

SHIRE OF CUBALLING

COUNCIL MEETING THURSDAY 20 OCTOBER 2011

MINUTES

TABLE OF CONTENTS

- 1. OPENING - ANNOUNCEMENT OF VISITORS**
- 2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE**
- 3. PUBLIC QUESTION TIME**
- 4. STANDING ORDERS**
- 5. APPLICATIONS FOR LEAVE OF ABSENCE**
- 6. MINUTES**
- 7. PETITIONS, DEPUTATIONS, PRESENTATIONS & DECLARATIONS**
- 8. DISCLOSURES OF INTEREST**
- 9. ELECTION OF SHIRE PRESIDENT & DEPUTY PRESIDENT**
- 10. REPORTS**
 - 10.1 FINANCE**
 - 10.1.1 List of Accounts Submitted for Council Approval*
 - 10.1.2 Statement of financial Activity*
 - 10.2 CEO's REPORT**
 - 10.2.1 Cemetery Fees*
 - 10.2.2 Constitutional Recognition of Local Government*
 - 10.2.3 Air Conditioner Administration Office*
 - 10.2.4 Authorised Signatories for Shire of Cuballing Bank Accounts*
 - 10.2.5 Shire of Cuballing Committees and Councillor Delegates to Community Committees and/or Services*
 - 10.2.6 Shire of Cuballing Ordinary Council Meeting Dates 2011*
 - 10.3 WORKS**
- 10. ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
- 11. OTHER URGENT BUSINESS**
 - 11.1.1 Crossover Policy*
 - 11.1.2 Hiring of Plant & Equipment by Council Employees*
 - 11.1.3 RTG Potential Number of Councillors*

12. NEXT MEETING

13. CLOSURE OF MEETING

1. OPENING - ANNOUNCEMENT OF VISITORS

The Chief Executive Officer opened the Meeting which Commenced at 3.16pm, advised a written nomination for President had been receive from Cr T Wittwer enquired whether there were any further nominations.

There being no further nominations, Cr T Wittwer was elected President, made the declaration and assumed the Chair.

The President called for written nominations for the position of Deputy President.

Cr C Hawksley nominated Cr R Newman, who accepted the nomination.

There being no further nominations, Cr R Newman was elected Deputy President and made the declaration.

2. ATTENDANCE, APOLOGIES,

Cr Tom Wittwer	President
Cr Roger Newman	Deputy President
Cr Joy Meharry	
Cr Tim Haslam	
Cr Chad Hawksley	
Cr Carol McDougall	
Cr Mark Conley	
Mrs Eva Haydon	Chief Executive Officer

3. PUBLIC QUESTION TIME

No members of the public were in attendance.

4. STANDING ORDERS

OFFICERS RECOMMENDATION

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

Moved Cr R Newman Seconded Cr T Haslam

Carried 7/0

5. **LEAVE OF ABSENCE:**

That Cr Conley be granted a leave of absence for the November Meeting

Moved: Cr Hawksley

Seconded: Cr Haslam

Carried 7/0

6. **MINUTES**

6.1 CONFIRMATION OF 15 SEPTEMBER 2011 ORDINARY MEETING OF COUNCIL

OFFICERS RECOMMENDATION

That the minutes (as circulated) of the Ordinary Meeting of the Shire of Cuballing held in the Council Chambers on 15 September 2011 be confirmed.

COUNCIL DECISION

That the minutes (as circulated) of the Ordinary Meeting of the Shire of Cuballing held in the Council Chambers on 15 September 2011 be confirmed.

The amendment being the inclusion of the information on Climate Change.

Moved: Cr Haslam

Seconded: Cr Conley

Carried 7/0

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

8. **DISCLOSURES OF INTEREST**

Councillors' and Employees' Disclosures of Interest.

8.1 DISCLOSURE OF FINANCIAL INTEREST AND PROXIMITY INTEREST

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

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

8.2 DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

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

10.1 REPORTS – FINANCE AND ADMINISTRATION

10.1.1 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – SEPTEMBER 2011

Submission to:	Ordinary Meeting of Council
Location/Address:	Not applicable
Reporting Officer:	Nichole Gould, Administration Officer
Enabling Legislation:	Local Government (Financial Management) Regulations 1996
Council Policy:	Register Delegated Authority
Budget Implications:	Nil
File Reference:	CMR 7
Voting Requirements:	Simple Majority

Background

Council is supplied with a list of payments for consideration.

Comment

A copy of the list of payments made from each of Council's bank accounts is attached to this item.

