

MINUTES

**FOR THE ORDINARY COUNCIL
MEETING**

**HELD ON THURSDAY,
18th SEPTEMBER 2014**

AT THE

**SHIRE OF CUBALLING
COUNCIL CHAMBERS**

FROM 3PM

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1. OPENING - ANNOUNCEMENT OF VISITORS

The Shire President, Cr Conley, opened the meeting at 3.38pm.

2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE

Cr Mark Conley	Shire President
Cr Roger Newman	Deputy Shire President
Cr Tim Haslam	
Cr Scott Ballantyne	
Cr Eliza Dowling	
Cr Dawson Bradford	
Mr Gary Sherry	Chief Executive Officer

3. PUBLIC QUESTION TIME

Nil

4. STANDING ORDERS

COUNCIL DECISION

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

Moved: Cr Newman

Seconded: Cr Bradford

Carried 6/0

5. APPLICATIONS FOR LEAVE OF ABSENCE:

Nil

6. MINUTES

6.1 CONFIRMATION OF 21ST AUGUST 2014 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 21st August 2014 be confirmed.

Moved: Cr Dowling

Seconded: Cr Haslam

Carried 6/0

7. PETITIONS, DEPUTATIONS, PRESENTATIONS & DECLARATIONS

Nil

8. 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.

Mr Sherry declared a Direct Financial Interest in Item 9.2.130 in that the CEO's Vehicle forms part of the CEO's Salary Package.

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.

Nil

9.1 REPORTS – FINANCE AND ADMINISTRATION

9.1.85 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – AUGUST 2014

Date:	1st September 2014
Reporting Officer:	Nichole Gould, Admin Officer
Enabling Legislation:	Local Government (Financial Management) Regulations 1996
Council Policy:	Register Delegated Authority
Budget Implications:	Nil
Attachment:	9.1.85A List of Payments
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 receive the schedule of payments paid from

1. the Municipal fund, as detailed below, totalling \$239,756.81

Electronic Fund Transfers/Chq: \$237,417.13

Credit Card: \$2,339.68

2. and the Trust Fund as detailed below totalling \$20,422.00

Moved: Cr Dowling

Seconded: Cr Newman

Carried 6/0

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL						
Chq/EFT	Name	Description	Trust	Credit Card	Municipal	Total
01082014	Police Licensing	Police Licensing	346.10			346.10
04082014	Police Licensing	Police Licensing	1,840.00			1,840.00
05082014	Police Licensing	Police Licensing	463.35			463.35
06082014	Police Licensing	Police Licensing	595.90			595.90
08082014	Police Licensing	Police Licensing	1,313.95			1,313.95
11082014	Police Licensing	Police Licensing	414.20			414.20
12082014	Police Licensing	Police Licensing	287.10			287.10
13082014	Police Licensing	Police Licensing	4,104.00			4,104.00
14082014	Police Licensing	Police Licensing	285.00			285.00
15082014	Police Licensing	Police Licensing	1,455.60			1,455.60
18082014	Police Licensing	Police Licensing	27.65			27.65
19082014	Police Licensing	Police Licensing	445.75			445.75
20082014	Police Licensing	Police Licensing	313.90			313.90
21082014	Police Licensing	Police Licensing	1,852.80			1,852.80
22082014	Police Licensing	Police Licensing	1,633.55			1,633.55
25082014	Police Licensing	Police Licensing	296.80			296.80
26082014	Police Licensing	Police Licensing	27.65			27.65
27082014	Police Licensing	Police Licensing	844.75			844.75
28082014	Police Licensing	Police Licensing	185.45			185.45
29082014	Police Licensing	Police Licensing	3,688.50			3,688.50
	Credit Card	Fuel, Restaurant,		2,339.68		2,339.68
EFT899	Asphalt Surfaces	Coldmix 2 Tonne			373.58	373.58
EFT900	BRB Building Commission	July Payment			958.50	958.50
EFT901	Boral Construction Materials Group	2000I Emulsion			1,980.00	1,980.00
EFT902	Covs	Wiper Blades And Heat Gun			55.98	55.98
EFT903	Cuby Roadhouse	July Account			263.57	263.57
EFT904	Edwards Motors Pty Ltd	Parts Seat, Ball, Chan			52.65	52.65
EFT905	Ingrey Ford Pty Ltd	Purchase Of New Mitsubishi Triton Glx Automatic Diesel			37,000.00	37,000.00
EFT906	Landgate	Land Enquiry And Other Dli Invoices			60.55	60.55
EFT907	Local Health Authorities Analytical Committee	Analytical Services For The Year Subscription			495.95	495.95
EFT908	LRA Civil Pty Ltd	Roller Hire			3,553.00	3,553.00
EFT909	Narrogin Carpets And Curtains	Carpet CEO House			3,355.00	3,355.00
EFT910	Narrogin Gardening Services	Grain Freight			1,020.00	1,020.00
EFT911	Page Truck Hire	Pushing Up Tip July Popo			880.00	880.00
EFT912	Reinforced Concrete Pipes	Pipes For J600 Regional Road Group			13,116.95	13,116.95
EFT913	Staples Australia Pty Ltd	Stationery			88.35	88.35

