

# MINUTES

of the

## ORDINARY MEETING OF COUNCIL

HELD AT

3pm,

Thursday,

23<sup>rd</sup> April 2015

**Shire of Cuballing Council Chambers**

These minutes were confirmed at the Ordinary Meeting held on Thursday 23<sup>rd</sup> April 2015.

Signed.....

Cr Mark Conley, Shire President

Thursday 21<sup>st</sup> May 2015

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1. **OPENING - ANNOUNCEMENT OF VISITORS**

The Shire President, Cr Conley, declared the meeting open at 3.01pm

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

<b>Cr Mark Conley</b>	<b>President</b>
<b>Cr Roger Newman</b>	<b>Deputy President</b>
<b>Cr Tim Haslam</b>	
<b>Cr Scott Ballantyne</b>	
<b>Cr Eliza Dowling</b>	
<b>Cr Dawson Bradford</b>	
<b>Mr Gary Sherry</b>	<b>Chief Executive Officer</b>
<b>Ms Tonya Williams</b>	<b>Deputy Chief Executive Officer</b>
<b>Mr Bruce Brennan</b>	<b>Works Supervisor</b>
<b>Mr Sheldon Paice</b>	
<b>Ms Filipa Walmsley</b>	
<b>Mrs Glenda Vukomanovic</b>	
<b>Mr Chad Hawksley</b>	

The Shire President, Cr Conley, requested that Council consider suspending Standing Orders prior to the commencement of Public Question Time to allow an open and frank discussion of matters during 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 Haslam

Seconded: Cr Newman

Carried 6/0

3. **PUBLIC QUESTION TIME**

3.1 **Questions Taken On Notice - Regional Waste Disposal Site**

At the Council meeting held on 19<sup>th</sup> March 2015, four written questions provided by Mr Colin Hawksley were taken on notice for a later response.

The questions and the appropriate response are outlined below.

1. The report to council suggests that this matter is to be determined in accordance with clause 4.4.2 of Cuballing's TPS. That section only applies if the proposed use does

not fall within the type, class or genus of activity of any other use in the zoning table. On what possible basis is it contended that "landfill" does not fall within the type, class or genus of activity of "industry general", as that term is defined in the TPS, which is a prohibited use?

The landfill use is not an industrial activity and accordingly cannot fall within the type, class or genus of activity of "industry-general". Schedule One of the *Shire of Cuballing Town Planning Scheme No. 2* (TPS2) defines "Industry" as follows:

"industry" means premises used for the manufacture, dismantling, processing, assembly, treating, testing, servicing, maintenance or repairing of goods products, articles, materials or substances and includes premises on the same land used for -

- (a) the storage of goods;
- (b) the work of administration or accounting;
- (c) the selling of goods by wholesale or retail; or
- (d) the provision of amenities for employees, incidental to any of those industrial operations;

"Waste disposal facility" and "landfill" are not included in the Zoning Table of TPS2 (clause 4.3) or defined in Schedule One of TPS2. Accordingly, the Shire considers that the proposed landfill facility is a use not mentioned or listed in accordance with clause 4.4.2 of TPS2.

2. Why does the report make no reference of the recent DAP decision relating to the proposed York Landfill (which held that Landfill is not consistent with the general agricultural zone and is therefore directly on point)?

The purpose of the interim report considered by the Council on 19th March 2015 was to outline the outcomes of the consultation period, broadly consider the submissions and set out the next steps regarding the Planning Application. Following the outcomes of the Environmental Protection Authority determination being completed and the applicant providing required information on various matters, the Planning Application will again be reported to Council. A future report to Council will consider the relevance and implications of the Planning Application in the Shire of York and other landfill applications as appropriate. While noting this, there are likely to be a range of differences between the applications in the Shire of York and Shire of Cuballing including scale, traffic impacts, where the waste originates from, loss of good quality agriculture land and provisions in the respective Town Planning Schemes.

3. On what basis is it considered the establishment of an industrial operation in what is otherwise a rural and residential area of the Shire meet the requirements of orderly and proper planning principles, as required by clause 10.2 of the Cuballing TPS?

As outlined above, the use is not considered industrial. A future report to Council is required to consider a number of TPS2 clauses including 1.6, 4.2, 4.4.2, 5.11, and 10.2. Clause 10.2 requires the local government to consider the 27 listed matters.

While noting there are various residences in the area, lot sizes are generally 40 hectares and larger. The area, within the Shire of Cuballing, is zoned as "General Agriculture", while nearby land in the Shire of Narrogin is zoned as "Farming" in the *Shire of Narrogin Town Planning Scheme No. 2*.

4. In terms of buffer requirements, given there are 11 residences located in close proximity to the proposed site, why doesn't the recommendation in paragraph 4(e)

require a minimum enforceable buffer distance of 500m, which is best practice for Landfills (refer clause 26 .2 of our submission)?

The Environmental Protection Authority (EPA) *Guidance Statement No. 3 Separation Distances between Industrial and Sensitive Land Uses* recommends a generic buffer distance of 500 metres from “sensitive” uses (e.g. subdivisions), 150 metres from single residences and an internal buffer of 35 metres from boundaries.

Given the zoning of the area is “General Agriculture” or “Farming” and there are no residential or rural residential subdivisions, the appropriate generic buffer distance is considered to be 150 metres, with a buffer of at least 130 metres to be provided on the application site. It is noted that most existing dwellings in the area are more than 500 metres from the proposed landfill facility.

Based on the EPA guidelines, the Council in part resolved to request the applicant to provide advice on “providing a buffer of at least 130 metres and ideally 150 metres on the application site between the edge of the waste disposal facility and neighbouring properties”. The Council, in part, also resolved to request the applicant’s advice regarding “scaling back the size of the application such as removing stages 3 and 4 from the Planning Application” and requesting the applicant to prepare an “odour impact assessment which includes modelling for stages 1 – 4 operating at expected maximum capacity, including odour from the leachate dam, along with waste transport”.

It is noted that the EPA have recently reviewed the regional waste disposal facility proposal (which shows a buffer of 95 metres at one point on the stage 1 western boundary) and have determined to not assess the proposal but have provided public advice. The EPA’s advice did not raise any concerns relating to the buffers to off-site residences. The Council’s resolution, if accepted by the applicant, would result in a buffer greater than considered by the EPA.

### **3.2 Questions Taken On Notice - Regional Waste Disposal Site**

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At the Council meeting held on 19<sup>th</sup> March 2015, seven written questions provided by Ms Filipa Walmsley were taken on notice for a later response.

The questions and the appropriate response are outlined below.

1. The Shire of Cuballing have admitted that affected land owners were supposed to be informed of the planning application in April 2014 and this did not happen until December 2014. What was the mechanism that allowed this to happen and what recompense do land holders have who have made business decisions, commenced building homes etc without the knowledge of this proposed site?

Given the recent turnover of senior staff, the reason behind the Shire failing to complete Council’s request to advise nearby landholders in May 2014 is not known.

With regard to public notice for local residents required under statute, Council has met all legal requirements to give public notice and exceeded this requirement in most cases.

2. Change of name (Great Southern Regional Waste Group) - is a new memorandum of understanding required? How does our submissions relate to a new entity?

The MOU with the property owners was signed by local governments as individuals and not by the group. Therefore I believe that a new MOU is not required.

The planning application is submitted by the agent of the Great Southern Regional Waste Group and therefore the submissions received are unaffected.

3. From Agenda - "the shire administration consulted widely for 63 days" - you have included weekends and public holidays in this number, should you convert this to working days?

The minimum statutory requirement for public notice of a Planning Application is 14 days, inclusive of weekends and public holidays. Therefore the calculation included in the Officer's Report for the numbers of days of public consultation was completed on the same basis as the statutory requirement.

4. There were no submissions from politicians noted, was correspondence received from them and what community groups were written to? Where is the support from the member councils of WVGC? -.Town of Narrogin and begrudgingly Shire of Narrogin and neutral response from Wickiepin only.

In providing public notice of the Planning Application, the Shire of Cuballing wrote to

- Every resident and community group receiving mail at the Cuballing and Popanyinning Post Office;
- Every ratepayer with a mailing address outside the Shire of Cuballing;
- A list of 17 ratepayers of the Shire of the Narrogin who own property within a 5km radius of the proposed site. This list was provided by the Shire of Narrogin;
- Every Shire bounding the Shire of Cuballing and the other members of the Great Southern Regional Waste Group;
- both the local members for the federal and state electorate and every Agricultural Region member of the state upper house.
- writing to 11 State Government and servicing agencies including Western Power, Water Authority WA, Waste Authority WA, Main Roads WA, Department of Planning, Department of Aboriginal Affairs, Department of Environment Regulation, Department of Health, Department of Mines and Petroleum, Department of Fire and Emergency Services and Department of Parks and Wildlife.

All of the submissions received by the Shire of Cuballing were included in the report to Council.

There is no requirement for comment from any party, rather just the opportunity to comment.

5. It is claimed that five submissions support the planning application -Town of Narrogin, Shire of Narrogin, Shire of Wandering, an anonymous Cuballing Town resident who misguidedly believes recycling will be occurring at the proposed site, Mr Ferrell who believes the dead sheep in farmers paddocks are more of an environmental concern and two separate communiques from the landholders, one of which was quite offensive? Who has been counted to make up the five?

The submissions of the Town of Narrogin, the Shire of Wandering, the anonymous Cuballing town resident, Mr Ferrell and Mr and Mrs Dowdell could all seem to be generally positive.

6. "no decision can be made or be seen to be made that could be interpreted to imply that the proposal would be approved for implementation at this stage" -So what does the launch of the Wheatbelt Development Commission growth strategy mean - top four

priority project - regional waste depot???

The Wheatbelt Development Commission released the *Greater Narrogin Region Economic Development & Implementation Strategy* on 3<sup>rd</sup> March 2015. The requirement for a regional waste disposal site was included in this strategy as a high priority.

I would expect, although it is a matter for the Wheatbelt Development Commission, that should Council decide to refuse the Great Southern Regional Waste Group's planning application, this requirement would remain as a priority for completion at another site.

7. How can the Shire of Cuballing Councillors arrive at an unbiased decision when they are signatories to the WVGC?

The Local Government Act does not consider that Councillors have bias in considering the Great Southern Regional Waste Group's planning application through the Shire of Cuballing being a member of the Great Southern Regional Waste Group.

### **3.3 Questions Taken On Notice - Regional Waste Disposal Site**

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At the Council meeting held on 19<sup>th</sup> March 2015, twenty written questions provided by Ms Glenda Vukomanovic, were taken on notice for a later response.

The questions and the appropriate response are outlined below.

- 1 Given that the Narrogin Shire Council has stated that they have left all communications to affected property owners with the Shire of Cuballing why is there no mention in any Proposal Document of our intention to build our house in what has only recently become known to us, to be within the DER Residential Buffer Zone? Especially given the Narrogin Shire President and CEO of same have been aware several months after the signing of the MOU on the 11 June 2013?

The Shire of Narrogin, at the request of the Shire of Cuballing, provided the Shire of Cuballing with a list of 17 property owners in the Shire of Narrogin within 5 km of the Proposed Regional Waste Disposal Site on 27<sup>th</sup> November 2015. Until this time the Shire of Cuballing was unaware of any details, including such basic details as property ownership, of nearby properties in the Shire of Narrogin.

2. Given the statements made at the public meeting on the 03 February 2015 at the Agricultural Hall, Cuballing, by the proponents selected spokesperson for that evening, of this Regional Refuse Site, Lindsay Stephen, that no one wants to live next to a dump. This also includes us not wanting to live in dump's shadow. Seeing as this public statement suggests our property is now worthless as a habitat for us and for our rural enterprise what compensation has the Shire set aside set aside to fully compensate our relocation and re- establishment costs.

The Shire of Cuballing would refute that this proposal is being fast tracked. Further, Council has not disguised any matter or sought to hide any fact. While the opportunity to advise nearby residents was not undertaken by Shire staff as required by a decision of Council in May 2014, the current process of consideration of the planning application has provided considerably more time for public comment than the minimum requirements.



3. Why was a site directly opposite and in close proximity to our intended home and at our front gate chosen?

The site selection was made by the Great Southern Regional Waste Group after extensive investigation. It is the understanding of the Shire of Cuballing that this site was chosen because:

1. the site meets the geological and hydrological requirements for a waste disposal site;
  2. the site is relatively centrally located minimising travel expenses; and
  3. the current land owners are willing to sell a portion of their property to the Great Southern Regional Waste Group.
4. Given Lindsay Stephens further comments at the same meeting that an option for us might be to sell while dump is out of sight.
    - a. Does this further illustrate the obnoxious nature of the proposal leaving no doubt it is a totally unacceptable facility to be living in close proximity to?
    - b. Tactics to be used to disguise the real and total agenda for the site?
    - c. That the normal duty of disclosure be dispensed with?
    - d. the tactics employed thus far to fast track the proposal before encountering opposition and the inability of landholders affected to properly prepare a case:

While the desire of Council to advise nearby residents was not undertaken by Shire staff as required by a decision of Council in May 2014, the current process of consideration of the planning application has provided considerably more time for public comment than the minimum requirements.

5. Given the same statements made by Lindsay Stephens where is the obligation of duty of care or disclosure shown to adversely affected residents by the Shire of Cuballing?

As mentioned above, in April 2014 Council's request to inform staff of the signing of the MOU was not undertaken by Shire staff. Council regrets this failure, but is still required to deal with the Planning Application that has been received.

6. Given the same statements should not have the Shire of Cuballing notified affected residents before any MOU was signed.

It may have been appropriate for the Great Southern Regional Waste Group to advise local residents of their interest in the portion of land that has been identified for the Proposed Regional Waste Disposal Site. However the selection of the site did require considerable geological and hydrological investigation to confirm the potential suitability of the site. Had this investigation resulted in the site being unsuitable for geological and hydrological reasons, the planning application would not have been submitted to the Shire of Cuballing.

7. Given Q4a above should not have the Shire of Cuballing consulted with adversely affected residents at the interest stage before large sums of public monies was expended.

It may have been appropriate for the Great Southern Regional Waste Group to advise local residents of their interest in the portion of land that has been identified for the Proposed Regional Waste Disposal Site. However the selection of the site did require considerable geological and hydrological investigation to confirm the potential suitability of the site. Had this investigation resulted in the site being unsuitable for geological and

hydrological reasons, the planning application would not have been submitted to the Shire of Cuballing.

8. Given Q2 and Q4 above does it not imply a personal passionate interest in keeping the dump well away from any person, relatives, neighbours and friends so as to raise an extensive conflict of interest amongst proponents?

A conflict of interest for a Councillor or staff member, as determined by the Local Government Act, arises with a matter under consideration when:

- there is an immediate positive or negative impact financially for a Councillor or member of staff; or
- the matter being considered is located nearby to property owned or controlled by a Councillor or member of staff.

The Local Government Act does not consider the reverse as a conflict of interest.

9. Should not have this, as we view it, conflict of interest, been declared at the outset and the process handled by an independent body with ability to acquire the most appropriate site away from any residences and without the votes of Councillors and officials in the Shires who have extensive property interests in the Shires involved?

A conflict of interest for a Councillor or staff member, as determined by the Local Government Act, arises with a matter under consideration when there is a positive or negative impact financially for a Councillor or member of staff; or the matter being considered is located nearby to property owned or controlled by a Councillor or member of staff.

The Local Government Act does not consider the reverse as a conflict of interest.

Given the scale of the development, there is no option available for the Shire of Cuballing to have the planning application dealt with by an independent body.

10. Would it not be appropriate that the true cost of thus adversely affect property owners compensated by the beneficiaries rather than expecting adversely affected owners to bear an unjust cost and burden on behalf of beneficiaries and the rest of the communities...

It is expected by the Shire of Cuballing that the conditions on the Proposed Regional Waste Disposal Site that would be imposed by the Department of Environment Regulation and the Shire of Cuballing in any approval would reduce the impacts of the development for neighbouring property owners to levels that are within accepted norms. Therefore the Shire of Cuballing believes that in this situation it is unlikely that compensation will required.

11. Given there are real health effects from contaminants in the air and in the water supply what monitoring stations are to be permanently set up?

It is expected by the Shire of Cuballing that conditions would be imposed by the Department of Environment Regulation that will mitigate risks contaminants in the air and in the water supply. The Environmental Protection Agency has advised in their decision not to review the Proposed Regional Waste Disposal Site that the EPA is of the view that the DER will conduct a comprehensive assessment of the proposal including that a licence will not be granted unless it can be demonstrated that the impacts to the environment are acceptable

12. Given the real risk of wind and flood events and since such events have already, occurred in the past, what compensation fund has been set up to address health issues of humans and animals and surface and ground water and soil contamination? One such event flowed off our hill broke the dam wall and flowed into and filled my neighbours dams. The same event flowed off the proposed refuse site through our property and filled the neighbours dam on our other side. Also water flowed off our property and through the subsequent stages of the proposed refuse site.

It is expected by the Shire of Cuballing that conditions would be imposed by the Department of Environment Regulation that will mitigate risks from wind and flood events. The Environmental Protection Agency have advised in their decision not to review the Regional Waste Disposal Site outlined that the EPA is of the view that the DER will conduct a comprehensive assessment of the proposal including that a licence will not be granted unless it can be demonstrated that the impacts to the environment are acceptable.

13. Since proponents have been made fully aware of the problems of this proposed site are they willing to fund the full costs of subsequent adverse impacts?

The Great Southern Regional Waste Group, as the operator of the Proposed Regional Waste Disposal Site, will be responsible for compliance with any conditions imposed by the imposed by the Department of Environment Regulation to mitigate against risks from wind and flood events.

14. Are Councillors and proponents aware of adverse reports at other refuse sites? I attach an ABC news report to illustrate.

Councillors and proponents are familiar with the requirements of operating Waste Disposal sites. The Shire of Cuballing currently operates two waste disposal sites inside town sites with the Shire of Cuballing. The member Councils of the Great Southern Regional Waste Group currently operate 11 waste disposal sites, most of which are located within town sites.

15. Are you willing to have this in front of your house? If not how can you in good conscience impose this in front of us?

The Shire of Cuballing currently operates two waste disposal sites inside town sites within the Shire. In these instances, residents are within close proximity to these sites.

16. Is it the case that in Wagin that the proposal was rejected for the fact that it came within 1km of a residence"

It is the Shire of Cuballing's understanding that the two previous possible sites for a Proposed Regional Waste Disposal Site that were investigated by the Great Southern Regional Waste Group did not proceed because:

- In one case the owner agreed to the request of his neighbour to not sell the land for the purpose of a Regional Waste Disposal Site; and
- In the other case a MOU for the potential sale of the property could not be agreed by both parties.

17. Would not world's best practise insist on at least this distance to any dwelling?

The Western Australian standard set by the Environmental Protection Authority (EPA) in the Guidance Statement No. 3 Separation Distances between Industrial and Sensitive Land Uses recommends a generic buffer distance of 500 metres from “sensitive” uses (e.g. subdivisions), 150 metres from single residences and an internal buffer of 35 metres from boundaries. While it is open for Council to impose buffers greater than the Western Australian standards, such buffers would be overturned on appeal.

