

*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**

**2PM, THURSDAY 19<sup>th</sup> JULY 2018**

Shire of Cuballing  
Council Chambers  
Campbell Street, Cuballing

## **DISCLAIMER**

No responsibility whatsoever is implied or accepted by the Shire of Cuballing for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Cuballing disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular, and without 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.

<b>1.</b>	<b>DECLARATION OF OPENING:</b> .....	<b>2</b>
<b>2.</b>	<b>ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:</b> .....	<b>2</b>
2.1.1	Attendance	2
2.1.2	Apologies	2
2.1.3	Leave of Absence	2
<b>3.</b>	<b>STANDING ORDERS:</b> .....	<b>2</b>
<b>4.</b>	<b>PUBLIC QUESTION TIME:</b> .....	<b>2</b>
<b>4.1</b>	<b>RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE:</b> .....	<b>2</b>
<b>4.2</b>	<b>WRITTEN QUESTIONS PROVIDED IN ADVANCE:</b> .....	<b>2</b>
<b>4.3</b>	<b>PUBLIC QUESTIONS FROM THE GALLERY:</b> .....	<b>3</b>
<b>5.</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE:</b> .....	<b>3</b>
<b>6.</b>	<b>CONFIRMATION OF MINUTES:</b> .....	<b>3</b>
6.1.1	Ordinary Meeting of Council held on Thursday 21 <sup>st</sup> June 2018	3
6.1.2	Special Meeting of Council held on Thursday 28 <sup>th</sup> June 2018	3
<b>7.</b>	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS/ SUBMISSIONS:</b> .....	<b>3</b>
7.1.1	Cuballing Community Group Presentation	3
<b>8.</b>	<b>DISCLOSURE OF FINANCIAL INTEREST:</b> .....	<b>3</b>
<b>9.</b>	<b>REPORTS OF OFFICERS AND COMMITTEES:</b> .....	<b>5</b>
<b>9.1</b>	<b>DEPUTY CHIEF EXECUTIVE OFFICER:</b> .....	<b>5</b>
9.1.1	List of Accounts Submitted for Council Approval and Payment – June 2018	5
9.1.2	Statement of Financial Activity	13
9.1.3	Adoption of the 2018/19 Budget	40
<b>9.2</b>	<b>CHIEF EXECUTIVE OFFICER:</b> .....	<b>46</b>
9.2.1	Council Meeting Schedule 2018	46
9.2.2	Camping Charge – Popanyinning Bonfire	50
9.2.3	WALGA AGM – Member Motions	54
9.2.4	Dryandra Country Visitors Centre – 2018/19 Contribution	70
9.2.5	Application for Planning Approval: Rural Home Business Use – Lot 350 (No. 51) Cuballing East Road, Cuballing	78
9.2.6	Sale of Sand, Gravel and Blue Metal	89
<b>9.3</b>	<b>MANAGER OF WORKS AND SERVICES:</b> .....	<b>94</b>
<b>10.</b>	<b>ELECTED MEMBERS’ MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN:</b> .....	<b>94</b>
<b>11.</b>	<b>URGENT BUSINESS WITHOUT NOTICE WITH THE APPROVAL OF THE PRESIDENT OR MEETING:</b> .....	<b>94</b>
<b>12.</b>	<b>CONFIDENTIAL MATTERS:</b> .....	<b>94</b>
<b>13.</b>	<b>NEXT MEETING</b> .....	<b>94</b>
<b>14.</b>	<b>CLOSURE OF MEETING:</b> .....	<b>94</b>

**1. DECLARATION OF OPENING:**

**2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:**

**2.1.1 Attendance**

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

President  
Deputy President

Mr Gary Sherry  
Mr Richard Pares  
Mr Bruce Brennan

Chief Executive Officer  
Deputy Chief Executive Officer  
Manager of Works & Services

**2.1.2 Apologies**

Nil at this time.

**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.**

**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 at this time.

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

Nil at this time.

#### **6. CONFIRMATION OF MINUTES:**

##### **6.1.1 Ordinary Meeting of Council held on Thursday 21<sup>st</sup> June 2018**

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

**That the minutes of the Ordinary Meeting of Council held on Thursday 21<sup>st</sup> June 2018 be confirmed as a true record of proceedings.**

##### **6.1.2 Special Meeting of Council held on Thursday 28<sup>th</sup> June 2018**

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

**That the minutes of the Ordinary Meeting of Council held on Thursday 28<sup>th</sup> June 2018 be confirmed as a true record of proceedings.**

#### **7. PETITIONS/DEPUTATIONS/PRESENTATIONS/ SUBMISSIONS:**

##### **7.1.1 Cuballing Community Group Presentation**

Ms Carol McDougall and Ms Helen Elliott will present to Council on the outcomes of the meeting held on Tuesday 11 July 2018 to form a Cuballing community group similar to progress association and what activities the group hope to undertake in the near future.

#### **8. DISCLOSURE OF FINANCIAL INTEREST:**

##### **DISCLOSURE OF FINANCIAL INTEREST AND PROXIMITY INTEREST**

Members must disclose the nature of their interest in matters to be discussed at the meeting.

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting.

## **DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY**

Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the Member or employee has given or will give advice.

Nil at this time.

## **9. REPORTS OF OFFICERS AND COMMITTEES:**

### **9.1 DEPUTY CHIEF EXECUTIVE OFFICER:**

#### **9.1.1 List of Accounts Submitted for Council Approval and Payment – June 2018**

File Ref. No:	NA
Disclosure of Interest:	Nil
Date:	6 <sup>th</sup> July 2018
Author:	Nichole Gould
Attachments:	9.1.1A List of June 2018 Trust Accounts 9.1.1B List of June 2018 Municipal Accounts

#### **Summary**

**Council is to consider the June 2018 List of Accounts.**

Background – Nil

Comment

Council is provided at Attachments 9.1.1A and 9.1.1B with a list of payments made from each of Council's bank accounts during the month of June 2018.

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

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

**That Council receives the List Of Accounts for June 2018 paid under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 payments including payments from Council's:**

1. **Trust Fund in June 2018 totalling \$18,003.10 included at Attachment 9.1.1A; and**
2. **Municipal Fund in June 2018 totalling \$327,446.55 included at Attachment 9.1.1B.**

**LIST OF TRUST FUND ACCOUNTS DUE AND SUBMITTED TO COUNCIL  
JUNE 2018**

<b>Chq/EFT</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
20180601	Licensing Payments	Police Licensing Payments	432.05
20180605	Licensing Payments	Police Licensing Payments	5,614.90
20180607	Licensing Payments	Police Licensing Payments	129.70
20180608	Licensing Payments	Police Licensing Payments	6.45
20180608	Licensing Payments	Police Licensing Payments	6.45
20180608	Licensing Payments	Police Licensing Payments	- 6.45
20180611	Licensing Payments	Police Licensing Payments	469.95
20180612	Licensing Payments	Police Licensing Payments	766.75
20180614	Licensing Payments	Police Licensing Payments	3,052.90
20180615	Licensing Payments	Police Licensing Payments	877.70
20180618	Licensing Payments	Police Licensing Payments	1,143.60
20180619	Licensing Payments	Police Licensing Payments	441.55
20180620	Tahlia Jones	Bond Return (Rec Centre) -	100.00
20180621	Licensing Payments	Police Licensing Payments	1,032.55
20180622	Licensing Payments	Police Licensing Payments	344.50
20180625	Licensing Payments	Police Licensing Payments	329.50
20180626	Licensing Payments	Police Licensing Payments	1,166.75
20180627	Licensing Payments	Police Licensing Payments	721.10
20180629	Licensing Payments	Police Licensing Payments	1,373.15
			<b>18,003.10</b>



**LIST OF MUNICIPAL FUND ACCOUNTS DUE AND SUBMITTED TO COUNCIL  
JUNE 2018**

<b>Chq/EFT</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
20180607	Rent On Austral Street	Rent On Austral Street	660.00
20180607	Interest On Graders	Interest On Graders	565.19
20180607	Loan Repayment No. 63 Graders	Loan Repayment No. 63 Graders	3,149.09
20180613	Rent For Grader Driver House	Rent For Grader Driver House	360.00
20180621	Rent On Austral Street	Rent On Austral Street	660.00
20180621	ATO Clearing Account BAS	ATO Clearing Account BAS	28,590.00
20180627	Rent For Grader Driver House	Rent For Grader Driver House	360.00
EFT3571	Grasstrees Australia	Grass Trees	2,600.00
EFT3572	Air Liquide Pty Ltd	Monthly Gas Bottle Rental Cylinder Size G & E	76.40
EFT3573	Air Response	Sterial clean split system air conditioners	506.45
EFT3574	Allan's Bobcat & Truck Hire	Install Disable ramp to new toilet block Cuballing Fire Shed As per Quote	2,596.00
EFT3575	Ashlee Nicholas	Licensing Training Reimbursement	413.78
EFT3576	Ashley Blyth Tree Lopping	Pruning of trees at Fire Shed	550.00
EFT3577	BKS Electrical	Install underground power to Toilet block	4,932.40
EFT3578	Builders Registration Board Building Commission	May 2018 Building Forms	574.65
EFT3579	Burgess Rawson (WA) Pty Ltd	Water Usage - 10/4-6/6/2018	44.72
EFT3580	Borgas Engineering	Hire of Crane for new toilet building	330.00
EFT3581	Butler Settineri	Interim Audit - Year Ended 30 June 2008	3,981.23
EFT3582	Corsign (WA) Pty Ltd	4 x Grader ahead signs with Reduce Speed Class 1 Reflective	941.16
EFT3583	Cuballing Concrete	9 x dongar footings for fire brigade toilet	178.20
EFT3584	Cuby Roadhouse	CEO Fuel	939.06
EFT3585	Dews Mini Excavations	Excavator hire Drainage	2,178.00
EFT3586	DX Print Group Pty Ltd	1x Box Shire Letterhead	869.00
EFT3587	Edge Planning & Property	Interim Invoice April-May 2018	2,406.25
EFT3588	Frontline Fire And Rescue Equipment	HBR9W/BCVMF - 10 x Pacific BR9 Wide Brim Helmet, Mesh Harness, 3 Pt Chin Strap, Clip on Visor - White	2,560.25

Chq/EFT	Name	Description	Amount
EFT3589	Great Southern Fuel Supplies	Fill up Deisel tanks depot 6500 estimate	15,389.07
EFT3590	Great Southern Waste Disposal	Rubbish Removal - Recycling Service x 255	12,894.24
EFT3591	Injury Matters	Aquittal of unspent funds - Stay on your Feet	380.73
EFT3592	J & D Rural Fencing	Supply and install Fencing as per quote at Yornaning Dam 20/12/17	16,203.00
EFT3593	Kalexpress & Quality Transport	Freight Charges - Blue Steel Enterprises	39.00
EFT3594	Kenneth Paul Hart	Purchase of 4000m3 gravel @ \$2.00 m3	8,000.00
EFT3595	Kov & Co	Push and supply Gravel for Popanyinning East road Stabilizing 1,104m3 @ \$2.00 per cubic metre	2,428.80
EFT3596	Landgate	UV Schedule R2018/2 Date: 03/03/2018-27/05/2018	121.35
EFT3597	Makit Narrogin Hardware	Account for May 2018- gutter silicon, button assembly, tap washers & tap tool.	252.65
EFT3598	Mechanical And Diesel Services	Fix and repair hub seal rh side Gigga semi	554.95
EFT3599	McDougall Weldments	Diagnostics of Quick hitch repairs and wear and tear	983.84
EFT3600	Narrogin Auto Electrics	supply and fit 18 inch light bar to fire truck	1,708.56
EFT3601	Narrogin Chamber Of Commerce	2018/19 Annual Membership	235.00
EFT3602	Narrogin Earthmoving And Concrete	3.4 cm3 of Concrete Yornaning dam Bollards	2,236.52
EFT3603	Narrogin Country Fresh Meats	30x Beef Sausages	21.36
EFT3604	Narrogin Embroidery	Cuballing shire logo on three polo shirts	30.00
EFT3605	Narrogin Guardian Pharmacy	Influenza Vaccination - Darrel Marwick	25.00
EFT3606	Ozlite Pty Ltd	2 x 30w Floodlights Led 12vdc 1x Solarpanel 100watt 2 x cables 1 x connector As per quote	1,050.89
EFT3607	Pingelly Tyre Service	Bridgestone 235/85R Tyre	1,250.00
EFT3608	Popanyinning Progress Association	Contribution Towards December 2017 Popanyinning Christmas Tree Event	250.00
EFT3609	R Munns Engineering Consulting Services	Road Reevaluation- Fair Value + Car/Driver- 10 Days	14,271.40

Chq/EFT	Name	Description	Amount
EFT3610	Reinforced Concrete Pipes	2 x 600mm pipes class 2	2,036.34
EFT3611	Shire Of Narrogin	Jet Patcher hire for Popanyinning West	6,562.25
EFT3612	SOS Office Equipment	Photocopier Monthly Meter Reading Fuji Xerox DCVC4475	648.87
EFT3613	Southern Lock And Security	6 x number 1 keyed Padlocks + mk Keyed 1 x number 3 keyed padlock + MK +!	456.97
EFT3614	Toll Ipec (Courier Australia)		10.44
EFT3615	The Art of Hearing	Hearing Assessments Industrial - Mr Darrel Marwick 05/07/2018	484.00
EFT3616	Whitford Fertilisers Narrogin	Use of Weighbridge - March x 6, April x 9, May x 9	132.00
EFT3617	Winc Australia Pty Limited	10x Boxes Photocopy paper	396.79
EFT3618	Melchiorre Plumbing And Gas	Plumb up Fire Station Toilet Block/Donga As per Quote 168	15,521.00
EFT3619	Tahlia Jones	Bond Return (Rec Centre) - The Bond On The Cuballing Ag Hall Not Returned Due To Damage To The Oven	100.00
EFT3620	Argus Pest Control	Treat Active Termites in 4 Bridges	14,206.00
EFT3621	Beaurepaires	Change 1 grader tyre to another Komatsu Grader	102.00
EFT3622	BKS Electrical	Install 3 Led exit Lights Install 2 spit fire emergency lights Leave log book with test results	1,483.90
EFT3623	Builders Registration Board Building Commission	June 2018 Building Forms	283.25
EFT3624	Burgess Rawson (WA) Pty Ltd	Water Usage - Cnr Alton & Campbell st- 10/4/18-5/6/18	44.72
EFT3625	Ballards Of Narrogin	1 x 1000 lt ibs	100.00
EFT3626	Benjamin Kittow Constructions	Removal of Asbestos from Cuballing Transfer Station As per Quote 0604	2,904.00
EFT3627	Bob Waddell & Associates Pty Ltd	Training in Synergy - Back End Coding, Fixing Historical Imbalances, Coding Checking, Annual Budget Cross check and balance systems improvements.Audit of Budget document - ready for upload implementation	5,478.00
EFT3628	C&D Cutri	Extend pipes and Wing walls as per Quote 409 5/3/18 Wandering Narrogin road.	38,500.00

Chq/EFT	Name	Description	Amount
EFT3629	Cuballing Building Company	Cuballing Hall Upgrade as per Quote SW3105	18,436.00
EFT3630	DX Print Group Pty Ltd	2018/19 A5 Tip Pass Sheets - printed 4 to view (Portrait) Printed in Full Colour on 1 side only. Individually numbered per tear off from 0001-0800 Expiry 30 June 2019. As per quote #41013/1	451.00
EFT3631	Dawson Robert Bradford	Dawson Bradford Councillors Sitting Fee Jan-June 2018	900.00
EFT3632	Edwards Motors Pty Ltd	105,000km Service CN027	349.40
EFT3633	Elisa Alice Dowling	Elisa Dowling Deputy President's Allowance Jan-June 2018	1,687.50
EFT3634	Fuel Distributors Of WA	Supply of 7000L of Diesel to Cuballing Depot @\$1.36718 / ltr	7,109.34
EFT3635	JR & A Hersey P/L	1 x Spill kit/ Bio Hazard kit	209.40
EFT3636	Makit Narrogin Hardware	Account for June 2018- brooms, screws, ladder, mop, bucket, dustpan, zinc spray	765.80
EFT3637	Mark Conley	Mark Conley Presidents Allowance January-June 2018	4,950.00
EFT3638	Mechanical And Diesel Services	Vehicle Service on Truck 10,000kms	4,440.15
EFT3639	Market Creations	Monthly License Charges	1,235.84
EFT3640	Narrogin Auto Electrics	Fit and supply light bar / weld brackets onto bull bar/ replace siren 3 way button and check all lights and electrics	4,932.27
EFT3641	Narrogin Earthmoving And Concrete	4.4m3 of Concrete for bollards Yorny Dam	2,072.07
EFT3642	Narrogin Country Fresh Meats	12x Chicken Kebabs 12x Scotch Fillet Steak	115.50
EFT3643	Narrogin Pumps Solar and Spraying	Redline 25L Trolley with Battery	398.30
EFT3644	O'Rourke Electric Services	Replace 2 12v globes in solar light in Cuballing	2,442.00
EFT3645	Ozlite Pty Ltd	2 x 30w solar lights as per Quote Sq017635 1 x Solar panel 100w 10m cable Y connector for solar panel Freight	1,050.89
EFT3646	Peter John Denton	Supply as per Quote for seedlings for rehab works Yornaning Dam	2,715.20
EFT3647	Peter Scott Ballantyne	Scott Ballantyne Councillors Sitting Fee Jan-June 2018	900.00

Chq/EFT	Name	Description	Amount
EFT3648	Peel Harvey Catchment Council	2017/18 Contribution - MOU with PHCC and Shires in Hotham Williams Landcare	2,750.00
EFT3649	PN & AM Watts	Push up 4,000m3 gravel Ken Harts Dozer Hire Shift all topsoil 7hrs Dozer Hire	6,985.00
EFT3650	Quickfit Windscreens And Narrogin Glass	Supply and fit Flywire door to CWA building as per quote number 00047433	729.75
EFT3651	Roger David John Newman	Roger Newman Councillors Sitting Fee Jan-June 2018	900.00
EFT3652	SAI Global	NCC + Standards (Online) Service	2,839.10
EFT3653	Shire Of Narrogin	Ranger Duties carried out on the 15/06/2018- Time = 1.5 hrs @ 82.50 p/hr and Travel= 87kms @ \$1 p/km	562.75
EFT3654	Timothy Phillip Haslam	Timothy Haslam Councillors Sitting Fee Jan-June 2018	900.00
EFT3655	Toll Ipec (Courier Australia)	Freight Charges	40.72
EFT3656	Whitford Fertilisers Narrogin	Use of Weighbridge - June 8 x Rubbish Truck Weighs @ \$5 each plus GST	44.00
14651	Building & Construction Industry Training	BCITF Forms May 2018	272.75
14652	Cuby Tavern	Meals – Council Meeting 21 <sup>st</sup> June 2018	378.00
14653	Neill Robertson	10 x 2m x 106mm Jarrah Floor Boards	140.00
14654	Synergy	Electricity charges - street lighting	580.80
14655	Shire of Cuballing	Building Services May 18- Labour 19.5hrs @ \$110 per/hr & Travel 136 km @ \$0.95 per/km	3,039.20
14656	Telstra	Mobile Charge - Hadset (leading hand)	1,234.70
14657	Water Corporation	Water Charges - Standpipe Ridley St Cuballing	1,535.65
14658	Department Of Transport	Vehicle Registration 12 Months	5,178.30
14659	Building & Construction Industry Training	BCITF Forms June 2018	91.75
14660	Water Corporation	Water Charges - Standpipe Cuballing East Rd	41.85
DD1613.1	Hostplus Super	Superannuation contributions	216.77
DD1613.2	WA Local Government Super Plan	Superannuation contributions	4,565.36
DD1613.3	Hesta	Superannuation contributions	162.93
DD1613.4	Australian Super	Superannuation contributions	422.01

<b>Chq/EFT</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
DD1613.5	Westscheme Superannuation	Superannuation contributions	434.93
DD1613.6	Matrix Superannuation	Superannuation contributions	82.21
DD1613.7	DJ Superannuation	Superannuation contributions	186.47
DD1613.8	Jarneve Superannuation	Superannuation contributions	426.40
DD1613.9	Rest	Superannuation contributions	120.67
DD1621.1	IINet Limited	Monthly NBN Wireless Limitless Boost Internet Inc LNM Calls	90.94
DD1621.2	Bigair Cloud Managed Services Pty Ltd	Monthly Internet Service	139.72
DD1630.1	Hostplus Super	Superannuation contributions	216.77
DD1630.2	WA Local Government Super Plan	Superannuation contributions	4,643.99
DD1630.3	Hesta	Superannuation contributions	335.66
DD1630.4	Australian Super	Superannuation contributions	422.01
DD1630.5	Westscheme Superannuation	Superannuation contributions	448.35
DD1630.6	Matrix Superannuation	Superannuation contributions	67.57
DD1630.7	DJ Superannuation	Superannuation contributions	186.47
DD1630.8	Jarneve Superannuation	Superannuation contributions	328.85
DD1630.9	Rest	Superannuation contributions	120.67
DD1633.1	Westscheme Superannuation	Superannuation contributions	58.87
DD1635.1	Commonwealth Bank	DCEO Credit Card - Staff Training - Ashlee Nicholas Certificate 3 in Local Government	1,565.23
			<b>327,446.55</b>

## 9.1.2 Statement of Financial Activity

Applicant:	N/A
File Ref. No:	ADM214
Disclosure of Interest:	Nil
Date:	12 <sup>th</sup> July 2018
Author:	Rick Pares, Deputy Chief Executive Officer
Attachments:	9.1.2A Statement of Financial Activity

### **Summary**

**Council is to consider the Statement of Financial Activity for June 2018.**

### **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**

Revenue from Operating Activities exceeded our Annual Budget in a positive manner for the following reasons:

- Operating Revenues – Key positive variances accounted for as follows:
- Unbudgeted Youth Development Traineeship Funding \$18,500
- General Purpose Funding Included an additional FAGS advance in June of \$ 289,730
- FAGS advance for Roads provided of \$179,727

Operating Expenses – Key Items of Variances are as follows;

- Law, Order & Public Safety negative variance (\$48,788) is due to the budgeted allocation of depreciation being lower than the actual value.
- Health has a positive variance due to lower salary & wages incurred \$7,991.
- Education & Welfare positive difference is because budgeted costs for the aged, disabled, - senior citizens of \$40,000 largely didn't occur.
- The positive difference in Transport costs \$211,459 is due to recoveries adjustments being booked to offset maintenance, roads & streets. This recovery accounts for allocation of labour, plant and overheads back against the other programs completed through the year to recognise the true costs of the provision of these cost items.
- Other Property Services incurred greater allocation of project costs than budgeted in line with activities.

