



*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 19th FEBRUARY 2020

Shire of Cuballing
Council Chambers
Campbell Street, Cuballing

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.

1.	DECLARATION OF OPENING:	2
2.	ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:	2
2.1.1	Attendance	2
2.1.2	Apologies	2
2.1.3	Leave of Absence	2
3.	STANDING ORDERS:	2
4.	PUBLIC QUESTION TIME:	2
4.1	RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE:	2
4.2	WRITTEN QUESTIONS PROVIDED IN ADVANCE:	3
4.3	PUBLIC QUESTIONS FROM THE GALLERY:	3
5.	APPLICATIONS FOR LEAVE OF ABSENCE:	3
6.	CONFIRMATION OF MINUTES:	3
6.1.1	Ordinary Meeting of Council held on Thursday 19 th December 2019	3
7.	PETITIONS/DEPUTATIONS/PRESENTATIONS/ SUBMISSIONS:	3
8.	DISCLOSURE OF FINANCIAL INTEREST:	3
9.	REPORTS OF OFFICERS AND COMMITTEES:	4
9.1	DEPUTY CHIEF EXECUTIVE OFFICER:	4
9.1.1	List of Payments – December 2019	4
9.1.2	List of Payments – January 2020	10
9.1.3	Statement of Financial Activity	14
9.1.4	Statement of Financial Activity	38
9.1.5	Budget Review 2019/2020	61
9.2	CHIEF EXECUTIVE OFFICER:	76
9.2.1	Scheme Amendment No. 5 to the Shire of Cuballing Local Planning Scheme No. 2	76
9.2.2	RFQ – Cuballing Rail Reserve Concept Design	182
9.2.3	RFQ – Preparation of Integrated Planning and Reporting Framework Documents	190
9.3	MANAGER OF WORKS AND SERVICES:	197
10.	ELECTED MEMBERS’ MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN:	197
11.	URGENT BUSINESS WITHOUT NOTICE WITH THE APPROVAL OF THE PRESIDENT OR MEETING:	197
12.	CONFIDENTIAL MATTERS:	197
13.	NEXT MEETING:	197
14.	CLOSURE OF MEETING:	197

1. **DECLARATION OF OPENING:**

The Shire President, Cr Conley, declared the meeting open at 2.04pm.

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

2.1.1 Attendance

Cr Mark Conley
Cr Eliza Dowling
Cr Scott Ballantyne
Cr Dawson Bradford
Cr Robert Harris
Cr Deb Hopper

President
Deputy President

Mr Gary Sherry
Ms Bronwyn Dew
Mr Bruce Brennan

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

2.1.2 Apologies

Nil

2.1.3 Leave of Absence

Nil

3. **STANDING ORDERS:**

COUNCIL DECISION – 2020/001:

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

Moved: Cr Ballantyne

Seconded: Cr Dowling

Carried 6/0

4. **PUBLIC QUESTION TIME:**

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

Nil

4.2 WRITTEN QUESTIONS PROVIDED IN ADVANCE:

Nil

4.3 PUBLIC QUESTIONS FROM THE GALLERY:

Nil

5. APPLICATIONS FOR LEAVE OF ABSENCE:

Cr Dowling requested Leave of Absence from the March 2020 Ordinary Council Meeting scheduled to be held on Wednesday 18th March 2020.

COUNCIL DECISION – 2020/002:

That Council grant Cr Dowling Leave of Absence from the March 2020 Ordinary Council Meeting scheduled to be held on Wednesday 18th March 2020.

Moved: Cr Hopper

Seconded: Cr Bradford

Carried 6/0

6. CONFIRMATION OF MINUTES:

6.1.1 Ordinary Meeting of Council held on Thursday 19th December 2019

COUNCIL DECISION – 2020/003:

That the Minutes of the Ordinary Meeting of Council held on Thursday 19th December 2019 be confirmed as a true record of proceedings.

Moved: Cr Dowling

Seconded: Cr Harris

Carried 6/0

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

Nil

8. DISCLOSURE OF FINANCIAL INTEREST:

Nil

9. REPORTS OF OFFICERS AND COMMITTEES:

9.1 DEPUTY CHIEF EXECUTIVE OFFICER:

9.1.1 List of Payments – December 2019

File Ref. No: NA
Disclosure of Interest: Nil
Date: 31st January 2020
Author: Nichole Gould
Attachments: 9.1.1A List of December 2019 Municipal Accounts

Summary

Council is to review payments made under delegation in December 2019.

Background – Nil

Comment

Council is provided at Attachments 9.1.1A with a list of payments made from Council's bank account during the month of December 2019.

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 – 2020/004:

That Council receives the List of Accounts paid in December 2019 under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, from Council's Municipal Fund totalling \$285,165.64 included at Attachment 9.1.1A.

Moved: Cr Dowling

Seconded: Cr Ballantyne

Carried 6/0

LIST OF DECEMBER 2019 MUNICIPAL FUND ACCOUNTS

Chq/EFT	Description	Amount
EFT4805	Service and report inspection of 2 x Air Compressors	884.45
EFT4806	Screening of Missing Link" Saturday 14th December 2019"	385.00
EFT4807	Monthly Meter Reading for Photocopier	1,058.13
EFT4808	R2R audit	880.00
EFT4809	1 x Dents Road sign	39.60
EFT4810	Postage / Freight	603.01
EFT4811	18 x cutting tooth 18 x Pins 18 x Retainers 9 x Adaptors to suit Tree rake	908.15
EFT4812	Town Planning - General - October 19	176.00
EFT4813	2 x Pallets GP Cement	1,008.02
EFT4814	4 x Kestral 3000 Weather Metres	3,368.20
EFT4815	1 x 200m x 3m roll of Geo fabric	759.00
EFT4816	Monthly Fuel Delivery to Above Ground Tank	5,342.29
EFT4817	IT Vision - report manager & excel integration workshops	165.00
EFT4818	Verti Drain core Cuballing Oval as per quote	4,592.50
EFT4819	Upper & Lower Discharge shoots for catcher	486.00
EFT4820	Council Meeting Catering	105.68
EFT4821	Solenoid	22.50
EFT4822	1 x GX 160 transfer pump for 600lt Tank	1,080.28
EFT4823	Repairs to Council Chambers lighting	836.00
EFT4824	Service and check four defibrillators in the Shire	75.00
EFT4825	Freight Charges - JR & A Hersey Pty Ltd	73.10
EFT4826	Staff Uniforms	392.80
EFT4827	Parts for cat loader	2,051.34
EFT4828	Stationery	67.47
EFT4829	Repair grader tyre	131.47
EFT4830	install 2 x LED 485w lights at Tennis courts	4,714.51
EFT4831	Excess for insurance claim	1,000.00
EFT4832	November 2019 Building Forms	450.80
EFT4833	Water Charges for War Memorial July-June 2020	288.53
EFT4834	50% Reimbursement for Synergy as per contract	295.59
EFT4835	1 x can paint	31.50

Chq/EFT	Description	Amount
EFT4836	Excavator and Bobcat hire for subsoil drains and installing pipes WND-NGN Blackspot	4,620.00
EFT4837	Report for expected life of lighting towers Tennis Club	330.00
EFT4838	Financial Support for the DCVC 2019/20	7,000.00
EFT4839	Monthly Fuel Delivery to Above Ground Tank	3,666.94
EFT4840	Rubbish Removal - Household Service x 258 @ \$1.71 each	5,683.20
EFT4842	Supply and Deliver 35 ton 10mm washed aggregate to MRD specs as per quote 17521761 WALGA Preferred Supplier	1,592.01
EFT4843	10,000m ³ of Gravel @ \$2.00m ³	25,300.00
EFT4844	1 x semi side tipping door ram	825.00
EFT4845	Freight Charges - Komatsu	866.31
EFT4846	1500m ³ of Gravel @ \$2.00m ³ For Wandering Narrogin Road	3,300.00
EFT4847	Freight - office chair	99.00
EFT4848	50 x Grader blades to suit Komatsu Graders	8,899.00
EFT4849	Monthly Account - Level, stringline, tape measure	218.80
EFT4850	Monthly Computer Licenses & Backup Charges	1,392.13
EFT4851	Advertising - The West 23/10/2019 Tender RFT4/2019 Supply of Tri-Axle Semi Trailer	136.12
EFT4852	Repairs to bullbar brackets and re attach	680.60
EFT4853	Spray Cuballing Fire Shed for Spiders and Bugs	275.00
EFT4854	3 sets mower blades ride on	168.00
EFT4855	suzi coil air kit /truck to trailer	345.93
EFT4856	Supply and lay Concrete at Cuballing Transfer Station as per quote	5,060.00
EFT4857	60 tonne 14mm Aggregate for culvert base	2,500.89
EFT4858	Catering – Thank a Volunteer Day event	137.48
EFT4859	1 x FS131 autocut 25 -2 Whipper Snipper, 1 x Chainsaw, 1 x Shredder Vacuum, Blower	1,259.01
EFT4860	Replace downlights in Shire office passage	187.00
EFT4861	4 x trailer tyres for side tipping trailer as per quote 7/11/19	1,140.00
EFT4862	Wheatbelt Secondary Freight Route - Co-contribution to Stage 1 Priority Works	6,600.00

Chq/EFT	Description	Amount
EFT4863	Ranger Services - Labour 8/11/19 1.5hrs	384.00
EFT4864	Commodine Tennis Club Award	100.00
EFT4865	Freight Charges - Westrac	21.45
EFT4866	1 x Bumper Skin 1 x Cover Step	759.99
EFT4867	Advert 3A Notice of Election	2,145.00
EFT4868	4x 176 - 0624 4 x 176 - 0623	377.12
EFT4869	Honour Board Updates	92.40
EFT4870	5x20kg bag of Black Coldmix Asphalt 5x20kg bags of Red Coldmix Asphalt	258.50
EFT4871	Repairs to Generator	590.00
EFT4872	Repair grader tyre	101.47
EFT4873	Catering – Thank a volunteer	67.15
EFT4874	200,000 km service and fix hydraulic fault	4,634.30
EFT4875	Monthly Meter Reading for Photocopier	592.21
EFT4876	Replace Tarp at McGarrigal Park White ripstop canvas	3,504.60
EFT4877	50% Reimbursement of Internet as per contract	55.00
EFT4878	Install Head walls, Wing walls and Aprons to 750mm pipes	10,175.00
EFT4879	4 Speed Hump Signs W5-10 B 4 Speed Hump Ahead W3 -4 B	466.40
EFT4880	2 x cans Paint Primer 2 x cans Paint Cottage green	71.06
EFT4881	Postage/Freight	656.04
EFT4882	Excavator hire for Soil samples Cornish land	643.50
EFT4883	Council Sitting Fee July - December 2019	900.00
EFT4884	Catering - CCZ of WALGA Meeting -	1,575.00
EFT4885	75000Km service OCN	274.15
EFT4886	Council Meeting Fee July - December 2019	2,137.50
EFT4887	Pre-Employment Medical	242.00
EFT4888	2 x 1litre bottles of Cupricde	214.50
EFT4889	Monthly Fuel Delivery to Above Ground Tank	5,545.19
EFT4890	Line bore 5 holes and machine 5 sleeves for quick coupler	1,650.00
EFT4891	UV Schedule No R2019/5 Dated 31/08/19 to 28/10/2019	67.85
EFT4892	Presidential Allowance July - December 2019	5,350.00
EFT4893	Install 50mm ground fill to Popanyinning Standpipe	481.80
EFT4894	1 x deep cycle battery for green light	467.22

Chq/EFT	Description	Amount
EFT4895	Freight from Perth to Cuballing for Seats	153.56
EFT4896	Catering - Thank a Volunteer Day Event	69.24
EFT4897	5 x Hunter I 25s sprinklers	727.50
EFT4898	Spark plugs and fuel line for FS 120 and oiler for pole saw	9.00
EFT4899	Council Sitting Fee July - December 2019	1,050.00
EFT4900	Survey and Plan and obtain Permission from WAPC for Wandering Narrogin Blackspot Application for new title	1,232.00
EFT4901	Drive tyre repair	85.00
EFT4902	Playground Equipment Supply	42,757.00
EFT4903	Annual Contribution to PHCC	5,500.00
EFT4904	Survey and set of Blackspot Wandering Narrogin Road	4,116.11
EFT4905	Robert Harris Council Sitting Fee October - December 2019	450.00
EFT4906	Councillor Sitting Fee July - October 19	750.00
EFT4907	Disposal of Cuballing Transfer Station Waste	2,733.69
EFT4908	Quarterly Monitoring Account for Security System	110.00
EFT4909	Use of Weighbridge for waste management - September, October & November	154.00
EFT4910	Stationery	383.53
EFT4911	Shire of Cuballing Christmas Function	2,207.90
14792	Electricity Charge - Lot 468 Brundell St Cuballing	1,985.63
14793	Parts to repair Giga	541.37
14794	Electricity Charge - U 3 22 Campbell St Cuballing	1,045.64
14795	Mobile Enhanced SMS Message Harvest Ban Service	79.08
14796	Water Charges - Park Ridley St Cuballing	1,556.11
14797	Monthly Electricity Charge Street Lightning x 42 Lights	631.68
14798	Building Services November 2019 - Labour 35.25hrs	4,554.65
14799	Service Charge - Shire Office	561.46
14800	Water Charges - Standpipe Ridley St Cuballing	1,886.03
14801	Petty Cash Reconciliation	450.15
DD2122.2	Payroll deductions	887.90
DD2129.1	Superannuation contributions	231.08
DD2129.2	Payroll deductions	5,563.42

Chq/EFT	Description	Amount
DD2129.3	Superannuation contributions	181.95
DD2129.4	Superannuation contributions	450.28
DD2129.5	Superannuation contributions	230.87
DD2129.6	Superannuation contributions	198.96
DD2130.1	Monthly Internet Wireless Limitless Inc Calls	90.29
DD2145.1	Superannuation contributions	235.60
DD2145.2	Payroll deductions	5,773.76
DD2145.3	Superannuation contributions	167.74
DD2145.4	Superannuation contributions	458.34
DD2145.5	Superannuation contributions	235.12
DD2145.6	Superannuation contributions	210.09
DD2158.1	MWS Credit Card - Supercheap Auto - Roof Rack, Tie Down & Fittings	567.09
20191202	Police Licensing Payments	1,145.90
20191203	Police Licensing Payments	995.45
20191204	Police Licensing Payments	683.55
20191205	Police Licensing Payments	441.30
20191206	Police Licensing Payments	1,112.55
20191209	Loan Repayment No. 63 Graders	3,364.04
20191209	Police Licensing Payments	431.55
20191209	Loan Repayment No. 63 Graders	350.24
20191210	Police Licensing Payments	3,213.60
20191211	Rent for Grader Driver House	360.00
20191211	Police Licensing Payments	969.95
20191213	Police Licensing Payments	2,898.05
20191216	Police Licensing Payments	1,017.80
20191217	Police Licensing Payments	1,088.55
20191219	Police Licensing Payments	1,926.10
20191220	ATO Clearing Account Bas	4,367.00
20191220	Police Licensing Payments	1,229.55
20191223	Police Licensing Payments	2,064.10
20191224	Police Licensing Payments	2,605.05
20191225	Rent for Grader Driver House	360.00
20191225	Rent for Grader Driver House	360.00
20191227	Police Licensing Payments	3,448.75
20191230	Police Licensing Payments	315.00
		285,165.64

9.1.2 List of Payments – January 2020

File Ref. No: NA
Disclosure of Interest: Nil
Date: 6th February 2020
Author: Nichole Gould
Attachments: 9.1.1A List of January 2020 Municipal Accounts

Summary

Council is to review payments made under delegation in December 2019.

Background – Nil

Comment

Council is provided at Attachments 9.1.2A with a list of payments made from Council's bank account during the month of January 2020.

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 – 2020/005:

That Council receives the List of Accounts paid in January 2020 under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, including payments from Council's Municipal Fund totalling \$289,244.58 included at Attachment 9.1.2A.

Moved: Cr Bradford

Seconded: Cr Dowling

Carried 6/0

LIST OF JANUARY 2020 MUNICIPAL FUND ACCOUNTS

Chq/EFT	Description	Amount
EFT4912	Replace punctured tyre	275.00
EFT4913	Supply, lay and spread Prima Seal Wandering Narrogin road near Stevens road	5,008.61
EFT4914	December 2019 Building Forms	113.30
EFT4915	50 Bollards no Bases	1,306.80
EFT4916	Hire of Excavator and Bobcat	1,287.00
EFT4917	Rubbish Removal - Household Service	6,869.05
EFT4918	Supply of one Tri-axle Side Tipping Trailer	123,139.50
EFT4919	4 x frill hats	1,012.22
EFT4920	Freight Charges - AAA Asphalt	305.58
EFT4921	Service Komatsu loader	2,814.78
EFT4922	Assist with annual financial report	5,280.00
EFT4923	Regional Risk Co-Ordinator Program 2019-20 1st Instalment	2,533.30
EFT4924	14 x 5m3 river white sand for Yornaning Dam playground.	1,309.00
EFT4925	Account for December 2019 - Saw & Tek Screws	32.60
EFT4926	Monthly Computer Licenses & Backup Charges	979.63
EFT4927	Wire in new Beacon on CN0	169.56
EFT4928	60m3 Sand Slurry 10% Cement	6,881.60
EFT4929	3 x Boxes Toilet Rolls 2 x Boxes Paper Hand towels	265.10
EFT4930	Check faulty light switches in Admin office	135.30
EFT4931	Work Boots	169.95
EFT4932	Annual CATS contribution 2019-2020	1,675.00
EFT4933	Freight Charges - Komatsu	32.18
EFT4934	Lime and Cement Stabilisation on Wandering Narrogin road	42,802.58
EFT4935	Cat Keys	17.93
EFT4936	Grave Digging with excavator	429.00
EFT4937	Catering - Australia Day Event	16.00
EFT4938	Repairs to truck noise coming from engine	4,887.30
EFT4939	50% Reimbursement Synergy	134.62
EFT4940	50% Reimbursement for Synergy	246.60
EFT4941	Air coil pair	59.93
EFT4942	Monthly Legal Fee Costs for Rates Debt Recovery	1,042.56
EFT4943	CEO Fuel, Catering and Postage	540.00
EFT4944	Catering - Australia Day - Event	144.00
EFT4945	Inspect and report on Cuballing Town Hall wall cracks	220.00
EFT4946	12,000km Service CN027	308.70

Chq/EFT	Description	Amount
EFT4947	Scheme Amendment 5 for aged person accommodation site.	4,356.00
EFT4948	Monthly Fuel Delivery to Above Ground Tank	7,031.82
EFT4949	Box white mark paint	90.09
EFT4950	Soil test Cuballing Oval	198.00
EFT4951	2 m 50 x 25 3mm sqhs 5 m 40 x 40 x 3mm angle 5.7 50 x 50 x 3 mm tube	214.05
EFT4952	Service Fuji Aircon- Clean unit	385.00
EFT4953	20,000 km Service CN1557	353.32
EFT4954	Embroidery - Work Uniform	112.00
EFT4955	2 x steer tyre for Primemover Truck	1,719.00
EFT4956	Ranger Services	253.50
EFT4957	Shire Polo shirt for new Councillor	35.00
EFT4958	Honour Board - Name Update	66.00
EFT4959	20x A4 Certificate Frames	344.09
14802	Transfer of Funds to Muni Account as per December Council Meeting for Cemetery Upgrade	6,612.04
14803	Standpipe Water October - December 2019	8,350.75
14804	Water Charges - Standpipe Cuballing East Rd	47.94
14805	Electricity Charge - Lot 124 Campbell St Cuballing	3,976.69
14806	Mobile Charge - Works Crew 1 New Handset	2,405.23
14807	Water Charge - Standpipe Stratherne Rd	222.85
DD2151.1	Superannuation contributions	244.38
DD2151.2	Payroll deductions	5,987.22
DD2151.3	Superannuation contributions	200.44
DD2151.4	Superannuation contributions	450.28
DD2151.5	Superannuation contributions	230.87
DD2151.6	Superannuation contributions	213.87
DD2160.1	Monthly Internet Wireless Limitless Inc Calls	89.99
DD2164.1	Superannuation contributions	231.08
DD2164.2	Payroll deductions	5,991.29
DD2164.3	Superannuation contributions	188.36
DD2164.4	Superannuation contributions	450.28
DD2164.5	Superannuation contributions	390.86
DD2164.6	Superannuation contributions	198.96
DD2169.1	MWS Credit Card - Heavy Vehicle Certification Pty Ltd - Vehicle Certification	3,360.57
EFT4960	Nomination Refund 2019	80.00
20200113	Police Licensing Payments	589.60
20200114	Police Licensing Payments	1,906.20

Chq/EFT	Description	Amount
20200115	Police Licensing Payments	1,018.20
20200116	Police Licensing Payments	1,116.90
20200117	Police Licensing Payments	696.05
20200120	ATO Clearing Account BAS	1,853.00
20200106	Police Licensing Payments	1,069.20
20200121	Police Licensing Payments	259.65
20200122	Rent for Grader Driver House	360.00
20200122	Police Licensing Payments	102.10
20200123	Police Licensing Payments	55.60
20200124	Police Licensing Payments	1,818.70
20200129	Police Licensing Payments	470.30
20200130	Police Licensing Payments	3,024.15
20200131	Police Licensing Payments	1,864.80
20200107	Police Licensing Payments	149.50
20200107	Interest on Graders	337.88
20200107	Loan Repayment No. 63 Graders	3,376.40
20200108	Rent for Grader Driver House	360.00
20200108	Police Licensing Payments	15.60
20200109	Police Licensing Payments	72.35
20200110	Police Licensing Payments	992.30
DD2180.1	Lodgement Fee - Fire Break Infringement	70.00
DD2180.2	Lodgement Fee - Fire Break Infringement	140.00
		289,244.58

9.1.3 Statement of Financial Activity

Applicant:	N/A
File Ref. No:	ADM214
Disclosure of Interest:	Nil
Date:	19 th January 2020
Author:	Bronwyn Dew, Deputy Chief Executive Officer
Attachments:	9.1.3A Statement of Financial Activity

Summary

Council is to consider the Statement of Financial Activity for December 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 30th June 2020 in a positive manner. Some key points include;

- General Purpose Funding – Rates were raised on 31st July 2019;
- Governance – Youth Traineeship Funding received \$30 000;
- Governance – LGIS Rebates received;
- Transport – MRWA Direct Grant amount received \$115 490;
- Transport – first 40% of Regional Road Group & Blackspot funding has been received;
- Transport – Roads to Recovery funding has been received; and
- Recreation and Culture – Yornaning Dam grant funding has been received.

Operating Expenses – The key items of variance include:

- Overall the month expenditure is below the YTD budget;
- Expenditure figures are less than YTD budget due to depreciation not being calculated for 2019/20 until 2018/19 audit is finalised; and
- Insurance expenses are showing as higher than YTD budget due to 2nd instalment being paid.

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

Administration Allocations have been calculated to 31st December 2019.

Depreciation expense is calculated to 30 June 2019.

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 – 2020/006:

That the Statement of Financial Activity, as included at Attachment 9.1.3A for the Shire of Cuballing for period ending 31st December 2019 be received.

Moved: Cr Bradford

Seconded: Cr Dowling

Carried 6/0

SHIRE OF CUBALLING

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 December 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 31 DECEMBER 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

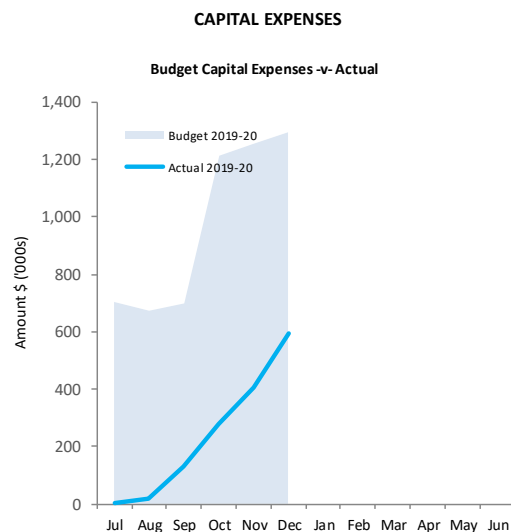
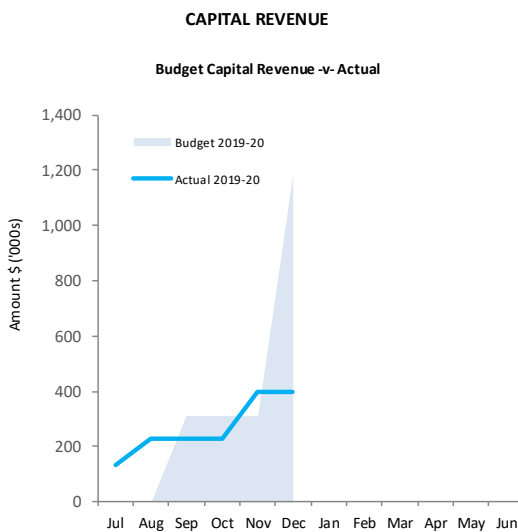
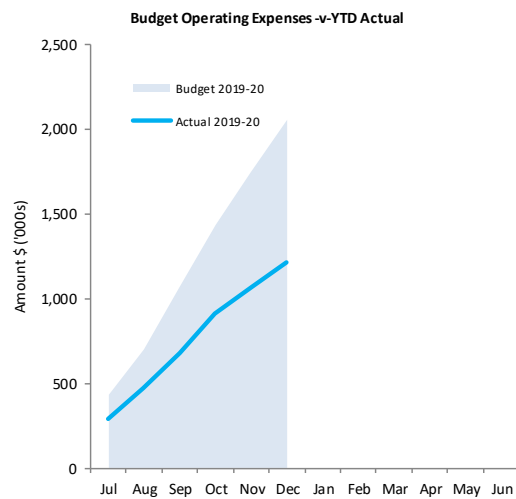
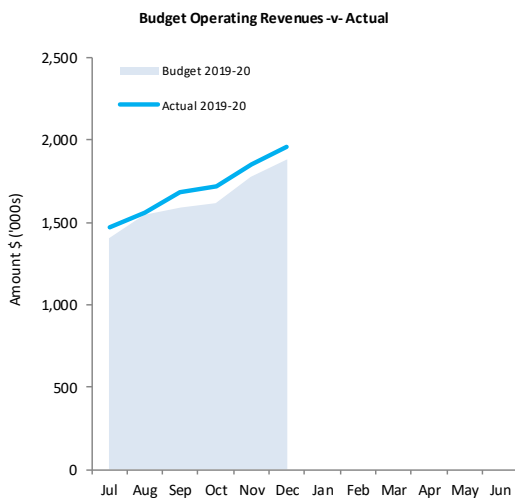
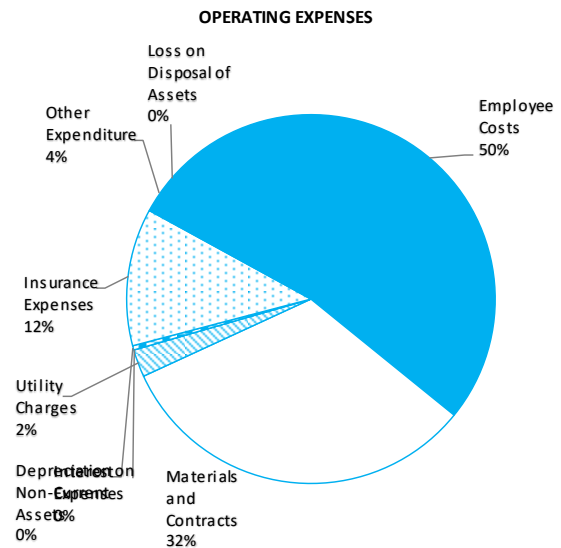
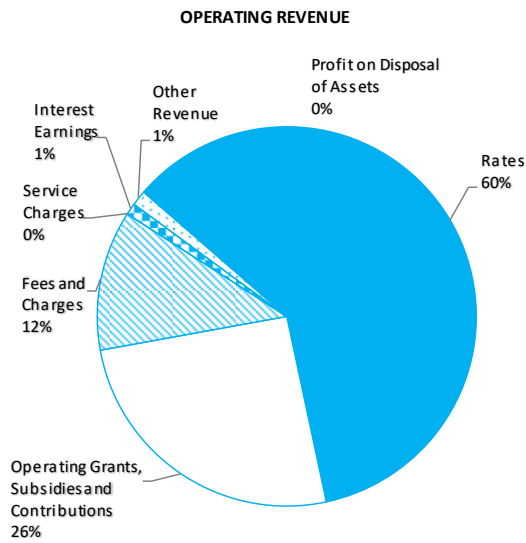
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions 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 31 DECEMBER 2019**

SUMMARY GRAPHS



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

KEY TERMS AND DESCRIPTIONS

FOR THE PERIOD ENDED 31 DECEMBER 2019

STATUTORY REPORTING PROGRAMS

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

PROGRAM NAME	OBJECTIVE	ACTIVITIES
GOVERNANCE	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
GENERAL PURPOSE FUNDING	Rates, general purpose government grants and interest revenue	Manage Rates and collection. Maintain Property Data
LAW, ORDER, PUBLIC SAFETY	Supervision of various local laws, fire prevention, emergency services and animal control.	Provide ranger service, bush fire and emergency management
HEALTH	Inspections of septic and food control	Inspect food premises.
EDUCATION AND WELFARE	Support school activities	Provide activities of support of local schools
HOUSING	Provision and maintenance of staff housing	Provide staff & other housing
COMMUNITY AMENITIES	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.
RECREATION AND CULTURE	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.
TRANSPORT	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.
ECONOMIC SERVICES	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.
OTHER PROPERTY AND SERVICES	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 31 DECEMBER 2019**

STATUTORY REPORTING PROGRAMS

	Ref Note	Annual Budget	YTD Budget	YTD Actual	Variance (\$)	Variance (%)
Opening Funding Surplus(Deficit)	1(b)	\$ 687,002	\$ 687,002	\$ 643,815	\$ (43,187)	(6%)
Revenue from operating activities						
General Purpose Funding	5	1,497,676	1,339,812	1,333,753	(6,059)	(0%)
Governance		1,295	636	63,188	62,552	9,835% ▲
Law, Order and Public Safety		28,019	14,004	16,445	2,441	17%
Health		800	396	944	548	138%
Education and Welfare		2,500	0	0	0	
Housing		4,680	2,340	2,340	0	0%
Community Amenities		77,382	70,828	72,085	1,257	2%
Recreation and Culture		84,877	81,617	89,771	8,154	10%
Transport		310,631	213,052	204,487	(8,565)	(4%)
Economic Services		38,250	19,092	27,717	8,625	45% ▲
Other Property and Services		284,380	142,176	152,806	10,630	7%
		2,330,490	1,883,953	1,963,536		
Expenditure from operating activities						
General Purpose Funding		(75,915)	(37,950)	(28,501)	9,449	25% ▲
Governance		(149,640)	(131,636)	(103,424)	28,212	21% ▲
Law, Order and Public Safety		(186,043)	(92,934)	(70,628)	22,306	24% ▲
Health		(41,600)	(20,790)	(21,282)	(492)	(2%)
Education and Welfare		(14,300)	(7,140)	(6,472)	668	9%
Housing		(43,610)	(21,780)	(11,954)	9,826	45% ▲
Community Amenities		(343,128)	(171,420)	(168,773)	2,647	2%
Recreation and Culture		(376,688)	(187,974)	(140,479)	47,495	25% ▲
Transport		(2,210,019)	(1,104,921)	(522,039)	582,882	53% ▲
Economic Services		(180,605)	(88,946)	(87,952)	994	1%
Other Property and Services		(239,064)	(192,649)	(56,304)	136,345	71% ▲
		(3,860,611)	(2,058,139)	(1,217,806)		
Operating activities excluded from budget						
Add Back Depreciation		1,500,557	750,234	0	(750,234)	(100%) ▼
Adjust (Profit)/Loss on Asset Disposal	6	24,437	12,216	0	(12,216)	(100%) ▼
Adjust Provisions and Accruals		0	0	0	0	
Amount attributable to operating activities		(5,127)	588,264	745,730		
Investing Activities						
Non-operating Grants, Subsidies and Contributions	10	1,650,739	311,496	399,413	87,917	28% ▲
Proceeds from Disposal of Assets	6	96,334	96,334	38,850	(57,484)	(60%) ▼
Land Held for Resale		0	0	0	0	
Capital Acquisitions	7	(3,226,666)	(1,247,749)	(595,512)	652,236	52% ▲
Amount attributable to investing activities		(1,479,593)	(839,919)	(157,249)		
Financing Activities						
Proceeds from New Debentures		310,000	310,000	0	(310,000)	(100%) ▼
Repayment of Debentures	8	(69,160)	(27,206)	(27,206)	0	0%
Transfer from Reserves	9	563,826	0	0	0	
Transfer to Reserves	9	(19,545)	(12,974)	(12,974)	0	0%
Amount attributable to financing activities		785,121	269,820	(40,180)		
Closing Funding Surplus(Deficit)	1(b)	(12,597)	705,168	1,192,116		

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 2019/20 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 31 DECEMBER 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 CHARGES

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

SERVICE CHARGES

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

INTEREST EARNINGS

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

OTHER REVENUE / INCOME

Other revenue, which 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 31 DECEMBER 2019**

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget	YTD Actual	Variance (\$)	Variance (%)	
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	1(b)	687,002	687,002	643,815	(43,187)	(6%)	
Revenue from operating activities							
Rates	5	1,175,270	1,178,622	1,183,289	4,667	0%	
Operating Grants, Subsidies and Contributions	10	733,442	460,116	500,594	40,478	9%	
Fees and Charges		347,392	208,039	234,534	26,495	13%	▲
Interest Earnings		32,887	16,434	19,416	2,982	18%	
Other Revenue		41,500	20,742	25,704	4,962	24%	
Profit on Disposal of Assets	6	0	0	0	0		
		2,330,490	1,883,953	1,963,536			
Expenditure from operating activities							
Employee Costs		(1,140,325)	(581,426)	(602,174)	(20,748)	(4%)	
Materials and Contracts		(896,675)	(494,091)	(393,320)	100,771	20%	▲
Utility Charges		(64,076)	(31,929)	(29,373)	2,556	8%	
Depreciation on Non-Current Assets		(1,500,557)	(750,234)	0	750,234	100%	▲
Interest Expenses		(7,520)	(3,750)	(4,610)	(860)	(23%)	
Insurance Expenses		(143,652)	(124,286)	(146,749)	(22,463)	(18%)	▼
Other Expenditure		(83,370)	(60,207)	(41,580)	18,627	31%	▲
Loss on Disposal of Assets	6	(24,437)	(12,216)	0	12,216		
		(3,860,611)	(2,058,139)	(1,217,806)			
Operating activities excluded from budget							
Add back Depreciation		1,500,557	750,234	0	(750,234)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	6	24,437	12,216	0	(12,216)	(100%)	▼
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		(5,127)	588,264	745,730			
Investing activities							
Non-operating grants, subsidies and contributions	10	1,650,739	311,496	399,413	87,917	28%	▲
Proceeds from Disposal of Assets	6	96,334	96,334	38,850	(57,484)	(60%)	▼
Land held for resale		0	0	0	0		
Capital acquisitions	7	(3,226,666)	(1,247,749)	(595,512)	652,236	52%	▲
Amount attributable to investing activities		(1,479,593)	(839,919)	(157,249)			
Financing Activities							
Proceeds from New Debentures		310,000	310,000	0	(310,000)	(100%)	▼
Repayment of Debentures	8	(69,160)	(27,206)	(27,206)	0	0%	
Transfer from Reserves	9	563,826	0	0	0		
Transfer to Reserves	9	(19,545)	(12,974)	(12,974)	0	0%	
Amount attributable to financing activities		785,121	269,820	(40,180)			
Closing Funding Surplus (Deficit)	1(b)	(12,597)	705,168	1,192,116			

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: Wandering 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 31 DECEMBER 2019**

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 31 DECEMBER 2019

OPERATING ACTIVITIES
NOTE 1(b)
ADJUSTED NET CURRENT ASSETS

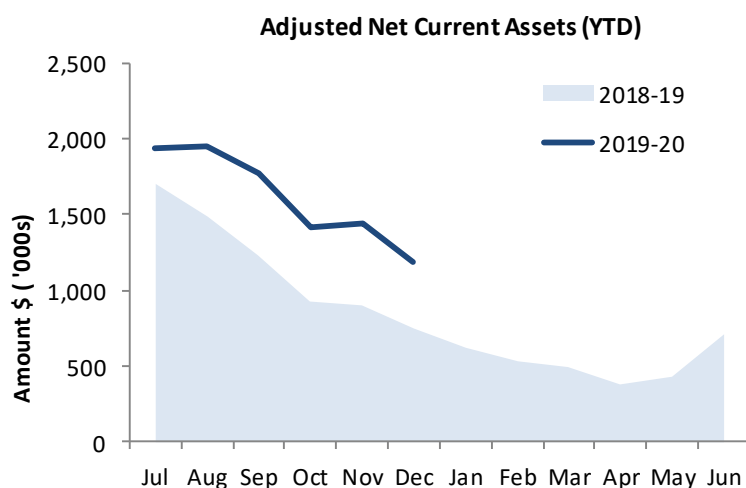
	Re Note	Last Years Closing 30 June 2019	This Time Last Year 31 Dec 2018	Year to Date Actual 31 Dec 2019
		\$	\$	\$
Adjusted Net Current Assets				
Current Assets				
Cash Unrestricted	3	669,181	356,064	1,056,572
Cash Restricted	3	1,574,152	1,547,666	1,587,125
Receivables - Rates	4	63,701	143,590	182,017
Receivables - Other	4	32,263	265,895	44,035
Loans receivable		0	0	0
ATO Receivable		0	0	(17,157)
Inventories		8,986	8,391	8,986
Land held for resale - current		0	0	0
		2,348,282	2,321,606	2,861,577
Less: Current Liabilities				
Payables		(130,316)	(22,208)	(86,479)
ATO Payables		0	0	4,142
Provisions - employee		(209,084)	(246,020)	(209,084)
Long term borrowings		(54,937)	(19,576)	(27,730)
		(394,337)	(287,804)	(319,151)
Unadjusted Net Current Assets		1,953,945	2,033,801	2,542,426
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash reserves	3	(1,574,152)	(1,547,666)	(1,587,125)
Less: Land held for resale		0	0	0
Less: Loans receivable		0	0	0
Add: Provisions - employee		209,084	246,020	209,084
Add: Long term borrowings		54,937	19,576	27,730
Adjusted Net Current Assets		643,815	751,732	1,192,116

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.