COUNCIL DECISION:

That Council:

Approve for payment the list of Creditors paid from the Municipal fund, as detailed below, totalling **\$454867.81**

Vouchers 14121 - 14131	\$23976.10
Electronic Fund Transfers	\$433483.59
Credit Card	\$2591.88

Approve for payment the list of Creditors paid from the Trust Fund, as detailed below, totalling **\$1540.50**

Vouchers 2116	\$510.00
Electronic Fund Transfers	\$1030.50

Moved: Cr Newman

Seconded: Cr Conley

Carried 7/0

10.1.2 STATEMENT OF FINANCIAL ACTIVITY

Submission to: Ordinary Meeting of Council
Location/Address: Not applicable
Reporting Officer: Eva Haydon, CEO
Enabling Legislation: Local Government (Financial Management) Regulations 1996
Council Policy: Nil
Budget Implications: Nil
File Reference: CMR 7
Voting Requirements: **Simple majority**

Background

Local Government (Financial Management) Regulations 1996, section 34, provides for monthly financial reporting requirements for local government.

Comment

A Statement of Financial Activity has been prepared for period ending 30 September 2011 in accordance with the abovementioned legislation and circulated with the Council Meeting Agenda.

COUNCIL DECISION

That the Statement of Financial Activity, as circulated, for the Shire of Cuballing for period ending 30 September 2011, be received.

Moved: Cr Hawksley

Seconded: Cr McDougall

Carried 7/0

10.2.1 CEMETERY FEES

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Local Government Act 1995as amended
Council Policy:	Nil
Budget Implications:	Positive effect
File Reference:	
Voting Requirements:	Absolute Majority

Background

Following investigation into the costs of preparing interment sites and Council's current fees, it has become evident that the costs are, in most cases, more than double the fees.

Comment

It is extremely difficult to set a fee as terrain varies greatly within each cemetery. Furthermore some graves have not been dug in an orderly manner to correspond with the plans kept in the office, which results in more time being spent locating an approximate site for a new interment.

There are other factors, such as weather, contractor charges and time of interment which also impact on costs, therefore the only option available to Council is to levy a fee based on actual costs plus a small percentage for contingencies which would cover supervision costs for subsequent erection of monuments.

Other Cemetery fees have not changed since 2007 and they have been increased appropriately.

Once adopted by Council, the new fees will have to be advertised in accordance with the local government act.

COUNCIL DECISION:

That the following Cemetery Fees for Cuballing and Popanyinning Cemeteries be imposed from 15 November 2011:

Burial Fees	Cost plus 10%
Reservation of Plot/Niche Wall space	\$55.00
Interment/Reopening/Placement of Ashes	Cost plus 10%
Headstone License	\$33.00
Annual Funeral Director's License	\$100.00
Single Funeral Permit	\$33.00
Grant of Right of Burial	\$55.00

Moved: Cr Newman

Seconded: Cr Conley

Carried by Absolute Majority 7/0

10.2.2 CONSTITUTIONAL RECOGNITION OF LOCAL GOVERNMENT

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	
Council Policy:	Nil
Budget Implications:	
File Reference:	
Voting Requirements:	Simple Majority

Background

The WA Local Government Association and the Australian Local Government Association have both requested submissions or a letter of support regarding the constitutional recognition of local government.

There are four specific options for change:

- Symbolic recognition of local government by including it in a new Preamble or Statement of Values;
- Financial recognition of local government, which would allow the Commonwealth to directly fund local government;
- Democratic recognition of local government, which would require states to establish and maintain local government; and
- Recognition through federal cooperation, which would seek to encourage cooperation between the levels of government, including local government.

In-depth public research by the Australian Local Government Association in 2009 showed that the public would not support symbolic or more complex institutional recognition, but would support financial recognition.

There is overwhelming support for the financial recognition option amongst local government, with more than 400 councils already passing resolutions in support of this option.

Comment

The benefit of constitutional recognition most frequently quoted, is the fact that funding can be received by local governments directly from the federal government. Whether this is an actual benefit remains to be seen. The WA Local Government Grants Commission (who currently determines Financial Assistance Grant allocations) is comprised of members who are familiar with conditions throughout the state.

Roads to Recovery and the Regional and Local Community Infrastructure Program are both funded by the Federal government and the High Court decision in *Pape v Commissioner of Taxation* (2009) cast doubt on the Commonwealth's power to provide this funding directly to local government.

COUNCIL DECISION:

That a letter of support for Constitutional recognition be forwarded to both the Australian and Western Australian Local Government Associations.