Non-Operating Grants were overall higher than budgeted. Council budgeted on receiving \$686,271 in Capital grants receiving \$670,440 against these estimated receipts. Council then received further Capital grants of \$70,710 unbudgeted for the completion of the Cuballing Fire station ablution block. This provided total capital grants of \$741,150.

Capital Expenditure has been closely managed with vary little variance overall to budgets across the program be that of land & buildings, infrastructure and plant & equipment.

The amount transferred from reserves was less than budgeted as the costs for the aged care facility were not expensed and the transfer to a separate Building Employee Reserve was kept in the existing Employee Entitlements Reserve.

In summary, the surplus net current assets reflected is the combination of the excess grants received and close management of cost savings found through-out the year.

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

Administration Allocations have been done to June 2018.

Depreciation expense is calculated to June 2018.

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

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

**That the Statement of Financial Activity, as included at Attachment 9.1.2A, for the Shire of Cuballing for period ending 30th June 2018 be received.**



**SHIRE OF CUBALLING**

**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 30 June 2018**

**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 June 2018**

## 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 June 2018 of \$660,435.

### 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	\$	8,383	Not material Please see Note
Infrastructure - Roads	-\$	3,553	Not material Please see Note
Plant and Equipment	\$	10,000	Saving in total cost of Roller

### Capital Revenue

Grants, Subsidies and Contributions		\$54,879	Roads to Recovery Non-
Proceeds from Disposal of Assets	▲	\$21,000	Accounting for full proceeds of Izusu Fire Truck and

	Collected / Complete	Annual Budget	YTD Budget	YTD Actual
<b>Significant Projects</b>				
DREC Weather Shelter	107%	\$ 21,182	\$ 21,182	\$ 22,744
Cuballing Transfer Station	86%	\$ 28,711	\$ 28,711	\$ 24,613
RRG - Wandering Narrogin Road 16/17	109%	\$ 140,072	\$ 140,072	\$ 153,222
<b>Grants, Subsidies and Contributions</b>				
Operating Grants, Subsidies and Contributions	177%	\$ 588,375	\$ 351,060	\$ 1,042,132
Non-operating Grants, Subsidies and Contributions:	98%	\$ 756,981	\$ 61,092	\$ 741,150
	133%	\$ 1,345,356	\$ 412,152	\$ 1,783,282
Rates Levied	100%	\$ 1,070,995	\$ 1,070,995	\$ 1,066,065

*% Compares current ytd actuals to annual budget*

### Financial Position

		Prior Year	Current Year
Adjusted Net Current Assets	88%	\$ 748,534	\$ 660,435
Cash and Equivalent - Unrestricted	77%	\$ 658,629	\$ 509,330
Cash and Equivalent - Restricted	116%	\$ 1,334,088	\$ 1,542,303
Receivables - Rates	76%	\$ 67,889	\$ 51,735
Receivables - Other	366%	\$ 24,761	\$ 90,631
Payables	68%	\$ 36,712	\$ 24,798

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

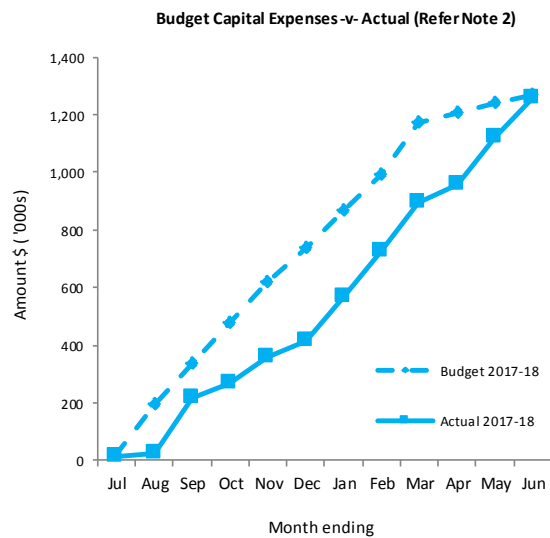
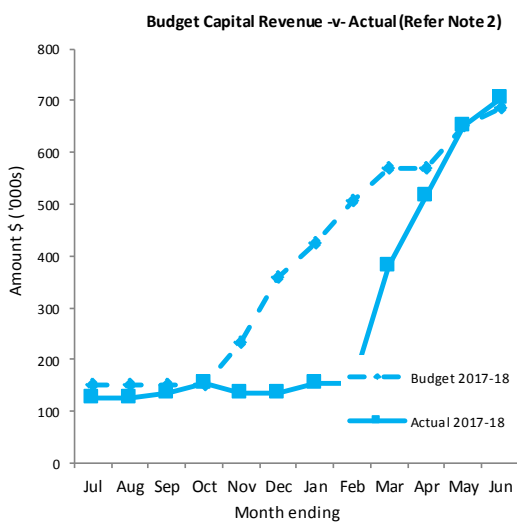
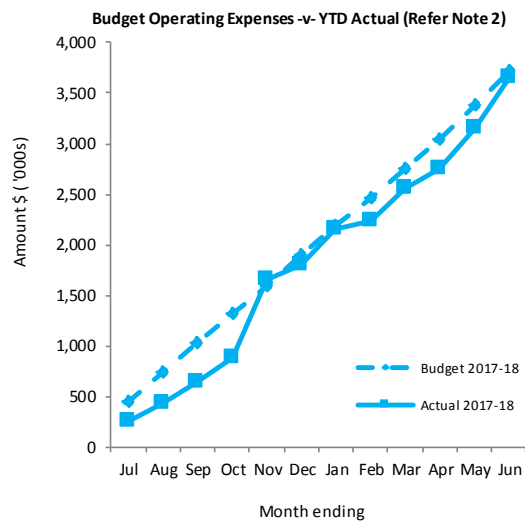
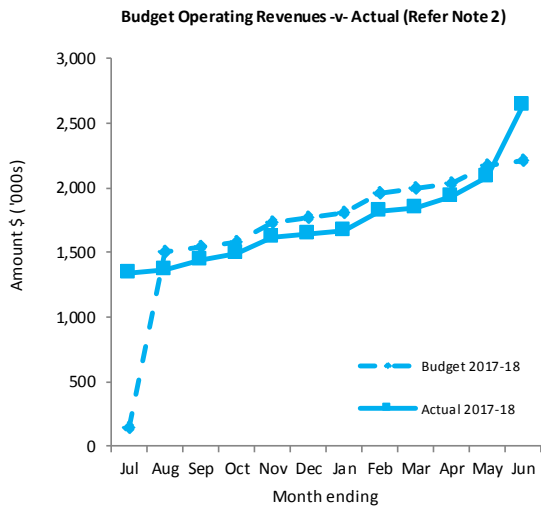
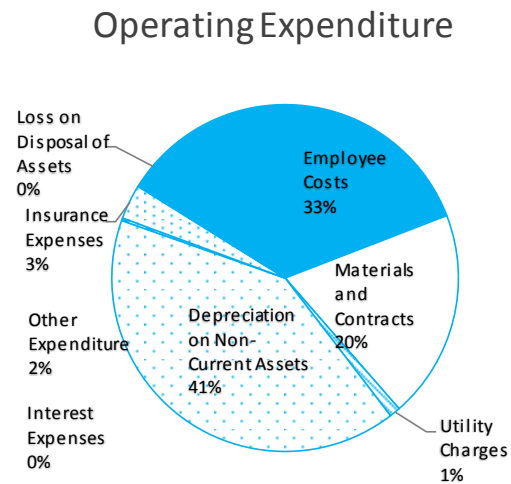
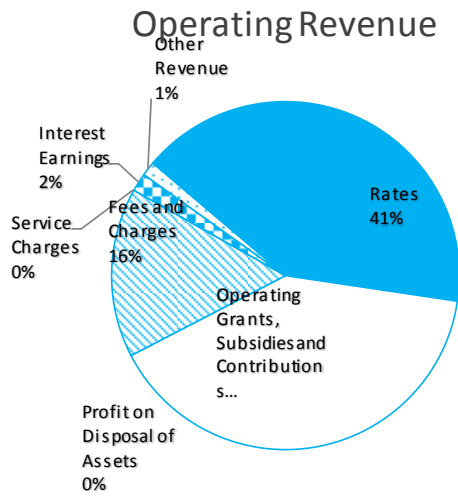
Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of

### Preparation

Prepared by: Richard Pares, DCEO

Reviewed by: Gary Sherry, CEO

Shire of Cuballing  
Information Summary  
For the Period Ended 30 June 2018



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 June 2018**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)- (a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus(Deficit)</b>	3	916,109	907,906	<b>907,906</b>	0	0%	
<b>Revenue from operating activities</b>							
Governance		1,845	1,845	<b>26,576</b>	24,731	1340%	▲
General Purpose Funding	9	1,397,106	1,397,106	<b>1,665,551</b>	268,445	19%	
Law, Order and Public Safety		35,000	35,000	<b>39,639</b>	4,639	13%	
Health		1,200	1,200	<b>1,274</b>	74	6%	
Education and Welfare		0	0	<b>2,664</b>	2,664		
Housing		4,680	4,680	<b>5,151</b>	471	10%	
Community Amenities		59,100	59,100	<b>61,934</b>	2,833	5%	
Recreation and Culture		8,795	8,795	<b>8,301</b>	(494)	(6%)	
Transport		294,424	294,424	<b>400,844</b>	106,420	36%	▲
Economic Services		47,500	47,500	<b>41,790</b>	(5,710)	(12%)	▼
Other Property and Services		297,894	297,894	<b>348,586</b>	50,692	17%	▲
		<b>2,147,545</b>	<b>2,147,545</b>	<b>2,602,311</b>			
<b>Expenditure from operating activities</b>							
Governance		(134,068)	(134,069)	<b>(143,192)</b>	(9,123)	(7%)	
General Purpose Funding		(70,759)	(70,759)	<b>(67,712)</b>	3,047	4%	
Law, Order and Public Safety		(128,909)	(128,909)	<b>(177,696)</b>	(48,788)	(38%)	▼
Health		(48,935)	(48,935)	<b>(40,943)</b>	7,991	16%	▲
Education and Welfare		(53,073)	(53,073)	<b>(16,104)</b>	36,969	70%	▲
Housing		(55,115)	(55,115)	<b>(54,467)</b>	648	1%	
Community Amenities		(316,955)	(316,955)	<b>(319,755)</b>	(2,800)	(1%)	
Recreation and Culture		(278,481)	(278,481)	<b>(288,678)</b>	(10,198)	(4%)	
Transport		(2,219,575)	(2,219,575)	<b>(2,008,116)</b>	211,459	10%	
Economic Services		(167,639)	(167,639)	<b>(183,553)</b>	(15,913)	(9%)	
Other Property and Services		(251,711)	(251,709)	<b>(354,990)</b>	(103,281)	(41%)	▼
		<b>(3,725,220)</b>	<b>(3,725,219)</b>	<b>(3,655,206)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		1,429,950	1,429,950	<b>1,490,792</b>	60,842	4%	
Adjust (Profit)/Loss on Asset Disposal	8	(11,863)	(11,863)	<b>7,652</b>	19,515	(165%)	
Adjust Provisions and Accruals		0	0	<b>94,294</b>	94,294		▲
<b>Amount attributable to operating activities</b>		<b>(159,587)</b>	<b>(159,587)</b>	<b>539,843</b>			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	11	686,271	686,271	<b>741,150</b>	54,879	8%	
Proceeds from Disposal of Assets	8	32,000	32,000	<b>53,000</b>	21,000	66%	▲
Land Held for Resale		0	0	<b>0</b>	0		
Land and Buildings	13	(241,131)	(241,131)	<b>(232,748)</b>	8,383	3%	
Infrastructure Assets	13	(864,211)	(864,211)	<b>(867,764)</b>	(3,553)	(0%)	
Plant and Equipment	13	(170,000)	(170,000)	<b>(160,000)</b>	10,000	6%	
Furniture and Equipment	13	0	0	<b>0</b>	0		
<b>Amount attributable to investing activities</b>		<b>(557,071)</b>	<b>(557,071)</b>	<b>(466,362)</b>			
<b>Financing Activities</b>							
Proceeds from New Debentures		0	0	<b>0</b>	0		
Proceeds from Advances		0	0	<b>0</b>	0		
Self-Supporting Loan Principal		0	0	<b>0</b>	0		
Transfer from Reserves	7	152,210	152,210	<b>53,695</b>	(98,515)	(65%)	▼
Advances to Community Groups		0	0	<b>0</b>	0		
Repayment of Debentures	10	(71,146)	(71,146)	<b>(71,157)</b>	(11)	(0%)	
Transfer to Reserves	7	(280,515)	(280,515)	<b>(303,489)</b>	(22,974)	(8%)	
<b>Amount attributable to financing activities</b>		<b>(199,451)</b>	<b>(199,451)</b>	<b>(320,951)</b>			
<b>Closing Funding Surplus(Deficit)</b>	3	<b>0</b>	<b>(8,203)</b>	<b>660,435</b>			

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.

Balance to Net Current Funding Surplus (Note 3)

-0

0

Budget opening surplus adjusted to reflect budget - EOFY changes for Actuals

**SHIRE OF CUBALLING**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**(By Nature or Type)**  
**For the Period Ended 30 June 2018**

	Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus (Deficit)</b>	3	916,109	907,906	<b>907,906</b>	0	0%	
<b>Revenue from operating activities</b>							
Rates	9	1,070,995	1,070,995	<b>1,066,065</b>	(4,930)	(0%)	
Operating Grants, Subsidies and Contributions	11	611,525	611,525	<b>1,042,132</b>	430,607	70%	▲
Fees and Charges		394,161	394,161	<b>410,160</b>	15,999	4%	
Service Charges		0	0	<b>0</b>	0		
Interest Earnings		31,000	31,000	<b>44,255</b>	13,255	43%	▲
Other Revenue		28,000	28,000	<b>34,668</b>	6,668	24%	▲
Profit on Disposal of Assets	8	11,863	11,863	<b>5,030</b>	(6,832)	(58%)	▼
		<b>2,147,544</b>	<b>2,147,544</b>	<b>2,602,311</b>			
<b>Expenditure from operating activities</b>							
Employee Costs		(902,102)	(902,102)	<b>(1,196,999)</b>	(294,898)	(33%)	▼
Materials and Contracts		(1,150,360)	(1,150,360)	<b>(710,631)</b>	439,728	38%	▲
Utility Charges		(40,508)	(40,508)	<b>(37,348)</b>	3,160	8%	
Depreciation on Non-Current Assets		(1,429,950)	(1,429,950)	<b>(1,490,792)</b>	(60,842)	(4%)	
Interest Expenses		(8,968)	(8,968)	<b>(8,979)</b>	(11)	(0%)	
Insurance Expenses		(118,762)	(118,762)	<b>(118,384)</b>	378	0%	
Other Expenditure		(74,570)	(74,570)	<b>(79,390)</b>	(4,820)	(6%)	
Loss on Disposal of Assets	8	0	0	<b>(12,683)</b>	(12,683)		▼
		<b>(3,725,219)</b>	<b>(3,725,219)</b>	<b>(3,655,206)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		1,429,950	1,429,950	<b>1,490,792</b>	60,842	4%	
Adjust (Profit)/Loss on Asset Disposal	8	(11,863)	(11,863)	<b>7,652</b>	19,515	(165%)	
Adjust Provisions and Accruals			0	<b>94,294</b>	94,294		▲
<b>Amount attributable to operating activities</b>		<b>(159,588)</b>	<b>(159,588)</b>	<b>539,843</b>			
<b>Investing activities</b>							
Grants, Subsidies and Contributions	11	686,271	686,271	<b>741,150</b>	54,879	8%	
Proceeds from Disposal of Assets	8	32,000	32,000	<b>53,000</b>	21,000	66%	▲
Land Held for Resale		0	0	<b>0</b>	0		
Land and Buildings	13	(241,131)	(241,131)	<b>(232,748)</b>	8,383	3%	
Infrastructure Assets	13	(864,211)	(864,211)	<b>(867,764)</b>	(3,553)	(0%)	
Plant and Equipment	13	(170,000)	(170,000)	<b>(160,000)</b>	10,000	6%	
Furniture and Equipment	13	0	0	<b>0</b>	0		
<b>Amount attributable to investing activities</b>		<b>(557,071)</b>	<b>(557,071)</b>	<b>(466,362)</b>			
<b>Financing Activities</b>							
Proceeds from New Debentures		0	0	<b>0</b>	0		
Proceeds from Advances		0	0	<b>0</b>	0		
Self-Supporting Loan Principal		0	0	<b>0</b>	0		
Transfer from Reserves	7	152,210	152,210	<b>53,695</b>	(98,515)	(65%)	▼
Advances to Community Groups		0	0	<b>0</b>	0		
Repayment of Debentures	10	(71,146)	(71,146)	<b>(71,157)</b>	(11)	(0%)	
Transfer to Reserves	7	(280,515)	(280,515)	<b>(303,489)</b>	(22,974)	(8%)	
<b>Amount attributable to financing activities</b>		<b>(199,451)</b>	<b>(199,451)</b>	<b>(320,951)</b>			
<b>Closing Funding Surplus (Deficit)</b>	3	(0)	(8,204)	<b>660,435</b>	<b>668,639</b>	(8150%)	

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.