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL						
Chq/EFT	Name	Description	Trust	Credit Card	Municipal	Total
EFT914	Toll IPEC	Freight			71.28	71.28
EFT915	Twinkarri Tree Pruning Services	Tree Lopping Various			44,880.00	44,880.00
EFT916	WALGA	Subscriptions			20,557.79	20,557.79
EFT917	Child Support Agency	Payroll Deductions			137.11	137.11
EFT918	Anda-Lea Tree Nursery	Mixed Trays Seedlings			364.80	364.80
EFT919	Avon Waste	Bulk Bin Service And Rent			1,310.33	1,310.33
EFT920	Bill & Bens	Hot Dog Rolls			16.00	16.00
EFT921	Darryle Baxter	Reimbursement Fuel			138.67	138.67
EFT922	Farmworks Ruralco	Chemicals Spray			2,169.20	2,169.20
EFT923	Fairway Carriers	Freight			1,936.00	1,936.00
EFT924	Great Southern Fuel Supplies	Fuel And Oil For The Month			13,472.93	13,472.93
EFT925	Gary Sherry	Reimbursement Removal Costs			5,539.83	5,539.83
EFT926	Makit Narrogin Hardware	Various			307.20	307.20
EFT927	Medina Grand Perth	Accommodation Lg Week			4,610.00	4,610.00
EFT928	MJ & JL Dyke	Supply Hydraulic Hose P203			124.54	124.54
EFT929	McDougall Weldments	Repair Light Bar Bracket, 50x50x5 Shs And Labour			186.74	186.74
EFT930	Melchiorre Plumbing And Gas	Repairs To Toilets Rec Ground			642.29	642.29
EFT931	Narrogin Auto Electrics	Roll Twin 4mm Cable And Trailer Sockets			120.63	120.63
EFT932	Narrogin Bearing Services	Bearings For Broom			35.64	35.64
EFT933	Narrogin Toyota	Parts			252.91	252.91
EFT934	Narrogin Packaging	Various Consumables			514.40	514.40
EFT935	Quickfit Windscreens And Narrogin Glass	Safety Glass Into Door Popo Hall			632.82	632.82
EFT936	R&E Newman	Reimbursement For Eva's Farewell Gift			178.90	178.90
EFT937	Road Signs Australia	Road Sign			541.20	541.20
EFT938	SOS Office Equipment	Photocopying Charges			208.80	208.80
EFT939	Toll IPEC	Freight			16.86	16.86
EFT940	Town Of Narrogin	Contribution To Library			5,000.00	5,000.00
EFT941	Twinkarri Tree Pruning Services	Pruning And Mulching Various			28,908.00	28,908.00
EFT942	Anderson Munro & Wyllie	Payment For Interim Audit			4,314.65	4,314.65

Attachment 9.1.85A

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL						
Chq/EFT	Name	Description	Trust	Credit Card	Municipal	Total
EFT943	LRA Civil Pty Ltd	Roller Hire Various			6,451.50	6,451.50
EFT944	Child Support Agency	Payroll Deductions			151.33	151.33
743	WA Treasury Corp	Interest On Graders			1,054.15	1,054.15
743	Annittel	Telephone			116.49	116.49
14554	Dept Of Transport	Regn For CN3193			24.95	24.95
14555	Telstra	Phone Account			455.74	455.74
14556	WALGS Plan	Superannuation			11,682.17	11,682.17
14557	Australian Super	Superannuation			671.84	671.84
14558	Westscheme	Superannuation			513.66	513.66
14559	Prime Super	Superannuation			534.77	534.77
14560	Hostplus Super	Superannuation			580.47	580.47
14561	Matrix Superannuation	Superannuation			289.59	289.59
14562	BCITF	July Payments			608.50	608.50
14563	Dept Of Transport	Licence			272.30	272.30
14564	Shire Of Cuballing	Rates For CEO House, Works Supervisor, Dryandra Timber			2,414.99	2,414.99
14565	Telstra	Various Mobiles			1,123.03	1,123.03
14566	Department Of Transport	Licence CN1557 And CN0			544.60	544.60
14567	Synergy	Street Lights			531.82	531.82
14568	Telstra	Balance Of Payment			10.67	10.67
14569	Shire Of Cuballing	Petty Cash			393.05	393.05
14577	Australian Super	Superannuation			489.47	489.47
14578	Westscheme	Superannuation			342.44	342.44
14579	Hostplus Super	Superannuation			386.98	386.98
14580	Matrix Superannuation	Superannuation			154.37	154.37
14581	Prime Super	Superannuation			305.19	305.19
14582	WA Local Government Super Plan	Superannuation			6,869.46	6,869.46
			20,422.00	2,339.68	237,417.13	260,178.81

9.1.86 STATEMENT OF FINANCIAL ACTIVITY

Date:	3 rd September 2014
Reporting Officer:	Clare Thomson
Enabling Legislation:	Local Government (Financial Management) Regulations 1996
Council Policy:	Nil
Budget Implications:	Nil
File Reference:	CMR 7
Attachment:	9.1.86A Statement of Financial Activity
Voting Requirements:	Simple Majority

Background

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

CommentRates

An amount of \$1,002,530 has been raised in rates for the year. \$57,066 was given as a discount on rates. At the end of August rate debtors were \$245,897. About 75% of ratepayers have paid their rates.

Contributions and Reimbursements

This includes the reimbursement from the Shire of Mt Marshall for Mrs Eva Haydon's LSL contribution of \$12,932. It also includes the proceeds for the mulcher which needs to be journal to schedule 14.

Other

Insurance premiums have been paid – some in full and some are in two instalments.

No allocation of administrative costs has been done as yet. This will be done monthly after the completion of Councils 2013/14 Audit.

COUNCIL DECISION:

That the Statement of Financial Activity, as included at Attachment 9.1.86A, for the Shire of Cuballing for period ending 31st August 2014, be received.

Moved: Cr Ballantyne

Seconded: Cr Bradford

Carried 6/0

Bank Reconciliation for the month of August 2014			
	Municipal Fund	Trust Fund	Reserve Accts
Opening balance	\$557,624.10	\$29,716.16	\$1,026,818.75
Income	\$993,956.94	\$19,858.50	-
Add interest	655.31	-	3,376.00
Adjustment	\$0.00	-	
Expenditure	-\$325,598.15	-\$21,331.00	
Closing balance	\$1,226,638.20	\$28,243.66	\$1,030,194.75

	Municipal Fund	Trust Fund	Reserve Accts
Bank account	\$332,307.72	\$27,133.66	\$2,903.89
Investments	\$890,146.00	0.00	\$1,027,290.86
Plus O/S deposits	4,200.48	1,110.00	
Less O/S cheques	-\$16.00		
Closing balance	\$1,226,638.20	\$28,243.66	\$1,030,194.75

Investments 31 August 14					
Account Number	Maturity Date	Interest Rate	Fund/Account		
			Municipal	Trust	Reserve
3445506	Cash Deposit	2.25%	-		1,027,290.86
34681402	Cash Deposit	2.25%	300,000.00		
	Online account	2.50%	590,146.00		
	Total		890,146.00	0	1,027,290.86

9.2.129 ANCILLARY ACCOMMODATION LOT 363 RUSSELL STREET, CUBALLING

Location/Address:	Lot 363 (No 49) Russell Street, Cuballing
Applicant:	Ms W Draffin on behalf of RL & AL Flegg
Reporting Officer:	Gary Sherry – Chief Executive Officer
Date:	8 th August 2014
File Reference:	A2
Attachment	9.2.129A Location Plan 9.2.129B Site Plan 9.2.129C Information from Applicant

Summary

Conditional Planning Approval is recommended for Ancillary Accommodation at L363, 49 Russell Street Cuballing.

