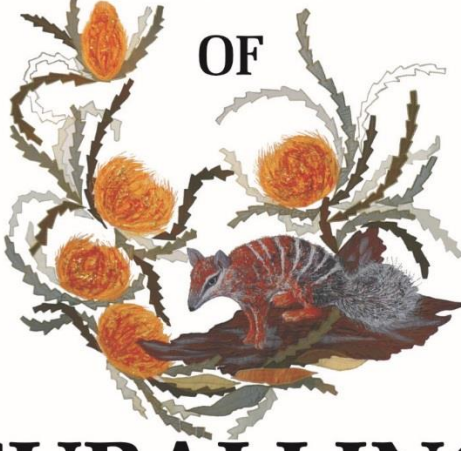


SHIRE OF CUBALLING



*A progressive, diverse and caring community,
with access to modern services and infrastructure,
in a unique part of the world*

MINUTES

of the

Ordinary Meeting of Council

held

THURSDAY 15th DECEMBER 2016

Shire of Cuballing
Council Chambers
Campbell Street, Cuballing

These minutes were confirmed at the Ordinary Meeting held on Thursday 16th February 2017.

Signed.....

Cr Mark Conley, Shire President

Thursday 16th February 2017

DISCLAIMER

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In particular and with derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Cuballing during the course of any meeting is not intended to be and is not taken as notice or approval from the Shire of Cuballing. The Shire of Cuballing warns that anyone who has an application lodged with the Shire of Cuballing must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of that application and any conditions attaching to the decision made by the Shire of Cuballing in respect of the application.

Agenda

1.	DECLARATION OF OPENING:	2
2.	ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:	2
2.1.1	Attendance	2
2.1.2	Apologies	2
2.1.3	Leave of Absence	2
3.	STANDING ORDERS:	2
4.	PUBLIC QUESTION TIME:	2
4.1	RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE:	2
4.2	WRITTEN QUESTIONS PROVIDED IN ADVANCE:	2
4.3	PUBLIC QUESTIONS FROM THE GALLERY:	3
5.	APPLICATIONS FOR LEAVE OF ABSENCE:	3
6.	CONFIRMATION OF MINUTES:	3
6.1.1	Ordinary Meeting of Council held on Thursday 17 th November 2016	3
6.1.2	Annual Electors Meeting of Council held on Thursday 17 th November 2016	3
7.	PETITIONS/DEPUTATIONS/PRESENTATIONS/ SUBMISSIONS:	3
8.	DISCLOSURE OF FINANCIAL INTEREST:	3
9.	REPORTS OF OFFICERS AND COMMITTEES:	4
9.1	DEPUTY CHIEF EXECUTIVE OFFICER:	4
9.1.1	List of Accounts Submitted for Council Approval and Payment – November 2016	4
9.1.2	Statement of Financial Activity	10
9.1.3	Delegation Register – Purchase Orders	35
9.1.4	Contiguous Valuations Policy	38
9.2	CHIEF EXECUTIVE OFFICER:	43
9.2.1	Council Meeting Schedule 2017	43
9.2.2	Shire of Cuballing Local Authority Series Vehicle Number Plates - Update Shire	47
9.2.3	Oversize Outbuilding – 95 Clifford Street, Cuballing	50
9.2.4	Planning Application – Use Not Listed – Transport Depot – Lot 561 Great Southern Highway (Cowcher Street), Yornaning	59
9.2.5	Planning Application – Shop – 208 (Lot 6) Cuballing East Road, Cuballing	72
9.2.6	Cuballing/Popanyinning Bushfire Hazard Level Assessment	87
9.3	WORKS MANAGER:	143
9.4	ENVIRONMENTAL HEALTH OFFICER:	143
9.5	BUILDING OFFICER:	143
10.	ELECTED MEMBERS’ MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN:	143
11.	URGENT BUSINESS WITHOUT NOTICE WITH THE APPROVAL OF THE PRESIDENT OR MEETING:	143
11.1.1	Urgent Business – Debt Write Off	143
11.1.2	Partial Sundry Debtor Write Off	146
12.	CONFIDENTIAL ITEMS:	146
13.	NEXT MEETING	146
14.	CLOSURE OF MEETING:	146

1. DECLARATION OF OPENING:

The Shire President, Cr Conley, declared the meeting open at 3:02pm.

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:

2.1.1 Attendance

Cr Mark Conley
Cr Eliza Dowling
Cr Scott Ballantyne
Cr Tim Haslam
Cr Roger Newman
Cr Dawson Bradford

President
Deputy President

Mr Gary Sherry
Ms Tonya Williams
Mr Bruce Brennan

Chief Executive Officer
Deputy Chief Executive Officer
Works Supervisor

2.1.2 Apologies

Nil

2.1.3 Leave of Absence

Nil

3. STANDING ORDERS:

OFFICER'S RECOMMENDATION:

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

Moved: Cr Ballantyne

Seconded: Cr Newman

Carried 6/0

4. PUBLIC QUESTION TIME:

4.1 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE:

Nil

4.2 WRITTEN QUESTIONS PROVIDED IN ADVANCE:

Nil

4.3 PUBLIC QUESTIONS FROM THE GALLERY:

Nil

5. APPLICATIONS FOR LEAVE OF ABSENCE:

Cr Dowling requested Leave of Absence for the Ordinary Meeting of Council to be held on Thursday 16th February 2017.

COUNCIL DECISION:

That Cr Dowling be granted Leave of Absence for the Ordinary Meeting of Council to be held on Thursday 16th February 2017.

Moved: Cr Ballantyne

Seconded: Cr Bradford

Carried 6/0

6. CONFIRMATION OF MINUTES:

6.1.1 Ordinary Meeting of Council held on Thursday 17th November 2016

COUNCIL DECISION:

That the minutes of the Ordinary Meeting of Council held on Thursday 17th November 2016 be confirmed as a true record of proceedings.

Moved: Cr Dowling

Seconded: Cr Newman

Carried 6/0

6.1.2 Annual Electors Meeting of Council held on Thursday 17th November 2016

COUNCIL DECISION:

That the minutes of the Annual Electors Meeting of Council held on Thursday 17th November 2016 be confirmed as a true record of proceedings.

Moved: Cr Haslam

Seconded: Cr Dowling

Carried 6/0

7. PETITIONS/DEPUTATIONS/PRESENTATIONS/ SUBMISSIONS:

Nil

8. DISCLOSURE OF FINANCIAL INTEREST:

Nil

9. REPORTS OF OFFICERS AND COMMITTEES:

9.1 DEPUTY CHIEF EXECUTIVE OFFICER:

9.1.1	List of Accounts Submitted for Council Approval and Payment – November 2016
-------	---

File Ref. No: N/A
Disclosure of Interest: Nil
Date: 2nd December 2016
Author: Nichole Gould
Attachments: 9.1.1A List of November 2016 Accounts

Summary

Council is to consider the November 2016 List of Accounts.

Background - Nil

Comment

Council is provided at Attachment 9.1.1A with a list of payments made from each of Council's bank accounts during the month of November 2016.

Strategic Implications - Nil

Statutory Environment – Nil

Policy Implications - Nil

Financial Implications - Nil

Economic Implication - Nil

Environmental Considerations - Nil

Consultation - Nil

Options

Council may resolve:

1. the Officer's Recommendation; or
2. to not note the list of accounts.

Voting Requirements – Simple Majority

COUNCIL DECISION:

That Council notes the Chief Executive Officer's List Of Accounts for November 2016 paid under Delegated Authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 included at:

1. Attachment 9.1.1A payments from:the Trust Fund totalling \$20,758.80; and
2. Attachment 9.1.1B payments from the Municipal Fund totalling \$135,580.36.

Moved: Cr Dowling

Seconded: Cr Newman

Carried 6/0

**LIST OF TRUST FUND ACCOUNTS DUE AND SUBMITTED TO COUNCIL
NOVEMBER 2016**

Chq/EFT	Name	Description	Amount
11116	Police Licensing	Licensing Payments	5,273.45
151116	Police Licensing	Licensing Payments	900.30
161116	Police Licensing	Licensing Payments	317.30
171116	Police Licensing	Licensing Payments	1,193.80
181116	Police Licensing	Licensing Payments	3,675.60
211116	Police Licensing	Licensing Payments	935.00
231116	Police Licensing	Licensing Payments	83.80
241116	Police Licensing	Licensing Payments	334.60
251116	Police Licensing	Licensing Payments	1,323.40
291116	Police Licensing	Licensing Payments	1,874.15
301116	Police Licensing	Licensing Payments	714.75
21116	Police Licensing	Licensing Payments	216.40
31116	Police Licensing	Licensing Payments	1,195.75
71116	Police Licensing	Licensing Payments	330.50
81116	Police Licensing	Licensing Payments	140.45
91116	Police Licensing	Licensing Payments	88.60
101116	Police Licensing	Licensing Payments	41.90
111116	Police Licensing	Licensing Payments	713.90
141116	Police Licensing	Licensing Payments	1,405.15
			20,758.80

**LIST OF MUNICIPAL FUND ACCOUNTS DUE AND SUBMITTED TO COUNCIL
NOVEMBER 2016**

Chq/EFT	Name	Description	Amount
161116	15 - Rent For Grader Driver House	Rent For Grader Driver House	360.00
161116	14 - Rent On Forrest Street	Rent On Forrest Street	600.00
161116	10 - Big Air Cloud Management	Big Air Cloud Management	116.49
181116	13 - ATO Clearing Account Bas	ATO Clearing Account Bas	18,972.00
281116	14 - Rent On Forrest Street	Rent On Forrest Street	600.00
301116	15 - Rent For Grader Driver House	Rent For Grader Driver House	360.00
21116	15 - Rent For Grader Driver House	Rent For Grader Driver House	360.00
71116	11 - Interest On Graders	Interest On Graders	777.20
71116	12 - Loan Repayment No. 63 Graders	Loan Repayment No. 63 Graders	2,937.08
EFT2525	DJ Superannuation	Superannuation Contributions	180.68
EFT2526	Narrogin Country Fresh Meats	1kg Bbq Sausages & 12 X Scotch Fillet Steaks	87.34
EFT2527	DJ Superannuation	Superannuation Contributions	180.68
EFT2528	ABCB C/O Loud Events	Registration Ncc Seminar Series 28/02/17 - D Baxter	160.00
EFT2529	Arnold Douglas Wilcox	Rates Refund For Assessment A157 289 Bullara Street Cuballing Wa 6311	262.17
EFT2530	Air Liquide Pty Ltd	Cylinder Fee G Size & E Size	132.18
EFT2531	Artistralia	Copyright Screening Of "Zootopia" On 9/12/16	385.00
EFT2532	Beaurepaires	2 X 11r22.5 Sp430 148/145l TI New Tyres Including Fitting	1,470.58
EFT2533	Bruce Brennan	50% Reimbursement Synergy - B Brennan	161.05
EFT2534	Builders Registration Board Building Commission	September & October 16 Building Forms	1,036.95
EFT2535	Boral Construction Materials Group	600 Litres Of Emulsion	726.00
EFT2536	Butler Settineri	Final Fee For Audit Year Ending 30 June 2016	1,540.00
EFT2537	Country Paint Supplies	Killrust White Paint 1l For Flag Pole	41.60
EFT2538	Covs	1 x Set 4 Flag Kit Orange & Yellow & 1 x Over Size Sign	266.32
EFT2539	Cuby Roadhouse	Postage & Freight	903.81
EFT2540	Cailes Gas Services	Rheem Valve Solenoid Assembly To Repair Hot Water Urn	216.50
EFT2541	Cuballing Golf Club	Local Government Zone Golf Day Held At Cuballing Golf Club	3,316.00
EFT2542	Edwards Motors Pty Ltd	60,000 Kms Service	761.70
EFT2543	Edge Planning & Property	Interim Invoice October 2016	4,385.81
EFT2544	Farmworks Ruralco	1 X 20l Bloom Cleaner	100.10
EFT2545	Filters Plus	Oil Filter & Fuel Filter For Generator	28.16
EFT2546	Great Eastern Motor Lodge	Accommodation On The 19/11/16 & 20/11/16 @ \$180 Per Night	360.00
EFT2547	Great Southern Fuel Supplies	October Account - Bulk Diesel	9,512.13
EFT2548	Great Southern Waste Disposal	Rubbish Removal 27/09/16 To 25/10/16 - Household Service X 250	4,294.40
EFT2549	Hanson Construction Materials	10mm Washed Single Size Granite 55.70 Tonne @ \$26.80 Per Tonne	9,518.50
EFT2550	JR & A Hersey P/L	5 x 5L Willow Water Bottles with Tap, 5 x 2.5L Willow Water Bottles & 1 x pair of Argle Boots with Side Zip - Phil Lawrence	492.80
EFT2551	Jason Signmakers	Grader Ahead Signs	462.00
EFT2552	Landgate	Geospatial Data (Mapping Update for Synergy Soft)	805.20

Chq/EFT	Name	Description	Amount
EFT2553	LGIS Risk Management	LGISWA Peel / Central Wheatbelt Regional Risk Coordination Programme 2016/17 1st Instalment	2,388.10
EFT2554	Lawn Doctor	Vertidrain Oval solid tines @ 1 pass, 20 x 20kg Fertilise & 20L of Jolt Herbicide, Travel & Accommodation	4,103.00
EFT2555	Makit Narrogin Hardware	2 x Brass Nipple, 1 x Reducing Brass Nipple, 1 x Snap Hook 16mm, 3 x Metal Cutting Disks, 50 x Metal Screws, 1 x Edging 19m, 2 x L Bruts	321.00
EFT2556	Market Creations	Synergy Backup in the Cloud October 2016	542.12
EFT2557	Mcdougall Weldments	Repair Water Tank Hydraulic Hoses & Fittings	422.41
EFT2558	Melchiorre Plumbing And Gas	Install PRV Valve for Toilet Cisterns & Travel	245.74
EFT2559	Narrogin Agricultural Repairs	2 x Pair Blades, Bolts, Washer, Nuts all to suit Howard & Face Shield with Ear Muffs	284.00
EFT2560	Narrogin Auto Electrics	Replace Blower Fan Motor Assembly & Fan, Check A/C Refrigerant Levels & Pressures	639.95
EFT2561	Narrogin Bearing Services	2 x Bearings for Broom	184.07
EFT2562	Narrogin Earthmoving And Concrete	Hire of Float to Move Rollers to Popo West Rd	408.38
EFT2563	Narrogin Fruit Market	Morning Tea 20pks	155.95
EFT2564	Narrogin Country Fresh Meats	1kg Sausages & 12 x Scotch Fillet Steaks	101.59
EFT2565	Narrogin Hire Service And Reticulation	12 x Nozzles for Sprinklers	287.50
EFT2566	Narrogin Packaging	2 x Boxes Toilet Rolls	123.85
EFT2567	Page Truck Hire	Loader Hire to Push up Rubbish Popanyinning Tip 3, 10, 17, 24 & 31/10/2016	2,970.00
EFT2568	Phill Watts Bulldozing	Popo Transfer Station Works 15.5hours	7,700.00
EFT2569	Primaries - Narrogin	4 x 25 pack 117cm Steel Fence Droppers	701.80
EFT2570	Road Signs Australia	Signs T Junction Left, T Junction Right, Sign "Modified Intersection Ahead", Posts & Caps & Bolts	1,391.50
EFT2571	SOS Office Equipment	Photocopier Meter Readings for DCVC4475 24/09/16 to 25/10/16	712.41
EFT2572	South West Print Group(Dynamic Print)	250 x Extra Large White Envelopes	976.00
EFT2573	Shire Of Broomehill - Tambellup	Certificate of Compliance Building AppNo 201617006	391.65
EFT2574	Staples Australia Pty Ltd	7 x Boxes A4 Copy Paper 80gsm White	286.68
EFT2575	Sunny Brushware Supplies	2 x Broom Brushes for B200 Sewell	1,850.20
EFT2576	Toll Ipec (Courier Australia)	Freight Charges - Road Signs Aust.	318.42
EFT2577	Total Undercar	Wheel Alignment Rotate all 4 Tyres	214.50
EFT2578	The West Australian	Bushfire Advertising	120.00
EFT2579	Tonya Williams	50% Reimbursement Synergy - T Williams	56.70
EFT2580	Westrac	1 x 208 10w Hydraulic Oil	988.44
EFT2581	Water Wise Water Trucks Australia Pty Ltd	3 x Solenoid Valves for Water Tank	1,107.87
EFT2582	Whitford Fertilisers Narrogin	Use of Weighbridge 5 x Rubbush Truck Weigh @ \$5.00 each	27.50

Chq/EFT	Name	Description	Amount
EFT2583	Woodlands Distributors & Agencies Pty Ltd	20 x Flexi White Posts	592.90
EFT2584	Sportspower Narrogin	Gift Voucher Narrogin Senior High School Commodore Award	100.00
184739	Australian Super	Superannuation contributions	408.90
184740	Hostplus Super	Superannuation contributions	209.84
184741	Matrix Superannuation	Superannuation contributions	65.96
184742	WA Local Government Super Plan	Superannuation contributions	12,803.16
184743	Westscheme Superannuation	Superannuation contributions	598.90
184744	Australian Super	Superannuation contributions	408.90
184745	Hostplus Super	Superannuation contributions	209.84
184746	Matrix Superannuation	Superannuation contributions	66.50
184747	WA Local Government Super Plan	Superannuation contributions	5,573.78
184748	Westscheme Superannuation	Superannuation contributions	707.33
184749	Building & Construction Industry Training	BCITF Forms September & October 16	1,112.86
184750	linet Limited	Internet - NBN Wireless Limitless Boost Inc LNM Calls - including Fees Setup for NBN Wireless Limitless Boost Internet	266.78
184751	Synergy	Electricity Charges - U3/22 Campbell St Cuby	3,237.05
184752	Shire Of Cuballing	Building Services - October 2016 - Labour 21hrs @ \$110 & Travel 177kms @ \$0.95	2,980.04
184753	Telstra	Service Charges - Shire Office	1,076.43
184754	Water Corporation	Water Charges - Standpipe Ridley Street Cuballing	1,141.30
184755	Sewell Sweepers	1 x Tail Wheel Screw for Broom	80.33
184757	Jason James Sampson	Return Of Bond - Cuballing Ag Hall 5/11/2016	200.00
184758	Thomas Edward Cook	Reimbursement For White Card Training With Aveling Online 24/11/16	65.00
241116	Commonwealth Bank (Credit Card)	Credit Card Fees November 2016	9.99
241116	Commonwealth Bank (Credit Card)	Cr Dowling Training Accommodation	150.86
241116	Commonwealth Bank (Credit Card)	Cr Conley Training Accommodation	301.73
241116	Commonwealth Bank (Credit Card)	OCN- Fuel	71.32
241116	Commonwealth Bank (Credit Card)	LGMA Conference	1,212.95
241116	Commonwealth Bank (Credit Card)	OCN - Fuel	47.84
241116	Commonwealth Bank (Credit Card)	CN039 - Fuel	53.51
241116	Commonwealth Bank (Credit Card)	Plant Supplies	1,819.60
241116	Commonwealth Bank (Credit Card)	White Card Training	65.00
241116	Commonwealth Bank (Credit Card)	Main Roads WA Oversize Permit CN272	50.00
			132,580.36

9.1.2 Statement of Financial Activity

Applicant:	N/A
File Ref. No:	ADM214
Disclosure of Interest:	Nil
Date:	6 th December 2016
Author:	Tonya Williams, Deputy Chief Executive Officer
Attachments:	9.1.2A Statement of Financial Activity

Summary

Council is to consider the Statement of Financial Activity for November 2016.

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

Discount amount was higher than budgeted, this will result in a permanent difference to the amount of Rates available for funding projects in the year.

Governance

Administration allocation expense is slightly higher than budgeted. LSL reimbursements from other Shire's was not budgeted but has been recouped.

Law, Order & Public Safety

Expenditure is lower than budgeted as the contract Ranger was not appointed until November, creating a timing difference.

Housing

Salary Sacrifice for Grader Driver House not commenced until September, this has created a permanent difference.

Community Amenities

Additional Planning Fees have been received. Maintenance costs are lower than expected. Manning of tip stations has occurred slightly later than expected, resulting in a timing difference.

Transport

Final Storm Damage claim works expenditure delayed, no further income has been claimed as a result. Road maintenance costs are higher than budgeted.

Economic Services

Building Surveyor costs are lower than budgeted. Loss on disposal is greater than budgeted due to the Fair Value revaluation of Plant & Equipment for 30th June 2016. Central Country Zone Golf Day expenditure was not budgeted for, this has no overall impact as all funds were paid out to the Cuballing Golf Club for running the day.

Other Property and Services

Private Works income under budget.

Capital Expenditure

Minor works ongoing for Capital projects. Regional Road Group expenditure was delayed due to a clearing permit application, works will continue in January. The changeover fee for the Building vehicle was higher than expected resulting in a lower total replacement cost for the vehicle.

Detailed breakdown of all variances provided in Note 2 of the Statement of Financial Activity.

Administration Allocations done to November 2016.

Depreciation expenses calculated to November 2016.

Strategic Implications - Nil

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications – Nil

Economic Implication - Nil

Environmental Considerations - Nil

Consultation - Nil

Options

Council may resolve:

1. the Officer's Recommendation; or
2. not to receive the Statement of Financial Activity.

Voting Requirements – Simple Majority

COUNCIL DECISION:

That the Statement of Financial Activity, as included at Attachment 9.1.2A, for the Shire of Cuballing for period ending 30th November 2016 be received.

Moved: Cr Bradford

Seconded: Cr Ballantyne

Carried 6/0

SHIRE OF CUBALLING

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 30 November 2016

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Monthly Summary Information	2 - 3
Statement of Financial Activity by Program	4
Statement of Financial Activity By Nature or Type	5
Statement of Capital Acquisitions and Capital Funding	6
Note 1 Significant Accounting Policies	7 - 10
Note 2 Explanation of Material Variances	11
Note 3 Net Current Funding Position	12
Note 4 Cash and Investments	13
Note 5 Budget Amendments	14
Note 6 Receivables	15
Note 7 Cash Backed Reserves	16
Note 8 Capital Disposals	17
Note 9 Rating Information	18
Note 10 Information on Borrowings	19
Note 11 Grants and Contributions	20
Note 12 Trust	21
Note 13 Details of Capital Acquisitions	22 - 26

**Shire of Cuballing
Information Summary
For the Period Ended 30 November 2016**

Key Information

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*.

Overview

Summary reports and graphical progressive graphs are provided on pages 2 - 3.

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 30 November 2016 of \$1,127,485.

Items of Significance

The material variance adopted by the Shire of Cuballing for the 2016/17 year is \$5,000 or 10% whichever is the greater. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

Capital Expenditure

Land and Buildings	▲	\$	61,063	Minor completion works
Infrastructure - Roads	▲	\$	326,484	Change to Capital Works
Plant and Equipment		-\$	1,170	No material variance

Capital Revenue

Grants, Subsidies and Contributions	▲	\$56,971	Additional Roads to Recovery
Proceeds from Disposal of Assets		(\$782)	No material variance

	Collected / Complete	Annual Budget	YTD Budget	YTD Actual
Significant Projects				
DREC Weather Shelter	0%	\$ 96,869	\$ -	\$ -
Popanyinning Transfer Station	9%	\$ 148,451	\$ 74,220	\$ 13,157
RRG - Wandering Narrogin Road	7%	\$ 496,800	\$ 248,301	\$ 34,432
Grants, Subsidies and Contributions				
Operating Grants, Subsidies and Contributions	54%	\$ 1,052,784	\$ 727,702	\$ 573,238
Non-operating Grants, Subsidies and Contributions:	37%	\$ 1,017,793	\$ 914,799	\$ 379,913
	46%	\$ 2,070,577	\$ 1,642,501	\$ 953,151
Rates Levied	99%	\$ 1,039,987	\$ 1,039,986	\$ 1,031,226

% Compares current ytd actuals to annual budget

Financial Position

		Prior Year	Current Year
Adjusted Net Current Assets	112%	\$ 1,003,026	\$ 1,127,485
Cash and Equivalent - Unrestricted	107%	\$ 873,722	\$ 933,358
Cash and Equivalent - Restricted	104%	\$ 1,264,809	\$ 1,317,596
Receivables - Rates	#DIV/0!	\$ -	\$ 133,047
Receivables - Other	43%	\$ 144,859	\$ 62,688
Payables	12%	\$ 104,083	\$ 12,675

% Compares current ytd actuals to prior year actuals at the same time

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of

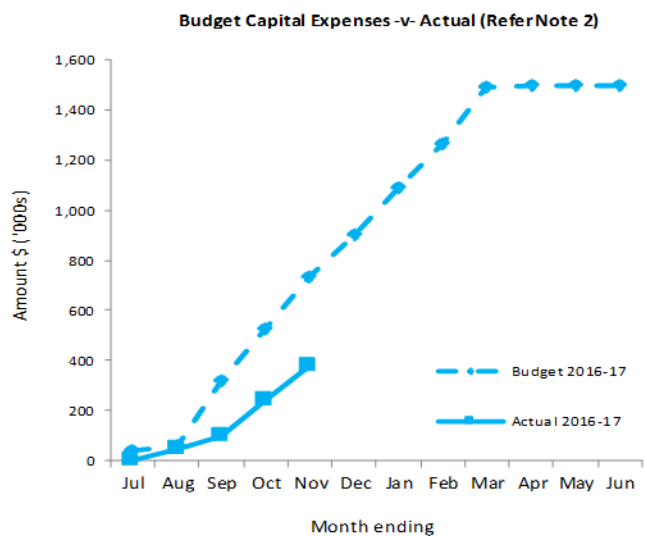
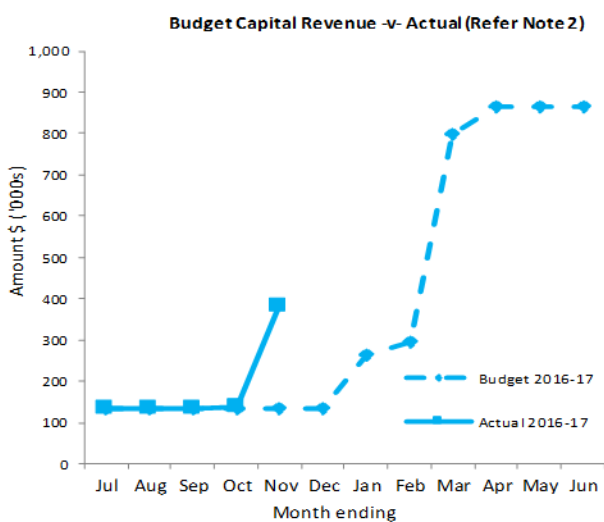
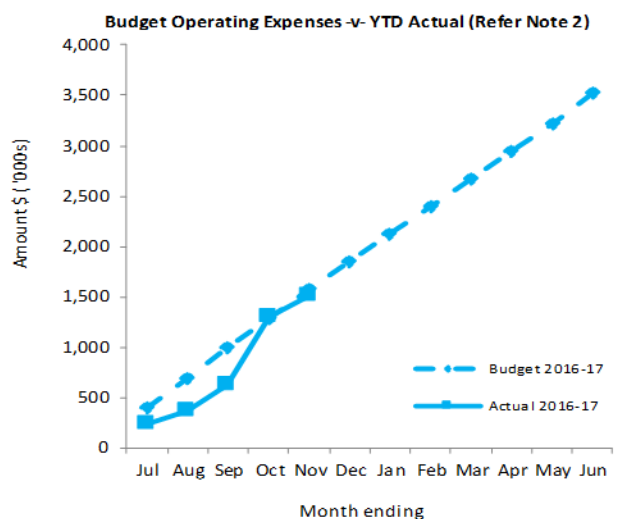
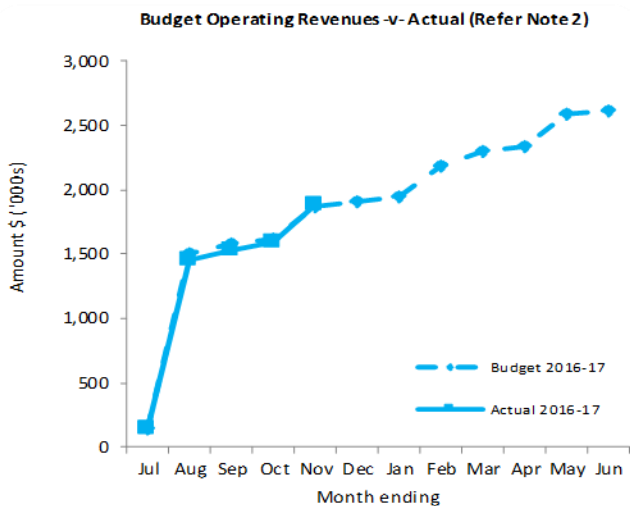
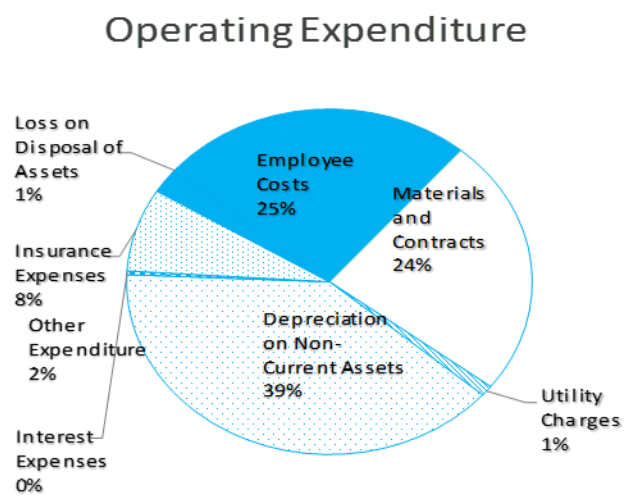
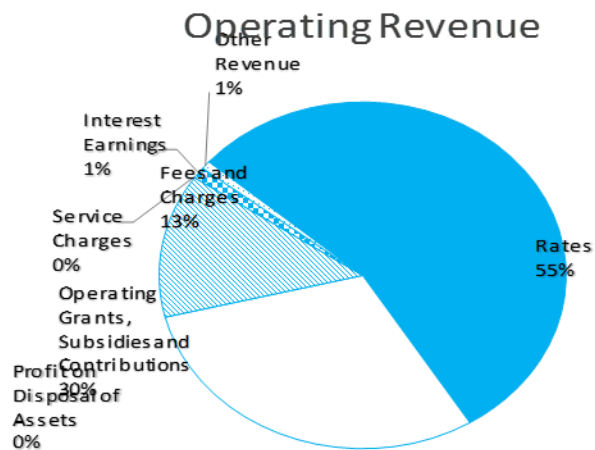
Preparation

Prepared by: Tonya Williams, DCEO

Reviewed by: Gary Sherry, CEO

Date prepared: 6th December 2016

Shire of Cuballing
Information Summary
For the Period Ended 30 November 2016



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF CUBALLING
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 November 2016

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)- (a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	3	169,358	169,029	169,029	0	0%	
Revenue from operating activities							
Governance		3,150	1,225	26,440	25,215	2058%	▲
General Purpose Funding	9	1,639,907	1,338,165	1,335,772	(2,394)	(0%)	
Law, Order and Public Safety		26,400	11,467	13,433	1,966	17%	
Health		1,500	571	1,204	633	111%	
Education and Welfare		0	0	0	0		
Housing		4,680	1,950	1,440	(510)	(26%)	
Community Amenities		58,350	57,485	62,185	4,700	8%	
Recreation and Culture		9,795	7,705	8,223	518	7%	
Transport		477,157	313,971	283,660	(30,311)	(10%)	
Economic Services		65,000	21,349	38,832	17,483	82%	▲
Other Property and Services		258,000	105,939	111,377	5,438	5%	
		2,543,939	1,859,827	1,882,564			
Expenditure from operating activities							
Governance		(126,635)	(74,628)	(65,708)	8,920	12%	▲
General Purpose Funding		(59,356)	(22,100)	(23,423)	(1,323)	(6%)	
Law, Order and Public Safety		(131,070)	(60,451)	(49,392)	11,059	18%	▲
Health		(40,339)	(16,395)	(16,765)	(370)	(2%)	
Education and Welfare		(54,439)	(5,470)	(5,606)	(136)	(2%)	
Housing		(51,022)	(20,885)	(22,132)	(1,247)	(6%)	
Community Amenities		(369,431)	(139,024)	(118,793)	20,231	15%	▲
Recreation and Culture		(283,284)	(123,385)	(133,238)	(9,853)	(8%)	
Transport		(2,043,332)	(874,616)	(880,988)	(6,372)	(1%)	
Economic Services		(145,495)	(58,479)	(66,585)	(8,106)	(14%)	▼
Other Property and Services		(224,687)	(146,203)	(123,238)	22,965	16%	▲
		(3,529,090)	(1,541,636)	(1,505,868)			
Operating activities excluded from budget							
Add back Depreciation		1,274,700	531,090	591,733	60,643	11%	▲
Adjust (Profit)/Loss on Asset Disposal	8	1,541	1,541	7,743	6,202	402%	▲
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		291,090	850,823	976,172			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	11	940,255	322,942	379,913	56,971	18%	▲
Proceeds from Disposal of Assets	8	18,597	18,597	17,815	(782)	(4%)	
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(291,390)	(74,220)	(13,157)	61,063	82%	▲
Infrastructure Assets	13	(1,092,512)	(578,292)	(251,808)	326,484	56%	▲
Plant and Equipment	13	(113,000)	(113,000)	(114,170)	(1,170)	(1%)	
Furniture and Equipment	13	0	0	0	0		
Amount attributable to investing activities		(538,050)	(423,973)	18,593			
Financing Activities							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0		
Transfer from Reserves	7	250,470	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(67,368)	(22,363)	(22,363)	0	0%	
Transfer to Reserves	7	(105,500)	(13,946)	(13,946)	0	0%	
Amount attributable to financing activities		77,602	(36,309)	(36,309)			
Closing Funding Surplus(Deficit)	3	0	559,569	1,127,485			

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer to Note 2 for an explanation of the reasons for the variance.

