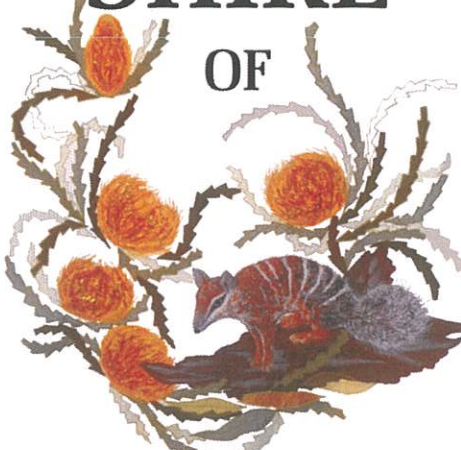


SHIRE
OF



CUBALLING

**COUNCIL MEETING
HELD ON 15 MARCH 2012**

MINUTES

These minutes were confirmed at a meeting on.....

Signed.....
Presiding Person at the meeting at which the minutes were confirmed

Date:.....

SHIRE OF CUBALLING

COUNCIL MEETING THURSDAY 15 MARCH 2012

AGENDA

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 - 11.1.2 *Cuballing East Road Intersection Design*
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13. CLOSURE OF MEETING

1. **OPENING - ANNOUNCEMENT OF VISITORS**

Meeting Commenced at 3.07pm

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

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

3. **PUBLIC QUESTION TIME**

NIL

4. **STANDING ORDERS**

COUNCIL DECISION

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

Moved: Cr Newman

Seconded: Cr Conley

Carried 6/0

5. **LEAVE OF ABSENCE:**

NIL

6. **MINUTES**

6.1 CONFIRMATION OF 9 FEBRUARY 2012 ORDINARY MEETING OF COUNCIL

COUNCIL DECISION

That the minutes (as circulated) of the ordinary meeting of the Shire of Cuballing held in the Council Chambers on 9 February 2012 be confirmed.

Moved: Cr McDougall

Seconded: Cr Newman

Carried 6/0

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

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.

9.1 REPORTS – FINANCE AND ADMINISTRATION

9.1.3 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – FEBRUARY 2012

Submission to:	Ordinary Meeting of Council
Location/Address:	Not applicable
Reporting Officer:	Nikole Brennan, 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: \$288,162.40

Vouchers 14172-14176	\$3,336.24
Electronic Fund Transfers	\$280,933.04
Credit Card	\$3,893.12

Moved: Cr Conley

Seconded: Cr Hawksley

Carried 6/0

Shire of Cuballing Cheque Detail

February 2012

Type	Num	Date	Name	Description	Original Amount
Bill Pmt -Cheque		21/02/2012	Auslec	Engel Fridge and Misc Items	-3,758.49
Bill Pmt -Cheque	Debit	01/02/2012	BUILDING COMMISSION, DEPT OF COMMERCE BRB	January 2012 Reconciliation	-36.00
Bill Pmt -Cheque	Debit	03/02/2012	LOCAL GOVERNMENT MANAGERS AUSTRALIA	2011/2012 LGMA Membership	-740.00
Bill Pmt -Cheque	Debit	06/02/2012	Great Southern Steel Frames	Pump Shed	-2,750.00
Bill Pmt -Cheque	Debit	07/02/2012	TELSTRA	Phone Charges	-245.76
Bill Pmt -Cheque	Debit	13/02/2012	STEWART & HEATON CLOTHING CO. P/L	Fire brigade clothing	-616.27
Bill Pmt -Cheque	Debit	13/02/2012	Toll Ipec	Freight	-54.22
Bill Pmt -Cheque	Debit	20/02/2012	TELSTRA	Phone charges	-586.89
Bill Pmt -Cheque	Debit	20/02/2012	Western Stabilisers	Cement Stabilisation	-57,711.72
Bill Pmt -Cheque	Debit	20/02/2012	WESTRAC EQUIPMENT	Parts	-1,026.94
Bill Pmt -Cheque	Debit	20/02/2012	WESTRAC EQUIPMENT	Parts	-101.95
Bill Pmt -Cheque	Debit	20/02/2012	Southern Lock & Security	Padlocks & Keys	-1,410.04
Bill Pmt -Cheque	Debit	20/02/2012	STEWART & HEATON CLOTHING CO. P/L	Fire Jacket	-153.52
Bill Pmt -Cheque	Debit	20/02/2012	R n R Contracting PTY LTD	Bitumen	-33,897.05
Bill Pmt -Cheque	Debit	20/02/2012	Road Signs Australia	Road Signs	-165.00
Bill Pmt -Cheque	Debit	20/02/2012	REINFORCED CONCRETE PIPES PTY LTD	Pipes	-2,924.90
Bill Pmt -Cheque	Debit	20/02/2012	Narrogin Auto Parts & Accessories	Parts	-169.00
Bill Pmt -Cheque	Debit	20/02/2012	NARROGIN PACKAGING	Bin Liner	-44.45
Bill Pmt -Cheque	Debit	20/02/2012	Narrogin Smash Repairs	Windscreen	-489.00
Bill Pmt -Cheque	Debit	20/02/2012	NARROGIN AUTO ELECTRICS	Parts and Repairs	-644.38
Bill Pmt -Cheque	Debit	20/02/2012	Narrogin Pumps Sales & Service	Camlocks	-37.66
Bill Pmt -Cheque	Debit	20/02/2012	NARROGIN BEARING SERVICE	Parts	-45.54
Bill Pmt -Cheque	Debit	20/02/2012	NARROGIN BEARING SERVICE	Parts	-26.40
Bill Pmt -Cheque	Debit	20/02/2012	NARROGIN BEARING SERVICE	Parts	-45.95
Bill Pmt -Cheque	Debit	20/02/2012	NARROGIN BEARING SERVICE	Parts	-35.64
Bill Pmt -Cheque	Debit	20/02/2012	MAKIT NARROGIN HARDWARE	Parts	-315.50
Bill Pmt -Cheque	Debit	20/02/2012	MCDUGALL WELDMENTS	Repair Rake	-330.00
Bill Pmt -Cheque	Debit	20/02/2012	MCDUGALL WELDMENTS	Repair tail gate	-800.58
Bill Pmt -Cheque	Debit	20/02/2012	LANDGATE	Land Enquiry	-34.00
Bill Pmt -Cheque	Debit	20/02/2012	JR & A HERSEY P/L	3/4 drive impact wrench	-273.90
Bill Pmt -Cheque	Debit	20/02/2012	JR & A HERSEY P/L	Misc Parts	-433.40

