

*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**

**WEDNESDAY 15<sup>th</sup> MAY 2019**

Shire of Cuballing  
Council Chambers  
Campbell Street, Cuballing

These minutes were confirmed at the Ordinary Meeting held on Wednesday 19<sup>th</sup> June 2019.

Signed.....

Cr Mark Conley, Shire President

Wednesday 19<sup>th</sup> June 2019

# COUNCIL MEETING PROCEDURES

1. All Council meetings are open to the public, except for matters raised by Council under “confidential items”.
2. Members of the public may ask a question at an ordinary Council meeting at “Public Question Time”.
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting. If unsure about proceedings, just raise your hand when the Presiding Member announces Public Question Time.
4. All other arrangements are in accordance with the Council’s standing orders, policies and decisions of the town.

## 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.

## Contents

<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>3</b>
<b>4.3</b>	<b>PUBLIC QUESTIONS FROM THE GALLERY:</b> .....	<b>3</b>
4.3.1	Rural Subdivision Application	3
<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 Wednesday 17 <sup>th</sup> April 2019	3
<b>7.</b>	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS/ SUBMISSIONS:</b> .....	<b>4</b>
7.1	Ms Mel Durack - Program Manager, Hotham-Williams – Peel Harvey Catchment Council	4
<b>8.</b>	<b>DISCLOSURE OF FINANCIAL INTEREST:</b> .....	<b>5</b>
<b>9.</b>	<b>REPORTS OF OFFICERS AND COMMITTEES:</b> .....	<b>6</b>
<b>9.1</b>	<b>DEPUTY CHIEF EXECUTIVE OFFICER:</b> .....	<b>6</b>
9.1.1	List of Accounts Submitted for Council Approval and Payment – April 2019	6
9.1.2	Statement of Financial Activity	9
9.1.3	Fees and Charges 2019/2020 Adoption	33
9.1.4	Review of Councillor Attendance Fees, Allowances and Expenses for 2019/20	43
<b>9.2</b>	<b>CHIEF EXECUTIVE OFFICER:</b> .....	<b>46</b>
9.2.1	Bush Fire Advisory Committee Draft Policy	46
9.2.2	Cuballing Golf Club – Liquor Licence – Extension of Licenced Area	50
9.2.3	Wheatbelt Secondary Freight Network – Updated Financial Contribution Allocation	56
9.2.4	RAV Vehicle Access to Local Roads	63
9.2.5	Council Meeting Schedule 2019 – Draft Budget Meeting	69
9.2.6	74 Austral Street – Future Development	71
<b>9.3</b>	<b>MANAGER OF WORKS AND SERVICES:</b> .....	<b>82</b>
<b>10.</b>	<b>ELECTED MEMBERS’ MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN:</b> .....	<b>82</b>
<b>11.</b>	<b>URGENT BUSINESS WITHOUT NOTICE WITH THE APPROVAL OF THE PRESIDENT OR MEETING:</b> .....	<b>82</b>
<b>12.</b>	<b>CONFIDENTIAL MATTERS:</b> .....	<b>82</b>
<b>13.</b>	<b>NEXT MEETING</b> .....	<b>82</b>
<b>14.</b>	<b>CLOSURE OF MEETING:</b> .....	<b>82</b>

## 1. DECLARATION OF OPENING:

The Shire President, Cr Conley, declared the meeting open at 2:02 pm.

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

### 2.1.1 Attendance

Cr Mark Conley	President
Cr Eliza Dowling	Deputy President
Cr Scott Ballantyne	(From 2.22pm)
Cr Dawson Bradford	
Cr Tim Haslam	
Cr Roger Newman	
Mr Gary Sherry	Chief Executive Officer
Ms Bronwyn Dew	Deputy Chief Executive Officer
Mr Bruce Brennan	Manager of Works and Services
Mr Neil Francis	
Ms Mel Durack	Peel Harvey Catchment Council
Ms Kate Barr	Peel Harvey Catchment Council

### 2.1.2 Apologies

Nil

### 2.1.3 Leave of Absence

Nil

## 3. STANDING ORDERS:

### COUNCIL DECISION – 2019/36:

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

Moved: Cr Bradford

Seconded: Cr Dowling

Carried 5/0

## 4. PUBLIC QUESTION TIME:

### 4.1 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE:

Nil

## **4.2 WRITTEN QUESTIONS PROVIDED IN ADVANCE:**

Nil

## **4.3 PUBLIC QUESTIONS FROM THE GALLERY:**

### **4.3.1 Rural Subdivision Application**

Mr Neil Francis advised that he wished to amend the boundaries of his Popanyinning property in order to set up a homestead lot for his residence and a agricultural lot that could be made available for sale or lease. Mr Francis believed that the boundary adjustment that would work best for him would have a central homestead lot and a large agricultural lot that had significant area in both the north and south that was joined beside the homestead lot by a narrow strip of land. Mr Francis asked if this would meet Council's rural subdivision policy?

The Chief Executive Officer, Mr Sherry, advised that while Council had a policy in relation to rural subdivision, the controlling agency was the Western Australian Planning Commission (WAPC). While the Shire of Cuballing, with other agencies, would be asked for their opinion by the WAPC, in the past the WAPC had made decisions that were contrary to the Shire of Cuballing's opinion. While the Shire of Cuballing had not seen Mr Francis's proposed boundary adjustment, it was most likely that Council would support such an adjustment where the number of lots remained the same. Mr Sherry stressed that Mr Francis should obtain professional advice regarding the WAPC's policies regarding rural subdivision/boundary adjustment.

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

Nil

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

### **6.1.1 Ordinary Meeting of Council held on Wednesday 17<sup>th</sup> April 2019**

#### **COUNCIL DECISION – 2019/37:**

**That the minutes of the Ordinary Meeting of Council held on Wednesday 17<sup>th</sup> April 2019 be confirmed as a true record of proceedings.**

**Moved: Cr Dowling**

**Seconded: Cr Newman**

**Carried 5/0**

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

7.1	Ms Mel Durack - Program Manager, Hotham-Williams – Peel Harvey Catchment Council
-----	--

Ms Mel Durack, Program Manager, Hotham-Williams – Peel Harvey Catchment Council addressed Council on the Peel Harvey Catchment Council (PHCC) and their activities in Shire of Cuballing and the wider region.

The PHCC region is one of 56 natural resource management (NRM) regions across Australia and one of 7 in western Australia. Much of the PHCC regional has international and national significance for its unique natural values:

- Peel Yalgorup Wetland System - a RAMSAR wetland of international significance;
- Dryandra woodland a federally - recognised threatened ecological community;
- Banksia woodland - a federally recognised threatened ecological community;
- Jarrah forest of the darling plateau;
- Many iconic species such as numbat, woylie, chuditch, black cockatoos; and
- All form part of the south west biodiversity hotspot.

The PHCC has an 18 member board that consists of community, local government and agency representatives. PHCC has 22 staff this financial year and over 1000 volunteers.

The PHCC delivers programs across four subregions including the coastal and near shore wetlands, the coastal plain, the forest and scarp and the Hotham Williams. While NRM has a long history in the Hotham Williams, there has been no active landcare officer from 2010. In 2013 the PHCC was successful in funding their Rivers2Ramsar project which allowed enabled employment of part time/casual staff and development of an NRM plan for the sub region.

Since 2013 the PHCC has delivered in their programs in the Hotham Williams:

- 46 landholder projects with \$423,000 of PHCC source investment;
- Projects delivering 120km of fencing, 134,000 seedlings planted, 2,500ha protected and feral animal and weed control;
- Obtaining NRMOs through state funding;
- Assisting communities to obtain state grants;
- Obtained local mining company financial and in-kind support; and
- Conducting workshops and training events.

### **Cr Ballantyne entered the Meeting at 2.22pm**

In future funding programs

- the PHCC have been very successful in attracting five year funding through the Nation Landcare Program with their *Numbat Neighbourhood* and *Greening Farmers For Fodder And Fauna* projects. These programs allow for a range of activities across the region;
- ongoing investment through a MOU with the Hotham Williams Shires that provides \$180,000 over five years subject to annual budget review;
- Investment by Newmont of \$500,000 over five years to provide organisation capacity to deliver a range of programs in the region;

Recently in the Shire of Cuballing the PHCC have:

- Assisted in releases of calici rabbit virus and feral cat trapping;
- Provide \$28,000 in grant to landholders to deliver fencing and plantings for fodder;

- Are about to implement a river action plans focussing on key river areas through the region including Popanyinning Townsite and Pumphreys bridge.

**Mr Francis, Ms Durack and Ms Barr left the meeting at 2.54pm.  
The Shire President, Cr Conley adjourned the meeting at 2.54pm**

**The meeting resumed at 3.05pm**

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

**Cr Ballantyne declared an Impartiality Interest in 9.2.2 in that he is a member of the Cuballing Golf Club.**

**Cr Conley declared an Impartiality Interest in 9.2.2 in that he is a member of the Cuballing Golf Club.**

**Mr Sherry declared an Impartiality Interest in 9.2.2 in that he is a member of the Cuballing Golf Club.**

**Cr Newman declared a Proximity Interest in 9.2.2 in that he leases property adjoining the Cuballing Golf Club.**

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

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

#### **9.1.1 List of Accounts Submitted for Council Approval and Payment – April 2019**

File Ref. No: NA  
Disclosure of Interest: Nil  
Date: 3<sup>rd</sup> May 2019  
Author: Nichole Gould  
Attachments: 9.1.1A List of April 2019 Trust Accounts  
9.1.1B List of April 2019 Municipal Accounts

#### **Summary**

**Council is to consider the April 2019 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 April 2019.

Council has made less payments in April 2019 than other months because the timing of the end of month payments was impacted by Easter public holidays. Council will include payments made in early May 2019 in the List of Payments for May 2019 to be presented to the June 2019 Meeting.

Strategic Implications – Nil

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications – Nil

Economic Implication – Nil

Environmental Considerations – Nil

Consultation – Nil

#### Options

Council may resolve:

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

Voting Requirements – Simple Majority

#### **COUNCIL DECISION – 2019/38:**

**That Council receives the List of Accounts for April 2019 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 April 2019 totalling \$30,372.05 included at Attachment 9.1.1A; and
2. Municipal Fund in April 2019 totalling \$41,998.20 included at Attachment 9.1.1B.

**Moved: Cr Ballantyne**

**Seconded: Cr Newman**

**Carried 6/0**



**LIST OF TRUST FUND ACCOUNTS DUE AND SUBMITTED TO COUNCIL  
APRIL 2019**

<b>Chq/EFT</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
20190401	Licensing Payments	Police Licensing Payments	790.10
20190402	Licensing Payments	Police Licensing Payments	7,984.20
20190403	Licensing Payments	Police Licensing Payments	680.60
20190404	Licensing Payments	Police Licensing Payments	4,135.05
20190405	Licensing Payments	Police Licensing Payments	594.45
20190408	Licensing Payments	Police Licensing Payments	427.40
20190409	Licensing Payments	Police Licensing Payments	366.70
20190410	Licensing Payments	Police Licensing Payments	726.35
20190411	Licensing Payments	Police Licensing Payments	2,677.30
20190412	Licensing Payments	Police Licensing Payments	850.55
20190415	Licensing Payments	Police Licensing Payments	1,465.75
20190416	Licensing Payments	Police Licensing Payments	74.70
20190417	Licensing Payments	Police Licensing Payments	6,726.10
20190423	Licensing Payments	Police Licensing Payments	555.80
20190424	Licensing Payments	Police Licensing Payments	750.65
20190426	Licensing Payments	Police Licensing Payments	680.60
20190429	Licensing Payments	Police Licensing Payments	331.05
20190430	Licensing Payments	Police Licensing Payments	554.70
			<b>30,372.05</b>

**LIST OF MUNICIPAL FUND ACCOUNTS DUE AND SUBMITTED TO COUNCIL  
APRIL 2019**

<b>Chq/EFT</b>	<b>Description</b>	<b>Amount</b>
20190403	Rent for Grader Driver House	360.00
20190408	Interest on Graders	447.53
20190408	Loan Repayment No. 63 Graders	3,266.75
20190417	Rent for Grader Driver House	360.00
20190418	ATO Clearing Account BAS	15,391.00
EFT4312	Refund of Amount incorrectly deposited.	4,653.44
EFT4313	March 2019 Building Forms	513.96
EFT4314	Fire Uniforms	2,297.05
EFT4315	Rates refund for assessment A184	280.00
DD1907.1	Superannuation contributions	224.35
DD1907.2	Payroll deductions	5,373.58
DD1907.3	Superannuation contributions	437.17
DD1907.4	Superannuation contributions	437.17
DD1907.5	Superannuation contributions	224.14
DD1907.6	Superannuation contributions	69.93
DD1907.7	Superannuation contributions	193.17
DD1907.8	Superannuation contributions	139.41
DD1914.1	Monthly Wireless Limitless Inc Calls Internet	90.29
DD1917.1	Superannuation contributions	224.35
DD1917.2	Payroll deductions	5,370.69
DD1917.3	Superannuation contributions	494.86
DD1917.4	Superannuation contributions	434.38
DD1917.5	Superannuation contributions	224.14
DD1917.6	Superannuation contributions	55.50
DD1917.7	Superannuation contributions	193.17
DD1917.8	Superannuation contributions	112.18
DD1931.1	CEO Credit Card – Officeworks – Map Printing	129.99
		<b>41,998.20</b>

## 9.1.2 Statement of Financial Activity

Applicant:	N/A
File Ref. No:	ADM214
Disclosure of Interest:	Nil
Date:	8 <sup>th</sup> May 2019
Author:	Bronwyn Dew, Deputy Chief Executive Officer
Attachments:	9.1.2A Statement of Financial Activity

### **Summary**

**Council is to consider the Statement of Financial Activity for April 2019.**

### **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 year to date budget estimates to 30<sup>th</sup> April 2019 in a positive manner. Some key points include;

- General Purpose Funding – Rates revenue is within 1% of the budget as at 30 April 2019;
- Governance – Unbudgeted return of membership fees from the Great Southern Regional Business Association (\$3,373);
- Community Amenities – Received Department of Veterans Affairs book grant of \$6,002;
- Transport – MRWA Direct Grant amount received \$98,183 being greater than the \$57,535 budgeted and earlier than budgeted also.
- Economic Services – Standpipe charges and Building Licenses and Building Surveyor fees are less than budgeted.
- Law, Order & Public Safety – Received unbudgeted grant for Fast Fill Fire Trailer

Operating Expenses – The key items of variance include:

- Overall the month expenditure is below the YTD budget.
- Recreation & Culture – showing as over budget due to cost of replacement Golf Club Shed being allocated to this code. This is offset in the Recreation & Culture income account with the insurance payment for the cost of the replacement shed.
- Governance – showing as overbudget due to Administration training & support.

There have been no transfers either to or from reserves to date.

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

Strategic Implications – Nil

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications – Nil

Economic Implication – Nil

Environmental Considerations – Nil

Consultation – Nil

#### Options

Council may resolve:

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

Voting Requirements – Simple Majority

#### **COUNCIL DECISION – 2019/39:**

**That the Statement of Financial Activity, as included at Attachment 9.1.2A for the Shire of Cuballing for period ending 30<sup>th</sup> April 2019 be received.**

**Moved: Cr Ballantyne**

**Seconded: Cr Dowling**

**Carried 6/0**

**SHIRE OF CUBALLING**  
**MONTHLY FINANCIAL REPORT**  
**(Containing the Statement of Financial Activity)**  
**For the Period Ended 30 April 2019**

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

**TABLE OF CONTENTS**

Monthly Summary Information	2-4
Statement of Financial Activity by Program	5
Statement of Financial Activity by Nature or Type	7
Note 1      Net Current Assets	9
Note 2      Explanation of Material Variances	10
Note 3      Cash and Investments	11
Note 4      Receivables	12
Note 5      Rating Revenue	13
Note 6      Disposal of Assets	14
Note 7      Capital Acquisitions	15-17
Note 8      Borrowings	18
Note 9      Reserves	19
Note 10     Grants and Contributions	20
Note 11     Trust Fund	21
Note 12     Budget Amendments	22

**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 30 APRIL 2019**

**INFORMATION**

**PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 31 March 2019  
Prepared by: Bronwyn Dew, Deputy Chief Executive Officer  
Reviewed by: Gary Sherry, Chief Executive Officer

**BASIS OF PREPARATION**

**REPORT PURPOSE**

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

**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.

**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.

**SIGNIFICANT ACCOUNTING POLICES**

**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.

**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.

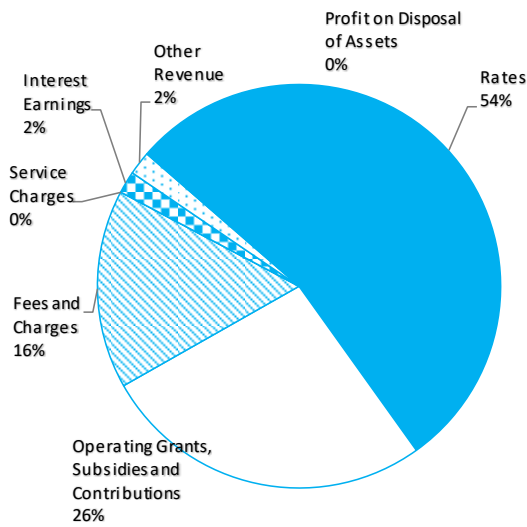
**ROUNDING OFF FIGURES**

All figures shown in this statement are rounded to the nearest dollar.

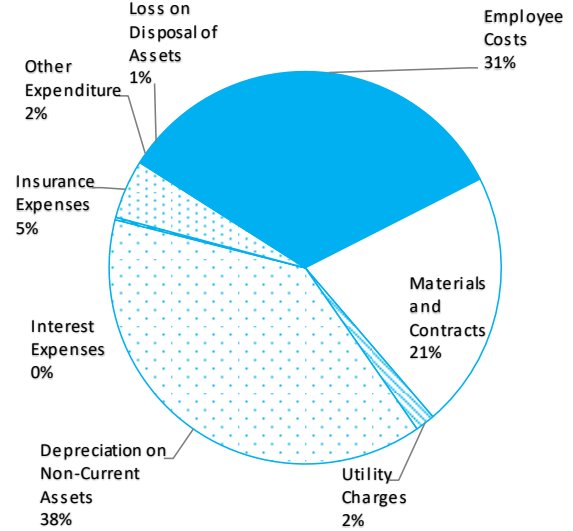
**MONTHLY FINANCIAL REPORT  
FOR THE PERIOD ENDED 30 APRIL 2019**

**SUMMARY GRAPHS**

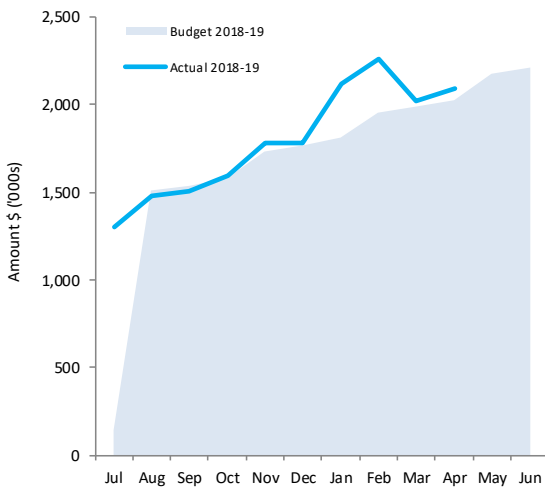
**OPERATING REVENUE**



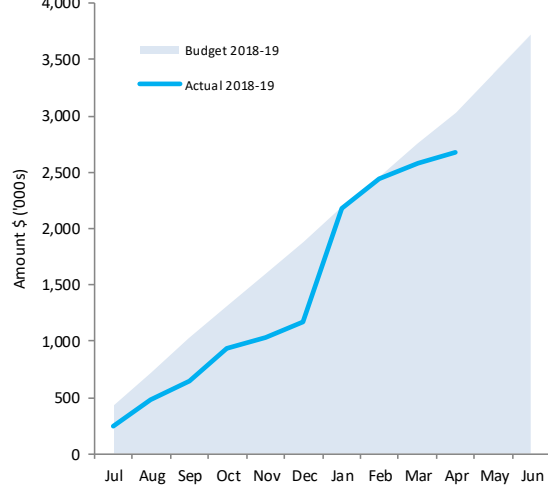
**OPERATING EXPENSES**



**Budget Operating Revenues -v- Actual**

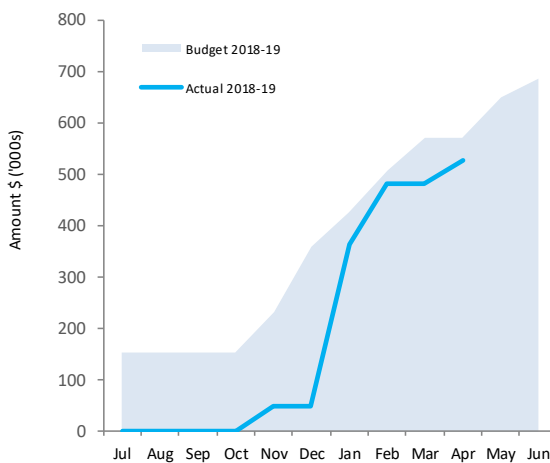


**Budget Operating Expenses -v-YTD Actual**



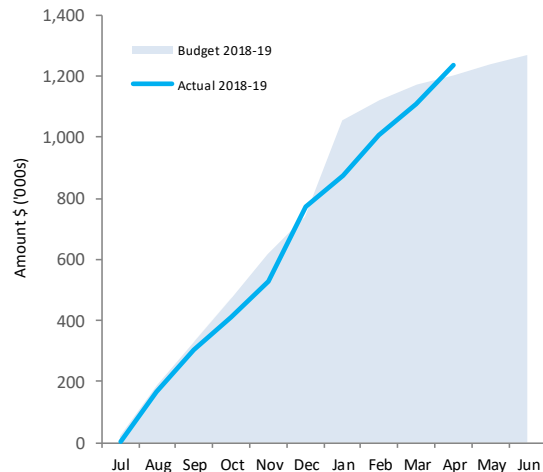
**CAPITAL REVENUE**

**Budget Capital Revenue -v- Actual**



**CAPITAL EXPENSES**

**Budget Capital Expenses -v- Actual**



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

**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 30 APRIL 2019**

**STATUTORY REPORTING PROGRAMS**

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

<b>PROGRAM NAME</b>	<b>OBJECTIVE</b>	<b>ACTIVITIES</b>
<b>GOVERNANCE</b>	Administration and operation of facilities and services to members of council, other costs that relate to tasks of elected members and ratepayers on matters which do not concern specific council activities	Complete Council meetings, Complete all Administration activities, Lobby other levels of government to support the aims of the Shire of Cuballing
<b>GENERAL PURPOSE FUNDING</b>	Rates, general purpose government grants and interest revenue	Manage Rates and collection. Maintain Property Data
<b>LAW, ORDER, PUBLIC SAFETY</b>	Supervision of various local laws, fire prevention, emergency services and animal control.	Provide ranger service, bush fire and emergency management
<b>HEALTH</b>	Inspections of septic and food control	Inspect food premises.
<b>EDUCATION AND WELFARE</b>	Support school activities	Provide activities of support of local schools
<b>HOUSING</b>	Provision and maintenance of staff housing	Provide staff & other housing
<b>COMMUNITY AMENITIES</b>	Operation of refuse sites, noise control and administration of Town Planning Scheme	Provision of waste & recycling services including the operation of the Cuballing & Popanyinning transfer stations. Also includes the provision of town planning services.
<b>RECREATION AND CULTURE</b>	Maintenance of halls, recreation centre and various reserves. Support library services in Narrogin.	Maintain halls & Civic buildings, parks and gardens and recreational facilities including managing the Dryandra Equestrian Centre lease.
<b>TRANSPORT</b>	Construction and maintenance of streets, roads, bridges, footpaths, drainage works, traffic signs, bus shelters and depot maintenance.	Maintain and protect local environmentally significant areas including the maintenance of Council roads and footpaths. Also includes the provision of vehicle licensing services.
<b>ECONOMIC SERVICES</b>	The regulation and provision of tourism, area promotion, building control, noxious weeds, vermin control and standpipes.	Control of noxious weeds on council property, DrumMuster and provision of building registration services. Includes tourism and promotion and supporting the Dryandra Country Visitors Centre.
<b>OTHER PROPERTY AND SERVICES</b>	Private works operation, plant repairs and operation costs.	Includes private works, overhead and plant allocations and the provision of building surveying services.



