
		1,090,122	1,139,162	36,051	1,126,172	
<b>Expenditure from operating activities</b>						
Employee costs	4.2.1	(1,173,545)	(704,213)	37,263	(1,136,282)	▼
Materials and contracts	4.2.2	(827,595)	(477,172)	(21,615)	(849,209)	▲
Utility charges	4.2.3	(51,290)	(34,454)	0	(51,290)	
Depreciation on non-current assets	4.2.4	(1,491,780)	(1,033,813)	(45,491)	(1,537,271)	▲
Interest expenses	4.2.5	(8,403)	(4,608)	0	(8,403)	
Insurance expenses	4.2.6	(130,445)	(130,415)	0	(130,445)	
Loss on asset disposals	4.2.7	(12,742)	(14,416)	0	(12,742)	
Other expenditure	4.2.8	(83,958)	(43,966)	10,166	(73,792)	▼
		(3,779,758)	(2,443,055)	(19,677)	(3,799,435)	
Non-cash amounts excluded from operating activities	4.5.3	1,504,522	1,048,229	45,491	1,550,013	▲
<b>Amount attributable to operating activities</b>		(524,688)	362,928	20,032	(504,657)	
<b>INVESTING ACTIVITIES</b>						
Non-operating grants, subsidies and contributions	4.3.1	534,005	49,997	0	534,005	
Purchase land held for resale	4.4.1	0	0	0	0	
Purchase land and buildings	4.4.2	(391,240)	(185,472)	(50,924)	(442,164)	▲
Purchase plant and equipment	4.4.3	(176,221)	(160,998)	14,405	(161,816)	▼
Purchase furniture and equipment	4.4.4	(1,800)	(431)	0	(1,800)	
Purchase and construction of infrastructure - roads	4.4.5	(805,835)	(657,054)	0	(805,835)	
Purchase and construction of infrastructure - other	4.4.6	(6,450)	(3,929)	(5,574)	(12,024)	▲
Proceeds from disposal of assets	4.3.2	36,256	34,384	14,091	50,347	▼
<b>Amount attributable to investing activities</b>		(811,286)	(923,503)	(28,002)	(839,287)	
<b>FINANCING ACTIVITIES</b>						
Repayment of borrowings	4.4.7	(45,566)	(25,613)	0	(45,566)	
Proceeds from new borrowings	4.3.3	160,000	0	0	160,000	
Transfers to cash backed reserves	4.5.10	(143,128)	(10,958)	0	(143,128)	
Transfers from cash backed reserves	4.3.4	245,996	0	0	245,996	
<b>Amount attributable to financing activities</b>		217,302	(36,571)	0	217,302	
<b>Budget deficiency before general rates</b>		(1,118,672)	(597,146)	(7,970)	(1,126,642)	
<b>Estimated amount to be raised from general rates</b>		1,118,672	1,126,819	0	1,118,672	▼
<b>Closing funding surplus(deficit)</b>	2	0	529,673	(7,970)	(7,970)	

**SHIRE OF CUBALLING**  
**STATEMENT OF BUDGET REVIEW**  
**(STATUTORY REPORTING PROGRAM)**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2019**

	Note	Budget v Actual		Predicted		Material Variance
		Adopted Annual Budget (a)	YTD Actual (b)	Variance Permanent (c)	Year End (a)+(c)	
<b>OPERATING ACTIVITIES</b>						
Net current assets at start of financial year	4.5.2	\$ 660,426	\$ 618,593	\$ (41,833)	\$ 618,593	▼
<b>Revenue from operating activities (excluding rates)</b>						
General purpose funding		329,155	242,227	(1,896)	327,259	▼
Governance		3,000	31,681	3,373	6,373	▲
Law, order, public safety		33,767	32,020	0	33,767	
Health		700	912	0	700	
Education and welfare		1,000	2,000	0	1,000	
Housing		4,680	3,060	0	4,680	
Community amenities		60,700	67,925	6,002	66,702	▲
Recreation and culture		8,545	20,925	49,924	58,469	▲
Transport		247,262	512,036	30,432	277,694	▲
Economic services		83,812	14,118	(51,785)	32,027	▼
Other property and services		317,500	212,260	0	317,500	
		1,090,122	1,139,162	36,051	1,126,172	
<b>Expenditure from operating activities</b>						
General purpose funding		(74,310)	(32,196)	0	(74,310)	
Governance		(152,396)	(110,477)	47,174	(105,222)	▼
Law, order, public safety		(178,486)	(118,751)	(3,492)	(181,978)	▲
Health		(44,733)	(24,097)	0	(44,733)	
Education and welfare		(54,551)	(9,685)	0	(54,551)	
Housing		(72,294)	(39,989)	4,200	(68,094)	▼
Community amenities		(343,728)	(203,449)	0	(343,728)	
Recreation and culture		(258,139)	(232,654)	0	(258,139)	
Transport		(2,129,780)	(1,385,135)	(45,491)	(2,175,271)	▲
Economic services		(194,289)	(110,892)	16,321	(177,968)	▼
Other property and services		(277,051)	(175,730)	(38,389)	(315,440)	▲
		(3,779,758)	(2,443,055)	(19,677)	(3,799,435)	
Non-cash amounts excluded from operating activities	4.5.3	1,504,522	1,048,229	45,491	1,550,013	▲
Amount attributable to operating activities		(524,688)	362,928	20,032	(504,657)	
<b>INVESTING ACTIVITIES</b>						
Non-operating grants, subsidies and contributions	4.3.1	534,005	49,997	0	534,005	
Purchase land held for resale	4.4.1	0	0	0	0	
Purchase land and buildings	4.4.2	(391,240)	(185,472)	(50,924)	(442,164)	▲
Purchase plant and equipment	4.4.3	(176,221)	(160,998)	14,405	(161,816)	▼
Purchase furniture and equipment	4.4.4	(1,800)	(431)	0	(1,800)	
Purchase and construction of Infrastructure - roads	4.4.5	(805,835)	(657,054)	0	(805,835)	
Purchase and construction of Infrastructure - other	4.4.6	(6,450)	(3,929)	(5,574)	(12,024)	▲
Proceeds from disposal of assets	4.3.2	36,256	34,384	14,091	50,347	▲
Amount attributable to investing activities		(811,286)	(923,503)	(28,002)	(839,287)	
<b>FINANCING ACTIVITIES</b>						
Repayment of borrowings	4.4.7	(45,566)	(25,613)	0	(45,566)	
Proceeds from new borrowings	4.3.3	160,000	0	0	160,000	
Transfers to cash backed reserves	4.5.10	(143,128)	(10,958)	0	(143,128)	
Transfers from cash backed reserves	4.3.4	245,996	0	0	245,996	
Amount attributable to financing activities		217,302	(36,571)	0	217,302	
Budget deficiency before general rates		(1,118,672)	(597,146)	(7,970)	(1,126,642)	
Estimated amount to be raised from general rates		1,118,672	1,126,819	0	1,118,672	
Closing Funding Surplus(Deficit)	2	0	529,673	(7,970)	(7,970)	▼

**SHIRE OF CUBALLING  
NOTES TO AND FORMING PART OF THE BUDGET REVIEW REPORT  
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

## 1. BASIS OF PREPARATION

The budget review report has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government 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 budget review report are presented below and have been consistently applied unless stated otherwise.

The report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

### THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire of Cuballing controls resources to carry on its functions have been included in the financial statements forming part of this budget review.

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.

### 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.

### 2018-19 ACTUAL BALANCES

Balances shown in this budget review report as 2018-19 Actual are as forecast at the time of budget review preparation and are subject to final adjustments.

### ROUNDING OFF FIGURES

All figures shown in this budget review report are rounded to the nearest dollar.

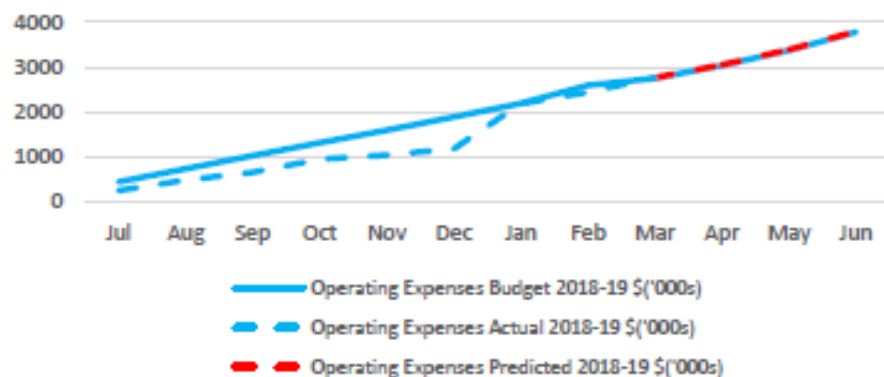
### BUDGET COMPARATIVE FIGURES

Unless otherwise stated, the budget comparative figures shown in this budget review report relate to the original budget estimate for the relevant item of disclosure.

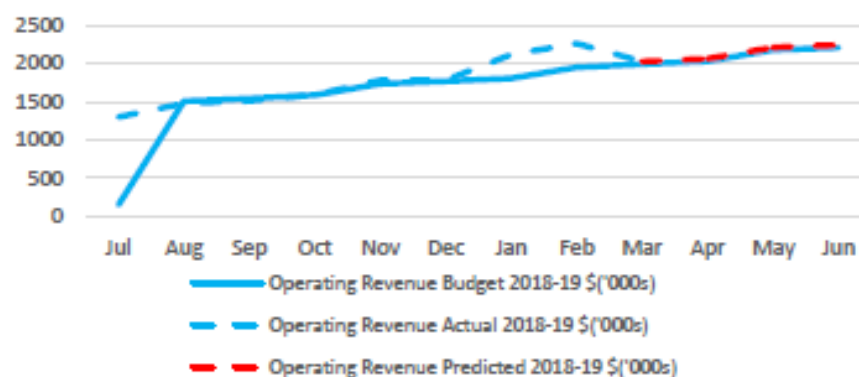
SHIRE OF CUBALLING  
SUMMARY GRAPHS - BUDGET REVIEW  
FOR THE PERIOD ENDED 28 FEBRUARY 2019

2. SUMMARY GRAPHS - BUDGET REVIEW

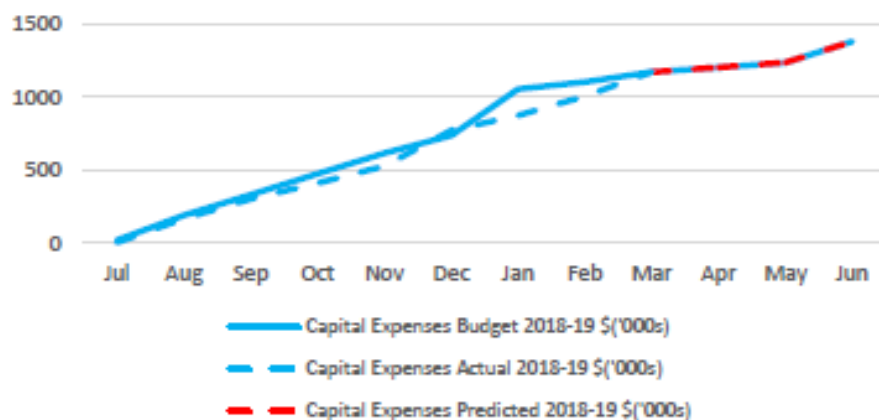
Operating Expenses



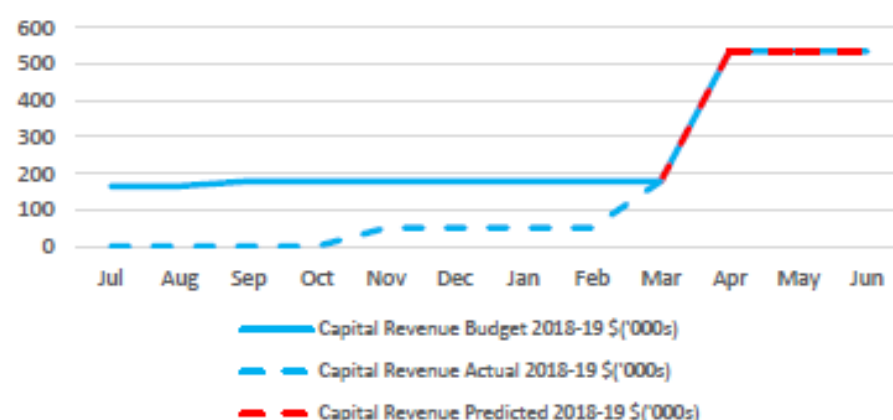
Operating Revenue



Capital Expenditure



Capital Revenue



This information is to be read in conjunction with the accompanying financial statements and notes.

**SHIRE OF CUBALLING**  
**NOTES TO THE BUDGET REVIEW REPORT**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2019**

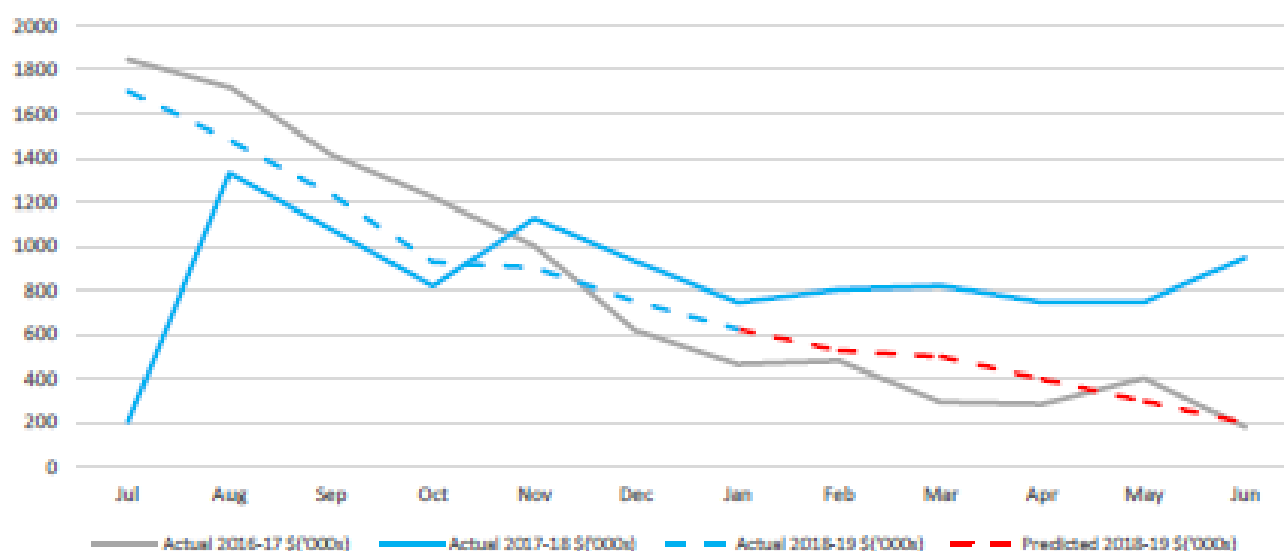
**3. NET CURRENT FUNDING POSITION**

	Last Years Closing Jun-18	This Time Last Year Feb-18	Year to Date Actual Feb-19
	\$	\$	\$
<b>Current assets</b>			
Cash unrestricted	509,330	629,249	442,429
Cash restricted	1,542,991	1,306,735	1,553,949
Receivables - rates and rubbish	51,735	103,889	98,579
Receivables - other	90,790	42,102	22,598
Inventories	8,391	7,262	8,391
	<u>2,203,237</u>	<u>2,089,237</u>	<u>2,125,946</u>
<b>Less: current liabilities</b>			
Payables	(41,636)	24,283	(42,231)
ATO Payables	0	(1,800)	(93)
Provisions - employee	(246,020)	(191,753)	(246,020)
Long term borrowings	(38,715)	(29,886)	(13,102)
	<u>(326,371)</u>	<u>(199,157)</u>	<u>(301,446)</u>
<b>Adjustments and exclusions permitted by FM Reg 32</b>			
Less: Cash reserves	(1,542,999)	(1,306,735)	(1,553,949)
Add: Provisions - employee	246,020	191,753	246,020
Add: Long term borrowings	38,706	29,886	13,102
	<u>618,593</u>	<u>804,985</u>	<u>529,673</u>

**3A. NET CURRENT FUNDING POSITION - AMOUNTS EXCLUDED FROM OPERATING ACTIVITIES**

	Full Year Budget	YTD Actual
	\$	\$
Depreciation on non-current assets	1,491,780	1,033,813
Loss on asset disposals	12,742	14,416
Profit on asset disposals	0	0
<b>Non-cash amounts excluded from operating activities</b>	<u>1,504,522</u>	<u>1,048,229</u>

Liquidity Over the Year





**SHIRE OF CUBALLING  
NOTES TO THE BUDGET REVIEW REPORT  
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

**3. COMMENTS/NOTES - NET CURRENT FUNDING POSITION (CONTINUED)**

**SIGNIFICANT ACCOUNTING POLICIES**

**CASH AND CASH EQUIVALENTS**

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, 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 shown as short term borrowings in current liabilities in Note 2 Net Current Assets of the budget.