18. Should not buffer zones be within the proponents own property and not use uncompensated owners?

Based on the EPA guidelines mentioned above, the Council, in part, resolved to request the applicant to provide advice on “providing a buffer of at least 130 metres and ideally 150 metres on the application site between the edge of the waste disposal facility and neighbouring properties”. These distances will meet the EPA guidelines

19. Why do the plans on maps of proposal not show true buffer boundaries? Even by the Proponents own measures the red line should show protruding over the road and into our property. Given the obvious errors in documents should not the process be reviewed?

The Shire of Cuballing has identified a number of matters where Council will seek clarification from the Great Southern Regional Waste Group. As previously mentioned Council has requested the applicant to provide advice on “providing a buffer of at least 130 metres and ideally 150 metres on the application site between the edge of the waste disposal facility and neighbouring properties”.

20. Is the Shire willing to abandon this proposal and restart public negotiations before expending further public funds in what we, in our view, feel is the spending of public funds primarily to protect private interests and the process was never going to locate the most appropriate site?

At this time the Shire of Cuballing is required to assess and decide upon the planning application submitted by the Great Southern Regional Waste Group. If the Shire of Cuballing does not assess and decide this planning application, the applicants may appeal to the State Administrative Tribunal.

Any future directions of the Shire of Cuballing will logically occur after a decision of Council on this planning application.

### **3.4 Proposed Regional Waste Disposal Site**

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Mr Chad Hawksley advised that the Shire of Wagin adopted at their Council Meeting of 25<sup>th</sup> September 2012 a policy for site selection of a Regional Waste Disposal Site including

- no occupied residence will be closer than 1 km in any direction, and
- no occupied residence will be within 2km along a line of sight to the workings.

The Shire of Wagin refused two sites as a result of this policy. Why does the Shire of Cuballing have a different set of rules?

The Shire President, Cr Conley, advised that he was unaware that the Shire of Wagin had adopted such criteria over site selection for a proposed Regional Waste Disposal Site. It would still have been open for the Shire of Wagin to apply there criteria to other sites in the region if they chose.

Cr Conley further advised that the criteria that Council were reviewing the site with were based on the Shire of Cuballing Town Planning Scheme and other established guidelines.

### **3.5 Proposed Regional Waste Disposal Site**

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Mr Sheldon Paice sought further information regarding the Great Southern Regional Waste Group. What is the mandate/ purpose of the group, who are the sitting members and where can the public access the minutes and financial reports from these meetings?

The Chief Executive Officer, Mr Sherry, advised that the Great Southern Regional Waste Group is an informal group of local governments in our region formed in 2007. The Great Southern Regional Waste Group had as many as 12 local governments as members at one time, but this has reduced to the current 7 members. These members include the Town of Narrogin and the Shires of Williams, Wickepin, Wagin, Narrogin, Pingelly and Cuballing.

The Great Southern Regional Waste Group prepared a strategic waste management plan in 2009 and has been moving to implement that plan ever since. The driving force for the formation of the group was that a number of the member Shires have environmental or capacity issues with their existing waste disposal sites. The cooperative development of a regional waste disposal site is a cost effective solution for the members.

The Great Southern Regional Waste Group is not a legal entity and the members participate in all matters as individual entities. Therefore the MOU with the owner of land identified for the Nebrikinning Road site is signed by each individual Shire and not the single entity of the Great Southern Regional Waste Group.

Again not being a legal entity does not allow the Great Southern Regional Waste Group to have a bank account. The Shire of Wagin have managed financial matters for the group within the accounts of the Shire of Wagin.

### **3.6 Proposed Regional Waste Disposal Site**

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Mr Sheldon Paice asked about the site selection for the proposed Regional Waste Disposal Site and what where the principles or guiding criteria for a site? It appears to Mr Paice that the Shire had looked for a site and then sought to establish the criteria for the site to match it.

The Shire President, Cr Conley, advised that the site criteria most difficult to satisfy were those imposed by the Department of Environment Regulation in their approval process. Such criteria included soil type and water table depth that were unable to be altered on the site. These criteria were the first investigated prior to submission of the planning application to the Shire of Cuballing.

Cr Conley also advised that locating a suitable site where the owner was willing to sell land to the Great Southern Regional Waste Group was also very difficult to achieve. Suitable

land identified in the Shire of Wagin for a Regional Waste Disposal Site was subsequently withdrawn from sale by the owners.

### **3.7 Proposed Regional Waste Disposal Site**

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Mr Sheldon Paice asked about the strategic focus of the Shire of Cuballing in relation to waste management. Why doesn't the Shire set out a policy on recycling, managing hazardous wastes such as asbestos etc for the future?

The Chief Executive Officer, Mr Sherry, advised that the Shire of Cuballing was implementing a strategic waste management plan that considered more than just the proposed Regional Waste Disposal Site. The Shire of Cuballing's strategic waste management focus included:

- Moving to close local Waste Disposal Sites and construct local waste transfer stations to receive waste;
- Improved recycling to reduce waste stream to landfill;
- A regional waste disposal site that meets current environmental guidelines;

Such a method of waste management is not new and has been implemented in the Perth metropolitan area and in rural Council's such as the Shires of Corrigin, Narembeen, Kondinin and Kulin.

While the Shire of Cuballing had a strategic waste management focus, the only part of the overall waste management strategy that was currently being debated is the location and suitability of the Proposed Regional Waste Disposal Site.

### **3.8 Proposed Regional Waste Disposal Site**

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Mr Chad Hawksley asked about the process from now. Will the Council just tick off and vote yes to the application if the Department of Environment Regulation say it is ok?

The Shire President, Cr Conley, advised that the finalisation of the Planning Application by the Shire of Cuballing was required prior to the granting of a Works Approval by DER. Given the appeal of the Environmental Protection Authority's decision to not review the Proposed Regional Waste Disposal Site, Council is now unable to make any decision, to approve or refuse, on the planning application until after the completion of the appeal.

### **3.9 Proposed Regional Waste Disposal Site**

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Under the Shire of Cuballing Town Planning Scheme the Proposed Regional Waste Disposal Site falls under "non-intended land use". Mr Chad Hawksley asked "As the Shire of Narrogin is on the other side of the road will the Shire of Narrogin Town Planning Scheme impact the Proposed Regional Waste Disposal Site at all?"

The Chief Executive Officer, Mr Sherry, advised that the proposal was in the Shire of Cuballing and the Shire of Cuballing's Town Planning Scheme applied to the development. There was no application of the Shire of Narrogin's Town Planning Scheme to any part of the proposal.

### **3.10 Proposed Regional Waste Disposal Site**

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Mr Chad Hawksley asked why the buffer zones are within adjoining landowners boundaries? How will this impact on neighbours from using their land as they are legally entitled to?

The Chief Executive Officer, Mr Sherry, acknowledged that with the current plan provided to Council the buffer required by the Environmental Protection Authority (EPA) Guidance Statement No. 3 Separation Distances between Industrial and Sensitive Land Uses was not contained entirely on the property where the proposed Regional Waste Disposal Site is to be located. Based on the EPA guidelines, the Council in part resolved at the March Meeting to request the applicant to provide advice on “providing a buffer of at least 130 metres and ideally 150 metres on the application site between the edge of the waste disposal facility and neighbouring properties”.

### **3.11 Proposed Regional Waste Disposal Site**

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Mr Chad Hawksley asked if the buffer zones are changed to be only within the land purchased, will IT reduce the life of the tip and make it no longer suitable for a Regional site.

The Chief Executive Officer, Mr Sherry, advised that if the footprint of the waste disposal site was required to be reduced to ensure that buffer zones did not impact on neighbouring properties, then this may indeed have an impact on the efficiency and operational life of the Proposed Regional Waste Disposal Site. This was a matter for the applicant to consider.

Mr Sherry advised that it is possible that Council could approve a planning activity with conditions that had such a significant impact as to make a project uneconomic to proceed.

### **3.12 Proposed Regional Waste Disposal Site**

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Ms Filipa Walmsley asked if the Shire of Cuballing has representatives on the Great Southern Regional Waste Group and why didn't they say “no” to this proposal the start? The representatives could have stood up for the Shire, spoken up for the neighbours and knocked it back earlier.

The Shire President, Cr Conley, advised that at the commencement of the process, the first sites that were identified were sites in the Shire of Wagin and the Shire of Cuballing was happy for an investigative process to review those sites. Once a site in within the Shire of Cuballing was proposed, the Shire of Cuballing believed that it was only fair to allow a similar investigative process to review that site.

### **3.13 Proposed Regional Waste Disposal Site**

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Mr Chad Hawksley advised that this issue is not personal and is not just about attacking the Shire. The Council meeting is the only forum available for affected residents to discuss this. Mr Hawksley understands the need for Regional solutions, but that he just doesn't want a Regional Waste Disposal Site near his home.

The Shire President, Cr Conley, advised that he was particularly aware that local residents didn't want to have the Proposed Regional Waste Disposal Site near their homes.

### **3.14 Proposed Regional Waste Disposal Site**

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With the appeals of the EPA's decision to not review the Proposed Regional Waste Disposal Site and the Shire of Cuballing not able to decide on the planning application until June or July 2015 after the finalisation of the EPA appeals, Ms Filipa Walmsley asked if the private landowners would sign another Memorandum of Understanding with the Great Southern Regional Waste Group given that the current one expires in August 2015?

The Chief Executive Officer, Mr Sherry, advised that it is almost certain that the requirements of the existing Memorandum of Understanding that would see the Great Southern Regional Waste Group purchasing the land identified for the Proposed Regional Waste Disposal Site will not be completed by the expiry of the existing Memorandum of Understanding in August 2015. There is no guarantee that either party, the landowners or the members of the Great Southern Regional Waste Group, will agree to sign a new Memorandum of Understanding upon the expiry of the existing MOU.

### **3.15 Proposed Regional Waste Disposal Site**

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Ms Filipa Walmsley provided the following questions:

1. Given that affected landowners were not informed until December 2014 of the planning application and were supposed to be informed in April 2014 and Mr Sherry has indicated that we were not informed in May 2014 due to the recent turnover of senior staff, then what occurred in June to December of 2014 that we were not informed over such a long period of time?
2. Can a submission from an anonymous source be counted as a pro-proposed tip one especially since the authors believe misguidedly that recycling will occur at the site?
4. After our trip to Kulin, Kondinin and Corrigin transfer stations and the Bending Regional Tip site, should the proponents be directed to investigate the best method for the control of windborne rubbish which will be an issue at the proposed site since it is elevated and windy?
5. Will the Shire of Cuballing reveal whether they have had advice from their town planning consultant as to how the proposed site can sit with their own town planning scheme?

The Shire President, Cr Conley, took the questions on notice.

### **3.16 Proposed Regional Waste Disposal Site**

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Ms Glenda Vukomanovic provided the following questions:

1. It has always been our plan to build on our block and want to apply for a building permit in 2015. As we have since discovered that a Regional Refuse Facility is now planned to be at our front gate and in front of our planned home



what guidelines can the Shire of Cuballing provide as to how this will affect our setbacks and general building requirements?

2. As the previous owner of the now Bendering Refuse Site. which takes a much smaller amount of refuse has stated that if you live within 1 kilometre of a similar site you will have problems as he is having ongoing problems, with no appropriate resolutions and no interest in any of the parties in addressing the matters, how can we have confidence in not being continually suffering the same fate?
3. Is the Shire of Cuballing aware that the requirement for buffer distance for a Regional Refuse Site in the Wagin Shire was set at 2 km with a line of sight buffer of 1 km?
4. Similarly the Cuballing proposal, being a Regional Refuse Site proposal with the Wagin Council being a signatory, is it appropriate, fair and just that the same buffer distances should apply to all residents in all participating shires?
5. Our first question at the previous meeting was not really addressed. Why is there no mention of our intention to build in any document even at this stage?
6. Also in the same answer to the question there appears to be an error with the date, (27th November 2015) as this date has not yet arrived. Could you please clarify the date?
7. Referring to Wagin Group Regional Landfill Draft Works Application of Jan 2015 Part2, Map Fig 2 showing Potential Future Landfill Area on south side of hill with slope and aspect facing directly into our planned front yard; How can the Cuballing Shire assure us against further negative impacts? How can the Cuballing Shire guarantee buffer zones are maintained?
8. With the entrance and weighbridge and other facilities does this then render the refuse site having no actual buffer with our property?
9. Our (Q.14 of March meeting) was not answered. We realise there are existing sites. Our question is are any councillors or council officers willing to have a Regional Refuse Site located in front of their current residence? Or are any willing to have it on their land even at a considerable distance from their homes?

The Shire President, Cr Conley, took the questions on notice.

5. **APPLICATIONS FOR LEAVE OF ABSENCE:**

**Nil**

6. **MINUTES**

**6.1 CONFIRMATION OF 19<sup>TH</sup> MARCH 2015 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 19<sup>th</sup> March 2015 be confirmed as a true and correct record.

Moved: Cr Dowling

Seconded: Cr Newman

Carried 6/0

**6.2 CONFIRMATION OF 19<sup>TH</sup> MARCH 2015 GENERAL ELECTORS MEETING**

**COUNCIL DECISION:**

That the minutes (as circulated) of the General Electors Meeting of the Shire of Cuballing held in the Council Chambers on 19<sup>th</sup> March 2015 be confirmed as a true and correct record.

Moved: Cr Dowling

Seconded: Cr Newman

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.

Nil

**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

### 9.1.101 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – MARCH 2015

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**Date:** 16<sup>th</sup> April 2015  
**Reporting Officer:** Nichole Gould, Admin Officer  
**Budget Implications:** Nil  
**Attachment:** 9.1.101A List of payments  
**Voting Requirements:** Simple Majority

#### Background

Nil

#### Comment

Council is provided at Attachment 9.1.101A with a list of payments made from each of Council's bank accounts during the months of March 2015.

#### COUNCIL DECISION:

That Council notes the Chief Executive Officer's List Of Accounts for March 2015 paid under Delegated Authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 included at Attachment 9.1.A including payments from:

1. the Municipal fund totalling \$131,857.23; and
2. the Trust Fund totalling \$38,249.00

Moved: Cr Ballantyne

Seconded: Cr Haslam

Carried 6/0

## LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL

Chq/EFT	Name	Description	Trust	Credit Card	Muni	Total
03/03/15	4 - Police Licensing Payments	Police Licensing Payments	-521.60			-521.60
16/03/15	4 - Police Licensing Payments	Police Licensing Payments	-2971.65			-2971.65
17/03/15	4 - Police Licensing Payments	Police Licensing Payments	-3117.10			-3117.10
18/03/15	4 - Police Licensing Payments	Police Licensing Payments	-749.30			-749.30
30/03/15	4 - Police Licensing Payments	Police Licensing Payments	-104.20			-104.20
23/03/15	4 - Police Licensing Payments	Police Licensing Payments	-5403.95			-5403.95
24/03/15	4 - Police Licensing Payments	Police Licensing Payments	-140.15			-140.15
25/03/15	4 - Police Licensing Payments	Police Licensing Payments	-1075.50			-1075.50
26/03/15	4 - Police Licensing Payments	Police Licensing Payments	-7027.55			-7027.55
30/03/15	4 - Police Licensing Payments	Police Licensing Payments	-1049.15			-1049.15
31/03/15	4 - Police Licensing Payments	Police Licensing Payments	-275.85			-275.85
04/03/15	4 - Police Licensing Payments	Police Licensing Payments	-8088.95			-8088.95
05/03/15	4 - Police Licensing Payments	Police Licensing Payments	-16.40			-16.40
06/03/15	4 - Police Licensing Payments	Police Licensing Payments	-42.45			-42.45
09/03/15	4 - Police Licensing Payments	Police Licensing Payments	-1932.50			-1932.50
10/03/15	4 - Police Licensing Payments	Police Licensing Payments	-441.85			-441.85
11/03/15	4 - Police Licensing Payments	Police Licensing Payments	-900.20			-900.20
12/03/15	4 - Police Licensing Payments	Police Licensing Payments	-1146.95			-1146.95
13/03/15	4 - Police Licensing Payments	Police Licensing Payments	-793.70			-793.70
EFT1292	Rhys Janyne Evelyn-Williams	Refund due to insufficient orders for POPO series number plates	-200.00			-200.00
EFT1293	Adrian James Kowald	Refund due to insufficient orders for POPO series number plates	-200.00			-200.00
EFT1294	Debra Anne Dillon	Refund due to insufficient orders of POPO special series number plates	-200.00			-200.00
EFT1295	Josephine Reynolds	Refund due to insufficient	-200.00			-200.00

## LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL

Chq/EFT	Name	Description	Trust	Credit Card	Muni	Total
		sales of special series number plates POPO				
EFT1296	Stanley Alexander Maughan	Refund due to insufficient sales of POPO series number plates	-200.00			-200.00
EFT1297	Taryn Aurisch	Refund due to insufficient sales of special series POPO plates	-400.00			-400.00
14664	Kevin Lansdell	Refund Due To Insufficient Orders For Popo Series Number Plates	-200.00			-200.00
14665	Paul Cook	Refund Due To Insufficient Sales Of Popo Series Number Plates	-200.00			-200.00
14666	Debra Wells	Refund Due To Insufficient Sales Of Popo Series	-200.00			-200.00
14667	Dianne Ferguson	Refund Due To Insufficient Sales Of Popo Series Number Plates	-200.00			-200.00
14668	Glenn Wells	Refund Due To Insufficient Sales Of Popo Series	-200.00			-200.00
14663	Suzanne Crowley	Refund Of Key Bond - Hired 20/02/2015 - Sue Clark-Smith	-50.00			-50.00
EFT1304	Child Support Agency	Payroll deductions			-453.99	-453.99
EFT1305	Conplant Australia	Glass window left side			-338.05	-338.05
EFT1306	Covs	Air operated bottle jack			-218.90	-218.90
EFT1307	Cuby Roadhouse	February account invoice			-578.60	-578.60
EFT1308	Dews Mini Excavations	Dig out culvert and reinstall, excavator 8hrs @ \$105p/hr			-924.00	-924.00
EFT1309	E Fire And Safety	Service all fire extinguishers - Popo and Cuby Fire Shed			-1271.60	-1271.60
EFT1310	Edwards Motors Pty Ltd	15,000km service on CN1			-521.85	-521.85
EFT1311	Edge Planning & Property	Planning Consultant for Regional Waste Facility Feb 15 - 15 3/4 hrs @ \$120 p/hr			-3096.22	-3096.22
EFT1312	Farmworks Rural co	7x 20kg bags of postcrete			-50.05	-50.05
EFT1313	Fire & Safety WA	Fire boots x7, Oliver zip x7 - Popo brigade 5 pair, Cuby brigade 2 pair			-1482.62	-1482.62
EFT1314	Great Southern Fuel Supplies	February Fuel, diesel			-7637.64	-7637.64
EFT1315	Greenline Ag	Parts for Roadside sprayer - pressure adjustment knob, freight			-81.37	-81.37
EFT1316	Great Southern Quarries P/l	Aggregate - ex pit, 12ton 5mm chip on Cuballing East Rd			-475.20	-475.20
EFT1317	IT Vision	Refresh Play Account			-228.80	-228.80

## LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL

Chq/EFT	Name	Description	Trust	Credit Card	Muni	Total
EFT1318	JR & A Hersey P/L	Eyewash station, digital incline level, tape measure, safety glasses			-470.31	-470.31
EFT1319	LANDGATE	Schedule R2015/2 and R2015/3			-152.05	-152.05
EFT1320	MAKIT NARROGIN HARDWARE	100m rope, 4x driver bits, 1x pulley			-340.50	-340.50
EFT1321	MECHANICAL AND DIESEL SERVICES	Service UD Truck 100,000km			-1932.70	-1932.70
EFT1322	Major Motors	Repairs to Isuzu Giga - reprogram computer labour and some parts			-10618.48	-10618.48
EFT1323	McDougall Weldments	Remove screw from Pump housing			-62.14	-62.14
EFT1324	Melchiorre Plumbing And Gas	Drainage per m for donger at tennis clubs (pipe, sand, excavation), labour for copper work and hooked up donger and water to building, Materials			-5145.69	-5145.69
EFT1325	Narrogin Auto Electrics	Work on air con, thermo fan, intercom and beacon			-2039.35	-2039.35
EFT1326	Narrogin Earthmoving And Concrete	Roller hire for stabilisation, 7hrs			-808.50	-808.50
EFT1327	Narrogin Packaging	Toilet paper			-46.70	-46.70
EFT1328	Northam Motel	Accommodation Bruce Brennan 28/04/15-29/04/15			-140.00	-140.00
EFT1329	Page Truck Hire	Loader hire to push up rubbish at Popo tip - February			-1320.00	-1320.00
EFT1330	Position Partners	Repair rotation sensor and lead			-685.87	-685.87
EFT1331	Quality Press	DFES Bush Fire Permit Books x15, triplicate			-352.00	-352.00
EFT1332	Retravision	Repair oven in Shire house (CEO)			-306.00	-306.00
EFT1333	Road Signs Australia	Various signs and materials			-845.90	-845.90
EFT1334	Ray White Real Estate	Water Consumption 09/12/14 to 10/02/15 64 days 44 units			-63.67	-63.67
EFT1335	SOS Office Equipment	Meter readings for Xerox DCVC4475 to 28/02/2015			-486.64	-486.64
EFT1336	Southern Lock And Security	key 10 locks to Master key, Supply 4 key #1 padlocks			-457.78	-457.78
EFT1337	Seek	Seek job ad for Grader/ Plant Operator			-280.50	-280.50
EFT1338	Staples Australia Pty Ltd	1x A4 Diary 2015, 9x A4 80 gsm white copy paper Box 5			-187.39	-187.39
EFT1339	Stewart And Heaton Clothing Co	Fire garments 8x trousers, 8x jackets (5 Popo, 3 Cuby)			-1951.31	-1951.31
EFT1340	Toll Ipec	Delivery Road Signs			-438.15	-438.15

## LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL

Chq/EFT	Name	Description	Trust	Credit Card	Muni	Total
EFT1341	Tudor House	PVC Banners in the Terrace to City of Perth specifications			-126.50	-126.50
EFT1342	Tutt Bryant Equipment	Rubber Buffer x 4			-1447.42	-1447.42
EFT1343	Vinidex	3x 600mm x 6m pipe			-2234.93	-2234.93
EFT1344	WA Fire Appliances	Hand Primer rubber diaphragms - Cuby Fire Trucks			-194.04	-194.04
EFT1345	WALGA	Advertising Council Meeting Dates 2015 - Narrogin Observer			-327.38	-327.38
EFT1346	Western Stabilisers	Cement Stabilisation of 2 layer pavement repair on Yornaning West Rd			-49446.46	-49446.46
EFT1347	Westrac	Parts - clips 2x 8T-1889, 2x 8T1890			-11.81	-11.81
14669	WA Local Govt. Super Plan	Superannuation contributions			-8788.58	-8788.58
14670	Australian Super	Superannuation contributions			-573.42	-573.42
14671	Hostplus Super	Superannuation contributions			-386.98	-386.98
14672	Matrix Superannuation	Superannuation contributions			-144.79	-144.79
14673	Westscheme	Superannuation contributions			-558.72	-558.72
14674	Prime Super	Superannuation contributions			-335.89	-335.89
14675	Westscheme	Adj P Tourle Super Correction From WALGSP To Westscheme			-108.14	-108.14
14675	Australia Post	Post office box services - large post office box			-69.00	-69.00
14676	Building & Construction Industry Training	February Forms			-304.39	-304.39
14677	Department Of Transport	Registration for CN026 to 30th June to bring on Fleet			-434.45	-434.45
14678	Synergy	Power			-3044.95	-3044.95
14679	Telstra	Mobile Charges Feb 15			-1788.42	-1788.42
14680	Water Corporation	Standpipe Feb at Ridley St			-3861.90	-3861.90
14681	Australian Super	Superannuation contributions			-50.41	-50.41
14682	Hostplus Super	Superannuation contributions			-386.98	-386.98
14683	Matrix Superannuation	Superannuation contributions			-127.76	-127.76
14684	Prime Super	Superannuation contributions			-342.44	-342.44
14685	WA Local Govt. Super Plan	Superannuation contributions			-8764.84	-8764.84
14686	Westscheme	Superannuation contributions			-775.00	-775.00
26/03/15	Commonwealth Bank	Credit Card Charges – Fuel, Seek.com advertising charges		731.11		731.11
			<b>-38249</b>	<b>731.11</b>	<b>-131126.12</b>	<b>-168644.01</b>

## 9.1.102 STATEMENT OF FINANCIAL ACTIVITY

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<b>Date:</b>	10 <sup>th</sup> April 2015
<b>Reporting Officer:</b>	Tonya Williams – Deputy CEO
<b>Enabling Legislation:</b>	Local Government (Financial Management) Regulations 1996
<b>File Reference:</b>	CMR 7
<b>Attachment:</b>	9.1.102A Statement of Financial Activity
<b>Voting Requirements:</b>	Simple Majority

### Background

As per the Financial Management Regulation 34 each Local Government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1) (d), for that month with the following detail

- The annual budget estimates,
- The operating revenue, operating income, and all other income and expenses,
- Any significant variations between year to date income and expenditure and the relevant budget provisions to the end of the relevant reporting period,
- Identify any significant areas where activities are not in accordance with budget estimates for the relevant reporting period,
- Provide likely financial projections to 30 June for those highlighted significant variations and their effect on the end of year result,
- Include an operating statement, and
- Any other required supporting notes.

### Comment

#### General Purpose Funding

##### Rates

An amount of \$1,002,487 has been raised in rates for the year. \$58,809.73 was given as a discount on rates. At the end of January rate debtors were \$38,473.76, final instalments were due 3<sup>rd</sup> March. The discount has increased slightly due to some rate notices being sent out later due to new valuations received for several properties after the initial rate run.

#### Governance

##### Contributions and Reimbursements

This includes the reimbursement from the Shire of Mt Marshall for Mrs Eva Haydon's LSL contribution of \$12,932. Higher than budgeted Workers Compensation claims (paid out).

#### Health

Environmental Health Services are costing less than budgeted.

#### Housing

Expenditure is lower than budgeted as less money spent on Deputy CEO housing to date, due to a December start date.

#### Community Amenities

A Transfer Station Grant is still expected to be received later this financial year. Currently, tip maintenance costs are lower than budgeted. The Town Planning consultant fees are less



than expected with expected costs to be incurred in the coming month as the Regional Waste Site application is reviewed.

### **Recreation and Culture**

Expenditure on the Cuballing Tennis Courts continues with several more bills to be paid in April. Hall and Oval maintenance is lower than budgeted.

### **Transport**

Income is expected for the second portion of the Regional Road Grant (40%) and for Roads to Recovery to be paid in April.

Maintenance costs are lower than expected, as the focus is now on maintenance for streets and roads with all major capital projects completed this figure is expected to rise in coming months.

### **Economic Services**

#### Building Wages and Other Costs

This includes the cost of the officer's wages and associated costs such as training, publications, superannuation etc.

#### Income – Building Surveyor Services

Schedule 13 Economic Services contains only work carried out for the Shire of Cuballing for Building Services.

### **Other Property and Services**

#### Expenditure PWO Other

Main expenditure is the subscription to Roman for an amount of \$5,311.

#### Parts and Repairs

To date \$73,013.22 has been spent on parts and repairs, this now includes the \$10,000 bill for the Isuzu.

#### Internal Repair wages

This now includes the servicing of vehicles carried out by the outside staff which previously went under parts and repairs.

Administration Allocations done to March 2015.

### **COUNCIL DECISION:**

**That the Statement of Financial Activity, as included at Attachment 9.1.102A, for the Shire of Cuballing for period ending 31<sup>st</sup> March 2015, be received.**

**Moved: Cr Ballantyne**

**Seconded: Cr Newman**

**Carried 6/0**

## Bank Reconciliation for the month of March 2015

	Municipal Fund	Trust Fund	Reserve Accts
Opening balance	\$629,753.86	\$39,253.26	\$1,041,892.42
Income	\$145,160.33	\$28,516.95	-
Add interest	\$711.51	-	\$1,615.43
Adjustment	\$0.00	-	
Expenditure	-\$252,163.27	-\$38,249.00	
Closing balance	\$523,462.43	\$29,521.21	\$1,043,507.85
Bank account	\$148,208.59	\$29,462.70	\$2,893.89
Investments	\$395,346.74	0.00	\$1,040,613.96
Plus O/S deposits	\$100.00	658.50	
Less O/S cheques	-\$20,192.90	-\$600.00	
Closing balance	\$523,462.43	\$29,521.20	\$1,043,507.85

## Investments 31 March 2015

Account Number	Maturity Date	Interest Rate	Fund/Account		
			Municipal	Trust	Reserve
3445506	Cash Deposit	2.25%	-		1,040,613.96
34681402	Cash Deposit	2.25%	300,000.00		
	Online account	2.50%	95,346.74		
Total			395,346.74	0	1,040,613.96

**SHIRE OF CUBALLING**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2014 TO 30 JUNE 2015**

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**SHIRE OF CUBALLING**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(Statutory Reporting Program)**  
**FOR THE PERIOD 1 JULY 2014 TO 31 MARCH 2015**

NOTE	31-Mar 2015 Actual	31-Mar 2015 Y-T-D Budget	2014/2015 Budget	Variances Budget to Actual Y-T-D
	\$	\$	\$	%
<b>Operating Revenues</b>				
Governance	18,268	16,548	16,637	(10.39%)
General Purpose Funding	379,837	333,961	598,900	(13.74%)
Law, Order, Public Safety	17,716	21,625	26,500	18.08%
Health	2,094	1,278	1,500	(63.85%)
Education and Welfare	-	-	-	
Housing	-	-	-	
Community Amenities	1,342	21,803	22,350	93.85%
Recreation and Culture	3,379	8,438	9,100	59.96%
Transport	757,176	768,735	838,860	1.50%
Economic Services	125,308	49,633	64,200	(152.47%)
Other Property and Services	167,130	114,707	143,713	(45.70%)
<b>Total</b>	<b>1,472,248</b>	<b>1,336,728</b>	<b>1,721,760</b>	
<b>Operating Expenses</b>				
Governance	(88,654)	(113,048)	(129,030)	21.58%
General Purpose Funding	(35,494)	(39,241)	(69,477)	9.55%
Law, Order, Public Safety	(87,490)	(109,303)	(142,488)	19.96%
Health	(17,069)	(32,790)	(43,712)	47.94%
Education and Welfare	(9,299)	(10,834)	(13,606)	14.16%
Housing	(26,473)	(31,968)	(41,555)	17.19%
Community Amenities	(120,094)	(150,610)	(203,262)	20.26%
Recreation & Culture	(180,955)	(203,736)	(262,980)	11.18%
Transport	(1,172,614)	(1,482,118)	(1,974,307)	20.88%
Economic Services	(161,808)	(83,033)	(107,528)	(94.87%)
Other Property and Services	4,682	70,592	(92,106)	93.37%
<b>Total</b>	<b>(1,895,269)</b>	<b>(2,186,089)</b>	<b>(3,080,051)</b>	
<b>Funding Balance Adjustment</b>				
(Profit)/Loss on Asset Disposals	9,854	(27,500)	(27,500)	
Depreciation on Assets	686,180	718,101	957,491	
Movement current leave entitlements	-	-	-	
<b>Net Operating</b>	<b>273,014</b>	<b>(158,760)</b>	<b>(428,300)</b>	
<b>Capital Revenue and (Expenditure)</b>				
Purchase Land Held for Resale	-	-	-	
Purchase Land and Buildings	(59,231)	(231,156)	(231,156)	
Purchase Infrastructure Assets - Roads & Footpaths, Other	(828,505)	(879,641)	(879,641)	
Other	-	-	-	
Purchase Plant and Equipment	(400,334)	(369,000)	(369,000)	
Purchase Furniture and Equipment	-	-	-	
Proceeds from Disposal of Assets	86,388	57,500	57,500	
Repayment of Debentures	(28,345)	(70,551)	(70,551)	
Repayment of Debentures	(24,207)	-	-	
Proceeds from New Debentures	-	-	-	
Transfers to Reserves (Restricted Assets)	(16,698)	(79,000)	(79,000)	
Transfer to/from Reserves	-	-	-	
Transfer to restricted assets	-	-	-	
Transfers from Reserves (Restricted Assets)	-	259,000	259,000	
Transfer from Restricted Cash	297,044	298,338	298,338	
<b>Net Capital</b>	<b>(973,889)</b>	<b>(1,014,510)</b>	<b>(1,014,510)</b>	
ADD Net Current Assets July 1 B/Fwd	498,339	496,502	496,502	
LESS Net Current Assets Year to Date	(736,883)			
<b>Amount Raised From Rates</b>	<b>(939,419)</b>	<b>(676,768)</b>	<b>(946,308)</b>	

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

**SHIRE OF CUBALLING**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2014 TO 31 MARCH 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES**

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

**(a) Basis of Accounting**

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

**(b) The Local Government Reporting Entity**

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 9.

**(c) Rounding Off Figures**

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

**(d) Rates, Grants, Donations and Other Contributions**

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

**(e) Goods and Services Tax**

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

**(f) Cash and Cash Equivalents**

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

**(g) Trade and Other Receivables**

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectibility of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

**SHIRE OF CUBALLING**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2014 TO 31 MARCH 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(h) Inventories**

***General***

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

***Land Held for Resale***

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

**(i) Fixed Assets**

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Municipality includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

**SHIRE OF CUBALLING**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2014 TO 31 MARCH 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(j) Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets clearing and earthworks	not depreciated
construction/road base	50 years
original surfacing and major re-surfacing	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
clearing and earthworks	not depreciated
construction/road base	50 years
gravel sheet	12 years
Formed roads (unsealed)	
clearing and earthworks	not depreciated
construction/road base	50 years
Footpaths - slab	40 years
Sewerage piping	100 years
Water supply piping & drainage systems	75 years

**(k) Impairment**

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 "Impairment of Assets" and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the Income Statement.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of preparing this report, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2009.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on the Monthly Statement of Financial Position from a budgetary perspective.

**(l) Trade and Other Payables**

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the Municipality prior to the end of the financial year that are unpaid and arise when the Municipality becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

**SHIRE OF CUBALLING**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2014 TO 31 MARCH 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(m) Employee Benefits**

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

**(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)**

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the municipality has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Council expects to pay and includes related on-costs.

**(ii) Annual Leave and Long Service Leave (Long-term Benefits)**

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

**(n) Interest-bearing Loans and Borrowings**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

***Borrowing Costs***

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

**(o) Provisions**

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

**(p) Current and Non-Current Classification**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non-current based on Council's intentions to release for sale.



**SHIRE OF CUBALLING  
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY 2014 TO 31 MARCH 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(q) Reporting of Monthly Financial Variances**

That the Shire of Cuballing adopts a material variance of +/-10% with a minimum dollar value of \$5,000 from the base figure for the financial year 2010/2011, and report variances by way of supporting note in the Monthly Statement of Financial Activity.

**SHIRE OF CUBALLING**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 JULY 2014 TO 31 MARCH 2015**

**2. STATEMENT OF OBJECTIVE**

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

**GOVERNANCE**

Administration and operation of facilities and services to members of council; other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific activities.

**GENERAL PURPOSE FUNDING**

Rates, general purpose government grants and interest revenue.

**LAW, ORDER, PUBLIC SAFETY**

Supervision of various local laws, fire prevention, emergency services

**HEALTH**

Food control.

**EDUCATION AND WELFARE**

Support of school activities.

**HOUSING**

Provision and maintenance of housing.

**COMMUNITY AMENITIES**

Operation of refuse site, noise control and administration of the Town Planning Scheme.

**RECREATION AND CULTURE**

Maintenance of halls, recreation centre and various reserves. Support library services in Narrogin.

**TRANSPORT**

Construction and maintenance of streets, roads, bridges, footpaths, drainage works, parking facilities, traffic signs and bus shelters. Depot maintenance.

**ECONOMIC SERVICES**

The regulation and provision of tourism, area promotion, building control, noxious weeds, vermin control and standpipes.

**OTHER PROPERTY & SERVICES**

Private works operations, plant repairs and operation costs.

## SHIRE OF CUBALLING

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MARCH 2015

**3. ACQUISITION OF ASSETS**

The following assets have been acquired during the period under review:

**By Program**

	30-Jun Actual \$	30-Jun Budget \$
<b>Governance</b>	58,610	55,000
<b>Community Amenities</b>	-	140,000
<b>Recreation and Culture</b>	68,231	91,154
<b>Transport</b>	1,127,593	1,151,643
<b>Economic Services</b>	33,636	42,000
<b>Total</b>	<b>1,288,070</b>	<b>1,479,797</b>

**By Class**

Land and Buildings	59,231	231,156
Infrastructure Assets	828,505	879,641
Plant and Equipment	400,334	369,000
Furniture and fittings	-	-
<b>Total</b>	<b>1,288,070</b>	<b>1,479,797</b>

## SHIRE OF CUBALLING

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MARCH 2015

## 4. DISPOSALS OF ASSETS

	Net Book Value	Sale Proceeds	Profit (Loss)
<u>By Program</u>	31-Jan 2015 Actual	31-Jan 2015 Actual	31-Jan 2015 Actual
	\$	\$	\$
<b>Transport</b>			
Toyota Hilux CN157	6,000	2,364	(3,636)
Vermeer Woodchipper	8,500	8,636	136
Holden Berlina	14,922	10,909	(4,013)
Isuzu Tip Truck CN272	43,000	44,091	1,091
Holden Colorado (Insurance)	23,820	20,388	(3,432)
<b>Total</b>	<b>96,242</b>	<b>86,388</b>	<b>(9,854)</b>

	Net Book Value	Sale Proceeds	Profit (Loss)
<u>By Class</u>	30-Jun 2014 Actual	30-Jun 2014 Actual	30-Jun 2014 Actual
	\$	\$	\$
<b>Plant and Equipment</b>			
Toyota Hilux CN157	6,000	2,364	(3,636)
Vermeer Woodchipper	8,500	8,636	136
Holden Berlina	14,922	10,909	(4,013)
Isuzu Tip Truck CN272	43,000	44,091	1,091
Holden Colorado (Insurance)	23,820.00	20,388	(3,432)
	-		-
	-		-
<b>Total</b>	<b>96,242</b>	<b>86,388</b>	<b>(9,854)</b>

	30-Jun 2015 Actual
	\$
<u>Summary</u>	
Profit on Asset Disposals	1,227
Loss on Asset Disposals	(11,081)
<b>Total</b>	<b>(9,854)</b>

SHIRE OF CUBALLING  
 NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
 FOR THE PERIOD 1 JULY 2014 TO 31 MARCH 2015

## 5. INFORMATION ON BORROWINGS

## (a) Debenture Repayments

Particulars	Loan Date	Years	Principal 1-Jul-13	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
					Actual	Budget	Actual	Budget	Actual	Budget
					\$	\$	\$	\$	\$	\$
<b>Recreation &amp; Culture</b>										
Loan #61 Change Rooms	31/10/2005	10	12,749		7,543	10,127	5,206	2,623	434	505
<b>Transport</b>										
Loan #62 - Loader	11/08/2008	10	123,885		20,802	27,969	103,083	95,916	5,854	9,362
Loan#63 - Graders	7/02/2014	8	289,495	-	24,207	32,455	265,288	257,040	9,221	10,349
			<b>426,129</b>	<b>-</b>	<b>52,552</b>	<b>70,551</b>	<b>373,577</b>	<b>355,579</b>	<b>15,510</b>	<b>20,216</b>

All debenture repayments were financed by general purpose revenue.