**This Year YTD****Surplus(Deficit)****\$1.19 M****Last Year YTD****Surplus(Deficit)****\$.75 M**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 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 2019/20 year is \$5,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Vi	Timing/ Permane	Explanation of Variance
	\$	%			
Revenue from operating activities					
Governance	62,552	9,835%	▲	Permanent	LSL Reimbursement Narrogin Shire & Traineeship grant funding, LGIS Surplus rebate
General Purpose Funding	(6,059)	(0%)		Permanent	Grants Commission Funding
Law, Order and Public Safety	2,441	17%		Timing	Timing - Dog Registrations
Health	548	138%		Timing	Septic Tank Applications
Education and Welfare	0				
Housing	0	0%		Timing	Not Material
Community Amenities	1,257	2%		Timing	Waste Levy
Recreation and Culture	8,154	10%		Permanent	Yornaning Dam Grant & Hall hire fees
Transport	(8,565)	(4%)		Permanent	Local Roads Grant
Economic Services	8,625	45%	▲	Timing	Standpipe charges
Other Property and Services	10,630	7%		Timing	Private Works
Expenditure from operating activities					
Governance	28,212	21%	▲	Timing	General Expenses under budget & Depreciation
General Purpose Funding	9,449	25%	▲	Timing	Under Budget - Legal fees & Valuation expenses
Law, Order and Public Safety	22,306	24%	▲	Timing	Depreciation - Fire vehicles
Health	(492)	(2%)		Timing	Not Material
Education and Welfare	668	9%		Timing	Not Material
Housing	9,826	45%	▲	Timing	Maintenence underbudget, Depreciation
Community Amenities	2,647	2%		Timing	Depreciation
Recreation and Culture	47,495	25%	▲	Timing	Depreciation
Transport	582,882	53%	▲	Timing	Depreciation on road plant
Economic Services	994	1%		Timing	Expenditure - Community Functions & Tourism
Other Property and Services	136,345	71%	▲	Timing	Depreciation other property & plant
Investing Activities					
Non-operating Grants, Subsidies and Contributions	87,917	28%	▲	Timing	Roads to Recovery funding received early
Proceeds from Disposal of Assets	(57,484)	(60%)	▼	Timing	Relates to truck changeover - Budget Profiling
Land Held for Resale	0				Not Applicable
Capital Acquisitions	652,236	52%	▲	Timing	Budget Profiling - Tenders process
Financing Activities					
Proceeds from New Debentures	(310,000)	(100%)	▼	Timing	Relates to - Aged Persons Accommodation
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 31 DECEMBER 2019

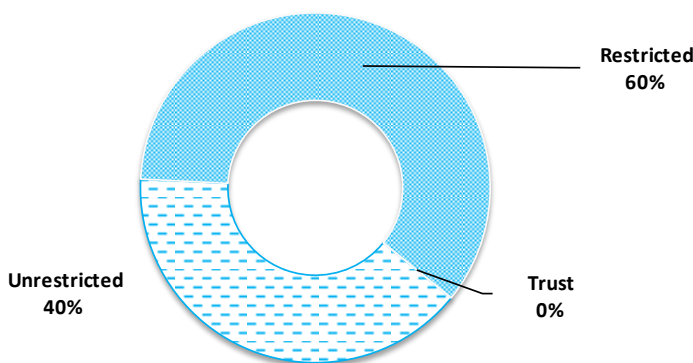
Cash and Investments	Unrestricted	Restricted	Trust	Total	Institution	Interest Rate	Maturity Date
				YTD Actual			
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash and Floats	700			700	CBA	1.50%	At Call
At Call Deposits							
Municipal Fund	1,055,872			1,055,872	CBA	1.90%	At Call
Trust Fund			0		CBA	0.00%	At Call
Term Deposits							
Reserve Funds		1,587,125		1,587,125	CBA	2.39%	24-Oct-19
Total	1,056,572	1,587,125	0	2,643,697			

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
\$2.64 M	\$1.06 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

OPERATING ACTIVITIES
NOTE 4
RECEIVABLES

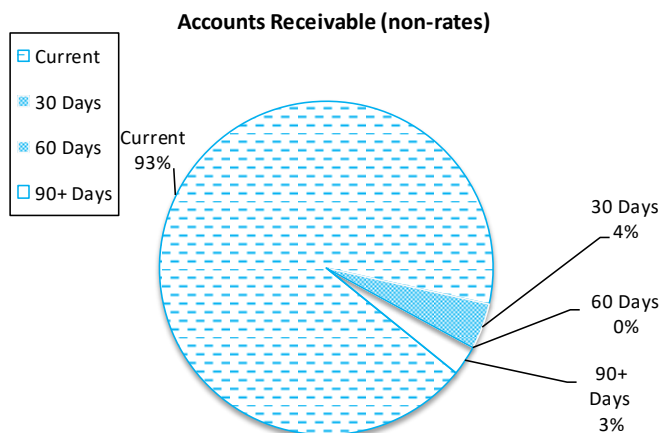
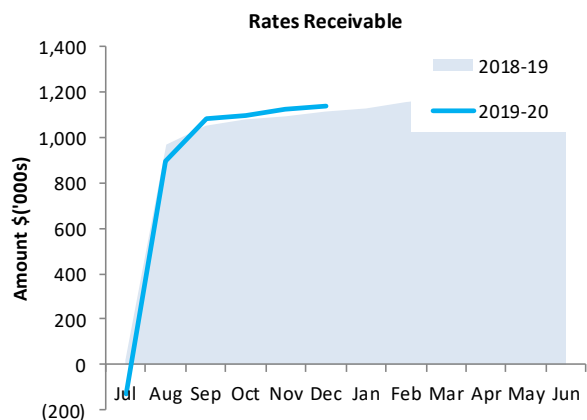
Rates Receivable	30 June 2019	31 Dec 19	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
	\$	\$		\$	\$	\$	\$	\$
Opening Arrears Previous Year	51,735	63,701	Receivables - General	40,795	1,956	0	1,284	44,035
Levied this year	1,199,303	1,258,745	Percentage	93%	4%	0%	3%	
Less Collections to date	(1,187,337)	1,140,429	Balance per Trial Balance					
Equals Current Outstanding	63,701	182,017	Sundry debtors					44,035
			GST receivable					(17,157)
Net Rates Collectable	63,701	182,017	Total Receivables General Outstanding					26,878
% Collected	94.69%	85.54%	Amounts shown above include GST (where applicable)					
	(0)							

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.



Debtors Due
\$26,878
Over 30 Days
7%
Over 90 Days
3%

Collected	Rates Due
86%	\$182,017

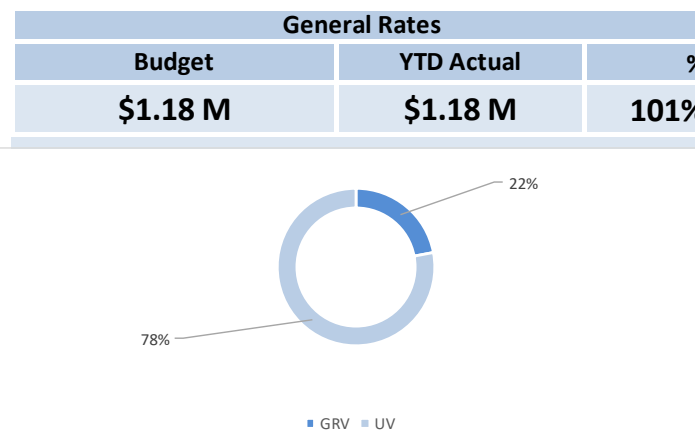
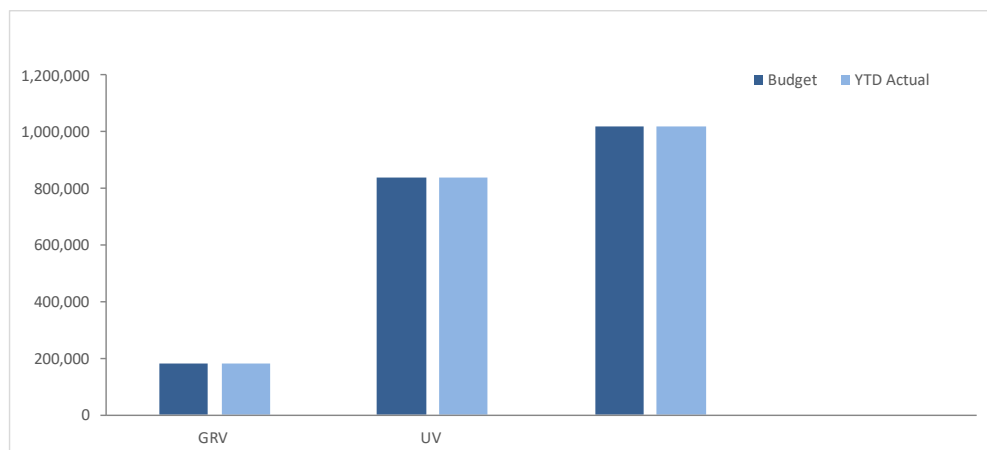
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

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
RATE TYPE	\$			\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV	0.0770	187	2,350,114	180,881	0	0	180,881	180,881	0	0	180,881
UV	0.0073	188	115,229,000	839,904	0	0	839,904	839,904	0	0	839,904
Sub-total		375	117,579,114	1,020,785	0	0	1,020,785	1,020,785	0	0	1,020,785
Minimum	\$										0
GRV	690	140	622,278	96,600	0	0	96,600	96,600	0	0	96,600
UV	930	152	13,308,900	141,360	0	0	141,360	141,360	0	0	141,360
		292	13,931,178	237,960	0	0	237,960	237,960	0	0	237,960
Sub-Totals		667	131,510,292	1,258,745	0	0	1,258,745	1,258,745	0	0	1,258,745
Discount							(76,775)				(75,410)
Concession / Write Offs							(6,700)				(47)
Amount from General Rates							1,175,270				1,183,288
Ex-Gratia Rates							0				0
Total General Rates							1,175,270				1,183,288

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.



OPERATING ACTIVITIES

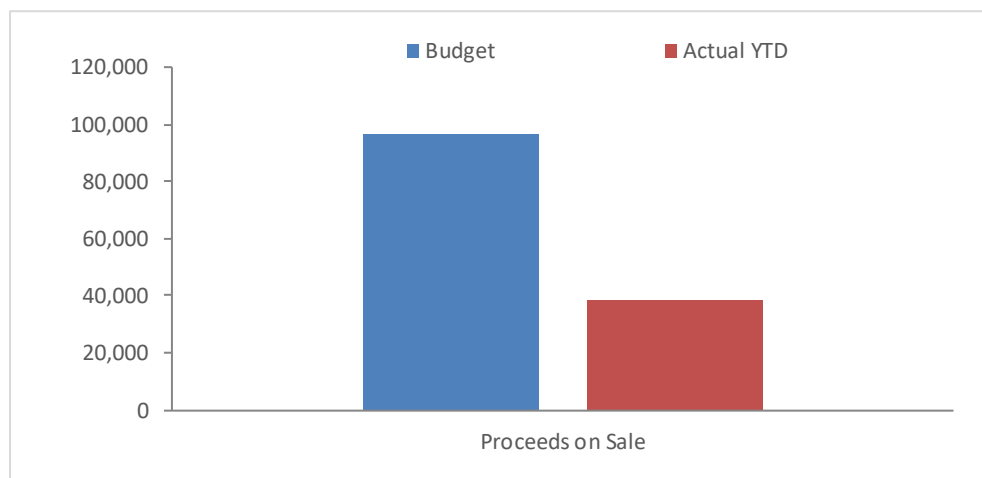
NOTE 6

DISPOSAL OF ASSETS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

Asset Ref.	Asset Description	Amended Budget				Net Book Value	YTD Actual		
		Net Book Value	Proceeds	Profit	(Loss)		Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	
10074	CN047 UD Nissan GW 400	77,905	50,000		(27,905)			0	
10096	CN027 Holden Colorado Crew Cab 2016	16,587	19,227		2,640	13,988			
10101	CN0 Holden Colorado Ute 4X4	26,279	27,107		828	24,862			
		120,771	96,334	0	(24,437)	42,237	38,850	0	

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$96,334	\$38,850	40%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

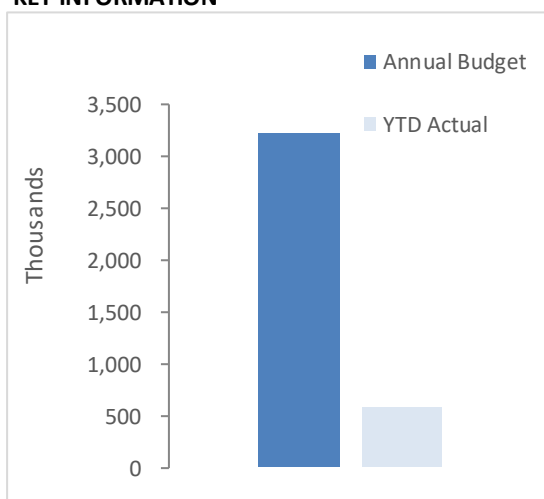
INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS

Capital Acquisitions	Amended		YTD Actual Total	YTD Budget Variance
	Annual Budget	YTD Budget		
	\$	\$	\$	\$
Land & Buildings	1,618,460	194,264	144,695	49,569
Plant & Equipment	544,000	544,000	82,114	461,886
Furniture & Equipment	11,825	0	12,718	(12,718)
Roads	1,007,381	509,485	325,366	184,119
Recreation	0	0	0	0
Parks, Gardens, Recreation Facilities	0	0	0	0
Other Infrastructure	45,000	0	30,620	(30,620)
Capital Expenditure Totals	3,226,666	1,247,749	595,512	652,236
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,650,739	311,496	399,413	87,917
Borrowings	310,000	310,000	0	(310,000)
Other (Disposals & C/Fwd)	96,334	96,334	38,850	(57,484)
Cash Backed Reserves				
Plant & Equipment Reserve	244,000	0	0	0
IT and Office Equipment Reserve	15,675	0	0	0
Housing Reserve	43,000	0	0	0
Recreation and Community Facility Reserve	261,151			
Contribution - operations	605,767	529,919	157,249	(372,669)
Capital Funding Total	3,226,666	1,247,749	595,512	(652,236)

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

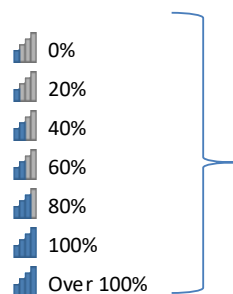


Acquisitions	Annual Budget	YTD Actual	% Spent
	\$3.23 M	\$0.6 M	18%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.65 M	\$0.4 M	24%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure Total
Level of Completion Indicators



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
Capital Expenditure					
Land					
0.26	Lot 74 Austral Street	12126	10,500	2,700	
0.00	Cuballing Railway Reserve Design	C176A	20,000	9,996	9,996
Buildings					
0.00	Popanyinning Hall Front Entrance	J163A	26,046	13,020	13,020
0.05	Building Renewal - Cuballing Memorial Park	C176	153,209	76,602	69,014
0.35	Building Renewal - Yornaning Dam	C188	140,323	48,523	21,623
0.97	Administration Building - Solar Panels	J4114B	14,000	14,000	364
1.00	Cuballing Transfer Station Surface Water Treatment	C159	0	39,860	(39,860)
0.72	Cuballing Cemetery Upgrade 2019/20	C161	12,382	6,186	(2,773)
1.17	Cuballing Town Hall - Septics Upgrade	C162	20,000	23,430	(23,430)
0.00	Aged Persons Accommodation	C084	1,222,000	0	0
Total Land & Buildings			1,618,460	194,264	114,017

Plant & Equipment							
1.97		Dual Cab Utility with Canopy (Building)	12405	20,000	20,000	39,433	(19,433)
1.78		Dual Cab Utility (MWS)	12406	24,000	24,000	42,681	(18,681)
0.00		Prime Mover	12407	300,000	300,000	0	300,000
0.00		Side Tipper - Tri Axle Trailer	12408	100,000	100,000	0	100,000
0.00		Water Tanker - Tri Axle Trailer	12409	100,000	100,000	0	100,000
		Total Plant & Equipment		544,000	544,000	82,114	461,886
Furniture & Equipment							
1.13		Photocopier	4247	9,075	0	10,220	(10,220)
0.91		Shredder	4160	2,750	0	2,497	(2,497)
		Total Furniture & Equipment		11,825	0	12,718	(10,220)
Infrastructure - Roads							
0.12		RRG_ Narrogin Wandering Road	R129B	350,729	175,362	43,404	131,958
0.21		RRG - Stratherne Road 19/20	R001B	150,942	81,274	31,528	49,746
0.88		RTR - Wandering Narrogin Road	R129C	81,045	40,521	71,696	(31,175)
0.00		RTR - Popanyinning West Reseal	R004E	14,000	6,996	0	6,996
0.44		BS - Narrogin Wandering Road Black Spot	BS129	410,666	205,332	178,738	26,594
		Total Road Infrastructure		1,007,381	509,485	325,366	184,119
Recreation							
1.00		Nil					
		Total Recreation		0	0	0	0
Parks, Ovals & Playgrounds							
1.00		Nil					
		Total Parks, Ovals & Playgrounds		0	0	0	0
Other Infrastructure							
1.02		Bridge Improvements - Capital Upgrades	11214	30,000	0	30,620	
0.00		Depot Fencing & Gates - Capital Upgrades	10744	15,000	0	0	0
		Total Other Infrastructure		45,000	0	30,620	0
0.18		TOTAL CAPITAL EXPENDITURE		3,226,666	1,247,749	595,512	749,802

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

FINANCING ACTIVITIES

NOTE 8

BORROWINGS

Information on Borrowings	2018/19	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget
Particulars	\$	\$	\$	\$	\$	\$	\$	\$	\$
Transport									
Loan 63 - Graders	111,951	0	0	20,000	40,446	111,951	71,505 0	2,874	4,126
Economic Services									
Loan 64 - Lot 74 Austral St	160,000			7,206	14,491	160,000	138,145	1,736	3,394
Education and Welfare									
Loan 65 - Aged Persons Housing		310,000	310,000		14,223		295,777		2,775
Total	271,951	0	310,000	27,206	69,160	271,951	505,427	4,610	10,295

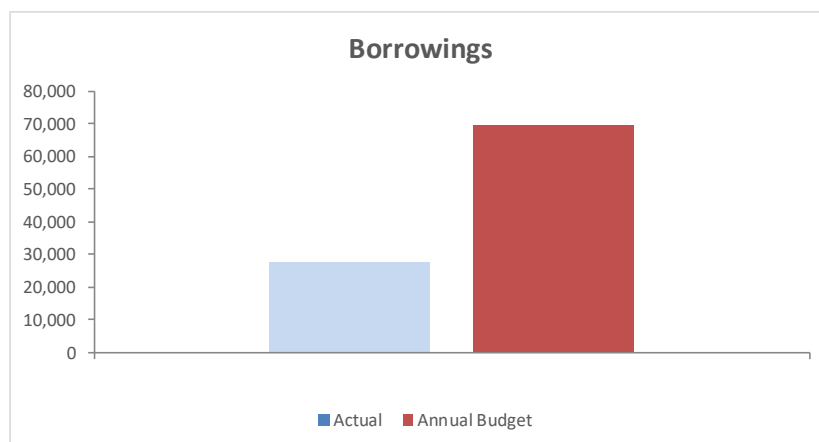
All debenture repayments were financed by general purpose revenue.

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.



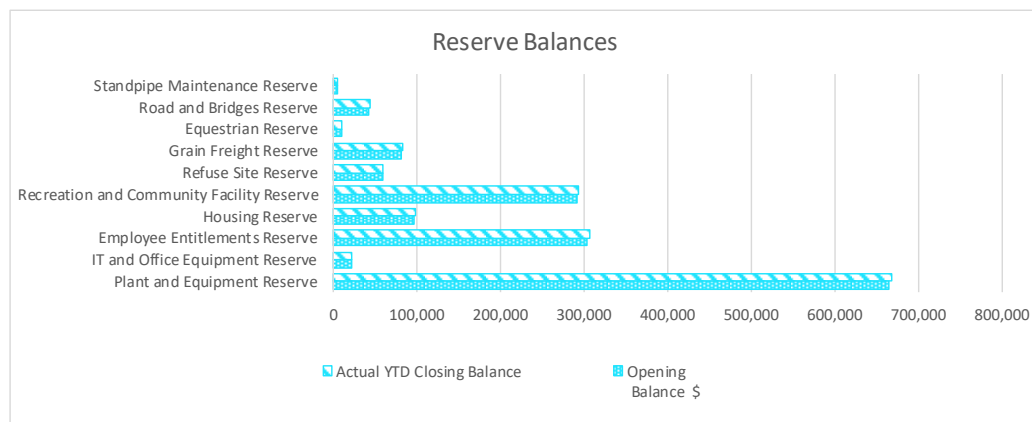
Principal Repayments	\$27,206
Interest Earned	\$19,416
Interest Expense	\$4,610
Reserves Bal	Loans Due
\$1.59 M	\$.27 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

Cash Backed Reserve

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant and Equipment Reserve	664,195	5,456	4,719		4,719	(244,000)		425,651	668,914
IT and Office Equipment Reserve	21,068	169	146		146	(15,675)		5,562	21,214
Employee Entitlements Reserve	303,437	2,998	2,593		2,593	0		306,435	306,030
Housing Reserve	96,817	870	752		752	(43,000)		54,687	97,569
Recreation and Community Facility Reserve	291,199	2,996	2,591		2,591	(261,151)		33,044	293,790
Refuse Site Reserve	58,763	971	839		839	0		59,734	59,602
Grain Freight Reserve	81,912	776	671		671	0		82,688	82,583
Equestrian Reserve	10,166	49	42	4,545	42			14,760	10,208
Road and Bridges Reserve	42,542	696	602		602	0		43,238	43,144
Standpipe Maintenance Reserve	4,052	19	17		17	0		4,071	4,069
	1,574,151	15,000	12,974	4,545	12,974	(563,826)	0	1,029,870	1,587,125

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019

NOTE 10

GRANTS AND CONTRIBUTIONS

Grants and Contributions

Description	Annual Budget	YTD Budget	YTD Actual	Variance
Operating grants, subsidies and contributions				
General Purpose Funding				
Grants Commission - General Purpose	285,073	142,536	127,760	(14,776)
Governance				
Great Southern Business Development Group	0	0	0	0
Insurance & Other Reimbursements	595	294	30,010	29,716
Department Primary Industries & Regional Development	0	0	30,000	30,000
Law, Order & Public Safety				
DFES - Bush Fire Brigades	24,769	12,384	12,731	347
Education & Welfare				
Good Things Foundation	2,500	0	0	0
Housing				
Rental Income	4,680	2,340	2,340	0
Community Amenities				
Cemetery	6,362	3,179	1,275	(1,904)
Recreation & Culture				
Yornaning Dam Stage 2	73,832	73,832	80,924	7,092
Sport & Recreation	3,500	1,746	0	(1,746)
Transport				
Main Roads - RRG	0	0	0	0
Main Roads - Direct Grant	115,490	115,490	115,490	0
Grants Commission - Roads Component	185,141	92,570	82,974	(9,596)
Economic Services				
Youth Day	4,000	1,997	1,000	(997)
Volunteers Day	1,000	500	0	(500)
Digital Literacy Workshops	1,500	750	0	(750)
Other Property & Services				
Workers Compensation	25,000	12,498	16,091	3,593
Operating grants, subsidies and contributions Total	733,442	460,116	500,595	40,479
Non-operating grants, subsidies and contributions				
Education & Welfare				
Aged Person Accommodation Funding	872,000	0	0	0
Recreation & Culture				
Wardering Road Bridge Widening	0	0	0	0
Transport				
Main Roads - RRG	334,630	133,852	133,851	(1)
Roads to Recovery (RTR)	211,000	84,400	172,318	87,918
Black Spot (BS)	233,109	93,244	93,244	0
Law, Order & Public Safety				
DFES - Bush Fire Brigades	0	0	0	0
Non-operating grants, subsidies and contributions Total	1,650,739	311,496	399,413	87,917
Grand Total	2,384,181	771,612	900,008	128,396

KEY INFORMATION

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

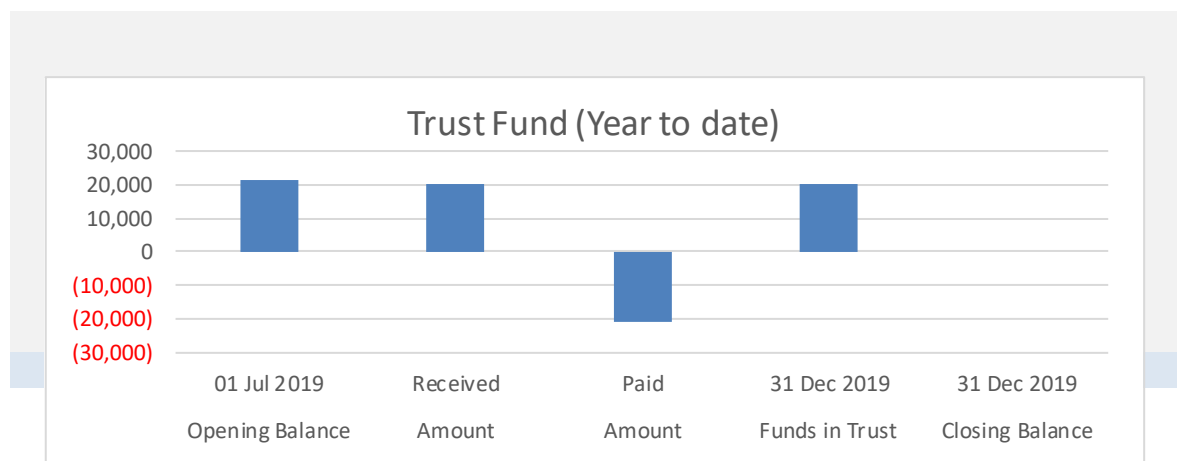
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 2019**

**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	Amount	Amount	Funds in	Closing
	Balance			Trust	Balance
	01 Jul 2019	Received	Paid	31 Dec 2019	31 Dec 2019
	\$	\$	\$	\$	\$
Bonds - Building	6,889	0	0	6,889	0
Bonds - Hall Hire	1,150	500	(1,650)	0	0
Badminton Club		0	0	0	0
Commodine Tennis Club	2,890	0	0	2,890	0
Cuballing Progress Association	1,094	0	0	1,094	0
Cuballing Cricket Club	200	0	0	200	0
Yornaning Dam	0	0	0	0	0
Cuballing Football Association	566	0	0	566	0
Environment and Townscape Trust Fund	6,362	250	0	6,612	0
Police Licensing	355	18,701	(19,056)	0	0
Swipe Cards	1,550	0	0	1,550	0
Reimbursements	0	560	(480)	80	0
	21,056	20,011	(21,186)	19,881	0

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 DECEMBER 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
				\$	\$	\$	\$
	Budget Adoption		Opening Surplus				0
	Permanent Changes						
	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

9.1.4 Statement of Financial Activity

Applicant:	N/A
File Ref. No:	ADM214
Disclosure of Interest:	Nil
Date:	7 th February 2020
Author:	Bronwyn Dew, Deputy Chief Executive Officer
Attachments:	9.1.4A Statement of Financial Activity

Summary

Council is to consider the Statement of Financial Activity for January 2020.

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 30th June 2020 in a positive manner. Some key points include;

- General Purpose Funding – Rates were raised on 31st July 2019;
- Governance – Youth Traineeship Funding received \$30 000;
- Governance – LGIS Rebates received;
- Transport – MRWA Direct Grant amount received \$115 490;
- Transport – first 40% of Regional Road Group & Blackspot funding has been received;
- Transport – Roads to Recovery funding has been received;
- Recreation and Culture – Yornaning Dam grant funding has been received;
- Grants commission funding is less than anticipated during budget preparations; and
- Standpipe charges are higher than budgeted, with increased consumption of water due to the dry season

Operating Expenses – The key items of variance include:

- Overall the month expenditure is below the YTD budget;
- Expenditure figures are less than YTD budget due to depreciation not being calculated for 2019/20 until 2018/19 audit is finalised;
- Insurance expenses are showing as higher than YTD budget due to 2nd instalment being paid; and
- Capital expenses are below YTD budget due to the delays in obtaining the clearing permits holding up the road works capital program.

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

Administration Allocations have been calculated to 31st January 2020.

Depreciation expense is calculated to 30 June 2019.

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 – 2020/007:

That the Statement of Financial Activity, as included at Attachment 9.1.4A for the Shire of Cuballing for period ending 31st January 2020 be received.