**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2019**

**STATUTORY REPORTING PROGRAMS**

	Ref Note	Annual Budget	YTD Budget	YTD Actual	Variance (\$)	Variance (%)	
<b>Opening Funding Surplus(Deficit)</b>	1(b)	\$ 660,426	\$ 660,426	\$ 618,610	\$ (41,816)	% (6%)	
<b>Revenue from operating activities</b>							
General Purpose Funding	5	1,447,827	1,375,803	1,376,416	613	0%	
Governance		3,000	2,938	5,893	2,954	101%	
Law, Order and Public Safety		33,767	33,767	40,197	6,430	19%	▲
Health		700	525	912	387	74%	
Education and Welfare		1,000	1,000	2,000	1,000	100%	
Housing		4,680	3,900	3,780	(120)	(3%)	
Community Amenities		60,700	60,500	67,980	7,480	12%	▲
Recreation and Culture		8,545	8,545	70,848	62,303	729%	▲
Transport		247,262	200,461	234,706	34,245	17%	▲
Economic Services		83,812	74,643	24,625	(50,018)	(67%)	▼
Other Property and Services		317,500	264,583	268,136	3,553	1%	
		<b>2,208,794</b>	<b>2,026,666</b>	<b>2,095,492</b>			
<b>Expenditure from operating activities</b>							
General Purpose Funding		(74,310)	(54,633)	(45,479)	9,154	17%	▲
Governance		(152,396)	(120,921)	(152,049)	(31,127)	(26%)	▼
Law, Order and Public Safety		(178,486)	(153,698)	(127,706)	25,992	17%	▲
Health		(44,733)	(37,361)	(28,400)	8,961	24%	▲
Education and Welfare		(54,551)	(45,401)	(11,001)	34,400	76%	▲
Housing		(72,294)	(61,714)	(42,225)	19,489	32%	▲
Community Amenities		(343,728)	(292,748)	(252,242)	40,506	14%	▲
Recreation and Culture		(258,139)	(217,744)	(283,331)	(65,587)	(30%)	▼
Transport		(2,129,780)	(1,777,159)	(1,455,570)	321,588	18%	▲
Economic Services		(194,289)	(162,458)	(134,592)	27,866	17%	▲
Other Property and Services		(277,051)	(238,164)	(145,620)	92,544	39%	▲
		<b>(3,779,758)</b>	<b>(3,162,000)</b>	<b>(2,678,214)</b>			
<b>Operating activities excluded from budget</b>							
Add Back Depreciation		1,491,780	1,243,150	1,033,813	(209,337)	(17%)	▼
Adjust (Profit)/Loss on Asset Disposal	6	12,742	12,742	16,566	3,824	30%	
Adjust Provisions and Accruals		0	0	0	0		
<b>Amount attributable to operating activities</b>		<b>(66,442)</b>	<b>120,558</b>	<b>467,658</b>			
<b>Investing Activities</b>							
Non-operating Grants, Subsidies and Contributions	10	534,005	534,005	527,827	(6,177)	(1%)	
Proceeds from Disposal of Assets	6	50,347	50,347	48,475	(1,872)	(4%)	
Land Held for Resale		0	0	0	0		
Capital Acquisitions	7	(1,388,091)	(1,388,091)	(1,236,127)	151,964	11%	▲
<b>Amount attributable to investing activities</b>		<b>(803,740)</b>	<b>(803,740)</b>	<b>(659,824)</b>			
<b>Financing Activities</b>							
Proceeds from New Debentures		160,000	160,000	0	(160,000)	(100%)	▼
Repayment of Debentures	8	(45,566)	(32,134)	(32,134)	0	0%	
Transfer from Reserves	9	245,996	0	0	0		
Transfer to Reserves	9	(143,128)	(16,811)	(16,811)	0	0%	
<b>Amount attributable to financing activities</b>		<b>217,302</b>	<b>111,055</b>	<b>(48,945)</b>			
<b>Wardering Road Bridge Widening</b>							
<b>Closing Funding Surplus(Deficit)</b>	1(b)	<b>7,546</b>	<b>88,300</b>	<b>377,498</b>			

**KEY INFORMATION**

▲ ▼ 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.

The material variance adopted by Council for the 2018/19 year is \$5,000 or 10% whichever is the greater.

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

## KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 30 APRIL 2019

## NATURE OR TYPE DESCRIPTIONS

### REVENUE

#### 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 CHARGEES

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

### EXPENSES

#### 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.

**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2019**

**BY NATURE OR TYPE**

	Ref Note	Annual Budget	YTD Budget	YTD Actual	Variance (\$)	Variance (%)	
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus (Deficit)</b>	1(b)	660,426	660,426	618,610	(41,816)	(6%)	
<b>Revenue from operating activities</b>							
Rates	5	1,118,672	1,125,372	1,125,828	456	0%	
Operating Grants, Subsidies and Contributions	10	626,369	503,147	559,066	55,919	11%	▲
Fees and Charges		400,253	344,814	333,890	(10,924)	(3%)	
Interest Earnings		35,000	29,333	37,200	7,866	27%	▲
Other Revenue		28,500	24,000	39,509	15,509	65%	▲
Profit on Disposal of Assets	6	0	0	0	0		
		<b>2,208,794</b>	<b>2,026,666</b>	<b>2,095,492</b>			
<b>Expenditure from operating activities</b>							
Employee Costs		(1,173,545)	(990,082)	(833,908)	156,175	16%	▲
Materials and Contracts		(827,595)	(676,786)	(567,561)	109,226	16%	▲
Utility Charges		(51,290)	(42,976)	(43,537)	(561)	(1%)	
Depreciation on Non-Current Assets		(1,491,780)	(1,243,150)	(1,033,813)	209,337	17%	▲
Interest Expenses		(8,403)	(7,003)	(5,513)	1,490	21%	
Insurance Expenses		(130,445)	(114,787)	(130,415)	(15,628)	(14%)	▼
Other Expenditure		(83,958)	(74,474)	(46,901)	27,573	37%	▲
Loss on Disposal of Assets	6	(12,742)	(12,742)	(16,566)	(3,824)		
		<b>(3,779,758)</b>	<b>(3,162,000)</b>	<b>(2,678,214)</b>			
<b>Operating activities excluded from budget</b>							
Add back Depreciation		1,491,780	1,243,150	1,033,813	(209,337)	(17%)	▼
Adjust (Profit)/Loss on Asset Disposal	6	12,742	12,742	16,566	3,824	30%	
Adjust Provisions and Accruals		0	0	0	0		
<b>Amount attributable to operating activities</b>		<b>(66,442)</b>	<b>120,558</b>	<b>467,658</b>			
<b>Investing activities</b>							
Non-operating grants, subsidies and contributions	10	534,005	534,005	527,827	(6,177)	(1%)	
Proceeds from Disposal of Assets	6	50,347	50,347	48,475	(1,872)	(4%)	
Land held for resale		0	0	0	0		
Capital acquisitions	7	(1,388,091)	(1,388,091)	(1,236,127)	151,964	11%	▲
<b>Amount attributable to investing activities</b>		<b>(803,740)</b>	<b>(803,740)</b>	<b>(659,824)</b>			
<b>Financing Activities</b>							
Proceeds from New Debentures		160,000	160,000	0	(160,000)	(100%)	▼
Repayment of Debentures	8	(45,566)	(32,134)	(32,134)	0	0%	
Transfer from Reserves	9	245,996	0	0	0		
Transfer to Reserves	9	(143,128)	(16,811)	(16,811)	0	0%	
<b>Amount attributable to financing activities</b>		<b>217,302</b>	<b>111,055</b>	<b>(48,945)</b>			
<b>Closing Funding Surplus (Deficit)</b>	1(b)	<b>7,546</b>	<b>88,300</b>	<b>377,498</b>			

**KEY INFORMATION**

▲▼ 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 reason: Wardering Road Bridge Widening  
This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2019**

**NOTE 1(a)  
NET CURRENT ASSETS**

**SIGNIFICANT ACCOUNTING POLICIES**

**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.

**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 City 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 City 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 City does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

**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.

**INVENTORIES**

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.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2019

OPERATING ACTIVITIES  
NOTE 1(b)  
ADJUSTED NET CURRENT ASSETS

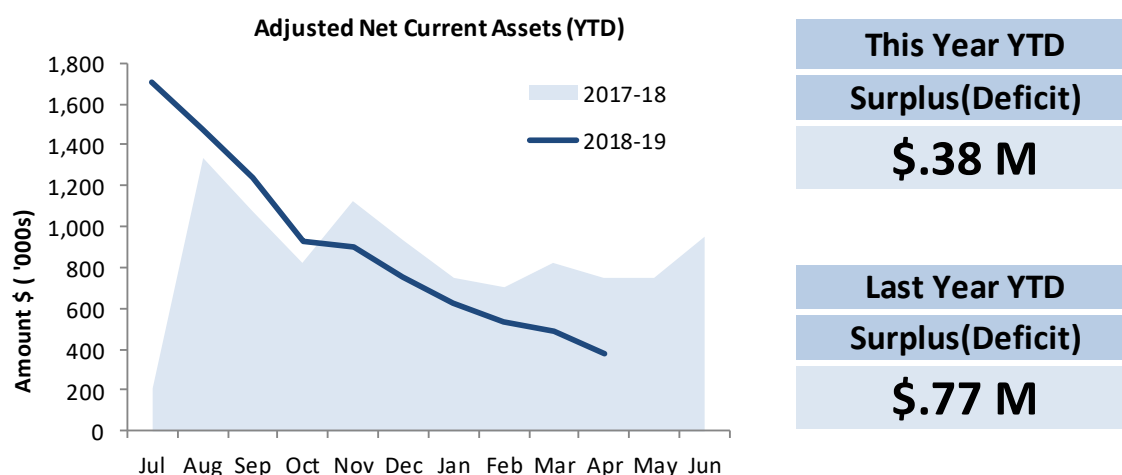
		Last Years Closing	This Time Last Year	Year to Date Actual
	Note	30 June 2018	30 Apr 2018	30 Apr 2019
		\$	\$	\$
<b>Adjusted Net Current Assets</b>				
<b>Current Assets</b>				
Cash Unrestricted	3	509,330	485,467	360,382
Cash Restricted	3	1,542,991	1,310,702	1,559,802
Receivables - Rates	4	51,735	69,195	68,206
Receivables - Other	4	90,790	200,339	85,269
Loans receivable		0	0	0
ATO Receivable		0	1,800	10,815
Inventories		8,391	7,262	8,391
Land held for resale - current		0	0	0
		2,203,237	2,074,764	2,092,864
<b>Less: Current Liabilities</b>				
Payables		(41,636)	8,849	(123,655)
ATO Payables		0	(1,800)	(31,910)
Provisions - employee		(246,020)	(191,753)	(246,020)
Long term borrowings		(38,715)	(15,049)	(6,581)
		(326,371)	(199,753)	(408,166)
<b>Unadjusted Net Current Assets</b>		<b>1,876,866</b>	<b>1,875,011</b>	<b>1,684,699</b>
<b>Adjustments and exclusions permitted by FM Reg 32</b>				
Less: Cash reserves	3	(1,542,991)	(1,310,702)	(1,559,802)
Less: Land held for resale		0	0	0
Less: Loans receivable		0	0	0
Add: Provisions - employee		246,020	191,753	246,020
Add: Long term borrowings		38,715	15,049	6,581
<b>Adjusted Net Current Assets</b>		<b>618,610</b>	<b>771,111</b>	<b>377,498</b>

**SIGNIFICANT ACCOUNTING POLICIES**

Please see Note 1(a) for information on significant accounting policies relating to Net Current Assets.

**KEY INFORMATION**

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is a negative) as presented on the Rate Setting Statement.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2019**

**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 2018/19 year is \$5,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Variance	Timing/ Permane	Explanation of Variance
	\$	%			
<b>Revenue from operating activities</b>					
Governance	2,954	101%		Permanent	GRT Southern Regional Bus Assoc contribution
General Purpose Funding	613	0%		Timing	Not Material
Law, Order and Public Safety	6,430	19%	▲	Timing	Fire Prevention Grants & Income
Health	387	74%		Timing	Not Material
Education and Welfare	1,000	100%		Permanent	Good Things Foundation Funding
Housing	(120)	(3%)		Timing	Not Material
Community Amenities	7,480	12%	▲	Permanent	Department of Veteran Affairs Grant (\$6,002)
Recreation and Culture	62,303	729%	▲	Timing	Budget Profiling - Yornaning Dam Grant and Golf Club Insurance Claim Income
Transport	34,245	17%	▲	Timing	Main Roads WA direct grant received \$98,183 (Budget \$57,535)
Economic Services	(50,018)	(67%)	▼	Permanent	Building License Fees (\$9,789), Certificate Fees (\$7,673), Surveyor Services (\$4,166), Unsuccessful Grant applications for Community Functions (\$28,263)
Other Property and Services	3,553	1%		Timing	Not Material
<b>Expenditure from operating activities</b>					
Governance	(31,127)	(26%)	▼	Timing	Training, Administration Support, Subscriptions,
General Purpose Funding	9,154	17%	▲	Timing	Member related expenses
Law, Order and Public Safety	25,992	17%	▲	Timing	Bush Fire Brigade Wages & Ranger costs
Health	8,961	24%	▲	Timing	EHO/BS Expenditure
Education and Welfare	34,400	76%	▲	Timing	Funds allocated for Aged/Seniors services, expenses not incurred
Housing	19,489	32%	▲	Timing	CEO & DCEO building maintenance costs
Community Amenities	40,506	14%	▲	Timing	Refuse Site, Rubbish Collection, Public Toilets, Planning
Recreation and Culture	(65,587)	(30%)	▼	Timing	Gold Club Shed Expenses (-\$50,924) Parks & Gardens, Oval
Transport	321,588	18%	▲	Timing	Timing of Road Maintenance
Economic Services	27,866	17%	▲	Timing	Community Functions allocation not spent due to unsuccessful grant applications
Other Property and Services	92,544	39%	▲	Timing	Plant & Overhead Allocations
<b>Investing Activities</b>					
Non-operating Grants, Subsidies and Contributions	(6,177)	(1%)		Permanent	Budget Profiling - Operating grants
Proceeds from Disposal of Assets	(1,872)	(4%)		Permanent	Not Material
Land Held for Resale	0				Not Applicable
Capital Acquisitions	151,964	11%	▲	Timing	Budget Profiling - Acquisitions under budget
<b>Financing Activities</b>					
Proceeds from New Debentures	(160,000)	(100%)	▼	Timing	Proceeds from new loan not received
Transfer from Reserves	0			Timing	Not material
Repayment of Debentures	0	0%		Timing	Not material
Transfer to Reserves	0	0%		Timing	Not material

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2019

OPERATING ACTIVITIES  
NOTE 3  
CASH AND INVESTMENTS

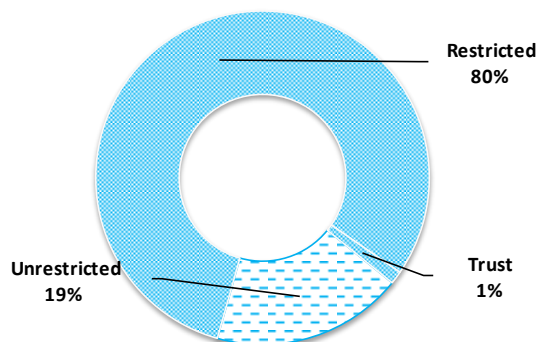
Cash and Investments	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>Cash on Hand</b>							
Petty Cash and Floats	43,434			43,434	CBA	1.50%	At Call
<b>At Call Deposits</b>							
Municipal Fund	316,948			316,948	CBA	1.90%	At Call
Trust Fund			24,208	24,208	CBA	0.00%	At Call
<b>Term Deposits</b>							
Reserve Funds		1,559,802		1,559,802	CBA	2.39%	21-Feb-19
<b>Total</b>	<b>360,382</b>	<b>1,559,802</b>	<b>24,208</b>	<b>1,900,958</b>			

**SIGNIFICANT ACCOUNTING POLICIES**

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.

**KEY INFORMATION**

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.



Total Cash	Unrestricted
<b>\$1.9 M</b>	<b>\$.36 M</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2019**

**OPERATING ACTIVITIES  
NOTE 4  
RECEIVABLES**

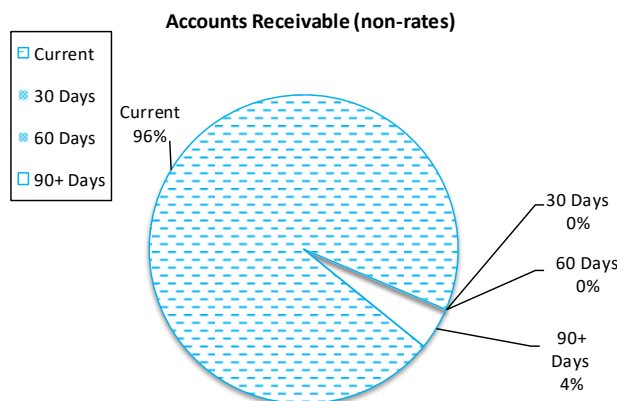
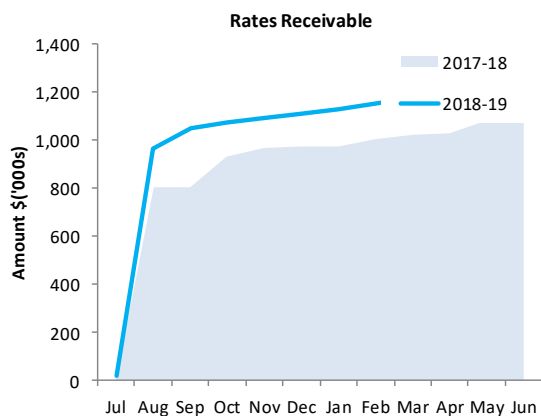
Rates Receivable	30 June 2018	30 Apr 19	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$		\$	\$	\$	\$	\$
Opening Arrears Previous Year	65,448	51,735	Receivables - General	10,605	0	0	494	11,099
Levied this year	1,066,065	1,199,303	Percentage	96%	0%	0%	4%	
Less Collections to date	(1,079,778)	(1,182,832)	<b>Balance per Trial Balance</b>					
Equals Current Outstanding	<b>51,735</b>	<b>68,206</b>	Sundry debtors					85,269
			GST receivable					10,815
<b>Net Rates Collectable</b>	<b>51,735</b>	<b>68,206</b>	<b>Total Receivables General Outstanding</b>					<b>96,084</b>
% Collected	95.15%	94.31%	<b>Amounts shown above include GST (where applicable)</b>					

**KEY INFORMATION**

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.

