

SHIRE
OF

CUBALLING

**COUNCIL MEETING
HELD ON 18 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 18 JULY 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**
 - 9.1.42 List of Accounts Submitted for Council Approval*
 - 9.1.43 Statement of financial Activity*
 - 9.2 CEO's REPORT**
 - 9.2.83 Minutes of the Dryandra Regional Equestrian Association Minutes*
 - 9.2.84 Common Seal – Town Planning Amendment No 3 – Lot 46 Forrest Street, Popanyinning*
 - 9.2.85 Local Emergency Management Committee (LEMC)*
 - 9.2.86 Application For Planning Approval – Proposed Fixed Wireless Facility- 47 Spragg Street, Popanyinning*
 - 9.2.87 Backflow Prevention Device Upgrade for Standpipes*
 - 9.2.88 Mining Tenement Exploration Application*
 - 9.3 WORKS**
 - 9.3.35 Works Managers Report*
 - 9.4 HEALTH & BUILDING REPORT**
 - 9.4.22 Application for Planning Approval – Two Temporary Workers Accommodation*
 - 9.4.23 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 3.55pm

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

Cr Roger Newman	Deputy President
Cr Tim Haslam	
Cr Mark Conley	
Cr Carol McDougall	
Cr Chad Hawksley	
Mrs Eva Haydon	Chief Executive Officer
Mr Peter Gurney	Daly International
Mr Jaap Streppel	Daly International
Mr Kelly Cooper	
Mr Gary Young	

3. **PUBLIC QUESTION TIME**

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 Conley

Seconded: Cr Hawksley

Carried 5/0

5. **LEAVE OF ABSENCE:**

Cr Tom Wittwer	President
----------------	-----------

6. **MINUTES**

6.1 CONFIRMATION OF 20 JUNE 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 20 June 2013 be confirmed.

Moved: Cr McDougall

Seconded: Cr Conley

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

9.1.37 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – MAY 2013

Location/Address: Not applicable
Date: 07 June 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: \$676,191.69

Electronic Fund Transfers/Chq: \$676,191.69

Credit Card: \$0.00

Trust

Electronic Funds Transfers \$42,397.55

Moved: Cr McDougall

Seconded: Cr Hawksley

Carried 5/0

LIST OF ACCOUNTS DUE & SUBMITTED FOR COUNCIL

Date	Name	Description	Amount
03/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-226.50
17/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-2495.85
19/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-694.60
20/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1133.80
21/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1085.80
24/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1237.40
25/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-307.75
26/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-693.50
27/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1961.00
28/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-2768.70
27/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1961.00
04/06/2013	5 - STANDPIPE REFUNDS	STANDPIPE REFUNDS	-20.00
28/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-2768.70
27/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1961.00
28/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-2768.70
06/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1167.00
07/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-432.35
10/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-10460.00
11/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-6539.95
12/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-404.85
13/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-828.00
14/06/2013	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-481.10
14/06/2013	LANDGATE	Valuer Generals Office - Services	-5796.70
14/06/2013	TOLL IPEC (COURIER AUSTRALIA)	Freight- Hersey	-17.23
14/06/2013	Western Australian Electoral Commssion	Pol I(Amalgamation) Expenses incurred	-9047.13
18/06/2013	WESTRAC	Supply of parts for loader	-123.63
18/06/2013	Allan's Bobcat & Truck Hire		-484.00
18/06/2013	BUILDERS REGISTRATION BOARD Building Commission	Building Services Levy- 01/05/13-31/05/13	-106.50
18/06/2013	FUJI XEROX	Photocopying	-627.47
18/06/2013	GREAT SOUTHERN FUEL SUPPLIES	BP 10 PPM Diesel (1.3776)	-18181.71
18/06/2013	INGERSLEY ELECTRICAL	rEMOVE, RELOCATE,INSTALL oVEN gpo ; REPAIR LIGHT	-932.01
18/06/2013	LANDGATE	Cadastral Data and associated Service Fees	-235.14
18/06/2013	MECHANICAL AND DIESEL SERVICES		-1659.90
18/06/2013	NARROGIN EARTHMOVING AND CONCRETE		-434.72
18/06/2013	SNAP FREMANTLE	Rates notices	-774.29
25/06/2013	C&D Cutri	Guardrail Upgrade- Cuballing east road	-19800.00
25/06/2013	CORNER'S AUTOMOTIVE ELECTRICS	Beacons	-286.00
25/06/2013	CUBY ROADHOUSE	Papers, posatge and stamps	-126.45
25/06/2013	Cuby Tavern	Councillors Meals and refreshments	-310.00
25/06/2013	EDWARDS MOTORS PTY LTD	Wiper Blades	-71.80
25/06/2013	FARMWORKS RURALCO	Max Out 540; Metsulfuron; Pulse	-5869.60
25/06/2013	Fire and Emergency Services	12/13 ESL Quarter 4	-3830.40
25/06/2013	JR & A HERSEY P/L	Smoke Lens safety glasses, Beige Cowgrain	-584.76
25/06/2013	LANDGATE	Rural UV interim valuation shared	-110.40

25/06/2013	Landmark	Supply and Install Gas bottle	-106.01
25/06/2013	MAKIT NARROGIN HARDWARE	Gal bolts, washers, dyna bolts, batten screws, tek drivers,	-477.70
25/06/2013	MJ & JL Dyke	Supply hydraulic fittings	-110.28
25/06/2013	McDougall Weldments	WELD POST HOLE DIGGER-REPAIRS	-74.46
25/06/2013	NARROGIN AGRICULTURAL REPAIRS	Kohler Engine maintenance kit	-89.00
25/06/2013	NARROGIN AUTO ELECTRICS	battery	-241.37
25/06/2013	NARROGIN BEARING SERVICES	High tensile chain	-219.93
25/06/2013	NARROGIN PUMPS SALES & SERVICE	3 POLY lump end ; galv 3" elbow"	-158.40
25/06/2013	NARROGIN TOYOTA	30000km Service	-400.69
25/06/2013	Narrogin Packaging	BLEACH, AIR TAP DRUM 25I	-67.15
25/06/2013	PAGE TRUCK HIRE	Bobcat and Loader hire push up Popo tip 8/5,15/5,20/5,28/5/2013	-880.00
25/06/2013	Staples Australia Pty Ltd	Artline, staples, key tags etc	-109.15
25/06/2013	TOLL IPEC (COURIER AUSTRALIA)	courier charges	-9.77
25/06/2013	itvision	sYNERGY SOFT UPGRADE	-786.50
28/06/2013	Auslec	Orange/Navy Shirts with reflective Strips	-184.05
28/06/2013	Avon Waste	Bulk Bin service & rent	-2482.20
28/06/2013	BUILDERS REGISTRATION BOARD Building Commission	Building Survey Levy	-339.21
28/06/2013	DEWS MINI EXCAVATIONS	Extend pipes to both sides and fit	-907.50
28/06/2013	MECHANICAL AND DIESEL SERVICES	60,000km service	-1222.65
28/06/2013	ROAD SIGNS AUSTRALIA	Sign	-636.90
28/06/2013	WESTRAC	Coolant	-137.24
14/06/2013	Commander	Phone Contract and Network Charges	-136.24
14/06/2013	SYNERGY	Streetlights (40) 25 Mar- 24 Apr	-512.30
14/06/2013	Shire of Wickepin	Bronwyn Dew -accrued LSL contribution	-3263.57
14/06/2013	Telstra	Fire control officer Mobile phone	-288.75
18/06/2013	Anittel PTY LTD	Network and Data Services/ service and	-116.49
18/06/2013	HAINES NORTON (WA) PTY LTD	Financial Reporting Manual and USB 2013	-990.00
18/06/2013	MAIN ROADS WA	Contribution to Bridge 3180A Hotham River Yornaning East Road (Repair	-554400.00
18/06/2013	WA LOCAL GOVERNMENT ASSOCIATION	Clubroom facility -Equestrian Centre Advertising for tender	-662.04
25/06/2013	DEPARTMENT OF TRANSPORT	Licence Renewal	-298.75
25/06/2013	Air Liquide PTY LTD	Gas cylinder rental	-100.58
25/06/2013	Commander	Phone Contract and Network Charges	-158.24
25/06/2013	Shire of Narrogin	spRAY INTERSECTION	-651.75
25/06/2013	TOWN OF NARROGIN	Computer Training- synergy Software 1x	-247.50
25/06/2013	Telstra	pHONE chARGES -98836025 (41.81); 98836031(216.69); 98836074(54.09); 98833159(36.64); 98836325 (34.95);	-609.93
26/06/2013	WA Local Government Super Plan	Superannuation contributions	-5738.63
26/06/2013	RAMSAY SUPERANNUATION	Superannuation contributions	-103.68
26/06/2013	PRIME SUPER	Superannuation contributions	-355.22
26/06/2013	AMP LIFE PTY LTD	Superannuation contributions	-282.10
26/06/2013	HOSTPLUS SUPER	Superannuation contributions	-357.32
26/06/2013	MATRIX SUPERANNUATION	Superannuation contributions	-130.92
26/06/2013	SPECTRUM SUPER	Superannuation contributions	-307.52
26/06/2013	Westscheme	Superannuation contributions	-167.49

26/06/2013 Westscheme	Superannuation contributions	-157.78
26/06/2013 Westscheme	Superannuation contributions	-167.49
26/06/2013 Westscheme	Superannuation contributions	-157.78
28/06/2013 Australian Taxation Office	Payroll deductions	-16144.00
28/06/2013 Australian Taxation Office	Fringe benefits tax -Period 16May2012-	-9531.74
28/06/2013 SYNERGY	Apr25-May24 Account	-495.75
28/06/2013 CONPLANT AUSTRALIA	lift pump cummins	-164.38
28/06/2013 WA LOCAL GOVERNMENT ASSOCIATION	Advertising of tender	-285.80
28/06/2013 BUILDING & CONSTRUCTION INDUSTRY TRAINING	Levy payment reconciliation	-147.95
28/06/2013 8 - WATCH24 MONTHLY ALARM CHARGE	WATCH24 MONTHLY ALARM CHARGE	-10.00
	Trust	-42397.55
	Municipal	-676191.69
	Credit Card	0.00
	TOTAL	<u><u>-718589.24</u></u>

9.1.38 STATEMENT OF FINANCIAL ACTIVITY

Location/Address: Not applicable
Date: 11 July 2013
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 30 June 2013, be received.