## SHIRE OF CUBALLING

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MARCH 2015

	31-Jan 2015 Actual	2014/15 Budget
	\$	\$
<b>6. RESERVES</b>		
<b>Cash Backed Reserves</b>		
<b>(a) Plant and Equipment Reserve</b>		
Opening Balance	283,089	283,088
Amount Set Aside / Transfer to Reserve	4,624	44,157
Amount Used / Transfer from Reserve	-	(254,000)
	<b>287,713</b>	<b>73,245</b>
<b>(b) IT and Office Equipment Reserve</b>		
Opening Balance	29,246	29,245
Amount Set Aside / Transfer to Reserve	474	20,194
Amount Used / Transfer from Reserve	-	-
	<b>29,720</b>	<b>49,439</b>
<b>(c) Employee Entitlements Reserve</b>		
Opening Balance	123,397	123,389
Amount Set Aside / Transfer to Reserve	2,007	2,489
Amount Used / Transfer from Reserve	-	-
	<b>125,404</b>	<b>125,878</b>
<b>(d) Housing Reserve</b>		
Opening Balance	7,631	7,629
Amount Set Aside / Transfer to Reserve	124	160
Amount Used / Transfer from Reserve	-	-
	<b>7,755</b>	<b>7,789</b>
<b>(e) Recreation and Community Facility Res</b>		
Opening Balance	292,959	292,950
Amount Set Aside / Transfer to Reserve	4,763	6,123
Amount Used / Transfer from Reserve	-	(5,000)
	<b>297,722</b>	<b>294,073</b>
<b>(f) Refuse Site Reserve</b>		
Opening Balance	58,624	58,624
Amount Set Aside / Transfer to Reserve	953	1,225
Amount Used / Transfer from Reserve	-	-
	<b>59,577</b>	<b>59,849</b>
<b>(g) Grain Freight Reserve</b>		
Opening Balance	106,989	106,989
Amount Set Aside / Transfer to Reserve	1,739	564
Amount Used / Transfer from Reserve	-	-
	<b>108,728</b>	<b>107,553</b>
<b>(h) Equestrian Reserve</b>		
Opening Balance	2,000	2,000
Amount Set Aside / Transfer to Reserve	140	2,042
Amount Used / Transfer from Reserve	-	-
	<b>2,140</b>	<b>4,042</b>

## SHIRE OF CUBALLING

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MARCH 2015

6. RESERVES	31-Jan 2015 Actual	2014/15 Budget
	\$	\$
<b>Cash Backed Reserves continued</b>		
<b>(i) General Purpose Reserve</b>		
Opening Balance	122,888	122,888
Amount Set Aside / Transfer to Reserve	1,870	2,046
Amount Used / Transfer from Reserve	-	-
	<b>124,758</b>	<b>124,934</b>
<b>Total Cash Backed Reserves</b>	<b>1,043,517</b>	<b>846,802</b>

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

6. RESERVES (Continued)	31-Jan 2015 Actual	2014/15 Budget
	\$	\$
<b>Summary of Transfers To Cash Backed Reserves</b>		
<b>Transfers to Reserves</b>		
Plant and Equipment Reserve	4,624	44,157
Office Equipment Reserve	474	20,194
Employee Entitlement Reserve	2,007	2,489
Housing Reserve	124	160
Recreation and Community Facility Reserve	4,763	6,123
Refuse Site Reserve	953	1,225
Grain Freight Reserve	1,739	564
Equestrian Reserve	140	2,042
General Purpose Reserve	1,870	2,046
	<b>16,693</b>	<b>79,000</b>
<b>Transfers from Reserves</b>		
Plant and Equipment Reserve	-	(254,000)
IT and Office Equipment Reserve	-	-
Employee Entitlements Reserve	-	-
Housing Reserve	-	-
Recreation and Community Facility Reserve	-	(5,000)
Refuse Site Reserve	-	-
Grain Freight Reserve	-	-
Equestrian Reserve	-	-
General Purpose Reserve	-	-
	-	<b>(259,000)</b>
<b>Total Transfer to/(from) Reserves</b>	<b>16,693</b>	<b>(180,000)</b>

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 JULY 2013 TO 30 JUNE 2014**

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

Plant and Equipment Reserve

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

IT and Office Equipment Reserve

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

Long Service Leave Reserve

- to be used to fund long service leave requirements.

Housing Reserve

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

Recreation and Community Facility Reserve

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

Refuse Site Reserve

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

Grain Freight Reserve

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

Equestrian Reserve

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

General Purpose Reserve

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



## SHIRE OF CUBALLING

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 MARCH 2015

	31-Jan 2015 Actual	Brought Forward 1-Jul
	\$	\$
<b>7. NET CURRENT ASSETS</b>		
<b>Composition of Estimated Net Current Asset Position</b>		
<b>CURRENT ASSETS</b>		
Cash - Unrestricted	525,930	488,032
Cash - Restricted Reserves	1,043,517	1,026,811
Cash - Restricted Cash	-	297,044
Receivables	236,943	74,675
Inventories	11,032	11,032
	<b>1,817,421</b>	<b>1,897,594</b>
<b>LESS: CURRENT LIABILITIES</b>		
Payables and Provisions	<b>(37,021)</b>	<b>(75,400)</b>
NET CURRENT ASSET POSITION	1,780,400	1,822,194
Less: Cash - Reserves - Restricted	<b>(1,043,517)</b>	<b>(1,026,811)</b>
Less: Cash - Restricted Municipal	-	<b>(297,044)</b>
<b>NET CURRENT ASSET POSITION</b>	<b>736,883</b>	<b>498,339</b>

**SHIRE OF CUBALLING**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2014 TO 31 MARCH 2015**

8. RATING INFORMATION

RATE TYPE	Rate in	Number of Properties	Rateable Value	2014/2015 Rate Revenue	2014/2015 Interim Rates	2014/2015 Back Rates	2014/2015 Total Revenue	2014/2015 Budget
	\$	#	\$	\$	\$	\$	\$	\$
<b>General Rate</b>								
UV - Cuballing	0.006733	224	100,116,000	674,081	-	-	674,081	674,081
GRV Cuballing	0.072742	176	1,848,542	134,467	(2,469)	-	131,999	134,467
<b>Sub-Totals</b>		<b>400</b>	<b>101,964,542</b>	<b>808,548</b>	<b>(2,469)</b>	<b>-</b>	<b>806,080</b>	<b>808,548</b>
<b>Minimum Rates</b>								
<b>Minimum \$</b>								
UV - Cuballing	760	128	10,366,627	97,280	-	-	97,280	97,280
GRV Cuballing	620	154	702,131	95,480	-	-	95,480	95,480
							-	
<b>Sub-Totals</b>		<b>282</b>	<b>11,068,758</b>	<b>192,760</b>	<b>-</b>	<b>-</b>	<b>192,760</b>	<b>192,760</b>
Ex gratia rates							998,840	1,001,308
Specified Area Rates							-	-
							-	-
Discounts							998,840	1,001,308
							(58,850)	(55,000)
<b>Totals</b>							<b>939,990</b>	<b>946,308</b>

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

The general rates detailed above for the 2014/15 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 2014 TO 31 MARCH 2015

## 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-14	Amounts Received	Amounts Paid	Balance
	\$	\$	\$	\$
Bonds - Building	14,389			14,389
Bonds - Hall Hire	1,050	50	(50)	1,050
Commodine Tennis Club	3,090			3,090
Cuballing Country Festival	1,099	-	-	1,099
Cuballing Cricket Club	200			200
Popo Plates	0	2,400	(2,400)	-
Cuballing Football Asson	566			566
Environment and Townscape Trust Fund	5,713	648		6,361
Police Licensing	5,148	280,140	(284,070)	1,218
Swipe cards	1,545	15	(15)	1,545
	<b>32,800</b>			<b>29,518</b>

## 10. SUPPLEMENTARY INFORMATION

May include (not exhaustive) the following:

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

## 9.1.103 BUDGET REVIEW 2014/2015

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<b>Date:</b>	March 2015
<b>Reporting Officer:</b>	Tonya Williams – Deputy CEO
<b>Council Policy:</b>	Nil
<b>Budget Implications:</b>	Nil
<b>File Reference:</b>	CMR 7
<b>Attachment:</b>	9.1.103A Budget Review Report
<b>Voting Requirements:</b>	Absolute Majority

### Background

The Local Government (Financial Management) Regulations 1996, regulation 33A as amended, requires that Local Governments conduct a budget review between 1 January and 31 March in each financial year. A copy of the review and determination is to be provided to the Department of Local Government within 30 days of the adoption of the review.

A Statement of Financial Activity incorporating year to date budget variations and forecasts to 30 June 2015 for the period ended 28 February 2015 is presented for council to consider.

### Comment

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

These projections are estimates done to the best of the abilities of the staff involved consulting with current accounts, forecasted expenditures and current budgets. These estimates do not guarantee that the 2014/2015 projected results will match the end of year result.

Note 4 of the attached report provides an explanation for predicted variances shown in the Budget Review forecasts for this financial year.

The major variances found in the Budget Review:

- Additional income from the Grants Commission for Roads, budgeted for \$270,000 and will receive \$320,612;
- Workers compensation – income \$78,088 greater than budgeted and is projected to pay out \$76,519 over budget. This is a wage amount that was budgeted to be paid in Salaries and Wages and is instead covered by workers compensation insurance receipts;
- Building Services was expanded and not accounted for in the budget. This includes income was not budgeted for of \$50,969 (Economic Services) and full time wages for a Building Surveyor of \$75,700 over budget;
- Service Contracts under Maintenance of Streets and Roads of \$189,072 was budgeted for but is unlikely to be spent;

- Expected to make a profit of \$27,500 overall on Asset disposals however, due to lower than expected trade in prices and as all expected disposals have been made for the year, the final result is a loss of \$9,854; and
- Transfer from Reserves may not be needed due to lower than budgeted overall expenditure, no change is recommended to the budget.

Based on Budget Review predictions Council is on track to meet budget with an end of year result of a small surplus of \$1,843.

### **Statutory Requirements**

Local Government (Financial Management) Regulations 1996

Part 3 Annual budget — s. 6.2

33A. Review of budget

- 1) Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.
- 2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
- 3) A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review  
\*Absolute majority required.
- 4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

**Strategic Implications** – Nil at this time

**Financial Implications** – Nil at this time

**Policy Implications** – Nil at this time

#### **OFFICER'S RECOMMENDATION:**

**That Council adopt the Budget Review for the financial year 2014/2015 in accordance with Regulation 33A (2) and (3) of the *Local Government (Financial Management) Regulations 1996*.**

**Moved: Cr Haslam**

**Seconded: Cr Dowling**

**Carried 6/0**

**Shire of Cuballing**

**REVIEW OF BUDGET REPORT**

**For the Period Ended 28th February 2015**

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LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996**

**Shire of Cuballing**  
**STATEMENT OF BUDGET REVIEW**  
**(Nature or Type)**  
**For the Period Ended 28th February 2015**

FM Reg  
33A (1)

FM Reg 33A(2A)(a)

FM Reg 33A(2A)(c)

FM Reg 33A

FM Reg Sch 1

**Operating Revenues**

Note	Budget v Actual		Predicted			
	Annual Budget \$ (a)	YTD Actual \$ (b)	Variance Permanent (c)	Variance Timing (Carryover) (d)	Year End \$ (a)+(c)+(d)	
	\$	\$	\$	\$	\$	
	946,308	939,350	(6,958)		939,350	▼
4.1.3	926,201	760,729	94,326		1,020,527	▲
4.1.1	27,713	3,591	(24,122)		3,591	▲
4.1.2	198,500	174,251	54,428		252,928	▲
	0	0			0	
4.1.7	35,200	32,419	13,198		48,398	▲
4.1.8	15,000	18,765	12,667		27,667	▲
	<b>2,148,922</b>	<b>1,929,104</b>	<b>143,539</b>	<b>0</b>	<b>2,292,461</b>	
	<b>Operating Expense</b>					
4.2.1	(954,111)	(615,372)	(165,715)		(1,119,826)	▲
	(969,501)	(319,949)	256,871		(712,630)	▼
4.2.3	(32,750)	(17,264)	6,853		(25,897)	▼
	(899,294)	(569,147)	(31,488)		(930,782)	▲
	(20,196)	(12,579)	1,328		(18,868)	▼
	(135,200)	(120,092)	15,108		(120,092)	▼
4.2.6	(213)	(13,444)	(13,231)		(13,444)	▲
4.2.7	(68,999)	(41,017)	9,265		(59,734)	▼
	<b>(3,080,264)</b>	<b>(1,708,865)</b>	<b>78,991</b>	<b>0</b>	<b>(3,001,273)</b>	
	<b>Funding Balance Adjustment</b>					
	957,491	607,245	(46,623)		910,868	▼
4.4.3	(27,500)	9,854	37,354		9,854	▲
	0	0			0	
	<b>(1,351)</b>	<b>837,338</b>	<b>213,260</b>	<b>0</b>	<b>211,910</b>	
	<b>Net Operating</b>					
	<b>Capital Revenues</b>					
4.1.3	519,359	198,100	31,436		550,795	▲
	57,500	86,388	28,888		86,388	▲
	0	0			0	
	0	0			0	
	0	0			0	
	0	0			0	
9	259,000	0	(259,000)		0	▼
	298,338	297,044	0		298,338	
	<b>1,134,197</b>	<b>581,532</b>	<b>(198,676)</b>	<b>0</b>	<b>935,521</b>	
	<b>Capital Expenses</b>					
	0	0			0	
	(231,156)	(58,847)	(5,422)		(236,578)	▲
	(369,000)	(391,334)	(31,333)		(400,333)	▲
	0	0			0	
	(879,641)	(791,573)	22,176		(857,465)	▼
	0	0			0	
10	(70,551)	(40,223)	0		(70,551)	
	0	0			0	
9	(79,000)	(15,082)	0		(79,000)	
	<b>(1,629,348)</b>	<b>(1,297,059)</b>	<b>(14,579)</b>	<b>0</b>	<b>(1,643,927)</b>	
	<b>(495,151)</b>	<b>(715,527)</b>	<b>(213,255)</b>	<b>0</b>	<b>(708,406)</b>	
	<b>Net Capital</b>					
	<b>(496,502)</b>	<b>121,811</b>	<b>6</b>	<b>0</b>	<b>(496,496)</b>	
	<b>Net Operating + Capital</b>					
	496,502	498,339	1,837		498,339	▲
2	1	620,150	1,843	0	1,843	▲
	<b>Closing Funding Surplus(Deficit)</b>					

FM Reg  
33A(2A)(b)

**Shire of Cuballing**  
**STATEMENT OF BUDGET REVIEW**  
**(Statutory Reporting Program)**  
**For the Period Ended 28th February 2015**

FM Reg  
33A (1)

FM Reg 33A

FM Reg Sch 1

FM Reg 33A(2A)(a)

FM Reg 33A(2A)(c)

Note	Budget v Actual		Predicted				
	Revised Annual Budget \$ (a)	YTD Actual \$ (b)	Variance Permanent (c)	Variance Timing (Carryover) (d)	Year End \$ (a)+(c)+(d)		
	\$	\$	\$	\$	\$		
	<b>16,637</b>	18,265	2,134		18,771	▲	
	<b>1,545,208</b>	1,316,352	7,301		1,552,509	▲	
	<b>26,500</b>	17,516	(2,564)		23,936	▼	
	<b>1,500</b>	1,386	(114)		1,386	▼	
	<b>0</b>	0			0		
	<b>0</b>	0			0		
	<b>22,350</b>	1,163	(21,157)		1,193	▼	
	<b>9,100</b>	3,346	(5,754)		3,346	▼	
	<b>838,860</b>	525,711	43,046		881,906	▲	
	<b>64,200</b>	96,783	77,780		141,980	▲	
	<b>143,713</b>	133,239	61,072		204,785	▲	
	<b>2,668,068</b>	2,113,760	<b>161,743</b>	<b>0</b>	<b>2,829,811</b>		
	<b>Operating Expense</b>						
	(129,030)	(251,230)	12,304		(116,726)	▼	
	(69,477)	(15,857)	4,251		(65,226)	▼	
	(142,488)	(70,443)	30,231		(112,257)	▼	
	(43,712)	(8,409)	21,097		(22,615)	▼	
	(13,606)	(4,969)	1,533		(12,073)	▼	
	(41,555)	(23,654)	6,500		(35,055)	▼	
	(203,262)	(83,848)	43,760		(159,502)	▼	
	(262,980)	(150,636)	24,616		(238,364)	▼	
	(1,974,307)	(1,039,684)	87,898		(1,886,409)	▼	
	(107,528)	(126,391)	(111,021)		(218,549)	▲	
	(92,106)	79,700	(28,946)		(121,051)	▲	
	<b>(3,080,051)</b>	<b>(1,695,421)</b>	<b>92,222</b>	<b>0</b>	<b>(2,987,828)</b>		
	<b>Funding Balance Adjustment</b>						
	957,491	607,245	(46,623)		910,868	▼	
	(27,500)	9,854	37,354		9,854	▲	
	0	0			0		
	<b>Net Operating</b>	<b>518,009</b>	<b>1,035,438</b>	<b>244,697</b>	<b>0</b>	<b>762,705</b>	
	<b>Capital Revenues</b>						
	57,500	86,388	28,888		86,388	▲	
	0	0			0		
	0	0			0		
	0	0			0		
	0	0			0		
9	259,000	0	(259,000)		0	▼	
	298,338	297,044	0		298,338		
	<b>614,838</b>	<b>383,432</b>	<b>(230,112)</b>	<b>0</b>	<b>384,726</b>		
	<b>Capital Expenses</b>						
	0	0			0		
	(231,156)	(58,847)	(5,422)		(236,578)	▲	
	(369,000)	(391,334)	(31,333)		(400,333)	▲	
	0	0			0		
	(879,641)	(791,573)	22,176		(857,465)	▼	
	0	0			0		
10	(70,551)	(40,223)	0		(70,551)		
	0	0			0		
9	(79,000)	(15,082)	0		(79,000)		
	<b>(1,629,348)</b>	<b>(1,297,059)</b>	<b>(14,579)</b>	<b>0</b>	<b>(1,643,927)</b>		
	<b>Net Capital</b>	<b>(1,014,510)</b>	<b>(913,627)</b>	<b>(244,691)</b>	<b>0</b>	<b>(1,259,201)</b>	
	<b>Net Operating + Capital</b>	<b>(496,502)</b>	<b>121,811</b>	<b>6</b>	<b>0</b>	<b>(496,495)</b>	
	Opening Funding Surplus(Deficit)	496,502	498,339	1,837		498,339	▲
2	<b>Closing Funding Surplus(Deficit)</b>	<b>1</b>	<b>620,150</b>	<b>1,843</b>	<b>0</b>	<b>1,844</b>	<b>▲</b>

FM Reg  
(33A(2A)(b))



**Shire of Cuballing**  
**NOTES TO THE BUDGET REVIEW REPORT**  
**For the Period Ended 28th February 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES**

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

**(a) Basis of Accounting**

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

**(b) The Local Government Reporting Entity**

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

**(c) Rounding Off Figures**

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

**(d) Rates, Grants, Donations and Other Contributions**

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

**(e) Goods and Services Tax**

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

**(f) Cash and Cash Equivalents**

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

**(g) Trade and Other Receivables**

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectability of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

**Shire of Cuballing**  
**NOTES TO THE BUDGET REVIEW REPORT**  
**For the Period Ended 28th February 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(h) Inventories**

***General***

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs of necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be raised in the next 12 months.