Moved: Cr Haslam

Seconded: Cr Newman

10.2.3 AIR CONDITIONER ADMINISTRATION OFFICE

Location/Address: Whole of shire
Reporting Officer: Eva Haydon – Chief Executive Officer
Enabling Legislation: Local Government Act 1995 as amended

Council Policy: Nil
Budget Implications: Unbudgeted expenditure
File Reference:
Voting Requirements: **Absolute Majority**

Background

The Teco air conditioner servicing the administration building has broken down three times in the last few months and staff have been advised that it is not worth repairing due to age and parts availability.

The author has had no success establishing the age of the air conditioner as all assets transferred from the old computer system were incorrectly input with a 2004 acquisition date, however it is believed to be more than eight years old.

Comment

The attached quotation (\$7418.75 ex gst) has been received from Air Response and a verbal quotation of around \$8,500 has been received from a company in Armadale. A third request for a quote from a Wagin business has not yet been received.

There has been no budget provision made to replace the air conditioner, however there may be savings throughout the remainder of the financial year.

COUNCIL DECISION:

That the replacement of the administration office air conditioner by Air Response Narrogin at a cost of \$7,418.75 be endorsed.

Moved: Cr Newman

Seconded: Cr McDougall

Carried by Absolute Majority 7/0

10.2.4 AUTHORISED SIGNATORIES FOR SHIRE OF CUBALLING BANK ACCOUNTS

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Local Government Act 1995
Council Policy:	Nil
Budget Implications:	Nil
File Reference:	
Voting Requirements:	Absolute Majority

Background

Currently Council has four signatories on its bank accounts namely President, Deputy President, CEO and Accountant. This has caused problems at times due to some of the signatories being unavailable. Most accounts are paid by direct deposit to creditors' bank accounts, however there are still several cheques required each month.

Comment

It would be far more convenient if all Councillors and one additional staff member were able to sign cheques. It is not usually prudent to have, as signatory, a staff member who is responsible for payroll or accounts payable and as the only other administration staff member who is not involved in those tasks is Nicole Gould, she has been listed as the additional signatory.

OFFICER RECOMMENDATION:

That the Commonwealth Bank be advised that any two of the following are authorised signatories for all Shire of Cuballing Bank accounts:

**Cr T Wittwer
Cr T Haslam
Cr M Conley
Cr C McDougall
Mrs C Thomson**

**Cr R Newman
Cr J Meharry
Cr C Hawksley
Mrs E Haydon
Ms N Gould**

COUNCIL DECISION:

That the Commonwealth bank be advised that any one councillor and one staff member of these listed below, are authorised cheque signatories for all Shire of Cuballing bank accounts

Cr T Wittwer

Cr R Newman

Cr T Haslam

Cr J Meharry

Cr M Conley

Cr C Hawksley

Cr C McDougall

Mrs E Haydon (Staff)

Mrs C Thomson (Staff)

Ms N Gould (Staff)

Moved: Cr Newman

Seconded: Cr McDougall

Carried by Absolute Majority 7/0

The Officer Recommendation was changed as Council believed it more appropriate that a Councillor be required to sign cheques with a staff member.

CEO departed the room at 4:25pm and returned at 4:28pm

10.2.5 SHIRE OF CUBALLING COMMITTEES AND COUNCILLOR DELEGATES TO COMMUNITY COMMITTEES AND/OR SERVICES

Location/Address:	Whole of Shire
Reporting Officer:	Eva Haydon Chief Executive Officer
Enabling Legislation:	Local Government Act 1995
Council Policy:	Nil
Budget Implications:	Nil
File Reference:	Members 6
Voting Requirements:	Absolute Majority

Background

Every two years following the Local Government Elections, Council has elected representation to various Council Committees, namely Finance, Halls, Works and Housing, and elected a Councillor to a particular Portfolio in accordance with the Local Government Program titles.

Comment

Listed hereunder are details of Council Committees and Council representation on other groups.

The following Councillors were appointed as Council Delegates and Proxy Delegates to the listed organisations/committees

Committee/Service	Delegate	Proxy /Delegate
Bush Fire Advisory	Cr Hawksley	Cr Wittwer
Dryandra Voluntary Regional Organisation of Councils (DVROC)	Cr Wittwer (D)	Cr Newman (D)
Education (School Awards, etc)	Cr McDougall	Cr Meharry
Emergency Management	Cr Conley	Cr Hawksley
Landcare (LCDC)	Cr Conley	Cr Haslam
Popanyinning Progress Association	Cr Meharry	Cr Haslam
Regional Road Group	Cr Wittwer	Cr Newman
Regional Waste Management	Cr Wittwer	Cr Newman
RoadWise	Cr Hawksley	Cr Haslam
Tourism	Cr Meharry	Cr McDougall
Grain Freight	Cr McDougall	
Development Assessment Panel	Cr T Wittwer	Cr T Haslam
	Cr R Newman	Cr M Conley
Regional Transition Group	Cr T Wittwer	Cr R Newman (D)
		Cr J Meharry
Central Country Zone of WALGA	Cr T Wittwer	Cr R Newman