Moved: Cr Conley

Seconded: Cr McDougall

Carried 5/0

Bank Reconciliation as at 30 June 2013

	Municipal Fund	Trust Fund	Reserve Accts
Opening balance	2,540,343.60	52,190.47	688,018.84
Income	579,218.64	35,486.55	-
Add interest	12,654.97	-	11,001.91
Expenditure	-	831,480.72	-32,711.05
Closing balance	2,300,736.49	54,965.97	699,020.75
Bank account	665,885.64	54,965.97	2,903.89
Investments	1,711,019.00	-	696,116.86
Plus O/S deposits	1,231.80		-
Less O/S cheque	-	77,399.95	-
Closing balance	2,300,736.49	54,965.97	699,020.75

Investments 30 June 2013

Account Number	Maturity Date	Interest Rate	Fund/Account Municipal	Trust	Reserve
50360038	Term Deposit 2m	3.80%	-	-	696,116.86
34681402	Cash Deposit	2.75%	300,000.00		
	Online account		1,711,019.00		
Total			2,011,019.00	0.00	696,116.86

Shire of Cuballing
Notes on financial reports for 30 June
2013

General Purpose Funding

Rates

At present an amount of \$833,256 has been raised in rates. An amount of \$47,694 has been applied as a discount for the year. At present rate debtors are \$41,442.82.

Interest

Interest on muni account is \$56,581 compared to a revised budget figure of \$35,000, however, council only received \$25,354 on the reserve accounts compared to a revised budget figure of \$27,000.

Governance

Conferences

An amount of \$15,849 has been spent on conferences this year.

Annual Subscriptions

An amount of \$14,491 has been spent on subscriptions – this includes \$11,291 to WALGA and \$3,200 to Central Country Zone as memberships to various services.

Computer Equipment Mtnce

This is the cost of the annual licence and maintenance fee to Haines Norton for the computer software for the year and also now includes the cost of transferring to Synergysoft. This has exceed budget estimates of \$62,888 by \$3,632 at present as we required extra work to be carried out by IT Vision and Alphawest.

Law Order Public Safety

Grant and Subsidies

Four quarterly grant payments from FESA have been received together with the administration fee of \$4,000.

Community Amenities

Bin Sales and Recycling

Sims metal has collect Council's scrap metal from the refuse sites. Council received an amount of \$8,670.

Recreation & Culture

Grants & Contributions

We have received an insurance claim of \$4,300 being for the damage sustained to the toilets at the Yornaning dam and we have also received the Royalties for Regions funding for the club rooms of \$317,206.

Transport

Grants and Subsidies

Various road grants totalling \$2,975,274 over the year. The grain freight grant was \$1,433,000.

Other Property and Services

Private Works

Council is undertaking private works for a local contractor. Todate, private works are \$231,240 with associated costs of \$190,595.75.

Shire of Cuballing
Notes on financial reports for 30 June
2013

Sale of land

The sale of 75 Alton street to Brian and Donna Harvison for \$13,636 has resulted in a profit of \$10,636.

Parts and Repairs

This includes \$12,078 invoice for repairs to the Cat 120 grader. Parts totalled \$1,568.67 and labour (including accommodation) totalled \$10,510.

Other Notes

Fair Value

At present, I still have to update assets in the financial statements to bring them in line with the fair value of assets that was adopted by Council.

Assets

Road and other infrastructure

To date an amount of \$2,317,111 has been spent on road infrastructure and \$19,401 on other infrastructure

Land and Buildings

Fencing materials and supply and laying turf for the Popo town hall \$9,024

Limestone blocks, freight, laying concrete and earthworks for the Rec Centre \$82,301

Fencing Rec Centre - \$24,292

Concrete floor for Mens Shed \$3,662

Depot \$1,603

Furniture and equipment

Rec Centre – blinds and stove \$4,508

Town Hall – blinds \$3,909

Server for office - \$11,951

Plant purchases

Purchases to date include:

- Flat top trailer \$3,187
- John Deere tractor and radio \$65,971
- Cable locator \$3,500
- Metro traffic counter \$3,834
- Survey total station kit \$6,089

June Figures

These June figures are not the final figures for the year ended 30 June 2013, as there are still some end of year journals to be done.

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 2012 TO 30 JUNE 2013

	NOTE	30-Jun 2013 Actual \$	30-Jun 2013 Y-T-D Budget \$	2012/2013 Budget \$	Variances Budget to Actual Y-T-D %
<u>Operating</u>					
Revenues/Sources					
Governance		85,512	6,196	6,196	(1280.11%)
General Purpose Funding		685,378	225,000	243,597	(204.61%)
Law, Order, Public Safety		31,655	31,200	24,440	(1.46%)
Health		883	650	1,164	(35.92%)
Education and Welfare		-	-	-	
Housing		-	-	-	
Community Amenities		14,481	14,500	1,258	0.13%
Recreation and Culture		332,476	329,500	637,152	(0.90%)
Transport		2,986,867	2,918,500	1,997,559	(2.34%)
Economic Services		18,380	17,100	9,560	(7.49%)
Other Property and Services		287,621	271,800	26,495	(5.82%)
		<u>4,443,253</u>	<u>3,814,446</u>	<u>2,947,421</u>	
(Expenses)/(Applications)					
Governance		(206,306)	(155,500)	(121,971)	(32.67%)
General Purpose Funding		(45,738)	(45,500)	(159,190)	(0.52%)
Law, Order, Public Safety		(97,502)	(62,500)	(113,610)	(56.00%)
Health		(28,809)	(25,400)	(34,799)	(13.42%)
Education and Welfare		(7,240)	(6,800)	(10,714)	(6.47%)
Housing		(14,528)	(10,500)	(16,168)	(38.36%)
Community Amenities		(117,251)	(105,200)	(163,577)	(11.46%)
Recreation & Culture		(159,409)	(129,000)	(197,741)	(23.57%)
Transport		(1,619,541)	(1,250,500)	(1,859,249)	(29.51%)
Economic Services		(46,146)	(42,500)	(115,650)	(8.58%)
Other Property and Services		(185,268)	(111,200)	(42,556)	(66.61%)
		<u>(2,527,737)</u>	<u>(1,944,600)</u>	<u>(2,835,225)</u>	
<u>Adjustments for Non-Cash</u>					
<u>(Revenue) and Expenditure</u>					
(Profit)/Loss on Asset Disposals		(10,636)	-	-	
Depreciation on Assets		810,574	425,696	802,650	
Movement in non current leave entitlements		-	-	-	
<u>Capital Revenue and (Expenditure)</u>					
Purchase Land Held for Resale		-	-	-	
Purchase Land and Buildings		(138,567)	(121,121)	(606,313)	
Purchase Infrastructure Assets - Roads & Footpaths, Other		(2,336,513)	(1,496,260)	(2,110,595)	
Other		(8)	-	-	
Purchase Plant and Equipment		(76,581)	(82,581)	(104,300)	
Purchase Furniture and Equipment		(16,188)	(16,188)	(14,000)	
Proceeds from Disposal of Assets		13,636	13,636	-	
Repayment of Debentures		(34,306)	(25,842)	(33,558)	
Proceeds from New Debentures		-	-	-	
Transfers to Reserves (Restricted Assets)		(25,355)	(14,344)	(16,000)	
Transfers from Reserves (Restricted Assets)		-	-	-	
ADD Net Current Assets July 1 B/Fwd		1,535,319	1,190,765	1,190,765	
LESS Net Current Assets Year to Date		(2,422,457)	(2,522,762)	-	
Amount Raised from Rates		<u>(785,565)</u>	<u>(779,154)</u>	<u>(779,154)</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 2012 TO 30 JUNE 2013

	30-Jun 2013 Actual \$	2013 Budget \$
3. ACQUISITION OF ASSETS		
The following assets have been acquired during the period under review:		
<u>By Program</u>		
Governance	11,951	19,200
Community Amenities	22,813	54,663
Recreation and Culture	131,538	455,129
Transport	2,401,295	2,259,395
Economic Services	250	46,821
	2,567,847	2,835,208
<u>By Class</u>		
Land Held for Resale		
Land and Buildings	136,803	482,229
Infrastructure Assets	2,336,513	2,229,479
Plant and Equipment	82,581	104,300
Furniture and fittings	11,951	19,200
	2,567,848	2,835,208

Please note that on a review of the assets acquired, I have changed the class of some of them to make it more relevant.

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 30 JUNE 2013

4. DISPOSALS OF ASSETS

<u>By Program</u>	Net Book Value	Sale Proceeds	Profit(Loss)
	30-Jun 2013 Actual \$	30-Jun 2013 Actual \$	30-Jun 2013 Actual \$
Other Property and Services			
Lot 75 Alton St (lot 1 CT 474 Folio 93)	3,000	13,636	10,636
	-		-
	-		-
	-		-
	-		-
	-		-
	3,000	13,636	10,636

	Net Book Value	Sale Proceeds	Profit(Loss)
	30-Jun 2013 Actual \$	30-Jun 2013 Actual \$	30-Jun 2013 Actual \$
Land and Buildings			
Vacant Land	3,000	13,636	10,636
	-		-
	-		-
	-		-
	-		-
	-		-
	3,000	13,636	10,636

Summary

	30-Jun 2013 Actual \$
Profit on Asset Disposals	10,636
Loss on Asset Disposals	-
	<u>10,636</u>

SHIRE OF CUBALLING
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 30 JUNE 2013

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-11	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Recreation & Culture								
Loan #61	31,461		8,930	9,055	22,531	22,406	1,706	1,581
Transport								
Loan #62	174,562		25,376	24,503	149,186	150,059	10,165	10,936
	206,023	-	34,306	33,558	171,717	172,465	11,871	12,517

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

Council is not proposing to take out any new loans in the 2012/13 financial year.