Shire of Cuballing Cheque Detail

February 2012

Type	Num	Date	Name	Description	Original Amount
Bill Pmt -Cheque	Debit	20/02/2012	Knightline Computers	Computer parts	-29.95
Bill Pmt -Cheque	Debit	20/02/2012	Kels Tyres	Battery	-132.00
Bill Pmt -Cheque	Debit	20/02/2012	INGERSLEY ELECTRICAL	Rewire Cuballing Hall	-2,171.80
Bill Pmt -Cheque	Debit	20/02/2012	Industrial Automation Group Pty Ltd	Internet Access Charge	-132.00
Bill Pmt -Cheque	Debit	20/02/2012	HANSON CONSTRUCTION MATERIALS	Concrete	-1,001.88
Bill Pmt -Cheque	Debit	20/02/2012	G.S. Hobbs Contracting	Plant and Labour Hire	-23,086.25
Bill Pmt -Cheque	Debit	20/02/2012	Glennview Machine Kerbing	Kerbing	-1,650.00
Bill Pmt -Cheque	Debit	20/02/2012	GREAT SOUTHERN FUEL SUPPLIES	Fuel charges for Jan	-12,898.82
Bill Pmt -Cheque	Debit	20/02/2012	Great Southern Waste Disposal	Management of Shire Tip	-2,858.21
Bill Pmt -Cheque	Debit	20/02/2012	Great Southern Waste Disposal	Management of Shire Tip	-2,858.21
Bill Pmt -Cheque	Debit	20/02/2012	Fuji Xerox	Printing	-130.95
Bill Pmt -Cheque	Debit	20/02/2012	FARMWORKS AUSTRALIA PTY LTD	Miscellaneous items	-1,201.20
Bill Pmt -Cheque	Debit	20/02/2012	EDWARDS MOTORS PTY LTD	Filter	-69.15
Bill Pmt -Cheque	Debit	20/02/2012	EJ & RJ Earthmovers	Fire Breaks	-80.00
Bill Pmt -Cheque	Debit	20/02/2012	DEWS MINI EXCAVATIONS	Excavator and Truck Hire	-2,343.00
Bill Pmt -Cheque	Debit	20/02/2012	DEWS MINI EXCAVATIONS	Excavate out kerb and curt to refuse	-792.00
Bill Pmt -Cheque	Debit	20/02/2012	Dynamic Print	DL Windowface Envelopes	-166.00
Bill Pmt -Cheque	Debit	20/02/2012	CUBY ROADHOUSE	January Charges	-330.48
Bill Pmt -Cheque	Debit	20/02/2012	BGC QUARRIES	Granite for Wandering Narrogin Rd	-26,788.12
Bill Pmt -Cheque	Debit	20/02/2012	BEAUREPAINES	Tube	-260.00
Bill Pmt -Cheque	Debit	20/02/2012	BEAUREPAINES	Tyre	-80.00
Bill Pmt -Cheque	Debit	20/02/2012	bims earthmoving	Tree Clean Up	-24,475.00
Bill Pmt -Cheque	Debit	20/02/2012	bims earthmoving	Tree Clean up	-9,790.00
Bill Pmt -Cheque	Debit	20/02/2012	bims earthmoving	Tree Clean-Up	-18,084.00
Bill Pmt -Cheque	Debit	20/02/2012	bims earthmoving	Tree Clean Up	-21,604.00
Bill Pmt -Cheque	Debit	21/02/2012	AIR LIQUIDE WA PTY LTD	Cylinder	-96.71
Bill Pmt -Cheque	Debit	21/02/2012	Avon Waste	Bulk Bin service and rent	-521.97
Bill Pmt -Cheque	Debit	21/02/2012	Austral Mercantile Collections Pty Ltd	Legal Costs	-63.49
Bill Pmt -Cheque	Debit	28/02/2012	Synergy	StreetLight Charges	-552.95
Bill Pmt -Cheque	Debit	28/02/2012	BIRD'S SILOS & SHELTERS	Battery	-330.00
Bill Pmt -Cheque	Debit	28/02/2012	BEAUREPAINES	Tube,fitting	-232.41
Bill Pmt -Cheque	Debit	28/02/2012	BEAUREPAINES	Repair Puncture	-52.69

Shire of Cuballing Cheque Detail

February 2012

Type	Num	Date	Name	Description	Original Amount
Bill Pmt -Cheque	Debit	28/02/2012	Covs	Wiper Blades	-24.96
Bill Pmt -Cheque	Debit	28/02/2012	FAIRWAY CARRIERS	Delivery of Pipes	-1,107.98
Bill Pmt -Cheque	Debit	28/02/2012	NARROGIN AGRICULTURAL REPAIRS	Blades	-246.00
Bill Pmt -Cheque	Debit	28/02/2012	Road Signs Australia	Signs	-511.83
Bill Pmt -Cheque	Debit	28/02/2012	Road Signs Australia	Sign	-19.80
Bill Pmt -Cheque	Debit	28/02/2012	Toll Ipec	Freight	-18.88
Bill Pmt -Cheque	Debit	28/02/2012	WESTRAC EQUIPMENT	Hose	-293.90
Bill Pmt -Cheque	Debit	28/02/2012	Wardy's Pest Management	Termite Treatment	-649.00
Bill Pmt -Cheque	Debit	28/02/2012	Coalcliff Plant Hire	Multi Roller hire	-5,049.00
Bill Pmt -Cheque	Debit	28/02/2012	Belvedere Nursey	Plants	-316.00
Bill Pmt -Cheque	Debit	28/02/2012	Belvedere Nursey	Plants	-90.00
Bill Pmt -Cheque	Debit	28/02/2012	Commonwealth Bank	Credit Card Payment	-3,893.12
Cheque	direct Debi	01/02/2012	Westscheme	P Tourle Super January2012	-295.22
Cheque	Direct dep	01/02/2012	WALGSP	WALGSP Super contribution January2012 OUTSI	-6,398.18
Cheque	DirectDeb	01/02/2012	RAMSAY SUPERANNUATION FUND	A Ramsay Super January 2012	-130.96
Cheque	DirectDeb	01/02/2012	MTAA Superannuation Fund	N Brennan Super January2012	-318.20
Cheque	Directdep	01/02/2012	AMP Life Ltd	M D'Alton Super January2012 and October2011	-377.54
Cheque	DirectDep	01/02/2012	HostPlus Superannuation	N Gould Super January 2012	-318.20
Bill Pmt -Cheque	14172	01/02/2012	Building & Construction Industry Training	January 2012 BCITF reconciliation Payment	-211.72
Bill Pmt -Cheque	14173	21/02/2012	G & W Surveys	Survey	-1,518.00
Bill Pmt -Cheque	14174	21/02/2012	JOHN ROBERTSON	Maintenance Popo Fire Station	-472.57
Bill Pmt -Cheque	14175	21/02/2012	JOHN ROBERTSON	CWA Hall	-754.00
Bill Pmt -Cheque	14176	29/02/2012	CASH.	Reconciliation February 2012	-379.95
				Municipal Direct Debit	-280,933.04
				Municipal Cheque	-3,336.24
				Credit Card	-3,893.12
				Trust	0
				TOTAL	-288,162.40

9.1.4 STATEMENT OF FINANCIAL ACTIVITY

Submission to:	Ordinary Meeting of Council
Location/Address:	Not applicable
Reporting Officer:	Clare Thomson
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 29 February 2012 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 29 February 2012, be received.

Moved: Cr Conley

Seconded: Cr McDougall

Carried 6/0

Mrs Clare Thomson departed the Council chambers at 3.28pm and did not return.

Shire of Cuballing

Bank Reconciliation as at 29 February 2012

	Municipal Fund	Trust Fund	Reserve Accts
Opening balance	404,571.62	64,035.07	315,006.49
Income	607,794.07	-	-
Add interest	1,555.82	-	1,068.29
Expenditure	- 362,803.16	-	-
Closing balance	651,118.35	64,035.07	316,074.78
Bank account	340,610.12	64,035.07	2,903.89
Investments	300,000.00	-	313,170.89
Plus O/S deposits	12,878.75	-	-
Less O/S cheques	- 2,370.52	-	-
Closing balance	651,118.35	64,035.07	316,074.78

Investments
as at 29 February 2012

Account Number	Maturity Date	Interest Rate	Fund/Account	
			Municipal	Trust Reserve
34455506	Cash Deposit	4.00%	-	313,170.89
34681402	Cash Deposit	4.00%	300,000.00	-
Total			300,000.00	313,170.89

Shire of Cuballing
Notes on financial reports for February 2012

General Purpose Funding

Rates

At present an amount of \$744,181 has been raised in rates with a discount of \$45,939. Debtors at the end of February are \$56,145.

Grants

Grant funding of \$655,327 from various funding sources have been received.

Governance

Conferences

This is the cost of councillors attend local government week.

Subscriptions

This includes subscriptions to WALGA of \$17,072, Timebase of \$218 and Central Country Zone of \$2,800.

Law Order Public Safety

Grant and Subsidies

The first and second and third quarterly grant payments from FESA have been received together with an administration fee of \$4,000. We have also had to account for the sale of the Popo land cruiser for no monetary consideration. It is just a book entry of \$8,662 being received and the same amount has been expensed under other goods and services.

Recreation and Culture

Grants and contributions

\$5,000 was received from the Narrogin Pony Club as a contribution to the Equestrian Centre.

Popanyinning Hall

Due to repairs carried out to the roof, it is anticipated that expenditure will exceed the budget figure. At this stage the estimated cost to repairs will be approximately \$25,000. It is hoped that this will not adversely affect the budget result with savings being made in other areas.

Transport

Grant Funding

Grant funding of \$963,804 has been received from various funding bodies.

Depot Maintenance

This includes restricted keys and locks to the total of \$1,780, constructing a concrete bunker at the depot at a cost of \$4,485.

Grading Maintenance

This is the grading carried out on various roads throughout the Shire.

