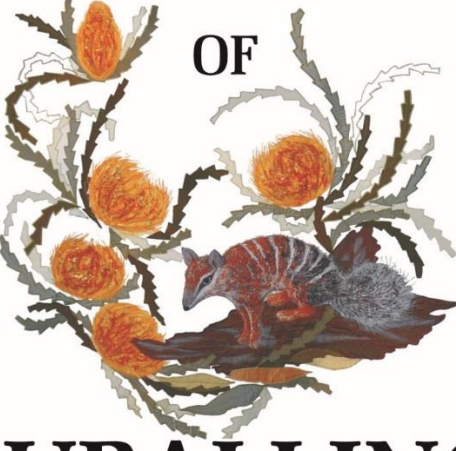


SHIRE OF CUBALLING

The logo for the Shire of Cuballing is a circular emblem. It features a central illustration of a squirrel in shades of brown and grey, facing left. Surrounding the squirrel are several bright orange flowers with dark centers, and green leaves and branches. The entire emblem is set against a white background.

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

AGENDA

for the

Ordinary Meeting of Council

to be held

2PM, WEDNESDAY 16th SEPTEMBER 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.

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1. DECLARATION OF OPENING:

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 at this time.

2.1.3 Leave of Absence

Nil

3. STANDING ORDERS:

OFFICER'S RECOMMENDATION:

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

4. PUBLIC QUESTION TIME:

4.1 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE:

Nil

4.2 WRITTEN QUESTIONS PROVIDED IN ADVANCE:

Nil

4.3 PUBLIC QUESTIONS FROM THE GALLERY:

Nil at this time.

5. APPLICATIONS FOR LEAVE OF ABSENCE:

Nil at this time.

6. CONFIRMATION OF MINUTES:

6.1.1 Ordinary Meeting of Council held on Wednesday 19th August 2020

OFFICER'S RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held on Wednesday 19th August 2020 be confirmed as a true record of proceedings.

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

Nil at this time.

8. DISCLOSURE OF FINANCIAL INTEREST:

DISCLOSURE OF FINANCIAL INTEREST AND PROXIMITY INTEREST

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

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

DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

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

9. REPORTS OF OFFICERS AND COMMITTEES:

9.1 DEPUTY CHIEF EXECUTIVE OFFICER:

9.1.1 List of Payments – August 2020

File Ref. No:	NA
Disclosure of Interest:	Nil
Date:	2 nd September 2020
Author:	Nichole Gould
Attachments:	9.1.1A List of June 2020 Municipal Accounts 9.1.1.B Credit Card Transactions

Summary

Council is to review payments made under delegation in August 2020.

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 August 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

OFFICER'S RECOMMENDATION:

That Council receives:

1. **the List of Accounts paid in August 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 \$276,028.25 included at Attachment 9.1.1A; and**
2. **a summary of transactions completed on Credit Cards by Council Staff for the period ending 31st July 2020 included at Attachment 9.1.1B.**

LIST OF AUGUST 2020 MUNICIPAL FUND ACCOUNTS

Chq/EFT	Description	Amount
03/08/2020	Police Licensing Payments	76.45
04/08/2020	Police Licensing Payments	2119.15
05/08/2020	Rent for Grader Driver House	360.00
05/08/2020	Police Licensing Payments	496.10
06/08/2020	Police Licensing Payments	453.90
07/08/2020	Police Licensing Payments	903.05
07/08/2020	Interest on Graders	250.06
07/08/2020	Loan Repayment No. 63 Graders	3464.22
10/08/2020	Police Licensing Payments	289.80
11/08/2020	Police Licensing Payments	465.30
12/08/2020	Police Licensing Payments	2075.10
13/08/2020	Police Licensing Payments	1148.45
17/08/2020	Police Licensing Payments	1470.00
19/08/2020	Rent for Grader Driver House	360.00
19/08/2020	Police Licensing Payments	118.80
20/08/2020	Police Licensing Payments	147.40
21/08/2020	ATO Clearing Account BAS	14848.00
21/08/2020	Police Licensing Payments	15993.65
25/08/2020	Police Licensing Payments	636.90
26/08/2020	Police Licensing Payments	1308.15
27/08/2020	Police Licensing Payments	1006.00
28/08/2020	Police Licensing Payments	736.75
31/08/2020	Police Licensing Payments	1177.75
EFT5367	Refund of Bond for Event held on 30 July 2020	100.00
EFT5368	Refund of Bond for Event Held 2 August 2020	100.00
EFT5369	Inspect and repair fuel problems	192.50
EFT5370	Install 30 x 30 Quad Quarter round into Cuby hall	770.00
EFT5371	A4 Rates Notices	484.00
EFT5372	100 Guide posts including red and white delineators	3,589.85
EFT5373	Plant Insurance 2020-21	49,868.18
EFT5374	LG Environmental Health Analytical Services 2020/21	198.00
EFT5375	Replace section of sewer pipe	534.60
EFT5376	2 x 5lt sanitizer for refills	179.50
EFT5377	30,000 km service on Toyota ute	456.40
EFT5378	CCTV review and design plan	1,408.00
EFT5379	Ranger Duties	625.50

Chq/EFT	Description	Amount
EFT5380	Monthly Freight Charges	11.17
EFT5381	1x RH window for Rubber roller	345.68
EFT5382	WALGA Membership 2020/21	23,570.59
EFT5383	Remove waste oil Cuballing Transfer Station	401.50
EFT5384	Supply 1 x New Rake with Grapple to suit Komatsu	20,350.00
EFT5385	July 2020 Building Forms	346.75
EFT5386	BCITF Forms July 2020	41.75
EFT5387	Monthly copier charges - July 2020	840.80
EFT5388	Reimbursement of Internet	55.00
EFT5389	Bridge 3179 Maintenance works	17,292.00
EFT5390	Hire of Prime Mover	5,390.00
EFT5391	1 x Cooke Road sign including mounting hardware	195.58
EFT5392	Catering	186.00
EFT5393	Application fee for War Memorial power connection	497.92
EFT5394	30 bags post crete	474.01
EFT5395	Monthly Bulk Diesel Supply - 30/07/20 4,000 Litres	4,380.99
EFT5396	Rubbish removal - Recycling service	6,622.36
EFT5397	Freight Charges -	94.60
EFT5398	Report writing for Local Govt -	730.00
EFT5399	Account for July 2020	138.36
EFT5400	Monthly computer support charges	1,961.10
EFT5401	Trainee Plant Operator/General Hand Advertisement Narrogin Observer	599.37
EFT5402	Hydraulic hose	156.45
EFT5403	2019/20 Financial Reporting Template.	1,100.00
EFT5404	Check and replace wiring loom on prime mover and trailer plugs, fuses and fault find	919.43
EFT5405	Hire of Multi Tyred roller with operator	9,504.00
EFT5406	Staff Uniform	56.95