**SIGNIFICANT ACCOUNTING POLICIES**

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.



<b>Debtors Due</b>
<b>\$96,084</b>
<b>Over 30 Days</b>
<b>4%</b>
<b>Over 90 Days</b>
<b>4%</b>

<b>Collected</b>	<b>Rates Due</b>
<b>94%</b>	<b>\$68,206</b>



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2019

OPERATING ACTIVITIES

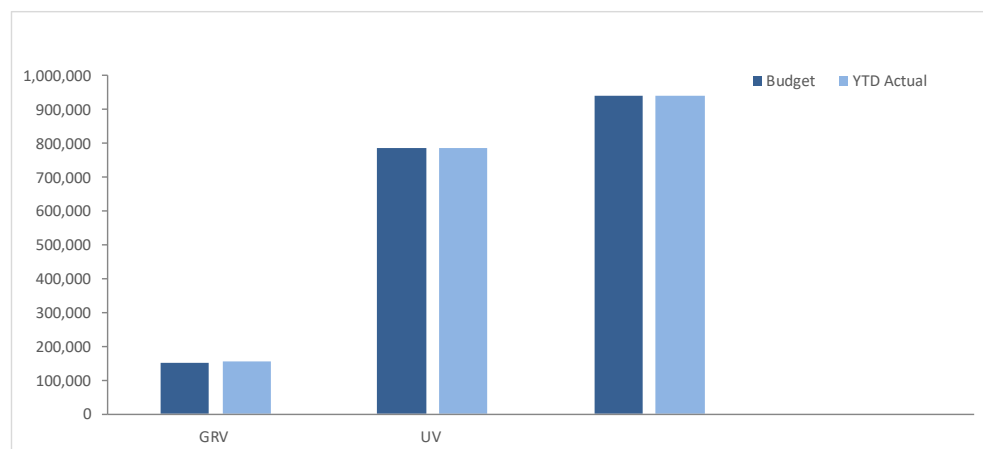
NOTE 5

RATE REVENUE

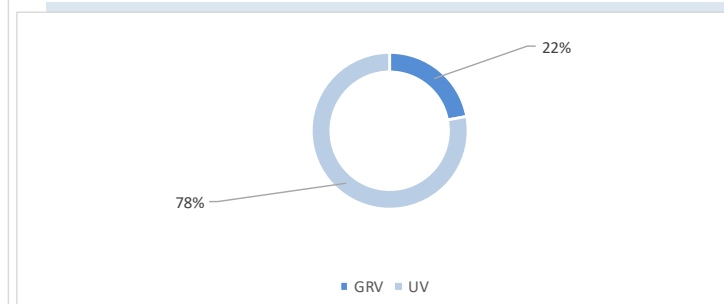
General Rate Revenue	Annual Budget							YTD Actual			
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
<b>RATE TYPE</b>	\$			\$	\$	\$	\$	\$	\$	\$	\$
<b>Differential General Rate</b>											
GRV	7.0920	167	2,164,942	152,468	0	0	152,468	153,538	0	0	153,538
UV	0.7209	186	109,263,940	787,684	0	0	787,684	787,684	51	0	787,735
<b>Sub-total</b>		<b>353</b>	<b>111,428,882</b>	<b>940,152</b>	<b>0</b>	<b>0</b>	<b>940,152</b>	<b>941,221</b>	<b>51</b>	<b>0</b>	<b>941,273</b>
<b>Minimum</b>	\$										0
GRV	690	161	810,568	111,780	0	0	111,780	111,090	0	0	111,090
UV	930	158	14,017,700	146,940	0	0	146,940	146,940	0	0	146,940
		<b>319</b>	<b>14,828,268</b>	<b>258,720</b>	<b>0</b>	<b>0</b>	<b>258,720</b>	<b>258,030</b>	<b>0</b>	<b>0</b>	<b>258,030</b>
<b>Sub-Totals</b>		<b>672</b>	<b>126,257,150</b>	<b>1,198,872</b>	<b>0</b>	<b>0</b>	<b>1,198,872</b>	<b>1,199,251</b>	<b>51</b>	<b>0</b>	<b>1,199,303</b>
Discount							(73,500)				(72,932)
Concession / Write Offs							(6,700)				(544)
<b>Amount from General Rates</b>							<b>1,118,672</b>				<b>1,125,828</b>
Ex-Gratia Rates							0				0
<b>Total General Rates</b>							<b>1,118,672</b>				<b>1,125,828</b>

SIGNIFICANT ACCOUNTING POLICIES

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.



General Rates		
Budget	YTD Actual	%
<b>\$1.12 M</b>	<b>\$1.13 M</b>	<b>101%</b>

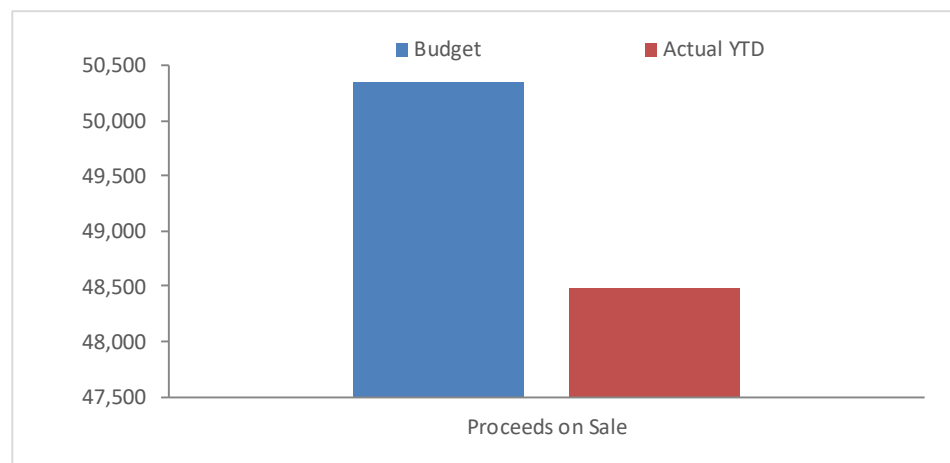


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2019**

**OPERATING ACTIVITIES  
NOTE 6  
DISPOSAL OF ASSETS**

Asset Ref.	Asset Description	Amended Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	
10087	CN1 2014 Holden Colorado Dual Cab Utility (CN 1 )	18,102	17,166		(936)	18,000	17,112		(888)
10062	Isuzu NPR 300 Truck (CN 2)	22,448	12,727		(9,721)	22,400	12,727		(9,673)
10078	Mazda Traytop Utility (CN1557)	8,448	6,363		(2,085)	8,400	4,545		(3,855)
10099	Toyota Corolla (CN039)	16,241	14,091		(2,150)	16,241	14,091		(2,150)
		<b>65,239</b>	<b>50,347</b>	<b>0</b>	<b>(14,892)</b>	<b>65,041</b>	<b>48,475</b>	<b>0</b>	<b>(16,566)</b>

**KEY INFORMATION**



Proceeds on Sale		
Budget	YTD Actual	%
<b>\$50,347</b>	<b>\$48,475</b>	<b>96%</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2019

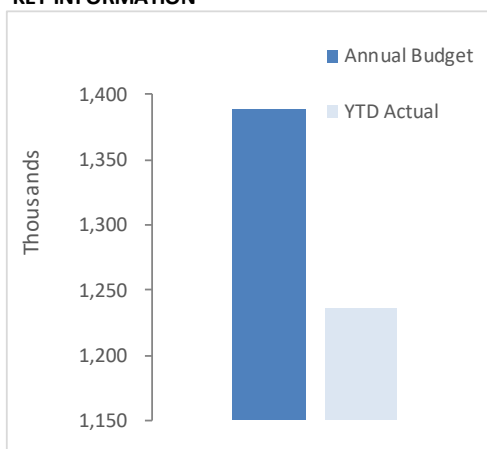
INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS

Capital Acquisitions	Amended		YTD Actual Total	YTD Budget Variance
	Annual Budget	YTD Budget		
	\$	\$	\$	\$
Land & Buildings	391,240	391,240	218,980	172,261
Plant & Equipment	182,766	182,766	167,543	15,223
Furniture & Equipment	1,800	1,800	431	1,369
Roads	805,835	805,835	845,244	(39,409)
Recreation	0	0	0	0
Parks, Gardens, Recreation Facilities	0	0	0	0
Other Infrastructure	6,450	6,450	3,929	2,521
<b>Capital Expenditure Totals</b>	<b>1,388,091</b>	<b>1,388,091</b>	<b>1,236,127</b>	<b>151,964</b>
<b>Capital Acquisitions Funded By:</b>				
	\$	\$	\$	\$
Capital grants and contributions	534,005	534,005	527,827	(6,177)
Borrowings	160,000	160,000	0	(160,000)
Other (Disposals & C/Fwd)	50,347	50,347	48,475	(1,872)
Cash Backed Reserves				
Infrastructure Reserve	0	0	0	0
Pensioner Unit Maintenance Reserve	1,800	0	0	0
Plant Replacement Reserve	40,000	0	0	0
Contribution - operations	601,940	643,740	659,824	16,085
<b>Capital Funding Total</b>	<b>1,388,091</b>	<b>1,388,091</b>	<b>1,236,127</b>	<b>(151,964)</b>

**SIGNIFICANT ACCOUNTING POLICIES**

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.

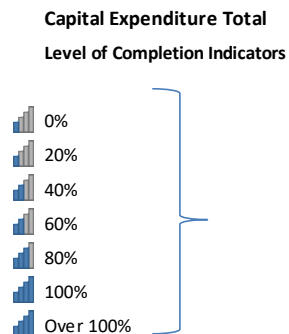
**KEY INFORMATION**




Acquisitions	Annual Budget	YTD Actual	% Spent
	<b>\$1.39 M</b>	<b>\$1.24 M</b>	<b>89%</b>
Capital Grant	Annual Budget	YTD Actual	% Received
	<b>\$.53 M</b>	<b>\$.53 M</b>	<b>99%</b>














NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2019

INVESTING ACTIVITIES  
NOTE 7  
CAPITAL ACQUISITIONS (CONTINUED)



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

% of  
Completion  Level of completion indicator

	Acc / Job	Annual Budget	YTD Budget	YTD Actual	Variance	
<b>Capital Expenditure</b>						
<b>Land</b>						
0.94 	Lot 74 Austral Street Improvements	12126	183,185	183,185	172,127	11,058
<b>Buildings</b>						
1.00 	Toilet Block Cuby Fire Station	10517	0	0	0	0
1.00 	Mens Shed	10743	0	0	159	(159)
1.00 	Cuballing Transfer Station Sealing	J601	0	0	0	0
0.19 	Cuballing Transfer Station Sealing	J601A	40,916	40,916	7,919	32,997
0.82 	Popanyinning Shed Floor Concrete	J601B	3,960	3,960	3,240	720
0.20 	Popanyinning Tip Shed Gates	J601C	3,838	3,838	750	3,088
0.06 	Waste Oil Transfer Station Cuballing Relocation	J601E	31,488	31,488	2,017	29,471
0.90 	Building Renewal - Cuballing Recreation Centre	C165	4,140	4,140	3,740	400
0.00 	Building Renewal - Cuballing Memorial Park	C176	49,530	49,530	0	49,530
0.04 	Building Renewal - Yornaning Dam	C187	12,115	12,115	441	11,674
1.02 	Lions Park Shelter	C192A	6,625	6,625	6,726	(101)
0.39 	Cwa Hall Works	C195A	55,443	55,443	21,860	33,583
<b>Total Land &amp; Buildings</b>			<b>391,240</b>	<b>391,240</b>	<b>218,980</b>	<b>172,261</b>

<b>Plant &amp; Equipment</b>							
0.99		Isuzu Hino 3.5T Truck	12405	63,900	63,900	63,300	600
0.93		ESO Dual Cab 4x4 Utility	12406	43,073	43,073	40,021	3,052
1.05		KevRek 550s Crane	12407	7,300	7,300	7,700	(400)
0.92		Solar Powered Variable Message Board	12408	23,130	23,130	21,250	1,880
0.00		Directional Signage	12409	8,000	8,000	0	8,000
0.96		4x2 Tipping Utility - with Kevrek Crane	12410	30,000	30,000	28,727	1,273
1.00		Fast Fill Fire Trailer	05198	6,545	6,545	6,545	(0)
0.00		VHF Radio WEARN - Hand Held (x2)	05170	818	818	0	818
<b>Total Plant &amp; Equipment</b>				<b>182,766</b>	<b>182,766</b>	<b>167,543</b>	<b>15,223</b>
<b>Furniture &amp; Equipment</b>							
0.24		Councillor Ipads	04265	1,800	1,800	431	1,369
<b>Total Furniture &amp; Equipment</b>				<b>1,800</b>	<b>1,800</b>	<b>431</b>	<b>1,369</b>
<b>Infrastructure - Roads</b>							
0.00		Wardering Road Bridge Widening	B001	40,000	40,000	0	40,000
1.00		RRG - Stratherne Road 17/18	R001	0	0	0	0
1.17		RRG- Stratherne Road 18/19	R001A	135,506	135,506	158,503	(22,997)
1.07		RRG - Wandering Narrogin Road 17/18	R129	165,198	165,198	176,244	(11,046)
1.04		RRG - Wandering Narrogin 18/19	R129A	274,131	274,131	286,426	(12,295)
1.00		Popanyinning West Widening R2R	R002	0	0	0	0
1.00		Popanyinning West Road Realignment R2R 16/17	R002B	0	0	0	0
1.08		Popanyinning East Road Resealing	R004C	10,080	10,080	10,869	(789)
1.10		Popanyinning West Reconstruction	R004D	172,836	172,836	190,968	(18,132)
2.75		Reeds Road Gravel Sheetting	R004F	8,084	8,084	22,234	(14,150)
<b>Total Road Infrastructure</b>				<b>805,835</b>	<b>805,835</b>	<b>845,244</b>	<b>(39,409)</b>
<b>Recreation</b>							
1.00		Nil					
<b>Total Recreation</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Parks, Ovals &amp; Playgrounds</b>							
1.00		Nil					
<b>Total Parks, Ovals &amp; Playgrounds</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Other Infrastructure</b>							
1.56		Popanyinning Gravel Pit Fencing	C198	6,450	6,450	3,929	2,521
<b>Total Other Infrastructure</b>				<b>6,450</b>	<b>6,450</b>	<b>3,929</b>	<b>2,521</b>
0.89		<b>TOTAL CAPITAL EXPENDITURE</b>		<b>1,388,091</b>	<b>1,388,091</b>	<b>1,236,127</b>	<b>151,964</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2019

FINANCING ACTIVITIES  
NOTE 8  
BORROWINGS

Information on Borrowings	2017/18	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget
<b>Transport</b>	\$	\$	\$	\$	\$	\$	\$	\$	\$
Loan 63 - Graders	150,655	0	0	32,134	38,704	131,518	111,951	5,513	5,867
							0		
<b>Economic Services</b>									
Loan 64 - Lot 74 Austral St	0	0	160,000	0	6,862	0	153,138	0	2,536
<b>Total</b>	150,655	0	160,000	32,134	45,566	131,518	265,089	5,513	8,403

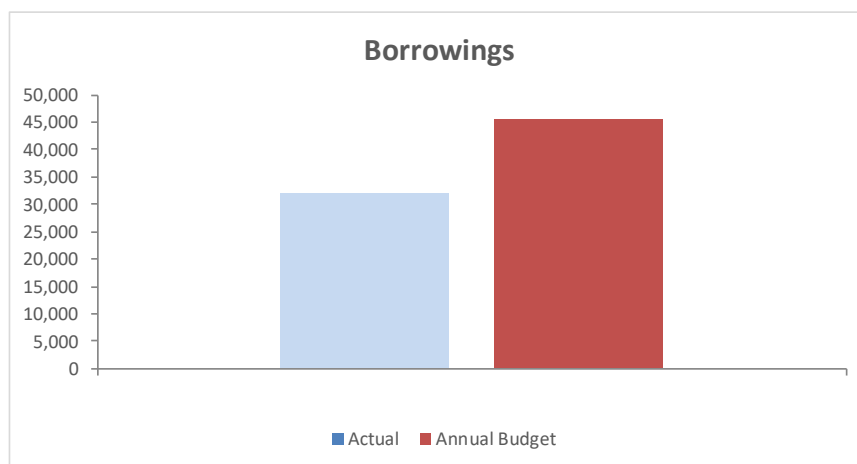
All debenture repayments were financed by general purpose revenue.

**SIGNIFICANT ACCOUNTING POLICIES**

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.

**KEY INFORMATION**

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.



<b>Principal Repayments</b>	<b>\$32,134</b>
<b>Interest Earned</b>	<b>\$37,200</b>
<b>Interest Expense</b>	<b>\$5,513</b>
<b>Reserves Bal</b>	<b>Loans Due</b>
<b>\$1.58 M</b>	<b>\$ .13 M</b>

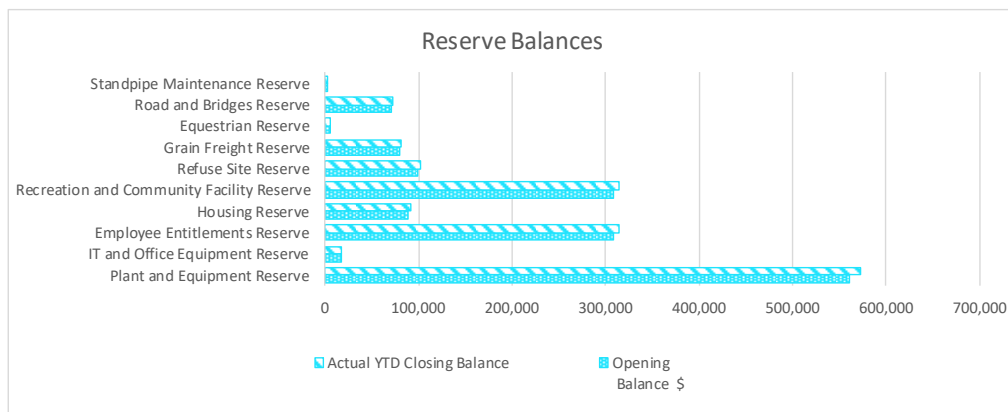
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2019

OPERATING ACTIVITIES  
NOTE 9  
CASH AND INVESTMENTS

Cash Backed Reserve

Reserve Name	Opening	Budget Interest	Actual Interest	Budget Transfers	Actual Transfers	Budget Transfers	Actual Transfers	Budget Closing	Actual YTD
	Balance	Earned	Earned	In (+)	In (+)	Out (-)	Out (-)	Balance	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant and Equipment Reserve	561,189	6,547	6,115	88,362	6,115	0	0	656,098	573,419
IT and Office Equipment Reserve	17,414	203	190	5,000	190	(1,800)	0	20,817	17,794
Employee Entitlements Reserve	308,356	3,597	3,360	14,766	3,360	(27,730)	0	298,989	315,075
Housing Reserve	89,484	1,045	975	5,000	975	(40,000)	0	55,529	91,434
Recreation and Community Facility Reserve	308,226	3,595	3,358	5,000	3,358	(88,360)	0	228,461	314,941
Refuse Site Reserve	99,864	1,165	1,088	0	1,088	(43,706)	0	57,323	102,040
Grain Freight Reserve	79,829	931	870	0	870	0	0	80,760	81,569
Equestrian Reserve	5,034	59	55	5,000	55	0	0	10,093	5,144
Road and Bridges Reserve	71,603	835	780	0	22	(44,400)	0	28,038	72,406
Standpipe Maintenance Reserve	2,000	23	22	2,000	780	0	0	4,023	2,801
	<b>1,543,000</b>	<b>18,000</b>	<b>16,811</b>	<b>125,128</b>	<b>16,811</b>	<b>(245,996)</b>	<b>0</b>	<b>1,440,132</b>	<b>1,576,621</b>

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2019

Attachment 9.1.2A  
NOTE 10  
GRANTS AND CONTRIBUTIONS

Grants and Contributions

Description	Annual Budget	YTD Budget	YTD Actual	Variance
<b>Operating grants, subsidies and contributions</b>				
<b>General Purpose Funding</b>				
Grants Commission - General Purpose	289,730	217,298	208,622	(8,676)
<b>Governance</b>				
Great Southern Business Development Group	0	0	3,373	3,373
Insurance & Other Reimbursements	2,880	2,838	51,894	49,056
<b>Law, Order &amp; Public Safety</b>				
DFES - Bush Fire Brigades	30,517	30,517	35,164	4,647
<b>Education &amp; Welfare</b>				
Good Things Foundation	1,000	1,000	2,000	1,000
<b>Housing</b>				
Rental Income	4,680	3,900	3,780	(120)
<b>Community Amenities</b>				
Cemetery	500	500	80	(420)
<b>Recreation &amp; Culture</b>				
Yornaning Dam	0	0	10,909	10,909
Kidsport	1,000	1,000	2,500	1,500
<b>Transport</b>				
Main Roads - RRG	0	0	0	0
Main Roads - Direct Grant	57,535	57,535	98,183	40,648
Grants Commission - Roads Component	179,727	134,759	115,083	(19,676)
Reimbursement - Damage to Bridge September 2018	0	0	9,460	9,460
<b>Economic Services</b>				
Youth Day	1,000	1,000	0	(1,000)
Volunteers Day	1,000	1,000	0	(1,000)
Seniors Day	500	500	0	(500)
Tourism & Area Promotion	26,300	26,300	1,000	(25,300)
<b>Other Property &amp; Services</b>				
Workers Compensation	30,000	25,000	17,017	(7,983)
<b>Operating grants, subsidies and contributions Total</b>	<b>626,369</b>	<b>503,147</b>	<b>559,065</b>	<b>55,918</b>
<b>Non-operating grants, subsidies and contributions</b>				
<b>Recreation &amp; Culture</b>				
Wardering Road Bridge Widening	12,723	12,723	0	(12,723)
<b>Transport</b>				
Main Roads - RRG	330,012	330,012	330,012	0
Roads to Recovery (RTR)	191,270	191,270	191,270	0
RTR - Special Bridge Grants	0	0	0	0
<b>Law, Order &amp; Public Safety</b>				
DFES - Bush Fire Brigades	0	0	6,545	0
<b>Non-operating grants, subsidies and contributions Total</b>	<b>534,005</b>	<b>534,005</b>	<b>527,827</b>	<b>(12,723)</b>
<b>Grand Total</b>	<b>1,160,374</b>	<b>1,037,152</b>	<b>1,086,893</b>	<b>43,195</b>