**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.

**INVENTORIES**

**General**

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

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

**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 Shire of Cuballing's operational cycle. In the case of liabilities where the Shire of Cuballing 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 sale where it is held as non-current based on the Shire of Cuballing's intentions to release for sale.

**LOANS AND RECEIVABLES**

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss. Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

**TRADE AND OTHER PAYABLES**

Trade and other payables represent liabilities for goods and services provided to the Shire of Cuballing prior to the end of the financial year that are unpaid and arise when the Shire of Cuballing 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.

**EMPLOYEE BENEFITS**

**Short-Term Employee Benefits**

Provision is made for the Shire of Cuballing's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire of Cuballing's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current of financial trade and other payables in the statement position. Shire of Cuballing's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

**PROVISIONS**

Provisions are recognised when the Shire of Cuballing has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**RATES, GRANTS, DONATIONS AND OTHER CONTRIBUTIONS**

Rates, grants, donations and other contributions are recognised as revenues when the Shire of Cuballing 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.

**SHIRE OF CUBALLING**  
**NOTES TO THE REVIEW OF THE ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2019**

**4. PREDICTED VARIANCES**

Comments/Reason for Variance	Variance \$ <u>Permanent</u>
<b>4.1 OPERATING REVENUE (EXCLUDING RATES)</b>	
<b>4.1.1 PROFIT ON ASSET DISPOSAL</b>	
No Material Variance	0
<b>4.1.2 FEES AND CHARGES</b>	
Local Building Certificate Fees	(6,007)
Local Building Licence Fees	(7,768)
Local Building Surveyor Services	(3,333)
Standpipe charges	(6,441)
<b>4.1.3 GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>	
Financial Assistance Grants - General Purpose Component	(8,676)
Great Southern Regional Business Association	3,373
Insurance - Golf Club Shed	49,924
Main Roads Direct Grant	40,648
Financial Assistance Grants - Roads Component	(19,676)
Bridge Damage Reimbursement	9,460
Tourism & Area Promotion	(28,236)
History Books	6,002
<b>4.1.4 INTEREST EARNINGS</b>	
General Interest	6,780
<b>4.1.5 OTHER REVENUE</b>	
No Material Variance	0
<b>4.2 OPERATING EXPENSES</b>	
<b>4.2.1 EMPLOYEE COSTS</b>	
Administration Salaries	36,952
Administration Superannuation & Related Costs	21,514
Administration Staff Training	(6,814)
Long Service Leave Entitlements - Baxter/Clark	(4,771)
Outside Award Allowances	(9,618)
<b>4.2.2 MATERIAL AND CONTRACTS</b>	
Council Elections	2,500
Members Functions	5,217

**SHIRE OF CUBALLING**  
**NOTES TO THE REVIEW OF THE ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2019**

**4. PREDICTED VARIANCES**

Comments/Reason for Variance	Variance \$ <u>Permanent</u>
Members Subscriptions	(7,680)
Consultants	(13,781)
Audit Fees	(8,000)
Integrated Planning Costs	2,500
Administration Vehicle Costs	4,600
Legal Advice - Dog Attack	(3,492)
DCEO Housing Maintenance	4,200
Community Functions	19,415
Building Services	(3,094)
Parts & Repairs	(24,000)
<b>4.2.3 UTILITY CHARGES</b>	
No Material Variance	0
<b>4.2.4 DEPRECIATION (NON CURRENT ASSETS)</b>	
Governance	(2,890)
Community Amenities	(2,522)
Recreation & Culture	(11,025)
Transport	(25,296)
Other Property & Services	(3,758)
<b>4.2.5 INTEREST EXPENSES</b>	
No Material Variance	0
<b>4.2.6 INSURANCE EXPENSES</b>	
No Material Variance	0
<b>4.2.7 LOSS ON ASSET DISPOSAL</b>	
No Material Variance	0
<b>4.2.8 OTHER EXPENDITURE</b>	
Members Training	10,166
<b>4.3 CAPITAL REVENUE</b>	
<b>4.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>	
No Material Variance	0
<b>4.3.2 PROCEEDS FROM DISPOSAL OF ASSETS</b>	



**SHIRE OF CUBALLING  
NOTES TO THE REVIEW OF THE ANNUAL BUDGET  
FOR THE PERIOD ENDED 28 FEBRUARY 2019**

**4. PREDICTED VARIANCES**

Comments/Reason for Variance	Variance \$ <u>Permanent</u>
DCEO Vehicle	14,091
<b>4.3.3 PROCEEDS FROM NEW DEBENTURES</b>	
No Material Variance	0
<b>4.3.4 TRANSFER FROM RESERVES (RESTRICTED ASSETS)</b>	
No Material Variance	0
<b>4.4 CAPITAL EXPENSES</b>	
<b>4.4.1 LAND HELD FOR RESALE</b>	
No Material Variance	0
<b>4.4.2 LAND AND BUILDINGS</b>	
Golf Club Shed	(50,924)
<b>4.4.3 PLANT AND EQUIPMENT</b>	
Road Plant Purchases	14,405
<b>4.4.4 FURNITURE AND EQUIPMENT</b>	
No Material Variance	0
<b>4.4.5 INFRASTRUCTURE ASSETS - ROADS</b>	
No Material Variance	0
<b>4.4.6 INFRASTRUCTURE ASSETS - OTHER</b>	
Men's Shed	(9,503)
Popanyinning Gravel Pit Site	3,929
<b>4.4.7 REPAYMENT OF DEBENTURES</b>	
No Material Variance	0
<b>4.5 OTHER ITEMS</b>	
<b>4.5.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)</b>	
No Material Variance	0
<b>4.5.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)</b>	
Funds transferred to reconcile back to opening surplus position	

SHIRE OF CUBALLING  
 NOTES TO THE REVIEW OF THE ANNUAL BUDGET  
 FOR THE PERIOD ENDED 28 FEBRUARY 2019

4. PREDICTED VARIANCES

Comments/Reason for Variance	Variance \$ <u>Permanent</u>
<b>4.5.1 RATE REVENUE</b>	
No Material Variance	0
<b>4.5.2 OPENING FUNDING SURPLUS(DEFICIT)</b>	
During the compilation of the annual financial statements, amendments resulted in a permanent change to the balance brought forward.	(41,833)
<b>4.5.3 NON-CASH WRITE BACKS</b>	
Depreciation	45,491
<b>Total Predicted Variances as per Annual Budget Review</b>	<u>(7,970)</u>

SHIRE OF CUBALLING  
NOTES TO THE BUDGET REVIEW REPORT  
FOR THE PERIOD ENDED 28 FEBRUARY 2019

## 5. BUDGET VARIANCES

GL Acc	Program	Description	Council Resolution	Classification	Non Cash Adjustments	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
					\$	\$	\$	\$
		<b>Budget Adoption</b>						660,426
		Opening Surplus(Deficit)		Opening Surplus(Deficit)			(41,833)	618,593
1032000	General Purpose Funding	General Purpose Grants		Operating Revenue			(8,576)	609,917
1032010	General Purpose Funding	Interest Received - Muni Account		Operating Revenue		6,780		616,697
1041010	Governance	Members Training		Operating Expenses		10,166		626,863
1041020	Governance	Council Election		Operating Expenses		2,500		629,363
1041050	Governance	Members Functions		Operating Expenses		5,217		634,580
1041070	Governance	Members Subscriptions		Operating Expenses			(7,680)	626,900
1041500	Governance	Donation from Great Southern Regional Business Assn.		Operating Revenue		3,373		630,273
1042350	Governance	Admin Salaries & Wages		Operating Expenses		36,952		667,225
1042360	Governance	Administration Superannuation		Operating Expenses		21,514		688,739
1042390	Governance	Consultant Fee		Operating Expenses			(13,781)	674,958
1042410	Governance	Audit Fees		Operating Expenses			(8,000)	666,958
1042420	Governance	Planning		Operating Expenses		2,500		669,458
1042440	Governance	Admin Motor Vehicle		Operating Expenses		4,600		674,058
1042970	Governance	Training Administration Staff		Operating Expenses			(5,814)	667,244
1052510	Law, Order & Public Safety	Legal Advice - Dog Attack		Operating Expenses			(3,492)	663,753
1091060	Housing	DCEO Housing		Operating Expenses		4,200		667,953
1107200	Community Amenities	Men's Shed	Resolution 2018/89	Capital Expenses			(9,503)	658,450
1107550	Community Amenities	Income - History Book		Operating Revenue		6,002		664,452
1111500	Recreation & Culture	Golf Club Shed Insurance Claim		Capital Revenue		49,924		714,376
1111250	Recreation & Culture	Expenditure Golf Club Shed	Resolution 2019/06	Capital Expenses			(50,924)	663,452
1121550	Transport	MRWA Direct Grant		Operating Revenue		40,648		704,100
1121850	Transport	Local Roads Grant		Operating Revenue			(19,576)	684,424
1122500	Transport	Bridge Damage Reimbursement		Operating Revenue		9,460		693,884
1124050	Transport	Road Plant Purchases		Capital Expenses		14,405		708,289
1124800	Transport	Proceeds on Disposal of Asset (DCEO Vehicle)		Capital Revenue		14,091		722,380
1132060	Economic Services	Community Functions		Operating Expenses		19,415		741,795
1132500	Economic Services	Income relating to Tourism & Area Promotion		Operating Revenue			(28,236)	713,559
1133100	Economic Services	Expenditure - Building Services General		Operating Expenses			(3,094)	710,465
1133480	Economic Services	Local Building Certificate Fees		Operating Revenue			(5,007)	704,458
1133500	Economic Services	Local Building Licence Fees		Operating Revenue			(7,768)	696,690
1133530	Economic Services	Local Building Surveyor Services		Operating Revenue			(3,333)	693,357

GL Acc	Program	Description	Council Resolution	Classification	Non Cash Adjustments	Increase In Available Cash	Decrease In Available Cash	Amended Budget Running Balance
					\$	\$	\$	\$
1134550	Economic Services	Standpipe charges		Operating Revenue			(5,441)	686,916
1136010	Economic Services	Popanyinning Gravel Pit Site		Capital Expenses		3,929		690,845
1142070	Other Property & Services	Long Service Leave Wages		Operating Expenses			(4,771)	686,074
1142150	Other Property & Services	Expenditure - Allowances		Operating Expenses			(9,618)	676,456
1143200	Other Property & Services	Parts & Repairs		Operating Expenses			(24,000)	652,456
1042990	Governance	Depreciation		Non Cash Item	(2,890)			652,456
1107990	Community Amenities	Depreciation		Non Cash Item	(2,522)			652,456
1110990	Recreation & Culture	Depreciation		Non Cash Item	(11,025)			652,456
1122990	Transport	Depreciation		Non Cash Item	(25,296)			652,456
1143520	Other Property & Services	Depreciation		Non Cash Item	(7,630)			652,456
1143990	Other Property & Services	Depreciation		Non Cash Item	3,872			652,456
<b>Amended Budget Cash Position as per Council Resolution</b>					<b>(45,491)</b>	<b>255,677</b>	<b>(263,647)</b>	<b>652,456</b>

BUDGET REVIEW REPORT  
FOR THE PERIOD ENDED 28 FEBRUARY 2019

GL Acc	Description	Cash Increase	Cash Decrease	Explanation	Timing / Permanent
1032000	General Purpose Grants		-8,676	Revenue from general purpose grants has been lower than budgeted	Permanent
1032010	Interest Received - Muni Account	6,780		Interest on Municipal account is higher than budgeted	Permanent
1032020	Interest Received - Reserves Account		-1,042	Interest as at 28/2/2019 is lower than budgeted for, possibly timing as funds in term deposit	Timing
1031010	Rates Legal Fees Recouped	5,920		Have recouped more in legal fees on overdue rates than expected	Permanent
1031600	Income Penalty Interest Raised on Rates		-877	YTD - Have raised slightly less than expected in penalty interest raised on rates - Not material	Timing
1031640	Income - Instalment Interest Received	711		Have raised & received more in instalment interest on rates than expected - Not Material	Timing
1031650	Income - Rates Administration Fee	720		Not Material	Timing
1041010	Members Training	10,166		Budgeted \$12,200 for Councillor training - only spent \$2,033	Permanent
1041020	Council Election	2,500		Election not required	Permanent
1041050	Members Functions	5,217		Function costs much lower than budgeted. Budget was \$13,940, spend is \$5,496. Includes Christmas party & Council meetings.	Permanent
1041070	Members Subscriptions		-7,680	Overbudget - Budget was \$21,118, spend has been \$28,798	Permanent
1041170	Council Donations	1,760		Not Material	Timing
1041500	Income - Other	3,373		Great Southern Regional Business Assoc	Permanent
1042300	Postage	1,242		Expenses under budget - Not material	Permanent
1042310	Printing & Stationery		-1,583	Expenses over budget - Not Material	Permanent
1042330	Relocation Costs	1,000		No relocation expenses required in this budget	Permanent
1042350	Admin Salaries & Wages	36,952		Partially due to several months without DCEO. Overall (admin & outside staff) gross salaries & wages is on budget.	Permanent

GL Acc	Description	Cash Increase	Cash Decrease	Explanation	Timing / Permanent
1042360	Administration Superannuation	21,514		Partially due to the lower amount of admin salaries as this has a flow on effect. The budget also had made allowances for the council co-contribution. Outside staff Super is overbudget, possibly due to the allowance not being made for the co-contribution as salaries are right on budget. Overall Admin & Works staff super combined - on budget.	Permanent
1042390	Consultant Fee		-13,781	\$8,781 over budget – mostly due to costs for services assisting with the audit and preparation of financials reports while DCEO position vacant. I have also allowed a further \$5,000 for future assistance in this year's audit preparations.	Permanent
1042410	Audit Fees		-8,000	Extra work carried out by auditors	Permanent
1042420	Planning	2,500		Underbudget but may yet be required by CEO	Timing
1042440	Admin Motor Vehicle	4,600		Vehicle not being used by DCEO since November and now been sold so there will be no further expenses for this item	Permanent
1042890	Office Maintenance		-4,863	Overbudget - some can be attributed to staff time for mowing, cleaning & general maintenance	Timing
1042970	Training Administration Staff		-6,814	Overbudget partially due to extra training	Permanent
1052510	Legal Advice		-3,492	Overbudget - Legal advice after dog attack	Permanent
1052050	Ranger Service	5,083		Underbudget - but may be needed if require extra service	Timing
1052520	Dog Registration Fees	954		Over budget - Not material	Timing
1084020	Good Things Foundation	1,000		Budgeted for \$1,000, received funding of extra \$1,000	Permanent
1091050	CEO Housing	8,900		Works completed on CEO house underbudget. Expenses under budget	Timing
1091060	DCEO Housing	4,200		Vacated - Lease cancelled	Permanent
1101050	Transfer Stations	2,526		Expenditure underbudget	timing
1107200	Men's Shed		-9,503	Out of budget expense for plumbing & electrical work to new toilet	Permanent
1107420	Popanyinning Tip Shed Gates	1,013		Capital Expenses - came in underbudget	Permanent
1107550	Income - History Book	6,002		Grant received from DVA for history book	Permanent