Chq/EFT	Description	Amount
EFT5407	Teleconference Facility for remote meetings	20.99
EFT5408	Carry out 6 monthly service to office air conditioner	118.56
EFT5409	Monthly Debt Collection Charges - July 2020	10,212.53
EFT5410	30x walk trail directional signs	363.00
EFT5411	Repairs to Two side entry wooden doors	3,666.67
EFT5412	Postage	655.82
EFT5413	Cert III in business studies -	1,430.00
EFT5414	90,000km Service OCN	450.00
EFT5415	Monthly Town Planning Consulting	1,971.20
EFT5416	1 x GP Pellet cement	515.22
EFT5417	Monthly Bulk Diesel Supply	6,619.51
EFT5418	Repairs to Komatsu grader Replace Fan Motor Pump	5,056.04
EFT5419	2 x Air compressors for Cuballing and Popanyinning fire sheds with all hardware for fitting up and air tools	2,998.90
EFT5420	4x Gel Burners	11.20
EFT5421	Catering	113.52
EFT5422	Uniform Embroidery	42.00
EFT5423	1 x Diesel fuel metre for pod on Hino	239.00
EFT5424	500lt of Emulsion	500.00
EFT5425	Honorarium 2020/21 WBS RRG Chair	100.00
EFT5426	Monthly Freight Charges -	11.94
EFT5427	DAP fee for Patmore Planning Application	10,486
20014	Electricity Charge - Lot 468 Brundell St Cuballing	2,812.12
20015	Water Charges - 10 Brundell St Cuballing	806.98
20016	Monthly Electricity Charge Street Lightning	621.51
20017	Additional Kerbside Recycle Collection 2020/21	280.00
20018	Service Charge - Shire Office	720.61
DD2362.1	Superannuation contributions	235.12
DD2362.2	Payroll deductions	5,386.50

Chq/EFT	Description	Amount
DD2362.3	Superannuation contributions	173.56
DD2362.4	Superannuation contributions	458.17
DD2362.5	Superannuation contributions	49.38
DD2362.6	Superannuation contributions	441.95
DD2362.7	Superannuation contributions	130.84
DD2371.1	Credit Card Charges	6,868.82
DD2372.1	Monthly Internet Connection	89.99
DD2376.1	Superannuation contributions	235.12
DD2376.2	Payroll deductions	5,153.93
DD2376.3	Superannuation contributions	182.25
DD2376.4	Superannuation contributions	458.17
DD2376.5	Superannuation contributions	99.06
DD2376.6	Superannuation contributions	437.36
DD2376.7	Superannuation contributions	130.84
		276,028.25

CREDIT CARD TRANSACTIONS**Period Ending 31st July 2020**

Supplier	DETAIL OF PURCHASE	TOTAL
Midland Tools Pty Ltd	Step Ladder	456.00
Quest Innaloo	Licensing Training Accommodation	909.72
Department of Transport	12 Month Vehicle Registrations	5,041.96
Department of Transport	12 Month Vehicle Registrations	461.14
GRAND TOTAL		6,868.82

9.1.2 Statement of Financial Activity

Applicant:	N/A
File Ref. No:	ADM214
Disclosure of Interest:	Nil
Date:	10 th September 2020
Author:	Bronwyn Dew, Deputy Chief Executive Officer
Attachments:	9.1.2A Statement of Financial Activity

Summary

Council is to consider the Statement of Financial Activity for August 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

Operating Revenue key points include;

- General Purpose Funding – Rates were raised on 31st July 2020;
- Transport – MRWA Direct Grant amount received \$81,920;
- Transport – First 40% claim for Regional Road Group have been submitted;
- Transport – Initial Roads to Recovery funding has been claimed;
- Recreation and Culture – Yornaning Dam grant funding has been claimed;
- Financial Assistance Grants – early payment of 2020/21 grant has been received;
- FESA – ESL grant funding – early payment of 2020/21 grant has been received;
- Income from the sale of the Building Officers Vehicle has been received;
- Local Regional Community & Infrastructure Grant – Initial 50% claimed; and
- National Road Safety Week Grant Funding of \$1,470 has been received.

Operating Expenses – The key items of variance include:

- Overall the month expenditure is below the YTD budget;
- Depreciation expenses underbudget as depreciation not yet run for 2020/21;
- Employee costs are overbudget – due to training costs (timing); and
- Capital expenses are underbudget – due to timing of major projects.

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

Administration Allocations have been calculated to 31st August 2020.

Depreciation expense is calculated to 30th June 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. not to receive the Statement of Financial Activity.

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

That the Statement of Financial Activity, as included at Attachment 9.1.2A for the Shire of Cuballing for period ending 31st August 2020 be received.