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

SHIRE OF CUBALLING
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 November 2016

	Note	Annual Budget \$	YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a) \$	Var. % (b)-(a)/(a) %	Var.
Opening Funding Surplus (Deficit)	3	169,358	169,029	169,029	0	0%	
Revenue from operating activities							
Rates	9	1,039,987	1,039,986	1,031,226	(8,760)	(1%)	
Operating Grants, Subsidies and Contributions	11	1,066,508	604,478	563,945	(40,533)	(7%)	
Fees and Charges		326,945	136,637	193,682	57,045	42%	▲
Service Charges		57,000	57,000	58,800	1,800	3%	
Interest Earnings		34,500	14,772	20,106	5,334	36%	▲
Other Revenue		19,000	8,495	14,806	6,311	74%	▲
Profit on Disposal of Assets	8	0	0	0			
		2,543,940	1,861,368	1,882,564			
Expenditure from operating activities							
Employee Costs		(823,752)	(321,968)	(373,840)	(51,872)	(16%)	▼
Materials and Contracts		(1,183,409)	(509,234)	(363,830)	145,404	29%	▲
Utility Charges		(44,470)	(15,630)	(14,969)	661	4%	
Depreciation on Non-Current Assets		(1,274,700)	(531,090)	(591,733)	(60,643)	(11%)	▼
Interest Expenses		(12,746)	(4,981)	(5,094)	(113)	(2%)	
Insurance Expenses		(125,274)	(125,273)	(117,488)	7,785	6%	
Other Expenditure		(63,200)	(33,460)	(31,172)	2,288	7%	
Loss on Disposal of Assets	8	(1,541)	(1,541)	(7,743)			
		(3,529,091)	(1,543,177)	(1,505,868)			
Operating activities excluded from budget							
Add back Depreciation		1,274,700	531,090	591,733	60,643	11%	▲
Adjust (Profit)/Loss on Asset Disposal	8	1,541	1,541	7,743	6,202	402%	▲
Amount attributable to operating activities		291,090	850,823	976,172			
Investing activities							
Grants, Subsidies and Contributions	11	940,255	322,942	379,913	56,971	18%	▲
Proceeds from Disposal of Assets	8	18,597	18,597	17,815	(782)	(4%)	
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(291,390)	(74,220)	(13,157)	61,063	82%	▲
Infrastructure Assets	13	(1,092,512)	(578,292)	(251,808)	326,484	56%	▲
Plant and Equipment	13	(113,000)	(113,000)	(114,170)	(1,170)	(1%)	
Furniture and Equipment	13	0	0	0	0		
Amount attributable to investing activities		(538,050)	(423,973)	18,593			
Financing Activities							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0		
Transfer from Reserves	7	250,470	0	0	0		
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(67,368)	(22,363)	(22,363)	0	0%	
Transfer to Reserves	7	(105,500)	(13,946)	(13,946)	0	0%	
Amount attributable to financing activities		77,602	(36,309)	(36,309)			
Closing Funding Surplus (Deficit)	3	0	559,569	1,127,485	567,916	101%	▲

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.

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

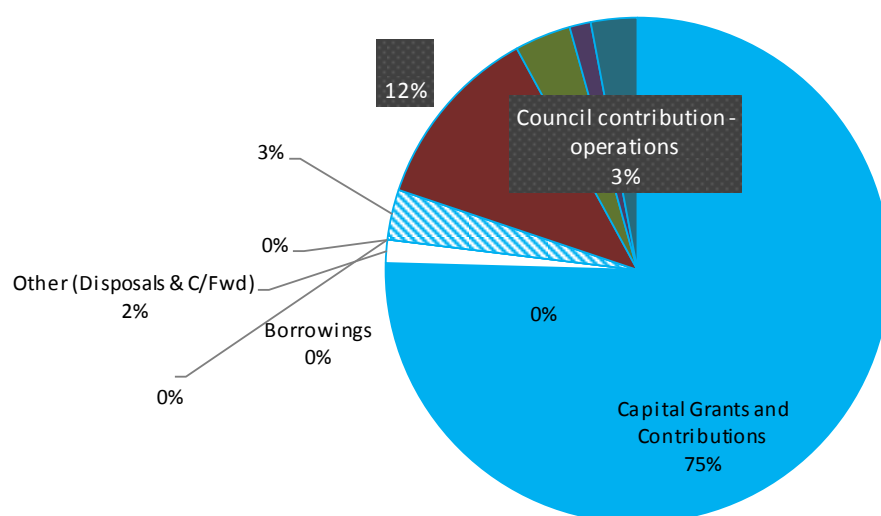
SHIRE OF CUBALLING
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 November 2016

Capital Acquisitions

	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Budget (d)	Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	0	0	74,220	291,390	13,157	(61,063)
Infrastructure Assets	13	0	0	578,292	1,092,512	251,808	(326,484)
Plant and Equipment	13	0	0	113,000	113,000	114,170	1,170
Capital Expenditure Totals		0	0	765,512	1,496,902	379,135	(386,377)

Capital acquisitions funded by:

Capital Grants and Contributions				914,799	940,255	379,913	
Borrowings				0	0	0	
Other (Disposals & C/Fwd)				18,597	18,597	17,815	
Council contribution - Cash Backed Reserves				0	250,470	0	
Plant and Equipment Reserve				0	0	0	
Administration Building and Office Equipment Reserve				0	0	0	
Housing Reserve				0	40,000	0	
Recreation and Community Facility Reserve				0	0	0	
Refuse Site Reserve				0	148,451	0	
Grain Freight Reserve				0	45,019	0	
Equestrian Reserve				0	17,000	0	
Council contribution - operations				(167,883)	37,110	(18,593)	
Capital Funding Total				765,512	1,246,432	379,135	

Budgeted Capital Acquisitions Funding

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 1: Significant Accounting Policies**(a) Basis of Accounting**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(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 12.

(c) Rounding Off Figures

All figures shown in this statement 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

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other 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.

(h) Inventories**General**

Inventories are measured 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

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed. Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point. Land held for sale 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 local government 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

(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 rates and periods are:

Asset	Years
Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
formation	not depreciated
pavement	50 years
seal	
bituminous seals	20 years
asphalt surfaces	25 years
Gravel Roads	
formation	not depreciated
pavement	50 years
gravel sheet	12 years
Formed roads	
formation	not depreciated
pavement	50 years
Footpaths - slab	20 years

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

(l) 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 Shire 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 Shire 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 the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(m) 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.

(n) 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.

(o) 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

(p) 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

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,

Profit on Asset Disposal

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

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 and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest

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 associate 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,

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

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.

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 State taxes. Donations and subsidies made to community groups.

(r) Program Classifications (Function/Activity)

City/Town/Shire operations as disclosed in these financial statements encompass the following service orientated activities/programs.

GOVERNANCE**Objective:**

To provide a decision making process for the efficient allocation of scarce resources.

Activities:

Includes the activities of members of council and the administrative support available to the council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific council services.

GENERAL PURPOSE FUNDING**Objective:**

To collect revenue to allow for the provision of services.

Activities:

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY**Objective:**

To provide services to help ensure a safer and environmentally conscious community.

Activities:

Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH**Objective:**

To provide an operational framework for environmental and community health.

Activities:

Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal

EDUCATION AND WELFARE**Objective:**

To provide services to disadvantaged persons, the elderly, children and youth.

Activities:

Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home and community care programs and youth services.

HOUSING**Objective:**

To provide and maintain elderly residents housing.

Activities:

Provision and maintenance of elderly residents housing.

COMMUNITY AMENITIES**Objective:**

To provide services required by the community.

Activities:

Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery

RECREATION AND CULTURE**Objective:**

To establish and effectively manage infrastructure and resource which will help the social well being of the

Activities:

Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other

TRANSPORT**Objective:**

To provide safe, effective and efficient transport services to the community.

Activities:

Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control.

Cleaning of streets and maintenance of street trees, street lighting etc.

ECONOMIC SERVICES**Objective:**

To help promote the shire and its economic wellbeing.

Activities:

Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.

OTHER PROPERTY AND SERVICES**Objective:**

To monitor and control City/Town/Shire overheads operating accounts.

Activities:

Private works operation, plant repair and operation costs and engineering operation costs.

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 2: Explanation of Material Variances

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2016/17 year is \$5,000 or 10% whichever is the greater.

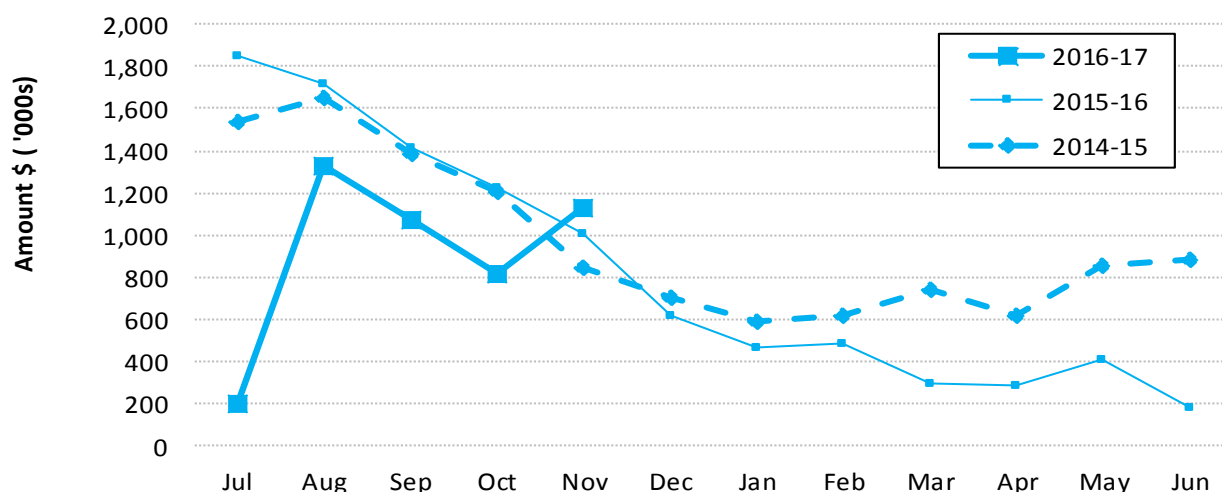
Reporting Program	Var. \$	Var. %	V	Timing/ Permane	Explanation of Variance
Operating Revenues					
General Purpose Funding	(2,394)	(0%)		Permanent	Discount amount higher than budgeted Creditor payment correction (double receipted) was made from 2015/16 in 2016/17 for \$1,058.26.
Governance	25,215	2058%	▲	Permanent	Reimbursements from LSL paid out. Administration Grant from DFES arrived different to budgeted (4,000).
Law, Order and Public Safety	1,966	17%		Timing	Additional Septic Approvals.
Health	633	111%		Timing	Salary sacrifice for Grader Driver House under Budgeted, as no employee payroll till Sept.
Housing	(510)	(26%)		Permanent	Additional Planning Application fees received.
Community Amenities	4,700	8%		Timing	Additional Rubbish Collection fees collected.
Recreation and Culture	518	7%		Timing	Additional Recreation center Hire fees Budgeted to have completed Storm Damage Works in Q1, has not occurred. Expected to have claimed some Blackspot Funding, not completed.
Transport	(30,311)	(10%)		Timing	Additional Building Licence fees received. Central Country Zone Gold Day fees, unbudgeted expense (paid to Cuballing Golf Club).
Economic Services	17,483	82%	▲	Timing	Private Works income under budget.
Other Property and Services	5,438	5%		Timing	
Operating Expense					
General Purpose Funding	(1,323)	(6%)		Timing	Administration Allocation slightly higher than budgeted.
Governance	8,920	12%	▲	Timing	Ranger costs lower than expected (contract Ranger not engaged until November), no invoices received.
Law, Order and Public Safety	11,059	18%	▲	Timing	No material variance.
Health	(370)	(2%)		Timing	No material variance.
Education & Welfare	(136)	(2%)		Timing	No material variance.
Housing	(1,247)	(6%)		Timing	Housing Maintenance slightly higher than budgeted. Tip maintenance costs lower than expected as manning of tip stations started later than budgeted. Rubbish Collection fees lower than expected. Town Planning consultant fees lower than budgeted.
Community Amenities	20,231	15%	▲	Timing	Maintenance costs on Recreation and Parks & Reserves more than budgeted.
Recreation and Culture	(9,853)	(8%)		Timing	Expenditure on final storm damage works delayed. Road maintenance costs higher than budgeted.
Transport	(6,372)	(1%)		Timing	Central Country Zone Golf Day payments to Cuballing Golf Club, unbudgeted expense (\$4,865). Yornaning Dam expenditure (5,000) budgeted but not spent.
Economic Services	(8,106)	(14%)	▼	Permanent	Private works expenditure less than expected. Loss on disposal is higher than budgeted due to Fair Value revaluations made for 30 June 2016.
Other Property and Services	22,965	16%	▲	Permanent	
Capital Revenues					
Grants, Subsidies and Contributions	56,971	18%	▲		Additional Roads to Recovery payments made as works schedule moved forward, due to delays with Regional Road Group projects.
Proceeds from Disposal of Assets	(782)	(4%)		Timing	No material variance
Capital Expenses					
Land and Buildings	61,063	82%	▲	Timing	Minor completion works undertaken at the Cuballing Transfer Station. Construction of Popanyinning Transfer Station will continue longer than budgeted, shed is constructed but fencing not due for completion until 2017.
Infrastructure - Roads	326,484	56%	▲	Timing	Change to Capital Works Program for the Summer due to factors outside of Council's control. All works still on track for completion.
Plant and Equipment	(1,170)	(1%)		Timing	No material variance
Furniture and Equipment	0				No material variance
Financing					
Loan Principal	0	0%			No material variance

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2016	30 Nov 2015	30 Nov 2016
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	129,820	869,868	933,270
Cash Restricted	11	0	3,854	0
Cash Reserves	4	1,303,650	1,264,809	1,317,596
Receivables - Rates	6	41,871	0	133,047
Receivables - Other	6	97,802	144,859	62,688
Interest / ATO Receivable/Trust		0	0	7,536
Inventories		3,619	7,197	3,619
		1,576,762	2,290,587	2,457,755
Less: Current Liabilities				
Payables and Provisions		(104,083)	(18,898)	(12,675)
		(104,083)	(18,898)	(12,675)
Less: Cash Reserves	7	(1,303,650)	(1,268,663)	(1,317,596)
Net Current Funding Position		169,029	1,003,026	1,127,485

Note 3 - Liquidity Over the Year**Comments - Net Current Funding Position**

FAGS Allocation in 16/17 is paid in quarterly installments, in 15/16 there was an advance.

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	374,826			374,826	CBA	0.00%	At Call
Investment Account	557,833			557,833	CBA	1.75%	At Call
Trust Bank Account			23,481	23,481	CBA	0.00%	At Call
Cash On Hand	700			700	N/A	Nil	On Hand
Reserves Account		2,904		2,904	CBA	0.00%	At Call
(b) Term Deposits							
Reserves Term Deposit 1		431,605		431,605	CBA	2.47%	09-Jan-17
Reserves Term Deposit 2		432,672		432,672	CBA	2.34%	05-Dec-16
Reserves Term Deposit 3		450,415		450,415	CBA	2.42%	02-Feb-17
Total	933,358	1,317,596	23,481	2,274,436			

Comments/Notes - Investments

Reserve Funds are on a rolling maturity schedule to maximise interest, linked to a Reserve transaction account.

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 5: Budget Amendments

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption						0
	Permanent Changes						0
							0
	Changes Due to Timing						0
							0
							0
				0	0	0	

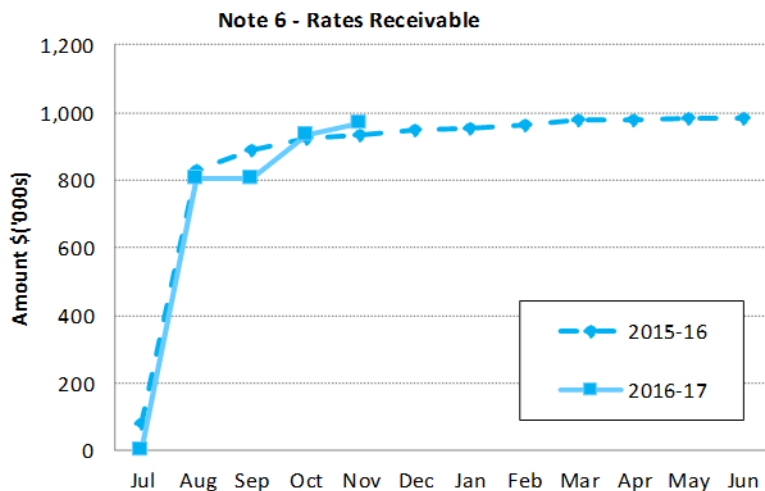
SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 November 2016

Note 6: Receivables

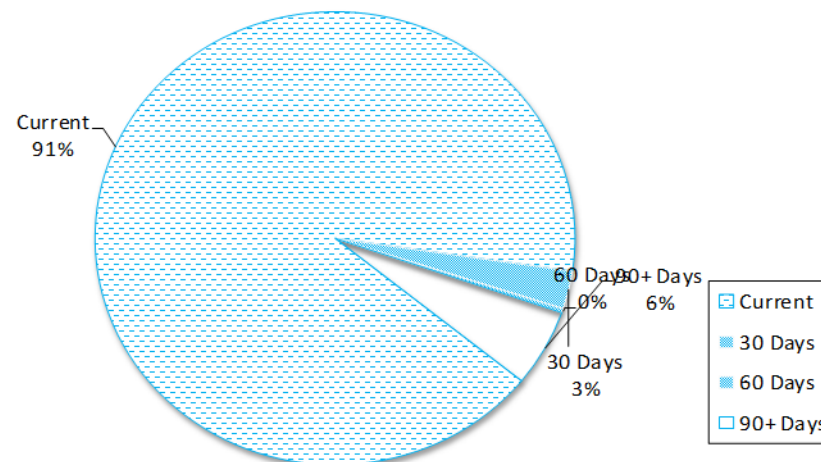
Receivables - Rates Receivable	30 Nov 2016	30 June 2016
	\$	\$
Opening Arrears Previous Years	47,139	39,377
Levied this year	1,031,226	996,640
Less Collections to date	(970,456)	(988,878)
Equals Current Outstanding	107,908	47,139
Net Rates Collectable	107,908	47,139
% Collected	89.99%	95.45%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	57,350	1,699	183	3,456	62,688
Balance per Trial Balance					
Sundry Debtors					62,688
Receivables - Other					7,536
Total Receivables General Outstanding					70,223

Amounts shown above include GST (where applicable)



Note 6 - Accounts Receivable (non-rates)



Comments/Notes - Receivables Rates

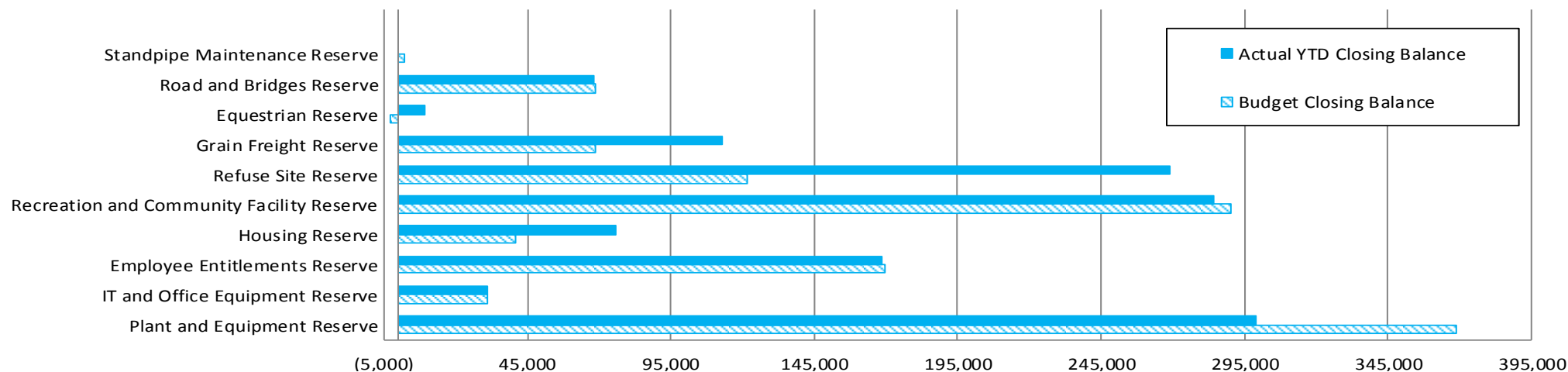
Rates Issue Date - 5th August 2016
 Discount Period Ends - 26 August 2016
 Rates Due - 9 September 2016
 81 on Instalment Option

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 7: Cash Backed Reserve

Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant and Equipment Reserve	295,806	4,538	3,164	68,500	0	0	0	368,844	298,970
IT and Office Equipment Reserve	30,555	469	327	0	0	0	0	31,024	30,882
Employee Entitlements Reserve	166,928	2,561	1,786	0	0	0	0	169,489	168,713
Housing Reserve	74,799	1,148	800	5,000	0	(40,000)	0	40,947	75,600
Recreation and Community Facility Reserve	281,087	4,312	3,007	5,000	0	0	0	290,399	284,094
Refuse Site Reserve	265,878	4,079	2,844	0	0	(148,451)	0	121,506	268,722
Grain Freight Reserve	111,783	1,715	1,196	0	0	(45,019)	0	68,479	112,979
Equestrian Reserve	9,288	142	99	5,000	0	(17,000)	0	(2,570)	9,387
Road and Bridges Reserve	67,527	1,036	722	0	0	0	0	68,563	68,249
Standpipe Maintenance Reserve	0	0	0	2,000	0	0	0	2,000	0
	1,303,650	20,000	13,946	85,500	0	(250,470)	0	1,158,680	1,317,596

Note 7 - Year To Date Reserve Balance to End of Year Estimate



SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 8: Disposal of Assets

Asset Number	Asset Description	YTD Actual				Amended Budget			
		Net Book Value	Proceeds	Profit (Loss)	Net Book Value	Proceeds	Profit (Loss)		
		\$	\$	\$	\$	\$	\$	\$	
	Plant and Equipment								
3	CN027 Mitsubishi Triton (Building)	25,558	17,815	(7,743)	20,137	18,597	0	(1,541)	
		25,558	17,815	0	20,137	18,597	0	(1,541)	

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 9: Rating Information

	Rate in	Number of Properties	Rateable Value	YTD Actual			Amended Budget				
				Rate Revenue	Interim Rates	Back Rates	Total Revenue	Rate Revenue	Interim Rate	Back Rate	Total Revenue
RATE TYPE	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV	6.9560	166	2,122,347	147,630	208	0	147,839	147,630	0	0	147,630
UV	0.7078	216	103,735,000	734,236	(1,397)	0	732,839	734,236	0	0	734,236
Sub-Totals		382	105,857,347	881,867	(1,189)	0	880,679	881,866	0	0	881,867
Minimum Payment	\$										
GRV	660.00	162	768,488	106,920	0	0	106,920	106,920	0	0	106,920
UV	840.00	130	11,239,152	109,200	0	0	109,200	109,200	0	0	109,200
Sub-Totals		292	12,007,640	216,120	0	0	216,120	216,120	0	0	216,120
		674	117,864,987	1,097,987	(1,189)	0	1,096,799	1,097,986	0	0	1,097,987
Discount							(65,478)				(58,000)
Write Off							(95)				
Amount from General Rates							1,031,226				1,039,987
Ex-Gratia Rates							0				0
Specified Area Rates							0				0
Totals							1,031,226				1,039,987

Comments - Rating Information

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 2016/17 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 THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 10: Information on Borrowings

(a) Debenture Repayments

Particulars	Loan Date	Years	Principal at 1/07/2016	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
					Amended		Amended		Amended	
					Actual	Budget	Actual	Budget	Actual	Budget
					\$	\$	\$	\$	\$	\$
Transport										
Loan 62 - Loader	11/08/2008	10	66,034		7,784	31,925	58,250	34,109	1,101	3,617
Loan 63 - Graders	7/02/2014	8	223,124		14,578	35,442	208,546	187,682	3,993	9,129
			289,158	0	22,363	67,368	266,795	221,790	5,094	12,746

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

No new debentures were raised during the reporting period.

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016

Note 11: Grants and Contributions

	Grant Provider	Type	Opening Balance (a)	Budget Operating	Capital	YTD Budget	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	YTD Actual Revenue	
				\$	\$	\$				\$	
General Purpose Funding											
	Grants Commission - General	WALGGC	Operating	0	562,527	0	375,018	562,527	562,527	281,602	
	Grants Commission - Roads	WALGGC	Operating	0	313,774	0	209,183	313,774	313,774	157,060	
Law, Order and Public Safety											
	DFES Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Operating	0	21,900	0	14,600	21,900	21,900	11,300	
Recreation and Culture											
	Grants - Kidsport	Dept. of Communities	Operating	0	1,000	0	667	1,000	1,000	0	
	DREC Weather Shelter	R4R, Lotterywest, Contributions	Non-operating	0	0	76,369	50,913	76,369	76,369	0	
Transport											
	Direct Grant - Main Roads	Main Roads WA	Operating	0	75,045	0	50,030	75,045	75,045	75,045	
	Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	500,820	500,820	500,820	500,820	247,433	
	RRG Grants - Capital Projects	Regional Road Group	Non-operating	0	0	331,200	331,200	331,200	331,200	132,480	
	Blackspot Grant Funding	Main Roads WA	Non-operating	0	0	31,866	31,866	31,866	31,866	0	
	WANDRRA Storm Damage Funding	Main Roads WA	Operating	0	77,538	77,538	77,538	77,538	77,538	47,231	
Economic Services											
	Youth Day Grant	Dept. of Communities	Operating	0	1,000	0	667	1,000	1,000	0	
	Volunteer Day Grant	Dept. of Communities	Operating	0	1,000	0	667	1,000	1,000	1,000	
TOTALS				0	1,053,784	1,017,793	1,643,167	1,994,039	0	1,994,039	953,151
SUMMARY											
	Operating	Operating Grants, Subsidies and Contributions		0	1,052,784	77,538	727,702	1,052,784	0	1,052,784	573,238
	Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	0	0	0	0	0	0	
	Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	940,255	914,799	940,255	0	940,255	379,913
TOTALS				0	1,052,784	1,017,793	1,642,501	1,993,039	0	1,993,039	953,151

SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2016










Note 12: Trust Fund

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 01 Jul 2016	Amount Received	Amount Paid	Closing Balance 30 Nov 2016
	\$	\$	\$	\$
Bonds - Building	14,389	0	0	14,389
Bonds - Hall Hire	1,050	600	(600)	1,050
Commodine Tennis Club	3,090	0	0	3,090
Cuballing Country Festival	1,099	0	0	1,099
Cuballing Cricket Club	200	0	0	200
Yornaning Dam	0	500	0	500
Cuballing Football Association	566	0	0	566
Environment and Townscape Trust Fund	5,713	0	0	5,713
Police Licensing	5,148	107,643	(108,560)	4,231
Swipe Cards	1,545	0	0	1,545
	32,800	108,743	(109,160)	32,383













SHIRE OF CUBALLING
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 July 2016

Note 13: Capital Acquisitions

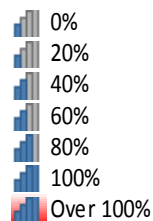
Assets	Account	YTD Actual			Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
 Level of completion indicator, please see table at the end of this note for further detail.								
Land & Buildings								
Governance								
	Shire Office Upgrade	04261	0	0	(21,250)	0	0	
	Governance Total		0	0	(21,250)	0	0	
Recreation And Culture								
	Skate Park Toilet Upgrade	11315	0	0	(24,820)	0	0	
	DREC Weather Shelter	11310	0	0	(96,869)	0	0	
	Recreation And Culture Total		0	0	(121,689)	0	0	
Community Amenities								
	Popanyinning Transfer Station	10742	0	(13,157)	(148,451)	(74,220)	61,063	
	Community Amenities Total		0	(13,157)	(148,451)	(74,220)	61,063	
	Land & Buildings Total		0	0	(13,157)	(74,220)	61,063	
Plant , Equip. & Vehicles								
Economic Services								
	Building Vehicle	13600	0	(38,270)	(43,000)	(43,000)	4,730	Budget - trade July
	Recreation And Culture Total		0	(38,270)	(43,000)	(43,000)	4,730	
Transport								
	Mower	12420	0	(19,900)	(20,000)	(20,000)	100	Budget - purchase Sept
	Machinery Float	12422	0	(56,000)	(50,000)	(50,000)	(6,000)	Budget - purchase Sept, additional equipment \$6,000
	Transport Total		0	(75,900)	(70,000)	(70,000)	(5,900)	
	Plant , Equip. & Vehicles Total		0	(114,170)	(113,000)	(113,000)	(1,170)	

Roads

Transport

	RRG - Wandering Narrogin Road	12115	0	0	(34,432)	(496,800)	(248,301)	213,869	J600
	R2R - Yornaning West Cement Stabilisation	12120	0	0	(1,980)	(71,895)	(35,937)	33,957	R005
	R2R - Victoria Road Sealing	12120	0	0	(4,301)	(68,720)	(34,344)	30,043	R122
	R2R - Popanyinning West Cement Stabilisation	12120	0	0	(1,980)	(68,021)	(33,996)	32,016	R002A
	R2R - Popanyinning West Road Realignment	12120	0	0	(171,061)	(244,096)	(122,001)	(49,060)	R002B
	R2R - Popanyinning West Reseals	12120	0	0	0	(54,013)	(26,994)	26,994	R002C
	R2R - Yornaning West Reseal	12120	0	0	0	(7,366)	(35,937)	35,937	R005A
	GFR - Cuballing East Cement Stabilisation	12115	0	0	0	(45,019)	(22,500)	22,500	J149 - Grain Freight Reserve
	BS - Stratherence Road/ Kerruish Road	12125	0	0	(17,663)	(14,149)	(7,065)	(10,598)	B064
	BS - Yornaning West Road	12125	0	0	(20,392)	(22,433)	(11,217)	(9,175)	B005
Transport Total			0	0	(251,808)	(1,092,512)	(578,292)	326,484	
	Roads Total		0	0	(251,808)	(1,092,512)	(578,292)	326,484	
	Capital Expenditure Total		0	0	(379,135)	(1,496,902)	(765,512)	386,377	

Level of Completion Indicators



Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

9.1.3 Delegation Register – Purchase Orders

Applicant:	N/A
File Ref. No:	ADM118
Disclosure of Interest:	Nil
Date:	28 th November 2016
Author:	Tonya Williams, Deputy Chief Executive Officer
Attachments:	9.1.3A Draft Purchasing Delegation

Summary

Council is to consider a delegation to allow the Works Supervisor to sign Purchase Orders up to the value of \$2,000.

