

SHIRE
OF

CUBALLING

**COUNCIL MEETING
HELD ON 15 AUGUST JULY 2013**

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 AUGUST 2013

Minutes

TABLE OF CONTENTS

1. OPENING - ANNOUNCEMENT OF VISITORS
2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE
3. PUBLIC QUESTION TIME
4. STANDING ORDERS
5. APPLICATIONS FOR LEAVE OF ABSENCE
6. MINUTES
7. PETITIONS, DEPUTATIONS, PRESENTATIONS & DECLARATIONS
8. DISCLOSURES OF INTEREST
9. REPORTS
 - 9.1 FINANCE
 - 9.1.44 *List of Accounts Submitted for Council Approval*
 - 9.1.45 *Statement of financial Activity*
 - 9.1.46 *Annual Budget 2013/14 Financial Year*
 - 9.2 CEO's REPORT
 - 9.2.89 *Review of Roads to Recovery Program Guide*
 - 9.3 WORKS
 - 9.3.36 *Works Managers Report*
 - 9.4 HEALTH & BUILDING REPORT
 - 9.4.24 *Application for Planning Approval – Proposed Second Dwelling, Lot 3269 Great Southern Highway, Popanyinning*
 - 9.4.25 *Motorcycle Park, lot 101 Reeds Road Popanyinning*
10. ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
11. OTHER URGENT BUSINESS
12. NEXT MEETING
13. CLOSURE OF MEETING

1. **OPENING - ANNOUNCEMENT OF VISITORS**

Meeting commenced at 3.35pm

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

Cr Tom Wittwer	President
Cr Roger Newman	Deputy President
Cr Tim Haslam	
Cr Mark Conley	
Cr Carol McDougall	
Mrs Eva Haydon	Chief Executive Officer
Malcolm Champion	South West Aboriginal Land & Sea Council
Ms Gail Beck	South West Aboriginal Land & Sea Council

3. **PUBLIC QUESTION TIME**

Aboriginal Land & Sea Council

Mr Malcolm Champion Regional Development Coordinator for the southwest Aboriginal Land and sea council and Gail Beck gave an outline of progress with the future fund likely outcomes to be as follows:

The Noongar people will be asked to consider an offer from the state whereby acceptance of the Noongar native title claims in exchange for a package of benefits including Formal Recognition, a Substantial Land and Capitals Base, Joint Management of Conservation Estate, Improved Heritage Protection, Better Access to Country for Cultural Activities, Community and Cultural Development, and a New Noongar Governance Structure.

4. **STANDING ORDERS**

OFFICER RECOMMENDATION

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

Moved Cr Newman

**Seconded Cr McDougall
Carried 5/0**

5. **LEAVE OF ABSENCE:**

Cr Hawksley has a leave of absence for this meeting.

6. **MINUTES**

6.1 CONFIRMATION OF 18 JULY 2013 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 18 July 2013 be confirmed.

Moved: Cr Newman

**Seconded: Cr Haslam
*Carried 5/0***

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

9.1.44 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – JULY 2013

Location/Address: Not applicable
Date: 08 August 2013
Reporting Officer: Nichole Gould, Administration Officer
Enabling Legislation: Local Government (Financial Management) Regulations 1996
Council Policy: Register Delegated Authority
Budget Implications: Nil
File Reference: CMR 7
Voting Requirements: Simple Majority

Background

Council is supplied with a list of payments for consideration.

Comment

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

Council Decision:

That Council:

Approve for payment the list of Creditors paid from the Municipal fund, as detailed below, totalling: \$222,241.86

Electronic Fund Transfers/Chq: \$219,735.89
Credit Card: \$2505.97

Trust

Electronic Funds Transfers \$24,658.30

Moved Cr Newman

**Seconded Cr McDougall
Carried 5/0**

List of Accounts Due & Submitted to Council

Date	Name	Description	Amount
03/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-272.05
15/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-125.00
17/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-168.20
18/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-987.35
19/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-853.35
22/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1371.00
23/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-156.75
24/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-402.85
25/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-784.70
26/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-6327.25
29/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-901.80
03/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-3286.90
24/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-32.15
31/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-696.05
01/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-2794.90
04/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1236.10
05/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-443.75
08/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-837.45
10/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1227.35
11/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-707.20
12/07/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1046.15
05/07/2013	Bims Earthmoving	Cuballing East Road_grain freight upgrade as per Tender	-54466.00
05/07/2013	Dryandra Farms	Float vibe Roller	-385.00
05/07/2013	HANSON CONSTRUCTION MATERIALS	washed single size granite	-49664.62
05/07/2013	INGERSLEY ELECTRICAL	SUPPLY INSTALL AND UPGRADE BOARD READY FOR THE INSTALLATION OF EQUESTRIAN SPRINKLER SYSTEM.	-1333.41
05/07/2013	J & S KULKER PAINTING CONTRACTORS PTY LD	PAINTING NICHE WALL	-825.00
05/07/2013	MAKIT NARROGIN HARDWARE	screws, decking, screwdriver, system repair kit	-391.70
05/07/2013	Narrogin Packaging	bin liner	-133.35
05/07/2013	PAGE TRUCK HIRE	Bobcat and loader hire for rubbish	-880.00
05/07/2013	QUICKFIT WINDSCREENS AND NARROGIN	Repair side mirror	-25.00
05/07/2013	ROCLA PTY LIMITED	BOXES AND LINK SLABS	-70701.40
05/07/2013	TOLL IPEC (COURIER AUSTRALIA)	receiver pays	-30.63
09/07/2013	Niel Mitchell	Professional Services	-776.73
19/07/2013	CHAD HAWKSLEY	COUNCIL MEETING FEES DEC - JUNE 2013	-770.00
19/07/2013	Carol MCDUGALL	SITTING FEES DEC - JUNE 2013	-770.00
19/07/2013	MARK CONLEY	COUNCIL SITTING FEES DEC - JUNE 2013	-770.00
19/07/2013	ROGER DAVID JOHN NEWMAN	SITTING FEES DEC - JUNE 2013	-770.00
19/07/2013	THOMAS WITTEWER	COUNCIL MEETING ATTENDANCE FEES AND PRESIDENTS ALLOWANCE 12/13 FINANCIAL YEAR	-3790.00
19/07/2013	TIMOTHY PHILLIP HASLAM	MEMBERS SITTING FEES DEC - JUNE 2013	-770.00
25/07/2013	Ballards Of Narrogin	GAS 45kg pickup	-294.00
25/07/2013	FARMWORKS RURALCO	tank stand, sld line under eave	-814.00
30/07/2013	RICHARD JAMES McDUGALL	Reimbursement of Mens Shed Kitchen Fittings	-204.21
05/07/2013	Australian Taxation Office	Payroll deductions	-14315.00
05/07/2013	Anittel PTY LTD	Network and data services	-116.49
05/07/2013	FRANK WESTON & Co	supply & erect gutter	-1280.00
05/07/2013	NARROGIN SMASH REPAIRS	supply & fit new windscreen	-340.00
05/07/2013	Telstra	MOBILE PHONE CHARGES	-190.60
05/07/2013	WA LOCAL GOVERNMENT ASSOCIATION	elected member courses	-395.00
05/07/2013	Water Corporation		-967.30
10/07/2013	Shire of Cuballing (CASH)	PETTY CASH RECONCILIATION	-172.05
25/07/2013	AMP LIFE PTY LTD	Superannuation contributions	-144.97
25/07/2013	CBA Super	Superannuation contributions	-149.48
25/07/2013	HOSTPLUS SUPER	Superannuation contributions	-367.24
25/07/2013	MATRIX SUPERANNUATION	Superannuation contributions	-181.03
25/07/2013	PRIME SUPER	Superannuation contributions	-325.16
25/07/2013	RAMSAY SUPERANNUATION	Superannuation contributions	-179.46
25/07/2013	SPECTRUM SUPER	Superannuation contributions	-316.06

25/07/2013 SYNERGY	Lot 20 Howard St, Popanyinning	-153.95
25/07/2013 WA Local Government Super Plan	Superannuation contributions	-6256.15
25/07/2013 Westscheme	Superannuation contributions	-172.15
25/07/2013 Westscheme	Superannuation contributions	-162.16
25/07/2013 Westscheme	Superannuation contributions	-172.15
25/07/2013 Westscheme	Superannuation contributions	-162.16
26/07/2013 COMMONWEALTH BANK	Kitchen purchase for men's shed	-2505.97
31/07/2013 AMP LIFE PTY LTD	Superannuation contributions	-289.94
31/07/2013 HOSTPLUS SUPER	Superannuation contributions	-183.62
31/07/2013 MATRIX SUPERANNUATION	Superannuation contributions	-98.09
31/07/2013 PRIME SUPER	Superannuation contributions	-186.29
31/07/2013 RAMSAY SUPERANNUATION	Superannuation contributions	-89.73
31/07/2013 SPECTRUM SUPER	Superannuation contributions	-158.03
31/07/2013 WA Local Government Super Plan	Superannuation contributions	-2905.59
31/07/2013 Westscheme	Superannuation contributions	-168.83
31/07/2013 Westscheme	Superannuation contributions	-162.16
31/07/2013 Shire of Cuballing (CASH)	PAYROLL SALARY DEDUCTIONS FOR ASSESSMENT 712- T CLARK	-400.00
29/07/2013 8 - WATCH24 MONTHLY ALARM CHARGE	WATCH24 MONTHLY ALARM CHARGE	-10.00
	Trust	-24658.30
	Municipal	-219735.89
	Credit Card	-2505.97

9.1.45 STATEMENT OF FINANCIAL ACTIVITY

Location/Address: Not applicable
Date: 08 August
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

Nil

Council Decision:

That the Statement of Financial Activity, as circulated, for the Shire of Cuballing for period ending 31 July 2013, be received.