KEY INFORMATION

Some reclassification between Operating & Capital grants, contributions & reimbursements is required



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2019**

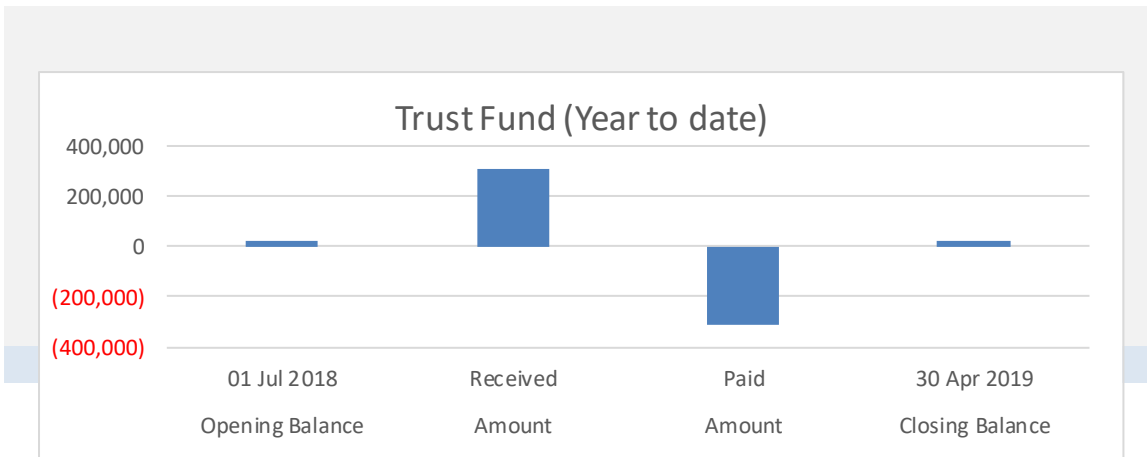
**NOTE 11  
TRUST FUND**

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 2018	Amount Received	Amount Paid	Closing Balance 30 Apr 2019
	\$	\$	\$	\$
Bonds - Building	6,889	0	0	6,889
Bonds - Hall Hire	1,150	400	(400)	1,150
Badminton Club	20	0	0	20
Commodine Tennis Club	2,990	0	(100)	2,890
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	0	6,362
Police Licensing	3,487	306,981	(308,739)	1,729
Swipe Cards	1,605	0	0	1,605
Reimbursements	1,698	0	0	1,698
Unknown Deposits	0	77		77
	<b>26,067</b>	<b>307,458</b>	<b>(309,239)</b>	<b>24,286</b>

**KEY INFORMATION**

Trust out of balance by \$77.49



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 APRIL 2019**

**NOTE 12  
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
				\$	\$	\$	\$
	<b>Budget Adoption</b>		Opening Surplus				0
	<b>Permanent Changes</b>						
	Nil						0
	Nil						0
	Nil						0
	Nil						0
				0	0	0	

**ADDITIONAL INFORMATION**

Note 12 to be completed as part of budget review process and/or as per Council Resolutions during the financial year

### 9.1.3 Fees and Charges 2019/2020 Adoption

Applicant:	N/A
File Ref. No:	ADM250
Disclosure of Interest:	N/A
Date:	3 <sup>rd</sup> May 2019
Author:	Bronwyn Dew, Deputy CEO
Attachments:	9.1.3A Draft 2019/20 Fees and Charges Schedule.

#### **Summary**

**Council is to consider adopting the Fees and Charges Schedule for the 2019/2020 year in advance of the 2019/2020 Budget adoption.**

#### **Background**

In preparation for the 2019/2020 budget period the draft Council Fees and Charges Schedule included at attachment 9.1.3A submitted for Council adoption. By adopting the fees and charges prior to the Council Budget, any applicable advertising can be undertaken and the impact of any new charges can be incorporated into the draft budget workings.

At present there has not been any formal notification from the statutory authorities associated with building or planning fees however Council's fees and charges contain clauses that allow fees set by external bodies to override those advertised and published by Council.

#### **Comment**

The draft 2019/2020 of Fees and Charges Schedule has been formulated using the 2018/2019 year as a basis and incorporating new charges, some CPI increases and input from external statutory bodies that Council collects fees on behalf of.

There has is also a new refuse site levy for all UV rated properties.

There have not been any other significant increases proposed to other areas of the fees and charges schedule.

In the annual budget item, Council will still set additional fees and charges for kerbside collections and Rates for rural and townsite properties.

#### **Strategic Implications – Nil**

#### **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 —

- (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
- (b) supplying a service or carrying out work at the request of a person;
- (c) subject to section 5.94, providing information from local government records;
- (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
- (e) supplying goods;

- (f) such other service as may be prescribed.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
- (a) imposed\* during a financial year; and
  - (b) 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 – Nil

Economic Implication – Nil

Environmental Considerations – Nil

Consultation

Fees and Charges as set by external statutory bodies

Options

Council may resolve:

1. the Officer's Recommendation;
2. not resolve the Officer's Recommendation and review Fees and Charges as part of Budget deliberations.

Voting Requirements – Absolute Majority

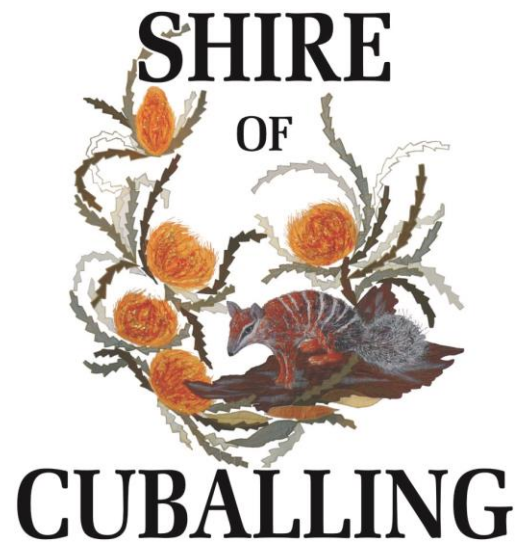
**COUNCIL DECISION – 2019/40:**

**That Council adopt the Schedule of Fees and Charges for the 2019/2020 financial year included at Attachment 9.1.3A that will commence from 1<sup>st</sup> July 2019.**

**Moved: Cr Haslam**

**Seconded: Cr Dowling**

**Carried 6/0**



*Schedule of  
Fees & Charges*

*2019/20*

*Draft*

**Attachment 9.1.3A**

<b>ADMINISTRATION</b>	<b>Rate</b>	<b>GST</b>	<b>Total Charge</b>
<b>GENERAL</b>			
Photocopying			
A4	\$0.30	Y	\$0.33
A4 (double sided)	\$0.40	Y	\$0.44
A3	\$0.50	Y	\$0.55
A3 (Double sided)	\$0.60	Y	\$0.66
CWA (and other Community Groups at CEO discretion)	\$0.10	Y	\$0.11
Colour photocopies +50%			
Binding - per document	\$2.50	Y	\$2.75
Laminating	\$5.00	Y	\$5.50
Electoral Rolls	\$10.00	N	\$10.00
Rate book	\$50.00	N	\$50.00
Council Minutes and Agendas	At cost	Y	At Cost
Budgets / Annual Reports	At cost	Y	At Cost
Town Planning Scheme Text	At cost	Y	At Cost
Local Planning Strategy	At cost	Y	At Cost
Shire Emblem Coasters - per set	\$15.00	Y	\$16.50
Medallions	\$6.82	Y	\$7.50
<i>Council's Agendas, Minutes, Annual Reports, Budgets, Town Planning Scheme and Local Planning Strategy are available to inspect at the Shire office and available for download from the Shire website free of charge. To obtain a personal copy will incur relevant charges</i>			
<b>RATE ENQUIRIES</b>			
Rate Enquiry Fee (non EAS)	\$20.00	Y	\$22.00
Rate Enquiry Fee (EAS)	\$110.00	N	\$110.00
Rate Notice Reprint	\$10.00	N	\$10.00
Payment Plan Administration Fee	\$9.09	Y	\$10.00
<b>FREEDOM OF INFORMATION</b>			
Personal Information about the applicant	\$0.00	N	\$0.00
Non-personal application	\$30.00	N	\$30.00
Archive Research of Council Records - per hour or part thereof	\$30.00	N	\$30.00
Staff Time for Photocopying (per hour or part thereof)	\$30.00	N	\$30.00
Photocopying required for enquiry	At cost	N	At cost
Charge for duplicating tape, film or computer information	At cost	N	At cost
Charge for delivery, packaging and postage	At cost	N	At cost
Advance deposit may be required of estimated charges			25%
Further advance deposit may be required to meet the charges for dealing with the application			75%
<i>For financially disadvantaged applicants or those issued with prescribed pensioner concession cards, the Charge is reduced by 25%. Other fees and charges as stated and amended from time to time in the Freedom of Information Regulations 1993</i>			
<b>PAYMENT RELATED FEES</b>			
Dishonoured Cheque Fees	\$25.00	Y	\$27.50

**Attachment 9.1.3A**

<b>ANIMAL CONTROL</b>	<b>Rate</b>	<b>GST</b>	<b>Total Charge</b>
<b>REPLACEMENT TAG</b>	\$5.00	N	\$5.00
<b>DOG REGISTRATION FEES</b>			
<i>Non-Working Dogs</i>			
Unsterilised			
1 Year	\$50.00	N	\$50.00
3 Year	\$120.00	N	\$120.00
Lifetime	\$250.00	N	\$250.00
Sterilised			
1 Year	\$20.00	N	\$20.00
3 Year	\$42.50	N	\$42.50
Lifetime	\$100.00	N	\$100.00
Pensioners receive a 50% discount on the above license fees			

<i>Working Dogs</i>			
Unsterilised			
1 Year	\$12.50	N	\$12.50
3 Year	\$30.00	N	\$30.00
Lifetime	\$62.50	N	\$62.50
Sterilised			
1 Year	\$5.00	N	\$5.00
3 Year	\$10.63	N	\$10.63
Lifetime	\$25.00	N	\$25.00
Owners of working dogs receive a 25% concession			
Only 50% of the registration fee is payable after 31st May for that year (expiry 31 Oct that year)			
All fees and penalties as stated in Dog Regulations as amended from time to time. Any discrepancies between the above amounts will revert to the regulations to the extent of the inconsistency.			

<b>CAT REGISTRATION FEES</b>			
1 Year	\$20.00	N	\$20.00
3 Year	\$42.50	N	\$42.50
Lifetime	\$100.00	N	\$100.00
Pensioners receive a 50% discount on the above license fees			
Only 50% of the registration fee is payable after 31st May for that year (expiry 31 Oct that year)			
All fees and penalties as stated in Cat Regulations as amended from time to time. Any discrepancies between the above amounts will revert to the regulations to the extent of the inconsistency			
<b>POUND FEES</b>			
Seizure Fee	\$50.00	Y	\$55.00
Sustenance - per day or part thereof	\$13.63	Y	\$15.00
Disposal/ Destruction	\$50.00	Y	\$55.00

<b>BUILDING</b>	<b>Rate</b>	<b>GST</b>	<b>Total Charge</b>
<b>BUILDING SURVEYOR FEES</b>			
Building Surveyor Time Per hour or part thereof	\$112.00	Y	\$123.20
Building Surveyor Travel Per km	\$0.86	Y	\$0.95
<b>BUSHFIRE ATTACK LEVEL ASSESSMENT</b>			
Assessment Fee - Ratepayer, residence in Shire	\$330.00	Y	\$363.00
Assessment Fee - all other	\$660.00	Y	\$726.00
Building Surveyor Travel (outside Shire only)			
Per Hour	\$112.00	Y	\$123.20
Per km	\$0.86	Y	\$0.95
<b>BUILDING LICENCE APPLICATIONS</b>			
<i>Note: All statutory health, building and planning fees listed here are based on current information and may be subject to change. Where the listed fee or charge is different to what is published by the State Government that legislation shall prevail.</i>			
Certified Domestic Building Permits - 0.19% of estimated value as determined by the LGA but not less than \$105.00	Minimum \$105.00	N	
Class 1 or 10 building or incidental construction			
Certified Commercial / Industrial Permits - 0.09% of estimated value as determined by the LGA but not less than \$105.00	Minimum \$105.00	N	
Class 2 to 9 building or incidental construction			
Uncertified application for a building permit - 0.32% of estimated value as determined by the relevant permit authority but not less than \$105.00	Minimum \$105.00	N	
<i>All fees and penalties as stated in Building Regulations as amended from time to time. Any discrepancies between the above amounts will revert to regulations to the extent of the inconsistency.</i>			
<b>APPLICATION FOR A BUILDING APPROVAL CERTIFICATE FOR UNAUTHORISED BUILDING WORKS</b>			
For the issue of a building approval certificate - Class 1 or 10 - 0.38% of estimated current value of the unauthorised structure as determined by the LGA. Minimum Fee \$105.00	Minimum \$105.00	N	
Application for an occupancy permit for a building in respect of which unauthorised work has been done - 0.18% of estimated current value of the unauthorised structure as determined by the LGA Minimum Fee \$105.00	Minimum \$105.00	N	
<b>STATUTORY BUILDING LEVIES</b>			
Building and Construction Industry Training Fund Levy - % of value over \$20,000 of building	0.20%	N	
Builders Registration Board \$41.50			
<i>All other statutory fees are as applied by the Builders Registration Act. Any Statutory legislation will take precedence</i>			
<b>OTHER BUILDING CONTROL FEES AND CHARGES</b>			
Certificate of Design Compliance	\$336.82	Y	\$370.50
Certificate of Construction Compliance	\$336.82	Y	\$370.50
Certificate of Building Compliance	\$336.82	Y	\$370.50
<i>Certificates charged at 0.2% of the value of building works, minimum charge of \$370.50</i>			

<b>HEALTH</b>	<b>Rate</b>	<b>GST</b>	<b>Total Charge</b>
<b>SWIMMING POOL INSPECTION FEE</b>			
	\$50.00	Y	\$55.00
<b>WATER SAMPLING</b>			
To be charged at cost of Environmental Health Officer plus travelling and courier charges eg. Dryandra approximately \$250 per visit			
<b>PERMITS AND LICENCES</b>			
Cuballing Tavern Alfresco Area	\$100.00	N	\$100.00
Popanyinning Kennels	\$100.00	N	\$100.00
Lazeaway Caravan Park	\$200.00	N	\$200.00



<b>TOWN PLANNING</b>	<b>Rate</b>	<b>GST</b>	<b>Total Charge</b>
All fees and penalties as stated in Planning and Development Regulations as amended from time to time. Any discrepancies between the above amounts will revert to the regulations to the extent of the inconsistency.			
<b>TOWN PLANNING SCHEME AMENDMENTS</b>			
Shire Planner	\$88 per hour	N	
Senior Planner	\$66 per hour	N	
Planning Officer	\$36.86 per hour	N	
Other Staff eg. Environmental Health Officer	\$36.86 per hour	N	
Secretary / administration clerk	\$30.20 per hour	N	
<b>TOWN PLANNING STRUCTURE PLANS</b>			
Shire Planner	\$80.60 per hour	N	
Senior Planner	\$61.20 per hour	N	
Planning Officer	\$33.70 per hour	N	
Other Staff eg. Environmental Health Officer	\$33.70 per hour	N	
Secretary / administration clerk	\$28.40 per hour	N	
<b>PLANNING APPLICATIONS</b>			
Fee is payable on estimated value of development			
a) Not more than \$50,000	\$147	N	
b) \$50,001-\$500,000	0.32% of estimated cost of development	N	
c) \$500,001 - \$2.5million	\$1,700 + 0.257% for every \$1 in excess of \$500k	N	
d) \$2.5million - \$5million	\$7,161 + 0.206% for every \$1 in excess of \$2.5m	N	
e) \$5million - \$21.5 million	\$12,633 + 0.123% for every \$1 in excess of \$5m	N	
f) More than \$21.5 million	\$34,196	N	
<b>Home Occupation Application</b>	\$222	N	
<b>Home Occupation Renewal</b>	\$73	N	
<b>Non-conforming Use</b>			
Application for change of use or continuation of non-conforming use where development is not occurring	\$295	N	
<b>Activity without approval</b>			
Where an application for development approval is lodged after the development has commenced or been carried out, an			
<b>ADVERTISING - WHERE REQUIRED</b>			
In local papers	At cost	Y	At cost
Statewide papers	At cost	Y	At cost
<b>SUBDIVISION APPLICATIONS</b>			
1 Lot	\$2,153	N	
2-100 Lots	\$2,985 plus \$68.00 per Lot	N	
101+ Lots	\$9,798.00 plus \$24.00 per Lot	N	
<b>OTHER TOWN PLANNING FEES AND CHARGES</b>			
Issue of zoning certificate	\$73	N	
Reply to property settlement questionnaire	\$73	N	
Provision of written planning advice	\$73	N	

<b>RECREATION FACILITY HIRE</b>	<b>Rate</b>	<b>GST</b>	<b>Total Charge</b>
<b>CUBALLING &amp; PPOANYINNING SHIRE HALL &amp; CWA HALL</b>			
Bond (no alcohol)	\$100.00	N	
Bond (alcohol)	\$200.00	N	
A bond is payable. GST is not applicable to bonds when paid, however will be brought into account if bond needs to be			
Major Functions (ie. Weddings, parties, shows etc)	\$200.00	Y	\$220.00
Minor Functions (ie. Displays, exhibitions, dance groups etc)	\$100.00	Y	\$110.00
Local Community Groups	\$25.00	Y	\$27.50
Additional Cleaning Fee (per Hour)	\$80.00	Y	\$88.00
<b>CUBALLING RECREATION CENTRE</b>			
Bond (no alcohol)	\$100.00	N	\$100.00
Bond (alcohol)	\$200.00	N	\$200.00
A bond is payable. GST is not applicable to bonds when paid, however will be brought into account if bond needs to be			
Major Functions	\$200.00	Y	\$165.00
Use of oval and/or kitchen (ie. K9 Club) - Hourly Rate	\$25.00	Y	\$27.50
Use of toilets/ showers (eg. Equestrian) - Daily Rate	\$110.00	Y	\$121.00
Use of Oval only - Daily Rate	\$50.00	Y	\$55.00
Council Meetings/ Functions and Council Committee Meetings	Nil		Nil
Additional Cleaning Fee (per Hour)	\$80.00	Y	\$88.00
<b>POPANYINNING SCHOOL</b>			
Hire Fee - Local Community Groups	\$27.27	Y	\$30.00
Additional Cleaning Fee (per Hour)	\$80.00	Y	\$88.00
<b>SPORTING ASSOCIATION ANNUAL RENTAL</b>			
Cuballing Cricket Club	\$720.00	Y	\$792.00
Cuballing Tennis	\$920.00	Y	\$1,012.00
K9 Club	\$360.00	Y	\$396.00
Cuballing Craft Group	\$360.00	Y	\$396.00
Cuballing Bootscooters	\$0.00	Y	\$0.00
Popanyinning Tennis Courts	\$0.00	Y	\$0.00
Popanyinning Railway Building	\$0.00	Y	\$0.00
Popanyinning Progress Association	\$0.00	Y	\$0.00
Changeroom Annual Hire - Dryandra Pony Club	\$463.64	Y	\$510.00
Changeroom Annual Hire - Dryandra Equestrian Association	\$463.64	Y	\$510.00
Grounds Hire - Dryandra Pony Club	\$2,272.73	Y	\$2,500.00
Grounds Hire - Dryandra Equestrian Association	\$2,272.73	Y	\$2,500.00
Additional Cleaning Fee (per Hour - each occasion)	\$80.00	Y	\$88.00
<b>CAMPING ON COUNCIL PROPERTY WITH A PERMIT</b>			
As per Council Policy 7.9, Camping at:			
<ul style="list-style-type: none"> <li>• Cuballing Recreation Ground</li> <li>• Popanyinning Recreation Ground,</li> <li>• Popanyinning School</li> <li>• Popanyinning Hall</li> <li>• Cuballing Golf Club</li> <li>• Cuballing Rifle Club</li> <li>• Yomaning Dam</li> </ul>	\$22.73	YES	\$25.00
A camping permit is for			
<ul style="list-style-type: none"> <li>• a single group for one night in one tent/caravan/RV/etc: or</li> <li>• two adults for one night in multiple swags, etc.</li> </ul>			

**Attachment 9.1.3A**

<b>OTHER SERVICES</b>	<b>Rate</b>	<b>GST</b>	<b>Total Charge</b>
<b>STANDPIPE WATER CHARGES</b>			
Residents - Per kL (1000L)	\$4.50	NO	\$4.50
Minimum Charge for card holders per billing cycle	\$10.00	NO	\$10.00
Swipe Card (non refundable)	\$30.00	NO	\$30.00
<i>To convert from litres to kilolitres: 1000 Litres multiplied by.0046 = 4.60</i>			
<i>Accounts are sent quarterly</i>			