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 30 JUNE 2013

	30-Jun 2013 Actual \$	2012/13 Budget \$
6. RESERVES		
Cash Backed Reserves		
(a) Plant and Equipment Reserve		
Opening Balance	190,612	190,223
Amount Set Aside / Transfer to Reserve	7,169	4,451
Amount Used / Transfer from Reserve	-	-
	<u>197,781</u>	<u>194,674</u>
(b) IT and Office Equipment Reserve		
Opening Balance	8,687	8,682
Amount Set Aside / Transfer to Reserve	336	202
Amount Used / Transfer from Reserve	-	-
	<u>9,023</u>	<u>8,884</u>
(c) Employee Entitlements Reserve		
Opening Balance	111,811	111,736
Amount Set Aside / Transfer to Reserve	4,208	2,600
Amount Used / Transfer from Reserve	-	-
	<u>116,019</u>	<u>114,336</u>
(d) Housing Reserve		
Opening Balance	7,173	7,200
Amount Set Aside / Transfer to Reserve	262	168
Amount Used / Transfer from Reserve	-	-
	<u>7,435</u>	<u>7,368</u>
(e) Recreation and Community Facility Res		
Opening Balance	274,998	275,000
Amount Set Aside / Transfer to Reserve	10,347	6,403
Amount Used / Transfer from Reserve	-	-
	<u>285,345</u>	<u>281,403</u>
(f) Refuse Site Reserve		
Opening Balance	55,031	55,000
Amount Set Aside / Transfer to Reserve	2,087	1,280
Amount Used / Transfer from Reserve	-	-
	<u>57,118</u>	<u>56,280</u>
(g) Grain Freight Reserve		
Opening Balance	25,367	25,367
Amount Set Aside / Transfer to Reserve	946	896
Amount Used / Transfer from Reserve	-	-
	<u>26,313</u>	<u>26,263</u>
Total Cash Backed Reserves	<u>699,034</u>	<u>689,208</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 2012 TO 30 JUNE 2013

	30-Jun 2013 Actual \$	2012/13 Budget \$
6. RESERVES (Continued)		
Summary of Transfers To Cash Backed Reserves		
Transfers to Reserves		
Plant and Equipment Reserve	7,169	4,451
Office Equipment Reserve	336	202
Employee Entitlement Reserve	4,208	2,600
Housing Reserve	262	168
Recreation and Community Facility Reserve	10,347	6,403
Refuse Site Reserve	2,087	1,280
Grain Freight Reserve	946	896
	<u>25,355</u>	<u>16,000</u>
Transfers from Reserves		
Plant and Equipment Reserve	-	-
IT and Office Equipment Reserve	-	-
Employee Entitlements Reserve	-	-
Housing Reserve	-	-
Recreation and Community Facility Reserve	-	-
Refuse Site Reserve	-	-
Grain Freight Reserve	-	-
	<u>-</u>	<u>-</u>
Total Transfer to/(from) Reserves	<u>25,355</u>	<u>16,000</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.

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.

SHIRE OF CUBALLING

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2012 TO 30 JUNE 2013

	30-Jun 2013 Actual \$	Brought Forward 1-Jul \$
7. NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	2,292,917	1,245,686
Cash - Restricted	699,034	673,674
Prepaid assets	-	-
Receivables	162,290	379,010
Inventories	2,934	2,923
	3,157,175	2,301,293
LESS: CURRENT LIABILITIES		
Payables and Provisions	(35,677)	(92,300)
NET CURRENT ASSET POSITION	3,121,498	2,208,993
Less: Cash - Reserves - Restricted	(699,034)	(673,674)
NET CURRENT ASSET POSITION	2,422,464	1,535,319
Net Current Asset Position for 2012/13		
Budget was		1,190,765
Difference comprises:		
Municipal cash at bank		334,846
Debtors		(614)
Reserves		1,666
Creditors		4,035
Accrued wages		2,563
Payroll tax		231
Collections		(164)
GST payable		(10,543)
Expenses included as operating		13,000
Less amount transferred to reserves		(466)
Actual net current asset position		1,535,319

SHIRE OF CUBALLING
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2012 TO 30 JUNE 2013

8. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2012/13 Rate Revenue \$	2012/13 Interim Rates \$	2012/13 Back Rates \$	2012/13 Total Revenue \$	2012/13 Budget \$
General Rate								
UV - Cuballing	0.005746	275	105,981,484	608,528	3,396	-	611,924	609,012
GRV Cuballing	0.062077	175	1,821,435	113,067	-	-	113,067	113,278
Sub-Totals		450	107,802,919	721,595	3,396	-	724,991	722,290
Minimum Rates								
UV - Cuballing	500	63	4,629,197	31,500	-	-	31,500	31,500
GRV Cuballing	500	154	638,215	76,500	-	-	76,500	77,000
Sub-Totals		217	5,267,412	108,000	-	-	108,000	108,500
Ex gratia rates Specified Area Rates								
							832,991	830,790
							265	364
							-	-
Discounts							833,256	831,154
							(47,694)	(52,000)
Totals							785,562	779,154

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 2012/13 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
Commodore Tennis Club	3,290	-	(100)	3,190
Cuballing Fire Brigade	3,704	-	(417)	3,287
Children Recycling Fund	1,417	-	-	1,417
Bonds - Building	6,839	-	-	6,839
Bonds - Hall Hire	900	450	(200)	1,150
Reimbursements	8,962	-	-	8,962
Social Club	5,253	461	(5,714)	-
Upper Hotham Project	15,027	-	-	15,027
Environment and Townscape Trust Fund	5,574	147	(7)	5,714
LCDC East Yornaning	1,360	-	-	1,360
Cuballing Country Festival	1,096	382	(382)	1,096
Cuballing Mens Shed	500	-	(500)	-
Cuballing Cricket Club	200	-	-	200
Cuballing Football Asson	2,566	-	-	2,566
Swipe cards	1,025	105	(40)	1,090
Cuballing Christmas Tree	393	-	(390)	3
CNN Budget		57,056	(57,056)	-
Police Licensing		102,877	(100,045)	2,832
	<u>58,338</u>			<u>54,965</u>

10. SUPPLEMENTARY INFORMATION

May include (not exhaustive) the following:

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

9.2.83 DRYANDRA REGIONAL EQUESTRIAN ASSOCIATION MINUTES

Location/Address: Whole of shire
Date: 4 July 2013
Reporting Officer: Nicole Gould – Community Development Officer
Enabling Legislation: Local Government Act 1995
Council Policy: Nil
Budget Implications: Nil
File Reference:
Voting Requirements: **Simple Majority**
Attachment: June 2013 Meeting Minutes

Background

Comment

Minutes of the last meeting are attached.

COUNCIL DECISION:

That the minutes of the Dryandra Regional Equestrian Association for the meeting held in June 2013 be received.

Moved: Cr Haslam

Seconded: Cr McDougall

Carried 5/0

Mr Bob Walker entered the chambers at 4.35pm

Mr Bob Walker departed the chambers at 4.38pm

**Minutes of Equestrian Centre Management Group Meeting
Held At 7pm, 25 June 2013
At The Shire Of Cuballing Council Chamber.**

Present: Cr T Haslam Chair
 Cr C McDougall
 Ms E Dowling
 Ms J Early
 Ms C Eales
 Mrs E Haydon CEO

Apologies Mr C Perkins

Confirmation of Minutes of meeting held 11 April 2013

That the Minutes of the Dryandra Regional Equestrian Park Management Committee held on 11 April 2013 be confirmed.

Moved: J Early

Seconded: C McDougall

Carried 5/0

Business Arising from the Minutes

C Eales advised that following discussion with the Council employee collecting refuse from the equestrian area, the most convenient place for bin placement was by the shed

E Haydon advised that parking at major events must be more organised in order that vehicles have unrestricted access in the event of an emergency (Fire or Ambulance)

General Business

The successful tenderer for the Clubrooms is LR Sims & Co. A pre-start meeting was held last week and it is expected that it will take 6-8 weeks for plans, soil and engineering reports to be completed for issuing of a building permit. Construction is expected to take 6 months from approval of plans, date estimated to be around February 2014. The plans for the clubrooms were discussed and approved.

E Haydon asked if the equestrian clubs could provide four photos to be placed on signs at the intersection of Springhill Road/Great Southern Highway and Cuballing West/Narrogin Wandering Roads. J Early to arrange.

E Dowling advised that the Shire of Cuballing website needed a link to both equestrian websites

E Haydon requested that both equestrian clubs discuss and advise her of preferences regarding erosion control and fencing at the dressage area along Bow Street.

Meeting Closure

There being no further business, the meeting closed at 8.07pm

9.2.84 SHIRE OF CUBALLING COMMON SEAL – LOT 46, FORREST STREET POPANYINNING

Submission to:	Ordinary Meeting of Council
Location/Address:	22 Campbell Street, Cuballing
Date:	4 July 2013
Reporting Officer:	Nichole Gould, Administration Officer
Enabling Legislation:	Local Government Act 1995
Council Policy:	3.11
Budget Implications:	Nil
File Reference:	Administration 18
Voting Requirements:	Simple Majority

Background

It is a requirement that the use of the Common Seal of the Shire of Cuballing be endorsed by Council.

Comment

During the previous month the Shire President and/or Chief Executive Officer witnessed the affixing of the Shire of Cuballing Common Seal to the following document(s):

- Town Planning Amendment No 3 – Lot 46 Forrest Street, Popanyinning between Whelans Town Planning and the Shire of Cuballing.

COUNCIL DECISION:

That Council endorses the affixing of the Shire of Cuballing Common Seal to the Town Planning Amendment No 3 – Lot 46 Forrest Street, Popanyinning.

