

# **SHIRE OF CUBALLING**

**COUNCIL MEETING  
HELD ON 19 APRIL 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 19 APRIL 2012**

**Minutes**

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1. **OPENING - ANNOUNCEMENT OF VISITORS**

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
Don Ennis	Mayor Town of Narrogin
Aaron Cook	CEO Town of Narrogin

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

Nil

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 Hawksley**

Carried 6/0

5. **LEAVE OF ABSENCE:**

Nil

**6. MINUTES**

**6.1 CONFIRMATION OF 15 MARCH 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 15 March 2012 be confirmed.**

**Moved: Cr Haslam**

**Seconded: Cr McDougall**  
Carried 6/0

**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.



## 9.1 REPORTS – FINANCE AND ADMINISTRATION

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### 9.1.5 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – MARCH 2012

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<b>Submission to:</b>	Ordinary Meeting of Council
<b>Location/Address:</b>	Not applicable
<b>Reporting Officer:</b>	Nikole Brennan, Administration Officer
<b>Enabling Legislation:</b>	Local Government (Financial Management) Regulations 1996
<b>Council Policy:</b>	Register Delegated Authority
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	CMR 7
<b>Voting Requirements:</b>	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: \$746,940.76

<b>Vouchers 14177-14183</b>	<b>\$1,703.01</b>
<b>Electronic Fund Transfers</b>	<b>\$736,069.46</b>
<b>Credit Card</b>	<b>\$1468.29</b>

#### Trust

<b>Vouchers</b>	<b>\$0.00</b>
<b>Electronic Funds Transfers</b>	<b>\$7,700</b>

**Moved: Cr Conley**

**Seconded: Cr Haslam**

Carried 6/0

# Shire of Cuballing Cheque Detail

March 1 - 30, 2012

Type	Num	Date	Name	Description	Original Amount
Cheque	ddebit	01/03/2012	HostPlus Superannuation	February 2012 N GOuld	-474.15
Bill Pmt -Cheque	Debit	02/03/2012	G.S. Hobbs Contracting	Storm Damage	-44,935.00
Bill Pmt -Cheque	Debit	02/03/2012	G.S. Hobbs Contracting	Clean up Popo West Rd	-2,420.00
Bill Pmt -Cheque	Debit	02/03/2012	Phil Watts Bulldozing	Gravel Pushing	-4,650.00
Bill Pmt -Cheque	Debit	02/03/2012	BUILDING COMMISSION, DEPT OF COMMER	February BRB Reconciliation	-36.00
Bill Pmt -Cheque	Debit	06/03/2012	CORPORATE EXPRESS	Office Supplies	-56.13
Bill Pmt -Cheque	Debit	07/03/2012	Pacific Brands	Shirts	-379.24
Bill Pmt -Cheque	Debit	07/03/2012	TELSTRA	Mobile Charges	-173.67
Bill Pmt -Cheque	Debit	09/03/2012	bims earthmoving	Tree Clean up	-127,352.50
Bill Pmt -Cheque	Debit	09/03/2012	G.S. Hobbs Contracting	Repair storm damage to Nebrikinning Rd	-9,900.00
Bill Pmt -Cheque	Debit	13/03/2012	Main Roads WA	Bridge	-15,764.53
Bill Pmt -Cheque	Debit	13/03/2012	Main Roads WA	PaymentCuballing East Bridge repair and mainte	-330,000.00
Bill Pmt -Cheque	Debit	13/03/2012	C & D Cutri	Culvert Work	-15,730.00
Bill Pmt -Cheque	Debit	13/03/2012	DEWS MINI EXCAVATIONS	Excavate for Pipes	-814.00
Bill Pmt -Cheque	Debit	13/03/2012	Department of Transport		-555.00
Bill Pmt -Cheque	Debit	13/03/2012	COMMANDER AUSTRALIA LTD	Telephone Rental	-530.79
Bill Pmt -Cheque	Debit	13/03/2012	Auslec	Boots	-148.39
Bill Pmt -Cheque	Debit	13/03/2012	Auslec	Boots	-260.19
Bill Pmt -Cheque	Debit	13/03/2012	Auslec	Jacket	-133.72
Bill Pmt -Cheque	Debit	13/03/2012	Auslec	Strobelight Beacon	-213.14
Bill Pmt -Cheque	Debit	19/03/2012	G.S. Hobbs Contracting	Repair Storm damage to Dent Rd	-9,900.00
Bill Pmt -Cheque	Debit	19/03/2012	TELSTRA	Phone Charges	-464.96
Bill Pmt -Cheque	Debit	19/03/2012	Toll Ipec	Freight	-8.45
Bill Pmt -Cheque	Debit	19/03/2012	Synergy		-3,074.10
Bill Pmt -Cheque	Debit	19/03/2012	bims earthmoving	Tree Clean up	-16,359.75
Bill Pmt -Cheque	Debit	19/03/2012	bims earthmoving	Tree Clean up	-17,679.75
Bill Pmt -Cheque	Debit	19/03/2012	bims earthmoving	Tree Clean up	-21,733.25
Bill Pmt -Cheque	Debit	19/03/2012	BEAUREPAIRES		-88.00
Bill Pmt -Cheque	Debit	21/03/2012	Department of Transport		-1,139.20
Bill Pmt -Cheque	Debit	21/03/2012	Australian Taxation Office - cr	BAS FEB 2012	-15,022.00
Bill Pmt -Cheque	Debit	21/03/2012	CORNER'S AUTOMOTIVE ELECTRICS	Repair Horn	-24.75
Bill Pmt -Cheque	Debit	21/03/2012	Ballards Of Narrogin	Shuttle 1000Lt	-200.00