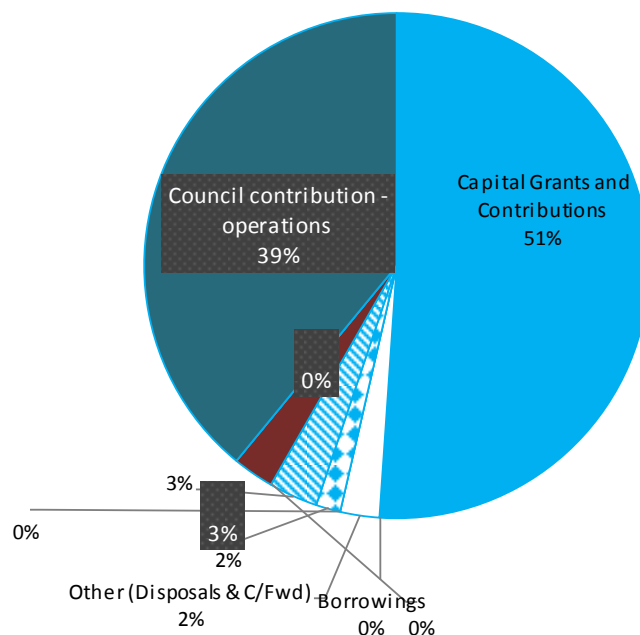
**SHIRE OF CUBALLING**  
**STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING**  
For the Period Ended 30 June 2018

**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	241,131	241,131	<b>232,748</b>	(8,383)
Infrastructure Assets	13	0	0	874,730	864,211	<b>867,764</b>	(6,966)
Plant and Equipment	13	0	0	170,000	170,000	<b>160,000</b>	(10,000)
<b>Capital Expenditure Totals</b>		0	0	1,285,862	1,275,342	<b>1,260,513</b>	<b>(25,349)</b>

**Capital acquisitions funded by:**

Capital Grants and Contributions				<b>61,092</b>	<b>651,548</b>	<b>741,150</b>
Borrowings				<b>0</b>	<b>0</b>	<b>0</b>
Other (Disposals & C/Fwd)				<b>32,000</b>	<b>32,000</b>	<b>53,000</b>
Council contribution - Cash Backed Reserves				<b>0</b>	<b>93,695</b>	<b>0</b>
Plant and Equipment Reserve				0	0	0
Administration Building and Office Equipment Reserve				0	19,985	0
Housing Reserve				0	40,000	0
Recreation and Community Facility Reserve				0	0	0
Refuse Site Reserve				0	33,710	0
Grain Freight Reserve				0	0	0
Equestrian Reserve				0	0	0
Council contribution - operations				<b>1,192,770</b>	<b>498,099</b>	<b>466,362</b>
<b>Capital Funding Total</b>				<b>1,285,862</b>	<b>1,275,342</b>	<b>1,260,513</b>

**Budgeted Capital Acquisitions Funding**

**SHIRE OF CUBALLING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**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 non-current assets, financial assets and liabilities.

**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 presented as operating cash flows.

**(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 necessary to make the sale.

### **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 using fair value at reporting date.

## (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:

<b>Asset</b>	<b>Years</b>
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 resale where it is held as non-current based on Council's intentions to release for sale.

**(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 instalments, interest on arrears and service charges.

Operating Grants, Subsidies and Contributions

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

Non-Operating Grants, Subsidies and Contributions

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

Profit on Asset Disposal

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

Fees and Charges

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

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies these as television and radio broadcasting, underground electricity 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 on rate arrears and interest on debtors.

Interest Earnings

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

Other Revenue / Income

Other revenue, which cannot 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, etc.

Materials and Contracts

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

Utilities (Gas, Electricity, Water, etc.)

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

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 compliance.

**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 and public conveniences.

**RECREATION AND CULTURE**

**Objective:**

To establish and effectively manage infrastructure and resource which will help the social wellbeing of the community.

**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 cultural facilities.

**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 June 2018**

**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 2017/18 year is \$5,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%		
General Purpose Funding	268,445	19%		General Purpose FAGS Grant Advance
Governance	24,731	1340%	▲ Timing	Profit on asset disposal runs through this account, there is a current impact from a DFES Trade that will be moved (\$18,000). Permanent difference due to an incorrectly paid account that was reimbursed for \$2,659.80 and Regional Resource Sharing funds not budgeted for of \$2,962.59. Major factor is the Youth Training grant \$19,500
Law, Order and Public Safety	4,639	13%	Timing	Sale of Plant item accounts for variance
Health	74	6%		Additional septic tank licences received.
Housing	471	10%		
Community Amenities	2,833	5%		No material variance
Recreation and Culture	(494)	(6%)		No material variance to Annual Budget
Transport	106,420	36%	▲	Permanent difference due to changes in Main Roads Direct Grant from budgeted \$99,902 to \$57,535 (negative variance of \$42,367). Permanent difference as FAGS Road Grant allocation will be less than budgeted in financial year. This combined with a FAGS positive advance of \$179,727 equates to the variance
Economic Services	(5,710)	(12%)	▼ Permanent	Standpipe charges lower as are Building Certificate fees less than anticipated.
Other Property and Services	50,692	17%	▲ Timing	Workers compensation claims greater than budget 31K, (net off by expense however). PW Building Cert fees exceeds budget by 19k.
<b>Operating Expense</b>				
General Purpose Funding	3,047	4%	Timing	
Governance	(9,123)	(7%)	▼ Timing	Slightly higher training costs. Office Equipment maint higher for photocopier.
Law, Order and Public Safety	(48,788)	(38%)	▼ Timing	Vehicle Maintenance and Utilities costs higher than budget. Major variance is the depreciation alloc accounting for \$42k variance - non cash (orig allocation factor)
Health	7,991	16%	▲	EHO Salary and associated on costs under budget.
Education & Welfare	36,969	70%	▲	Material & Contracts for Aged & Disables citizens budget of \$40,000 incurred \$2,750 - effectively the variance.
Housing	648	1%	Timing	No material variance.
Community Amenities	(2,800)	(1%)	Timing	No material variance
Recreation and Culture	(10,198)	(4%)	Timing	No material variance
Transport	211,459	10%	Timing	Maintenance on Streets & Roads is well under budget. Recoveries for Labour, Plant and Depreciation to programs other than Transport being Other property Services and Law, Order and Public Safety is the fundamental reason for this variance.
Economic Services	(15,913)	(9%)	Timing	Tourism expenses over budget YTD (\$8,035) and event signs have not as yet gone ahead. Community Functions slightly over budget.
Other Property and Services	(103,281)	(41%)	▼ Timing	Private Works expenditure Savings (\$11,920) Building Surveyor Costs (\$39,033) Staff Training (\$8,813) under budget.

**Capital Revenues**

				Roads to Recovery Non-Operating Grants were overall higher than budgeted. We budgeted on receiving \$686,271 in Capital grants receiving \$670,440 against these estimated receipts. We then received further Capital grants of \$70,710 unbudgeted for the completion of the Cuballing Fire station ablution block. This provided total capital grants of \$741,150 - Please see Note 11.
Grants, Subsidies and Contributions	54,879	8%	Timing	
Proceeds from Disposal of Assets	21,000	66% ▲		Accounting for full proceeds of IZUSU Fire Truck and Multipac Roller,

**Capital Expenses**

Land and Buildings	8,383	3%	Timing	Not material Please see Note 13
Infrastructure - Roads	(3,553)	(0%)	Timing	Not material Please see Note 13
Plant and Equipment	10,000	6%	Permanent	Saving in total cost of Roller replacement.
Furniture and Equipment	0			No material variance

**Financing**

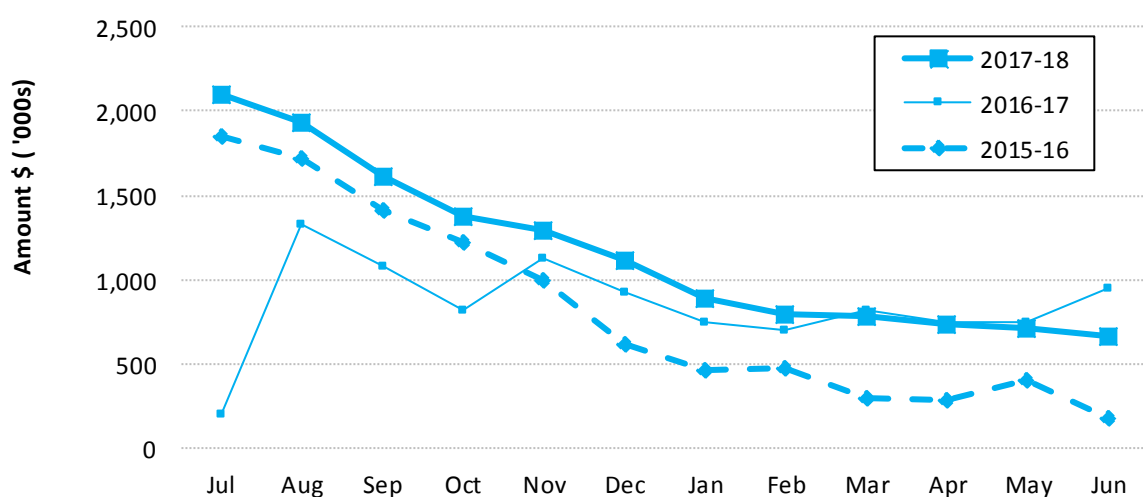
Loan Principal	(11)	(0%)		No material variance
----------------	------	------	--	----------------------

**SHIRE OF CUBALLING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 3: Net Current Funding Position**

Positive=Surplus (Negative=Deficit)

		Last Years Closing	This Time Last Year	Current
	Note	30 June 2017	29 Jun 2017	30 Jun 2018
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	4	814,001	658,629	509,330
Cash Restricted	11	0	0	0
Cash Reserves	4	1,292,509	1,334,088	1,542,303
Receivables - Rates	6	65,448	67,889	51,735
Receivables - Other	6	57,907	24,761	90,631
Interest / ATO Receivable/Trust		0	6,928	25,147
Inventories		7,262	3,619	8,391
		2,237,126	2,095,914	2,227,537
<b>Less: Current Liabilities</b>				
Payables and Provisions		(36,712)	(13,292)	(24,798)
		(36,712)	(13,292)	(24,798)
Less: Cash Reserves	7	(1,292,509)	(1,334,088)	(1,542,303)
<b>Net Current Funding Position</b>		<b>907,906</b>	<b>748,534</b>	<b>660,435</b>

**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.

FAGS Allocation in 16/17 there was a 50% Advance of 17/18 payments in June 2017

**SHIRE OF CUBALLING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 4: Cash and Investments**

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>(a) Cash Deposits</b>							
Municipal Bank Account	380,125			380,125	CBA	0.00%	At Call
Investment Account	128,505			128,505	CBA	1.25%	At Call
Trust Bank Account			26,066	26,066	CBA	0.00%	At Call
Cash On Hand	700			700	N/A	Nil	On Hand
Reserves Account		0		0	CBA	0.00%	At Call
<b>(b) Term Deposits</b>							
Reserves Term Deposit 1		437,563		437,563	CBA	1.90%	05-Mar-18
Reserves Term Deposit 2		552,370		552,370	CBA	1.90%	03-Apr-18
Reserves Term Deposit 3		552,370		552,370	CBA	1.90%	03-Apr-18
<b>Total</b>	<b>509,330</b>	<b>1,542,303</b>	<b>26,066</b>	<b>2,077,699</b>			

**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 June 2018**

**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	

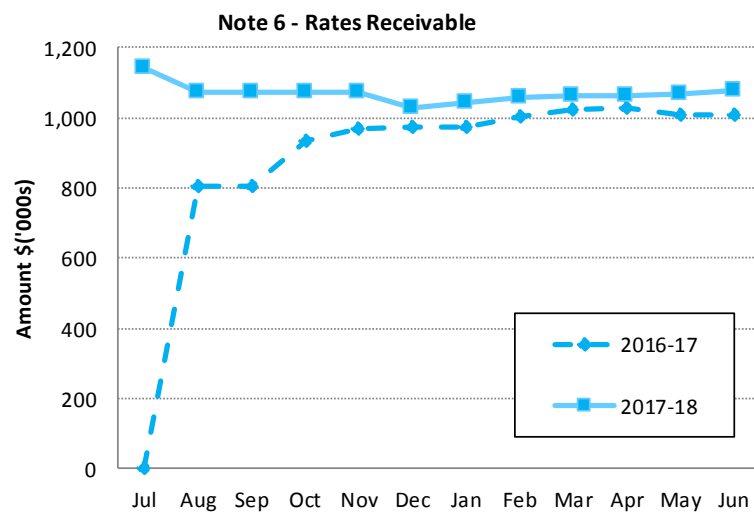
**SHIRE OF CUBALLING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 6: Receivables**

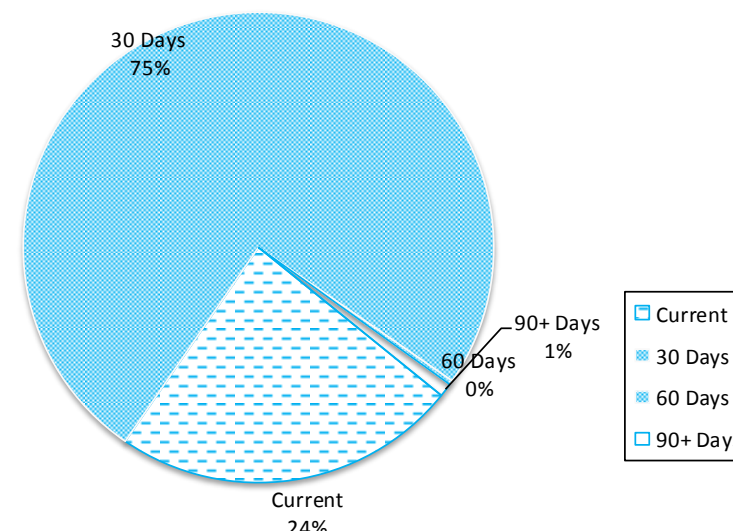
Receivables - Rates Receivable	30 Jun 2018	30 June 2017
	\$	\$
Opening Arrears Previous Years	70,590	47,139
Levied this year	1,066,065	1,031,115
Less Collections to date	(1,079,216)	(1,007,664)
Equals Current Outstanding	<b>57,439</b>	<b>70,590</b>
<b>Net Rates Collectable</b>	<b>57,439</b>	<b>70,590</b>
% Collected	94.95%	93.45%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$
Receivables - General	21,519	68,003	261	848	90,631
<b>Balance per Trial Balance</b>					
Sundry Debtors					90,631
Receivables - Other					25,147
<b>Total Receivables General Outstanding</b>					<b>115,778</b>

Amounts shown above include GST (where applicable)



**Note 6 - Accounts Receivable (non-rates)**



**Comments/Notes - Receivables Rates**

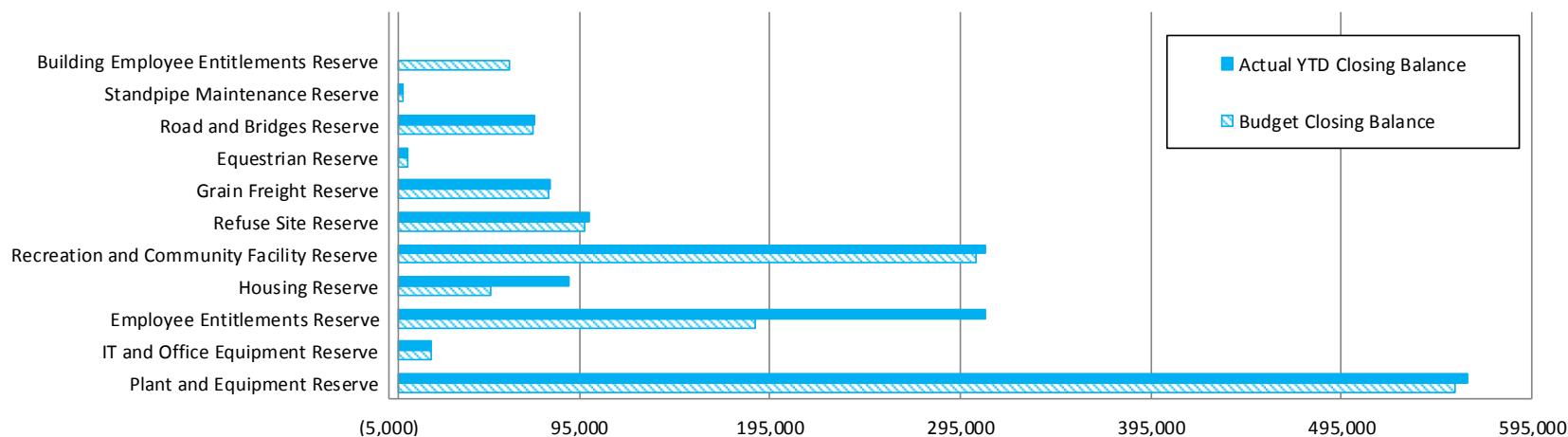
Rates Issue Date - 4 August 2016  
 Discount Period Ends - 25 August 2016  
 Rates Due - 8 September 2016

**SHIRE OF CUBALLING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**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	368,717	5,719	6,557	180,000	185,719	0	0	554,436	560,993
IT and Office Equipment Reserve	31,339	486	557	5,000	5,486	(19,985)	(19,985)	16,840	17,398
Employee Entitlements Reserve	241,665	3,750	8,049	0	58,515	(58,515)	0	186,900	308,229
Housing Reserve	81,720	1,267	1,451	5,000	6,267	(40,000)	0	47,987	89,438
Recreation and Community Facility Reserve	293,306	4,548	5,208	5,000	9,548	0	0	302,854	308,062
Refuse Site Reserve	129,255	1,952	2,298	0	1,952	(33,710)	(33,710)	97,497	99,795
Grain Freight Reserve	77,219	1,196	1,373	0	1,196	0	0	78,415	79,788
Equestrian Reserve	26	8	0	5,000	5,008	0	0	5,034	5,034
Road and Bridges Reserve	69,261	1,074	1,231	0	1,074	0	0	70,335	71,566
Standpipe Maintenance Reserve	0	0	0	2,000	2,000	0	0	2,000	2,000
Building Employee Entitlements Reserve	0	0	0	58,515	0	0	0	58,515	0
	<b>1,292,509</b>	<b>20,000</b>	<b>26,724</b>	<b>260,515</b>	<b>276,765</b>	<b>(152,210)</b>	<b>(53,695)</b>	<b>1,420,814</b>	<b>1,542,303</b>

**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 June 2018**

**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)	
		\$	\$	\$	\$	\$	\$	\$	\$
	<b>Plant and Equipment</b>								
10054	CN151 Multipac Mutli Tyre Roller	47,683	35,000		(12,683)	20,137	32,000	11,863	
11007	1CFP607 Isuzu Fire Truck	12,970	18,000	5,030					
11001	1DPW118 Toyota Landcruiser Fire	0	0						
		<b>60,652</b>	<b>53,000</b>	<b>5,030</b>	<b>(12,683)</b>	<b>20,137</b>	<b>32,000</b>	<b>11,863</b>	<b>0</b>

**SHIRE OF CUBALLING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**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
<b>RATE TYPE</b>	\$		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
GRV	7.0866	166	2,138,942	151,578	0	0	151,578	151,578	0	0	151,578
UV	0.7142	186	103,070,000	736,126	364	0	736,490	736,126	0	0	736,126
<b>Sub-Totals</b>		<b>352</b>	<b>105,208,942</b>	<b>887,704</b>	<b>364</b>	<b>0</b>	<b>888,068</b>	<b>887,704</b>	<b>0</b>	<b>0</b>	<b>887,704</b>
<b>Minimum Payment</b>	<b>\$</b>										
GRV	690.00	161	805,991	111,090	0	0	111,090	111,090	0	0	111,090
UV	900.00	158	14,017,700	142,200	0	0	142,200	142,200	0	0	142,200
<b>Sub-Totals</b>		<b>319</b>	<b>14,823,691</b>	<b>253,290</b>	<b>0</b>	<b>0</b>	<b>253,290</b>	<b>253,290</b>	<b>0</b>	<b>0</b>	<b>253,290</b>
		<b>671</b>	<b>120,032,633</b>	<b>1,140,994</b>	<b>364</b>	<b>0</b>	<b>1,141,358</b>	<b>1,140,994</b>	<b>0</b>	<b>0</b>	<b>1,140,994</b>
Discount							(69,001)				(70,000)
<b>Amount from General Rates</b>							<b>1,072,357</b>				<b>1,070,994</b>
Ex-Gratia Rates							425				0
Write Off							(6,717)				0
Specified Area Rates							0				0
<b>Totals</b>							<b>1,066,065</b>				<b>1,070,994</b>