General Maintenance

This includes an amount of \$446,211 paid to contractors for cleaning up after the storm that occurred in January 2011. A proportion of these costs will be reimbursed to the Shire.

Other Property and Services

Private Works

Shire of Cuballing
Notes on financial reports for February 2012

To date an amount of \$29,072 has been received from private works. The main income items are plant hire charges of \$9,098 and sand/gravel sales of \$18,163

Parts and repairs

This includes unforeseen expenditure on parts for the roller of \$9,204, and grader blades of \$9,642. It is anticipated that will exceed budget figure for the year, and I have revised this amount from \$72,000 to \$102,000 for the year.

SHIRE OF CUBALLING
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

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SHIRE OF CUBALLING
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

	NOTE	29 February 2012 Actual \$	29 February 2012 Y-T-D Budget \$	2011/2012 Budget \$	Variances Budget to Actual Y-T-D %
<u>Operating</u>					
Revenues/Sources					
Governance		12,509	12,200	18,400	(2.53%)
General Purpose Funding		680,864	678,500	468,103	(0.35%)
Law, Order, Public Safety		34,864	33,400	23,720	(4.38%)
Health		1,268	1,100	1,364	(15.27%)
Education and Welfare		-	-	-	0.00%
Housing		-	-	-	0.00%
Community Amenities		32,497	32,000	1,500	(1.55%)
Recreation and Culture		183,639	182,500	787,659	(0.62%)
Transport		1,139,156	1,135,000	739,622	(0.37%)
Economic Services		8,450	8,000	21,045	(5.63%)
Other Property and Services		83,364	82,500	63,000	(1.05%)
		<u>2,176,611</u>	<u>2,165,200</u>	<u>2,124,413</u>	
(Expenses)/(Applications)					
Governance		(299,670)	(298,500)	(148,098)	(0.39%)
General Purpose Funding		(46,764)	(46,000)	(96,986)	
Law, Order, Public Safety		(48,965)	(47,500)	(123,803)	(3.08%)
Health		(8,624)	(8,500)	(31,127)	(1.46%)
Education and Welfare		(350)	(400)	(9,139)	
Housing		(9,442)	(9,300)	(16,933)	(1.53%)
Community Amenities		(49,953)	(49,500)	(160,713)	(0.92%)
Recreation & Culture		(98,348)	(97,300)	(192,465)	(1.08%)
Transport		(1,514,637)	(1,512,500)	(1,171,423)	(0.14%)
Economic Services		(39,111)	(38,500)	(135,260)	(1.59%)
Other Property and Services		(28,797)	(28,500)	(67,837)	(1.04%)
		<u>(2,144,661)</u>	<u>(2,136,500)</u>	<u>(2,153,784)</u>	
<u>Adjustments for Non-Cash</u>					
<u>(Revenue) and Expenditure</u>					
(Profit)/Loss on Asset Disposals		(7,090)	(1,992)	(1,992)	
Depreciation on Assets		465,693	465,693	648,095	
Movement in leave entitlements and accrued wages		(24,938)	(24,938)	-	
<u>Capital Revenue and (Expenditure)</u>					
Purchase Land Held for Resale		-	-	-	
Purchase Land and Buildings		(629,838)	(629,838)	(1,231,812)	
Purchase Infrastructure Assets - Roads & Footpaths		(447,201)	(447,201)	(735,417)	
Purchase Infrastructure Assets - Other		(106,447)	(106,447)		
Purchase Plant and Equipment		(98,192)	(98,192)	(164,092)	
Purchase Furniture and Equipment		-	-	(15,000)	
Proceeds from Disposal of Assets		29,442	29,442	37,439	
Repayment of Debentures		(25,078)	(25,078)	(41,275)	
Proceeds from New Debentures		-	-	-	
Transfers to Reserves (Restricted Assets)		(12,016)	(12,016)	(341,443)	
Transfers from Reserves (Restricted Assets)		241,597	241,597	240,000	
ADD Net Current Assets July 1 B/Fwd		889,937	889,937	889,851	
LESS Net Current Assets Year to Date		(1,052,000)	(1,259,322)	-	
Amount Raised from Rates		<u>(744,181)</u>	<u>(745,016)</u>	<u>(745,016)</u>	

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

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

	29-Feb	2012
3. ACQUISITION OF ASSETS	Actual	Budget
	\$	\$
The following assets have been acquired during the period under review:		
<u>By Program</u>		
Governance	7,893	7,893
Law Order Public Safety	-	
Housing	-	
Recreation and Culture	621,945	621,945
Transport	545,393	545,393
Other Property and Services	106,447	106,447
	1,281,678	1,281,678
<u>By Class</u>		
Land Held for Resale		
Land and Buildings	629,838	629,838
Infrastructure Assets - Roads & Footpaths	447,201	447,201
Infrastructure Assets - Other	106,447	106,447
Plant and Equipment	98,192	98,192
Furniture and Equipment	-	
	1,281,678	1,281,678

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

4. DISPOSALS OF ASSETS

Assets will be entered once financials have been signed off by the auditor

<u>By Program</u>	Net Book Value	Sale Proceeds	Profit(Loss)
	29-Feb 2012 Actual \$	29-Feb 2012 Actual \$	29-Feb 2012 Actual \$
Transport			
Toyota Hilux	-	3,637	3,637
Toyota Hilux	-	3,357	3,357
Holden VE Commodore Sedan	22,352	22,448	96
	22,352	29,442	7,090

	Net Book Value	Sale Proceeds	Profit(Loss)
	29-Feb 2012 Actual \$	29-Feb 2012 Actual \$	29-Feb 2012 Actual \$
Plant and Equipment			
Toyota Hilux	-	3,637	3,637
Toyota Hilux	-	3,357	3,357
Holden VE Commodore Sedan	22,352	22,448	96
	22,352	29,442	7,090

Summary

Profit on Asset Disposals
Loss on Asset Disposals

29-Feb 2012 Actual \$
7,090
-
7,090

SHIRE OF CUBALLING
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-11	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Recreation & Culture								
Loan #60	9,774		9,702	9,774	72	-	383	218
Loan #61	39,943		4,191	8,561	39,943	31,382	1,126	2,074
Transport								
Loan #62	197,502		11,184	22,940	186,318	174,562	6,586	12,608
	247,219	-	25,078	41,275	226,333	205,944	8,095	14,900

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

Council is not proposing to take out any new loans in the 2011-2012 financial year.

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

	29-Feb 2012 Actual \$	2011/12 Budget \$
6. RESERVES		
Cash Backed Reserves		
(a) Plant and Equipment Reserve		
Opening Balance	184,974	184,974
Amount Set Aside / Transfer to Reserve	3,538	24,551
Amount Used / Transfer from Reserve	-	-
	<u>188,512</u>	<u>209,525</u>
(b) IT and Office Equipment Reserve		
Opening Balance	8,438	8,438
Amount Set Aside / Transfer to Reserve	157	20,414
Amount Used / Transfer from Reserve	-	-
	<u>8,595</u>	<u>28,852</u>
(c) Employee Entitlements		
Opening Balance	24,992	24,992
Amount Set Aside / Transfer to Reserve	469	27,744
Amount Used / Transfer from Reserve	-	-
	<u>25,461</u>	<u>52,736</u>
(d) Road and Bridge Construction Reserve		
Opening Balance	241,597	241,597
Amount Set Aside / Transfer to Reserve	-	-
Amount Used / Transfer from Reserve	(241,597)	(241,597)
	<u>-</u>	<u>-</u>
(e) Housing Reserve		
Opening Balance	6,958	6,958
Amount Set Aside / Transfer to Reserve	135	414
Amount Used / Transfer from Reserve	-	-
	<u>7,093</u>	<u>7,372</u>
(f) Recreation and Community Facility Res		
Opening Balance	25,274	25,274
Amount Set Aside / Transfer to Reserve	5,109	251,924
Amount Transferred from Road and Bridge Res	1,597	241,597
Amount Used / Transfer from Reserve	-	(240,000)
	<u>31,980</u>	<u>278,795</u>
(g) Refuse Site Reserve		
Opening Balance	53,422	53,422
Amount Set Aside / Transfer to Reserve	1,011	12,760
Amount Used / Transfer from Reserve	-	-
	<u>54,433</u>	<u>66,182</u>
Total Cash Backed Reserves	<u>316,074</u>	<u>643,462</u>