Moved Cr Conley

**Seconded Cr Haslam
Carried 5/0**

Shire of Cuballing
Notes on financial reports for July 2013

General Purpose Funding

Rates

At present rates have not been raised for the financial year ended 2014.

Other

June Financial year

I am yet to close the books off to finalise last financial year but am hoping to finalise it by next Friday.

SHIRE OF CUBALLING
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 30 JUNE 2013

TABLE OF CONTENTS

Statement of Financial Activity	2
Notes to and Forming Part of the Statement	3 to 15

**SHIRE OF CUBALLING
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2013 TO 31 JULY 2013**

	NOTE	31-Jul 2013 Actual \$	31-Jul 2013 Y-T-D Budget \$	2013/2014 Budget \$	Variances Budget to Actual Y-T-D %
<u>Operating</u>					
Revenues/Sources					
Governance		105	100	5,300	(5.45%)
General Purpose Funding		2,213	2,100	333,961	(5.37%)
Law, Order, Public Safety		18	10	30,940	(80.00%)
Health		226	200	1,000	(13.00%)
Education and Welfare		-	-	-	
Housing		-	-	-	
Community Amenities		240	200	3,000	(20.00%)
Recreation and Culture		118	100	17,200	(18.19%)
Transport		1,066	1,000	905,251	(6.64%)
Economic Services		941	800	23,260	(17.64%)
Other Property and Services		184	150	208,552	(22.73%)
		<u>5,112</u>	<u>4,660</u>	<u>1,528,464</u>	
(Expenses)/(Applications)					
Governance		(132,366)	(130,000)	(160,119)	(1.82%)
General Purpose Funding		-	(2,500)	(69,422)	100.00%
Law, Order, Public Safety		(32,396)	(35,000)	(141,470)	7.44%
Health		(3,336)	(3,000)	(35,550)	(11.19%)
Education and Welfare		-	-	(12,000)	#DIV/0!
Housing		(2,739)	(2,500)	(15,200)	(9.55%)
Community Amenities		(5,866)	(5,500)	(181,310)	(6.65%)
Recreation & Culture		(22,843)	(21,500)	(160,169)	(6.25%)
Transport		(141,300)	(140,000)	(2,110,822)	(0.93%)
Economic Services		(747)	(700)	(98,872)	(6.76%)
Other Property and Services		(28,484)	(27,500)	(98,846)	(3.58%)
		<u>(370,076)</u>	<u>(368,200)</u>	<u>(3,083,780)</u>	
<u>Adjustments for Non-Cash</u>					
(Revenue) and Expenditure					
(Profit)/Loss on Asset Disposals		-	-	(87,052)	
Depreciation on Assets		-	-	813,360	
Movement in non current leave entitlements		-	-	-	
<u>Capital Revenue and (Expenditure)</u>					
Purchase Land Held for Resale		-	-	-	
Purchase Land and Buildings		(4,977)	(4,977)	(441,985)	
Purchase Infrastructure Assets - Roads & Footpaths, Other		(17,088)	(17,088)	(1,360,704)	
Other		(1)	-	-	
Purchase Plant and Equipment		-	-	(636,000)	
Purchase Furniture and Equipment		-	-	(12,000)	
Proceeds from Disposal of Assets		-	-	180,000	
Repayment of Debentures		-	-	(65,539)	
Proceeds from New Debentures		-	-	300,000	
Transfers to Reserves (Restricted Assets)		-	-	(120,000)	
Transfers from Reserves (Restricted Assets)		-	-	100,000	
Transfer from Restricted Cash		1,457,248	1,457,248	1,457,248	
ADD Net Current Assets July 1 B/Fwd		580,215	580,215	580,215	
LESS Net Current Assets Year to Date		(1,650,434)	(1,651,859)	-	
Amount Raised from Rates		<u>0</u>	<u>-</u>	<u>(847,772)</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 2013 TO 31 JULY 2013

4. DISPOSALS OF ASSETS

No assets were disposed of in the month.

<u>By Program</u>	Net Book Value	Sale Proceeds	Profit(Loss)
	31-Jul 2013 Actual \$	31-Jul 2013 Actual \$	31-Jul 2013 Actual \$
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

	Net Book Value	Sale Proceeds	Profit(Loss)
	31-Jul 2013 Actual \$	31-Jul 2013 Actual \$	31-Jul 2013 Actual \$
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

<u>Summary</u>	31-Jul 2013 Actual \$
Profit on Asset Disposals	-
Loss on Asset Disposals	-
	-
	-

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2013 TO 31 JULY 2013

	31-Jul 2013 Actual \$	2013/14 Budget \$
6. RESERVES		
Cash Backed Reserves		
(a) Plant and Equipment Reserve		
Opening Balance	197,781	197,781
Amount Set Aside / Transfer to Reserve	-	5,658
Amount Used / Transfer from Reserve	-	(100,000)
	<u>197,781</u>	<u>103,439</u>
(b) IT and Office Equipment Reserve		
Opening Balance	9,023	9,023
Amount Set Aside / Transfer to Reserve	-	258
Amount Used / Transfer from Reserve	-	-
	<u>9,023</u>	<u>9,281</u>
(c) Employee Entitlements Reserve		
Opening Balance	116,019	116,019
Amount Set Aside / Transfer to Reserve	-	3,319
Amount Used / Transfer from Reserve	-	-
	<u>116,019</u>	<u>119,338</u>
(d) Housing Reserve		
Opening Balance	7,435	7,435
Amount Set Aside / Transfer to Reserve	-	216
Amount Used / Transfer from Reserve	-	-
	<u>7,435</u>	<u>7,651</u>
(e) Recreation and Community Facility Res		
Opening Balance	285,338	285,345
Amount Set Aside / Transfer to Reserve	-	8,163
Amount Used / Transfer from Reserve	-	-
	<u>285,338</u>	<u>293,508</u>
(f) Refuse Site Reserve		
Opening Balance	57,119	57,119
Amount Set Aside / Transfer to Reserve	-	1,634
Amount Used / Transfer from Reserve	-	-
	<u>57,119</u>	<u>58,753</u>
(g) Grain Freight Reserve		
Opening Balance	26,313	26,313
Amount Set Aside / Transfer to Reserve	-	752
Amount Used / Transfer from Reserve	-	-
	<u>26,313</u>	<u>27,065</u>
(h) Equestrian Reserve		
Opening Balance	-	-
Amount Set Aside / Transfer to Reserve	-	2,000
Amount Used / Transfer from Reserve	-	-
	<u>-</u>	<u>2,000</u>

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2013 TO 31 JULY 2013

6. RESERVES	31-Jul 2013 Actual \$	2013/14 Budget \$
Cash Backed Reserves continued		
(i) General Purpose Reserve		
Opening Balance	-	-
Amount Set Aside / Transfer to Reserve	-	98,000
Amount Used / Transfer from Reserve	-	-
	-	98,000
Total Cash Backed Reserves	699,028	719,035

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

6. RESERVES (Continued)	31-Jul 2013 Actual \$	2012/13 Budget \$
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Plant and Equipment Reserve	-	5,658
Office Equipment Reserve	-	258
Employee Entitlement Reserve	-	3,319
Housing Reserve	-	216
Recreation and Community Facility Reserve	-	8,163
Refuse Site Reserve	-	1,634
Grain Freight Reserve	-	752
Equestrian Reserve	-	2,000
General Purpose Reserve	-	98,000
	-	120,000
Transfers from Reserves		
Plant and Equipment Reserve	-	(100,000)
IT and Office Equipment Reserve	-	-
Employee Entitlements Reserve	-	-
Housing Reserve	-	-
Recreation and Community Facility Reserve	-	-
Refuse Site Reserve	-	-
Grain Freight Reserve	-	-
Equestrian Reserve	-	-
General Purpose Reserve	-	-
	-	(100,000)
Total Transfer to/(from) Reserves	-	20,000

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2013 TO 31 JULY 2013

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.

Long Service Leave Reserve

- to be used to fund long service leave requirements.

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.

Grain Freight Reserve

- to be used to maintain the grain freight route through the district.

Equestrian Reserve

- to be used for the maintenance and upkeep of the equestrian centre.

General Purpose Reserve

- to be used to maintain/fund various facilities throughout the district.