Moved: Cr Bradford

Seconded: Cr Ballantyne

Carried 6/0

SHIRE OF CUBALLING

MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 January 2020

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 31 JANUARY 2020

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 POLICIES

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

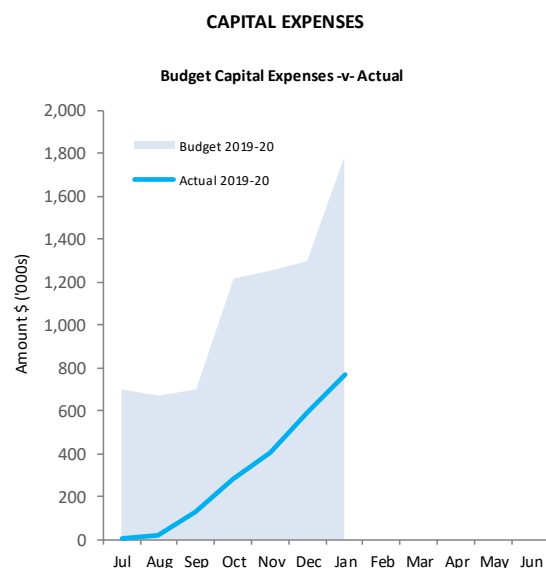
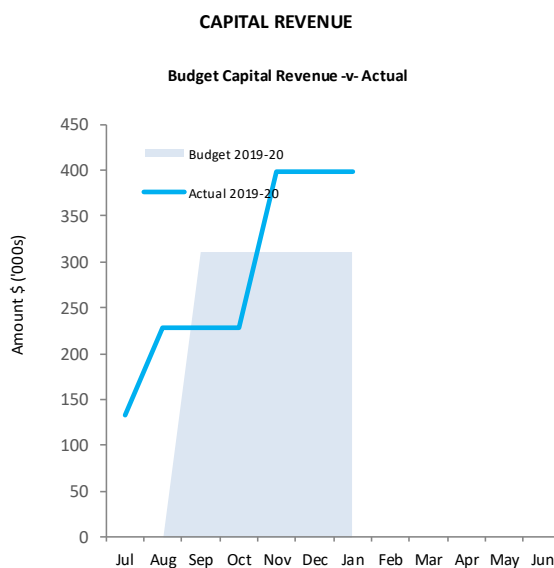
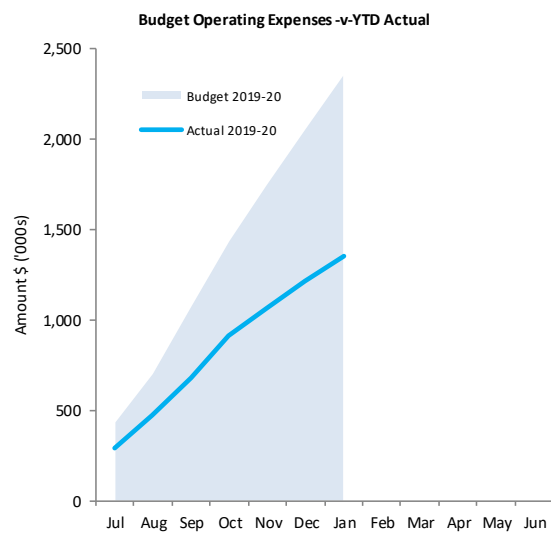
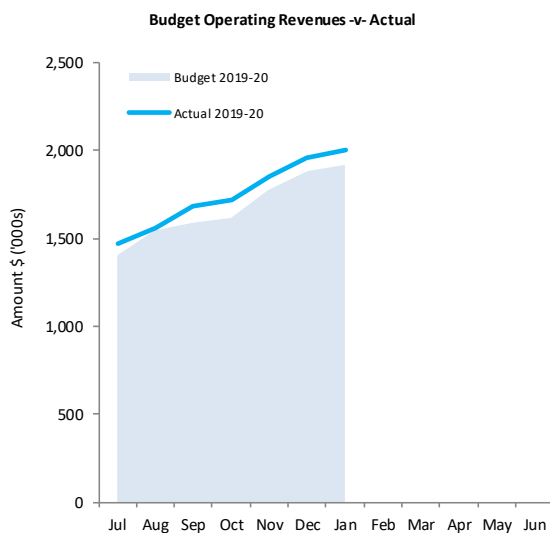
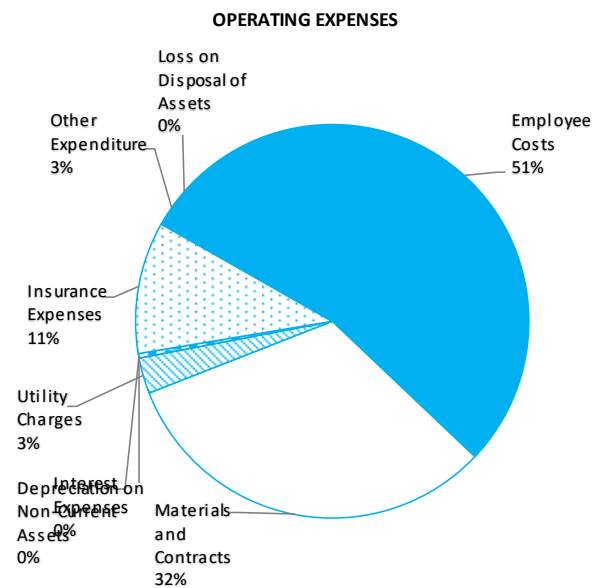
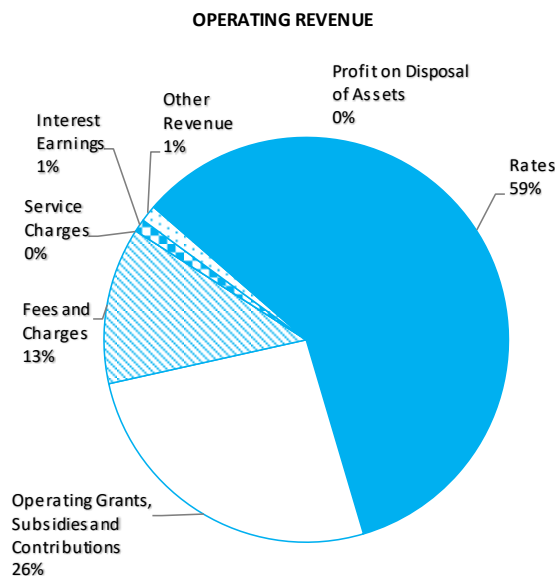
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions 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 31 JANUARY 2020**

SUMMARY GRAPHS



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

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 JANUARY 2020 **STATUTORY REPORTING PROGRAMS**

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

PROGRAM NAME	OBJECTIVE	ACTIVITIES
GOVERNANCE	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
GENERAL PURPOSE FUNDING	Rates, general purpose government grants and interest revenue	Manage Rates and collection. Maintain Property Data
LAW, ORDER, PUBLIC SAFETY	Supervision of various local laws, fire prevention, emergency services and animal control.	Provide ranger service, bush fire and emergency management
HEALTH	Inspections of septic and food control	Inspect food premises.
EDUCATION AND WELFARE	Support school activities	Provide activities of support of local schools
HOUSING	Provision and maintenance of staff housing	Provide staff & other housing
COMMUNITY AMENITIES	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.
RECREATION AND CULTURE	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.
TRANSPORT	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.
ECONOMIC SERVICES	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.
OTHER PROPERTY AND SERVICES	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 31 JANUARY 2020**

STATUTORY REPORTING PROGRAMS

	Ref Note	Annual Budget	YTD Budget	YTD Actual	Variance (\$)	Variance (%)
Opening Funding Surplus(Deficit)	1(b)	\$ 687,002	\$ 687,002	\$ 643,815	\$ (43,187)	(6%)
Revenue from operating activities						
General Purpose Funding	5	1,497,676	1,342,363	1,334,992	(7,371)	(1%)
Governance		1,295	742	63,188	62,446	8,416% ▲
Law, Order and Public Safety		28,019	14,274	24,318	10,044	70% ▲
Health		800	462	944	482	104%
Education and Welfare		2,500	0	0	0	
Housing		4,680	2,730	2,700	(30)	(1%)
Community Amenities		77,382	73,466	86,227	12,761	17% ▲
Recreation and Culture		84,877	82,157	90,203	8,046	10%
Transport		310,631	213,884	205,342	(8,542)	(4%)
Economic Services		38,250	22,274	30,599	8,325	37% ▲
Other Property and Services		284,380	165,872	165,856	(16)	(0%)
		2,330,490	1,918,224	2,004,370		
Expenditure from operating activities						
General Purpose Funding		(75,915)	(44,275)	(32,679)	11,596	26% ▲
Governance		(149,640)	(130,379)	(103,243)	27,136	21% ▲
Law, Order and Public Safety		(186,043)	(108,423)	(79,813)	28,611	26% ▲
Health		(41,600)	(24,255)	(23,870)	385	2%
Education and Welfare		(14,300)	(9,330)	(8,431)	899	10%
Housing		(43,610)	(25,410)	(14,465)	10,945	43% ▲
Community Amenities		(343,128)	(199,990)	(195,387)	4,603	2%
Recreation and Culture		(376,688)	(219,303)	(159,616)	59,687	27% ▲
Transport		(2,210,019)	(1,288,491)	(554,992)	733,499	57% ▲
Economic Services		(180,605)	(102,787)	(98,428)	4,359	4%
Other Property and Services		(239,064)	(200,353)	(81,238)	119,115	59% ▲
		(3,860,611)	(2,352,995)	(1,352,162)		
Operating activities excluded from budget						
Add Back Depreciation		1,500,557	875,273	0	(875,273)	(100%) ▼
Adjust (Profit)/Loss on Asset Disposal	6	24,437	14,252	0	(14,252)	(100%) ▼
Adjust Provisions and Accruals		0	0	0	0	
Amount attributable to operating activities		(5,127)	454,754	652,208		
Investing Activities						
Non-operating Grants, Subsidies and Contributions	10	1,650,739	311,496	399,413	87,917	28% ▲
Proceeds from Disposal of Assets	6	96,334	96,334	38,850	(57,484)	(60%) ▼
Land Held for Resale		0	0	0	0	
Capital Acquisitions	7	(3,226,666)	(1,739,382)	(765,487)	973,894	56% ▲
Amount attributable to investing activities		(1,479,593)	(1,331,552)	(327,224)		
Financing Activities						
Proceeds from New Debentures		310,000	310,000	0	(310,000)	(100%) ▼
Repayment of Debentures	8	(69,160)	(30,583)	(30,583)	0	0%
Transfer from Reserves	9	563,826	0	0	0	
Transfer to Reserves	9	(19,545)	(12,974)	(12,974)	0	0%
Amount attributable to financing activities		785,121	266,444	(43,556)		
Closing Funding Surplus(Deficit)	1(b)	(12,597)	76,648	925,242		

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 2019/20 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 31 JANUARY 2020

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 31 JANUARY 2020**

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget	YTD Actual	Variance (\$)	Variance (%)	
		\$	\$	\$	\$	%	
Opening Funding Surplus (Deficit)	1(b)	687,002	687,002	643,815	(43,187)	(6%)	
Revenue from operating activities							
Rates	5	1,175,270	1,178,064	1,183,283	5,219	0%	
Operating Grants, Subsidies and Contributions	10	733,442	464,000	522,966	58,966	13%	▲
Fees and Charges		347,392	232,788	251,133	18,344	8%	
Interest Earnings		32,887	19,173	20,460	1,287	7%	
Other Revenue		41,500	24,199	26,528	2,329	10%	
Profit on Disposal of Assets	6	0	0	0	0		
		2,330,490	1,918,224	2,004,370			
Expenditure from operating activities							
Employee Costs		(1,140,325)	(672,097)	(685,358)	(13,261)	(2%)	
Materials and Contracts		(896,675)	(560,674)	(432,507)	128,167	23%	▲
Utility Charges		(64,076)	(36,667)	(39,859)	(3,192)	(9%)	
Depreciation on Non-Current Assets		(1,500,557)	(875,273)	0	875,273	100%	▲
Interest Expenses		(7,520)	(4,375)	(4,948)	(573)	(13%)	
Insurance Expenses		(143,652)	(127,493)	(146,749)	(19,256)	(15%)	▼
Other Expenditure		(83,370)	(62,164)	(42,741)	19,423	31%	▲
Loss on Disposal of Assets	6	(24,437)	(14,252)	0	14,252		
		(3,860,611)	(2,352,995)	(1,352,162)			
Operating activities excluded from budget							
Add back Depreciation		1,500,557	875,273	0	(875,273)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	6	24,437	14,252	0	(14,252)	(100%)	▼
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		(5,127)	454,754	652,208			
Investing activities							
Non-operating grants, subsidies and contributions	10	1,650,739	311,496	399,413	87,917	28%	▲
Proceeds from Disposal of Assets	6	96,334	96,334	38,850	(57,484)	(60%)	▼
Land held for resale		0	0	0	0		
Capital acquisitions	7	(3,226,666)	(1,739,382)	(765,487)	973,894	56%	▲
Amount attributable to investing activities		(1,479,593)	(1,331,552)	(327,224)			
Financing Activities							
Proceeds from New Debentures		310,000	310,000	0	(310,000)	(100%)	▼
Repayment of Debentures	8	(69,160)	(30,583)	(30,583)	0	0%	
Transfer from Reserves	9	563,826	0	0	0		
Transfer to Reserves	9	(19,545)	(12,974)	(12,974)	0	0%	
Amount attributable to financing activities		785,121	266,444	(43,556)			
Closing Funding Surplus (Deficit)	1(b)	(12,597)	76,648	925,242			

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

NOTE 1(a) NET CURRENT ASSETS

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JANUARY 2020

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 31 JANUARY 2020**

**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 2019/20 year is \$5,000 or 10% whichever is the greater.

Reporting Program	Var. \$	Var. %	Variance	Timing/ Permane	Explanation of Variance
	\$	%			
Revenue from operating activities					
Governance	62,446	8,416%	▲	Permanent	LSL Reimbursement Narrogin Shire & Traineeship grant funding, LGIS Surplus rebate
General Purpose Funding	(7,371)	(1%)		Permanent	Grants Commission Funding
Law, Order and Public Safety	10,044	70%	▲	Timing	Timing - Dog Registrations
Health	482	104%		Timing	Septic Tank Applications
Education and Welfare	0				
Housing	(30)	(1%)		Timing	Not Material
Community Amenities	12,761	17%	▲	Timing	Waste Levy
Recreation and Culture	8,046	10%		Permanent	Yornaning Dam Grant & Hall hire fees
Transport	(8,542)	(4%)		Permanent	Local Roads Grant
Economic Services	8,325	37%	▲	Timing	Standpipe charges
Other Property and Services	(16)	(0%)		Timing	Not Material
Expenditure from operating activities					
Governance	27,136	21%	▲	Timing	FBT Payment (Budget Profiling) & Depreciation
General Purpose Funding	11,596	26%	▲	Timing	Under Budget - Legal fees & Valuation expenses
Law, Order and Public Safety	28,611	26%	▲	Timing	Depreciation - Fire vehicles
Health	385	2%		Timing	Not Material
Education and Welfare	899	10%		Timing	Not Material
Housing	10,945	43%	▲	Timing	Maintenence underbudget, Depreciation
Community Amenities	4,603	2%		Timing	Depreciation
Recreation and Culture	59,687	27%	▲	Timing	Depreciation
Transport	733,499	57%	▲	Timing	Depreciation on road plant
Economic Services	4,359	4%		Timing	Expenditure - Community Functions & Tourism
Other Property and Services	119,115	59%	▲	Timing	Depreciation other property & plant
Investing Activities					
Non-operating Grants, Subsidies and Contributions	87,917	28%	▲	Timing	Timing - Budget Profiling. Roads to Recovery funding received earlier than expected.
Proceeds from Disposal of Assets	(57,484)	(60%)	▼	Timing	Relates to truck changeover - Budget Profiling
Land Held for Resale	0				Not Applicable
Capital Acquisitions	973,894	56%	▲	Timing	Budget Profiling - Capital Works Program
Financing Activities					
Proceeds from New Debentures	(310,000)	(100%)	▼	Timing	Relates to - Aged Persons Accommodation
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 31 JANUARY 2020

OPERATING ACTIVITIES
NOTE 3
CASH AND INVESTMENTS

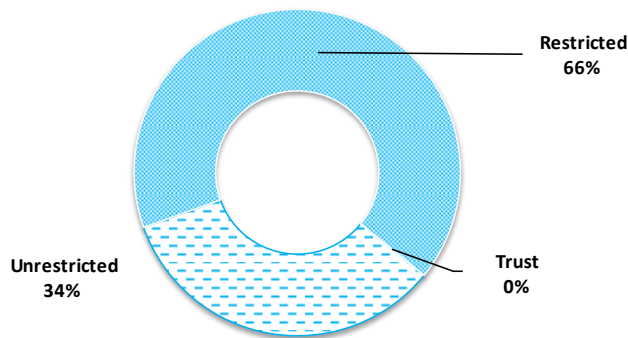
Cash and Investments	Unrestricted	Restricted	Trust	Total	Institution	Interest Rate	Maturity Date
				YTD Actual			
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash and Floats	700			700	CBA	1.50%	At Call
At Call Deposits							
Municipal Fund	806,485			806,485	CBA	1.90%	At Call
Trust Fund			0		CBA	0.00%	At Call
Term Deposits							
Reserve Funds		1,587,125		1,587,125	CBA	2.39%	24-Oct-19
Total	807,185	1,587,125	0	2,394,310			

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
\$2.39 M	\$.81 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

OPERATING ACTIVITIES
NOTE 4
RECEIVABLES

Rates Receivable	30 June 2019	31 Jan 20
Opening Arrears Previous Year:	\$ 51,735	\$ 63,701
Levied this year	1,199,303	1,258,745
Less Collections to date	(1,187,337)	1,171,255
Equals Current Outstanding	63,701	151,191
Net Rates Collectable	63,701	151,191
% Collected	94.69%	87.99%
	(0)	

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
Receivables - General	\$ 21,923	\$ 3,498	\$ 500	\$ 1,284	\$ 27,206
Percentage	81%	13%	2%	5%	
Balance per Trial Balance					
Sundry debtors					27,206
GST receivable					1,357
Total Receivables General Outstanding					28,563

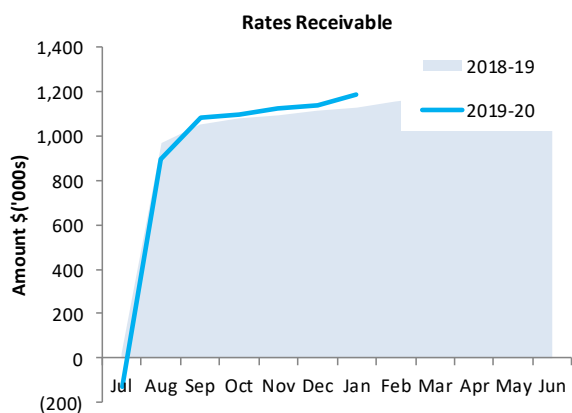
Amounts shown above include GST (where applicable)

KEY INFORMATION

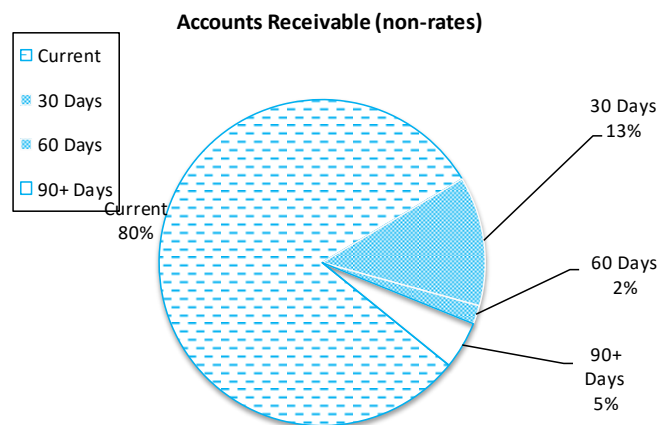
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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.



Collected	Rates Due
88%	\$151,191



Debtors Due
\$28,563
Over 30 Days
19%
Over 90 Days
5%

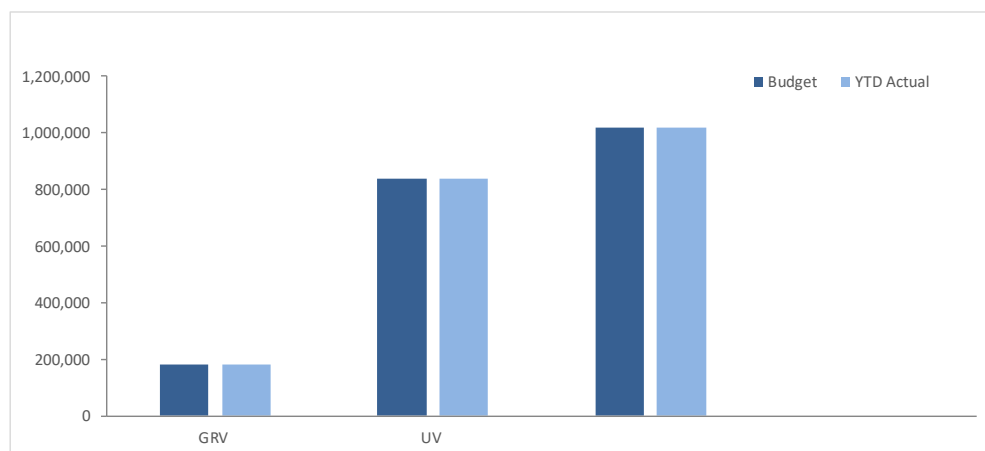
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

OPERATING ACTIVITIES
NOTE 5
RATE REVENUE

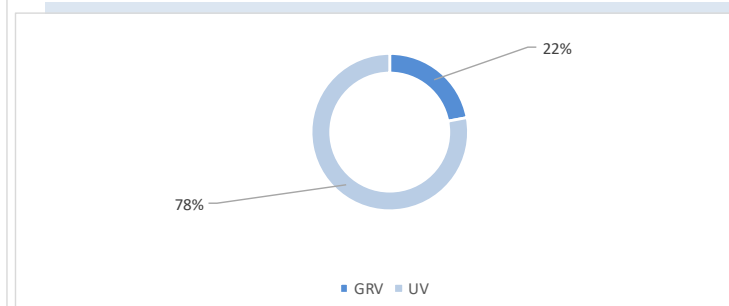
General Rate Revenue	Annual Budget							YTD Actual			
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE	\$			\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV	0.0770	187	2,350,114	180,881	0	0	180,881	180,881	0	0	180,881
UV	0.0073	188	115,229,000	839,904	0	0	839,904	839,904	0	0	839,904
Sub-total		375	117,579,114	1,020,785	0	0	1,020,785	1,020,785	0	0	1,020,785
Minimum	\$										0
GRV	690	140	622,278	96,600	0	0	96,600	96,600	0	0	96,600
UV	930	152	13,308,900	141,360	0	0	141,360	141,360	0	0	141,360
		292	13,931,178	237,960	0	0	237,960	237,960	0	0	237,960
Sub-Totals		667	131,510,292	1,258,745	0	0	1,258,745	1,258,745	0	0	1,258,745
Discount							(76,775)				(75,410)
Concession / Write Offs							(6,700)				(53)
Amount from General Rates							1,175,270				1,183,282
Ex-Gratia Rates							0				0
Total General Rates							1,175,270				1,183,282

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	%
\$1.18 M	\$1.18 M	101%

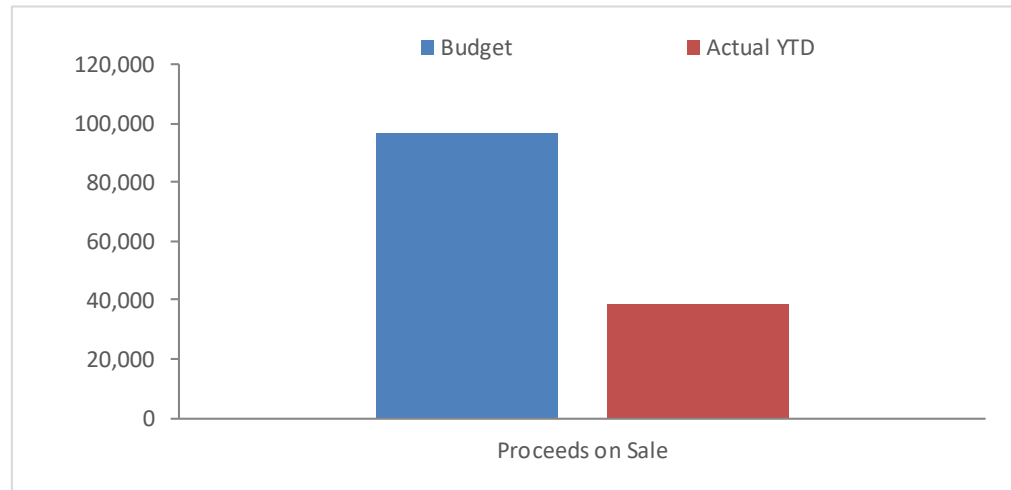


**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020**

**Attachment 9.1.4A
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
		\$	\$	\$	\$	\$	\$	\$
10074	CN047 UD Nissan GW 400	77,905	50,000		(27,905)			0
10096	CN027 Holden Colorado Crew Cab 2016	16,587	19,227		2,640	15,958	13,988	
10101	CN0 Holden Colorado Ute 4X4	26,279	27,107		828	26,279	24,862	
		120,771	96,334	0	(24,437)	42,237	38,850	0

KEY INFORMATION



Proceeds on Sale			
Budget		YTD Actual	%
\$96,334		\$38,850	40%

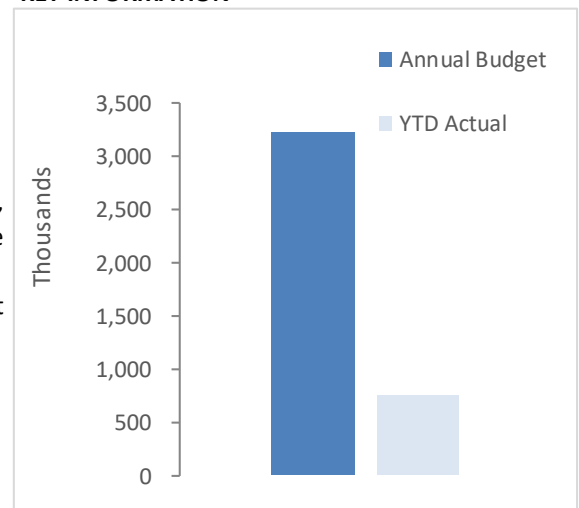
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020**

**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS**

Capital Acquisitions	Amended		YTD Actual Total	YTD Budget Variance
	Annual Budget	YTD Budget		
	\$	\$	\$	\$
Land & Buildings	1,618,460	222,558	149,600	72,958
Plant & Equipment	544,000	544,000	194,059	349,941
Furniture & Equipment	11,825	0	13,016	(13,016)
Roads	1,007,381	972,824	378,192	594,631
Recreation	0	0	0	0
Parks, Gardens, Recreation Facilities	0	0	0	0
Other Infrastructure	45,000	0	30,620	(30,620)
Capital Expenditure Totals	3,226,666	1,739,382	765,487	973,894
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,650,739	311,496	399,413	87,917
Borrowings	310,000	310,000	0	(310,000)
Other (Disposals & C/Fwd)	96,334	96,334	38,850	(57,484)
Cash Backed Reserves				
Plant & Equipment Reserve	244,000	0	0	0
IT and Office Equipment Reserve	15,675	0	0	0
Housing Reserve	43,000	0	0	0
Recreation and Community Facility Reserve	261,151			
Contribution - operations	605,767	1,021,552	327,224	(694,327)
Capital Funding Total	3,226,666	1,739,382	765,487	(973,894)

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

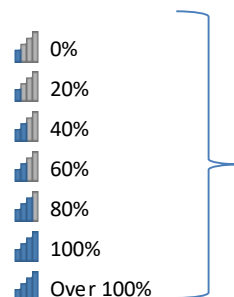
Acquisitions	Annual Budget	YTD Actual	% Spent
	\$3.23 M	\$0.77 M	24%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.65 M	\$0.4 M	24%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

INVESTING ACTIVITIES
NOTE 7

CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure Total
Level of Completion Indicators



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
Capital Expenditure						
Land						
0.26	Lot 74 Austral Street	12126	10,500	10,500	2,700	
0.00	Cuballing Railway Reserve Design	C176A	20,000	11,662	0	11,662
Buildings						
0.00	Popanyinning Hall Front Entrance	J163A	26,046	15,190	0	15,190
0.05	Building Renewal - Cuballing Memorial Park	C176	153,209	89,369	7,588	81,781
0.36	Building Renewal - Yornaning Dam	C188	140,323	81,837	50,428	31,409
0.97	Administration Building - Solar Panels	J4114B	14,000	14,000	13,636	364
1.00	Cuballing Transfer Station Surface Water Treatment	C159	0	0	39,860	(39,860)
0.72	Cuballing Cemetery Upgrade 2019/20	C161	12,382	7,217	8,959	(1,742)
1.17	Cuballing Town Hall - Septics Upgrade	C162	20,000	0	23,430	(23,430)
0.00	Aged Persons Accommodation	C084	1,222,000	0	3,000	(3,000)
	Total Land & Buildings		1,618,460	222,558	149,600	140,406

Plant & Equipment							
1.97		Dual Cab Utility with Canopy (Building)	12405	20,000	20,000	39,433	(19,433)
1.78		Dual Cab Utility (MWS)	12406	24,000	24,000	42,681	(18,681)
0.00		Prime Mover	12407	300,000	300,000	0	300,000
1.12		Side Tipper - Tri Axle Trailer	12408	100,000	100,000	111,945	(11,945)
0.00		Water Tanker - Tri Axle Trailer	12409	100,000	100,000	0	100,000
		Total Plant & Equipment		544,000	544,000	194,059	349,941
Furniture & Equipment							
1.16		Photocopier	4247	9,075	0	10,519	(10,519)
0.91		Shredder	4160	2,750	2,750	2,497	253
		Total Furniture & Equipment		11,825	0	13,016	(10,519)
Infrastructure - Roads							
0.13		RRG_ Narrogin Wandering Road	R129B	350,729	343,896	44,076	299,820
0.21		RRG - Stratherne Road 19/20	R001B	150,942	130,956	31,528	99,428
0.88		RTR - Wandering Narrogin Road	R129C	81,045	79,144	71,696	7,448
0.00		RTR - Popanyinning West Reseal	R004E	14,000	8,162	0	8,162
0.56		BS - Narrogin Wandering Road Black Spot	BS129	410,666	410,666	230,892	179,773
		Total Road Infrastructure		1,007,381	972,824	378,192	594,631
Recreation							
1.00		Nil					
		Total Recreation		0	0	0	0
Parks, Ovals & Playgrounds							
1.00		Nil					
		Total Parks, Ovals & Playgrounds		0	0	0	0
Other Infrastructure							
1.02		Bridge Improvements - Capital Upgrades	11214	30,000	0	30,620	
0.00		Depot Fencing & Gates - Capital Upgrades	10744	15,000	15,000	0	15,000
		Total Other Infrastructure		45,000	0	30,620	0
0.24		TOTAL CAPITAL EXPENDITURE		3,226,666	1,739,382	765,487	1,074,459

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

FINANCING ACTIVITIES

NOTE 8

BORROWINGS

Information on Borrowings	2018/19	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Transport									
Loan 63 - Graders	111,951	0	0	23,377	40,446	111,951	71,505 0	3,212	4,126
Economic Services									
Loan 64 - Lot 74 Austral St	160,000			7,206	14,491	160,000	138,145	1,736	3,394
Education and Welfare									
Loan 65 - Aged Persons Housing		310,000	310,000		14,223		295,777		2,775
Total	271,951	0	310,000	30,583	69,160	271,951	505,427	4,948	10,295

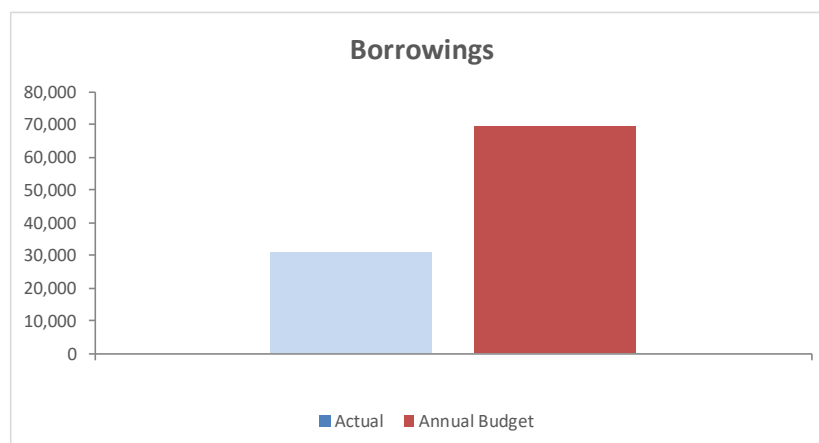
All debenture repayments were financed by general purpose revenue.

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.



Principal Repayments	\$30,583
Interest Earned	\$20,460
Interest Expense	\$4,948
Reserves Bal	Loans Due
\$1.59 M	\$.27 M

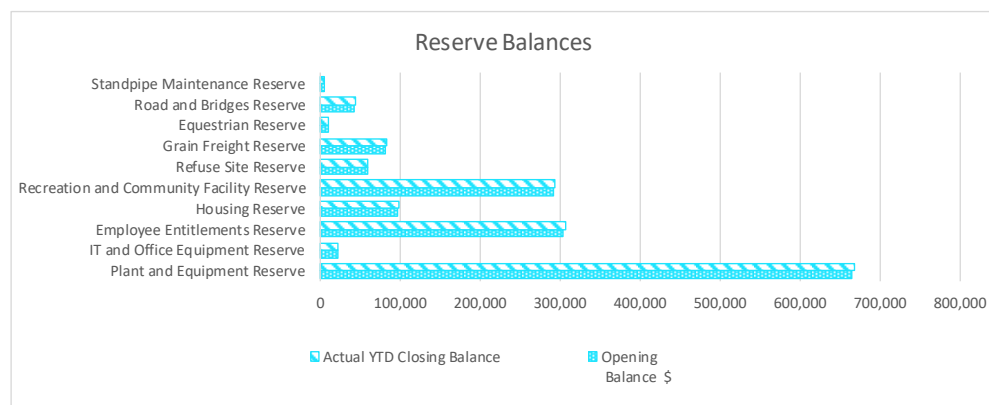
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

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	\$ 664,195	\$ 5,456	\$ 4,719	\$	\$ 4,719	\$ (244,000)	\$	\$ 425,651	\$ 668,914
IT and Office Equipment Reserve	21,068	169	146		146	(15,675)		5,562	21,214
Employee Entitlements Reserve	303,437	2,998	2,593		2,593	0		306,435	306,030
Housing Reserve	96,817	870	752		752	(43,000)		54,687	97,569
Recreation and Community Facility Reserve	291,199	2,996	2,591		2,591	(261,151)		33,044	293,790
Refuse Site Reserve	58,763	971	839		839	0		59,734	59,602
Grain Freight Reserve	81,912	776	671		671	0		82,688	82,583
Equestrian Reserve	10,166	49	42	4,545	42			14,760	10,208
Road and Bridges Reserve	42,542	696	602		602	0		43,238	43,144
Standpipe Maintenance Reserve	4,052	19	17		17	0		4,071	4,069
	1,574,151	15,000	12,974	4,545	12,974	(563,826)	0	1,029,870	1,587,125

KEY INFORMATION



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020

Grants and Contributions

Description	Annual Budget	YTD Budget	YTD Actual	Variance
Operating grants, subsidies and contributions				
General Purpose Funding				
Grants Commission - General Purpose	285,073	142,536	127,760	(14,776)
Governance				
Great Southern Business Development Group	0	0	0	0
Insurance & Other Reimbursements	595	343	30,010	29,667
Department Primary Industries & Regional Development	0	0	30,000	30,000
Law, Order & Public Safety				
DFES - Bush Fire Brigades	24,769	12,384	20,733	8,349
Education & Welfare				
Good Things Foundation	2,500	0	0	0
Housing				
Rental Income	4,680	2,730	2,700	(30)
Community Amenities				
Cemetery	6,362	3,708	7,917	4,209
Protection of the Environment	0	0	7,366	7,366
Recreation & Culture				
Yornaning Dam Stage 2	73,832	73,832	80,924	7,092
Sport & Recreation	3,500	2,037	0	(2,037)
Transport				
Main Roads - RRG	0	0	0	0
Main Roads - Direct Grant	115,490	115,490	115,490	0
Grants Commission - Roads Component	185,141	92,570	82,974	(9,596)
Economic Services				
Youth Day	4,000	2,330	1,000	(1,330)
Volunteers Day	1,000	583	0	(583)
Digital Literacy Workshops	1,500	875	0	(875)
Other Property & Services				
Workers Compensation	25,000	14,581	16,091	1,510
Operating grants, subsidies and contributions Total	733,442	464,000	522,966	58,966
Non-operating grants, subsidies and contributions				
Education & Welfare				
Aged Person Accommodation Funding	872,000	0	0	0
Recreation & Culture				
Wardering Road Bridge Widening	0	0	0	0
Transport				
Main Roads - RRG	334,630	133,852	133,851	(1)
Roads to Recovery (RTR)	211,000	84,400	172,318	87,918
Black Spot (BS)	233,109	93,244	93,244	0
Law, Order & Public Safety				
DFES - Bush Fire Brigades	0	0	0	0
Non-operating grants, subsidies and contributions Total	1,650,739	311,496	399,413	87,917
Grand Total	2,384,181	775,496	922,379	146,883

KEY INFORMATION

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

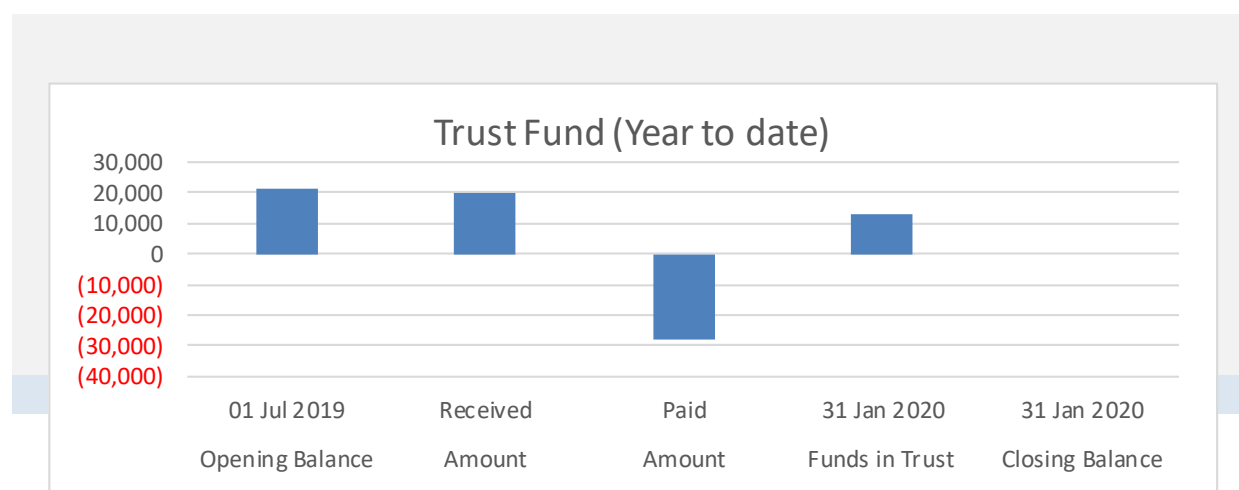
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020**

**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 2019	Amount Received	Amount Paid	Funds in Trust 31 Jan 2020	Closing Balance 31 Jan 2020
	\$	\$	\$	\$	\$
Bonds - Building	6,889	0	0	6,889	0
Bonds - Hall Hire	1,150	500	(1,650)	0	0
Badminton Club		0	0	0	0
Commodine Tennis Club	2,890	0	0	2,890	0
Cuballing Progress Association	1,094	0	0	1,094	0
Cuballing Cricket Club	200	0	0	200	0
Yornaning Dam	0	0	0	0	0
Cuballing Football Association	566	0	0	566	0
Environment and Townscape Trust Fund	6,362	250	(6,612)	0	0
Police Licensing	355	18,701	(19,056)	0	0
Swipe Cards	1,550	0	0	1,550	0
Reimbursements	0	560	(560)	0	0
	21,056	20,011	(27,878)	13,189	0

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JANUARY 2020**

**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
	Budget Adoption		Opening Surplus	\$	\$	\$	\$
	Permanent Changes						
	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

9.1.5 Budget Review 2019/2020

Applicant:	N/A
File Ref. No:	ADM102
Disclosure of Interest:	Nil
Date:	10 th February 2020
Author:	Bronwyn Dew
Attachments:	9.1.5A Budget Review Report 9.1.5B Budget review Commentary Report

Summary

Council is to consider the Statement of Financial Activity incorporating year to date budget variations and forecasts for the financial year to 30th June 2020 at 31st January 2020.