Background

1. The Application Site

The site location is set out in Attachment 8.1.1A. The property is of an area of 7,841 m². The set out of the proposed Ancillary Accommodation is included in Attachment 8.1.1B which will be located on the northern side of the existing residence.

2. The Application

The application for Ancillary Accommodation at 49 Russell Street Cuballing is included at Attachment 8.1.1C. The applicant proposes to install a new transportable accommodation unit at the rear of the existing residence to independently accommodate carers for a member of the family.

“Ancillary Dwelling” - as defined in the Residential Design Codes (R Codes) means “Self-contained dwelling on the same lot as a single house which may be attached to, integrated with or detached from the single house.”

3. Public Consultation

The Shire Administration sent letters to 5 adjoining/nearby landowners seeking comment on the proposed Ancillary Accommodation at 49 Russell Street Cuballing. Comment was advertised as being received until Tuesday 16th September 2014. Any comment received after publication of this agenda will be provided to Council prior to the Council meeting.

4. Submissions.

The Shire did not receive any comment.

5. Planning Context

The site is zoned Rural Residential in the *Shire of Cuballing Town Planning Scheme No 2 (TPS2)*.

TPS2, at section 5.12 *Development in the Rural Residential Zone*, states that “Council may permit ancillary accommodation providing it is located within the same building envelope or building clearance area as the first or primary dwelling.”

Comment

The key planning considerations are suggested to be:

- that the application is consistent with Council’s TPS2 and R Codes;
- that the proposed Ancillary Accommodation is used for residential and not for a commercial purpose;
- the visual impact from Russell Street.

Council approval is recommended because:

Minutes of the Ordinary Meeting of the Shire of Cuballing held on Thursday 18th September 2014

- the Ancillary Accommodation is 60.48m² in size. The R Codes permit a size up to 70m²;
- The site has an existing dwelling and development including residence, patio, shed, carport and swimming pool;
- The lot at 7,841m² is large. It is suggested that larger lots can accommodate greater development without impacting plot ratio or being considered to be over developed in comparison to smaller lots;
- The site is a corner lot and is accordingly more visually exposed compared to non-corner lots. While noting this, the proposed Ancillary Accommodation seems to create minimal impact from the streetscape or surrounding properties;
- The proposed Ancillary Accommodation is not attached to existing development but is located 2.7 metres from an existing carport and 3 metres from an existing patio, and 5 metres from an existing shed. The proposed Ancillary Accommodation is of similar design and materials to the principal dwelling; and
- No submissions from neighbours have been received at this time. It can be assumed that landowners have no objections to the Planning Application.

Statutory Environment

The Residential Design Codes (R Codes) for ancillary dwellings (sometimes referred to as “granny flats”). This is essentially an independent dwelling, which may or may not be physically attached, on the same lot (with a minimum lot size of 450m²) as a single house.

Such dwellings can include:

- studios located above garages;
- separate rear studios; and
- self-contained quarters within a single house e.g. a second storey or separate ground floor wing that may have a shared lobby/entry or separate external access.

Recent changes to the (R Codes) have provided increased flexibility on the use of Ancillary Dwellings to any person. In various circumstances, there is an opportunity for an Ancillary Dwelling to be provided in association with a single house on the same lot.

Financial Implications - Nil

Strategic Implications - Nil

Policy Implications – Nil

Economic Implications - Nil

Social Implications

No objections or comment has been received from nearby landowners at this time.

Environmental Implications - Nil

Consultation

Adjoining or nearby landowners were invited to make written comment on the Planning Application by 16th September 2014. No comments have been received at this time.

Options

Council can resolve:

1. the Officer's Recommendation;
2. to approve the Planning Application with amended or altered conditions;
3. to refuse the Planning Application; or
4. defer and seek additional information.

Voting Requirement – Simple Majority

COUNCIL DECISION:

That Council approve the Planning Application for Ancillary Accommodation at Lot 363 (No 49) Russell Street, Cuballing; subject to the following conditions:

1. this approval shall expire if the development hereby approved has not been substantially commenced within a period of two years from the date hereof, or within any extension of that time (requested in writing prior to the approval expiring) that may be granted by Council. Where the Planning Approval has lapsed, no further development is to be carried out;
2. the development hereby approved must be carried out in accordance with the plans and specifications submitted with the application (addressing all conditions) or otherwise amended by the Council and shown on the approved plan and these shall not be altered and/or modified without the prior knowledge and written consent of the Council;
3. the provision of details with the Building Permit as to how stormwater will be addressed for the proposed development to the satisfaction of the Council. The Council will require that all stormwater from the outbuilding shall be collected, detained and suitably treated on site to the satisfaction of the Shire prior to occupation. The stormwater facilities provided in accordance with this condition shall be permanently maintained in an operative condition to the satisfaction of the Council; and
4. the Ancillary Accommodation is not used for commercial or industrial purposes;

Advice

- A) The proponent is advised that this Planning Approval is not a Building Permit. A Building Permit must be formally applied for and obtained before the commencement of any site and/or development works.
- B) In relation to Condition 3, stormwater is to be suitably detained on site (e.g. rainwater tanks, soakwells). The Council will support stormwater run-off being connected to a Shire stormwater legal point of discharge provided it is appropriately designed via a soakwell/silt pit to the satisfaction of the Council.
- C) Part 14 of the Planning and Development Act 2005 provides the right to apply to the State Administrative Tribunal for review of some planning decisions and you may wish to take professional advice to determine whether or not such a right exists in the present instance. The State Administrative Tribunal Rules 2004 require that any such applications for review be lodged with the Tribunal within 28 days of the date on which notice of the decision is given.