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2013 TO 31 JULY 2013

	31-Jul 2013 Actual \$	Brought Forward 1-Jul \$
7. NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
 CURRENT ASSETS		
Cash - Unrestricted	624,193	845,863
Cash - Restricted Reserves	699,028	699,028
Cash - Restricted Cash	1,457,248	1,457,248
Receivables	57,064	137,494
Inventories	<u>2,934</u>	<u>2,935</u>
	2,840,467	3,142,568
 LESS: CURRENT LIABILITIES		
Payables and Provisions	<u>(491,005)</u>	<u>(406,077)</u>
 NET CURRENT ASSET POSITION	 2,349,462	 2,736,491
 Less: Cash - Reserves - Restricted	 (699,028)	 (699,028)
Less: Cash - Restricted Municipal	-	(1,457,248)
 NET CURRENT ASSET POSITION	 <u><u>1,650,434</u></u>	 <u><u>580,215</u></u>

SHIRE OF CUBALLING
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2013 TO 31 JULY 2013

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2013/2014 Rate Revenue \$	2013/2014 Interim Rates \$	2013/2014 Back Rates \$	2013/2014 Total Revenue \$	2013/2014 Budget \$
General Rate								
UV - Cuballing	0.609100	255	104,002,510	-	-	-	-	633,479
GRV Cuballing	0.065802	179	1,765,031	-	-	-	-	116,143
Sub-Totals		434	105,767,541	-	-	-	-	749,622
Minimum Rates	Minimum \$							
UV - Cuballing	600	91	6,621,893	54,600	-	-	-	54,600
GRV Cuballing	550	161	721,502	88,550	-	-	-	88,550
Sub-Totals		252	7,343,395	143,150	-	-	-	143,150
Ex gratia rates								
Specified Area Rates								
Discounts								
Totals								
								892,772
								(45,000)
								847,772

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

The general rates detailed above for the 20012/13 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 2012 TO 30 JUNE 2013

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-12 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Badminton Club	232	-	-	232
Bonds - Building	6,839	7,550	-	14,389
Bonds - Hall Hire	1,050	-	-	1,050
Children Recycling Fund	1,418	-	-	1,418
CNN Budget		-	-	-
Commodine Tennis Club	3,190	-	-	3,190
Cuballing Country Festival	1,099	15	-	1,114
Cuballing Cricket Club	200	-	-	200
Cuballing Fire Brigade	3,286	-	(3,286)	-
Cuballing Football Asson	2,566	-	-	2,566
Environment and Townscape Trust Fund	5,713	-	-	5,713
LCDC East Yornaning	1,360	-	-	1,360
Police Licensing	2,933	20,345	(21,371)	1,907
Reimbursements	8,962	-	-	8,962
Swipe cards	1,090	20	-	1,110
Upper Hotham Project	15,027	-	-	15,027
	<u>54,965</u>			<u>58,238</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.

9.1.46 ANNUAL BUDGET 2013/14 FINANCIAL YEAR

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Local Government Act 1995 and Regulations
Date:	23 July 2013
Council Policy:	Nil
Budget Implications:	New Budget
File Reference:	
Voting Requirements:	Absolute Majority

Background

The budget for the financial year ended 30 June 2014 is presented for Council consideration.

Comment

All public works overheads and plant operating costs have been allocated across relevant accounts in accordance with local government accounting guidelines.

There has been a minimal change in the valuations of GRV properties in the shire and an overall increase of under 1% in the annual revaluation of unimproved values this year. The rate in the dollar for both GRV and UV has been increased by 6% and the Minimums for GRV and UV properties have been increased to by 10 and 20% respectively.

Fees and Charges have been reviewed and increased where appropriate to recover spiralling water and power costs. Standpipe water charges have been increased to cover the annual inspection costs for the backflow devices as well as increases in water costs

Funds have been provided for within the operating budget for the following abnormal items:

- Payment 2 of 3 to Upgrade the accounting software and server
Provide \$15,000 funding for a part time Emergency Management Coordinator in order to fulfil Council's statutory obligations under the Emergency Management Act 2005. This position to be filled by an existing outside workforce employee
- Provision for interest on loan repayments for two graders.
- Contribution to tourism has been omitted as per Council resolution as the Department of Environment and Conservation has stated they would not be in a position to contribute to Dryandra Visitor Centre. The \$5000 has been added to the Town of Narrogin Library contribution.
- Tip Maintenance costs have been increased in comparison with 2012/13 financial year actuals as a significant amount of fill was provided by Main Roads contractors, thereby lowering actual expenditure last financial year.
- Halls Maintenance has been increased to enable repairs to Cuballing Hall ladies toilet.

- Road Maintenance has been increased by the addition of Pauley and Tanners Road Bridges.
- Standpipe Costs have been increased to allow for the installation of backflow prevention devices.
- Income from profit on sale of asset (2 graders) has not been deducted from Public Works Overheads as this is not a cash item.

Capital Items are detailed below and include carry forward projects from 2012/13 financial year.

Replacement of Council Chamber Chairs	\$6,000
Purchase new telephone system to replace rented phones	\$6,000
Balance of CLGF projects c/f	\$89,779
Equestrian Centre Clubrooms (Regional CLGF)	\$317,206
Road Construction as per Schedule 12	\$1,360,701
(Note: The sum of \$196,500 Tanners Road and \$328,000 Pauley Road Bridges have been included In General Maintenance)	
Replacement of 2 Graders	\$636,000

Cr Haslam has declared a financial interest in this item and departed the chambers at 4.31pm

9.1.46

Council Decision :

That road construction comprising Regional Road Group and Black Spot expenditure of \$454,262 be adopted in the 2013/2014 Annual Budget.

The works location is on the Wandering Narrogin Rd and commences at Yornaning West Road South to Kawana Road and Stevens Road to Yornaning West Road for a distance of approximately 3.24km.

Moved: Cr Newman

Seconded: Cr McDougall
Carried 4/0

Cr Haslam returned to the chambers at 4:32

CrWittwer has declared a financial interest in this item and departed the chambers at 4.32pm. Cr Newman assumed the chair in the absence or presiding member

9.1.47

Council Decision:

That road construction comprising Roads to Recovery expenditure of \$169,176 be adopted in the 2013/2014 Annual Budget.

The works location is various sections on Stratheme Road, commencing at Gaths Road to Bunmulling Road.

Moved: Cr Conley

**Seconded: Cr Haslam
Carried 4/0**

Cr Wittwer returned to the chambers and resumed the chair at 4.34pm

OFFICER RECOMMENDATION

That:

- 1. The Draft Budget, except where already dealt with, be adopted for the 2013/2014 financial year and the levels of income and expenditure be authorised; and**
- 2. The following rates be adopted for the 2013/2014 financial year:**
 - Where the General Rate is to apply, for all rateable properties with**
 - a Gross Rental Valuation, a rate of 6.5802 cents in the dollar and a**
 - Minimum Rate of \$550 be applied.**
 - Where the General Rate is to apply, for all rateable properties with**
 - Unimproved Valuations, a rate of 0.6091 cents in the dollar and a**
 - Minimum Rate of \$600 be applied.**
 - a) Where Rates are paid in full, including all amounts in arrears, within 21 days from the date of issue, then a discount of 8% shall be applied to current rates.**
 - b) Where payment is received after the prescribed time and penalty charges apply, then a penalty interest rate for all outstanding Rates and Service Charges is set at 11% per annum to be calculated on a daily basis.**
 - c) For all ratepayers paying by instalment, the penalty interest to apply is set at 5.5% per annum to be calculated on a daily basis.**
 - d) The following payment options be adopted:**

Option 1:

- To pay the total amount of rates and charges, less 8% discount on the current general rate by Tuesday 10 September 2013.**

Option 2:

- To pay the total of the rates and charges, including arrears by Tuesday 23 September 2013**

Option 3:

- To Pay the total amount of rates and charges by four instalments as detailed on the rate notice, on or before the following due dates:**
- First Instalment 24 September 2013**
- Second Instalment 25 November 2013**
- Third instalment 27 January 2014**
- Fourth Instalment 27 March 2014**

- e) Where payments are made by instalments, an administration charge of \$10 for each instalment be applied after the first payment, which shall include all arrears (if any).
- 3 Fees and Charges as listed within the Budget Document be imposed for the 2013/2014 Financial year.
 - 4 Transfers/movements to and from Reserve Accounts as detailed in the Budget document be adopted.
 - 5 The Annual President's allowance of \$7,500.00 be adopted.
 - 6 Meeting fees for Councillors be set at \$150.00 per Council meeting and the meeting fee for the President be set at \$200.00 per Council meeting.
 - 7 Councillor meeting Fees for Committee Meetings and other meetings where Councillors have been delegated to attend on behalf of Council be set at \$50.00 per meeting.
 - 8 The Significant Accounting Policies, as detailed in the Budget Document, be adopted.
 - 9 One Rate payment incentive prize be offered to the first three ratepayers drawn from those who pay their total rate account within 21 days of the date of issue.
 - 10 A loan be raised for the sum of \$300,000.00 to fund the purchase of two graders after the existing two Cat graders are traded in.
 - 11 A General Purpose Reserve be established to cover instances of cash flow shortage in unexpected events.

Council decision:

That:

3. The Draft Budget, except where already dealt with, be adopted for the 2013/2014 financial year and the levels of income and expenditure be authorised; and
4. The following rates be adopted for the 2013/2014 financial year:
 - Where the General Rate is to apply, for all rateable properties with a Gross Rental Valuation, a rate of 6.7044 cents in the dollar and a Minimum Rate of \$550 be applied.
 - Where the General Rate is to apply, for all rateable properties with Unimproved Valuations, a rate of 0.6206 cents in the dollar and a Minimum Rate of \$700 be applied.
 - f) Where Rates are paid in full, including all amounts in arrears, within 21 days from the date of issue, then a discount of 8% shall be applied to current rates.
 - g) Where payment is received after the prescribed time and penalty charges apply, then a penalty interest rate for all outstanding Rates and Service Charges is set at 11% per annum to be calculated on a daily basis.
 - h) For all ratepayers paying by instalment, the penalty interest to apply is set at 5.5% per annum to be calculated on a daily basis.
 - i) The following payment options be adopted:

Option 1:

- To pay the total amount of rates and charges, less 8% discount on the current general rate by Tuesday 10 September 2013.

Option 2:

- To pay the total of the rates and charges, including arrears by Tuesday 23 September 2013

Option 3:

- To Pay the total amount of rates and charges by four instalments as detailed on the rate notice, on or before the following due dates:
 - First Instalment 24 September 2013
 - Second Instalment 25 November 2013
 - Third instalment 27 January 2014
 - Fourth Instalment 27 March 2014
- j) Where payments are made by instalments, an administration charge of \$10 for each instalment be applied after the first payment, which shall include all arrears (if any).