<b>KERBSIDE WASTE &amp; RECYCLING COLLECTION</b>	<b>Rate</b>	<b>GST</b>	<b>Total Charge</b>
Rubbish & Recycling Collection - Compulsory collection for all townsite residences	\$255.00	NO	\$255.00
Rubbish & Recycling Collection - - Compulsory collection for all townsite residences - Pensioner Discount	\$200.00	NO	\$200.00
Replacement Bin	\$80.00	YES	\$88.00
Additional Recycling Service	\$254.54	YES	\$280.00
Additional Waste Bin Service (240L)	\$118.18	YES	\$130.00
Refuse Site Fee - Per UV assessment	\$30.00	NO	\$30.00

<b>TRANSFER STATION FEES</b>	<b>Rate</b>	<b>GST</b>	<b>Total Charge</b>
Tyres - Car	\$6.00	YES	\$6.60
Tyres - Truck	\$20.00	YES	\$22.00
Tyres - Tractor (up to 1m)	\$40.00	YES	\$44.00
Tyres - Tractor (1-2m)	\$60.00	YES	\$66.00

<b>CEMETERY</b>	<b>Rate</b>	<b>GST</b>	<b>Total Charge</b>
<b>BURIAL FEES</b>			
<i>(Charges in accordance with Cemeteries Act 1986, Section 53)</i>			
Reservation of Plot	\$30.00	YES	\$33.00
Interment/ Burial Fee	Cost plus 10%	YES	Cost plus 10%
Headstone Licence	\$30.00	YES	\$33.00
<b>PLACEMENT OF ASHES IN NICHE WALL</b>			
Single	\$50.00	YES	\$55.00
Double	\$68.18	YES	\$75.00
Interment	Cost plus 10%	YES	Cost plus 10%
<b>RESERVATION OF ASHES IN NICHE WALL</b>			
Single	\$16.82	YES	\$18.50
Double	\$30.00	YES	\$33.00
<b>GRAVE DIGGING</b>	Cost plus 10%	YES	Cost plus 10%

**Attachment 9.1.3A**

<b>PRIVATE WORKS</b>	<b>Rate</b>	<b>GST</b>	<b>Total Charge</b>
<b>YELLOW SAND</b>			
No delivery - Private Truck per Load	\$140.00	YES	\$154.00
Shire of Cuballing Ratepayers/Residents - Delivered	\$186.36	YES	\$205.00
<i>Other Purchases (Non Ratepayers/Non Residents, Outside Shire of Cuballing) includes additional Plant Hire rate of delivery</i>			
<b>BLUE METAL</b>			
Shire of Cuballing Ratepayers - per tonne	\$55.00	YES	\$60.50
<i>No delivery, material cost only. All delivery includes Plant Hire rate of delivery</i>			
<b>GRAVEL</b>			
No Delivery - Self Load - per cubic Meter	\$6.82	YES	\$7.50
No delivery - Private Truck per Load	\$60.00	YES	\$66.00
Shire of Cuballing Ratepayers/Residents - Delivered	\$150.00	YES	\$165.00
<b>REMOVAL OF ABANDONED VEHICLE AND/OR VEHICLE WRECKAGE</b>	\$500.00	YES	\$550.00
<b>LABOUR HIRE</b>			
Worker Labour Rate per Hour	\$60.00	Yes	\$66.00
Worker Labour Rate Cleaning (incl. materials) per Hour	\$80.00	Yes	\$88.00
<b>PLANT HIRE - \$/HR INC OPERATOR</b>			
Loader Hire	\$145.00	YES	\$159.50
Grader Hire	\$155.00	YES	\$170.50
Multi-Tyre Roller	\$115.00	YES	\$126.50
Vibe Roller	\$120.00	YES	\$132.00
Tip Trucks (6 wheelers)	\$120.00	YES	\$132.00
Tip Truck 3 tonne	\$80.00	YES	\$88.00
Truck 4 tonne	\$90.00	YES	\$99.00
Semi Side Tipper	\$135.00	YES	\$148.50
John Deere Tractor and Operator	\$105.00	YES	\$115.50
John Deere Tractor and Operator - Includes slasher or mower	\$105.00	YES	\$115.50
Machinery Float	\$135.00	YES	\$148.50
Utility Hire	\$65.00	YES	\$71.50
Operator overtime (1.5 time)	\$13.64	YES	\$15.00
Operator overtime (Double time)	\$27.27	YES	\$30.00
Sundry Gardening Tools Hire (per Item /per day) Non Power tools only	\$10.00	YES	\$11.00

## 9.1.4 Review of Councillor Attendance Fees, Allowances and Expenses for 2019/20

Applicant: N/A  
File Ref. No: ADM250  
Disclosure of Interest: N/A  
Date: 6th May 2019  
Author: Bronwyn Dew, Deputy CEO  
Attachments: Nil

### Summary

**Council is to consider Councillor Fees, Allowances and Expenses to be paid in the 2019/20 financial year.**

### Background

The Local Government Act 1995 section 5.98 and Local Government (Administration) Regulations 1996 provide for Councillors to receive certain fees and allowances, and sets minimum and maximum amounts which can be paid.

Eligible fees, allowances and expenses available include:

- Meeting attendance fee or alternatively annual attendance fees;
- Local Government allowance for the President and Deputy President;
- Information Technology and Communication allowance;
- Travel and Accommodation expense allowance;
- Travel reimbursement;
- Telecommunications reimbursement;
- Child Care reimbursement; and
- Other prescribed reimbursements approved by Council.

The Salary and Allowances Tribunal recently undertook their annual review of Fees, Allowances and Expenses for Councillors with the determination made on 9<sup>th</sup> April 2019 effective from 1<sup>st</sup> July 2019. This determination increased the range of allowances and fees of elected members by 1%. A copy of the determination is available for interested Councillors.

### Comment

Council may make any determination Councillor attendance fees, allowances and expenses for 2019/20 that is within the allocated range for a Band 4 Local Government. There is no compulsion for Council to make any increase from year to year as long as the decision is within the allotted Band range.

The details of the meeting attendance fees and allowances are included below:

	<b>Actual 2018/19 \$</b>	<b>Proposed 2019/20 \$</b>	<b>SAT Band 4 Range \$</b>
Council Meeting Attendance Fee (Councillors)	150	155	91 – 238
Council Meeting Attendance Fee (President)	200	210	91 – 490
Local Government Allowance (Deputy President)	1,875	2,000	128 – 5,016
Local Government Allowance (President)	7,500	8,000	513 – 20,063
Committee Meeting Fees	50	50	46 – 119
Travel, Communication & Childcare Expenses	At cost	At cost	

It is open for Council to move to receive an annual attendance fee in lieu of meeting fees for Council, committee and other prescribed meeting attendance fees. The prescribed range is between \$3,589 and \$9,504 for Councillors and between \$3,589 and \$19,534 for the Shire President.

The Officer's Recommendation increases fees and allowances between 3 and 7% recognising the small increase included by the Salaries and Allowances Tribunal and that no increase in fees and allowances has occurred for since 2013.

### Strategic Implications

While the setting of Councillor Fees and Allowances is a sensitive matter, it is important that Councillors receive reasonable remuneration in order to attract and retain suitable candidates. Council can choose as to where they should sit within the prescribed Bands.

### Statutory Environment

Section 7B(2) of the Salaries and Allowances Act 1975 requires the Tribunal to determine the amount of:

- Fees, or the minimum and maximum amounts of fees, to be paid under the Local Government Act 1995 ('the LG Act') to elected council members for attendance at meetings;
- expenses, or the minimum and maximum amounts of expenses, to be reimbursed under the LG Act to elected council members; and
- allowances, or the minimum and maximum amounts of allowances, to be paid under the LG Act to elected council members.

### Policy Implications – Nil

### Financial Implications

	<b>Actual 2018/19 \$</b>	<b>Proposed 2019/20 \$</b>	<b>Increase (decrease) \$</b>
Council Meeting Attendance Fee (Councillors)	8,250	8,525	275
Council Meeting Attendance Fee (President)	2,200	2,310	110
Local Government Allowance (Deputy President)	1,875	2,000	125
Local Government Allowance (President)	7,500	8,000	500
Committee Meeting Fees	0	600	600
<b>Total increase</b>	19,825	21,435	1,610

### Economic Implication – Nil

### Environmental Considerations – Nil

### Consultation

Salaries and Allowances Tribunal 2019 Elected Member Remuneration Determination.

### Options

Council may resolve:

1. the Officer's Recommendation;
2. not resolve the Officer's Recommendation and review Councillor Fees, Allowances and Expenses as part of Budget deliberations.

Voting Requirements – Absolute Majority

**COUNCIL DECISION – 2019/41:**

That in respect of the 2019/20 financial year Council set the:

1. Shire President meeting fee at \$210 per Council Meeting;
2. Councillor meeting fee at \$155 per Council Meeting;
3. Shire President Local Government Allowance at \$8,000;
4. Deputy Shire President Local Government Allowance at \$2,000;
5. Councillor Committee Meeting fee at \$50 per Committee Meeting; and
6. Reimbursement of travel, communication and childcare expenses at the cost of such expenses.

Moved: Cr Bradford

Seconded: Cr Ballantyne

Carried 6/0

## 9.2 CHIEF EXECUTIVE OFFICER:

### 9.2.1 Bush Fire Advisory Committee Draft Policy

Applicant: N/A  
File Ref. No: ADM81  
Disclosure of Interest: Nil  
Date: 6<sup>th</sup> May 2019  
Author: Gary Sherry  
Attachments: 9.2.1A Draft Bush Fire Advisory Committee Policy

#### Summary

**Council is to consider policy to manage the operations of Council’s Bush Fire Advisory Committee.**

#### Background

Council’s fire volunteers meet on several occasions each year to plan their volunteer fire activities, liaise with local Department of Fire and Emergency Service (DFES) and Department of Conservation, Biodiversity and Attractions (DFCA) staff and provide recommendations to Council on fire issues. The group is notionally called the Bush Fire Advisory Committee (BFAC)

The Bush Fires Act 1954 allows Council to set up advisory committees “for the purpose of advising the local government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire breaks in the district, prosecutions for breaches of this Act”.

Currently there is no Council policy structure about this committee including membership or meeting arrangements.

#### Comment

Staff have prepared a simple, draft policy, included at Attachment 9.2.1A, that seeks to codify the current informal working relationships of the BFAC. The draft policy includes:

- All appointed Fire Control Officers being members of the BFAC;
- Council being able to appoint representatives to the Committee. Currently Council has appointed Cr Haslam to this committee;
- the BFAC meeting twice each year;
- the BFAC only having the authority to make recommendations to Council;
- meetings will be held in the Council Chamber.

#### Strategic Implications

SOCIAL – Our Community, Neighbourhoods, Recreation and Culture.

Goals

- A safe community where residents feel secure and comfortable at home, work and play.

	Strategy	Outcome
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

### Bush Fires Act 1954

#### 67. Advisory committees

- (1) A local government may at any time appoint such persons as it thinks fit as a bush fire advisory committee for the purpose of advising the local government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire breaks in the district, prosecutions for breaches of this Act, the formation of bush fire brigades and the grouping thereof under group brigade officers, the ensuring of co operation and co ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control whether of the same kind as, or a different kind from, those specified in this subsection.
- (2) A committee appointed under this section shall include a member of the council of the local government nominated by it for that purpose as a member of the committee, and the committee shall elect one of their number to be chairman thereof.
- (3) In respect to a committee so appointed, the local government shall fix the quorum for the transaction of business at meetings of the committee and may —
  - (a) make rules for the guidance of the committee; and
  - (b) accept the resignation in writing of, or remove, any member of the committee; and
  - (c) where for any reason a vacancy occurs in the office of a member of the committee, appoint a person to fill that vacancy.
- (4) A committee appointed under this section —
  - (a) may from time to time meet and adjourn as the committee thinks fit;
  - (b) shall not transact business at a meeting unless the quorum fixed by the local government is present;
  - (c) is answerable to the local government and shall, as and when required by the local government, report fully on its activities.

## Policy Implications

Should Council resolve the Officer' Recommendation, the draft policy will be added to Council's Policy Manual and reviewed at least every two years.

## Financial Implications

Council already occurs some small administrative cost of operating the BFAC. Adoption of this policy does not alter this.

Economic Implication – Nil

Social Implication – Nil

Environmental Considerations – Nil

Consultation – Nil

## Options

Council may resolve:

1. the Officer's Recommendation;
2. an adjusted draft Policy; or
3. defer this matter, with staff to reconsider the draft policy prior to future consideration of Council.

Voting Requirements – Simple Majority

**COUNCIL DECISION – 2019/42:**

**That Council adopt the draft Policy 06.11 Bush Fire Advisory Committee included at Attachment 9.2.1A.**

**Moved: Cr Bradford**

**Seconded: Cr Ballantyne**

**Carried 6/0**

06.11 Bush Fire Advisory Committee

**Objective:**

To regulate the holding of the meetings of the Bush Fire Advisory Committee to provide advice on Bush Fire prevention and management to Council.

**Policy Statement:**

The Bush Fire Advisory Committee shall include

1. Fire Control Officers appointed by the Shire of Cuballing; and
2. representatives of the Shire of Cuballing appointed by Council.

Bush Fire Advisory Committee Meetings shall be held at least bi-annually.

The Bush Fire Advisory Committee will make recommendations to Council upon:

1. The appointment of Fire Control Officer's for the upcoming season fire, including the appointment of the Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer;
2. A suitable fire break notice for adoption by Council;
3. Any other bush fire matter that Council request the Bush Fire Advisory Committee to provide advice upon; and
4. Any bush fire matter that the Committee wish Council to consider.

**Guidelines**

The Chief Bush Fire Control Officer shall chair meetings of the Bush Fire Advisory Committee unless the meeting votes to elect an alternative chairperson.

The Bush Fire Advisory Committee shall meet in the Council Chambers wherever possible.

The Bush Fire Advisory Committee should meet at least twice each year in April and September with:

- the April Meeting making recommendations to Council on the appointment of Fire Control Officers for the next fire season; and
- the September Meeting making recommendations on a Fire Break Order for the Shire of Cuballing for that fire season.

Representatives from the Department of Fire & Emergency Service and the Department of Biodiversity, Conservation and Attractions should be invited to attend each Bush Fire Advisory Committee Meeting.

Resolution No:

Resolution Date:

**Cr Newman declared Proximity Interests in 9.2.2 in that he owns property he leases property adjoining the Cuballing Golf Club and left the meeting at 3:36pm.**

**Cr Ballantyne declared an Impartiality Interest in 9.2.2 in that he is a member of the Cuballing Golf Club.**

**Cr Conley declared an Impartiality Interest in 9.2.2 in that he is a member of the Cuballing Golf Club.**

**Mr Sherry declared an Impartiality Interest in 9.2.2 in that he is a member of the Cuballing Golf Club.**

9.2.2	Cuballing Golf Club – Liquor Licence – Extension of Licenced Area
-------	---

Applicant:	N/A
File Ref. No:	ADM249
Disclosure of Interest:	The author is a member of the Cuballing Golf Club Inc
Date:	6 <sup>th</sup> May 2019
Author:	Gary Sherry
Attachments:	9.2.2A Current Licenced Area – Cuballing Golf Club 9.2.2B Proposed Licenced Area – Cuballing Golf Club

### **Summary**

**Council is to consider supporting the Cuballing Golf Club's application to extend their licenced area at the Cuballing Golf Course.**

### **Background**

Reserve No. 7530 is vested to Council for the purposes of Recreation. The Cuballing Golf Club (CGC) held an informal tenure of the area of the golf course on a portion of Reserve 7530 for at least fifty years. In that time the CGC has developed and maintained all the buildings on the property and pay all the ongoing expenses. The CGC also maintain the grounds of the Reserve.

In August 2018 the CGC and Council entered into a formal lease agreement.

The CGC have maintained a Restricted Club Licence at the golf course for some considerable time that has operated from the club house at the Golf Course.

As part of a recent regular audit inspection by the Department of Racing, Gaming and Liquor (DRGL) of the CGC licenced premises, it was noted that the licenced area only included the area under the roof of the club house. Therefore sale and consumption of alcohol outside of the club house is not permitted, despite this practice occurring occasionally for some considerable years.

As part of their normal club activities the CGC would like to be able to consume alcohol outside of the Club House and be able to sell alcohol on the Golf Course on their larger golf events.

The advice of the DRGL to the CGC was that if CGC wished to extend this area, they could do so by seeking an amendment to the licensed area in their Restricted Club Licence. The CGC intend to apply to increase their licenced area to include all of the leased area of the Golf Course. The CGC do not wish to amend any other condition of their Restricted Club Licence. As part of their application the CGC have been advised to provide evidence of Council's support for this proposal as the lessor of the property.

A diagram of the current licenced area at the CBC is included at Attachment 9.2.2B. A diagram of the proposed licenced area at the CBC is included at Attachment 9.2.2B.

Because the request of the CGC to change their licence area will only give approval to a practice that has occurred without incident or complaint for a very long time, staff recommended approval of the request by Council. At the April 2019 Ordinary Meeting, Council resolved:

**COUNCIL DECISION – 2019/35:**

That Council support the application of the Cuballing Golf Club Inc to extend the licenced area included in their Restricted Club Licence to include the entirety of the leased area of the Cuballing Course as included at Attachment 11.2.3B conditional upon the Club looking at ways that the Club can allow unsupervised young people to access the course to play golf.

Moved: Cr Dowling  
Carried 5/0

Seconded: Cr Haslam

Council resolved in this manner to ensure access to the golf course by unsupervised young people to play golf without restriction from the application of the licenced area.

Comment

The CGC have advised that the Club's restricted club licence is only operational for Saturdays and Sundays during normal golf hours. DRGL have advised that because the Club's licence is a restricted licence, the licenced area included in the licence is only a licenced area on those days and times that the Club is able to sell alcohol. At other times this the area is not a licenced area and an unsupervised child could enter legally.

Because the CBC's licenced opening hours coincide with golfing events operated by the CGC, it is unlikely that an unsupervised child would be present. A child could participate in a club event with other golfers, but this participation would be supervised by adults.

Clarification of this licencing law effectively meets Council's broad request to allow unsupervised access by children to the golf course.

However in correspondence received from the CGC, the Club believe that access to the golf course by children should be supervised by an adult. The CGC are aware that the course is a bush setting in a somewhat remote place. The CBC encourage people to come along and use their facilities but they cannot control any accidents or injuries that may occur when the course is unattended.

In general, it is reasonable for the CGC to take this position and the position is an appropriate risk management position for a sporting club.

Given that the change of licenced area at the golf course will not impact on the access of unsupervised children to the golf course, the Officer's Recommendation is to support the CBC application for change of their licenced area.

Strategic Implications

Shire of Cuballing Strategic Community Plan 2017

SOCIAL – Our Community, Neighbourhoods, Recreation and Culture.

Goals

- 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.

	Strategy	Outcome
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.
1.5	Provide and promote sport, recreation and leisure facilities and programs.	A variety of accessible sport and recreation opportunities and activities.
1.6	Support local arts and cultural activities.	A variety of arts and cultural activities can be pursued by locals

#### Statutory Environment

The formal lease agreement between Council and the CGC includes the following requirements:

- the permitted uses under the lease are recreation activities being not limited to golf and activities reasonable associated with golf;
- the CGC will pay all utility charges for use on the site;
- the CGC may charge for use of the Golf Club by other users;
- the CGC are responsible for maintenance and keeping the Golf Club clean and tidy;
- CGC will insure the contents of any buildings on the site and the Shire will insure Council property;
- the CGC will complete bush fire precautions and not use the course on total fire ban days or during harvest bans;
- the lease term is for 21 years from 1st July 2018; and
- the annual lease fee will be \$1 per annum and the fee can be reviewed annually.

#### Policy Implications – Nil

#### Financial Implications

The CGC will need to continue to meet all financial requirements for maintaining and complying with their Restricted Club Licence.

#### Economic Implication

The activities of the CGC attract visitors to the Shire of Cuballing. This attraction provides economic opportunity for existing and new local businesses.

#### Social Implication

The CGC are a popular local community group of some fifty years standing.

#### Environmental Considerations – Nil

#### Consultation

Mr Anthony Mort, President, Cuballing Golf Club

## Options

Council may resolve:

1. the Officer's Recommendation;
2. a slightly amended Officer's Recommendation; or
3. to not support the application of the Cuballing Golf Club Inc to extend the licenced area included in their Restricted Club Licence to include the entirety of the leased area of the Cuballing Course.