SHIRE OF CUBALLING

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

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

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**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 AUGUST 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 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

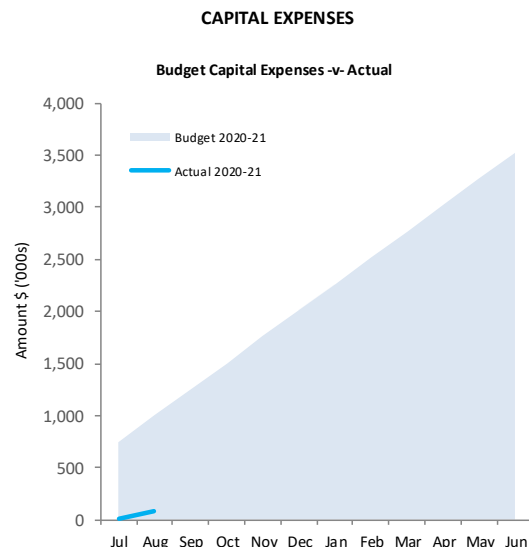
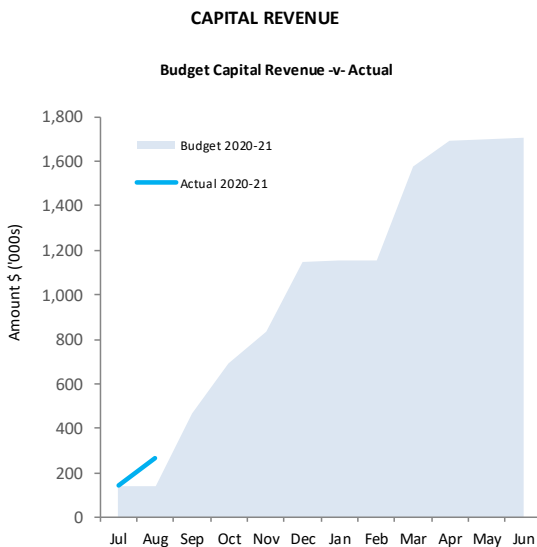
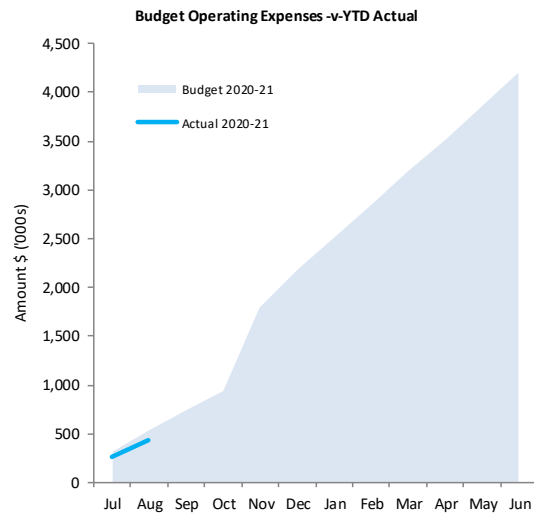
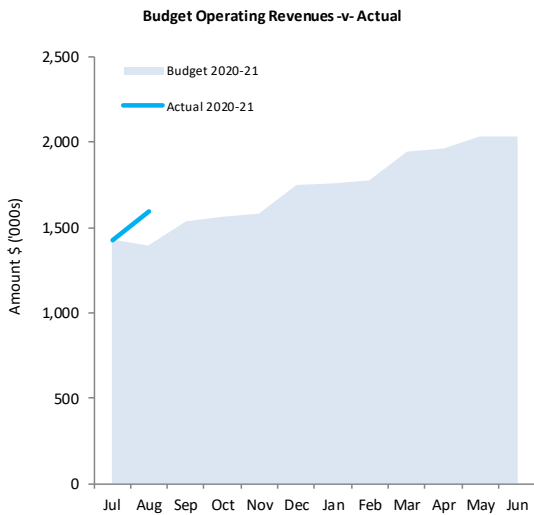
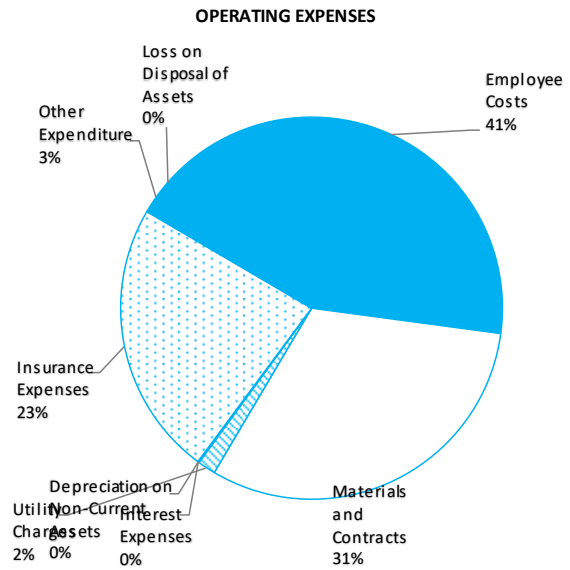
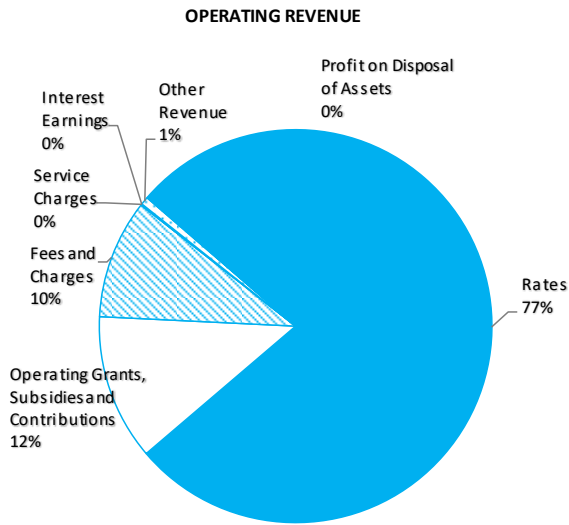
The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions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