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

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

6. RESERVES (Continued)	29-Feb 2012 Actual \$	2010/11 Budget \$
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Plant and Equipment Reserve	3,538	24,551
IT and Office Equipment Reserve	157	20,414
Employee Entitlement Reserve	469	27,744
Road and Bridge Construction Reserve	-	-
Housing Reserve	135	414
Recreation and Community Facility Reserve	6,706	251,924
Refuse Site Reserve	1,011	12,760
	<u>12,016</u>	<u>337,807</u>
Transfers from Reserves		
Plant and Equipment Reserve	-	-
Office Equipment Reserve	-	-
Long Service Leave Reserve	-	-
Road and Bridge Construction Reserve	(241,597)	(241,597)
Housing Reserve	-	-
Recreation and Community Facility Reserve	-	(240,000)
Refuse Site Reserve	-	-
	<u>(241,597)</u>	<u>(481,597)</u>
Total Transfer to/(from) Reserves	<u>(229,581)</u>	<u>(143,790)</u>

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

Plant and Equipment Reserve

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

IT and Office Equipment Reserve

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

Employee Entitlements

- to be used to fund employee entitlements

Road and Bridge Construction Reserve

- funds from this reserve have been reallocated to the Recreation and Community Facility Reserve

Housing Reserve

- to be used to fund the construction of new shire housing.

Recreation and Community Facility Reserve

- to be used to fund the upgrade of the oval and associated facilities.

Refuse Site Reserve

- to be used to fund the upgrade of the refuse site.

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

	29-Feb 2012 Actual \$	Brought Forward 1-Jul \$
7. NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	654,378	317,451
Cash - Restricted	316,074	545,654
Prepaid assets	-	11,040
Receivables	888,476	1,109,308
Inventories	6,741	6,741
	<u>1,865,669</u>	<u>1,990,194</u>
LESS: CURRENT LIABILITIES		
Payables and Provisions	<u>(497,595)</u>	<u>(554,603)</u>
NET CURRENT ASSET POSITION	1,368,074	1,435,591
Less: Cash - Reserves - Restricted	(316,074)	(545,654)
NET CURRENT ASSET POSITION	<u><u>1,052,000</u></u>	<u><u>889,937</u></u>

SHIRE OF CUBALLING
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2011/12 Rate Revenue \$	2011/2012 Interim Rates \$	2011-2012 Back Rates \$	2011/2012 Total Revenue \$	2011/12 Budget \$
General Rate								
UV - Cuballing	0.005224	308	108,922,980	568,338	-	-	568,338	569,209
GRV - Cuballing	0.056434	188	2,044,220	106,787	-	-	106,787	106,597
Sub-Totals		496	110,967,200	675,125	-	-	675,125	675,806
Minimum Rates	Minimum \$							
UV - Cuballing	370.00	23	1,313,886	8,880	-	-	8,880	8,510
GRV Cuballing	425.00	142	56,451	59,778	-	-	59,778	60,350
Sub-Totals		165	1,370,337	68,658	-	-	68,658	68,860
Ex gratia rates								
Specified Area Rates							743,783	744,666
							398	350
Discounts							-	-
Totals							744,181	745,016
							(45,939)	(48,000)
							698,242	697,016

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

The general rates detailed above for the 2008/09 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 29 FEBRUARY 2012

9. TRUST FUNDS

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

Detail	Balance 1-Jul-10 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Badminton Club	232	-	-	232
Commodore Tennis Club	3,490	-	(200)	3,290
Cuballing Fire Brigade	6,045	100	(2,442)	3,703
Recycling Children Fund	1,328	90	-	1,418
BCITF	0	-	-	-
Bonds - Building	14,339	-	-	14,339
Bonds - Hall Hire	900	200	(200)	900
Reimbursements	9,063	-	(99)	8,964
Social Club	4,030	1,868	(1,729)	4,169
Upper Hotham Project	15,027	-	-	15,027
Environment and Townscape Trust Fund	4,207	1,256	-	5,463
LCDC East Yornaning	1,360	-	-	1,360
Cuballing Country Festival	393	702	-	1,095
Prepayments	-	-	-	-
Cuballing Cricket Club	200	-	-	200
Cuballing Football Asson	2,567	-	-	2,567
Tax Payable	0	-	-	-
Swipe cards	415	-	-	415
Nomination Deposits	-	400	(400)	-
Cuballing Mens Shed	-	500	-	500
Cuballing Christmas Tree	-	393	-	393
	<u>63,596</u>			<u>64,035</u>

10. SUPPLEMENTARY INFORMATION

May include (not exhaustive) the following:

- Operating Statement;
- Balance Sheet;
- Debtors listings;
- Creditors listings;
- Cash/Investment summaries;
- Plant reports;
- Ratio analysis; and
- Other information considered relevant.

9.2.9 REGIONAL TRANSITION GROUP DOCUMENTS

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

Background

Council is a member of the Cuballing, Narrogin , Wickepin Regional Transition Group which has spent a good portion of the last twelve months on the preparation of a regional business plan and transitional considerations document. These documents were received by the Board at its 14 February meeting.

Comment

The amalgamated state document is intended to be a “snapshot” of what the local government could look like in the event of an amalgamation of all the members of the regional transition group and could.

Should an amalgamation occur, the newly elected Council could have an entirely different view of the contents of the amalgamated state document and amend it in part or wholly should they so decide.

The Consultants and the RTG Working Group have spent a considerable amount of time on both documents and acknowledge that it will never be perfect, however it is believed the documents give Councillors and ratepayers a clear picture of what the future may hold.

The next step in the process is to inform the ratepayers at a community meeting to be held on 20 March at 7.30pm in the Cuballing Hall.

COUNCIL DECISION:

That the Cuballing Narrogin Wickepin Regional Transition Group Amalgamated State and Transitional Considerations documents be accepted.

Moved: Cr Hawksley

Seconded: Cr Haslam

Carried 6/0

9.2.10 REZONING REQUEST – LOT 46 FORREST STREET, POPANYINNING

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Shire of Cuballing Town Planning Scheme No 2 Shire of Cuballing Local Planning Strategy
Council Policy:	Nil
Budget Implications:	
File Reference:	
Voting Requirements:	Absolute Majority

Background

Council will recall advice recently received from Landcorp regarding the development of 4 lots within the Popanyinning town site with the aim of sale for residential purposes.

Correspondence has been received from Whelans Town Planning requesting the rezoning of one of the lots, being Lot 46 Forrest Street Popanyinning, from Public Purpose to Rural Town Site in accordance with the scheme.

They have also requested that Council waive rezoning fees given LandCorp is undertaking the rezoning and subdivision on behalf of Council.

Lot 46 Forrest Street Popanyinning is unallocated crown land (UCL) with a land area of 1416m² and is located within the town site and abuts Rural Town Site lots.

The Shire of Cuballing Local Planning Strategy has identified minimal demand for further residential land in Popanyinning therefore the strategy has identified subject UCL lots zoned for 'Public Purpose' which can be rezoned as 'Rural Town site' that can then be used for residential development.

The subject lot has been identified within the Shire of Cuballing Local Planning Strategy as a possible site to be rezoned for residential purposes.

Funding has been provided to LandCorp to assist in developing local communities within regional areas. Under the Regional Development Assistance Program (RDAP) regional local governments may identify potential land development projects and apply for LandCorp's assistance to help progress the development.

Comment

Whelan's Town Planning will undertake the necessary advertising and notifications to government agencies so expenditure on the rezoning will be limited to time spent on preparation and research for this item, arranging for amendment of the Scheme Map and conveying Council's decision to the proponents.