- 3 Fees and Charges as listed within the Budget Document be imposed for the 2013/2014 Financial year.**
- 4 Transfers/movements to and from Reserve Accounts as detailed in the Budget document be adopted.**
- 5 The Annual President's allowance of \$7,500.00 be adopted.**
- 6 Meeting fees for Councillors be set at \$150.00 per Council meeting and the meeting fee for the President be set at \$200.00 per Council meeting.**
- 7 Councillor meeting Fees for Committee Meetings and other meetings where Councillors have been delegated to attend on behalf of Council be set at \$50.00 per meeting.**
- 8 The Significant Accounting Policies, as detailed in the Budget Document, be adopted.**
- 9 One Rate payment incentive prize be offered to the first three ratepayers drawn from those who pay their total rate account within 21 days of the date of issue.**
- 10 A loan be raised for the sum of \$300,000.00 to fund the purchase of two graders after the existing two Cat graders are traded in.**
- 11 A General Purpose Reserve be established to cover instances of cash flow shortage in unexpected events.**
- 12 Sundry debtors Accounts accrue 8% interest to be applied to debtor Accounts from 90 days after date of invoice**

Moved: Cr Conley

**Seconded: Cr Newman
Carried 5/0**

9.2.89 REVIEW OF ROADS TO RECOVERY PROGRAM GUIDELINES

Location/Address:	Whole of Shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Local Government Act 1995as amended
Date:	31 July 2013
Attachment:	Nil
Council Policy:	Nil
Budget Implications:	Minimal
File Reference:	Grants
Voting Requirements:	Simple Majority

Background

The Federal Government has recently announced that the Roads to Recovery program would be extended from 1 July 2014 to 30 June 2019 and the Department of Infrastructure and Transport is seeking input from the Local Government Association in each State or Territory to contribute to a review of the funding conditions and guidelines.

Comment

Under the current program, Local Governments are required to show expenditure on construction and maintenance of roads of at least the "Reference Amount" in each financial year. The reference can be calculated in one of three ways, all of which relate to expenditure in the five year period prior to the commencement of the current program. Some local governments argue that the current arrangements are unfair as they lock in a particular level of expenditure and that the audit requirements are difficult to comply with.

The author has no issue with the reference amount of own source expenditure as the Roads to Recovery program was created to address the infrastructure backlog and not to fund road construction works that a local government should be carrying out as part of their asset management program.

Constantly monitoring own source expenditure on an annual basis is time consuming and in some years the reference amount is exceeded by a significant sum.

The Western Australian Local Government Association has provided a fax back form requesting feedback on the program and the author has provided the following as submission closed 12 August 2013.

The principle that Local Governments maintain their investment in road maintenance and construction be reflected in the funding guidelines for the Roads to Recovery Program and be amended by allowing Local Governments to "carry forward"

This would result in less pressure on both inside and outside staff and would enable local governments to undertake private works knowing they had a carry forward from a year when there were no opportunities for private works.

OFFICER RECOMMENDATION:

That the Chief Executive Officer's submission to the review of Roads to Recovery guidelines be endorsed.

Moved Cr Wittwer

Seconded Cr Conley

Carried 5/0

9.4.24 APPLICATION FOR PLANNING APPROVAL – PROPOSED SECOND DWELLING, LOT 3269 GREAT SOUTHERN HIGHWAY, POPANYINNING

Submission to:	Ordinary Meeting of Council
Location/Address:	Lot # 3269 Great Southern Highway, Popanyinning
Reporting Officer:	Allan Ramsay – Environmental Health Officer/Building Surveyor
Enabling Legislation:	Planning and Development Act 2005
Council Policy:	Town Planning Scheme No.2
Budget Implications:	Nil
File Reference:	Town Planning 3
Attachments:	Report on the application from Halsall & Associates Application form from Mr. Joe & Laurelie Cacic Letter from Main Roads Duplicate Certificate of Title for Lot 3269 Site Plan & elevations of proposed second dwelling
Voting Requirements:	Simple Majority

Background

Council has received a request from the owner of the property Mr. & Mrs. Cacic for planning consent to build a second dwelling on their small farm. The proposed new dwelling will be the Cacic's Residents and the occupants of the old existing fibro house will be engaged in agricultural activities whilst providing respite for ministers and missionaries to debrief with an experienced pastor, who in this instance is the landowner.

Comment

Under Council's Town Planning Scheme # 2 two houses on the one property in the General Agriculture Zone is permitted under the following conditions as noted under clause 5.11 of the scheme:

"5.11 Development in the General Agricultural Zone

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 predominate land uses or activities"

The applicants Town Planning Consultant Halsall & Associates has presented a very strong case for the second dwelling to be approved. Halsall Consultants have stated in the following paragraph in their report which would comply with clause 5.11.1 of the Shire of Cuballing's Town Planning Scheme # 2:

"The proposal is for consideration of a second dwelling at the subject site. This is required to provide housing for the landowners while the current dwelling is to be retained for persons engaged in the predominate activities and ongoing management associated with the rural operations at the site, which will vary, depending on farm needs and seasonal requirements. It is anticipated this will vary, depending on farm needs and seasonal requirements. It is anticipated this will include engaging in fencing, milking, animal husbandry, vegetable and fruit planting/picking/preserving, seeding, harvesting, stock movement and yarding and

general maintenance activities. The dwelling will be made specifically available for ministers and missionaries for respite where people can engage in farm management activities together with the landowner, who is an experienced minister of religion, and in the past have been a Baptist and Church of Christ Pastor. Currently the landowner is Pastor at Bridgetown Church of Christ, and he has advised that there is limited availability of accommodation of this nature. The intention is to incorporate such persons within a rural working environment such that they can be provided with reliance when the return to their ministry setting, whilst being actively involved in rural operations at the site”.

The only issue the author of this report can envisage is that if the property was sold the intended use of the second dwelling could change.

OFFICER’S RECOMMENDATION

That Council:

- 1. Grants planning approval to Mr & Mrs Cacic to construct a second dwelling on their property located at Lot 3269 Great Southern Highway, Popanyinning for the sole purpose of the occupants of the second dwelling being associated with farm activities including respite for ministers and missionaries whilst being involved in farm activities; and**
- 2. A building licence and On-Site Effluent Disposal Approval is required prior to construction.**

Moved:

Carried:

Council Decision

That:

- 1. Planning approval be granted to Pastor & Mrs Cacic to construct a second dwelling on their property located at Lot 3269 Great Southern Highway, Popanyinning for the sole purpose of the occupants of the second dwelling being associated with farm activities, including respite for ministers and missionaries being involved in farm activities;**
- 2. A building licence and On-Site Effluent Disposal Approval is required prior to construction; and**
- 3. Pastor Joe Cacic be advised this approval does not imply future subdivision approval.**

Moved: Cr Newman

Seconded: Cr McDougall

Carried:5/0



Phone: 9758 8676 Fax: 9758 8679
Email: admin@halsall.net.au
Web: www.halsall.net.au
Postal: PO Box 29, Margaret River, WA 6285
Office: Suite 6, Bailey House,
14 Fearn Avenue, Margaret River

Halsall and Associates Pty Ltd ACN 128 966 389 ATF
Halsall and Associates Trust ABN 56 677 081 593

Our ref: 1331

1 August 2013

The Planning Department
Shire of Cuballing
PO Box 13
CUBALLING WA 6311

Dear Sir/Madam

PROPOSED SECOND DWELLING - LOT 3269 GREAT SOUTHERN HIGHWAY, POPANYINNING

Halsall and Associates have been engaged by the owner of Lot 3269 Great Southern Highway, Popanyinning ('the site') to assist with the preparation and lodgement of this application for consideration of a second dwelling ('the proposal') at the subject site.

An appreciation of the Shire of Cuballing Town Planning Scheme No.2 and relevant policy/brochure statements has been taken into account, as have the relevant planning issues that are relevant to such an application.

The proposal has been tailored to have regard for the planning requirements and relevant issues and details with respect to this are outlined within this correspondence.

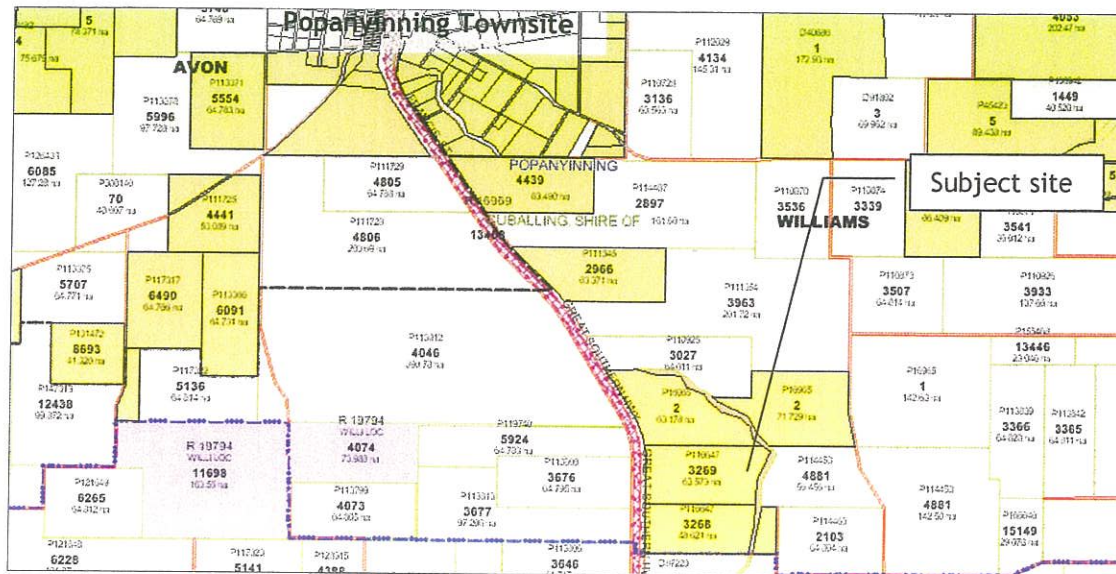
THE SITE

The site is legally described as Lot 3269 Great Southern Highway, Popanyinning. A copy of the Certificate of Title is attached to this correspondence for reference.