Voting Requirements – Simple Majority

### **COUNCIL DECISION – 2019/43:**

**That Council support the application of the Cuballing Golf Club Inc to extend the licenced area included in their Restricted Club Licence to include the entirety of the leased area of the Cuballing Course as included at Attachment 9.2.2B.**

**Moved: Cr Dowling**

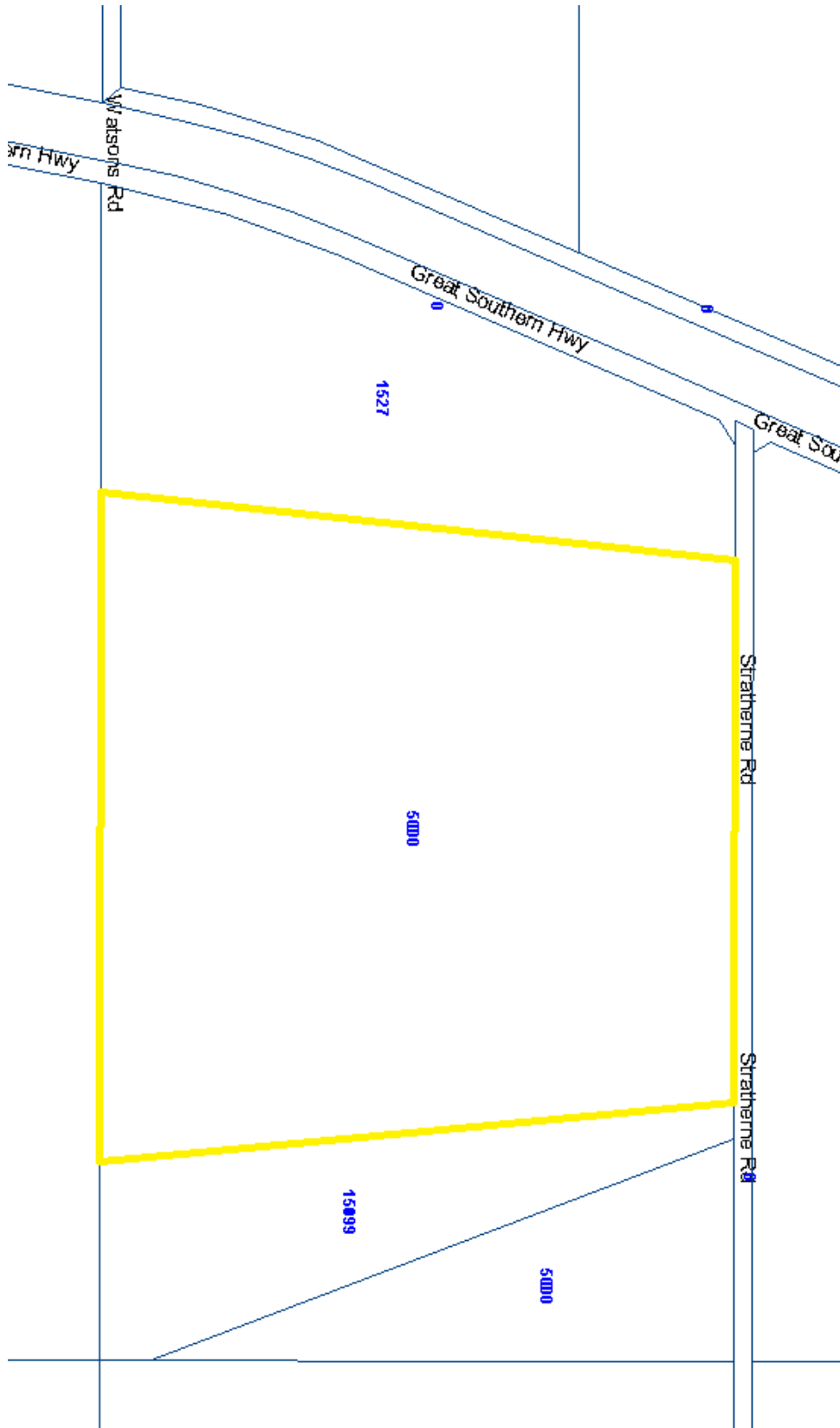
**Seconded: Cr Bradford**

**Carried 5/0**

**Cr Newman returned to the meeting at 3:46pm**







### 9.2.3 Wheatbelt Secondary Freight Network – Updated Financial Contribution Allocation

Applicant:	N/A
File Ref. No:	ADM008
Disclosure of Interest:	Nil
Date:	7 <sup>th</sup> May 2019
Author:	Gary Sherry
Attachments:	9.2.3A Wheatbelt Secondary Freight Route Network Map

#### **Summary**

**Council is to consider further support for the Wheatbelt Secondary Freight Network to co-fund the project management of the Wheatbelt Secondary Freight Network Project in combination with the WA State Government's \$100,000 of Regional Economic Development grant funding.**

#### **Background**

Sustainably funding the road network to meet the needs of industry and the community is a key issue for rural Local Governments in Western Australia.

Wheatbelt local governments have identified a network of secondary freight routes, which provide the infrastructure necessary to enable transport the majority of road freight within (as opposed to through) the region.

The Wheatbelt Secondary Freight Network (WSFN) network in the Main Roads WA Wheatbelt region comprises some 4,400km of Local Government managed roads that connect with State and National highways to provide access for heavy vehicles into the region. These roads are intended to enable large, high productivity trucks safe and cost effective access to business.

The Shire of Cuballing has the Wandering Narrogin Road and the Cuballing East Road included on the secondary freight network. A map showing the local freight network is included at Attachment 9.2.3A.

Subsequently funding was sourced through Wheatbelt RDA to progress the project and Council's contribution was not required.

A project Working Group has been established consisting of representatives from the following organisations:

- Wheatbelt North Regional Road Group (WN RRG)
- Wheatbelt South Regional Road Group (WS RRG)
- WA Local Government Association (WALGA)
- Regional Development Australia - Wheatbelt (RDA-W)
- Main Roads WA-Wheatbelt Region (MRWA-WR)
- Wheatbelt Development Commission (WDC)

Over the last 2 years, 42 Local Government authorities across the region have collaborated to identify priority routes and have also participated in a technical data collection process, preparation of a pre-feasibility business case and a cost benefit analysis of the planning process. The in-kind investment by local government to date is estimated to be in excess of \$750,000. The process has been an excellent example of a large number of local governments working together on a common strategic regional priority.

The key undertakings of the project so far are:

1. Identification of nominated WSFN roads based upon a simple criteria developed by RRG.
2. Determination of basic project framework and minimum design standards.

3. Road condition assessment against minimum design standards.
4. High level scope of works and order of magnitude costs for upgrades required.
5. A summary of data collection and assessment across the 42 local of governments is:

<b>Route Length km</b>	<b>Proposed Works km</b>	<b>Proposed Length %</b>	<b>Indicative Cost \$</b>
4,337	2,851	66	493,000,000

This initial approach was to assist the Working Group to work towards an Infrastructure Australia Stage 3/4 submission for inclusion of the WSNF project on the Infrastructure Australia Infrastructure Priority List (IPL). The long term goal is to obtain funding support for a broadly estimated, \$500 million capital works program over 10 – 20 year timeframe to bring the network up to a fit for purpose standard for current and anticipated future needs.

The group is working towards submitting an IA Stage 4 Business Case submission for the WSNF. The project development costs associated with the business case submission are estimated to be \$5Million, which is in the order of 1% of the estimated capital investment.

The following provides an outline of the proposed budget and funding applications that were submitted to assist with the development and planning stages the WSNF project.

<b>Stages</b>	<b>Budget and Funding Sources</b>
<b>Stage 1 – Strategic Planning</b> <ul style="list-style-type: none"> <li>▪ Design Criteria and Objectives</li> <li>▪ Options Assessment</li> <li>▪ Collated Data Review</li> <li>▪ Multiple Criteria Assessment</li> <li>▪ Staging Plan</li> </ul>	<b>\$1,000,000</b> <ul style="list-style-type: none"> <li>▪ BBRF - \$750,000</li> <li>▪ LGA co-contribution - \$250,000</li> </ul>
<b>Stage 2 – Detailed Planning</b> <ul style="list-style-type: none"> <li>▪ Concept Design Investigations</li> <li>▪ Preliminary Design Investigations</li> </ul>	<b>\$3,600,000</b> <ul style="list-style-type: none"> <li>▪ Commodity Route – \$1Million</li> <li>▪ LGA in-kind</li> </ul>
<b>Stage 3 – IA Stage 3/4 Submission</b> <ul style="list-style-type: none"> <li>▪ Project Management</li> <li>▪ Governance Plan</li> <li>▪ Business Case Development</li> </ul>	<b>\$400,000</b> <ul style="list-style-type: none"> <li>▪ REDS – \$100,000</li> <li>▪ LGA in-kind</li> </ul>
<b>TOTAL</b>	<b>\$5,000,000</b>

### **Building Better Regions Fund (BBRF) Submission**

The Building Better Regions Fund (BBRF) submission is only intended to contribute towards funding activities associated with Stage 1 – Strategic Planning at an estimated budget of \$1Million.

This strategic planning work will inform the strategic allocation of road capital works funding provided to LGAs in the region, the economically optimal sequence for developing the network and ensure that roads are designed and constructed to an optimal standard from a ‘whole-of-life’ asset management perspective. The detailed planning exercise is expected to achieve a net benefit in the order of \$20 million based solely on the benefits gained from freight route prioritisation.

### **Commodity Freight Roads Fund (CFRF)**

The Commodity Freight Roads Fund submission is intended to contribute towards funding of activities associated with Stage 2 – Detailed Planning. This will specifically entail \$1Million for

consultants to undertake Preliminary Design Investigations. The remainder of Stage 2 is intended to be undertaken via in-kind by local governments and other funding sources currently being investigated, should they become available.

### **Regional Economic Development (RED) Grant**

The Regional Economic Development (RED) Grants submission is intended to contribute towards funding activities associated with Stage 3 – IA Stage 3/4 Submission. This will specifically entail \$100K for a Lead Consultant to undertake project management. The remainder of Stage 3 is intended to be undertaken via in-kind by local governments and other funding sources being investigated should they become available.

### **Major Project Business Case Fund (MPBCF) Initiative**

The Australian Government is investing \$100 billion over 10 years from 2019–20 through its rolling infrastructure plan to help manage our growing population, meet our national freight challenge and get Australians home sooner and safer. This includes \$250 million allocated to the Major Project Business Case Fund (MPBCF) initiative. Projects with clear strategic merit that has:

- Engagement in the project planning stage
- View of future priorities
- Ready to invest to enable economic activity
- Address nationally significant deficits in the transport system
- Drive economic productivity growth and liveability in cities and regions through transport infrastructure investment

The WSFR Working Group sees the \$5Million sought for the Stage 4 IA submission for this regionally significant project as an ideal candidate for the MPBCF.

### **Roads of Strategic Importance (ROSI) Initiative**

The Australian Government will invest \$4.5 billion, including \$1 billion of additional funding committed in the 2019-20 Budget, to the Roads of Strategic Importance (ROSI) initiative to help connect regional businesses to local and international markets, and better connect regional communities. ROSI has the following principles:

- Key freight corridors that connect primary agricultural areas and mining resource regions to ports and other transport hubs.
- Support communities along the corridors and provide better access for tourists and other road users
- Characterised by narrow sections of road, low capacity bridges and deteriorating pavements,
- Constrains the productivity and efficiency of freight movements.
- Catalyse economic activity and improve access to communities and tourist attractions.

From an estimated total of \$500,000,000 in funding the Working Group sought \$125,000,000 over the next 3 years for the delivery of the first stage of capital works.

The Working Group put in separate funding submissions for each of the abovementioned funding sources for the various stages of the project. The project has been successful in obtaining funding from the following sources:

- ROSI initiative funding (
  - Stage 1 Priority Works – Wheatbelt Secondary Freight Network.
  - The Australian Government has committed \$70 million towards the project.  
“Upgrades will be prioritised based on linkages to state and national roads and highways and the rail network. Consideration will also be given to links

to six ports and two livestock centres, as well as regional and metro grain receival sites, accessed by the producers of the Wheatbelt region.

Benefits of the project include:

- improve road safety
- improve freight efficiency, connectivity and travel time
- ensure consistent Restricted Access Vehicles (RAVs) ratings across the network, which will provide improved access for agricultural and mining regions to transport hubs”
- RED Grants (Supported by the WA State Government’s Royalties for Regions Program)
  - Lead Consultant Project Coordinator – Wheatbelt Secondary Freight Network.
  - \$100,000.
    - “The Lead Consultant will form part of the Project Management Team and work with the member organisation Working Group.

The Lead Consultant - Project Management is an integral key to successful project delivery. The complexity and scale of this project is significant and well beyond the technical and financial capabilities of the Wheatbelt shires on an individual basis. Engaging a Lead Consultant – Project Management with the skills and expertise required to work with all technical consultants and the PMT will ensure a cohesive collaborative environment is established for optimum outputs.

The project is planned to be managed via oversight from the WSFR Steering Committee with a nominated Project Manager and the Project Management Team (PMT) representing the WSFR.

Lead Consultant – Project Management will direct the work of the external technical consultants and will be the main contact for communication between the Project Management Team and external consultants.

The WSFN Project will require the specialised skills of a range of external technical consultants. Key areas of technical expertise identified for the project are:

- Civil Design
- Surveying
- Environmental
- Economic Assessment”

### Comment

Previously 42 local governments were asked to financially contribute to the WSFN project via a budget allocation of \$6,000 which was proposed to be part of a co-contribution towards BBRF. With the unsuccessful BBRF bid, it is proposed that the \$6,000 in financial contributions from each of the 42 local governments totalling \$252,000 be allocated to combine with the RED funding of \$100,000 to become project management pool of approximately \$350,000. This would contribute towards the overall project management requirements associated with the delivery of Stage 1 Priority Works over the course of an estimated 3 year delivery timeframe. Funding would contribute towards the following nominal requirements:

- Project Coordinator
  - Nominal \$60,000 per annum (\$180,000 across 3 years)
- Project Administration and Communications Officer.
  - Nominal \$20,000 per annum (\$60,000 across 3 years)
- Technical Consultancy Resources
  - Nominal \$100,000.

The WSN Working Group are now requesting that the 42 local governments reaffirm their commitment to the WSN project and make a budget allocation of \$6,000 in their 2019/20 budget to the Project Management Pool (Stage 1 Priority Works).

### Strategic Implications

#### Shire of Cuballing Community Strategic Plan

#### ECONOMY – Our Economy, Infrastructure, Systems and Services.

##### Goals

- Transport systems that are functional, efficient, economical and safe, coupled with continuous improvement to meet the safety and amenity needs of the community.
- Managing community assets in a whole of life and economically sustainable manner.
- 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.
3.3	Deliver and advocate for a diverse and safe transport system which is efficient and meets the needs of all users.	A diverse and safe transport system that balances the needs of all users including pedestrians, cyclists, private vehicles, public transport and freight.
3.4	Create and strengthen partnerships to advocate for and deliver community facilities, and services and major infrastructure.	The community has access to a range of education, health, cultural, recreational and transport opportunities to maximise their potential.
3.5	Maintain a robust asset management practices and maintenance programs.	Assets which meet the expectations of the community.

#### GOVERNANCE & ORGANISATION – Our Council, Services, Policies and Engagement.

##### Goals

- 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.

	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 – Nil

Policy Implications – Nil

### Financial Implications

The Shire of Cuballing is considering a contribution of \$6,000 to leverage significant additional funding. With Council support this contribution will be included in Council's 2019/20 Budget.

Council maintains a Roads and Bridges Reserve with funds of \$71,566 at 30<sup>th</sup> April 2019. This reserve could be used to make this contribution if required.

Participation in the WSRF project could provide an alternative source of road funding for an improved freight network in the future.

#### Economic Implication

The secondary freight network, comprising local government roads, is a key economic asset in the wheatbelt region.

#### Social Implication

The secondary freight network are also key transport links for all passenger and other traffic between wheatbelt communities.

#### Environmental Considerations – Nil

#### Consultation

Wheatbelt South Regional Road Group  
WALGA  
Wheatbelt RDA  
Wheatbelt Development Commission  
Main Roads WA

#### Options

Council may resolve:

1. the Officer's Recommendation;
2. an amended Officer's Recommendation that still supports the WSNF project. Such a resolution would slightly weaken the intent of similar positions of support by all 42 Wheatbelt local governments to present a united front;
3. to not continue to participate in the WSNF project; or
4. defer consideration at this time to receive additional information.

#### Voting Requirements – Simple Majority

#### **COUNCIL DECISION – 2019/44:**

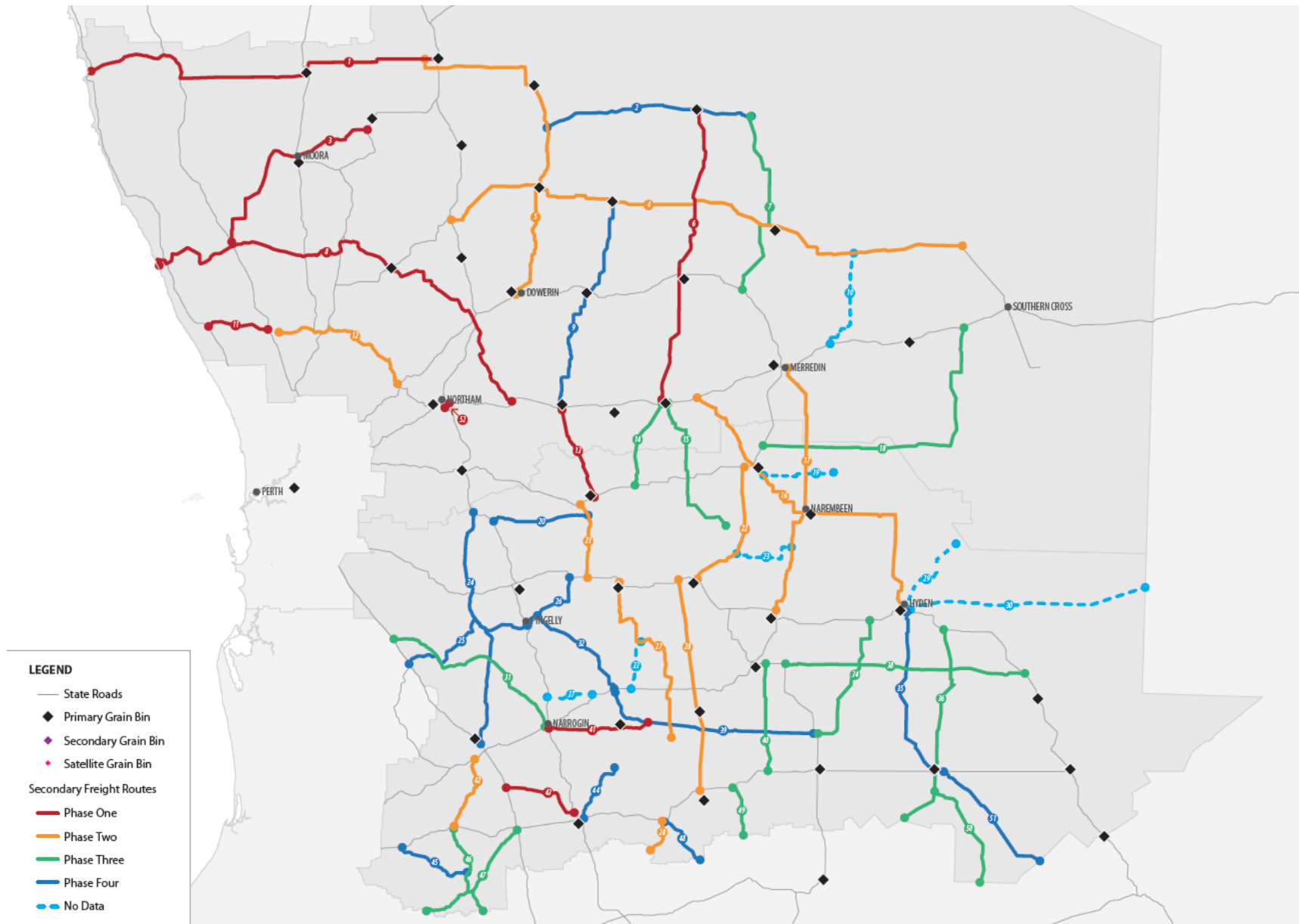
#### **That Council:**

- 1. continues to support the strategic intent of the Wheatbelt Secondary Freight Network Project; and**
- 2. endorses the allocation of \$6,000 in Council's 2019/20 Budget to co-fund the project management of the Wheatbelt Secondary Freight Network Project in combination with the WA State Government's \$100,000 of Regional Economic Development Grant funding, as part of the delivery of its Stage 1 Priority Works.**

**Moved: Cr Dowling**

**Seconded: Cr Bradford**

**Carried 6/0**





## 9.2.4 RAV Vehicle Access to Local Roads

Applicant:	N/A
File Ref. No:	ADM029
Disclosure of Interest:	Nil
Date:	8 <sup>th</sup> May 2019
Author:	Gary Sherry
Attachments:	9.2.4A draft amended Council RAV Access Policy

### **Summary**

**Council is to consider an amendment to policy that seeks to control access of Restricted Access Vehicles to Shire of Cuballing local roads.**

### **Background**

A Restricted Access Vehicle (RAV), as distinct from a General Access Vehicle, is a vehicle that exceeds one or more of the following limits:

- Mass limit prescribed in Part 3 of the Road Traffic (Vehicle Standards) Regulations 2002,
- or one of the following dimension limits:
- A width of 2.5 metres
  - A height of 4.3 metres
  - A length of 12.5 metres in the case of a motor vehicle that is not part of a combination, or
  - A length of 19 metres in the case of a combination
  - Any other dimension specified in the Road Traffic (Vehicle Standards) Regulations 2002 or Road Traffic (Vehicle Standards) Rule 2002.

Permits are required to operate RAV's in WA and are an instrument issued by the Commissioner of Main Roads Western Australia (MRWA) to grant access to these vehicles to certain parts of the road network under specific operating conditions.

For this purpose MRWA has divided the West Australian Road Network into ten heavy vehicle road networks (RAV Network). Network 1 is the largest and covers all roads state wide with a list of exceptions. Networks 2 to 10 progressively become more and more restricted. Network 10 is the smallest and covers road train combinations between 36.5 and 53.5 metres in length.

It is widely held that most farmers are accessing their properties with RAV4 class vehicles. With some exceptions, most of these journeys are to access their properties with agricultural commodities and actually involve relatively few trips with most undertaken at certain times of the year.