COUNCIL DECISION:

That:

- 1 In pursuance of Section 75 of the Planning and Development Act, 2005 (as amended), Council agrees to:**
 - A) Amend the Shire of Cuballing Town Planning Scheme No 2 – Popanyinning by Reclassifying Lot 46 Forrest Street, Popanyinning from Public Purposes Reserve to the Rural Townsite Zone;**
 - B) Amend the Scheme Maps accordingly; and**
- 2 Waive all Planning fees for the proposed development by LandCorp.**

Moved: Cr Haslam

Seconded: Cr Hawksley

Carried by Absolute Majority 6/0

9.2.11 COMMONWEALTH HEALTHY COMMUNITIES INITIATIVE

Submission to:	Ordinary Meeting of Council
Location/Address:	Not applicable
Reporting Officer:	Nicole Gould
Enabling Legislation:	
Council Policy:	Nil
Budget Implications:	Nil
File Reference:	CMR 7
Voting Requirements:	Simple majority

Background

Late last year, the Town of Narrogin was successful in obtaining a Commonwealth Healthy Communities Initiative. This grant has a total value of \$566,042 and is to be implemented over a period of 16 months. The Shires of Cuballing, Wickepin and Narrogin were nominated as partners in this project.

The Town of Narrogin resolved at its last ordinary meeting of Council to establish a Reference group to allow stakeholders an opportunity to provide expertise, knowledge, advice and to monitor the projects delivery.

Comment

The Town of Narrogin has invited the Shire of Cuballing to nominate one of its Councillors to sit on the Commonwealth Health Communities Reference Group and Councillor McDougall has indicated her willingness to represent Cuballing.

OFFICERS RECOMMENDATION:

That Councillor C McDougall be appointed the Shire of Cuballing Representative on the Commonwealth Healthy Communities Reference Group.

Moved: Cr Newman

Seconded: Cr Conley

Carried 6/0

CEO - Cuballing Shire

From: Shire of Cuballing community dev officer <cdo@cuballing.wa.gov.au>
Sent: Wednesday, 29 February 2012 12:45 PM
To: 'CEO - Cuballing Shire'
Subject: FW: Narrogin Healthy Lifestyles Project and Reference Group

-----Original Message-----

From: Susan Guy [mailto:Susan@narrogin.wa.gov.au]
Sent: Wednesday, 29 February 2012 10:24 AM
To: Nicole Gould (cdo@cuballing.wa.gov.au)
Subject: FW: Narrogin Healthy Lifestyles Project and Reference Group

Hi Nicole

I made the mistake of sending this email to Wickepin twice but copied you in.

Could you please forward to Eva and thanks for replying.

Cheers
Susan

From: Susan Guy
Sent: 23 February 2012 16:22
To: 'ceo@wickepin.wa.gov.au'; 'ceo@wickepin.wa.gov.au'; 'Geoff McKeown - Shire of Narrogin'
Cc: Nicole Gould (cdo@cuballing.wa.gov.au)
Subject: Narrogin Healthy Lifestyles Project and Reference Group

Hi Eva, Geoff and Natalie

As you are aware the Town of Narrogin was successful in obtaining a Commonwealth Healthy Communities Initiative Grant. This grant has a total value of \$566,042, and is to be implemented over a period of 16 months

The Town will establish a Reference Group for this project which will allow stakeholders an opportunity to provide expertise, knowledge and advice and monitor the Project's delivery. Council resolved that Reference Group membership can be established through inviting persons to participate which was an acceptable process for the funding body.

I expect the Reference Group will meet every second month. Dates are not set as yet and the new Coordinator will probably set them. I expect a first meeting could take place in mid-April.

As you would also know, the Shires of Cuballing, Wickepin and Narrogin were nominated as partners in this project and as such a representative (preferably) with an interest in sport and rec from their respective council is invited to sit on the Reference Group.

I anticipate that each Shire would respond positively to an invite to have a delegate on the Reference Group. Could you please let me know if this is not the case. Assuming it is, once you have decided on a delegate, could you advise me and provide their email address and phone number, keeping in mind the first Reference Group meeting may be as early as mid-April.

I also expect various agencies/orgs, upon invite, may wish to delegate a person. These include

- * WA Country Health Service - Wheatbelt
- * Narrogin Leisure Centre
- * KEEDAC
- * GP practise/Allied Health professional
- * Market Force (for promotional purposes)
- * Narrogin Homecare
- * Employment agency eg Careers on track

The Town of Narrogin will have representatives also e.g. a Councillor with interest in sport/recreation, Project Coordinator and Chief Executive Officer

A Terms of Reference for the Group will be need to be formed.

The Aim of the funded Narrogin Healthy Lifestyles Project is to reduce the incidence of overweight, obesity and other risk factors for cardio vascular disease and Type 2 diabetes in the communities residing in the Town and the surrounding Shires of Narrogin, Cuballing and Wickopin through promotion of healthy lifestyle programs and policy development. The target populations for participation in the Project are:

- * Recently or long term unemployed
- * Part-time or casual employees
- * Aboriginal people
- * Older Australians (retirees or pensioners)

The Project supports a Narrogin Healthy Lifestyles Coordinator (recently appointed and to commence work on 19 March 2012) to oversee and coordinate the implementation of the Project. They will oversee the roll out of a walking program with an outdoor gym, a community garden, a Noongar Sports Program, an NLC sports package including a range of group fitness programs, the delivery of National healthy eating, physical activity and lifestyle programs such as Beat it and Heart Moves and subsidised training for community members to run community based healthy lifestyle programs (where this does not contradict professional or accreditation requirements of specific programs).

Thanks for your interest and should you have any questions, please don't hesitate to contact me.

Susan Guy
 Manager Community Development

Town of Narrogin
 89 Earl Street
 Narrogin 6312
 Phone 9881 1944
 Fax 9881 3092
www.narrogin.wa.gov.au<<http://www.narrogin.wa.gov.au>>

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WORKS MANAGERS REPORT 7th March 2012

SUMMER GRADING

Summer maintenance grading is ongoing.

One grader is currently undertaking whole of the Shire maintenance grading on a rotational basis. The only variation to this is to clean up behind any of the Storm Damage contractors on an as needed basis.

STORM DAMAGE

Storm Damage cleanup from the storm in January 2011 is ongoing. Currently the contractors are working on Williams Rd. They will then be completing Batts Rd Haslams Rd and possibly Lange Rd.

MRWA recently requested a finish date for the cleanup crew, they have been advised that subject to availability of the contractor and his equipment that the works will likely finish at the end of March. Some breakdowns have already extended this completion to the end of the first week of April.

Storm Damage Popanyinning East Rd.

Storm Damage cleanup relating to the December 6th 2011 event and regrades for the Popanyinning East English Rd and Nyamutin Rds have been completed. Culverts have also been cleared and excess materials carted to spoil.

Storm Damage Wandering Narrogin- Yornaning West Rds

Storm Damage cleanup relating to the December 30th and 31st 2011 event and shoulder reconstruction for the above section has been completed. Additional work has been undertaken on Nebrikinning Rd and is to commence today on Dent Rd. Works have not yet started on the Wandering Narrogin Rd where the shoulders have been narrowed by washaway.

Cuballing was once again subject to a severe weather event on the 28th February 2012.

I have spoken to MRWA re that event and am currently compiling some estimates in an endeavour to make a reimbursable claim for works that have been undertaken and for works that are yet to be undertaken to reinstate infrastructure as was. This event caused some localised flooding and also caused the Reticulation dam at the oval to break its bank. Minor damage was caused to the area between the clubrooms and the arena as the water runoff carried to the natural drain.

POPANYINNING WEST ROAD

The widening works of the Popanyinning West Rd are well advanced. We intend to apply the primerseal on Tuesday 14th March. It is expected that the job will be fully completed prior to March 20th.

STANDPIPE CONTROLLERS

The standpipe controllers are working as expected and have given no issues whatsoever for the last few months.

TREE MULCHING

Tree pruning and mulching works will resume in mid June of this year. Councillors thoughts on roads that they believe require attention appreciated. We have identified some Town Streets as requiring work and also Modra and Murbys Roads.

REFUSE SITES

Fill materials have been carted to allow for the covering of both the Cuballing and Popanyinning refuse sites. With the closure of Daylesford road on a weekly basis, the dumping of rubbish at the Popanyinning refuse site is now more controlled. Rubbish is generally being dumped at the face and does not spread all the way to the tip entrance.

PLANT AND EQUIPMENT

All items of plant and equipment are being serviced and maintained as required, and generally in good working order. Truck CN272 recently had some electronic problems. We had to end up taking the truck to Major Motors in Perth for repairs.

STAFF

Some employees are taking the Easter Week off as part of their annual leave entitlement.