Moved: Cr Newman

Seconded: Cr Dowling

Carried 6/0





Scale: 1:850

Description

Map Projection: GDA 94 (Lat/Long)

Datum: Geocentric Datum of Australia 1994

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 Midland WA 6056
 (08) 9273 7341
 customerservice@landgate.wa.gov.au
 www.landgate.wa.gov.au



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**SHIRE OF CUBALLING
TOWN PLANNING SCHEME NO 2
APPLICATION FOR PLANNING CONSENT (CLAUSE 8.1.1)**

SURNAME OF APPLICANT Draffin GIVEN NAMES Wendy
 FULL ADDRESS: 98 Byfield Street, Northam WA 6401
 CONTACT PHONE: 9622 6622 FAX: 9622 6600

SURNAME OF LANDOWNER (IF DIFFERENT FROM ABOVE) Flegg GIVEN NAMES: Robert Lindsay & Ann Lorraine

SUBMITTED BY: Wendy Draffin

ADDRESS FOR CORRESPONDENCE: 98 Byfield Street, Northam WA 6401
 HOME OCCUPATION HOME OCCUPATION RENEWAL
 CHANGE OF LAND USE VARIATION SIGN OTHER
 LOCALITY OF DEVELOPMENT Cuballing
 TITLE OF DETAILS OF LAND Lot 363, 49
 NAME OF ROAD SERVING PROPERTY Russell Street
 STATE TYPE OF DEVELOPMENT/LAND USE Ancillary accommodation

NATURE AND SIXE OF ALL BUILDINGS PROPOSED Existing House /carport /shed

GENERAL TREATMENT OF OPEN PORTIONS OF THE SITE _____

DETAILS OF CAR PARKING AND LANDSCAPING PROPOSALS _____

APPROXIMATE COST OF PROPOSED DEVELOPMENT \$106,220

ESTIMATE TIME FOR CONSTRUCTION January 15

THE APPROXIMATE NUMBER OF PERSONS TO BE HOUSED/ EMPLOYED WHEN THE DEVELOPMENT IS COMPLETED * 2

* R Flegg R Flegg SIGNATURE OF OWNER
 _____ SIGNATURE OF APPLICANT OR AGENT
 (Both signatures are required if applicant is not the owner)

16.08.14
DATE

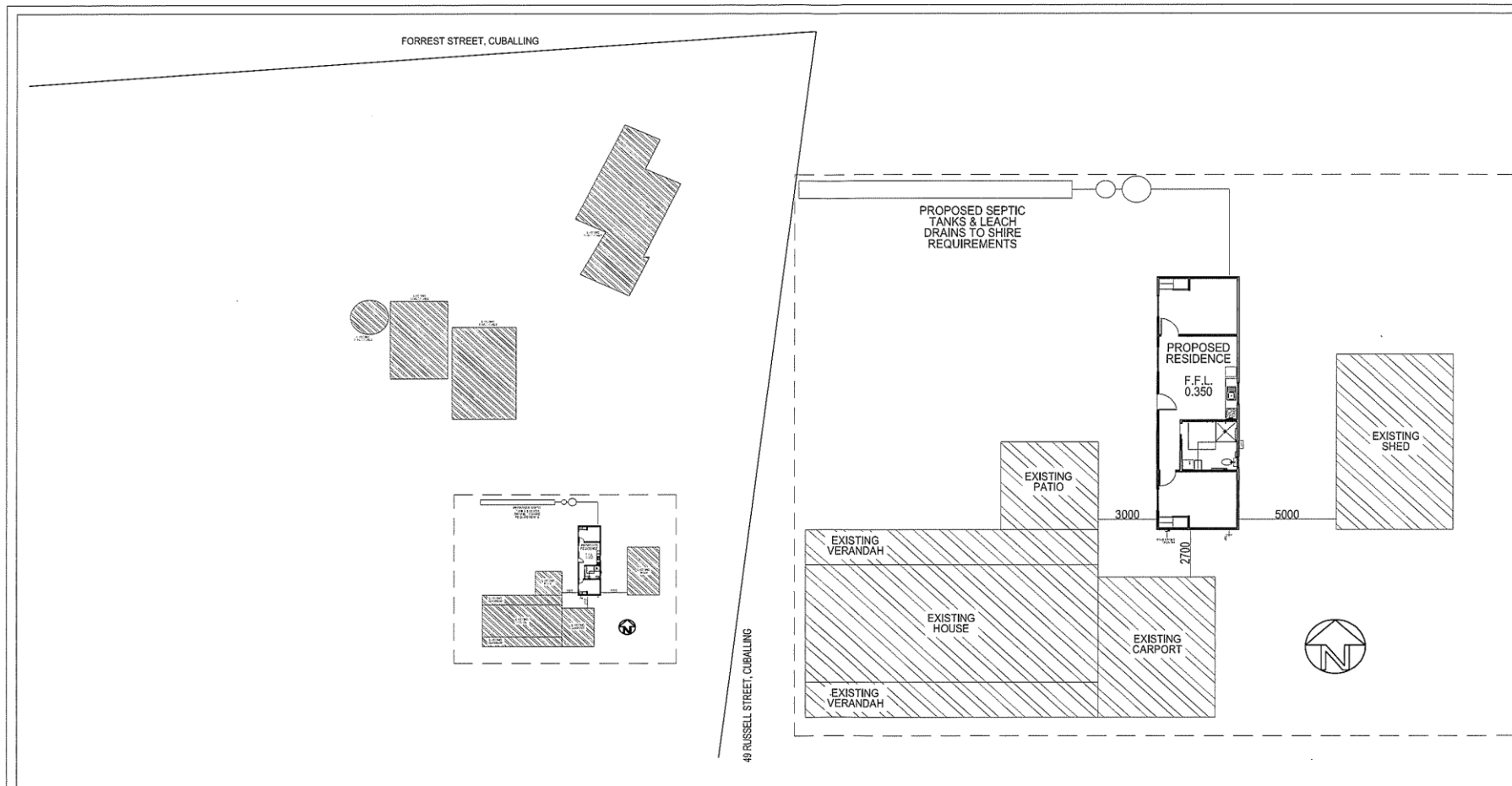
16.08.14
DATE

NOTE: this form should be completed and forwarded to the council together with 2 copies of detailed plans showing complete details of the development including a site plan showing the relationship of the land to the area generally. In areas where close development exists, or is in the course of construction, plans shall show the siting of buildings and uses on lots immediately adjoining the subject land.