Background

Section 5.46 of the Local Government Act 1995 requires that the Chief Executive Officer is to keep a register of the delegations made under the Act to the Chief Executive Officer and to employees and at least once every financial year.

The Delegation Register was last reviewed in its entirety in June 2016.

Comment

A review of the application of Council's Purchasing Policy has identified a Delegation that needs adjustment. Currently the Works Supervisor does not have the authority to purchase on behalf of the Shire of Cuballing unless formally appointed the Acting Manager of Works & Services. Not having this signing authority creates complications when the Works Supervisor is needing to authorise minor purchases or works in the temporary absence of the Manager of Works & Services.

The proposed delegation brings the Works Supervisor payment authority in line with the Administration Officer working in the Shire Administration office while ensuring all large purchases are authorised by the Chief Executive Officer, Deputy Chief Executive Officer or Manager of Works & Services.

A draft delegation is included at Attachment 9.1.3A to permit the Works Supervisor to authorise Purchase Orders in accordance with Council's Purchasing Policies up to the value of \$2,000.

The draft includes the amendments to the delegation highlighted in red.

Strategic Implications - Nil

Statutory Environment

Local Government Act 1996

5.42. Delegation of some powers and duties to Chief Executive Officer

(1) A local government may delegate* to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43.

* Absolute majority required.

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

5.46. Register of, and records relevant to, delegations to Chief Executive Officer's and employees

- (1) The Chief Executive Officer is to keep a register of the delegations made under this Division to the Chief Executive Officer and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
- (3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

Policy Implications – Nil

Financial Implications – Nil

Economic Implication - Nil

Environmental Considerations - Nil

Consultation - Nil

Options

Council may resolve:

1. the Officer's Recommendation; or
2. not resolve the Officer's Recommendation.

Voting Requirements – Absolute Majority

COUNCIL DECISION:

That Council adopts the draft Purchase Orders Delegation included at Attachment 9.1.3A to permit the Works Supervisor to authorise Purchase Orders in accordance with Council's Purchasing Policies up to the value of \$2,000.

Moved: Cr Dowling

Seconded: Cr Haslam

Carried 6/0

Administration

A2: Purchase Orders

The Chief Executive Officer is delegated authority to issue Purchase Orders for goods or services on behalf of the Shire of Cuballing.

Guidelines:

Issuing of a Council order is only permitted where sufficient funds have been allocated in Council's budget and the mode of purchase is in accordance with Council's Purchasing Policies.

Reference: Local Government Act 1995 section 5.42

On Delegation

To the following officers in the following manner:

Deputy Chief Executive Officer	up to orders of \$10,000
Manager Works & Services	up to orders of \$10,000
Administration Officer	up to orders of \$2,000
Works Supervisor	up to orders of \$2,000

9.1.4 Contiguous Valuations Policy

Applicant:	N/A
File Ref. No:	ADM118
Disclosure of Interest:	N/A
Date:	8th December 2016
Author:	Tonya Williams, Deputy Chief Executive Officer
Attachments:	9.1.4A Contiguous Valuations Policy

Summary

Council is to consider adopting a Policy for Contiguous Rating within the Shire to ensure consistency for all ratepayers.

Background

Currently the Shire of Cuballing has a number of Unimproved Valued (UV) properties that are being contiguously valued based on the following criteria that:

1. the land/location/lots are contiguous (touching);
2. the land/location/lots are used for one purpose; and
3. the land/location/lots are under the same ownership/ management.

Some Gross Rental Valued (GRV) properties are contiguously rated on the same criteria and others that would be eligible are not contiguously rated.

The draft Contiguous Valuation Policy included at Attachment 9.14A seeks to provide guidance to staff and ratepayers on the Contiguous Rating of GRV properties.

Comment

A request has been made by a ratepayer to contiguously rate a series of GRV properties. The investigation into this request highlighted that there is no consistent policy for the Shire in regards to the application of contiguous valuations, particularly for GRV properties.

The Draft Contiguous Valuations Policy outlines the criteria for properties to be contiguously valued and makes this consistent across UV and GRV valuations. Clear definitions are also provided. To obtain a Contiguous Valuation of properties documentation is required to prove the eligibility for contiguous valuations to ensure that the Policy is accurately applied. Contiguous Rating can only be considered by application of the land owner to the Shire.

There are currently 40 GRV Assessments in the Shire of Cuballing being Contiguously valued. There are currently 22 GRV rates assessments that could be combined with another assessment in a single, valuation. Most of the 22 rates assessments are minimum rated assessments.

Landgate have advised that once land is contiguously valued by the Valuer General this cannot be changed unless the Shire provides proof that the property no longer meets Landgates contiguous valuation guidelines and apply to have group rating disallowed.

Strategic Implications - Nil

Statutory Environment - Nil

Policy Implications - Nil

Financial Implications

The following table outlines the potential GRV Rates income impact if all listed owners applied to the Shire for Contiguous valuations and were approved.

The estimation of future rates income has been calculated based on the additional block (usually vacant) being absorbed into the adjoining property. This would result in the minimum Rate currently charged on that piece of Vacant Land no longer being received by Council.

If all the listed property owners were to apply and be approved by Council and Landgate for contiguous valuations, then the estimated total reduction in Rates income to Council would be \$15,180. This figure is an estimate only as without an Interim Valuation staff cannot determine what value the Valuer General would apply to each contiguous property. This figure is also for a full financial year, but a new valuation only applies from the time of the new valuation roll being issued.

Interim Valuations are purchased at Council's cost.

In future years Council could budget to increase rates income to the current years level. This would increase all individual GRV rates by greater percentage than the overall increase in rates.

ASSESS NO	TOWNSITE	CURRENTLY CONTIGUOUSLY VALUED	CURRENTLY SEPERATELY VALUED	CURRENT VALUATION	CURRENT RATES	FUTURE RATES
A110	Cuballing		*	\$2,280	\$660.00	\$ -
A111	Cuballing	*		\$ 10,920	\$759.60	\$759.60
A56	Cuballing		*	\$7,592	\$660.00	\$660.00
A57	Cuballing	*		\$1,620	\$660.00	\$ -
A54	Cuballing		*	\$ 13,780	\$958.54	\$958.54
A36	Cuballing	*		\$3,180	\$660.00	\$ -
A785	Cuballing		*	\$8,944	\$660.00	\$660.00
A789	Cuballing		*	\$4,050	\$660.00	\$ -
A735	Cuballing		*	\$1,680	\$660.00	\$ -
A734	Cuballing		*	\$1,680	\$660.00	\$ -
A17	Cuballing		*	\$ 11,960	\$831.94	\$831.94
A18	Cuballing		*	\$3,240	\$660.00	\$ -
A165	Cuballing		*	\$ 11,440	\$795.77	\$795.77
A166	Cuballing		*	\$3,990	\$660.00	\$ -
A107	Cuballing		*	\$ 13,780	\$958.54	\$958.54
A152	Cuballing		*	\$2,370	\$660.00	\$ -
A8	Cuballing	*		\$7,384	\$660.00	\$ -
A9	Cuballing	*		\$9,750	\$678.21	\$678.21
A130	Cuballing		*	\$ 10,660	\$741.51	\$741.51
A131	Cuballing		*	\$3,240	\$660.00	\$ -
A772	Cuballing		*	\$ 11,700	\$813.85	\$813.85
A746	Cuballing		*	\$2,100	\$660.00	\$ -
A1011	Cuballing		*	\$1,680	\$660.00	\$ -
A121	Cuballing		*	\$1,680	\$660.00	\$660.00
A55	Cuballing		*	\$1,680	\$660.00	\$ -
A93	Cuballing		*	\$ 11,180	\$777.68	777.68

ASSESS NO	TOWNSITE	CURRENTLY CONTIGUOUSLY VALUED	CURRENTLY SEPERATELY VALUED	CURRENT VALUATION	CURRENT RATES	FUTURE RATES
A122	Cuballing		*	\$ 10,296	\$716.19	\$716.19
A935	Cuballing		*	\$2,100	\$660.00	\$ -
A718	Cuballing	*		\$9,672	\$672.78	\$672.78
A844	Cuballing		*	\$ 480	\$660.00	\$ -
A996	Cuballing		*	\$ 510	\$660.00	\$ -
A997	Cuballing		*	\$ 765	\$660.00	\$ -
A228	Popanyinning		*	\$2,790	\$660.00	\$ -
A951	Popanyinning		*	\$ 16,900	\$1,175.56	\$1,175.56
A175	Popanyinning	*		\$8,216	\$660.00	\$660.00
A695	Popanyinning		*	\$1,860	\$660.00	\$ -
A188	Popanyinning		*	\$ 177	\$660.00	\$660.00
A189	Popanyinning		*	\$ 177	\$660.00	\$ -
A915	Popanyinning		*	\$ 177	\$660.00	\$ -
A193	Popanyinning		*	\$ 297	\$660.00	\$660.00
A970	Popanyinning		*	\$ 297	\$660.00	\$ -
					\$29,020.17	\$13,840.17
						-\$ 15,180.00

Economic Implication - Nil

Environmental Considerations - Nil

Consultation

Staff reviewed the Landgate guidelines and consulted with neighbouring Shires in the development of this Policy.

Options

Council may resolve:

1. the Officer's Recommendation;
2. not resolve the Officer's Recommendation and seek further information.

Voting Requirements – Simple Majority

COUNCIL DECISION:

That Council adopt the draft policy for Contiguous Rating within the Shire of Cuballing included at attachment 9.1.4A.

Moved: Cr Haslam

Seconded: Cr Ballantyne

Carried 6/0

1.1 Contiguous Valuations

Policy Statement:

Definitions

"Contiguous" means:

- a) Where survey boundaries abut or adjoin;
- b) Where locations or lots are separated by a road, drain or watercourse reserve, they may be deemed contiguous; or
- c) In exceptional circumstances, some properties may be deemed by the Valuer General to be contiguous, even though their boundaries do not strictly adjoin. In such cases the matter should be referred to the Valuer General or appropriate Chief Valuer, who may be guided by advice provided by the local government.

"Same Ownership" means

- a) Same names as per Certificate of Title; and/or
- b) Ratepayers name for recording on the Valuation Rolls, advised by the local government authority

Principles

Group Valuations for Contiguous Unimproved Valuation (UV) Properties

That where a ratepayer applies to have their currently separately valued properties assessed for contiguous valuation, application be made to the Valuer Generals Office on land/location/lots that meet all of the following requirements;

1. That land/location/lots are contiguous;
2. That the land/location/lots are used for one purpose; and
3. That the land/location/lots are under the same ownership/ management.

and must provide the following documentation:

1. A statutory declaration detailing the land is used for one purpose, ownership details, and a statement of who the ratepayer will be in the rate book; and
2. Copies of Certificates of Titles, Lease Documents or a statement from all 'Title Holders' confirming that the land is under one management.

Group Valuations for Contiguous Gross Rental Valuation (GRV) Properties

That where a ratepayer applies to have their currently separately valued properties assessed for contiguous valuation, application be made to the Valuer Generals Office on land/location/lots that meet all of the following requirements;

1. That land/location/lots are contiguous;
2. That the land/location/lots are used for one purpose; and
3. That the land/location/lots are under the same ownership/ management

And must provide the following documentation:

1. A statutory declaration detailing the land is used for one purpose; and
2. Copies of Certificates of Titles.

Guidelines:

To be exercised in accordance with the valuation of Land Act 1978, Sections 4 (1), 18, 23 and that final approval is granted by the Chief Executive Officer.

Objective:

This policy provides guidance and clarity on the treatment of contiguous valuation of land requests for UV and GRV of properties made to the Valuer Generals Office.

Resolution No:

Resolution Date:

9.2 CHIEF EXECUTIVE OFFICER:

9.2.1 Council Meeting Schedule 2017

File Ref. No: ADM239
Disclosure of Interest: Nil
Date: 30th November 2016
Author: Nichole Gould
Attachments: Nil

Summary

Council is to consider Ordinary/Special/Elector's Meeting dates, locations and starting time for 2017.

Background

It is a legislative requirement for the public in general to be advised in advance of all meeting dates, place and starting times to facilitate attendance or participation in Council Meetings. Unforeseen circumstances may dictate a change to this schedule and local advertising will inform Electors accordingly

Comment

This current meeting schedule has Council's Ordinary meetings held on a regular monthly interval. It has been considered appropriate that Council holds their meetings on the Thursday of the third week of each month, to fit with public holidays. The day on which the meeting would be held can be altered, but the draft schedule continues with Thursday as the Ordinary Meeting day for Council.

This current meeting schedule has Council's Ordinary meetings commencing at 3pm. This timing allows the informal Council Forum to commence at 1pm, be interrupted at 3pm and then recommence after the end of the meeting. The Department of Local Government's suggested schedule for Council activities is to hold formal Council meetings first and then informal Council Forums after the closure of the formal meeting. Should Council wish to implement this, a possible schedule would be to have Council meetings start at 3pm, Council forum commence after at say 5pm and continue to closure. The meal after Council meetings could be held slightly later.

Council currently holds all its meetings at the Council Chambers at the Cuballing Administration Centre. It would be relatively easy to hold a Council meeting in a different location as a one off event if Council thought there was benefit in such a move.

This proposed schedule includes 11 Ordinary Council Meetings. This schedule includes:

- most meetings are held four weeks after the preceding meeting with the exceptions of April 2017, July 2017, September 2017 and December 2017 which are held five weeks after the preceding meeting;
- an Annual Electors Meeting has been scheduled to be held on Thursday 16th November 2017 at the Council Chambers. While this date is staff's goal for holding the annual electors, the exact timing for this meeting is dictated by the speed of receiving Council's Audit Report and preparation of the Annual Report. This date is likely to be reviewed during 2017; and
- meetings starting at 3pm. This time could be separately altered to allow Council to make Council meetings more accessible to electors.

The proposed meeting schedule is included below:

No	Date	Type	Time
1	Thursday 16 February 2017	Ordinary Meeting	3:00 PM
2	Thursday 16 March 2017	Ordinary Meeting	3:00 PM
3	Thursday 20 April 2017	Ordinary Meeting	3:00 PM
4	Thursday 18 May 2017	Ordinary Meeting	3:00 PM
5	Thursday 15 June 2017	Ordinary Meeting	3:00 PM
6	Thursday 20 July 2017	Ordinary Meeting	3:00 PM
7	Thursday 17 August 2017	Ordinary Meeting	3:00 PM
8	Thursday 21 September 2017	Ordinary Meeting	3:00 PM
9	Thursday 19 October 2017	Ordinary Meeting	3:00 PM
10	Thursday 16 November 2017	Ordinary Meeting	3:00 PM
11	Thursday 16 November 2017	Annual Electors Meeting	6.30 PM
12	Thursday 21 December 2017	Ordinary Meeting	3:00 PM

Separate to the monthly meeting schedule, it is anticipated that Councillors will still meet on occasions to review or workshop individual matters.

Strategic Implications - Nil

Statutory Environment

Local Government (Administration) Regulations 1996

12. Public notice of council or committee meetings — s. 5.25(1)(g)

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —
 - (a) the ordinary council meetings; and
 - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.
- (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).
- (3) Subject to subregulation (4), if a special meeting of a council is to be open to members of the public then the local government is to give local public notice of the date, time, place and purpose of the special meeting.
- (4) If a special meeting of a council is to be open to members of the public but, in the CEO's opinion, it is not practicable to give local public notice of the matters referred to in subregulation (3), then the local government is to give public notice of the date, time, place and purpose of the special meeting in the manner and to the extent that, in the CEO's opinion, is practicable.

Policy Implications – Nil

Financial Implications

Local advertising in the Narrogin Observer will occur a relatively small charge that can be met with Council's budget allocation.

Economic Implications - Nil

Social Implications

Council has had a number of local residents and interested people attend Council's meetings in 2016. Council should allow for this to occur in 2017 if there is community.

Environmental Considerations - Nil

Consultation - Nil

Options

The Council can resolve:

1. the Officer's Recommendation; or
2. the Officer's Recommendation with minor amendments to times or venues; or
3. a different schedule of meetings, giving reasons for not accepting the Officer's Recommendation.

Voting Requirements - Simple Majority

OFFICER RECOMMENDATION:

That Council adopt the following Schedule of Council Meetings for 2017:

Thursday 16 February 2017	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 16 March 2017	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 20 April 2017	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 18 May 2017	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 15 June 2017	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 20 July 201	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 17 August 2017	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 21 September 2017	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 19 October 2017	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 16 November 2017	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 21 December 2017	Ordinary Meeting	3:00 PM	Council Chambers

COUNCIL DECISION:

That Council adopt the following Schedule of Council Meetings for 2017:

Thursday 16 February 2017	Ordinary Meeting	2:00 PM	Council Chambers
Thursday 16 March 2017	Ordinary Meeting	2:00 PM	Council Chambers
Thursday 20 April 2017	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 18 May 2017	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 15 June 2017	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 20 July 201	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 17 August 2017	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 21 September 2017	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 19 October 2017	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 16 November 2017	Ordinary Meeting	3:00 PM	Council Chambers
Thursday 21 December 2017	Ordinary Meeting	3:00 PM	Council Chambers

Moved: Cr Haslam

Seconded: Cr Dowling

Carried 6/0

9.2.2 Shire of Cuballing Local Authority Series Vehicle Number Plates - Update Shire

File Ref. No: ADM56
Disclosure of Interest: Nil
Date: 1st December 2016
Author: Gary Sherry
Attachments: 9.2.2A Examples of Shire of Cuballing Draft 10 Year Road Program Local Authority series vehicle number plates

Summary

Council is to consider updating the Shire of Cuballing logo used on the Shire of Cuballing's Local Authority Series vehicle number plates.

Background

Vehicles throughout Western Australia may contain registration plates denoting the place of registration or be related to an organisation, shire or district. This was originally by the use of up to three letters on the left side of the plate, followed by numbers on the right side.

The older district plates were issued in black characters on either a white or yellow background. Plates are now issued on the blue and white 'Brand WA' format.

A new series of Local Authority series plates was launched in 1993 and was designed to promote local pride. The plates have one to five numeric characters on the left side followed by the multi-colour local authority logo and one to three local authority identifying alpha characters on the right side with an optional slogan across the bottom.

An example of a current Shire of Cuballing Local Authority number plate is included at Attachment 9.2.2A.

Comment

The Shire of Cuballing logo registered with the department of Transport for the new series of local Shire plates is the Shire logo from 1993.

The Department of Transport have advised that Council can update the logo at any time upon Council's request. From that time on, all new and remade Shire of Cuballing Local Authority plates will have the updated logo. There is no cost for this service for Council, other than to provide the logo artwork.

An example of how the current Shire of Cuballing logo would look on Shire of Cuballing Local Authority plates can be seen at Attachment 9.2.2A.

Strategic Implications – Nil at this time.

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications

There are no direct financial implications for Council.

The Shire of Cuballing Local Authority plate series costs \$200 per plate. To update their Shire of Cuballing Local Authority plate will cost owners \$114.30 in 2016/17.

Economic Implications - Nil

Social Implications

The current Shire of Cuballing Local Authority plate series does look relatively plain in comparison to those of other local governments who have updated their logos.

Environmental Considerations – Nil

Consultation - Nil

Department of Transport

Options

The Council can resolve:

1. the Officer's Recommendation;
2. to not seek to update the Shire of Cuballing logo used on the Shire of Cuballing's Local Authority Series vehicle number plates.

Voting Requirements – Simple Majority

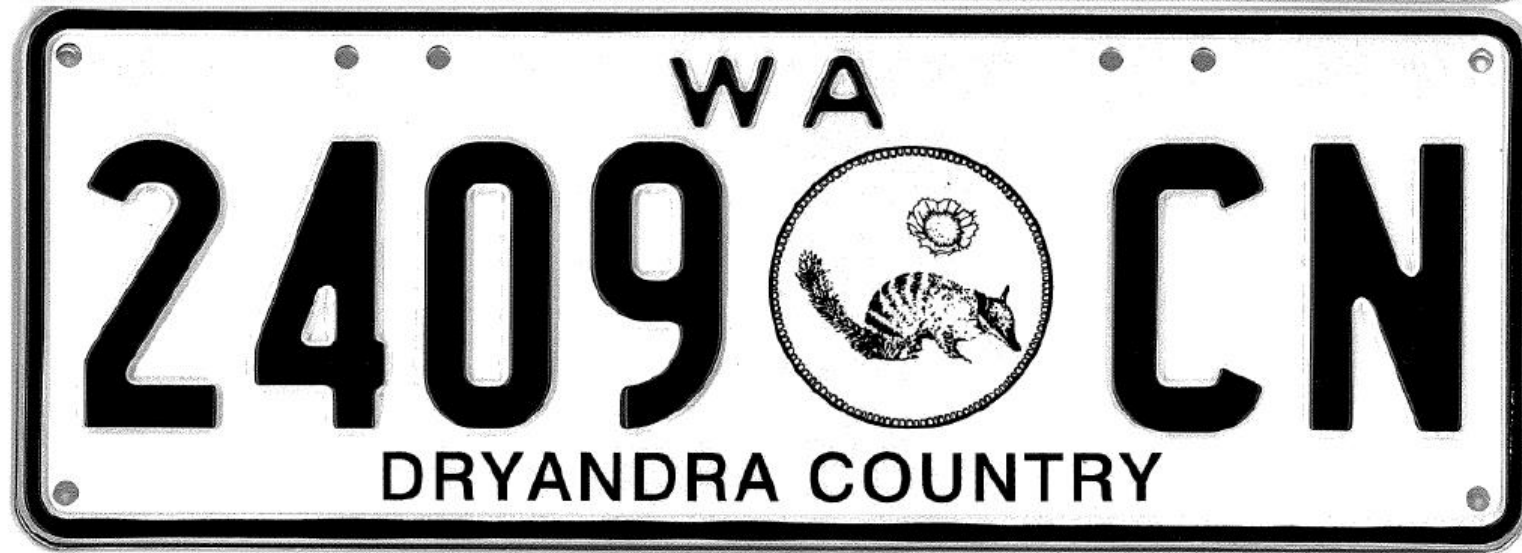
COUNCIL DECISION:

That Council seek to update the Shire of Cuballing logo used on the Shire of Cuballing's Local Authority Series vehicle number plates.

Moved: Cr Newman

Seconded: Cr Haslam

Carried 6/0



9.2.3 Oversize Outbuilding – 95 Clifford Street, Cuballing

Applicant:	Ms J Laver
File Ref. No:	A45
Disclosure of Interest:	Nil
Date:	5 th December 2016
Author:	Gary Sherry
Attachments:	9.2.3A Location Plan 9.2.3B Planning Application

Summary

Conditional Planning Approval is recommended for an oversized outbuilding at 95 Clifford Street, Cuballing.

Background

1. The application site

The site is located on the east side of Cuballing (see Attachment 9.2.3A). The property is 20,234m² in area and is largely cleared.

The property has two existing, small outbuildings. One is located adjacent to the dwelling and another set back from the northern property boundary. While the lot is largely cleared, some large tall vegetation remains on the property.

2. The application

An extension to an existing outbuilding is proposed to be constructed on the outbuilding adjacent to the northern property boundary, that will increase the size of that outbuilding to 11 metres x 11 metres (121m²).

The outbuilding extension is proposed to be a carport type construction, made in steel, to provide storage for trailers and other machinery.

The Planning Application is included at Attachment 9.2.3B.

3. Public consultation and submissions

The Shire Administration sent letters out to 4 adjoining/nearby landowners seeking comment on the proposed outbuilding.

The Shire received one submissions from a neighbouring property owner, indicating he has “no objection to proposed extension”. 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* (TPS2).

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 1,500m²;
- (i) Zincalume construction, where the total outbuilding does not exceed 85m² in total floor area;
 - (ii) Colourbond construction, where the total outbuilding does not exceed 120m² 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 170m² in total floor area.
- (f) Any application for planning approval which does not comply with the above shall be referred to Council for consideration.

The proposed area for this extended outbuilding is 121m². Because this area exceeds the maximum 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 LPPO in relation to the floor area. The proposed outbuilding, when combined with the existing outbuilding, will have a total area of 121m² which is over the 120m² limit as set out in the policy; and
- precedent implications relating to the floor area exceeding LPPO.

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 TPS2, Council policy, information provided by the applicant, the submissions relating to the Planning Application and the site characteristics. Conditional approval is recommended given:

- the area of the outbuilding is greater than LPPO of 121m². Given the that some tall remnant vegetation is retained on the lot and that the lot size remains very large, it suggested that this lot could accommodate a greater development height without appearing imposing on neighbouring properties;
- the Shire Administration wrote to 4 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 area of development, the Planning Application is consistent with the remainder of LPPO.

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 TPS2, 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. If the use of the outbuilding were to change to that of a home occupation or home business rather than for storage of vehicles and property, 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.

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 at this time

Social Implications - Nil

Economic Implication - Nil

Environmental Considerations - Nil

Consultation

Adjoining/nearby landowners were invited to make comment on the Planning Application. One neighbour advised the Shire that he had “no objection to the proposed extension”.

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 That Council approve the Planning Application for an outbuilding of 121m² in area, at 95 Clifford 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; and
4. the outbuilding is used for storage and is not used for commercial, industrial or habitable purposes or for accommodating livestock.

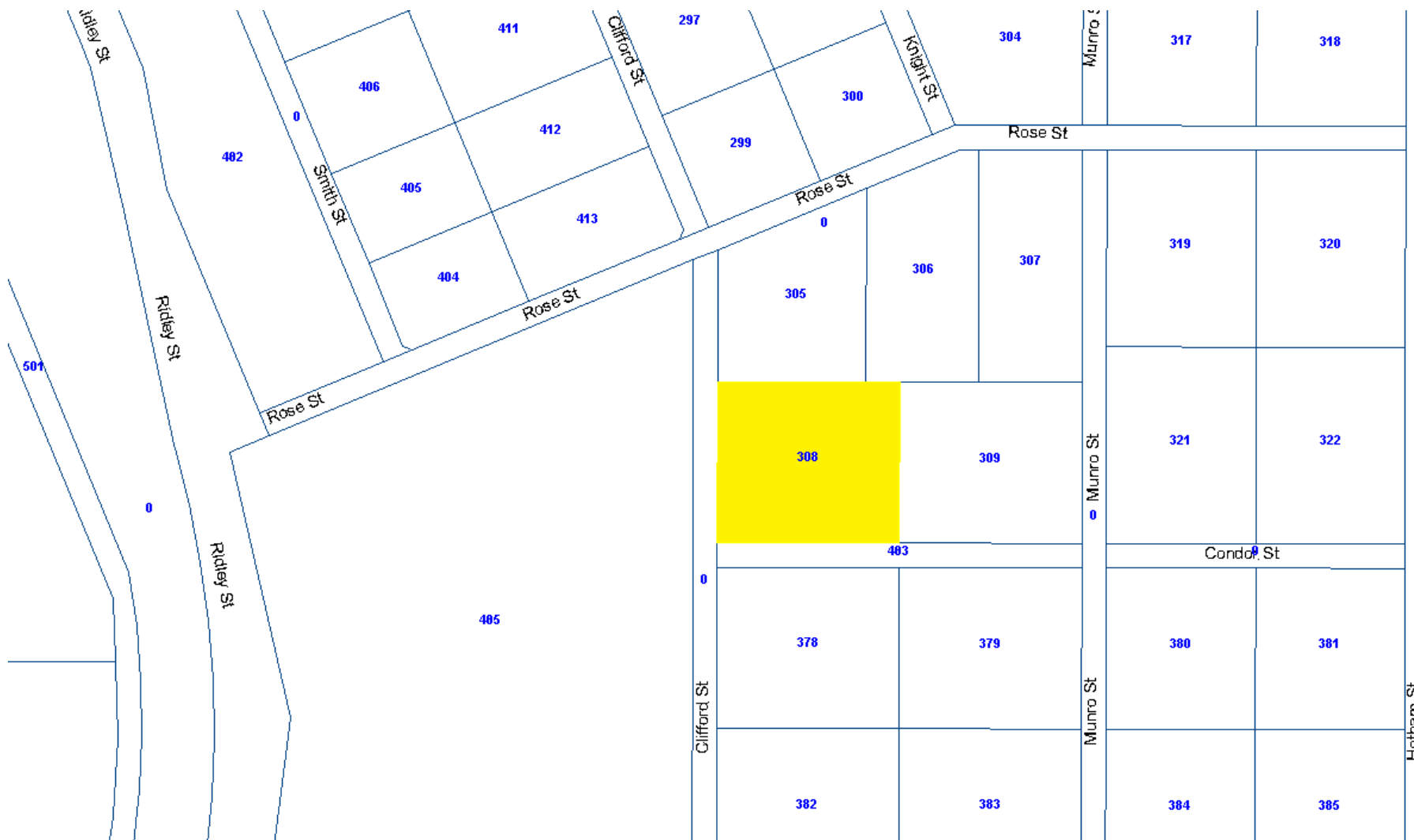
Advice

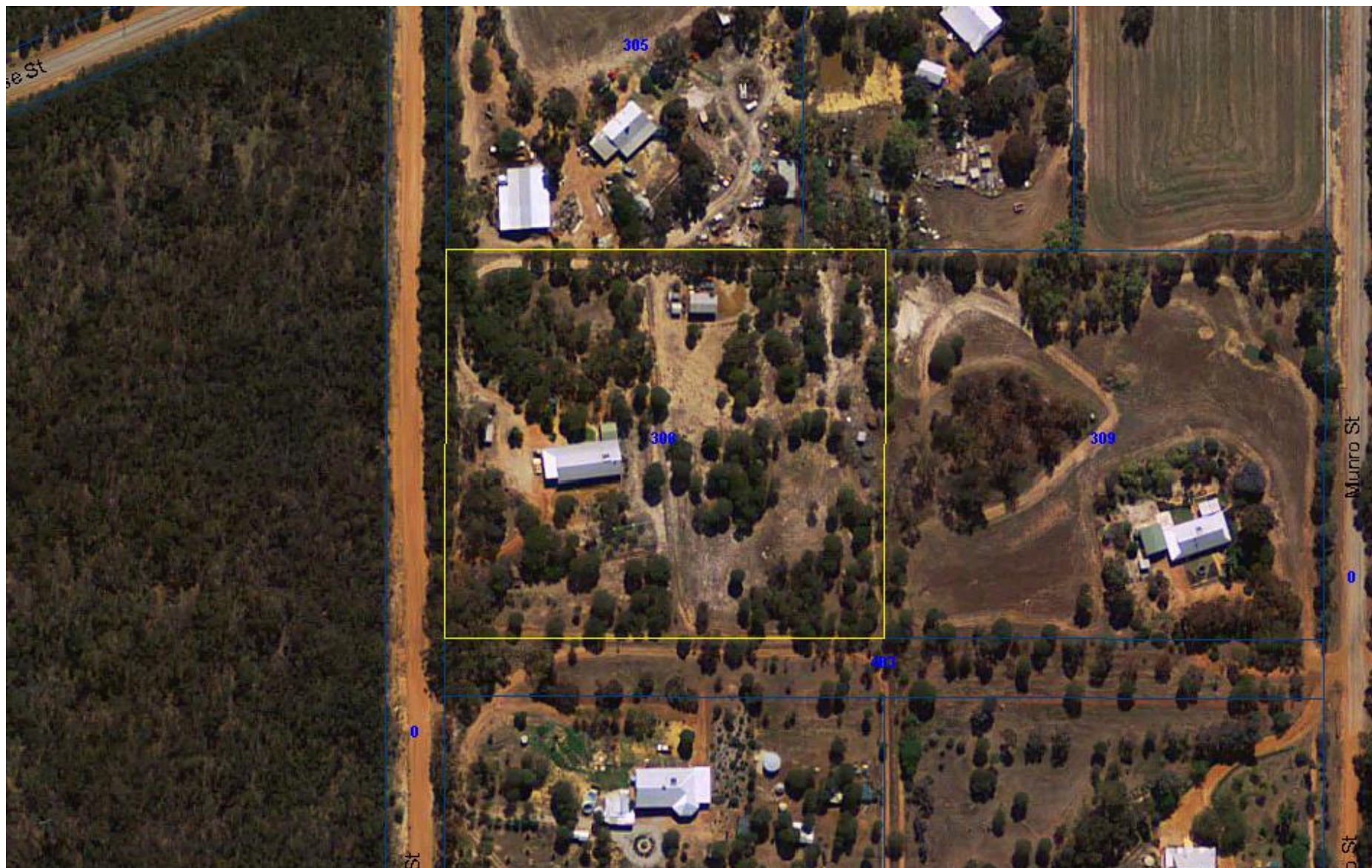
- A) In relation to Condition 3, stormwater from the proposed outbuilding is to be suitably detained on site (e.g. rainwater tanks, soakwells). Further, the proponent should in general, effectively manage run-off onto the adjoining properties.
- C) The proponent is advised that this Planning Approval 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 Newman