STATUTORY REPORTING PROGRAMS

	Ref Note	Annual Budget	YTD Budget	YTD Actual	Variance (\$)	Variance (%)
Opening Funding Surplus(Deficit)	1(b)	\$ 945,522	\$ 945,522	\$ 1,100,925	\$ 155,403	16%
Revenue from operating activities						
General Purpose Funding	5	1,484,292	1,306,923	1,315,203	8,280	1%
Governance		1,780	294	5,914	5,620	1,911% ▲
Law, Order and Public Safety		35,444	540	620	80	15%
Health		800	132	536	404	306%
Education and Welfare		1,000	166	0	(166)	(100%)
Housing		4,680	780	720	(60)	(8%)
Community Amenities		71,830	70,746	117,408	46,662	66% ▲
Recreation and Culture		25,150	7,919	7,187	(732)	(9%)
Transport		283,262	131,419	129,377	(2,042)	(2%)
Economic Services		38,650	6,434	3,528	(2,906)	(45%)
Other Property and Services		92,000	9,332	11,977	2,645	28%
		2,038,888	1,534,685	1,592,471		
Expenditure from operating activities						
General Purpose Funding		(78,415)	(13,066)	(21,002)	(7,936)	(61%) ▼
Governance		(131,679)	(35,857)	(35,371)	486	1%
Law, Order and Public Safety		(182,585)	(39,926)	(30,540)	9,386	24% ▲
Health		(45,440)	(9,568)	(10,640)	(1,072)	(11%)
Education and Welfare		(21,728)	(3,614)	(2,876)	738	20%
Housing		(37,745)	(6,280)	(3,848)	2,432	39%
Community Amenities		(337,403)	(56,194)	(58,796)	(2,602)	(5%)
Recreation and Culture		(380,209)	(70,689)	(50,107)	20,582	29% ▲
Transport		(2,770,985)	(158,188)	(150,981)	7,207	5%
Economic Services		(152,740)	(25,410)	(23,318)	2,092	8%
Other Property and Services		(59,000)	(58,253)	(53,744)	4,509	8%
		(4,197,928)	(477,045)	(441,222)		
Operating activities excluded from budget						
Add Back Depreciation		1,962,282	66,852	0	(66,852)	(100%) ▼
Adjust (Profit)/Loss on Asset Disposal	6	155,513	0	(874)	(874)	
Adjust Provisions and Accruals		0	0	0	0	
Amount attributable to operating activities		(41,245)	1,124,493	1,150,376		
Investing Activities						
Non-operating Grants, Subsidies and Contributions	10	1,702,022	265,738	267,468	1,730	1%
Proceeds from Disposal of Assets	6	138,000	138,000	33,760	(104,240)	(76%) ▼
Land Held for Resale		0	0	0	0	
Capital Acquisitions	7	(3,530,068)	(995,118)	(78,970)	916,148	92% ▲
Amount attributable to investing activities		(1,690,046)	(591,380)	222,258		
Financing Activities						
Proceeds from New Debentures		310,000	310,000	0	(310,000)	(100%) ▼
Repayment of Debentures	8	(57,073)	(6,916)	(6,916)	0	0%
Transfer from Reserves	9	551,774	0	0	0	
Transfer to Reserves	9	(17,545)	(941)	(941)	0	0%
Amount attributable to financing activities		787,156	302,143	(7,857)		
Wardering Road Bridge Widening						
Closing Funding Surplus(Deficit)	1(b)	1,387	1,780,778	2,465,701		

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 2020/21 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 AUGUST 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.

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**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2020**

BY NATURE OR TYPE

	Ref Note	Annual Budget \$	YTD Budget \$	YTD Actual \$	Variance (\$) \$	Variance (%) %	
Opening Funding Surplus (Deficit)	1(b)	945,522	945,522	1,100,925	155,403	16%	▲
Revenue from operating activities							
Rates	5	1,171,584	1,208,151	1,232,204	24,053	2%	
Operating Grants, Subsidies and Contributions	10	615,168	226,781	191,221	(35,560)	(16%)	▼
Fees and Charges		166,672	89,243	156,099	66,855	75%	▲
Interest Earnings		20,800	3,462	1,711	(1,751)	(51%)	
Other Revenue		64,665	7,048	10,362	3,314	47%	
Profit on Disposal of Assets	6	0	0	874	874		
		2,038,888	1,534,685	1,592,471			
Expenditure from operating activities							
Employee Costs		(996,469)	(164,522)	(179,727)	(15,205)	(9%)	
Materials and Contracts		(804,728)	(117,758)	(138,505)	(20,747)	(18%)	▼
Utility Charges		(67,601)	(11,236)	(6,739)	4,497	40%	
Depreciation on Non-Current Assets		(1,962,282)	(66,852)	0	66,852	100%	▲
Interest Expenses		(5,383)	(896)	(513)	383	43%	
Insurance Expenses		(147,848)	(99,905)	(102,715)	(2,811)	(3%)	
Other Expenditure		(58,105)	(15,876)	(13,023)	2,853	18%	
Loss on Disposal of Assets	6	(155,513)	0	0	0		
		(4,197,928)	(477,045)	(441,222)			
Operating activities excluded from budget							
Add back Depreciation		1,962,282	66,852	0	(66,852)	(100%)	▼
Adjust (Profit)/Loss on Asset Disposal	6	155,513	0	(874)	(874)		
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		(41,245)	1,124,493	1,150,376			
Investing activities							
Non-operating grants, subsidies and contributions	10	1,702,022	265,738	267,468	1,730	1%	
Proceeds from Disposal of Assets	6	138,000	138,000	33,760	(104,240)	(76%)	▼
Land held for resale		0	0	0	0		
Capital acquisitions	7	(3,530,068)	(995,118)	(78,970)	916,148	92%	▲
Amount attributable to investing activities		(1,690,046)	(591,380)	222,258			
Financing Activities							
Proceeds from New Debentures		310,000	310,000	0	(310,000)	(100%)	▼
Repayment of Debentures	8	(57,073)	(6,916)	(6,916)	0	0%	
Transfer from Reserves	9	551,774	0	0	0		
Transfer to Reserves	9	(17,545)	(941)	(941)	0	0%	
Amount attributable to financing activities		787,156	302,143	(7,857)			
Closing Funding Surplus (Deficit)	1(b)	1,387	1,780,778	2,465,701			

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: 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 AUGUST 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 AUGUST 2020