FEE: \$339.90

AN APPLICATION FEE IS PAYABLE ON LODGEMENT IN ACCORDANCE WITH THE TOWN PLANNING (LOCAL GOVERNMENT PLANNING FEES) REGULATIONS 2000.

S:\Town Plan\APPLICATION FOR PLANNING CONSENT.docx



SITE ADDRESS:
49 RUSSELL STREET,
CUBALLING

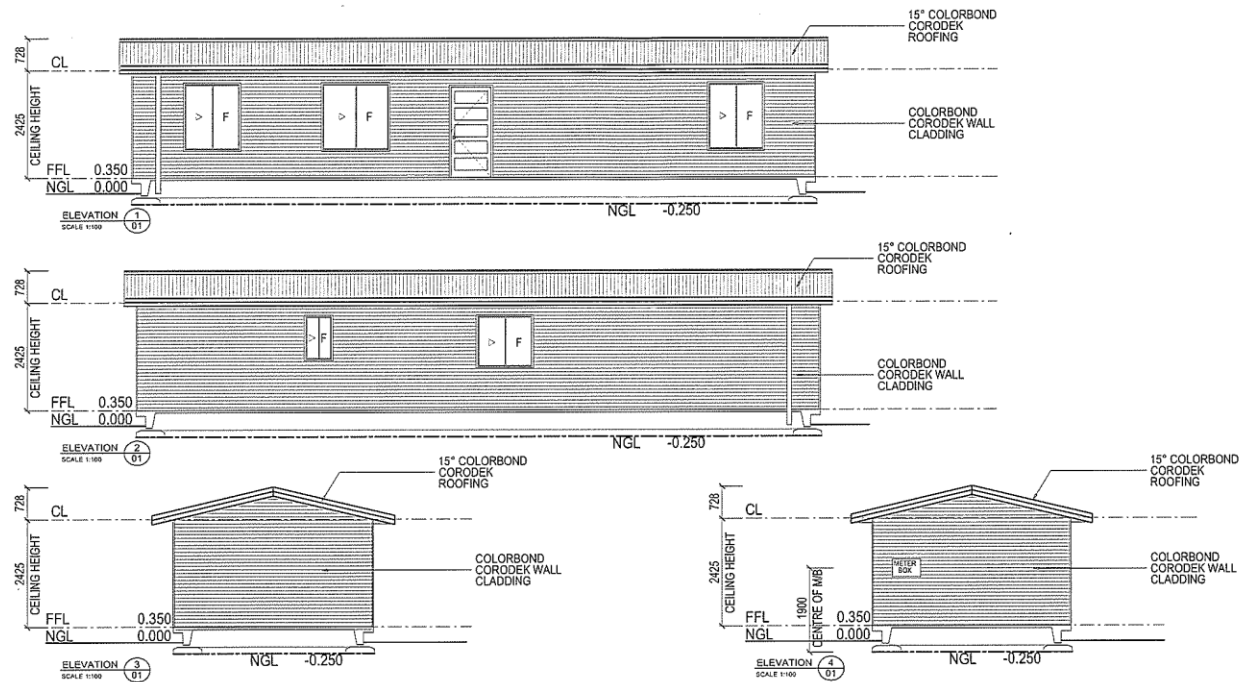
wbsmodular.com.au

PROJECT No.	114
CLIENT	ROBERT & ANNE FLEGG
TITLE	CUBALLING
DRAWING	SITE PLAN
DATE	08/07/14

REV.	BY	DESCRIPTION	DATE
D	CH	LEVELS ADDED	25/08/14
C	CH	DRAINS ADDED	11/08/14
B	CH	DOOR LOCATION CHANGED	04/08/14

PROOFING	APPROVED BY	
	CHECKED BY	
	SCALE	1:200
	DATE	
DRAWING No.	114-RAF-SP-007	

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CUBALLING

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PROJECT No.	114
CLIENT	ROBERT & ANNE FLEGG
TITLE	CUBALLING
DRAWING	ELEVATIONS
DATE	08/07/14

REV. BY	DESCRIPTION	DATE	APPROVED BY
B CH	DOOR LOCATION CHANGED	04/08/14	
A CH	ISSUED FOR CLIENT REVIEW	08/07/14	

PROOFING		APPROVED BY	DATE
CHECKED BY			
SCALE	1:100		
DRAWING No.	114-RAF-EL-002		

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Mr Sherry declared a Direct Financial Interest in Item 9.2.130 in that the CEO's Vehicle forms part of the CEO's Salary Package and left the Council Chamber at 4.05pm.

9.2.130 REPLACEMENT OF CEO'S VEHICLE

Reporting Officer: Gary Sherry – Chief Executive Officer
Interest Direct Financial in that private use of this vehicle is included in the Officer's Contract of employment.
Date: 11th September 2014
File Reference: Plant 2

Summary

Council is recommended to purchase a vehicle to replace 0CN.

Background

Council purchased the Holden Berlina wagon, registration 0CN, in January 2011. The vehicle has now completed nearly 89,000 kms. Holden do not make a Holden Berlina category vehicle.

Council has scheduled replacement of this vehicle in its 2014/15 Budget allocating \$30,000 (GST Exempt) for the purchase of a new vehicle with the trade of the existing vehicle returning \$12,000 (GST Exempt).

Council has a contractual requirement through the Chief Executive Officer's Employment Contract to provide a must provide and maintain for the unrestricted private use of the Chief Executive Officer a Local Government motor vehicle in accordance with Councils motor vehicle policy or other arrangements. There is no specification in the Contract about the standard of vehicle. It can be assumed that the current standard of vehicle meets the requirements of the Officer's Contract.