John Ramage is commencing leave of approximately three weeks as of the 8th of this month.

Bob Walker is taking annual leave from April 15th, Returning May 16th.

PRIVATE WORKS

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

FOOTPATH.

The concrete footpath on Alton Street has been placed. Additional trees have also been planted. We will edge the concrete with some metal dust at the first opportunity.

EQUESTRIAN CENTRE

The arena surface has been placed and this area should be fully functional.

We are still to cart some sand for the warm up area and as fill for the concreting of the spectator path.

ROADSIDE SPRAYING

We are currently in the process of assembling a more suitable tank and spray unit.

GRAIN FREIGHT ROUTE

Tenders for the above were advertised on the 29th February. A number of prospective companies have asked for documents. Tenders are due to close on the 11th April.

ENRICHMENTS

Enrichment seals have been applied to a five kilometre section of Stratherne Rd. We also undertook Bow St, Smith St, Russell St and Forrest St. with sections of Austral St, Rose St also completed.

.....

Bob Walker
Works Manager.

9.4.2 BUILDING ACT - PROPOSED NEW DELEGATIONS AND FEES

Location/Address:	Whole of Shire
Reporting Officer:	Allan Ramsay – Environmental Health Officer/Building Surveyor
Enabling Legislation:	Building Act 2011 Local Government Act
Council Policy:	Nil
Budget Implications:	Advertising would be required for the introduction of the new fees An upgrade of the computer system will likely be required to accommodate the additional range of approvals under the Act. This will be presented to Council as information is available. Frontline staff will need to be trained to carry out the new checking system. This will to ensure that all the information is submitted to enable the Building Surveyor to provide a Certificate of Design Compliance.
File Reference:	Building Control 3
Voting Requirements:	Absolute Majority

Summary

The Building Act 2011 (the Act) was passed on 23 June 2011 and will come into effect from 1st April 2012. The Act will be the principle legislation that regulates building control in Western Australia; amending provisions of the Local Government (Miscellaneous Provisions) Act 1960 and repealing the Building Regulations 1989.

The Acts covers all buildings in the whole state and introduces permit issuing authorities (local governments), enables private certification of design compliance and is designed to streamline and clarify the building process.

The Building Act covers and provides that Certificate of Design Compliance must be issued by a person who is not associated with the building owner i.e. a local government Building Surveyor employee can not provide a Certificate of Design Compliance if the local government is the owner of the building.

Background

The existing building approvals process was established by the Local Government Act of 1960 and reflects the way buildings were designed in the 1950's, relying on builders registered under the Builders Registration Act 1939. Reviews have suggested that the legislation be updated to reflect modern building practices and managed in one place and as a result the Building Commission was established. In the process it has brought together building practitioner registration, building standards, complaints processes and building policy.

The new legislation abolishes the Builders Registration Board, the Painters Registration Board, the Building Surveyors Qualification Committee and Building Disputes Tribunal and replaces them with one entity.

The Act will provide project owners to choose certification from a private building practitioner (certified application). The provision of the Act allows local governments to provide a building certification service that is essentially a continuation of the building assessment role that has traditionally been undertaken.

The Act will bind all building work within the state, including Crown land and provides “Permit Authorities” to be established. Permit authorities can be a local government, a group of local governments (“Special Permit Authority”) or a state government. A local government wishing to be a “Special Permit Authority” will need approval from the Building Commission.

Officer’s Comment:

- The Permit Authority

The role of the Permit Authority is to issue permits, ensure building works within its district comply with relevant permits and to assess and issue (or arrange for assessment and issue) of Certificates of Design Compliance for Class 1 (single dwellings) and Class 10 (sheds, patios, carports and swimming pools)

Section 127 of the Act enables a local government to delegate any of its powers or duties as a permit authority to a person employed by the local government. To enable the continuation of the building services currently available. The following delegations are recommended to be added to Council’s existing register

A. Delegations to Chief Executive Officer

Powers and Duties – Building Act 2011

Authority: Building Act 2011

Delegation:

Council delegates its authority and powers to the Chief Executive Officer the capacity to exercise and discharge all or any of the powers and functions of the permit authority in regard to the following sections of the Building Act:

Section 96	Authority to appoint authorised persons
Section 110	Authority to issue Building Orders in relation to: 1. Stop work, alter a building or evacuate a building where there is a contravention of the provision of the Act 2. Take specific action to prevent contravention of the Act; 3. Finish an outward facing side of a wall;
Section 117	Authority to revoke Building Orders
Section 139	Authority to commence prosecution

B. Delegations to the Registered Building Surveyor

Powers and Duties – Building Act 2011

Authority: Building Act 2011

Delegation:

Council delegates its authority and powers to Council's Registered Building Surveyor the capacity to exercise and discharge all or any of the powers and functions of the permit authority in regard to the following sections of the Building Act:

Section 20	Authority to grant or refuse to grant building permits
Section 21	Authority to grant or refuse to grant demolition permits
Section 22	Authority to refuse to grant Building Permits or Demolition Permits if: 1. There appears to be an error in the documents or information provided in the application; or 2. If an application is inconsistent with: (a) A function that the Permit Authority has under written law; or (b) An agreement between the Permit Authority and the applicant
Section 58	Authority to grant, modify or refuse to grant Occupancy Permits or Building Approval Certificates
Section 65	Authority to extend the period to which the occupancy permit or modification or the building approval certificate has effect

As the proclamation date is still to be confirmed, it is not recommended that the existing delegations relating to building services be removed at this stage. It is intended that they be reviewed during the scheduled review period.

- Certification Services

The Act introduces private certifiers. Private certifiers have been operating within other states, with the local government (or Permit Authority) role being primarily enforcement.

Local government are able to provide certification. It is recommended that Council establish a building certification service, in addition to its role as a Permit Authority, so that it can continue to offer a level of service to its ratepayers and community. It will also assist in providing a viable threefold role for the officer involved in that the building certification service will also include Environmental Health duties as well as enforcement of the Building Act. It will be similar role as currently exists under the existing legislation.

The level of service offered will be limited by qualifications of staff; as imposed by the new Building Services (Registration) Act 2011 (the Registration Act). The Registration Act requires that all building service providers, including Building Surveyors, be registered and appropriately qualified.

- Fees & Charges

The Act allows for permit authorities to receive fees for applications for building, demolition and occupancy permits as well as a number of associated services. While the Regulations have yet to be proclaimed, the proposed fee model for permit authorities, as outlined by the Building Commission, are summarised in the attachment.

The reduction in the fees for certified applications is to recognise the involvement of a Registered Building Surveyor in the Design phase (and therefore less involvement of the Permit Authority's Building Surveyor. The Building Commission has provided an undertaking to review these fees once the Act has been in operation for a sufficient period of time.

Fees for certification services are permitted under the Act, to be market driven. Local Government, under the Local Government Act 1995, are required to consider the price available from an alternative provider i.e. private certifier. This is currently difficult to establish as this information has not been widely published. The fees proposed, as outlined in the recommendation, reflect the current fees charged for building licence applications and may need to be refined once the new Act has been in operation for at least 12 months.