**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 2017/18 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 June 2018**

**Note 10: Information on Borrowings**

## (a) Debenture Repayments

Particulars	Loan Date	Years	Principal at 1/07/2017	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
					Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
					\$	\$	\$	\$	\$	\$
<b>Transport</b>										
Loan 62 - Loader	11/08/2008	10	34,109		34,109	34,109	0	0	1,434	1,434
Loan 63 - Graders	7/02/2014	8	187,681		37,048	37,037	150,633	150,644	7,534	7,534
			221,790	0	71,157	71,146	150,633	150,644	8,968	8,968

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 June 2018**

## Note 11: Grants and Contributions

	Grant Provider	Type	Opening Balance (a)	Budget Operating \$	Capital \$	YTD Budget \$	Annual Budget (d)	Post Variations (e)	Program	Expected (d)+(e)	YTD Actual Revenue \$
<b>General Purpose Funding</b>											
	Grants Commission - General	WALGGC	Operating	0	292,191	0	292,191	292,191	3	292,191	549,766
	Grants Commission - Roads	WALGGC	Operating	0	174,657	0	26,369	174,657	12	174,657	327,386
	Grants - Youth Development Grant		Operating						3		18,500
<b>Law, Order and Public Safety</b>											
	DFES Grant - Cuballing Fire Station Ablution	Dept. of Fire & Emergency Serv.	Non-operating			70,710			5		70,710
	DFES Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Operating	0	20,625	0	31,500	20,625	5	20,625	30,263
<b>Recreation and Culture</b>											
	Grants - Kidsport	Dept. of Communities	Operating	0	0	0	0	0		0	0
	DREC Weather Shelter	R4R, Lotterywest, Contributions	Non-operating	0	0	26,369	26,369	26,369	11	26,369	26,369
	Yornaning Dam Upgrades		Operating	0		34,723	0	34,723	11	34,723	20,000
<b>Transport</b>											
	Direct Grant - Main Roads	Main Roads WA	Operating	0	99,902	0	0	99,902	12	99,902	57,535
	Grant - MRWA Project	Main Roads WA	Operating						12		
	Roads To Recovery Grant - Cap	Roads to Recovery	Non-operating	0	0	243,253	0	243,253	12	243,253	242,547
	RRG Grants - Capital Projects	Regional Road Group	Non-operating Scrap	0	0	381,926	34,723	381,926	12	381,926	381,524
<b>Economic Services</b>											
	Youth Day Grant	Dept. of Communities	Operating	0	1,000	0	0	1,000	13	1,000	1,500
	Volunteer Day Grant	Dept. of Communities	Operating	0	1,000	0	1,000	1,000	13	1,000	1,000
	Kid's Day Go for 2&5	Healthways	Operating	0	0	0	0	0	13	0	2,500
	Seniors Day Grant	Dept. of Communities	Operating	0	0	0	0	0	13	0	1,000
	Other										52,682
<b>TOTALS</b>				<b>0</b>	<b>589,375</b>	<b>756,981</b>	<b>412,152</b>	<b>1,275,646</b>	<b>0</b>	<b>1,275,646</b>	<b>1,783,282</b>
<b>SUMMARY</b>											
	Operating	Operating Grants, Subsidies and Contributions		0	588,375	34,723	351,060	624,098	0	589,375 other	1,042,132 <b>1,042,132</b>
	Operating - Tied	Tied - Operating Grants, Subsidies and Contributions		0	0	0	0	0	0	0	0
	Non-operating	Non-operating Grants, Subsidies and Contributions		0	0	722,258	61,092	651,548	0	651,548	741,150
<b>TOTALS</b>				<b>0</b>	<b>588,375</b>	<b>756,981</b>	<b>412,152</b>	<b>1,275,646</b>	<b>0</b>	<b>1,240,923</b>	<b>1,783,282</b>

**SHIRE OF CUBALLING**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 30 June 2018**

**Note 12: Trust Fund**

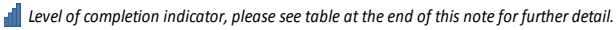








Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

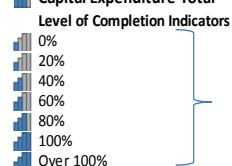
Description	Opening Balance 01 Jul 2017	Amount Received	Amount Paid	Closing Balance 30 Jun 2018
	\$	\$	\$	\$
Bonds - Building	6,889	7,500	-7,500	6,889
Bonds - Hall Hire	1,150	0	0	1,150
Badmington Club	20	0	0	20
Commodine Tennis Club	2,990	0	0	2,990
Cuballing Country Festival	1,099	0	0	1,099
Cuballing Cricket Club	200	0	0	200
Yornaning Dam	0	0	0	0
Cuballing Football Association	566	0	0	566
Environment and Townscape Trust Fund	6,362		0	6,362
Police Licensing	1,573	159,051	(155,759)	4,865
Swipe Cards	1,605			1,605
Reimbursements	320	0	0	320
	<b>22,774</b>	<b>166,551</b>	<b>(163,259)</b>	<b>26,066</b>



SHIRE OF CUBALLING  
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 June 2018

## Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
								
<b>Land &amp; Buildings</b>								
<b>Recreation And Culture -Law Order &amp; Public Safety - Governance</b>								
 Building Renewal - Cuballing Town Hall	11048	0	(10,190)	(9,890)	(10,190)	(10,190)	300	C162
 Building Renewal - Cuballing CWA Hall	11048	0	(6,090)	(6,870)	(6,090)	(6,090)	(780)	C164
 Furniture & Equip - New Server	4265			(13,312)				
 Cuballing Fire Station - Toilet Block	110517			(81,582)				
 Building Renewal - Cuballing Memorial Park	11230	0	(52,948)	0	(52,948)	(52,948)	52,948	C176
 Building Renewal - Cuballing Recreation Centre	11230	0	(9,985)	(7,282)	(9,985)	(9,985)	2,703	C165
 Building Renewal - Yornaning Dam	11230	(80,951)	0	(66,455)	(80,951)	(80,951)	14,496	C187
 DREC Weather Shelter	11310	(22,744)	0	(22,744)	(21,182)	(21,182)	(1,562)	Final works from 2016/17
<b>d Culture - Law Order &amp; Public Safety - Governance Total</b>		<b>(103,695)</b>	<b>(79,213)</b>	<b>(208,135)</b>	<b>(181,346)</b>	<b>(181,346)</b>	<b>68,105</b>	
<b>Community Amenities</b>								
Cuballing Transfer Station	10742	(28,711)	0	(24,613)	(28,711)	(28,711)	4,098	J601 - Fence
Cuballing Transfer Station	10742	(31,074)	0	0	(31,074)	(31,074)	31,074	C158 - Waste Oil Facility
<b>Community Amenities Total</b>		<b>(59,785)</b>	<b>0</b>	<b>(24,613)</b>	<b>(59,785)</b>	<b>(59,785)</b>	<b>35,172</b>	
<b>Land &amp; Buildings Total</b>		<b>(163,480)</b>	<b>(79,213)</b>	<b>(232,748)</b>	<b>(241,131)</b>	<b>(241,131)</b>	<b>103,277</b>	
<b>Other Infrastructure</b>								
<b>Economic Services</b>								
Standpipe Upgrades	13605	(7,356)	0	(8,453)	(7,356)	(7,356)	(1,097)	
Popanyinning Gravel Pit	13605	0	0	(37,095)	0	0	(37,095)	
<b>Economic Services Total</b>		<b>0</b>	<b>0</b>	<b>(45,548)</b>	<b>(7,356)</b>	<b>(7,356)</b>	<b>(38,192)</b>	
<b>Other Infrastructure Total</b>		<b>0</b>	<b>0</b>	<b>(45,548)</b>	<b>(7,356)</b>	<b>(7,356)</b>	<b>(38,192)</b>	
<b>Plant , Equip. &amp; Vehicles</b>								
<b>Transport</b>								
Multipac Roller	12405	(170,000)	0	(160,000)	(170,000)	(170,000)	10,000	Budget - purchase Aug
<b>Transport Total</b>		<b>(170,000)</b>	<b>0</b>	<b>(160,000)</b>	<b>(170,000)</b>	<b>(170,000)</b>	<b>10,000</b>	
<b>Plant , Equip. &amp; Vehcles Total</b>		<b>(170,000)</b>	<b>0</b>	<b>(160,000)</b>	<b>(170,000)</b>	<b>(170,000)</b>	<b>10,000</b>	
<b>Roads</b>								
<b>Transport</b>								
RRG - Wandering Narrogin Road 16/17	12115	(140,072)	0	(153,222)	(140,072)	(140,072)	(13,150)	J600
RRG - Wandering Narrogin Road	12115	(324,865)	0	(150,317)	(324,865)	(324,865)	174,548	R129
RRG - Wandering Narrogin Road 18-19				(75,670)				R129A
RRG - Stratherne Road	12115	(148,663)	0	(153,090)	(148,664)	(148,663)	(4,427)	R001
RRG - Stratherne Road 18-19				(13,056)				R001A
RRG - Grain Freight	12115			(15)	0			J149
R2R - Popanyinning West Road Widening	12120	(169,722)	0	(19,576)	(169,721)	(169,722)	150,146	R002
R2R - Popanyinning West Road Reseal	12120	0	(40,418)	(39,772)	(40,418)	(40,418)	646	R002C
R2R - Yornaning West Road Reseal	12120	0	(15,239)	(14,291)	(15,239)	(15,239)	948	R005A
R2R - Popanyinning East - Cement Stabilising	12120			(128,472)		(5,080)	(123,392)	R004A
R2R - Popanyinning East - Gravel Sheetting	12120			(60,238)		(12,796)	(47,442)	R004B
R2R - Cuballing East Road Reseals	12120	0	(5,080)	(3,245)	(5,080)	(5,080)	1,835	R006
R2R - Victoria Road Reseal	12120	0	(12,796)	(11,252)	(12,796)	(12,796)	1,544	R122
<b>Transport Total</b>		<b>(783,321)</b>	<b>(73,533)</b>	<b>(822,217)</b>	<b>(856,855)</b>	<b>(874,730)</b>	<b>141,255</b>	
<b>Roads Total</b>		<b>(783,321)</b>	<b>(73,533)</b>	<b>(822,217)</b>	<b>(856,855)</b>	<b>(874,730)</b>	<b>141,255</b>	
<b>Capital Expenditure Total</b>		<b>(1,116,802)</b>	<b>(152,746)</b>	<b>(1,260,513)</b>	<b>(1,275,342)</b>	<b>(1,293,218)</b>	<b>216,340</b>	



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

### 9.1.3 Adoption of the 2018/19 Budget

Applicant:	N/A
File Ref. No:	ADM214
Disclosure of Interest:	Nil
Date:	12 <sup>th</sup> July 2018
Author:	Rick Pares, Deputy CEO
Attachments:	9.1.3A Draft 2018/19 Budget – Included separately

#### **Summary**

**The Draft 2018/19 Budget for the financial year ending 30<sup>th</sup> June 2019 is presented for Council consideration.**

#### **Background**

Each year local governments are required to adopt a budget and set a rate in the dollar for rates that allow the Council to operate financially and once adopted, it is then presented to the Department of Local Government.

Council resolved at the Special Meeting of Council on Thursday 28<sup>th</sup> June 2018 to:

#### **COUNCIL DECISION 2018/58:**

That Council adopt a priority ranking, from lowest to highest priority, of discretionary activities for possible inclusion of these discretionary activities in Council's 2018/19 Budget as follows:

- Fire Warning Sign
- Town Hall Gym
- Lemon Centred Gum Plaque
- Cuballing Shire Depot - Concrete machinery Shed
- Event Boards
- CEO House Curtains
- Music Festival
- Camry Sedan
- Dual Cab Utility 4x4 w/ Canopy (Building)
- Popanyinning Lights Tennis
- Cuballing Town Hall
- Fuel tank
- Disability Access Shire Office
- Plant Equipment & Maintenance Reserve Transfer
- Solar powered Variable Message Sign
- Citizen of the Year Honour Board
- Tourism Promotion Activities
- Lions Park Universal Shelter
- Directional & Town Signage
- Popanyinning Heritage Trail
- Self Bunded Drum Pallets
- Popanyinning Town Hall Cisterns & Handbasins
- Austral Street land Improvements
- Yornaning Dam BBQ & Sign
- Painting of Eaves Cuby Rec Centre
- Popanyinning Public Conveniences - External Repaint
- VHF Radio WAERN Hand Held
- Popanyinning Tip Shed Gates – Reserve Funded
- Popanyinning Tip Shed Floor Concrete – Reserve Funded



### 3. Capital Grant Income

The Shire of Cuballing has budgeted to receive \$534,005 in grants towards capital projects within the Shire.

### 4. Rates

The Draft 2018/19 Budget has been able to contain the rate increase to an average of 5%. With the increasing cost of materials, utilities, contractors and staff wages, this increase was unavoidable.

There was an overall decrease of 5.45% in the annual revaluation of unimproved values.

An 8% Early Payment Discount is offered to ratepayers who choose to pay their rates in full by Friday 24<sup>th</sup> August 2018, being within 21 days of the date of issue of Council's rate notice.

Minimum rates for GRV valued properties have not increased and UV valued properties have increased from \$900 to \$930.

Fees and Charges have been reviewed and increased where appropriate to recover increased costs.

### 4. Exclusions from the Draft 2018/19 Budget

The following items were considered for the Draft 2018/19 Budget as per Council's priority listing, however have not been included in the final Budget:

- Fire Warning Sign
- Town Hall Gym
- Lemon Centred Gum Plaque
- Cuballing Shire Depot - Concrete machinery Shed
- Event Boards
- CEO House Curtains
- Camry Sedan
- Dual Cab Utility 4x4 w/ Canopy (Building)
- Popanyinning Lights Tennis
- Depot Fuel tank

### 4. Conclusion

It is anticipated that through this budget, Council will be able to further progress and increase facilities provided to the community and improve Council owned assets. The demand for improved infrastructure is very important to ensure that the Shire of Cuballing continues to prosper and develop.

Strategic Implications - Nil

### Statutory Environment

The Draft 2018/19 Budget document contains a number of items that require adoption by Council under the Local Government Act. They are that in accordance with:

1. As per Section 6.32 (1) of the Local Government Act 1995, Rates and Minimum Rates to be levied on all rateable property be as follows:

Valuation	Rate cents/dollar	Minimum Rate \$
Gross Rental Value	7.0920	690
Unimproved Value	0.7209	930

2. Section 6.35 (5) of the Local Government Act 1995 requires that the Minister for Local Government's approval be sought for the imposing of a minimum payment where the number of separately rated properties in the district on which a minimum payment is imposed is greater than 50%. This is not applicable to the Shire of Cuballing in 2018/19;
3. Section 6.46 of the Local Government Act allows a discount of 5% be allowed for payment of rates in full within 35 days of the date of issue of the rate notice;
4. Section 6.45 of the Local Government Act a 5.5% interest charge be levied on rates installments, Deferred Pensioners Rates' excluded;
5. Section 6.45 of the Local Government Act an administration charge of \$10 be levied for the second and each of the subsequent rates installments;
6. Section 6.51 of the Local Government Act an 11% interest charge be levied on all overdue rates outstanding, Deferred Pensioners' Rates excluded;
7. Section 6.32 (1) of the Local Government Act 1995 the Schedule of Rents, Leases and Charges as detailed in the budget document;
8. Section 64 (2) of the Local Government (Financial Management) Regulations 1996 that the due date for installments be set as follows:
  - 1<sup>st</sup> Instalment due not before 7<sup>th</sup> September 2018; and
  - 2<sup>nd</sup> Instalment due not before 7<sup>th</sup> November 2018; and
  - 3<sup>rd</sup> Instalment due not before 7<sup>th</sup> January 2019; and
  - 4<sup>th</sup> Instalment due not before 7<sup>th</sup> March 2019.
9. Section 6.19 of the Local Government Act 1995 requires a local government to give local public notice of any fees or charges it wishes to impose after adoption of the annual budget; and
10. Section 6.1 of the Local Government (Financial Management) Regulations 1996 requires that Council is required to adopt a percentage or value, to be used in statements of financial activity for reporting material variances against the adopted Budget

Policy Implications – Nil

Financial Implications

The Draft 2018/19 Budget sets the Council approved revenue and expenditure for the 2018/19 financial year.

Economic Implication - Nil

Environmental Considerations - Nil

## Social Implications

Many projects contained within the 2018/19 Budget are focused on improving facilities within the general community.

## Consultation

The draft budget has been developed with consultation between senior staff and Councillors. The budget is also driven by the Shire's Strategic Community Plan and contains a number of projects towards achieving these outcomes.

## Options

Council may resolve:

1. the Officer's Recommendation;
2. that the Draft 2018/19 Budget be adopted with minor amendments;
3. that the Draft 2018/19 Budget be deferred for further deliberations.

## Voting Requirements – Absolute Majority

### **OFFICER'S RECOMMENDATION**

**That Council, as detailed in the Draft 2018/19 Budget included at Attachment 9.1.3A, adopt:**

- 1. the Rates and Minimum Rates to be levied in 2018/19 on all rateable property be as follows:**

	<b>Valuation cents/dollar</b>	<b>Rate Minimum Rate \$</b>
<b>Gross Rental Value</b>	<b>7.0920</b>	<b>690</b>
<b>Unimproved Value</b>	<b>0.7209</b>	<b>930</b>

- 2. a due date for the payment of rates being Friday 7 September 2018, being within 35 days from the date of issue of Council's rate notice;**
- 3. an Early Payment Rates Discount of 8% for payment of annual rates paid in full, including all arrears, by Friday 24 August 2018, being within 21 days of the date of issue of Council's rate notice;**
- 4. a 5.5% interest charge be levied on rates instalments, eligible and deferred pensioners rates excluded;**
- 5. an 11% interest charge be levied on all overdue rates, deferred pensioners rates excluded;**
- 6. an administration charge of \$10 be levied for the second and each of any subsequent rates instalments;**
- 7. due dates for instalments of rates payments as follows:**
  - a. 1st Instalment due on 7 September 2018; and**
  - b. 2nd Instalment due on 7 November 2018; and**

- c. 3rd Instalment due on 7 January 2019; and
  - d. 4th Instalment due on 7 March 2019;
8. a Kerbside Rubbish Collection Fee \$250.00 and Kerbside Rubbish Collection Fee Pensioner \$200.00
  9. the Schedule of Fees and Charges as detailed in the Draft 2018/19 Budget;
  10. the Revenue and Expenditure as detailed in the Draft 2018/19 Budget; and
  11. the Significant Accounting Policies, as detailed in the Draft 2018/19 Budget, including a materiality threshold of +/- 10% of the budget allocation unless the dollar value of any variance is less than \$5,000 in the Statement of Financial Activity for 2018/19.

## 9.2 CHIEF EXECUTIVE OFFICER:

### 9.2.1 Council Meeting Schedule 2018

Applicant: N/A  
File Ref. No: ADM239  
Disclosure of Interest: Nil  
Date: 6<sup>th</sup> July 2018  
Author: Gary Sherry  
Attachments: Nil

#### Summary

**Council is to consider changing the day of Ordinary Meeting dates from the third Thursday of each month to the third Wednesday of each month for 2018.**

#### 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.

At their December 2017 Ordinary Meeting, Council resolved the following council meeting schedule for 2018:

Thursday 15 February 2018	Ordinary Meeting	2:00 PM	Council Chambers
Thursday 15 March 2018	Ordinary Meeting	2:00 PM	Council Chambers
Thursday 19 April 2018	Ordinary Meeting	2:00 PM	Council Chambers
Thursday 17 May 2018	Ordinary Meeting	2:00 PM	Council Chambers
Thursday 21 June 2018	Ordinary Meeting	2:00 PM	Council Chambers
Thursday 19 July 2018	Ordinary Meeting	2:00 PM	Council Chambers
Thursday 16 August 2018	Ordinary Meeting	2:00 PM	Council Chambers
Thursday 20 September 2018	Ordinary Meeting	2:00 PM	Council Chambers
Thursday 18 October 2018	Ordinary Meeting	2:00 PM	Council Chambers
Thursday 15 November 2018	Ordinary Meeting	2:00 PM	Council Chambers
Thursday 15 November 2018	Electors Meeting	6:30 PM	Council Chambers
Thursday 20 December 2018	Ordinary Meeting	2:00 PM	Council Chambers

The Peel Harvey Catchment Council (PHCC), through funding from the Australian Government and State NRM Program have been providing on-ground support to landowners across the Hotham-Williams catchment for a number of years. This support has been able to be increased in the last four years, thanks to funding received through the Australian Government via the "Rivers 2 Ramsar" project, and more recently through the National Landcare Programme.