Seconded: Cr Bradford

Carried 6/0





APPLICATION FOR DEVELOPMENT APPROVAL

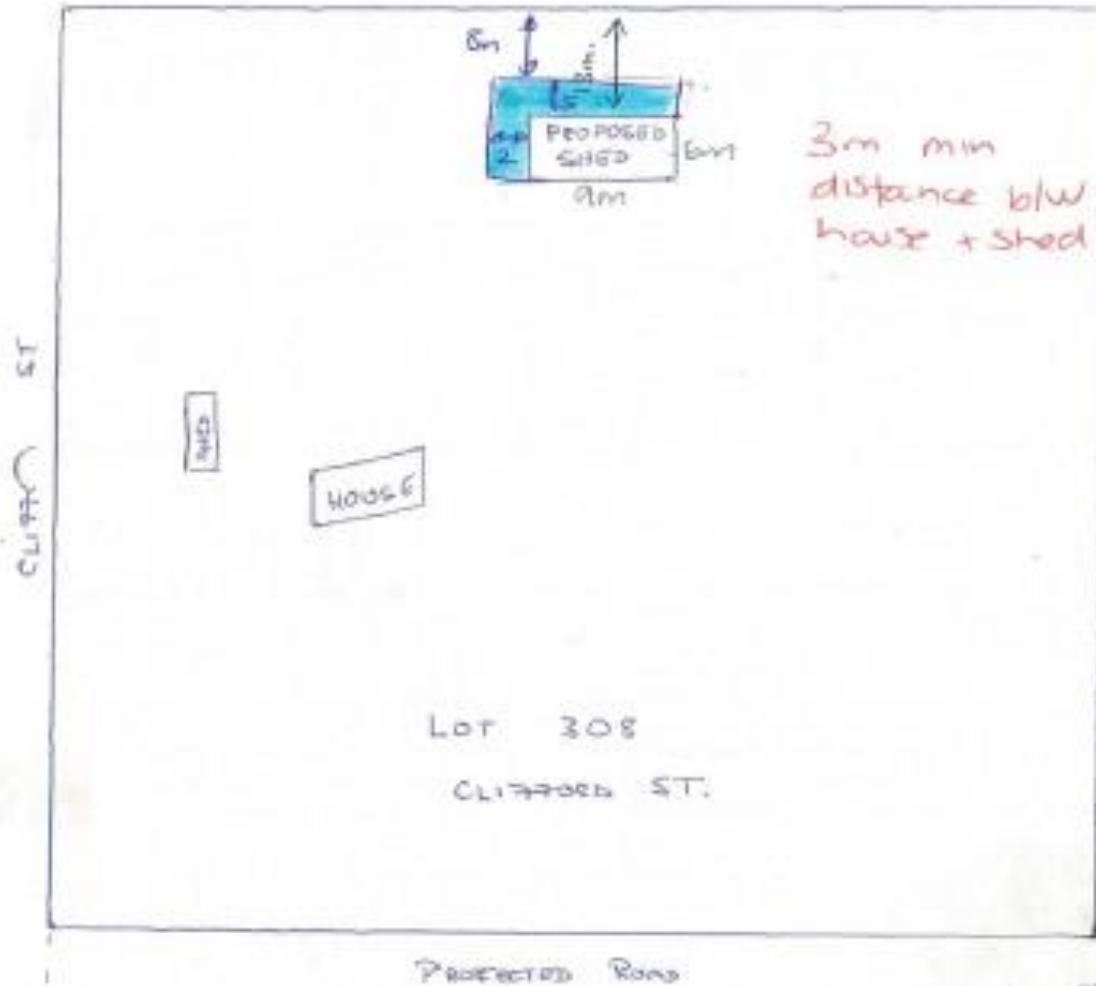
FORM 10/17

Owner Details		
Name: JENNIFER LAVIE		
ABN (if applicable):		
Address: 95 Clifton St, Cuballing		
Postcode:		
Phone:	Fax:	Email:
Work: 95210333		jml@westnet.com.au
Home: 95236135		
Mobile: 0437636166		
Contact person for correspondence: A/P		
Signature: <i>Jennifer Lavie</i>		Date: 18/11/16
Signature:		Date:
The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).		

Applicant Details (if different from owner)		
Name: A/P		
Address:		
Postcode:		
Phone:	Fax:	Email:
Work:		
Home:		
Mobile:		
Contact person for correspondence:		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Signature:		Date:

Property Details		
Lot No: 308	House/Street No: 95	Location No:
Diagram or Plan No:	Certificate of Title Vol. No:	Folio:
Title encumbrances (e.g. easements, restrictive covenants): N/A		
Street name: Clifford	Suburb: Cuballing	
Nearest street intersection: Rose		
Proposed Development		
Nature of development:	<input checked="" type="checkbox"/> Works <input type="checkbox"/> Use <input checked="" type="checkbox"/> Works and use	
Is an exemption from development claimed for part of the development? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If yes, is the exemption for: <input type="checkbox"/> Works <input type="checkbox"/> Use		
Description of proposed works and/or land use: Steel extension to existing shed for purpose of carrying protection for trailers, cars, machinery		
Description of exemption claimed (if relevant):		
Nature of any existing buildings and/or land use: Existing shed used for storage		
Approximate cost of proposed development: < \$10,000		
Estimated time of completion: 2017		
OFFICE USE ONLY		
Acceptance Officer's initials:	Date received:	
Local government reference No:		

COUNCIL COPY



all work must comply with BCA '96.

CUBALLING SHIRE COUNCIL

APPROVED

[Signature]

BL-3-96/97

Date - 20/9/96

9.2.4	Planning Application – Use Not Listed – Transport Depot – Lot 561 Great Southern Highway (Cowcher Street), Yornaning
-------	--

Applicant: J & R Bilman
File Ref. No: A820
Disclosure of Interest: Nil
Date: 6th December 2016
Author: Gary Sherry
Attachments: 9.2.4A Location Plan
9.2.4B Planning Application
9.2.4C TPS2 - Development Table - General

Summary

Conditional Planning Approval is recommended for a Transport Depot as a use not listed in the Zoning Table of Town Planning Scheme No. 2 on Lot 561, Great Southern Highway, Yornaning.

Background

1. The application site

The site is located on the east side of Cowcher Street in Yornaning, adjacent to the CBH Receival Depot to the east and the Yornaning Dam Reserve to the west. (see Attachment 9.2.4A). The address of the property on the Shire rates database describes the property as being on Great Southern Highway, but locals would believe it to located on Cowcher Street, Yornaning.

The property is 16,500m² in area and is cleared. The property is otherwise undeveloped.

2. The application

The proponent is seeking to initially construct a residence combined with a large garage initially for residential use. The building will be partly habitable dwelling and partly personal garage of a size of 17m x 16m with a main wall height of 5 metres. A 5 metre wide open lean to will be constructed on the southern side of the building.

The proponent also plans to use this site as part of their small business. The proponents run a small, family operated transport business, servicing local farmers. The nature of operations would consist mostly of parking and cleaning at this time.

It is anticipated that the proponent will construct another residence in approximately 3 years to become the primary residence. At this time initial residence will be decommissioned to ancillary accommodation consisting of a bathroom/sleep out and workshop for the family business.

The Planning Application is included at Attachment 9.2.4B.

3. Public consultation and submissions

The Shire Administration sent letters out to 2 adjoining/nearby landowners seeking comment on the proposed use.

The Shire did not receive any submissions.

4. Planning context

The site is zoned "General Agriculture" in the *Shire of Cuballing Town Planning Scheme No. 2* (TPS2).

The proposed use of this site with a trucking business does not have a specific use listed in the Zoning Table of TPS2. Where this situation arises and the proposed use is a "use not listed", under TPS2 it is permitted for Council to:

- determine that the use is consistent with the objectives of the particular zone and is therefore permitted;
- determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or
- determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.

Clause 9.1.1 required Council to provide notice of this Planning Application. Council staff determined that the most appropriate notice was to advise nearby landowners in and around the Yornaning townsite. Other types of notice were not seen as required.

Comment

Given the high profile nature of the site on the main road through Cuballing the key planning considerations are suggested to be

1. determining if the use is consistent with the objectives of the General Agricultural zone; and
2. determining any specific requirements for this site to be used for truck parking and cleaning.

Given the increasing scale of agricultural businesses the operation of large trucks is becoming increasingly commonplace in the General Agricultural Zone, the operation of a small family trucking business would appear to be consistent with the objectives of the General Agricultural zone and the operations of many local farmers.

Although at 1.65 hectares in area the site is relatively large for the proposed use associated with a trucking business, the site is very small in comparison to other agricultural land in the district used for agricultural purposes. That the site is away from other agricultural uses and adjoining the CBH Receiving Depot would support consistency with the objectives of the General Agricultural zone.

The proponents have been advised that Cowcher Street is not listed as a RAV route and although it was their expectation that the road was approved when they purchased the property. The proponents believe that they can still operate their business from this site.

Strategic Implications:

Shire of Cuballing – Community Strategic Plan

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.

Statutory Environment

Shire of Cuballing Town Planning Scheme No. 2

The Development table of the TPS2, included at Attachment 9.2.2C sets out the required setbacks, lot sizes, frontages and car parking requirements for developments in the Shire of Cuballing.

4.1 Interpretation of the Zoning Table

4.1.1 Where a specific use is mentioned in the Zoning Table, it is deemed to be excluded from the general terms used to describe any other use.

4.1.2 If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the local government may –

- (a) determine that the use is consistent with the objectives of the particular zone and is therefore permitted;
- (b) determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or
- (c) determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.

9.1 Advertising of applications

9.4.1 Where an application is made for planning approval to commence a use or commence or carry out development which involves a use which is –

- (a) an 'A' use as referred to in clause 4.3.2; or
 - (b) a use not listed in the Zoning Table,
- the local government is not to grant approval to that application unless notice is given in accordance with clause 9.4.3.

9.4.2 Despite clause 9.4.1, where application is made for a purpose other than a purpose referred to in that clause, the local government may require notice be given in accordance with clause 9.4.3.

9.4.3 The local government may give notice or require the applicant to give notice of an application for planning approval in one or more of the following ways –

- (a) notice of the proposed use or development served on nearby owners and occupiers who, in the opinion of the local government, are likely to be affected by the granting of planning approval, stating that submissions may be made to the local government by a specified date being not less than 14 days from the day the notice is served;
- (b) notice of the proposed use or development published in a newspaper circulating in the Scheme area stating that submissions may be made to the local government by a specified day being not less than 14 days from the day the notice is published;

- (c) a sign or signs displaying notice of the proposed use or development to be erected in a conspicuous position on the land for a period of not less than 14 days from the day the notice is erected.

Policy Implications – Nil at this time

Financial Implications - Nil at this time

Social Implications – Nil

Economic Implication

The application, if approved will permit the relocation of an existing small business into the Shire of Cuballing.

Environmental Considerations

The site adjoins the Yornaning Lake Reserve.

Consultation

Two adjoining/nearby landowners were invited to make comment on the Planning Application. No comment was received.

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:

- 1. determine that the proposed use of a Transport Depot at Lot 561 Great Southern Highway (Cowcher Street), Yornaning is consistent with the objectives of the General Agricultural zone; and**
- 2. approve the Planning Application for a Transport Depot at Lot 561 Great Southern Highway (Cowcher Street), Yornaning subject to the following conditions:**
 - a. 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;**
 - b. 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;

- c. parking and cleaning of up to 3 trucks and associated trailers for those trucks can be completed at any one time;
- d. any proposed mechanical or vehicle wash down areas must be fitted with an oil separator and approved by the Shire of Cuballing's Environmental Health Officer;
- e. the vehicular crossovers between the subject land and Cowcher Street is to be designed, constructed and drained to the satisfaction of the Council.

Advice

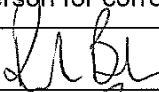

- A) The noise generated by activities including on-site machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997;
- B) After the time that this residence is to be converted to a vehicle workshop where vehicle servicing and other operations are to be conducted at the site, the proponent must seek a further approval for the increased level of use at this site:
- C) Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the Planning Development Act 2005 and the Shire of Cuballing Town Planning Scheme No.2 and may result in legal action being initiated by the Shire of Cuballing; and
- 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 Haslam

Seconded: Cr Newman

Carried 6/0



Owner Details		
Name: Jarrad + Ruth Bilman		
ABN (if applicable):		
Address: 11 Austral St., Cuballing PO Box 125 Cuballing Postcode: 6311		
Phone: Work: Home: 9883 6409 Mobile: 0439003907	Fax:	Email: jrbilman@iinet.net.au
Contact person for correspondence: Jarrad Bilman		
Signature: 		Date: 30/10/16
Signature: 		Date: 30/10/16
<i>The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).</i>		

Applicant Details (if different from owner)		
Name:		
Address: Postcode:		
Phone: Work: Home: Mobile:	Fax:	Email:
Contact person for correspondence:		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Signature:		Date:

Property Details		
Lot No: 561	House/Street No:	Location No:
Diagram or Plan No: 301964	Certificate of Title Vol. No: 10829	Folio: 288
Title encumbrances (e.g. easements, restrictive covenants):		
Street name: (Covdher St) Great Southern Hwy	Suburb: Yornaning 6311	
Nearest street intersection: Covdherst / Barkley St (Yornaning Rd)		

Proposed Development	
Nature of development:	<input type="checkbox"/> Works <input type="checkbox"/> Use <input checked="" type="checkbox"/> Works and use
Is an exemption from development claimed for part of the development?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, is the exemption for:	<input type="checkbox"/> Works <input type="checkbox"/> Use
Description of proposed works and/or land use: See attached letter	
Description of exemption claimed (if relevant):	
Nature of any existing buildings and/or land use:	
Approximate cost of proposed development: \$150,000	
Estimated time of completion: 30/01/2017	

Acceptance Officer's initials:	OFFICE USE ONLY
Local government reference No:	Date received:

To The Shire of Cuballing,

We, Jarrad and Ruth Bilman, would like to submit plans of our proposed development at Lot 561 Cowcher st, Cuballing.

We would like to build a Class 1A Shed House, which will be partly habitable dwelling and partly personal garage for a time. Intended size is 17m x 16m with a main wall height of 5m. Attached to that on the south side is a 5m open lean to. Our intention is to also build a future residence which will eventually be the primary home on the block, at which time the shed house will be decommissioned back to ancillary accommodation consisting of a bathroom/sleep out, and workshop.

As per advice from the local health inspector Mr Tim Jerman, we intend to use a waste water treatment plant to be located where the septic tanks are shown on the plan. If that fails to eventuate, leach drains will be installed at proposed location or any other location deemed satisfactory. Water supply will be from our own harvested collection points.

We would like to apply to council for permission to operate our business from this same location. We run a small family operated transport business, servicing local farmers. The nature of operations would consist mostly of parking and cleaning at this time and servicing/repairs at a later date when the workshop becomes available.

Estimated time of completion of works;

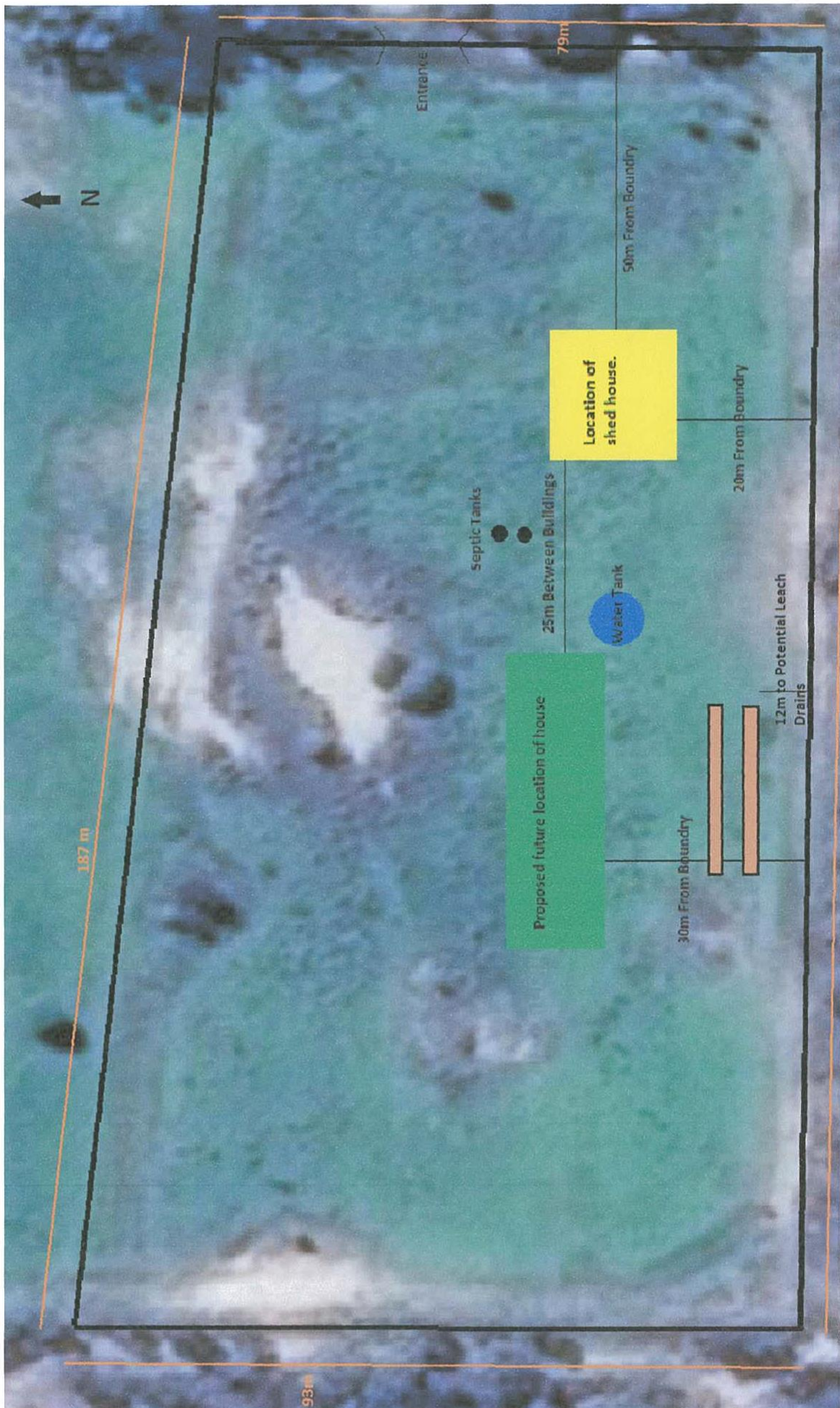
Stage 1: Shed house, water tank, septic tanks – 30/01/2017, with a start date of 18/11/2016

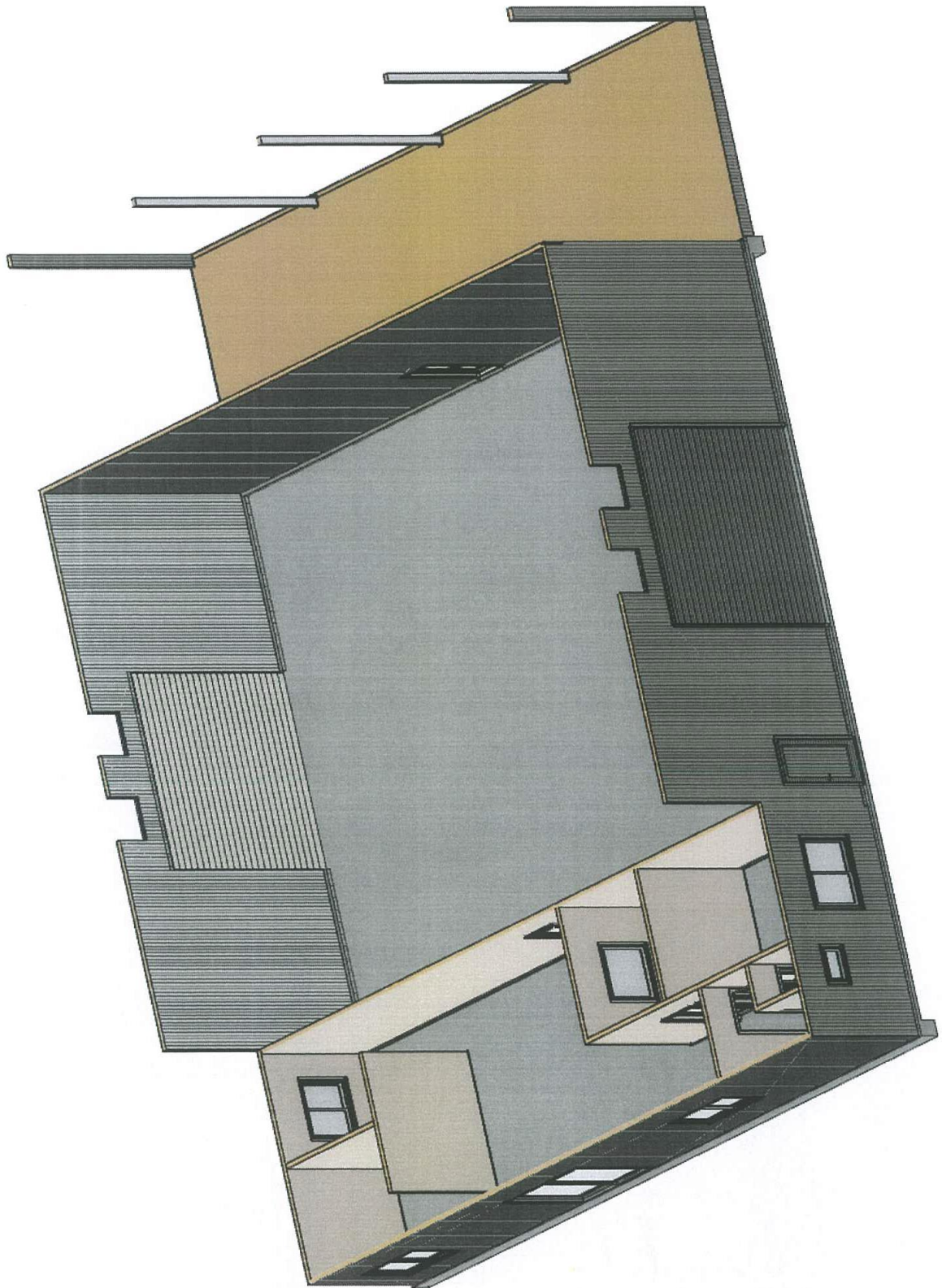
Stage 2: Proposed house build, decommissioning of shed to a workshop – 30/06/2019, with a start date of 30/06/2017

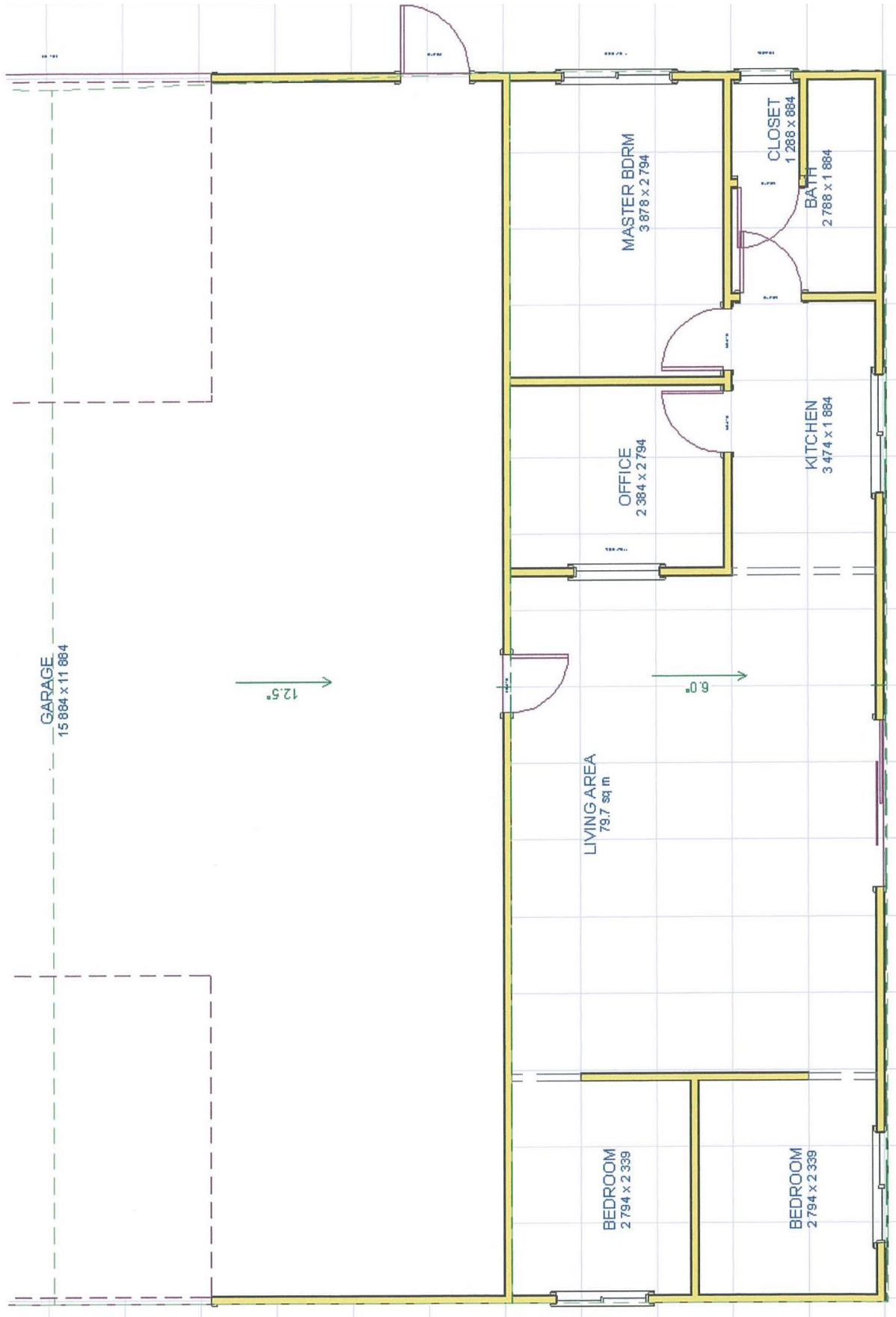
Regards

Jarrad & Ruth Bilman









DEVELOPMENT TABLE - GENERAL

Zone	Use	Min Lot Area (m ²)	Min Effect Frontage (m)	Min Boundary Setbacks (m)			Min Car Parking Spaces	Min Landscaping % of Site	Other Requirements
				Front	Rear	Side			
1. Rural Townsite	Residential	See Residential Design Codes as listed in this Schedule or as Determined by Council							
	Commercial	-	-	15	7.5	Nil or 2m if abutting a Residential property	1 per 20m ² of gross leasable floor area		
	Shop	-	-	15	7.5		1 per 10m ² of gross leaseable floor area		
	Office	-	-	15	7.5		1 per 20m ² of gross leasable floor area		
	Eating House			15	7.5	2m	1 per 5m ² of Public area		
	Hotel	1 ha	80	20	15	10	1 per bedroom and 1 per 5m ² of public area	25	
	Tavern	4000	40	20	15	10	1 per 5m ² of Public area	25	
	Motel	4000	80	20	15	10	1.5 per accommodation Unit	20	
	Educational Establishment	To be determined by Council	30m	20	10	5m	As determined by Council		As determined by Council
	Service Station	1500 (Roadhouse 2000)	25	20	7.5	5	20	As determined by Council	Boundary setbacks apply to Pumps, Canopy, Buildings
	Place of Public Worship	2000	20	15	7.5	2	1 per 5 seats	50	
	General Industry	2000	25	20	7.5	5m on one side	As determined by Council	As determined by Council	
	Light/Service Industry	1000	25	11	7.5				
All other Permitted Uses	As listed in this Schedule or as determined by Council								
2. Rural Residential	All other Permitted Uses	As listed in this Schedule or as determined by Council							
3. General Agricultural	Abattoir		As determined by Council	50	20	20	As determined by Council	As determined by Council	As determined by Council
	Rural Pursuit	1 ha	50m	15	15	5			
	All other Permitted Uses	As listed in this Schedule or as determined by Council							

9.2.5 Planning Application – Shop – 208 (Lot 6) Cuballing East Road, Cuballing

Applicant:	Mr G Hobbs
File Ref. No:	A168
Disclosure of Interest:	Nil
Date:	5 th December 2016
Author:	Gary Sherry
Attachments:	9.2.5A Location Plan 9.2.5B Planning Application 9.2.5C Public Comment 9.2.5D TPS2 - Development Table - General

Summary

Conditional Planning Approval is recommended for a Shop on 208 (Lot 6) Cuballing East Road, Cuballing.

Background

1. The application site

The site is located on the east side of Cuballing (see Attachment 9.2.5A). The property is 10,092m² in area and is substantially cleared. While the lot is relatively cleared, some large vegetation remains on the property.

The property has an existing house and outbuilding. The proponent operates an earthmoving business almost exclusively outside of the Shire of Cuballing and earthmoving equipment and other materials are parked on the site.

2. The application

The proponent is seeking to establish a Shop selling oils and lubricants, filters and batteries, and some mechanical parts from the existing outbuilding.

The business activity has links to the proponents earthmoving business and the proponent operates a similar business from his business premises in Lake King.

The proponent is seeking to operate the business on

Monday – Friday	8am to 5pm
Saturday	8.30am to 3.30pm

The properties has two crossovers onto his property and it is proposed to use the westernmost access for business purposes.

The Planning Application is included at Attachment 9.2.5B.

3. Public consultation and submissions

The Shire Administration sent letters out to 10 adjoining/nearby landowners and the Shire of Cuballing's Chief Bush Fire Control Officer seeking comment on the proposed use.