Background

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

Comment

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

These projections are estimates done to the best of the abilities of the staff involved consulting with current accounts, forecasted expenditures and current budgets. These estimates do not guarantee that the 2019/2020 projected results will match the end of year result.

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

The major variances found in the Budget Review:

- Interest of the Municipal account is lower than budgeted creating a permanent decrease to the amount of Interest received for the year;
- Interest on the Reserves account has been higher than budgeted creating a permanent increase to the amount of interest received for the year;
- Standpipe revenue has been higher than budgeted due to the increased volume of water being taken from standpipes this year;
- Administration Salaries are lower than budgeted creating a permanent difference to the administration salaries for the year;
- CEO housing maintenance is lower than expected, creating a permanent difference to the Staff Housing expenses for the year;
- Administration staff training expense is lower than budgeted, creating a permanent difference to the expense for the year;
- Capital works carried out at the Cuballing Refuse Site was an out of budget expense – Resolution 2019/85 – creating a permanent difference to the expense for the year;

- Yornaning Dam Grant income was higher than budgeted creating a permanent increase to the amount of grant funding received for the year;
- General Purpose grants and Local Roads grant were lower than budgeted creating a permanent decrease in the to the amount of funding received for the year;
- LGIS Surplus and rebates were higher than budgeted, creating a permanent difference to Contributions & Reimbursements income for the year;
- Printing costs are lower than budgeted, due to the new copier fee structure, creating a permanent difference to the expense for the year.
- Tyres and tubes are lower than budgeted due to a change of supplier creating a permanent difference to the expense for the year; and
- Youth Traineeship Grant was not budgeted for but following a successful grant application funding has S received.

Based on Budget Review predictions, Council is on track to meet budget with an end of year surplus of \$2,563.

Strategic Implications – Nil

Statutory Environment

Local Government (Financial Management) Regulations 1996

Part 3 Annual budget — s. 6.2

33A. Review of budget

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

Policy Implications – Nil

Financial Implications

Based on the end of year position expected from this Budget Review, no amendments to the 2019/2020 Budget have been recommended.

Economic Implication – Nil

Environmental Considerations – Nil

Consultation – Nil

Options

Council may resolve:

1. the Officer's Recommendation; or
2. not to receive the Budget Review for 2019/2020.

Voting Requirements – Absolute Majority

COUNCIL DECISION – 2020/008:

That Council adopt the Budget Review for the financial year 2019/2020 that was conducted in accordance with Regulation 33A (2) and (3) of the Local Government (Financial Management) Regulation 1996.

Moved: Cr Hopper

Seconded: Cr Dowling

Carried 6/0

**SHIRE OF CUBALLING
BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31 JANUARY 2020**

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

TABLE OF CONTENTS

Statement of Budget Review by Nature or Type	2
Statement of Budget Review by Program	3
Note 1 Basis of Preparation	4
Note 2 Summary Graphs - Budget Review	5
Note 3 Net Current Funding Position	6 - 7
Note 4 Predicted Variances	8 - 11
Note 5 Budget Amendments	12 - 13

SHIRE OF CUBALLING
STATEMENT OF BUDGET REVIEW
(NATURE OR TYPE)
FOR THE PERIOD ENDED 31 JANUARY 2020

	Note	Budget v Actual		Predicted		
		Annual Budget (a)	YTD Actual (b)	Variance Permanent (c)	Year End (a)+(c)	
		\$	\$	\$	\$	
OPERATING ACTIVITIES						
Net current assets at start of financial year	4.5.2	687,002	643,815	(43,187)	643,815	▼
Revenue from operating activities (excluding rates)						
Operating grants, subsidies and contributions	4.1.3	733,442	521,661	39,388	772,830	▲
Profit on asset disposals	4.1.1	0	0	0	0	
Fees and charges	4.1.2	347,392	251,133	11,358	358,750	▲
Interest earnings	4.1.4	32,887	20,460	(1,199)	31,688	▼
Other revenue	4.1.5	41,500	27,833	2,347	43,847	▲
		1,155,220	821,087	51,894	1,207,114	
Expenditure from operating activities						
Employee costs	4.2.1	(1,140,325)	(685,358)	(12,928)	(1,153,253)	▲
Materials and contracts	4.2.2	(896,675)	(432,507)	26,175	(870,500)	▼
Utility charges	4.2.3	(64,076)	(39,859)	(2,672)	(66,748)	▲
Depreciation on non-current assets	4.2.4	(1,500,557)	0	0	(1,500,557)	
Interest expenses	4.2.5	(7,520)	(4,948)	0	(7,520)	
Insurance expenses	4.2.6	(143,652)	(146,749)	(1,229)	(144,881)	▲
Loss on asset disposals	4.2.7	(24,437)	0	0	(24,437)	
Other expenditure	4.2.8	(83,370)	(42,741)	2,237	(81,133)	▼
		(3,860,611)	(1,352,162)	11,583	(3,849,028)	
Non-cash amounts excluded from operating activities	4.5.3	1,524,994	0	0	1,524,994	
Amount attributable to operating activities		(493,395)	112,740	20,290	(473,105)	
INVESTING ACTIVITIES						
Non-operating grants, subsidies and contributions	0	1,650,739	399,413	0	1,650,739	
Purchase land held for resale	4.4.1	0	0	0	0	
Purchase land and buildings	4.4.2	(1,618,460)	(149,600)	(38,859)	(1,657,319)	▲
Purchase plant and equipment	4.4.3	(544,000)	(194,059)	116,000	(428,000)	▼
Purchase furniture and equipment	4.4.4	(11,825)	(13,017)	0	(11,825)	
Purchase and construction of infrastructure - roads	4.4.5	(1,007,382)	(378,192)	0	(1,007,382)	
Purchase and construction of infrastructure - other	4.4.6	(45,000)	(30,620)	0	(45,000)	
Proceeds from disposal of assets	4.3.2	96,334	38,850	0	96,334	
Amount attributable to investing activities		(1,479,594)	(327,225)	77,141	(1,402,453)	
FINANCING ACTIVITIES						
Repayment of borrowings	4.4.7	(69,160)	(30,583)	0	(69,160)	
Proceeds from new borrowings	4.3.3	310,000	0	0	310,000	
Transfers to cash backed reserves	4.5.10	(19,545)	(12,974)	0	(19,545)	
Transfers from cash backed reserves	4.3.4	563,826	0	(90,282)	473,544	▲
Amount attributable to financing activities		785,121	(43,557)	(90,282)	694,839	
Budget deficiency before general rates		(1,187,868)	(258,042)	7,149	(1,180,719)	
Estimated amount to be raised from general rates		1,175,270	1,183,283	8,013	1,183,282	▲
Closing funding surplus(deficit)	2	(12,598)	925,241	15,162	2,563	

**SHIRE OF CUBALLING
STATEMENT OF BUDGET REVIEW
(STATUTORY REPORTING PROGRAM)
FOR THE PERIOD ENDED 31 JANUARY 2020**

	Note	Budget v Actual		Predicted		Material Variance
		Adopted Annual Budget (a)	YTD Actual (b)	Variance Permanent (c)	Year End (a)+(c)	
OPERATING ACTIVITIES		\$	\$	\$	\$	
Net current assets at start of financial year	4.5.2	687,002	643,815	(43,187)	643,815	▼
Revenue from operating activities (excluding rates)						
General purpose funding		322,406	151,710	(15,975)	306,431	▼
Governance		1,295	63,188	62,014	63,309	▲
Law, order, public safety		28,019	24,318	0	28,019	
Health		800	944	0	800	
Education and welfare		2,500	0	0	2,500	
Housing		4,680	2,700	0	4,680	
Community amenities		77,382	86,227	0	77,382	
Recreation and culture		84,877	90,203	7,092	91,969	▲
Transport		310,631	205,342	(9,595)	301,036	▼
Economic services		38,250	30,599	8,358	46,608	▲
Other property and services		284,380	165,856	0	284,380	
		1,155,220	821,087	51,894	1,207,114	
Expenditure from operating activities						
General purpose funding		(75,915)	(32,679)	1,365	(74,550)	▼
Governance		(149,640)	(103,243)	13,550	(136,090)	▼
Law, order, public safety		(186,043)	(79,813)	3,110	(182,933)	▼
Health		(41,600)	(23,870)	0	(41,600)	
Education and welfare		(14,300)	(8,431)	0	(14,300)	
Housing		(43,610)	(14,465)	6,461	(37,149)	▼
Community amenities		(343,128)	(195,387)	1,291	(341,837)	▼
Recreation and culture		(376,688)	(159,616)	(16,932)	(393,620)	▲
Transport		(2,210,019)	(554,992)	0	(2,210,019)	
Economic services		(180,605)	(98,428)	(1,098)	(181,703)	▲
Other property and services		(239,064)	(81,238)	3,836	(235,228)	▼
		(3,860,611)	(1,352,162)	11,583	(3,849,028)	
Non-cash amounts excluded from operating activities	4.5.3	1,524,994	0	0	1,524,994	
Amount attributable to operating activities		(493,395)	112,740	20,290	(473,105)	
INVESTING ACTIVITIES						
Non-operating grants, subsidies and contributions		1,650,739	399,413	0	1,650,739	
Purchase land held for resale	4.4.1	0	0	0	0	
Purchase land and buildings	4.4.2	(1,618,460)	(149,600)	(38,859)	(1,657,319)	▲
Purchase plant and equipment	4.4.3	(544,000)	(194,059)	116,000	(428,000)	▼
Purchase furniture and equipment	4.4.4	(11,825)	(13,017)	0	(11,825)	
Purchase and construction of infrastructure - roads	4.4.5	(1,007,382)	(378,192)	0	(1,007,382)	
Purchase and construction of infrastructure - other	4.4.6	(45,000)	(30,620)	0	(45,000)	
Proceeds from disposal of assets	4.3.2	96,334	38,850	0	96,334	
Amount attributable to investing activities		(1,479,594)	(327,225)	77,141	(1,402,453)	
FINANCING ACTIVITIES						
Repayment of borrowings	4.4.7	(69,160)	(30,583)	0	(69,160)	
Proceeds from new borrowings	4.3.3	310,000	0	0	310,000	
Transfers to cash backed reserves	4.5.10	(19,545)	(12,974)	0	(19,545)	
Transfers from cash backed reserves	4.3.4	563,826	0	(90,282)	473,544	▼
Amount attributable to financing activities		785,121	(43,557)	(90,282)	694,839	
Budget deficiency before general rates		(1,187,868)	(258,042)	7,149	(1,180,719)	
Estimated amount to be raised from general rates		1,175,270	1,183,283	8,013	1,183,282	
Closing Funding Surplus(Deficit)	2	(12,598)	925,241	15,162	2,563	▲

**SHIRE OF CUBALLING
NOTES TO AND FORMING PART OF THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31 JANUARY 2020**

1. BASIS OF PREPARATION

The budget review report has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government 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 budget review report are presented below and have been consistently applied unless stated otherwise.

The report has 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 Shire of Cuballing controls resources to carry on its functions have been included in the financial statements forming part of this budget review.

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.

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.

2019-20 ACTUAL BALANCES

Balances shown in this budget review report as 2019-20 Actual are as forecast at the time of budget review preparation and are subject to final adjustments.

ROUNDING OFF FIGURES

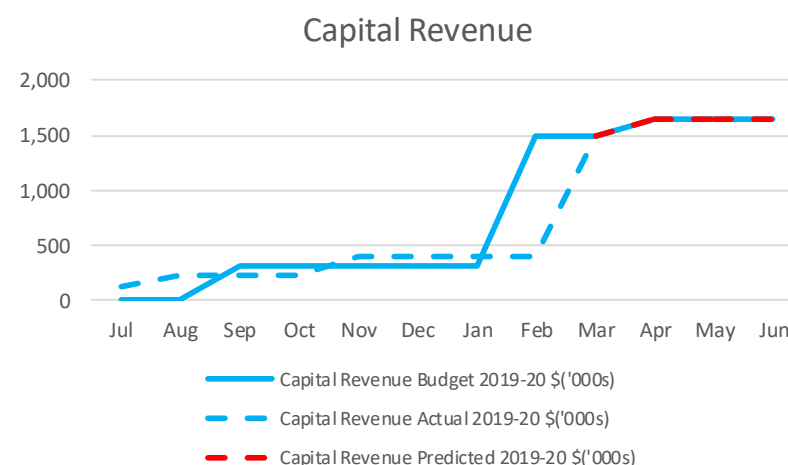
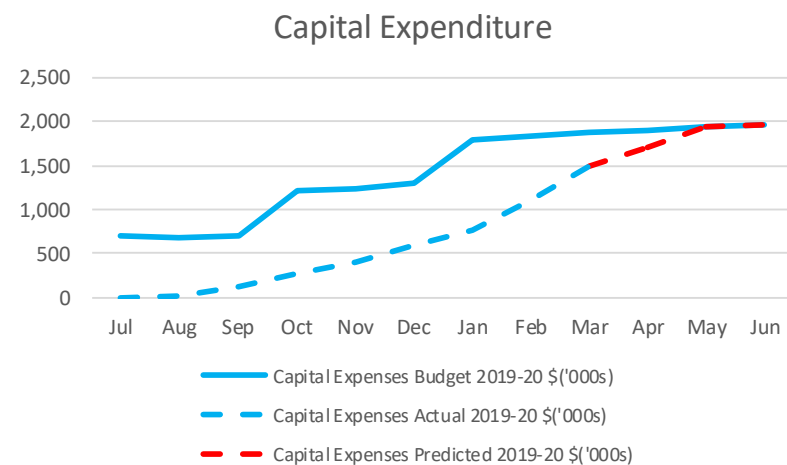
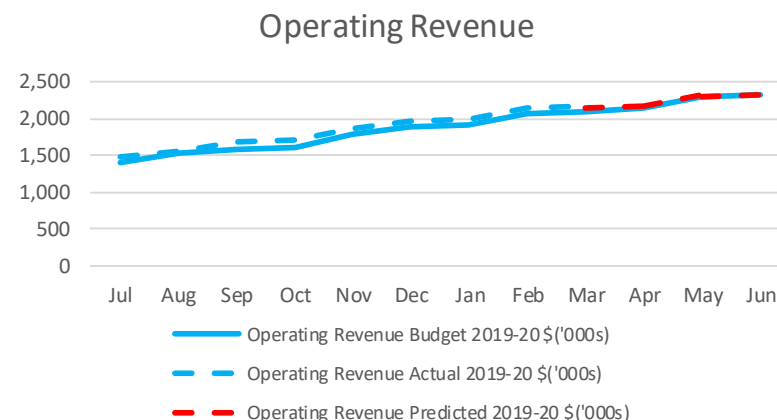
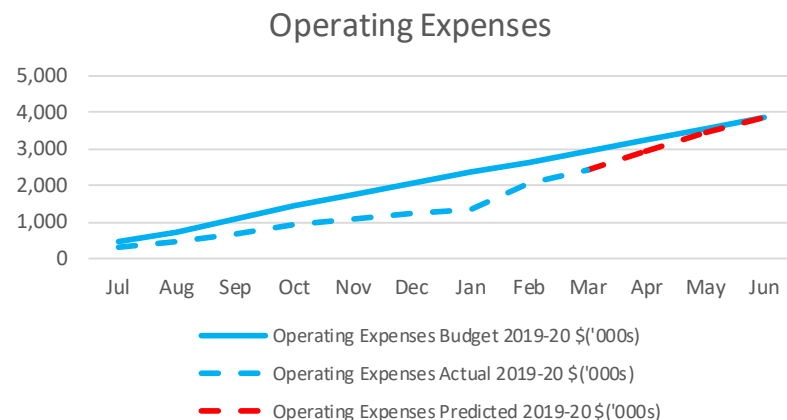
All figures shown in this budget review report are rounded to the nearest dollar.

BUDGET COMPARATIVE FIGURES

Unless otherwise stated, the budget comparative figures shown in this budget review report relate to the original budget estimate for the relevant item of disclosure.

**SHIRE OF CUBALLING
SUMMARY GRAPHS - BUDGET REVIEW
FOR THE PERIOD ENDED 31 JANUARY 2020**

2. SUMMARY GRAPHS - BUDGET REVIEW



This information is to be read in conjunction with the accompanying financial statements and notes.

SHIRE OF CUBALLING
NOTES TO THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31 JANUARY 2020

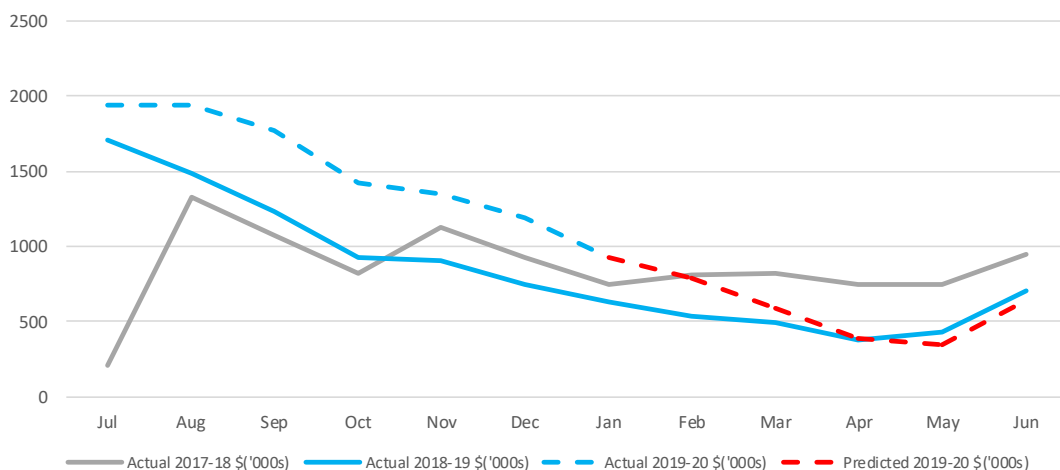
3. NET CURRENT FUNDING POSITION

	Last Years Closing Jun-19	This Time Last Year Jan-19	Year to Date Actual Jan-20
	\$	\$	\$
Current assets			
Cash unrestricted	669,181	469,667	807,185
Cash restricted	1,574,152	1,547,666	1,587,125
Receivables - rates and rubbish	63,701	120,113	151,191
Receivables - other	32,263	90,392	28,563
Inventories	8,986	8,391	8,986
	<u>2,348,282</u>	<u>2,236,229</u>	<u>2,583,050</u>
Less: current liabilities			
Payables	(130,316)	(59,037)	(49,923)
ATO Payables	0	1,091	(20,760)
Provisions - employee	(209,084)	(246,020)	(209,084)
Long term borrowings	(54,937)	(16,334)	(24,354)
	<u>(394,337)</u>	<u>(320,300)</u>	<u>(304,121)</u>
Adjustments and exclusions permitted by FM Reg 32			
Less: Cash reserves	(1,574,152)	(1,547,666)	(1,587,125)
Add: Provisions - employee	209,084	246,020	209,084
Add: Long term borrowings	54,937	16,334	24,354
	<u>643,815</u>	<u>630,617</u>	<u>925,241</u>
Net current funding position			

3A. NET CURRENT FUNDING POSITION - AMOUNTS EXCLUDED FROM OPERATING ACTIVITIES

	Full Year Budget	YTD Actual
	\$	\$
Depreciation on non-current assets	1,500,557	0
Loss on asset disposals	24,437	0
Profit on asset disposals	0	0
Non-cash amounts excluded from operating activities	<u>1,524,994</u>	<u>0</u>

Liquidity Over the Year



**SHIRE OF CUBALLING
NOTES TO THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31 JANUARY 2020**

3. COMMENTS/NOTES - NET CURRENT FUNDING POSITION (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, 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 shown as short term borrowings in current liabilities in Note 2 Net Current Assets of the budget.

TRADE AND OTHER RECEIVABLES

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

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other

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.

INVENTORIES

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

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 Shire of Cuballing's operational cycle. In the case of liabilities where the Shire of Cuballing 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 sale where it is held as non-current based on the Shire of Cuballing's intentions to release for sale.

LOANS AND RECEIVABLES

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss. Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services

financial year that are unpaid and arise when the Shire of Cuballing becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

EMPLOYEE BENEFITS

Short-Term Employee Benefits

Benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire of Cuballing's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current of financial trade and other payables in the statement position. Shire of Cuballing's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

PROVISIONS

Provisions are recognised when the Shire of Cuballing has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

RATES, GRANTS, DONATIONS AND OTHER CONTRIBUTIONS

Rates, grants, donations and other contributions are recognised as revenues when the Shire of Cuballing 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.

**SHIRE OF CUBALLING
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
FOR THE PERIOD ENDED 31 JANUARY 2020**

4. PREDICTED VARIANCES

Comments/Reason for Variance	Variance \$ <u>Permanent</u>
4.1 OPERATING REVENUE (EXCLUDING RATES)	
4.1.1 PROFIT ON ASSET DISPOSAL	
No Material Variance	0
4.1.2 FEES AND CHARGES	
Local Building Certificate Fees	(500)
Local Building Licence Fees	1,200
Standpipe charges	10,658
4.1.3 GRANTS, SUBSIDIES AND CONTRIBUTIONS	
Financial Assistance Grants - General Purpose Component	(14,776)
Youth Development Traineeship funding	30,000
Contributions and Reimbursements	29,667
Financial Assistance Grants - Roads Component	(9,595)
Tourism & Area Promotion	(3,000)
Yornaning Dam Stage 2 Grant	7,092
4.1.4 INTEREST EARNINGS	
General Interest	(5,422)
Interest on Reserves	4,223
4.1.5 OTHER REVENUE	
Photocopying, maps & minutes	2,347
4.2 OPERATING EXPENSES	
4.2.1 EMPLOYEE COSTS	
Admin Salaries & Wages	10,000
Administration Superannuation & Related Costs	0
Administration Staff Training	4,000
Parks & Reserves Maintenance	(4,555)
Works Staff Training	(1,000)
Depot Maintenance	(8,184)
Street & Roads Maintenance	8,184
Long Service Leave Entitlements - Tourle	(10,358)
Outside Award Allowances	(9,806)
Tip Maintenance Costs	(2,058)
Popanyinning Public Toilets	7,236
Cemetery Maintenance	(6,387)
4.2.2 MATERIAL AND CONTRACTS	
Rates - Discounts Allowed	1,365
Council Donations	1,000
Printing & Stationary	4,201
Sanitation Costs	2,500
Bank Fees	1,227
Administration Office Expenses	(3,306)
Ranger Service	3,110
CEO Housing Maintenance	6,461
Community Functions	3,094
Building Services	(1,520)
Tyres & Tubes	25,000
Administration Other	(4,580)
Recreation Maintenance	(12,377)

4.2.3 UTILITY CHARGES	
Standpipe Costs	(2,672)
4.2.4 DEPRECIATION (NON CURRENT ASSETS)	
Governance	0
Community Amenities	0
Recreation & Culture	0
Transport	0
Other Property & Services	0
4.2.5 INTEREST EXPENSES	
No Material Variance	0
4.2.6 INSURANCE EXPENSES	
Insurance - Administration	(1,229)
4.2.7 LOSS ON ASSET DISPOSAL	
No Material Variance	0
4.2.8 OTHER EXPENDITURE	
Members - Expenses, badges & honour boards	1,237
Relocation Costs	1,000
4.3 CAPITAL REVENUE	
4.3.1 GRANTS, SUBSIDIES AND CONTRIBUTIONS	
No Material Variance	0
4.3.2 PROCEEDS FROM DISPOSAL OF ASSETS	
No Material Variance	0
4.3.3 PROCEEDS FROM NEW DEBENTURES	
No Material Variance	0
4.3.4 TRANSFER FROM RESERVES (RESTRICTED ASSETS)	
No Material Variance	0
4.4 CAPITAL EXPENSES	
4.4.1 LAND HELD FOR RESALE	
No Material Variance	0
4.4.2 LAND AND BUILDINGS	
Cuballing Refuse Site Waste Water Resolution 2019/85	(38,859)
4.4.3 PLANT AND EQUIPMENT	
Road Plant Purchases	116,000
4.4.4 FURNITURE AND EQUIPMENT	
No Material Variance	0
4.4.5 INFRASTRUCTURE ASSETS - ROADS	
No Material Variance	0
4.4.6 INFRASTRUCTURE ASSETS - OTHER	
4.4.7 REPAYMENT OF DEBENTURES	
No Material Variance	0
4.5 OTHER ITEMS	
4.5.10 TRANSFER TO RESERVES (RESTRICTED ASSETS)	
No Material Variance	0
4.5.11 TRANSFER FROM RESERVES (RESTRICTED ASSETS)	
Cuballing Refuse Site - Drainage Resolution 2019/85	15,360
Road Plant Purchases	(116,000)
Long Service Leave Provision	10,358
4.5.1 RATE REVENUE	
Increase to Rates Income	8,013
4.5.2 OPENING FUNDING SURPLUS (DEFICIT)	
During the compilation of the annual financial statements, amendments resulted in a permanent change to the balance brought forward.	(43,187)
4.5.3 NON-CASH WRITE BACKS	
Depreciation	0
Total Predicted Variances as per Annual Budget Review	15,162

SHIRE OF CUBALLING
NOTES TO THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31 JANUARY 2020

5. BUDGET AMENDMENTS

GL Acc	Program	Description	Council Resolution	Classification	Non Cash Adjustments	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
					\$	\$	\$	\$
		Budget Adoption						687,002
		Opening Surplus (Deficit)		Opening Surplus (Deficit)			(43,187)	643,815
1032000	General Purpose Funding	General Purpose Grants	Proposed	Operating Revenue			(14,776)	629,039
1032010	General Purpose Funding	Interest Received - Muni Account	Proposed	Operating Revenue			(5,422)	623,617
1032020	General Purpose Funding	Interest Received - Reserves Account	Proposed	Operating Revenue		4,223		627,840
1031010	General Purpose Funding	Rates - Discounts Allowed	Proposed	Operating Expenses		1,365		629,205
1041110	Governance	Members - Expenses, badges & honour boards	Proposed	Operating Expenses		1,237		630,442
104117	Governance	Council Donations	Proposed	Operating Expenses		1,000		631,442
1042310	Governance	Printing & Stationery	Proposed	Operating Expenses		4,201		635,643
1042330	Governance	Relocation Costs	Proposed	Operating Expenses		1,000		636,643
1042350	Governance	Admin Salaries & Wages	Proposed	Operating Expenses		10,000		646,643
1042360	Governance	Administration Superannuation	Proposed	Operating Expenses		0		646,643
1042380	Governance	Insurance Administration	Proposed	Operating Expenses			(1,229)	645,414
104250	Governance	Photocopying, maps & minutes	Proposed	Operating Revenue		2,347		647,761
1042510	Governance	Contributions and Reimbursements	Proposed	Operating Revenue		29,667		677,428
1042540	Governance	Youth Development Traineeship funding	Proposed	Operating Revenue		30,000		707,428
1042890	Governance	Administration Office Maintenance	Proposed	Operating Expenses			(3,306)	704,122
1042980	Governance	Bank Fees	Proposed	Operating Expenses		1,227		705,349
1042970	Governance	Training Administration Staff	Proposed	Operating Expenses		4,000		709,349
1042390	Governance	Administration Other	Proposed	Operating Expenses			(4,580)	704,769
1052050	Law, Order & Public Safety	Ranger	Proposed	Operating Expenses		3,110		707,879
1091060	Housing	CEO Housing	Proposed	Operating Expenses		6,461		714,340
1101050	Community Amenities	Tip Maintenance Costs	Proposed	Operating Expenses			(2,058)	712,282

Attachment 9.1.5A

1102000	Community Amenities	Sanitation - Other	Proposed	Operating Expenses	2,500		714,782	
1107050	Community Amenities	Maintenance - Popanyinning Public Toilets	Proposed	Operating Expenses	7,236		722,018	
1107150	Community Amenities	Cemetery Maintenance	Proposed	Operating Expenses		(6,387)	715,631	
1107420	Community Amenities	Transfer Station Waste Water	Resolution 2019/85	Capital Expenses		(38,859)	676,772	
1111050	Recreation & Culture	Maintenance of Parks & Reserves	Proposed	Operating Expenses		(4,555)	672,217	
1111250	Recreation & Culture	Maintenance - Recreation	Proposed	Operating Expenses		(12,377)	659,840	
1111160	Recreation & Culture	Income - Yornaning Grant Stage 2	Proposed	Operating Revenue	7,092		666,932	
1121850	Transport	Local Roads Grant	Proposed	Operating Revenue		(9,595)	657,337	
1122100	Transport	Depot Maintenance	Proposed	Operating Expenses		(8,184)	649,153	
1122050	Transport	Maintenance on street & roads	Proposed	Operating Expenses	8,184		657,337	
1124050	Transport	Road Plant Purchases	Proposed	Capital Expenses	116,000		773,337	
		General Purpose funding grant & Local Road						
1132060	Economic Services	funding grant were lower than anticipated	Proposed	Operating Expenses	3,094		776,431	
1132500	Economic Services	Income relating to Tourism & Area Promotion	Proposed	Operating Revenue		(3,000)	773,431	
1133100	Economic Services	Expenditure - Building Services General	Proposed	Operating Expenses		(1,520)	771,911	
1133480	Economic Services	Local Building Certificate Fees	Proposed	Operating Revenue		(500)	771,411	
1133500	Economic Services	Local Building Licence Fees	Proposed	Operating Revenue	1,200		772,611	
1134100	Economic Services	Stand Pipe Costs	Proposed	Operating Expenses		(2,672)	769,939	
1134550	Economic Services	Standpipe charges	Proposed	Operating Revenue	10,658		780,597	
1141100	Other Property & Services	Building Surveyor Wages	Proposed	Operating Expenses			780,597	
1141110	Other Property & Services	Building Surveyor Other costs	Proposed	Operating Expenses			780,597	
1142070	Other Property & Services	Long Service Leave Wages	Proposed	Operating Expenses		(10,358)	770,239	
1142150	Other Property & Services	Expenditure - Allowances	Proposed	Operating Expenses		(9,806)	760,433	
1142250	Other Property & Services	Expenditure - Staff Training	Proposed	Operating Expenses	0	(1,000)	759,433	
1143200	Other Property & Services	Tyres & Tubes	Proposed	Operating Expenses	25,000		784,433	
1042990	Governance	Depreciation	Proposed	Non Cash Item			784,433	
1107990	Community Amenities	Depreciation	Proposed	Non Cash Item			784,433	
1110990	Recreation & Culture	Depreciation	Proposed	Non Cash Item			784,433	
1122990	Transport	Depreciation	Proposed	Non Cash Item			784,433	
1143520	Other Property & Services	Depreciation	Proposed	Non Cash Item			784,433	
1143990	Other Property & Services	Depreciation	Proposed	Non Cash Item			784,433	
	Rates	Increase to Rates Income			8,013			
1701020	Equity	Transfer (to)/from reserves	Proposed	Capital Revenue	25,718	(116,000)	694,151	
Amended Budget Cash Position as per Council Resolution					0	314,533	(299,371)	694,151

Classifications Pick

List

Operating Revenue	
Operating Expenses	
Capital Revenue	314,533
Capital Expenses	- 299,371
Opening Surplus(Deficit)	15,162
Non Cash Item	

SHIRE OF CUBALLING
BUDGET REVIEW REPORT
FOR THE PERIOD ENDED 31 JANUARY 2020

Attachment 9.1.2B BUDGET REVIEW COMMENTARY

GL Acc	Description	Cash Increase	Cash Decrease	Explanation	Timing / Permanent
1032000	General Purpose Grants		-14,776	Revenue from general purpose grants has been lower than budgeted	Permanent
1032010	Interest Received - Muni Account		-5,422	Interest on Muni account is lower than budgeted	Permanent
1032020	Interest Received - Reserves Account	4,223		Interest as at 31/1/2020 is higher than YTD budget for, possibly timing as funds in term deposit	Timing
1042350	Administration Salaries & Wages	10,000		Due to not engaging a cleaner for full financial year	Permanent
1042310	Printing & Stationery	4,201		Expenses under budget - New copier more efficient	Permanent
1042510	Contributions and Reimbursements	29,667		LGIS refunds & Long Service Leave reimbursement from Shire of Narrogin	Permanent
1042540	Youth Development Traineeship funding	30,000		Grant funding not budgeted for, successful grant application	Permanent
1042390	Training Administration Staff	4,000		Training for Administration staff has been less than budgeted.	Permanent
1042890	Administration Office Maintenance		-3,306	Maintenance higher than budgeted, have needed some electrical work as power points and light switches are quite old and had become dangerous. Some can be attributed to staff time for cleaning, mowing etc	Permanent
1107050	Maintenance - Popanyinning Public Toilets	7,092		Maintenance costs have been much lower than previous years.	Permanent
1107150	Cemetery Maintenance		-6,387	Cemetery required more work than expected, have had several funerals this financial year. Mostly staff hours	Permanent
1107420	Transfer Station Waste Water		-38,859	Capital works carried out, as per Resolution 2019/85	Permanent
1111050	Maintenance of Parks & Reserves		-4,555	Overbudget but on investigation it is mostly staff hours (salaries allocated) for mowing etc. Not an issue	Timing
1111250	Maintenance - Recreation		-12,377	Mostly staff time - not an issue	Timing
1111160	Income - Yornaning Grant Stage 2	7,092		Grant funding higher than budgeted	Permanent
1052050	Ranger Service	3,110		Underbudget - but may be required if we have any animal issues	Timing
1091050	CEO Housing	6,461		Expenses under budget	Timing
1101050	Transfer Stations		-2,058	Expenditure over budget	Permanent
1121850	Local Roads Grant		-9,595	Revenue from Local Roads Grants has been lower than budgeted	Permanent
1122100	Depot Maintenance		-8,184	Mostly staff time - not an issue	Timing
1122050	Maintenance on street & roads	8,184		Mostly staff time - not an issue	Timing
1132500	Income relating to Tourism & Area Promotion		-3,000		Permanent
1133100	Expenditure - Building Services General		-1,520	Expenses over budget	Timing
1133480	Local Building Certificate Fees		-500	Income for this item underbudget	Timing
1133500	Local Building Licence Fees	1,200		Income for this item over budget	Permanent
1134100	Stand Pipe Costs		-2,672	Expenses higher than budgeted - more water usage due to dry season - this is reflected by the increased income from standpipe charges	Permanent
1134550	Standpipe charges	10,658		Increased income from standpipes due to increased consumption of water	Permanent
1142070	Long Service Leave Wages		-10,358	Pay out of Long Service Leave due to Peter Toule resignation	Permanent
1142150	Expenditure - Allowances		-9,806		Permanent
1142250	Expenditure - Staff Training		-1,000	New staff member requires traffic control training	Permanent
1143200	Tyres & Tubes	25,000		Budgeted extra for tyres this financial year. Chnaged suppliers to save money so extra allocation not required.	Permanent
1101050	Road Plant Purchases	116,000		Road plant purchases for the 2019/20 year came in underbudget	Permanent

9.2 CHIEF EXECUTIVE OFFICER:

9.2.1 Scheme Amendment No. 5 to the Shire of Cuballing Local Planning Scheme No. 2

Location:	Various properties in Alton Street, Austral Street and Beeston Street, Cuballing
Applicant:	Edge Planning & Property for the Shire of Cuballing
File Ref. No:	ADM327
Disclosure of Interest:	Nil
Date:	10 February 2020
Author:	Gary Sherry
Attachments	9.2.1A Location Plan 9.2.1B Existing Zoning 9.2.1C Proposed Zoning 9.2.1D Scheme Amendment No. 5 documentation

Summary

It is recommended that Council amend the Local Planning Scheme through commencing the process of amending the R-Coding and the zoning of various properties in Alton Street, Austral Street and Beeston Street.