GL Acc	Description	Cash Increase	Cash Decrease	Explanation	Timing / Permanent
1111050	Maintenance of Parks & Reserves		-13,449	Overbudget but on investigation it is mostly staff hours (salaries allocated) for mowing etc. Not much spent on materials & supplies. With cooler weather coming less mowing etc will be required. Not an issue	Timing
1111200	Maintenance of Ovals		-8,715	As above - mostly staff time	Timing
1111250	Maintenance - Recreation		-5,321	As above - mostly staff time	Timing
1111700	Income Kidsport	1,500		Received more than budgeted	Permanent
1111500	Golf Club Shed Insurance Claim	49,924		Out of budget revenue - Insurance claim	Permanent
1111250	Expenditure Golf Club Shed		-50,924	Out of budget expense-covered by insurance less \$1,000 excess	Permanent
1121550	MRWA Direct Grant	40,648		MRWA Direct grant was higher than budgeted	Permanent
1121850	Local Roads Grant		-19,676	Local road grant lower than budgeted	Permanent
1122100	Depot Maintenance		-21,876	Increased cost largely staff hours allocated from other budgeted projects	Permanent
1122500	Bridge Damage Reimbursement	9,460		Reimbursement from Portform Constructions for damage to bridge	Permanent
1124050	Road Plant Purchases	14,405		Road plant purchases for the 2018/19 year came in underbudget	Permanent
1124800	Proceeds on Disposal of Asset	14,091		DCEO Vehicle sold - vehicle no longer required	Permanent
1132060	Community Functions	19,415		Have spent less on community functions than budgeted. Some activities did not go ahead due to unsuccessful grant applications	Permanent
1132500	Income - Tourism & Area Promotion		-28,236	As above - Partially due to unsuccessful grant applications. If we did not receive the grant income the projects didn't go ahead.	Permanent
1133100	Expenditure - Building Services General		-3,094	Less than budgeted	Permanent
1133480	Local Building Certificate Fees		-6,007	Less than budgeted	Permanent
1133500	Local Building Licence Fees		-7,768	Less than budgeted	Permanent
1133530	Local Building Surveyor Services		-3,333	Less than budgeted	Permanent
1134550	Standpipe charges		-6,441	Less than budgeted	Permanent
1136010	Popanyinning Gravel Pit Site	3,929		Capital Expense - came in underbudget	Permanent
1141100	Building Surveyor Wages	10,602		Underbudget	Timing

GL Acc	Description	Cash Increase	Cash Decrease	Explanation	Timing / Permanent
1141110	Building Surveyor Other costs	11,307		Possibly a flow on effect of the wages being under budget. Includes Superannuation	Timing
1141500	Income Private Works		-13,913	Revenue currently sitting lower than budgeted	Timing
1141610	Income Building Certificate Fees		-2,693	Revenue currently sitting lower than budgeted	Timing
1141620	Income Building Surveyor Fees	20,088		Revenue currently sitting higher than budgeted	Timing
1141630	Income Building Licence Fees		-13,793	Revenue currently sitting lower than budgeted	Timing
1142060	Holiday & Sick Pay		-39,623	Overbudget but the overall Gross salaries & Wages are on budget - not an issue	Timing
1142070	Long Service Leave Wages		-4,771	Terry Clark & Darryl Baxter took long service leave this year. Budgeted \$31,628 but actual spend was \$36,399	Permanent
1142150	Expenditure - Allowances		-9,618	Allowances for outside staff showing overbudget but overall gross salaries are on budget - not an issue	Permanent
1142200	Expenditure - Superannuation		-18,279	Outside staff Super is overbudget, possibly due to the allowance not being made for the co-contribution as gross salaries is right on budget.	Timing
1142250	Expenditure - Staff Training	2,086		Timing - sending staff to forklift course in May	Timing
1142350	Works Manager & Supervisor Salary	29,997		Underbudget - allocation for gross salaries doesn't include the allowance from Workers Compensation for MWS.	Timing
1143150	Tyres & tubes	18,753		Some plant need replacement tyres prior to years end	Timing
1143200	Parts & Repairs		-13,523	Parts & repairs overbudget - CN026 UD Nissan truck \$14,012 to replace main seal.	Timing
1144550	Diesel Fuel Rebate	11,586		Timing	Timing



## 9.2 CHIEF EXECUTIVE OFFICER:

### 9.2.1 Draft Disability Access and Inclusion Plan 2019-2024

Applicant:	N/A
File Ref. No:	ADM13
Disclosure of Interest:	Nil
Date:	8 <sup>th</sup> April 2019
Author:	Gary Sherry
Attachments:	9.2.1A Disability Access and Inclusion Plan 2019- 2024 9.2.1B DAIP 2019 -2024 Upgrade Program June 2019 - Draft

#### Summary

**Council is to consider seeking public comment on the Draft Disability Access and Inclusion Plan 2019-2024 in accordance with the Disability Services Act 1993.**

#### Background

The Shire of Cuballing is committed to facilitating the inclusion of people with disabilities through the improvement of access to its information, facilities and services.

In achieving this goal, the Shire adopted its first Disability Access and Inclusion Plan (DAIP) in 1995 to address access barriers within the community.

The Shire of Cuballing's DAIP provides goals and objectives to provide direction in improving access and inclusion for disabled persons.

Since the adoption of the initial DAIP, the Shire has implemented initiatives and made significant progress towards better access when upgrading or renovating facilities and services. The progress is highlighted below;

- Ramp access was constructed at the front of Cuballing Recreation Building;
- Information is updated and continually reviewed to reflect contemporary needs;
- the availability of alternative format information or assistance with information is promoted through the local newsletter;
- accessible Toilet built at Popanyinning Tennis Court with ramp access; and
- construction of an accessible Men's Shed in Cuballing with accessible toilet facilities.

#### Comment

Council sought community involvement in February 2019 from Shire residents who would like to have input into the review and development of the draft DAIP 2019-2024. At the close of the notice period on 15<sup>th</sup> March 2019 no community members had sought involvement.

Council staff have now prepared a draft DAIP 2019-2024 in accordance with the Disability Services Act 1993 that is included at Attachment 9.2.1A.

The draft DAIP 2019-2024 seeks to implement strategies and actions to achieve seven broad objectives:

- |           |  |
|-----------|--|
| Outcome 1 | People with a disability have the same opportunities as other people to access the services of, and any events organised by the Shire of Cuballing |
| Outcome 2 | People with a disability have the same opportunity as other people to access the buildings and other facilities of the Shire of Cuballing          |

- Outcome 3 People with a disability receive information pertaining to Council functions, facilities and services in a format that will enable them to access the information as readily as other people are able to access it
- Outcome 4 People with a disability receive the same level and quality of service from the staff of the Shire of Cuballing as other people receive
- Outcome 5 People with a disability have the same opportunities as other people to make complaints to the Shire of Cuballing
- Outcome 6 People with a disability have the same opportunities as other people to participate in any public consultation by the Shire of Cuballing
- Outcome 7 People with a disability have the same opportunities as other people to obtain and maintain employment with the Shire of Cuballing

The strategies and actions to deliver on these outcomes are included in the outcomes section of the draft DAIP 2019-2024.

The draft DAIP 2019-2024 Implementation includes a task of developing a program of upgrades to remove identified access barriers to Shire of Cuballing buildings and facilities by utilising the Access Resource Kit checklist. A draft of this program is included at Attachment 9.2.1B. Staff anticipate advertising this draft at the same time as the draft DAIP 2019-2024 to receive community comment on this.

The Council is to consider the seeking public comment on the draft DAIP 2019-2024 in accordance with the Disability Services Act 1993.

With Council acceptance of the draft DAIP 2019-2024, the draft DAIP 2019-2024 will be advertised locally for comment and then be considered by Council at either the May or June Ordinary Meetings of Council.

### Strategic Implications

**SOCIAL - Our Community, Neighbourhoods, Recreation and Culture.**

#### Goals

- A healthy and caring community which has strong support for all ages and abilities.
- A safe community where residents feel secure and comfortable at home, work and play.
- A healthy community engaging in positive and rewarding lifestyles with access to recreational and leisure opportunities.
- A vibrant community, enjoying access to a wide range of quality arts and cultural activities.

	Strategy	Outcome
1.1	Create a vibrant social environment that is accessible and inclusive for all ages and abilities.	The community feel welcome involved and connected to each other.
1.4	Facilitate improved access to health and welfare programs and education opportunities.	The community has access to a broad range of improving health and welfare programs and education opportunities.
1.5	Provide and promote sport, recreation and leisure facilities and programs.	A variety of accessible sport and recreation opportunities and activities.

**ECONOMY - Our Economy, Infrastructure, Systems and Services.**

#### Goals

- Community infrastructure and services delivered in a timely manner, are well utilised, effective and meet the expectations of the community.
- Promoting sustainable and diverse economic development opportunities that make the Shire of Cuballing an attractive place to live, work and visit.

	Strategy	Outcome
3.1	Deliver a diverse range of affordable services and infrastructure across the Shire.	A range of services, facilities and programs that the broadest community can access.
3.2	Ensure essential services and infrastructure are aligned to community needs now and in the future.	Services and infrastructure which meets the needs of the broadest community and responds to changing priorities.
3.3	Deliver and advocate for a diverse and safe transport system which is efficient and meets the needs of all users.	A diverse and safe transport system that balances the needs of all users including pedestrians, cyclists, private vehicles, public transport and freight.
3.4	Create and strengthen partnerships to advocate for and deliver community facilities, and services and major infrastructure.	The community has access to a range of education, health, cultural, recreational and transport opportunities to maximise their potential.
3.5	Maintain a robust asset management practices and maintenance programs.	Assets which meet the expectations of the community.
3.6	Facilitate and guide high quality and efficient building and development across the Shire.	A community with high quality and efficient buildings and development.

#### GOVERNANCE & ORGANISATION - Our Council, Services, Policies and Engagement.

##### Goals

- Governance structures that ensure accountable, transparent and ethical decision making.
- A Council that proactively engages with all elements of its community to make decisions that reflect positively on the future of the Shire of Cuballing.

	Strategy	Outcome
4.2	Maintain a clear, transparent and ethical decision making process.	Openness and transparency in Council decisions.
4.3	Ensure open and consistent communication between the Shire and the community.	The community is aware of Council decisions and activities.
4.4	Actively engage with the community to inform decision making and improve conversations within the community.	The community have a variety of opportunities to be involved and are able to make meaningful contributions to decision making.

#### Statutory Environment

The Disability Services Act 1993 requires that West Australian public authorities develop and implement a Disability Access and Inclusion Plan. The Act makes these plans mandatory and prescribes their development, implementation and reporting.

The Shire of Cuballing is required to report on the progress in the prescribed format to the Disability Services Commission annually.

#### Policy Implications – Nil

### Financial Implications

The draft DAIP 2019-2024 identifies that any major tasks will need to be planned and costed through the Long Term Financial Plan and annual budgeting process.

### Economic Implication – Nil

### Social Implication

The draft DAIP 2019-2024 outlines strategies that will assist the development of a community that is accessible and inclusive for people with disabilities, their families and carers.

### Environmental Considerations – Nil

### Consultation

Council has advertised the opportunity to participate in the development of the draft DAIP 2019-2024.

Council will advertise the availability of and the ability to provide public comment on draft DAIP 2019-2024.

At a future meeting, Council will consider feedback from the community regarding the draft DAIP 2019-2024.

### Options

Council may resolve:

1. the Officer's Recommendation;
2. to require further development of the draft DAIP 2019-2024 before Council approves the draft DAIP 2019-2024 for community consultation.

### Voting Requirements – Simple Majority

#### **OFFICER'S RECOMMENDATION:**

##### **That Council:**

- 1. advertise the Shire of Cuballing Draft Disability Access and Inclusion Plan 2019-2024 and the Draft DAIP 2019-2024 Upgrade Program – June 2019 implementation plan for a period of four weeks; and**
- 2. consider the Shire of Cuballing Draft Disability Access and Inclusion Plan 2019-2024, the Draft DAIP 2019-2024 Upgrade Program – June 2019 implementation plan and any submissions received at the June 2019 Ordinary Meeting of Council.**

**SHIRE**  
**OF**



**CUBALLING**

The logo for the Shire of Cuballing is a circular emblem. It features a central illustration of a squirrel with reddish-brown fur and a grey tail, perched on a branch. Surrounding the squirrel are several large, orange-brown gum nuts (Eucalyptus seed pods) attached to their respective branches. The branches are dark brown and have serrated edges. The entire emblem is set against a white background.

**DISABILITY ACCESS AND INCLUSION PLAN**

**2019-2024**

## INTRODUCTION

The Shire of Cuballing is a small rural local authority located in the Central South East region of Western Australia, approximately 190km south east of Perth and has an area of 1250 square kilometres.

There is a population of 894 residing in the Shire. Two populated town sites, Cuballing and Popanyinning exist within the region.

### Functions, Facilities and Services Provided By the Shire Of Cuballing

The Shire of Cuballing is responsible for a range of functions, facilities and services, including:

#### Services to property and the Community:

- Construction and maintenance of Public buildings, roads and footpaths
- Provision and maintenance of waste disposal facilities
- Bushfire control through voluntary Bushfire Brigades
- Provision and maintenance of recreation facilities
- Information Service and facilitation of monthly newsletter distribution
- Provision of funding to community groups

#### Regulatory Services

- Planning of road systems
- Subdivision oversight and provision of town planning schemes
- Building and Environmental Health Service
- Animal control
- Administering Noise Regulations

#### General Administration

- Provision of general information to the public
- Dealing with complaints and maintenance requests
- Payment of fees including rates, dog licenses, building licenses and private works

#### Processes of Government

- Ordinary and Special Council and Committee Meetings
- Electors' meetings and election of Councillors
- Community engagement and consultation
- Long Term community and strategic planning

## PEOPLE WITH A DISABILITY WITHIN THE SHIRE OF CUBALLING

The residential population of Cuballing is estimated to be around 894. According to the Australian Bureau of Statistics Survey of Disability, Ageing and carers (2006) more than 20% of Australians or more than 1 in 5 people, identify themselves as having some form of disability. Based on the population estimate and these findings, it is estimated that there are growing numbers of people with a disability living within the Shire.

As the Shire of Cuballing becomes more attractive as a small country region with attractive land in close proximity to a larger regional area, the number of people with a disability living within the shire is likely to increase in the future. The Shire of Cuballing believes it is important that everyone has the same opportunity and choices within the shire and recognises that

disability are not necessarily visible. It is also recognised that Council's planning needs to take into account visitors to our shire.

The Shire of Cuballing is responsible for the planning process with a particular focus on a nurturing community where diversity, difference and a sense of identity is respected and valued. Seeking input from the local community, with personal and/or professional knowledge of disability requirements and issues, and the Disability Services Commission, the Shire of Cuballing will continually develop, implement, review and evaluate the plan.

### **Planning for Better Access**

The Disability Services Act (1993) requires that local governments develop and implement a Disability Access and Inclusion Plan (DAIP) that outlines how that local government will ensure that people with a disability have equal access to its facilities and services. Annual Reports on activities relating to the progress of these plans are reported to state government at the end of each financial year.

Access and Inclusion plans are not just about ensuring buildings have wheelchair access. They also incorporate inclusion at a participatory and service level. The vision of the DAIP is for an accessible and inclusive community (and visitors to the community) and the format will concentrate on seven key areas:

1. Quality of existing and future services
2. Access to buildings and facilities
3. Access to shire supported events and projects
4. Information and communication
5. Opportunities to make complaints
6. Opportunities to participate in public consultation
7. Opportunities to obtain and maintain employment with the Shire of Cuballing

Other legislation underpinning access and inclusion includes the Western Australian Equal Opportunity Act (1984) and the Commonwealth Disability Discrimination Act (1992) (DDA). While action plans are not compulsory under the DDA, they can assist organisations to become more accessible and inclusive, and can provide some clarity during disability discrimination proceedings. A DAIP may also satisfy the DDA requirements for action plans.

The Shire of Cuballing is committed to facilitating the inclusion of people with a disability through the improvement of access to its facilities and services. The first plan was adopted in 1995 to address the barriers for people with a disability and addressed both its statutory requirements under the Disability Services Act (1993) and its obligations under the Commonwealth Disability Discrimination Act (1992). The plan has undergone several internal reviews since 1995.