The site is 63.573 hectares in area and located approximately 3 kilometres to the south of the Popanyinning town site. A location plan of the site is included below at Figure 1.

Figure 1 - Location Plan

Source: Landgate



SITE FEATURES

The site is zoned and utilised for agricultural purposes. This is primarily orientated towards agricultural extensive uses as this incorporates the raising of livestock. This use has shaped the characteristics of the site as it has been historically utilised for grazing purposes, such that it is primarily retained as pasture. Adjoining land holdings are also identified as agricultural in nature, however are characterised by the distribution of extensive vegetation to the north. It is also noted that there is a caravan park located in close proximity to the north of the site. The site has extensive frontage to the west to the Great Southern Highway. Access is provided from this frontage from a single, centrally located crossover. To the east, the site backs onto unallocated Crown land that incorporates the configuration of the Hotham River and riparian vegetation associated with this. Remnant vegetation is sparsely located about the site given historical grazing activities and is primarily located about the property periphery and to the east of the site.

The site also incorporates several drainage depressions that traverse the site in a north-south direction that are associated with the Hotham River system. This provides for the location of several excavated soaks and dams as required to support stocking rates.

Structural development is located in a clustered formation to the far south west of the site. This consists of a single dwelling, ancillary outbuildings and a machinery shed, together with rural infrastructure associated with the agricultural activities. There is also a small established orchard located to the north of the dwelling. The site features are evident in Figures 2 and 3 below.

Figure 2 - Aerial image of Lot 3269 Great Southern Highway

Source: Landgate



Figure 3 - Distribution of existing development

Source: Landgate



THE PROPOSAL

The proposal is for consideration of a second dwelling at the subject site. This is required to provide housing for the landowners while the current dwelling is to be retained for persons engaged in the predominant agricultural activities and ongoing management associated with the rural operations at the site, which will vary, depending on farm needs and seasonal requirements. It is anticipated this will include engaging in fencing, milking, animal husbandry, vegetable and fruit planting/picking/preserving, seeding, harvesting, stock movement and yarding and general maintenance activities. The dwelling will be made specifically available for ministers and missionaries for respite where people can engage in farm management activities together with the landowner, who is an experienced minister of religion, and in the past has been a Baptist and Church of Christ Pastor. Currently the landowner is Pastor at Bridgetown Church of Christ, and he has advised that there is limited availability of accommodation of this nature. The intention is to incorporate such persons within a rural working environment such that they can be provided with resilience when they return to their ministry setting, whilst being actively involved in rural operations at the site.

The proposed second dwelling is to be of a unique architectural construction utilising straw bale material. The design and orientation of the dwelling provided on the development plans are attached. It should be noted the dwelling is located in a clustered position adjacent to existing development to the south west. The location of the proposal is provided on the site plan appended to this correspondence. The design characteristics incorporate four (4) bedrooms, two (2) bathrooms, separate study, living, laundry and mud room.

With regards to servicing, it is proposed to connect the dwelling to a separate on site effluent disposal system that is located at an acceptable distance from watercourses. This will consist of a septic tank and leach drain arrangement. Potable water supply will be provided by a rain water tank storage arrangement and this is demonstrated by the successful operation of the existing system servicing the existing dwelling. This will incorporate a suitable capacity provided by the catchment from the new dwelling. This can also be supplemented by the distribution of dams on site.

As evident on the aerial image provided above, the siting of the dwelling is in a cleared area that will not impact on remnant vegetation or the distribution of viable agricultural land applicable to the site. The siting also provides that effective fire mechanisms can be met.

The location also provides that the proposal is well screened from the frontage of the site to the Great Southern Highway.

STATUTORY ENVIRONMENT - Town Planning Scheme No.2 ('the Scheme')

The subject site is zoned 'General Agriculture' under the Shire of Cuballing Town Planning Scheme No.2 ('the Scheme'). The Scheme identifies the land use of a dwelling as a use that is permitted by the Scheme provided the use complies with the relevant development standards.

In this instance a second dwelling is proposed in addition to the existing dwelling that is currently constructed on site. A specific objective of the General Agriculture zone is to preserve productive land suitable for grazing, cropping and other compatible land uses in a sustainable manner, to preserve the rural character and rural appearance and to protect the economic viability of rural zoned land through presumption against subdivision.

The proposed second dwelling has been sited at a location that is considered to preserve the productive land use, as the overall development footprint at the site is inconsequential within the overall context of the site such that the principle use of grazing will not be compromised. This proposal is also complimentary to this use as it seeks to provide accommodation is made available for persons to aid farm operations, which will improve rural productivity. The siting of the proposal has also been carefully selected to protect and maintain the rural character and amenity to an acceptable standard within the rural context.

Development standards in the General Agricultural zone are guided by Clause 5.11 of the Scheme. This provides that Council may grant approval of up to two (2) 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 prominent land uses or activities.

The agricultural site incorporates 160 acres, which is a significant in area that is managed principally by the landowners, who also work off-farm, but are in the process of developing the farm such that it becomes a major source of income.

As previously stated, the proposed incorporates consideration of a second dwelling for the purpose of providing accommodation where the occupants are engaged in agricultural activities whilst providing respite for ministers and missionaries to debrief with an experienced pastor, who in this instance is the landowner. This will provide that the occupants of the dwelling will be specifically engaged in the principal land use, which is agricultural production.

We reiterate that all occupants will be involved in farm management activities that include but are not limited to fencing, milking, animal husbandry, vegetable and fruit planting/picking/reserving, seeding, harvesting, stock movement and yarding and general

farm maintenance. As previously stated, the proposal will also act as a respite for missionaries and ministers to recharge and recuperate on an operational farm, such that the proposal for a second dwelling appears to comply with the provisions of Clause 5.11.1.

It is also noted that Council shall have regard any systems areas designated by the Environmental Protection Authority and/or any Drainage Plan or Soil Conservation Plan which relates to land within the Scheme area. A review of the Scheme area in relation to the site has identified that it is not included in an area of interest.

It is also noted that Council has regard for tree planting in areas considered deficient of tree cover. In this instance, it is noted there is a distribution of existing vegetation along the property within the Great Southern Highway road reserve. There is residential development on adjoining agricultural properties in proximity of the proposed siting, however the scale and nature of the development is of character complementary to the rural amenity, such that it is not anticipated that further vegetative screening will be required in this instance.

STATUTORY ENVIRONMENT - Local Planning Strategy ('LPS') (revised 2004)

The purpose of the LPS is to outline the long-term planning direction for the Shire and provides the rationale for the zones and provisions of Town Planning Scheme No.2. The relevant provisions of the Strategy are largely reflected within the Scheme, however it is noted that these state that development will need to have regard to the protection of wetlands and water courses and will be assessed in terms of compatibility with the Scheme. Strategies also state that development in the zone is to be sustainable and suitable in terms of access and servicing. The proposal has due regard to the intent of the Strategy and careful consideration that the statutory environment has been undertaken such that the proposal may be favourably considered by Council.

STATUTORY ENVIRONMENT - Shire of Cuballing Policy/Brochure statements

The relevant provisions specified in brochure/policy statements are examined below.

It is noted that building setbacks are specified by the Shire such that no building in the General Agriculture zone shall be constructed within a distance of 20 metres from the road boundary or any other lot boundary, unless a reduction to setbacks is supported by Council. It is also noted that all buildings must be at least 1.2 metres clear of septic tanks and 1.8 metres clear of leach drains. As evident on the site plan attached, all specified setback requirements can be adequately met as required.

ACCESS POINTS

We advise that Main Roads WA have reviewed the existing access and have provided us with support for consideration of development at the site, which will utilise the existing access from the Great Southern Highway. Notice of this is provided in correspondence as attached (dated 27 June 2013). The correspondence demonstrates that the access arrangement (In Principle) is considered acceptable in any event. The current access point and crossover location is considered acceptable at a location where adequate sight distances can be provided for.

SEISMIC BUILDING REQUIREMENTS

As evident on the application plans attached, the proposed second dwelling is professionally designed. Full engineering plans will be provided if the proposal is successful at building licence stage.

EFFLUENT DISPOSAL SYSTEMS

An application for a suitable septic system will be submitted if the proposal is successful together with a building licence application at the appropriate time, consistent with the specifications provided for consideration of a residence within the Shire.

CONCLUDING COMMENTS

The proposal is for consideration of a second dwelling on site. The subject site is zoned General Agriculture and the land is managed for agricultural production. It has been demonstrated that the occupants of the second dwelling will be actively engaged in the specified predominant agricultural land use, as detailed within the context of this report. The dwelling will also provide for a further benefit in that it will provide for the respite and accommodation of ministers and missionaries in a rural environment with an experienced ministry couple (the landowners) who will provide support and advice, while potentially improving the productive capability of the land.

The development does not prejudice the agricultural capability of the land, and is designed and scaled in a manner that respects the rural landscape character of the area and does not have a detrimental impact upon the environment. The proposal is therefore consistent with the intent of the zone.