The PHCC, and specifically the Natural Resource Management Officer (NRMO) Mel Durack based in Boddington, have supported and assisted with projects in the Shire of Cuballing including:

- assisting the Shire of Cuballing in the release of the Korean strain of the calicivirus, called RHDV-K5 at local release sites in March 2017. Without this involvement a local release would not have been possible;
- supported the Shire of Cuballing in the successful application for \$32,000 to upgrade aspects of Yornaning Dam. The NRMO arranged for grant staff based in Perth to meet with Shire staff to discuss our application. Further assistance is expected in completing the grant;



- completed a cat monitoring and trapping program at the Popanyinning Waste Transfer Station site. This project was launched and publicised by the Australian Threatened Species Commissioner Gregory Andrews;
- assisted and supported local farmers with on-ground projects such as fencing of rivers and bushland, revegetation;
- Introduced a feral cat control program for local landowners surrounding the Dryandra Woodlands, including the purchase of cat traps available from the Shire of Cuballing for local land owners to use;
- the Popanyinning Progress Association successfully obtained grant funding for control of bridal creeper in Popanyinning. This project included training for volunteers and purchased of all the herbicide used; and
- the NRMO regular provides publication material relating to local environmental matters for inclusion in local newsletters.

In February the PHCC and the Shires of Boddington, Williams, Wandering and Cuballing entered into a MOU for the PHCC to provide natural resource management/landcare support to the Hotham-Williams catchment.

### Comment

Cr Dowling is a delegate for the upper catchment local governments on the Peel Harvey Catchment Council (PHCC). Being selected to this position, Cr Dowling has the opportunity to provide input to the PHCC over environmental concerns and local government requirements into the policy and actions of the PHCC.

However the PHCC meetings, mostly held in the PHCC offices in Mandurah, conflict with the Shire of Cuballing meetings. Cr Dowling often has to miss part of the PHCC meetings to be in Cuballing for the commencement of the Ordinary Shire Meetings. This makes it difficult for Cr Dowling to contribute fully at the PHCC.

To make it easier for Cr Dowling to contribute to both the Shire of Cuballing and the PHCC it is suggested that Council shift the Shire of Cuballing meeting schedule from every third Thursday of the month, to every third Wednesday of the month.

Staff are not aware of any other conflict with the third Wednesday of the month.

There is not a conflict with between PHCC and every Council meeting and it is open for Council to consider moving only the day of the Council meetings that conflict with PHCC meetings. However part of the simplicity of the Shire's meeting schedule is that it is easy to advertise the days when they are all the same day of every month.

It is also open for Council to reconsider their meeting days at some time future time and return to the third Thursday if that is Council .

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 of the meeting dates adopted in December 2017 cost \$195.49.

A slightly smaller charge, arising because of the reduced amount of content in each advert, would be incurred with each following advertisement by of meeting times by Council.

Economic Implication

The PHCC have supported local landowners through a grant round to assist them with protection of remnant vegetation on their properties and address threats such as feral animals and weeds

Social Implication

Council has had a number of local residents and interested people attend Council's meetings in 2018. Council should seek to encourage this to occur in 2017 if there is community interest.

Environmental Considerations – Nil

The PHCC is the peak regional environmental organisation and participation in the PHCC will improve the PHCC's understanding and response to the Shire of Cuballing and the upper Hotham Williams catchment area.

Consultation – Nil

Options

Council may resolve:

1. the Officer's Recommendation;
2. to only move meetings to a Wednesday that conflict with PHCC meetings; or
3. to not alter the publicly advertised meeting schedule.

Voting Requirements – Simple Majority

**OFFICER'S RECOMMENDATION:**

**That Council adopt the following Schedule of Council Meetings for the remainder of 2018:**

<b>Wednesday 15 August 2018</b>	<b>Ordinary Meeting</b>	<b>2:00 PM</b>	<b>Council Chambers</b>
<b>Wednesday 19 September 2018</b>	<b>Ordinary Meeting</b>	<b>2:00 PM</b>	<b>Council Chambers</b>
<b>Wednesday 17 October 2018</b>	<b>Ordinary Meeting</b>	<b>2:00 PM</b>	<b>Council Chambers</b>
<b>Wednesday 21 November 2018</b>	<b>Ordinary Meeting</b>	<b>2:00 PM</b>	<b>Council Chambers</b>
<b>Wednesday 21 November 2018</b>	<b>Electors Meeting</b>	<b>6:30 PM</b>	<b>Council Chambers</b>
<b>Wednesday 19 December 2018</b>	<b>Ordinary Meeting</b>	<b>2:00 PM</b>	<b>Council Chambers</b>

## 9.2.2 Camping Charge – Popanyinning Bonfire

Applicant: N/A  
File Ref. No: ADM97  
Disclosure of Interest: Nil  
Date: 9<sup>th</sup> July 2018  
Author: Gary Sherry  
Attachments: Nil

### **Summary**

**Council is to consider not imposing the adopted charge for camping on the Popanyinning Progress Association for camping associated with their Popanyinning Bonfire event to be held on Saturday 26th August 2018**

### **Background**

The Popanyinning Progress Association (PPA) conduct the annual Popanyinning Bonfire event at the Popanyinning Recreation Reserve. The Popanyinning Bonfire is a low cost, family friendly event that focuses on attracting the local Popanyinning community.

At the May 2018 Ordinary Meeting, Council adopted a camping policy that permits Council to approve camping at a range of Council reserves as part of community events for a fee to be adopted by Council as part of the 2018/19 Council budget.

The PPA has formally requested that Council permit camping at the Popanyinning Recreation Reserve as part of the Popanyinning Bonfire. The PPA believes that with an event where alcohol will be consumed and which may run late into the night, providing camping onsite is a responsible action.

### **Comment**

The PPA's request Popanyinning Recreation Reserve as part of the Popanyinning Bonfire meets the requirements of Council's policy and can be approved by staff with conditions included in the Council policy with the required charge on campers.

The Officer recommends that because:

1. the PPA's Popanyinning Bonfire event is a free, community event focused largely on the local community with any campers being ratepayers/residents of the Shire of Cuballing;
2. The PPA will complete all the organisation of campers and there will be no additional expenditure of Council resources over what is already committed to assist with the event. Council currently organises
  - wood for the bonfire;
  - provides an additional portable toilet;
  - will set up and pull down Council's marquee for the event;
  - provides additional rubbish bins; and
  - completes cleaning of the Recreation Reserve toilet facilities after the event;
3. Providing onsite camping as part of a community event running late into the evening is a responsible action. Given the family nature of the event, it is unlikely that many, if any, patrons will use the permitted camping;

that Council not charge the PPA the adopted charge for camping as part of the Popanyinning Bonfire event.

### Strategic Implications

Council's 2017 Community Strategic Plan has the following goals relevant to this matter.

SOCIAL - Our Community, Neighbourhoods, Recreation and Culture.

- A healthy and caring community which has strong support for all ages and abilities.
- A safe community where residents feel secure and comfortable at home, work and play.
- A healthy community engaging in positive and rewarding lifestyles with access to recreational and leisure opportunities.
- A vibrant community, enjoying access to a wide range of quality arts and cultural activities.

	<b>Strategy</b>	<b>Outcome</b>
1.1	Create a vibrant social environment that is accessible and inclusive for all ages and abilities.	The community feel welcome involved and connected to each other.
1.3	Encourage and support volunteers and community groups.	Active and growing volunteer and community groups.
1.6	Support local arts and cultural activities.	A variety of arts and cultural activities can be pursued by locals
1.7	Create and maintain a safe environment for the community.	A feeling of safety within our neighbourhoods and a sense of being looked out for.

### Statutory Environment – Nil

### Policy Implications

#### 7.9 Camping on Council Property

Policy Statement:

#### Camping on Council Property With a Permit

Council will permit camping with a permit on selected Council properties:

1. for activities conducted by local community based non-profit community groups; or
2. as part of a local event or activity.

Council will permit camping with a permit in the following areas:

1. Cuballing Recreation Ground;
2. Popanyinning Recreation Ground;
3. Popanyinning School Site;
4. Cuballing Hall;
5. Popanyinning Hall;
6. Cuballing Golf Club;
7. Cuballing Rifle Club;
8. Yornaning Dam.

Council may consider applications for camping on other Shire of Cuballing property on an individual basis, with prior notice of at least a month

Camping in these areas, with a permit, is conditional upon:

1. Obtaining a permit a week prior to establishing a campsite;
2. Camping can only be permitted for up to 3 consecutive nights. Council may consider applications for extended periods on an individual basis, with prior notice of at least a month;
3. Camping is only permitted in a swag, tent, camping trailer, caravan or motor home, manufactured for the purpose of camping;
4. Camp fires may be permitted with specific approval. Applications should indicate the request for approval of a camp fire with the permit application. Shire staff may seek the opinion of Shire of Cuballing Bush Fire Brigade volunteers in considering a request for a camp fire;
5. Payment of the Council fee for camping on Shire of Cuballing property.
6. Mobile power generators external to the vehicle should only be used up to two hours to top-up internal batteries and not operating before 7am or after 9pm.
7. Externally strung washing lines are not permitted.
8. If dogs accompany campers the Dog Act 1976 and the Shire of Cuballing Dog Local Law applies.

Council staff are encouraged to include additional conditions on each permit to camp on Shire property that addresses factors unique to each location such as:

- Rubbish disposal or waste management;
- Parking or driving on areas of the property;
- Times when noise should be minimised;
- Use of the Shire buildings or facilities on the property.

Council will charge a fee for Camping on Council Property With a Permit. Council will consider an appropriate fee annually as part of adopting Fees and Charges in the Shire Cuballing Annual Budget process.

Resolution No: 2018/44  
Resolution Date: 17 May 2018

#### Financial Implications

Shire staff do not anticipate any additional expenditure associated with camping on the Popanyinning Recreation Reserve past that already required to hold the PPA's Popanyinning Bonfire event.

Economic Implication – Nil

#### Social Implication

The PPA's Popanyinning Bonfire event is a free annual community event organised largely for Popanyinning residents.

Environmental Considerations – Nil

#### Consultation

Popanyinning Progress Association

### Options

Council may resolve:

1. the Officer's Recommendation; or
2. to permit camping associated with the PPA's Popanyinning Bonfire event with the imposition of the charge adopted as part of Council's 2018/19 Budget.

Voting Requirements – Simple Majority

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

**That Council not charge the Popanyinning Progress Association for camping associated with their Popanyinning Bonfire event held on Saturday 26<sup>th</sup> August 2018.**

## 9.2.3 WALGA AGM – Member Motions

Applicant: N/A  
File Ref. No: ADM104  
Disclosure of Interest: Nil  
Date: 9<sup>th</sup> July 2018  
Author: Gary Sherry  
Attachments: 9.2.3A WALGA AGM 2018 – Members Motions Extract

### **Summary**

**Council is to consider its position in relation to motions to be presented to the 2018 WALGA Annual General Meeting.**

### **Background**

Council's voting delegates to the 2018 Annual General Meeting (AGM) of WALGA are Councillors Conley and Haslam.

### **Comment**

As part of the WALGA AGM, members are able to raise issues for debate and resolution that can change the direction of WALGA or to provide new direction about an issue.

Detail of the members motions to be debated at the 2018 Annual General Meeting of WALGA to be held at Perth Convention Centre, Perth on Wednesday 1<sup>st</sup> August 2018, are included at Attachment 9.2.3A.

Staff consideration and recommendation for a Council position for each motion is setout below.

<b>Agenda Item</b>	<b>Recommended Shire Position and Staff Comment</b>
<b>4.1 Proposal to Amend the Association Constitution</b>	Support  This motion sensibly updates the WALGA constitution to: <ol style="list-style-type: none"><li>1. Implement the convention of electing the WALGA Deputy President from the opposite constituency from the President;</li><li>2. Implement the convention of electing a new President from the opposite constituency from the retiring President;</li><li>3. Removing from WALGA positions any person guilty of a serious breach of the LG Act;</li><li>4. Removing from WALGA positions any suspended by the LG Minister;</li><li>5. Confirm that the WALGA President is eligible to vote in the election of the Deputy President;</li><li>6. change of name of the LG Professionals organisation;</li><li>7. Removing from WALGA zone positions any person or Councillor of a Council suspended by the LG Minister.</li></ol>



<b>Agenda Item</b>	<b>Recommended Shire Position and Staff Comment</b>
<b>4.2 Roadside Vegetation Regulatory Amendments</b>	Support While it is unlikely that this motion would ever be implemented by the State Government, it does reflect the frustration of rural local governments in dealing with the red tape arising from Clearing Regulations.
<b>4.3 GST Revenue Distribution Share for WA</b>	Support This position may become redundant with the passing of the proposed federal government amendments to the GST legislation.
<b>4.4 Rural, Regional and Remote Community State Government Funding Cuts</b>	Support While the recent funding reductions to education and CRC's have not directly impacted the Shire of Cuballing, Council support of similar rural local government is recommended.

Council can take this opportunity to provide direction to Council delegates over the position of Council over matters to be considered at the AGM.

#### Strategic Implications –

Council's 2017 Community Strategic Plan has the following goals relevant to this matter.

GOVERNANCE & ORGANISATION - Our Council, Services, Policies and Engagement.

- An independent Council that is supported by an excellent organisation.
- Governance structures that ensure accountable, transparent and ethical decision making.
- Building the organisation and managing its structure, finances and assets in a sustainable manner.
- A Council that proactively engages with all elements of its community to make decisions that reflect positively on the future of the Shire of Cuballing.

	<b>Strategy</b>	<b>Outcome</b>
4.1	Councillors provide strong and visionary leadership.	A clear direction for the future.
4.2	Maintain a clear, transparent and ethical decision making process.	Openness and transparency in Council decisions.

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications

Attendance at the WALGA AGM is free.

Economic Implication – Nil  
Social Implication – Nil  
Environmental Considerations – Nil  
Consultation – Nil

Options

Council may resolve:

1. the Officer's Recommendation; or
2. an alternative view to the Officer's Recommendation on part or all of the points of the Recommendation

Voting Requirements – Simple Majority

**OFFICER'S RECOMMENDATION:**

**That Council Delegates to the Western Australian Local Government Association Annual General Meeting to be held at Perth Convention Centre, Perth, on Wednesday 1<sup>st</sup> August 2018, be instructed and authorised to vote on the following Agenda items in the following direction:**

<b>Agenda Item</b>	<b>Recommended Shire Position and Staff Comment</b>	
<b>4.1</b>	<b>Proposal to Amend the Association Constitution</b>	<b>Support</b>
<b>4.2</b>	<b>Roadside Vegetation - Regulatory Amendments</b>	<b>Support</b>
<b>4.3</b>	<b>GST Revenue Distribution Share for WA</b>	<b>Support</b>
<b>4.4</b>	<b>Rural, Regional and Remote Community State Government Funding Cuts</b>	<b>Support</b>

#### **4. Consideration of Executive and Member Motions**

##### **4.1 Proposal to Amend the Association Constitution**

Executive Member to move:

#### **IN BRIEF**

- A number of Constitutional amendments proposed by State Council as well as some technical clarifications.
- Proposed amendments endorsed by State Council in May 2018.

#### **MOTION**

1. That Clause 18 and Clause 19 of the Association Constitution be amended as follows:

I. Clause 18, sub-clause (1) be amended with the addition of the underlined words, as follows:

(1) Following determination of the election of the President pursuant to clause 17 of this Constitution, the State Council shall elect a Deputy President from amongst its metropolitan and country representatives, provided the Deputy President represents the alternate constituency to the President elected pursuant to clause 17.

II. Clause 19 be amended with the addition of the underlined words and the deletion of the strikethrough words, as follows:

(1) If the office of the President becomes vacant or if for any other reason the President is unable to take or hold office at a period which exceeds six months from the date of the next scheduled election for that office, then the State Council shall meet to elect from among their number a President who, subject to this Constitution shall hold the office of President for the balance of the term of the President replaced.

(2) Where a vacancy occurs in the office of President at a period which is six months or less from the date of the next scheduled election for that office, the State Council may convene a meeting to elect from among their number a President who, subject to this Constitution, shall hold the office of President for the balance of the term of the President replaced, or the State Council may in its discretion, determine that the vacancy be filled by the Deputy President until the date of the next scheduled election.

(3) An election pursuant to sub-clause 19(1) or sub-clause 19(2) shall cause the office of Deputy President to be declared vacant immediately prior to the conduct of the election.

(4) Following an election pursuant to sub-clause 19(1) or sub-clause 19(2) an election pursuant to Clause 19(5) will be conducted for

the office of Deputy President from amongst representatives of the alternate constituency to that of the President just elected.

~~(3)~~(5) If the office of Deputy President becomes vacant or if for any other reason the Deputy President is unable to take or hold office, then the State Council shall meet to elect from among their number a Deputy President who shall hold the office for the balance of the term of the Deputy President replaced, provided the Deputy President represents the alternate constituency to that of the President.

~~(4)~~(6) A State Council representative elected to fill a vacancy of President or Deputy President pursuant to clause 18 19 shall still be eligible for election to a subsequent two (2) full consecutive terms.

2. That Clause 17A – Rotation of Presidency be added to the Association Constitution, as follows:

17A – Rotation of Presidency

1. At an election for the position of President conducted under sub-clause 17(2), only the incumbent President, subject to complying with sub-clause 17(5), or State Councillors from the alternate constituency to the incumbent President will be eligible to be elected.
2. At an election for the position of President conducted under Clause 19, only State Councillors from the alternate constituency to the incumbent President will be eligible to be elected.

3. That Clause 20 of the Association Constitution be amended with the addition of the underlined words as follows:

A person shall cease or be disqualified from being a representative or deputy representative on the State Council, or from being President or Deputy President of the Association, or from attending State Council in an ex-officio capacity, if that person:

4. That sub-clause 20(j) of the Association Constitution be amended with the addition of the underlined words and the deletion of the strikethrough words as follows:

(j) Is a Councillor that has been suspended by the Minister for Local Government under Part 8 of an Ordinary Member ~~that has been peremptorily suspended under Section 8.15C(2)~~ of the *Local Government Act 1995*.

5. That sub-clause 10(2) of the Association Constitution be amended with the addition of the underlined words as follows:

(2) Each representative on the State Council shall be entitled to exercise one (1) deliberative vote on any matter considered by the State Council provided that this clause shall not apply to any ex-officio members of the State Council. The President shall exercise a casting vote only, in the event of there being an equality of votes in respect of a matter

considered by the State Council but excluding an election held in accordance with Clause 16 in which the President is entitled to a deliberative vote only.

6. That sub-clauses 2(1), 5(7)(a), 9(1)(d), and 31(4)(b) be amended as follows:
- I That the following strikethrough words be replaced with the following underlined words in sub-clause 2(1):
- ~~“Local Government Managers Australia” means the Western Australian Division of the Local Government Managers Australia (LGMA), which body is incorporated under the Victorian Companies Act 1961.~~  
“Local Government Professionals Australia WA” means the Western Australian Division of Local Government Professionals Australia.
- II That sub-clause 5(7)(a) of the Association Constitution relating to Associate Members of WALGA be amended with the words “Local Government Managers Australia (LGMA)” to be replaced with the words “Local Government Professionals Australia WA”.
- III That sub-clause 9(1)(a) of the Association Constitution relating to ex- officio members of State Council be amended to replace the words “Local Government Managers Australia (LGMA)” with the words “Local Government Professionals Australia WA”.
- IV That sub-clause 31(4)(b) of the Association Constitution relating to a dispute resolution panel be amended by replacing the word “LGMA” with the words “Local Government Professionals Australia WA”.
7. That sub-clause 14(4a)(h) be amended with the addition of the underlined words and the deletion of the strike through words as follows:
- (h) Is a Councillor that has been suspended by the Minister for Local Government under part 8 of an Ordinary Member that has been peremptorily suspended under Section 8.15C(2)(c) of the Local Government Act 1995.