During that time many initiatives have been implemented including:

- Accessible footpaths and cycle ways constructed in town
- Ramp Access to Cuballing Tennis Courts
- Accessible path around perimeter of change rooms at Cuballing Oval
- Accessible public toilets and change rooms constructed at Cuballing Oval
- Accessible (from the rear of the building) entrance facing oval at Cuballing Recreation Building
- Tactile pavers placed at bus stop in town sites of Cuballing and Popanyinning
- Accessible toilets built at Cuballing Community Park
- Ramp access and accessible toilets built in Popanyinning townsite

- Ramp access has been built along with accessible toilets at Yornaning Dam
- McGarrigal Park (children's playground in Popanyinning) has an accessible entrance
- Ramp access has been constructed at the front of Cuballing Recreation Building
- Equestrian Clubrooms built with access by ramp
- Accessible Toilet built at Popanyinning Tennis Court with ramp access
- Toilet within Cuballing Hall modified to provide accessibility
- Ramp access and security lighting to Popanyinning Hall
- Construction of an accessible Men's Shed in Cuballing

## **RESPONSIBILITY FOR THE DISABILITY ACCESS AND INCLUSION PLAN**

### **Community Consultation Process**

In 2019, the Shire began the review of its DAIP, consulting with key stakeholders and then drafted a new DAIP to guide further improvements to access and inclusion. Wherever possible, representatives from a variety of sectors of the community were consulted. The process included:

- Advertising the commencement of the review process and the opportunity to be involved;
- Advertising of the Draft DAIP and the opportunity to comment on that draft DAIP;
- Public review at two meetings of Council.

The Disability Service Regulations 2004 set out the minimum consultation requirements for public authorities in relation to the DAIP. Local government authorities must call for submissions (either general or specific) by notice in a newspaper circulating in the local district of the local government under the Local Government Act 1995, or on any website maintained by or on behalf of the local authority.

In February 2019 the community was informed through the regional newspaper, the Shire website, the local newsletter and the Shire of Cuballing's social media, that the Shire of Cuballing was reviewing its disability access and inclusion plan to address the barriers that people with a disability and their families experience in accessing Council functions, facilities and services. The community was advised of the means by which they could provide input into the development of the plan.

In April and May 2019, community comment on the draft DAIP was invited utilising the Shire website, the local newsletter and the Shire of Cuballing's social media that a draft DAIP.

### **Communicating the plan to staff and people with a disability**

Council advised, through local and social media, that copies of the DAIP was available to the community upon request, and in alternative formats if required, including Council's website, hard copy, electronic format and by email.

The draft DAIP was provided to all those who contributed to the planning process, including Council officers, people with a disability, their families, carers and relevant community groups for feedback.

As the DAIP is amended, both staff and the community will be advised of the availability of the updated plan using the same methods.



## Monitoring and Reviewing

As part of the review process for this project and to ensure individuality of the DAIP outcomes, strategies and implementation, there will be consultation with key stakeholders, community members and shire staff who will meet regularly to review the progress on the implementation of the strategies identified in the DAIP.

The review and monitoring of the Shire's DAIP will be included in this amended plan which will be submitted to the Disability Services Commission in 2019. The achievements are noted within the amended plan.

Council will include a report on the implementation of the Disability Access and Inclusion Plan within its Annual Report which will be formally endorsed by Council.

## Evaluation

Prior to 31 July annually, Council will seek feedback from the community regarding the implementation of the DAIP and the effectiveness of strategies that have been implemented.

The following actions will then be taken:

- Endorsement of any progress reports on the implementation process which forms part of the DAIP
- Notices about the consultation process will be placed in the local newsletter
- Feedback will be sought in order to identify any additional barriers that were not identified in the initial consultation
- Identify additional strategies for consideration

The Shire of Cuballing is required to report on the progress in the prescribed format to the Disability Services Commission annually.

## REPORTING ON THE DAIP

The Disability Services Act sets out the minimum reporting requirements for public authorities in relation to the DAIP. Council will report on the implementation of its DAIP through its annual report and the prescribed Proforma to the Disability Services Commission by 30 June each year, outlining:

- Progress towards the desired outcomes of the DAIP;
- Progress of its agents and contractors towards meeting the desired outcomes; and
- Strategies used to inform its agents and contractors of the DAIP.

## STRATEGIES TO IMPROVE ACCESS AND INCLUSION

As a result of the consultation process, the following strategies will guide tasks reflected in the Implementation Plan, that the Shire of Cuballing will continue to undertake to improve access to its services, buildings and information. The desired outcomes provide a framework for improving access and inclusion for people with a disability within and visiting the Shire of Cuballing.

<b>Outcome 1</b>	<b>People with a disability have the same opportunities as other people to access the services of, and any events organised by the Shire of Cuballing</b>
<b>Objective</b>	To adapt services wherever possible to meet the needs of people with a disability
<b>Strategy</b>	Council will

1. Ensure that all policies and practices that govern the operation of Council facilities, functions and services are consistent with Council's policy on access and legislation
2. Ensure that people with a disability are consulted on their need for services and the accessibility of current services
3. Utilise the universal design checklist that has been provided by the Disability Services Commission

**Outcome 2**      **People with a disability have the same opportunity as other people to access the buildings and other facilities of the Shire of Cuballing**

**Objective**      To ensure that all Shire owned, leased or supported facilities are accessible to people with diverse needs

**Strategy**      Council will

1. Advocate to local businesses the requirements for and benefits flowing from the provision of accessible venues
2. Apply the Building Code of Australia and associated Standards on access when new or existing work begins on buildings and facilities
3. Undertake to identify and incorporate the priorities regarding access that have been identified during the review process. Ongoing upgrades will continue.
4. Identify access barriers to buildings and facilities using the Access Resource Kit checklists

**Outcome 3**      **People with a disability receive information pertaining to Council functions, facilities and services in a format that will enable them to access the information as readily as other people are able to access it**

**Objective**      To ensure that relevant information pertaining to Council functions, facilities and services is provided using clear and concise language and made available in accessible formats

**Strategy**      Council will:

1. Improve community awareness that all documents may be available in alternative formats upon request
2. Improve staff awareness of accessible information needs and how to obtain information using other formats

**Outcome 4**      **People with a disability receive the same level and quality of service from the staff of the Shire of Cuballing as other people receive**

**Objective**      Council staff working with the public be equipped with the information and skills to enable them to appropriately provide advice and service to people with diverse disability

**Strategy**      Council will

1. Provide information and training to staff and elected members to improve the awareness of access issues and further enhance their skills to provide an excellent service to people with a disability
2. Where required seek advice from other local governments and community professionals on how to better meet the needs of people with a disability
3. Ensure key staff are registered for email updates from the Human Rights and Equal Opportunity Commission and Disability Services Commission to keep abreast of contemporary practices in creating universal facilities
4. Ensure staff are aware that some people may require assistance with paperwork associated with various functions of local government and will readily assist if required

<b>Outcome 5</b>	<b>People with a disability have the same opportunities as other people to make complaints to the Shire of Cuballing</b>
<b>Objective</b>	Ensure that grievance mechanisms/procedures are accessible or that appropriate assistance is given to enable people with diverse needs to make grievances and complaints known to the Shire
<b>Strategy</b>	Council will <ol style="list-style-type: none"><li>1. Ensure that current grievance mechanisms are easily accessible for people with a disability</li><li>2. Improve staff awareness and knowledge so that the receipt of complaints from people with a disability can be facilitated</li></ol>
<b>Outcome 6</b>	<b>People with a disability have the same opportunities as other people to participate in any public consultation by the Shire of Cuballing</b>
<b>Objective</b>	To ensure that people with a disability can participate fully in decision making and consultation processes managed by the Shire
<b>Strategy</b>	Council will <ol style="list-style-type: none"><li>1. Ensure community consultation processes are inclusive of people with a disability</li><li>2. Commit to ongoing monitoring of the DAIP to ensure implementation and satisfactory outcomes</li></ol>
<b>Outcome 7</b>	<b>People with a disability have the same opportunities as other people to obtain and maintain employment with the Shire of Cuballing</b>
<b>Objective</b>	Ensure that disability is not seen as a barrier to a staff appointment
<b>Strategy</b>	Council or Staff responsible for recruitment will ensure that the right person is selected for the position regardless of disability.

## IMPLEMENTATION PLAN

The DAIP provides the background information that informs the Cuballing Shire Council of the reasons why change is required to a facility, service or event provided in their district with their support. The DAIP implementation plan lists the suggested changes, person responsible to ensure that change happens and the date by which the change should be completed.

By itemising future requirements, Council can approve realistic budget for the funds and human resources to complete the work required and comply with legislation.

A fair and equitable DAIP implementation plan therefore informs Council where budget funds should be allocated and can only occur following consultation from different sectors of the community, including:

- Community members with some form of disability
- Members of the community supporting residents and visitors to the district
- Community members with experience in the disability field
- Broad community consultation
- Relevant representatives from government departments

The Disability Access and Inclusion strategies and objectives developed for the Shire of Cuballing are grouped under the seven desired outcomes as recommended by the Disability Services Commission. These outcome areas provide a framework for translating the principles and objectives of the Disability Services Act into tangible and achievable results.

**Outcome 1 People with a disability have the same opportunity as other people to access the services of, and any events organised in the Shire of Cuballing**

<b>Strategy</b>	<b>Task</b>	<b>Timeline</b>	<b>Responsibility</b>
1.1 Ensure that all policies and practices that govern the operation of Council facilities, functions and services are consistent with Council's policy on access and legislation	1.1.1 Ensure relevant legislation, policies and procedures on access and inclusion are current and incorporated into Council's Disability Access and Inclusion Plan	Ongoing	CEO
1.2 Ensure that people with a disability are consulted on their need for services and the accessibility of current services	1.2.1 Continue with feedback requests in monthly newsletter	Ongoing	CEO
1.3 Utilise the universal design checklist that has been provided by the Disability Services Commission	1.3.1 Use the checklist to grade accessibility at all Council events	Ongoing	Building Officer Administration Officer

**Outcome 2 People with a disability have the same opportunity as other people to access the buildings and other facilities in the Shire of Cuballing**

<b>Strategy</b>	<b>Task</b>	<b>Timeline</b>	<b>Responsibility</b>
2.1 Advocate to local businesses the requirements for and benefits flowing from the provision of accessible venues	2.1.1 Promote access to business by informing them of the needs of people with various disability and access information available online or through the Shire of Cuballing	Ongoing	Building Officer & CEO
2.2 Apply the Building Code of Australia and associated standards on access when new or existing work begins on buildings and facilities	2.2.1 Ensure that legal requirements for access are met in all plans for new or redeveloped buildings and facilities	Ongoing	Building Officer & CEO
2.3 Undertake to identify and incorporate the priorities regarding access that have been identified during the review process.	2.3.1 Develop a program of upgrades to remove identified access barriers to Shire of Cuballing buildings and facilities by utilising the Access Resource Kit checklist.	June 2019	Building Officer & CEO
	2.3.2 Annually review the program of upgrades to Shire of Cuballing buildings and facilities	April	CEO, Council

**Outcome 3 People with a disability receive information pertaining to Council functions facilities and services in a format that will enable them to access the information as readily as other people are able to access it**

Strategy	Task	Timeline	Responsibility
3.1 Improve community awareness that all documents may be available in alternative formats	3.1.1 Use the regular feedback request notices in the monthly newsletter to identify which alternative formats are required	Ongoing	Administration Officer
3.2 Improve staff awareness of accessible information needs and how to obtain information using other formats	3.2.1 Provide awareness training to Councillors and Staff	Ongoing	CEO

**Outcome 4 People with a disability will receive the same level and quality of service from the staff of the Shire of Cuballing as other people receive.**

Strategy	Task	Timeline	Responsibility
4.1 Ensure staff are aware that some people may require assistance with paperwork associated with various functions of local government and will readily assist if required	4.1.1 Improve staff awareness through disability awareness training	Ongoing as staff turnovers occur	CEO
4.2 Seek advice from other Councils and community professionals in the disability field on how to better meet the needs of people with a disability	4.2.1 Liaise with community members regarding access issues and implement as necessary	Ongoing	Administration Officer
4.3 Provide information and training to staff and elected members to improve the awareness of access issues and further enhance their skills to provide an excellent service to people with a disability	4.3.1 Provide awareness training to Councillors and staff	Ongoing	CEO
4.4 Ensure key staff are registered for email updates from the Human Rights and Equal Opportunity Commission and Disability Services Commission to keep abreast of contemporary practices in creating universal facilities	4.3.1 Ensure staff are informed regarding contemporary access issues and up to date with legal requirements	Ongoing	CEO

**Outcome 5 People with a disability have the same opportunities as other people to make complaints to the Shire of Cuballing**

<b>Strategy</b>	<b>Task</b>	<b>Timeline</b>	<b>Responsibility</b>
5.1 Ensure that grievance mechanisms/procedures are accessible or that appropriate assistance is given to enable people with diverse needs to make grievances and complaints known to the Shire	5.1.1 Review current grievance mechanisms and implement any required changes	Ongoing	Administration Officer & CEO
5.2 Improve staff awareness and knowledge so that the receipt of complaints from people with a disability can be facilitated	5.2.1 Improve staff awareness through training	Ongoing	CEO

**Outcome 6 People with a disability have the same opportunities as other people to participate in any public consultation by the Shire of Cuballing**

<b>Strategy</b>	<b>Task</b>	<b>Timeline</b>	<b>Responsibility</b>
6.1 Ensure community consultation processes are inclusive of people with a disability	6.1.1 All public meetings to be held in accessible venues and consultation material to be in alternative formats (when possible) upon request	Ongoing	CEO
6.2 Commit to ongoing monitoring of the DAIP to ensure implementation and satisfactory outcomes	6.2.1 Ensure that the Shire of Cuballing Disability Access and Inclusion Plan is continually reviewed	April	CEO, Council

**Outcome 7 People with a disability have the same opportunities as other people to obtain and maintain employment with the Shire of Cuballing**

Strategy	Task	Timeline	Responsibility
7.1 Council or Staff responsible for recruitment will ensure that the right person is selected for the position regardless of disability	7.1.1 Councillors and Staff to be aware that a disability is not a barrier to employment with some positions with the Shire of Cuballing <ul style="list-style-type: none"> <li>• Ensure Job Applications and Descriptions include a breakdown of tasks in a tasks list/job description to allow prospective employees with a disability to determine if they are suitable or able to do an advertised job.</li> <li>• Ensure that job interviews are held in a place accessible to all.</li> <li>• Ensure that any prospective candidates are asked if they have any special access or other requirements to assist them at an interview if they have a disability</li> <li>• Ensure that persons are referred to as a “Person with a Disability”, not a “Person with Disabilities”.</li> <li>• Ensure that the workplace is accessible.</li> <li>• Encourage co-partnerships with local businesses and the shire to encourage employment of people with a disability through joint funded positions or “Count Me In Grants”.</li> </ul>	Ongoing	Council and Staff responsible for recruitment



## Shire of Cuballing

## DAIP 2019-2024 Upgrade Program – June 2019 – Draft

Shire Venue	Improvement	2019/20	2020/21	2021/22	2022/23	2023/24	After 2024
Cuballing Footpath	Campbell Street from Alton to Ridley Streets		X				
Cuballing Footpath	Darcy Street from Alton to Ridley Streets						X
Cuballing Hall	Accessible front access			X			
Cuballing Hall	Accessible rear access					X	
Cuballing Hall	Accessible toilet(s)						X
Cuballing Hall	Ambulant toilets	X					
Cuballing CWA Hall	Accessible front access			X			
Cuballing CWA Hall	Accessible rear access	X					
Cuballing CWA Hall	Ambulant toilets		X				
Cuballing CWA Hall	Accessible toilet(s)						X
Cuballing public toilet	Accessible path across park		X				
Cuballing public toilet	Ambulant toilets		X				
Cuballing Recreation Ground - Oval	Ambulant toilets	X					
Cuballing Recreation Ground - Tennis	Accessible access path						X
DREC	Ambulant toilets		X				
Memorial Park	Accessible site improvements/priority accessible parking	X					
Popanyinning Hall	Accessible front access				X		
Popanyinning Hall	Accessible side access		X				
Popanyinning Hall	Accessible toilet(s)						X
Popanyinning Hall	Ambulant toilets	X					
Popanyinning Public Toilet	Priority accessible parking	X					
Popanyinning Public Toilet	Ambulant toilets	X					
Shire Administration	Accessible front access		X				
Shire Administration	Accessible rear access					X	
Shire Administration	Accessible front counter				X		
Shire Administration	Accessible toilet(s)						X

Shire Venue	Improvement	2019/20	2020/21	2021/22	2022/23	2023/24	After 2024
Shire Administration	Ambulant toilets		X				
Shire Administration	Priority accessible parking		X				
Yornaning Dam	Priority accessible parking	X					
Yornaning Dam	Adjustment of fencing to allow closer accessible parking to facilities	X					
Yornaning Dam	Ambulant toilets						X
Yornaning Dam	Accessible toilet(s)						X
Yornaning Dam	Access pathway to facilities						X
Yornaning Dam	Accessible BBQ area	X					
Yornaning Dam	Accessible picnic tables	X					

## 9.2.2 Appointment of Fire Control Officers

Applicant: N/A  
File Ref. No: ADM081  
Disclosure of Interest: Nil  
Date: 8<sup>th</sup> April 2019  
Author: Gary Sherry  
Attachments: 9.2.2A Minutes of Bush Fire Advisory Committee 4<sup>th</sup> April 2019

### **Summary**

**Council is to consider appointments of Fire Control Officers on the recommendation of the Shire of Cuballing's Bush Fire Advisory Committee.**

### **Background**

The Shire of Cuballing considers annually the appointment of Fire Control Officers (FCO) recommended by the Shire of Cuballing's Bush Fire Advisory Committee (BFAC). The Minutes of the April 2019 BFAC Meeting are included at Attachment 9.2.2A.