## Shire of Cuballing Cheque Detail

Bill Pmt -Cheque	Debit	21/03/2012	CORPORATE EXPRESS	Office Stationary	-85.80
Bill Pmt -Cheque	Debit	21/03/2012	FARMWORKS AUSTRALIA PTY LTD	Wheeler Bin	-212.11
Bill Pmt -Cheque	Debit	21/03/2012	GS & B Madej Bricklaying	Footpaths	-6,983.90
Bill Pmt -Cheque	Debit	21/03/2012	LANDGATE	Rural UV Interim Valuation Shared	-143.20
Bill Pmt -Cheque	Debit	21/03/2012	LANDGATE	Minimum Charge	-34.00
Bill Pmt -Cheque	Debit	21/03/2012	MAJOR MOTORS PTY LTD		-1,463.79
Bill Pmt -Cheque	Debit	21/03/2012	MCDUGALL WELDMENTS	Steel	-20.90
Bill Pmt -Cheque	Debit	21/03/2012	Mechanical & Diesel Services	Air Fittings	-69.30
Bill Pmt -Cheque	Debit	21/03/2012	MAKIT NARROGIN HARDWARE	Various Items	-84.70
Bill Pmt -Cheque	Debit	21/03/2012	Narrogin Technology Solutions	Computer Part	-39.95
Bill Pmt -Cheque	Debit	21/03/2012	NARROGIN TOYOTA	Oil Filter & Element	-67.67
Bill Pmt -Cheque	Debit	21/03/2012	NARROGIN AGRICULTURAL REPAIRS	Deflector shield	-91.00
Bill Pmt -Cheque	Debit	21/03/2012	NARROGIN AUTO ELECTRICS	Parts	-375.81
Bill Pmt -Cheque	Debit	21/03/2012	NARROGIN HIRE SERVICE AND RETICULATI Valve		-188.80
Bill Pmt -Cheque	Debit	21/03/2012	NARROGIN PACKAGING	Bin liners & Toilet Paper	-137.85
Bill Pmt -Cheque	Debit	21/03/2012	NARROGIN PACKAGING	Cleaning Products	-84.35
Bill Pmt -Cheque	Debit	21/03/2012	SHIRE OF NGN	Reimbursement Lindsay Epworth Long Service	-257.99
Bill Pmt -Cheque	Debit	21/03/2012	Road Signs Australia	Signs	-416.90
Bill Pmt -Cheque	Debit	23/03/2012	LGIS Risk Management	Regional Risk Coordination	-2,060.30
Bill Pmt -Cheque	Debit	23/03/2012	CUBALLING TAVERN	Meals and refreshments	-709.90
Bill Pmt -Cheque	Debit	23/03/2012	AIR LIQUIDE WA PTY LTD	Cylinder	-96.71
Bill Pmt -Cheque	Debit	23/03/2012	Belvedere Nursey	Plants and Pots	-73.50
Bill Pmt -Cheque	Debit	23/03/2012	Filters Plus	Air Filters	-353.43
Bill Pmt -Cheque	Debit	23/03/2012	GREAT SOUTHERN FUEL SUPPLIES	Fuel Charges for Feb 2012	-10,092.12
Bill Pmt -Cheque	Debit	23/03/2012	HAINES NORTON (WA) PTY LTD	Supply Rates 2011/12 Local Gov Rates Comparis	-198.00
Bill Pmt -Cheque	Debit	23/03/2012	Kels Tyres	Tyre	-1,250.70
Bill Pmt -Cheque	Debit	23/03/2012	Kevrek Pty Ltd	Solenoid	-130.63
Bill Pmt -Cheque	Debit	23/03/2012	Narrogin Plant Hire.	Backhoe hire (to dig Grave)	-748.00
Bill Pmt -Cheque	Debit	23/03/2012	Pacific Brands	Uniform	-224.72
Bill Pmt -Cheque	Debit	23/03/2012	Auslec	Strobelight Beacon	-203.28
Bill Pmt -Cheque	Debit	23/03/2012	Fuji Xerox	Photo Copying	-86.81
Bill Pmt -Cheque	Debit	26/03/2012	Waterman Irrigation	1 years access charge	-396.00
Bill Pmt -Cheque	Debit	26/03/2012	WESTRAC EQUIPMENT	Hose	-201.47



# Shire of Cuballing

## Cheque Detail

		March 1 - 30, 2012		Parts for Engine		
Bill Pmt -Cheque	Debit	26/03/2012	TOTAL UNDERCAR			-24.20
Bill Pmt -Cheque	Debit	26/03/2012	Synergy			-157.15
Bill Pmt -Cheque	Debit	26/03/2012	Toll Ipec	Freight		-17.89
Bill Pmt -Cheque	Debit	26/03/2012	Southern Lock & Security	Carbine entry lockset keyed to MK & 5 Key		-469.82
Bill Pmt -Cheque	Debit	26/03/2012	Southern Lock & Security	Service Labour to key in to Master Key on all pa		-374.00
Bill Pmt -Cheque	Debit	26/03/2012	Road Signs Australia	Road Signs		-407.00
Bill Pmt -Cheque	Debit	26/03/2012	QUICKFIT WINDSCREENS & NARROGIN GLA	Cut and fit glass to Grader		-253.00
Bill Pmt -Cheque	Debit	26/03/2012	JR & A HERSEY P/L	Assorted		-446.09
Bill Pmt -Cheque	Debit	26/03/2012	Great Southern Waste Disposal	Management of Tip		-2,858.21
Bill Pmt -Cheque	Debit	26/03/2012	EDWARDS MOTORS PTY LTD	Filters and Parts		-411.60
Bill Pmt -Cheque	Debit	26/03/2012	Dan Turner	Site Inspection and tender documents		-2,400.00
Bill Pmt -Cheque	Debit	26/03/2012	CUBY ROADHOUSE	Charges for Feb 2012		-304.65
Bill Pmt -Cheque	Debit	26/03/2012	COMMANDER AUSTRALIA LTD	Telephone Contract Charges		-158.24
Bill Pmt -Cheque	Debit	26/03/2012	Avon Waste	Bulk Bin service & rent		-521.97
Bill Pmt -Cheque	Debit	26/03/2012	LANDVISION	Misc Planning Advice		-440.00
Bill Pmt -Cheque	Debit	28/03/2012	bims earthmoving	Storm Damage Clean up		-15,661.25
Bill Pmt -Cheque	Debit	28/03/2012	bims earthmoving	Storm Damage Clean up		-22,819.50
Bill Pmt -Cheque	Debit	28/03/2012	Road Signs Australia	Signs		-924.00
Bill Pmt -Cheque	Debit	28/03/2012	NARROGIN CHAMBER OF COMMERCE	Annual Membership		-110.00
Bill Pmt -Cheque	Debit	28/03/2012	Auslec	Boots		-138.36
Cheque	Direct debi	28/03/2012	AMP Life Ltd	M D'Alton Superannuation March2012		-266.54
Cheque	Directdebit	01/03/2012	MTAA Superannuation Fund	Superannuation N brennan February 2012		-474.15
Cheque	Directdebit	01/03/2012	AMP Life Ltd	Superannuation M DALTON February 2012		-354.46
Cheque	Directdebit	01/03/2012	Westscheme	Superannuation P Tourle February 2012		-471.72
Cheque	DirectDebit	01/03/2012	RAMSAY SUPERANNUATION FUND	Superannuation February 2012		-215.12
Cheque	DirectDebit	01/03/2012	WALGSP	OUt side Staff Superannuation plus Haydon, Shi		-9,926.39
Cheque	DirectDebit	28/03/2012	RAMSAY SUPERANNUATION FUND	A Ramsay Superannuation March 2012		-196.44
Cheque	DirectDebit	28/03/2012	HostPlus Superannuation	N Gould Superannuation March 2012		-318.20
Cheque	DirectDebit	28/03/2012	MTAA Superannuation Fund	N Brennan Superannuation March 2012		-318.20
Cheque	DirectDebit	28/03/2012	WALGSP	Out side Staff select Admin (haydon,thomson, sl		-6,531.84
Cheque	DirectDebit	28/03/2012	Westscheme	P Tourle Superannuation March 2012		-295.22
Bill Pmt -Cheque	14177	02/03/2012	Building & Construction Industry Training	February BCITF Reconciliation		-69.40
Cheque	14178	19/03/2012	RATES	PAYEE - ON & JS FRANCIS (OVERPAYMENT OF		-320.96