The Shire received one submissions from a neighbouring property owner, indicating concerns over the storage of oils and toxic/volatile fluids that may escape in the event of a fire or major spillage. The public comment is included at attachment 9.2.5C.

4. Planning context

The site is zoned "Rural Townsite" in the *Shire of Cuballing Town Planning Scheme No. 2* (TPS2). The use of "Shop is a permitted activity in the Rural Townsite zone.

Comment

Given the high profile nature of the site on the main road through Cuballing the key planning considerations are suggested to be

1. the interaction with a busy freight road entering Cuballing;
2. determining the car parking requirement; and
3. visual impacts of the proposed construction and the ongoing management of the site.

The Cuballing East Road is a relatively busy road in the Shire of Cuballing and is an identified grain freight route. As such RAV6 vehicles are permitted to travel the route to access the Great Southern Highway in Cuballing to the west.

While the numbers of customers accessing the property is not expected to be significantly large, it is suggested that the crossovers onto the proponent's property need to be of a suitable standard to ensure safe access and egress from the property.

The TPS2 Development Table, as included at Attachment 9.2.5D, requires 6 car parking bays with this development. The site plan submitted by the proponent locates these car parks inside of the site fencing on the northern boundary of the lot.

As mentioned previously Lot 6 Cuballing East Road, Cuballing is a high profile site. This site clearly viewed by people entering Cuballing from the east. Although the outbuilding is set back from the road in front of the lot and, the site is currently not well screened. Such landscaping of the site will provide townscape benefits and Council should support and encourage this.

Strategic Implications:

Shire of Cuballing – Community Strategic Plan

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.

Statutory Environment

Shire of Cuballing Town Planning Scheme No. 2

The Development table of the TPS2, included at Attachment 9.2.5D sets out the required setbacks, lot sizes, frontages and car parking requirements for developments in the Shire of Cuballing.

4.3 Zoning Table

- 4.3.1 The Zoning Table indicates, subject to the provisions of the Scheme, uses permitted in the Scheme area in the various zones. The permissibility of any uses

is determined by cross-reference between the list of use classes on the left hand side of the Zoning Table and the list of zones at the top of the Zoning Table.

4.3.2 The symbols used in the cross reference in the zoning Table have the following meanings –

‘P’ means that the use is permitted by the Scheme providing the use complies with the relevant development standards and the requirements of the Scheme;

‘D’ means that the use is not permitted unless the local government has exercised its discretion by granting planning approval;

‘A’ means that the use is not permitted unless the local government has exercised its discretion by granting planning approval after giving special notice in accordance with clause 9.4;

‘X’ means a use that is not permitted by the Scheme.

LAND USE	Rural Townsite	Rural Residential	General Agriculture
Shop	P	X	X

“shop” – means premises used to sell goods by retail, hire goods, or provide services of a personal nature (including a hairdresser or beauty therapist) but does not include a showroom or fast food outlet;

Policy Implications – Nil at this time

Financial Implications - Nil at this time

Social Implications

A concern has been raised by one nearby landowner to a portion of the application.

Economic Implication

The application, if approved may permit the commencement of a new small business in the Shire of Cuballing.

Environmental Considerations

The Shire received one submissions from a neighbouring property owner, indicating concerns over the storage of oils and toxic/volatile fluids that may escape in the event of a fire or major spillage.

Consultation

Ten adjoining/nearby landowners and the Shire of Cuballing’s Chief Bush Fire Control Officer were invited to make comment on the Planning Application. One comment was received.

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 a Shop of 64m² in area, at 208 (lot 6) Cuballing East Road, 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 operating hours of the Shop will be from 8:00am to 5:00pm Monday to Friday and Saturday from 8:30am to 3:30pm unless otherwise approved by Council;**
4. **the Shop shall be contained and conducted entirely within the existing outbuilding identified on the approved plans unless otherwise approved by Council;**
5. **five car parking bays are to be provided and maintained at the Cuballing East Road frontage of the property as identified on the approved plans unless otherwise approved by Council;**
6. **oil storage drums shall be kept undercover and on a suitable bunded hardstand area sufficient to contain the maximum quantity of oil stored in the containers to the satisfaction of Council;**
7. **the vehicular crossovers between the subject land and Cuballing East Road is to be designed, constructed and drained to the satisfaction of the Council;**
8. **he proponent is required to submit a Landscape and Planting Plan to the satisfaction of the Council prior to the to the commencement of operations of the Shop;**
9. **the site is landscaped and planted in accordance with the approved Landscape and Planting Plan within 90 days of commencement of operations at the Shop; and**

10. the landscaped and planted area shall be maintained to the satisfaction of the Council at all times.

Advice

- A) In relation to Conditions 8, 9 and 10 relating to a Landscape and Planting Plan, it is anticipated that the Landscape and Planting Plan would incorporate the planting of at least twenty drought resistant native shrubs capable of screening the property from neighbours and passing traffic;
- B) The noise generated by activities including on-site machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997;
- C) Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the Planning Development Act 2005 and the Shire of Cuballing Town Planning Scheme No.2 and may result in legal action being initiated by the Shire of Cuballing; and
- 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 Bradford

Seconded: Cr Haslam

Carried 6/0





FORM OF APPLICATION FOR PLANNING APPROVAL

Shire of Cuballing
Town Planning Scheme No. 2

14 NOV 2016

Application for Planning Approval

Owner details:			
Name: GRAEME STANLEY HOBBS			
Address: 208 CUBALLING EAST ROAD CUBALLING. WA			
			Postcode: 6311
Phone:		FAX: 0898836107	
Home: 0898836116	Work:	Email: gshobbs	
Mobile: 0428838018		contracting1big pond.com	
Contact Person: GRAEME HOBBS			
Signature: 		Date: 08/11/2016	
Signature:		Date:	
The signature of the owner(s) is required on all applications. This application will not proceed without that signature.			

Applicant details:			
Name: GRAEME STANLEY HOBBS			
Address: 208 CUBALLING EAST ROAD CUBALLING. WA			
			Postcode: 6311
Phone:		FAX: 0898836107	
Home: 0898836116	Work:	Email: gshobbs	
Mobile: 0428838018		contracting1big pond.com	
Contact Person for Correspondence: Kim HOBBS			
Signature: 		Date: 08/11/2016	

Part 2

Property details:		
Lot No. <u>6</u>	House/Street No:	Location No:
Diagram or Plan No: <u>658</u>	Certificate of Title Vol. No: <u>1915/5</u>	Folio:
Diagram or Plan No: <u>658</u>	Certificate of Title Vol. No: <u>6/P658</u>	Folio:
Title encumbrances (e.g. easements, restrictive covenants):		
Street name: <u>CUBALLING EAST</u>		Suburb: <u>CUBALLING</u>
Nearest Street Intersection:		<u>GREAT SOUTHERN HIGHWAY</u>

Existing building/land use:
Description of proposed development and/or use: <u>SELLING OF OILS & LUBRICANTS, PARTS</u>
Nature of any existing buildings and/or use:
Approximate cost of proposed development: <u>UNSURE</u>
Estimated time of completion: <u>AS SOON AS ACCEPTED</u>

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

Graeme S Hobbs

Lot 6 Cuballing East Road
CUBALLING WA 6311



November 8, 2016

Chief Executive Officer
Shire of Cuballing
Campbell Street
CUBALLING WA 6311

Dear Chief Executive Officer

I would like to apply for Planning Approval for Myself Graeme Stanley Hobbs to start an outlet up for a business at Lot 6 Cuballing East Road, CUBALLING. WA. 6311.

I would like to register the business name as Cuballing Service Centre Plus.

The Business Outlet would involve selling of Oils & Lubricants, Filters & Batteries and Mechanical Parts from a shed erected on my property with the intention of considering a new building in the future for this purpose and a small hire outlet with items such as cement mixer, rotary hoe, lawn mowers and trailers etc.

I have included with this application documents such as Certificate of Title, and an Aerial Photograph of my property as well as the proposal form.

The volume of customers will vary from day to day from a minimum of 1-2 and upwards, we will also be making deliveries if required.

The Driveway to be utilized would be the bottom entrance driveway of the property on Cuballing East Road.

The Trading Hours we would like to put forward are as follows:

Monday- Friday - 8.00am - 5.00pm
Saturday - 8.30am - 3.30pm
Sunday - CLOSED

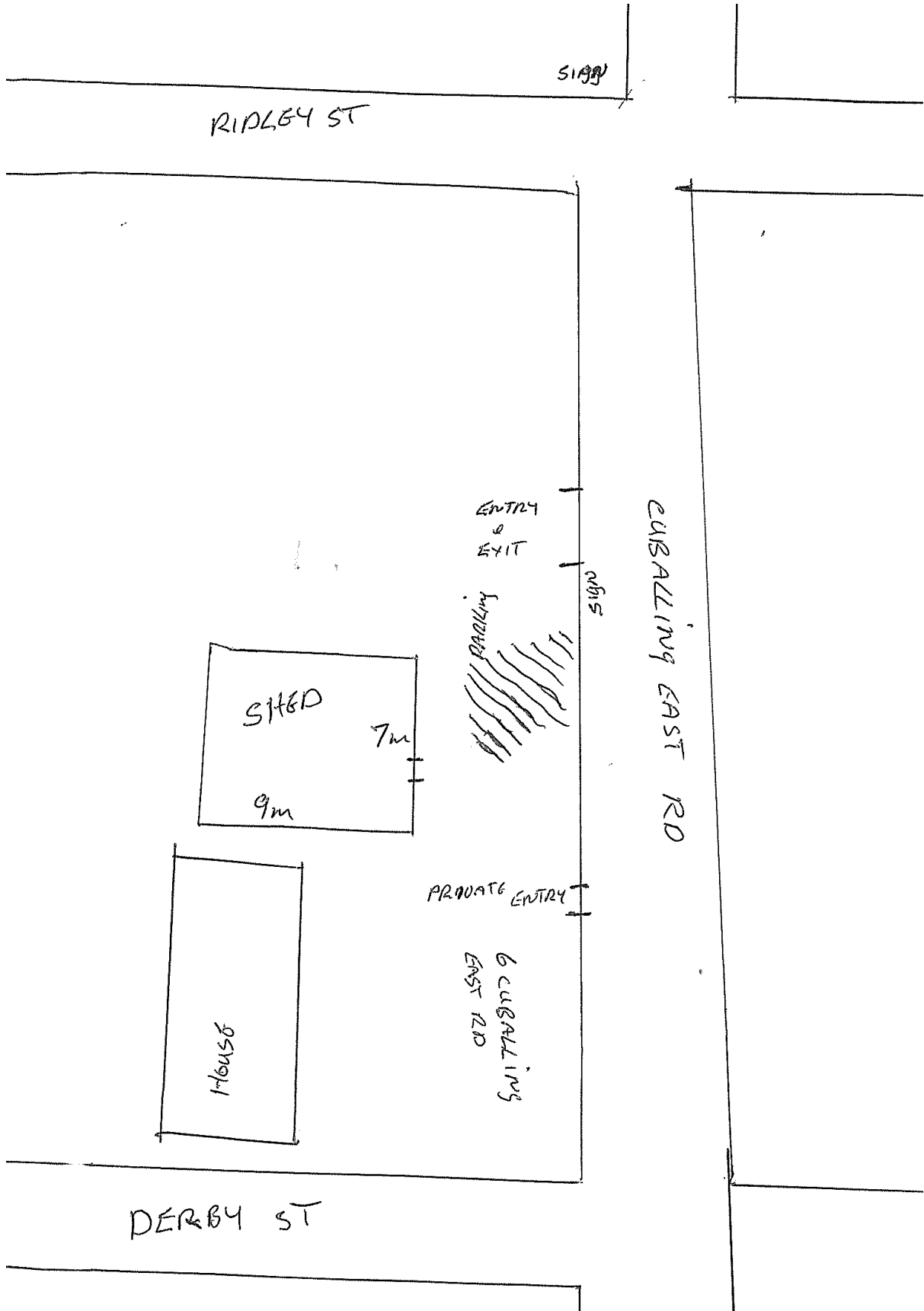
If you have any queries with regards to this application, please do not hesitate to contact Graeme Hobbs on Phone- 0898836116- Mobile- 0428838018 or via email- gshobbscontracting1@bigpond.com.

Kind regards,

Graeme S Hobbs



Lot 6 Cuballing East Road
CUBALLING WA 6311
Phone: 0898836116
Fax: 0898836107
Mobile: 0428838018
Email: gshobbscontracting1@bigpond.com





Standard Property Report

208 CUBALLING EAST RD CUBALLING



Image captured on 8 December 2013

About the Property

Property Details

Year Built	1995
Size of Building Area	N/A
Type of Property	HOUSE
Property Use	RESIDENTIAL
Wall/Roof Type	TIMBER FRAME/IRON ROOF
Pool Installed	No
Distance to Perth	157km (straight line)

Land Details

LGA	CUBALLING
Zoning	Rural townsite (R2.5)
Size of Land Area	10092m ²
Land ID	Lot 6 On Plan 658
Certificate of Title No	1915/5

NOTE: Property details in this report are the most current available to Landgate at the time the report was generated

Attachment Details

- Copy of Certificate of Title - Attached
- Copy of Survey - Attached

NOTE: Refer to Certificate of Title for any registered encumbrances, including Heritage Memorials and Caveats

09/11/2016 06:32 AM

Gary Sherry

A168

From: Shire of Cuballing Enquiries
Sent: Thursday, 24 November 2016 12:43 PM
To: Gary Sherry
Subject: FW: Re Planning Application 208 Cuballing East Road

From: Peter Denton [mailto:judeandpetedenton@gmail.com]
Sent: Thursday, 24 November 2016 12:01 PM
To: Shire of Cuballing Enquiries <enquiries@cuballing.wa.gov.au>
Subject: Re Planning Application 208 Cuballing East Road

Attention Gary Sherry.

Hi Gary,

Thank you for including us in the consultation process re the above application.

We have no objection in principal with a shop operating at the said address; any new venture is good for our town.

However, we do have concerns in regards to containment of oils and other toxic/volatile fluids that may escape in the event of fire or major spillage. To this, we are suggesting that strong consideration should be given to installing a secure bunding system around the storage facility along with storage for waste products.

The Cuballing creek runs through our property [adjacent to our residence] and 208 Cuballing East Road, oil or other similar products leaching into this system would create environmental issues. In past winters and other rainfall events, the area to the East of our residence floods to the extent of running over Cuballing East Road.

The creek at the moment is in general good health due to extensive plantings carried out by council, ourselves and other local organisations, along the creek back to Rose St.

Any spillages would affect other landholders to the North and find it's way into the major systems.

Regards
Peter and Judy Denton.

DEVELOPMENT TABLE - GENERAL

Zone	Use	Min Lot Area (m ²)	Min Effect Frontage (m)	Min Boundary Setbacks (m)			Min Car Parking Spaces	Min Landscaping % of Site	Other Requirements
				Front	Rear	Side			
1. Rural Townsite	Residential	See Residential Design Codes as listed in this Schedule or as Determined by Council							
	Commercial	-	-	15	7.5	Nil or 2m if abutting a Residential property	1 per 20m ² of gross leasable floor area		
	Shop	-	-	15	7.5		1 per 10m ² of gross leaseable floor area		
	Office	-	-	15	7.5		1 per 20m ² of gross leasable floor area		
	Eating House			15	7.5	2m	1 per 5m ² of Public area		
	Hotel	1 ha	80	20	15	10	1 per bedroom and 1 per 5m ² of public area	25	
	Tavern	4000	40	20	15	10	1 per 5m ² of Public area	25	
	Motel	4000	80	20	15	10	1.5 per accommodation Unit	20	
	Educational Establishment	To be determined by Council	30m	20	10	5m	As determined by Council		As determined by Council
	Service Station	1500 (Roadhouse 2000)	25	20	7.5	5	20	As determined by Council	Boundary setbacks apply to Pumps, Canopy, Buildings
	Place of Public Worship	2000	20	15	7.5	2	1 per 5 seats	50	
	General Industry	2000	25	20	7.5	5m on one side	As determined by Council	As determined by Council	
Light/Service Industry	1000	25	11	7.5					
All other Permitted Uses	As listed in this Schedule or as determined by Council								
2. Rural Residential	All other Permitted Uses	As listed in this Schedule or as determined by Council							
3. General Agricultural	Abattoir		As determined by Council	50	20	20	As determined by Council	As determined by Council	As determined by Council
	Rural Pursuit	1 ha	50m	15	15	5			
	All other Permitted Uses	As listed in this Schedule or as determined by Council							

9.2.6 Cuballing/Popanyinning Bushfire Hazard Level Assessment

Location:	Applies to Cuballing townsite and surrounds and Popanyinning townsite and surrounds
Applicant:	Lush Fire & Planning
File Ref. No:	ADM246
Disclosure of Interest:	Nil
Date:	5 th December 2016
Author:	Gary Sherry
Attachments	9.2.6A Cuballing/Popanyinning Bushfire Hazard Level Assessment

Summary

To outline key findings and issues, advise of feedback from key stakeholders and outline how the assessment contributes to the review of the Local Planning Strategy.

Background

As Councillors are aware, the Shire is reviewing its Local Planning Strategy. In accordance with *State Planning Policy 3.7 Planning in Bushfire Prone Areas* (December 2015) and *Guidelines for Planning in Bushfire Prone Areas* (December 2015), a Bushfire Hazard Level Assessment (BHLA) is required to assist the Local Planning Strategy review and inform and shape future settlement expansion. Key State Government documents now require bushfire management to be considered as early as possible in the planning process.

The methodology for preparing a BHLA is set out in the *Guidelines for Planning in Bushfire Prone Areas* (the 'Guidelines'). A BHLA provides a 'broad-brush' means of determining the potential intensity of a bushfire for a particular area. The BHLA also assists to inform the suitability of land, within strategic planning proposals, for future subdivision and development.

The Shire appointed Lush Fire & Planning to prepare a BHLA for the Cuballing townsite and surrounds and the Popanyinning townsite and surrounds given these areas will be the focus for the majority of subdivision and development in the coming years. The *Cuballing/Popanyinning Bushfire Hazard Level Assessment* with associated plans is set out in Attachment 9.2.6A.

The methodology used by Lush Fire & Planning to prepare the BHLA is consistent with the Guidelines including assessing vegetation type, extent and characteristics along with the area's slope. The BHLA report outlines low, moderate and extreme hazard areas along with consideration of a range of development issues. The report also divides the Cuballing and Popanyinning townsites into Policy Areas, with a particular focus on proposed development investigation areas outlined in the preliminary draft *Shire of Cuballing Local Planning Strategy*. The BHLA report (page 37) states:

'The most important issue arising from this assessment is the need to ensure that at both a district and local level that there is suitable multiple access to localities and development sites.'

The BHLA report also makes a number of general recommendations and Policy Area recommendations.

Following a review of the report, the Shire administration invited comment on the BHLA report from the Chief Bushfire Control Officer, Office of Bushfire Risk Management, Department of Fire and Emergency Services (Perth and Narrogin offices), and the Department of Planning. At the time of preparing this report the Shire had not received submissions from any of these agencies. It is suggested that all these groups will have the opportunity to comment as the release of the draft Local Planning Strategy in early 2017.

Comment

It is suggested that Council receive the BHLA report outlined in Attachment 9.2.6A.

The BHLA provides the first strategic overall assessment of bushfire risk for the Cuballing and Popanyinning townsites. The BHLA will assist to protect life and property assets, shape future settlement expansion and provide more effective bushfire management for new subdivisions/developments.

The BHLA will assist in the review and preparation of the Local Planning Strategy. In summary, the BHLA notes that proposed development investigation areas, outlined in the preliminary draft *Shire of Cuballing Local Planning Strategy*, are suitable for future subdivision/development if relevant Policy Area recommendations are met. Some areas may be limited for infill/re-subdivision until two different access routes are provided.

The draft Local Planning Strategy will be considered by Council in 2017 including identifying opportunities for infill subdivision/development along with new areas for residential, rural residential (1 - 4 hectares), rural smallholding (4 - 40 hectares) and industrial development. Following 'certification' from the Western Australian Planning Commission (WAPC), the draft Local Planning Strategy will be advertised for community and stakeholder comment. Supporting information, including the BHLA, will also be publicly reviewed at this time. Following this, the Council will consider the submissions and consider what modifications are required to the Local Planning Strategy before the WAPC in time endorses the Strategy.

The BHLA also considers and makes recommendations regarding mitigation measures for the Cuballing and Popanyinning townsites. Particular measures will be subject to future reports from the Shire administration to Council.

Strategic Implications

Wide ranging strategic implications as outlined in this report and in Attachment 9.2.6A which includes assisting to reduce bush fire risk to people and property. The BHLA will assist future planning and development at the strategic level, including through the review of the Local Planning Strategy, and assist to inform bush fire management measures in specific areas.

Statutory Environment

There is a range of legislation, regulations, guidelines and policies relevant to the BHLA including the *Planning and Development Act 2005*, *State Planning Policy 3.7 Planning in Bushfire Prone Areas* and *Guidelines for Planning in Bushfire Prone Areas*.

Policy Implications

There are no implications at this time, however the BHLA will contribute to the review of the Local Planning Strategy.

Financial Implications

Preparation of the BHLA was a budgeted cost. Some of the BHLA recommendations have financial costs on the Shire, including mitigation measures, which will be separately reported to and considered by the Council.

Economic Implications

Meeting State Government bushfire requirements, and in-turn the outcomes of the BHLA, may have cost implications for subdividers/developers in some areas such as the requirement to provide two access routes.

Social Implications

The BHLA seeks to contribute to creating safer and more resilient communities which minimises bushfire risk to people and property.

Environmental Considerations

There is some correlation between extreme bushfire risk and areas containing environmental assets. Where this occurs, it will require a careful approach to siting development. The 'onus of proof' is on the applicant to demonstrate that bushfire safety can be achieved, yet not at the expense of environmental assets or key landscape qualities.

Consultation

At this stage, key stakeholders were invited to make comment on the BHLA. In time, following WAPC certification of the draft Local Planning Strategy, the community and other stakeholders will have the opportunity to make submissions on the draft Local Planning Strategy and review supporting information including the BHLA.

Options

The Council can:

1. receive the BHLA (with or without modifications);
2. endorse the BHLA (with or without modifications);
3. not receive or endorse the BHLA (providing reasons); or
4. defer consideration of the matter and require additional information.

Voting Requirements - Simple Majority

COUNCIL DECISION:

That Council:

1. **receive the *Cuballing/Popanyinning Bushfire Hazard Level Assessment* outlined in Attachment 9.2.6A;**
2. **note the *Cuballing/Popanyinning Bushfire Hazard Level Assessment* will support the review of the *Shire of Cuballing Local Planning Strategy*;**
3. **note the *Cuballing/Popanyinning Bushfire Hazard Level Assessment* will be placed on the Shire website and be available at the Shire office;**
4. **note the Shire administration will separately report to Council regarding mitigation measures to reduce bushfire risk for the Cuballing and Popanyinning townsites;**
5. **advise the Department of Fire and Emergency Services and the Western Australian Planning Commission the regarding the above.**

Moved: Cr Ballantyne

Seconded: Cr Haslam

Carried 6/0



Cuballing / Popanyinning



Local Planning Strategy Bushfire Hazard Level Assessment

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REF: 16-047
VER: B
November 2016

Cuballing / Popanyinning Bushfire Hazard Level Assessment

DOCUMENT CONTROL

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Reference Number: 16-047
Project Name: Cuballing / Popanyinning Bushfire Hazard Level Assessment
Prepared for: Shire of Cuballing
Author: Geoffrey Lush
Date Created: 20th September 2016

Disclaimer

The measures contained in this report do not guarantee that a building will not be damaged in a bush fire. The ultimate level of protection will be dependent upon the design and construction of the dwelling and the level of fire preparedness under taken by the landowner. The severity of a bushfire will depend upon the vegetation fuel loadings; the prevailing weather conditions and the implementation of appropriate fire management measures.

Revision Table

Revision	Date	Purpose
A	14/11/2016	Draft for review
B	17/11/2016	Council corrections and Appendix 1

Cuballing / Popanyinning Bushfire Hazard Level Assessment

CONTENTS

1.0	Introduction.....	1
1.1	Background.....	1
1.2	Methodology and Assumptions.....	4
2.0	Existing Conditions	7
2.1	Land Use	7
2.2	Climate.....	7
2.3	Topography	10
2.4	Vegetation	10
2.5	Bushfire Prone Areas	10
3.0	Bushfire Hazard Level Assessment	16
4.0	Development Issues - General	23
4.1	BAL Contour Map or Assessment.....	23
4.2	Hazard Reduction	24
4.3	Grassland	24
4.4	Access.....	25
4.5	Vulnerable Land Uses	25
4.6	Climate Change.....	26
5.0	Development Issues - Policy Areas.....	26
5.1	Cuballing Policy Areas	26
5.1.1	C01 Beeston Street	26
5.1.2	C02 Dungog Street	29
5.1.3	C03 Hart Street.....	29
5.1.4	C04 Springhill Road West.....	29
5.1.5	C05 Springhill Road East.....	30
5.1.6	C06 Stratherne Road.....	30
5.1.7	C07 Great Southern Highway	31
5.1.8	C08 Bullara Street.....	31
5.1.9	C09 Munro Street.....	31
5.1.10	C10 Parsons Road.....	31
5.2	Popanyinning Policy Areas.....	32
5.2.1	P01 Spragg Street.....	32
5.2.2	P02 Dowling Street	32
5.2.3	P03 Alexander Street.....	32
5.2.4	P04 Popanyinning East.....	34
5.2.5	P05 Bunmulling Road	34
5.2.6	P06 Highway South.....	34
5.3	Bushfire Protection Criteria.....	34
6.0	Conclusion	37
6.1	General Recommendations.....	37
6.2	Policy Area Recommendations	38
7.0	References.....	41

Cuballing / Popanyinning Bushfire Hazard Level Assessment

FIGURES

Figure 1 Policy Areas Cuballing.....	2
Figure 2 Policy Areas Popanyinning	3
Figure 3 Cuballing Existing Conditions.....	8
Figure 4 Popanyinning Existing Conditions	9
Figure 5 Vegetation Examples.....	11
Figure 6 Cuballing Bushfire Prone Map.....	14
Figure 7 Popanyinning Bushfire Prone Map	15
Figure 8 Cuballing Vegetation Classifications	17
Figure 9 Popanyinning Vegetation Classifications	18
Figure 10 Cuballing Bushfire Hazard Levels	20
Figure 11 Popanyinning Bushfire Hazard Levels	22
Figure 12 BHL - BAL Comparison.....	23
Figure 13 Cuballing Issues.....	27
Figure 14 Popanyinning Issues.....	33

TABLES

Table 1 Indicative Fuel Loads.....	5
Table 2 Forest Fuel Loads.....	5
Table 3 Vegetation Classifications.....	16
Table 4 BAL 29 Clearing Areas (Forest).....	24
Table 5 BFP Policy Area Review	35

APPENDICES

Appendix 1	Investigation Area Plans
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Cuballing / Popanyinning Bushfire Hazard Level Assessment

1.0 INTRODUCTION

1.1 Background

This bushfire hazard level assessment is prepared for the Shire of Cuballing for the Cuballing and Popanyinning townsites. It focusses on proposed development investigation areas which have been identified in the draft local planning strategy. It also more generally examines the hazard and associated development issues for other precincts in the townsites.

The policy areas for this assessment are shown in Figures 1 and 2.

The project outputs are:

- showing bushfire prone areas;
- maps showing areas with low, moderate or extreme bushfire hazard levels;
- associated plans and photographs that cover matters such as slope, vegetation types, cadastre overlaying aerial photography and a location plan; and
- an associated report which is 'fit for purpose' outlining:
 - > methodology;
 - > findings;
 - > implications - including on existing created lots/development along with possible future development areas;
 - > whether further bushfire risk management planning is required to reduce the hazard level before development, intensification or rezoning may be considered; and
 - > recommendations including bushfire risk management measures.

Bush fires occur annually throughout Western Australia with differing levels of intensity. There appears to be at least one "major" fire a year which results in the loss of dwellings.