***Land Held for Resale***

Land purchased for development and/or resale is valued at the lower of the cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

**(i) Fixed Assets**

Each class of fixed assets within either property, plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

***Mandatory Requirement to Revalue Non-Current Assets***

Effective from 1 July 2012, the *Local Government (Financial Management) Regulations* were amended and the measurement of non-current assets at Fair Value became mandatory.

In 2013, Council commenced the process of adopting Fair Value in accordance with the Regulations.

***Revaluation***

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

***Land Under Control***

In accordance with Local Government (Financial Management) Regulation 16(a), the Council was required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of state or regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.

Whilst they were initially recorded at cost (being fair value at the date of acquisition (deemed cost) as per AASB 116) they were revalued along with other items of Land and Buildings at 30 June 2014 and now form part of Land and Buildings to be subject to regular revaluation as detailed above.

**Shire of Cuballing**  
**NOTES TO THE BUDGET REVIEW REPORT**  
**For the Period Ended 28th February 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(j) Depreciation of Non-Current Assets**

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

Major depreciation periods used for each class of depreciable asset are:

Buildings	30-50 years
Furniture and Equipment	4-10 years
Plant and Equipment	5-15 years
Sealed Roads and Streets	
Clearing and Earthworks	Not Depreciated
Construction/ Road Base	50 years
Original and Major Resurfacing	
Bituminous Seals	20 years
Asphalt Surfaces	25 years
Gravel Roads	
Clearing and Earthworks	Not Depreciated
Construction/ Road Base	50 years
Gravel Sheet	12 years
Formed Roads (unsealed)	
Clearing and Earthworks	Not Depreciated
Construction/ Road Base	50 years
Footpaths - Slab	40 years
Sewerage Piping	100 years
Water Supply Piping and Drainage Systems	75 years

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus.

***Capitalisation Threshold***

Expenditure on items of equipment under \$5,000 is not capitalised. Rather, it is recorded on an asset inventory listing.

**Shire of Cuballing**  
**NOTES TO THE BUDGET REVIEW REPORT**  
**For the Period Ended 28th February 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(k) Impairment**

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 "Impairment of Assets" and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the Income Statement.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of preparing this report, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2015.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on the Monthly Statement of Financial Position from a budgetary perspective.

**(l) Trade and Other Payables**

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the Municipality prior to the end of the financial year that are unpaid and arise when the Municipality becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

**(m) Employee Benefits**

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

**(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)**

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the municipality has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Council expects to pay and includes related on-costs.

**(ii) Annual Leave and Long Service Leave (Long-term Benefits)**

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

**Shire of Cuballing**  
**NOTES TO THE BUDGET REVIEW REPORT**  
**For the Period Ended 28th February 2015**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**(n) Interest-bearing Loans and Borrowings**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

***Borrowing Costs***

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

**(o) Provisions**

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

**(p) Current and Non-Current Classification**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

**Shire of Cuballing**  
**NOTES TO THE BUDGET REVIEW REPORT**  
**For the Period Ended 28th February 2015**

**(q) Nature or Type Classifications****Rates**

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

**Operating Grants, Subsidies and Contributions**

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

**Non-Operating Grants, Subsidies and Contributions**

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

**Profit on Asset Disposal**

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

**Fees and Charges**

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

**Service Charges**

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity, neighbourhood surveillance services and water. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**Interest Earnings**

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

**Other Revenue / Income**

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

**Employee Costs**

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

**Materials and Contracts**

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

**Utilities (Gas, Electricity, Water, etc.)**

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

**Shire of Cuballing**  
**NOTES TO THE BUDGET REVIEW REPORT**  
**For the Period Ended 28th February 2015**

**(q) Nature or Type Classifications (Continued)**

**Insurance**

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

**Loss on asset disposal**

Loss on the disposal of fixed assets.

**Depreciation on non-current assets**

Depreciation expense raised on all classes of assets.

**Interest expenses**

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

**Other expenditure**

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

**(r) Statement of Objectives**

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

**GOVERNANCE**

Details expenses related to Councils six councillors, who normally meet the third Thursday of each month, make policy decisions, review Councils operations, plan for current and future service provision requirements and undertake necessary appropriate training and attend conferences.

**GENERAL PURPOSE FUNDING**

Rates - the amount raised is determined by Councils budget "shortfall" that is known income and desired expenditure.

General purpose grants - are the grant amounts paid to the shire from Federal Government funding as determined by and via the Western Australian Local Government Grants Commission.

Interest - interest earned on monies invested or deposited by Council.

**LAW, ORDER, PUBLIC SAFETY**

Supervision of by-laws, fire prevention and animal control.  
Requirements that Council carries out by statute.

**HEALTH**

Food quality control.

**Shire of Cuballing**  
**NOTES TO THE BUDGET REVIEW REPORT**  
**For the Period Ended 28th February 2015**

**(r) STATEMENT OF OBJECTIVE (Continued)**

**EDUCATION AND WELFARE**

Support of school activities

**HOUSING**

Provides and maintains housing rented to staff.

**COMMUNITY AMENITIES**

Operation and control of cemeteries, public conveniences and sanitation service. Provides public amenities. Controls and maintains rubbish disposal sites. Administration of the Town Planning Scheme.

**RECREATION AND CULTURE**

Maintenance of hall, recreation centre and various reserves. Support library services in Narrogin.

**TRANSPORT**

Construction and maintenance of roads, footpaths, drainage works and cleaning of streets. Provision of infrastructure necessary to ensure adequate transport, communication, freight, social access routes and environmental enhancement within the shire. Depot maintenance.

**ECONOMIC SERVICES**

Tourism, pest control, building controls and natural resource management. Tourism facilities, information and directional signs. Weed and pest control services. Necessary building control services.

**OTHER PROPERTY & SERVICES**

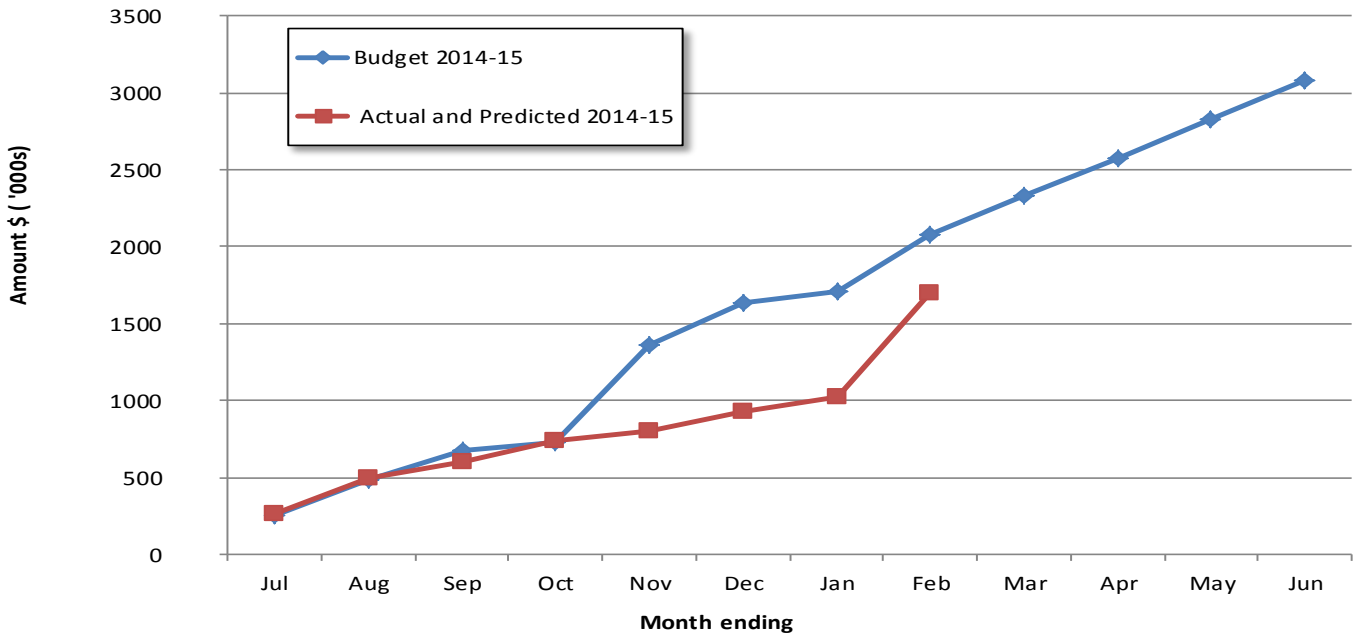
Private works carried out by council and indirect cost allocation pools. Public Works Overheads, plant operation and administrative costs are allocated to the various functions, works and services provided by Council.



Shire of Cuballing  
 NOTES TO THE BUDGET REVIEW REPORT  
 For the Period Ended 28th February 2015

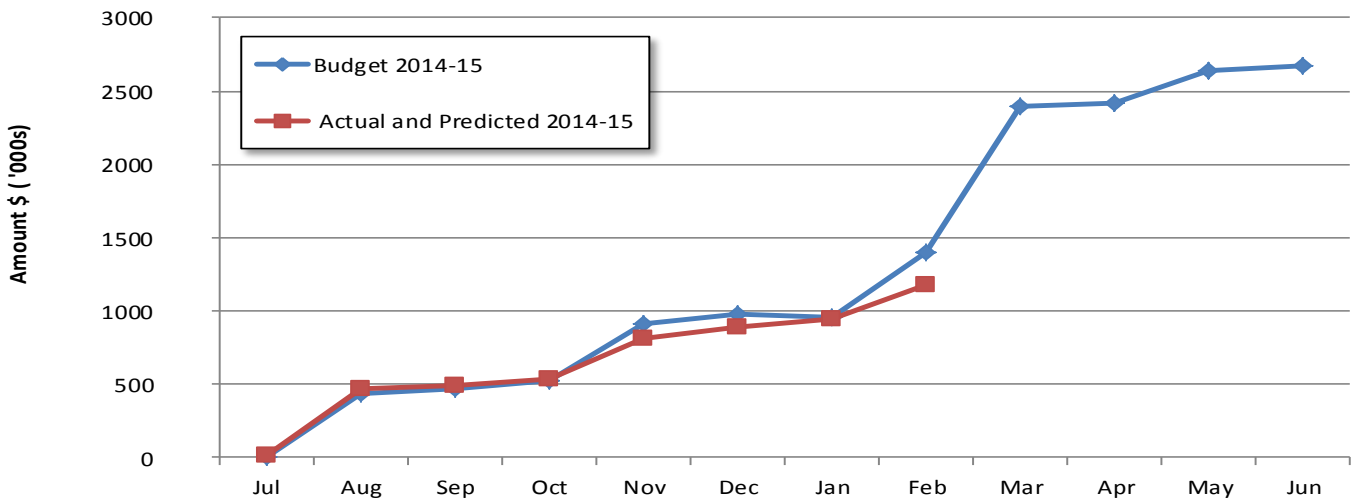
Note 2 - Graphical Representation - Source Statement of Financial Activity

**Budget Operating Expenses -v- YTD Actual**



Comments/Notes - Operating Expenses

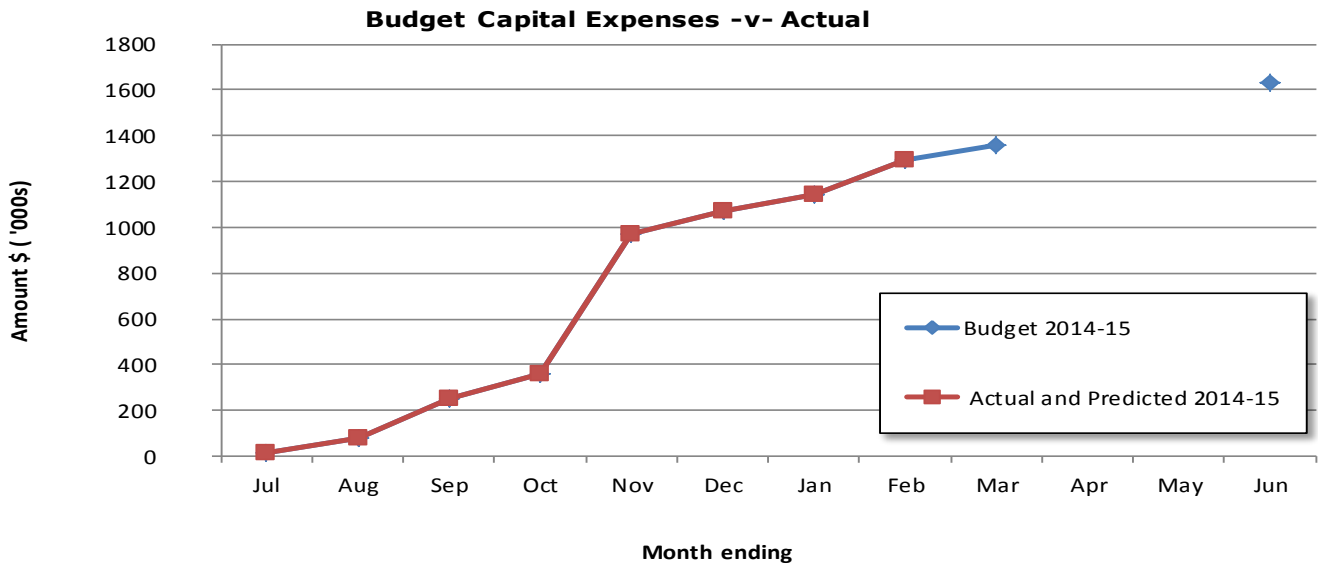
**Budget Operating Revenues -v- YTD Actual**



Comments/Notes - Operating Revenues

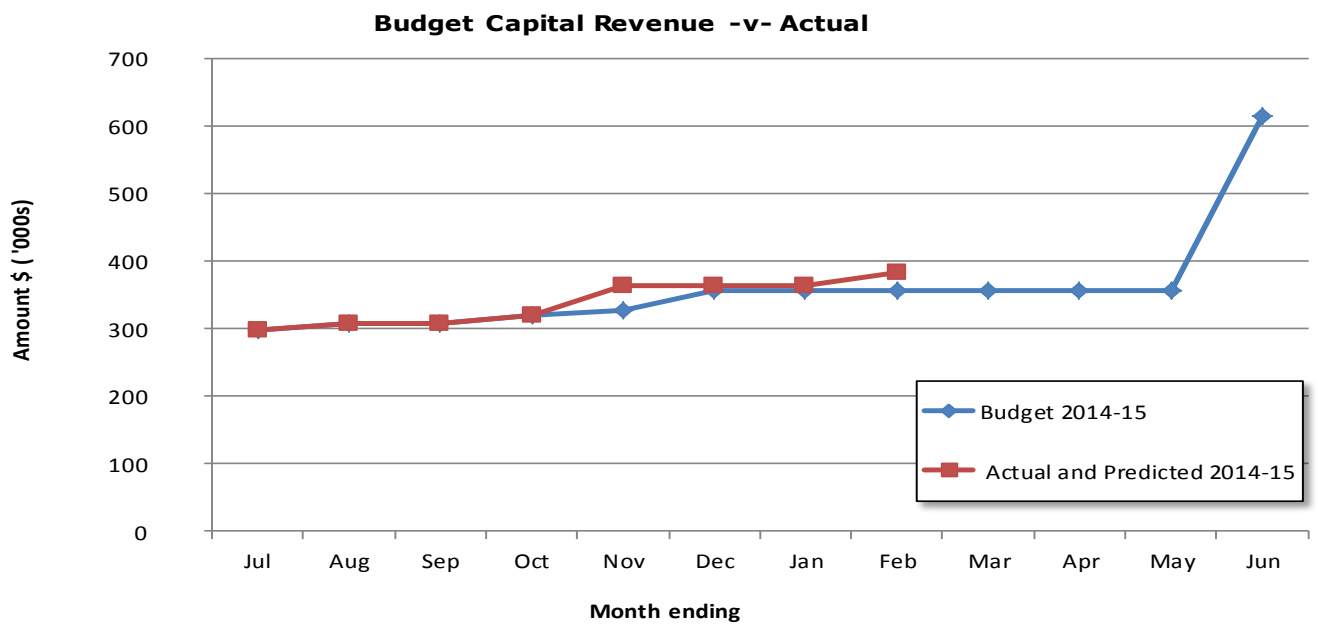
**Shire of Cuballing  
NOTES TO THE BUDGET REVIEW REPORT  
For the Period Ended 28th February 2015**

**Note 2 - Graphical Representation - Source Statement of Financial Activity**



**Comments/Notes - Capital Expenses**

Regional Refuse site expenditure in December, currently not spent, pending outcome of application



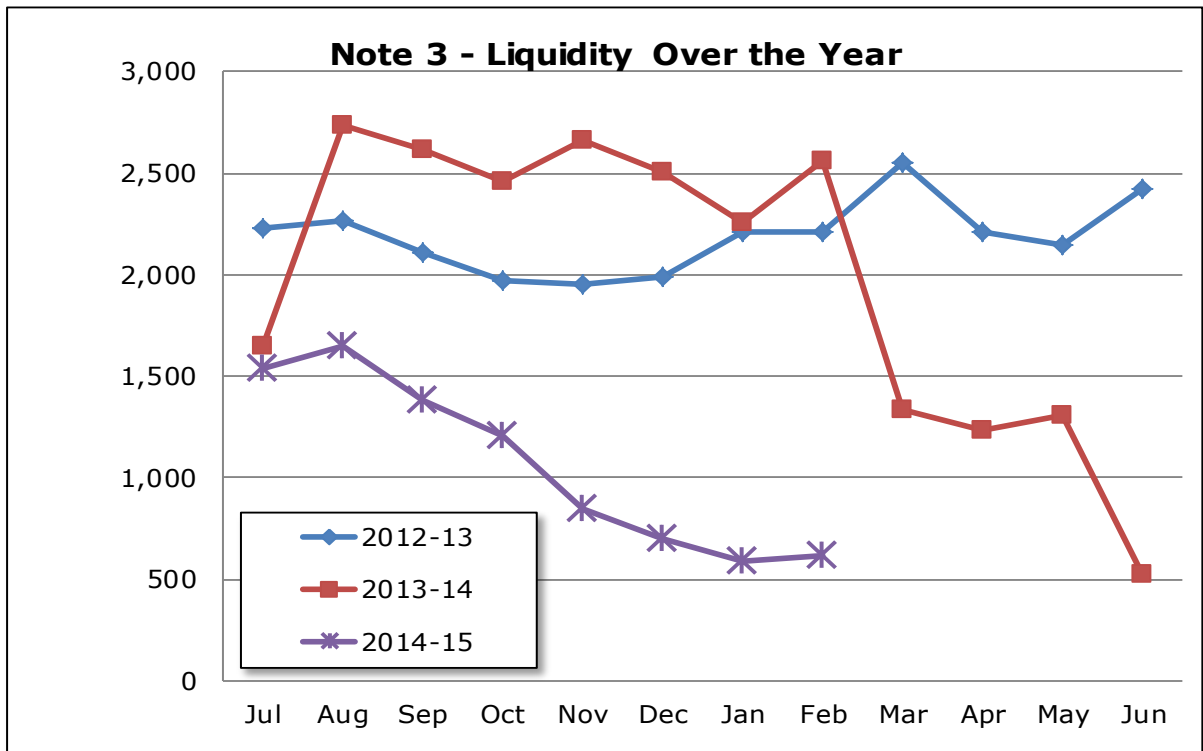
**Comments/Notes - Capital Revenues**

**Shire of Cuballing  
NOTES TO THE BUDGET REVIEW REPORT  
For the Period Ended 28th February 2015**

**Note 3: NET CURRENT FUNDING POSITION**

FM Reg  
33A  
(2A)(c)