Moved: Cr Hawksley

Seconded: Cr Conley

Carried 5/0

9.2.85 LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Local Government Act 1995as amended
Date:	9 July 2013
Attachment:	
Council Policy:	LEMC Arrangements
Budget Implications:	Minor Impact on budget
File Reference:	
Voting Requirements:	Absolute Majority

Background

The Shire of Cuballing joined with the Shires of Narrogin and Wickepin, and the Town of Narrogin to form a Local Emergency Management Committee several years ago.

The Emergency Management Act 2005 requires the following:

36. Functions of a local government

It is a function of a local government -

- (a) Subject to this Act, to ensure that effective local emergency management arrangements are prepared and maintained for its district;
- (b) To manage recovery following an emergency affecting the community in its district; and
- (c) To perform other functions given to the local government under this Act.

38. Local emergency management committees

- (1) A local government is to establish one or more local emergency management committees for the local government district
- (2) If more than one local emergency management committee is established, the local government is to specify the area in respect of which the committee is to exercise its functions
- (3) A local emergency management committee consists of –
 - (a) a chairman and other members appointed by the relevant local government in accordance with subsection (4); and
 - (b) if the local emergency coordinator is not appointed as coordinator for the local government district.
- (4) Subject to this section, the constitution and procedures of a local emergency management committee, and the terms and conditions of appointment of members, are to be determined by the SEMC)

39. Functions of local emergency management committees

The functions of a local emergency management committee are, in relation to its district or the area for which it is established –

- (a) To advise and assist the local government in ensuring that local emergency management arrangements are established for its district;
- (b) To liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
- (c) To carry out other emergency management activities as directed by the SEMC or prescribed by the regulations

40. Annual report of local emergency management committee

- (1) After the end of each financial year each local emergency management committee is to prepare and submit to the district emergency management committee for the district an annual report on activities undertaken by it during the financial year.
- (2) The annual report is to be prepared within such reasonable time, and in the manner, as is directed in writing by the SEMC.

The Local Emergency Committee for the Shires of Narrogin, Cuballing and Wickepin and the Town of Narrogin last met on 8 November 2012 and no annual report has been prepared for the financial year ended 30 June 2013. It is a requirement under State Emergency Police 2.5, that the LEMC shall meet every three months.

At the last meeting, the position of an Emergency Management Officer was discussed and a decision was made to advertise the position, with the Shire of Cuballing only contributing towards the administration of the LEMC as budget provision had been made for a part time Emergency Management Officer to prepare an Emergency Risk Management Plan which would deal with Planning, Prevention, Response, Relief and Recovery specific to the Shire of Cuballing. It was felt that this approach would be of more benefit to residents in the event of an emergency, as the experiences during the last significant storm event (30 January 2011) affected multiple local government areas, stretched resources and indicated that planning and prevention measures were needed to minimise relief and recovery requirements.

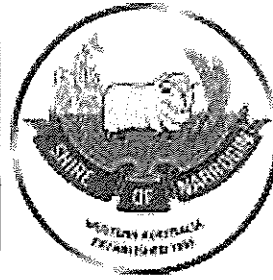
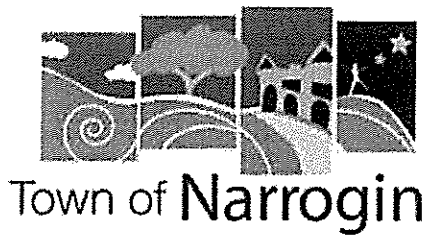
Further concerns came to light following the completion of the Emergency Risk Management Project which resulted in approximately 146 surveys being completed from a population of approximately 7000 (2%) with only 15 from Shire of Cuballing residents (1.6%). Of those 15 surveys it is estimated that 5 came from Shire Office Staff.

One of the questions on the survey asked how the local governments' level of Emergency preparedness was rated. Over half the survey answers were either "I don't know" – 46.3%) and "Low" 8.8%)

Comment

There have been concerns raised by several agencies regarding the ad hoc approach to emergency management in the area covered by the LEMC. As a result the author and the Chief Bushfire Control /Emergency Management Officer met with an officer from the Department of Fire and Emergency Services (DFES) to discuss how to proceed with emergency management in the Shire of Cuballing. The following options were suggested by the DFES officer:

- 1 The Shire of Cuballing to be removed from the Narrogin, Narrogin and Wickepin LEMC and form its own LEMC



Local Emergency Management Committee Meeting

13th September 2012

Minutes

1. OFFICIAL OPENING / ANNOUNCEMENT OF VISITORS

Chairperson Don Ennis declared the meeting open at 1110hrs.

2. RECORD OF ATTENDANCE/ APOLOGIES

Present:

Mayor Don Ennis	Town of Narrogin
Anika Bricknell	Town of Narrogin
Steve Ullrich	Wickepin Police
Eva Haydon	Shire of Cuballing
Mark Conley	Shire of Cuballing
Penny Butterworth	SES
Simon Vogel	FESA
Rodger Bryant	Dept Food & Agriculture
Grant Pollard	Narrogin Police
Alison Braid	Department of Child Protection
Cindy Wallace	Main Roads
Mark Hook	Shire of Wickepin
Shire Pres. Steve Martin	Shire of Wickepin
Cr Arthur Paternoster	Town of Narrogin
Anthony Mort	Shire of Cuballing
Bruce Brennan	Shire of Cuballing
John Warbarton	Town of Narrogin
Guy Maley	Town of Narrogin
Marcus Owen	Shire of Lake Grace / FESA CESM

Apologies:

Geoff McKeown	Shire of Narrogin
Aaron Cook	Town of Narrogin
Keith Devenish	Dept Food & Agriculture
Grant Hansen	FESA
Leigh Ballard	Town of Narrogin
Craig Andrew	Brookfield Rail
Fred Steer	Brookfield Rail
Toni Beaton	Narrogin Residents and Ratepayers Association
Steve Gorton	DEC
Brian Robinson	Town of Narrogin
Lynne Yorke	Narrogin Home Care

3. DECLARATIONS OF INTEREST IN THE MEETING AGENDA

NIL

4. CONFIRMATION OF MINUTES OF PERVIOUS MEETINGS.

4.1 Local Emergency Management Committee Meeting Held on the 6th August 2012.

Moved: **Steve Ullrich** **Seconded: Alison Braid** **Carried 18/0**

That the minutes of the Local Emergency Management Committee meeting held on the 8th August 2012 be confirmed as an accurate record of proceedings.

5. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

NIL

6. MATTERS WHICH REQUIRE DECISIONS AND COUNCIL ENDORSEMENT

7. OTHER MATTERS WHICH REQUIRE DECISIONS BY THE COMMITTEE

Emergency Risk Management Project

CEO Eva Haydon raised the wording of Treatment options. The committee decided to change the term to Risk Management Options.

Emergency Risk Management Project 2012 has been Endorsed and approved by the Narrogin, Cuballing and Wickepin Committee.

Moved: **Mark Conley** **Seconded: Rodger Bryant** **Carried 18/0**

8. MATTERS TO BE REVIEWED

Moved: **Anika Bricknell** **Seconded: Eva Haydon** **Carried 18/0**

8.1 Emergency Management Conference

The 2012 Emergency Management Conference was held in Bunbury. Anika, Marcus and Cindy attended stating that the guest speakers had relevant and interesting points. Each participant received a U-4-72 bag which has emergency tools and other important resources. The bag was displayed and discussed. Cindy Wallace gave an overview of the guest speakers highlighting the interesting points. Cr Paternoster stated that he would like the Lions and Rotary Clubs to take this information and circulate a similar bag to the community.

8.2 Emergency Management Arrangements

As stated in the last minutes the final draft for the Arrangements will be also emailed out to the committee for comment. Please take the time to read and review. Comments to be forward back as this document need to be completed and signed of by State Emergency Management Committee (SEMC).

8.3 Resource lists to be reviewed

As raised at previous meetings all organisations are to forward the resources lists for the Arrangements. Narrogin Police to forward the old list to Wickepin Police for review.

8.8 Correspondence Incoming

- E-mail apologies

Correspondence Outgoing

- E-mail Agenda and minutes
- Emergency Risk Project
- Arrangements
- Annual Report and Business Plan

9. GENERAL BUSINESS

Eva Haydon stated that she had a position description from Bayswater Council for an Emergency Management Officer. This position was needed to be discussed further with the CEO's as if it was to be part time or full time, pay rate etc. Highlighting the importance of Local Governments responsibility to ensure Emergency Management is part of the daily activities within each Council. Marcus Owen from Lake Grace was in attendance for the meeting to which he gave an overview of his position description. He informed the committee of how FESA is involved in his role and how to active a position for the committee. Marcus agreed to supply the committee a copy of his position description and business plan. FESA support this role 70% with Lake Grace supporting the other 30%. However he stated that FESA decides the percentage it will support the Council/s. It was discussed that the CEO's will have to discuss a contracted pay rate and hours available to ensure Anika will continue to maintain the Agenda and Minutes until the position is advertised and filled. Anika was asked to invoice the Committee for hours to complete this task. This agreement will have to be sorted with a Council taking the lead to agree to take the temporary contract on to ensure this continues.

MOTION:

Each CEO to meet and discuss the Community Emergency Services Management position and a temporary fund which will support the committee until the position is created and filled.

Moved: Penny Butterworth **Seconded:** Cindy Wallace **Carried 18/0**

10. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING

NIL

CLOSURE OF MEETING

Meeting closed 1206hrs, next meeting to be on 8th November 2012, at 1600hrs at FESA House, Narrogin.

9.2.86 APPLICATION FOR PLANNING APPROVAL – PROPOSED FIXED WIRELESS FACILITY- 47 SPRAGG STREET, POPANYINNING

Submission to:	Ordinary Meeting of Council
Location/Address:	47 Spragg Street, Popanyinning
Reporting Officer:	Allan Ramsay – Environmental Health Officer/Building Surveyor
Enabling Legislation:	Planning and Development Act 2005
Council Policy:	Town Planning Scheme No.
Budget Implications:	Nil
File Reference:	Town Planning 3
Attachments:	Provided at June 2013 Meeting
Voting Requirements:	Simple Majority

Background

Council has received an application from NBN Co Limited to install a fixed wireless NBN (telecommunications) Facility at 47 (lot 72) Spragg Street, Popanyinning.