The latest BFAC Meeting made the following recommendation to Council regarding the appointment of FCO's for the 2019/20 bush fire season:

1. appoint:
  - a. Anthony Mort as Chief Bush Fire Control Officer; and
  - b. Graeme Dent as Deputy Chief Bush Fire Control Officer;
2. appoint the following persons as Fire Control Officers:

CBFCO	Anthony Mort
DCBFCO	Graeme Dent
Popanyinning East:	Graeme Dent and Justin Page
Popanyinning Town:	Fred Chapman
Popanyinning West:	Craig Cousins
Cuballing East:	Mike Burges and Rob Harris
Cuballing West:	Nelson Young and Brayden Potts
Shire of Cuballing:	Gary Sherry and Bruce Brennan
3. seek to have neighbouring Council's appoint the following persons as Dual Fire Control Officers:

Shire of Narrogin:	Rob Harris
Shire of Wickepin:	Mike Burges
Shire of Pingelly:	Graeme Dent
Shire of Wandering:	Craig Cousins
Shire of Williams:	Nelson Young
4. appoint Anthony Mort and Gary Sherry as Clover Burning Permit Officers.

### **Comment**

The Shire of Cuballing's Bushfire Advisory Committee held a meeting on Wednesday 5th April 2017. Minutes of that meeting are included at Attachment 9.2.1A. The meeting decided to recommend the following appointments:

1. Anthony Mort as Chief Bushfire Control Officer (CBFCO).  
Mr Mort was elected into the role of CBFCO in 2011, and has been involved with the Cuballing Town Volunteer Bush Fire Brigade for a number of years.
2. Graeme Dent as Deputy Chief Bushfire Control Officer (DCBFCO).  
Mr Dent was elected to the role of DCBFCO in 2011 and has been involved with the Yornaning area for many years.
3. The meeting recommended the following persons be appointed as Fire Control Officers for the Shire of Cuballing for the 2017/18 bush fire season:

Popanyinning East: Justin Page  
 Popanyinning West: Craig Cousins  
 Popanyinning Town: Fred Chapman  
 Cuballing East: Mike Burges and Rob Harris  
 Cuballing Town: Daniel Christensen  
 Cuballing West: Nelson Young and Brayden Potts  
 Shire of Cuballing: Gary Sherry & Bruce Brennan

4. The meeting also recommended that Council seek to have the neighbouring Council's appoint the following persons as Dual Fire Control Officers for the 2017/18 bush fire season with the authority to act in fire situations that cross or are located just across the Shire boundary.

Shire of Narrogin: Rob Harris  
 Shire of Wickepin: Mike Burges  
 Shire of Pingelly: Graeme Dent  
 Shire of Wandering: Craig Cousins  
 Shires of Williams: Nelson Young

5. The meeting recommended that Council appoint the Chief Bush FCO and Shire CEO as Clover Burn Permit Officers. Clover burns are normally conducted during the prohibited burning period and because of the increased risk, a lesser number of authorised officers are normally appointed.

The Meeting considered appointing Fire Weather Officers. Appropriately appointed Fire Weather Officers can validate permits to burn in a local area in times where the fire danger forecast issued by the Bureau of Meteorology is "catastrophic", "extreme", "severe" or "very high".

### Strategic Implications

SOCIAL - Our Community, Neighbourhoods, Recreation and Culture.

Goals

- A safe community where residents feel secure and comfortable at home, work and play.

	Strategy	Outcome
1.7	Create and maintain a safe environment for the community.	A feeling of safety within our neighbourhoods and a sense of being looked out for.

### Statutory Environment

Bush Fires Act 1954

S 38. 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.

Policy Implications – Nil

The Shire of Cuballing does not have policy that directly deals with the BFAC and the appointment of FCO's.

Financial Implications – Nil

Economic Implication – Nil

Social Implication – Nil

Environmental Considerations – Nil

Consultation – Nil

Council has received a recommendation on the appointment of FCO's from the Shire of Cuballing BFAC.

Options

Council may resolve:

1. the Officer's Recommendation;
2. an amended resolution with different appointments;
3. to defer consideration at this time.

Voting Requirements – Simple Majority

**OFFICER'S RECOMMENDATION:**

**That Council, for the 2019/20 bush fire season,:**

- 1. appoint Anthony Mort as Chief Bush Fire Control Officer;**
- 2. appoint Graeme Dent as Deputy Chief Bush Fire Control Officer;**
- 3. appoint the following persons as Fire Control Officers;**

<b>CBFCO</b>	<b>Anthony Mort</b>
<b>DCBFCO</b>	<b>Graeme Dent</b>
<b>Popanyinning East:</b>	<b>Justin Page</b>
<b>Popanyinning Town:</b>	<b>Fred Chapman</b>
<b>Popanyinning West:</b>	<b>Craig Cousins</b>
<b>Cuballing East:</b>	<b>Mike Burges and Rob Harris</b>
<b>Cuballing Town:</b>	<b>Daniel Christensen</b>
<b>Cuballing West:</b>	<b>Nelson Young and Brayden Potts</b>
<b>Shire of Cuballing:</b>	<b>Gary Sherry and Bruce Brennan</b>

- 4. seek to have neighbouring Council's appoint the following persons as Dual Fire Control Officers;**

<b>Shire of Narrogin:</b>	<b>Rob Harris</b>
<b>Shire of Wickepin:</b>	<b>Mike Burges</b>
<b>Shire of Pingelly:</b>	<b>Graeme Dent</b>
<b>Shire of Wandering:</b>	<b>Craig Cousins</b>
<b>Shire of Williams:</b>	<b>Nelson Young</b>

- 5. appoint Anthony Mort and Gary Sherry as Clover Burn Permit Officers for the Shire of Cuballing.**

**SHIRE OF CUBALLING  
BUSH FIRE ADVISORY COMMITTEE  
Council Chambers  
Wednesday 3<sup>rd</sup> April 2019**

**Minutes**

**1. OPENING**

The meeting commenced at 7.34 pm

**2. ATTENDANCE AND APOLOGIES**

Anthony Mort	Chief Bush Fire Control Officer
Cr Tim Haslam	Councillor
Mike Burges	Fire Control Officer
Fred Chapman	Fire Control Officer
Daniel Christensen	Fire Control Officer
Craig Cousins	Fire Control Officer
Brayden Potts	Fire Control Officer
Gary Sherry	Chief Executive Officer
Bruce Brennan	Manager of Works & Services
Rob Harris	Fire Control Officer
Paul Blechynden	Department of Fire and Emergency Services
Mark	Department of Fire and Emergency Services
Chris Stewart	Department of Biodiversity, Conservation and Attractions

Apologies

Graeme Dent	Deputy Chief Fire Control Officer
Justin Page	Fire Control Officer
Nelson Young	Fire Control Officer

**3. CONFIRMATION OF MINUTES**

<b>Moved:</b> Daniel Christensen	<b>Seconded:</b> Brayden Potts
<b>That the minutes of the BFAC meeting held on 5<sup>th</sup> September 2018 are a true and correct record.</b>	
<b>Carried</b>	

**4. ELECTION OF OFFICERS**

**4.1 CHIEF BUSH FIRE CONTROL OFFICER**

Mike Burges nominated Anthony Mort - Accepted

There being no further nominations Anthony Mort was nominated for Chief Bush Fire Control Officer for the Shire of Cuballing for 2019/20.

**4.2 DEPUTY CHIEF BUSH FIRE CONTROL OFFICER**

Mike Burges nominated Graeme Dent – Subject to Acceptance

There being no further nominations G Dent was nominated the position of Deputy Chief Bush Fire Control Officer for the Shire of Cuballing for 2019/20.

#### 4.3 FIRE CONTROL OFFICERS FOR SHIRE OF CUBALLING

The following nominations were made:

Cuballing Town FCO:	Daniel Christensen - Accepted
Cuballing East FCO:	Rob Harris – Accepted Mike Burges - Accepted
Cuballing West FCO:	Nelson Young - Subject to Acceptance Brayden Potts - Accepted
Popanyinning Town FCO:	Fred Chapman - Accepted
Popanyinning East FCO:	Graeme Dent - Subject to Acceptance Justin Page - Subject to Acceptance
Popanyinning West FCO:	Craig Cousins - Accepted.

#### 4.4 DUAL FIRE CONTROL OFFICERS

The following nominations were made for the Shire of Cuballing to offer to neighbouring local governments for Shire of Cuballing FCO's to serve as Dual FCO's:

Shire of Narrogin	R Harris – Accepted
Shire of Wickepin	M Burges - Accepted
Shire of Pingelly	G Dent - Subject to Acceptance
Shire of Wandering	C Cousins - Accepted
Shire of William	N Young - Subject to Acceptance

#### 4.5 CLOVER BURN PERMIT OFFICERS

The following nominations were made:

Chief Bush FCO	- Accepted
Shire CEO	- Accepted

#### 4.6 FIRE WEATHER OFFICERS

Authorised Fire Weather Officers are able to authorise people holding a *Permit to Burn* where the fire danger forecast issued by the Bureau of Meteorology is “catastrophic”, “extreme”, “severe” or “very high”.

The meeting did not consider the Shire of Cuballing required authorised Fire Weather Officers.

### 5. REPORTS

#### 5.1 CHIEF BUSH FIRE CONTROL OFFICER

The season has been mild weather and not to many harvest and vehicle movement bans. People have been cautious on the days that had high winds and heat. Education is slowly getting to the public.



It is great to see both town brigades both interacting together for meetings and drills. Thanks to Popanyinning Town for going to Bremer Bay and helping just before Christmas. Both town brigades assisted Pingelly during the season.

DFES is looking at some fire mitigation around Cuballing and Popanyinning town sites. This work is ongoing and will be involve planned burns in the future.

Thanks to Paul Blechynden, DFES Narrogin, for all the curly questions I pester him with over the year. Thanks to DBCA crews and Chris Stewart for their support on the 14 Mile Brook reserve fire on the Australia Day long weekend.

The Shire had one clover burn permit go out which is the 1st one in many years for us.

The Popanyinning Town Brigade received a new stand pipe trailer through ESL and also Cuballing Town received a new toilet block in 2018.

To all FCOs thank you for your support this season.

**5.2 Mike Burges – Cuballing East**

Nil to report

**5.3 Rob Harris – Cuballing East**

A quiet season with good from brigades when required. Rob warned about risks involved with the use of quad bikes at paddock burns. Quad bikes prone to accident and riders don't always have helmets. Quad bikes don't have radio or fire unit for an emergency.

**5.4 Craig Cousins - Popanyinning West**

Good turn up to Pingelly fires from Popanyinning and Cuballing Brigades.

**5.5 Fred Chapman – Popanyinning Town**

The Popanyinning Brigade is holding very worthwhile training exercises.

Fred attended a clover burn fire that was burning very fiercely and, for a time, was not being monitored during the night. The farmer criticised Fred for monitoring the fire and requiring that the conditions of the burning permit were met.

**5.6 Daniel Christensen – Cuballing Town**

This was a quiet year. Attended the Pingelly and 14 Mile Brook fires. The brigade also attended a road accident on the Wandering Narrogin Road.

The Brigades training exercise are working well.

**5.7 Brayden Potts – Cuballing West**

Attended the fire at 14 Mile Brook started by a car trailer wheel. There was a good response to this fire and telehandlers did a good job.

**5.8 DEPARTMENT OF BIODIVERSITY CONSERVATION AND ATTRACTION**

Chris Stewart reported on the following;

- DBCA thanked the Shire of Cuballing for their assistance at the 14 Mile Brook Fire. While the Shire led the initial response, DBCA were able to have the resources to continue the monitoring role of this fire,.
- DBCA had water bombers attend two fire this year in the Wheatbelt at Dongolocking and Kojonup. This highlights the need to complete the ground controller training and liaise with DBCA when there are fires.
- DBCA have a planned burn in the Dryandra Woodland coming up. DBCA will liaise with neighbours closer to the day.

## 5.9 DEPARTMENT OF FIRE AND EMERGENCY SERVICES

Paul Blechynden reported on the following;

### **DFES Report – Cuballing Bushfire Advisory Committee Meeting 3 April 2019**

The 2018/19 fire season has been relatively quiet across most of the Upper Great Southern Region, noting that some shires have been very busy at times dealing with multiple lightning fires.

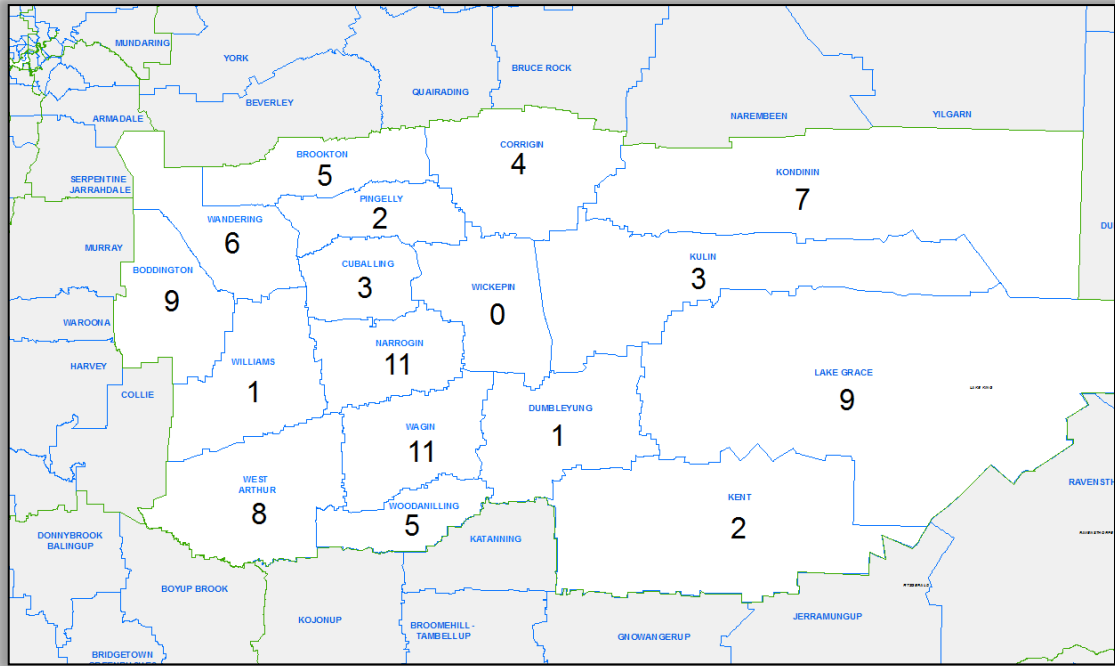
The region remains dry for this time of year with the Bureau of Meteorology's soil dryness data indicating that for this time of year some areas are the driest they have been for the last five years.

Volunteers, Parks and Wildlife Service and DFES personnel have attended a number of fires outside this region including Bremer Bay, Goldfields, Esperance and Balladonia, thank you to all involved.

This season saw more requests for DFES personnel to work with Bushfire Brigades at fires, this has been greatly appreciated by the DFES personnel who look forward to opportunities to assist when requested. Please note that the DFES Regional Duty Coordinator is available 24/7 on 1800 865 103 to provide assistance in terms of discussing DFES meeting machinery costs, arranging spot forecasts and sending DFES personnel to assist. DFES personnel can assist the shire / FCOs with a range of work including road closures, community warnings, and support for the FCO in charge.