	Positive=Surplus (Negative=Deficit)			
	2014-15			
	Note	This Period	Last Period	Same Period Last Year
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted		632,441	486,925	2,208,715
Cash Restricted Reserves		1,041,907	1,039,912	711,602
Receivables		89,867	100,601	419,574
Inventories		11,032	11,032	4,728
		1,775,247	1,638,470	3,344,619
<b>Less: Current Liabilities</b>				
Payables and Provisions		(113,170)	(13,016)	(74,015)
		(113,170)	(13,016)	(74,015)
Less: Cash Reserves Restricted		(1,041,907)	(1,039,912)	(711,602)
<b>Net Current Funding Position</b>		<b>620,170</b>	<b>585,542</b>	<b>2,559,002</b>



Comments/Notes - Net Current Funding Position

**Shire of Cuballing**  
**NOTES TO THE REVIEW OF THE ANNUAL BUDGET**  
**For the Period Ended 28th February 2015**

**Note 4: PREDICTED VARIANCES**

Comments/Reason for Variance	Variance \$	
	Permanent	Timing
<b>4.1 OPERATING REVENUE (EXCLUDING RATES)</b>		
<b>4.1.1 PROFIT ON ASSET DISPOSAL</b> Sale amounts were lower than expected on the trade in of plant items. No further asset disposals are expected this financial year.	(24,122)	
<b>4.1.2 FEES AND CHARGES</b> Fees and Charges have generated higher than expected income, largely due to extra income from Building Services that was not budgeted for.	54,428	
<b>4.1.3 GRANTS, SUBSIDIES AND CONTRIBUTIONS</b> Higher than expected income from ongoing Workers Compensation claims, additional income from LGIS dividend and the long service leave contribution for Eva Haydon from Mt Marshall (\$12,932.18).	94,326	
<b>4.1.7 INTEREST EARNINGS</b> Due to the opportunity to align reserves and municipal interest and so invest larger amounts of cash, interest returns have been increased.	13,198	
<b>4.1.8 OTHER REVENUE</b> No Material Variance	12,667	
<b>4.2 OPERATING EXPENSES</b>		
<b>4.2.1 EMPLOYEE COSTS</b> Costs are higher than expected as full time Building Surveyor wages were not accounted for in the original budget.	(165,715)	
<b>4.2.2 MATERIAL AND CONTRACTS</b> Expenditure is lower than expected as Office Maintenance and tip maintenance costs are lower than budgeted. Overallocation of service contract expenses to maintenance of streets and roads (\$189,000)	256,871	
<b>4.2.3 UTILITY CHARGES</b> Street lighting, electricity and water usage are below expected costs.	6,853	
<b>4.2.4 DEPRECIATION (NON CURRENT ASSETS)</b> No Material Variance	(46,623)	
<b>4.2.4 INTEREST EXPENSES</b> No Material Variance	1,328	
<b>4.2.5 INSURANCE EXPENSES</b> Insurance premiums have been paid for 14/15 and were below budgeted expense.	15,108	
<b>4.2.6 LOSS ON ASSET DISPOSAL</b> Sale amounts were lower than expected on the trade in of plant items. No further asset disposals are expected this financial year.	(13,231)	
<b>4.2.7 OTHER EXPENDITURE</b> Members Training and Conference expenses are down. There was also an unbudgeted purchase of Quick Fill Trailer (4,545).	9,265	
Predicted Variances Carried Forward	<b>63,856</b>	<b>0</b>

**Shire of Cuballing**  
**NOTES TO THE REVIEW OF THE ANNUAL BUDGET**  
**For the Period Ended 28th February 2015**

**Note 4: PREDICTED VARIANCES**

Comments/Reason for Variance	Variance \$	
	Permanent	Timing
Predicted Variances Carried Forward	29,703	0
<b>4.3 CAPITAL REVENUE</b>		
<b>4.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS</b>		
No Material Variance	31,436	
<b>4.3.2 PROCEEDS FROM DISPOSAL OF ASSETS</b>		
Sale amounts were lower than expected on the trade in of plant items. No further asset disposals are expected this financial year.	28,888	
<b>4.3.3 PROCEEDS FROM NEW DEBENTURES</b>		
No Material Variance	0	
<b>4.3.4 PROCEEDS FROM SALE OF INVESTMENT</b>		
No Material Variance	0	
<b>4.3.5 PROCEEDS FROM ADVANCES</b>		
No Material Variance	0	
<b>4.3.6 SELF-SUPPORTING LOAN PRINCIPAL</b>		
No Material Variance	0	
<b>4.3.7 TRANSFER FROM RESERVES (RESTRICTED ASSETS)</b>		
Due to higher than expected income, transfer from Reserve may not need to go ahead as budgeted.	(259,000)	
<b>4.4 CAPITAL EXPENSES</b>		
<b>4.4.1 LAND HELD FOR RESALE</b>		
No Material Variance	0	
<b>4.4.2 LAND AND BUILDINGS</b>		
Regional Waste Site currently awaiting Planning Application status for purchase of land (\$80,000 and \$60,000) as budgeted. Expected to spend part of the \$60,000 for set up of Transfer stations. Expected costs of the Equestrian Clubrooms may exceed budget.	(5,422)	
<b>4.4.3 PLANT AND EQUIPMENT</b>		
No Material Variance	(31,333)	
<b>4.4.4 FURNITURE AND EQUIPMENT</b>		
No Material Variance	0	
<b>4.4.5 INFRASTRUCTURE ASSETS - ROADS &amp; FOOTPATHS, OTHER</b>		
No Material Variance	22,176	
<b>4.4.7 PURCHASES OF INVESTMENT</b>		
No Material Variance	0	
<b>4.4.8 REPAYMENT OF DEBENTURES</b>		
No Material Variance	0	
<b>4.4.9 ADVANCES TO COMMUNITY GROUPS</b>		
No Material Variance	0	
Predicted Variances Carried Forward	(14,579)	0

**Shire of Cuballing**  
**NOTES TO THE REVIEW OF THE ANNUAL BUDGET**  
**For the Period Ended 28th February 2015**

**Note 4: PREDICTED VARIANCES**

Comments/Reason for Variance	Variance \$	
	Permanent	Timing
Predicted Variances Brought Forward	<b>(14,579)</b>	<b>0</b>
<b>4.5 OTHER ITEMS</b>		
<b>4.5.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)</b>		
No Material Variance	0	
<b>4.5.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)</b>		
No Material Variance	0	
<b>4.5.1 RATE REVENUE</b>		
No Material Variance	(6,958)	
<b>4.5.2 OPENING FUNDING SURPLUS(DEFICIT)</b>		
No Material Variance	1,837	
<b>4.5.3 NON-CASH WRITE BACK OF PROFIT (LOSS)</b>		
Please see 4.1.1 and 4.2.6 above for explanation of the change in net Profit (Loss)	(9,269)	
<b>Total Predicted Variances as per Annual Budget Review</b>	<b>(28,970)</b>	<b>0</b>

Shire of Cuballing  
**NOTES TO THE BUDGET REVIEW REPORT**  
 For the Period Ended 28th February 2015

**Note 5: BUDGET AMENDMENTS**  
 Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Council Resolution	Classification	No Change (Non Cash Items) Adjust	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption		Opening Surplus (Deficit)	\$	\$	\$	\$
<b>Amended Budget Cash Position as per Council Resolution</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Classifications Pick List
Operating Revenue
Operating Expenses
Capital Revenue
Capital Expenses
Opening Surplus (Deficit)
Non Cash Item

## 9.2 CHIEF EXECUTIVE OFFICER'S REPORT

### 9.2.158 Aged Housing

---

**Reporting Officer:** Gary Sherry – Chief Executive Officer  
**Interest:** Nil  
**Date:** 15<sup>th</sup> April 2015  
**File Reference:** Buildings 6

#### Summary

**Council is to consider the pursuit of Aged Housing in Cuballing through involvement in partnership with other nearby local governments.**

#### Background

In June 2007 management of Lot 3111 Austral Street, Cuballing was vested with the Shire of Cuballing for purpose of Aged Accommodation.

On 21<sup>st</sup> February 2008 Council resolved to make an amendment to the Shire of Cuballing Town Planning Scheme No 2 to rezone Lot 3111 Austral Street, Cuballing from Public Purpose Reserve to Rural Townsite R20 to allow four aged accommodation units to be developed on the property.

The Department of Health (DOH) initially did not support the proposed scheme amendment as development to R20 density would require to be connection to a sewerage scheme under the provisions of the Draft Country Sewerage Policy (DCSP). As Cuballing was, and still is, an unsewered town the DOH could not support the proposal. The DOH advised that as Cuballing is an unsewered townsite development will need to be restricted to R10 density, ie minimum site are of 875m<sup>2</sup> per dwelling. This will allow a maximum of four aged units to be developed on the site (total area of 3,585m<sup>2</sup>).

Council successfully amended the Shire of Cuballing Town Planning Scheme No 2 to rezone Lot 3111 Austral Street, Cuballing from Public Purpose Reserve to Rural Townsite R10

On 21<sup>st</sup> November 2008 a proposal was submitted to the Department of Housing for the development of two Aged Accommodation Units in Cuballing, at Lot 3111 Austral Street.

Correspondence from the Department of Housing, dated 24 July 2009, advised that the proposal submitted by Council was declined for the following reasons:

1. There is a lack of demand in the area.
2. The Shire has no prior housing management history with the Department.
3. The Shire has no experience in housing or tenancy management.
4. The Shire is unregistered.
5. The project does not fit into the broader sector development and consolidation plans for the region.

At the time the reasons provided were questioned by Council. Council replied to the Dept of Housing that:

- Council had four expressions of interest renting the proposed two units,
- whilst Council had no prior housing management experience with the Department or with tenancies, Council staff did have this experience from previous local governments;
- registration had never been sought, but could probably be completed; and



- The project certainly fits into the future plans for the Shire of Cuballing and this has been reflected in Town Planning Scheme and Local Planning Strategy. In addition to this Lot 3111 has had management order made to the Shire of Cuballing for purpose of aged accommodation and the land has been rezoned for that specific purpose.

The Joint Venture Housing scheme under which Council made the proposal in 2009 is now not used with the same frequency by the Department as in 2009. Recent aged housing schemes in small towns in rural areas have been conducted with the funds from the Royalties for Regions Program. The most notable programme of this type has been conducted by the 4WD Councils.

### **Comment**

Council has been sought to participate with other Local Governments in seeking grant funding for Aged Accommodation Units either through the Wheatbelt Development Commission Royalties for Regions or Regional Development Australia National Infrastructure funds or any other grant available for Aged Accommodation Units

The Chief Executive Officer met with representatives of the Shires of Wickepin, Wandering and Narrogin, the Town of Narrogin and the Wheatbelt Development Commission in Wickepin on 15<sup>th</sup> April 2014. The Shire of Corrigin was an apology to this meeting. Minutes of this meeting will be provided to Councillors when they become available.

At this meeting it was discussed that:

- The Council's form a committee to advance the project. Elected Member representative would be sought for this committee from member Shires.
- The various Council's are at various stages of readiness. For example:
  - The Shire of Corrigin have submitted an application for units for Corrigin. They have plans and land arranged. They view their application as the first of a multi stage project. They are being advised that a wider application may be more successful.
  - The Shire of Wickepin also have land and plans completed to construct units. They had budgeted to borrow to construct accommodation but are now delaying to make an application for funding;
  - The Shire of Cuballing and Wandering have identified land for aged accommodation.
- The Shires of Wandering, Corrigin and Cuballing make a budget allocation of about \$3,000 to contribute to a planning study to justify aged housing in the region. The shires of Wickepin and Narrogin and the Town of Narrogin are completing such an exercise and the other Councils should be able to participate.
- The facilities in Narrogin are operating at capacity and aged housing in surrounding towns will complement the housing infrastructure for the aged in our region. Narrogin Cottage Homes in general support this proposal.

**Statutory Environment** – Nil at this time

## **Financial Implications**

There are no immediate financial implications. Council is requested to consider allocating funds in future Council Budgets.

## **Strategic Implications**

Aged Person Accommodation has been a strong feature of previous strategic planning for the Shire of Cuballing, but was not continued into the Strategic Community Plan because of the lack of success in 2009. I believe it remains a high priority for Councillors and the wider community.

## **Policy Implications – Nil**

## **Economic Implications**

Additional housing in Cuballing will have a positive economic impact on the Shire of Cuballing, through:

- Use of local business during construction; and
- Provision of goods and services to additional residents

## **Social Implications**

It generally accepted that aging in place principals, of the aged remaining independent, in their own residence, with required services provided in the residences is preferred by aged people and the wider community.

## **Environmental Implications - Nil**

## **Consultation**

The CEO has discussed this matter with:

- Wheatbelt Development Commission
- Shires of Corrigin, Wickepin, Wandering and Narrogin.
- The Town of Narrogin
- Terry Waldron MLA

## **Options**

That Council resolve:

1. The Officer's Recommendation
2. An amended Officer's Recommendation; or
3. To not seek Aged Housing at this time.

## **Voting Requirement – Simple Majority**

### **COUNCIL DECISION:**

#### **That Council:**

1. **Support the joint effort of the Town of Narrogin and Shires of Cuballing, Corrigin, Wickepin, Narrogin and Wandering to obtain funding to construct aged accommodation in our local government boundaries;**

2. participate in a committee or other body overseeing the effort to construct aged accommodation in this region;
3. appoint Cr Dowling as the elected member representative and Cr Ballantyne as the proxy representation to the any committee or other body overseeing the effort to construct aged accommodation in this region;
4. select Lot 3111 Austral Street, Cuballing at the site of any aged person accommodation to be built in Cuballing;
5. Seek to allocate at least \$3,000 in Council's 2015/16 Budget to participate in completing a review of the demand for aged accommodation in the region; and
6. consider allocating funds in Council's 2015/16 Budget to advance the planning and site preparation to construct aged accommodation at Lot 3111 Austral Street, Cuballing.

**Moved: Cr Haslam**

**Seconded: Cr Ballantyne**

**Carried 6/0**

## **9.2.159 Plant Replacement Program**

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**Reporting Officer:** Gary Sherry – Chief Executive Officer  
**Interest** Nil  
**Date:** 16<sup>th</sup> April 2015  
**File Reference:** Plant 5  
**Attachment** 9.2.159A Draft Plant Replacement Program

### **Summary**

**Council is to consider a Draft Plant Replacement Program.**

### **Background**

While in the past Council has maintained a Plant Replacement Program, this has not been updated in its entirety and adopted by Council for some time.

### **Comment**

The Plant Replacement Program seeks to establish a replacement program to highlight the requirement to continue to optimise plant operations, reduce change over costs, limit down time and plant repair costs in a financially responsible and sustainable manner.

The Plant Replacement Program is a long term guide of Council's intentions, but each year Council will still make budget decisions based on the condition and serviceability of individual plant.

The draft Plant Replacement Program is included at Attachment 9.2.159A.

The Plant Replacement Program requires a \$330,000 annual investment into plant replacements or transfers to plant reserves. The Program seeks for Council to utilise the Plant Reserve to make transfers into the reserve in years when there are fewer or smaller plant purchases and to make transfers from the reserve for larger plant, without utilising loan funds. In the program the closing balance of the Plant Reserve is as high as \$616,861 and as low as \$5,861.

The Program includes an estimate of change over cost, inclusive of trade in values. All costs are in current dollars, with no allowance made for inflation, interest or increases in Council's rate income.

**Statutory Environment - Nil**

### **Financial Implications**

The Plant Replacement Program will be used in preparing the 2015/16 Council Budget.

The Plant Replacement Program will be utilised in preparing Council's Long Term Financial Plan from time to time.

**Strategic Implications - Nil**

**Policy Implications - Nil**

**Economic Implications - Nil**

**Social Implications – Nil**

**Environmental Implications - Nil**

## **Consultation**

The informal Plant Replacement Group, including Cr Bradford, Cr Newman, the CEO, Works Supervisor and Leading Hand met to discuss this matter.

## **Options**

Council can resolve:

1. The Officer's Recommendation;
2. Resolve to adopt a slightly amended Draft Plant Replacement Program; or
3. To have staff review the Draft Plant Replacement Program for review by Council at a future meeting of Council.