Background

As Councillors are aware, the *Shire of Cuballing Local Planning Scheme No. 2 (LPS2)* provides the statutory basis for Council regulating development and land use proposals.

The properties subject to Amendment 5, shown in Attachment 9.2.1A, are approximately 250 – 400 metres from the town centre. There are various uses nearby including residential, rural residential, commercial and light industry.

Cadastral details for properties within the amendment site are summarised below:

Lot	Deposited Plan	Volume	Folio	Area	Address
Lot 7 Alton Street	P222342	1152	290	3046 ^{m2}	131 Alton Street
Lot 9 Alton Street	P222342	1152	303	3087 ^{m2}	121 Alton Street
Lot 8 Austral Street	P222342	1156	980	3007 ^{m2}	78 Austral Street
Lot 56 Austral Street	P222342	1753	78	8245 ^{m2}	58 Austral Street
Lot 91 Austral Street	P222342	1156	981	3122 ^{m2}	74 Austral Street
Lot 92 Austral Street	P222342	1152	303	3521 ^{m2}	74 Austral Street
Lot 90 Beeston Street	P222342	1151	934	3358 ^{m2}	7 Beeston Street
Lot 397 Beeston Street	P181437	1814	929	2191 ^{m2}	23 Beeston Street

The main section of the site, generally bounded by Austral, Beeston and Alton Streets, has the following characteristics and features:

- It is largely undeveloped. There is a disused dwelling in poor condition and several associated outbuildings along with a small dam in the northern section. Lot 56 is a depot yard;
- It contains various mature trees;
- It has a gentle gradient, sloping down to the east; and
- There is open drainage on some of the streets.

Lot 397 has frontage to Beeston Street and Andover Street. Lot 397 Beeston Street contains a dwelling and an outbuilding.

Attachment 9.2.1B shows existing zoning while Attachment 9.2.1C shows proposed zoning. As shown in Attachment 9.2.1B, a portion of Lot 56 Austral Street and a portion of Lot 397 Beeston Street are freehold but are reserved as 'Local Road' in LPS2.

The Local Planning Strategy allocates the site as 'Residential' on the Strategy Plan. Relevant strategies include:

- S4) Retain Residential R10 as the highest residential density (smallest lot size) in the Cuballing and Popanyinning townsites.
- S5) Support infill development and increases in housing density of land currently zoned 'Rural Townsite' to R10 where the land is considered suitable and capable.
- S8) Encourage a mix of lot sizes and promote affordability and choice in housing by encouraging a mix of housing types.
- S25) Require new developments to be appropriately serviced with potable water and on-site effluent disposal.

Amendment 5 proposes to retain the Rural Townsite zoning for most of the site but change the R-Coding to facilitate subdivision/development including housing for aged or dependent persons. Additionally, the Amendment also addresses some anomalies with LPS2 including that a portion of Lot 56 Austral Street and a portion of Lot 397 Beeston Street are a 'Local Road' Reserve. This is an anomaly given the freehold tenure. Amendment 5 proposes to:

- Recode Lot 7 Alton Street, Lot 9 Alton Street, Lot 8 Austral Street, Lot 91 Austral Street, Lot 92 Austral Street and Lot 90 Beeston Street from 'Rural Townsite R5' Zone to 'Rural Townsite R10' Zone.
- Rezone a portion of Lot 56 Austral Street from the 'Local Road' Reserve to the 'Rural Townsite' Zone and allocate an R-Coding of 'R5'.
- Rezone a portion of Lot 397 Beeston Street from the 'Local Road' Reserve to the 'Rural Townsite' Zone and allocate an R-Coding of 'R2.5'.

The residential density of R5 refers to a density of 1 dwelling per 2000m² or a minimum lot size of 2000m². The residential density of R10 refers to a density of 1 dwelling per 1000m² or a minimum lot size of 875m².

Attachment 9.2.D sets out the Amendment No.5 documentation.

The amendment documentation is supported by a Bushfire Management Plan (Bushfire Hazard Level Assessment) and a site classification (geotechnical assessment).

Attachment 4 in the amendment documentation sets out the Bushfire Management Plan (Bushfire Hazard Level Assessment) by Lush Fire & Planning. This report demonstrates that the hazard level on the site will be reduced and permanently altered by the site being developed and the *Bushfire Protection Criteria in the Guidelines* can be achieved in the subsequent planning stages.

Attachment 5 of the amendment documentation sets out the site classification by R Munns Engineering Consulting Services and UTS Soiltec. This concludes the soil conditions are suitable for residential development.

Comment

It is recommended that Council resolves to amend LPS2, as outlined in Attachment 9.2.1D, to commence the process of amending the R-Coding and zoning of various properties in Alton Street, Austral Street and Beeston Street. The reasons include:

- The Amendment is consistent with the State, regional and local planning framework. The R5 coding (average lot size of 1000m²) is consistent with the Local Planning Strategy;
- The supporting technical investigations outline the site is suitable and capable of accommodating residential development and/or additional lots for residential purposes;
- Recoding the site will facilitate new development opportunities including the potential for a greater range of lot sizes and increased housing choices (including housing for aged or dependent persons and people seeking to downsize);
- It addresses an anomaly with LPS2 given a portion of Lot 56 Austral Street and a portion of Lot 397 Beeston Street, which are freehold, are reserved as 'Local Road' in LPS2;
- The Amendment addresses land use compatibility, key environmental assets and bushfire risks;
- Future development and/or subdivision will be appropriately serviced; and
- The Amendment supports the local community and the local economy.

Based on the *Planning and Development (Local Planning Schemes) Regulations 2015*, the Amendment is considered a 'standard' amendment.

The process of undertaking the amendment requires:

- the amendment to be referred to the Environmental Protection Authority (EPA) for assessment and upon approval to proceed when their advice is received;
- public consultation to be undertaken for at least 42 days;
- reporting to Council following the close of the consultation period. The Council will then determine whether or not to support final approval of the scheme amendment (with or without modifications); and
- the Western Australian Planning Commission to assess the scheme amendment request with the final decision made by the Minister for Planning.

Strategic Implications

The Amendment is consistent with the Local Planning Strategy and consistent with the *Strategic Community Plan 2017-2027*. This includes promoting population growth and supporting local facilities. The Amendment assists to provide a greater range of housing in Cuballing.

Statutory Environment

Planning and Development Act 2005, Planning and Development (Local Planning Schemes) Regulations 2015 and LPS2.

Planning and Development (Local Planning Schemes) Regulations 2015 provide for basic, standard and complex amendments. Having regard to Regulation 34, Amendment No.5 is considered a 'standard' amendment for the following reasons:

- An amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission.
- An amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment.

- An amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.

Policy Implications

Various policies have been given due consideration in relation to this Amendment including:

- State Planning Policy No. 2: Environment and Natural Resources Policy
- State Planning Policy No. 2.9: Water Resources
- State Planning Policy No. 3: Urban Growth and Settlement
- State Planning Policy 3.7: Planning in Bushfire Prone Areas.

Financial Implications

This has already been budgeted for.

Economic Implications

Residential development is an important contributor to the district economy.

Social Implications - Nil

Environmental Considerations

There is a need to address the *Government Sewerage Policy* for on-site sewage disposal.

Consultation

No public consultation has yet occurred at this early stage of the planning process. Should Council adopt the scheme amendment and environmental clearance is provided by the EPA, the scheme amendment will be publicly advertised in accordance with the Regulations.

Options

Council may resolve:

- The Officer's Recommendation;
- An amended Officer's Recommendation with modifications and amendments;
- To defer consideration and seek additional information before proceeding to make a decision; or
- To not support the Amendment and the Amendment would not proceed;

Voting Requirements - Simple Majority

COUNCIL DECISION – 2020/009:

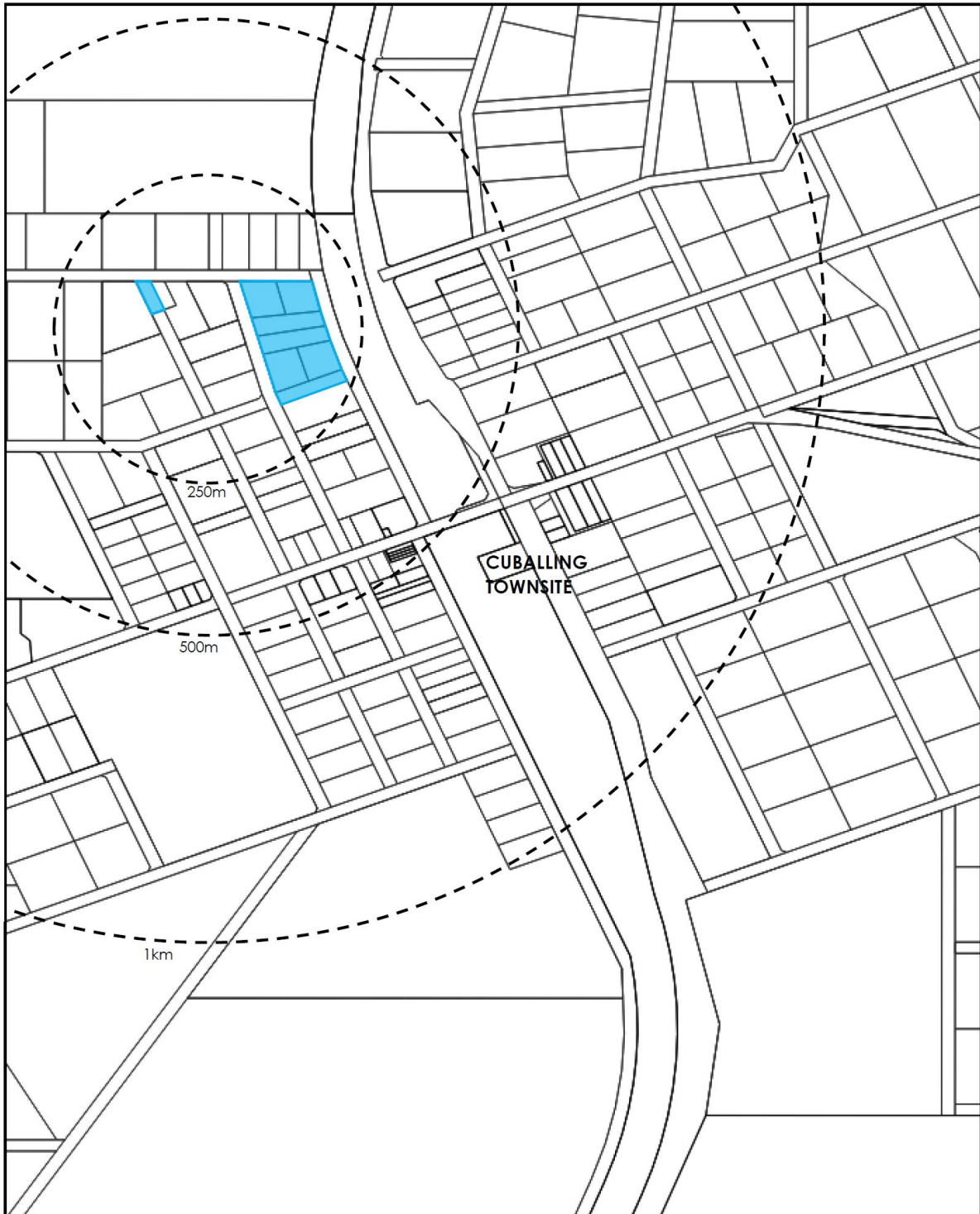
That Council:

- 1. in accordance with Section 75 of the Planning and Development Act 2005 amends the Shire of Cuballing Local Planning Scheme No. 2 by:**
 - a. Recoding Lot 7 Alton Street, Lot 9 Alton Street, Lot 8 Austral Street, Lot 91 Austral Street, Lot 92 Austral Street and Lot 90 Beeston Street from ‘Rural Townsite R5’ Zone to ‘Rural Townsite R10’ Zone and amending the Scheme Map accordingly;**
 - b. Rezoning a portion of Lot 56 Austral Street from the ‘Local Road’ Reserve to the ‘Rural Townsite’ Zone, allocating an R-Coding of ‘R5’ and amending the Scheme Map accordingly; and**
 - c. Rezoning a portion of Lot 397 Beeston Street from the ‘Local Road’ Reserve to the ‘Rural Townsite’ Zone, allocating an R-Coding of ‘R2.5’ and amending the Scheme Map accordingly;**
- 2. determines that Amendment No. 5 is ‘standard’ under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015, contained in Regulation 34, on the basis it is:**
 - a. An amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;**
 - b. An amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment; and**
 - c. An amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;**
- 3. authorises the Shire President and the Chief Executive Officer to execute the Scheme Amendment No. 5 documents as outlined in Attachment 9.2.1D; and**
- 4. notes the Shire will refer Scheme Amendment No. 5 to the Environmental Protection Authority for assessment pursuant to section 81 of the Planning and Development Act 2005. Should the Environmental Protection Authority advise that the amendment does not require assessment, advertise the amendment in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015.**

Moved: Cr Dowling

Seconded: Cr Hopper

Carried 6/0



LOCATION PLAN

Lots 7 & 9 Alton Street
Lots 8, 91, 92 & Part Lot 56 Austral Street
Lot 90 & Part Lot 397 Beeston Street
Shire of Cuballing



edge
PLANNING & PROPERTY
Edge Planning & Property
134 Hare Street, Mount Clarence
ALBANY WA 6330
W: www.edgeplanning.com.au
E: steve@edgeplanning.com.au
M: 0409 107 336



EXISTING SCHEME MAP

Legend

- | | |
|--------------------------|------------------------------|
| Cadastre with Lot number | Local road |
| R Codes | Public purposes |
| LPS Zones | CH Public purposes : Church |
| General agriculture | W Public purposes : Waterway |
| Rural residential | Railway |
| Rural townsite | Recreation and open space |
| LPS Reserves | |
| Highway | |



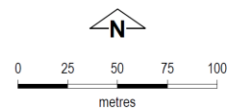
Department of Planning,
Lands and Heritage

Produced by Geospatial Research and Modelling,
Department of Planning, Lands and Heritage, Perth WA
Base Information supplied by Western Australian
Land Information Authority SLIP 1096-2018-1

Shire of Cuballing

Local Planning Scheme No. 2



Amendment No. 5





PROPOSED SCHEME AMENDMENT MAP

Legend

-  Cadastre with Lot number
-  R Code amendments

LPS Zones and Reserves Amendments

-  Rural townsite



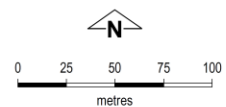
Department of Planning,
Lands and Heritage

Produced by Geospatial Research and Modelling,
Department of Planning, Lands and Heritage, Perth WA
Base Information supplied by Western Australian
Land Information Authority SLIP 1096-2018-1

Shire of Cuballing

Local Planning Scheme No. 2

Amendment No. 5





Shire of Cuballing
Local Planning Scheme No. 2
Scheme Amendment No. 5

Various properties in Alton Street, Austral Street and Beeston Street,
Cuballing

Prepared by Edge Planning & Property for the Shire of Cuballing

www.edgeplanning.com.au

February 2020

PLANNING AND DEVELOPMENT ACT 2005
RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME

SHIRE OF CUBALLING LOCAL PLANNING SCHEME No. 2

AMENDMENT No. 5

RESOLVED that the local government in pursuance of Section 75 of the *Planning and Development Act 2005*, amend the above Local Planning Scheme by:

1. Recoding Lot 7 Alton Street, Lot 9 Alton Street, Lot 8 Austral Street, Lot 91 Austral Street, Lot 92 Austral Street and Lot 90 Beeston Street from 'Rural Townsite R5' Zone to 'Rural Townsite R10' Zone and amending the Scheme Map accordingly.
2. Rezoning a portion of Lot 56 Austral Street from the 'Local Road' Reserve to the 'Rural Townsite' Zone, allocating an R-Coding of 'R5' and amending the Scheme Map accordingly.
3. Rezoning a portion of Lot 397 Beeston Street from the 'Local Road' Reserve to the 'Rural Townsite' Zone, allocating an R-Coding of 'R2.5' and amending the Scheme Map accordingly.

The Amendment is standard under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, contained in Regulation 34, on the basis it is:

- (b) An amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission.
- (e) An amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment.
- (f) An amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.

Dated this day of 20.....

.....
CHIEF EXECUTIVE OFFICER

Contents		
Section No.	Heading	Page No.
1	Introduction	4
2	Background	5
3	Planning Framework	6
4	Amendment Proposal	9
5	Planning Considerations and Planning Justification	9
6	Conclusion	14
Attachments		
1	Amendment Site Plan	
2	Location Plan	
3	Context Plan	
4	Bushfire Management Plan (Bushfire Hazard Level Assessment)	
5	Site Classification	

PROPOSAL TO AMEND A LOCAL PLANNING SCHEME

- | | |
|---|---|
| 1. LOCAL GOVERNMENT: | Shire of Cuballing |
| 2. DESCRIPTION OF LOCAL PLANING SCHEME: | Local Planning Scheme No. 2 |
| 3. TYPE OF SCHEME: | District Scheme |
| 4. SERIAL NUMBER OF AMENDMENT: | 5 |
| 5. PROPOSAL: | <ol style="list-style-type: none"> 1. Recoding Lot 7 Alton Street, Lot 9 Alton Street, Lot 8 Austral Street, Lot 91 Austral Street, Lot 92 Austral Street and Lot 90 Beeston Street from 'Rural Townsite R5' Zone to 'Rural Townsite R10' Zone and amending the Scheme Map accordingly. 2. Rezoning a portion of Lot 56 Austral Street from the 'Local Road' Reserve to the 'Rural Townsite' Zone, allocating an R-Coding of 'R5' and amending the Scheme Map accordingly. 3. Rezoning a portion of Lot 397 Beeston Street from the 'Local Road' Reserve to the 'Rural Townsite' Zone, allocating an R-Coding of 'R2.5' and amending the Scheme Map accordingly. |

REPORT BY THE SHIRE OF CUBALLING

1. INTRODUCTION

The Shire of Cuballing seeks the support of the Western Australian Planning Commission (WAPC) and the approval of the Hon. Minister for Planning to recode and rezone various lots in Alton Street, Austral Street and Beeston Street, Cuballing. In this report, the subject land will be called the 'site'.

The purpose of this report and associated plans are to explain and set out the planning merits of the Amendment.

The site is shown in Attachment 1 with the location plan set out in Attachment 2. The site is predominantly used for residential purposes, while other parts are undeveloped. The proposed recoding to R10 addresses the site's context, characteristics and capability. Additionally, the Amendment also addresses an anomaly with the *Shire of Cuballing Local Planning Scheme No. 2 (LPS2)* given a portion of Lot 56 Austral Street and a portion of Lot 397 Beeston Street, which are freehold, are reserved as 'Local Road' in LPS2.

Recoding the site will facilitate new development opportunities including the potential for a greater range of lot sizes and types of housing. The land use is expected to remain predominantly residential (as part of the Rural Townsite zone).

2. BACKGROUND

2.1 Property Address and Cadastral Details

Cadastral details for the site are summarised below in Table 1:

Lot	Deposited Plan	Volume	Folio	Area	Address
Lot 7 Alton Street	P222342	1152	290	3046m ²	131 Alton Street
Lot 9 Alton Street	P222342	1152	303	3087m ²	121 Alton Street
Lot 8 Austral Street	P222342	1156	980	3007m ²	78 Austral Street
Lot 56 Austral Street	P222342	1753	78	8245m ²	58 Austral Street
Lot 91 Austral Street	P222342	1156	981	3122m ²	74 Austral Street
Lot 92 Austral Street	P222342	1152	303	3521m ²	74 Austral Street
Lot 90 Beeston Street	P222342	1151	934	3358m ²	7 Beeston Street
Lot 397 Beeston Street	P181437	1814	929	2191m ²	23 Beeston Street

2.2 Regional Context

The site is situated in the Shire of Cuballing. The Cuballing townsite is located 185 kilometres south-east of Perth. Cuballing is in the southern Wheatbelt Region and it provides various services and facilities to residents and visitors.

2.3 Local Context

The site forms part of the Cuballing townsite and is located between 250 – 400 metres from the town centre (see Attachment 2).

Attachment 3 shows the Context Plan. There are a range of land uses nearby and in the locality including residential, rural residential, open space, community, commercial and industry. The range of land uses is reflective of most country towns.

To the east of the site is the Northam to Albany Railway, Ridley Street (part of the Great Southern Highway) and the Cuballing Brook. There are considerable mature trees between the Amendment site and Ridley Street which will filter views.

South of the site are a mix of service industrial and community uses.

The land to the west and north of the site has been developed for residential purposes with lots generally being between 2000m² and 4000m² in size. There is rural residential zoned land to the north-west of the site.

There are some areas coded Residential R10 in the Cuballing townsite.

2.4 Physical Characteristics

The main section of the site, generally bounded by Austral, Beeston and Alton Streets, has the following characteristics and features:

- it is largely undeveloped. There is a disused dwelling in poor condition and several associated outbuildings along with a small dam in the northern section. Lot 56 is a depot yard;
- it contains various mature trees;
- it has a gentle gradient, sloping down to the east;

- there is open drainage on some of the streets; and
- it is not classified as a contaminated site by the Department of Water and Environmental Regulation.

Lot 397 has frontage to Beeston Street and Andover Street. Lot 397 Beeston Street contains a dwelling and an outbuilding.

The site's physical features present no constraints to the Amendment.

2.5 Services

The site is provided with standard 'hard' infrastructure including reticulated (scheme) water, power, telecommunications, drainage and sealed roads except for reticulated sewerage which is not available in Cuballing. The site has various road frontages. The roads generally have a 6m wide pavement, except for a portion of Austral Street adjacent to the site which is approximately 4m wide.

2.6 Heritage

There is no registered Aboriginal heritage site on the subject land area as set out on the Department of Planning, Lands and Heritage inquiry system. While noting this, land developers have an obligation under the *Aboriginal Heritage Act 1972* to protect places and objects in Western Australia that are important to Aboriginal people because of the connections to their culture.

The site does not contain any structure or place of non-indigenous heritage significance on the Shire's Municipal Inventory (Local Heritage Survey).

3. PLANNING FRAMEWORK

3.1 Overview

The following section will outline how the Amendment suitably addresses relevant planning policies, strategies, plans and LPS2. In summary, the Amendment is consistent with the State, regional and local planning framework.

3.2 State Planning Framework

The following strategies and policies are of relevance to the Amendment:

- *State Planning Strategy 2050* - sets a broad strategic plan for Western Australia built on sustained growth and prosperity. The Strategy promotes regional development, a range of housing, liveability and making efficient use of land and infrastructure. The Amendment is consistent with the Strategy given it promotes infill residential development, near a town centre and near facilities in an established town.
- *State Planning Policy 1 State Planning Framework Policy (2006)* - identifies that the primary aim of planning is to provide for the sustainable use and development of land.
- *State Planning Policy No. 2.9 Water Resources (2006)* - development is required to adopt water sensitive urban design principles.
- *State Planning Policy No. 3 (2006)* - the Policy sets out the principles and considerations which apply for urban growth and settlement in Western Australia. The Policy promotes a sustainable settlement pattern, promoting development on 'brownfield' (previously developed) land, supports building on existing communities

6

- and seeks convenient access to employment and services. The Amendment is consistent with SPP 3 given the site is near the town centre and other facilities.
- *State Planning Policy 3.7 Planning in Bushfire Prone Areas (2015)* - the site is within a Bushfire Prone Area as shown at <https://maps.slip.wa.gov.au/landgate/bushfireprone>.
 - *State Planning Policy 5.4 Road and Rail Noise (2019)*.
 - *Liveable Neighbourhoods (2009)* - promotes walkable neighbourhoods, mixed uses, the provision of a range of housing types and lot sizes, and to efficiently use land. A general principle is to plan residential neighbourhoods around existing/planned activity centres. The Amendment is consistent with Liveable Neighbourhoods given the site is only 250 - 400 metres from the centre of town and is within walking distance of other facilities.
 - *Government Sewerage Policy (2019)* - the site is not within a sewerage sensitive area.

3.3 Regional Planning Framework

3.3.1 Wheatbelt Regional Planning and Infrastructure Framework (2015)

The Framework establishes the vision, objectives, planning approach and sets out key regional infrastructure projects. The Framework anticipates the population around Narrogin will grow and it supports a diverse economic base. The Framework seeks to focus new housing in established towns to support services and facilities.

3.3.2 Wheatbelt Regional Investment Blueprint (2015)

The Blueprint establishes priorities for economic development and growth of the Wheatbelt region and provides an analysis of local, regional, national and global factors influencing the region. A strategic economic growth plan and proposed transformational projects are set out. The Blueprint also supports growing the region's population, promoting development in established towns and a vibrant economy.

Complementing the Blueprint is the *Wheatbelt South Sub-Regional Economic Strategy (2014)*.

3.3.3 Greater Narrogin Region Growing Our Community: An Economic Development and Implementation Strategy (2015)

The Strategy's vision is 'To see prosperity and growth for the Greater Narrogin Region by encouraging workforce relocation, business growth, attracting new residents and providing attractive community amenities' (page 9). The Strategy supports population growth and providing a range of lot sizes and housing.

3.4 Local Planning Framework

3.4.1 Shire of Cuballing Local Planning Strategy (2019)

The *Shire of Cuballing Local Planning Strategy* identifies Cuballing as a 'rural town' and the focus for population growth in the district. Relevant strategies include:

- S4) Retain Residential R10 as the highest residential density (smallest lot size) in the Cuballing and Popanyinning townsites.

- S5) Support infill development and increases in housing density of land currently zoned 'Rural Townsite' to R10 where the land is considered suitable and capable.
- S8) Encourage a mix of lot sizes and promote affordability and choice in housing by encouraging a mix of housing types.
- S25) Require new developments to be appropriately serviced with potable water and on-site effluent disposal.

The Local Planning Strategy allocates the site as 'Residential' on Strategy Plan – Cuballing townsite and surrounds. Accordingly, the Amendment is consistent with the Local Planning Strategy given it supports infill development and residential densities to R10 to accommodate for the varying housing needs of the community.

3.4.2 Shire of Cuballing Local Planning Scheme No. 2

LPS2 is the principal statutory tool for achieving the Shire's aims and objectives, with respect to the development mainly from a land use, development control and infrastructure coordination perspective.

Most of the site is zoned 'Rural Townsite' with an R-Coding of R5. Lot 397 has an R-Coding of R2.5. A portion of Lot 56 Austral Street and a portion of Lot 397 Beeston Street are a 'Local Road' Reserve. This is an anomaly given the freehold tenure.

The Amendment is consistent with the aims of the scheme (clause 1.6) and the objectives for the Rural Townsite Zone in clause 3.2(a).

3.4.3 Local Planning Policies

There are no Local Planning Policies that directly relate to the Amendment. At future development stages, the Outbuildings Policy will in part guide future use and development of the site.

3.4.4 Shire of Cuballing Strategic Community Plan 2017-2027

The Strategic Community Plan sets the community's vision for the future and it is the principal strategic guide for the Council's future planning and activities. The vision for the town is:

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

The Strategic Community Plan promotes population growth, a growing and more diverse economy, supporting local facilities and protecting key environmental assets.

3.5 Planning Framework Implications for the Amendment

Common themes of the planning framework and their implications for the Amendment include:

- promoting a greater range of lot sizes to facilitate greater for housing choice and affordability. A wider range of both lot sizes and housing types are needed to cater for increasingly diverse household types;
- supporting infill development and increasing housing density of land currently zoned 'Rural Townsite' to R10 in the Cuballing townsite where suitably justified;

8

- addressing land use compatibility;
- addressing key environmental assets;
- addressing bushfire risks;
- addressing landscape impact;
- supporting local communities and local economies; and
- appropriate servicing including that subdivision and/or development is to be appropriately serviced with on-site sewerage disposal.

Based on the above, the Amendment is consistent with the planning framework and is consistent with the principles of orderly and proper planning.

4. AMENDMENT PROPOSAL

The Amendment proposes to recode the main part of site from 'Rural Townsite R5' to 'Rural Townsite R10'. Additionally, the Amendment also addresses an anomaly with LPS2 given a portion of Lot 56 Austral Street and a portion of Lot 397 Beeston Street are a 'Local Road' Reserve. This is an anomaly given the freehold tenure.

Accordingly, the majority of the site will remain in the 'Rural Townsite' Zone and there will not be any change to the land use provisions for the site. The objectives for the Rural Townsite Zone include providing for a range of compatible uses for a range of services, residential types, community and recreational facilities that may be found in a small country town.

Based on the site's context, characteristics and capability, it is anticipated that the undeveloped portions of the site will largely be developed for residential uses.

The proposed R10 coding, for the main part of the site, provides for an average lot size of 1000m². Related to this, there is a need to address the *Government Sewerage Policy* for on-site sewerage disposal. Approval and implementation of the Amendment will provide opportunities for re-subdivision and/or grouped dwellings.

Recoding the site will facilitate new development opportunities including a greater range of lot sizes and different types of housing along with the potential for possible re-subdivision of the site.

Future development and uses will be subject to gaining necessary approvals from the WAPC and local government.

5. PLANNING CONSIDERATIONS AND PLANNING JUSTIFICATION

5.1 Overview

This section brings together an assessment of the site's attributes and the planning framework in considering key planning matters and justifying the Amendment.

5.2 Appropriate Location for Residential R10 Development

As outlined earlier, the main section of the site (generally bounded by Austral, Beeston and Alton Streets), is generally undeveloped and expected to be developed for predominantly residential purposes. The site is suitable and capable of residential development to Residential R10 for reasons including:

- it is consistent with the planning framework including the Local Planning Strategy which supports R10 as the highest residential density (smallest lot size) in the Cuballing townsite;
- it is only 250 – 400 metres from the town centre and is near other facilities;
- the central location promotes walking to shopping, leisure, community and other facilities and decreases car dependency;
- the use is compatible with adjoining and nearby development;
- the area is predominantly residential in nature;
- it promotes infill development on a 'brownfield' site;
- the site has manageable bushfire risks as outlined in Attachment 4;
- it is appropriately serviced. Attachment 5 confirms site conditions are suitable for residential development;
- the site has minimal environmental assets and future development will create manageable adverse environmental impacts;
- increasing the density of the site (and the resulting subdivision and development) is an efficient use of the land, particularly due to its location near the town centre; and
- it encourages a mix of lot sizes and promotes affordability and choice in housing by encouraging a range of housing types.

While the proposed R-Coding is higher than the surrounding residential area (which is largely zoned R5), there are some areas coded as R10 in the Cuballing townsite. The proposed density is therefore considered justified and consistent with the town's existing density areas. Additionally, the site is centrally located within the townsite. Therefore, it is considered reasonable that a R10 coding is implemented in this area to reflect the endorsed Local Planning Strategy.

5.3 Compatibility with Adjoining and Nearby Land Uses

Other than addressing the anomaly of a portion of Lot 56 Austral Street and a portion of Lot 397 Beeston Street being freehold yet reserved as 'Local Road' in LPS2, the zoning is not being changed by the Amendment. Accordingly, the risk of land use conflict is minimal for a site which has long been zoned as 'Rural Townsite'.

It is expected that the undeveloped portions of the site will be largely developed for residential purposes. The likely predominant residential use is compatible with adjoining and nearby land uses/development which are mainly residential in nature (see Attachment 3). Accordingly, the Amendment will retain the area's character.

The site's long established 'Rural Townsite' zoning is considered 'legacy' development and the Amendment will assist to facilitate a modest increase in the number of dwellings. Future development is expected to have manageable impacts from railway and highway traffic.

It is concluded that land use conflicts are not expected to be an issue considering the uses of the site will remain the same and a higher R-Coding is more appropriate in this location than areas further from the town centre.

5.4 Bushfire Management

Attachment 4 sets out the Bushfire Management Plan (Bushfire Hazard Level Assessment) by Lush Fire & Planning which has been prepared for the proposed rezoning of the main section of the site generally bounded by Austral, Beeston and Alton Streets.

The Bushfire Hazard Level Assessment has been prepared on the assumption that the site's development will result in the whole of the site being classified as low threat vegetation. On this basis, the site will have a 'moderate' bushfire hazard level upon completion of development.

This report demonstrates that the hazard level on the site will be reduced and permanently altered by the site being developed and the *Bushfire Protection Criteria in the Guidelines* can be achieved in the subsequent planning stages.

The assessment sets out that the Amendment complies with the objectives of State Planning Policy 3.7 as:

- It avoids any increase in the threat of bushfire to people, property and infrastructure. Where development can occur on land with a moderate hazard rating and with a maximum BAL- 29 rating it does not increase the threat of bushfire.
- It reduces vulnerability to bushfire through the identification and consideration of bushfire risks in the design of the development and the decision-making process. The bushfire hazard and risks have been identified and assessed in this report.
- The design of the subdivision and the development takes into account bushfire protection requirements and includes specific bushfire protection measures. The proposed development will be able to comply with the Bushfire Protection Criteria.
- Achieves an appropriate balance between bushfire risk management measures and biodiversity, conservation values, and environmental protection. The vegetation on the site which is to be cleared for any development is a relatively small area does not have any significant conservation value. Some vegetation can be retained within the site and still be classified as low threat vegetation complying with the specifications for an asset protection zone.

5.5 Environmental Impact

The Amendment will create minimal environmental impacts. For instance:

- the site has been previously cleared of native vegetation (it contains regrowth vegetation);
- the vegetation which is to be cleared for development is a relatively small area does not have any significant conservation value;
- the site has suitable conditions for on-site sewerage disposal (see Attachment 5);
- appropriate stormwater outcomes can be achieved; and
- the site is near the town centre and other facilities which facilitates various journeys to be made by cycling and walking.

Given the site's location near the railway line and Ridley Street, there may be a need for 'quiet' house principles to be implemented at the Development Application/Building Permit stages.

5.6 Site Classification and On-site Sewerage Disposal

The Shire engaged R Munns Engineering Consulting Services and UTS Soiltec to undertake a site classification (see Attachment 5). This revealed the site will be classified as 'S' according to AS 2870 – 2011. The site classification concludes the soil conditions are suitable for residential development. Recommendations were outlined to facilitate future servicing and construction.

The assessment reveals no limitations including the depth of groundwater.

Based on the assessment, it appears that site conditions are suitable for on-site sewerage disposal to an R10 coding. Further details will be provided at the development application and building permit stages.

5.7 Traffic Generation, Vehicular Access and Car Parking

The site has frontage to various streets. New development will ensure vehicular access is appropriate and complies with sight distance standards which will facilitate safety for road users.