A new addition to the list this year is the Dryandra Regional Equestrian Park Management Committee (DREPMC). At its September 2009 Ordinary Meeting, Council resolved that Cr Haslam and the Chief Executive Officers to be its delegates to the DREPMC with Cr Newman as the Proxy Delegate, however it would be prudent for Council to establish the management committee as a committee of Council.

The Townscape committee is no longer a community committee as Council has established the Cuballing Community Progress Committee.

Many Councils appoint all Councillors to the Audit Committee as it generally only meets once or twice per year.

Development Assessment Panels: current members
Central Country Zone: President/Deputy President
RTG: President/Deputy/ Cr Meharry proxy

COUNCIL DECISION:

That all Councillors be appointed to the Shire of Cuballing Audit Committee.

Moved: Cr Conley **Seconded:** Cr Newman

Carried by Absolute Majority 7/0

COUNCIL DECISION

That the current members of the Cuballing Community Progress Committee be reappointed.

Moved Cr Newman **Seconded** Cr McDougall

Carried by Absolute Majority

COUNCIL DECISION

That the Dryandra Regional Equestrian Park Management Committee be established to provide advice to Council on development, management and maintenance issues and the following members be appointed:

Cr T Haslam
Cr C McDougall
Cr R Newman (Proxy)
2 Members of Dryandra Equestrian Association
2 Members of Narrogin Pony & Riding Club
Shire of Cuballing Chief Executive Officer

Moved Cr Newman

Seconded Cr McDougall

Carried by Absolute Majority 7/0

10.2.6 SHIRE OF CUBALLING ORDINARY COUNCIL MEETING DATES 2012

Submission to: Ordinary Meeting of Council
Location/Address: Nil
Reporting Officer: Nicole Gould, Administration Officer
Enabling Legislation: Local Government Act 1995
Local Government (Administration) Regulations 1996
Council Policy: Nil
Budget Implications: Nil
File Reference: Council Meetings 5
Voting Requirements: Simple Majority

Background

Council is required under legislation, to advertise its Ordinary meeting dates, time and place, once a year.

Meeting dates for Ordinary Council meetings have historically been on the third Thursday of each month, except January when no meeting is held, and on the third Friday in December to coincide with the Shire Christmas and Break-Up Function.

Comment

For the 2012 Calendar Year the following Ordinary Council meeting dates are proposed:

Month	Meeting Date
January	No meeting
February	Thursday 16 February 2012
March	Thursday 15 March 2012
April	Thursday 19 April 2012
May	Thursday 17 May 2012
June	Thursday 21 June 2012
July	Thursday 19 July 2012
August	Thursday 16 August 2012
September	Thursday 20 September 2012
October	Thursday 18 October 2012
November	Thursday 15 November 2012
December	Friday 21 December 2012

All meetings to commence at 3:00pm with 15 minutes for public question time at the commencement of each meeting. Meetings to be held in the Council Chamber in the Shire Administration Office, Campbell Street, Cuballing.

OFFICERS RECOMMENDATION

That;

- 1. The date for Ordinary Council Meetings for 2012 be as follows:**

<i>Month</i>	<i>Meeting Date</i>
January	No meeting
February	Thursday 16 February 2012
March	Thursday 15 March 2012
April	Thursday 19 April 2012
May	Thursday 17 May 2012
June	Thursday 21 June 2012
July	Thursday 19 July 2012
August	Thursday 16 August 2012
September	Thursday 20 September 2012
October	Thursday 18 October 2012
November	Thursday 15 November 2012
December	Friday 21 December 2012

- * All meetings to commence at 3:00pm, with 15 minutes public question time at the commencement of each meeting, and to be held in the Council Chamber in the Shire Administration Office, Campbell Street, Cuballing;
- * The Ordinary Council Meetings to be preceded with a Councillor Briefing Session commencing at 2:00pm; and
- * The Ordinary Council Meeting dates be advertised in accordance with Regulation 12 of the Local Government (Administration) Regulations 1996.