We respectfully request the Shire's Planning Department's favourable consideration of this proposal and if there are any queries, we request that liaison with this office be made prior to a decision being made.

If you should wish to discuss please contact this office on 9758 8676.

Yours sincerely

A handwritten signature in black ink, appearing to be 'A. [unclear]', written in a cursive style.

**HALSALL AND ASSOCIATES
TOWN PLANNING CONSULTANTS**

Enc. Fee
Application form
Site plan, elevations and floor plan
Correspondence from Main Roads WA

CC: Joe Cacic
PO Box 1083
NARROGIN WA 6312

FORM OF APPLICATION FOR PLANNING APPROVAL

Shire of Cuballing
Town Planning Scheme No. 2

Application for Planning Approval

Owner details:		
Name: Joe + Laurelie Cacic		
Address: Lot 3269 Great Southern Highway Popanyinning WA Postcode: 6399		
Phone:	FAX: -	
Home: 9887 5221	Work: -	Email: -
Mobile: 0434 160 304	blac1221@westnet.com.au	
Contact Person: Joe Cacic		
Signature: <i>[Signature]</i>	Date: 26/07/2013	Sign Here
Signature: <i>L. Cacic</i>	Date: 26/07/2013	Sign Here
The signature of the owner(s) is required on all applications. This application will not proceed without that signature.		

Applicant details:		
Name: Halsall + Associates.		
Address: PO Box 29 Margaret River WA Postcode: 6285.		
Phone:	FAX: 9758 8679.	
Home: -	Work: 9758 8676	Email:
Mobile: 0428 222 324	viviennedclawke@westnet.com.au.	
Contact Person for Correspondence: vivienne Clarke.		
Signature: <i>[Signature]</i>	Date:	

Part 2

Property details:		
Lot No. 3269	House/Street No: —	Location No: —
Diagram or Plan No: 116647	Certificate of Title Vol. No: 1993	Folio: 580
Diagram or Plan No: —	Certificate of Title Vol. No: —	Folio: —
Title encumbrances (e.g. easements, restrictive covenants):		
Street name: Great Southern Hwy		Suburb: Popanyinning
Nearest Street Intersection:		Popanyinning West Rd.

Existing building/land use:
Description of proposed development and/or use: Second Dwelling
Nature of any existing buildings and/or use: Single dwelling ancillary outbuildings.
Approximate cost of proposed development: \$150,000
Estimated time of completion: T/B/A.



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

126A
Perth Batch
I274140



WESTERN



AUSTRALIA

REGISTER NUMBER 3269/DP116647	
DUPLICATE EDITION 1	DATE DUPLICATE ISSUED 28/10/2002

DUPLICATE CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME **1993** FOLIO **580**

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

J. Hyle
REGISTRAR OF TITLES



LOT 3269 ON DEPOSITED PLAN 116647

LAND DESCRIPTION:

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

JOSEPH ZELIMIR CACIC
LAURELIE JOY CACIC
BOTH OF 9 KILMESTON COURT, MADDINGTON
AS JOINT TENANTS

(T I274139) REGISTERED 24 OCTOBER 2002

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

1. THE LAND THE SUBJECT OF THIS CERTIFICATE OF TITLE EXCLUDES ALL PORTIONS OF THE LOT DESCRIBED ABOVE EXCEPT THAT PORTION SHOWN IN THE SKETCH OF THE SUPERSEDED PAPER VERSION OF THIS TITLE.
2. I274140 MORTGAGE TO NATIONAL AUSTRALIA BANK LTD REGISTERED 24.10.2002.

Warning: A current search of the certificate of title held in electronic form should be obtained before dealing on this land.
Lot as described in the land description may be a lot or location.

-----END OF DUPLICATE CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 1993-580.
PREVIOUS TITLE: 475-157A.
PROPERTY STREET ADDRESS: LOT 3269 GREAT SOUTHERN HWY, POPANYINNING.
LOCAL GOVERNMENT AREA: SHIRE OF CUBALLING.

VJ" <bernie.vanniekerk@mainroads.wa.gov.au>
m.au>
3 AM

Great Southern Highway, Popanyinning

Hi Vivienne,

Thank you for your e-mail below, dated June 24 2013, and sent to Colin Nicholls at our South West Regional Office. As Lot 3269 Great Southern Hwy is located within our Wheatbelt South Region, any correspondence to Main Roads WA in relation to the proposed development of this lot should be addressed to:

The Regional Manager
Main Roads WA
Wheatbelt South Region
PO Box 194
NARROGIN 6312
WA

It is understood that a formal development application is planned to be submitted in the future, to the Shire of Cuballing. It is normal practice that MRWA would be requested to provide comment at that time, once full details of any proposed development are known.

Based on your e-mail, and phone discussions yesterday, it is understood that:

- The proposed ongoing and future access between Lot 3269 and the Great Southern Hwy, also known as the Northam – Cranbrook Rd, will be via the existing gravel driveway located approximately 280m north of the southern boundary of Lot 3269.
- Volumes of traffic using this driveway are likely to continue to be low and made up of light vehicles.

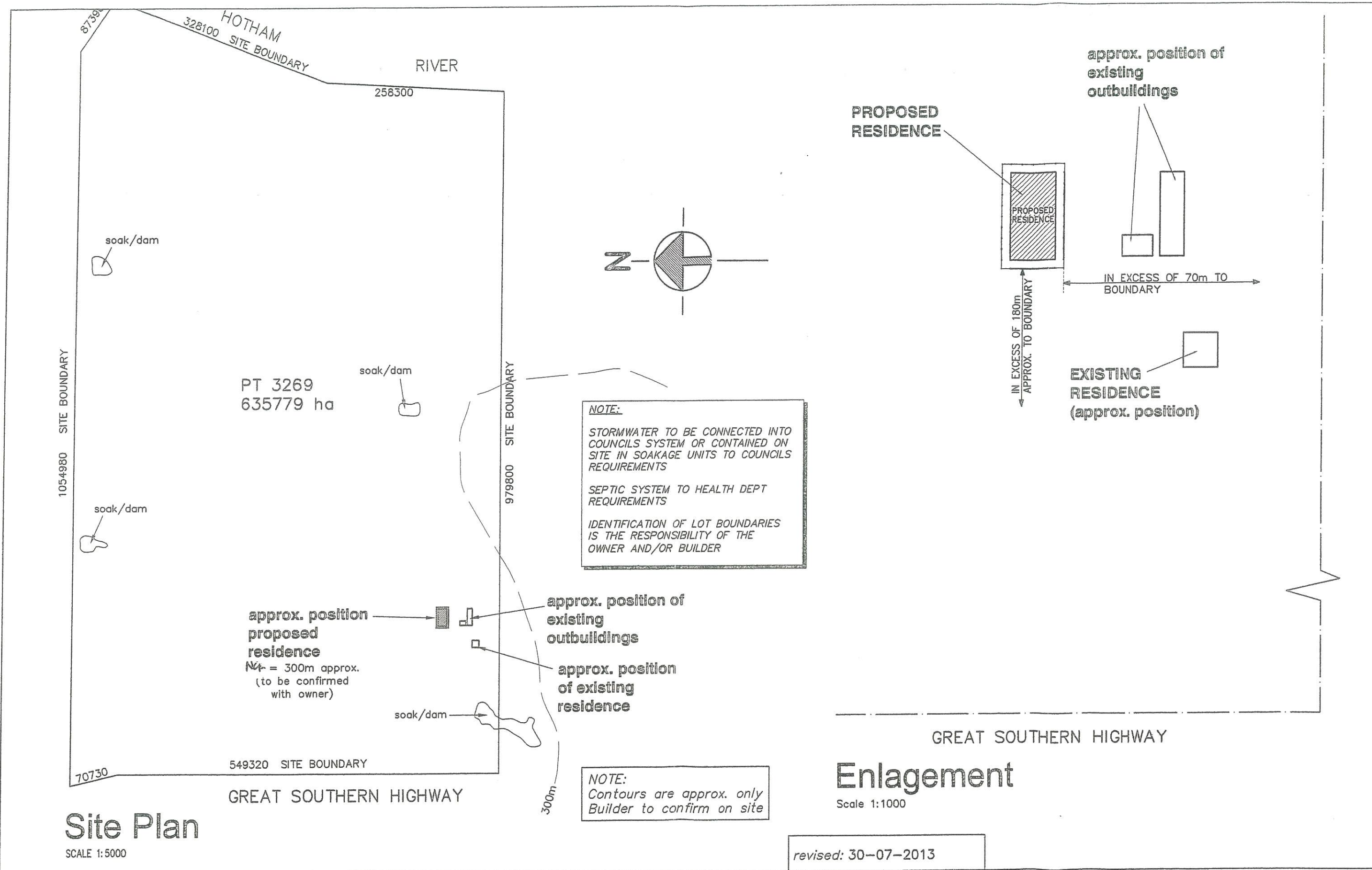
From an onsite inspection of this existing driveway:

- Sight distance on the northern (Great Southern Hwy) approach is currently approximately 450m, which is good.
- Sight distance on the southern (Great Southern Hwy) approach is currently approximately 1.29km, which is very good.
- The current layout of the driveway appears acceptable for light vehicle use. If there is a need for heavy vehicle use then there may be a need to upgrade the driveway layout to meet current MRWA guidelines; in this case, MRWA should be approached for advice re any upgrade requirements and to obtain details of the application process required prior to carrying out improvement works within the road reserve of the highway.

This e-mail should not be taken as approval for any future development; it is only intended to provide preliminary comment based on the fairly limited information provided in your e-mail.