## SECRETARIAT COMMENT

This item proposes a number of amendments to WALGA’s Constitution that have been raised or identified since the last governance review and amendments to WALGA’s Constitution in 2016.

Amendment of the Constitution involves a two-step process, as detailed in Clause 29 of the Constitution, as follows:

*The Constitution of the Association may be altered, added to or repealed by:*

- (1) *A resolution at any meeting of the State Council on the receipt of a special majority of not less than 75% of representatives as, being entitled to do so, vote in person or by their deputy representatives; and*
- (2) *A resolution at an Annual General Meeting or Special General Meeting passed by a majority of not less than 75% of delegates as, being entitled to do so, vote in*

*person or duly authorize a proxy vote to be exercised on their behalf, provided that:*

- a. 75% of Ordinary Members who are eligible to vote are present or represented; and,*
- b. The Chief Executive Officer has given not less than sixty (60) days notice of any proposal to alter, add or repeal the Constitution to all Ordinary Members.*

The proposed amendments were endorsed by a Special Majority at the 4 May 2018 meeting of State Council. Endorsement by a Special Majority at the Annual General Meeting is required for the amendments to come into effect.

This report considers seven issues put forward for Constitutional Amendment, with each issue corresponding to the numbered recommendations, as follows:

1. President and Deputy President – Metropolitan and Country Representation
2. President and Deputy President – Rotation of Presidency between Metropolitan and Country constituencies
3. State Councillor Eligibility – Ex-officio Members
4. State Councillor Eligibility – Ministerial Suspension of Council or Councillor
5. Election Procedure – Confirmation that the WALGA President is entitled to vote in elections for the positions of President and Deputy President
6. Change of Name – Local Government Professionals Australia WA
7. Zone Delegate Eligibility – Ministerial Suspension of Council or Councillor

### **Issue 1 – President and Deputy President: Metropolitan and Country Representation**

An emerging issue was raised at the March 2018 meeting of State Council in relation to the representation of both the Metropolitan and Non-metropolitan constituencies in the positions of President and Deputy President of WALGA.

Following consideration of this issue, State Council resolved as follows:

*That an item for decision be prepared for the May 2018 State Council agenda to provide consideration to proposed amendments to the WALGA Constitution and Corporate Governance Charter to ensure representation from both Metropolitan and Country constituencies for the President and Deputy President positions.*

Since the formation of WALGA as the single Local Government association in 2001, there has been a convention that the President and Deputy President would be elected from opposite constituencies. That is, if the President is from the country constituency, the Deputy President would be elected from the metropolitan constituency and vice-versa.

This convention has not been challenged or broken in the 17 years since WALGA's formation, although it is possible that State Council could elect a President and Deputy President from the same constituency.

The argument in favour of this Constitutional amendment is that it would ensure that the Deputy President is drawn from the alternate constituency from that of the President, ensuring representation for both constituencies.

The argument against this Constitutional amendment is that it reduces the decision-making function of State Council to elect the 'best person for the job' and, as the convention has not been broken since WALGA's formation, it may not be an issue that requires regulation via Constitutional amendments.

To effect the change, amendments are required to Clause 18 – Deputy President, and to Clause 19 – Vacancy: President and Deputy President.

The following amendment is proposed to Clause 18 – Deputy President, by adding the underlined text as follows:

- (1) Following determination of the election of the President pursuant to clause 17 of this Constitution, the State Council shall elect a Deputy President from amongst its metropolitan and country representatives, provided the Deputy President represents the alternate constituency to the President elected pursuant to clause 17.
- (2) The Deputy President shall be elected by the State Council at the first Ordinary Meeting of State Council of an even numbered year. The Deputy President's term shall commence from the date of election and shall conclude on the day of the first Ordinary Meeting of State Council of the following even numbered year.
- (3) Prior to expiration of a term of office, a Deputy President may seek re-election for a consecutive term.
- (4) Where a Deputy President seeks and is re-elected for a consecutive term, that person shall not hold office beyond two (2) full consecutive terms.

The proposed amendment above would sufficiently address the issue for regular, end-of-term elections following the election of a new State Council.

However, where a vacancy arises in the office of President, the election of a replacement President would need to ensure that metropolitan and country representation remains in the two positions. Ensuring continued representation of both constituencies in the event of a casual vacancy in the office of President could be addressed in one of two ways, both of which have pros and cons.

Either:

- A. The replacement President must be drawn from same constituency as the current President. That is, if the WALGA President is from the country constituency, election of the replacement President for the balance of the President's term must be drawn from the country constituency.

Or:

- B. The office of Deputy President is declared vacant at the time the election for President is held. This would enable State Council to elect a President from amongst all members with the subsequent election for Deputy President being limited to the alternate constituency.

Option A – Replacement President from the same constituency – limits the options of State Council in electing a President to half of State Council, the half representing the same constituency as the departing President. While this may be appropriate in some circumstances, it does not necessarily provide State Council with the ability to elect the 'best person for the job'. Secondly, the Deputy President may be an appropriate candidate for the position of President, but would be unable to nominate for the position under this scenario unless they resigned from the position of Deputy President.

Option B – Office of Deputy President declared vacant at election of President – addresses the

issues with Option A outlined above in that State Council would be able to elect a President from amongst all State Councillors, including the Deputy President who may be suitable. However, it may not be considered appropriate that the Deputy President loses office due to the resignation or inability of the President to continue in the role.

On the basis that electing a President from amongst all State Councillors is considered the most important criteria, amendments in accordance with Option B have been drafted to Clause 19 – Vacancy: President and Deputy President – by adding the underlined text and amending the numbering as follows:

- (1) If the office of the President becomes vacant or if for any other reason the President is unable to take or hold office at a period which exceeds six months from the date of the next scheduled election for that office, then the State Council shall meet to elect from among their number a President who, subject to this Constitution shall hold the office of President for the balance of the term of the President replaced.
- (2) Where a vacancy occurs in the office of President at a period which is six months or less from the date of the next scheduled election for that office, the State Council may convene a meeting to elect from among their number a President who, subject to this Constitution, shall hold the office of President for the balance of the term of the President replaced, or the State Council may in its discretion, determine that the vacancy be filled by the Deputy President until the date of the next scheduled election.
- (3) An election pursuant to sub-clause 19(1) or sub-clause 19(2) shall cause the office of Deputy President to be declared vacant immediately prior to the conduct of the election.
- (4) Following an election pursuant to sub-clause 19(1) or sub-clause 19(2) an election pursuant to Clause 19(5) will be conducted for the office of Deputy President from amongst representatives of the alternate constituency to that of the President just elected.
- ~~(3)~~(5) If the office of Deputy President becomes vacant or if for any other reason the Deputy President is unable to take or hold office, then the State Council shall meet to elect from among their number a Deputy President who shall hold the office for the balance of the term of the Deputy President replaced, provided the Deputy President represents the alternate constituency to that of the President.
- ~~(4)~~(6) A State Council representative elected to fill a vacancy of President or Deputy President pursuant to clause 18 19 shall still be eligible for election to a subsequent two (2) full consecutive terms.

## Issue 2 – Rotation of Presidency between Metropolitan and Country Constituencies

Similar to issue 1, above, the Governance and Organisational Services Policy Team of State Council considered the issue of the Presidency of the Association being rotated between the Metropolitan and Country constituencies.

Again, this has been managed since WALGA's formation in 2001 by convention. When a President has retired or stepped down from the role, a representative from the other constituency (often the serving Deputy President) has been elected to the Presidency.

The Governance and Organisational Services Policy Team of State Council requested that the issue of rotating the Presidency between the constituencies on a formal basis through



Constitutional amendments be considered.

The Policy Team resolved:

*That an item for decision be prepared for the May 2018 State Council agenda to provide amendments to the WALGA Constitution and Corporate Governance Charter to cover the following issues:*

- *That the position of WALGA President transfers between the two constituencies following the completion of the incumbent's entitlement to be elected for two full consecutive terms.*

Similar to Issue 1, above, implementation of this concept through Constitutional amendment has pros and cons. While, an amendment of this nature would ensure rotating representation of metropolitan and country constituencies in the office of President, it could also limit State Council's prerogative to elect the 'best person for the job'.

This proposal raises a number of scenarios that are not necessarily simple to deal with through Constitutional amendments. For instance, depending on the amendments to the Constitution, issues could arise if a President resigns part way through a term, or even if a President only completes one two-year term.

For example, if a President from the metropolitan constituency resigned after one two-year term, there would be three possible scenarios:

1. The country constituency could then have a claim to the Presidency as it would be the country's turn and only State Councillors from the country constituency would be eligible to be elected;
2. A replacement President could be elected from the metropolitan constituency as the metropolitan constituency had only held the Presidency for two years (the newly elected President may then expect to be re-elected for a second term, lengthening the reign of the metropolitan constituency to six years, thereby causing further issues); or,
3. State Council could elect a President from either constituency, as per current arrangements.

One option could be to only 'force' the rotation of the Presidency once the President has completed two terms, however this could create an issue if a President resigned part way through their second term as the replacement President would then be 'entitled' to two terms before a constitutionally enforceable rotation of the Presidency.

In the interest of simplicity it is suggested that a new Clause 17A be added to the Constitution to ensure rotation of the office of Presidency no matter the length of time served by the President:

#### 17A – Rotation of Presidency

3. At an election for the position of President conducted under sub-clause 17(2), only the incumbent President, subject to complying with sub-clause 17(5), or State Councillors from the alternate constituency to the incumbent President will be eligible to be elected.
4. At an election for the position of President conducted under Clause 19, only State Councillors from the alternate constituency to the incumbent President will be eligible to be elected.

This would mean, at any election for President, only the incumbent President or State

Councillors from the alternate constituency would be eligible to nominate. If the President has retired or has completed two full terms (as per sub-clause 17(5)), only State Councillors from the alternate constituency would be eligible to nominate and be elected.

### Issue 3 – State Councillor Eligibility: Ex-officio Members

At the July 2017 State Council meeting, an emerging issue was considered in relation to the continuing eligibility of to serve on State Council following a serious breach of the *Local Government Act 1995*.

State Council resolved as follows:

*That:*

1. *The issue of amending the Constitution relating to State Councillor, ordinary or ex officio, eligibility be considered by the Governance Policy Team;*
2. *The Policy Team to consider the implications of amending the Constitution so that if any State Councillor, ordinary or ex officio, is found guilty of a serious breach of the Local Government Act 1995, as amended, that person will become ineligible to become or continue as a State Councillor, ordinary or ex officio.*

As per State Council's resolution above, the Governance and Organisational Services Policy Team considered this issue at their March 2018 meeting and resolved as follows:

*That an item for decision be prepared for the May 2018 State Council agenda to provide amendments to the WALGA Constitution and Corporate Governance Charter to cover the following issues;*

- *That if any State Councillor, ordinary or ex officio, is found guilty of a serious breach of the Local Government Act 1995, as amended, that person will become ineligible to become or continue as a State Councillor, ordinary or ex officio.*

Clause 20, sub-clause (e) disqualifies a representative or deputy representative from serving on the State Council if that person is convicted of an offence under the *Local Government Act 1995*.

To give effect to the Policy Team's recommendation, an amendment is required to clarify that Clause 20 of the Constitution also applies to ex-officio members, with the addition of the underlined text, as per below:

A person shall cease or be disqualified from being a representative or deputy representative on the State Council, or from being President or Deputy President of the Association, or from attending State Council in an ex-officio capacity, if that person:

- (a) Dies;
- (b) Ceases to be a Councillor of the Ordinary Member;
- (c) Resigns the position by notice in writing delivered or sent by post to the Chief Executive Officer, and such resignation is accepted;
- (d) Is a member of State or Federal Parliament;
- (e) Is convicted of an offence under the *Local Government Act 1995*;
- (f) Is permanently incapacitated by mental or physical ill-health;
- (g) Is absent from more than 3 consecutive State Council meetings;
- (h) Is a member of a Local Government that ceases to be a member of the Association;
- (i) Is the subject of a resolution passed by the Zone from which that person was originally elected terminating his or her appointment as a representative or deputy representative of that Zone, except where that person is the subject of any

- resolution consequent upon his or her being elected President of the Association and in pursuance of sub- clause 17(4); or,
- (j) Is a Councillor of an Ordinary Member that has been peremptorily suspended under Section 8.15C(2)(c) of the *Local Government Act 1995*.

#### Issue 4 – State Councillor Eligibility: Ministerial Suspension of Council or Councillor

A further issue relating to State Councillor eligibility relates to the suspension of Councils and the proposed amendment to the *Local Government Act 1995* to enable the Minister for Local Government to stand down an individual Elected Member.

Currently sub-clause 20(j) of the Constitution states that a State Councillor will not be eligible to be elected or to continue on State Council if “a Councillor of an Ordinary Member that has been peremptorily suspended under Section 8.15C(2)(c) of the *Local Government Act 1995*.”

It is the opinion of the secretariat that sub-clause 20(j) is too specific as Councils can also be suspended under Section 8.19 of the *Local Government Act 1995*. Further, if the *Local Government Amendment (Suspension and Dismissal) Bill 2018* passes the Parliament, as expected, the Minister for Local Government will also have the power to suspend individual Elected Members.

It is therefore recommended that sub-clause 20(j) be amended to clarify that a State Councillor who is suspended or stood down by the Minister using various sections of the *Local Government Act 1995* is not eligible to be elected to, or continue on, State Council, as follows:

A person shall cease or be disqualified from being a representative or deputy representative on the State Council, or from being President or Deputy President of the Association if that person:

- (a) Dies;
- (b) Ceases to be a Councillor of the Ordinary Member;
- (c) Resigns the position by notice in writing delivered or sent by post to the Chief Executive Officer, and such resignation is accepted;
- (d) Is a member of State or Federal Parliament;
- (e) Is convicted of an offence under the *Local Government Act 1995*;
- (f) Is permanently incapacitated by mental or physical ill-health;
- (g) Is absent from more than 3 consecutive State Council meetings;
- (h) Is a member of a Local Government that ceases to be a member of the Association;
- (i) Is the subject of a resolution passed by the Zone from which that person was originally elected terminating his or her appointment as a representative or deputy representative of that Zone, except where that person is the subject of any resolution consequent upon his or her being elected President of the Association and in pursuance of sub-clause 17(4); or,
- (j) Is a Councillor that has been suspended by the Minister for Local Government under Part 8 of an Ordinary Member that has been peremptorily suspended under Section 8.15C(2)(c) of the *Local Government Act 1995*.

#### Issue 5 – Election Procedure – Confirmation that the WALGA President is entitled to vote in elections for the positions of President and Deputy President

Another clarification that has arisen is to confirm that the incumbent President is entitled to vote in elections for President and Deputy President of WALGA.

The Constitution is clear that the President does not exercise a deliberative vote on matters before State Council (but does have a casting vote if there is an equality of votes), but the

Constitution is

silent on whether the President is entitled to vote in elections. It has been standard operating practice that the President has voted in elections for the position of President and Deputy President.

Clause 10 – Proceedings of State Council, sub-clause (2) relates to the President's voting and it is proposed that it be amended with the addition of the underlined words, as follows to make clear that the President may vote for office bearer positions:

- (2) Each representative on the State Council shall be entitled to exercise one (1) deliberative vote on any matter considered by the State Council provided that this clause shall not apply to any ex-officio members of the State Council. The President shall exercise a casting vote only, in the event of there being an equality of votes in respect of a matter considered by the State Council but excluding an election held in accordance with Clause 16 in which the President is entitled to a deliberative vote only.

### **Issue 6 – Change of Name – Local Government Professionals Australia WA**

Following the change of name of the Local Government Managers Australia (LGMA) to Local Government Professionals Australia WA it is proposed that the following sub-clauses be amended to reflect the name change:

- 2(1)
- 5(7)(a)
- 9(1)(d)
- 31(4)(b)

### **Issue 7 – Zone Delegate Eligibility: Ministerial Suspension of Council or Councillor**

Similar to Issue 4 above, this amendment proposes that sub-clause 14(4a)(h) be amended to clarify that a Zone delegate who is suspended or stood down by the Minister using various sections of the *Local Government Act 1995* is not eligible to be elected to, or continue on, the Zone, as follows:

- (4a) The term of a person who is a delegate of a member of a Zone expires when the person:
- (a) dies;
  - (b) ceases to be a Councillor of the Ordinary Member;
  - (c) resigns the position by notice in writing given to the Ordinary Member who elected or appointed the person as its delegate and the resignation is accepted;
  - (d) becomes a member of State or Federal Parliament;
  - (e) is convicted of an offence under the *Local Government Act 1995*;
  - (f) is permanently incapacitated by mental or physical ill-health;
  - (g) is the subject of a resolution passed by the Ordinary Member who appointed the person as its delegate terminating their appointment as the delegate of that Ordinary Member; or
  - (h) Is a Councillor that has been suspended by the Minister for Local Government under part 8 of an Ordinary Member that has been peremptorily suspended under Section 8.15C(2)(e) of the Local Government Act 1995.

## **4.2 Roadside Vegetation - Regulatory Amendments**

Shire of Victoria Plains Delegate to move:

### **IN BRIEF**

- Motion for regulatory amendments to enable clearing of vegetation close to driveways, road bends and intersections;
- With a view to improving road safety.

### **MOTION**

**That the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004* be amended to permit clearing or reduction of vegetation:**

- 1. Within 30m of all farm driveways/gates/entrances; and**
- 2. On road bends and intersections obstructing 'line of sight', be cleared.**

### **MEMBER COMMENT**

Drivers in country area face multiple issues on the roads, not the least of which is entry onto Shire controlled roads from property entrances and side roads. The issues exist not just for the driver on the continuing road, but for the driver attempting to enter.

Sight distances are often obscured, and in hilly terrain or where the road being entered does not provide a reasonable merging distance, entry can be problematic. This is made worse where the roads have curves or crests close to the entry point.

The issues are even worse for slow moving traffic joining a road that has a 110km/hr limit, such as school buses and heavy transport, often requiring the continuing vehicles to brake for a vehicle that has joined the continuing traffic when all indications were that it was safe and appropriate to do so.

The *Environmental Protection (Clearing of Native Vegetation) Regulations 2004* are inadequate.

- Schedule 2 of the Regulations addresses clearing for crossovers from a property, but limits the clearing to what has been previously cleared within the previous 10 years.
- Schedule 3 applies to the maintenance of infrastructure.

The Shire is of the opinion that the proposed change to the Regulations would add significantly to road safety.

### **4.3 GST Revenue Distribution Share for WA**

Shire of Donnybrook Balingup Delegate to move:

#### **MOTION**

**That WALGA adopts a policy and position as the representative of the WA Local Government section to persistently seek and advocate for an increase of the GST distribution share back to Western Australia.**

#### **IN BRIEF**

- WA is underrepresented in the amount of GST share received
- Seeking WALGA's support to advocate for an increase to the GST distribution for WA

#### **MEMBER COMMENT**

At the Ordinary Meeting on 23 May 2018, the Shire of Donnybrook Balingup Council resolved to support the above motion and present it to the Western Australian Local Government for consideration at the 2018 Annual General Meeting of the Western Australian Local Government Association.

In comparison to other states and territories, Western Australia is underrepresented in the amount of GST revenue share received and remains the only state or territory that receives less than half of the GST it generates. This, in effect, is depriving Western Australia of much needed funds for infrastructure and development.