Moved: Cr Newman

Seconded: Cr McDougall

Carried: 7/0



WORKS MANAGERS REPORT Up to 13th September 2011

WINTER GRADING

Winter maintenance grading is coming to an end. In fact some of the current grading works are being undertaken as to how summer grading would be generally completed. Some additional shoulder grading has been completed on Stratherne Rd after the Storm Damage cleanup crew.

STORM DAMAGE

Storm Damage cleanup is ongoing. Bims Contracting are currently finishing off Stratherne Rd, then commencing on the Cuballing East Rd and finishing the bitumen sealed roads on Pauley Rd. We would then start the cleanup of gravel roads, quite likely commencing on Parsons Rd.

CONSTRUCTION WORK

Works on the Wandering Narrogin Rd have commenced. Pipes and Box Culverts have already been delivered to site. Works to cleanup and widen the shoulders have begun.

POPANYINNING WEST ROAD

We will be arranging for a survey (after harvest) of the unsatisfactory S bend and properties that adjoin it to make a proposal on road design and land use requirements. The works that may be required for the above would likely not be undertaken until the 13/14 financial year, this is the situation as the funding from next years R2R will be used to reseal Springhill Rd

CULVERT INSTALLATIONS.

Pipes and Headwalls have been delivered to the depot .to complete two culverts identified as being required on Springhill Rd. We have additional pipes and headwalls available also to install the culverts required for the Equestrian Centre. It is hoped that a contractor can be sourced to install these culverts within the next week or two.

STANDPIPE CONTROLLERS

The Cuballing and Popanyinning standpipe controllers are working in a satisfactory manner. The solar panel at Cuballing has been replaced with a larger unit. Hopefully all the teething issues have now been sorted and we can have trouble free systems.

DAM STORAGE

A new pontoon pump for the oval was ordered and supplied. It is currently fully operational. Piping works have been completed at the reticulation dam including the installation of the standpipe assembly. The standpipe is run from the pontoon pump and this has proved to be a very capable system. In addition the diesel pump at the Springhill dam is fully operational. Initial testing indicates that one days pumping is equal to two days of watering of the oval.

REFUSE SITES

Fill materials have been carted to allow for the covering of both the Cuballing and Popanyinning refuse sites. Both sites are pushed and covered on a regular basis.

BRIDGE MAINTENANCE

An application has been submitted to the Grants Commission for the Shire of Cuballing 5 year Bridge Maintenance funding. This funding is subject to a successful audit of this current year bridge program being performed.

PLANT AND EQUIPMENT

All items of plant and equipment are being serviced and maintained as required, and generally in good working order.

The multi roller has been repaired though we are having some minor problems with the air on the run system. This is a separate issue to the axle and bearing problem.

Our new slide in water tank is up and running, it surpasses our greatest expectations in its performance. There is a need to replace the worn out abraded deck on the ride on mower, I am currently sourcing prices for a replacement deck.

STAFF

All staff members generally appear to be working well with each other and enjoying their varied tasks. Ongoing harmony within the works crew is evident in the way many jobs are completed well within normal acceptable times.

PRIVATE WORKS

Only works such as sand and gravel deliveries has been undertaken in the last month.

EQUESTRIAN CENTRE

I have not yet seen a design for the arena flooring, No further work can be undertaken by us until the design is completed and approved. There is also the issue of the retaining wall requirements. Our resources may be limited to assist with these works dependent upon timing or requirement.

ROADSIDE SPRAYING

Most spraying has been completed. There was an issue with a late start this year. We are currently looking at a new system that we can make up and install. It is intended that next year most of the spraying would be done using the 3 tonne truck and a better adapted spray nozzle system. This should be capable of one full days spraying without a need to refill.

GRAIN FREIGHT ROUTE

MRWA have agreed to pay for the widening of the culvert near Wardering Road. We have arranged for a contractor to undertake the installation component of the works at this time. It is intended to complete the widening overlay at a later time. The pipes and other materials for the job will be delivered as the job commences on the 17th October. We are still waiting for plans for the intersection works.

CLIFFORD STREET.

Clifford St has now been closed at the Cuballing East Rd end. Signs have been erected at Colin St advising No Through Road and also a new street blade has been placed.

.....

Bob Walker

Works Manager.

11. OTHER URGENT BUSINESS

OFFICER RECOMMENDATION:

That the urgent business items 11.1.1, 11.1.2 and 11.1.3 be considered.

Moved: Cr Wittwer

Seconded: Cr Newman

Carried 7/0

11.1.1 CROSSOVER POLICY

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Local Government Act 1995as amended
Council Policy:	Replacement
Budget Implications:	Positive effect
File Reference:	Policy Manual
Voting Requirements:	Absolute Majority

Background

Council's Crossover Policy has not been amended for some time.