Council sought written quotations from Holden dealerships for the purchase of a new vehicle. In line with Council's purchasing policy 1.1., one quotation was sought from a local dealer and another from a dealer outside the local region as a comparison. Council's Purchasing Policy requires three written quotations for purchases between \$20,000 and \$49,000, however where Council is seeking to use a local supplier, it is undesirable to seek multiple quotations where there is no intention to use the supplier.

Quotations were sought for a range of vehicles including:

Holden Caprice V – this is the largest and best appointed sedan in the Holden Range. It includes a V8 engine and luxury appointments. Holden offer local governments a WALGA purchasing discount of \$5,000 on the Holden Fleet Discount. The local dealer advise that the changeovers of these vehicles for regional local governments are often in the range of \$2,000.

Holden do make a Holden Caprice which is a slightly lessor standard and therefore lessor price, but this range is now only fitted with an LPG engine. Because of a scarcity of LPG outlets, purchase of this vehicle this would not allow Council to purchase fuel in the Shire of Cuballing or with locally with Council's purchasing arrangement with BP. Therefore no quotation was sought.

Calais – The Calais is the prestige vehicle in the commodore range and is the most similar to the standard of the existing vehicle. Upgrades from the Commodore Evoke range include the 3.6L SIDI Direct Injection V6 rather than the 3.0L SIDI Direct Injection V6 engine. The features include 18" rather than 16" alloy wheels, upgrades lamps and dual exhaust, leather seats, blind spot alert, enhanced multifunction display and push-button start with sensor key.

Calais V - This updated range includes a number of features include 19" rather than 18" alloy wheels, full size spare wheel, electronic traction control system, chrome external features, quad exhaust outlets, heated seats, satellite navigation, heads up display feature, premium speakers and sunroof.

Comment

The budgeted changeover for Council's vehicle will not be achieved. The anticipated purchase price is greater than that budgeted and the trade price for the existing vehicle is also less.

The details of the quotes received, in GST Exempt format are included below:

Edwards Holden - Narrogin

	Budget	Caprice-V	Calais-V	Calais
Purchase	30,000	48,034	41,214	34,737
WALGA Discount		(5,000)	-	-
Towbar		727	727	727
Tint		364	364	364
Floor Mats		-	109	109
Mud Flaps		91	91	91
Phone Cradle		155	155	155
Total	30,000	44,370	42,660	36,182
Trade 2010 Berlina Wagon - 89,000Kms	(12,000)	(10,909)	(10,909)	(10,909)
	18,000	33,461	31,750	25,273

Other quotations had not been received at the time of publication. These will be provided to Councillors in due course.

Statutory Environment

Chief Executive Officers Contract

6.3 MOTOR VEHICLE

- 6.3.1 The Local Government must provide and maintain for the unrestricted private use of the Chief Executive Officer a Local Government motor vehicle in accordance with Council's motor vehicle policy or other arrangements (including novated lease) as agreed by Council and the Chief Executive Officer provided there is no additional cost to the Local Government. In terms of a Local Government motor vehicle the Local Government pays all operating expenses (including the cost of petrol, oil, comprehensive insurance, registration, repairs, servicing and any Fringe Benefits Tax) in connection therewith. "Unrestricted Private Use" is defined as access to the vehicle for periods including annual leave, long service leave and other paid leave but will exclude periods of unpaid leave. The value of the motor vehicle as a component of the Total Remuneration Package is \$16,246.00 before tax per annum which represents agreed salary sacrifice.
- 6.3.2 The Chief Executive Officer will be personally responsible for the payment of traffic infringement fines incurred by him/her including parking fines and speeding fines.
- 6.3.3 The Chief Executive Officer must be the holder of a current 'C' class drivers licence at all times when driving a Local Government vehicle.
- 6.3.4 The fuel costs incurred whilst on annual or long service leave outside the State will not be reimbursed by the Local Government.
- 6.3.5 Unlimited Private Use entitles the Chief Executive Officer to use the motor vehicle for both business and private purposes in Western Australia. The Chief Executive Officer's spouse may also drive the vehicle as deemed necessary.
- 6.3.6 The Chief Executive Officer is responsible for arranging maintenance, servicing and cleaning in an appropriate manner.

Financial Implications

The quoted prices to changeover OCN are all greater than the 2014 Budget allocation.

Should Council choose to maintain the current Holden Berlina Wagon for a greater period, it can be anticipated that additional maintenance costs will be expended. New tyres will need to be purchased soon and mechanical reliability may reduce with longer use.

The upgrade to a Holden Caprice V does allow Council to access the WALGA discount of \$5,000 on top of the Holden fleet discount. Therefore the purchase of this vehicle is the best value for Council, but does involve a higher upfront payment. The dealer does advise, but not guarantee, lower change over costs in the longer term for the Caprice V over other models. The V8 Caprice V would also have increased fuel costs, particularly for city driving.

Strategic Implications – Nil at this time.

Policy Implications

Council Policies

1.2 Use of Shire Light Vehicles

- (a) Supply of fuel to each vehicle to be recorded for accountancy purposes.
- (b) Staff having private use of Shire Vehicles to be responsible for checking of normal maintenance points such as radiator fluid level, battery water level, engine oil, automatic transmission oil, brake fluid, tyre pressure and general cleanliness of vehicle. Arrangements for regular vehicle servicing must be made with the Shire Works Supervisor.

1.11 Preference - Local Goods and Services

Having due regard to quality, price, reliability and availability, preference will be given to local goods and services wherever possible. New local outlets or suppliers of goods and services will be brought to the attention of the appropriate purchasing officer for consideration.

Economic Implications – Nil

Social Implications – Nil

Environmental Implications – Nil

The Holden Calais will have the lowest carbon emissions.

Consultation

Holden Dealers.

Options

Council can resolve:

1. the Officer's Recommendation;
2. to select another quoted vehicle, noting that the changeover cost will increase;
3. to seek further quotations; or
4. to not change the current vehicle.

Voting Requirement – Simple Majority

COUNCIL DECISION:

That Council accept the quotation of Edwards Holden Narrogin to:

- 1. purchase a Holden Calais for up to \$36,182; and**
- 2. trade the Holden Berlina Wagon registered as 0CN for at least \$10,909;**

being a changeover of up to \$24,185.