OPERATING ACTIVITIES
NOTE 1(b)
ADJUSTED NET CURRENT ASSETS

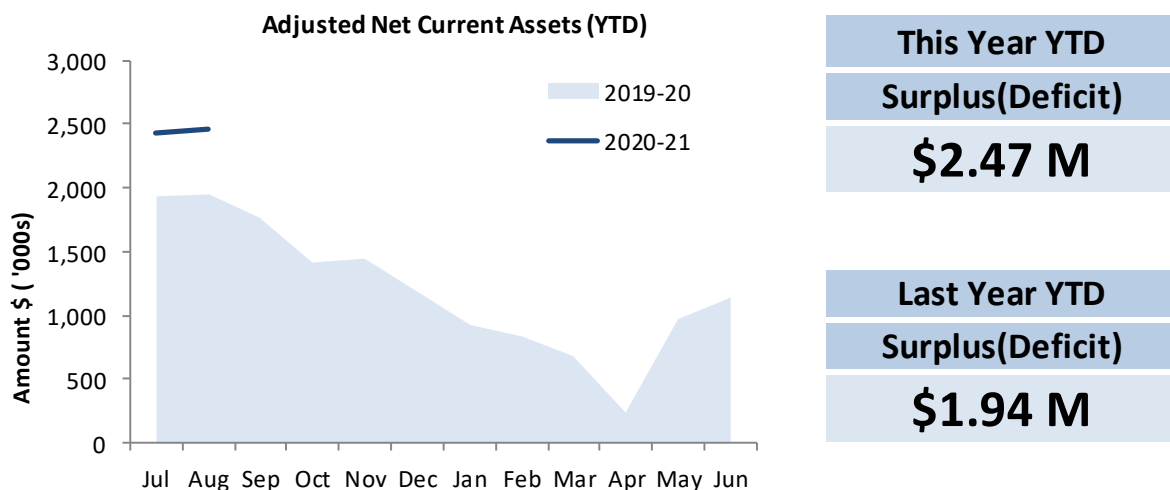
	Re	Last Years Closing	This Time Last Year	Year to Date Actual
Adjusted Net Current Assets	Note	30 June 2020	31 Aug 2019	31 Aug 2020
		\$	\$	\$
Current Assets				
Cash Unrestricted	3	1,008,179	1,472,913	1,432,103
Cash Restricted	3	1,316,404	1,574,152	1,317,345
Receivables - Rates	4	101,076	424,426	1,134,063
Receivables - Other	4	113,119	148,366	14,843
Loans receivable		0	0	0
ATO Receivable		51	0	12,985
Inventories		6,061	8,986	6,061
Land held for resale - current		0	0	0
		<u>2,544,890</u>	<u>3,628,843</u>	<u>3,917,401</u>
Less: Current Liabilities				
Payables		(134,285)	(112,178)	(113,757)
ATO Payables		0	0	(20,596)
Provisions - employee		(196,543)	(209,084)	(196,543)
Long term borrowings		(57,073)	(48,319)	(50,157)
		<u>(387,901)</u>	<u>(369,582)</u>	<u>(381,054)</u>
Unadjusted Net Current Assets		2,156,989	3,259,261	3,536,347
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash reserves	3	(1,316,404)	(1,574,152)	(1,317,345)
Less: error in trust ledger		6,724	0	0
Less: Loans receivable		0	0	0
Add: Provisions - employee		196,543	209,084	196,543
Add: Long term borrowings		57,073	48,319	50,157
Adjusted Net Current Assets		1,100,925	1,942,513	2,465,702

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 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 2020/21 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	5,620	1,911%	▲	Permanent	Insurance reimbursement fro truck hire
General Purpose Funding	8,280	1%		Timing	Rates - Legal costs recovered
Law, Order and Public Safety	80	15%		Timing	Not Material
Health	404	306%		Timing	Not Material
Education and Welfare	(166)	(100%)		Timing	Not Material
Housing	(60)	(8%)		Timing	Not Material
Community Amenities	46,662	66%	▲	Permanent	Income from planning application
Recreation and Culture	(732)	(9%)		Timing	Not Material
Transport	(2,042)	(2%)		Timing	Sale of obselete items
Economic Services	(2,906)	(45%)		Timing	Not Material
Other Property and Services	2,645	28%		Timing	Not Material
Expenditure from operating activities					
Governance	486	1%		Timing	Not Material
General Purpose Funding	(7,936)	(61%)	▼	Timing	Debt collection costs.
Law, Order and Public Safety	9,386	24%	▲	Timing	Depreciation on fire vehicles
Health	(1,072)	(11%)		Timing	Not Material
Education and Welfare	738	20%		Timing	Not Material
Housing	2,432	39%		Timing	Depreciation on housing
Community Amenities	(2,602)	(5%)		Timing	Planning costs
Recreation and Culture	20,582	29%	▲	Timing	Depreciation not yet run & Oval maintenance
Transport	7,207	5%		Timing	Depreciation not yet run
Economic Services	2,092	8%		Timing	Not Material
Other Property and Services	4,509	8%		Timing	Not Material
Investing Activities					
Non-operating Grants, Subsidies and Contributions	1,730	1%		Timing	Not Material
Proceeds from Disposal of Assets	(104,240)	(76%)	▼	Timing	Relates to timing of plant changeover
Land Held for Resale	0				Not Applicable
Capital Acquisitions	916,148	92%	▲	Timing	Capital works program & capital purchases
Financing Activities					
Proceeds from New Debentures	(310,000)	(100%)	▼	Timing	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 AUGUST 2020

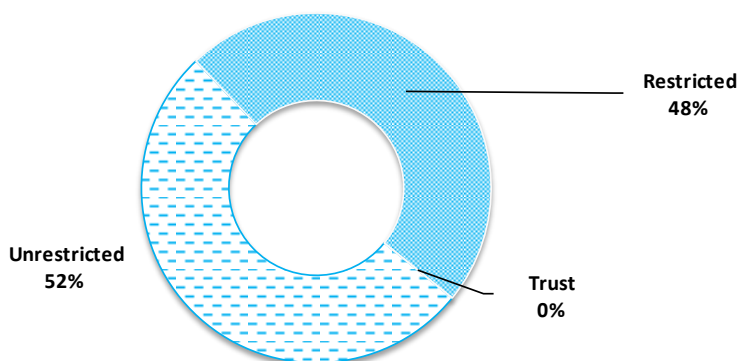
Cash and Investments	Unrestricted	Restricted	Trust	Total	Institution	Interest Rate	Maturity Date
				YTD Actual			
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash and Floats	700			700	NAB	0.00%	At Call
At Call Deposits							
Municipal Fund	1,431,403			1,431,403	NAB	0.00%	At Call
Term Deposits							
Reserve Funds		1,317,345		1,317,345	NAB	0.80%	24-Oct-20
Total	1,432,103	1,317,345	0	2,749,448			