## Shire of Cuballing Cheque Detail

March 1 - 30, 2012				Rates: Terry Clark	
Bill Pmt -Cheque	14179	20/03/2012	SHIRE OF CUBALLING.	Postage	-160.00
Bill Pmt -Cheque	14180	22/03/2012	AUSTRALIA POST	Post Box renewal	-251.15
Bill Pmt -Cheque	14181	22/03/2012	AUSTRALIA POST	Postage for March	-21.50
Bill Pmt -Cheque	14182	23/03/2012	AUSTRALIA POST	Coles Card	-380.00
Bill Pmt -Cheque	14183	28/03/2012	CASH.	Building Bond Reimbursement	-500.00
Bill Pmt -Ddebit	Trust Account	30/03/2012	Jason Fuller	Hall Hire Bond Reimbursement	7,500.00
Bill Pmt -Ddebit	Trust Account		Elizabeth Hansen	Credit Card	200.00
Credit Card					1,468.29

Total	-\$	746,940.76
Municipal - Cheque	-\$	1,703.01
Municipal - Direct Debit	-\$	736,069.46
Trust	-\$	7,700.00
Credit Card	-\$	1,468.29



#### 9.1.6 STATEMENT OF FINANCIAL ACTIVITY

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<b>Submission to:</b>	Ordinary Meeting of Council
<b>Location/Address:</b>	Not applicable
<b>Reporting Officer:</b>	Clare Thomson & Monique D'Alton
<b>Enabling Legislation:</b>	Local Government (Financial Management) Regulations 1996
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	CMR 7
<b>Voting Requirements:</b>	<b>Simple majority</b>

#### **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 31 March 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 31 March 2012, be received.**

**Moved: Cr McDougall**

**Seconded: Cr Haslam**

Carried 6/0

**Shire of Cuballing**  
**Notes on financial reports for March 2012**

**General Purpose Funding**

Rates

At present an amount of \$743,862 has been raised in rates with a discount of \$45,939. Debtors at the end of February are \$45,237.

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, Time base 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.

Council received a grant of \$319,682 for the purchase of new fire vehicle located at Popanyinning. This item was not budgeted for the 2011/12 financial year.

**Housing**

Loss on sale of assets

Following an investigation into Councils' asset register it was discovered that three blocks were still showing on the register even though they had been sold in 1998. This has resulted in a loss of \$9,750.

**Recreation and Culture**

Grants and contributions

\$5,000 was received from the Narrogin Pony Club as a contribution to the Equestrian Centre. \$166,379 was received from Department of Sport and Recreation and \$10,000 from the Narrogin Pony and Riding Club.

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 \$1,246,022 has been received from various funding bodies. This includes \$564,504 received for storm damage.

**Shire of Cuballing**  
**Notes on financial reports for March 2012**

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 \$549,894 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

To date an amount of \$49,195 has been received from private works. The main income items are plant hire charges of \$19,618 and sand/gravel sales of \$26,239

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

## Bank Reconciliation as at 30 Mar 2012

	Municipal Fund	Trust Fund	Reserve Accts
Opening balance	651,118.35	64,035.07	316,074.78
Income	971,449.77	1,320.00	240,000.00
Add interest	1,609.29	-	995.26
Expenditure	- 1,056,398.56	7,700.00	-
<b>Closing balance</b>	<b>567,778.85</b>	<b>57,655.07</b>	<b>557,070.04</b>
Bank account	269,318.68	57,655.07	2,903.89
Investments	300,000.00	-	554,166.15
Plus O/S deposits	771.70	-	-
Less O/S cheques	- 2,311.53	-	-
<b>Closing balance</b>	<b>567,778.85</b>	<b>57,655.07</b>	<b>557,070.04</b>

## Investments as at 30 March 2012

Account Number	Maturity Date	Interest Rate	Fund/Account	
			Municipal	Trust
34455506	Cash Deposit	4.00%	-	554,166.15
34681402	Cash Deposit	4.00%	300,000.00	
<b>Total</b>			<b>300,000.00</b>	<b>554,166.15</b>

**SHIRE OF CUBALLING**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2011 TO 30 MARCH 2012**

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**SHIRE OF CUBALLING**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2011 TO 30 MARCH 2012**

	NOTE	30 March 2012 Actual \$	30 March 2012 Y-T-D Budget \$	2011/2012 Budget \$	Variances Budget to Actual Y-T-D %
<b><u>Operating</u></b>					
<b>Revenues/Sources</b>					
Governance		13,984	13,450	18,400	(3.97%)
General Purpose Funding		683,921	682,850	468,103	(0.16%)
Law, Order, Public Safety		354,817	33,400	23,720	(962.33%)
Health		1,493	1,350	1,364	(10.59%)
Education and Welfare		-	-	-	0.00%
Housing		-	-	-	0.00%
Community Amenities		43,716	42,500	1,500	(2.86%)
Recreation and Culture		183,921	182,500	787,659	(0.78%)
Transport		1,422,386	1,135,000	739,622	(25.32%)
Economic Services		9,181	8,500	21,045	(8.01%)
Other Property and Services		103,636	95,000	63,000	(9.09%)
		<u>2,817,055</u>	<u>2,194,550</u>	<u>2,124,413</u>	
<b>(Expenses)/(Applications)</b>					
Governance		(345,114)	(312,500)	(148,098)	(10.44%)
General Purpose Funding		(46,941)	(46,000)	(96,986)	
Law, Order, Public Safety		(56,386)	(52,250)	(123,803)	(7.92%)
Health		(10,321)	(9,500)	(31,127)	(8.64%)
Education and Welfare		(350)	(400)	(9,139)	
Housing		(20,899)	(9,300)	(16,933)	(124.72%)
Community Amenities		(63,789)	(61,500)	(160,713)	(3.72%)
Recreation & Culture		(120,095)	(119,000)	(192,465)	(0.92%)
Transport		(1,894,253)	(1,512,500)	(1,171,423)	(25.24%)
Economic Services		(42,923)	(40,500)	(135,260)	(5.98%)
Other Property and Services		114,493	100,000	(67,837)	(14.49%)
		<u>(2,486,578)</u>	<u>(2,063,450)</u>	<u>(2,153,784)</u>	
<b><u>Adjustments for Non-Cash</u></b>					
<b><u>(Revenue) and Expenditure</u></b>					
(Profit)/Loss on Asset Disposals		2,670	(1,992)	(1,992)	
Depreciation on Assets		597,326	597,326	648,095	
Movement in leave entitlements and accrued wages		(24,938)	(24,938)	-	
<b><u>Capital Revenue and (Expenditure)</u></b>					
Purchase Land Held for Resale		-	-	-	
Purchase Land and Buildings		(630,072)	(630,072)	(1,231,812)	
Purchase Infrastructure Assets - Roads & Footpaths		(659,970)	(659,970)	(735,417)	
Purchase Infrastructure Assets - Other		(106,948)	(106,447)		
Purchase Plant and Equipment		(417,874)	(98,192)	(164,092)	
Purchase Furniture and Equipment		-	-	(15,000)	
Proceeds from Disposal of Assets		29,442	29,442	37,439	
Repayment of Debentures		(32,896)	(32,896)	(41,275)	
Proceeds from New Debentures		-	-	-	
Transfers to Reserves (Restricted Assets)		(253,009)	(253,009)	(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		(709,606)	(1,031,541)	-	
<b>Amount Raised from Rates</b>		<b><u>(743,864)</u></b>	<b><u>(745,016)</u></b>	<b><u>(745,016)</u></b>	