Comment

It has been common practice amongst local governments, for some time, to either charge all or half the costs of a standard crossover to property owners requiring an initial crossover.

A new policy has been presented which gives better guidelines for staff and property owners.

OFFICER RECOMMENDATION:

That the following policy be adopted to replace the existing Shire of Cuballing Crossover Policy:

5.17. Property Access & Crossovers

Objective

To provide details on crossover requirements and definition

Construction of Crossovers

Definition

A “crossover” is the part of a driveway between the property boundary and the edge of the road carriageway.

Construction Costs

Council will contribute up to \$125 or 50% of the cost, whichever is the lesser, towards a new gravel crossover which requires no pipes; OR up to \$250 or 50% of the cost, whichever is the lesser, towards a new gravel crossover with < 375mm diameter pipes.

All other costs shall be borne by the landowner.

In new subdivisions, the total cost of crossovers shall be borne by the developer.

Maintenance Costs

Landowners are responsible for the maintenance of their crossovers. Council may require a landowner to repair a crossover by issuing a written notice. If the repairs are not carried out within a reasonable period of time, Council may arrange to have the repairs completed and recover the costs from the landowner.

Applications for Crossovers

Applications shall be made in writing by the landowner to Council before any crossover is constructed, and Council shall respond, either disallowing or approving the crossover, and setting conditions if appropriate. This applies to any crossover, whether a Council contribution is sought or not.

Council approval to any application shall have a two year limit, following which the landowner must reapply if the crossover is not constructed within two years from approval.

Upon completion, the landowner shall provide a copy of the invoice if they have requested a Council contribution. No contribution will be paid if the landowner has not put in an application and received Council approval **prior to** the crossover being constructed.

Residential crossovers shall be constructed of 150mm compacted thickness of gravel and commercial crossovers shall be constructed of 200mm compacted thickness of gravel. Compaction shall be effected by rolling the gravel in damp condition in order that it is firm enough to not be able to be kicked out or likely to cause wheel spin.

No change shall be made to the existing road drainage (alignment of levels) without prior agreement from Council.

Crossovers must be constructed to Council's standard to qualify for a Council contribution.