Moved: Cr Newman

Seconded: Cr Haslam

Carried 6/0

Mr Sherry returned to the Council Chamber at 4.11pm.

9.3 REPORTS – WORKS SUPERVISOR

9.3.1 PURCHASE OF CREW CAB TRUCK

Reporting Officer: Gary Sherry/Bruce Brennan
Date: 8th September 2014
File Reference: Plant 2

Summary

Council is recommended to purchase a Hino 300 Series 717 Xlong Crew with trade of the Isuzu tip truck CN272 for a change over price of \$18,079.09 (GST Exempt).

Background

Council's road construction crew have previously travelled to and from sites in a utility that did not have a large carrying capacity. Fuel, plant maintenance equipment and wear parts were often carried separately. The utility has reached the end of its economic life and has been sold.

Council budgeted to purchase a larger vehicle, with a payload of around 3 to 4 tonnes and a dual cab set up to transport the crew. The larger payload will allow for fuel, plant maintenance equipment and wear parts to be loaded onto the one vehicle and the works crew will be self-sufficient.

Council have offered as a trade in the Isuzu tip truck CN272. Originally purchased in 2004 this truck has reached the end of its economic life.

Using WALGA's Council Purchasing service staff sought quotations from four truck dealers based in Perth. Council's general specification included

- At least six seat crew cab;
- Payload of at least 3.5 tonnes; and
- Tray large enough to hold fuel, plant maintenance equipment, wear parts and work crew support equipment.

In addition to the vehicle supply, staff added to the specification:

- Approx. 4.5m long steel tray with checker plate floor
- Tow bar rated to 3,500kg
- 2 LED amber beacons
- 1,000 litre diesel tank with pump and fuel meter mounted to tray
- UHF and VHF radios in cab with antenna
- Canvas seat covers front and rear
- Window tinting front and rear
- Rubber floor mats;
- Deliver to Cuballing.

All offers meet this specification

Comment

In comparing value, all the vehicles offered meet Council's specification. The offer of WA Hino is the lowest net changeover of purchase and trade.

Major Motors also offered an additional 5 Year warranty for \$2,450.

All the dealers are larger, sustainable businesses that offer a complete range of mechanical and parts support.

Council staff inspected the Isuzu and Hino trucks at the WALGA Local Government Convention held in Perth in early August 2014. Council's Works Supervisor test drove the Hino truck in Cuballing.

Dealer	Model	Specification					
		Cab Seating	Power	GVM	GCM	Tray	Warranty
Daimler Trucks	Mitsubishi 2014 FUSO Canter 815 Crew 7 Seater Cab	7	110 kw @2840-3500 RPM	7,500kg	11,000kg	4.5m x 2.3m	5 Year 200,000
Major Motors	Isuzu 2014NPR 300 Crew Cab/Chassis	6	114kw @ 2600 RPM	6,500kg	10,000kg	4.6 x 2.3m	3 Year 100,000
WA Hino	Hino 300 Series 717 Xlong Crew	7	121kw @ 2500 RPM	6,500kg	10,000kg	4.2 mx 2.5m	3 Year 100,000
WA Iveco	Iveco Daily 70C17 Dual Cab Chassis 4.35m	7	150w @ 3000-3500 RPM	6,700kg			5 Year 200,000

Statutory Environment - Nil

Financial Implications

All the quotations are less than Council's conservative budget estimates. The offers by WA Hino and Daimler Trucks are significantly below budget.

Dealer	Model	GST Inclusive			GST Exclusive		
		Purchase	Trade	Net	Purchase	Trade	Net
Budget		77,000	33,000	44,000	70,000	30,000	40,000
Daimler Trucks	Mitsubishi 2014 FUSO Canter 815 Crew 7 Seater Cab	67,881	46,420	21,461	61,710	42,200	19,510
Major Motors	Isuzu 2014NPR 300 Crew Cab/Chassis	69,940	40,000	29,940	63,582	36,364	27,218
WA Hino	Hino 300 Series 717 Xlong Crew	68,387	48,500	19,887	62,170	44,091	18,079
WA Iveco	Iveco Daily 70C17 Dual Cab Chassis 4.35m	82,378	40,750	41,628	74,889	37,045	37,844

Strategic Implications - Nil

Policy Implications – Nil at this time

Economic Implications - Nil

Social Implications - Nil

Environmental Implications - Nil

Consultation -

Plant Replacement Committee

Options

Council can resolve:

1. the Officer's Recommendation
2. to select another quotation; or
3. to seek additional quotations.

Voting Requirement – Simple Majority

COUNCIL DECISION:

That Council select the quotation of WA Hino to:

1. Purchase a Hino 300 Series 717 Xlong Crew, as specified, for up to \$62,170 (GST Exempt); and
2. Trade in CN272 Isuzu F Series F3 Tip Truck for at least \$44,090.91 (GST Exempt).

Moved: Cr Newman

Seconded: Cr Haslam

Carried 6/0

9.3.2 PURCHASE OF SECOND HAND PRIME MOVER

Reporting Officer: Gary Sherry /Bruce Brennan
Interest Nil
Date: 11th September 2014
File Reference: Plant 2

Summary

Council is to consider the purchase of a second hand, Isuzu prime mover from Apple Network Constructions.

Background

Council included an amount of \$160,000 for the purchase of a second hand truck and side tipper in their 2014/15 budget.

Council staff have spent considerable time searching for suitable second hand trucks. In addition to the truck outlined below, Staff have test driven and inspected other vehicles and reviewed many other vehicles available for sale both at dealers and through internet sales websites.

Apple Network Constructions (ANC) recently advertised their 2009 Isuzu Giga Prime Mover, registration, 1DCM.533, for sale on trucksales.com.au for a purchase price of \$110,000 (GST Inclusive). ANC are a company based in the hills of Perth, Western Australia specialising in the supply of underground horizontal boring and trenching services and complete installation of all types of data and communication cable.