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
\$2.75 M	\$1.43 M

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

OPERATING ACTIVITIES
NOTE 4
RECEIVABLES

Rates Receivable	30 June 2020	31 Aug 20
Opening Arrears Previous Year	\$ 63,701	\$ 101,076
Levied this year	1,258,745	1,260,109
Less Collections to date	(1,221,370)	227,122
Equals Current Outstanding	101,076	1,134,063
Net Rates Collectable	101,076	1,134,063
% Collected	91.97%	10.00%

Receivables - General	Current	30 Days	60 Days	90+ Days	Total
Receivables - General	\$ 10,099	\$ 3,120	\$ 573	\$ 1,051	\$ 14,843
Percentage	68%	21%	4%	7%	
Balance per Trial Balance					
Sundry debtors					14,843
GST receivable					12,985
Total Receivables General Outstanding					27,829

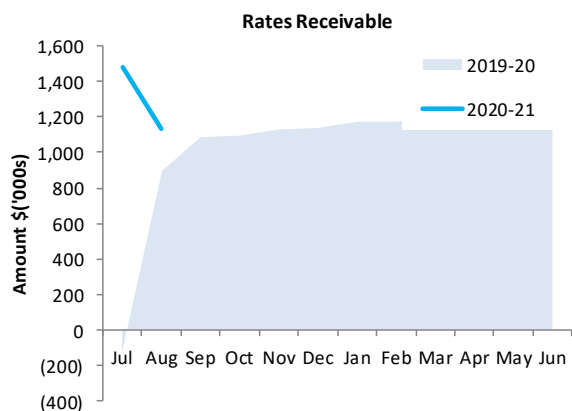
Amounts shown above include GST (where applicable)

KEY INFORMATION

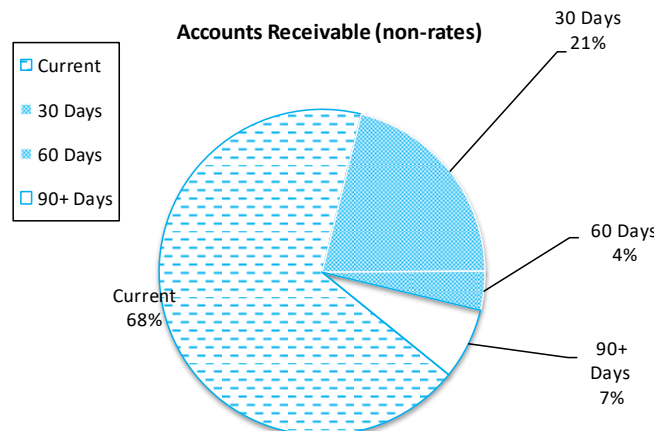
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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
10%	\$1,134,063



Debtors Due
\$27,829
Over 30 Days
32%
Over 90 Days
7%

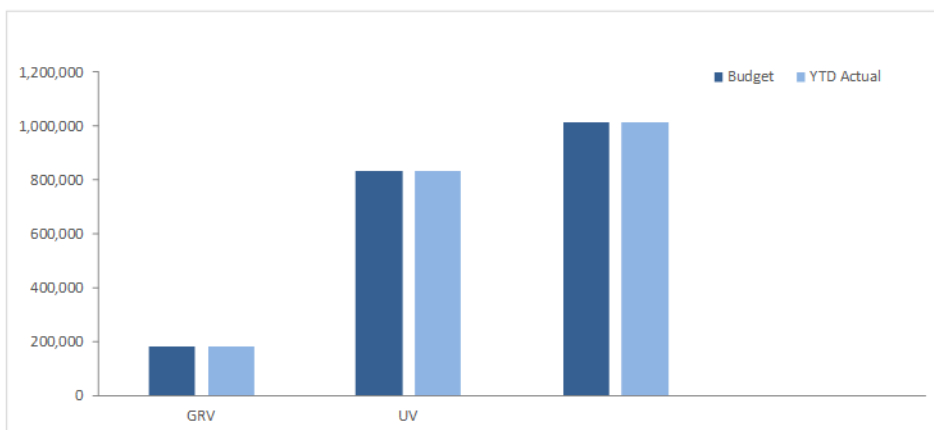
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2020

OPERATING ACTIVITIES
NOTE 5
RATE REVENUE

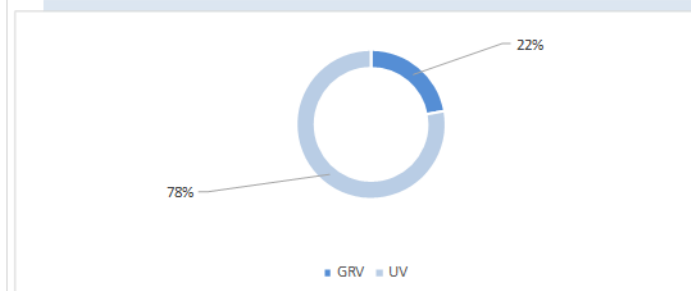
General Rate Revenue	Annual Budget							YTD Actual			
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE	\$			\$	\$	\$	\$	\$	\$	\$	\$
Differential General Rate											
GRV	0.0770	187	2,350,114	180,888	0	0	180,888	180,888	0	0	180,888
UV	0.0068	181	122,755,879	835,231	0	0	835,231	835,231	0	0	835,231
Sub-total		368	125,105,993	1,016,119	0	0	1,016,119	1,016,119	0	0	1,016,119
Minimum	\$										0
GRV	690	142		97,980	0	0	97,980	97,980	0	0	97,980
UV	930	157		146,010	0	0	146,010	146,010	0	0	146,010
		299	0	243,990	0	0	243,990	243,990	0	0	243,990
Sub-Totals		667	125,105,993	1,260,109	0	0	1,260,109	1,260,109	0	0	1,260,109
Discount							(76,775)				(25,975)
Concession / Write Offs							(7,000)				0
COVID Subsidy							(5,000)				(2,400)
Interim Rates							250				0
Ex-Gratia Rates							446				469
Amount from General Rates							1,171,584				1,232,203
Ex-Gratia Rates											0
Total General Rates							1,171,584				1,232,203