COUNCIL DECISION:

That Council:

1. Adopt the following statutory fees to be applicable from the proclamation date of 1st April 2012:	
1. Building permit	
a) or the grant of a building permit to do building work in respect of a building or incidental structure of Class 1 & 10	
- Uncertified application	0.32% of estimated value (inclusive of GST) of the proposed building work as determined by the permit authority but not less than \$90.00
- Certified application	0.19% of the estimated value (inclusive of GST) of the proposed building work as determined by the permit authority but not less than \$90.00

<p>b) For the grant of a building permit to do building work in respect of a building or incidental structure of a Class 2 to 9 for a certified application</p>	<p>0.19% of the estimated value(inclusive of GST) of the proposed building work as determined by the permit authority but not less than \$90.00</p>
<p>c) For the grant of a building permit to do building work in respect of a building or incidental structure for an <u>amended</u> application in relation to which a building permit has already been granted</p>	<p>Modified fee – the relevant building permit application fee methodology outlined in 1 (a) and (b) is to be applied, except that the estimated value of the proposed building work as determined by the permit authority is to be calculated by determining the estimated value of the building work as amended, minus the estimated value of the building work as a determined by the permit authority declared for the purposes of the calculation of the fee for the building permit already granted but not less than \$90.00</p>
<p>2. Demolition permit a) For the grant of a demolition permit to do demolition work in respect of a building or incidental structure of Class 1 & 10</p>	<p>\$100.00</p>
<p>d) For the grant of a demolition permit to do demolition work in respect of a building or incidental structure of Class 2 to 9</p>	
<p>3. Application to extend the time during which a building or demolition permit has effect</p>	<p>\$90.00 (inclusive of GST)</p>
<p>4. Application for occupancy permit for completed building (Class 2 to 9)</p>	<p>\$90.00 (inclusive of GST) per application</p>
<p>5. Application for temporary occupancy permit for incomplete buildings</p>	<p>\$90.00 (inclusive of GST) per application</p>
<p>6. Application for modification of occupancy permit for additional use of building on temporary basis</p>	<p>\$90.00 (inclusive of GST) per application</p>
<p>7. Application for replacement occupancy permit for</p>	<p>\$100.00 (inclusive of GST) per application</p>

permanent change of buildings use, classification	
8. Application for occupancy permit or building approval certificate for registration of strata scheme, plan of re-subdivision –Class 2 to 9 buildings	\$100.00 (inclusive of GST) or \$10.00 per strata unit, whichever is greater
9. Application for occupancy permit for unauthorised Class 2 to 9 buildings	0.18% of the estimated value (inclusive of GST) of the building work a determined by the permit authority but not less than \$90.00
10. Building approval certificate for unauthorised Class 1 and 10 – certified	0.38% of the estimated value (inclusive of GST) of the building work a determined by the permit authority but not less than \$90.00
11. Application for occupancy permit for building with existing authorisation	\$90.00 (inclusive of GST) per application
12. Application for building approval certificate for building with existing authorisation (class 1 & 10 buildings)	\$90.00 (inclusive of GST) per application
13. Application to extend the time during which an occupancy permit or building approval certificate has effect	\$90.00 (inclusive of GST) per application

2. Endorses the proposal for the Shire of Cuballing to provide a building certification service in addition to its statutory role as a Permit Authority in accordance with the Building Act 1911

3. Adopts the following Shire certification fees; to be applicable from the proclamation date of the Building Act 2011, for requests relating to land within the District of the Shire of Cuballing:

Request for Certificate of Design Compliance – Class 1 and 10 building	0.13% estimated value of construction be not less than \$90.00
Request for Certificate of Design Compliance – Class 2 to 9 building	0.11% estimated value of construction be not less than \$90.00
Inspection Service for Certificate of Construction Compliance, Building Compliance, or other	\$160.00
Additional or aborted inspections charge at an hourly rate	\$80.00
When inspection period exceeds 2	\$80.00

hours, additional time charged at an hourly rate	
For applicant requests for inspections out of normal working hours, charged at an hourly rate	\$120.00
Request seeking confirmation that Planning, Environmental Health and Shire Engineering requirements have been met	\$80.00/hour
Request for additional Building Service/Advice	\$80.00

Section 20	Authority to grant or refuse to grant building permits
Section 21	Authority to grant demolition permits
Section 22	Authority to grant or refuse to grant Building Permits or Demolition Permits if; 1. There appears to be an error in the documents or information provided in the application; or 2. If an application is inconsistent with: (a) A function that the Permit Authority has under written law; or (b) An agreement between the Permit Authority and the applicant.
Section 58	Authority to grant , modify or refuse to grant Occupancy Permits or Building Approval Certificates
Section 65	Authority to extend the period to which the occupancy permit or modification or the building approval certificate has effect

Moved: Cr Haslam

Seconded: Cr Hawksley

Carried by Absolute Majority 6/0

9.4.3 BUILDING SERVICES LEVY

Location/Address:	Whole of Shire
Reporting Officer:	Allan Ramsay – Environmental Health Officer/Building Surveyor
Enabling Legislation:	Building Act 2011 Building Services Levy Act 2011 Local Government Act
Council Policy:	Nil
Budget Implications:	Advertising would be required for the introduction of the new fees
File Reference:	Building Control 3
Voting Requirements	Absolute Majority

Issue:

To consider the addition of a new fee and charge to reflect the introduction of the Building Services Levy.

Body/Background:

When customers apply for a building licence, there is a compulsory fee called the “Builders Registration Board Levy” (BRB Levy) that is a flat fee applied to all building licences and all building approval certificates. This fee is currently \$41.50. The Shire of Cuballing, like all other local governments in Western Australia, collects this fee on behalf of the Board and retains a commission for this service.

Western Australian building legislation is currently being reformed. The *Building Act 2011* has been developed with a suite of ancillary Acts; Regulations pending. A new Government department, the Building Commission, has been created. The responsibilities of the Building Commission encompass the roles of the previous:

- Department of Housing and Works Built Environment Branch
- The Builders Registration Board
- The Plumbers Licensing Board
- The Painters Registration Board
- Building Disputes Tribunal

The Building Commission identifies their role within government as follows:

- *A division of the [Department of Commerce](#) that regulates the built environment for the benefit of the community.*
- *A leader in research and development, and the setting of standards.*
- *A promoter of best practice and continuous improvement.*
- *A supporter of key trades and professions through effective registration, licensing and auditing.*
- *A comfort to consumers and building owners when they engage with the building industry.*
- *An impartial adjudicator in the resolution of industry disputes.*

The devolvement of the Builders Registration Board (BRB) will soon mean that the BRB Levy will no longer apply to building licence applications. In its place will be the "Building Services Levy". It is proposed that this levy will fund the Building Commission (and its functions) and the State Administrative Tribunal.

The levy has been set at 0.09% of the estimated contract value. The levy will apply at double the rate (i.e. 0.18%) for unauthorised building work. There has been no indication from the Commission of any change to the collection procedure currently in place.

The Building Services Levy is expected to come into effect upon proclamation of the *Building Act 2011* (the Act) on 2 April 2012. The Building Commission's information sheet "Facts about the building services levy" is attached for additional information.

Officer's Comment:

Fees and charges are usually adopted by Council during its annual adoption of the Budget. Due to the relative uncertainty surrounding the Building legislation, information about the Building Services Levy was not available to be presented to Council during its 2011/12 budget deliberations. Section 6.16 (3) of the *Local Government Act 1995* enables Council to impose fees during a financial year.

The Building Services Levy will apply when the Act is proclaimed. The initial proclamation date of the Act of 31 October 2011 with two deferments 1 January 2012 and now 2 April 2012. For Council to consider introducing additional fees, an absolute majority of Councillors must support the introduction of the charge.

Section 6.17(4) (b) of the *Local Government Act 1995* states:

Regulations may limit the amount of a fee or charge in prescribed circumstances

6.18(1) further states:

"If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not –

- (a) determine an amount that is inconsistent with the amount determined under the other written law; or
- (b) Charge a fee or charge in addition to the amount determined by or under the other written law".

For the Building Services Levy, the prescribed circumstances are any Application for a Building Permit and any Application for a Building Approval Certificate (unauthorised work). As it is possible that the Building Act 2011 will be proclaimed mid-budget period, new fees are recommended.

COUNCIL DECISION:

That Council adopts the following fees; to be applicable from the proclamation date of the *Building Act 2011*:

1. Building Services Levy for Application for Building Permit	0.09% of the estimated contract value (GST exclusive)
2. Building Services Levy for Application for Building Approval Certificate (Unauthorised work)	0.18% of the estimated contract value (GST exclusive)

Moved: Cr Conley

Seconded: Cr Newman

Carried 6/0

9.4.4 D HOPPER & JP WOOD –APPLICATION FOR ANCILLARY ACCOMMODATION AND A RELOCATABLE HOUSE

Submission to:	Ordinary Meeting of Council
Location/Address:	Lot 2 East Popanyinning Road, Popanyinning
Reporting Officer:	Allan Ramsay – Environmental Health Officer/Building Surveyor
Enabling Legislation:	Planning and Development Act 2005
Council Policy:	Town Planning Scheme No.
Budget Implications:	Nil
File Reference:	Town Planning 4
Voting Requirements:	Simple Majority

Background

Council has received a request from owners of the property Deb Hopper and Barry Wood to erect/build a relocatable dwelling at Lot 2 East Popanyinning Road, Popanyinning and convert the existing small transportable house to ancillary accommodation. The existing house was approved approximately 18 months ago.