Regards,

Bernie van Niekerk
Network Operations Manager
Main Roads WA
Wheatbelt South Region
PO Box 194
Narrogin WA 6312



project: PROPOSED RESIDENCE
AT Pt 3269 GREAT SOUTHERN HWY, CUBALLING.

revised: 30-07-2013

client: J&L CACIC

content: SITE PLAN & ENLARGEMENT

scale: 1:5000 1:1000

drawn: lw

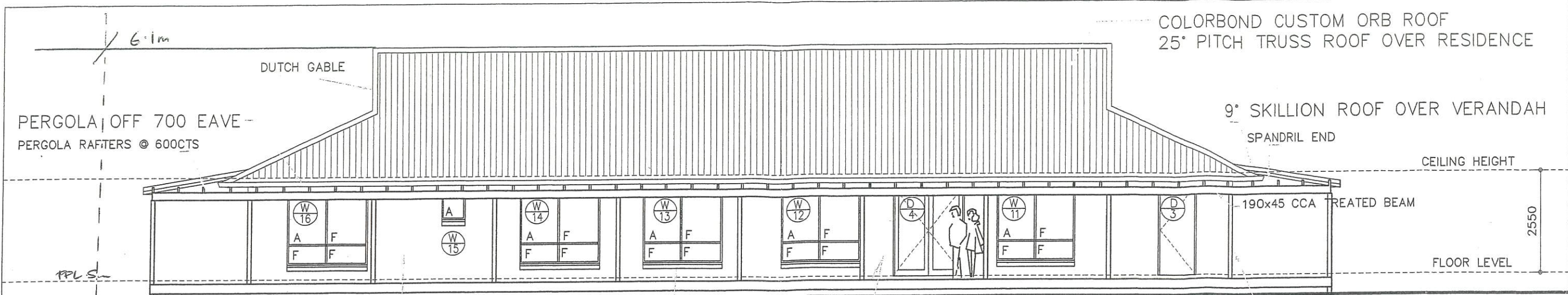
date: 16-07-2013

job no.:

dwg.no.: A1

IT REMAINS THE RESPONSIBILITY OF THE BUILDER TO ENSURE THAT ALL DIMENSIONS AND DETAILS ARE WORKABLE
REMAIN THE SOLE PROPERTY OF THE DESIGNER AND MUST NOT BE GIVEN, LENT, RESOLD OR OTHERWISE DISPOSED OF OR COPIED WITHOUT THE PERMISSION IN WRITING OF THE DESIGNER

- COPYRIGHT - THIS DRAWING SHALL



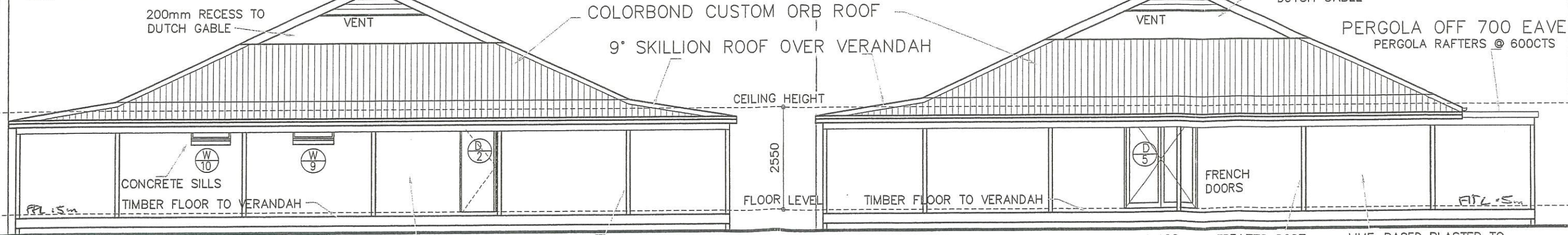
North Elevation

SCALE 1:100

NOTE: FULL LENGTH BALES TO BE USED AT CORNERS
12mm U-SHAPED BARS, 450mm LONG WITH 250mm LEGS DRIVEN INTO TOP OF EVERY COURSE AT CORNERS
TIE CORNER BALES TO STRUCTURAL SUPPORT POSTS

South Elevation

SCALE 1:100



East Elevation

SCALE 1:100

West Elevation

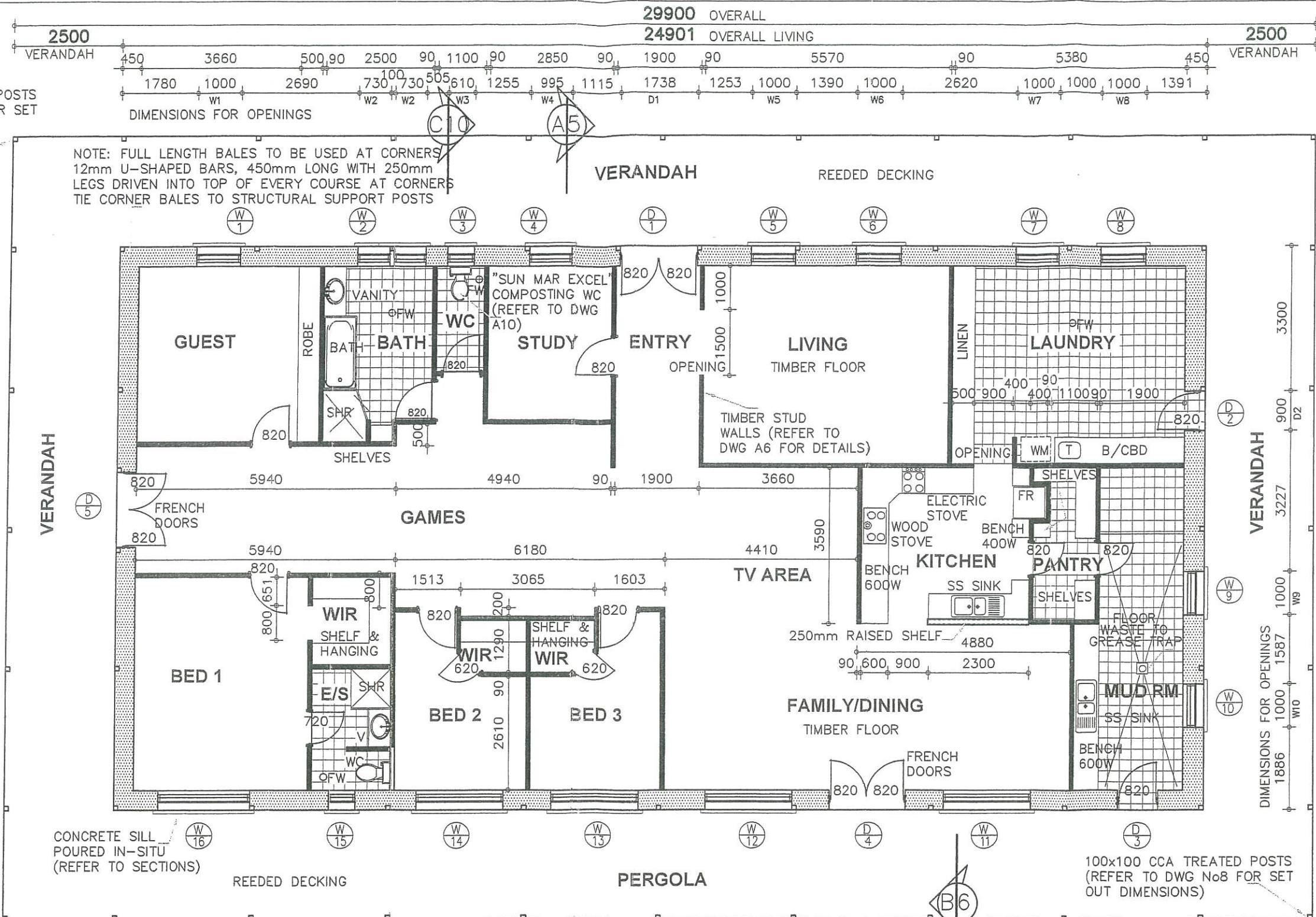
SCALE 1:100



project: PROPOSED RESIDENCE FOR J & L CACIC AT Pt 3269 GREAT SOUTHERN HWY, CUBALLING.		content: ELEVATIONS	
scale: 1:100	drawn: JP	date: 27-7-05	job no.:
IT REMAINS THE RESPONSIBILITY OF THE BUILDER TO ENSURE THAT ALL DIMENSIONS AND DETAILS ARE WORKABLE REMAIN THE SOLE PROPERTY OF THE DESIGNER AND MUST NOT BE GIVEN, LENT, RESOLD OR OTHERWISE DISPOSED OF OR COPIED WITHOUT THE PERMISSION IN WRITING OF THE DESIGNER		- C O P Y R I G H T - THIS DRAWING SHALL	
		dwg.no.: A3	

100x100 CCA TREATED POSTS
(REFER TO DWG N FOR SET
OUT DIMENSIONS)

NOTE: FULL LENGTH BALES TO BE USED AT CORNERS
12mm U-SHAPED BARS, 450mm LONG WITH 250mm
LEGS DRIVEN INTO TOP OF EVERY COURSE AT CORNERS
TIE CORNER BALES TO STRUCTURAL SUPPORT POSTS



AREAS:
LIVING: 320.5sm
VERANDAH: 138.46sm
PERGOLA: 74.75sm

SEE DWG No 7 FOR
GENERAL NOTES

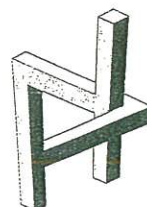
Floor Plan

SCALE 1:100

2500
VERANDAH

24900 OVERALL LIVING

2500
VERANDAH



powerhouse

ARCHITECTURAL DRAFTING

58 COCKBURN ROAD ALBANY TEL 9841 3311 FAX 9841 3355

project: PROPOSED RESIDENCE FOR J & L CACIC
AT Pt 3269 GREAT SOUTHERN HWY, CUBALLING.