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	%
\$1.17 M	\$1.23 M	105%

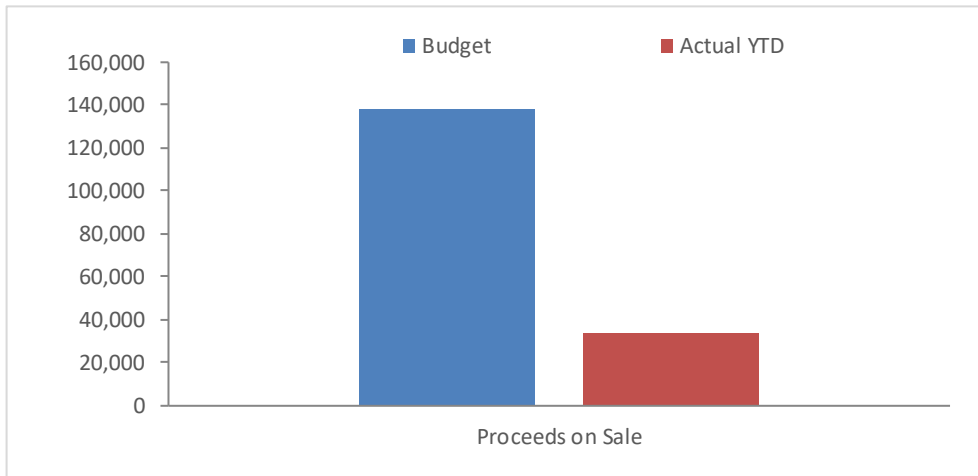


NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2020

Attachment 9.1.2A
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	Komatsu Grader	232,500	90,000		(142,500)			0
10096	CEO Vehicle	28,127	17,000		(11,127)			0
15	CN0 Holden Colorado Ute 4X4	32,886	31,000		(1,886)	32,886	33,760	874
		293,513	138,000	0	(155,513)	32,886	33,760	874
								0

KEY INFORMATION



Proceeds on Sale		
Budget	YTD Actual	%
\$138,000	\$33,760	24%

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

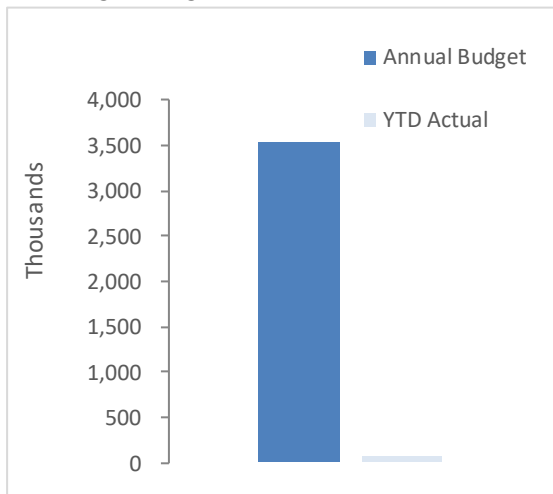
INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS

Capital Acquisitions	Amended		YTD Actual Total	YTD Budget Variance
	Annual Budget	YTD Budget		
	\$	\$	\$	\$
Land & Buildings	1,518,697	253,100	4,332	248,768
Plant & Equipment	494,424	494,424	18,500	475,924
Furniture & Equipment	0	0	0	0
Roads	1,336,233	222,658	39,870	182,788
Recreation	31,065	0	0	0
Parks, Gardens, Recreation Facilities	112,150	18,688	549	18,139
Other Infrastructure	37,500	6,248	15,720	(9,472)
Capital Expenditure Totals	3,530,068	995,118	78,970	916,148
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	1,702,022	265,738	267,468	1,730
Borrowings	310,000	310,000	0	(310,000)
Other (Disposals & C/Fwd)	138,000	138,000	33,760	(104,240)
Cash Backed Reserves				
Infrastructure Reserve	329,311	0	0	0
Pensioner Unit Maintenance Reserve	0	0	0	0
Plant Replacement Reserve	40,000	0	0	0
Contribution - operations	1,010,735	281,380	(222,258)	(503,638)
Capital Funding Total	3,530,068	995,118	78,970	(916,148)

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

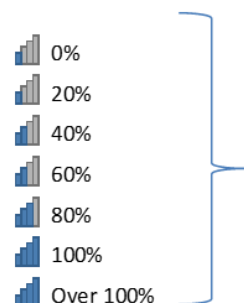


Acquisitions	Annual Budget	YTD Actual	% Spent
	\$3.53 M	\$.08 M	2%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$1.7 M	\$.27 M	16%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 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						
0.00	Cuballing Railway Reserve Design	C176A	30,000	5,000	0	5,000
Buildings						
0.00	Administration Building Disabled Access	J4114C	62,833	10,472	0	10,472
0.00	Building Renewal - Cuballing Memorial Park	C176	99,309	16,546	453	16,093
0.00	Cuballing Town Hall Drainage	C162A	25,879	4,306	0	4,306
0.00	Cuballing Town Hall - Paint Exterior	C162B	14,400	2,400	0	2,400
0.00	Cuballing Cemetery Upgrade 2019/20	C161	5,000	832	0	832
0.02	Popanyinning Main Street Refurbishment	C193	73,800	12,300	1,280	11,020
0.00	Aged Persons Accommodation	C084	1,207,475	201,244	0	201,244
1.00	Fire Shed Extension - Carry over 2019/20	05140	0	0	2,599	(2,599)
	Total Land & Buildings		1,518,697	253,100	4,332	248,768