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 30 MARCH 2012

	30-Mar	2012
	Actual	Budget
	\$	\$
<b>3. ACQUISITION OF ASSETS</b>		
The following assets have been acquired during the period under review:		
<b><u>By Program</u></b>		
Governance	8,127	7,893
Law Order Public Safety	319,682	
Housing	-	
Recreation and Culture	621,945	621,945
Transport	758,162	545,393
Other Property and Services	106,948	106,447
	<u>1,814,864</u>	<u>1,281,678</u>
<b><u>By Class</u></b>		
Land Held for Resale		
Land and Buildings	630,072	629,838
Infrastructure Assets - Roads & Footpaths	659,970	447,201
Infrastructure Assets - Other	106,948	106,447
Plant and Equipment	417,874	98,192
Furniture and Equipment	-	
	<u>1,814,864</u>	<u>1,281,678</u>

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 30 MARCH 2012

4. DISPOSALS OF ASSETS

<b>By Program</b>	Net Book Value	Sale Proceeds	Profit(Loss)
	30-Mar 2012 Actual \$	30-Mar 2012 Actual \$	30-Mar 2012 Actual \$
<b>Governance</b>			
Airconditioner	-	-	-
Fax Machine	-	-	-
ASI Pentium and NEC monitor	-	-	-
Canon Laser Printer	-	-	-
Octek Computer	-	-	-
Olivetti Typewriter	-	-	-
	-	-	-
<b>LOPS</b>	-	-	-
Fire Truck	-	-	-
<b>Housing</b>			
Lot 143 Bow Street	3,250.00	-	(3,250)
Lot 145 Bow street	3,250.00	-	(3,250)
Lot 147 Bow Street	3,250.00	-	(3,250)
<b>Recreation &amp; Culture</b>			
Stove Popo Hall	-	-	-
Gas stove and water Heater	10.00	-	(10)
	-	-	-
	-	-	-
<b>Transport</b>	-	-	-
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	(2,670)

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2011 TO 30 MARCH 2012

**4 DISPOSALS OF ASSETS**

	Net Book Value	Sale Proceeds	Profit(Loss)
	30-Mar 2012 Actual \$	30-Mar 2012 Actual \$	30-Mar 2012 Actual \$
<b>Plant and Equipment</b>			
Toyota Hilux	-	3,637	3,637
Toyota Hilux	-	3,357	3,357
Holden VE Commodore Sedan	22,352	22,448	96
Fire Truck	-	-	-
<b>Furniture and Equipment</b>			
Airconditioner	-	-	-
Fax Machine	-	-	-
ASI Pentium and NEC monitor	-	-	-
Canon Laser Printer	-	-	-
Octek Computer	-	-	-
Olivetti Typewriter	-	-	-
Stove Popo Hall	-	-	-
Gas stove and water Heater	10	-	(10)
<b>Land and Buildings</b>			
Lot 143 Bow Street	3,250.00	-	(3,250)
Lot 145 Bow street	3,250.00	-	(3,250)
Lot 147 Bow Street	3,250.00	-	(3,250)
	32,112	29,442	(2,670)

**Summary**

Profit on Asset Disposals  
Loss on Asset Disposals

<b>30-Mar 2012 Actual \$</b>
7,090
(9,760)
<b>(2,670)</b>

**SHIRE OF CUBALLING**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2011 TO 30 MARCH 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 \$
<b>Recreation &amp; Culture</b>								
Loan #60	9,774		9,702	9,774	72	-	383	218
Loan #61	39,943		6,230	8,561	39,943	31,382	1,747	2,074
<b>Transport</b>								
Loan #62	197,502		16,964	22,940	180,538	174,562	9,692	12,608
	247,219	-	32,896	41,275	220,553	205,944	11,822	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 30 MARCH 2012

	30-Mar 2012 Actual \$	2011/12 Budget \$
<b>6. RESERVES</b>		
<b>Cash Backed Reserves</b>		
<b>(a) Plant and Equipment Reserve</b>		
Opening Balance	184,974	184,974
Amount Set Aside / Transfer to Reserve	3,876	24,551
Amount Used / Transfer from Reserve	-	-
	<u>188,850</u>	<u>209,525</u>
<b>(b) IT and Office Equipment Reserve</b>		
Opening Balance	8,438	8,438
Amount Set Aside / Transfer to Reserve	171	20,414
Amount Used / Transfer from Reserve	-	-
	<u>8,609</u>	<u>28,852</u>
<b>(c) Employee Entitlements</b>		
Opening Balance	24,992	24,992
Amount Set Aside / Transfer to Reserve	514	27,744
Amount Used / Transfer from Reserve	-	-
	<u>25,506</u>	<u>52,736</u>
<b>(d) Road and Bridge Construction Reserve</b>		
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>
<b>(e) Housing Reserve</b>		
Opening Balance	6,958	6,958
Amount Set Aside / Transfer to Reserve	148	414
Amount Used / Transfer from Reserve	-	-
	<u>7,106</u>	<u>7,372</u>
<b>(f) Recreation and Community Facility Res</b>		
Opening Balance	25,274	25,274
Amount Set Aside / Transfer to Reserve	245,596	251,924
Amount Transferred from Road and Bridge Res	1,597	241,597
Amount Used / Transfer from Reserve	-	(240,000)
	<u>272,467</u>	<u>278,795</u>
<b>(g) Refuse Site Reserve</b>		
Opening Balance	53,422	53,422
Amount Set Aside / Transfer to Reserve	1,107	12,760
Amount Used / Transfer from Reserve	-	-
	<u>54,529</u>	<u>66,182</u>
<b>Total Cash Backed Reserves</b>	<u>557,067</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 30 MARCH 2012

	30-Mar 2012 Actual \$	2010/11 Budget \$
<b>6. RESERVES (Continued)</b>		
<b>Summary of Transfers To Cash Backed Reserves</b>		
<b>Transfers to Reserves</b>		
Plant and Equipment Reserve	3,876	24,551
IT and Office Equipment Reserve	171	20,414
Employee Entitlement Reserve	514	27,744
Road and Bridge Construction Reserve	-	-
Housing Reserve	148	414
Recreation and Community Facility Reserve	247,193	251,924
Refuse Site Reserve	1,107	12,760
	<u>253,009</u>	<u>337,807</u>
<b>Transfers from Reserves</b>		
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>
<b>Total Transfer to/(from) Reserves</b>	<u>11,412</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 30 MARCH 2012

	30-Mar 2012 Actual \$	Brought Forward 1-Jul \$
<b>7. NET CURRENT ASSETS</b>		
<b>Composition of Estimated Net Current Asset Position</b>		
<b>CURRENT ASSETS</b>		
Cash - Unrestricted	571,977	317,451
Cash - Restricted	557,070	545,654
Prepaid assets	-	11,040
Receivables	253,991	1,109,308
Inventories	6,741	6,741
	<u>1,389,779</u>	<u>1,990,194</u>
<b>LESS: CURRENT LIABILITIES</b>		
Payables and Provisions	<u>(123,103)</u>	<u>(554,603)</u>
NET CURRENT ASSET POSITION	1,266,676	1,435,591
Less: Cash - Reserves - Restricted	(557,070)	(545,654)
<b>NET CURRENT ASSET POSITION</b>	<u><u>709,606</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 30 MARCH 2012**