content: FLOOR PLAN

scale: 1:100

drawn: JP

date: 27-7-05

job no.:

dwg.no.: A2

IT REMAINS THE RESPONSIBILITY OF THE BUILDER TO ENSURE THAT ALL DIMENSIONS AND DETAILS ARE WORKABLE - COPYRIGHT - THIS DRAWING SHALL
REMAIN THE SOLE PROPERTY OF THE DESIGNER AND MUST NOT BE GIVEN, LENT, RESOLD OR OTHERWISE DISPOSED OF OR COPIED WITHOUT THE PERMISSION IN WRITING OF THE DESIGNER

9.4.25 MOTORCYCLE PARK – LOT 101 REEDS ROAD, POPANYINNING

Submission to: Ordinary Meeting of Council
Location/Address: Lot # 101 Reeds Road, Popanyinning
Reporting Officer: Allan Ramsay – Environmental Health Officer/Building Surveyor
Enabling Legislation: Planning and Development Act 2005
Council Policy: Town Planning Scheme No.2
Budget Implications: Nil
File Reference: Town Planning 3
Attachments: Nil
Voting Requirements: Simple Majority

Summary

On the 7th August 2013 another State Administration Tribunal (SAT) mediation meeting was held where Mr & Mrs Street attended at the SAT Office in Perth with Mr Brian Hunt representing SAT. The author of this brief update attended the meeting via telephone.

The purpose of the meeting was to follow up on whether Mr & Mrs Street wanted to progress their application following the resolution from Council at its July meeting:

“That Council resolves to approve option A for Mr & Mrs Street to enable them to prepare for the State Administration Tribunal mediation meeting to be held on the 7 August 2013 between the Shire of Cuballing and Mr & Mrs Street

Option A - That the easement be developed to the following minimum standard:

- 1. Pavement formation(running surface) of seven(7) metres in width;*
- 2. Runoff batters for emergency purposes;*
- 3. The proposed work be carried out by the Shire of Cuballing Works Department at a maximum cost of \$5,000.00;*
- 4. Mr Street to eradicate grass/weeds prior to any works on the easement;*
- 5. The Shire of Cuballing Local Government Authority not to be held responsible for the location of the road works to the easement unless the easement is surveyed by a licensed surveyor;*
- 6. This approval does not mean that the application for the motorcycle Park is approved as it only refers to the easement for the SAT mediation meeting to be held on the 7th August 2013 as the first step of the approval process; and*
- 7. The upgrade of the easement and its use by the public needs to be understood clearly by each landowner having rights of the easement and in particular their obligations in the event of ongoing maintenance and liability in the event of accidents*

Moved: Cr Haslam

Seconded: Cr Conley

Carried 5/0”

At the SAT meeting Mr & Mrs Street decided that they still wanted to continue with the application. They will prepare a new application for Council's Town Planning Consultant to peruse by the 4th September and a report will be prepared and presented to Council at its September 2013 meeting.

OFFICER'S RECOMMENDATION

That the Environmental Health Officer/Building Surveyor's Report on the Motorcycle Park is received and information noted

Environmental Health Officer & Building Surveyor, Alan Ramsay, requested it be recorded that he recommended the application not be approved in its current form

Council Decision

That:

- 1 1 The Environment Health Officer/Building Surveyor's report on the Motorcycle Park is received and information noted;
- 2 The Motorcycle Park at Lot 101 Reeds Road Popanyinning be approved subject to the following conditions
 - a) The Registered Easement to the property be developed to the following minimum standard with the works to be carried out by the Shire of Cuballing or an alternative competent person, with said development to be inspected and approved by the Shire of Cuballing Works Manager;
 - *Pavement formation(running surface) of seven(7) metres in width;*
 - *Runoff batters for emergency purposes;*
 - *The proposed work be carried out by the Shire of Cuballing Works Department at a maximum cost of \$5,000.00 or alternatively by a private contractor, with finished pavement formation to be approved by the Shire of Cuballing Works Manager.*
 - *Mr Street to eradicate grass/weeds prior to any works on the easement;*
 - *The Shire of Cuballing Local Government Authority not to be held responsible for the location of the road works to the easement unless the easement is surveyed by a licensed surveyor;*
 - *This approval does not mean that the application for the motorcycle Park is approved as it only refers to the easement for the SAT mediation meeting to be held on the 7th August 2013 as the first step of the approval process; and*
 - *The upgrade of the easement and its use by the public needs to be understood clearly by each landowner having rights of the easement and in particular their obligations in the event of ongoing maintenance and liability in the event of accidents*

- b) A toilet, approved by the Health Department, be provided at a location as close as practicable to the motorcycle tracks on the property and the appropriate health approvals be obtained from the Shire of Cuballing.
- c) A Fire Management Plan be prepared and approved by the Popanyinning, Bushfire Control Officer and provided to Council's Emergency Services Officer and an Emergency Management Plan
- d) Other property owners along the registered easement being advised that the Motorcycle Park users will be accessing the property by way of the registered easement and written acknowledgement from the abovementioned property owners be provided to Council;
- e) Hours of operation to be as follows, excepting days when a movement of machinery in paddocks ban is in force, or days when a total fire ban has been declared:
- | | |
|----------|------------|
| Friday | 8am to 5pm |
| Saturday | 8am to 5pm |
| Sunday | 9am to 5pm |
| Monday | 8am to 5pm |
- f) There is to be no preparation of food for sale on the property.
- g) Noise levels to be monitored and recorded quarterly and provided to the Shire of Cuballing. Mr & Mrs Street to be advised that should residences be built on adjoining properties within close proximity of the motorcycle tracks, all requirement of the Environmental Protection Act with respect to noise levels will apply.
- h) The Motorcycle Park to comply with the provisions of the Health Act 1911 (as amended)
- i) The current outbuildings on the property should not be used for accommodation for either owners or users of the Motorcycle Park
- j) Dust suppression measures to be implemented and be documented in a dust management plan and approved by the Environmental Health Officer at the Shire of Cuballing.

Moved Cr McDougall

Seconded Cr Haslam

Carried 5/0

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

11. OTHER URGENT BUSINESS

Council Decision

That the urgent business items 11.2.39, 11.2.40 and 11.2.41 be considered

Moved

Seconded

Carried

11.2.39 CENTAL COUNTRY ZONE – APPOINTMENT OF DELEGATE

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

Background

Councillors Wittwer and Newman are currently Councils delegate and deputy delegate on the central country zone of WALGA. Due to Cr Wittwer's imminent retirement it may be prudent for another Councillor to be appointed in Cr Wittwer's place.

Comment

NIL

COUNCIL DECISION:

That Cr Conley be appointed as Shire of Cuballing Councils delegate to the Central Country Zone of WALGA in place of Cr Wittwer.

Moved: Cr Wittwer

Seconded: Cr Newman

Carried by Absolute Majority 5/0

11.2.40 OCTOBER ORDINARY MEETING OF COUNCIL – PROPOSED CHANGE OF COUNCIL MEETING DATE

Submission to: Ordinary Meeting of Council
Location/Address: Not applicable
Reporting Officer: Eva Haydon, Chief Executive Officer
Enabling Legislation: Local Government Act 1995
Local Government (Administration) Regulations 1996
Council Policy: Nil
Budget Implications: Nil
File Reference: CMR 1
Voting Requirements: Simple Majority

Background

Local Government Act 1995, Section 5.3, provides that Councils are to hold ordinary meetings and that the ordinary meetings are not to be held more than three (3) months apart.

Local Government (Administration) Regulations 1996, Regulation 12, provides that at least once each year a local government is to give local public notice of the dates on which and the time and place at which the ordinary council meetings are to be held in the next 12 months. The regulation also states that a local government is to give local public notice of any change to the date, time or place of a ordinary council meeting.

Comment

Due to the local government election which is scheduled for October 19th 2013, it may be of benefit to have the meeting postponed by one week to swear in the new council members.

Council Decision

That:

- The ordinary council meeting of the Shire of Cuballing scheduled to be held on Thursday 17 October 2013 be changed to Thursday 24 October 2013; and
- The change of meeting date be advertised in accordance with the requirements of the Local Government (Administration) Regulations 1996.

11.2.41 2013 GENERAL ELECTION

Submission to: Ordinary Meeting of Council
Location/Address: Not applicable
Reporting Officer: Eva Haydon, Chief Executive Officer
Enabling Legislation: Local Government Act 1995
Local Government (Administration) Regulations 1996
Council Policy: Nil
Budget Implications: Nil
File Reference: CMR 1
Voting Requirements: Simple Majority

Background

In previous local government elections voting venues have been held at the Cuballing Shire office and Popanyinning Hall.

Earlier this year prior to election dates being announced the hall was reserved by Wayne Bird and the Popanyinning Progress Association for the monthly family dance. Due to the fact that the Popanyinning hall is unavailable for the upcoming election it is recommended that the Shire of Cuballing source alternative premises such as the Popanyinning school building.

Comment: NIL

Council Decision

That:

Due to the unavailability of the Popanyinning Town Hall, the polling place in Popanyinning be the former Popanyinning School building subject to permission from the lessee. Hours of operation of the polling place to be from 10am to 2pm

Moved: Cr Wittwer

Seconded: Cr Newman

Carried 5/0

12. NEXT MEETING

Thursday 19 September 2013, 3.00pm

13. CLOSURE OF MEETING

There being no further business the meeting closed at 5.50pm