In order to enable the provision of these services to the local community, NBN Co has undertaken a thorough analysis of the potential site alternatives and during this process has attempted to select the most appropriate site. Factors such as the ability to meet the required coverage and technical objectives, the surrounding landscape and community needs have all been carefully considered as part of this selection process.

The telecommunication facility comprises of a 40 metre high monopole along with ancillary components which will form part of the National Broadband Network of fixed wireless infrastructure.

Officers Comment

The application was referred to Council's Town Planning Consultant for comment the main concern was there any buffer distance required, set back from the boundary of only 2500mm, advertising and a more logical location being across the road in an agricultural zoned area.

These comments were followed up as follow:

1. Buffer distance – According to information on page 19 the level of risk from electronic magnetic energy (EME) is substantially less than the 1% of the maximum allowable exposure limit (where 100% of the limit is still considered to be safe) Appendix 5 has a table of predicted EME levels and it demonstrates (as an example) that at a distance of up to 500 metres the level is only 0.011%
2. The set back distance is only 2500mm. In the Planning Report the direction of the siting on the lot has been undertaken by the landowner to ensure that the primary use of the land and potential use of surrounding land is not negatively impacted upon. No vegetation removal is required.
3. The proposed location of the telecommunication facility has been a landowner located in the agricultural zoned area has been advised in writing. A land owner in the vicinity has made comment indicating that it could be an opening for other towers to be built in the area and it should be built on Council owned land or Crown Land. The NBN Report has tabled all sites investigated and notes in the

report that it was chosen based on radiofrequency objectives, planning and environmental issues, potential community sensitive uses and engineering criteria as per attachment page 7 of 30

With exception of the agricultural land to the North, the land owner of the preferred location currently owns the surrounding lots and 70,71 and 73 and his dwelling is located on Lot 71.

4. Logical location being the adjoining agricultural land – The NBN Report indicates that the land tenure was unable to be abstained.

COUNCIL DECISION

That Council:

1. **Grants planning approval to NBN Co Limited for the installation of the Fixed Wireless NBN (Telecommunications) Facility at Lot 72 # 47 Spragg Street, Popanyinning subject to the planting of vegetation around the compound.**
2. **A building Licence is required prior to installation of the Fixed Wireless NBN (Telecommunications) Facility to be located at Lot 72 # 47 Spragg Street, Popanyinning.**

Moved: Cr Haslam

Carried: Cr McDougall

Carried 4/1

Cr Conley requested that his vote against the motion be recorded.

9.2.87 BACKFLOW PREVENTION DEVICE UPGRADE FOR STANDPIPES

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Water Corporation Guidelines
Date:	11 July 2013
Attachment:	Correspondence from Water Corporation
Council Policy:	Nil
Budget Implications:	Potentially significant costs
File Reference:	Comm. Devel.3
Voting Requirements:	Absolute Majority

Background

The Water Corporation has reviewed water supply standpipes throughout regional Western Australia and has identified a number with backflow prevention devices that may not meet the new Australian Standard QAS3500 National Plumbing and Drainage Code.

There is consequently a risk that drinking water supplies could be contaminated through backflow, where contaminants in storage tanks or tankers used to transport water could accidentally flow back into the reticulated water supply.

The backflow prevention devices will be supplied free of charge in a once-of state wide programme to provide appropriate backflow prevention devices for installation at the outlet, or at the water supply meter.

Water Corporation records indicate that there are five standpipes within the Shire of Cuballing which will incur costs of several thousand dollars, with additional costs for inspections and reports on an annual basis.

Comment

This requirement was apparently proposed around ten years ago and was strongly objected to by local government as it is the responsibility of the Water Corporation to protect its water supply prior to supplying it to the user. In this instance, the Shire of Cuballing is the user and any water used from a standpipe is paid for by the Shire of Cuballing. At that time the Water Corporation installed backflow devices to standpipes throughout the state, however it is now a requirement to have new backflow devices on each standpipe.

A representative from the Water Corporation attended the June Central Country Zone meeting and it was made clear that although the Water Corporation would provide the backflow devices, installation and ongoing annual inspection would be the responsibility of each local government as each local government chooses to have the standpipes and provide water to its residents.

This matter was considered at the May 2013 Council meeting and the following was resolved:

That Water Corporation be advised that Council expects backflow prevention devices for standpipes being installed and inspected by Water Corporation, at no cost to the Shire of Cuballing, as it is their responsibility to provide potable water for human consumption and watering of stock in regional areas.

Budget provision will be required for the installation of the devices therefore the May decision will require revocation.

COUNCIL DECISION:

That Council consider revoking Decision 9.2.81 made at the 16 May 2013 Ordinary meeting of Council.

Moved: Cr Haslam

Seconded: Cr McDougall

Carried by Absolute Majority 5/0

COUNCIL DECISION

That Council revoke Decision 9.2.81 made at the 16 May 2013 Ordinary meeting of Council, That Water Corporation be advised that Council expects backflow prevention devices for standpipes being installed and inspected by Water Corporation, at no cost to the Shire of Cuballing, as it is their responsibility to provide potable water for human consumption and watering of stock in regional areas.

Moved: Cr Haslam

Seconded: Cr McDougall

Carried by Absolute Majority 5/0

9.2.17 DARLING RANGE PTY LTD EXPLORATION LICENCE

Location/Address: Whole of shire
Date 11 July 2013
Reporting Officer: Nicole Gould – Admin Officer
Enabling Legislation:
Council Policy: Nil
Budget Implications: Nil
File Reference:
Voting Requirements: N/A
Attachments: Application for Mining Tenement 70/4521
Form 21 – Attachment 1
Licencee Plan – E 70/4521
Application for Mining Tenement 70/4522
Licencee Plan – E 70/4522

Background

Council has received an application for two exploration licences 70/4521 & 70/4522 as per attached map.

Officer's Comment

Nil

OFFICER RECOMMENDATION

For Council information



M&M Walter Consulting
MINING TITLES AND NATIVE TITLE MANAGEMENT

10 JUL 2013

Suite 1, 159 York Street
Subiaco WA 6008
PO Box 8197
Subiaco East WA 6008
T: (08) 9381 5866
F: (08) 9381 5877
ABN 39 802 269 835

By Registered Post – AP508590816828⁴⁰¹⁹

8th July 2013

The Chief Executive Officer
Shire of Cuballing
PO Box 13
CUBALLING WA 6311

Dear Sir/Madam,

APPLICATION FOR EXPLORATION LICENCES 70/4521 AND 70/4522

On behalf of our client Darling Range Pty Ltd, we wish to advise that they have made application for the abovementioned exploration licences which are situated within the Shire of Cuballing. Only sub-surface rights are being sought in respect of any private land affected by these applications.

As required by the *Mining Act 1978 WA (as amended)* copies of the Form 21 applications along with maps showing the boundaries of the grounds applied for are enclosed for your reference.

Please do not hesitate to contact this office if you have any queries in regard to these applications.

Yours faithfully
M & M WALTER CONSULTING

Martin Wiedemann
Mining Title Consultant
(For and on behalf of Darling Range Pty Ltd)

Email: martin@mmwc.com.au

Encl.

APPLICATION FOR MINING TENEMENT

- (a) Type of tenement
- (b) Time & Date marked out (where applicable)
- (c) Mineral Field

(a) Exploration Licence	No. <i>70 / 4521</i>	
(b) N/A	(c) South West	

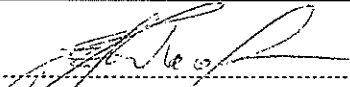
- APPLICANT:
For each applicant:
- (d) Full name and ACN/ABN No.
 - (e) Address
 - (f) No. of shares
 - (g) Total No. of shares

(d) & (e)	(f) shares
DARLING RANGE PTY LTD (ACN 131 534 319)	100
C/- M & M Walter Consulting	
PO Box 8197	
SUBIACO EAST, WA 6008	
(g) total 100	

- DESCRIPTION OF GROUND APPLIED FOR:
(For Exploration Licences see Note 1.
For other Licences see Note 2.
For all Licences see Note 3.)
- (h) Locality
 - (i) Datum Peg
 - (j) Boundaries

(h) EAST POPANYINNING	
(i)	
(j) See Attachments 1 & 2	
APPLICANT SEEKS SUB-SURFACE RIGHTS IN RESPECT TO PRIVATE LAND AFFECTED BY THE APPLICATION	
(k) Area (ha or km ²)	(k) 49 Blocks

- (k) Area (ha or km²)
- (l) Signature of applicant or agent (if agent, state full name and address)

(l)  Date 19/06/13
 Jeff Woodman - (as Agent)
 C/- M & M Walter Consulting, 2/257 York Street,
 SUBIACO WA 6008, Ph: 9381 5866

OFFICIAL USE

A NOTICE OF OBJECTION may be lodged at any mining registrar's office on or before the 30th day of July 2013 (See Note 4).

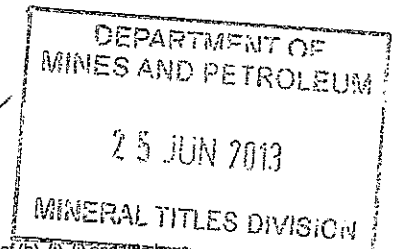
Where an objection to this application is lodged the hearing will take place on a date to be set.

Received at 5.25 a.m. / p.m. on 25.6. 2013 with fees of:

Application	\$	<u>1232.90</u>
Rent	\$	<u>5718.30</u>
TOTAL	\$	<u>6951.20</u>

REC#06-125405

Shankaranarayana
Mining Registrar



NOTES

Note 1: EXPLORATION LICENCE

- (i) Attachments 1 and 2 form part of every application for an exploration licence and must be lodged with this form in lieu of (h), (i), (j) and (k) above.
- (ii) An application for an Exploration Licence shall be accompanied by a statement specifying method of exploration, details of the proposed work programme, estimated cost of exploration and technical and financial ability of the applicant(s).