**8. RATING INFORMATION**

<b>RATE TYPE</b>	<b>Rate in \$</b>	<b>Number of Properties</b>	<b>Rateable Value \$</b>	<b>2011/12 Rate Revenue \$</b>	<b>2011/2012 Interim Rates \$</b>	<b>2011-2012 Back Rates \$</b>	<b>2011/2012 Total Revenue \$</b>	<b>2011/12 Budget \$</b>
<b>General Rate</b>								
UV - Cuballing	0.005224	308	108,922,980	568,338	-	-	568,338	569,209
GRV - Cuballing	0.056434	188	2,044,220	106,468	-	-	106,468	106,597
<b>Sub-Totals</b>		496	110,967,200	674,806	-	-	674,806	675,806
<b>Minimum Rates</b>	<b>Minimum \$</b>							
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
<b>Sub-Totals</b>		165	1,370,337	68,658	-	-	68,658	68,860
Ex gratia rates							743,464	744,666
Specified Area Rates							398	350
Discounts							-	-
							743,862	745,016
							(45,939)	(48,000)
<b>Totals</b>							697,923	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 30 MARCH 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	-	(7,500)	6,839
Bonds - Hall Hire	900	400	(200)	1,100
Reimbursements	9,063	-	(99)	8,964
Social Club	4,030	2,988	(1,729)	5,289
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>57,855</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.



### 9.1.7 BUDGET REVIEW

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<b>Submission to:</b>	Ordinary Meeting of Council
<b>Location/Address:</b>	Not Applicable
<b>Reporting Officer:</b>	Clare Thompson - Accountant
<b>Enabling Legislation:</b>	Local Government (Financial Management) Regulations 1996
<b>Budget Implications:</b>	Outlined in the report
<b>File Reference:</b>	CMR7
<b>Voting Requirements:</b>	Absolute Majority

#### **Background**

A Statement of Financial Activity incorporating year to date budget variations and forecasts to 30 June 2012 for the period ended 31 December 2012 is presented for council to consider. The Local Government (Financial Management) Regulations 1996, regulation 33A as amended, requires that Local Governments conduct a budget review between 1 January and 31 March in each financial year. A copy of the review and determination is to be provided to the Department of Local Government within 30 days of the adoption of the review.

#### **Officers Comment**

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

Description	Increase in available cash	Decrease in available cash	Amended Budget running balance
	\$	\$	\$
Reduction in private works wages based on actuals	6,773		828,517
Allocation increase n works overhead	22,521		851,038
Decrease allocation in works		-1,575	849,463
Increase in sand and gravel sales based on actuals	10,000		859,463
Decrease in plant hire charges		-5,000	854,463
Reduction in private works sales		-18,000	836,463
Decrease in insurance for workers comp and public liability	1,575		838,038
Decrease in unleaded fuel purchased	12,000	0	850,038
Workers comp paid		-46,424	803,614
Reimburse workers comp	18,516		822,130
Increase in blue metal sales	300		822,430
Increase in insurance costs		-5,027	817,403
Increase in part and repairs based on actuals		-30,000	787,403
Insurance rebate	506		787,909
Reduction in proceeds from sale of plant		-7,997	779,912
Extra transfer to reserve	1,597		781,509
Land purchase for regional site		-60,000	721,509
Grain freight project expenditure		-162,000	559,509
Increase in infrastructure other standpipe controllers		-3,754	555,755
Redn in plant and equipment of works manager vehicle	1,854		557,609
Decrease in transfer to reserve	8,500	0	566,109
Difference in profit on sale		-5,098	561,011
Add accrual written back		-24,938	536,073
Difference in surplus at beginning of the year	86		536,159
Amended Closing Funds as per Council Resolution (g)	1,946,497	-1,410,338	536,159

### COUNCIL DECISION:

That the Budget Review for the period 1 July 2011 to 31 December 2011 be received and the amendments adopted.

**Moved: Cr Hawksley**

**Seconded: Cr Conley**

Carried 6/0 by absolute majority

### 9.2.12 FORWARD CAPITAL WORKS PLAN

---

<b>Location/Address:</b>	Whole of shire
<b>Reporting Officer:</b>	Eva Haydon – Chief Executive Officer
<b>Enabling Legislation:</b>	Local Government Act 1995as amended
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	Budget provision has been made
<b>File Reference:</b>	
<b>Voting Requirements:</b>	<b>Absolute</b> Majority

#### **Background**

Council adopted the Shire of Cuballing Forward Capital Works Plan in December 2010 and subsequently amended it in June 2011. Items included within the original plan were sourced from public meetings during the compilation of the plan by Morrison Low Consultants.

Since that time, other items, not originally included but brought up by the community, have been costed and budget provision made to include them as Country Local Government Fund projects for 2011/12. The major new items are the Men's Shed improvements, Reseals and the Cemetery upgrades, previously discussed in forums. Community consultation has been carried out on all the items in the Forward Capital Works Plan over a period of several months. Following this consultation, priority sheets listing all projects were provided to Progress Associations, sporting and community groups for their opinion. Budget provision has been made for all the items listed in the Forward Capital Works Plan.

It is now necessary to formally include these items in the Forward Capital Works Plan in order to apply for Country Local Government Funds.

#### **Comment**

The new items to be included have increased the provision in recreation facility upgrades with the addition of cemetery upgrades to both Popanyinning and Cuballing Cemeteries and improvements to the Cuballing Men's Shed.

#### **COUNCIL DECISION:**

**That the attached Shire of Cuballing Forward Capital Works Plan be adopted and a copy forwarded to the Department of Regional Development and Lands.**

**Moved: Cr Newman**

**Seconded: Cr McDougall**

Carried 6/0 by Absolute Majority



#### 9.2.14 OPTION TO PURCHASE LOT 1 (75) ALTON ST CUBALLING

---

<b>Submission to:</b>	Ordinary Meeting of Council
<b>Location/Address:</b>	Vacant Land next to Cuballing Tavern, Lot 1 Alton Street, Cuballing
<b>Reporting Officer:</b>	Monique D'Alton, Finance/Payroll Officer
<b>Enabling Legislation:</b>	Nil
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	<b>Recreation 12</b>
<b>Voting Requirements:</b>	<b>Absolute Majority</b>

#### **Background**

Lot 1 Alton Street Cuballing resides alongside the North Wall of Cuballing Tavern and extends from Alton through to Austral Street. Currently the Shire maintained Playground equipment resides there. The Cuballing Taverns' patrons utilise this recreation area.

#### **Comment**

It was initially thought that where the playground equipment is situated, was recreation reserve. However, on investigation this is not the case. The recreation reserve is actually on the far right between Lot 1 and Lot 11 (refer Map). According to certificate of title the frontage on Lot 1 is 15.08 metres with the reserve being approximately 15 metres also. Currently there is 7-8 metres of the existing playground overlapping onto the reserve.

It is proposed that the Shire approach the Proprietors of the Cuballing Tavern with an offer to purchase the land. This would then remove responsibility from the Shire with regards to the play equipment and block maintenance and provide a small amount of revenue with the sale of the block and future rates.