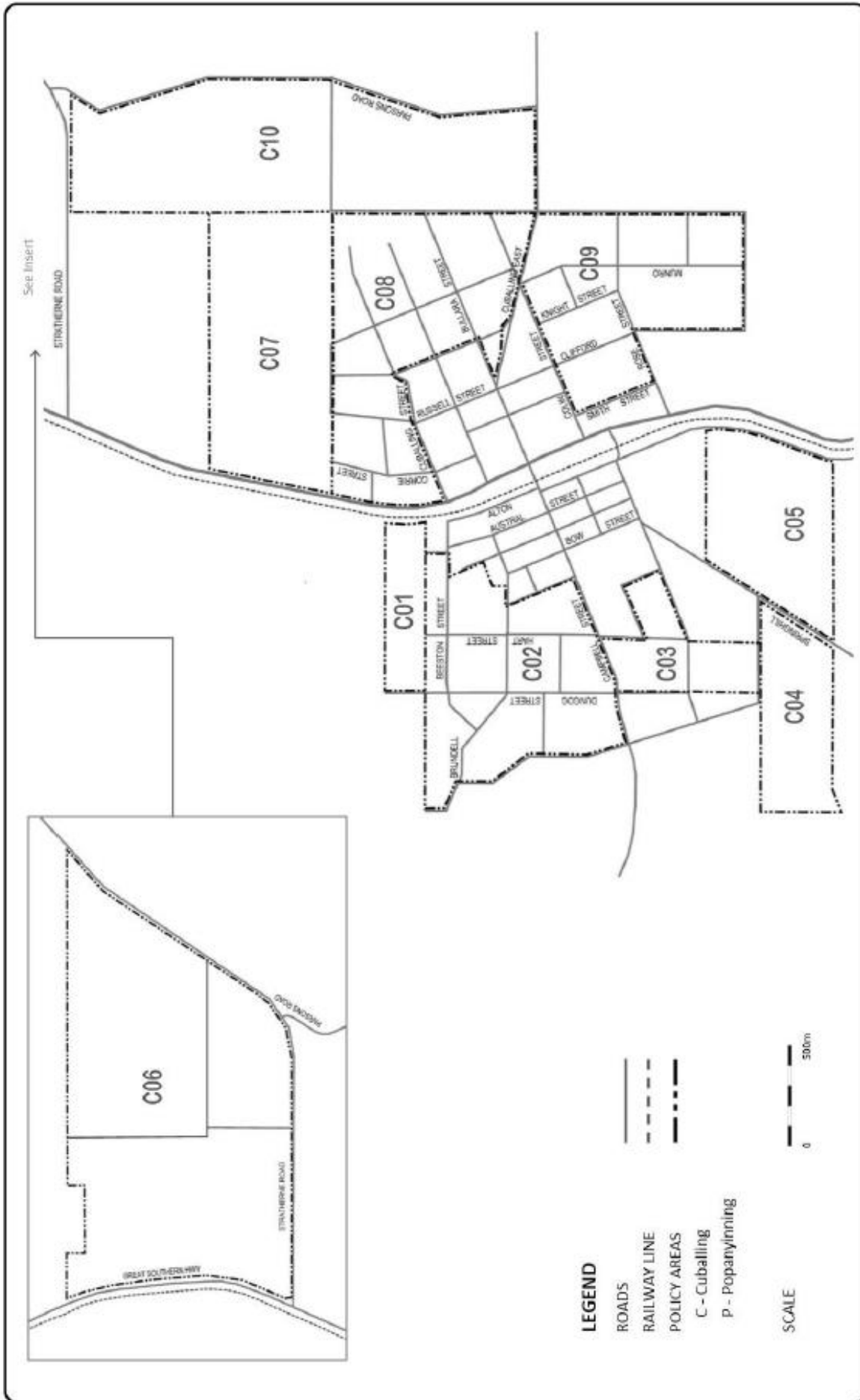
The bush fires Roleystone (Perth Hills), Margaret River, Milyeannup and Waroona have resulted in a number of formal inquiries being conducted by the State Government. The most significant of these being:

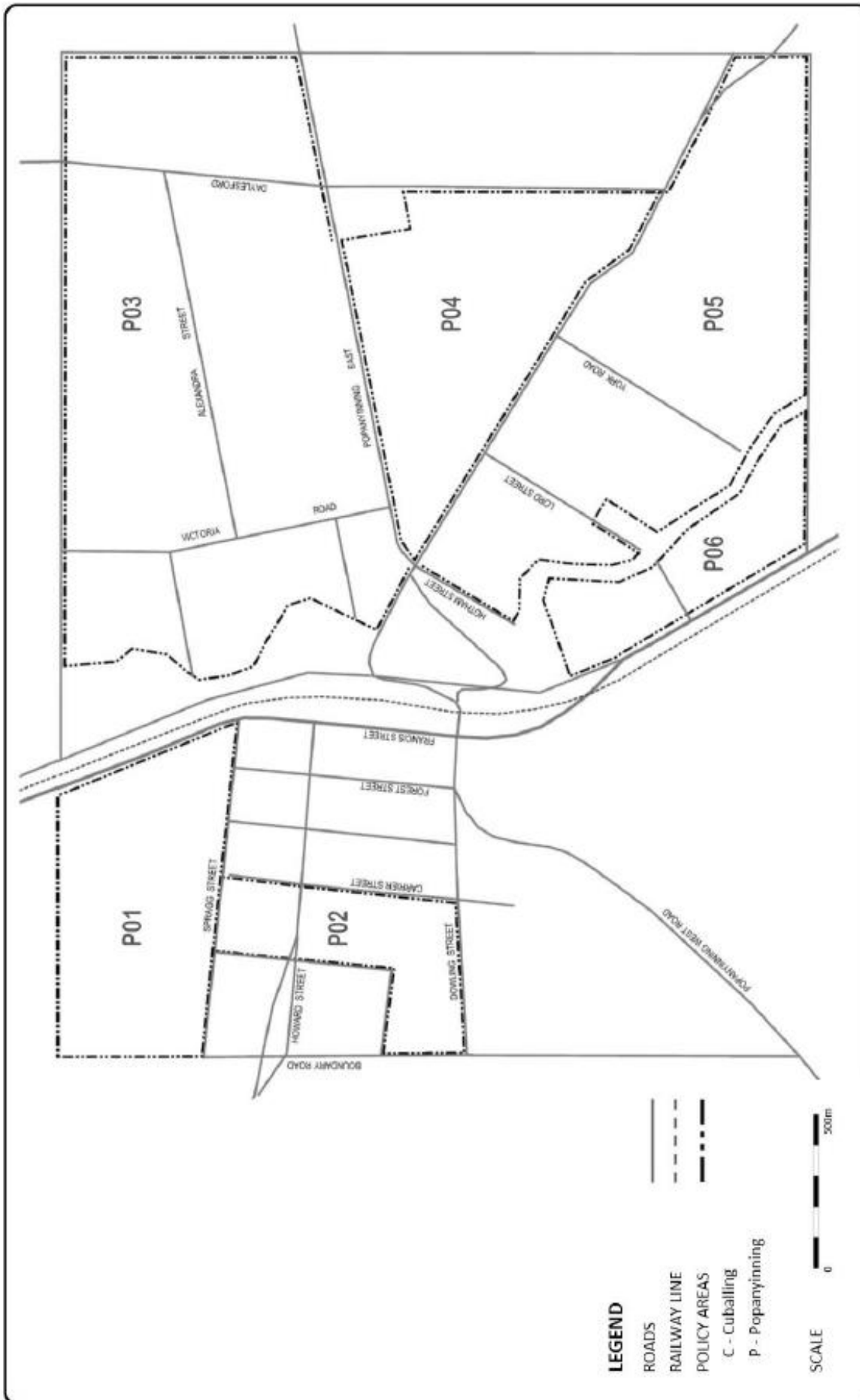
- The Keelty Inquiry (2011) A Shared Responsibility – The Report of the Perth Hills Bushfire February 2011; and
- The Ferguson Inquiry (2016) Reframing Rural Fire Management Report of the Special Inquiry into the January 2016 Waroona Fire.

The recommendations from the Keelty Inquiry has led to the introduction of State Planning Policy 3.7 Planning in Bushfire Prone Areas.

Previous national inquiries (1) have recognised that land use planning is the single most important mitigation measure for preventing future disaster losses from bush fires in areas of new development.

1 Council of Australian Governments (2004), National Inquiry on Bushfire Mitigation and Management, Page 92.





Rev	Description	Date
A	Preliminary	13/10/2016



FIGURE 2
POPANYINNING POLICY AREAS

Cuballing / Popanyinning Bushfire Hazard Level Assessment

1.2 Methodology and Assumptions

The bushfire hazard assessment in this report is a "broad brush" assessment to support the preparation of the local planning strategy. The purpose of the assessment is to:

- a) Identify areas with a moderate or extreme hazard rating which require a more detailed analysis before any development / subdivision occurs;
- b) To identify any wider bushfire management issues in the locality which should be considered; and
- c) Ensure that bushfire management measures are considered as early as is possible in the planning process.

The bushfire hazard level assessment has been prepared in accordance with the methodology contained in the Guidelines for Planning in Bushfire Prone Areas (2). The classification of vegetation has also had regard to the methodology used for Bushfire Attack Level (BAL) Assessments and the Visual Guide for Bushfire Risk Assessment in Western Australia (3).

This requires that consideration also be given to the fuel loads associated with each vegetation class as well as to the tree height and foliage coverage. The relative fuel loads are shown in Table 1. The comparison of forest fuel loads compared to leaf litter depth is shown in Table 2.

The preparation of this assessment has included:

- Site Inspections;
- Reviewing district vegetation surveys;
- Use of aerial photography; and
- Measurement of slopes and distances on site.

It is noted that the consultant did not have any authority to enter private property and all inspections were conducted from public areas. Where an area could not be physically inspected the vegetation type and hazard rating has been assigned on the basis of the surrounding complexes.

In preparing this report the following assumptions have been made:

Existing Conditions

The assessment has been undertaken based upon the existing conditions at that time. The assessment does not consider any vegetation modification or fuel reduction which might be done as part of a development.

The vegetation classifications are also based upon the expected mature state of any vegetation.

2 WAPC (2015) Guidelines for Planning in Bushfire Prone Areas Appendix 2

3 Department of Planning (2016) Visual Guide for Bushfire Risk Assessment in Western Australia

Cuballing / Popanyinning Bushfire Hazard Level Assessment

Table 1 Indicative Fuel Loads

Vegetation Classification	Surface Fuel Load (t/ha)	Overall Fuel Load (t/ha)
Forest	25	35
Woodlands	15	25
Shrubland	15	15
Scrub	25	25
Mallee/Mulga	8	8
Rainforest	10	12
Tussock Moorland	17	17
Grassland	4.5	4.5

Source: AS3959 Table B2

Table 2 Forest Fuel Loads

Litter depth (mm)	Forest Type			
	Karri dominant	Mixed M.J.K.	Jarraah dominant	Wandoo
Litter weight (tonnes/ha)				
5	3.2	2.6	2.7	4.4
10	6.4	5.1	5.3	8.8
15	9.6	7.7	8.0	13.2
20	13.0	10.3	11.0	17.6
25	16.0	13.0	13.0	22.0
30	19.0	15.0	16.0	26.4
35	23.0	17.0	19.0	30.0
40	26.0	19.0	21.0	
45	29.0	22.0	24.0	
50	32.0	25.0	27.0	

Source FESA (2007) Visual Fuel Guide Appendix 1

Predominant Vegetation

The predominant vegetation type has been used for each vegetation plot. While the Guidelines recommend that vegetation types be mapped based upon units of 2,500m² this requires significant time and effort at the scale of this assessment and it does not offer any substantial improvement in the analysis.

For the purposes of this report farming areas which are being actively grazed have been considered as cropping / pasture while ungrazed areas are considered as unmanaged grassland. Unmanaged grassland are areas where the vegetation is not managed in minimal fuel condition where grass is more than 100mm in height. Any requirement in the Council Firebreak Notice to reduce this does not reduce the hazard level.

Cuballing / Popanyinning Bushfire Hazard Level Assessment

Where the Guidelines refer to forest or woodlands with a permanent grass understorey as having a moderate hazard level this has only been applied where the grass understorey is very low with reduced fuel loads.

Vegetation Classifications

AS3959 also uses different fire behaviour models for vegetation types being broadly grouped as:

- Forest and woodland;
- Shrubland, scrub and heath; and
- Grasslands

Hence it can be difficult based solely upon the criteria for preparing bushfire hazard level assessments (Appendix 4 of the Guidelines) to clearly distinguish between areas with a moderate or extreme hazard rating; especially in coastal environments i.e. scrub and shrubland.

As both forest and woodland also have an extreme hazard level the distinction between these becomes academic. However, Guidelines classify low shrubs as having a moderate hazard level while tall shrubs have an extreme hazard level.

In accordance with current classification practice based upon the AS3959 classifications:

- Low shrubs mean shrubland which is generally less than 2m in height; and
- Tall shrubs mean scrub which is between 2 and 4m in height.

Slope

Slope is the predominant gradient of the vegetated areas measured over 100m distance. At the scale of this assessment the slopes are general by nature and tend to be averaged with the following terms being used:

- Low slope means a slope of between 0 and 5 degrees (10%);
- Moderate slope means a slope of between 5 and 10 degrees (18%);
- Steep slope means a slope of between 10 and 15 degrees (28%); and
- Very steep slope means a slope of between 15 and 20 degrees (40%).

Fuel Reduction

A level of 8 tonnes per hectare fuel loadings in Jarrah forest, is recognised as the threshold above which fire suppression becomes increasingly difficult. Even with a fuel loading of 8 tonnes per hectare a bushfire is unlikely to be able to be controlled even with the most sophisticated management and appliances when there are extreme or catastrophic fire weather conditions. This is also the recognised level which DPaW aims for when it does fuel reduction works as well as being consistent with the fuel load requirement for a Hazard Separation Zone in the Bushfire Protection Criteria (4).

While this measure may be used for fuel reduction measurement over larger areas of vegetation it does not correspond to a low fuel or low threat vegetation for the purpose of vegetation classifications or BAL assessments.

4 Guidelines for Planning in Bushfire Prone Areas Appendix Four.

Cuballing / Popanyinning Bushfire Hazard Level Assessment

2.0 EXISTING CONDITIONS

2.1 Land Use

Cuballing townsite is the administrative and population centre of the Shire. The townsite is located approximately 15kms north of Narrogin. Popanyinning is the second townsite in the Shire and it is located 20kms north of Cuballing. Both townsites are situated on the Great Southern Highway which is the primary regional main road.

Both townsites are split by the highway; railway line and central drainage corridor. In Cuballing, the Cuballing Brook flows south-north and has tributaries to both the east and west. In Popanyinning, the Hotham River runs on a south-north alignment through the townsite and parallel to the Great Southern Highway and railway.

The Great Southern Towns Water Supply Scheme (GSTWSS) pipeline also runs parallel to the highway through both towns.

The existing conditions for the Cuballing townsite are shown in Figure 3. The town is based upon a grid street pattern bisected by the Great Southern Highway, railway line and Cuballing Brook. The town centre is located on the western side of the highway and includes recreation reserves, the Dryandra Equestrian Centre and the Rosedale Nature Reserve borders the western boundary. A notable feature of the Cuballing townsite are the extensive areas of Crown Land being both managed reserves and unallocated crown land.

The existing conditions for the Popanyinning townsite are shown in Figure 4. The town is similar to Cuballing in that it also has a grid street pattern bisected by the Great Southern Highway, railway line and the Hotham River. The eastern side of the town is relatively flat with large residential lots.

2.2 Climate

The Study Area generally experience a temperate climate characterised by mild, wet winters and warm to hot, dry summers. The mean maximum temperature reaches 31 C in January with the highest recorded maximum temperature being 44.7 C in February 2007 (5). The lowest mean maximum temperature is 14 C in July.

There is an average rainfall of 493 mm per year.

In summer, there is an average of:

- 61 days with temperatures over 30 C;
- 18 days with temperatures over 35 C; and
- 2 days with temperatures over 40 C.

The fire weather season can be loosely defined as the period during which the fuel state and the atmospheric conditions are conducive to the spread of fire. The fire weather season extends from approximately mid-October to mid-May. Severe, Extreme or Catastrophic fire weather days occur when the Fire Danger Index (FDI) is equal to or greater than 50. These are significant to fire agencies because of the difficulty of suppressing fires under these conditions.

5 Bureau of Meteorology Narrogin Weather Station No 010614

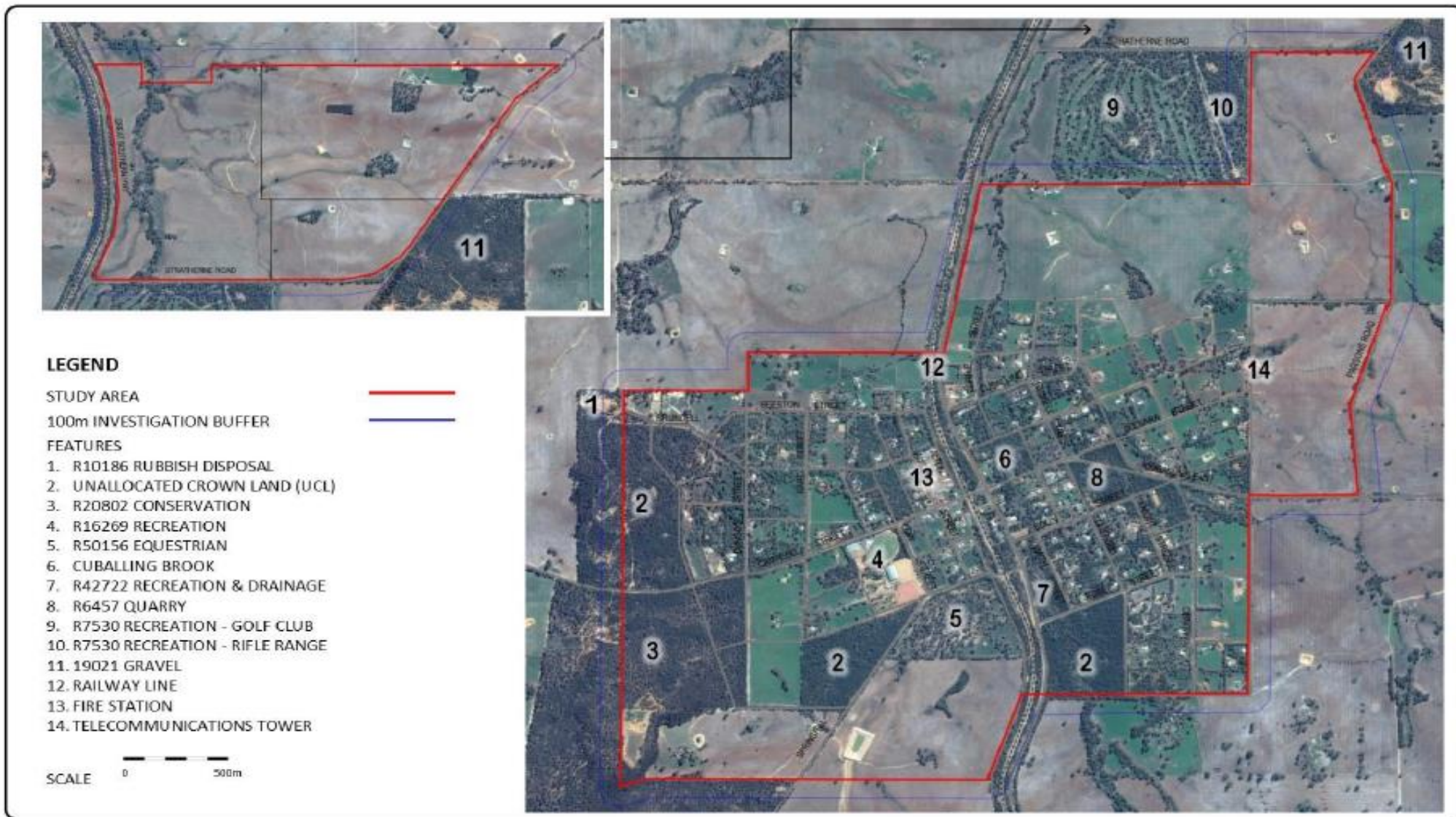


FIGURE 3
CUBALLING EXISTING CONDITIONS



Rev	Description	Date
A	Preliminary	13/10/2016





FIGURE 4
POPANYINNING EXISTING CONDITIONS



Rev	Description	Date
A	Preliminary	13/10/2016



Cuballing / Popanyinning Bushfire Hazard Level Assessment

2.3 Topography

Both townsites are characterised by divided by a central north - south water course and associated low valley running parallel to the Great Southern Highway.

The slopes in both townsites are generally low with few moderate slopes.

The western side of the Cuballing townsite has a ridgeline with an elevation of 400m AHD. This then slopes down to the Cuballing Brook adjacent to the Great Southern Highway to a minimum elevation of 330m AHD. The eastern side the town then slopes upwards to a height of 370m AHD.

Popanyinning townsite has a lower elevation with the western side of town having a maximum height of approximately 330m AHD. The Hotham River adjacent to the Great Southern Highway has a minimum elevation of 290m AHD. The eastern side the town contains large flat area along Alexander Street which is between 290 and 300m AHD. The highest elevation on the eastern side of the town is a height of 320m AHD near the waste disposal site.

2.4 Vegetation

There are extensive areas of vegetation within both townsites on both public and private land.

The predominant vegetation classes within both townsites comprise of:

- Sheoak and Jam Wattle scrub and woodlands; and
- Wandoo/White Gum and York Gum woodlands and forests.

There are of course many other native species occurring throughout the study areas. Photographs of the local vegetation types are shown in Figure 5.

The Sheoak and Jam Wattle scrub is particularly prone to invasion by weeds especially in semi rural areas which can make management of fuel loads particularly difficult.

2.5 Bushfire Prone Areas

Bushfire prone areas are comprised of bushfire prone vegetation and a 100m buffer (6).

Vegetation is identified as bushfire prone where it meets the following size and proximity requirements:

- Areas of 1 hectare or greater in size;
- Less than 1 hectare to 0.25 hectares in area and 100 metres or less from other bushfire prone vegetation 1 hectare or greater in area;
- Is less than 0.25 hectares in area but is 20 metres or less from bushfire prone vegetation of any size; or
- Strips of vegetation 20 metres or greater in width regardless of length and 20 metres or less from each other or bush fire prone vegetation of any size.

The extract of the State Bushfire Prone Map for the Study Area is shown in Figures 6 and 7. It is noted that "grasslands" are not considered as being bushfire prone for the purpose of the Mapping Standard.

6 DFES (2015) Mapping Standard for Bush Fire Prone Areas.

Cuballing / Popanyinning Bushfire Hazard Level Assessment

Low threat vegetation -
Maintained land parks and inner
suburban areas.

- Low hazard level
- AS3959 - BAL Low



Unmanaged grassland typically
on large residential or semi-
rural land.

- Moderate hazard level
- AS3959 Class G Grassland



Pasture / cropping typically on
rural land adjacent to townsite

- Low hazard level
- AS3959 Class G Grassland



Figure 5 Vegetation Examples

Cuballing / Popanyinning Bushfire Hazard Level Assessment

Woodland with permanent grass understorey being a low fuel zone.

- Moderate hazard level
- AS3959 Class B Woodland



Woodland with grass understorey with moderate fuel loading

- Extreme hazard level
- AS3959 Class B Woodland



Woodland / open forest with shrub understorey

- Extreme hazard level
- AS3959 Class A Forest or Class B Woodland



Figure 5 Vegetation Examples

Cuballing / Popanyinning Bushfire Hazard Level Assessment

Sheoak can have multiple classifications being tall shrubs (scrub) low forest or low woodland

- Extreme hazard level
- AS3959 Class A Forest; Class B Woodland; or Class D Scrub



Acacia tall shrubland (scrub)

- Extreme hazard level
- AS3959 Class D Scrub



Figure 5 Vegetation Examples

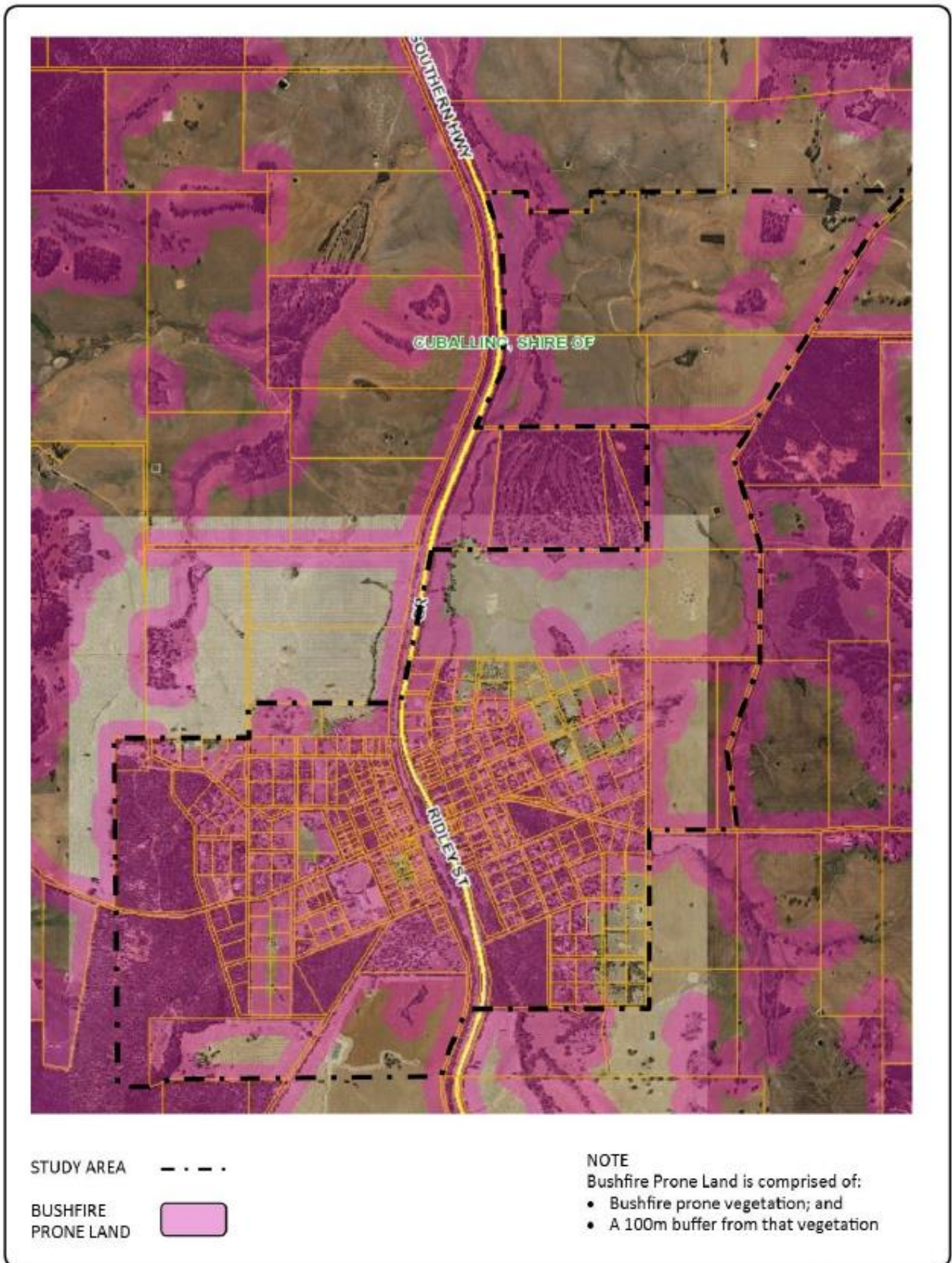


FIGURE 6
CUBALLING BUSHFIRE PRONE MAP



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A	Preliminary	28/10/2016



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STUDY AREA - - - -
 BUSHFIRE PRONE LAND [Pink Box]

NOTE
 Bushfire Prone Land is comprised of:
 • Bushfire prone vegetation; and
 • A 100m buffer from that vegetation

FIGURE 7
 POPANYINNING BUSHFIRE PRONE MAP



Rev	Description	Date
A	Preliminary	28/10/2016



Job No 16-047

Cuballing / Popanyinning Bushfire Hazard Level Assessment

3.0 BUSHFIRE HAZARD LEVEL ASSESSMENT

The bushfire hazard primarily relates to the vegetation on the site, the type and extent (area) of vegetation and its characteristics. The methodology for determining the bushfire hazard level is contained in the Guidelines for Planning in Bushfire Prone Areas (Section 4.1 and Appendix 2).

This classifies vegetation based on tree height and the percentage of canopy cover and the characteristics of the different hazard categories (7) are documented in Table 3.

The vegetation classifications based upon these categories are shown in Figures 8 and 9.

Table 3 Vegetation Classifications

Ref Code	Vegetation Description
Low Hazard Rating	
B	Areas devoid of standing native vegetation (less than 0.25ha cumulative area)
N/A	Areas which, due to climatic or vegetation (eg. rainforest) conditions, do not experience bushfires.
SA	Inner urban or suburban areas with maintained gardens and very limited native standing vegetation (less than 0.25 ha cumulative area).
LTV	Low threat vegetation, including grassland managed in a minimal fuel condition (i.e. to a nominal height of 100mm), maintained lawns, vineyard and orchards.
P/C	Pasture or cropping areas with very limited standing vegetation that is shrubland, woodland or forest with an effective up slope, on flat land or an effective down slope of less than 10 degrees, for a distance greater than 100 metres.
Moderate Hazard Rating	
P/C(10)	Areas containing pasture or cropping with an effective down slope* in excess of 10 degrees for a distance greater than 100 metres.
UG	Unmanaged grasslands.
OW	Open woodlands.
OS	Open shrublands.
LS	Low shrubs on areas with an effective up slope, on flat land or an effective down slope of less than 10 degrees, for a distance greater than 100 metres or flat land.
SA(T)	Suburban areas with some tree cover.
FWG	Forest and woodlands with a permanent grass understorey or at most, a scrub understorey structure consisting of multiple areas of <0.25ha and not within 20 metres of each other or single areas of <1ha and not within 100 metres of other scrub areas.
Extreme Hazard Rating	
F	Forests with a scrub understorey which is multi-tiered.
W	Woodlands with a scrub understorey which is multi-tiered.
TS	Tall shrubs.
OTH	Any area of vegetation not otherwise categorised as low or moderate.

7 WAPC (2015) Guidelines for Planning in Bushfire Prone Areas Appendix 2 page 50

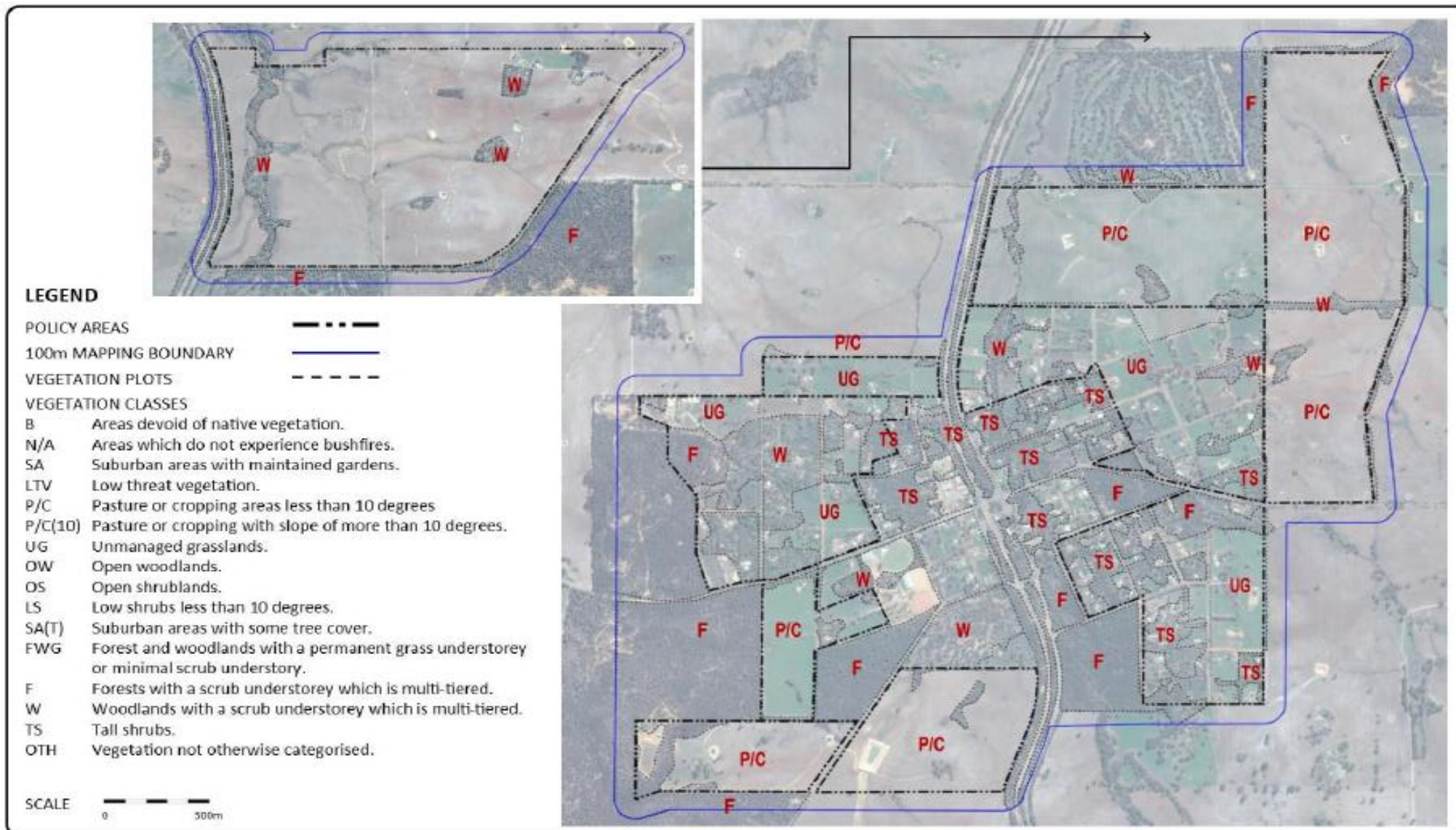


FIGURE 8
CUBALLING VEGETATION CLASSIFICATIONS



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A	Preliminary	13/10/2016



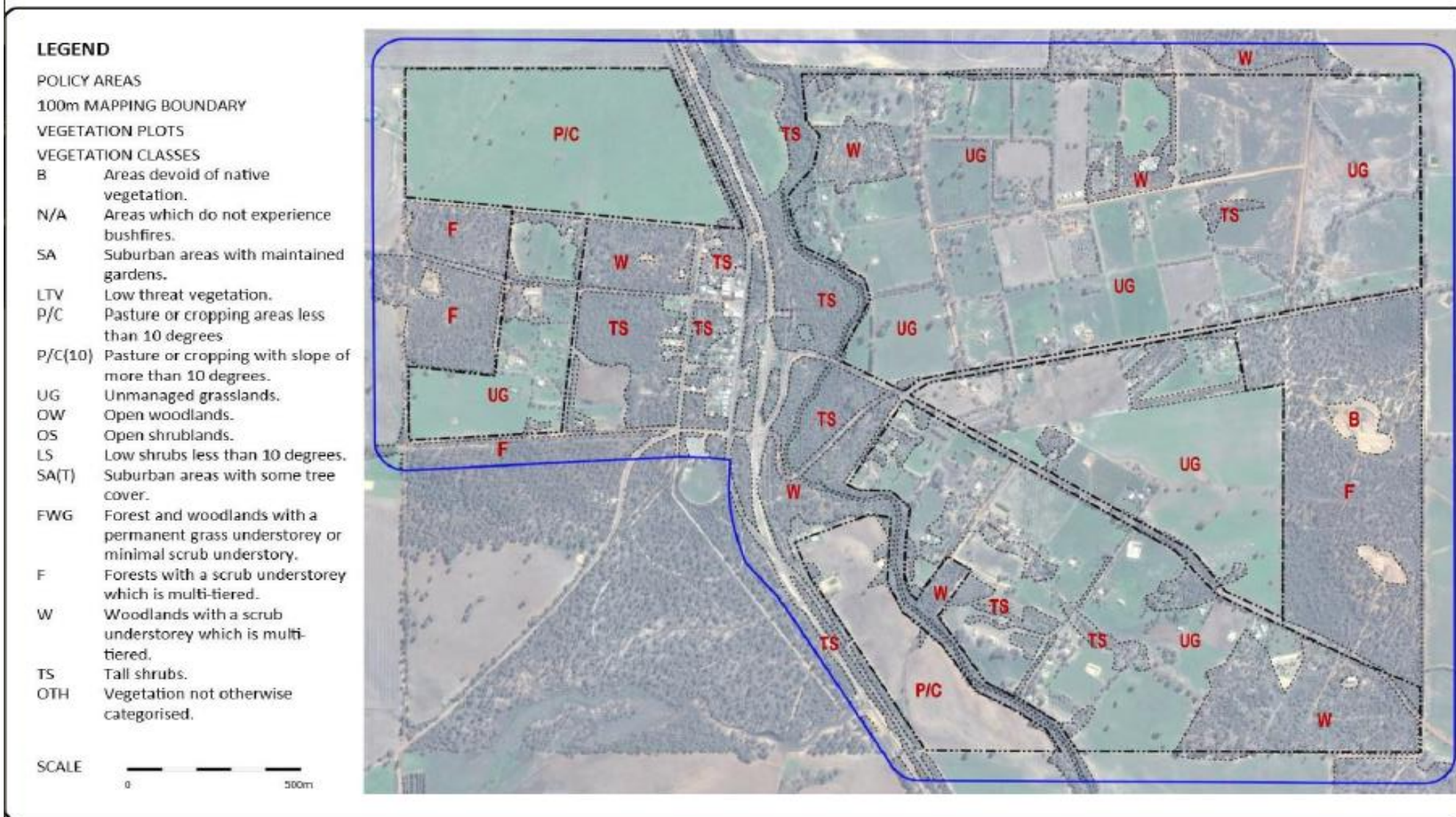


FIGURE 9
POPANYINNING VEGETATION CLASSIFICATIONS



Rev	Description	Date
A	Preliminary	13/10/2016



Cuballing / Popanyinning Bushfire Hazard Level Assessment

The classification of vegetation is based on the approach applied in A53959 to identify which vegetation type or types predominate in the bushfire hazard assessment area as shown in Table 3.