Council's policy on RAV vehicle access is different to MRWA's approved list. Staff are seeking to have MRWA amend their RAV rated roads to fit with Council's policy. This may or may not occur, according to Main Roads criteria for such roads.

During harvest, for the purpose of carting grain, farmers have able to gain access to roads that are not RAV rated. This exemption does not apply for other commodities such as hay, fertiliser, lime sand or stock.

The Harvest Mass Management Scheme (HMMS) was developed in 2009 to assist the grain industry with the difficulties loading grain from a paddock. Following legal advice, Main Roads

WA made some changes for the 2018-19 season to allow the access arrangements to continue and ensuring safety and legal obligation are met.

These changes have meant the operator must apply to MRWA for the roads they require, not already approved on a RAV Network, between the paddock and the nearest road approved for RAV Network access under HMMS. This enabled MRWA to conduct preliminary assessments of all roads received, prior to them being endorsed under HMMS for the 2018-19 harvest period. If deemed safe, the roads have been endorsed on the operator's HMMS Road List, which specifies any additional access conditions (if applicable).

### Comment

The introduction of the HMMS Road list has provided MRWA the opportunity to prioritise onsite route assessments, with the aim of adding the roads required by farmers to the relevant RAV Network, where the road is deemed suitable. Having the roads approved on the relevant RAV network will negate the need to have special access arrangements for future harvest periods.

The MRWA HVS Route Assessment team will be visiting the Shire of Cuballing in the coming weeks to conduct onsite assessments of roads within the shire, which were applied for under HMMS, to confirm their suitability for addition to the relevant RAV Network.

The roads to be assessed include:

- Boundary Road,
- a section of Dents Road,
- Drapers Road,
- Haslams Road,
- Langes Road,
- Patullo Road,
- a section of Shaddicks Road,
- Spriggs Road,
- Townsend Road,
- Tulletts Road and
- Turners Road

If the road is found unsuitable to be added to the relevant RAV network, Main Roads WA may offer the applicant an alternative individual access arrangement via a Restricted Local Access Permit (RLAP). This permit is for individual 'first and last mile' access to a road and may be considered for an operator with a specific combination and with suitable conditions to mitigate any risk.

Main Roads WA are seeking the Shire of Cuballing's support for these roads becoming part of the RAV network.

Council has previously adopted policy *5.10 Heavy Vehicle Operations*, included at Attachment 9.2.4A, that supports the inclusion of all of the requested roads onto the MRWA RAV network with the exception of Spriggs Road. The Officer's Recommendation seeks to add Spriggs Road, included in the attachment in red, to this policy.

### Strategic Implications

Access to Council's road by long vehicles to allow economic transportation of these vehicles will be an issue of increasing importance requiring a strategic approach from Council

### Statutory Environment

Main Roads WA control licensing of vehicles and access permit system. Local Government has input into this system by advising of the status of each route and the requirements for use. MRWA then provide this information to the transport industry.

### Policy Implications

Adoption of a Council policy position in relation to Restricted Access Vehicles will allow staff to seek to implement that position with Main Roads WA without constant reference to Council.

### Financial Implications

Nil at this time, however Council will bear the financial cost for any additional road maintenance required from traffic of long vehicles.

Council staff will also have increased compliance cost in providing permissions to local property owners.

### Economic Implication

The transport and haulage of the product of local industries such as agriculture and forestry, all require the use of long vehicles to cost effectively move their product.

### Social Implication

Local roads are a vital social link for local residents. The impact of heavy haulage on these roads, both real and presumed, has a strong resonance in the community.

Environmental Considerations – Nil

### Consultation

MRWA, Heavy Vehicle Office

### Options

Council may resolve:

1. the Officer's Recommendation;
2. an amended Officer's Recommendation;
3. to not seek to make any changes to Council's RAV Policy at this time.

Voting Requirements – Simple Majority

### **COUNCIL DECISION – 2019/45:**

**That Council adopt the amended policy 5.10 Heavy Vehicle Operations included at Attachment 9.2.4A.**

**Moved: Cr Haslam**

**Seconded: Cr Newman**

**Carried 6/0**

## 5.10 Heavy Vehicle Operations

## Policy Statement:

That Council supports Restricted Access Vehicles, including road trains and B Doubles, to service local industry throughout the Shire of Cuballing provided the roads to be used are deemed suitable.

Council will support the following access to roads with the Shire of Cuballing

Road Name	RAV Class	Intersection From	Intersection To	Conditions
Cuballing East Rd	6	Campbell St	Wickepin Boundary	Unconditional Access
Wandering – Narrogin Rd	4	Wandering LGA Boundary	Narrogin LGA Boundary	Unconditional Access
Bunmulling Rd	4	Northam – Cranbrook Rd	Stratherne Rd	LVCA Type 1
Congelin – Narrogin Rd	4	Nebrikinning Rd	Williams LGA Boundary	LVCA Type 1
Cuballing West Rd	4	Campbell St & Dungog St	Wandering – Narrogin Rd	LVCA Type 1
Gaths Rd	4	Stratherne Rd	Murbys Rd	LVCA Type 1
Halls Rd	4	Wardering Rd	Narrogin – Kondinin	LVCA Type 1
Murbys Rd	4	Pauley Rd	Nottles Rd	LVCA Type 1
Pauley Rd	4	Cuballing East Rd	Wickepin LGA Boundary	LVCA Type 1
Popanyinning East Rd	4	Reed Road	Wickepin LGA Boundary	LVCA Type 1
Popanyinning West Rd	4	Northam – Cranbrook Rd	Wandering LGA Boundary	LVCA Type 1
Springhill Rd	4	Bow St & Darcy St	Wandering – Narrogin Rd	LVCA Type 1
Stratherne Rd	4	Northam – Cranbrook RdRd	Wickepin LGA Boundary	LVCA Type 1
Wardering Rd	4	Cuballing East Rd	Wickepin LGA Boundary	LVCA Type 1
Webbs Rd	4	Stratherne Rd	Yornaning East Rd	LVCA Type 1
Williams Rd	4	Howard Street	Wandering – Narrogin Rd	LVCA Type 1
Yornaning East Rd	4	Northam – Cranbrook Rd	Stratherne Rd	LVCA Type 1
Yornaning West Rd	4	Cowcher St	Wandering – Narrogin Rd	LVCA Type 1
Batts Rd	4	Pennys Rd	Williams Rd	LVCA Type 2
Boundary Rd	4	Dowling St	Popanyinning West Rd	LVCA Type 2
Bradford Exchange Rd	4	Congelin – Narrogin Rd	Bradford Road	LVCA Type 2
Brands Rd	4	Wandering – Narrogin Rd	Stevens Rd	LVCA Type 2
Calcoran Rd	4	0.75km west Of Reeds Rd	1.3km East Of Reeds Rd	LVCA Type 2
Chopping Road	4	Neamutin Rd	Wickepin Pingelly Rd	LVCA Type 2
Chungamunning Rd	4	Northam – Cranbrook Rd	Springhill Road	LVCA Type 2
Contine Siding Rd	4	Congelin – Narrogin Rd	Curries Rd	LVCA Type 2
Cook Road	4	Neamutin Rd	Popanyinning East Rd	LVCA Type 2
Curries Rd	4	Contine Siding Rd	Dryandra Rd	LVCA Type 2
Dart Rd	4	Murbys Rd	Wickepin LGA Boundary	LVCA Type 2
Dents Rd	4	Northam – Cranbrook Rd	0.75km East Of Youngs Rd	LVCA Type 2
Dews Rd	4	Bunmulling Rd	Stratherne Rd	LVCA Type 2

Road Name	RAV Class	Intersection From	Intersection To	Conditions
Dixons Rd	4	Stratherne Rd	Nottles Rd	LVCA Type 2
Draper Rd	4	Popanyinning East Rd	For 0.85 Km	LVCA Type 2
English Rd	4	Popanyinning East Rd	Wickepin Pingelly Rd	LVCA Type 2
Fitts Rd	4	Wandering Narrogin Rd	Grout Rd	LVCA Type 2
Forestry Rd	4	Yornaning West Rd	Pennys Rd	LVCA Type 2
Fourteen Mile Brook Rd	4	Congelin – Narrogin Rd	Contine Siding Rd	LVCA Type 2
Francis Rd	4	Popanyinning East Rd	For 0.37 Km	LVCA Type 2
Grout Rd	4	Springhill Rd	Cuballing West Rd	LVCA Type 2
Haslams Rd	4	Williams Rd	For 1.8 Km	LVCA Type 2
Karping Rd	4	Northam – Cranbrook	For 1.8 Km	LVCA Type 2
Kerruish Rd	4	Pingelly – Wickepin Rd	Townsend Rd	LVCA Type 2
Knights Ln	4	Cuballing West Rd	Yornaning West Rd	LVCA Type 2
Langes Rd	4	Northam – Cranbrook Rd	Williams Rd	LVCA Type 2
Leesons Rd	4	Pauley Rd	Modra Rd	LVCA Type 2
Lol Gray Soak Rd	4	Wandering Narrogin Rd	Pennys Rd	LVCA Type 2
McGowans Rd	4	Williams Rd	For 1.7 Km	LVCA Type 2
Melchiorre Rd	4	Congelin – Narrogin Rd	For 4.35 Km	LVCA Type 2
Merwanga Rd	4	Williams Rd	Pingelly LGA Boundary	LVCA Type 2
Modra Rd	4	Leeson Rd & Leesons Rd	Pauley Rd	LVCA Type 2
Napping Pool Rd	4	Pingelly LGA Boundary	Popanyinning West Rd	LVCA Type 2
Neamutin Rd	4	Pingelly LGA Boundary	Stratherne Rd	LVCA Type 2
Nebrikinning Rd	4	Wandering – Narrogin Rd	Congelin – Narrogin Rd	LVCA Type 2
Noels Rd	4	Cuballing East Rd	Wardering Rd	LVCA Type 2
Nottles Rd	4	Wickepin LGA Boundary	Stratherne Rd	LVCA Type 2
Oakleigh Rd	4	Williams Rd	Batt Rd	LVCA Type 2
Parsons Rd	4	Stratherne Rd	Cuballing East Rd	LVCA Type 2
Pattullo Rd	4	Popanyinning West Rd	For 4.35 Km	LVCA Type 2
Pennys Rd	4	Wandering – Narrogin Rd	Popanyinning West Rd	LVCA Type 2
Reeds Rd	4	Popanyinning East Rd	Pingelly LGA Boundary	LVCA Type 2
Rifle Range Rd	4	Popanyinning West Rd	For 1.05 Km	LVCA Type 2
Schoolars Rd	4	Northam – Cranbrook Rd	For 1.75 Km	LVCA Type 2
Shaddicks Rd	4	Popanyinning East Rd	Bunmulling Rd	LVCA Type 2
Short Rd	4	Cuballing East Rd	For 3.07 Km	LVCA Type 2
<b>Spriggs Rd</b>	<b>4</b>	<b>Narrogin LGA Boundary</b>	<b>For .058 Km</b>	<b>LVCA Type 2</b>
Stevens Rd	4	Wandering – Narrogin Rd	Wandering LGA Boundary	LVCA Type 2
Strahans Rd	4	Cuballing East Rd	Leesons Rd	LVCA Type 2
Tanners Rd	4	Pingelly LGA Boundary	Popanyinning East Rd	LVCA Type 2
Taylor's Rd	4	Stratherne Rd	For 2.55 Km	LVCA Type 2
Townsend Rd	4	Stratherne Rd	Kerruish Rd	LVCA Type 2
Tulletts Rd	4	Popanyinning West Rd	For 2.14 Km	LVCA Type 2
Turners Rd	4	Wandering – Narrogin Rd	Fourteen Mile Brook Rd	LVCA Type 2
Wades Rd	4	Wardering Rd	Narrogin – Kondinin	LVCA Type 2
Walsh Rd	4	Pauley Rd	Gaths Rd	LVCA Type 2
Youngs Rd	4	Yornaning East Rd	Dents Rd	LVCA Type 2
Alton Street	4	Campbell St	Beeston St	LVCA Type 1
Austral Street	4	Campbell St	Brundell St	LVCA Type 1
Campbell Street	4	Cuballing West Rd & Dungog St	Northam – Cranbrook Rd & Cuballing East Rd	LVCA Type 1
Cowcher Street	4	Northam – Cranbrook	For 0.75km	LVCA Type 1
Darcy Street	4	Springhill Rd	Northam – Cranbrook	LVCA Type 1
Howard Street	4	Francis St	Williams Rd	LVCA Type 1
Knight Street	4	Rose St	Colin St	LVCA Type 2
Rose Street	4	Francis St	Condor St	LVCA Type 2

## Conditions of Use on Local Roads

The conditions that Council will seek to impose on use of local roads will be:

1. Unconditional access. Roads with these conditions would be of the higher standard and good condition. These routes would be made available to all vehicles and should be expected to be used as through routes for vehicles from outside the shire;
2. Low Volume Conditional Access (LVCA) Type 1. These roads would be of a decent standards and relatively good condition. It is Council's desire to have these roads made available for local traffic to allow economic freight use by local residents and ratepayers. The conditions for use of these roads include:
  - Not to be used as a through route. For local delivery and pickup only;
  - Current written approval from the Shire of Cuballing, endorsing use of the road, must be obtained, carried in the vehicle and produced upon request;
  - Operation is not permitted while the school bus is operating on the particular road. Operators must contact the relevant schools directly for school bus timetables; or where direct contact can be made with the school bus driver, operation is permitted once the school bus driver confirms all school drop-offs / pick-ups have been completed on the particular road;
  - Headlights must be switched on at all times; When travelling at night, the RAV must travel at a maximum speed of 40km/h and display an amber flashing warning light on the prime mover;
  - No operation on unsealed road segment when visibly wet, without road owner's approval; and
  - Direct radio contact must be maintained with other RAV's to establish their position on or near the road (suggested UHF channel 40).
3. Low Volume Condition Access (LVCA) Type 2. These roads can be of a low standard. It is Council's desire to have these roads made available for local traffic to allow economic freight use by local residents and ratepayers. The conditions for use of these roads include:
  - All conditions stipulated for Low Volume Conditional Access Type 1 roads; and
  - Road not to be entered until driver has established by radio contact that there is no other RAV on the road travelling in the oncoming direction; and
  - The RAV must not exceed a speed of 40 km/h.

Objective:

To control the use of local roads by Restricted Access Vehicles so as to limit damage to roads and to ensure the safety of road users where possible.

## 9.2.5 Council Meeting Schedule 2019 – Draft Budget Meeting

Applicant: N/A  
File Ref. No: ADM239  
Disclosure of Interest: Nil  
Date: 8<sup>th</sup> May 2019  
Author: Gary Sherry  
Attachments: Nil

### **Summary**

**Council is to consider dates, locations and starting time for a Special Council Meeting to consider Council's Draft 2019/20 Budget.**

### **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.

Council set their 2019 Meeting Schedule at the December 2018 Ordinary Meeting. This schedule did not include a date or time for a Special Council Meeting to consider Council's Draft 2019/20 Budget.

Council has held past Special Council Meeting to consider Council's Draft 2019/20 Budget in the last week of June. This date allows the Deputy CEO to prepare an agenda for the Special Meeting and then work after this date to prepare the Draft Budget in the legislative format for adoption and complete financial tasks associated with the end of the financial year on 30 June.

### **Comment**

With the commencement of the Deputy CEO in January 2019, it has been established that a Special Council Meeting to consider Council's Draft 2019/20 Budget can be held in the week commencing 23<sup>rd</sup> June 2019.

The Officer's Recommendation is to hold a Special Council Meeting to consider Council's Draft 2019/20 Budget at 2pm on Wednesday 26<sup>th</sup> June 2019.

### **Strategic Implications** – Nil

### **Statutory Environment**

Local Government (Administration) Regulations 1996

12. Public notice of council or committee meetings — s. 5.25(1)(g)
- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —
    - (a) the ordinary council meetings; and
    - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.
  - (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).
  - (3) Subject to subregulation (4), if a special meeting of a council is to be open to members of the public then the local government is to give local public notice of the date, time, place and purpose of the special meeting.

- (4) If a special meeting of a council is to be open to members of the public but, in the CEO's opinion, it is not practicable to give local public notice of the matters referred to in subregulation (3), then the local government is to give public notice of the date, time, place and purpose of the special meeting in the manner and to the extent that, in the CEO's opinion, is practicable.

Policy Implications – Nil

Financial Implications

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

Economic Implication – Nil

Social Implication

Council has had a number of local residents and interested people attend Council's meetings in 2019.

Environmental Considerations – Nil

Consultation – Nil

Options

Council may resolve:

1. the Officer's Recommendation; or
2. the Officer's Recommendation with minor amendments to date, time or venue; or
3. to not hold a Special Council Meeting to consider Council's Draft 2019/20 Budget.

Voting Requirements – Simple Majority

**COUNCIL DECISION – 2019/46:**

**That Council hold a Special Council Meeting to consider Council's Draft 2019/20 Budget at 2pm on Wednesday 26<sup>th</sup> June 2019.**

**Moved: Cr Haslam**

**Seconded: Cr Ballantyne**

**Carried 6/0**



## 9.2.6 74 Austral Street – Future Development

Applicant: N/A  
File Ref. No: ADM96  
Disclosure of Interest: Nil  
Date: 9<sup>th</sup> May 2019  
Author: Gary Sherry  
Attachments: 9.2.6A Draft 74 Austral Street – Future Development Plan

### **Summary**

**Council is to consider advertising a draft Future Development Plan for the 74 Austral Street property purchased in August 2018.**

### **Background**

Council purchased 74 Austral Street in August 2018 for \$160,000.

The justification for the purchase of 74 Austral Street was to allow opportunities to facilitate future commercial development with Council developing and selling these sites as commercial/industrial type lots over time. Alternatively, the lots could be retained for future sale for development by a purchaser. Council did anticipate using lots 92 and 9 as a materials storage area however withdrew their development application for this use at their June 2018 Ordinary Council Meeting. Consideration of future employee housing in Cuballing has also impacted on Council in recent months.

Council considered a draft Future Development Plan for the site that included residential development, tourism/short stay development and industrial/commercial development on the site at their February 2019 Ordinary Council Meeting. Council resolved at that meeting:

#### COUNCIL DECISION – 2019/11:

That Council consider amendments to the draft Future Development Plan for 74 Austral Street Cuballing prior to any future public comment.

Moved: Cr Haslam

Seconded: Cr Newman

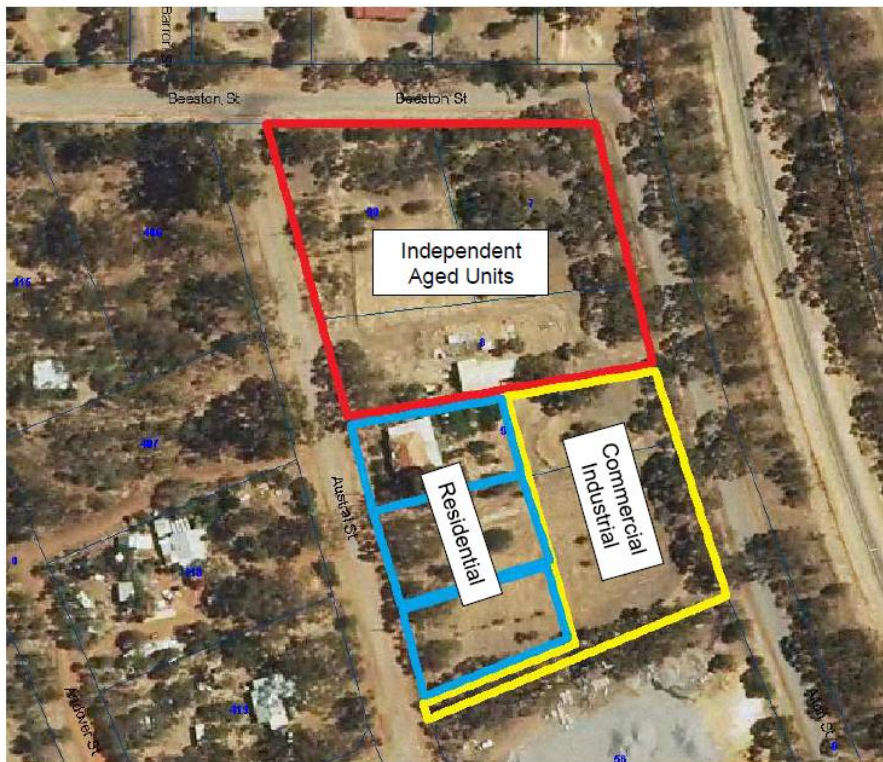
Carried 5/0

### **Comment**

Staff have prepared a draft Future Development Plan for 74 Austral Street that is included at Attachment 9.2.4.

This draft Development Plan includes recommendations that Council:

1. Council will submit an application to amend the zoning of 74 Austral Street from R5 to R10.
2. Council will complete a Planning Approval process for the development of up to 5 Independent Aged Living Units.
3. Council will investigate the costs and requirements to fill in the dam on Lot 7 in order to build on or nearby the current site of the dam.
4. The existing shed on Lot 8 will be sold by Council and removed by the purchaser.



5. Council will investigate the costs and requirements to subdivide Lots 9, 91 and 92.
6. Council will retain at least 1 residential lot for possible future Shire residential requirements.
7. Council will retain the existing residence, currently sited on Lot 91, on a smaller subdivided lot.
8. Council will consider demolition of the existing residence, currently sited on Lot 91, if a purchaser cannot be found and the property further deteriorates or becomes a negative influence on the sale of the nearby residential lots.
9. In the sale of any lot to a private interest, Council will require development of a residence as a condition of sale.
10. Council will not advertise lots for sale at this time but will consider offers.
11. Council will complete a Planning Approval process for the development of the Shire Depot.