Traffic impacts from proposed residential or associated development on the site will be low and can readily be accommodated on local roads. The existing road network and intersections have sufficient capacity to address traffic generation from proposed residential and associated development.

The site is centrally located and is highly accessible. There are accordingly various opportunities to promote walking and cycling to/from the site given it is close to the town centre and other facilities.

The site will provide on-site car parking.

5.8 Servicing

As outlined in section 2.5, the site is already appropriately serviced. It is not envisaged that upgrading of services will be required to facilitate development on the site.

Further details on on-site sewerage are outlined in section 5.6 and Attachment 5.

There is a need to ensure that the drainage system is designed so that rainwater and stormwater received by the lot and onto buildings and structures are detained within the lot and are then directed to a Shire connection point/drainage system.

5.9 Greater Range of Housing Choice

The Amendment, which in part proposes to recode areas to Residential R10, will assist to facilitate a different choice for those people who are considering moving or investing in the Shire along with local residents seeking to downsize.

The Amendment offers the potential for more housing and different housing choices in a central location. The provision of a variety of lot sizes and housing types, that increasingly cater to the housing needs of the community, is consistent with the planning framework and assists to support local facilities and services.

Much of the surrounding land zoned for residential purposes is coded R2.5 and R5. Increasing the density of this site to R10 provides opportunities for a different lot size and provides housing variety to other parts of the Cuballing townsite. The proposed increase in density is also a response to adapting to changes to the community and social needs. At the same time, the increase in density to R10 has occurred elsewhere in the Cuballing townsite.

5.10 Supporting the Local Economy

As previously outlined, the Amendment is consistent with the planning framework. Approval and implementation of the Amendment will assist to encourage upgrading and investment on the site.

The Amendment will assist with job creation which will have various economic benefits. This includes it will support local employment, assist in a more sustainable local economy and it will add to Cuballing's overall viability, vitality and prosperity.

5.11 Planning Justification

The planning justification for the Amendment is summarised below in Table 2:

Strategic	Land Use Planning	Environment, Landscape and Heritage	Transport and Servicing	Economic and Community
<p>The Amendment is consistent with the State, regional and local planning framework including that it promotes infill residential development.</p> <p>Future development will reinforce Cuballing as the key centre within the Shire of Cuballing.</p> <p>It supports more efficiently using land.</p>	<p>The site is well located for residential development including it is compatible with adjoining and nearby uses.</p> <p>It is a 'brownfield' (already developed) site.</p> <p>The site is suitable and capable for residential development.</p> <p>Development will be effectively controlled through LPS2 provisions.</p>	<p>The site contains minimal environmental assets and will not create adverse environmental impacts.</p> <p>The site has manageable bushfire risks.</p> <p>There are minimal landscape impacts.</p>	<p>Traffic impacts can be readily accommodated on local roads.</p> <p>Car parking can be contained on-site.</p> <p>The site is centrally located and is highly accessible. There are accordingly various opportunities to promote walking and cycling to/from the site given it is close to the town centre and other facilities.</p> <p>The site is appropriately serviced.</p>	<p>It will promote job creation by supporting the development of Cuballing.</p> <p>The proposal will assist in enhancing Cuballing as a 'rural town'.</p> <p>The proposal will assist to enhance Cuballing through adding to its overall viability, vitality and prosperity and adding to the range of services that can be provided.</p>

In view of the above, the Amendment is consistent with the planning framework and the principles of orderly and proper planning.

6. CONCLUSION

This report confirms that the Amendment is consistent with the planning framework, the site is near the town centre and other facilities and the site is suitable to accommodate predominantly residential development to R10 coding (for the main part of site). Additionally, the Amendment also addresses an anomaly with LPS2 given a portion of Lot 56 Austral Street and a portion of Lot 397 Beeston Street, which are freehold, are reserved as 'Local Road' in LPS2.

The support of the WAPC and the approval of the Hon. Minister for Planning are requested.

PLANNING AND DEVELOPMENT ACT 2005

SHIRE OF CUBALLING

LOCAL PLANNING SCHEME No. 2

AMENDMENT No. 5

The Shire of Cuballing under and by virtue of the powers conferred upon it in that behalf by the *Planning and Development Act 2005* hereby amends the above Local Planning Scheme by:

1. Recoding Lot 7 Alton Street, Lot 9 Alton Street, Lot 8 Austral Street, Lot 91 Austral Street, Lot 92 Austral Street and Lot 90 Beeston Street from 'Rural Townsite R5' Zone to 'Rural Townsite R10' Zone and amending the Scheme Map accordingly.
2. Rezoning a portion of Lot 56 Austral Street from the 'Local Road' Reserve to the 'Rural Townsite' Zone, allocating an R-Coding of 'R5' and amending the Scheme Map accordingly.
3. Rezoning a portion of Lot 397 Beeston Street from the 'Local Road' Reserve to the 'Rural Townsite' Zone, allocating an R-Coding of 'R2.5' and amending the Scheme Map accordingly.

The Amendment is standard under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, contained in Regulation 34, on the basis it is:

- (b) An amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission.
- (e) An amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment.
- (f) An amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.



EXISTING SCHEME MAP

Legend

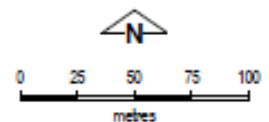
- | | |
|--------------------------|------------------------------|
| Cadastre with Lot number | Local road |
| R Codes | Public purposes |
| LPS Zones | CH Public purposes : Church |
| General agriculture | W Public purposes : Waterway |
| Rural residential | Railway |
| Rural townsite | Recreation and open space |
| LPS Reserves | |
| Highway | |



Department of Planning,
Lands and Heritage

Produced by Geospatial Research and Modelling,
Department of Planning, Lands and Heritage, Perth WA
Base Information supplied by Western Australian
Land Information Authority SLIP 1006-2018-1




Shire of Cuballing
Local Planning Scheme No. 2
Amendment No. 5





PROPOSED SCHEME AMENDMENT MAP

Legend

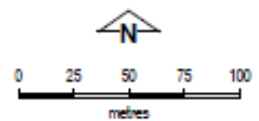
-  Cadastre with Lot number
-  R Code amendments
- LPS Zones and Reserves Amendments**
-  Rural townsite



Department of Planning,
Lands and Heritage

Produced by Geospatial Research and Modelling,
Department of Planning, Lands and Heritage, Perth WA
Base Information supplied by Western Australian
Land Information Authority SLIP 1006-2018-1

Shire of Cuballing
Local Planning Scheme No. 2
Amendment No. 5



COUNCIL ADOPTION FOR ADVERTISING

Adopted for advertising by resolution of the Council of the Shire of Cuballing at the Ordinary Meeting of the Council held on the

.....

SHIRE PRESIDENT

.....

CHIEF EXECUTIVE OFFICER

COUNCIL RECOMMENDED/SUBMITTED FOR APPROVAL

This Standard Amendment was supported for submission to the Minister for Planning for approval by resolution of the Shire of Cuballing at the Ordinary Meeting of the Council held on the and the Common Seal of the Shire of Cuballing was hereunto affixed by the authority of a resolution of the Council in the presence of:

.....

SHIRE PRESIDENT

.....

CHIEF EXECUTIVE OFFICER

WAPC RECOMMENDED/SUBMITTED FOR APPROVAL

.....

DELEGATED UNDER S.16 OF THE
PLANNING AND DEVELOPMENT ACT 2005

DATE.....

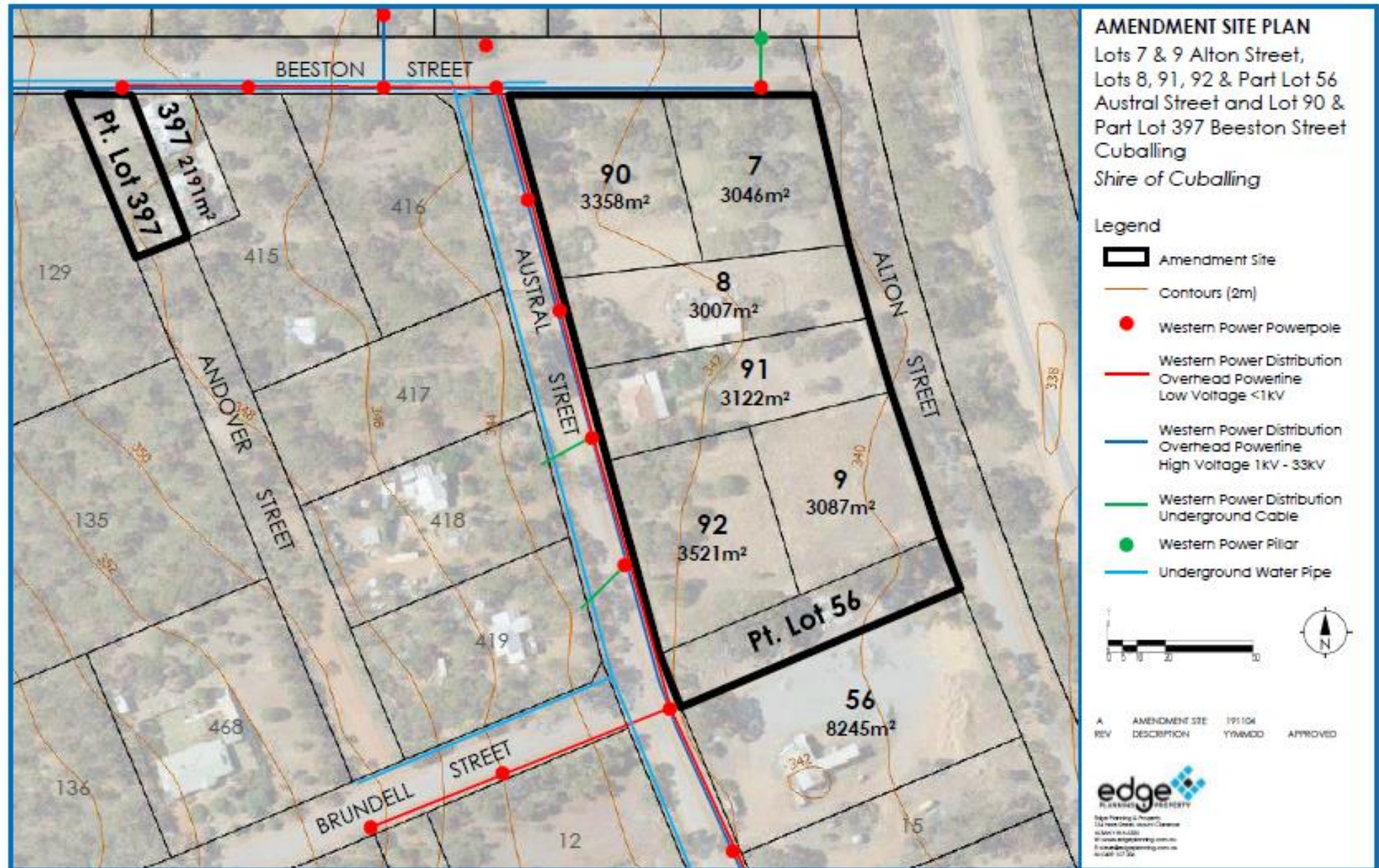
APPROVAL GRANTED

.....

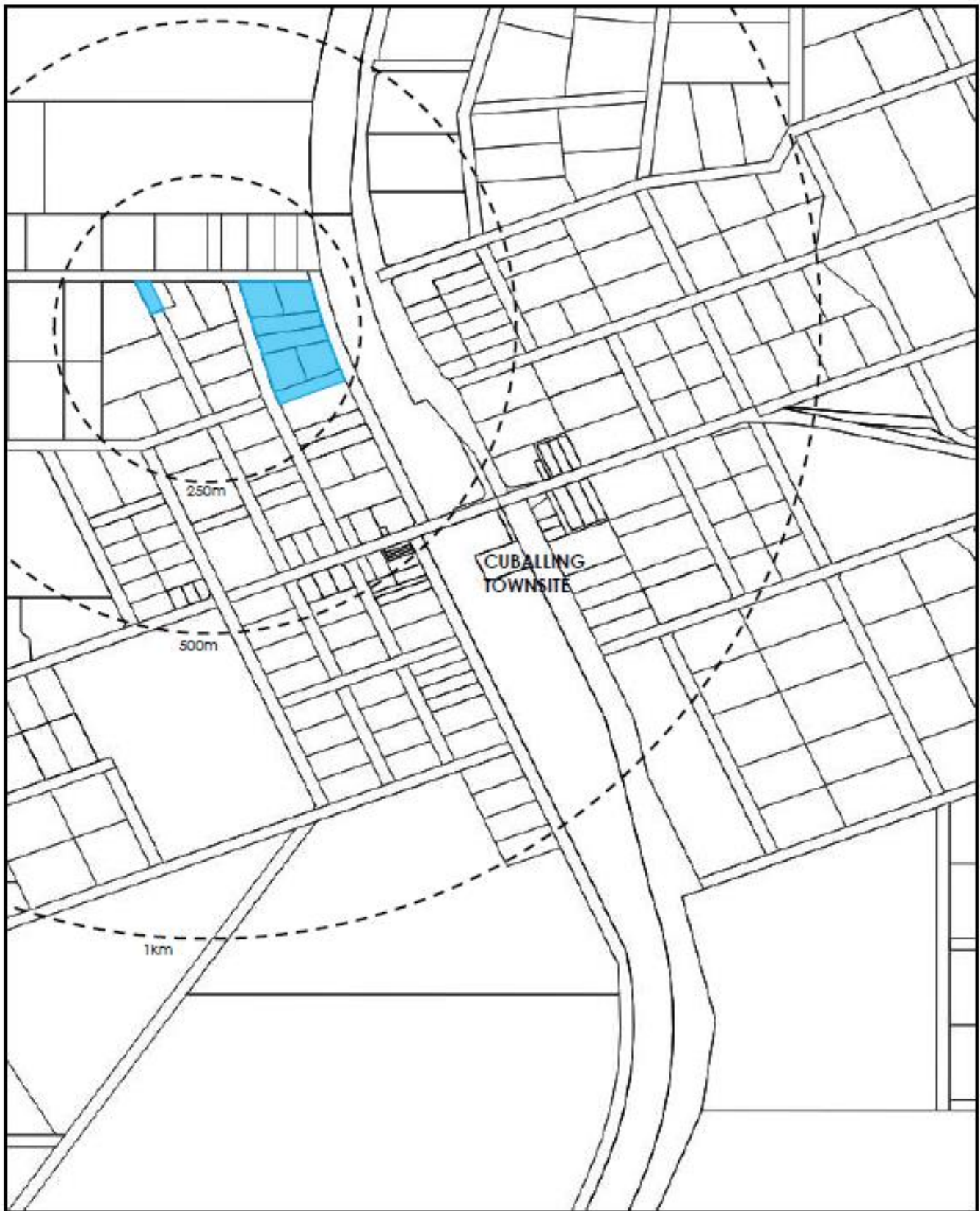
MINISTER FOR PLANNING
S.87 OF THE PLANNING AND DEVELOPMENT ACT 2005

DATE.....

ATTACHMENT 1



ATTACHMENT 2



LOCATION PLAN

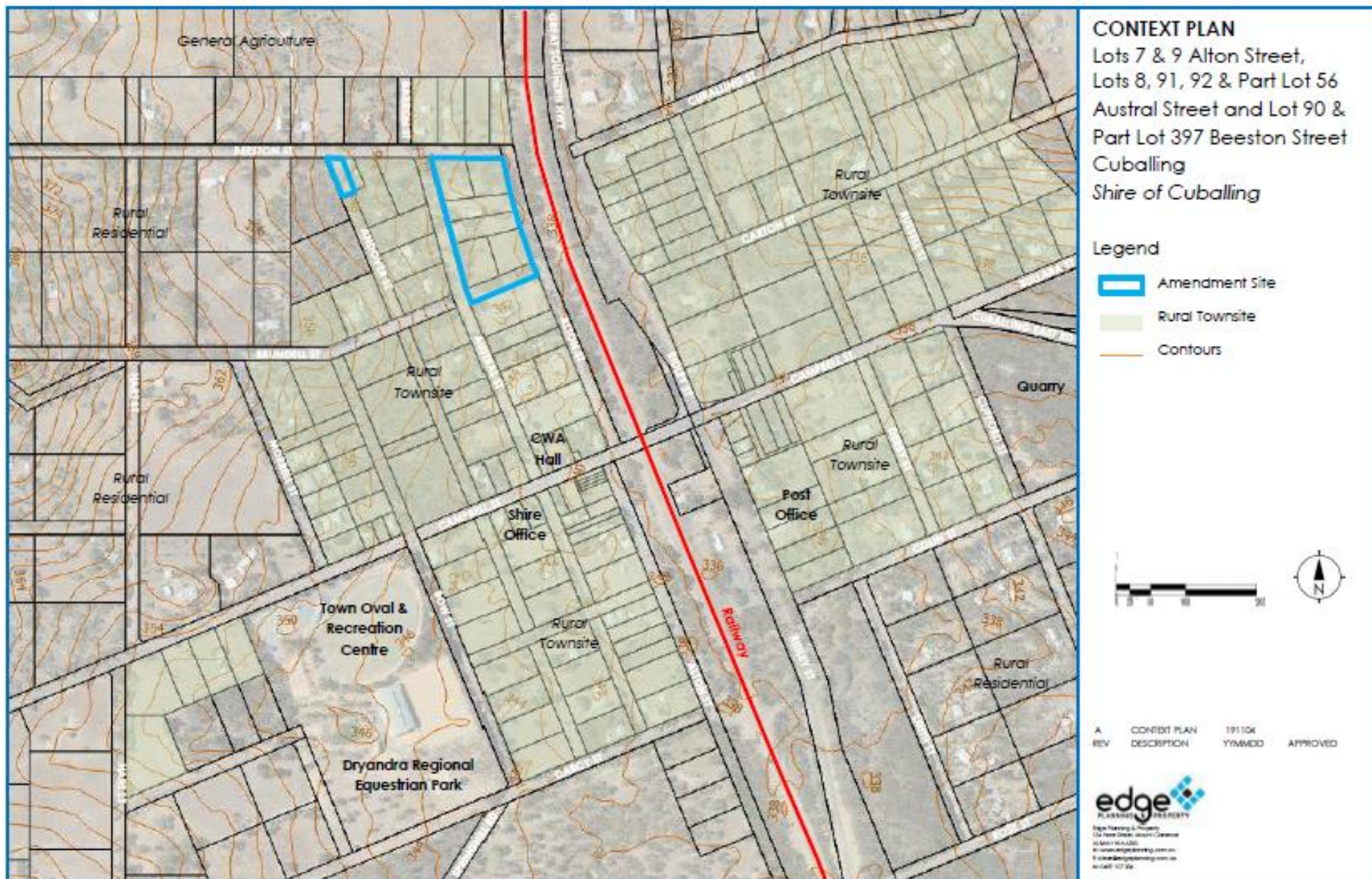
Lots 7 & 9 Alton Street
Lots 8, 91, 92 & Part Lot 56 Austral Street
Lot 90 & Part Lot 397 Beeston Street
Shire of Cuballing



edge
PLANNING & PROPERTY

Edge Planning & Property
134 Howe Street, Mount Clarence
ALBANY WA 6330
W: www.edgeplanning.com.au
E: steve@edgeplanning.com.au
M: 0409 107 336

ATTACHMENT 3



ATTACHMENT 4



**Local Planning Scheme No 2
Amendment No 5
Bushfire Management Plan
(Bushfire Hazard Level Assessment)**



LUSH FIRE & PLANNING
No 3 Paterson Rd
Pinjarra WA 6208
0418 954 873
ABN 74 232 678 543

Ref 19-055
Ver B
October 2019

Bushfire Management Plan Coversheet

This Coversheet and accompanying Bushfire Management Plan has been prepared and issued by a person accredited by Fire Protection Association Australia under the Bushfire Planning and Design (BPAD) Accreditation Scheme.

Bushfire Management Plan and Site Details

Site Address / Plan Reference:	Austral Street Cuballing		
Suburb:	Cuballing	State:	WA
		P/code:	6311
Local government area:	Cuballing		
Description of the planning proposal:	Scheme Amendment		
BMP Plan / Reference Number:	19-055	Version:	B
		Date of Issue:	17/10/2019
Client / Business Name:	Shire of Cuballing		

Reason for referral to DFES

Yes No

Has the BAL been calculated by a method other than method 1 as outlined in AS3959 (tick no if AS3959 method 1 has been used to calculate the BAL)?

Have any of the bushfire protection criteria elements been addressed through the use of a performance principle (tick no if only acceptable solutions have been used to address all of the BPC elements)?

Is the proposal any of the following special development types (see SPP 3.7 for definitions)?

Unavoidable development (in BAL-40 or BAL-FZ)

Strategic planning proposal (including rezoning applications)

Minor development (in BAL-40 or BAL-FZ)

High risk land-use

Vulnerable land-use

If the development is a special development as listed above, explain why the proposal is considered to be one of the above listed classifications (E.g. considered vulnerable land-use as the development is for accommodation of the elderly, etc.)?

Scheme Amendment re-coding no land use change

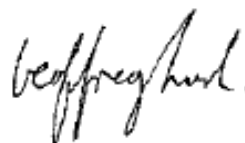
Note: The decision maker (e.g. the local government or the WAPC) should only refer the proposal to DFES for comment if one (or more) of the above answers are ticked "Yes".

BPAD Accredited Practitioner Details and Declaration

Name	Accreditation Level	Accreditation No.	Accreditation Expiry
Geoffrey Lush	Level 2	BPAD 27682	28/02/2020
Company		Contact No.	
Lush Fire & Planning		0418 954 873	

I declare that the information provided in this bushfire management plan is to the best of my knowledge true and correct.

Signature of Practitioner



Date

17/10/2019

Austral Street Cuballing - Executive Summary

This Bushfire Management Plan (bushfire hazard level assessment) has been prepared for the proposed rezoning of land in Austral Street, Cuballing. The subject land has a total area of 2.1385 hectares and is comprised of seven lots. It is bounded by Austral, Beeston and Alton Streets and situated 300m north of the local Post Office.

The site is vacant with a disused dwelling in poor condition and several associated outbuildings. It is predominantly cleared and has a low gentle gradient.

The surrounding land has been developed primarily for residential purposes with the main town centre located to the south. Between the site and Campbells Road there are a variety of service industrial and community uses.

The principal access to the site is via Austral Street from Campbell Street which is the main east west access through the townsite. Austral, Beeston and Alton Streets are all sealed access roads.

All of the property is designated as being bushfire prone.

The proposed Amendment will change the R Coding of the site from R5 to R10. The majority of the site will remain in the 'Rural Townsite zone' and there will not be any change to the land use classes. A 20m wide portion of Lot 56 on the southern boundary will be rezoned from 'Local Road Reserve' to 'Rural Townsite zone (R5)'. This is a minor zoning correction to the Scheme Maps.

It is anticipated that the site will be developed for residential accommodation being either single or group dwellings. The R10 coding provides for a minimum lot / site area per dwelling of 1,000sqm. Excluding the portion of Lot 56, the remainder of the subject land consists of six lots with a combined area of 1.9225 hectares. These could potentially be re-subdivided to create nineteen lots in total ie 13 additional lots.

A Bushfire Hazard Level Assessment has been prepared on the assumption that it's development will result in the whole of the site being classified as low threat vegetation. On this basis the subject land will have a 'moderate' bushfire hazard level upon completion of development.

The townsite contains significant areas of bushland including land to the west of the site. There is also more linear vegetation to the east of the site adjacent to the railway line and Great Southern Highway. The most efficient and cost effective fire management measure is to separate development from hazard areas. Austral, Beeston and Alton Streets provide a 20m separation to the main hazard areas.

It is noted that the development setbacks for the Residential R10 coding are less than would be applicable to a BAL-29 setback when measured from the property boundary. This is especially relevant to Alton Street which has a narrow corridor of vegetation on the adjacent road verge. In the event that the BAL-29 setback encroaches into the land by more than the R-Code setback then this can be managed through the development application process or by the preparation of a Local Development Plan.

This report demonstrates that:

- a) The hazard level on the subject land will be reduced and permanently altered by the site being developed.
- b) The Bushfire Protection Criteria in the Guidelines can be achieved in the subsequent planning stages being a development application.

The proposed subdivision complies with the objectives of State Planning Policy 3.7 as:

1. **It avoids any increase in the threat of bushfire to people, property and infrastructure.**
Where development can occur on land with a moderate hazard rating and with a maximum BAL-29 rating it does not increase the threat of bushfire.



Austral Street Cuballing - Executive Summary

- 2. It reduces vulnerability to bushfire through the identification and consideration of bushfire risks in the design of the development and the decision-making process.**

The bushfire hazard and risks have been identified and assessed in this report.

- 3. The design of the subdivision and the development takes into account bushfire protection requirements and includes specific bushfire protection measures.**

The proposed development will be able to comply with the Bushfire Protection Criteria.

- 4. Achieves an appropriate balance between bushfire risk management measures and biodiversity, conservation values, and environmental protection.**

The vegetation on the site which is to be cleared for any development is a relatively small area does not have any significant conservation value. Some vegetation can be retained within the site and still be classified as low threat vegetation complying with the specifications for an asset protection zone.



Austral Street Cuballing

Document Reference

Property Details

Street No	Lot No's	Plan	Street Name	
	Various		Austral Street	
Locality	Cuballing	State	WA	Postcode 6311
Local Government Area	Cuballing			
Project Description	Local Planning Scheme Amendment			

Report Details

Ref No	19-055		
Prepared for	Shire of Cuballing		
Revision	Date	Purpose	
A	14/10/2019	Draft for Review	
B	17/10/2019	Edits	

Practitioner Details

BPAD	Level 2 Practitioner	Accreditation No	27682
------	----------------------	------------------	-------

Disclaimer

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



Geoffrey Lush

17 October 2019

geoffrey@lushfire.com.au



Austral Street Cuballing

CONTENTS

1.0	Proposal Details	2
1.1	Introduction	2
1.2	Existing Conditions	4
1.3	Bushfire Prone Land	7
1.4	Bush Fire Notice	7
1.5	Proposal	7
2.0	Environmental Considerations	8
2.1	Native Vegetation Modification and Clearing.....	8
2.2	Re-vegetation / Landscape Plans	8
3.0	Bushfire Assessment Results	9
3.1	Assessment Inputs - Vegetation Classification	9
3.2	Assessment Outputs	17
3.2.1	Vegetation Modification	17
3.2.2	Bushfire Hazard Levels	17
4.0	Identification of Bushfire Hazard Issues	19
4.1	Local Context	19
4.2	BAL Setbacks	19
5.0	Assessment Against Bushfire Protection Criteria	22
5.1	Compliance Table	22
6.0	Responsibilities for Implementation and Management of the Bushfire Measures.....	22

TABLES

Table 1	Subject Land Details	2
Table 2	Land Use Provisions	8
Table 3	BAL Setbacks.....	20
Table 4	BPC Compliance.....	23

FIGURES

Figure 1	Location Plan.....	3
Figure 2	Existing Conditions.....	6
Figure 3	Vegetation Classifications	10
Figure 4	Bushfire Hazard Levels Developed Land	18
Figure 5	Spatial Issues	21

Austral Street Cuballing

1.0 PROPOSAL DETAILS

1.1 Introduction

This bushfire hazard level assessment has been prepared for multiple lots in Austral Street Cuballing which are subject to Amendment No 5 to the Shire of Cuballing Local Planning Scheme No 2.

The subject land is located within the Cuballing being situated 300m north of Campbell Street as shown in Figure 1.

The subject land is comprised of seven lots as documented in Table 1. It is bounded by Austral, Beeston and Alton Streets with Lot 56 being on the southern boundary.

The objectives of this bushfire hazard level assessment are to demonstrate:

- a) How the hazard level will be initially reduced and maintained for the life of the development. This will enable the decision-maker to ensure that appropriate bushfire risk management measures are in place to achieve and maintain a low or moderate hazard level.
- b) That the Bushfire Protection Criteria in the Guidelines can be achieved now or in subsequent planning stages.

Table 1 Subject Land Details

Lot	Plan	Vol/Folio	Proprietor	Area (ha)
7	222342	1152/290	Shire of Cuballing	0.3006
8	222342	1156/980	Shire of Cuballing	0.3125
9	222342	1152/303	Shire of Cuballing	0.3086
90	222342	1151/934	Shire of Cuballing	0.3328
91	222342	1156/981	Shire of Cuballing	0.3138
92	222342	1152/303	Shire of Cuballing	0.3542
56 (part)	222342	1753/78	Khatt Pty Ltd	0.2160



Austral Street Cuballing

1.2 Existing Conditions

The existing conditions are shown in Figure 2.

The proposed development site has an area of 2.1385 hectares with a frontage of approximately 220m to Austral Street and a depth of approximately 100m. The site is predominantly vacant with an existing house in poor condition and some associated outbuildings. There is a dam in the northern portion.

The site is serviced with reticulated water and power.

The southern area adjacent to the boundary is part of Lot 56 which is a depot yard. South of the site is a mixture of industrial and community uses. The land to the west and north of the site has been developed for residential purposes with lots generally being between 0.2 and 0.4 hectares in size. To the east of the site is the Northam to Albany railway, Great Southern Highway and the Cuballing Brook.

The site has an elevation of 340m AHD which increases on the western side of Austral Street with a moderate gradient.

The principal access to the site is via Austral Street from Campbell Street which is the main east west access through the townsite. Austral, Beeston and Alton Streets are all sealed access roads with gravel shoulders as shown in the following photographs. They have a 6m wide pavement, except for a portion of Austral Street adjacent to the site which is approximately 4m wide.

The vegetation classifications are described in detail in Section 3.1.



Existing dwelling on the subject land.

Austral Street Cuballing



Alton Street adjacent to the subject land looking south.



Beetson Street looking east from Austral Street.



Austral Street adjacent to the subject land looking south from Beetson Street.



Austral Street looking south from Brundell Street.



FIGURE 2
EXISTING CONDITIONS



Job No 19-095
Rev A Description Preliminary

Date 08/10/2019



Austral Street Cuballing

1.3 Bushfire Prone Land

All of the subject land is designated on the Map of Bush Fire Prone Areas as being bushfire prone as shown in Figure 4. Bushfire prone areas are comprised of (1):

- Bushfire prone vegetation; and
- A 100m wide bushfire prone buffer.

The designation of bushfire prone areas triggers:

- The application of Australian Standard AS3959 Construction of Buildings in Bushfire Prone Areas under the Building Code of Australia;
- The provisions of the Planning and Development (Local Planning Schemes) Regulations 2015; and
- The application of SPP3.7 Planning in Bushfire Prone Areas.

1.4 Bush Fire Notice

The Shire's 2019/2020 Bush Fire Notice requires that land within the townsite shall comply with the following:

- All town lots under 2,024m² (1/2 acre) in area and all fuel depots within the Shire are required to be cleared of all debris and flammable material to a height not more than 50mm.
- All lots or combination of lots that comprise of one holding and having an area of 2,024m² (1/2 acre) or greater shall be either clear of all inflammable material or have a firebreak 2.5 metres wide free of all inflammable material provided inside and along all external boundaries.

1.5 Proposal

The proposal is to rezone the subject land as follows:

- Lots 7, 8, 9, 90, 91 and 92 from 'Rural Townsite zone (R5)' to 'Rural Townsite zone (R10)'; and
- Part Lot 56 from Local Road Reserve to 'Rural Townsite zone (R5)'.

It is anticipated that the site will be developed for residential accommodation being either single or group dwellings.

The R10 coding provides for an average site area per dwelling of 1,000sqm, with a 20m frontage. The setback requirements are 7.5m from the front boundary, 3m from a secondary street and 6m from the rear boundary.

Excluding the portion of Lot 56, the remainder of the subject land consists of six lots with a combined area of 1.9225 hectares. These could potentially be re-subdivided to create nineteen lots in total ie 13 additional lots.

A selection of the discretionary land use provisions from the current Planning Scheme are shown in Table 2 and these do not change.

Austral Street Cuballing

Table 2 Land Use Provisions

Use Class			
Ancillary dwelling	P	Park home park	A
Bed & Breakfast	P	Place of worship	D
Caravan park	A	Reception centre	D
Caretaker's dwelling	D	Recreation – private	D
Carpark	A	Re-purposed dwelling	D
Childcare premises	D	Residential building	P
Community purpose	D	Second-hand dwelling	D
Consulting rooms	D	Single house	P
Educational establishment	A	Storage	D
Exhibition centre	D	Veterinary centre	D
Family day care	D	Warehouse	D
Grouped dwelling	D	Winery	A
Holiday accommodation	A	Workforce accommodation	A
Holiday house	A	Park home park	A
Home business	D	Place of worship	D
Home occupation	P	Reception centre	D
Office	D	Recreation – private	D

2.0 ENVIRONMENTAL CONSIDERATIONS

2.1 Native Vegetation Modification and Clearing

It is expected that the subject land will be fully or partially cleared for development.

2.2 Re-vegetation / Landscape Plans

There is no proposed revegetation or landscaping.

3.0 BUSHFIRE ASSESSMENT RESULTS

3.1 Assessment Inputs - Vegetation Classification

The vegetation classifications are shown in Figure 3 and the following photographs. The vegetation has been classified in accordance with:

- Australian Standard AS3959 Construction of Buildings in Bushfire Prone Areas;
- The Visual Guide for Bushfire Risk Assessment in Western Australia; and
- Applicable Fire Protection Australia BPAD Practice Notes.

It is noted that AS3959 (2018) commenced from the 1st May 2019 and this alters the classification of woodland and scrub. Woodlands are now defined as having a grassy understorey with isolated shrubs while Scrub vegetation (tall heath) has been increased from 4 to 6m height. However, the relative understorey fuel load remains the same being:

- Class A Forest - 25tph;
- Class B Woodland - 15tph;
- Class C Shrubland - 15tph;
- Class D Scrub - 25tph;
- Class E Mallee/Mulga - 8tph; and
- Class G Grassland - 4.5 tph.

Vegetation is regarded as being low threat due to factors such as flammability, moisture content or fuel load. This includes grasslands managed in a minimal fuel condition of less 100mm in height, maintained lawns, golf courses (such as playing areas and fairways), maintained public reserves and parklands, sporting fields, vineyards, orchards, cultivated gardens, nature strips and windbreaks. A windbreak is considered to be a single row of trees used as a screen or to reduce the effect of wind.

The predominant vegetation is Woodland being Eucalypts with an open foliage coverage of less than 30% comprising multiple species including York Gum (*Eucalyptus loxophleba*), Brown and Silver Mallets (*Eucalyptus astringens & falcata*) and White Gum (*Eucalyptus wandoo*). These are mixed with Scrub type vegetation predominantly being various Acacias with Jam Wattles (*Acacia acuminata*) being very common, and some Sheoaks (*Allocasuarina fraseriana*).

A number of these can be multi stemmed having a mallee type characteristic. Generally there is a weedy grassland understorey.



LEGEND

- SUBJECT LAND —
- VEGETATION ASSESSMENT AREA (150m from the external boundary of the subject site) - - -
- UPSLOPE →
- PHOTO POINT →
- GEO REFERENCE +

VEGETATION CLASS

- A FOREST ■
- B WOODLAND ■
- C SHRUBLAND ■
- D SCRUB ■
- G GRASSLAND ■
- EXCLUDED AS PER CLAUSE 2.2.3.2 ■

Location Details: Austral Street
Cuballing
Assessment Date: 25/09/2019
Prepared by: G Lush
Accreditation Level: Level 2
Accreditation Number: BPAD 27682
Accreditation Expiry Date: February 2020
Date of Aerial Photo: May 2017

FIGURE 3
VEGETATION CLASSIFICATION



Job No 19-055
Rev A Description Preliminary

Date 08/10/2019



Austral Street Cuballing

Photo No 1 Plot 1**Vegetation Classification**

Class B Woodland - Woodland B-05

Description

Eucalypts predominantly York Gum to 20m interspersed with areas of Wattles with grassland understorey. Foliage coverage is variable as gums are clustered but generally 30%. Moderate surface fuel loads.