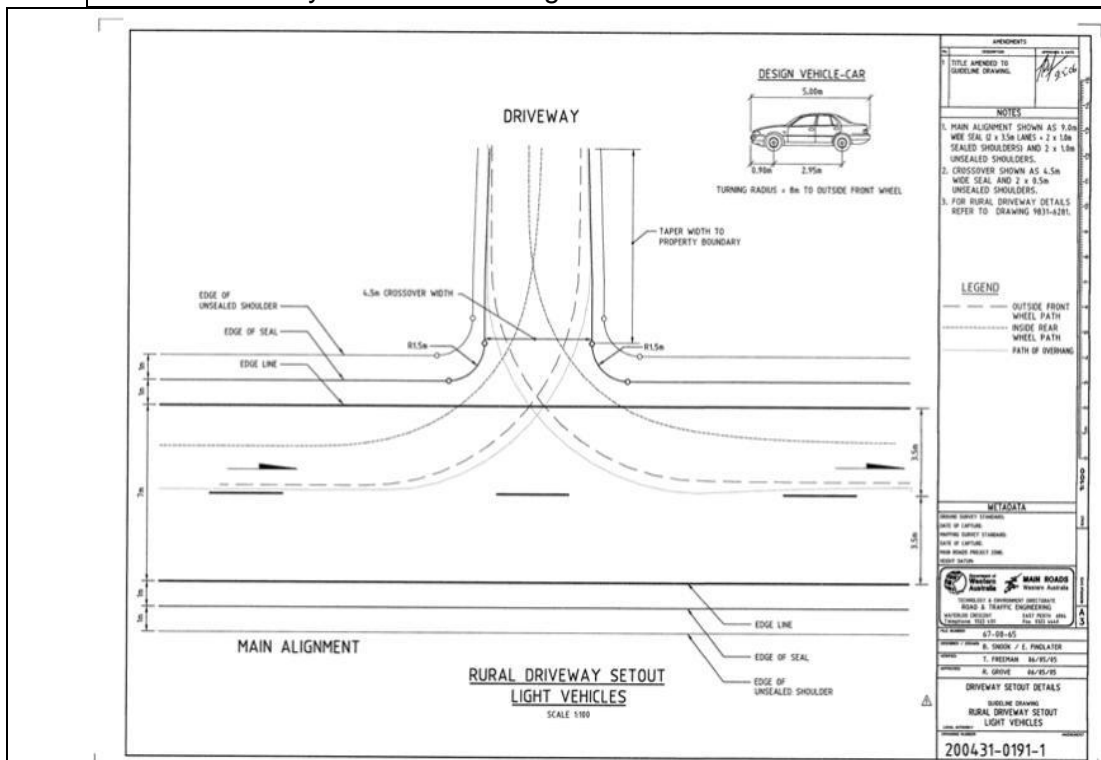
Entry Statements or Retaining Walls

All structures other than standard precast culvert headwalls, shall be approved by Council prior to construction. Following approval, the structure becomes the responsibility of the owner, i.e. Council will not accept responsibility for any liable event, costs or maintenance of this structure.

Rural Crossovers

**A standard crossover is
As per MRWA drawing below.**

As determined by the Works Manager to suit the location and is:



4.5m to 6m Wide

Gravelled with Stone Headwalls and two white posts to Australian Standard AS1743

If required the minimum culvert pipe diameter shall be 225mm, however the Works Manager will determine if a larger diameter pipe is required

Location of Crossovers

No part of the crossover (including the crossover turnout and culvert headwalls) shall be in the adjoining property or within a corner truncation (if next to an adjoining road), desirably it shall be at least 2 metres clear.

When determining the location of a crossover within the property boundary, the following factors shall be taken into account:

- Sight Distance

For safety reasons it is imperative that road users can see a vehicle on the crossover in time to stop in an emergency, and that the driver of a vehicle on the

crossover can see approaching road user in enough time to be able to judge whether it is safe to enter the road.

Where sight distance is restricted, the crossover shall be positioned to give the best possible sight distance.

The following factors may determine the crossover location where there is ample sight distance.

➤ **Vegetation**

Clearing of native vegetation shall be minimised, taking into account other factors. Clearing for safe sight distance may occur if necessary.

➤ **Drainage**

Drainage requirements shall be taken into account. If it is possible to locate the crossover on a crest of a hill, it may be possible to avoid the cost of drainage and also achieve maximum sight distance.

➤ **Other**

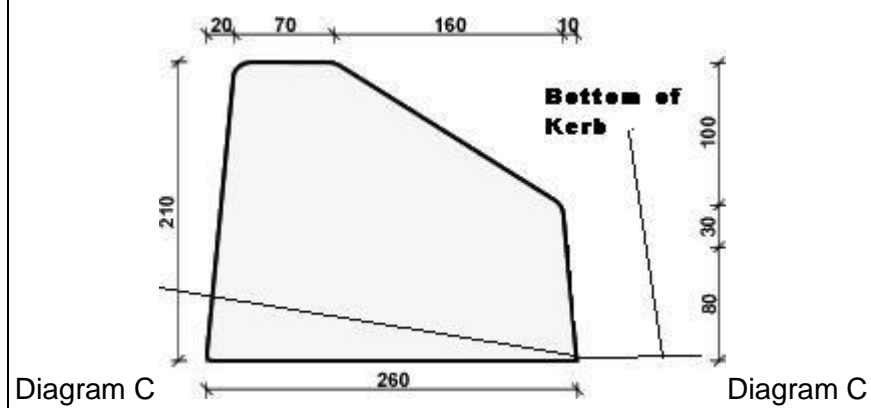
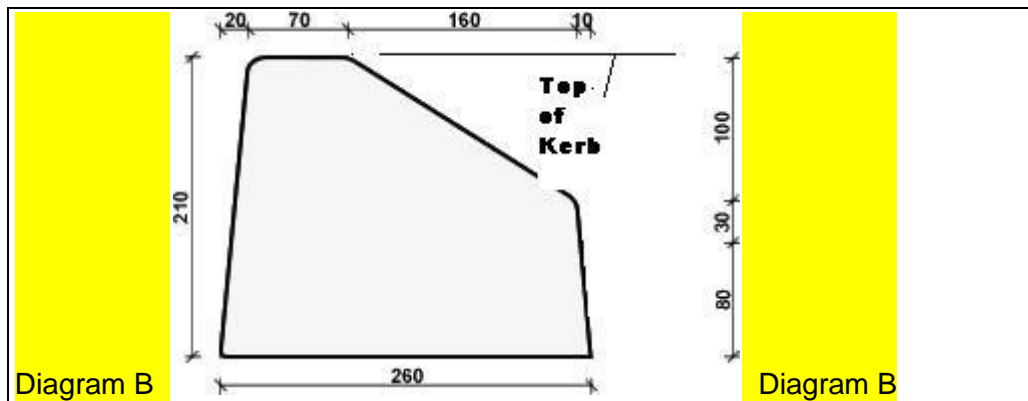
Other factors, such as existing services, may also be considered when determining the location of crossovers.