The Officer's Recommendation anticipates that Council would seek public comment on the draft Future Development Plan. With Council approval, the draft Future Development plan would be advertised:

- In the Narrogin Observer and The Cuby News;
- On Facebook and the Council website; and
- By correspondence to interested or nearby residents.

Comment would be accepted for at least 4 weeks to a date in June 2019.

#### Strategic Implications

Shire of Cuballing – Community Strategic Plan 2017  
 SOCIAL – Our Community, Neighbourhoods, Recreation and Culture.

## Goals

- 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.

	Strategy	Outcome
1.4	Facilitate improved access to health and welfare programs and education opportunities.	The community has access to a broad range of improving health and welfare programs and education opportunities.

## 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.
- Transport systems that are functional, efficient, economical and safe, coupled with continuous improvement to meet the safety and amenity needs of the community.
- Managing community assets in a whole of life and economically sustainable manner.
- 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.
3.5	Maintain a robust asset management practices and maintenance programs.	Assets which meet the expectations of the community.
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.

## GOVERNANCE & ORGANISATION – Our Council, Services, Policies and Engagement.

### Goals

- 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

The management and sale of assets are controlled by the Local Government Act 1996. In particular disposal of assets are required to be conducted in a transparent manner.

Shire of Cuballing Town Planning Scheme No. 2

## Policy Implications – Nil

## Financial Implications

There are costs involved in the advertising suggested by the Officer's Recommendation.

The ongoing management and sale of 74 Austral Street has ongoing financial implications for Council that will be identified and budgeted as required at that time.

#### Economic Implication

Increasing the number of houses in the Shire of Cuballing will permanently increase the local economy.

The construction of houses in the Shire of Cuballing will provide a one-off stimulus to the local and regional economy.

#### Social Implication

The draft 74 Austral Street – Future Development Plan proposes actions that will have positive impacts on the local community through the development of land for residences and independent living aged care units.

#### Environmental Considerations – Nil

#### Consultation

The Officer's Recommendation proposes seeking public comment on the draft 74 Austral Street – Future Development Plan.

#### Options

Council may resolve:

Council may resolve:

1. the Officer's Recommendation;
2. to advertise an amended draft 74 Austral Street Cuballing Draft Future Development Plan; or
3. have Council consider amendments prior to any public comment process.

#### Voting Requirements – Simple Majority

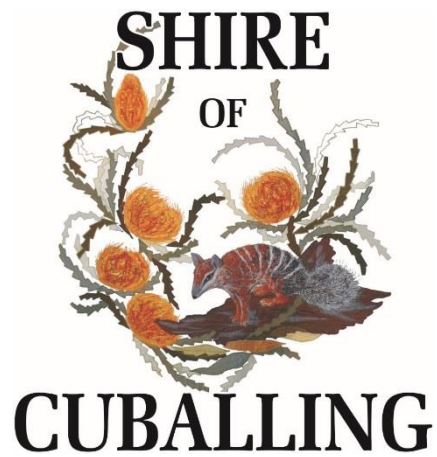
#### **COUNCIL DECISION – 2019/47:**

**That Council seek public comment on the draft 74 Austral Street Cuballing Draft Future Development Plan, included at Attachment 9.2.6A.**

**Moved: Cr Newman**

**Seconded: Cr Ballantyne**

**Carried 6/0**



74 Austral Street  
Cuballing

Draft  
Future Development Plan

15<sup>th</sup> May 2018

The Shire of Cuballing purchased 74 Austral Street on 31<sup>st</sup> August 2018. The property was offered for sale after the passing of a former owner.

Shire staff have recently removed significant debris from across the property. Where possible this has been recycled, but this was not always possible. The property has significantly improved visual amenity which will be further improved after a winter season. Without the debris, the site maintenance will be significantly improved. The Shire will continue maintenance of the site.

The property includes six individual lots:

<b>Lot</b>	<b>Certificate of Title</b>	<b>Area</b>	<b>Zoning</b>	<b>Plan No</b>	<b>Dola Pin No</b>
7	1152/290	2,985.00	Rural Townsite	7P222341	1065464
90	1151/934	3,313.00	Rural Townsite	90P222342	978325
8	1156/980	3,111.00	Rural Townsite	8P222341	978327
91	1156/981	3,136.00	Rural Townsite	91P222342	978329
92	1152/303	3,516.00	Rural Townsite	92P222342	978330
9	1152/303	3,516.00	Rural Townsite	9P222341	978337

Council did consider use of Lots 9 and 92 as a site for a Shire of Cuballing Works Department materials storage facility in May and June 2018. Council ultimately resolved to not continue this site for that storage in June 2018.

## **74 Austral Street – The Site**

---

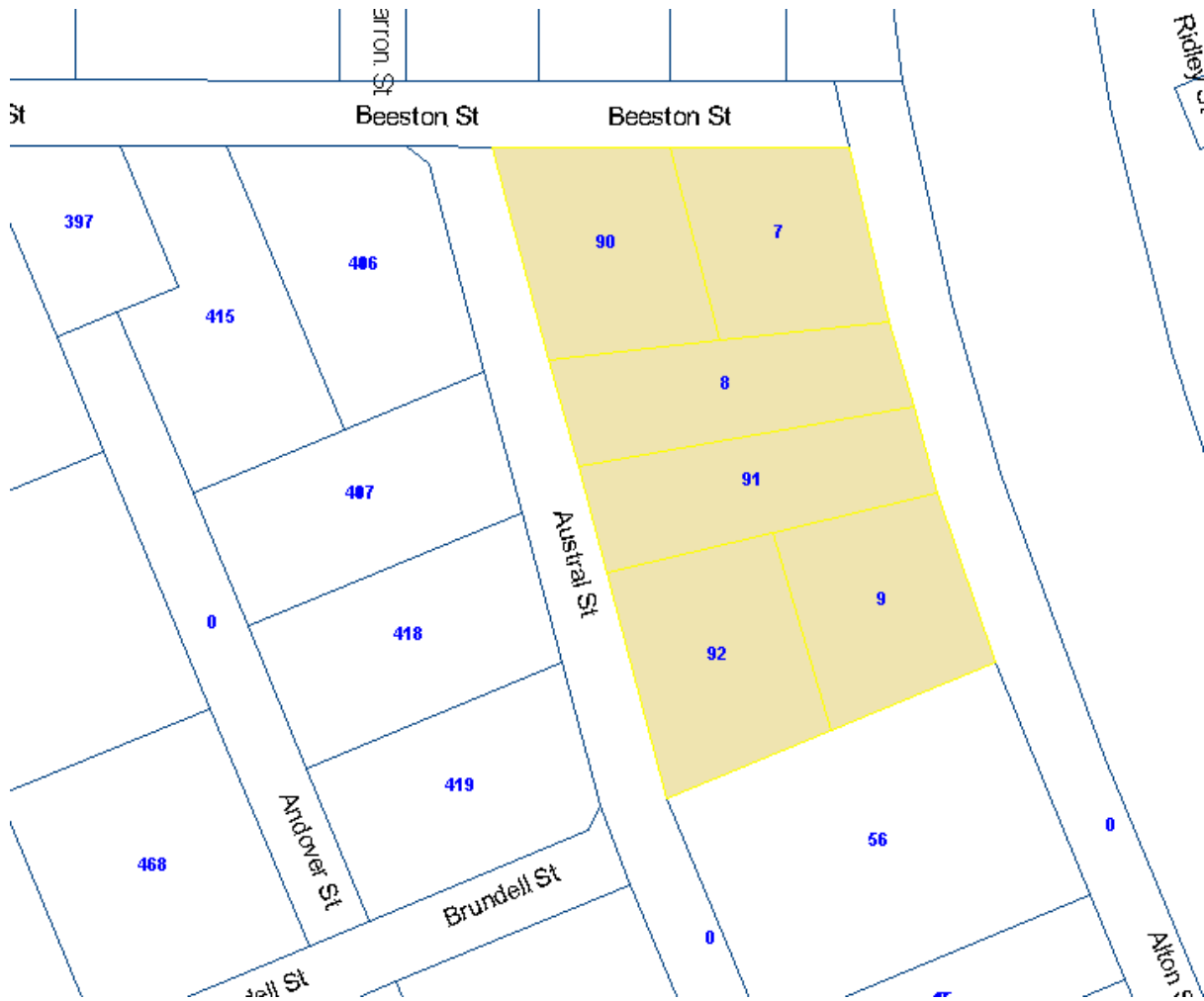
In reviewing the features of 74 Austral Street the following has been noted:

### Lots 7 and 90

- The 2 northern most lots – facing existing residential housing on Beeston Street
- These lots have bitumen road frontage and are either serviced or relatively easily serviced by water and power.
- The lot will require remediation to fill an old dam to utilise the land on Lot 7 in the north east corner of the property. To ensure drainage across the site, drainage would need to be installed at a cost of approximately \$25,000 to pipe water across the land.

### Lots 92 and 9

- The 2 southern most lots facing Austral and Alton Street.
- The two lots border the former Dryandra Timber Products site. It is anticipated that this site will lodge a development approval for a commercial/light industrial use.
- Lot 92, fronting Austral Street on the east, is serviced by power and water.
- Lot 9, fronting Alton Street on the east, is unserviced. Servicing costs, for either power and water would be considerable. It is expected that some type of easement arrangement to service the lot through lot 92 would be the lowest cost option.
- Both lots 92 and 9 are fenced on the southern side, but this would require considerable improvement to be of real value.
- Both lots are included on the one title. Separation will incur some small cost to obtain separate titles.



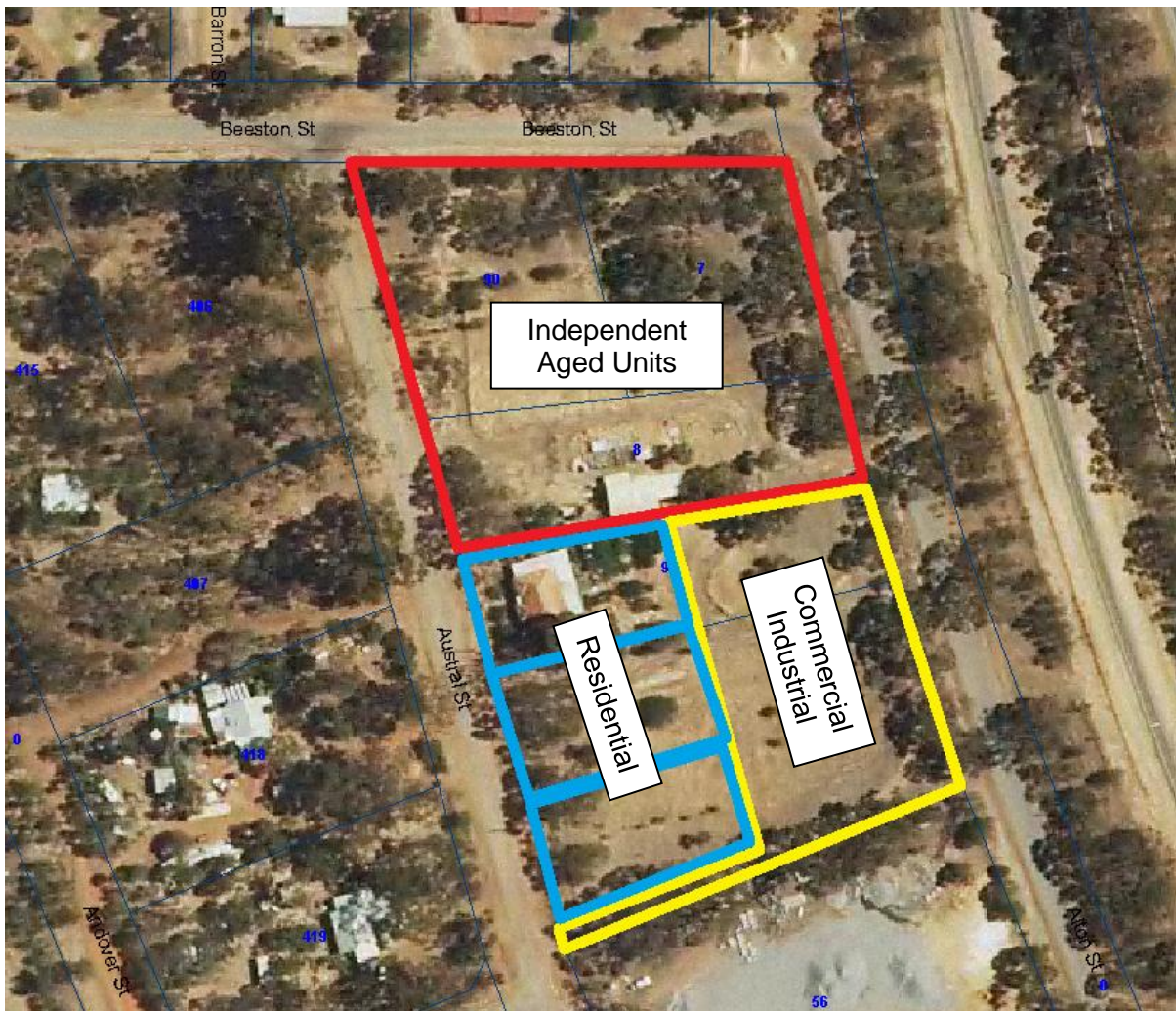
### Lots 8 and 91

- The 2 middle lots that are rather narrow rectangular in shape and each front both Austral and Alton Street.
- These two lots were the site of development and lot 91 has the house sited on the lot and lot 8 the shed structure.
- The residence is not currently in a habitable state and would require significant investment to be so. An indicative assessment was in the order of \$100,000.
- The shed has little economic value to the lot and cannot be secured. The shed should be sold on a demolish and remove basis.
- Both lots are serviced by water and power.

### Lot 74 Austral Street – The Proposals

Council proposes the development of 3 different activities on 74 Austral Street including residential use, independent aged persons units and as commercial/light industrial use for the Shire.





### Lots 7, 8 and 90 – Independent Living Aged Units

Lots 7, 8 and 90 should be developed as independent living aged units.

Lot 7, 8 and 90 are the three northern most lots on this site facing existing residential housing on Beeston Street. These lots have bitumen road frontage and are either serviced or relatively easily serviced by water and power.

Locating aged units on this site will require remediation to fill an old dam on Lot 7 in the north east corner of the property. To ensure drainage across the site, drainage would need to be installed at a cost of approximately \$25,000 to pipe water across the land.

The three lots are currently zoned R5 and require 2,000m<sup>2</sup> for each planned residence. Therefore the 6,298m<sup>2</sup> area of lots 90 and 7 are only sufficient for 3 residences.

The R-Codes also provide a 'density bonus' for aged or dependent persons' dwellings if there are at least 5 dwellings in the single development. The density bonus would change the density at R5 from one dwelling per 2,000m<sup>2</sup>, to 1 dwelling per 1,334m<sup>2</sup>. A site area of 6,670m<sup>2</sup> is needed to address the R-Codes to achieve 5 dwellings at R5.

To comply with the Shire of Cuballing Town Planning Scheme a Development Application for aged person's of this land would be required.



Given there is already R10 zoned land in the Cuballing townsite and that R10 is also foreshadowed in the revised Local Planning Strategy, it is suggested that the Western Australia Planning Commission and the Planning Minister would ultimately be supportive of changing the zoning of this property from R5 to R10. R10 has an average lot size of 1,000m<sup>2</sup> and a density bonus for aged or dependent persons' dwellings could see 1 dwelling per 667m<sup>2</sup> if on-site wastewater disposal is appropriate. A scheme amendment/rezoning would cost in the vicinity of \$3,000 and take about 12 months.

Council could consider approving a Development Application for 5 independent living aged units dwellings as part of a single development/complex as follows:

- two dwellings on 7 Beeston Street;
- two dwellings on 131 Alton Street; and
- one dwelling a on 78 Austral Street.

With the receipt of grant funding, Council could immediately commence either two or four of the approved units on lots 7 and 92.

At a future time, after any require boundary adjustments or a scheme amendment to amend zonings, Council could complete a further Development Application that included more units on lots 7 and 92.

The existing shed on Lot 8 will not be required for the development of aged units and could be sold by Council and removed by the purchaser.

#### Lot 9 and part of Lots 91 and 92 – Industrial Use

Lot 9 and part of Lots 91 and 92 should be used for commercial or industrial type uses by the Shire of Cuballing.

Since the Shire of Cuballing's lease over 58 Austral Street the Shire has changed operations to reduce the amount of depot area required by the Shire. Currently gravel and sand is no longer retained in Cuballing and sales of small quantities are no longer carried out. The Shire retains only a small amount of road aggregate in the Shire Depot following a recent sealing job in Cuballing town.

However the Shire needs to hold a stock of culverts and pipes for road works and there is not space in the Shire Depot. Currently the stock of culverts and pipes are stored on private property under an informal arrangement. While this arrangement can continue in the short term, a longer term solution for holding this material is required.

The proposal is to use Lot 9 and part of Lots 91 and 92 as a Shire Works Depot including activities of:

1. Storage of culvert pipes, headwalls and other road building construction materials; and
2. Storage of other bulky materials. In the past this has included abandoned vehicles.

The Shire would not need to access the site on any sort of regular weekly basis, but rather when building up stockpiles/unloading materials or delivering stored materials. Normally this activity will include:

- Building up stockpiles of road building materials including culvert pipes/headwalls. These activities occur all day for several days each year.
- Delivery of other bulky materials from time to time.

To comply with the Shire of Cuballing Town Planning Scheme, a Development Application for this activity would be required. This would allow Council to further develop this proposal and allow neighbours and other interested parties to provide comment on that proposal prior to Council's final approval.

The portions of part of Lots 91 and 92 would be surveyed into one lot. The small "battle axe leg from Austral Street would allow for access to the lot for electricity and water, should hose services be required in the future.

A 1.8 metre high chain link fence will be built around the exterior of Lot 9 and part of Lots 91 and 92 with 1.8 metre high double gates on entrances from Alton Street. Construction of the fencing is expected to in the region of \$25,550.

Larger trees on Lot 9 and part of Lots 91 and 92 are to be retained where possible and additional plantings could provide a buffer from residential uses including on the battle axe leg 58 Austral Street

#### Part of Lots 91 and 92 – Residential

Part of Lots 91 and 92 should be developed as residential lots. The lots are opposite existing residential properties on Austral Street.

There is an opportunity to redevelop the part of Lots 91 and 92 into 4 lots of at least 1,000m<sup>2</sup>. This will require

- changing the town planning zoning of this property from R5 to R10. R10 has an average lot size of 1,000m<sup>2</sup>. Any scheme amendment/rezoning would be completed at the same time as that required for the Aged Persons Units. The whole rezoning of both areas would cost in the vicinity of \$3,000 and take about 12 months; and
- subdivision costs including servicing the lots. This would be completed with the boundary adjustment proposed for the Shire Depot site. Cost of this subdivision is estimated at \$10,000 plus servicing costs.

An estimate of value of an approximately 1,000 m<sup>2</sup> lot for residential in Cuballing is in region \$20,000 to \$30,000. Currently there are no serviced lots of this size being advertised for sale in Cuballing.

The existing residence could be surveyed into a smaller lot and could be offered for sale by Council. This residence would require extensive renovation, including disposal of asbestos. This may have some value to a local investor, but given the extensive renovation required, may not bring a substantially higher price. In time, if the house is not sold, further deterioration may require the property to be demolished.

Any proposed sale of a vacant lot should be conditional upon the construction of a residence in a relatively short time frame.

Council would retain at least one of these lots for future Shire of Cuballing residential property requirements. This may include for Council staff or community purposes.

## 74 Austral Street – The Recommendations

---

### Recommendations pertaining to all lots

1. Council will submit an application to amend the zoning of 74 Austral Street from R5 to R10.

### Recommendations pertaining to Lots 7, 8 and 90 – Independent Living Aged Units Use

2. Council will complete a Planning Approval process for the development of up to 5 Independent Aged Living Units.
3. Council will investigate the costs and requirements to fill in the dam on Lot 7 in order to build on or nearby the current site of the dam.
4. The existing shed on Lot 8 will be sold by Council and removed by the purchaser.

### Recommendations pertaining to Lots 9, 91 and 92

5. Council will investigate the costs and requirements to subdivide Lots 9, 91 and 92.

### Recommendations pertaining to Part of Lots 91 and 92 – Residential Use

6. Council will retain at least 1 residential lot for possible future Shire residential requirements.
7. Council will retain the existing residence, currently sited on Lot 91, on a smaller subdivided lot.
8. Council will consider demolition of the existing residence, currently sited on Lot 91, if a purchaser cannot be found and the property further deteriorates or becomes a negative influence on the sale of the nearby residential lots.
9. In the sale of any lot to a private interest, Council will require development of a residence as a condition of sale.
10. Council will not advertise lots for sale at this time but will consider offers.

### Recommendations pertaining to Lot 9 and part of Lots 91 and 92 – Shire Depot Use

11. Council will complete a Planning Approval process for the development of the Shire Depot.

**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

**12. CONFIDENTIAL MATTERS:**

Nil

**13. NEXT MEETING**

Ordinary Council Meeting, 2.00pm, Wednesday 19<sup>th</sup> June 2019 at the Shire of Cuballing Council Chambers, Campbell Street, Cuballing.

**14. CLOSURE OF MEETING:**

There being no further business, the Shire President, Cr Conley, closed the meeting at 4:14pm.