**Photo No 2 Plot 2****Vegetation Classification**

Class B Woodland - Woodland B-05

Description

Eucalypts predominantly York Gum to 20m interspersed with areas of Wattles with grassland understorey. Foliage coverage is variable as gums are clustered but generally 30%. Moderate surface fuel loads.

**Photo No 3 Plot 2****Vegetation Classification**

Class B Woodland - Woodland B-05

Description

Eucalypts predominantly York Gum to 20m interspersed with areas of Wattles with grassland understorey. Foliage coverage is variable as gums are clustered but generally 30%. Moderate surface fuel loads.



Austral Street Cuballing

Photo No 4 Plot 2**Vegetation Classification**

Excludable - 2.2.3.2(f) Low Threat Vegetation

Description

Narrow strip of Eucalypts on road verge adjacent to the site with grassland understorey. Foliage coverage for upper storey is 10%. Moderate surface fuel loads.

**Photo No 5 Plot 3****Vegetation Classification**

Class B Woodland - Woodland B-05

Description

Eucalypts within the subject land with bare or grassland understorey. Foliage coverage for upper storey is 30%. Low to moderate surface fuel loads.

**Photo No 6 Plot 3****Vegetation Classification**

Class B Woodland - Woodland B-05

Description

Eucalypts within the subject land with bare or grassland understorey. Foliage coverage for upper storey is 30%. Low to moderate surface fuel loads.



Austral Street Cuballing

Photo No 7 Plot 4**Vegetation Classification**

Class G Grassland – Sown
pasture G-26

Description

Grazing, cropping land north of
the site.

**Photo No 8 Plot 5****Vegetation Classification**

Class G Grassland – Open tussock
G-23

Description

Development site with recently
earthworks areas. Some patches
of grassland. It is expected to
continue to regenerate and so has
been classified as grassland.

**Photo No 9 Plot 5****Vegetation Classification**

Class G Grassland – Open tussock
G-23

Description

Development site with recently
earthworks areas. Some patches
of grassland. It is expected to
continue to regenerate and so has
been classified as grassland.



Austral Street Cuballing

Photo No 10 Plot 6**Vegetation Classification**

Class B Woodland - Woodland B-05

Description

Eucalypts predominantly York Gum to 20m interspersed with areas of Wattles with grassland understorey. Foliage coverage for upper storey is 30%. Moderate surface fuel loads less than 15 tpha.

**Photo No 11 Plot 6****Vegetation Classification**

Class B Woodland - Woodland B-05

Description

Eucalypts predominantly York Gum to 20m interspersed with areas of Wattles with grassland understorey. Foliage coverage for upper storey is 30%. Moderate surface fuel loads less than 15 tpha.

**Photo No 12 Plot 7****Vegetation Classification**

Class D Scrub - Closed scrub D-13

Description

Acacias (Jam Wattle) to 6m in height with more than 50% foliage coverage. Thick grassland understorey. The wattles can be multi stemmed and prone to producing suckers in dense copses.



Austral Street Cuballing

Photo No 13 Plot 8**Vegetation Classification**

Class B Woodland - Woodland B-05

Description

Mallet type trees in a narrow band along Brundall Street. Open foliage coverage of 20% over grass with discontinuous vertical fuel.

**Photo No 14 Plot 9****Vegetation Classification**

Class G Grassland – Sown pasture G-26

Description

Vacant lots with unmanaged grassland.

**Photo No 15 Plot 10****Vegetation Classification**

Excludable - 2.2.3.2(f) Low Threat Vegetation

Description

Lot 56 with gravelled area.



Austral Street Cuballing

Photo No 16 Plot 10

Vegetation Classification

Excludable - 2.2.3.2(f) Low Threat Vegetation

Description

Existing townsite development on managed land with minimal vegetation.



Photo No 17 Plot 10

Vegetation Classification

Excludable - 2.2.3.2(f) Low Threat Vegetation

Description

Existing townsite development on managed land with minimal vegetation.



Austral Street Cuballing

3.2 Assessment Outputs

3.2.1 Vegetation Modification

As indicated in Section 2.1 it is expected that the subject land will be fully or partially cleared for development resulting in it being classified as low threat vegetation. As this only applies to Plot 3 within the subject land no modified vegetation plan has been prepared.

3.2.2 Bushfire Hazard Levels

A Bushfire Hazard Level Assessment provides a 'broadbrush' means of determining the potential intensity of a bushfire for a particular area. The bush fire hazard primarily relates to the vegetation on the site, the type and extent (area) of vegetation and its characteristics. The methodology for determining the bushfire hazard level is contained in the Guidelines for Planning in Bushfire Prone Areas (Section 4.1 and Appendix 2).

The bushfire hazard levels for the "developed" site are shown in Figure 4.

The subject land is expected to have a moderate hazard rating as this applies to land that is within 100 metres of vegetation of vegetation classified as a moderate or extreme hazard.

This complies with Clause 6.2(b) of State Planning Policy SPP3.7 Planning in Bushfire Prone Areas which states that any strategic planning proposal that will have on completion, have a **moderate BHL** and/or where BAL-12.5 to BAL-29 applies, may be considered for approval where it can be undertaken in accordance with policy measures 6.3, 6.4 or 6.5.



LEGEND

- SUBJECT LAND —
- VEGETATION ASSESSMENT AREA (150m from the external boundary of the subject site) - - -
- GEO REFERENCE +

- HAZARD LEVEL
- EXTREME RATING ■
- MODERATE RATING ■
- LOW RATING ■

The hazard ratings are based upon all of the subject land having low threat vegetation when it is developed.

Location Details: Austral Street Cuballing
 Assessment Date: 25/09/2019
 Prepared by: G Lush
 Accreditation Level: Level 2
 Accreditation Number: BPAD 27682
 Accreditation Expiry Date: February 2020
 Date of Aerial Photo: May 2017

FIGURE 4
 BUSHFIRE HAZARD LEVEL ASSESSMENT MAP



Job No 19-055
 Rev A Description Preliminary Date 08/10/2019



4.0 IDENTIFICATION OF BUSHFIRE HAZARD ISSUES

4.1 Local Context

The relationship of the subject land to the townsite is shown in Figure 5.

The surrounding land is a mixture of urban, rural residential, community, conservation and rural land uses. There are large areas of bushland on the southern and western boundaries of the townsite.

The land use provisions for the subject land do not alter. The objectives for the Rural Townsite Zone include providing for a range of compatible uses within the town sites for a range of services, residential types, community and recreational facilities that may be found in a small country town. Given the location of the subject land a small distance away from the town centre, it is expected that it will be developed for residential uses.

The townsite is situated in two portions being east and west of the Great Southern Highway. The railway line to the east acts as a barrier for access, while there is a permeable local road network on the western side of the town. Local areas of bushland are upslope from the site with strategic firebreaks and fire service access routes.

The most efficient and cost effective fire management measure is to separate development from hazard areas. The greater the separation distance the lower the hazard or BAL rating for the development. As the subject land is bounded by Austral, Beeston and Alton Streets, these provide separation to the nearby hazard areas. This is further reinforced by:

- The land to the south being developed land managed as low threat vegetation; and
- The railway line providing a further 20m wide low fuel zone.

As documented in Table 2 there is a range of discretionary land uses which may be considered within the Rural Townsite Zone. These include potential vulnerable and high risk land uses which are described in the Guidelines as:

- Vulnerable land uses are uses where persons may be less able to respond in a bushfire emergency. This includes aged or assisted care, nursing homes, education centres, family day care centres, child care centres, and tourist accommodation.
- High risk land uses are those which contain materials which may intensify a bushfire including service stations, and fuel depots.

SPP3.7 Planning in Bushfire Prone Areas requires that vulnerable and high risk land uses have a Bushfire Management Plan prepared which may also include an emergency evacuation plan and/or risk assessment. As these uses are already (D) discretionary uses any application can have regard to the provisions of SPP3.7 including the preparation of a specific bushfire management and evacuation plan.

4.2 BAL Setbacks

SPP3.7 Planning in Bushfire Prone Areas has a presumption against development of land with a BAL-FZ or BAL-40 rating. The BAL setbacks commence from the edge of the classified hazard vegetation. A cleared site will still have a BAL-FZ/40 rating extending into to it from vegetation on an adjoining property or road reserve.

The minimum BAL setbacks for vegetation on flat land are shown in Table 3 with the BAL-29 setback highlighted.

Austral Street Cuballing

The proposed subdivision will have an R10 density coding with an average lot size of 1,000sqm and a minimum frontage of 20m. The R Codes provide for a minimum front setback of 7.5m, minimum setback to a secondary street of 3m and minimum rear setback of 6m.

These setbacks do not comply with the BAL-29 setbacks for Forest, Woodland and Scrub vegetation as shown in Table 3. This potentially becomes greater as:

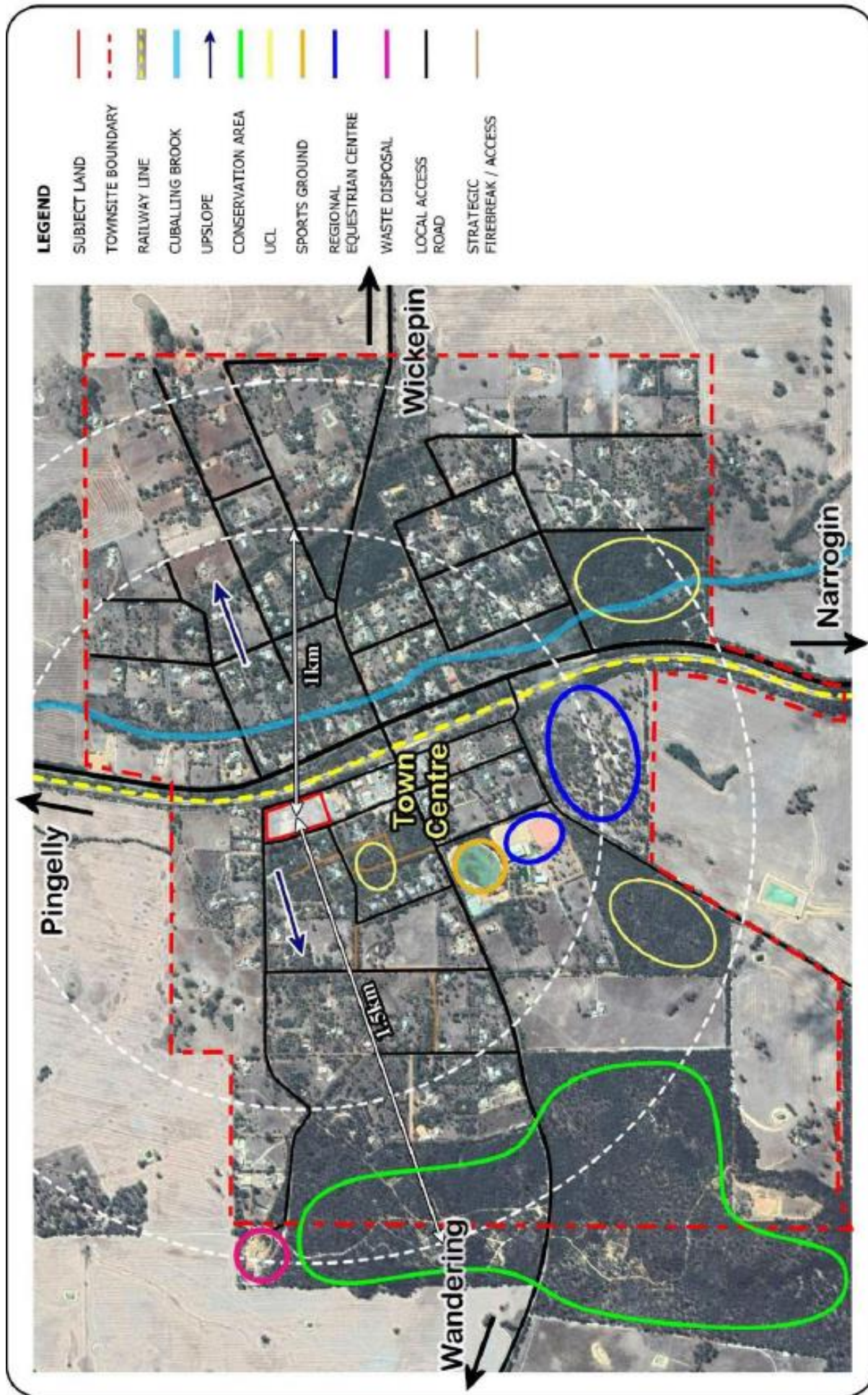
- The R Codes allow for up to a 50 percent reduction in the front setback using averaging provisions;
- For side boundaries or corner lots; and
- Where any garage or carport is located within 6m of the dwelling then it is deemed to be an adjacent building under AS3959 and its BAL rating applies to the dwelling.

Clause 78D of the Local Planning Scheme Regulations requires that a development application is required for any development on a development site with a BAL-FZ/40 rating. In determining any application, the local government can require the dwelling to be setback so as to achieve a maximum of BAL-29 rating.

Alternatively, a Local development Plan can be used to prescribe where additional setbacks might be required. This is only likely to be an issue where the road verge vegetation is maintained or enhanced especially along Alton Street.

Table 3 BAL Setbacks

Vegetation Classification	Bushfire Attack Levels (BALs)				
	BAL - FZ	BAL - 40	BAL - 29	BAL - 19	BAL - 12.5
	Distance (m) of the site from the vegetation class				
	Flat Land and Upslope				
A Forest	< 16	16	21	31	42
B Woodland	< 10	10	14	20	29
C Shrubland	< 7	7	9	13	19
D Scrub	< 10	10	13	19	27
E Mallee/Mulga	< 6	6	8	12	17
F Rainforest	< 6	6	9	13	19
G Grassland	< 6	6	8	12	17
	Downslope >0 to 5 degrees				
A Forest	< 20	20	27	37	50
B Woodland	< 13	13	17	25	35
C Shrubland	< 7	7	10	15	22
D Scrub	< 11	11	15	22	31
E Mallee/Mulga	< 7	7	9	13	20
F Rainforest	< 8	8	11	17	24
G Grassland	< 7	7	9	14	20



YUSHfire and planning
geoffrey@yushfire.com.au
0815 054873

Job No 19-055
Rev Description
A Preliminary

Date
08/10/2019

North Arrow

5.0 ASSESSMENT AGAINST BUSHFIRE PROTECTION CRITERIA

5.1 Compliance Table

A summary of the compliance with the Bushfire Protection Criteria for the various planning stages is documented in Table 4.

A summary of the compliance with the Bushfire Protection Criteria is documented in Table 4. This demonstrates how the Criteria are expected to be complied with at the various planning stages being:

- The amendment to the Local Planning Scheme;
- A subdivision application; and
- A development application.

Demonstration of compliance with the Bushfire Protection Criteria would include a bushfire management plan prepared in conjunction with subdivision or development application.

6.0 RESPONSIBILITIES FOR IMPLEMENTATION AND MANAGEMENT OF THE BUSHFIRE MEASURES

These will be determined in the bushfire management plan prepared for any development application.

Austral Street Cuballing

Table 4 BPC Compliance

Requirements	Method of Compliance Acceptable solutions / Performance based solution	Proposed Bushfire Management Strategies	
		Local Planning Scheme Amendment	Development Application
Bushfire Management Plan			
The level of detail in the BMP reflects the relevant planning and design stages of the project.	BMP in accordance with Table 7 of the Guidelines: Bushfire Management Plan Section Checklist.	Confirmation of compliance with Performance Measures and Acceptable Solutions based upon final design including an implementation table and management responsibilities.	
Vulnerable Lane Use			
Proposed vulnerable land uses including tourist accommodation need special consideration.	Not applicable as there is no change to the current land use provisions.	Can require a BMP and risk evaluation plan to be lodged as part of any development application.	
High Risk Land Use			
Proposed high risk land uses need special consideration.	Not applicable as there is no change to the current land use provisions.	Can require a BMP and risk evaluation plan to be lodged as part of any development application.	
Bushfire Protection Criteria			
Element 1: Location	A1.1 Development location	The subject land is expected to have a moderate hazard level upon completion of development as the existing hazard vegetation will be cleared for development.	A BAL Assessment is required for any habitable development and this will confirm that specific development sites will have a maximum BAL-29 rating. Any potential conflict between the R10 Coding and BAL-29 setbacks can be addressed through a Bushfire Management Plan for the development, in conjunction with a development application or Local development Plan.
Element 2: Siting and design	A2.1 Asset protection zone (APZ)	The development area is large enough to provide an asset protection zone within the subject land due to the proposed setbacks of building from the boundaries.	Confirmation of the asset protection zone setbacks will occur when a BAL Assessment is done.

Austral Street Cuballing

Requirements	Method of Compliance Acceptable solutions / Performance based solution	Proposed Bushfire Management Strategies		
		Local Planning Scheme Amendment	Development Application	
Element 3: Vehicular access	A3.1	Two access routes	The site has access in multiple directions being: <ul style="list-style-type: none"> • Austral and Alton Street to the south; and • Beetson Street to the west. 	Confirm any additional access measures.
	A3.2	Public road	Not applicable as there are no subdivision roads.	Not applicable
	A3.3	Cul-de-sac (including a dead-end-road)	Not applicable as there are no cul-de-sacs in the development.	Not applicable
	A3.4	Battle-axe	Not applicable as there are no battle axe lots.	Not applicable
	A3.5	Private driveway longer than 50m.	Driveways may be longer than 50m depending upon the design of the development. It is noted that the land is relatively flat and so there is no issue with the gradient.	Any development application or associated Bushfire Management Plan would confirm compliance with the driveway specifications contained in Table 6 Column 3.
	A3.6	Emergency access way (EAW)	There is no proposed EAW.	Not applicable
	A3.7	Fire service access routes (FSAR)	There is no proposed FSAR	Not applicable
	A3.8	Firebreaks 3m wide to be provided on land greater than 0.5ha	This provision will depend upon the size of the lots in the final development. If treated as a single holding then a perimeter firebreak is required. However, as the minimum lot size for R10 is 1,000sqm then no firebreak would be required.	The Shire's Bush Fire Notice will be applicable to any development which requires boundary firebreaks on land greater than 2,024m ² .

Austral Street Cuballing

Requirements	Method of Compliance Acceptable solutions / Performance based solution	Proposed Bushfire Management Strategies		
		Local Planning Scheme Amendment	Development Application	
Element 4: Water	A4.1	Reticulated areas	Subject land is connected to a reticulated water supply.	The location and capacity of hydrants can be confirmed as part of any development application.
	A4.2	Non-reticulated areas	Not applicable	
	A4.3	A4.3 Individual lots within non-reticulated areas.	Not applicable	

ATTACHMENT 5



Contact: Mr Rod Munns
PO Box 516
NARROGIN WA 6312

R Munns Engineering Consulting Services
Email : rmecs@westnet.com.au
Ph : (08) 9881 2251
Mob : 0407 604 164

The Chief Executive Officer
Shire of Cuballing
PO Box 13
CUBALLING WA
6311

Date 31st January 2020

Dear Sir,

Re : Site Classification for Units on Lot 7 Cuballing

I confirm that on the 10th December 2019, I carried out an investigation of the soil on Lot 7 in the townsite of Cuballing – for future units to be constructed upon.

Three (3) testhole slots were excavated via an 8T Mini Excavator to targeted 1600 depth, which was achieved on all Testholes, except refusal was reached on Testhole #5 at a depth of 1000 due to a hard clay / shaley rock layer. The locations of these testholes on this vacant lot are shown on the attached marked up plan in Appendix A.

The soil profile was found to be consistent across the Lot, and consists of a thin layer of light brown coloured silty sand overlaying a deeper layer of light brown coloured clay, overlaying a layer of red / brown coloured shaley clay.

As per the soil test results shown in Appendix C attached, the potential expansiveness of this material is low and therefore the soil classification for this site is an "S".

Yours Sincerely

A handwritten signature in blue ink, appearing to read 'Rod Munns', is written over a light blue horizontal line.

Rod Munns – BE (Civil)
R Munns Engineering Consulting Services

Appendix A – Soil Testhole Location Plan

Marked up Site Plan showing location of 2 x Soil Sample Testhole Locations.



Site Plan for Site Classification Soil Sampling on 3 Lots in Cuballing

0 12.5 25 50 Meters

Appendix B - Testhole Soil Sampling Report for Site Classification

Testhole #4 @ GPS Locn 516522 E, 6369167 N

The following soil profile was found:

0 – 250 : Topsoil

250 – 500 : Light Brown coloured Silty Sand (sample 4A taken from 450 depth)

500 – 1300 : Light Brown coloured Clay (sample 4B taken from 1000 depth)

1300 – 1800 : Red / Brown coloured Shaley Clay (sample 4C taken from 1500 depth)

Refusal was not reached at the 1800 excavated depth.

The photos below show the exploration testing for Testhole #4.



Site Photo showing Testhole #4 on Lot 7, Cuballing.



Testhole #4 - with number marking.



Testhole #4 – with staff showing soil profile depth.



Testhole #4 – showing sample excavation locations.



Testhole #4 – showing sample excavation locations.



Soil Sample bags 4A, 4B & 4C on ground above Testhole #4.

Testhole #5 @ GPS Locn 516537 E, 6369183 N

The following soil profile was found:

0 – 200 : Topsoil

200 – 550 : Light Brown coloured Silty Sand (sample 5A taken from 450 – 500 depth)

550 – 1000 : Light Brown coloured Clay (sample 5B taken from 900 - 1000 depth)

Refusal occurred at 1000 depth, due to a hard clay / shaley rock layer.

The photos below show the exploration testing for Testhole #5.



Testhole #5 – with excavated material



Testhole #5 – with number marking.



Testhole #5 – with staff showing soil profile depth.



Testhole #5 – showing sample excavation locations.



Testhole #5 – showing sample excavation locations.



Sample bags 5A & 5B on ground above Testhole #5.

Testhole #6 @ GPS Locn 516535 E, 6369205 N

The following soil profile was found:

0 – 250 : Topsoil

250 – 450 : Light Brown coloured Silty Sand (sample 6A taken from 400 - 450 depth)

450 – 900 : Light Brown coloured Clay (sample 6B taken from 800 - 900 depth)

900 – 1600 : Red / Brown coloured Shaley Clay (sample 6C taken from 1500 depth)

Refusal was not reached at the 1600 excavated depth.

The photos below show the exploration testing for Testhole #6.



Testhole #6 – with number marking.



Testhole #6 – with staff showing soil profile depth.



Testhole #6 – showing sample excavation locations.



Testhole #6 – showing sample excavation locations.



Sample bags 6A, 6B & 6C on ground above Testhole #6.

Appendix C - Soil Test Results & Classification



UTS soiltec

R MUNNS ENGINEERING CONSULTING SERVICES
 PO BOX 516
 KELLERBERRIN WA 6410
 EMAIL: rmecs@westnet.com.au

Date: 16.12.2019
 Amended: 23-12-2019

Reference No: Y587 S

**RE: Site Classification on Samples Supplied from
 Units on Lot 7 in CUBALLING**

As requested, we have carried out a site classification on the samples supplied by yourself from the above property. These sample locations are noted by you on the attached site sketch, page 2.

It is in our opinion that the site be raked over to remove any deleterious material that may occur and compacted. Then the site will be classified as 'S' according to AS 2870 - 2011, and all slab/footing details should be in accordance with this standard. We suggest no lawn or garden areas be placed around the outer walls to prevent undue wetting up of the underlying soils. Earthworks to be carried out in dry conditions only and in accordance with AS 3798 - 2007 – Guidelines on Earthworks of Commercial and Residential Developments. Any fill to be used on the site should consist of clean free flowing compacted sand.

The soil conditions included in this report are only indicative of the samples provided and if these soils vary when construction has commenced UTS Soiltec Pty Ltd needs to be informed as soon as possible.

Should you require any further information on any of the above, please contact us at your convenience.

K. Clements
 (Geotechnical Consultant)



UTS soiltec

SITE SKETCH

PROJECT: Units on Lot 7 in CUBALLING

CLIENT: R MUNNS ENGINEERING CONSULTING SERVICES

DATE TESTED: 16.12.2019

REF No. Y587 S



Note:

- Diagram not to scale
- Soil zones beneath tested depth are not covered by this report.
- Hole locations are approximate only.

TESTED BY: AC

CERTIFIED BY:

Consultants to the civil, construction and housing industries

T 08 9271 0966 f 08 9471 7686 e admin@utssoiltec.com.au PO Box 183 Bayswater WA 6933 ABN 38 075 120 508

PAGE 2 OF 6



UTS soiltec

SITE PHOTOS & BORE LOGS SUPPLIED BY CLIENT

PROJECT:	Units on Lot 7 Cuballing	CLIENT:	R MUNNS ENGINEERING CONSULTING SERVICES
DATE TESTED:	16.12.2019	REF No.	Y587 S

Testhole # 4 @ GPS Locn 516522 E, 6369167 N

The following soil profile was found:

0 – 250mm: Topsoil
 250 – 500mm: Light Brown coloured Silty Sand (sample 4A taken from 450 depth)
 500 – 1300mm: Light Brown coloured Clay (sample 4B taken from 1000 depth)
 1300 – 1800mm: Red / Brown coloured Shaley Clay (sample 4C taken from 1500 depth)

Refusal was not reached at the 1800 excavated depth.



Site Photo showing Testhole #4 on Lot 7, Cuballing.



Testhole #4 – with staff showing soil profile depth.

TESTED BY: AC

CERTIFIED BY:

Consultants to the civil, construction and housing industries

T 08 9271 0966 f 08 9471 7886 e admin@utsoiltec.com.au PO Box 183 Bayswater WA 6933 ABN 38 075 120 508

PAGE 3 OF 6



UTS soiltec

SITE PHOTOS & BORE LOGS SUPPLIED BY CLIENT

PROJECT: Units on Lot 7 Cuballing CLIENT: R MUNNS ENGINEERING CONSULTING SERVICES
 DATE TESTED: 16.12.2019 REF No. Y587 S

Testhole # 5 @ GPS Locn 516537 E, 6369183 N

The following soil profile was found:

- 0 – 200mm: Topsoil
- 200 – 550mm: Light Brown coloured Silty Sand (sample 5A taken from 450 – 500 depth)
- 550 – 1000mm: Light Brown coloured Clay (sample 5B taken from 900 - 1000 depth)

Refusal occurred at 1000 depth, due to a hard clay / shaley rock layer.



Testhole #5 – with excavated material



Testhole #5 – with staff showing soil profile depth.

TESTED BY: AC

CERTIFIED BY:

Consultants to the civil, construction and housing industries
 T 08 9271 0966 f 08 9471 7686 e admin@utssoiltec.com.au PO Box 183 Bayswater WA 6933 ABN 38 075 120 508

PAGE 4 OF 6



SITE PHOTOS & BORE LOGS SUPPLIED BY CLIENT

PROJECT:	Units on Lot 7 Cuballing	CLIENT:	R MUNNS ENGINEERING CONSULTING SERVICES
DATE TESTED:	16.12.2019	REF No.	Y587 S

Testhole # 6 @ GPS Locn 516535 E, 6369205 N

The following soil profile was found:

- 0 – 250mm: Topsoil
- 250 – 450mm: Light Brown coloured Silty Sand (sample 6A taken from 400 - 450 depth)
- 450 – 900mm: Light Brown coloured Clay (sample 6B taken from 800 - 900 depth)
- 900 – 1600mm: Red / Brown coloured Shaley Clay (sample 6C taken from 1500 depth)

Refusal was not reached at the 1600 excavated depth.



Testhole #6 – with number marking.



Testhole #6 – with staff showing soil profile depth.

TESTED BY: AC

CERTIFIED BY:

Consultants to the civil, construction and housing industries
 T 08 9271 0966 F 08 9471 7686 e admin@utssoiltec.com.au PO Box 183 Bayswater WA 6933 ABN 38 075 120 508

PAGE 5 OF 6



UTS soiltec

TEST RESULTS

PROJECT: Units on Lot 7 Cuballing CLIENT: R MUNNS ENGINEERING
CONSULTING SERVICES
DATE TESTED: 16-12-2019 REF No. Y587 S

SAMPLED FROM HOLE 6

DEPTH mm 1000

DESCRIPTION Sandy Clay

GRAVEL % 5

SAND % 51

SILT % 14

CLAY % < 5 μ 30

UNIFIED CLASSIFICATION SC

LIQUID LIMIT % 36

PLASTIC LIMIT % 17

PLASTICITY INDEX 19

LINEAR SHRINKAGE % 8.0

CLAY % < 2 μ 26

POTENTIAL EXPANSIVENESS LOW

EXPANSIVENESS

A.S. 2870 CLASSIFICATION

NO. 'S'

REMARKS:

TESTED BY: UTS

CERTIFIED BY:

PAGE 6 OF 6

Consultants to the civil, construction and housing industries
T 08 9271 0988 f 08 9471 7686 e admin@utssoiltec.com.au PO Box 183 Bayswater WA 6933 ABN 38 075 120 508



Contact: Mr Rod Munns
PO Box 516
NARROGIN WA 6312

R Munns Engineering Consulting Services
Email : rmecs@westnet.com.au
Ph : (08) 9881 2251
Mob : 0407 604 164

The Chief Executive Officer
Shire of Cuballing
PO Box 13
CUBALLING WA
6311

Date 31st January 2020

Dear Sir,

Re : Site Classification for Units on Lot 8 Cuballing

I confirm that on the 10th December 2019, I carried out an investigation of the soil on Lot 8 in the townsite of Cuballing – for future units to be constructed upon.

Three (3) testhole slots were excavated via an 8T Mini Excavator to targeted 1600 depth, which was only achieved on Testhole #2. Refusal was reached on Testhole #1 and Testhole #3 at depths of 950 and 1400 respectively due to a hard clay / shaley rock layer. The locations of these testholes on this vacant lot are shown on the attached marked up plan in Appendix A.

The soil profile was found to be consistent across the Lot, and consists of a thin layer of light brown coloured silty sand overlaying a deeper layer of light brown coloured clay.

As per the soil test results shown in Appendix C attached, the potential expansiveness of this material is low and therefore the soil classification for this site is an "S".

Yours Sincerely

Rod Munns – BE (Civil)
R Munns Engineering Consulting Services

Appendix A – Soil Testhole Location Plan
Marked up Site Plan showing location of 2 x Soil Sample Testhole Locations.



Site Plan for Site Classification Soil Sampling on 3 Lots in Cuballing



Appendix B - Testhole Soil Sampling Report for Site Classification

Testhole #1 @ GPS Locn 516487 E, 6369140 N

The following soil profile was found:

0 – 250 : Topsoil

250 – 500 : Light Brown coloured Silty Sand (sample 1A taken from 400-500 depth)

500 – 950 : Light Brown coloured Clay (sample 1B taken from 900-950 depth)

Refusal occurred at 950 depth, due to a hard clay / shaley rock layer.

The photos below show the exploration testing for Testhole #1.



Site Photo showing testholes across Lot 8 – Testhole #1 is in the foreground. Note the BT Mini Excavator in the background.



Testhole #1 – with number marking.



Testhole #1 – with staff showing soil profile depth.



Testhole #1 – showing sample excavation locations.



Soil Sample bags 1A & 1B on ground above Testhole #1.

Testhole #2 @ GPS Locn 516521 E, 6369146 N

The following soil profile was found:

0 – 200 : Topsoil

200 – 450 : Light Brown coloured Silty Sand (sample 2A taken from 400-450 depth)

450 – 1650 : Light Brown coloured Clay (sample 2B taken from 1000 depth & sample 2C taken from 1500 depth)

Refusal was not reached at the 1650 excavated depth.

The photos below show the exploration testing for Testhole #2.



Testhole #2 – with excavated material



Testhole #2 – with number marking.



Testhole #2 – with staff showing soil profile depth.



Testhole #2 – showing sample excavation locations.



Sample bags 2A, 2B & 2C on ground above Testhole #2.

Testhole #3 @ GPS Locn 516557 E, 6369151 N

The following soil profile was found:

0 – 200 : Topsoil

200 – 400 : Light Brown coloured Silty Sand (sample 3A taken from 400-450 depth)

400 – 1400 : Light Brown coloured Clay (sample 3B taken from 900 depth & sample 3C taken from 1300 - 1400 depth)

Refusal occurred at 1400 depth, due to a hard clay / shaley rock layer.

The photos below show the exploration testing for Testhole #3.



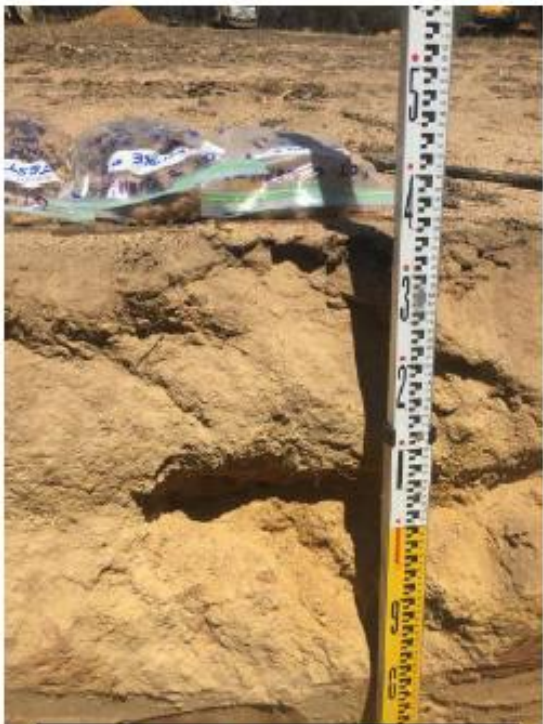
Testhole #3 – with excavated material



Testhole #3 – with number marking.



Testhole #3 – showing sample excavation locations.



Testhole #3 – showing sample excavation locations.



Sample bags 3A, 3B & 3C on ground above Testhole #3.

Appendix C - Soil Test Results & Classification



UTS soiltec

R MUNNS ENGINEERING CONSULTING SERVICES
PO BOX 516
KELLERBERRIN WA 6410
EMAIL: rmecs@westnet.com.au

Date: 16.12.2019

Reference No: Y586 S

**RE: Site Classification on Samples Supplied from
Units on Lot 8 CUBALLING**

As requested, we have carried out a site classification on the samples supplied by yourself from the above property. These sample locations are noted by you on the attached site sketch, page 2.

It is in our opinion that the site be raked over to remove any deleterious material that may occur and compacted. Then the site will be classified as 'S' according to AS 2870 - 2011, and all slab/footing details should be in accordance with this standard. We suggest no lawn or garden areas be placed around the outer walls to prevent undue wetting up of the underlying soils. Earthworks to be carried out in dry conditions only and in accordance with AS 3798 - 2007 – Guidelines on Earthworks of Commercial and Residential Developments. Any fill to be used on the site should consist of clean free flowing compacted sand.

The soil conditions included in this report are only indicative of the samples provided and if these soils vary when construction has commenced UTS Soiltec Pty Ltd needs to be informed as soon as possible.

Should you require any further information on any of the above, please contact us at your convenience.



K. Clements
(Geotechnical Consultant)



UTS soiltec

SITE SKETCH

PROJECT: Units on Lot 8 CUBALLING CLIENT: R MUNNS ENGINEERING CONSULTING SERVICES
 DATE TESTED: 16.12.2019 REF No. Y586 S



Site Plan for Site Classification Soil Sampling on 3 Lots in Cuballing

- Note:*
- Diagram not to scale
 - Soil zones beneath tested depth are not covered by this report.
 - Hole locations are approximate only.