**Voting Requirement – Simple Majority**

### **COUNCIL DECISION:**

**That Council adopts the Plant Replacement Program included at Attachment 9.2.159A**

**Moved: Cr Ballantyne**

**Seconded: Cr Haslam**

**Carried 6/0**



	Rego	Asset	Plant No	Machine	Comment	Date of Purchase	Replace Cost	2014/15 Budget	2014/15 Actual	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26		
1	CN 026	10073	P150	UD Nissan GW 400	Six Wheel Truck	Mar 11	320,000										320,000					
2	CN 047	10074	P151	UD Nissan GW 400	Six Wheel Truck	Mar 11	320,000								320,000							
3	CN 272	10089	P262	Isuzu Giga	Prime Mover	Sep 14	250,000	160,000	99,459							250,000						
4				Side Tipper	Tri axle trailer	Sep 14			99,335													
5	CN 2	10062	P152	Truck	Small Tipper	Jan 08	90,000						90,000									
6	CN 157	10088	P263	Hino	Crew Cab Truck	Nov 14	70,000	60,000	62,170							70,000						
7	CN 387	10085	P261	Komatsu Grader	Grader	Mar 14	415,000							415,000								
8	CN 397	1	P260	Komatsu Grader	Grader	Mar 14	450,000												450,000			
9	CN 92	10063	P202	Cat 930G	Loader	Sep 08	390,000			290,000								290,000				
10				Cat Loader Attachments	Various		40,000			40,000												
11	1CWP697	10052	P203	Venieri Loader	Loader	Jun 05																
12	CN 404	10051	P204	Bomag SP Roller	Steel Drum Roller	Jul 13	210,000										210,000					
13	CN 151	10054	P205	Amman MultiVP2400	Multi Tyre Roller	Feb 06	170,000						170,000									
14	CN 1552	10056	P206	JD Tractor 4720	Tractor with loader	Jun 07	32,000													32,000		
15	CN 1806	10080	P207	JD Tractor	Broom/PH Digger	Jun 13	45,000													45,000		
16	0 CN	10071	P100	Holden Calais	CEO's Vehicle	Oct 14	45,000	18,000	24,185			25,000			25,000			25,000				
17	CN 0	10077	P106	Colorado Utility	Crew Vehicle	Dec 11	45,000			30,000			25,000			25,000			25,000			
18	CN 1	10076	P105	Colorado Utility CN 1	Works Supervisor	Nov 14	45,000	29,000	22,636			23,000			23,000			23,000				
19	CN 039	10090	P308	DCEO Vehicle	DCEO Vehicle	Dec 14		25,000	24,671			20,000			20,000			20,000				
20	CN 027		P154	Mitsubishi Triton	Building Officer	Aug 14			37,000		25,000			25,000		25,000			25,000			
21	CN 1557	10078	P107	Mazda Utility	Crew Vehicle	Dec 11	28,000						28,000							28,000		
22			P255	22 KVA generator	Emergency Power	Jun 10	12,000		12,000											12,000		
23				Slasher 3pt Linkage	Roadside Mower		5,000			5,000						5,000						
24				Mower 3pt Linkage	Oval Mower		6,500			6,500										6,500		
25				Machinery Float	Trailer		50,000				50,000											
26				Backhoe Loader	Backhoe		165,000				165,000											
<b>Expenditure</b>								<b>292,000</b>	<b>381,456</b>	<b>371,500</b>	<b>240,000</b>	<b>68,000</b>	<b>313,000</b>	<b>440,000</b>	<b>388,000</b>	<b>375,000</b>	<b>530,000</b>	<b>358,000</b>	<b>500,000</b>	<b>123,500</b>		
<b>Opening Plant Reserve Balance</b>								<b>283,088</b>	<b>283,088</b>	<b>289,361</b>	<b>247,861</b>	<b>337,861</b>	<b>599,861</b>	<b>616,861</b>	<b>506,861</b>	<b>448,861</b>	<b>403,861</b>	<b>203,861</b>	<b>175,861</b>	<b>5,861</b>		
Plant Reserve Outgoing								-254,000		-41,500			17,000	-110,000	-58,000	-45,000	-200,000	-28,000	-170,000			
Plant Reserve Incoming								44,157	6,273		90,000	262,000										206,500
<b>Closing Plant Reserve Balance</b>								<b>73,245</b>	<b>289,361</b>	<b>247,861</b>	<b>337,861</b>	<b>599,861</b>	<b>616,861</b>	<b>506,861</b>	<b>448,861</b>	<b>403,861</b>	<b>203,861</b>	<b>175,861</b>	<b>5,861</b>	<b>212,361</b>		
<b>Expenditure</b>								<b>-6,157</b>	<b>375,183</b>	<b>330,000</b>	<b>330,000</b>	<b>330,000</b>	<b>330,000</b>	<b>330,000</b>	<b>330,000</b>	<b>330,000</b>	<b>330,000</b>	<b>330,000</b>	<b>330,000</b>	<b>330,000</b>	<b>330,000</b>	





## 9.2.160 Oversized Outbuilding at 29 Knight Street, Cuballing

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<b>Applicant:</b>	Mr Peter Hay	
<b>Location:</b>	29 Knight Street, Cuballing	
<b>Reporting Officer:</b>	Gary Sherry – Chief Executive Officer	
<b>Interest</b>	Nil	
<b>Date:</b>	16 <sup>th</sup> April 2015	
<b>File Reference:</b>	A64/TP2	
<b>Attachment</b>	9.2.160A	Location Plan
	9.2.160B	Information from Applicant

### Summary

**Conditional Planning Approval is recommended for an oversized outbuilding at 29 Knight Street, Cuballing.**

### Background

#### 1. *The application site*

The site is located on the east side of Cuballing (see Attachment 9.2.160A). The property is 1.692 hectares in area and is largely cleared.

The property has an existing outbuilding located adjacent to the dwelling. The existing outbuilding is approximately 12 metres x 9 metres (108m<sup>2</sup>) in area. There is also an existing shelter that is approximately 10 metres x 8 metres (80m<sup>2</sup>) in area.

#### 2. *The application*

A new outbuilding of 20 metres x 9 metres (180m<sup>2</sup>) is proposed to be constructed to the north of the existing dwelling and outbuilding in the north-west section of the property. The proposed outbuilding has a wall height of 4 metres.

The outbuilding is proposed to be constructed in Colourbond for walls, roof gutters and flashing.

The applicant advises the outbuilding will be used to store various items including cars.

The application is included at Attachment 9.2.160B.

#### 3. *Public consultation and submissions*

The Shire Administration sent letters out to 7 adjoining/nearby landowners seeking comment on the proposed outbuilding.

The Shire received no submissions from neighbouring property owners, with one contacting the Shire to confirm that the Outbuilding was not for a commercial or industrial purpose. The neighbour raised no other issues with the outbuilding.

#### 4. *Planning context*

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

*Local Planning Policy - Outbuildings* (LPPO) in part states planning approval may be granted where:

- (b) that for properties in the Rural Residential Zone, where the lot size is over 1,500m<sup>2</sup>;
  - (i) Zincalume construction, where the total outbuilding does not exceed 85m<sup>2</sup> in total floor area;
  - (ii) Colourbond construction, where the total outbuilding does not exceed 120m<sup>2</sup> in total floor area;
  - (iii) Masonry construction and/or where the total outbuilding has walls constructed of the same materials and appearance as the house and does not exceed 170m<sup>2</sup> in total floor area.
- (c) Wall height of any outbuildings not to exceed 3 metres. In the case of gable roof construction, the maximum height is not to exceed 4 metres.
- (f) Any application for planning approval which does not comply with the above shall be referred to Council for consideration.

The aggregate total for the 3 outbuildings (existing and proposed) is 384m<sup>2</sup>. Because this exceeds the maximum floor area set out by LPPO for an outbuilding/s in the Rural Residential Zone, the Planning Application is being referred to Council for determination.

#### Comment

The key planning considerations are suggested to be:

- the application is inconsistent with Council's *Local Planning Policy – Outbuildings* in relation to the floor area. The proposed outbuilding, when combined with the existing outbuilding, will have a total floor area of approximately 368m<sup>2</sup> which is over the 120m<sup>2</sup> limit as set out in the policy;
- precedent implications relating to the floor area exceeding LPPO; and
- visual impact, through glare, on surrounding properties due to the proposed colour of the outbuilding.

While noting that the proposed outbuilding is inconsistent with LPPO in relation to the total area of outbuildings on the property, it is recommended that the Council approve the Planning Application subject to conditions.

This follows assessment against the *Shire of Cuballing Town Planning Scheme No. 2*, Council policy, information provided by the applicant, the submissions relating to the Planning Application and the site characteristics. Conditional approval is recommended given:

- the property is 1.692 hectares which is large for a Rural Residential zoned lot. Some nearby lots for instance are approximately 1 hectare in area. It is suggested that larger lots can accommodate greater development without impacting plot ratio or being considered to be over-developed on the site compared to smaller sized lots;
- the height of the building at 4m to the wall height is also greater than LPPO of 3 metres. Given the that some tall remnant vegetation is retained on the lot and that the

lot size remains large, it suggested that this lot could accommodate a greater development height without appearing imposing on neighbouring properties;

- the Shire Administration wrote to 7 adjoining/nearby landowners and only one enquiry was received without raising issues. Accordingly, it can only be assumed that the other landowners have no objections to the Planning Application; and
- that other than the floor area, the Planning Application is consistent with the remainder of LPPO. This includes in relation to the colour and use of the outbuilding.

It is highlighted that should the Council approve the Planning Application it will set a precedent. While a precedent is likely to be set, the precedent is not expected to be widespread given any future applicant will need to demonstrate that their Planning Application similarly addresses relevant matters including lot size, setbacks from boundaries visibility from surrounding roads and properties and there is appropriate external cladding. As required by *Town Planning Scheme No.2*, each future Planning Application needs to be assessed on its merits.

The applicant is not seeking approval to operate a home occupation or home business. The applicant has confirmed that the outbuilding will only be used for storage of cars and trailers that hold some value and need to be stored in a weatherproof environment. If the use of the outbuilding were to change to that of a home occupation or home business rather than to store vehicles and machinery, the applicant is required to apply for Planning Approval and meet the requirements of a home occupation or home business as set by LPS2. Should such an application be received, the Shire would again invite comment from neighbours.

Strategic Implications - Nil

Statutory Environment

*Shire of Cuballing Town Planning Scheme No. 2*

Policy Implications

*Local Planning Policy – Outbuildings*

Local Planning Policies are non-statutory documents which provide guidance to assist the Council in its decision making. Accordingly, the Council is not bound by LPPO, but is required to have regard to the policy in determining the Planning Application.

Financial Implications - Nil

Economic Implications - Nil

Social Implications

There have been no submissions from neighbours.

Environmental Considerations - Nil

Consultation

Adjoining/nearby landowners were invited to make comment on the Planning Application. One neighbour telephoned to query the use of the outbuilding but made no negative comment on the construction.

## Options

The Council can:

1. approve the Planning Application with no conditions;
2. approve the Planning Application with conditions;
3. refuse the Planning Application (providing reasons); or
4. defer and seek additional information.

## Voting Requirements

Simple Majority

### **COUNCIL DECISION:**

**That Council approve the Planning Application for an outbuilding of 180m<sup>2</sup> in area, with a wall height of 4 metres at 29 Knight 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 Shire. The Shire 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;**
4. **the outbuilding is used for storage and is not used for commercial, industrial or habitable purposes or for accommodating livestock; and**
5. **the building is clad in a single colourbond colour on external walls and roof.**

### **Advice**

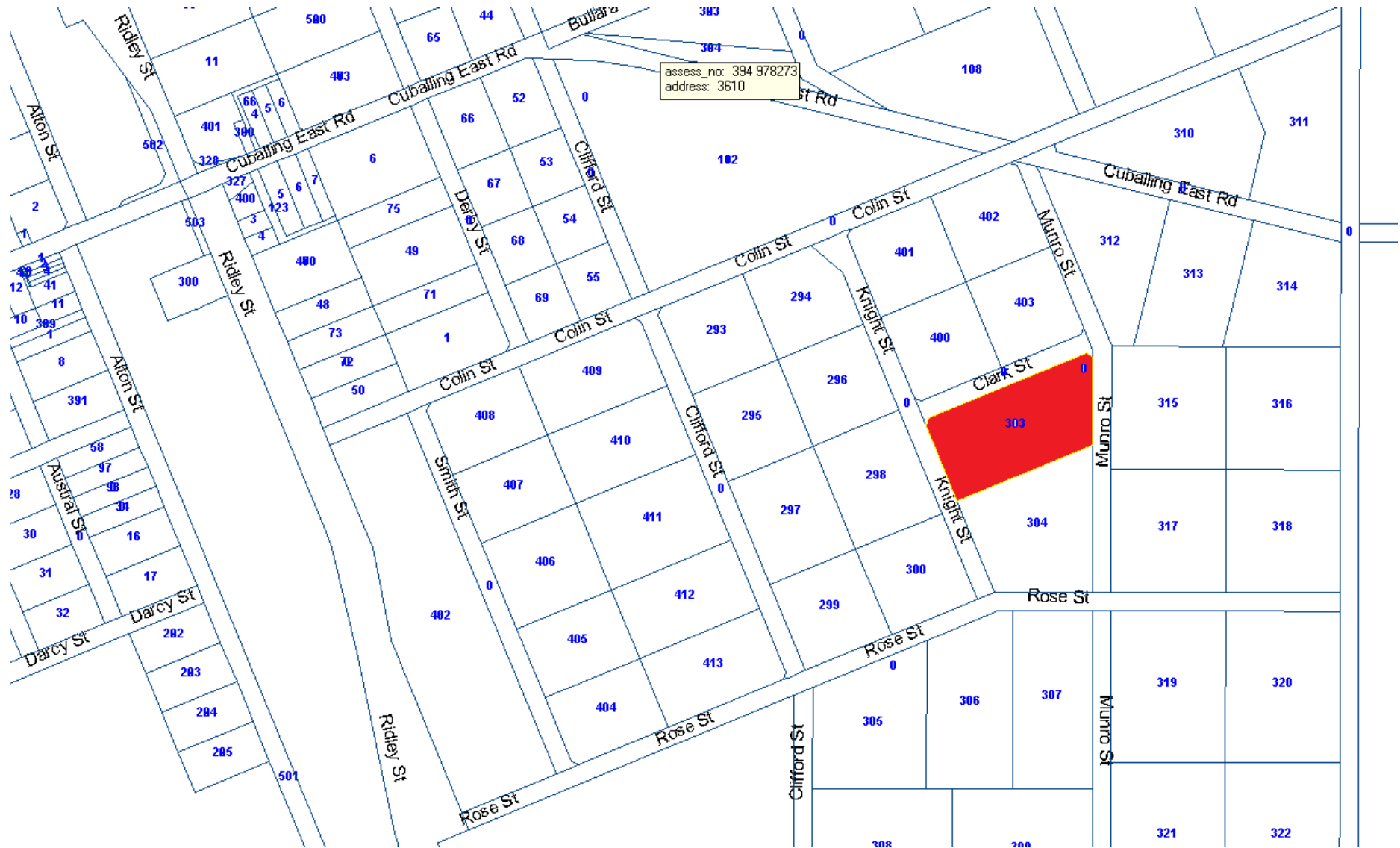
- A) **In relation to Condition 3, stormwater from the proposed outbuilding is to be suitably detained on site (e.g. rainwater tanks, soakwells). Further, the proponent should in general, effectively manage run-off onto the adjoining properties.**
- B) **The outbuilding should be constructed with a low sheen surface to reduce glare.**

- C) 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.**
- D) 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 Ballantyne**

**Seconded: Cr Bradford**



**Carried 6/0**

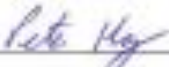


## SCHEDULE SIX - FORM OF APPLICATION FOR PLANNING APPROVAL

Shire of Cuballing  
Town Planning Scheme No. 2

### Application for Planning Approval

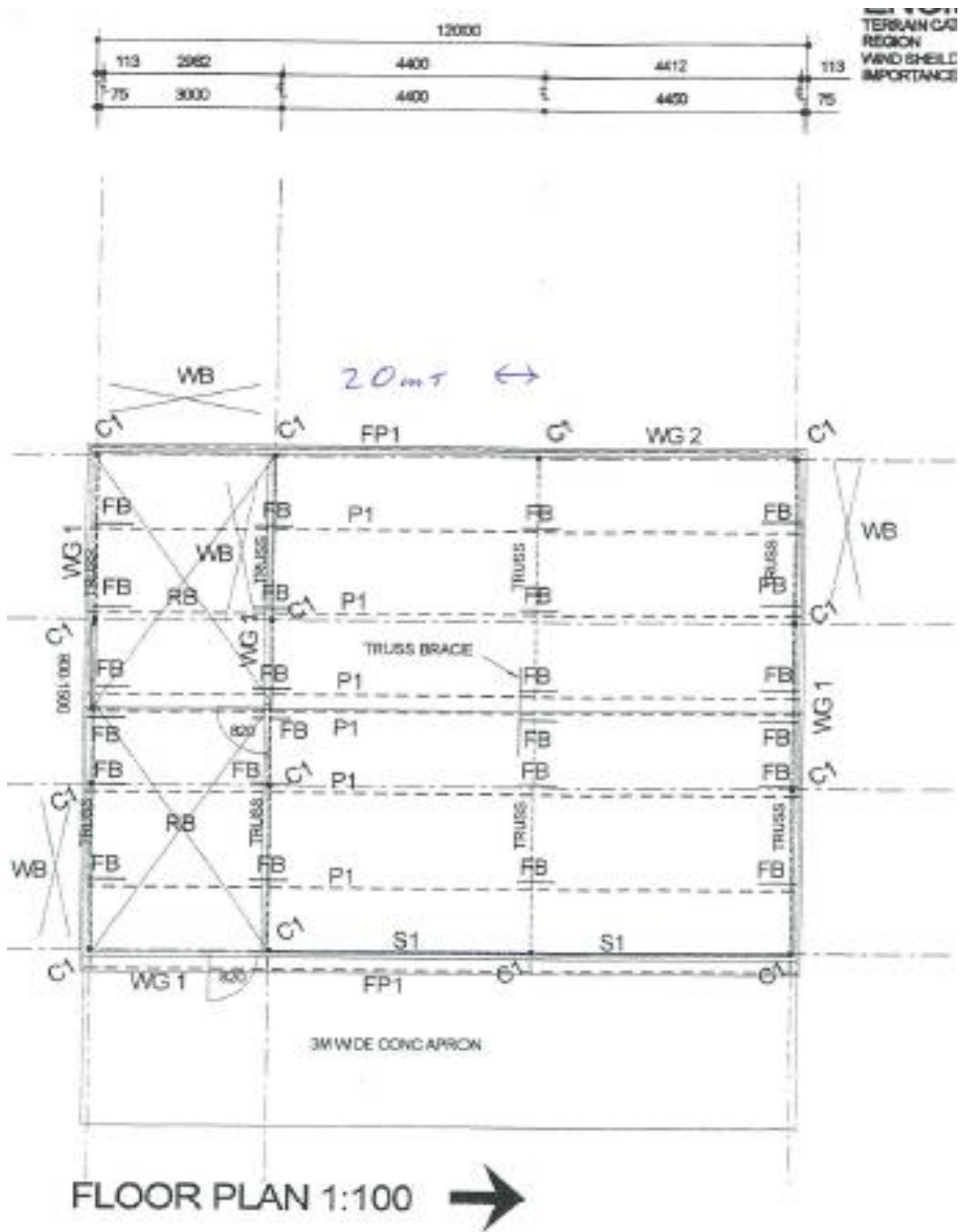
Owner details:			
Name: <span style="margin-left: 100px;">PETER</span> <span style="margin-left: 50px;">MAY</span>			
Address: <span style="margin-left: 20px;">29 KNIGHT ST.</span> <span style="float: right;">Postcode: 6311</span>			
Phone:		FAX:	
Home: 98836590	Work:	Email: peter and eileen	
Mobile:		+ hot mail . com	
Contact Person: <span style="margin-left: 50px;">PETER MAY</span> <span style="margin-left: 100px;">EILEEN MAY</span>			
Signature: 		Date: 18-3-2015	
Signature: 		Date: 18-3-2015	
The signature of the owner(s) is required on all applications. This application will not proceed without that signature.			