#### **OFFICER RECOMMENDATION:**

**That the;**

- 1. Shire of Cuballing take up the opportunity to sell Lot 1 Alton Street to the Proprietors of the Cuballing Tavern.**
- 2. Have an option to allow the Proprietors to payment plan, if required, over the period of designated years.**

**Moved:**

**Seconded:**

**This item has been deferred until May Meeting**







### 9.2.15. SHIRE OF CUBALLING PROPOSAL TO ADVISORY BOARD

---

**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  
**File Reference:**  
**Voting Requirements:** **Absolute** Majority

#### **Background**

Council has been part of the Cuballing, Narrogin and Wickepin (CNW) RTG since November 2010. During that time a Current State Report, Amalgamated State Report and Transitional Considerations Report have been compiled using information from the CNW member councils.

Public meetings have been held to present the reports to each of the communities.

Prior to Council's agreement to become a member of the CNW Regional Transition Group a number of issues were discussed and a list compiled of items Council intended to request as conditions in the event of amalgamation being an option. The list of conditions was refined at the March Council forum.

#### **Comment**

Council is now required to decide whether to submit a proposal to amalgamate with the remaining members of the CNW Regional Transition Group to the Local Government Advisory Board.

#### **OFFICER RECOMMENDATION:**

**For Council consideration.**

**Moved: Cr Conley**

**Seconded: Cr Newman**

Carried 6/0 by Absolute Majority

The President invited Mayor Ennis to speak to the meeting.

The Mayor told the meeting that when the new entity was formed, all ratepayers needed to be looked after and as a result of his experience with Main Roads, he was aware of road maintenance requirements in rural areas, particularly from a safety aspect. He also added that it didn't matter how many ratepayers lived on a road, they still had the right to a safe and well maintained road.

## **COUNCIL DECISION**

**1 The Shire of Cuballing resolve to amalgamate with the local governments of the Town and Shire of Narrogin and submit a proposal for amalgamation to the Local Government Advisory Board for implementation in accordance with the provisions of clause 2 of Schedule 2.1 of the Local Government Act 1995;**

**2 The attached supporting documents which set out the nature of the proposal, reasons for making the proposal, the effects of the proposal on the local governments and accompanying plan illustrating the new local government boundary, be submitted to the Local Government Advisory Board; and**

**3 The following items be agreed to by the Minister for Local Government and Multicultural Affairs prior to the submission of the proposal to the Local Government Advisory Board:**

**The number of Councillors in the new local government for the first four years should be seven with two from the Shire of Cuballing and the Shire of Narrogin and three from the Town of Narrogin and the President/Mayor being elected from within Council;**

**Commissioners of the new local government to be an elected member from each of the amalgamating local governments, an independent Chair and Deputy Chair appointed by the Minister for Local Government following consultation from the amalgamating Councils;**

**The State Government agree to the conversion of the Crown Grant on Lot 36 Federal Street, Narrogin (i.e. Shire of Narrogin Administration Centre/Council Chamber) to Freehold Title at no cost to the local government;**

**1 January 2014 to be the target date for the creation of the new local government;**

**The Transitional consideration reference document is designed to give an overview of the tasks, complexity and duration of a potential transition if a merger proceeds. It also outlines the potential budget that will be requested from the Department of Local Government to support the creation of an amalgamated local government. The State Government will entirely fund the total cost of tasks required during the transition period;**

**Any increases in rates to achieve parity between the rate in the dollar of the amalgamating governments be phased in over a period of up to five years and be applied in addition to required annual rate increases;**

**The Minister be requested for funding to engage an independent person to assess requirements for the newly amalgamated entity. Funding is also sought for more detailed investigation regarding costing for a new building or extensions to an existing building which will be carried out once this assessment is complete.**

The Minister for Local Government be requested to retrospectively fund the first payment towards the three local governments' purchase and installation of Financial Software from the provision of funding for ICT requirements, together with hardware requirements purchased to host that software, with the balance of payments being paid with the transition period costs following confirmation of the amalgamation of the Shires of Cuballing, Narrogin and Town of Narrogin.

The Minister for Local Government be requested that the terms of those Councillors which expire in October 2013 be extended until 1 January 2014. This will require permission from the Electoral Commissioner to defer the October 2013 election until January 2014, which will then result in there not being a requirement for an election as the new local government will have been proclaimed.





## **WORKS MANAGERS REPORT 12<sup>th</sup> April 2012**

### **SUMMER GRADING**

Summer maintenance grading is ongoing.

One grader is currently undertaking whole of the Shire maintenance grading on a rotational basis. With most leave having been taken our graders are able to work pro-actively rather than re-actively.

### **STORM DAMAGE**

Storm Damage cleanup from the storm in January 2011 is ongoing. Currently the contractors are working on McGowans Rd and should finish all works from that storm on Friday 13<sup>th</sup> April.

Storm Damage Popanyinning East Rd.

Storm Damage cleanup relating to the December 6<sup>th</sup> 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 30<sup>th</sup> and 31<sup>st</sup> 2011 event and shoulder reconstruction for the above section has been completed.

### **POPANYINNING WEST ROAD**

The widening works of the Popanyinning West Rd have been fully completed. The primerseal was applied on the 14<sup>th</sup> March with guide posts and a general cleanup happening the following day.

### **STANDPIPE CONTROLLERS**

The standpipe controllers continue to work 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. We have also identified several town streets where works will be undertaken.

We have cleared overhanging trees for Clifford St, Munro Street, Smith Street along with some obscuring vision on Colin Street Derby St and a few along the Cuballing East Rd.

## **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. A 5 or 10 year Plant Replacement program is difficult to formulate at this point in time. Until amalgamation issues are resolved and therefore to avoid duplication of plant it may be best to wait before compiling our requirements. I have not pursued the plant trailer or additional water tank this year owing to the possibility of an amalgamated state.

## **STAFF**

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

Only three employees including myself are currently working

Bob Walker is taking annual leave from April 15<sup>th</sup>. Returning on May 16<sup>th</sup>.

Tim Bradford is taking leave until the 30<sup>th</sup> April

## **PRIVATE WORKS**

Some 360 m<sup>3</sup> of gravel were delivered to Halansons Earthmoving at \$15 per metre.



GS Hobbs Contracting undertook to hire some of our plant for two days .Plant Hire charges of \$9805.00 and an additional \$190 value for gravel were billed to him for the hire.

Other minor gravel and sand cartage has been performed as required.

### **FOOTPATH.**

The concrete footpath on Alton Street has been placed. Metal dust has now been obtained to allow for the edging of the path.

### **EQUESTRIAN CENTRE**

The sand for the warm up area has been carted and spread

It should be noted for discussion that the various members of the Equestrian Association have a desire to utilise our water truck every time they have an event or require water for whatever purpose. Currently this has been inconvenient and I have not agreed to their requests. I am not prepared to let the association dry hire the truck or either of the water tanks. On some occasions the truck drivers have had an RDO or it has been a Saturday when they require the truck and tank.

Could Council please advise what they would like me to do in regard to the Equestrian Association's request in the future?

### **ROADSIDE SPRAYING**

A 3000 litre tank has now been constructed. A unit of this capacity should allow for a full days spraying without a refill which will increase productivity.

### **GRAIN FREIGHT ROUTE**

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

An assessment of tenders will be undertaken on the 12<sup>th</sup> April.

### **RESEALS**

Reseals were undertaken on Munro St, Bunmulling Rd and the section of Darcy St near the rail crossing.

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Bob Walker

Works Manager.