TESTED BY: AC

CERTIFIED BY:

Consultants to the civil, construction and housing industries
 T 08 9271 0986 F 08 9471 7686 e admin@utssoiltec.com.au PO Box 183 Bayswater WA 6933 ABN 38 075 120 508

PAGE 2 OF 6



UTS soiltec

SITE PHOTOS & BORE LOGS SUPPLIED BY CLIENT

PROJECT: Units on Lot 8 Cuballing CLIENT: R MUNNS ENGINEERING CONSULTING SERVICES
 DATE TESTED: 16.12.2019 REF No. Y586 S

Testhole #1 @ GPS Locn 516487 E, 6369140 N

The following soil profile was found:

- 0 – 250mm: Topsoil
 - 250 – 500mm: Light Brown coloured Silty Sand (sample 1A taken from 400-500 depth)
 - 500 – 950mm: Light Brown coloured Clay (sample 1B taken from 900-950 depth)
- Refusal occurred at 950 depth, due to a hard clay / shaley rock layer



Site Photo showing testholes across Lot 8 – Testhole #1 is in the foreground. Note the 8T Mini Excavator in the background.



Testhole #1 – with staff showing soil profile depth.

TESTED BY: AC

CERTIFIED BY: *[Signature]*

Consultants to the civil, construction and housing industries
 T 08 9271 0966 f 08 9471 7686 e admin@utssoiltec.com.au PO Box 183 Bayswater WA 6033 ABN 38 075 120 508 PAGE 3 OF 6



SITE PHOTOS & BORE LOGS ASSESSED BY CLIENT

PROJECT: Units on Lot 8 Cuballing CLIENT: R MUNNS ENGINEERING CONSULTING SERVICES
 DATE TESTED: 16.12.2019 REF No. Y586 S

Testhole #2 @ GPS Locn 516521 E, 6369146 N

The following soil profile was found:

- 0 – 200mm: Topsoil
- 200 – 450mm: Light Brown coloured Silty Sand (sample 2A taken from 400-450 depth)
- 450 – 1650mm: Light Brown coloured Clay (sample 2B taken from 1000 depth & sample 2C taken from 1500 depth)

Refusal was not reached at the 1650 excavated depth.



Testhole #2 – with excavated material



Testhole #2 – with staff showing soil profile depth.

TESTED BY: AC

CERTIFIED BY: *[Handwritten Signature]*



UTS soiltec

SITE PHOTOS & BORE LOGS ASSESSED BY CLIENT

PROJECT: Units on Lot 8 Cuballing CLIENT: R MUNNS ENGINEERING CONSULTING SERVICES
 DATE TESTED: 16.12.2019 REF No. Y586 S

Testhole #3 @ GPS Locn 516557 E, 6369151 N

The following soil profile was found:

- 0 – 200mm: Topsoil
- 200 – 400mm: Light Brown coloured Silty Sand (sample 3A taken from 400-450 depth)
- 400 – 1400mm: Light Brown coloured Clay (sample 3B taken from 900 depth & sample 3C taken from 1300 - 1400 depth)

Refusal occurred at 1400 depth, due to a hard clay / shaley rock layer.



Testhole #3 – with excavated material



Testhole #3 – showing sample excavation locations.

TESTED BY: AC

CERTIFIED BY:

Consultants to the civil, construction and housing industries
 T 08 9271 0966 F 08 9471 7686 e admin@utssoiltec.com.au PO Box 183 Bayswater WA 6933 ABN 38 075 120 508

PAGE 5 OF 6



UTS soiltec

TEST RESULTS

PROJECT: Units on Lot 8 Cuballing CLIENT: R MUNNS ENGINEERING
CONSULTING SERVICES
DATE TESTED: 16.12.2019 REF No. Y586 S

SAMPLED FROM HOLE 2

DEPTH mm 1000

DESCRIPTION Silty Sand

GRAVEL % 9

SAND % 62

SILT % 11

CLAY % < 5 μ 18

UNIFIED CLASSIFICATION SC

LIQUID LIMIT % 42

PLASTIC LIMIT % 23

PLASTICITY INDEX 19

LINEAR SHRINKAGE % 10.0

CLAY % < 2 μ 11

POTENTIAL EXPANSIVENESS LOW

A.S. 2870 CLASSIFICATION NO. 'S'

REMARKS:

TESTED BY: UTS

CERTIFIED BY:



Contact: Mr Rod Munns
PO Box 516
NARROGIN WA 6312

R Munns Engineering Consulting Services
Email : rmecs@westnet.com.au
Ph : (08) 9881 2251
Mob : 0407 604 164

The Chief Executive Officer
Shire of Cuballing
PO Box 13
CUBALLING WA
6311

Date 31st January 2020

Dear Sir,

Re : Site Classification for Units on Lot 90 Cuballing

I confirm that on the 10th December 2019, I carried out an investigation of the soil on Lot 90 in the townsite of Cuballing – for future units to be constructed upon.

Three (3) testhole slots were excavated via an 8T Mini Excavator to targeted 1600 depth, which was achieved on all Testholes. The locations of these testholes on this vacant lot are shown on the attached marked up plan in Appendix A.

The soil profile was found to be consistent across the Lot, and consists of a thin layer of light brown coloured silty sand overlaying a deeper layer of light brown coloured clay, overlaying a layer of red / brown coloured shaley clay.

As can be seen from the soil testing results in Appendix C attached, the potential expansiveness of this material is low and therefore the soil classification for this site is an "S".

Yours Sincerely

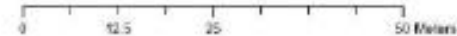
Rod Munns – BE (Civil)
R Munns Engineering Consulting Services

Appendix A – Soil Testhole Location Plan

Marked up Site Plan showing location of 2 x Soil Sample Testhole Locations.



Site Plan for Site Classification Soil Sampling on 3 Lots in Cuballing



Appendix B - Testhole Soil Sampling Report for Site Classification

Testhole #7 @ GPS Locn 516473 E, 6369194 N

The following soil profile was found:

0 – 200 : Topsoil

200 – 450 : Light Brown coloured Silty Sand (sample 7A taken from 400 - 450 depth)

450 – 900 : Light Brown coloured Clay (sample 7B taken from 800 - 900 depth)

900 – 1600 : Red / Brown coloured Shaley Clay (sample 7C taken from 1500 depth)

Refusal was not reached at the 1600 excavated depth.

The photos below show the exploration testing for Testhole #7.



Site Photo showing Testhole #7 on Lot 90, Cuballing.



Testhole #7 - with number marking.



Testhole #7 – with staff showing soil profile depth.



Testhole #7 – showing sample excavation locations.



Testhole #7 – showing sample excavation locations.



Soil Sample bags 7A, 7B & 7C on ground above Testhole #7.

Testhole #8 @ GPS Locn 516491 E, 6369191 N

The following soil profile was found:

0 – 200 : Topsoil

200 – 450 : Light Brown coloured Silty Sand (sample 8A taken from 400 - 450 depth)

450 – 1600 : Light Brown coloured Silty Clay (sample 8B taken from 1000 depth & sample 8C taken from 1500 depth)

Refusal was not reached at the 1600 excavated depth.

The photos below show the exploration testing for Testhole #8.



Testhole #8 – with number marking.



Testhole #8 – with staff showing soil profile depth.



Testhole #8 – showing sample excavation locations.



Testhole #8 – showing sample excavation locations.



Sample bags 8A, 8B & 8C on ground above Testhole #8.

Testhole #9 @ GPS Locn 516477 E, 6369163 N

The following soil profile was found:

0 – 250 : Topsoil

250 – 450 : Light Brown coloured Silty Sand (sample 9A taken from 400 - 450 depth)

450 – 1100 : Light Brown coloured Clay (sample 9B taken from 1000 depth)

1100 – 1650 : Red / Brown coloured Shaley Clay (sample 9C taken from 1500 depth)

Refusal was not reached at the 1650 excavated depth.

The photos below show the exploration testing for Testhole #9.



Site Photo showing Testhole #9 on Lot 90, Cuballing.



Testhole #9 - with number marking.



Testhole #9 – with staff showing soil profile depth.



Testhole #9 – showing sample excavation locations.



Testhole #9 – showing sample excavation locations.



Sample bags 9A, 9B & 9C on ground above Testhole #9.

Appendix C - Soil Test Results & Classification



UTS soiltec

R MUNNS ENGINEERING CONSULTING SERVICES
 PO BOX 516
 KELLERBERRIN WA 6410
 EMAIL: rmecs@westnet.com.au

Date: 16.12.2019
 Amended: 23.12.19

Reference No: Y588 S

**RE: Site Classification on Samples Supplied from
 Units in Lot 90 CUBALLING**

As requested, we have carried out a site classification on the samples supplied by yourself from the above property. These sample locations are noted by you on the attached site sketch, page 2.

It is in our opinion that the site be raked over to remove any deleterious material that may occur and compacted. Then the site will be classified as 'S' according to AS 2870 - 2011, and all slab/footing details should be in accordance with this standard. We suggest no lawn or garden areas be placed around the outer walls to prevent undue wetting up of the underlying soils. Earthworks to be carried out in dry conditions only and in accordance with AS 3798 - 2007 – Guidelines on Earthworks of Commercial and Residential Developments. Any fill to be used on the site should consist of clean free flowing compacted sand.

The soil conditions included in this report are only indicative of the samples provided and if these soils vary when construction has commenced UTS Soiltec Pty Ltd needs to be informed as soon as possible.

Should you require any further information on any of the above, please contact us at your convenience.

K. Clements
 (Geotechnical Consultant)



SITE SKETCH

PROJECT: Units in Lot 90 CUBALLING CLIENT: R MUNNS ENGINEERING CONSULTING SERVICES
 DATE TESTED: 16.12.2019 REF No. Y588 S



- Note:*
- Diagram not to scale
 - Soil zones beneath tested depth are not covered by this report.
 - Hole locations are approximate only.

TESTED BY: AC

CERTIFIED BY: *[Signature]*

Consultants to the civil, construction and housing industries
 T 08 9271 0966 F 08 9471 7886 e admin@utssoiltec.com.au PO Box 183 Bayswater WA 6933 ABN 38 075 120 508 PAGE 2 OF 8



UTS soiltec

SITE PHOTOS & BORE LOGS SUPPLIED BY CLIENT

PROJECT: Units on Lot 90 Cuballing CLIENT: R MUNNS ENGINEERING
CONSULTING SERVICES

DATE TESTED: 16.12.2019 REF No. Y588 S

Testhole # 7 @ GPS Locn 516473 E, 6369194 N

0 – 200mm: Topsoil
200 – 450mm: Light Brown coloured Silty Sand (sample 7A taken from 400 - 450 depth)
450 – 900mm: Light Brown coloured Clay (sample 7B taken from 800 - 900 depth)
900 – 1600mm: Red / Brown coloured Shaley Clay (sample 7C taken from 1500 depth)
Refusal was not reached at the 1600 excavated depth.



Site Photo showing Testhole #7 on Lot 90, Cuballing.



Testhole #7 – with number marking.

TESTED BY: AC

CERTIFIED BY:

Consultants to the civil, construction and housing industries

T 08 9271 0966 f 08 9471 7686 e admin@utssoiltec.com.au PO Box 183 Bayswater WA 6933 ABN 38 075 120 508

PAGE 3 OF 8



UTS soiltec

SITE PHOTOS & BORE LOGS SUPPLIED BY CLIENT

PROJECT:	Units on Lot 90 Cuballing	CLIENT:	R MUNNS ENGINEERING CONSULTING SERVICES
DATE TESTED:	16.12.2019	REF No.	Y588 S

Testhole # 8 @ GPS Locn 516491 E, 6369191 N

The following soil profile was found:

0 – 200mm: Topsoil

200 – 450mm: Light Brown coloured Silty Sand (sample 8A taken from 400 - 450 depth)

450 – 1600mm: Light Brown coloured Silty Clay

(sample 8B taken from 1000 depth & sample 8C taken from 1500 depth)

Refusal was not reached at the 1600 excavated depth.



Testhole #8 – with number marking.



Testhole #8 – with staff showing soil profile depth.

TESTED BY: AC

CERTIFIED BY:

Consultants to the civil, construction and housing industries
T 08 9271 0966 F 08 9471 7686 e admin@utsoiltec.com.au PO Box 183 Bayswater WA 6933 ABN 38 075 120 508

PAGE 4 OF 6



UTS soiltec

SITE PHOTOS & BORE LOGS SUPPLIED BY CLIENT

PROJECT:	Units on Lot 90 Cuballing	CLIENT:	R MUNNS ENGINEERING CONSULTING SERVICES
DATE TESTED:	16.12.2019	REF No.	Y588 S

Testhole #9 @ GPS Locn 516477 E, 6369163 N

The following soil profile was found:

0 – 250mm: Topsoil
 250 – 450mm: Light Brown coloured Silty Sand (sample 9A taken from 400 - 450 depth)
 450 – 1100mm: Light Brown coloured Clay (sample 9B taken from 1000 depth)
 1100 – 1650mm: Red / Brown coloured Shaley Clay (sample 9C taken from 1500 depth)

Refusal was not reached at the 1650 excavated depth.



Site Photo showing Testhole #9 on Lot 90, Cuballing.



Testhole #9 – with staff showing soil profile depth.

TESTED BY: AC

CERTIFIED BY:

Consultants to the civil, construction and housing industries

T 08 9271 0966 f 08 9471 7686 e admin@utssoiltec.com.au PO Box 183 Bayswater WA 6933 ABN 38 075 120 508

PAGE 5 OF 6



UTS soiltec

TEST RESULTS

PROJECT: Units on Lot 90 Cuballing, CLIENT: R MUNNS ENGINEERING
CONSULTING SERVICES
DATE TESTED: 16.12.2019 REF No: Y588 S

SAMPLED FROM HOLE 7

DEPTH mm 800-900

DESCRIPTION Sandy Clay

GRAVEL % 3
SAND % 45
SILT % 16
CLAY % < 5 μ 32
UNIFIED CLASSIFICATION SC

LIQUID LIMIT % 38
PLASTIC LIMIT % 17
PLASTICITY INDEX 21
LINEAR SHRINKAGE % 8.0

CLAY % < 2 μ 28
POTENTIAL
EXPANSIVENESS LOW
A.S. 2870 CLASSIFICATION
NO. 'S'

REMARKS:

TESTED BY: UTS

CERTIFIED BY:

Manager of Works Services, Mr Bruce Brennan, departed the chambers at 3.05pm

Manager of Works Services, Mr Bruce Brennan, entered the chambers at 3.07pm

9.2.2 RFQ – Cuballing Rail Reserve Concept Design

Applicant:	N/A
File Ref. No:	ADM052
Disclosure of Interest:	Nil
Date:	13 th February 2020
Author:	Gary Sherry
Attachments:	9.2.2A RFQ Cuballing Rail Reserve Redevelopment Concept Design
Confidential Attachment	9.2.2B Evaluation of Submissions

Summary

Council is to consider appointing a consultant to complete a concept design for a revitalisation of the Cuballing Rail Reserve.

Background

Council has long recognised negative townscape issues impacting from the railway reserve in central Cuballing and sought to prepare a development plan for the Cuballing rail reserve.

The former railway station and CBH grain receival site has a generally poor presentation to visitors and few coordinated uses for local residents.

Currently the facilities and features of the rail reserve include:

- limited park seating, most in need of replacement;
- the Cuballing War Memorial where Council is completing works to improve this corner of the reserve;
- a sprawling car park for the Cuballing Tavern;
- the water standpipe providing water access to local residents;
- large trucks are able to park on the eastern lay down area.
- a display of heritage equipment in an undercover shelter;
- The dump point facility for tourists to dispose of sewage waste;
- no coordinated walking paths. Walker can use the asphalt path along Alton Street on the west side of the reserve and the gravel path from opposite the skate park to the railway crossing on Campbell Street;
- a townsite entry statement and garden on the Campbell/Ridley Street intersection. This includes a native garden and the tin man and dog sculptures;
- a lonely grave in the north east corner of the reserve; and
- various displays of heritage farm equipment around the reserve.

Council has worked for some time to solve the access issues with ARC Infrastructure that has limited uses, particularly overnight camping. Council is nearing consideration of a new lease arrangements with ARC Infrastructure.

In considering the upgrade of this area Council is wanting to:

- improve the aesthetic appeal of the reserve. In many ways the reserve is unchanged from the removal of the CBH receival site in the 1980's.
- provide more planned spaces for community activities. This could include sites for activities such as a pioneer memorial, public art for example.
- link the east and west sections of the reserve and overcome the impact of having the railway line through the middle of the reserve;

- improve the area for tourists and travellers to stop. Such improvement would make it easier to stop when travelling in vehicles and have better facilities for people who do stop; and
- tie the facilities of the reserve to the businesses and community facilities that surround the reserve. The Cuballing Roadhouse and Cuballing Tavern are two businesses that could benefit from improvements.

Comment

Council released a Request for Quotation (RFQ) in December 2020 seeking proposals to develop a concept design of a redevelopment of the Rail Reserve in the centre of Cuballing. This RFQ, included at Attachment 9.2.2A, was provided to five companies with landscape design capability registered with WALGA's Council Purchasing Service. In addition the RFQ was provided to a regional architecture business with experience in similar projects in rural local governments.

Council received 3 submissions from:

- Urbis of Williams Street Perth;
- GHD Woodhead, of Hay Street Perth; and
- Office of Regional Architecture of Lennard Street Brookton.

Copies of the submissions are included for Councillors information in their Agenda Package.

Staff have completed an assessment of the submissions that is included at Confidential Attachment 9.2.2B.

After comparison, the submission of Urbis appears to be superior. In particularly their understanding of the desired outcomes mirrors with Council's. Urbis are a large planning and design agency with a range of experienced staff able to contribute to the project. Urbis are the only submission that provides a GIS professional to prepare maps.

The submissions of Urbis and GHD Woodhead are considerably greater than Council's budget allocation. This difference could well arise from an underestimation of the project by Staff during the Budget process.

After evaluation of the submissions, and comparing the value of each submission to the quoted cost, Staff believe the Urbis proposal to be the best value for money proposal.

Strategic Implications

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
1.2	Create a vibrant built environment that is accessible and inclusive and reflects the Shire's identity and local heritage.	Active, attractive and affordable towns which the community are proud of and engaged in.
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

ENVIRONMENT - Our Environment, Resource Management and Services

Goals

- Recognising the environmental and recreational value of Council reserves, and managing them in a way that will preserve them for future generations to enjoy.
- Aiming for the equitable and sustainable development of land within the Shire of Cuballing that provides a genuinely desirable lifestyle.

	Strategy	Outcome
2.3	Provide equitable access for all users to our environment while balancing the protection of natural assets.	A range of parks, reserves and trails which the broadest community can access.

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.
- Managing community assets in a whole of life and economically sustainable manner.

	Strategy	Outcome
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.
3.6	Facilitate and guide high quality and efficient building and development across the Shire.	A community with high quality and efficient buildings and development.

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

Goals

- 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
4.3	Ensure open and consistent communication between the Shire and the community.	The community is aware of Council decisions and activities.
4.4	Actively engage with the community to inform decision making and improve conversations within the community.	The community have a variety of opportunities to be involved and are able to make meaningful contributions to decision making.

Statutory Environment – Nil

Policy Implications – Nil

Financial Implications

Council allocated \$20,000 to complete the concept design for a revitalisation of the Cuballing Rail Reserve in their 2019/20 Budget. This expenditure was matched with a transfer from Council's Recreation and Community Facility Reserve.

Council has received three quotations set out below.

Company	Quotation	Budget	Deficiency
Urbis	35,630	20,000	- 15,630
GHD Woodhead	29,757	20,000	- 9,757
Office of Regional Architecture	16,711	20,000	3,289

Economic Implication

The Cuballing Rail Reserve Redevelopment Concept Design is anticipated to:

- better link nearby businesses to the facilities and opportunities arising from the reserve. In particular better parking opportunities nearby to businesses; and
- improve the tourism potential of the reserve, including better parking and amenities for visitors.

Social Implication

The Cuballing Rail Reserve Redevelopment Concept Design is anticipated to:

- include improved recreation spaces on the reserve for the local community;
- provide safer walking paths through central Cuballing;
- provide opportunities to have community monuments to community heritage and
- plan to improve the visual amenity of a central part of the Cuballing townsite.

Environmental Considerations – Nil

Consultation

The Cuballing Rail Reserve Redevelopment Concept Design process includes extensive opportunity for community involvement and participation.

Options

Council may resolve:

1. the Officer's Recommendation; or
2. to select an alternative submission, providing reasons; or
3. to defer consideration of this matter to obtain additional information or advice; or
4. to not accept any submissions and not complete a Cuballing Rail Reserve Redevelopment Concept Design process in 2019/20.

Voting Requirements – Simple Majority

COUNCIL DECISION – 2020/010:

That Council

1. **accept the proposal of Urbis to complete the Cuballing Rail Reserve Concept Design at a cost of up to \$35,630 (GST Exclusive); and**
2. **approve an additional transfer of up to \$15,630 from Council's Recreation and Community Facility Reserve to complete the Cuballing Rail Reserve Concept Design.**

Moved: Cr Bradford

Seconded: Cr Hopper

Carried 6/0

SHIRE OF CUBALLING REQUEST FOR QUOTATIONS

Cuballing Rail Reserve Redevelopment Concept Design

THE PROJECT

Council is seeking submissions from experienced professionals to provide a concept design of a redevelopment of the Rail Reserve in the centre of Cuballing.

BACKGROUND

Cuballing situated 190kms south east of Perth and has an estimated population of 350. The close proximity of the regional centre of Narrogin allows local residents to work in the larger town and enjoy the semi-rural lifestyle of Cuballing.

Cuballing's Dryandra Regional Equestrian Centre home to the Dryandra Pony Club and Dryandra Regional Equestrian Association. This venue attracts large numbers of riders from around the state with regular equestrian events.

Local industry is dominated by broad acre agriculture of grain and sheep production. Other industry includes intensive agriculture of pig and cattle production, small agricultural engineering operations and tree plantations. Tourism opportunities exist in the nearby Dryandra Woodlands including the Barna Mia animal sanctuary.

Cuballing has the tier 2 railway line and Great Southern Highway running north-south through the centre of the town.

After the removal of the rail facilities located on the central railway reserve, the Shire of Cuballing has constructed a number of small community and tourism facilities on sections of the rail reserve, but the majority of the area remains under utilised and undeveloped. The Cuballing Tavern and the Cuballing General Store/Post Office front the railway reserve.

Council is seeking to prepare a concept plan to tie in existing facilities and develop plans for future development to maximise the amenity and public use of the rail reserve by local residents, tourists and travelers.

SPECIFIC REQUIREMENTS

The successful respondent will be required to:

Stage 1

1. Meet with the Shire of Cuballing in Cuballing to commence the project.
2. Deliver a SWOT analysis of the Cuballing Railway Reserve site that:
 - a. reviews the impact existing land tenures and services being provided on the site. This may require discussions with agencies including Arc Infrastructure, Main Roads WA and Water Corporation;
 - b. evaluate/determine whether there are any environmental, heritage or other limitations that may impact on the development of the railway reserve,

- c. considers existing community facilities and businesses on or surrounding the site;

Stage 2

3. Conduct a community event in Cuballing to consider potential uses and activities that could be incorporated into the Railway Reserve.
 - a. The event could consider new public uses for the site, retention or expansion of existing uses of the site.
 - b. The Shire of Cuballing will separately provide a suitable local venue, provide any food and refreshments required;
 - c. The Shire of Cuballing will complete all local advertising for this event although input into the advertising is anticipated;
4. Deliver a draft concept design(s) that:
 - a. responds to
 1. SWOT analysis prepared; and
 2. The outcomes identified in the community consultation;
 - b. Is largely visual in format; and
 - c. determines the extent of any facility and area allocated for each function;
5. The Shire of Cuballing will conduct the community consultation considering the draft design(s) and provide feedback.

Stage 3

6. Prepare a final concept design that considers and incorporates aspects of a public consultation process around the draft concept design.

Variations

The Shire of Cuballing is willing to consider alternative option to the staging of the project, but requires each submission to include a compliant option.

Geographical Information

The Shire of Cuballing does not have any GIS data available. Submissions should include information regarding the GIS data that will be used in preparing maps and information to be included in the deliverables.

CONTRACT DETAILS

Term of Engagement

Subject to negotiation the Contract Term will be at most 16 weeks from agreed Contract Commencement Date.

The Shire of Cuballing and the successful respondent will agree on the Contract Commencement Date and the Shire of Cuballing will confirm the agreed Contract Commencement Date by letter.

Price, Rates and Qualifications

The Contract Price, which shall specify whether GST is included or excluded, is fixed for the Contract Term.

Submissions must:

- include team member hours and individuals' hourly rates; and
- cite study team members' qualifications and relevant experience.

Milestones and Payment Schedule

Submissions should identify key milestones to be achieved in the completion of the project that could include:

1. completion of a SWOT analysis;
2. Provision of a draft Concept Plan; and
3. Submission of a Final Concept Plan.

Submissions should include a proposed payment schedule linked to the identified key milestones.

Submissions should also identify an expected date upon which the contract may be commenced.

Payments will be made on completion, to the Contract Manager's satisfaction, of the milestones and production of a tax invoice:

Insurance

Each submission should include evidence of insurance coverage in a format similar to that outlined below or in separate attachment.

Each submission should include a summary of necessary insurances that includes at least:

Type	Insurer – Broker	Policy Number	Value (\$)	Expiry Date
Public Liability			\$10,000,000	
Workers Compensation and Rehabilitation (WCA)			As required by Law	
Professional Indemnity Insurance				

A copy of Certificates of Currency will be required prior to commencement.

CONTRACT MANAGEMENT REQUIREMENTS

Contract Manager

Name: Gary Sherry, Chief Executive Officer, Shire of Cuballing
Telephone: (08) 9883 6031
Mobile Phone: 0427 836 031
Email: ceo@cuballing.wa.gov.au
Website: www.cuballing.wa.gov.au
Address: Shire of Cuballing
PO Box 13
CUBALLING WA 6311

Progress Reporting

The appointed party will be required to submit monthly e-mail progress reports to the Contract Manager.

Meetings

The successful respondent will attend at least the following meetings with the Shire of Cuballing and selected Stakeholder representatives:

- A project inception meeting;
- Conduct the public consultation in Cuballing; and
- A meeting in Cuballing to present or review the draft concept design.

CLOSURE

Quotations should be addressed to

Chief Executive Officer,
Shire of Cuballing,
PO Box 13,
Cuballing WA 6311

or

ceo@cuballing.wa.gov.au

Submissions should be received by 4pm on Monday 10th February 2020.

9.2.3 RFQ – Preparation of Integrated Planning and Reporting Framework Documents

Applicant:	N/A
File Ref. No:	ADM96
Disclosure of Interest:	Nil
Date:	14 th February 2020
Author:	Gary Sherry
Attachment:	9.2.3A RFQ Preparation of Integrated Planning and Reporting Framework Documents
Confidential Attachments	9.2.3B Submissions Received 9.2.3C Review of Submissions

Summary

Council is to consider submission for the completion of a Corporate Business, Asset Management and Long Term Financial Plans.

Background

The Shire of Cuballing is required to comply with the Integrated Planning and Reporting Framework (IPRF).

The IPRF is designed to ensure more effective delivery of the local government’s strategic intentions, and to provide a process to:

- Ensure community input is explicitly and reliably generated;
- Provide the capacity for location specific planning where appropriate;
- Inform the long term objectives of the local government with these inputs;
- Identify the resourcing required to deliver against the long term objectives; and
- Clearly articulate long term financial implications and strategies

Integrated Planning and Reporting Cycle



The IPRF will deliver:

- A long term strategic plan that clearly links the community's aspirations with the Council's vision and long term strategy;
- A corporate business plan that integrates resourcing plans and specific Council plans with the strategic plan; and
- A clearly stated vision for the future of the local government area.

The Shire of Cuballing adopted a Strategic Resource Plan in October 2017. This Strategic Resource Plan was a strategy and planning document that has been developed to provide a single consolidated document for Long Term Financial Planning and Asset Management. This Plan was informed by current spending trends and expected major projects over the next 15 years in accordance with the Strategy Community Plan and Workforce Plan.

The Shire of Cuballing has never adopted a Corporate Business Plan.

Comment

Council released a Request for Quotation (RFQ) in December 2020 seeking proposals to prepare Shire of Cuballing's IPRF documents including:

- Long Term Financial Plan;
- Asset Management Plan; and
- Corporate Business Plan.

This RFQ, included at Attachment 9.2.3A, was provided to three companies who specialise in local government finance and management in Western Australia. All three companies have completed work for the Shire of Cuballing in the last 3 years.

One company advised that, although still working in local government finance, they no longer worked in the area of strategic financial planning and would not make a submission.

Submissions were received from

1. Moore Stephens; and
2. LG Corporate Solutions.

Copies of the submissions are included for Councillors information at Confidential Attachment 9.2.3B.

Staff have completed an assessment of the submissions that is included at Confidential Attachment 9.2.3C.

Both companies who provided submissions have the expertise and resources to complete this task to a high level. Moore Stephens will provide a coordinated approach to the task and LG Corporate Solutions a more flexible, tailored approach reflecting the differences in their corporate set up. Either would be successful.

The LG Corporate Solutions submission has been assessed as better value for money, in that their submission was for a slightly lessor price.

Strategic Implications

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

Goals

- An independent Council that is supported by an excellent organisation.
- Governance structures that ensure accountable, transparent and ethical decision making.
- Building the organisation and managing its structure, finances and assets in a sustainable manner.

- A Council that proactively engages with all elements of its community to make decisions that reflect positively on the future of the Shire of Cuballing.

	Strategy	Outcome
4.1	Councillors provide strong and visionary leadership.	A clear direction for the future.
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.
4.6	Employees actively contribute to improved operational service delivery and ensure excellent customer service.	Employees continually improve the operational service delivery and the community receives excellent customer service.

Statutory Environment

Council must comply with the statutory requirements of the Integrated Planning and Reporting Framework.

Local Government Act (1995)

5.56 Planning for the future

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Local Government (Administration) Regulations 1996

19DA. Corporate business plans, requirements for (Act s. 5.56)

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.
- (3) A corporate business plan for a district is to —
 - (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district; and
 - (b) govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and
 - (c) develop and integrate matters relating to resources, including asset management, workforce planning and long term financial planning.
- (4) A local government is to review the current corporate business plan for its district every year.
- (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government’s strategic community plan.
- (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.

*Absolute majority required.

- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

Policy Implications – Nil

Financial Implications

Council allocated \$20,000 to complete preparation of the IPRF documents in their 2019/20 Budget. Both submissions are within this allocation.

Economic Implication

The preparation of the IPRF documents will establish the long term financial planning from the Community Strategic Plan for projects and service expectations.

Social Implication

The preparation of the IPRF documents will establish the long term financial planning from the Community Strategic Plan for the communities projects and service expectations.

Environmental Considerations

The preparation of the IPRF documents will establish the long term financial planning from the Community Strategic Plan for environmental activities.

Consultation – Nil

Options

Council may resolve:

1. the Officer's Recommendation; or
2. to select the alternative submission, providing reasons; or
3. to defer consideration of this matter to obtain additional information or advice; or
4. to not accept any submissions and issue a new RFQ to complete the required IPRF documents.

Voting Requirements – Simple Majority

COUNCIL DECISION – 2020/011:

That Council accept the proposal of LG Corporate Solutions to complete the preparation of the Integrated Planning and Reporting Framing documents including a Long Term Financial Plan, an Asset Management Plan and a Corporate Business Plan for a cost of up to \$18,000 (GST Exclusive).

Moved: Cr Hopper

Seconded: Cr Dowling

Carried 6/0

SHIRE OF CUBALLING

Preparation of Integrated Planning Documents

THE PROJECT

Council is seeking submissions from experienced professionals to complete

- Long Term Financial Plan;
- Asset Management Plan; and
- Corporate Business Plan.

BACKGROUND

Cuballing situated 190kms south east of Perth and has an estimated population of 350. The close proximity of the regional centre of Narrogin allows local residents to work in the larger town and enjoy the semi-rural lifestyle of Cuballing.

Cuballing's Dryandra Regional Equestrian Centre home to the Dryandra Pony Club and Dryandra Regional Equestrian Association. This venue attracts large numbers of riders from around the state with regular equestrian events.

Local industry is dominated by broad acre agriculture of grain and sheep production. Other industry includes intensive agriculture of pig and cattle production, small agricultural engineering operations and tree plantations. Tourism opportunities exist in the nearby Dryandra Woodlands including the Barna Mia animal sanctuary.

Cuballing has the tier 2 railway line and Great Southern Highway running north-south through the centre of the town.

After the removal of the rail facilities located on the central railway reserve, the Shire of Cuballing has constructed a number of small community and tourism facilities on sections of the rail reserve, but the majority of the area remains under utilised and undeveloped. The Cuballing Tavern and the Cuballing General Store/Post Office front the railway reserve.

Council is seeking to prepare integrated planning documents to comply with the legislated requirements under the Local Government Act.

SPECIFIC REQUIREMENTS

The successful respondent will be required to prepare:

- Long Term Financial Plan;
- Asset Management Plan; and
- Corporate Business Plan.

for the Shire of Cuballing.

CONTRACT DETAILS

Term of Engagement

The Shire of Cuballing and the successful respondent will agree on the Contract Commencement Date and the Shire of Cuballing will confirm the agreed Contract Commencement Date by letter.

Price, Rates and Qualifications

The Contract Price, which shall specify whether GST is included or excluded, is fixed for the Contract Term.

Submissions must:

- include team member hours and individuals' hourly rates; and
- cite study team members' qualifications and relevant experience.

Submission may include examples of similar, recently completed projects.

Methodology, Milestones and Payment Schedule

Submission should explain the proposed methodology proposed to complete the documents. A submission can include alternative options.

Submissions should identify key milestones to be achieved in the completion of the project that could include:

1. completion of investigation and consultation with Shire of Cuballing staff;
2. provision of draft documents; and
3. Submission of a finalised documents.

Submissions should include a proposed payment schedule linked to the identified key milestones.

Submissions should also identify an expected date upon which the contract may be commenced.

Payments will be made on completion, to the Contract Manager's satisfaction, of the milestones and production of a tax invoice:

Insurance

Each submission should include evidence of insurance coverage in a format similar to that outlined below or in separate attachment.

Each submission should include a summary of necessary insurances that includes at least:

Type	Insurer – Broker	Policy Number	Value (\$)	Expiry Date
Public Liability			\$10,000,000	
Workers Compensation and Rehabilitation (WCA)			As required by Law	
Professional Indemnity Insurance				

A copy of Certificates of Currency will be required prior to commencement.

CONTRACT MANAGEMENT REQUIREMENTS

Contract Manager

Name: Gary Sherry, Chief Executive Officer, Shire of Cuballing
 Telephone: (08) 9883 6031
 Mobile Phone: 0427 836 031
 Email: ceo@cuballing.wa.gov.au
 Website: www.cuballing.wa.gov.au
 Address: Shire of Cuballing
 PO Box 13
 CUBALLING WA 6311

Progress Reporting

The appointed party will be required to submit monthly e-mail progress reports to the Contract Manager.

Meetings

The successful respondent will attend at least the following meetings with the Shire of Cuballing:

- A project inception meeting with Shire of Cuballing staff; and
- A presentation of the draft or finalised documents to Council at an agreed time.

CLOSURE

Quotations should be marked confidential and provided to:

Chief Executive Officer,
 Shire of Cuballing,
 PO Box 13,
 Cuballing WA 6311

or

ceo@cuballing.wa.gov.au

Submissions should be received by 4pm on Monday 10th February 2020.

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 18th March 2020 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 3.25pm.