Council staff inspected the 2009 Isuzu Giga Prime Mover, registration, 1DCM.533 pictured below, on Wednesday 10th September 2014. The trucks basic specification is outlined below:

Odometer	99,800 kms
GCM	42,500 kg
GVM	22,500 kg
Engine Power	338 kW @ 1,800 rpm
Fuel Capacity	800 litres
Speed Limiter	Yes 100km/h
Transmission	Auto/Sequential Shift
Tyre Condition	New
Suspension	leaf Spring

Staff found the vehicle to be in a very good state of general repair with evidence of a good general maintenance schedule and good maintenance practices. The truck drove very well in a test drive.

ANC advised that the truck was used to haul cabling supplies and earthmoving equipment to works sites in the Pilbara. At these jobs the truck was not used during the day to day contract activities and therefore has a relatively low number odometer reading for a truck of this age. ANC are currently upgrading to a more modern truck to meet the contractual requirements to deliver services on mine sites in the Pilbara. In discussions with staff ANC advise that they will accept \$100,000 (GST Inclusive)

Because of the requirement for the truck to work on mine sites the standard of accessories on the truck are very good. The vehicle set up includes are beacons, fire extinguisher, blue tooth and hands free mobile phone setup and a spare tyre. The vehicle includes window tint, sun visor and a windscreen protector.



To be incorporated into the Council fleet a number of minor modifications or future expenditure that would need to be completed after purchasing the truck. These include:

- Fitting hydraulics to satisfy the requirement to haul side tipping trailers. Staff are currently researching this requirement and expect the cost to be in the vicinity of \$8,000;
- Currently the truck as a 50mm turntable. A 90mm turntable is a normal requirement for hauling side tippers. Staff are currently researching this requirement and expect the cost to be in the vicinity of \$1,500;
- Servicing the truck. Currently the truck is due for a service at 102,000. Council normally pays in the vicinity of \$750 for a truck service from the local contractor.

Comment

Council's decision to seek to purchase a second prime mover has resulted in staff recommending a truck that is believed to be of excellent value for money.

The highlight of the recommended vehicle is that it has a solid service history and good general maintenance practices that have protected the vehicle. It is expected that the vehicle would be an economic asset to Council for some considerable time.

Council has budgeted \$160,000 to purchase a prime mover and side tipper. Whilst the recommended truck represents excellent value for money, investigations by staff have identified that the purchase of a side tipping trailer that represents good value, is likely to cost more than the remaining budget funds.

Budget Allocation		160,000
Izusu Giga Purchase	90,909	
Hydraulic Upgrade (estimate)	7,500	
Turntable Replacement (estimate)	3,500	(100,909)
Remaining allocation for Side Tipper		59,091

While it is certainly possible to purchase low quality side tipping trailers that are nearing the end of their economic life for the remaining funds, it is not believed that purchase of these trailers

represent value for money for Council. It will be possible for Council to hire a side tipping trailer in the short term.

Staff have recommended at 8.1.127 in this agenda that CN272 vehicle be traded as part of the purchase of a new crew truck. With the replacement of CN272 Council will be operating at less than full strength at the commencement of busiest time of road construction. It is therefore suggested that the recommended vehicle be promptly purchased by Council to allow it to be able to provide service that is currently being provided by the six wheeled tipper, registration CN272.

Statutory Environment

Local Government Act 1995

3.57. Tenders for providing goods or services

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.
- (2) Regulations may make provision about tenders.

Local Government (Functions & General) Regulations 1996

11. When tenders have to be publicly invited

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$100,000 unless subregulation (2) states otherwise.
- (2) Tenders do not have to be publicly invited according to the requirements of this Division if —
 - (a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or
 - (b) the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA; or
 - (ba) the local government intends to enter into a contract arrangement for the supply of goods or services where —
 - (i) the supplier is either —
 - (I) an individual whose last employer was the local government; or
 - (II) a group, partnership or company comprising at least 75% of persons whose last employer was that local government;
 - and
 - (ii) the contract —
 - (I) is the first contract of that nature with that individual or group; and
 - (II) is not to operate for more than 3 years;
 - and
 - (iii) the goods or services are —
 - (I) goods or services of a type; or
 - (II) (in the opinion of the local government) substantially similar to, or closely related to, goods or services of a type, that were provided by the individual (or persons) whilst employed by the local government;
 - or
 - (c) within the last 6 months —
 - (i) the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications; or
 - (ii) the local government has, under regulation 21(1), sought expressions of interest with respect to the supply of the goods or services but no person was, as a result, listed as an acceptable tenderer;
 - or
 - (d) the contract is to be entered into by auction after being expressly authorised by a resolution of the council of the local government; or

- (e) the goods or services are to be supplied by or obtained through the government of the State or the Commonwealth or any of its agencies, or by a local government or a regional local government; or
- (ea) the goods or services are to be supplied —
 - (i) in respect of an area of land that has been incorporated in a district as a result of an order made under section 2.1 of the Act changing the boundaries of the district; and
 - (ii) by a person who, on the commencement of the order referred to in subparagraph (i), has a contract to supply the same kind of goods or services to the local government of the district referred to in that subparagraph;
- or
- (f) the local government has good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier; or
- (g) the goods to be supplied under the contract are —
 - (i) petrol or oil; or
 - (ii) any other liquid, or any gas, used for internal combustion engines.

Financial Implications –

There are no further implications than those addressed above.

Strategic Implications – Nil at this time.

Policy Implications – Nil at this time

Economic Implications – Nil

Social Implications – Nil

Environmental Implications – Nil

Consultation

Plant Replacement Committee
ANC
Major Motors

Options

Council can resolve:

1. the Officer's Recommendation;
2. to not purchase this vehicle and direct staff to make a different recommendation to Council.

Voting Requirement – Simple Majority

COUNCIL DECISION:

That Council purchase the second hand 2009 Isuzu Giga Prime Mover, registration, 1DCM.533, from Apple Network Constructions for a purchase price of up to \$90,910 (GST Exclusive).

Moved: Cr Bradford

Seconded: Cr Dowling

Carried 6/0

2.4 REPORTS - HEALTH AND BUILDING

Nil

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

Nil

11. OTHER URGENT BUSINESS

Nil

12. NEXT MEETING

Thursday 16th October 2014 at 3.00pm at the Shire of Cuballing Council Chambers.

13. CLOSURE OF MEETING

There being no further business, Cr Conley closed the meeting at 4.30pm