### 9.3.5 DRYANDRA VILLAGE DAM AND WATER SUPPLY

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<b>Location/Address:</b>	Whole of shire
<b>Reporting Officer:</b>	Bob Walker– Works Manager
<b>Enabling Legislation:</b>	
<b>Council Policy:</b>	
<b>Budget Implications:</b>	Possibly funded by CLGF
<b>File Reference:</b>	
<b>Communication Received:</b>	Letter from Lions Dryandra Woodland Village, Letter Mr Greg Durell DEC Copies Attached.
<b>Voting Requirements:</b>	

#### **Background:**

On 20<sup>th</sup> March 2012 council received a letter from the Lions Dryandra Woodland Village

This letter outlined the Lions Club commitment to the Dryandra Village over the past 30 years.

They further explained the difficulty that the Lions face in obtaining a satisfactory potable water supply. The Lions have investigated some options and believe a suitable solution in the form of a 2 hectare Roaded Catchment has been found.

The Lions Dryandra Woodland Village have written asking for Council support in searching suitable grant funds or direct financial assistance. The Lions Dryandra Village are unable to finance this proposal. A letter has also been received from DEC outlining their support of the project though not committing any funding.

#### **Comment**

Council has conducted a site visit with Mr Gordon McDougall and have also had the opportunity to complete an estimate for the works.

A Roaded Catchment of 2 hectares would likely see sufficient water supplies for the Dryandra Village obtained for the foreseeable future. It is expected that this catchment would also give a carryover for each successive year.

Council owns and operate all of the machinery required to perform the proposed work except for a bulldozer, this would need to be hired in as required.

The total project cost is estimated at \$19400 GST not included. The bulldozer hire is estimated at \$2500 including transport costs. Should Council wish to fund these works directly from councils own funds the total cost would be as indicated above.

I have since spoken to the Lions Club re this project. They have agreed to pay for the bulldozer hire costs.

Whilst this project location is within the Shire of Cuballing, it is under the control of the Department of Environment and Conservation and the Village itself is currently leased to the Lions Club.

It is my thought that it would be prudent to ask DEC to assist with funding for this project. Discussions with the CEO regarding utilising part of the regional component of the Country Local Government fund have resulted in advice that we would be too late for this year's funding due to the fact that a business plan would be required, therefore we would miss the 30 May cut off date.

**OFFICER RECOMMENDATION:**

**That Council provide for a contribution towards the Dryandra Village roaded catchment in the 2012/13 budget (with funding to be sourced from the individual component of the Country Local Government Fund), providing the Department of Environment and Conservation provides half the required funding for the project.**

**Moved:**

**Seconded:**

**This item has been deferred to the June 2012 meeting**





Government of Western Australia  
Department of Environment and Conservation

Your ref:  
Our ref: 2035  
Enquiries: Greg Durell  
Phone: 98819200  
Fax: 98811645  
Email: greg.durell@dec.wa.gov.au

Secretary  
C/- Mr Gordon McDougall  
Lions Dryandra Woodland Village Inc

19<sup>th</sup> March 2012

Dear Gordon

**Subject: Dryandra Village Dam and water supply issues.**

The Department supports initiatives to ensure there is a sustainable potable water supply for the Dryandra Lion's Village. I am of the opinion that this measure is yet to be fully achieved.

Long-term rainfall figures for the Narrogin-Cuballing-Wandering area indicate a downward trend in annual averages since about 1975. A predicted annual average, based on climate change analysis, has determined that the average will continue to decline. This decline will have an impact on runoff into dams, as experienced in 2009-2011 when the existing supplies nearly ran out.

Dryandra woodland is an important area for nature based tourism in the region and the village is a focal point for visitors experiencing the wheatbelt. The village is also important for tourism at a regional scale. The Lion's Board promotes visitors to extend their stay in the region and participate in other activities across the region, especially spending money in regional towns. There are therefore direct benefits to the region in securing the long-term sustainability for the village. One strategy to achieve this is a sustainable water supply.

I wrote to the Lion's Board in 2008 and provided a copy of a surface water hydrology assessment for the Lion's Village dam undertaken by one of our hydrologists. This assessment should form the basis for future works. The Department will work with the Board to determine suitable works and assess the environmental impacts for any recommended project.

Yours sincerely

Greg Durell  
District Manager  
Great Southern District

Great Southern District  
Narrogin Work Centre: Hough Street, Narrogin  
Phone: (08) 9881 9200 Fax: (08) 9881 1645  
Postal Address: PO Box 100, Narrogin, Western Australia 6312  
Katanning Work Centre: 56 Clive Street, Katanning  
Phone: (08) 9821 1296 Fax: (08) 9821 2633  
Postal Address: PO Box 811, Katanning, Western Australia 6312  
www.dec.wa.gov.au

# **LIONS DRYANDRA WOODLAND VILLAGE**

**PO Box 118**

**Ph: 08 9884 5321**

**CUBALLING WA 6311**

20<sup>th</sup> March 2012

Eva Haydon  
Shire of Cuballing  
PO Box 13  
CUBALLING WA 6311

Dear Eva,

For the past 30 years the Lions clubs of WA have leased, and run Lions Dryandra Woodland Village, for use by the general public, educational groups and underprivileged as a weekend away, educational group or just a day in the woodlands enjoying the flora and fauna of the area.

Our single largest problem is obtaining potable water. We have a dam, when full, is capable of supplying the village for two years. Over the last few years we have been getting less and less run-off into the dam so early this last summer we would have run out of water, had we not received unseasonal summer rains.

We (Lions) feel our only solution would be to supply a roaded catchment as a bore is not a viable option. Lions would be unable to finance the cost of the catchment so we are seeking support from the Shire in searching suitable grants and or assistance.

Enclosed is a letter from Greg Durell, District Manager Great Southern District of DEC

Regards



2 Ha

Gordon McDougall

Treasurer



### 9.3.6 ADDITIONAL DEPOT STORAGE AREA

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<b>Location/Address:</b>	Whole of Shire
<b>Reporting Officer:</b>	Bob Walker – Works Manager
<b>Enabling Legislation:</b>	
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	
<b>File Reference:</b>	
<b>Voting Requirements:</b>	Absolute Majority

#### **Background**

Works staff have utilised the area behind the Fire Shed for many years as a storage area for Gravel, Sand Supplies and also for other materials.

Bluemetal Aggregate, metal dust and other patching materials are generally stored either at a metal dump site close to the jobsite itself or longer term in the depot proper.

This depot location minimises the chances of contamination from tree leaves and twigs branches etc.

There is also greater security for the products when stored in the depot behind a secure fence.

The storage situation is now becoming unworkable as it stands. We have materials stored which currently are taking up a very large area of the depot yard.

In addition the Gravel stockpile area is adjacent to several residents and we are sometimes the cause of a dust and noise nuisance.

#### **Comment**

I have spoken with the owners of the old Dryandra Timber Products yard in Austral St. and enquired of the possibility of using a section of the fenced yard as a storage area.

It was indicated to me that the yard is currently empty and that as such he does not see a problem with the Shire using a part of the block, Subject to the Shire waiving the rates that this block generates.

The current rates for this location are \$425.00 plus the ESL levy of \$55 (2011-2012 Year values) the above figures equate to \$9.20 per week. A very small amount compared to the cost of Bluemetal at approximately \$60.00 per tonne delivered. We have noticed in the past that some of our product from the current storage areas goes missing.