GST breakdown state by state 2018-19

<b>State</b>	<b>GST share per dollar</b>	<b>GST share %</b>	<b>Total GST distribution \$m</b>
VIC	98c	25.6	\$16,830
WA	47c	4.9	\$3,255
NSW	85c	27.4	\$18,030
SA	\$1.47	10.3	\$6,751
Tas	\$1.77	3.7	\$2,434
ACT	\$1.18	2.0	\$1,298
NT	\$4.26	4.2	\$2,755
Qld	\$1.09	22.0	\$14,447

#### **4.4 Rural, Regional and Remote Community State Government Funding Cuts**

Shire of Moora Delegate to move:

##### **MOTION**

**That WALGA express its deep concern to the W.A State Government regarding the continued attack on rural, regional and remote communities in W.A through reducing funding to critical services and infrastructure programs, cuts that disproportionately discriminate against already disadvantaged communities across W.A.**

##### **IN BRIEF**

- Concern regarding funding cuts, particularly to education services and infrastructure, affecting rural communities.

##### **MEMBER COMMENT**

In December 2017, Shire of Moora was advised by the Department of Education Director General, Sharyn O'Neill that the Moora Residential College would close at the end of the 2018 school year. The State Government of W.A cited reasoning of commitment to budget repair measures to deliver sustainable growth and an operating surplus by 2020/2021.

Notwithstanding the immediate effect on the Moora community and wider region because of the decision to close the Moora Residential College, the Shire of Moora is extremely concerned with the State Governments continued attack on rural, regional and remote W.A. communities, many of which are already at serious disadvantage because of isolation and population decline.

As an example, access to education and health infrastructure and services are important to rural, regional and remote communities and greatly enhances their ability to attract residents, workers and businesses.

Access to the full range of health services (including GP's, acute and high care hospital, allied health, aged care, dental care) and educational services (K-12, Childcare, TAFE) becomes a major decision factor for anyone looking to move to a rural, regional and remote community. In the case of Moora, the existing infrastructure and services, including the current education offered at the Central Midlands Senior High School, has featured prominently in many local resident's decision to move to the area. This resonates across many W.A communities.

Funding reductions to key areas of services and infrastructure such as education, health, transport and sewerage augurs to further erode and put at risk fair and equitable access to the very basics of amenity and lifestyle in rural, regional and remotes areas of W.A many of which are experiencing continued population, service and infrastructure decline.

## 9.2.4 Dryandra Country Visitors Centre – 2018/19 Contribution

Applicant: N/A  
File Ref. No: ADM144  
Disclosure of Interest: Nil  
Date: 12 July 2018  
Author: Gary Sherry  
Attachments: 9.2.4A

### **Summary**

**Council is to consider continuing the ongoing financial contribution to the Dryandra Country Visitors Centre.**

### **Background**

Council has contributed towards the operating costs of Dryandra Country Visitors Centre (DCVC) for a number of years. There is never been a formal agreement and the original sum of \$3,000 per annum increased over time to \$5,000 per annum in 2012/13.

As a result of reductions in grant funding and a request from the Town of Narrogin to increase its contribution towards the Regional Library, Council reconsidered its investment in the DCVC and made the following decision in March 2013:

That:

1. Council Advise the Dryandra Country Visitors Centre (DCVC) that \$3,000 will be made available for the 13/14 financial year providing DEC makes a substantial contribution to DCVC and that Council is not in a position to make a commitment for future funding at this time.

Moved: Cr Conley

Seconded: Cr Newman

Carried 6/0

In March 2014 Council again considered an annual contribution to the DCVC and resolved in the following manner:

That the Shire of Cuballing advise Dryandra Country Visitor Centre:

1. We are prepared to pay \$2,500 towards the wages of the Visitor Centre Manager for the 2014/15 financial year, based on a perception that ratepayers did not receive value for money in the past;
2. Funding for the 2015/16 financial year will be considered at a later date; and
3. We are not prepared to contribute to the Australia's Golden Outback Marketing Strategy.

Moved: Cr Ballantyne

Seconded: Cr Dowling

Carried by Absolute Majority 6/0

In 2015/16 five local governments provided a contribution to the DCVC including

Town of Narrogin	\$	15,000
Shire of Narrogin	\$	15,000
Shire of Wickepin	\$	5,000
Shire of Pingelly	\$	6,000
Shire of Cuballing	\$	2,500

In May 2016 Council again considered an annual contribution to the DCVC and resolved in the following manner

That Council make an allocation to the Dryandra Country Visitors Centre of \$5,000 in Council's 2016/17 budget.



Council further increased the contribution to \$7,000 for DCVC for the 2017/18 financial year.

In 2017/18 the only local governments to make a financial contribution to the DCVC were the Shires of Narrogin and Cuballing.

In March 2018 a group of the volunteers who provide the services from the DCVC visited the Shire of Cuballing and familiarised themselves with the tourist facilities on offer.

The DCVC believe that they have enlivened and lengthened visitor's lengths of stay with great feedback about Yornaning Dam. DCVC have given out more than 10,000 self-published biodiversity guides and are nominating for a 2019 WA Tourism Award in the category of Eco-Tourism.

The DCVC have been undertaking a renovation of their premises at the corners of Park and Fairway Streets in Narrogin with interpretive signage being the last installation waiting completion. The renovation has the facility freshly painted, with new furniture, lighting, and new displays. The new standing lightbox displays which features Cuballing and Narrogin history, focusing on our local Noongar history, how the towns came to be founded and some other tantalising snippets of information. Photographs of the renovations are included at Attachment 9.2.4A.

The DCVC will be launching the refurbished visitor centre in early August 2018. Invitations to the opening will be provided to all Shire of Cuballing Councillors and CEO with the Shire Presidents of Cuballing and Narrogin completing the formal opening.

#### Comment

Council has allocated \$9,000 to support local tourism and regional promotion activities. \$7,000 of these funds are anticipated to be the annual contribution to the DCVC.

It has also been proposed that Council complete promotion activities with a sole focus on the Shire of Cuballing and utilising greater levels of social media. These activities may include:

- A Shire of Cuballing tourism brand that would be able to rolled out on various media and promotion activities. It is envisaged by staff that the brand would not be the Shire's logo but have a more community/tourism attraction focus. The brand would most likely include native fauna and Dryandra woodland attractions.
- Building a dedicated Shire of Cuballing tourism website and Facebook page. Such media would specifically focus on tourism and visitor attractions including Yornaning Dam, Dryandra, the townsites of Cuballing and Popanyinning and the local tourism businesses. Including local tourism businesses provide a contribution from these businesses;
- New social media including Instagram and snapchat to publicise the local brand.

Council would also need to provide staff resources to such an activity to respond to visitor enquiries and keep the media up to date.

The Officer's Recommendation recommends that prior to finalising activities for 2018/19, Councillors review what outcomes they wish to achieve. The Officer envisages a working party of Councillors reviewing what the DCVC provides and what Council could purchase as

an alternative. It is anticipated that outcomes of the working party would be presented to the August 2018 meeting.

### Strategic Implications

Council's 2017 Community Strategic Plan has the following goals relevant to this matter.

ECONOMY - Our Economy, Infrastructure, Systems and Services.

Goals

- Promoting sustainable and diverse economic development opportunities that make the Shire of Cuballing an attractive place to live, work and visit.

	Strategy	Outcome
3.7	Advocate and plan for local economic development in a sustainable manner.	A growing community supported by improved job opportunities and diversity in our industries, businesses and housing.

Statutory Environment – Nil

Policy Implications – Nil

### Financial Implications

Council has allocated \$7,000 as a contribution to the DCVC with an additional amount of \$2000 for area promotion activities in their 2018/19 Council Budget.

### Economic Implication

Tourism is an industry of the Shire of Cuballing.

Social Implication – Nil

Environmental Considerations – Nil

### Consultation

Ms Geire Kami, DCVC Manager

### Options

Council may resolve:

1. the Officer's Recommendation;
2. to support the DCVC in 2018/19;
3. not support the DCVC in 2018/19. In this instance Council may wish to consider alternative action.

Voting Requirements – Simple Majority

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

**That prior to deciding on an annual contribution to the Dryandra Country Visitors Centre in 2018/19, Council undertake a strategic review tourism activities within the Shire of Cuballing.**






relating to a pool near the town, Cuballing was previously spelt "Cubballing" or "Cooballing".

**Narrogin** is a Wilman Noongar name, first recorded in 1869 as "Narroging" for a pool in the area. The meaning of the name is uncertain. Different sources state that it means "bat camp", "plenty of everything" or it derived from "gnargagin" which means "place of water".


In the **1880s** there was a rumour that **Cuballing** was going to become the main junction town where the railway lines from the north and the east met. By 1889 the area had eleven European residents. In 1895 the Cuballing School opened with 20 students. In 1898 a stone Town Hall was built. In 1906 Narrogin was chosen as the rail centre because of its water supply. By this time Cuballing had two butcher shops, the Cuballing Hall, Post Office, Cuballing Coffee Palace, WA Bank, National Australia Bank, two blacksmiths, Church of England, Methodist Church, a boarding house and the Hotel.

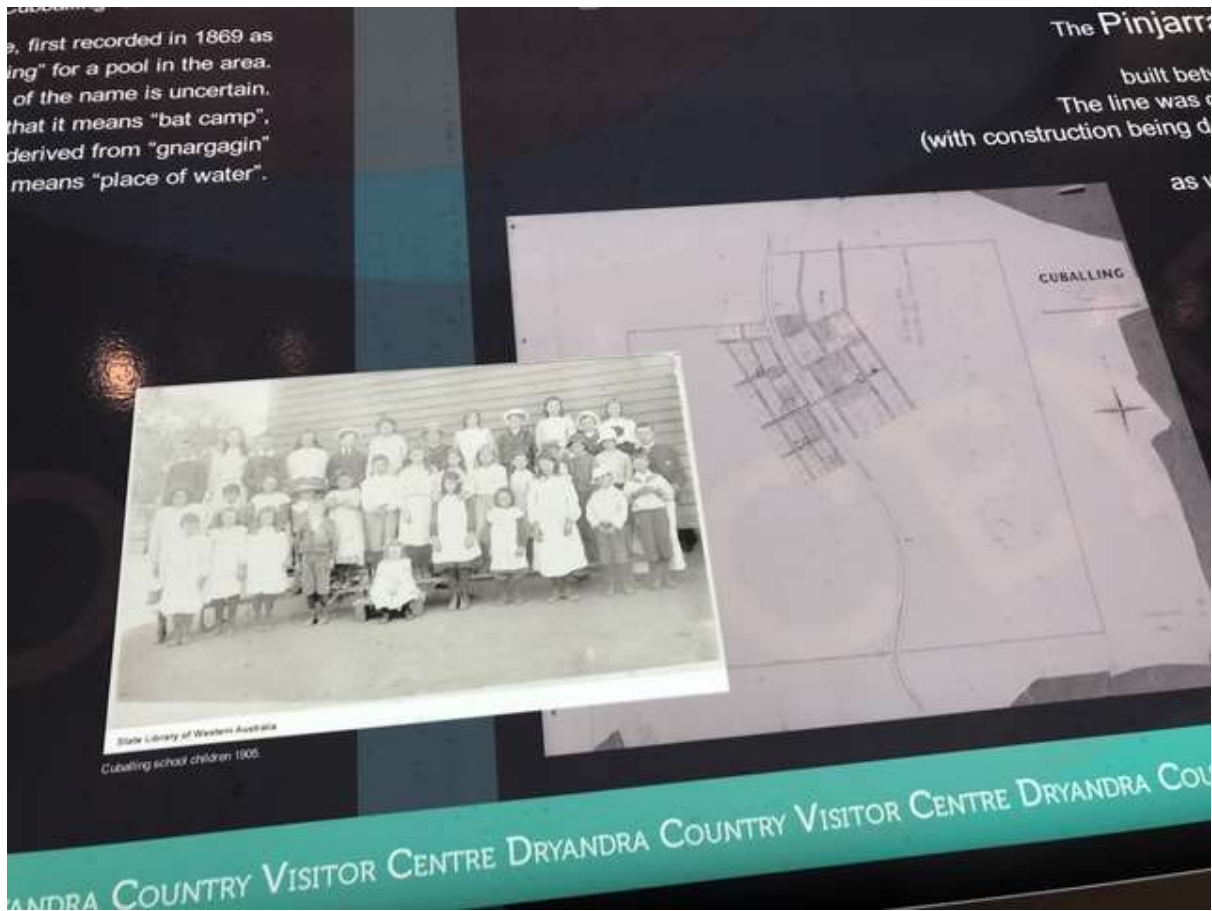
COUNTRY VISITOR CENTRE



**Narrogin** was first settled when pastoralists moved and set up stations. The population was so scattered there was no incentive to establish a town.

Early European settlers to Cuballing and Narrogin were shepherds and sandalwood cutters. In the early stages of development and exploration of Western Australia, sandalwood was literally **as precious as gold**. By **1848**, sandalwood exports were earning 45% of the state's export income. Almost 4000 tonnes of sandalwood was being exported annually. The tracks of the sandalwood cutters usually moved from one granite outcrop to the next following the known sources of precious water.







9.2.5	Application for Planning Approval: Rural Home Business Use – Lot 350 (No. 51) Cuballing East Road, Cuballing
-------	---

Applicant:	Mr G Plenty
File Ref. No:	A21
Disclosure of Interest:	Nil
Date:	9 <sup>th</sup> July 2018
Author:	Gary Sherry
Attachments:	9.2.5A Site Location Plan 9.2.5B Applicant Information

### **Summary**

#### **Conditional Planning Approval is recommended for a Rural Home Business use at 51 Cuballing East Road, Cuballing.**

##### *1. The application site*

The site location is set out in Attachment 9.2.5A. The property is 17,072m<sup>2</sup> in area. The existing dwelling and ancillary outbuilding (Garage) are located on the northern side of the property set back from Cuballing East Road.

The applicants are residing at this site, while they construct a residence on the adjoining lot to the east.

##### *2. The application*

The applicant seeks planning approval for a Rural Home Business being a stock feed business. The details provided by the applicant are outlined in Attachment 9.2.1B. The applicant seeks to commence operations from the existing garage adjacent to the residence.

The Rural Home Business will initially occupy an existing garage/ancillary outbuilding of approximately 120m<sup>2</sup>.

##### *3. Public consultation*

The Shire Administration invited written comment from 6 adjoining/nearby landowners. The application was also advertised on local notice boards.

##### *4. Submissions*

To date no submissions were received. Any submissions received prior to the Council meeting will be provided to Councillors at the earliest opportunity.

##### *5. Planning context*

The site is zoned "Rural Residential" in the Shire of Cuballing's Local Planning Scheme No. 2 (LPS2) where "Rural Home Business" is an "D" use. This means that the use is not permitted unless the Council has means that the use is not permitted unless the Council has exercised its discretion by granting planning approval.

### **Comment**

This application seeks to continue a previously operating stock feed business with new owners. Previously Cuballing Stockfeeds operated from Beeston Street under Rural Home Business approval before recently closing. The applicants are seeking to continue this business from their rented accommodation in Cuballing East Road, Cuballing.



The key planning considerations are suggested to be:

- impacts of the Rural Home Business on the amenity of the area arising from the Rural Home Business use; and
- visual and noise impacts of the proposed operation.

While noting that the proposed outbuilding may be inconsistent with the Outbuilding Policy, it is recommended that Council approve the Planning Application subject to conditions. This follows assessment against LPS2, Council policy, information provided by the applicant, the submission opposing the application and site characteristics.

Conditional approval is recommended given:

- the impact of the business on amenity of the area is difficult to assess. Certainly, product will need to be delivered to the property and customers will be required to collect the product. Given the large size and speciality nature of the product, the number of customers accessing the site to purchase product will less than other commercial operations.

Cuballing Stockfeeds, a very similar rural home business on a quieter street in Cuballing, operated for two years until recently without any complaints from neighbours.

- The application seeks to operate from the existing infrastructure on the site. No additional development, such as additional sheds or the like, are part of this application.
- The application outlines that the business will operate from 10am to 6pm on Monday and Tuesday and from Thursday to Saturday;
- Cuballing East Road is a major Shire road with relatively high traffic levels, including permits for road trains. Any additional traffic travelling to and from the proposed development on this road is unlikely to impact on neighbours and other residences;
- Conditional approval by Council should include requirements for the operator to have effective rodent and dust management of the property. Stock feed is an attractant to rodents and proper management is required to prevent environmental health issues.
- the property, at 17,072m<sup>2</sup>, is large lot. It is suggested that larger lots can accommodate greater development without impacting plot ratio or being considered to be 'over development' of the site compared to smaller sized lots.
- the Shire administration wrote to 6 adjoining/nearby landowners advising of the application and seeking public comment until Wednesday 18th July 2018. To date no submissions were received. Any submissions received prior to the Council meeting will be provided to Councillors at the earliest opportunity. If there are no public submissions, it can only be assumed that other landowners have no objections to the Planning Application.

Strategic Implications – Nil

Statutory Environment

Shire of Cuballing - Local Planning Scheme No. 2

#### ZONING TABLE

LAND USE	Rural Townsite	Rural Residential	General Agriculture
Rural Home Business	X	D	D

“rural home business” - means a business, service or profession carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which:

- a) does not employ more than 5 people not members of the occupier's household;
- b) will not cause injury to or adversely affect the amenity of the neighbourhood;
- c) does not occupy an area greater than 200 square metres;
- d) in relation to vehicles and parking does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and does not involve the presence, use or calling of more than 3 vehicles or more than 3.5 tonnes tare weight; and
- e) does not involve the use of an essential service of greater capacity than normally required in the zone.

Policy Implications – Nil

Financial Implications – Nil

Economic Implication

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

Social Implication

At this time no objection has been raised by nearby landowners to the application.

Environmental Considerations – Nil

Consultation

The Shire administration wrote to 6 adjoining/nearby landowners advising of the application and seeking public comment until Wednesday 18<sup>th</sup> July 2018. To date no submissions were received. Any submissions received prior to the Council meeting will be provided to Councillors at the earliest opportunity.