### **DFES records of bushfire (tree, grass, scrub fire) incidents - 1 October 2018 to 20 March 2019**

Please let me know if you need to check your records against the information below.



**Volunteer Management Support Officer**

Anika Keeling has joined the DFES Narrogin Office as the Volunteer Management Support Officer (VMSO). Her role is to assist the brigades with administration, memberships, reports, eAcademy, recruitment and retention. Currently Anika is working closely with DFES Area and District Officers to update brigade membership lists and training for the volunteers. New volunteer paperwork can be easily processed by Anika instead of being sent to Albany.

The VMSO role is to assist the local governments within our region to maintain accurate records of members and equipment. Brigades can contact Anika for assistance in obtaining PPC, training or information in relation to the Fuel Cards or eAcademy assistance. Anika is able to assist the brigades to complete Incident reports and access records for their brigade. Her role is to assist wherever possible to assist the volunteers and DFES officers. Anika can be contacted on (08)6832 3110 or [anika.keeling@dfes.wa.gov.au](mailto:anika.keeling@dfes.wa.gov.au)

**Upcoming Training**

Bush Fire Firefighting	17 & 18 May 2019	Boddington
Advanced Bush Fire Firefighting	21 & 22 June 2019	Boddington
Sector Commander	27 & 28 July	Boddington
Advanced Bush Fire Firefighting	30 August 2019	Pingelly
Ground Controller	10 September 2019	Narrogin
Fire Control Officer	3 September 2019	To be confirmed
Fire Weather Course	Aug. or Sept. (proposed)	Wagin

The fire weather course is a one-day course delivered by two ex-Bureau of Meteorology forecasters, subject to interest the plan is to run up to two of these courses per year at different locations across the Upper Great Southern Region.

Please let me know if you would like to arrange training to suit your needs and / or pre-bushfire season get-togethers closer to the start of the 2019/20 bushfire season.

**SMS messages Severe Weather Warnings**

SMS have been used this season to forward Bureau of Meteorology weather warnings to key people in each shire, typically Shire CEO, Chief and Deputy Chief Bush Fire Control Officers and FCOs. The intent is to provide links to the Weather Warning page in the first SMS of the day so that people can keep up to date rather than send out the (sometimes numerous) changes as warnings are cancelled and reimposed. Your feedback is always welcome on these initiatives.

### **Bushfire Season updates**

The DFES Narrogin Office is keen to receive information from CBFCOs on how their season is looking. The plan is to include this feedback together with Bureau of Meteorology and DFES data in two simple email reports; a pre-season and late season. An example of a late season report will be emailed out in the next week for your information and feedback.

### **Albany bushfires May 2018**

A review into these fires has been completed, one of the recommendations is to provide shires with support to understand and exercise their options to control burning during severe weather events. The two options available to shires are:

1. Managing the restricted burning season and / or
2. issuing a Section 46 notice for all landowners / occupiers not to burn or to control existing burns.

### **Prohibited and restricted burning times**

(Please refer to the Act for more detailed information) *Section 17 & 18 Bush Fires Act 1954:*

A local government can in respect to Prohibited Burning Times and Restricted Burning Times:

- shorten (by no more than 14 days)
- extend (unlimited duration)
- suspend (by no more than 14 days)
- reimpose (unlimited)

To shorten, extend, suspend or reimpose, a Local Government needs to:

- Discuss with Parks and Wildlife
- Provide at least 2 days' notice
- Publish the notice of the change (newspaper, radio, place notices in prominent positions)
- Advise neighbouring shires
- Advise DFES & any other government agencies that have been asked to be notified.

### **Bush Fires Act 1954 Section 46**

FCOs and Local Governments have the power under *Section 46 of the Bush Fires Act 1954* to direct people (across a shire) not to light a fire or to take all reasonable steps to contain / extinguish a fire that has already been lit. This direction can be used at any time (i.e. does not need to be during the prohibited or restricted burning times)

### **One example of a Section 46 SMS message is:**

“Due to forecasted strong winds / elevated fire danger ratings the shire of XXXX makes the following direction in accordance with Section 46 of the Bush Fires Act 1954.

1. No new fires are to be lit until further notice.
2. All reasonable steps are taken to extinguish fires that are currently burning or to prevent these fires from spreading.

These directions are necessary to manage the bushfire risk within our shire; penalties may apply if this direction is not complied with.”

## **6. GENERAL BUSINESS**

### **6.1 BURNING PERMIT ISSUES**

The meeting discussed a range of issues regarding Permits to Burn issued by FCO’s during the restricted burning period.

A Permit to Burn is only valid if the conditions of the permit are met. There is an ongoing role for FCO’s to educate permit holders about complying with their permit conditions and what the impacts are.

A condition to notify neighbours is a considerable imposition on people with 13 or more neighbours. This could increase further with the inclusion of occupiers/renters of properties adjoining.

A Permit to Burn that requires the permit holder to advise DFES Comms on 1800 198 140 is good idea for burns that are close to townsites or near to major roads. Often travellers or town residents call 000 when ever they see a fire.

DFES Comms require the start time of the burn, the finish time of the burn and a contact name/number should they wish to check if the burn status has changed. This call normally takes only a minute.

Notification of the Shire of Cuballing is not a normal requirement for most burns. The Shire need only be advised when there is a specific reason for Shire interest.

### **6.2 END OF RESTRICTED PERIOD - 19<sup>TH</sup> APRIL 2019**

The meeting discussed the end of the restricted period on 19<sup>th</sup> April 2019. Given that 19<sup>th</sup> April is Good Friday, the Shire should look to require Permits to Burn for the entire Easter holiday. Such a move will require tourists/campers to have a permit for any fire. If famers wish to burn then an appropriate permit can be written.

### **6.3 Radio Communications**

Concerns over a reduction in the standard of radio communications was discussed. With an increasing reliance on mobile phones, poor radio procedure at fires has impacted on communications at fires. The regular radio call ups by FCO’s teaches radio procedure. DFES are available to hold pre-season training on this or other similar topics if requested.

### **6.4 Hazard Reduction Burns – Cuballing & Popanyinning Townsites**

The Shire has been working with DFES to reduce fire hazards and potential impacts in towns. The Shire will be improving fire tracks with DFES support and will hold hazard reduction burns at a suitable time.

### **6.5 Dry Season – Impact on Stubble Paddocks**

It was noted that because of the dry summer, stubble paddocks with sheep will probably not require burning this year.

**6.6 WhatsApp Group**

The possibility of a bush fire WhatsApp group to share messages in the Shire of Cuballing was discussed. The WhatsApp group has been successfully used in other local governments where strict rules over use are implemented.

The use of google maps and road names (not local references or peoples names) are to be encouraged when describing fire locations.

**6.7 Radio Services**

The Shire has booked fire radio maintenance for 2<sup>nd</sup> week in September 2019.

**7. NEXT MEETING**

The next meeting of the Shire of Cuballing Bush Fire Advisory Committee is to be held at the Shire Council Chambers at 7.30pm on Wednesday 4<sup>th</sup> September 2019.

**8. CLOSE**

There being no further business, the meeting closed at 9.10pm.

### 9.2.3 Cuballing War Memorial Redevelopment

Applicant:	N/A
File Ref. No:	ADM203
Disclosure of Interest:	Nil
Date:	10 <sup>th</sup> April 2019
Author:	Gary Sherry
Attachments:	9.2.3A Photo depictions of Memorial Redevelopment

#### **Summary**

#### **Council is to consider seeking public comment on proposal to redevelop the Cuballing War Memorial.**

#### **Background**

The Cuballing War Memorial was unveiled on Saturday 19<sup>th</sup> November 1921.

The Cuballing War Memorial is located on rail reserve on the corner of Campbell and Alton Streets. This site is currently leased from the Public Transport Authority.

A plinth dedicated to local volunteers who served in the Second World War was added in front of the original memorial in 2006.

Council allocated \$49,350 to the redevelopment the Cuballing War Memorial in the 2018/19 Budget. Shire administration has unsuccessfully sought to reduce the cost to Council through seeking grant funding.

Local residents and interested community groups have indicated their willingness to provide input into Council's plans for this redevelopment.

#### **Comment**

Staff have prepared a schedule of works to complete the redevelopment of the Cuballing War Memorial. This includes:

1. Connecting electricity to the site.

Electricity at the memorial would improve the ability to run services at the Memorial and allow efficient irrigation of the gardens and lawn. Automatic garden and lawn reticulation allows the most efficient watering regime to manage the ongoing cost to Council. The recent service as part of the War Histories of the Shire of Cuballing book launch required a vehicle to be placed beside the memorial to provide power to the public address system. The memorial or associated art at the site could be lit to provide increased impact.

2. Installing bollards

The Memorial Park is currently defined by plants and pine pole barriers. The pine logs are deteriorating and will become a hazard. Hardy recycled plastic bollards would define the memorial area and will improve access.

3. Removing trip hazards and reticulating lawn area

The lawn at the memorial is currently at two levels, retained by low concrete kerbing. Removing the kerbing, building the lawn up to the level of brick paving will remove trip

hazards and improve access. The area immediately south of the Memorial is to be planted to lawn to connect the area to the adjacent car park and seating area.

4. Installing automatic lawn reticulation

Reticulation of the gardens and lawn will reduce ongoing gardening costs to Council while improving the ability to maintain the area in the best condition.

5. Expand the paving around the memorial monuments

The existing paving around the memorial would be expanded to be larger in area to provide a larger area for services and to remove the rosemary growing beside the memorial foundation. The connection between the pavers and lawn would not involve a change in height.

New paving would be installed because the existing concrete pavers have faded and would be difficult to match. Lighter shade pavers are favoured and constructing an ANZAC motif into the pavers has been discussed. The motif would be difficult given the paved area, although slightly larger, would still require a small motif.

6. Replace the flag pole

The existing flag pole has been recently refurbished in 2015 by the Cuballing Men's Shed and is already showing signs of rust. A purchased flag pole would include flag rope that would be easier to use.

7. Install seating

Two recycled park benches are planned for the eastern side of the memorial park, under trees. The benches would be the same colour as the bollards on the west side of the memorial.

8. Art work

An artwork on the west side of the memorial is planned but not yet finalised. A relatively flat work, that fits in line with park benches and slightly in front of nearby trees, would define the boundary of the memorial. Such an art work would be easily from passing traffic and pedestrians on Alton Street.

The planned works do not include a permanent shelter. Currently the park is not used for picnics or long events. The functions held at the site are mostly very short and associated with functions held at the Cuballing Hall or Cuballing Tavern. A large shelter was also thought to have the ability to overshadow the War Memorial itself.

Shire staff have completed a number of basic photograph depictions of the planned works at Attachment 9.2.3A. These depictions are sought to assist the community consultation process.

### Strategic Implications

Shire of Cuballing Community Strategic Plan

SOCIAL - Our Community, Neighbourhoods, Recreation and Culture.

#### Goals

- A healthy and caring community which has strong support for all ages and abilities.



- A safe community where residents feel secure and comfortable at home, work and play.
- A healthy community engaging in positive and rewarding lifestyles with access to recreational and leisure opportunities.
- A vibrant community, enjoying access to a wide range of quality arts and cultural activities.

	Strategy	Outcome
1.1	Create a vibrant social environment that is accessible and inclusive for all ages and abilities.	The community feel welcome involved and connected to each other.
1.2	Create a vibrant built environment that is accessible and inclusive and reflects the Shire's identity and local heritage.	Active, attractive and affordable towns which the community are proud of and engaged in.
1.5	Provide and promote sport, recreation and leisure facilities and programs.	A variety of accessible sport and recreation opportunities and activities.
1.6	Support local arts and cultural activities.	A variety of arts and cultural activities can be pursued by locals

#### ECONOMY - Our Economy, Infrastructure, Systems and Services.

##### Goals

- Community infrastructure and services delivered in a timely manner, are well utilised, effective and meet the expectations of the community.
- Managing community assets in a whole of life and economically sustainable manner.

	Strategy	Outcome
3.1	Deliver a diverse range of affordable services and infrastructure across the Shire.	A range of services, facilities and programs that the broadest community can access.
3.5	Maintain a robust asset management practices and maintenance programs.	Assets which meet the expectations of the community.
3.6	Facilitate and guide high quality and efficient building and development across the Shire.	A community with high quality and efficient buildings and development.

#### GOVERNANCE & ORGANISATION - Our Council, Services, Policies and Engagement.

- A Council that proactively engages with all elements of its community to make decisions that reflect positively on the future of the Shire of Cuballing.

	Strategy	Outcome
4.2	Maintain a clear, transparent and ethical decision making process.	Openness and transparency in Council decisions.
4.4	Actively engage with the community to inform decision making and improve conversations within the community.	The community have a variety of opportunities to be involved and are able to make meaningful contributions to decision making.

Statutory Environment - Nil

Policy Implications – Nil

#### Financial Implications

Council has made allocation in their 2018/19 Budget to expend the following:

Wages	5,450
O/Heads	7,685
Plant	2,478
Materials	21,317
Contract	12,600
TOTAL	49,530

Council is funding these works with a transfer from Council's Recreation and Community Reserve.

Economic Implication – Nil

Social Implication

The Memorial Park in Cuballing is a site of significant community heritage and interest.

Environmental Considerations – Nil

Consultation

The Officer's Recommendation seeks to obtain community input into this project.

Options

Council may resolve:

1. the Officer's Recommendation;
2. an amended Officer's Recommendation; or
3. to have staff make amendments to the proposed works schedule for Council to consider at a future Council Meeting.

Voting Requirements – Simple Majority

**OFFICER'S RECOMMENDATION:**

**That Council seek community comment on the proposed schedule of works for the Memorial Park in Cuballing.**















9.2.4	Wheatbelt South Aged Housing Alliance – Royalties For Regions Program – Grant Application
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Applicant: N/A  
File Ref. No: ADM81  
Disclosure of Interest: Nil  
Date: 10<sup>th</sup> April 2019  
Author: Gary Sherry  
9.2.4A Location Andover and Campbell St/Alton Street Site  
9.2.4B Location Austral Street Site  
Attachments: 9.2.4C Concept Plan Austral Street Site - Immediately  
9.2.4D Concept Plan Austral Street Site – After TPS Amendment

### **Summary**

**Council is to consider amending the site of the Independent Living Aged Units in Cuballing that will be the subject of a grant application to the Royalties For Regions Program by the Wheatbelt South Aged Housing Alliance.**

### **Background**

Council has joined together with other local governments in the Wheatbelt South Region to progress a project that has the aim of constructing dedicated aged persons independent living units in the separate communities

The interested local governments committed to a Memorandum of Understanding (MOU) that outlined the objectives of the Wheatbelt South Aged Housing Alliance (WSAHA), the nature of the collaboration and the responsibilities of the members. The Shires of Corrigin, Cuballing, Kondinin, Kulin, Narembene, Narrogin, Wandering, Wickepin and the Town of Narrogin signed the MOU. The WSAHA have continued to meet semi-regularly and wish to continue to seek alternative funding sources for aged housing in the region.

The Shire of Wickepin has agreed to be the lead agency for the Alliance and has nominated a Project Coordinator.

The WSAHA did successfully apply for Royalties for Regions Funding to construct 38 units throughout the region with a \$12,977,555 total grant. The Shire of Cuballing was to receive \$1,062,000 from Royalties to Regions to construct 4 two-bedroom independent living units in Cuballing in 2018/19. However, this approval by the previous State Government, but the incoming State Government has withdrawn that approval.

The Shire of Wickepin is about to commence preparation of an application for 20 aged units for the WSAHA. Of those Councils who participated in the Royalties for Regional application, the Shires of Kulin, and Wandering have withdrawn and the Shire of Corrigin may only construct 2, not four, units.

The Shire of Cuballing will need to show commitment to the project. It is expected that the grant participants will complete a new MOU, expressing their financial commitment to this application.

With the reduced number of units being constructed, the fixed costs – management, financial oversight, etc – will be spread over fewer units, increasing the cost. The Royalties for Regions application had a cost of approximately \$64,000 per unit. With the change in grant source and reduced number of units this is estimated to increase to about \$91,000 per unit.

The Officer Recommendation suggests that Council consider approval a contribution of up to \$110,000 per unit. Further consideration by Council would be required for a project contribution of greater than this amount.