All our stocks could be stored securely and be distanced from residential properties.

**COUNCIL DECISION:**

**That council accept the offer from the owners of 2 Austral Street Cuballing to allow council the use of the Austral St end of the yard for storage of Road Building materials and other supplies.**

**That Council waive the Rates and ESL levy on 2 Austral St for the extent of time Council continues said use.**

**Moved: Cr Newman**

**Seconded: Cr Conley**

Carried 6/0 by Absolute Majority



Address: Campbell Street, Cuballing WA 6311

Telephone: (08) 9883 6031

Facsimile: (08) 9883 6174

PO Box 13, Cuballing WA 6311

ABN: 48 249 968 875

Office Hours: 8.30 am to 4.30 pm

Monday to Friday

## NOTICE OF RATE AND VALUATION

Notice is hereby given that the undermentioned land has been rated by the Council of the above mentioned municipality as shown hereon in accordance with the Local Government Act 1995 and the Health Act 1911 as amended.

Appeal provisions are outlined on reverse side.

**Please Note: Penalty interest will apply on all overdue rates and service charges.**

See reverse  
side for  
Important  
Notices.

## Rates Assessment Statement

DRYANDRA TIMBER PRODUCTS

C/- POST OFFICE

CUBALLING WA 6311

Statement Date: 11 Apr 2012

Assessment Number: 35

Penalty Interest Rate: 11%

## Property Owners:

DRYANDRA TIMBER PRODUCTS

## Property Details:

Lot / Location /  
Tenement DetailsDRYANDRA TIMBER PRODUCTS 2 AUSTRAL STREET  
CUBALLING 6311

Minimum Amount: \$425.00

Valuation: \$5,200 No. of Subs: 0

Date	Rating Detail	Rate in \$ or Charge/Service	Amount
	Opening Balance (as at 1/07/2011)		\$0.00
11 Aug 2011	Rate Charge: LG Rates	\$0.056434	\$425.00
11 Aug 2011	ESL Charge: ESL Charge	\$55.000000	\$55.00
30 Aug 2011	Discount Amount		-\$34.00
30 Aug 2011	Payment		-\$446.00
	There is no GST included in this statement	<b>Total Due:</b>	<b>\$0.00</b>

Please be aware that interest accrues daily on outstanding amounts. Projected interest is not included on this statement.

Please detach & return with payment or leave intact if paying in person

Direct Payment Account Name: Shire of Cuballing

BSB: 066 - 522 Acc No. 0000 0005

Ref: Rates Assessment Number

Pay this notice via your internet banking or at your nearest Commonwealth Bank Branch.

## PAYMENT BY MAIL

Make cheques payable to SHIRE OF CUBALLING, and crossed "NOT NEGOTIABLE". Complete and mail the cheque and this payment slip to Shire of Cuballing, PO Box 13, Cuballing WA 6311. The top portion of the notice should be retained as your record. No receipt will be issued unless entire notice is sent with payment.

## PAY IN PERSON

Present this notice INTACT to the cashier at the Shire of Cuballing, Address: Campbell Street, Cuballing WA 6311 or at the nearest bank branch.

## PAYMENT BY CREDIT CARD

Name shown on Card .....

Signature ..... Card Type .....

Card Number .....

Expiry Date ..... Amount \$ .....



### 9.3.7 CUBALLING EAST ROAD TENDER

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<b>Location/Address:</b>	Whole of shire
<b>Reporting Officer:</b>	Bob Walker – Works Manager
<b>Enabling Legislation:</b>	Local Government Act 1995 (as amended)
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	
<b>Voting Requirements:</b>	<b>Absolute Majority</b>

**Background:**

Council called for tenders for the widening of the Cuballing East Rd Grain Freight Works on February 29<sup>th</sup>.

Tenders closed at 3pm on 11<sup>th</sup> April with five conforming tenders being received.

An assessment of the received tenders has been carried out as required by the Tender Documents.

**Comment:**

Lump Sum Price GST Inclusive

Narrogin Plant Hire	\$1,112,777.26
GS Hobbs Contracting	\$990,000.00
Bims Contracting	\$984,714.00
Roadtech	\$1,365,049.75
Roadline Contractors	\$1,218,389.04

Assessment of the tenders received were undertaken as follows.

Conformity	Essential
Financial Capability	5%
Price	80%
Experience	10%
Occupational Health and Safety	5%
Availabilty to complete works	Essential



Assessment scores utilizing the above criteria gave the following scores.

Narrogin Plant Hire	87
GS Hobbs Contracting	97
Bims Contracting	100
RoadTech Constructions	78
Roadline Contractors	84

Based on the above assessment and formula the preferred contractor is Bims Contracting.

The three lowest tenderers are known to council and are civil contractors experienced in this type of work.

The lowest priced tender received was submitted by Bims Contracting, a contractor who has satisfactorily completed similar construction projects for Councils and MRWA. Bims proposes to commence construction in October 2012 with a construction period of 12 weeks.

The next lowest price is from GS Hobbs Contracting with the only advantage being an earlier proposed start date which is not considered sufficient advantage to warrant the extra cost.

There is no financial, quality of work or timing advantage in accepting any of the other higher priced tenders.

No allowance has been made in the tender assessment for a buy local policy, as four of the five tenders received are local companies. The three lowest tenderers are all based within 40 Kilometres of Cuballing.

#### 1)Financial Risk to Council

An amount of \$1,505,000 for Grain Freight upgrade works has been pre-allocated from Main Roads to fund the works in 2012-2013

This amount is more than sufficient to cover the construction cost plus superintendents supervision costs.

Council would need to be aware that an amount of \$124500 (2012 price) for reseal works over the widening and stabilised works would need to be set aside for 2013-2014

#### 1) Risk to road users.

The risk to road users will be reduced by the proposed works due to:

- Increased road width and sealed surface



1) Contract risk to council.

The risk to council from action of the Contractor or failure of the contract has been minimised by the following actions:

- The contractor is an established civil contractor who has successfully completed many similar projects for Councils and MRWA.
- The contractor is required to provide full insurance details prior to starting work on the contract.
- The contractor is required to utilise traffic management installed in accordance with the MRWA Code of Practice for Traffic Management for Works on Roads as specified in the Contract Documents

Council is not bound to accept the lowest priced tender and may accept any tender which it considers to be the most advantageous.

Alternative options are:

- Award the contract to the lowest price tenderer.
- Accept one of the higher priced tenders.
- Not accept a tender.

**COUNCIL DECISION:**

**That Council Accept the offer from Bims to undertake the works as detailed in Contract 01/12 for the Lump Sum Price of \$984,714.00 GST Inclusive, Subject to the following.**

- 1 Main Roads provide funding as previously agreed being \$1,667,000 less \$162,000 already provided);**
- 2 Main Roads complete testing on the Cuballing East Rd, as previously agreed and provide copies of results to Council; and**
- 3 A Cuballing East Road Reserve Fund be established for the purpose of future resealing and \$ \$140,000 be placed in that reserve.**

**Moved: Cr Hawksley**

**Seconded: Cr Newman**

**Carried 6/0 by Absolute Majority**

**12. NEXT MEETING**

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Thursday, 17 May 2012, 3.00pm

**13. CLOSURE OF MEETING**

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There being no further business the meeting closed at 5.20pm