Note 2: PROSPECTING/MISCELLANEOUS LICENCE AND MINING/GENERAL PURPOSE LEASE

- (i) This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.

Note 3: GROUND AVAILABILITY

- (i) The onus is on the applicant to ensure that ground is available to be marked out and/or applied for.
- (ii) The following action should be taken to ascertain ground availability:
 (a) public plan search; (b) register search; (c) ground inspection.

Note 4: ALL APPLICATIONS OVER PRIVATE LAND

The period for lodgement of an objection is within 21 days of service of this notice, or the date noted above for lodging objections, whichever is the longer period.

APPLICATION FOR MINING TENEMENT

- (a) Type of tenement
- (b) Time & Date marked out (where applicable)
- (c) Mineral Field

(a) Exploration Licence	No. 70 / 4522
(b) N/A	(c) South West

- APPLICANT:
For each applicant:
- (d) Full name and ACN/ABN No.
 - (e) Address
 - (f) No. of shares
 - (g) Total No. of shares

(d) & (e)	(f) shares
DARLING RANGE PTY LTD (ACN 131 534 319)	100
C/- M & M Walter Consulting	
PO Box 8197	
SUBIACO EAST, WA 6008	
(g) total 100	

- DESCRIPTION OF GROUND APPLIED FOR:
(For Exploration Licences see Note 1.
For other Licences see Note 2.
For all Licences see Note 3.)
- (h) Locality
 - (i) Datum Peg
 - (j) Boundaries

(h) LINTON PARK	
(i)	
(j) See Attachments 1 & 2	
APPLICANT SEEKS SUB-SURFACE RIGHTS IN RESPECT TO PRIVATE LAND AFFECTED BY THE APPLICATION	
(k) 10 Blocks	

- (k) Area (ha or km²)
- (l) Signature of applicant or agent (if agent, state full name and address)

(i) Date 19/06/13
 Jeff Woodman - (as Agent)
 C/- M & M Walter Consulting, 2/257 York Street,
 SUBIACO WA 6008, Ph: 9381 5866

OFFICIAL USE

A NOTICE OF OBJECTION may be lodged at any mining registrar's office on or before the 20th day of July 2013. (See Note 4).

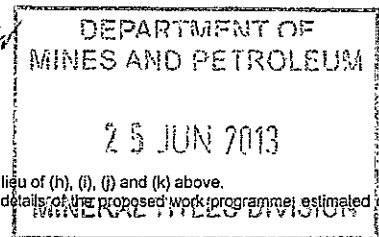
Where an objection to this application is lodged the hearing will take place on a date to be set.

Received at 3:25 a.m. / p.m. on 25-6-2013 with fees of:

Application	\$	<u>1232.90</u>
Rent	\$	<u>1167.00</u>
TOTAL	\$	<u>2399.90</u>

REC# 66-125405

SUBIACO
Mining Registrar



NOTES

Note 1: EXPLORATION LICENCE

- (i) Attachments 1 and 2 form part of every application for an exploration licence and must be lodged with this form in lieu of (h), (i), (j) and (k) above.
- (ii) An application for an Exploration Licence shall be accompanied by a statement specifying method of exploration, details of the proposed work programme, estimated cost of exploration and technical and financial ability of the applicant(s).

Note 2: PROSPECTING/MISCELLANEOUS LICENCE AND MINING/GENERAL PURPOSE LEASE

- (i) This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.

Note 3: GROUND AVAILABILITY

- (i) The onus is on the applicant to ensure that ground is available to be marked out and/or applied for.
- (ii) The following action should be taken to ascertain ground availability:
 - (a) public plan search;
 - (b) register search;
 - (c) ground inspection.

Note 4: ALL APPLICATIONS OVER PRIVATE LAND

The period for lodgement of an objection is within 21 days of service of this notice, or the date noted above for lodging objections, whichever is the longer period.



WORKS MANAGERS REPORT 15th July 2013

MAINTENANCE GRADING

Maintenance grading is being performed using two graders when possible. The multi roller is being used with one grader. We now have the free roll operational and it is also being used attached to the grader for maintenance grading. Unfortunately the amount of rain that has fallen has prevented us from commencing Shoulder Grading. Any further delays of obtaining substantial moisture content could severely affect our chances of completing a suitable shoulder grading program. The road surfaces are generally in very good condition.

STANDPIPE CONTROLLERS

Both controllers appear to be working fine and generally leave no cause for concern.

TREE MULCHING

Tree mulching has commenced. We have completed the last section of Pauley Rd that was still requiring some work. Dart Rd has also been completed. Currently on the gravel section of Stratherne Rd then on to Kerruish and Dews Rd before moving towards Cuballing.

REFUSE SITES

Fill materials are being carted to allow for the covering of both the Cuballing and Popanyinning refuse sites as required. Both sites are being pushed and covered on a weekly basis.

TREE AND VERGE SPRAYING

Roadside spraying has been completed. throughout

PLANT AND EQUIPMENT

All items of plant and equipment are being serviced and maintained as required. The freeroll roller has been repaired and is currently being used behind one grader. One of the side tipping trucks has been returned to the Body Builder for alteration to the side tipping door alignment. We have some difficulties at times getting our gravel material to completely clear the hinges whilst tipping. Some materials seem to hang and make the door difficult to close. Perth agent in an attempt to reach a resolution on the design of the side tipping door hinge points.

A mail out was produced and emailed in June to gather interest from possible purchasers for the Vermeer Woodchipper, the Towed Broom and the old aggregate spreader boxes.

Expressions of interest were to close on July 3rd. No responses were received showing interest in the purchase of any items.

STAFF

Anthony Mort has returned from annual leave.

Terry Clarke has commenced annual leave with Peter Tourle starting his leave later this week.

Daniel Leonard is still off sick and has been so for since February. Doctors are still unable to establish the cause of his illness or the correct remedy.

Tim Bradford is still partially incapacitated and cannot fulfil all of his previous tasks. He will not be at work again today as his shoulder is sore after driving the tractor last Friday

PRIVATE WORKS

Gravel and sand cartage is being carried out as required.

GRAIN FREIGHT ROUTE

Data is being gathered to enable the Shire to apply for whitelining of the Cuballing East Rd. Specific criteria is required for approval for whitelining and whilst we do not meet all of the needs we are currently building a case for approval.

RRG WORKS

2013/2014 works schedule has been approved by RRG. The project includes widening and some reconstruction of the Wandering Narrogin Rd from Stephens Rd to Yornaning West Rd. Additional culverts will be installed where required.

We have also been funded for a Black Spot works and this will be done in conjunction with the above RRG works as they adjoin.

Council has submitted an application for funding under the new Run Off Road crashes program. These works would be undertaken in the 14/15 financial year

R2R

Reseals and the widening of inside curves (Gaths Rd to Dixons Rd) along Stratherne Rd will be undertaken this year.

Tanners Rd culverts have been ordered and are currently being manufactured. The crash attenuators on the large culvert on Cuballing East Rd has been completed.

ADDITIONAL WORKS.

Gravel sheeting has been carried out on Short Rd. Additional culverts were also installed along the gravel sheeted section.

Watsons Rd has been semi cleared and widened. Culverts were cleaned and extended where required.

Doncons Rd has been made easily passable for fire and other vehicles

.....

Bob Walker

Works Manager.

9.4.22 APPLICATION FOR PLANNING APPROVAL – TWO TEMPORARY WORKERS ACCOMMODATION

Submission to:	Ordinary Meeting of Council
Location/Address:	Location # 9631, Hillcroft Farms 1451 West Yornaning Road, Cuballing
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 2
Attachments:	Drawings of the Temporary Workers Accommodation Photos of the Buildings Site map Letter form the Applicant
Voting Requirements:	Simple Majority

Background

Council has received a request from the owner of the property Mr. Dawson Bradford for planning approval for two dongas to be used as back packer accommodation at the farm whilst working at the farm on a temporary basis.

Comment

There is nothing under the zoning table 4.3.2 of the Shire of Cuballing's Town Planning Scheme to cover this type of accommodation in a General Agriculture area.

However, Council may wish to consider the following options under the Town Planning Scheme should they wish for this application to be approved:

- a) 5.10.1 Amenity Provisions – *"The Local Government may permit the erection of a transported dwelling on a lot where the design and location of the building is to the satisfaction of the Local Government, and in its opinion, does not adversely affect the amenity of the locality"*
- b) 4.4.2 Interpretation of the Zoning Table – *"If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the Local Government may
 - (a) Determine that the use is consistent with the objectives of the particular zone and is therefore permitted;
 - (b) Determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or
 - (c) Determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.*

The accommodation is for temporary use to accommodate back packers to carry out seasonal work on the farm. The location of the two accommodation units will not affect the amenity of the area as they blend in with surrounding farm buildings.