At the October 2018 Ordinary Meeting, Council resolved in the following manner:

**COUNCIL DECISION – 2018/104:**

That Council:

1. agree to participate in a Building Better Regions Fund application as part of the Wheatbelt South Aged Housing Alliance to construct 4 aged care units on 192 Campbell Street and 81 Alton Street, Cuballing;
2. authorise the Chief Executive Officer to commit Council to a financial contribution in a Building Better Regions Fund application for 4 aged units in Cuballing for a contribution of up to \$110,000 per unit;
3. agree to expending reserve funds to ensure the 192 Campbell Street and 81 Alton Street, Cuballing sites are ready to commence including the commencement of the design process by completing concept plans for the siting of the 4 aged units and design of a suitable sewerage disposal system; and
4. continues to have a preference for insitu construction rather than transportable/modular construction and for rental rather than lease for life for accommodating tenants.

Moved: Cr Dowling      Seconded: Cr Newman  
Carried 5/0

Council has since participated with the Wheatbelt South Aged Housing Alliance to submit a Royalties for Region Application to construct either 2 or 4 aged care units. An outcome of this application is rumoured to very close to announcement.

Comment

Council has previously considered two sites for Aged Housing in Cuballing and a further site has now become available on lots at 74 Austral Street, Cuballing. Explanation and summary of these lots and a new site are outlined below.

Lot	18 Andover Street	192 Campbell Street	81 Alton Street	81 Alton Street & 192 Campbell Street	Lot 90, 7 & 8 @ 74 Austral Street
Lot area – M <sup>2</sup>	3,585	1,161	1,134	2,295	9,409
Zoning	R10	R20	R20	R20	R5
Minimum Lot size permitted – M <sup>2</sup>	1,000	500	500	500	2,000
No Units per site	3.585	2.322	2.268	4.59	4.70

*18 Andover Street*

18 Andover Street is a Reserve 49201 vested in Council for the purpose of Aged Persons Accommodation. This reserve purpose was changed in July 2007 and the lot has been the subject of every Council application for aged funding since.

Shire administration always believed that this site was zoned R20 because Council sought an scheme amendment to do this. However the lots was rezoned from R5 to only R10. Council can only fit 3 units on this site under Council’s Town Planning Scheme.

Council has now been advised that although Council has changed the vesting of this site from Hall site to Aged Person’s Units the reserve is still subject to Native Title and may be the subject of dealing under the South West Native Title Settlement. The latest advice from the Department of Planning Lands and Heritage is that *“Legal advice is being sought as to the veracity of extinguishment of Native Title rights and interests over Reserve 49201 (i.e. seeking*



confirmation that Native Title rights and interests have been validly extinguished based on past act/s)." Finalisation of this advice may take come considerable time.

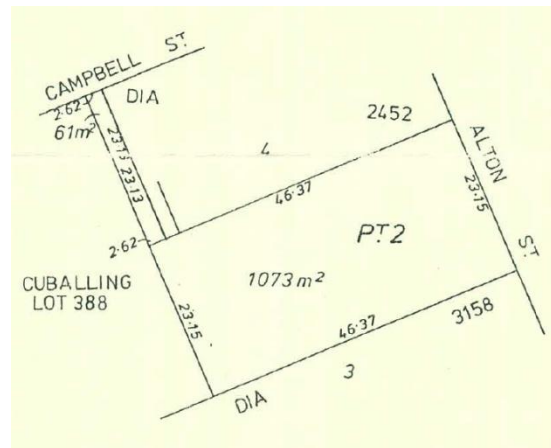
### 192 Campbell Street

192 Campbell Street is the old basketball court site directly opposite the Cuballing District Hall. This site, owned freehold by Council, was the originally preferred by Council for Aged Accommodation prior to 2007 and power was connected to this site at this time.

Shire administration always believed that this site was only zoned R10 because the scheme amendment was unsuccessful, however this is not the case. The scheme amendment was successful and the site is zoned R20 and . Council can fit 2 units on this site under Council's Town Planning Scheme.

### 81 Alton Street

81 Alton Street is a two lot property fronting both Alton and Campbell Streets and adjoin Lot 192 Campbell Street. The two lots, owned freehold by Council, includes historic access to the rear of Alton Street lot dating from the time when the site was a shop



Shire administration always believed that this site was only zoned R10 because the scheme amendment was unsuccessful, however this is not the case. The scheme amendment was successful and the site is zoned R20 and Council can have 2 units on this site under Council's Town Planning Scheme.

### 192 Campbell Street & 81 Alton Street combined

Because the 192 Campbell Street and 81 Alton Street sites are adjoining, it is open for Council to amalgamate the properties into one should there be an advantage to Council to do so. One possible advantage could be that amalgamation will improve the design and operation of sewerage treatment facilities for the four units.

### Lot 90, 7 and 8 at 74 Austral Street

The Shire of Cuballing purchased 74 Austral Street on 31<sup>st</sup> August 2018. The property was after the passing of a former owner. The property includes six individual lots:

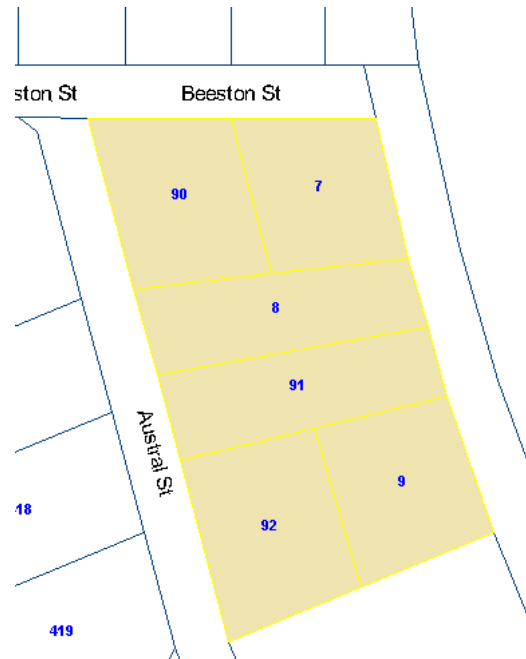
Lot	Certificate of Title	Area	Zoning	Plan No	DOLA Pin No
7	1152/290	2,985.00	Rural Townsite	7P222341	1065464
90	1151/934	3,313.00	Rural Townsite	90P222342	978325
8	1156/980	3,111.00	Rural Townsite	8P222341	978327
91	1156/981	3,136.00	Rural Townsite	91P222342	978329
92	1152/303	3,516.00	Rural Townsite	92P222342	978330
9	1152/303	3,516.00	Rural Townsite	9P222341	978337

Lot 90, 7 and 8 are the three northern most lots on this site facing existing residential housing on Beeston and Austral Streets. These lots have bitumen road frontage and are either serviced or relatively easily serviced by water and power.

Locating aged units on this site will require remediation to fill an old dam on Lot 7 in the north east corner of the property. To ensure drainage across the site, drainage would need to be installed at a cost of approximately \$25,000 to pipe water across the land.

The three lots are currently zoned R5 and require 2,000m<sup>2</sup> for each planned residence. Therefore the 6,298m<sup>2</sup> area of lots 90 and 7 are only sufficient for 3 residences.

The R-Codes also provide a 'density bonus' for aged or dependent persons' dwellings if there are at least 5 dwellings in the single development. The density bonus would change the density at R5 from one dwelling per 2,000m<sup>2</sup>, to 1 dwelling per 1,334m<sup>2</sup>. A site area of 6,670m<sup>2</sup> is needed to address the R-Codes to achieve 5 dwellings at R5.



To comply with the Shire of Cuballing Town Planning Scheme a Development Application for aged person's of this land would require

Given there is already R10 zoned land in the Cuballing townsite and that R10 is also foreshadowed in the revised Local Planning Strategy, it is suggested that the Western Australia Planning Commission and the Planning Minister would ultimately be supportive of changing the zoning of this property from R5 to R10. R10 has an average lot size of 1,000m<sup>2</sup> and a density bonus for aged or dependent persons' dwellings could see 1 dwelling per 667m<sup>2</sup> if on-site wastewater disposal is appropriate. A scheme amendment/rezoning would cost in the vicinity of \$3,000 and take about 12 months.

To keep things moving, without awaiting boundary adjustments or a scheme amendment, Council could consider approving a Development Application for 5 independent living aged units dwellings as part of a single development/complex as follows:

- two dwellings on 7 Beeston Street;
- two dwellings on 131 Alton Street; and
- one dwelling a on 78 Austral Street.

A plan of such a development is included at Attachment 9.2.4C. With the receipt of grant funding, Council could immediately commence either two or four of the approved units on lots 7 and 92.

At a future time, after any require boundary adjustments or a scheme amendment to amend zonings, Council could complete a further Development Application that included more units on lots 7 and 92 and may even remove the unconstructed unit on Lot 8. A plan of such a development is included at Attachment 9.2.4D.

#### *Review of Site selection*

The WSAHA are continuing to seek funding through the Royalties for Regions to construct aged housing across the region. An outcome of the Royalties for Region Application is anticipated very soon. Therefore it is logical for Council to seek to construct units on alternative locations in current funding application until the native title issues associated with the Andover Street site are settled. It is open for Council to reconsider their application at each time and a return to the Andover Street site can be considered in the future.

The appeal of independent living aged units at 192 Campbell Street and 81 Alton Street are that they are centrally located, have access to electricity and footpaths. The construction will also fill in gaps within the streetscape and could be completed to conform with the heritage buildings in this precinct. This site is also centrally located and locates the residents at the heart of the town closer to shopping and community facilities. This site will not require additional town planning scheme amendments or additional drainage and footpath infrastructure to connect to the townsite.

The appeal of independent living aged units at Lots 7, 92 and 8 at 74 Austral Street Cuballing is the potential, with approvals for waste disposal and town planning scheme amendments, to locate up to 10 units on lots 7 and 92. This site will provide demand for aged persons units in Cuballing for some considerable time.

With Council's selection of a site, Council choose to proceed with seeking further site investigation including obtaining a concept plan, proving a sewerage treatment method and completing the required planning application.

Strategic Implications – Nil

SOCIAL – Our Community, Neighbourhoods, Recreation and Culture.

Goals

- A healthy and caring community which has strong support for all ages and abilities.
- A safe community where residents feel secure and comfortable at home, work and play.
- A healthy community engaging in positive and rewarding lifestyles with access to recreational and leisure opportunities.
- A vibrant community, enjoying access to a wide range of quality arts and cultural activities.

	Strategy	Outcome
1.4	Facilitate improved access to health and welfare programs and education opportunities.	The community has access to a broad range of improving health and welfare programs and education opportunities.

Statutory Environment

Shire of Cuballing Town Planning Scheme No. 2

Policy Implications – Nil

Financial Implications

The signatories to the original MOU have made equal cash contributions to the Shire of Wickepin to provide for project management/financial management of the WSAHA.

Council has provided for \$40,000 expenditure in total for aged housing in 2017/18. Concept Planning would be allocated from this provision. This provision is matched by a budgeted transfer of \$40,000 from Council's Housing Reserve.

Current Estimates of Building Costs and Grant Income

Construction	4 units at \$350,000 per unit	\$ 1,400,000
Grant Funding	4 units at \$240,000 per unit	\$ 960,000
Cost to Council	4 units at \$110,000 per unit	\$ 440,000

The ongoing operation of the 4 independent living aged units will impact future budgets of the Shire of Cuballing. While Council could expect to receive income of about \$52,000 per annum from tenants, ongoing initial expenditure of about \$58,000 per annum. This assumption

includes repayment cost of a loan for the entire cost of the construction. Over time maintenance costs could be expected to increase.

<b>Ongoing Income</b>		
Rent	\$250 per week	\$ 52,000
<b>Ongoing Expenses</b>		
Loan Repayment	20 years – \$440,0000	\$ 35,000
Gardening	Staff Labour & Plant	\$ 5,200
Maintenance	Ongoing Termites, Air con, ESL	\$ 8,000
	Insurance	\$ 4,200
	Building	\$ 8,000
	Water for shared area	\$ 2,000
<b>TOTAL</b>		<b>\$ 62,400</b>

### Economic Implication

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

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

### Social Implication

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

### Environmental Considerations – Nil

### Consultation – Nil

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

The Shire of Cuballing regularly attends the WSAHA meetings.

### Options

Council may resolve:

1. the Officer's Recommendation;
2. to change the location of the independent living aged units to Lots 7, 92 and 8 at 74 Austral Street Cuballing; or
3. to not seek to locate aged units on either 192 Campbell Street, 81 Alton Street or Lots 7, 92 and 8 at 74 Austral Street Cuballing and request staff to provide alternative sites for Council to consider aged accommodation construction; or
4. to not seek to construction aged accommodation in Cuballing.

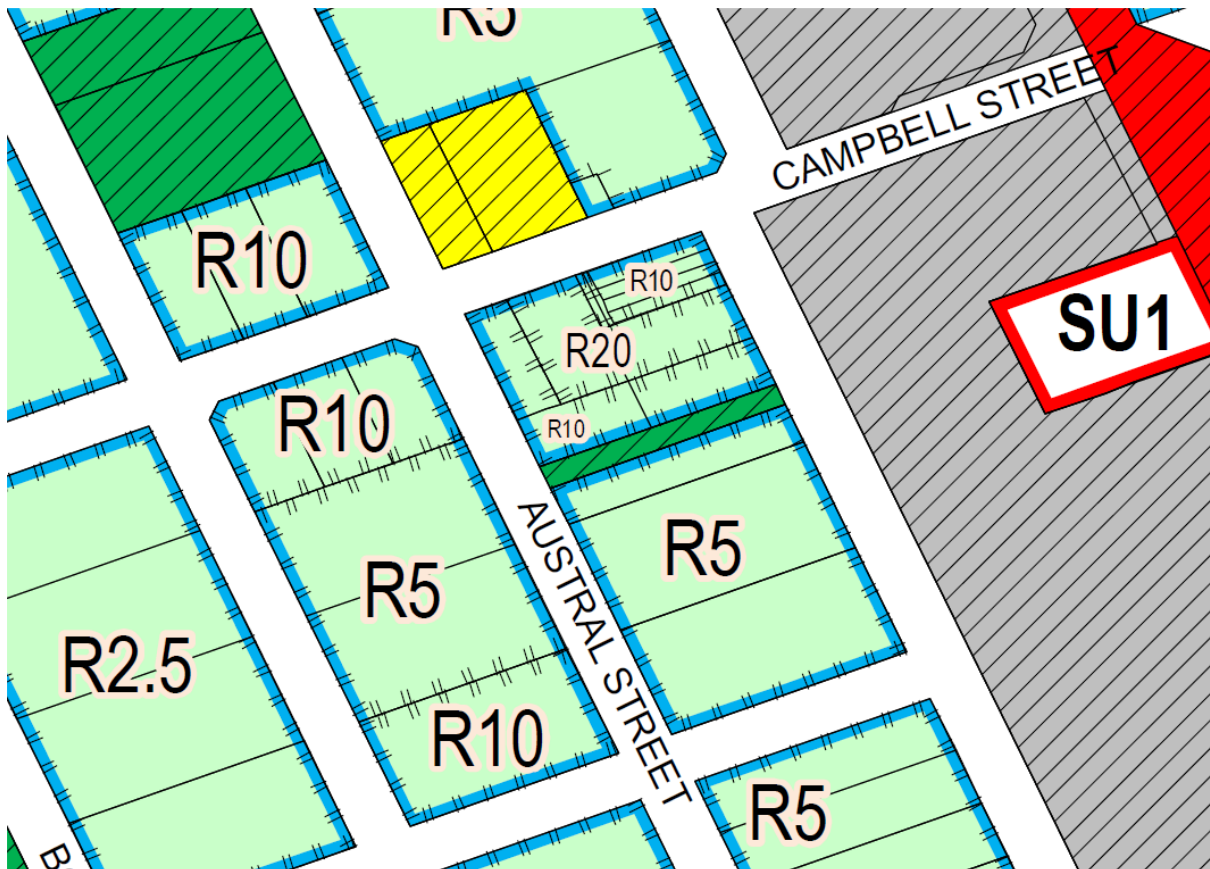
### Voting Requirements – Simple Majority