Options

Council may resolve:

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

Voting Requirements – Simple Majority

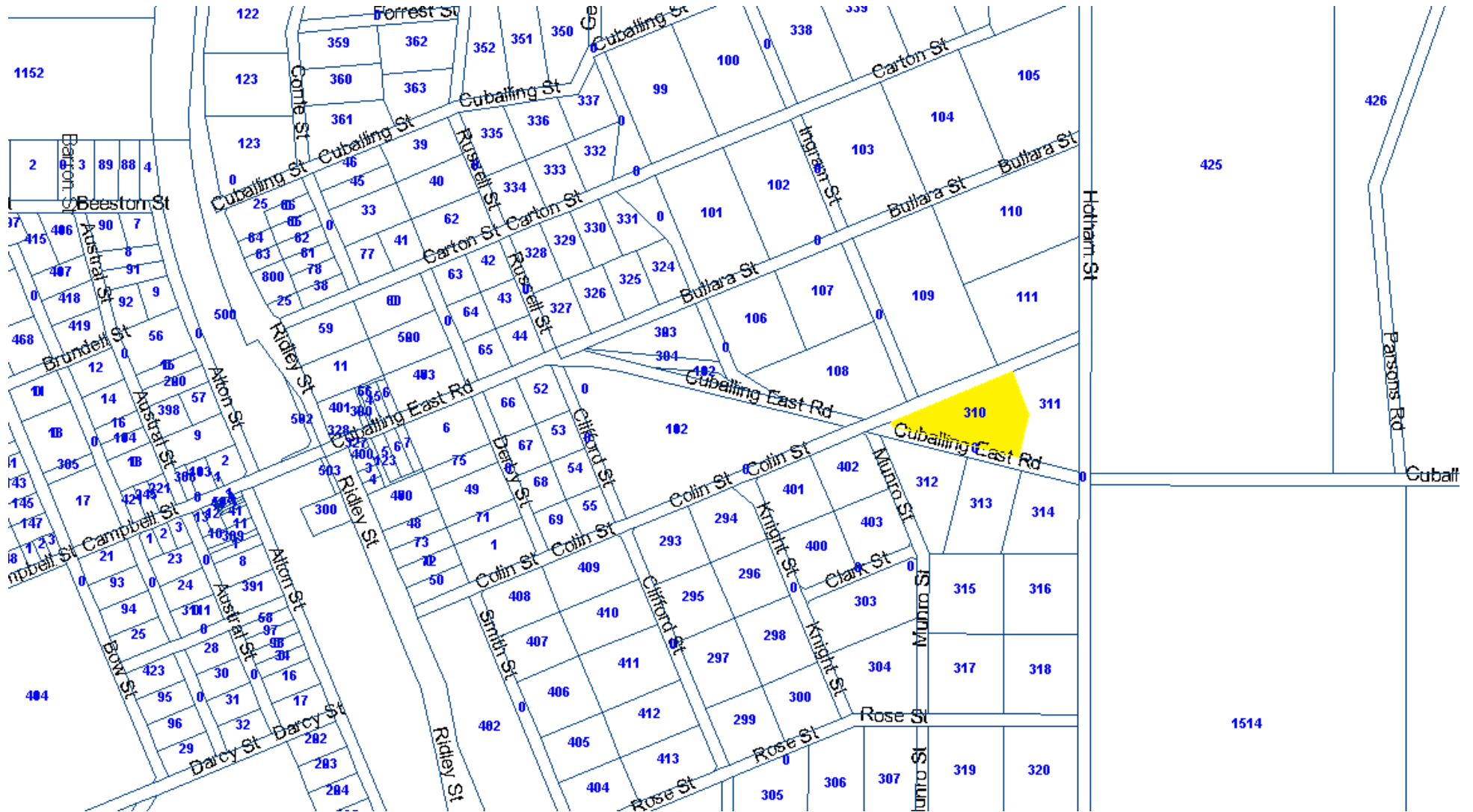
**OFFICER'S RECOMMENDATION:**

**That Council approve the Planning Application to operate a stock feed business at Lot 350 (No. 51) 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. All goods sold are to be associated with stock feed and normally associated with a stock feed business;**
- 4. the opening hours of the stock feed business will be limited to between 9am and 6pm on the days from Monday to Saturday each week. All deliveries of product to be sold and customers attending the business will occur during these times;**
- 5. a regular program is to be put into place to control rodents and other pests; and**
- 6. should a dust, chaff or seed/weed nuisance arise, suppression measures are to be put into place during operations that may include, but not be limited to, installation of gravel and or wetting down of vehicular areas.**

**Advice**

- A) Noise emissions must comply with the Environmental Protection (Noise) Regulations 1997. The Environmental Protection Act 1986 contains penalties where the assigned levels prescribed by the Environmental Protection (Noise) Regulations 1997 are exceeded.**
- B) Deliveries to and from the property as part of the business should not involve the presence, use or calling of vehicles more than 3.5 tonnes tare weight.**
- C) Part 14 of the Planning and Development Act 2005 provides the right to apply to the State Administrative Tribunal for review of some planning decisions and you may wish to take professional advice to determine whether or not such a right exists in the present instance. The State Administrative Tribunal Rules 2004 require that any such applications for review be lodged with the Tribunal within 28 days of the date on which notice of the decision is given.**





03 JUL 2018

A21

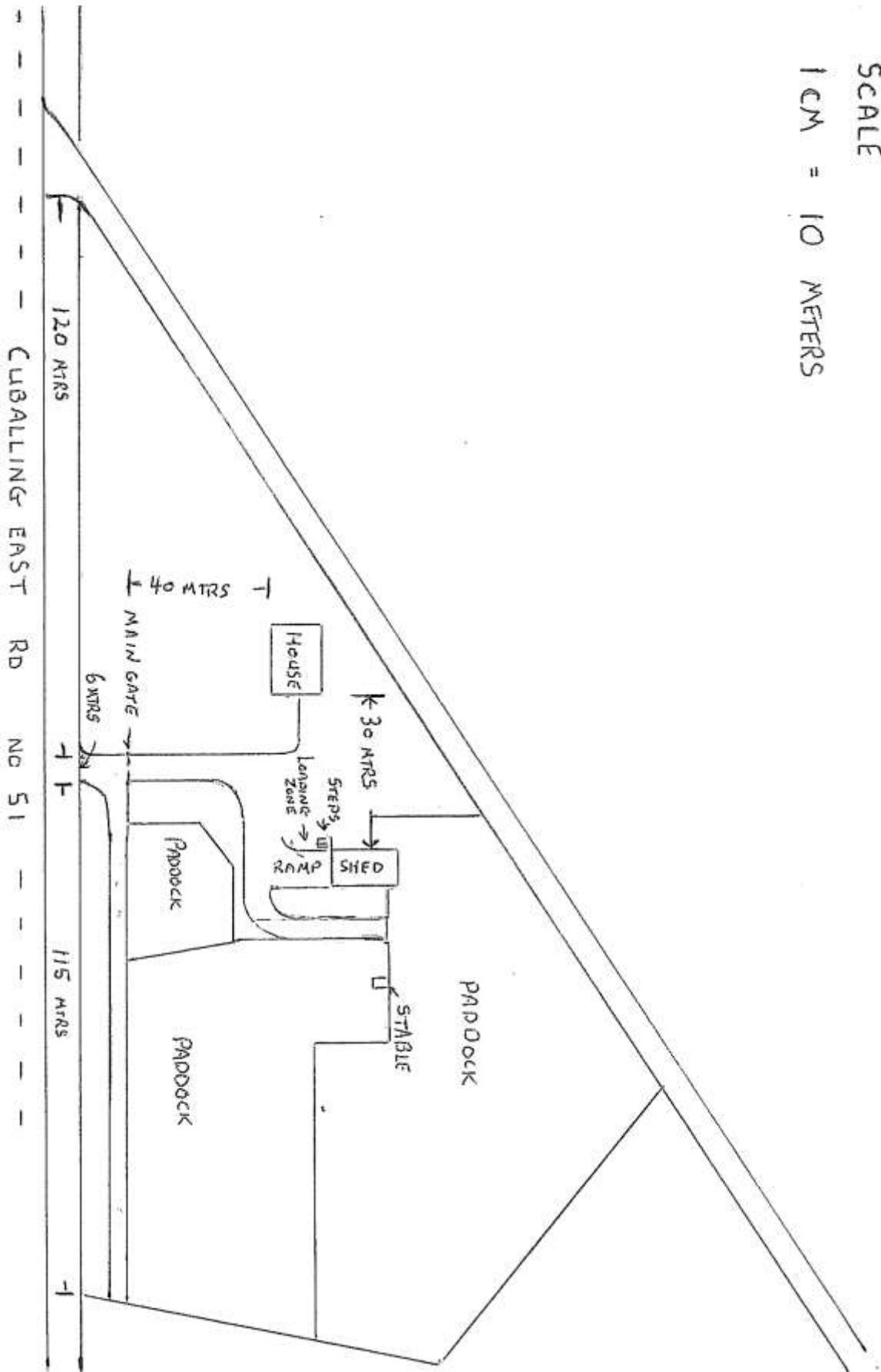
## APPLICATION FOR DEVELOPMENT APPROVAL

<b>Owner Details</b>		
Name: <u>Tim Bradford</u>		
ABN (if applicable):		
Address: <u>PO Box 111</u> <u>Cuballing</u> Postcode: <u>6311</u>		
Phone:	Fax:	Email:
Work: .....	.....	.....
Home: .....		
Mobile: <u>0456 60802</u>		
Contact person for correspondence: <u>Tim Bradford</u>		
Signature: <u>T Bradford</u>		Date: <u>20-6-18</u>
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).		

<b>Applicant Details (if different from owner)</b>		
Name: <u>Graeme Plenty</u>		
Address: <u>51 Cuballing East Road</u> <u>Cuballing</u> Postcode: <u>6311</u>		
Phone:	Fax:	Email:
Work: .....	.....	<u>gkplenty@gmail.com</u>
Home: <u>08 9872 5604</u>		
Mobile: <u>0481113614</u>		
Contact person for correspondence: <u>Kellie Plenty</u>		
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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Signature: <u>G Plenty</u>		Date: <u>20-6-2018</u>

Property Details		
Lot No: 310	House/Street No: 51	Location No:
Diagram or Plan No:	Certificate of Title Vol. No:	Folio:
Title encumbrances (e.g. easements, restrictive covenants): .....		
Street name: Cuballing East Road	Suburb: Cuballing	
Nearest street intersection:		
Proposed Development		
Nature of development:	<input type="checkbox"/> Works <input checked="" type="checkbox"/> Use <input 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: ..... ..... .....		
Description of exemption claimed (if relevant): ..... ..... .....		
Nature of any existing buildings and/or land use: To use the existing shed to start a stockfeed business. 2 Resident stations to be used inside shed. Parking on driveway and at top of drive. Delivery daily to Cuballing and Narrogin.		
Approximate cost of proposed development: .....		
Estimated time of completion: .....		
Acceptance Officer's initials: Local government reference No:	<b>OFFICE USE ONLY</b> Date received:	

SCALE  
1 CM = 10 METERS





Application for Development Approval at 51 Cuballing East Road, Cuballing

The following planning application seeks approval for the use of the existing shed at 51 Cuballing East Road for a stock feed business.

The proposed business will operate on the following days and times:

Monday 10am to 6pm  
Tuesday 10am to 6pm  
Wednesday Closed  
Thursday 10am to 6pm  
Friday 10am to 6pm  
Saturday 10am to 6pm  
Sunday Closed

- We will be controlling the rodents with 2 rodent trap stations.
- We are offering delivery weekly to Wandering, Yearling, Wickopin and Williams, with local to Cuballing and Narrogin daily. These deliveries will be done with our car and trailer.
- Hay Deliveries will be done via a large truck, we have not sourced a consistent hay supplier so for time being we will pick up small bales. A large truck can turn around at the top of the driveway, which will be well out of the way of the parked cars.
- Deliveries to site will be very seldom, as we intend to pick these up from the warehouse's, this may occur only every one to two months. If there is a delivery it could be delivered by a small truck.
- We propose to open with a grand opening on Saturday 21<sup>st</sup> July in which we will invite the town of Cuballing.
- We don't anticipate more than two clients at a time but will provide parking for four cars on the side of the driveway. We plan to have markers set up, to indicate to clients where they can park.



## 9.2.6 Sale of Sand, Gravel and Blue Metal

Applicant: N/A  
File Ref. No: ADM81  
Disclosure of Interest: Nil  
Date: 11<sup>th</sup> July 2018  
Author: Gary Sherry  
Attachments: Nil

### **Summary**

**Council is to consider the types of sale of sand, gravel and blue metal as private works after the closure of the Depot Storage lot at 58 Austral Street, Cuballing.**

### **Background**

Council has previously maintained a leased storage facility at the old Dryandra Timber Products Yard at 58 Austral Street, Cuballing. The lease on this yard ended on 30 June 2018 and Shire staff have now dispersed the stores of sand, gravel and blue metal sold as private works.

An application to move this operation to the adjoining 74 Austral Street, currently being purchased by Council, was withdrawn at the June 2018 Ordinary Council Meeting.

Previously Shire staff were able to bring stockpiles of sand, gravel and blue metal to the depot storage yard at times suitable to Shire operations. In particular this type of operation minimised the travel of loaders to and from the private gravel and sand quarries.

Without a depot storage yard, at least for the short term, the Shire will now complete private works by travelling a loader and truck to site on each occasion gravel or sand sales are arranged. Travel for the loader to the gravel quarry is estimate at 15 minutes each way and 30 minutes each way to the sand quarry.

Council has traditionally supported local residents/property owners by subsidising travel to site for the delivery of sand and gravel. This subsidy has Popanyinning, Cuballing and rural property purchases of sand and gravel being the same price.

Council has also traditionally tried to support the smaller purchases of sand and gravel by local residents by having rates and charges for small quantities such as a 1m<sup>3</sup> trailer.

Blue metal stores at the depot storage yard were purchased for roadworks in 2015 and stocks have not been added to for some considerable time. The quantities onsite have been shifted to the site of road works planned for later in 2018.

Top soil is occasionally gathered by Council from new road works and other jobs where top soil is removed prior to building a foundation. Council has not had stocks of top soil for some time and now has no where to store any stocks that need to be held.

Council have previously informally considered the following charges for sale of sand, gravel and blue metal as private works for that will be included as part of the 2018 Council Budget.

The charges for sale of sand, gravel and blue metal as private works for that will be included as part of the 2018 Council Budget are included below:

<b>PRIVATE WORKS</b>	<b>Rate \$</b>	<b>GST</b>	<b>Total Charge \$</b>
<b>YELLOW SAND - PER TRUCK LOAD</b>			
Private Truck load - No delivery	109.09	YES	120.00
Shire of Cuballing Ratepayers/Residents	186.36	YES	205.00
<i>Out of Shire of Cuballing includes additional Plant Hire rate of delivery</i>			
Trailer Load - Ratepayers - No Delivery	31.82	YES	35.00
<b>TOP SOIL - PER TRAILER LOAD</b>			
No delivery Private Load	72.73	YES	80.00
<b>BLUE METAL</b>			
Shire of Cuballing Ratepayers - per tonne	55.00	YES	60.50
<i>No delivery, material cost only - Delivery includes Plant Hire rate of delivery</i>			
<b>GRAVEL - PER TRUCK LOAD</b>			
No Delivery- Self Load - per cubic Meter	6.82	YES	7.50
No delivery Private Load	60.00	YES	66.00
Shire of Cuballing Ratepayers/Residents	109.09	YES	120.00
<i>Out of Shire of Cuballing includes additional Plant Hire rate of delivery</i>			
Trailer Load - Ratepayers - No Delivery	25.00	YES	27.50

### Comment

The finishing of the lease for the depot storage yard will have a significant impact on the production costs of sand, gravel and bleu metal. It is an appropriate time for Council to review the charges for the sale of sand, gravel and blue metal.

The cost of selling of gravel and sand is made up of:

1. the purchase cost of the gravel. In Cuballing gravel is purchased for \$2 per m<sup>3</sup>;
2. the cost of pushing up gravel. The current rate of pushing gravel is \$1.50 per m<sup>3</sup>. The cost of purchase and pushing are unchanged;
3. the plant cost of moving the loader to the gravel pit and operating to fill the truck. Council allocates a plant operation cost of \$38.50 per hour for the front end loader. The travel time to the new gravel pit is 15 minutes each way with the time allocated to loading a truck being a very small component of the total time of use. This compares with an estimate of 7 minutes to travel to and return from the previous depot storage site;
4. the plant cost of moving the truck to the gravel pit. Council allocates a plant operation cost of \$50 per hour for the six wheel trucks. The travel time to the new gravel pit is 15 minutes. This compares with an estimate of 7 minutes to travel to and return from the previous depot storage site;
5. the labour and labour overhead cost of operating the loader and truck to the gravel pit is charged out by Council at \$59.80 per hour.

The cost of selling of sand is made up of:

1. the purchase cost of the sand. In Cuballing sand is purchased for \$2 per m<sup>3</sup>;
2. the plant cost of moving the loader to the gravel pit and operating to fill the truck. The travel time to the new gravel pit is 30 minutes each way with the time allocated to loading a truck being a very small component of the total time of use. This compares with an estimate of 7 minutes to travel to and return from the previous depot storage site;
3. the plant cost of moving the truck to the gravel pit. Council allocates a plant operation cost of \$50 per hour for the six wheel trucks. The travel time to the new gravel pit is 15

- minutes. This compares with an estimate of 7 minutes to travel to and return from the previous depot storage site;
4. the labour and labour overhead cost of operating the loader and truck to the gravel pit is charged out by Council at \$59.80 per hour.

The cost of selling blue metal will remain unchanged, although supply may be a little less certain. Council currently charges for all delivery costs for blue metal and can do similar for any cost of front end loader use required.

Using the costing methodology outlined above, the change of costs of production against the anticipated charges is summarised below:

PRIVATE WORKS	Production Cost		Proposed Sale Price
	2017/18 GST Exc. \$	2018/19 GST Exc. \$	2018/19 GST Exc. \$
<b>YELLOW SAND - PER TRUCK LOAD</b>			
Private Truck load - No delivery	55.53	114.30	109.09
Shire of Cuballing Ratepayers/Residents	69.25	141.75	186.36
Trailer Load - Ratepayers - No Delivery	41.53	100.30	31.82
<b>TOP SOIL - PER TRAILER LOAD</b>			
No delivery Private Load			72.73
<b>BLUE METAL</b>			
Shire of Cuballing Ratepayers - per tonne	42.73	42.73	55.00
<b>GRAVEL - PER TRUCK LOAD</b>			
No Delivery - Self Load - per cubic Meter	3.50	3.50	6.82
No delivery Private Load	52.58	77.15	60.00
Shire of Cuballing Ratepayers/Residents	66.30	104.60	109.09
Trailer Load - Ratepayers - No Delivery	28.08	52.65	25.00

No indirect costs, such as administration costs involved in assisting in private works are included in this assessment.

Based on the above assessment the Officer has recommended that Council:

1. Do not offer sales of sand or gravel in units less than a full six wheel truck load or approximately 8m<sup>3</sup> because the marginal cost of small units of sand and gravel is now higher than a reasonable sale price;
2. Do not offer sales of gravel or sand on a basis of Council filling a private truck because:
  - a. the marginal cost of small units of sand and gravel is now higher than a reasonable sale price; and
  - b. such loadings would now occur in a privately owned quarry where responsibility for the access of a third parties truck may be a concern for the quarry owner;
3. Do not offer sales of top soil. Top soil can remain on site or be removed for use for Council purposes such as fill for rehabilitation of former waste disposal sites.
4. Recover the cost of loading and delivery when selling Blue Metal.

#### Strategic Implications

Council's 2017 Community Strategic Plan has the following goals relevant to this matter.

ECONOMY - Our Economy, Infrastructure, Systems and Services.

Goals

- Community infrastructure and services delivered in a timely manner, are well utilised, effective and meet the expectations of the community.
- Promoting sustainable and diverse economic development opportunities that make the Shire of Cuballing an attractive place to live, work and visit.

	Strategy	Outcome
3.1	Deliver a diverse range of affordable services and infrastructure across the Shire.	A range of services, facilities and programs that the broadest community can access.
3.2	Ensure essential services and infrastructure are aligned to community needs now and in the future.	Services and infrastructure which meets the needs of the broadest community and responds to changing priorities.

GOVERNANCE & ORGANISATION - Our Council, Services, Policies and Engagement.

- Building the organisation and managing its structure, finances and assets in a sustainable manner.

	Strategy	Outcome
4.5	Be innovative in the management of Shire operations, services, staff and resources to create a resilient and financially stable Shire.	A Shire that is progressive, sustainable, resilient and adaptive to changes.

Statutory Environment

Local Government Act (1995)

6.16. Imposition of fees and charges

- (1) A local government may impose\* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

\* Absolute majority required.

- (2) A fee or charge may be imposed for the following —
- providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
  - supplying a service or carrying out work at the request of a person;
  - subject to section 5.94, providing information from local government records;
  - receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
  - supplying goods;
  - such other service as may be prescribed.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
- imposed\* during a financial year; and
  - amended\* from time to time during a financial year.

\* Absolute majority required.

6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

Policy Implications – Nil

Financial Implications

Council makes a small amount of income from selling small private loads works. In 2017/18 Council earned \$9947

Economic Implication

Costs of providing sand and gravel impacts on the local businesses.

Social Implication

Costs of providing sand and gravel impacts on the local residents and ratepayers.

Environmental Considerations – Nil

Consultation – Nil

Options

Council may resolve:

- 1. the Officer's Recommendation;
- 2. an alternative sales strategy for sales of sand, gravel, top soil and blue metal. If Council wishes to adopt a price different to that adopted in the Council Budget, Council will need to advertise this price and the date it is to commence locally.

Voting Requirements – Simple Majority

**OFFICER'S RECOMMENDATION:**

**That Council:**

- 1. not offer sales of sand or gravel in units less than a full six wheel truck load (approximately 8m<sup>3</sup>);**
- 2. not offer sales of gravel or sand on a basis of Council filling a private vehicle;**
- 3. not offer sales of top soil; and**
- 4. recover the cost of loading and delivery when selling Blue Metal.**

**9.3 MANAGER OF WORKS AND SERVICES:**

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:**

Nil at this time

**12. CONFIDENTIAL MATTERS:**

Nil at this time

**13. NEXT MEETING**

Ordinary Council Meeting, 2.00pm, Thursday 16<sup>th</sup> August 2018 at the Shire of Cuballing Council Chambers, Campbell Street, Cuballing.

**14. CLOSURE OF MEETING:**