COUNCIL DECISION

That Council:

- 1. Grants planning approval to Mr. Dawson Bradford for the two accommodation units as temporary accommodation for backpackers at location 9631 # 1451 West Yornaning Road, Cuballing;**
- 2. Planning approval is not granted for the accommodation units to be used to accommodate full time workers or their families at location 9631 # 1451 West Yornaning Road, Cuballing; and**
- 3. A building licence and On-Site Effluent Disposal Approval is required prior to the use of the accommodation units.**

Moved: Cr Conley

Carried: Cr McDougall

Carried 5/0

21/3/13

Dawson Bradford

Hilcroft Farms

Popanyinning 6309

To the Cuballing Shire

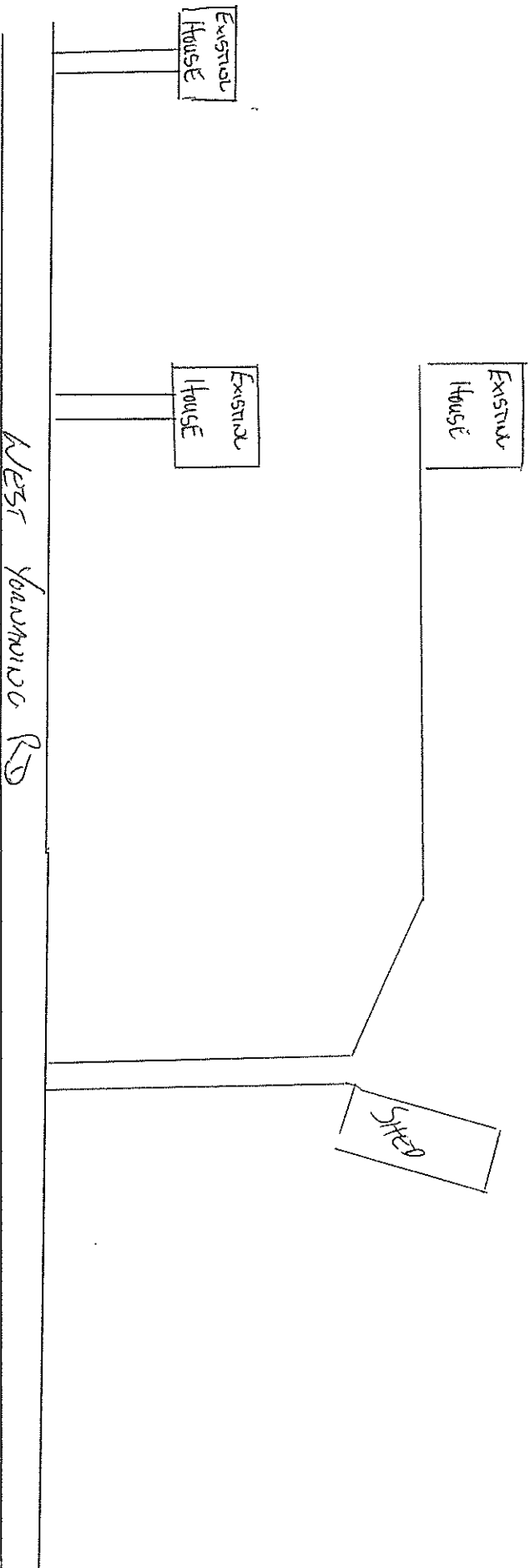
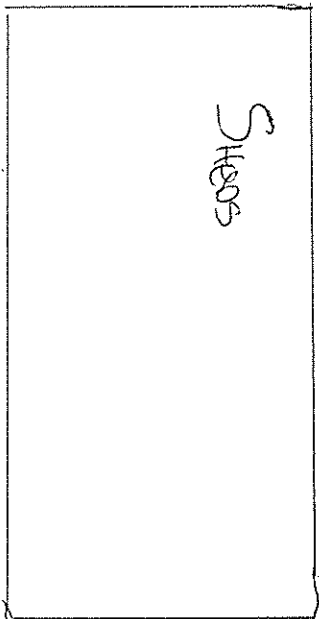
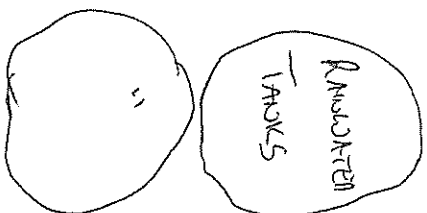
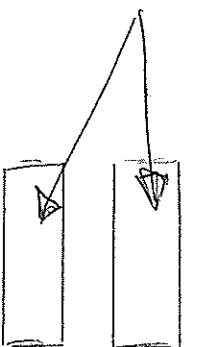
I wish to apply to the shire for a permit for two, two bedroom self contained cottages. They will be used for casual accommodation for backpackers who are employed during the busy times of the year. They will not be used as permanent residences. They will be located around the main sheds on location number 9631.

Regards

Dawson Bradford

HILLCROFT FARMS

Houses To Be
LOCATED HERE



NOTE:
STEEL ROOF FRAME,
STEEL WALL FRAMES
AND STEEL FLOOR FRAMES,
In accordance with relevant
Australian Standard

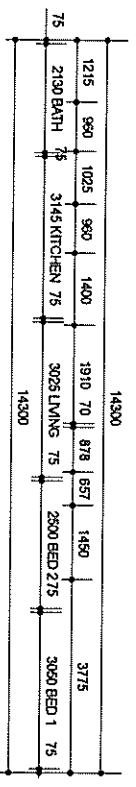
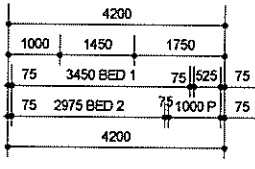
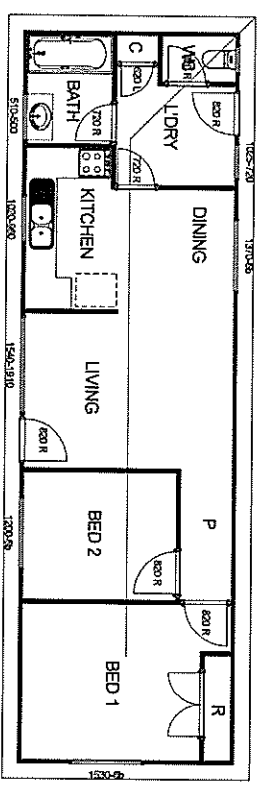
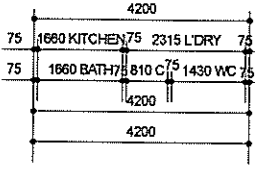
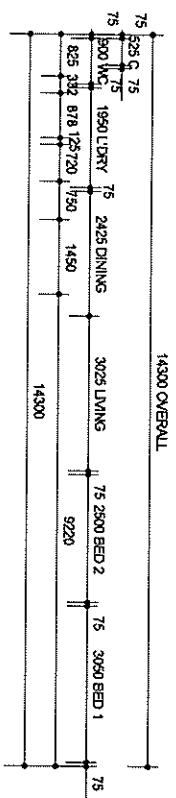
NOTE:
DIMENSIONS SHOWN ARE
FOR STEELWORK ONLY
AND DO NOT INCLUDE
PLASTER OR TILE THICKNESS

SMOKE ALARMS SHALL BE HARDWIRED
AND INSTALLED TO COMPLY TO
AS1786:1996 SMOKE ALARMS

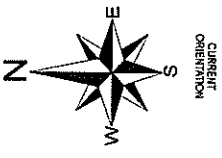
NOTE:
BUILDING IS ALREADY
EXISTING IN ENDEABBA
SITE MEASURE DONE TO
DETERMINE EXISTING
STRUCTURES ON SITE

NOTE:
LOCATION AND ORIENTATION
TO NEW BLOCK/LOCATION
MUST BE CHECKED TO RECEIVE
CURRENT ENERGY RATING

NOTE:
ALL ELECTRICAL MUST HAVE
NEW OR EXISTING RODS
AS PER AUSTRALIAN STANDARDS



AREA = 60,050
ROOF AREA = 71,520



Shingo Shading
 400 4th Street
 Perth WA 6000
 Tel: 08 9437 1111
 Fax: 08 9437 1112
 Email: info@shingo.com.au
 Website: www.shingo.com.au

DATE: 08/07/21	PROJECT: CURRENT AT 20th FLOOR W/FE COVER BRISBANE
CLIENT: DBRNG 2/1	NOTES: 30% SHADING FROM 10AM TO 4PM FROM ALL DIRECTIONS. SEE ATTACHED SHADING CALCULATION REPORT FOR FURTHER INFORMATION.
Drawn by: ZA	Date: 24/07/21
Checked by: JH	Date: 24/07/21
Scale: 1:100	Sheet: 1 OF 3







9.4.23 MOTORCYCLE PARK – LOT 101 REEDS ROAD, POPANYINNING

Submission to:	Ordinary Meeting of Council
Date:	11 July 2013
Location/Address:	Lot 101 Reeds Road, Popanyinning
Reporting Officer:	Allan Ramsay, EHO/BS
Enabling Legislation:	Health Act 2011 Building Regulations Environmental Protection (Noise) Regulations 1997
Council Policy:	Town Planning Scheme No 2
Budget Implications:	Nil
File Reference:	Town Planning 3
Voting Requirements:	Simple majority
Attachments:	Nil

Summary

At a State Administration Tribunal (SAT) mediation meeting held at Lot 101 Reeds Road, Popanyinning on the 26 June 2013 it was decided for Shire staff to cost the required work on the easement and present it to Mr. and Mrs. Street so that they could work out whether it was viable to proceed with another SAT mediation meeting scheduled for the 7 August 2013. If no agreement is reached during the next SAT mediation meeting the matter will need to go to a SAT hearing.

Background

An application from John and Raewyn Street to run a motorcycle park at Lot 101 Reeds Road, Popanyinning has been received

The applicant proposed the following in the original application:

1. *There will be four tracks to accommodate riders at different levels from juniors to experienced riders;*
2. *The Park will not be a Motocross Track, it will be designed for all Motorbike riders to enjoy dirt bike riding within a safe controlled area;*
3. *Opening hours Friday-Monday 8.00am to 5pm except Sunday would be 9.00am to 4pm*
4. *Ablution block with an Eco Toilet system;*
5. *No food or accommodation provided at the property;*
6. *Will be affiliated with Motorcycling WA;*
7. *Riders will be issued with a day licence provided by Motorcycling WA;*
8. *A waiver will be required for all riders to complete prior to riding; and*
9. *A fire trailer and fire extinguishers available as per the site plan.*

A report was then presented to Council at its April 2013 meeting and Council resolved the following:

1. *“Council write a letter to the applicant stating that they require a report from a Town Planning Consultant with regards to the Motorcycle Park;*
2. *A copy of the Shire of Cuballing Town Planning Scheme be provided to the applicant with the guidelines outlined”*

Since receiving the Council resolution the applicant John and Raewyn Street appealed the decision to the State Administration Tribunal (SAT).