Appendix 4 of the Guidelines for Planning in Bushfire Prone Areas (2015) stipulates that any cleared areas which would have a low hazard rating but are within 100m of the areas with an extreme hazard rating are to be assigned a moderate hazard rating to reflect the increased level of risk. This 100 metre buffer reflects the Hazard Separation Zone requirements.

The bushfire hazard levels for the townsites are shown in Figures 10 and 11.

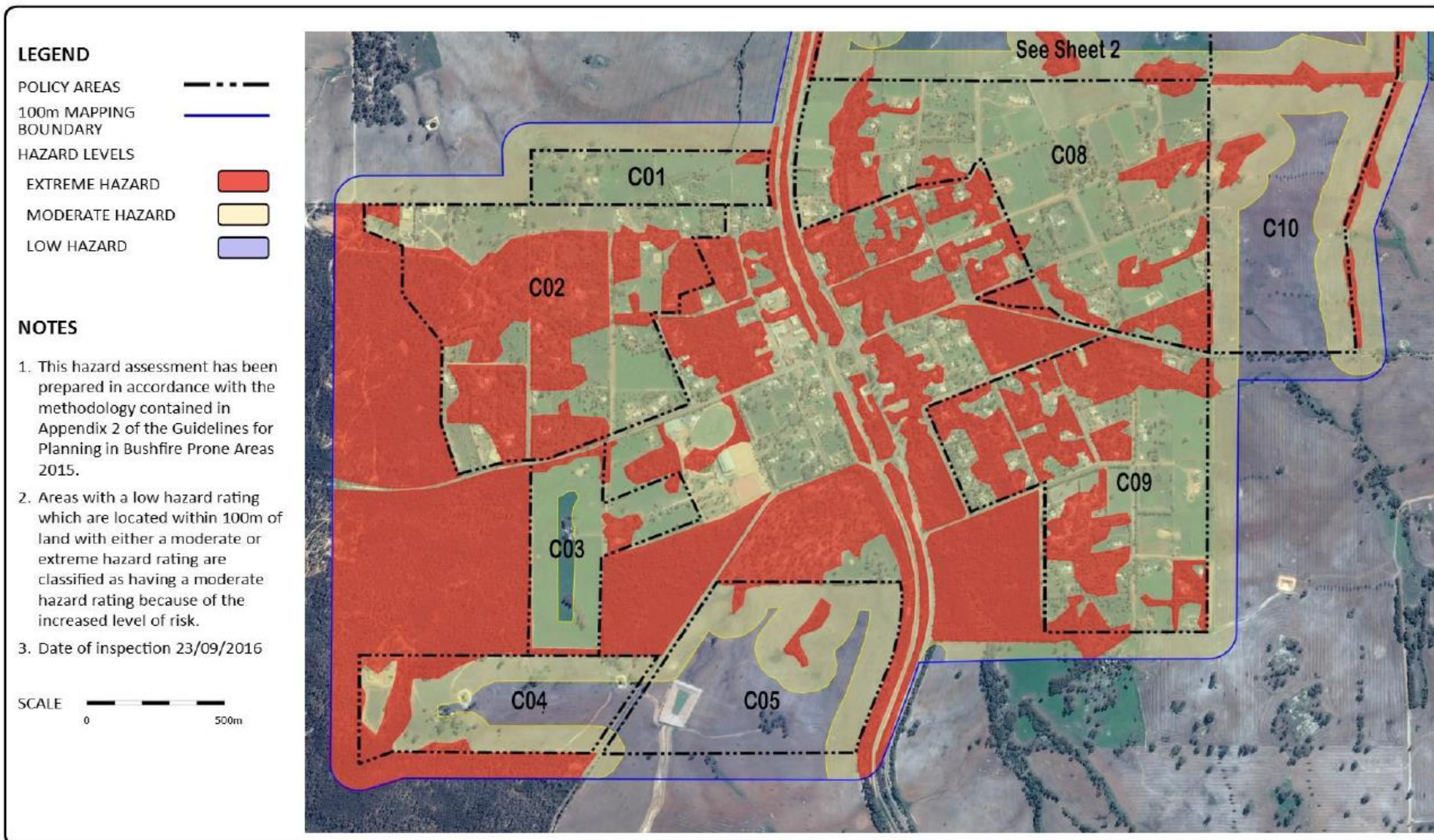


FIGURE 10
CUBALLING BUSHFIRE HAZARD LEVELS (SHEET 1 OF 2)



Rev	Description	Date
A	Preliminary	13/10/2016



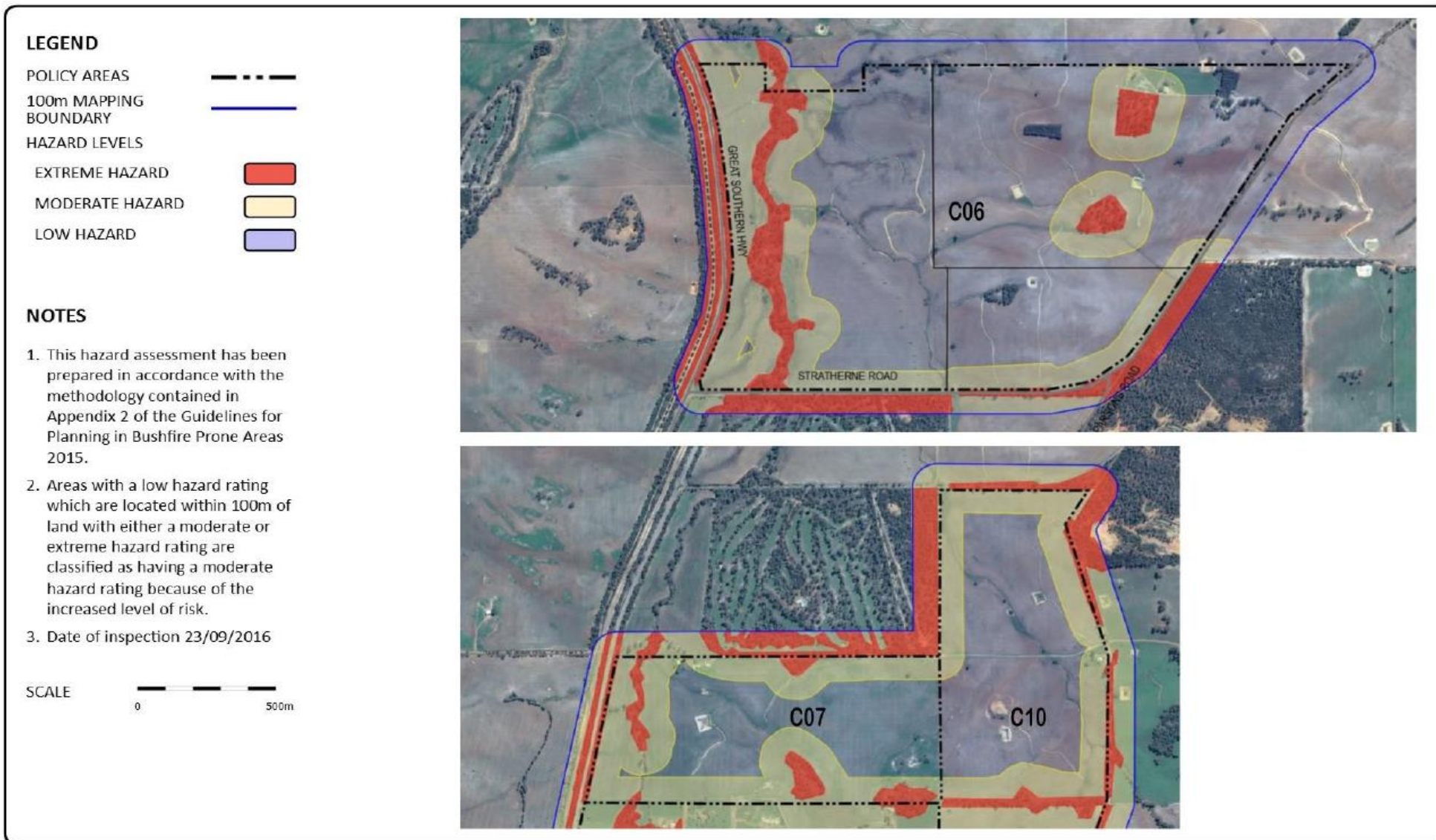


FIGURE 10
CUBALLING BUSHFIRE HAZARD LEVELS (SHEET 2 OF 2)



Rev	Description	Date
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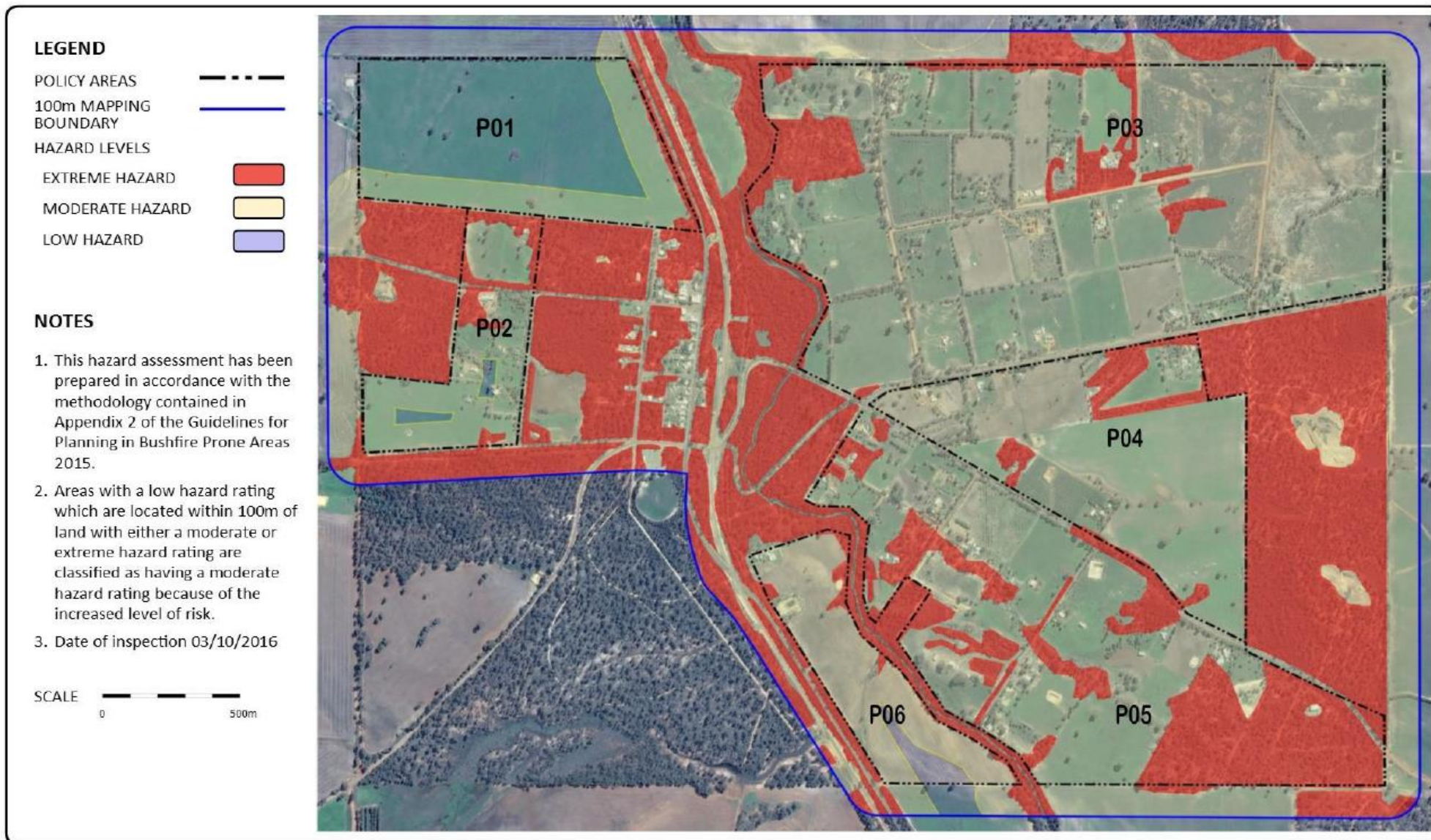


FIGURE 11
POPANYANNING BUSHFIRE HAZARD LEVELS



Rev	Description	Date
A	Preliminary	13/10/2016



Cuballing / Popanyinning Bushfire Hazard Level Assessment

4.0 DEVELOPMENT ISSUES - GENERAL

4.1 BAL Contour Map or Assessment

The policy measures of SPP3.7 and the Guidelines for Planning in Bushfire Prone Areas have a presumption against any development in areas which will have:

- An extreme bushfire hazard level, or
- Which requires the use of BAL- 40 or BAL Flame Zone (FZ) construction standards.

From this it might be assumed that:

- Land with a BAL-40 or BAL-FZ rating has an extreme hazard level; and
- Land with a BAL-12.5 to BAL-29 rating has a moderate hazard level.

This is not correct as the BAL setbacks commence from the edge of the classified hazard vegetation. Hence land with a moderate hazard level will normally include land that has a BAL-40 and BAL-FZ rating as shown in Figure 12.

The second issue is that the vegetation classifications used for the bushfire hazard level assessment assign various vegetation types a moderate hazard rating. A development site with this vegetation type may still have a BAL-40 or BAL-FZ rating depending upon the setback of the site from that vegetation ie grassland.

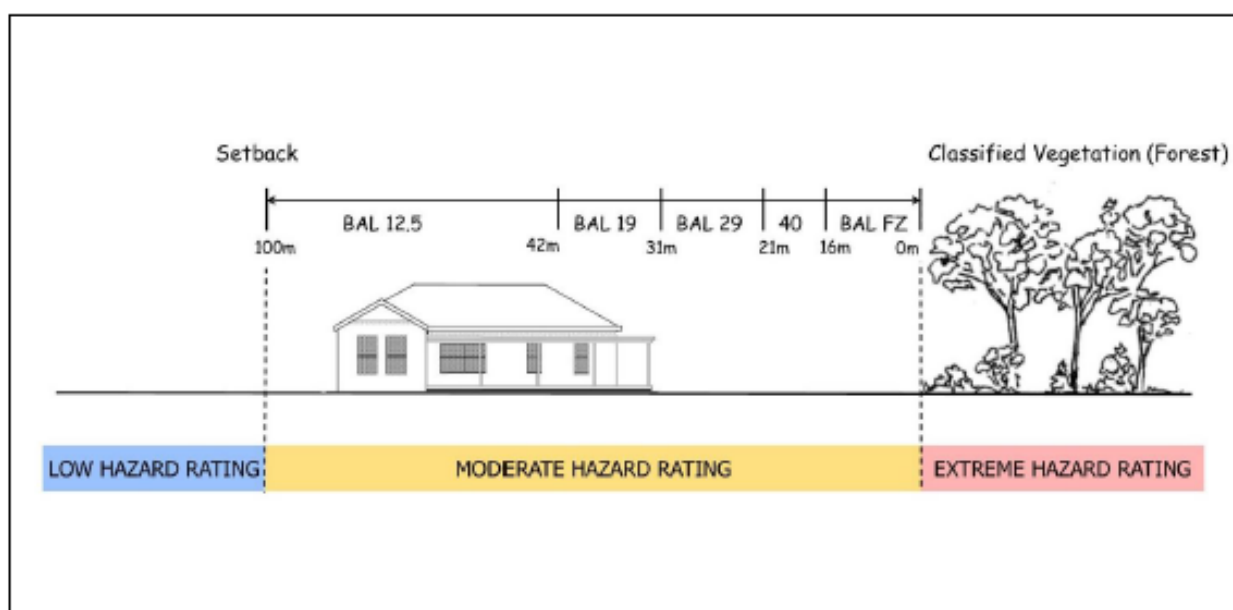


Figure 12 BHL - BAL Comparison

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4.2 Hazard Reduction

In order to achieve the desired BAL rating permanent hazard reduction must be undertaken. In its simplest this will be achieved by the clearing of land for the subdivision or development. However, the need for permanent hazard reduction may conflict with environmental objectives and regulations.

The introduction of the State Bushfire Prone Maps and the need for formal BAL assessments is raising a number of new issues to be considered for both subdivision and development. This includes clearing of lots or building envelopes as part of the subdivision construction so as to allow for an appropriate BAL assessment. This is also very important for the staging of subdivisions.

Schedule 6 of the Environmental Protection Act 1986 provides for exemptions to requiring a permit to clear vegetation. The Environmental Protection (Clearing of Native Vegetation) Regulations 2004 then further prescribe/define twenty-six activities for which clearing can occur including:

- 1 The minimum clearing necessary to construct a building or other structure up to five (5) hectares; and
- 2 Clearing of up to 20m around buildings for fire protection.

In relation to (1) above the EPA's Clearing Guidelines stipulate that the permitted clearing is only to the "extent necessary" to construct the development. Under SPP3.7 Planning in Bushfire Prone Areas it is clear that the maximum recommended BAL rating is BAL-29. This then represents the minimum level of clearing necessary for a development especially a dwelling or an outbuilding.

The actual extent of the clearing which required will depend upon the vegetation classification and the slope. Where there is forest or woodland vegetation then this can be a significant distance as shown in Table 4. Complications can arise when these distances extend over proposed lot boundaries.

Table 4 BAL 29 Clearing Areas (Forest)

Slope Degrees	House Area (m ²)	Setback Distance (m)		Cleared Area (m ²)
		Upslope	Downslope	
Flat/Upslope	200	21	21	2,844
>0 - 5	200	21	27	3,216
>5 - 10	200	21	33	3,588
>10 - 15	200	21	42	4,146
>15 - 20	200	21	52	4,766

4.3 Grassland

The issue of "grasslands" is treated differently in a bushfire hazard level assessment compared to a Bushfire Attack Level (BAL) Assessment under AS3959 Construction of Buildings in Bushfire Prone Areas.

In addition, the State Bushfire Prone Maps do not generally include "grasslands".

The bushfire hazard level assessment classifies:

- Cropping and pasture areas on slopes of less than 10 degrees as having a low bushfire hazard rating;

Cuballing / Popanyinning Bushfire Hazard Level Assessment

- Cropping and pasture areas on slopes of more than 10 degrees as having a moderate bushfire hazard rating; and
- Unmanaged grassland has a moderate bushfire hazard rating.

AS3959 defines managed grasslands (low threat vegetation) as being less than 100mm in height. Unmanaged grasslands are classified vegetation (Class G) and these include:

- Low open shrubland;
- Hummock grassland;
- Tussock grassland;
- Sown pasture; and
- Herbfields.

For the preparation of a Bushfire Attack Level (BAL) Assessment it is the accepted practice that cropping and pasture areas are defined as Class G vegetation on the basis that the nature of the crop or pasture may change annually. AS3959 also nominates grassland have a fuel load of up to 4.5 tonnes per hectare.

This means that despite "pasture/cropping" areas having a low hazard rating such areas may still have a high BAL rating ie BAL-FZ or BAL-40.

4.4 Access

One of the most significant design issues to be considered in the subdivision and development of land is the need for multiple access.

Element 3 of the Bushfire Protection Criteria has an objective to ensure that the vehicular access serving a subdivision/development is safe in the event of a bush fire occurring. The performance criteria seek to ensure that the subdivision design allows emergency and other vehicles to move through the development easily and safely at all times.

The acceptable solution is to provide two different vehicular access routes, both of which connect to the public road network, and which are available to all residents/the public at all times. By providing two access options, residents can evacuate and fire services can enter even when one access route is blocked by fire. These access routes should be in different directions.

4.5 Vulnerable Land Uses

SPP3.7 Planning in Bushfire Prone Areas defines a vulnerable land use as one where persons may be less able to respond in a bushfire emergency. The Guidelines then explain that such uses include hospitals, nursing homes and retirement villages, tourist accommodation including camping grounds and ecotourism, childcare centres, educational establishments, places of worship and corrective institutions. This definition may also encompass places of assembly, retail and office premises as well as subsidiary uses of residential development, such as family day care centres or home businesses, and essential infrastructure such as energy, transport, telecommunications and other utilities.

Under SPP3.7 vulnerable land uses will not be supported in areas with a BAL rating of between BAL-12.5 to BAL-29 unless they are accompanied by a Bushfire Management Plan jointly endorsed by the relevant local government and the State authority for emergency services.

The precincts examined in this assessment are predominantly proposed for residential and/or rural living development. The most likely vulnerable land use to occur in this

Cuballing / Popanyinning Bushfire Hazard Level Assessment

context will be tourist accommodation including chalets, holiday homes, bed & breakfast establishments etc.

Given that the main concern in SPP3.7 relates to evacuation, then such uses should only be considered in locations where there is excellent access.

4.6 Climate Change

The Climate Commission (8) is predicting that there will be hotter and drier conditions particularly in the southern regions of the State. These are likely to cause changes to fire regimes, as the conditions for large and intense fires will be more common.

It is likely that a higher fire weather risk will be more common in spring, summer and autumn resulting in an increased annual fire season. This will also have the added implication of reducing the opportunity for hazard reduction activities and specially prescribed burning (9).

Consequently, the incidence of bush fires may increase. While this may not require any additional design measures in a subdivision it may place additional emphasis on the "preparedness" and "response" measures within the community.

5.0 DEVELOPMENT ISSUES - POLICY AREAS

5.1 Cuballing Policy Areas

The bushfire management / development issues associated with the Cuballing townsite are shown in Figure 13.

Large portions of the townsite have an extreme bushfire hazard rating which reflects the substantial areas of remnant vegetation on both private and public land. The extent of Crown Reserves and Unallocated Crown Land is a predominant feature.

The townsite has a grid shaped road network which is on a 45-degree axis. Many of the road connections have not been constructed resulting in dead end access which can potentially increase the bushfire risk.

5.1.1 C01 Beeston Street

This is a proposed investigation area for potential residential lots. A variety of lot sizes are to be provided in accordance with a Structure Plan. A minimum lot size 1 hectare is proposed where connected to reticulated water and where suitable and capable.

The existing conditions are shown in Appendix 1 Plan 1. The area contains two lots situated north of Beeston Street with a combined area of 16 hectares. It extends for approximately 800m in length with a depth of 200m. It is generally cleared farming land with a low slope.

The eastern boundary adjoins the railway line and there is no direct access to the Great Southern Highway. Access to the site is from several unconstructed road reserves extending north of Beeston Street.

8 Climate Commission (2011) The Critical Decade: Western Australia Climate Change Impacts. Page 10

9 Middelmann, M. H. (Editor) (2007) Natural Hazards in Australia: Identifying Risk Analysis Requirements. Geoscience Australia, Canberra. Page 104.

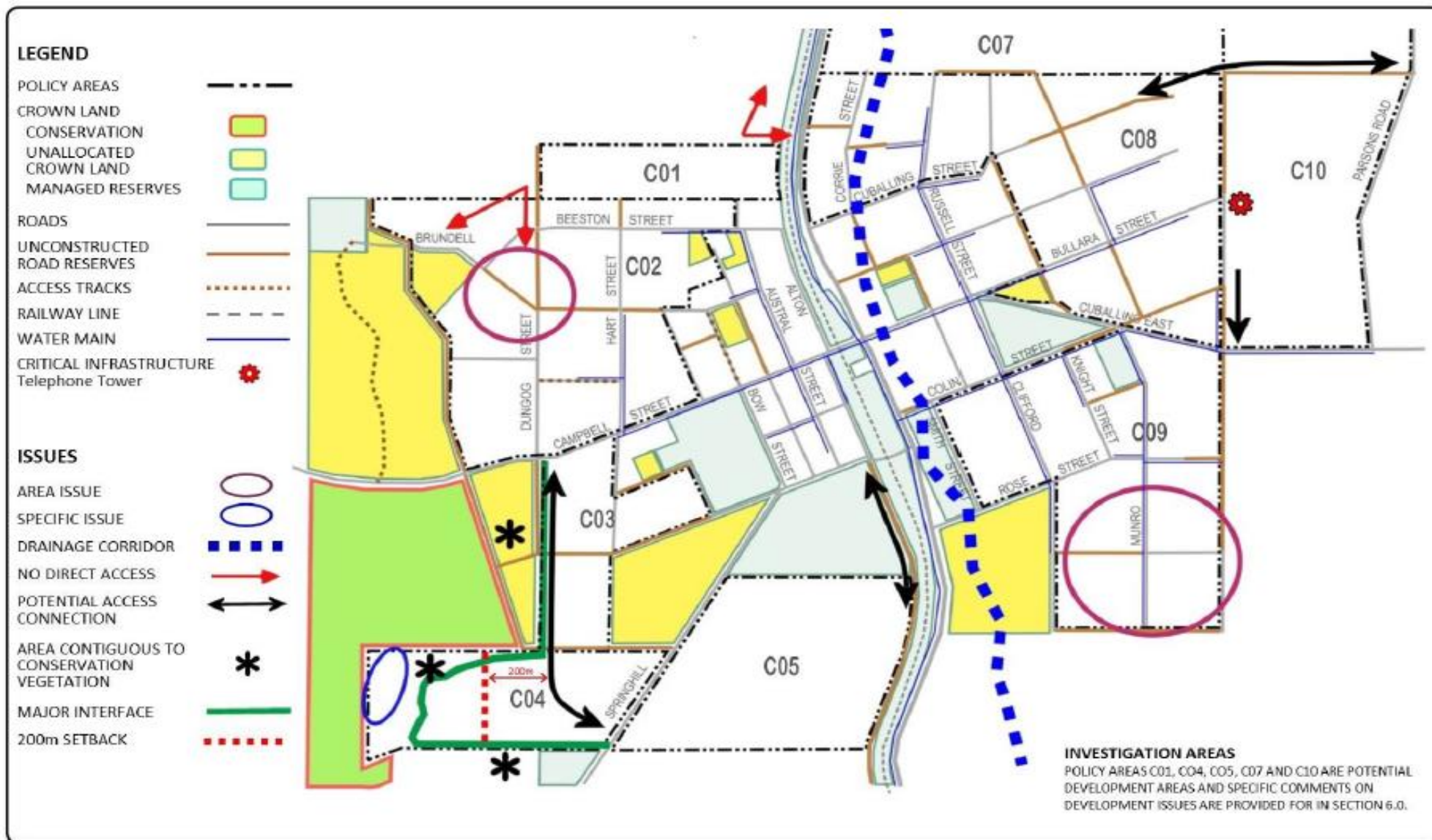


FIGURE 13
CUBALLING ISSUES (SHEET 1 OF 2)



Rev	Description	Date
A	Preliminary	13/10/2016



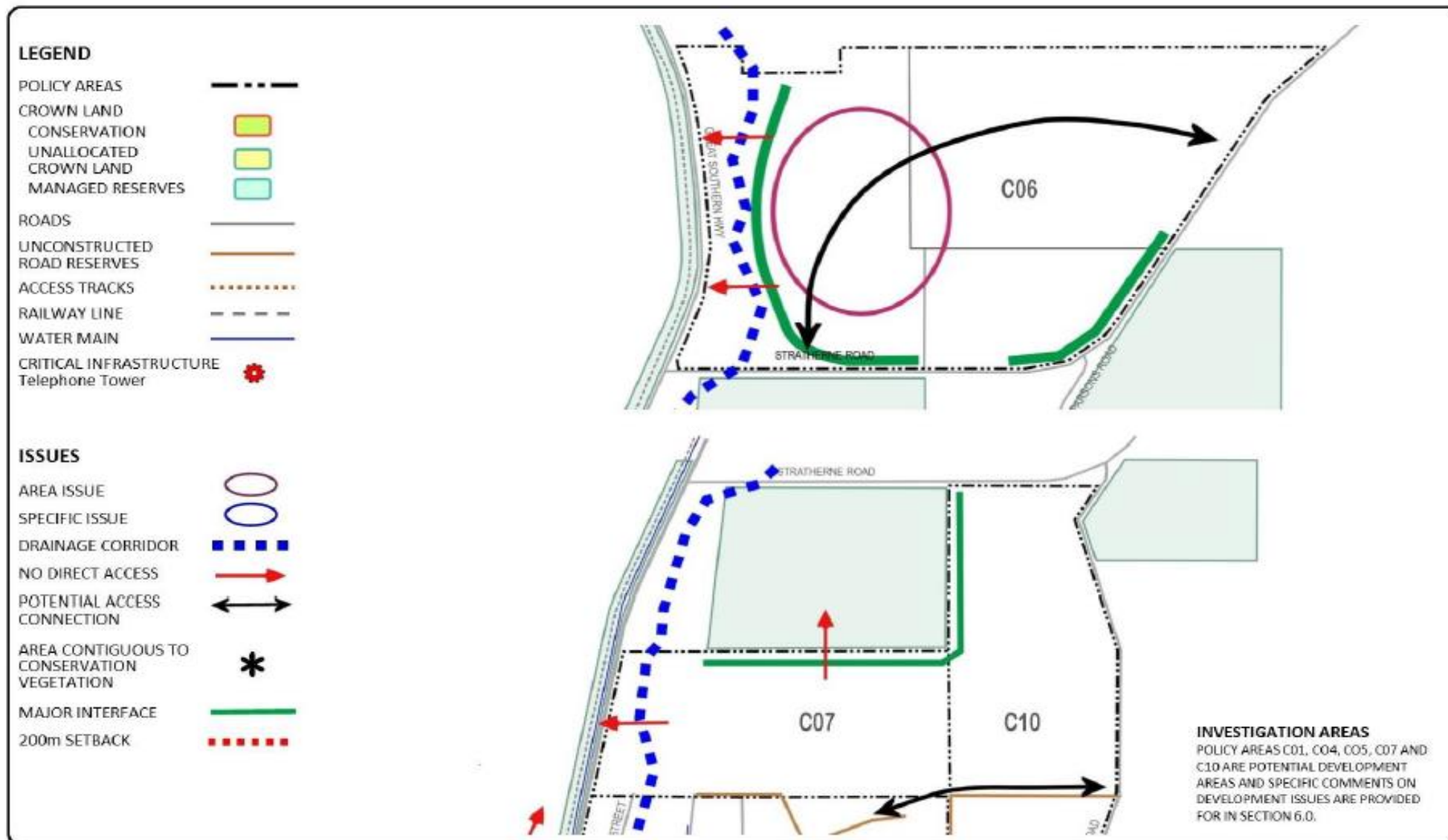


FIGURE 13
 CUBALLING ISSUES (SHEET 2 OF 2)



Rev	Description	Date
A	Preliminary	13/10/2016



Cuballing / Popanyinning Bushfire Hazard Level Assessment

The area contains unmanaged grassland which has a moderate bushfire hazard level. This will not preclude further development in accordance with the policy measures of SPP3.7 and the Bushfire Protection Criteria.