Levels of Crossovers

Generally levels shall be set so as no direct road surface water runs off into the applicant's driveway.

Crossovers shall be constructed to tie into the level of the edge of the road. For gravel roads, or bitumen roads with gravel shoulders, the edge of the road is the outer edge of the gravel shoulder (see Standard Crossover Drawing.)

For kerbed roads, it is the top of the kerb where mountable kerbing is to be used across the crossover (Diagram B) or the bottom of the kerb if the kerb is to be taken around the crossover turnout (Diag C)



Crossover levels shall be graded back from the edge of the road level so that there is a “reasonably level” area, long enough for a car (for residential crossovers) or a truck (commercial crossovers) to stand before entering the road. The “reasonably level” area for a car shall be 5m long, for a rigid truck 8m long, and for a semi trailer, 15m long.

For crossovers that rise away from the road, “reasonably level” means the first 2 metres of the crossover shall have an average gradient of 0% and the rest of the “reasonably level” area gradient should not be steeper than 3%.

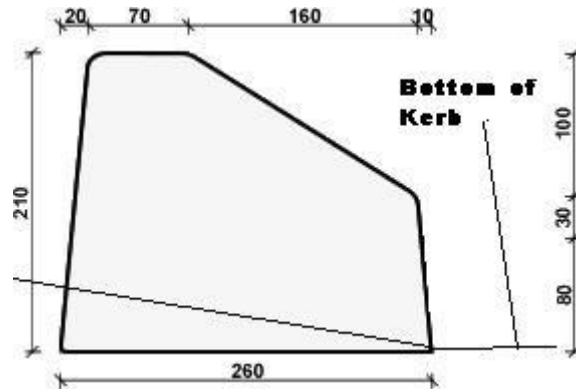
Each percentage point of a gradient's rise or fall is equal to 10mm rise vertical to each metre horizontally

For crossovers that fall away from the road, the “reasonably level” area shall not be steeper than 3% unless approved beforehand in writing by the Works Manager.

Each percentage point of a gradient's rise or fall is equal to 10mm rise vertical to each metre horizontally

For crossovers on kerbed roads where the kerbing is to be taken around the crossover turnout, the crossover shall rise to the same level as the top of the road kerb within the first 2 metres (see Diag. C) so as to avoid road water running into the crossover. The remainder of the “reasonably level” area shall not be steeper than 3% unless approved beforehand in writing by the Works Manager

Diag C



Only one crossover per property will be eligible for a subsidy, and any additional crossovers must be approved by the Works Manager prior to construction.

Moved: Cr Conley

Seconded: Cr Hawksley

Carried by Absolute Majority 7/0

11.1.2 HIRING OF PLANT AND EQUIPMENT BY COUNCIL EMPLOYEES

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Local Government Act 1995as amended
Council Policy:	5.12 Hiring of Plant & Equipment by Council Employees
Budget Implications:	Minimal
File Reference:	Policy Manual
Voting Requirements:	Absolute Majority

Background

Policy 5.12 was adopted by Council in July 2004 .

.

Comment

This policy is ultra vires therefore it should be rescinded.

OFFICER RECOMMENDATION:

That Policy 5.12 Hiring of Plant and Equipment by Council Employees be rescinded.

Moved: Cr Haslam

Seconded: Cr Newman

Carried by Absolute Majority 7/0

11.1.3 RTG POTENTIAL NUMBER OF COUNCILLORS

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

Background

Discussions on the Amalgamated state document process resulted in confusion regarding the number of Councillors proposed for a possible amalgamated local government.

Some Councillors believed it was eight and others nine. Action required from the board meeting was a decision by individual councils to clarify a preference for eight or nine Councillors in a potential amalgamated local government.

Comment

Nil

OFFICER RECOMMENDATION:

For Council consideration.

COUNCIL DECISION:

That;

- 1. Shire of Cuballing preference is for eight councillors in a potentially amalgamated authority and**
- 2. The President be elected by the potentially amalgamated Council**

Moved: Cr Meharry

Seconded: Cr Conley

Carried by Absolute Majority 6/1

Cr Hawksley voted against the motion

12. NEXT MEETING

The next Ordinary council meeting will be held Wednesday 16 November 2011

13. CLOSURE OF MEETING

There being no further business, the meeting closed at 6.09pm