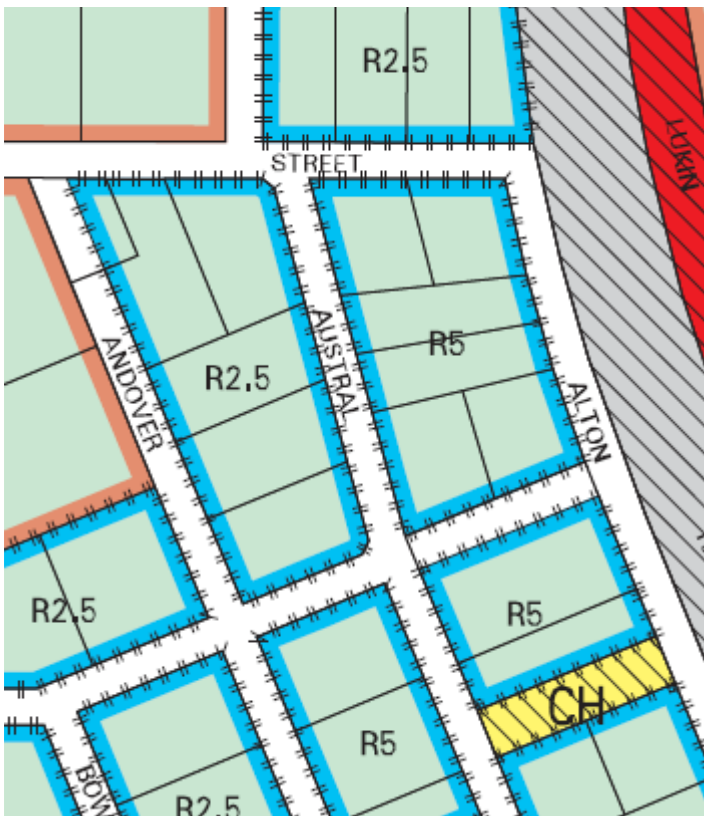
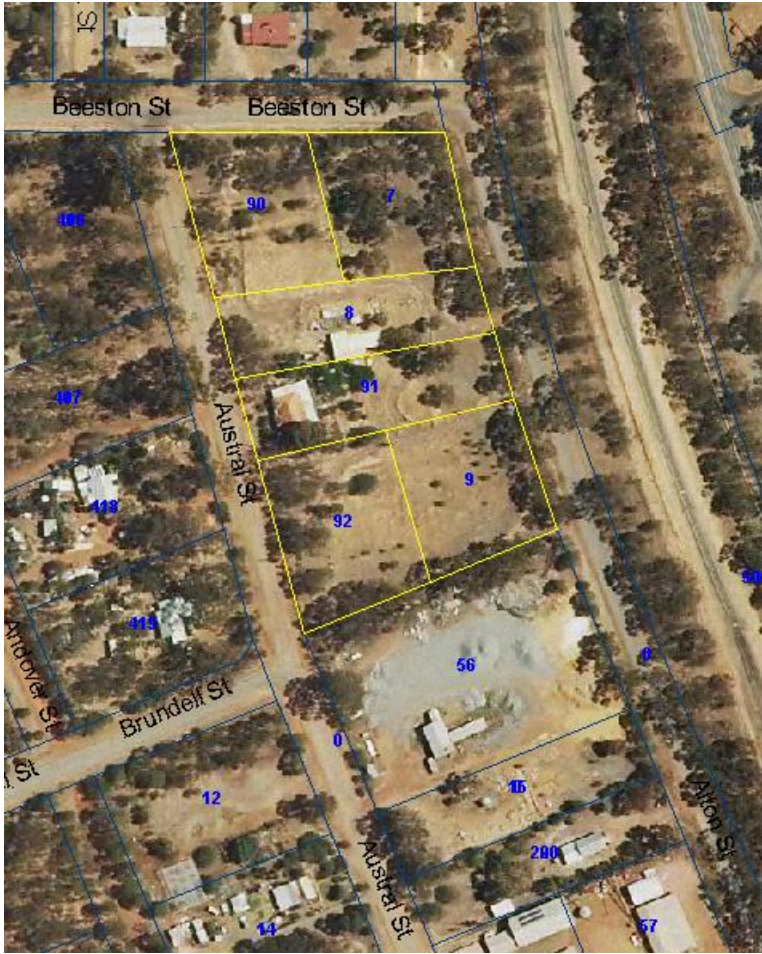
**OFFICER'S RECOMMENDATION:**

**That Council:**

- 1. agree to participate in funding applications as part of the Wheatbelt South Aged Housing Alliance to construct either 2 or 4 independent living aged units on 192 Campbell Street and 81 Alton Street, Cuballing;**
- 2. authorise the Chief Executive Officer to commit Council to a financial contribution in funding applications for 2 or 4 independent living aged units in Cuballing for a contribution of up to \$110,000 per unit;**
- 3. agree to expending reserve funds to ensure the 192 Campbell Street and 81 Alton Street, Cuballing sites are ready to commence including the commencement of the design process by completing concept plans for the siting of the 4 aged units and design of a suitable sewerage disposal system; and**
- 4. continues to have a preference for insitu construction rather than transportable/modular construction and for rental rather than lease for life for accommodating tenants.**















## 9.3 MANAGER OF WORKS AND SERVICES:

### 9.3.1 10 Year Road Construction Program – 2019 – 2029

Applicant:	N/A
File Ref. No:	ADM096
Disclosure of Interest:	Nil
Date:	9 <sup>th</sup> April 2019
Author:	Bruce Brennan/Gary Sherry
Attachments:	9.3.1A Draft 10 Year Road Program

#### Summary

**Council is to consider an updated draft 10 Year Road Construction Program for the years 2019 to 2029.**

#### Background

Council's largest area of operations is the Works Program and in particular the road works program.

In 2019/20 it is expected that Council will complete \$1,038,610 of road construction works. To complete this work Council will receive \$838,779 in tied grants from the State and Federal governments. This is an decrease from 2018/19 when Council budgeted to complete \$1214,600 of road construction and receive \$989,733 in tied grants.

Planning for future years road construction programs have very long lead times. A 10 Year Road Construction Program gives staff direction on Council's intended program and this information will form the basis of grant applications. For example Council needs to submit completed applications for the 2020/21 state government funded program by 30<sup>th</sup> August 2019.

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

#### Comment

A draft 10 Year Road Construction Program is included at Attachment 9.3.1A.

The draft 10 Year Road Construction Program includes:

- Completing widening works on the Wandering Narrogin Road to completion over the next 4 years. The Wandering Narrogin Road is the busiest of all of Council's regionally significant roads and has priority for this funding.
- Continue the widening program on Stratherne Road in 2019/20 year. Stratherne Road is currently a road of regional significance and eligible for State Roads Funding through the Regional Road group. This may change in future and therefore widening works should commence as soon as possible. Applications for funding are a lesser priority than the Wandering Narrogin Road and therefore the scope of works able to be completed will be dictated by the maximum grant available to Council. This amount is currently estimated to be \$150,944.
- Upon completion of the widening program on the Wandering Narrogin Road, Council will commence a construct and seal program on the Congelin Narrogin Road in 2023/24.

This road is still seen as a greater priority than Stratherne road and a larger amount of grant funding will be sought.

- Upgrading of the single lane Bunmulling Road Bridge in Popanyinning. This bridge is one of the older bridges in the state and is scheduled for replacement in 2021/22. Council will receive funding through the WA Local Government Grants Commission (WALGGC) to replace the bridge, but only to the current single lane standard. The current estimate for the bridge replacement is \$2,500,000 although designs are still being developed in conjunction with Main Roads WA.

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

The draft program identifies funding for the project of \$1,550,000 through the WALGGC, unidentified funding of and Council loan funds of \$800,000. All of these funding sources and amounts will change with further work on the cost of the project.

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

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

- Bridgeworks have been programmed for the two of the three bridges on Wardering Road. Bridge 4864 is programmed for a concrete overlay in 2018/19 and Bridge 4865 in 2022/23.

Council will receive funding through the WA Local Government Grants Commission (WALGGC) to replace the bridge, but only to the current single lane standard.

In doing this work, Council has the opportunity to consider widening the bridges from their current 7.2 metres to 8.1 metres. Such a widening will allow for future upgrading of the roads heavy haulage permits as well as make the road safer.

Such a widening need to occur in conjunction with the concrete overlay works. If done separately Council would be responsible for both the cost of widening and for the cost of a replacement overlay and.

While the bridges haven't been assessed for such widening, it is proposed that if the bridges can be widened for up to \$40,000 this will occur. If the bridge widening is not s are not able to be achieved for this amount, it would not occur. This contribution of \$40,000 is included in the 2018/19 and 2022/23 years.

- A significant upgrade of the Wandering Narrogin Road near the intersections of Nebrikinning and Springhill Roads in 2019/20. This project will be significant because of the requirement works in both the Shire of Cuballing and the new Shire of Narrogin, constructing nearly 1 kilometre of new road, land acquisition from multiple land owners to allow realignment of the road, construction of a new creek crossing and possible

relocation of power services to local residents. Given the size and complexity of this project construction will be staged over two years.

Council has sought Blackspot funding to contribute two thirds of this realignment based on a road safety audit. This type of application only permits Council to receive two thirds of the project cost. A Blackspot application based on poor road safety record can entitle local governments to receive 100% of the road construction cost. alignment of the

- Ongoing funding of State Road Funding and the Federal Roads to Recovery at current levels. 2019/20 is the first year of a five year Federal Roads to Recovery Program. This level of funding available under this program going forward may change. In the past government has boosted funding and this has allowed Council to bring forward road projects.

**Strategic Implications – Nil**

Shire of Cuballing Community Strategic Plan

ECONOMY – Our Economy, Infrastructure, Systems and Services.

Goals

- Community infrastructure and services delivered in a timely manner, are well utilised, effective and meet the expectations of the community.
- Transport systems that are functional, efficient, economical and safe, coupled with continuous improvement to meet the safety and amenity needs of the community.
- Managing community assets in a whole of life and economically sustainable manner.
- Promoting sustainable and diverse economic development opportunities that make the Shire of Cuballing an attractive place to live, work and visit.

	<b>Strategy</b>	<b>Outcome</b>
3.1	Deliver a diverse range of affordable services and infrastructure across the Shire.	A range of services, facilities and programs that the broadest community can access.
3.2	Ensure essential services and infrastructure are aligned to community needs now and in the future.	Services and infrastructure which meets the needs of the broadest community and responds to changing priorities.
3.3	Deliver and advocate for a diverse and safe transport system which is efficient and meets the needs of all users.	A diverse and safe transport system that balances the needs of all users including pedestrians, cyclists, private vehicles, public transport and freight.
3.4	Create and strengthen partnerships to advocate for and deliver community facilities, and services and major infrastructure.	The community has access to a range of education, health, cultural, recreational and transport opportunities to maximise their potential.
3.5	Maintain a robust asset management practices and maintenance programs.	Assets which meet the expectations of the community.

**Statutory Environment - Nil**

**Policy Implications – Nil**

**Financial Implications**

There are no direct financial implications at this time.

The draft 10 Year Road Construction Program provides for a Council sourced contribution to road construction of projects in the vicinity of \$200,000. Uncertainty over future grant funding in the later years of the project reduces this contribution to \$168,000.

#### Economic Implication

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

#### Social Implication

In such a geographically dispersed population, ensuring that Council's roads are maintained and improved provides considerable social benefit. Ensuring appropriate road safety infrastructure also has significant social impact.

#### Environmental Considerations

Council has commenced seeking the required environmental approvals to complete road construction and maintenance requirements for the next ten years.

#### Consultation

Main Roads WA  
Department of Water and Environment Regulation

#### Options

The Council can resolve:

1. the Officer's Recommendation;
2. to adopt an amended road program;
3. direct staff to make amendments to the draft 10 Year Road Construction Program that will be considered at a future meeting of Council.

#### Voting Requirements – Simple Majority

#### **OFFICER'S RECOMMENDATION:**

**That Council adopt the draft 10 Year Road Construction Program included at Attachment 9.3.1A.**



Expenditure													
Road	Source Funds	2018/19 Budget	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	Explanation
Wandering Narrogin Road	RRG	195,000											Clear, shoulder widening stabilise primer seal SLK 18.46-20.46, Final seal SLK 16.46-18.46
Wandering Narrogin Road	RRG	210,600											Clear, shoulder widening stabilise primer seal SLK 20.46-22.77, Final seal SLK 18.46-20.46
Wandering Narrogin Road	RRG		351,000										Clear, shoulder widening stabilise primer seal SLK 25.13-27.21, Final seal SLK 20.46-22.77
Wandering Narrogin Road	RRG			350,000									Clear, shoulder widening stabilise primer seal SLK 27.21-29.57, Final seal SLK 25.13-27.21
Wandering Narrogin Road	RRG				350,000	50,000							Clear, shoulder widening stabilise primer seal SLK 29.57-31.83, Final seal SLK 27.13-29.57, Final seal SLK 29.57-31.83
Wandering Narrogin Road	R2R/RRG		81,000	50,000									Reconstruction of failing sections including Stevens Road Intersection, near Yornaning Road Intersection
Stratherne Road	RRG	149,000	150,944	100,000	150,000	450,000	150,000	150,000	150,000	150,000	150,000	150,000	Widen, seal shoulders through narrow sections. Final seal on previous years work
Congelin Narrogin Rd	RRG						350,000	350,000	350,000	350,000	350,000	350,000	Drainage and Primerseal. Final Seal on previous years work
Popanyinning East Rd	R2R						163,000		140,000	118,000			Widen, edge repairs and Seal
Popanyinning East Rd	R2R							46,000		50,000	46,000		Reseals
Popanyinning East Rd	R2R			125,000		48,000							Widen and Seal 1.8 Kms to 7 metres seal continue widen works, Reseal/Final Seal
Popanyinning West Rd	R2R	168,000	14,000										Reinstatement failure – 2 layer stabilisation with sub-soil drainage. Final Seal
Popanyinning West Rd	R2R				168,000	58,000							Basecourse and Primerseal. Final Seal
Popanyinning West Rd	R2R	13,000											Lime and Cement Stabilisation
Reeds Rd	R2R	10,000											Gravel Sheet SLK0.0 to SLK1.0
Hart Street	R2R				80,000	40,000	30,000						Construct and Drain, Primer Seal, Final Seal
Alexandra Rd	R2R					90,000	18,000						Construct and Seal, Final Seal
Clifford Street	R2R							122,000	28,000		122,000	46,000	Construct and Seal
Lord Street	R2R											122,000	Construct and Seal, Final Seal
Wandering Narrogin Road	BSpot		441,666	441,666									Springhill/Nebrikinning Road Intersection realignment including land resumption
Wardering Road – Bridge 4864	Bridge	469,000											Reinforced Concrete Overlay, Widen to 8.2 metres
Wardering Road - Bridge 4865	Bridge					410,000							Reinforced Concrete Overlay, Widen to 8.2 metres
Bunmulling Road - Bridge 3179	Bridge				3,276,000								New Bridge & Realignment of Road
		1,214,600	1,038,610	1,066,666	4,024,000	1,146,000	711,000	668,000	668,000	668,000	668,000	668,000	

Grant Income													
Source	Source Funds	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	Explanation
Regional Road Group	RRG	369,733	333,333	333,333	333,333	333,333	333,333	333,333	333,333	333,333	333,333	333,333	
Roads To Recovery	R2R	191,000	211,000	211,000	211,000	211,000	211,000	168,000	168,000	168,000	168,000	168,000	
Black Spot	Bspot	-	294,446	294,445	-	-	-	-	-	-	-	-	
Reserve Transfers	Res	-	-	-	-	-	-	-	-	-	-	-	
Un sourced Funding	Bridge		-	-	926,000	-	-	-	-	-	-	-	
Loan Funds	Bridge		-	-	800,000	-	-	-	-	-	-	-	
Bridge Funding	Bridge	429,000		-	1,550,000	370,000	-	-	-	-	-	-	
		989,733	838,779	838,778	3,820,333	914,333	544,333	501,333	501,333	501,333	501,333	501,333	
<b>Council own source Revenue</b>	<b>Source Funds</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>	<b>2025/26</b>	<b>2026/27</b>	<b>2027/28</b>	<b>2028/29</b>	<b>Explanation</b>
		224,867	199,831	227,888	203,667	231,667	166,667	166,667	166,667	166,667	166,667	166,667	

**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 MATTERS:**

Nil

**13. NEXT MEETING**

Ordinary Council Meeting, 2.00pm, Wednesday 15<sup>th</sup> May 2019 at the Shire of Cuballing Council Chambers, Campbell Street, Cuballing.

**14. CLOSURE OF MEETING:**