Applicant details:			
Name: <span style="margin-left: 100px;">PETER</span> <span style="margin-left: 50px;">MAY</span>			
Address: <span style="margin-left: 20px;">29 KNIGHT ST.</span> <span style="float: right;">Postcode: 6311</span>			
Phone:		FAX:	
Home: 98836590	Work:	Email:	
Mobile:			
Contact Person for Correspondence: <span style="margin-left: 50px;">PETER MAY</span>			
Signature: 		Date: 18-3-2015	

## Part 2

Property details:		
Lot No. <u>303</u>	House/Street No: <u>29</u>	Location No:
Diagram or Plan No:	Certificate of Title Vol. No:	Folio:
Diagram or Plan No:	Certificate of Title Vol. No:	Folio:
Title encumbrances (e.g. easements, restrictive covenants):		
Street name: <u>KNIGHT</u>	Suburb: <u>CUBALLINE</u>	
Nearest Street Intersection: <u>CLARKE ST.</u> + <del>ROSE</del> <u>MUNRO ST.</u>		
Existing building/land use:		
Description of proposed development and/or use: <u>SHED</u>		
Nature of any existing buildings and/or use: <u>HOUSE</u>		
Approximate cost of proposed development: <u>\$19,900 WITH GST.</u>		
Estimated time of completion: <u>3 MONTHS</u>		
Office Use Only		
Acceptance Officer's initials:		Date Received:
Local Government Reference No:		





## ENGINEERED FOR 41MPS - GARAGE (9.0SPAN)

TERRAIN CATEGORY - 3  
 REGION - A1  
 WIND SHIELDING - 0.9  
 IMPORTANCE LEVEL - 1

412  
113  
75

### MEMBER SCHEDULE

- C1 75 x 75 x 3 SHS COLUMN WITH 225x 100 x 5 BASE PLATE WITH 4M12 BOLTS
- FP1 C100.15 FIXED TO 5 PLATE WITH 2M12 BOLTS
- P1 Z100.15 FIXED TO 5 PLATE WITH 2M12 BOLTS
- WB 12 DIAM GALV ROD WITH 5 FIN PLATE FULLY WELDED EACH END
- RB 12 DIAM GALV ROD WITH 5 FIN PLATE FULLY WELDED EACH END
- FB 30 x 30 x 2.5
- S1 100 x 50 x 3 RHS
- WG1 Z100.10
- WG2 Z100.15
- TRUSS TOP & BOTTOM CHORDS 40 x 40 x 2 RHS  
WEB 25 x 25 x 1.6 SHS FULLY WELDED

FOOTINGS 700 x 700 x 14.  
 WALLS. 400mm mt. HIGH TO GUTTERS.

LOT 303

29 KNIGHT ST  
CUBALLING

A JUNE 08 WINDOW ADDED

PROPOSED SHED TO BE ERECTED ON  
~~LOG 4528 FORESTRY ROAD~~  
~~HIGHBURY FOR B & P EDKINS~~

DATE JUNE 2008 DRAWING 18482A

JUDITH McDOUGALL DESIGNS

"BROOK VIEW" P. O. BOX 15 NARROGIN 6312  
 TEL 08 9881 3204 FAX 08 9881 4204  
 Email: [ed.judith@broadmet.com.au](mailto:ed.judith@broadmet.com.au) ABN 79 425 984 191

BUILDING DESIGNERS ASSOCIATION

THIS IS A CAD DRAWING  
DO NOT AMEND MANUALLY 40 COPYRIGHT



**Scale:** 1:1,979

**Description**  
 PETER HAY  
 LOT 303, 24 KNIGHT STREET, CUBALLING

**Map Projection:** GDA 94 (Lat/Long)

**Datum:** Geocentric Datum of Australia  
 1994

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



**Map Viewer**

Created 26 Mar 2015 32° 48' 11"S 117° 11' 30"E

117° 11' 15"E 32° 48' 17"S

## **9.2.161 Proposed Home Occupation – Sports Massage - Popanyinning**

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**Reporting Officer:** Gary Sherry – Chief Executive Officer  
**Interest:** Nil  
**Date:** 16<sup>th</sup> April 2015  
**File Reference:** A228/TP3  
**Attachment:** 9.2.161A Location plan  
9.2.161B Information from applicant

### **Summary**

**Conditional Planning Approval is recommended for a home occupation (massage therapist – sports massage) at 122 Popanyinning East Road, Popanyinning.**

### **Background**

The applicant seeks planning approval for a Home Occupation (Massage Therapist – Sports Massage). The site's location is set out in Attachment 8.1.1A, while details provided by the applicant are outlined in Attachment 8.1.1B.

Relevant details relating to the site and the planning application include:

- the property is 48,066 m<sup>2</sup> in area and contains a dwelling and an outbuilding;
- the home occupation will occupy a room of 9m<sup>2</sup>;
- the site is zoned "Rural Residential" in the Shire of Cuballing Town Planning Scheme No. 2 (TPS2) where "home occupation" is an "P" (Permitted) use. This means that the use not permitted and the Council can't refuse planning approval, but Council can impose conditions on the approval such as hours of operation, provision of on-site car parking;
- the Shire invited written comment from 7 adjoining/nearby landowners. No submissions was received; and
- the home occupation has not commenced.

### **Comment**

Following assessment against TPS2, Council planning strategies and policies, it is concluded that the proposed Home Occupation (Massage Therapist – Sports Massage) is appropriate for this site and area. This is a low-key use which will have minimal impacts compared to a standard residence. Accordingly, it is recommended that Council approve the planning application subject to conditions.

### **Statutory Environment**

A "home occupation" is defined in TPS2 as follows –

"home occupation" means an occupation carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which –

- (a) does not employ any person not a member of the occupier's household;
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood;
- (c) does not occupy an area greater than 20 square metres;
- (d) does not display a sign exceeding 0.2 square metres;
- (e) does not involve the retail sale, display or hire of good of any nature;
- (f) in relation to vehicles and parking, does not result in the requirement for a greater number of parking facilities than normally required for a single dwelling or an increase in traffic volume in the neighbourhood, does not involve the

- presence, use or calling of a vehicle more than 2 tonnes tare weight, and does not include provision for the fuelling, repair or maintenance of motor vehicles; and
- (g) does not involve the use of an essential service of greater capacity than normally required in the zone;

A Home Occupation is a permitted "P" use in the TPS2 Zoning Table.

LAND USE	Rural Townsite	Rural Residential	General Agriculture
Home occupation	P	P	P

### Financial Implications

Council's adopted Fees & Charges include:

#### TOWN PLANNING FEES

Item	Description of planning service	Maximum fee 2010/11
6	Determining an initial application for approval of a home occupation where the home occupation has not commenced	\$222
7	Determining an initial application for approval of a home occupation where the home occupation has commenced	The fee in item 6 plus, by way of penalty, twice that fee
8	Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires	\$73
9	Determining an application for the renewal of an approval of home occupation where the application is made after the approval has expired	The fee in item 8 plus, by way of penalty, twice that fee

### Strategic Implications

Council's Strategic Community Plan seeks to assist small business and home occupations in particular.

Objective 8:

To encourage a wide range of employment opportunities within the Shire of Cuballing.

Outcomes:

Council will ensure that establishing small businesses will be as streamlined as possible by developing economic development plans.

A small business/home occupation register will be incorporated within an information pack for existing and new residents.

**Policy Implications** – Nil at this time

### Economic Implications

The development, if approved, can assist to provide economic benefits to the local economy through job creation.

**Social Implications – Nil**  
**Environmental Implications - Nil**

### **Consultation**

The planning application was publicly advertised by the Shire administration and no submissions were received.

### **Options**

The Council can:

1. approve the planning application with no conditions;
2. approve the planning application with conditions (with no time limit);
3. approve the planning application with conditions (with a time limit);
4. defer and seek additional information.

**Voting Requirement – Simple Majority**

### **COUNCIL DECISION:**

**That Council approve the Planning Application for home occupation (massage therapist – sports massage) at 122 Popanyinning East Road, Popanyinning subject to the following conditions:**

- 1. the development must be carried out in accordance with the plans submitted with the application and these shall not be altered and/or modified without the prior knowledge and written consent of the Council; and**
- 2. the approval is valid only while the applicant remains a resident at 122 Popanyinning East Road, Popanyinning.**

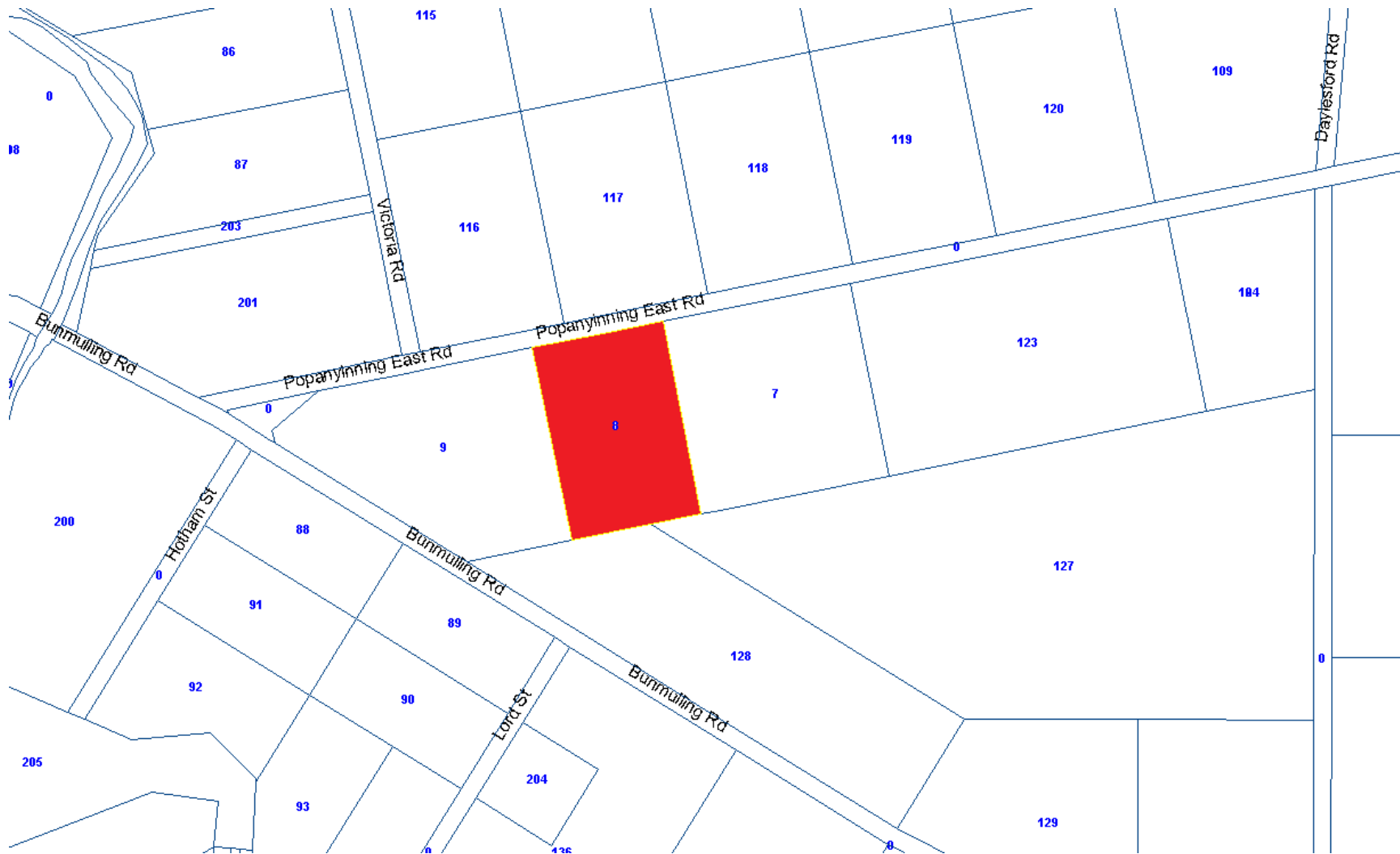
### **Advice**

- A. The proponent is advised that the approved development must comply with all relevant provisions of the Health Act, 1911 (as amended) and the Building Code of Australia.**
- B. 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 Haslam**

**Seconded: Cr Bradford**

**Carried 6/0**

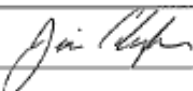


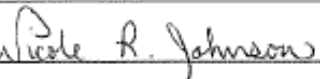
25 MAR 2015

## FORM OF APPLICATION FOR PLANNING APPROVAL

Shire of Cuballing  
Town Planning Scheme No. 2

## Application for Planning Approval

<b>Owner details:</b>		
<b>Name:</b> JAMES CLAYTON		
<b>Address:</b> 122 POPANYINNING EAST ROAD POPANYINNING WA		<b>Postcode:</b> 6309
<b>Phone:</b>		<b>FAX:</b>
<b>Home:</b> (08) 98875162	<b>Work:</b>	<b>Email:</b> jim.clayton@bigpond.com
<b>Mobile:</b> 0400446681		
<b>Contact Person:</b>		
<b>Signature:</b> 		<b>Date:</b> 25-3-'15
<b>Signature:</b>		<b>Date:</b>
The signature of the owner(s) is required on all applications. This application will not proceed without that signature.		

<b>Applicant details:</b>		
<b>Name:</b> Nicole Johnson		
<b>Address:</b> Lot 122 Popanyinning East Road Popanyinning, WA 6309		<b>Postcode:</b>
<b>Phone:</b>		<b>FAX:</b>
<b>Home:</b> 98875162	<b>Work:</b>	<b>Email:</b> jim.clayton@bigpond.com
<b>Mobile:</b>		
<b>Contact Person for Correspondence:</b>		
<b>Signature:</b> 		<b>Date:</b> 25-3-2015



## Part 2

Property details:		
Lot No. 7	House/Street No: 66	Location No:
Diagram or Plan No:	Certificate of Title Vol. No: 2203	Folio: 603
Diagram or Plan No:	Certificate of Title Vol. No:	Folio:
Title encumbrances (e.g. easements, restrictive covenants):		
Street name: POPANNING EAST RD.		Suburb: POPANNING
Nearest Street Intersection:		

Existing building/land use:
Description of proposed development and/or use: 2 rooms in the house to be used for sports massage room & office. House used for personal residence also.
Nature of any existing buildings and/or use: 4 bedroom house, 2 bedroom granny flat, small shop
Approximate cost of proposed development: N12 0
Estimated time of completion: -

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

**9.3 REPORTS - WORKS**

Nil

**9.4 REPORTS - HEALTH AND BUILDING**

Nil

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

Nil

## 11. OTHER URGENT BUSINESS

### 11.1. Urgent Business – 58 Austral Street, Cuballing

---

**Reporting Officer:** Gary Sherry – Chief Executive Officer  
**Interest** Nil  
**Date:** 22<sup>nd</sup> April 2015  
**File Reference:** A35  
**Attachment:**

#### Summary

**Council is to consider reviewing urgent and confidential business relating to the Dryandra Timber Products Yard, 58 Austral Street, Cuballing.**

**Background – Nil**

#### Comment

Staff are attempting to have the Agenda prepared at least a week before each Council Meeting. In completing this schedule, business of an urgent nature will arise from time to time in particular where commercial activities within the district would be delayed by Council not considering the item.

Because this matter relates to a “a contract entered into, or which may be entered into, by the local government”, it is recommended that Council close the meeting to members of the public to discuss the matter.

#### Statutory Environment

Shire of Cuballing – Standing Orders Local Law 1999 – Section 3.10:

3.10 Urgent Business Approved By the Person Presiding or by Decision

In cases of extreme urgency or other special circumstance, matters may, with the consent of the person presiding, or by decision of the members present, be raised without notice and decided by the meeting.

Local Government Act 1996

5.23. Meetings generally open to public

- (1) Subject to subsection (2), the following are to be open to members of the public —
  - (a) all council meetings; and
  - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
  - (a) a matter affecting an employee or employees; and
  - (b) the personal affairs of any person; and
  - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
  - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and

- (e) a matter that if disclosed, would reveal —
    - (i) a trade secret; or
    - (ii) information that has a commercial value to a person; or
    - (iii) information about the business, professional, commercial or financial affairs of a person,
      - where the trade secret or information is held by, or is about, a person other than the local government; and
  - (f) a matter that if disclosed, could be reasonably expected to —
    - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or
    - (ii) endanger the security of the local government's property; or
    - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and
  - (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and
  - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

## Shire of Cuballing

### Standing Orders Local Law

#### 11.1 Permissible Procedural Motions

In addition to proposing a properly worded amendment to a substantive motion, it is permissible for a member to move the following procedural motions:

- (a) that the Council (or committee) proceed to the next business;
- (b) that the question be adjourned;
- (c) that the Council (or committee) now adjourn;
- (d) that the question be now put;
- (e) that the member be no longer heard;
- (f) that the ruling of the person presiding be disagreed with;
- (g) that the Council (or committee) meet behind closed doors, if the meeting or part of the meeting to which the motion relates is a matter in respect of which the meeting may be closed to members of the public under section 5.23 of the Act.

#### 12.7 Council (or Committee) to Meet Behind Closed Doors - Effect of Motion

- (1) Subject to any other decision of the Council or committee, this motion, if carried, causes the general public and any officer or employee the Council or committee determines, to leave the room.
- (2) While a decision made under this clause is in force the operation of clause 9.5 limiting the number of speeches a member of the Council may make, is suspended unless the Council decides otherwise.
- (3) Upon the public again being admitted to the meeting the person presiding, unless the Council or committee decides otherwise, is to cause the motions passed by the Council or committee whilst it was proceeding behind closed doors to be read out including the vote of a member or members to be recorded in the minutes under section 5.21 of the Act.
- (4) A person who is a Council member, a committee member, or an employee is not to publish, or make public any of the discussion taking place on a matter discussed behind closed doors, but this prohibition does not extend to the actual decision made as a result of such discussion and other information properly recorded in the minutes.

Penalty \$5,000

**Financial Implications – Nil**

**Strategic Implications – Nil at this time.**

**Policy Implications – Nil at this time**

**Consultation – Nil**

**Options**

Council can resolve:

1. the Officer's Recommendation;
2. to not consider the urgent business.

**Voting Requirement – Simple Majority**

**COUNCIL DECISION:**

**That Council consider the urgent business relating to Dryandra Timber Products Yard, 58 Austral Street, Cuballing.**

**Moved: Cr Ballantyne**

**Seconded: Cr Dowling**

**Carried 6/0**

**COUNCIL DECISION:**

**That Council meet behind closed doors.**

**Moved: Cr Dowling**

**Seconded: Cr Ballantyne**

**Carried 6/0**

## **11.2 Dryandra Timber Products Yard – Lot 56 (No 58) Austral Street - Cuballing**

**Reporting Officer:** Gary Sherry – Chief Executive Officer  
**Interest** Nil  
**Date:** 22<sup>nd</sup> April 2015  
**File Reference:** A35/  
**Attachment** 11.2A Aerial Photo – 58 Austral Street Cuballing  
11.2B Lot plan showing Shire property in central Cuballing

### **COUNCIL DECISION:**

#### **That Council:**

- 1. Advise Dryandra Timber Products, the owners of 58 Austral Street Cuballing, of Council's interest in purchasing 58 Austral Street;**
- 2. Obtain an independent valuation of 58 Austral Street;**
- 3. Authorise the out of budget expenditure to obtain an independent valuation of 58 Austral Street;**
- 4. Advise Dryandra Timber Products that Council will consider submitting an offer to purchase the property upon consideration of the independent valuation;**
- 5. Undertake to obtain further information about the ability of Council to access Lot 15 Austral street should Council purchase 58 Austral Street; and**
- 6. Investigate alternative sites to relocate the Shire operations currently conducted on 58 Austral street**

**Moved: Cr Newman**

**Seconded: Cr Ballantyne**

**Carried 6/0**

**12. NEXT MEETING**

Thursday 21<sup>st</sup> May 2015 at 3.00pm at the Shire of Cuballing Council Chambers.

**13. CLOSURE OF MEETING**

There being no further business, the Shire President, Cr Conley, closed the meeting at 5.00pm.