A subsequent telephone link up conference was undertaken between the author of this report, whilst Mr. & Mrs. Street and Mr. Mc Nab from SAT attended at the SAT office in Perth. In an effort to avoid this matter going to a tribunal hearing it was decided to try and sort the issues out on site and a meeting was arranged at Lot 101 Reed Road on Wednesday 26th June 2013 at 11.00am. The meeting consisted of Mr Trevor Moran (Council's Town Planning Consultant) the author of this report, Mr. & Mrs. Street, Mr. Tom Wittwer (Shire President and a Town Planner representing SAT. It was decided that the shire arrange an engineer to work out the cost to upgrade the easement suitable for its intended use. A subsequent email was forwarded to Mr. John Street on the 4th July 2013 was follows:

"Further to our meeting last Wednesday I have spoken to our Works Manager about the road to the easement and a 7000mm wide gravel road would be required with a 1000mm wide table drain and a 1500mm back slope. All areas considered to require a culvert would need a 300-375 mm pipe and head walls (class 2). I would suggest that the easement would also need surveying to ensure that it was constructed in the correct location. I am not sure how you want to proceed with this but if you like a quotation from the Shire to carry out the road works and assess the number of culverts required you may wish to call the Shire Works Manager Mr. Bob Walker on 0417181715. A figure in the vicinity of \$120,000 and \$150,000 has been suggested for the road works alone.

Another option may be to use Calcoran Road which is a Shire road and in the vicinity of \$60,000 would be required from you, being the applicant, to gravel the unmade section of it to a standard applicable for its intended use. However, if you select this option the matter would need to be approved by Council.

Council would require a deposit on the road works prior to construction.

Could you please advise which option is your preference prior to 10 July 2013 in order that an agenda item may be prepared for the July Council meeting.

You are reminded that there are other issues such as fire breaks to be considered and signage to advise all users of the facility that no riding is permitted on days when a ban on movement of machinery in paddocks is in place. It will be your responsibility to ascertain that such a ban is not in place prior to allowing motorbike activities on your property.

There are may other issues which have been discussed with you if you decide to proceed to the next step."

Mrs. Street emailed back:

"In regards to your email, at the meeting with SAT it was said that the first 2 weeks was for you to get the information together and forward it to us, the second 2 weeks was for us to make a decision on what direction we would take.

You were supposed to have arranged for an engineer to come and meet with John to look at the easement, this has not been done so therefore we won't be replying to your costings proposal."

Another meeting is due to be held SAT on the 7th August 2013 at 2.00pm.

Another on site meeting was held between Mr. Street, Works Manager Mr. Bob Walker and Works Supervisor Mr. Bruce Brennan. Another proposal was put to Mr. Street about the upgrading of the easement. The proposal was for the easement to be developed to the following minimum requirement:

1. Pavement formation (running surface) of 7 metre width; and
2. Run off batters for emergency purposes.

Mr. Street agreed that the above was a sensible solution and that the cost to perform the works be set at a maximum of \$5,000.00. It was also proposed that each land holder having rights to the easement be made aware of their liability, both legally and for possible maintenance in the future. Mr. and Mrs. Street are asked to fully indemnify Council for any incident on the easement through their insurer. Mr. Street to eradicate grass/weeds prior to any works on the easement

Comment – Shire of Cuballing Town Planning Consultant Mr. Trevor Moran

Section 9 of the Shire's TPS No. 2 sets out the requirement for plans accompanying information for a development application.

In assessing the application against the Scheme requirements the following information is needed.

1. *No location plan is attached to the application, however I understand it is in the General Agriculture zone.*

If this is the case then a Motor Bike Park is not listed and may be approved at Council's discretion following advertising. "Recreation – Private" is a 'D' use in the "General Agriculture" zone, which means that it could be approved with Councils discretion. The proposal does not accord with the Scheme objectives for the "General Agriculture" zone but, if the use is desired by Council then the "General Agriculture" zone is the most appropriate zone for its location.

A location plan needs to be prepared incorporating cadastral boundaries showing the site's location, adjoining properties and in particular adjoining residences.

2. *The application plan is inadequate. Importantly in terms of information provided the map does not show where the track is to be located and its configuration and dimensions.*

Four tracks are proposed with separate entry/exit points for possibly 20 to 50 bikes at any one time but the plan does not show this.

The plan provided:

- *is not to scale;*
- *does not show contours;*
- **DOES NOT SHOW PROPOSED BIKE TRACK**
- *Provides no indication of its general location*

A detailed plan needs to be prepared showing the proposed track, proposed facilities including contours. The plan provided needs to show clearly what vegetation is to be removed and the layout and levels of the bike track and any landscaping to be provided.

3. *Access is to be by an easement*

No information is provided about the existence of an easement, its width, the beneficiary owners and its suitability to carry regular traffic

A copy of the Certificate of Title is needed which shows the details of the easement, its width and the parties and beneficiaries of the easement, its current condition and what if any upgrade is proposed.

4. *Fire Management*

A mobile trailer with a 600 litre pod on it is to be made available with a pump and a fire hose and six large fire extinguishers.

There are three dams on the property which can be used for fire management.

If considered for approval by Council, the applicant will need to prepare a Fire Management Plan committing to specified Fire Management appliances and possibly including the provision of strategic firebreaks for emergency exit (evacuation plan).

A comprehensive Fire Management plan needs to be prepared. This can be a condition of approval.

5. *Ancillary Development*

The only permanent structure proposed is an ablution block.

Water Tank for rainwater – a rainwater tank will be needed to be sampled for bacterial analysis monthly if used for the ablution block. The Department of Health will need to be satisfied on public health issues.

Parking areas are to be sign posted.

As this will be subject of a later building application details of these facilities can be provided with the building application.

6. Times of Operation

Proposed hours of operation are 8:00 am to 5:00 pm except Sunday which would be 9:00 am to 4:00 pm.

These times need to be part of the advertised proposal. It may be that for a "General Agriculture" area that these would need to be shortened and confined to specific days.

Time of operation can be a condition of approval.

7. Safety Standards

The affiliation with Motorcycling WA is proposed which incorporates associated insurance cover.

The insurance policy accompanying the application does not seem to be related to a motorcycle park.

Staff will have to have first aid training.

A management plan is needed to detail the staff qualifications, number, surveillance schedules, attendance, training etc. Supporting documentation from Motorcycling WA is needed detailing what affiliations means and what standards/guidelines need to apply.

8. Noise/Dust Management

A Noise Management plan will be required to ensure that predicted noise levels meet EPA/Health requirements to adjoining residences. A commitment to monitoring noise levels should form part of the plan.

A Dust Suppression plan will be required (a dam near the track is proposed for this purpose).

Noise/Dust management plans are required. These can be a condition of approval.

9. Maintenance Requirements

A commitment to ongoing maintenance of the facility and any obligations arising from the above plans is necessary.

Conclusion

Given the estimated expenditure on the project of \$10,000 - \$12,000 the applicant may see the above requirements as too onerous to continue with the application.

However approval to such a use carries significant risks and liabilities none of which Council should accept unless it is satisfied that it has a comprehensive proposal with which it is comfortable.

As you are aware the matter is in mediation at the State Administrative Tribunal. I do not believe that on the current information Council can consider supporting approval.

The SAT mediator Mr. Hunt indicated that the same information would be required by SAT in order for them to make a determination.

However at the onsite SAT mediation, I indicated that the applicant should not go to the expense of compiling this information and making a proper application until the issue of road access was satisfactorily resolved.

In my view the upgrade of the easement and its use by the public needs to be understood clearly by those who enjoy the benefits of the easement and in particular their obligations in the event of ongoing maintenance and liability in the event of accidents.

If arrangements are made for access that are satisfactory to the easement beneficiaries and to Council then the above matters need to be attended to.

If they are attended to Council and SAT's satisfaction then the following conditions need to be incorporated in an approval:

- 1. Preparation of a Fire Management Plan;*
- 2. The approval should contain limits to the hours of operation;*
- 3. Evidence of affiliation with Motorcycling WA, adherence to their standards and adequate insurance cover;*
- 4. A Management Plan detailing staff qualifications, number, surveillance (including off use hours), schedules attendance, training etc;*
- 5. Preparation of a noise/dust management plan; and*
- 6. Commitments to ongoing maintenance.*

Officers Comment

The property has no form of accommodation and there is evidence that the shed is being used for accommodation. The applicant has indicated that they have accommodation in Narrogin when they spend time at their Reeds Road property. The temptation is there to live in the shed whilst running the proposed Motorcycle Park rather than driving some 30 kilometres to Narrogin for the accommodation. The author of this report has had much experience with the living in sheds within the Shire of Cuballing and this is another typical example of what could happen.

Whilst it is appreciated that Mr. Street is trying to get this motorcycle park venture approved he has indicated a budget of only \$10,000.00 between \$20,000 to complete the project which is significantly under budget when considering the issues raised by Mr. Moran as well as the temptation of shed accommodation.

OFFICERS RECOMMENDATION:

That Council resolves to approve either option A or B 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

Option B - That the road to the easement constructed in accordance with the following:

1. The road to the easement to be gravel and 7000mm width with a 1000mm wide table drain and a 1500mm back slope;
2. All areas considered to require a culvert would need a 300-375 mm pipe and head walls (class);
3. The easement would need to be surveyed by a licensed surveyor to ensure that it is constructed in the correct location prior to Council undertaking any work;
4. The number of culverts required would need to be assessed;
5. The applicant is advised that the estimated cost of this work is between \$120,000 and \$150,000 if undertaken by the Shire of Cuballing Works Department;
6. A deposit for the work is required prior to commencement then progressed claims determined by the Shire of Cuballing;
7. Mr. Street to eradicate grass/weeds prior to any works on the easement;
8. 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.
9. 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:

Seconded:

COUNCIL DECISION:

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

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

11. OTHER URGENT BUSINESS

12. NEXT MEETING

Thursday, 15 August 2013, Commencing at 3.00pm

Southwest Aboriginal Land & Sea Council attending at 2.00pm

13. CLOSURE OF MEETING

There being no further business, the meeting closed at 5.45pm