The owners would

The author of this report has sighted the relocatable house which is currently onsite in Carlisle.

A copy of their correspondence is attached.

Comment

1. Ancillary Accommodation

Shire of Cuballing Town Planning Scheme No. 2:
Section 5.11 Development in General Agricultural Zone
Sub Section 5.11.1

“Council may grant approval of up to two dwellings on any lot, where the land is managed for agricultural production, tourism, or education purposes and where the occupants are engaged in those specified predominant land uses or activities”

Section 5.12 Development in the Rural Residential Zone
Sub Section 5.12.1

“Only one dwelling will be permitted on any lot used only for rural living purposes”

Sub Section 5.12.2

“Council may grant permit ancillary accommodation providing it is located within the same building envelope or building clearance area as the first or primary dwelling”

Planning and Development Act 2005

State Planning Policy 3.1
Residential Design Codes

Under this Policy the definition for Ancillary Accommodation is: *“Self – contained living as accommodation on the same lot as a single house of the same family as the occupier of the main dwelling”*

Whilst the Shire of Cuballing Town Planning Scheme No. 2 provides for the development of ancillary accommodation in the rural residential zone there is no mention or provision within the land zoned “General Agriculture”. However, the property is of “hobby farm” proportions and not utilised for general agriculture type industry, it may be something Council may need to consider in the future for these types of properties.

The proposal is for ancillary accommodation to be occupied by family members, which meets the definition as outlined above, whom wish to eventually retire and manage the property. Furthermore, Council has already approved a similar application at its meeting of 19 February 2009.

2. Relocatable House

The relocatable house is currently located in Carlisle and is asbestos clad and tiled roof. It is in reasonable condition and the prospective purchasers are keen to renovate it to a high standard providing they are given the opportunity to relocate it to Lot 2 East Popanyinning, Popanyinning Road near the existing house which is proposed to be used as ancillary accommodation.

Photos of the house attached.

All the asbestos will be removed and an engineer will provide a report on its condition prior to relocation.

In the past Council has adopted a bond amount of \$7,000.00 for relocated houses. This is to ensure that the relocated house is brought up to a suitable and acceptable standard.

OFFICER'S RECOMMENDATION/COUNCIL MOTION

That Council:

- 1. Grants planning approval to build the relocatable house and convert the existing small house into Ancillary Accommodation at Lot 2 East Popanyinning Road, Popanyinning;**
- 2. Planning approval is for a period of two years;**
- 3. The applicant be advised that the planning approval does not mean that the Shire of Cuballing will support a future application for subdivision of the land;**
- 4. Approves the relocation of the relocatable house to Lot 2 East Popanyinning Road, Popanyinning on the condition that it complies with Health, Building and Town Planning requirements; and**
- 5. A bond of \$7,000.00 is applied to the relocatable house.**

Moved: Cr McDougall

Seconded: Cr Haslam

Carried 6/0

9.4.5 MR. WAYNE PARKER - APPLICATION TO ERECT A DOME SHELTER AND EXTENSION TO EXISTING SHED IN RURAL TOWNSITE.

Submission to:	Ordinary Meeting of Council
Location/Address:	Lot 328, 42 Carton Street, Cuballing
Reporting Officer:	Allan Ramsay – Environmental Health Officer/Building Surveyor
Enabling Legislation:	Planning and Development Act 2005
Council Policy:	Town Planning Scheme No 2.
Policy Implications:	Town Planning Policy - Outbuildings
Budget Implications:	Nil
File Reference:	Town Planning 3
Voting Requirements:	Simple Majority

Background

Council has received a request from the owner of the property Mr. Wayne Parker to construct additional outbuildings consisting of a dome shelter and extension to an existing shed at Lot 328, No. 42 Carton Street, Cuballing. A total area including his existing outbuilding of 392m²

Mr. Parker has indicated that he requires the extra coverage for his vintage vehicles and engines which are collected for his hobby.

A copy of Mr. Parker's letter, site plan, plans of the outbuilding and photos of the property are attached.

It is recommended that the extension to the existing shed be approved providing that it matches the house and existing shed and Council refuse to approve the dome shelter.

Comment

Under the Shire of Cuballing Town Planning Scheme No. 2 Local Planning Policy for Outbuildings it is acceptable to build an outbuilding in material the built of the same material as the house providing it does not exceed 170m². Mr. Parker's shed is built of the same material as the house.

Mr Parker has requested planning approval for an extra 120m² for a dome shelter as well as an extra 92m² addition to the existing shed. The existing shed is already 10m² over the 170m².

Under the Town Planning Scheme No.2 for Outbuildings planning approval which does not comply with the above shall be referred to Council for consideration.

The addition to the existing shed is proposed to be built onto the rear of the existing shed and would blend in with the environment. The dome shelter is completely different and would stand out much more..

Under the Shire of Cuballing Town Planning Scheme No 2 Local Planning Policy for

Outbuildings clause (b) (iii) it is not permitted over 170m² where the outbuilding is built of the same material as the dwelling.

“No Planning Application will be granted for any out buildings on any rural townsite or rural residential zone lot which does not contain a residence”

OFFICERS RECOMMENDATION

That Council:

1. **Approve the 92m² addition to the existing shed providing that it matches the house and existing shed.**
2. **Refuse the application for the dome shelter.**
3. **Building licence required for the addition to the shed prior to construction.**

COUNCIL DECISION

That Council:

1. **Approve the 92m² addition to the existing shed providing that it matches the house and existing shed.**
2. **Approve the application for the dome shelter.**
3. **Building licence required for the addition to the shed prior to construction.**

Moved: Cr McDougall

Seconded: Cr Newman

Carried 6/0

The Officer Recommendation was amended as Council has approved dome shelters on previous occasions.

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

11. OTHER URGENT BUSINESS

COUNCIL DECISION:

That the urgent business item 11.1.2 be considered.

Moved: Cr Haslam

Seconded: Cr Newman

Carried 6/0

11.1.2 CUBALLING EAST ROAD INTERSECTION DESIGN.

Submission to:	Ordinary Meeting of Council
Location/Address:	Cuballing East Rd Intersection Gt Southern Hwy
Reporting Officer:	Bob Walker, Works Manager.
Enabling Legislation:	Local Government Act 1995
Council Policy:	Nil
Budget Implications:	Nil
File Reference:	Roads
Voting Requirements:	Simple Majority

Background

Main Roads has had some discussion with Council in relation to the Cuballing East Rd / Great Southern Hwy Intersection. Main Roads wish to alter the current road layout to allow for road trains and heavy vehicles to safely enter and exit the Cuballing East Rd.

Whilst some informal information has been offered from Main Roads and also from Council no plans or layout of the intersection design have been available.

Main Roads arranged a meeting for the 14th March where we were able to view a set of drawings of the proposed layout.

Comment

Whilst Main Roads have determined that the design is the optimum for the vehicles expected to utilise the road it appears to me to be fraught with danger.

One of my first comments were to the effect of why has the offset gone towards Narrogin rather than towards Pingelly. This in my mind would eliminate some of the inherent danger.

Main Roads representative advised that they have not gone that way because of the cost and problems in resuming the land required.

The design does not appear to take in to account the volume of vehicles turning right from Campbell Street towards Narrogin. This basically puts these vehicles in danger of a head on accident to a vehicle turning right from Cuballing East Rd.

Council has not had a realistic opportunity to discuss or review the proposed design. Council may wish to study the proposed intersection drawings and suggest any changes that they see fit.

The options are to accept the drawing as submitted by Main Roads or request that they be amended.

COUNCIL DECISION:

That because of concerns regarding community safety:

- 1. Council not agree to the proposal as per the current drawing, advising Main Roads of their concerns and asking that the design take into account the traffic volumes using Campbell St.; and**
- 2. Main Roads be requested to investigate the incorporation of slip lanes and a turning pocket into the design.**

Moved: Cr Hawksley

Seconded: Cr Conley

Carried 6/0

12. NEXT MEETING

Next Meeting to be held Thursday 19 April 2012, 3.00pm

13. CLOSURE OF MEETING

There being no further business the meeting closed at 5.35pm