The main development issue will be the provision of multiple access in two directions in accordance with Acceptable Solution A3.1 because:

- Access to the east across the railway line is likely to be difficult to implement;
- Access to the north is not available as this is broad acres farming land; and
- Access to the west along Brundell Street only extends as far as the waste transfer station. It then connects to Cuballing Road West through Crown Land via a formed single lane gravel road.

5.1.2 C02 Dungog Street

This Policy Area covers a large area of the western portion of the townsite, between Campbell and Beeston Streets. It is identified as a Rural Residential area with opportunities to re-subdivide lots to 1 hectare where connected to reticulated water, address bushfire risk and where suitable and capable.

A large portion of the policy area has an extreme bushfire hazard rating. Dungog Road does not extend through to Beeston Road and this will restrict subdivision opportunities north of Cross Street due to:

- Acceptable Solution A3.1 provision of two access routes; and
- Acceptable Solution A3.3 restricting dead end roads to a maximum length of 200m

Further development in accordance with the policy measures of SPP3.7 and the Bushfire Protection Criteria will require permanent hazard reduction to achieve a maximum BAL-29 rating.

5.1.3 C03 Hart Street

This area is cleared unsubdivided grazing land between Campbell and Springhill Streets extending down Hart Street. It is identified as a Rural Residential area with opportunities to re-subdivide lots to 1 hectare where connected to reticulated water, address bushfire risk and where suitable and capable.

It contains a number of lots between 1 and 2 hectares in size. There are large vegetated areas of Crown Land to the west and the south east. The Crown Land to the west is contiguous to the Rosedale Nature Reserve. This may require additional development setbacks above what is required for a BAL-29 rating.

Further development in accordance with the policy measures of SPP3.7 and the Bushfire Protection Criteria is possible but will require a secondary road connection access to Springhill Road.

5.1.4 C04 Springhill Road West

This is a proposed investigation area for potential rural residential lots. The lot sizes will be determined by bushfire risk, servicing and land suitability and capability.

The existing conditions are shown in Appendix 1 Plan 2. It comprises of a single lot which has an area of 34 hectares and it is predominantly cleared farming land. The site is on the western side of Springhill Road extending for approximately 800m with a width of 350m.

Cuballing / Popanyinning Bushfire Hazard Level Assessment

It adjoins the Rosedale Nature Reserve with other vegetated land (Crown and freehold) on other boundaries. Policy Area C03 is located on the northern boundary.

Subdivision opportunities are restricted on the western portion of the site due to:

- Acceptable Solution A3.1 provision of two access routes; and
- Acceptable Solution A3.3 restricting dead end roads to a maximum length of 200m

This can be partially addressed by providing a linkage through Policy Area C03 connecting to Campbell or Hart Streets.

The site is remote from the reticulated water supply which may limit the development opportunities.

Additional development setbacks above what is required for a BAL-29 rating may be required around the boundary where the bushland is contiguous with the Rosedale Nature Reserve.

5.1.5 C05 Springhill Road East

This is a proposed investigation area for potential rural residential lots. The lot sizes will be determined by bushfire risk, servicing and land suitability and capability.

The existing conditions are shown in Appendix 1 Plan 3. It comprises of a single lot which is predominantly cleared unsubdivided low sloping grazing land east of Springhill Street, extending to the railway line. It adjoins the Dryandra Equestrian Centre cross country course to the north.

The site is remote from the reticulated water supply which may limit the development opportunities.

Subdivision opportunities may be restricted on the eastern portion of the site due to:

- Acceptable Solution A3.1 provision of two access routes; and
- Acceptable Solution A3.3 restricting dead end roads to a maximum length of 200m

This can be addressed by providing a linkage through to Alton Road adjacent to the railway line. While there is an unconstructed road reserve there is significant remnant vegetation along this connection which would need approval to remove. The connection would only need to be an emergency access way rather than a fully constructed roadway.

5.1.6 C06 Stratherne Road

This is a proposed investigation area for potential industrial lots. It is predominantly cleared unsubdivided low sloping grazing land north of Stratherne Road. The Cuballing Brook is located on the western portion of the site and the golf club is south of Stratherne Road. A vegetated gravel reserve is also located south Stratherne Road and east of Parsons Road.

The site is comprised of multiple lots with an area of more than 200 hectares. The existing conditions are shown in Appendix 1 Plan 4.

The land on the eastern side of the Brook is flat and then this gradually slopes to the north east.

Depending on what land area is required for any industrial development it may be possible to locate this such that it is more than 100m from any existing bushland

Cuballing / Popanyinning Bushfire Hazard Level Assessment

vegetation. Hence it would have a low hazard rating and the policy measures of SPP3.7 and the Bushfire Protection Criteria would not apply to it.

A second access road connecting to the Great Southern Highway would be desirable but this would require a crossing of the Cuballing Brook. An alternative would be to loop the access back to Stratherne Road on the eastern side of the site.

5.1.7 C07 Great Southern Highway

This is a proposed investigation area for potential rural residential lots. A variety of lot sizes are to be provided in accordance with a Structure Plan. Minimum lot size 1 hectare where connected to reticulated water and where suitable and capable.

The existing conditions are shown in Appendix 1 Plan 5. The site contains one lot having an area of 80 hectares. The site is located between the townsite development and the golf club. It is situated on the eastern side of the Great Southern Highway and the Cuballing Brook is located on the western portion of the site.

Development of the area is potentially restricted if no secondary access can be provided:

- Northwards connecting to Stratherne Road;
- West connecting to the Great Southern Highway; or
- East through Policy Area C10 connecting to Parsons Road.

5.1.8 C08 Bullara Street

This is the north eastern portion of the townsite north of Cuballing East Road.

It is identified as a Rural Residential area with opportunities to re-subdivide lots to 1 hectare where connected to reticulated water, address bushfire risk and where suitable and capable.

Further development of the area is likely to require the construction of several road reserves so as to reduce potential cul-de-sacs. There is also an opportunity to provide a road connection from Carton or Bullarra Streets through the adjoining Policy Area C10 through to Parsons Road.

5.1.9 C09 Munro Street

This is the south eastern portion of the townsite south of Cuballing East Road.

It is identified as having opportunities to re-subdivide lots where connected to reticulated water, address bushfire risk and where suitable and capable.

It contains a range of lot sizes with areas of remnant vegetation. Large bushland areas are located on the western boundary adjacent to the Cuballing Brook. It has multiple east west access from Rose Street and Cuballing East Road.

South of Rose Street there is limited access with Munro Street being a dead end. This will restrict subdivision opportunities due to:

- Acceptable Solution A3.1 provision of two access routes; and
- Acceptable Solution A3.3 restricting dead end roads to a maximum length of 200m

5.1.10 C10 Parsons Road

This is a proposed investigation area for potential rural small holdings of between 4 and 40 hectares. A transition of lot sizes required with appropriate separation distances provided to agricultural land and reserves, in accordance with a Structure Plan.

Cuballing / Popanyinning Bushfire Hazard Level Assessment

The existing conditions are shown in Appendix 1 Plan 6. The site contains four lots having a combined area of 130 hectares. It is cleared unsubdivided grazing land east of the townsite on Parsons Road with low to moderate slopes.

Development in accordance with the policy measures of SPP3.7 and the Bushfire Protection Criteria. Any structure plan should promote road connections:

- To Carton or Bullarra Streets through the adjoining Policy Area C08; and
- Through the adjoining Policy Area C07.

5.2 Popanyinning Policy Areas

The bushfire management / development issues associated with the Popanyinning townsite are shown in Figure 14.

Large portions of the townsite have an extreme bushfire hazard rating which reflects the substantial areas of remnant vegetation on both private and public land. However, the Hotham River is a more prominent vegetation corridor than the Cuballing Brook.

Similar to Cuballing, the townsite has a grid shaped road network which is on a 45-degree axis. Some of the road connections have not been constructed resulting in dead end access which can potentially increase the bushfire risk.

A notable feature is that Bunmulling Road where it crosses the Hotham River only has a single lane bridge. While this does not negate the requirements of the Bushfire Protection Criteria, it might be a more general fire protection issue if it restricts access.

5.2.1 P01 Spragg Street

This is a proposed investigation area for potential future Rural Living development. The existing conditions are shown in Appendix 1 Plan 7.

It is comprised of three lots with a combined area of approximately 50 hectares being 800m by 480m. Spragg Street is unconstructed and designated as an emergency access way. The land to the south contains areas of remnant vegetation in Crown Reserves. Development of the area requires a second access and this should preferably be along Boundary Road.

5.2.2 P02 Dowling Street

This area is situated between Dowling, Carrier and Howard Streets. It is identified for possible future residential development.

It is cleared undulating farm land with adjacent vegetated reserves.

5.2.3 P03 Alexander Street

A large area of rural residential lots along Alexandra Street. The re-subdivision potential is limited unless drainage and road upgrading appropriately addressed, connection to reticulated water and address land suitability and capability.

The area is flat and predominantly cleared. The north western section has limited access. Development of land along the northern boundary would have to rely on the use of cul-de-sacs or battle axe lots.

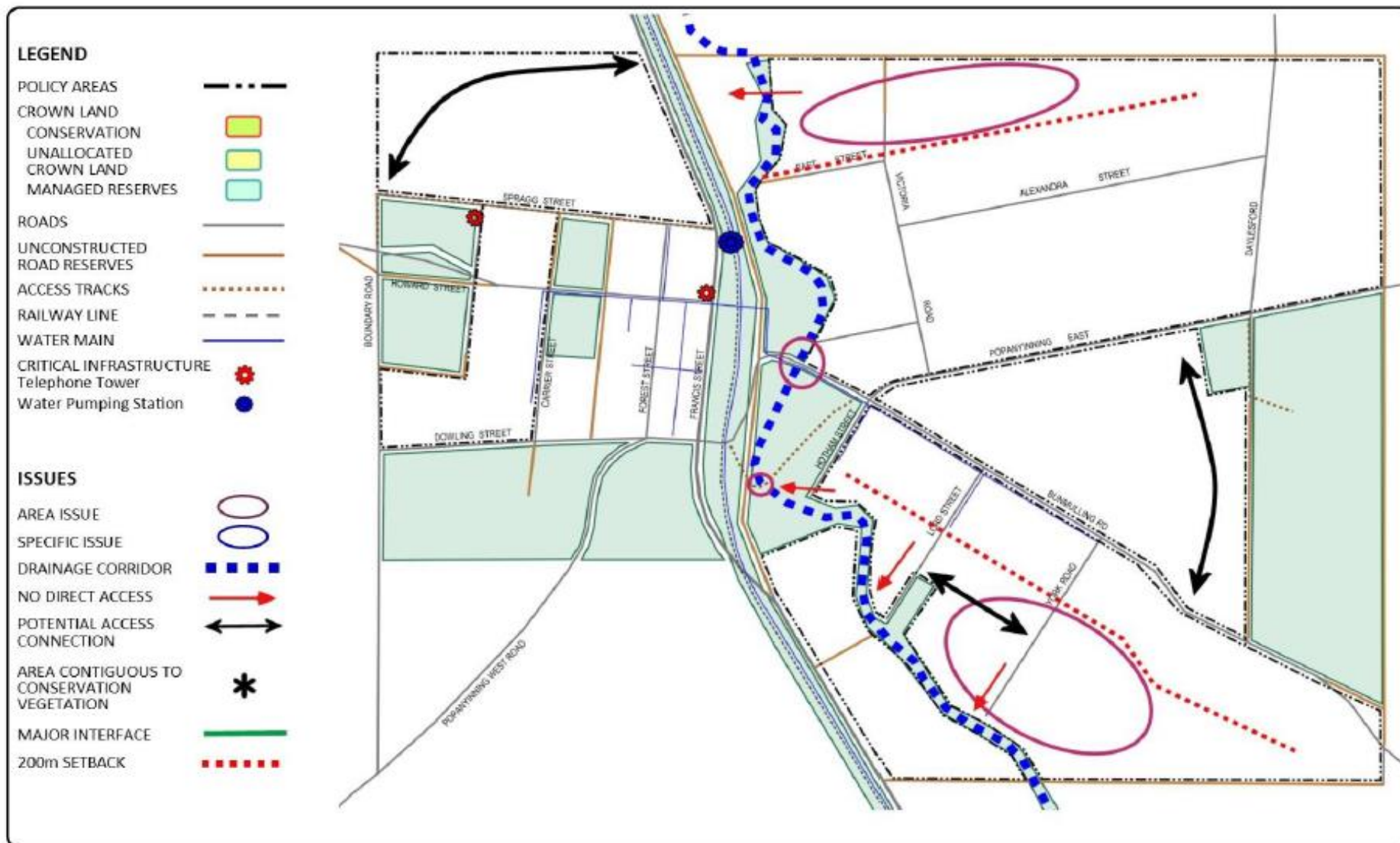


FIGURE 14
POPANYINNING ISSUES



Rev	Description	Date
Δ	Preliminary	13/10/2016



Cuballing / Popanyinning Bushfire Hazard Level Assessment

5.2.4 P04 Popanyinning East

Existing rural residential area situated between Popanyinning East Road and Bunmulling Road. Opportunities to re-subdivide rural residential lots to 2 hectares where connected to reticulated water, address bushfire risk where suitable and capable.

The site is adjacent to the municipal tip on its eastern boundary and this has a large area of remnant vegetation.

It would be desirable to have a connecting road between Popanyinning East Road and Bunmulling Road which would also give a defined boundary to the adjacent bushland area.

5.2.5 P05 Bunmulling Road

Existing rural residential area between Bunmulling Road and the Hotham River. Opportunities to re-subdivide rural residential lots to 2 hectares where connected to reticulated water, address bushfire risk where suitable and capable.

While it is generally cleared land, there is remnant vegetation along the river corridor. Lord Street and York Road extend for more than 200m from Bunmulling Road and subdivision of the southern areas near the river will be restricted.

5.2.6 P06 Highway South

Cleared farming land situated between the Great Southern Highway and the Hotham River. It is comprised of five lots with a total area of 24 hectares.

The Highway provides access in two directions. The distance (depth) of the site from the Highway to the river is much less than from Bunmulling Road to the river in P05.

5.3 Bushfire Protection Criteria

A preliminary examination of the precincts in terms of the how likely it is that development can comply with the Bushfire Protection Criteria is shown in Table 5. This is not a risk assessment and it is not quantifiable unless an actual subdivision design is considered.

The Bushfire Protection Criteria elements are:

- Location;
- Siting and Design;
- Vehicular Access; and
- Water.

The categories which have been used to consider these are:

Relativity Weighting	Description - expectation
Extreme	Unlikely to meet the criteria.
High	May meet the criteria subject to further investigation and design.
Moderate	Should meet the criteria depending upon the design.
Low	Expected to meet the criteria.

The purpose of this is to simply to identify the potential issues associated with each Precinct.

Table 5 BPC Policy Area Review

ELEMENT POLICY AREA	1 Location		2 Siting & Design		3 Vehicular Access							4 Water
	Cleared/ uncleared	Slopes > 10Deg	Asset Protection	Hazard Separation	Two access routes	Public road design	Cul-de-sacs	Battle axe	Driveways	EAW	Fire Service Access	
CUBALLING TOWNSITE												
C01 BEESTON ST	Cleared	No	Subject to subdivision design	Required on external boundaries.	Limited access to the north, east and south east.	Subject to subdivision design	Max length requirement may affect subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design
C02 DUNGOG ST	Significant bushland areas with an extreme hazard rating	No	Subject to subdivision design	Setbacks are likely to be the minimum necessary for BAL-29 rating.	Northern section has limited access.	Subject to subdivision design	Max length requirement will affect subdivision design in the northern portion of the site.	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design
C03 HART ST	Cleared	No	Subject to subdivision design	Additional setback is required on the western boundary.	Requires a connection to the south	Subject to subdivision design	Max length requirement may affect subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design. May require tanks.
C04 SPRINGHILL RD WEST	Generally cleared with some remnant areas.	No	Subject to subdivision design	Additional setbacks are required on the western, northern and southern boundaries.	Requires a connection to the north	Subject to subdivision design	Max length requirement will affect subdivision design in the western portion of the site.	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design. Needs to connect to the north.	Is remote from water and likely to require tank supply.
C05 SPRINGHILL RD EAST	Cleared	No	Subject to subdivision design	Setbacks are likely to be the minimum necessary for BAL-29 rating.	Potentially requires a connection to the north east parallel to the railway line.	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Connection to the north east parallel to the railway line.	Subject to subdivision design	Subject to subdivision design
C06 STRATHERNE RD	Predominantly cleared with some minor bush areas.	No	Subject to subdivision design	Setbacks should be sufficient to ensure a maximum BAL-12.5 rating for any lots.	Second access to the highway across Cuballing Brook is unlikely. Second access to Stratheme Rd may extend outside of the subdivision	Subject to subdivision design	Are not appropriate for an industrial subdivision	Are not appropriate for an industrial subdivision	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Is remote from water and likely to require tank supply.
C07 GREAT SOUTHERN HWY	Predominantly cleared with some minor bush areas.	No	Subject to subdivision design	Required on external boundaries and Cuballing Brook	Second access to the highway across Cuballing Brook is unlikely. Second access to the north or east is required.	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Second access to the north or east are required.	Subject to subdivision design	Is remote from water and likely to require tank supply.
C08 BULLARA ST	Generally cleared with some remnant areas.	No	Subject to subdivision design	Setbacks are likely to be the minimum necessary for BAL-29 rating.	Requires connections with C07 or C10	Subject to subdivision design	Max length requirement may affect subdivision design	Subject to subdivision design	Subject to subdivision design	Second access to the north or east are required.	Subject to subdivision design	Subject to subdivision design
Relativity Weighting	Extreme	Unlikely to meet the criteria	High	May meet the criteria subject to further investigation and design	Moderate	Should meet the criteria depending upon the design.	Low	Expected to meet the criteria				

ELEMENT	1 Location		2 Siting & Design		3 Vehicular Access						4 Water	
	CRITERIA											
POLICY AREA	Cleared/ uncleared	Slopes > 10Deg	Asset Protection	Hazard Separation	Two access routes	Public road design	Cul-de-sacs	Battle axe	Driveways	EAW	Fire Service Access	
C09 MUNRO ST	Significant bushland areas with an extreme hazard rating	No	Subject to subdivision design	Setbacks are likely to be the minimum necessary for BAL-29 rating.	Southern section has limited access	Subject to subdivision design	Max length requirement will affect subdivision design in the southern portion of the site.	Subject to subdivision design	Subject to subdivision design	Difficult to connect to the surrounding road network.	Difficult to connect to the surrounding road network.	Subject to subdivision design
C10 PARSONS RD	Predominantly cleared with some minor bush areas.	No	Subject to subdivision design	Required on external boundaries.	Requires connections with C07 or C08	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Is remote from water and likely to require tank supply.
POPANYINNING TOWNSITE												
P01 SPRAGG ST	Cleared	No	Subject to subdivision design	Required on external boundaries.	Already exists. Internal access subject to subdivision design.	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design
P02 DOWLING ST	Predominantly cleared adjoining bushland reserves.	No	Subject to subdivision design	Adjoining bushland reserves. Setbacks are likely to be the minimum necessary for BAL-29 rating.	Already exists. Internal access subject to subdivision design.	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design
P03 ALEXANDER ST	Predominantly cleared with some minor bush areas.	No	Subject to subdivision design	Required on external boundaries and internal bushland.	Already exists.	Subject to subdivision design	Max length requirement may affect subdivision design in northern section. Southern area is compliant.	Likely to be used for northern area subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Is remote from water and likely to require tank supply.
P04 POPANYINNING EST	Predominantly cleared adjoining bushland reserve	No	Subject to subdivision design	Additional setbacks are required on the western boundary.	Already exists.	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design
P05 BUNMULLING RD	Contains bushland areas with an extreme hazard rating	No	Subject to subdivision design	Setbacks are likely to be the minimum necessary for BAL-29 rating.	Already exists for northern section. Southern areas have restricted access.	Subject to subdivision design	Max length requirement will affect subdivision design in the southern portion of the site.	Likely to be used for northern area subject to subdivision design	Subject to subdivision design	Required to connect existing roads	Required to connect existing roads	Subject to subdivision design
P06 HIGHWAY SOUTH	Cleared	No	Subject to subdivision design	Required on external boundaries.	Already exists along the Highway	Subject to subdivision design	Max length requirement may affect subdivision design along the river.	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design	Subject to subdivision design

Relativity Weighting	Extreme	Unlikely to meet the criteria	High	May meet the criteria subject to further investigation and design	Moderate	Should meet the criteria depending upon the design.	Low	Expected to meet the criteria
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Cuballing / Popanyinning Bushfire Hazard Level Assessment

6.0 CONCLUSION

This bushfire hazard level assessment has been undertaken to support and inform the preparation of Council's local planning strategy. The assessment has been undertaken at a strategic level given that it was not possible to physically inspect all of the vegetation units in each investigation area.

Both townsites have significant areas of bushland with an extreme bushfire hazard level. This is not unusual in many country towns where the surrounding farm land is generally cleared creating an increased desire to maintain and protect bushland areas. There is a recognised desire for people to live in closer contact with natural landscape, particularly on the urban fringe and rural residential areas.

A basic fire management measure is to physically separate development areas from vegetation areas with a high bushfire risk. However, for many communities and government agencies the substantial modification of the native vegetation is not seen as acceptable.

The objectives of State Planning Policy 3.7 Planning in Bushfire Prone Areas are in summary to:

1. Avoid any increase in the threat of bushfire to people, property and infrastructure.
2. Reduce vulnerability to bushfire through the identification and consideration of bushfire risks in decision-making.
3. Ensure that strategic planning proposals take into account bushfire protection requirements and include specified bushfire protection measures.
4. Achieve an appropriate balance between bushfire risk management measures and environmental protection.

SPP3.7 promotes that the maximum Bushfire Attack Level to be used for the design of subdivision or development is BAL-29.

The most important issue arising from this assessment is the need to ensure that at both a district and local level that there is suitable multiple access to localities and development sites. Where this does not occur any additional development is difficult to justify strategically without a more detailed risk management assessment being undertaken.

The issue of unmanaged grassland within both townsites will be a continuing management issue.

6.1 General Recommendations

1. That any structure planning for the proposed policy areas must address bushfire management issues and the co-ordination of fire management measures.
2. District and local ecological corridors and environmental buffer areas should be identified or referenced in the local planning strategy and form part of any detailed bushfire hazard assessment.
3. That planning proposals on land with a moderate or extreme hazard rating should be accompanied by a bushfire management plan with a more detailed bushfire hazard assessment for the proposed site.
4. That the provision of multiple access especially for subdivisions by either a public road, emergency access way or fire service access route be given high priority in the planning for all policy areas.

Cuballing / Popanyinning Bushfire Hazard Level Assessment

5. That it be acknowledged that the clearing of remnant vegetation to the "minimum extent necessary" to permit development is based upon the setbacks required for a BAL-29 rating.
6. That the Scheme review consider the location, zoning permissibility and development criteria for vulnerable and high-risk land uses.
7. That planning proposals and development applications in other bushfire prone areas not examined in this report comply with the provisions of State Planning Policy 3.7.
8. That townsite mitigation and the management plans for crown reserves recognise the need to undertake regular fuel reduction measures.
9. That consideration be given to developing strategic firebreaks / low fuel zones along specific road reserves so as to provide a 20m plus separation between vegetation cells while still allowing for ecological functions.

6.2 Policy Area Recommendations

C01 Beeston Street

10. That to respond to a fire from the south west any structure plan:
 - ❖ Investigate the creation of an emergency access way across the railway line;
 - ❖ Investigate a road connection to Cuballing West Road; and
 - ❖ Provide for an extension of Alton Road to assist in traffic movement southwards.

C02 Dungog Street

11. That any further subdivision of the northern section requires an emergency access way connection to Beeston Street.
12. That View Street be upgraded to provide for public access.

C03 Hart Street

13. That any proposed structure plan provides for:
 - ❖ An access connection to Springhill Road; and
 - ❖ A fire service access route along the western boundary.
14. That an additional development setback for dwellings of 50m be provided along the western boundary.

C04 Springhill Road West

15. That any proposed structure plan provides for:
 - ❖ An access connection to Campbell Street;
 - ❖ Larger lots in the western portion of the area noting the 200m limit on the length of any cul-de-sacs; and
 - ❖ A fire service access route along the western and southern boundaries.
16. That an additional development setback for dwellings of 50m be provided along the boundaries adjacent to external bushland areas.

C05 Springhill Road East

17. That any proposed structure plan investigates:
 - ❖ A road or emergency access way connection parallel to the railway line or by agreement through the equestrian centre;
 - ❖ The provision of larger lots in the eastern portion of the area noting the 200m limit on the length of any cul-de-sacs; and

Cuballing / Popanyinning Bushfire Hazard Level Assessment

- ❖ Provision of a fire service access route / strategic firebreak adjacent to the railway line.

C06 Stratherne Road

18. That any subdivision be designed to ensure that any proposed industrial lots have a BAL-12.5 rating.
19. That any rehabilitation / revegetation of the Cuballing Brook recognises any associated bushfire management and setback implications.
20. That any proposed structure plan investigates the provision of a second access either back to the Great Southern Highway or north eastwards to Stratherne Road.

C07 Great Southern Highway

21. That any proposed structure plan investigates the provision of a second access routes to either the Great Southern Highway or through Policy Area C10.
22. That any rehabilitation / revegetation of the Cuballing Brook recognises any associated bushfire management and setback implications.

C08 Bullara Street

23. That Hotham Street should be extended as a fire service access route connecting to Cuballing East Road.
24. That any proposed structure plan investigates the provision of access routes connecting through Policy Area C10.

C09 Munro Street

25. That additional subdivision south from Rose Street not be supported without an appropriate secondary access.

C10 Parsons Road

26. That any proposed structure plan investigates the provision of access routes connecting to Policy Areas C07 and C08.

P01 Spragg Street

There are no specific recommendations

Cuballing / Popanyinning Bushfire Hazard Level Assessment

P02 Dowling Street

27. That an additional development setback for dwellings of 50m be provided along the boundaries adjacent to external bushland areas.

P03 Alexander Street

28. That larger lots be provided along the northern boundary so to avoid any cul-de-sacs.

P04 Popanyinning East

29. That any proposed structure plan includes a connecting access road between Popanyinning East Road and Bunmulling Road at the eastern end of the area.
30. That an additional development setback for dwellings of 50m be provided along the eastern boundaries adjacent to adjacent bushland area.

P05 Bunmulling Road

31. That future subdivision be limited to land fronting Bunmulling Road due to the 200m length limit for any cul-de-sacs.

P06 Highway South

32. That larger lots be provided adjacent to the river so to avoid any cul-de-sacs.

Cuballing / Popanyinning Bushfire Hazard Level Assessment

7.0 REFERENCES

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Appendix 1 Investigation Area Plans

- Plan 1 - C01 Beeston Street
- Plan 2 - C04 Springhill Road West
- Plan 3 - C05 Springhill Road East
- Plan 4 - C06 Stratherne Road
- Plan 5 - C07 Great Southern Highway
- Plan 6 - C10 Parsons Road
- Plan 7 - P01 Spragg Street



Subject Land

Access to the south west
through crown land



Subject Land

Beeston Street



PLAN 1
POLICY AREA C01



Rev	Description	Date
A	Preliminary	28/10/2016



Job No 16-047



PLAN 2
 POLICY AREA C04



Rev	Description	Date
A	Preliminary	28/10/2016



Job No 16-047



PLAN 3
 POLICY AREA C05



Rev	Description	Date
A	Preliminary	28/10/2016



Job No 16-047



Subject land from Stratherne Road near golf club.



Subject land from eastern boundary on Stratherne Road.

Vegetation in R19021



PLAN 4
POLICY AREA C06



Rev	Description	Date
A	Preliminary	28/10/2016



Job No 16-047



Subject land looking north



Russell Street



PLAN 5
POLICY AREA C07



Rev	Description	Date
A	Preliminary	28/10/2016



Job No 16-047



PLAN 6
POLICY AREA C10



Rev	Description	Date
A	Preliminary	28/10/2016



Job No 16-047



PLAN 7
POLICY AREA P01



Rev	Description	Date
A	Preliminary	28/10/2016



Job No 16-047

9.3 WORKS MANAGER:

Nil

9.4 ENVIRONMENTAL HEALTH OFFICER:

Nil

9.5 BUILDING OFFICER:

Nil

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

Nil

11. URGENT BUSINESS WITHOUT NOTICE WITH THE APPROVAL OF THE PRESIDENT OR MEETING:

11.1.1 Urgent Business – Debt Write Off

Disclosure of Interest: Nil
Date: 12th December 2016
Author: Gary Sherry
Attachments: Nil

Summary

Council is to consider reviewing urgent business relating to writing off a portion of an outstanding debtor.

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.

The Officer has recommended that this matter be considered Behind Closed Doors in accordance with Section 5.23 (2)(b), (c) and (e) of the Local Government Act as it related to the personal affair of a person, the contract between Council and a person and may impact on Shires ability to collect debts.

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.

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 Order 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.

Strategic Implications - Nil

Policy Implications

Financial Implications - Nil

Economic Implication - Nil

Environmental Considerations - Nil

Consultation - Nil

Options

Council may resolve:

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

Voting Requirements – Simple Majority

COUNCIL DECISION:

That Council consider the urgent business relating to writing off a portion of an outstanding debtor.

Moved: Cr Haslam

Seconded: Cr Ballantyne

Carried 6/0

COUNCIL DECISION:

That Council Meet Behind Closed Doors.

Moved: Cr Dowling

Seconded: Cr Ballantyne

Carried 6/0

COUNCIL DECISION:

That Council write off a portion of Invoice 3480 for Debtor 463 being an amount of \$707.60 for the preparation of Bushfire Assessment Level.

Moved: Cr Haslam

Seconded: Cr Bradford

Carried 6/0

12. CONFIDENTIAL ITEMS:

Nil

13. NEXT MEETING

2pm, Thursday 16th February 2017 at the Shire of Cuballing Council Chambers, Campbell Street, Cuballing.

14. CLOSURE OF MEETING:

There being no further business, the Shire President, Cr Conley, closed the meeting at 4:31pm.