Plant & Equipment							
0.00		Grader	12412	395,000	395,000	0	395,000
1.00		Rake For Loader	12410	18,500	18,500	18,500	0
0.00		Two Way System	12411	20,000	20,000	0	20,000
0.00		CEO Vehicle	12414	55,924	55,924	0	55,924
0.00		Tank for Depot	12413	5,000	5,000	0	5,000
		Total Plant & Equipment		494,424	494,424	18,500	475,924
Furniture & Equipment							
1.00		Nil		0	0	0	0
		Total Furniture & Equipment		0	0	0	0
Infrastructure - Roads							
0.00		RRG - Narrogin Wandering Road	R129B	158,635	26,432	0	26,432
0.03		RRG - Stratherne Road 20/21	R001C	150,944	25,150	4,033	21,117
0.01		RRG - Wandering Narrogin Road	R129D	350,069	58,340	2,023	56,317
0.42		RTR - Popanyinning East Road Gravel Sheeting	RTR004	76,266	12,706	31,790	(19,084)
0.00		RTR - Reeds Road Gravel Sheeting	RTR017	63,335	10,548	0	10,548
0.00		RTR - Wandering Narrogin Road - Final Seal Stevens Road	RTR129	6,804	1,134	0	1,134
0.00		BS - Narrogin Wandering Road Black Spot	BS129	472,670	78,774	2,023	76,751
0.00		Congelin Road Culvert Renewal	CULO29	35,856	5,970	0	5,970
0.00		Popanyinning East Road Drainage	R004H	21,654	3,604	0	3,604
		Total Road Infrastructure		1,336,233	222,658	39,870	182,788
Recreation							
0.00		Tennis Club Lighting Upgrade	11128	31,065	0	0	0
		Total Recreation		31,065	0	0	0
Parks, Ovals & Playgrounds							
0.01		Yornaning Dam - Stage 3	C189	77,150	12,856	549	12,307
		Yornaning Dam - Shade Sails	C195	35,000	5,832	0	5,832
		Total Parks, Ovals & Playgrounds		112,150	18,688	549	18,139
Other Infrastructure							
0.52		Bridge Improvements - Capital Upgrade	11214	30,000	4,998	15,720	(10,722)
0.00		Transfer Station Bin Lids	C163	7,500	1,250	0	1,250
		Total Other Infrastructure		37,500	6,248	15,720	(9,472)
0.02		TOTAL CAPITAL EXPENDITURE		3,530,068	995,118	78,970	916,148

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

FINANCING ACTIVITIES

NOTE 8

BORROWINGS

Information on Borrowings	2019/20	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	71,505	0	0	6,916	42,266	68,053	29,239 0	513	2,305
Economic Services									
Loan 64 - Lot 74 Austral St	145,509			0	14,807	145,509	138,145	0	3,078
Education and Welfare									
Loan 65 - Aged Persons Housing			310,000				310,000		
Total	217,014	0	310,000	6,916	57,073	213,562	477,384	513	5,383

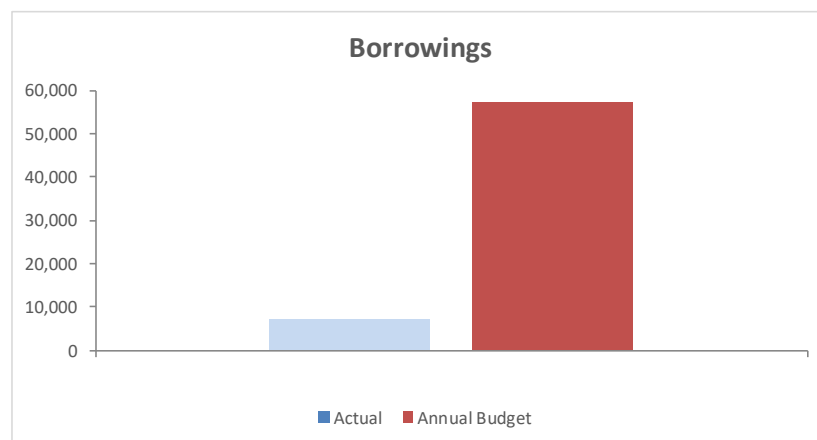
All debenture repayments were financed by general purpose revenue.

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.



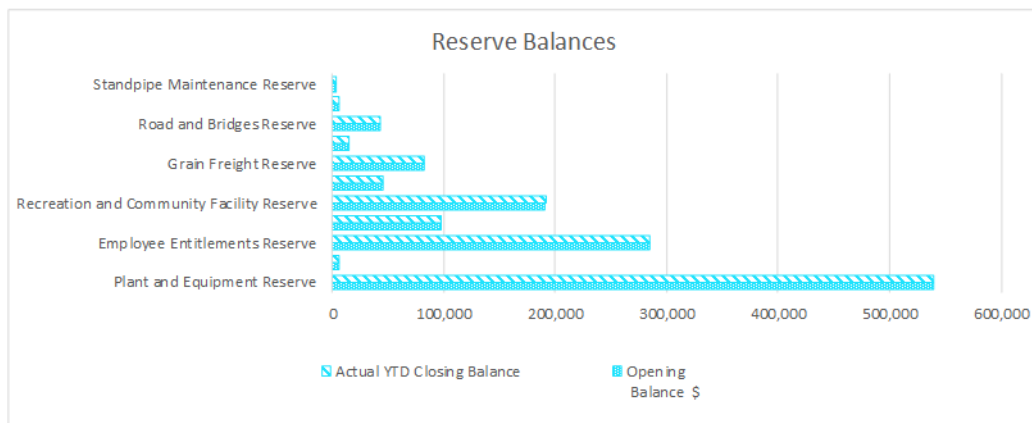
	Principal Repayments
	\$6,916
Interest Earned	Interest Expense
\$1,711	\$513
Reserves Bal	Loans Due
\$1.32 M	\$.21 M

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

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	538,714	4,728	342		342	(329,311)		214,131	539,056
IT and Office Equipment Reserve	6,721	147	11		11	0		6,868	6,732
Employee Entitlements Reserve	284,971	2,598	188		188	(20,000)		267,569	285,159
Housing Reserve	97,840	754	55		55	(40,000)		58,594	97,895
Recreation and Community Facility Reserve	191,187	2,596	188		188	(129,309)		64,474	191,375
Refuse Site Reserve	45,216	841	61		61	(7,500)		38,557	45,277
Grain Freight Reserve	82,825	672	49		49	0		83,497	82,874
Equestrian Reserve	14,769	42	3	4,545	3	0		19,356	14,772
Road and Bridges Reserve	43,361	603	44		44	(21,654)		22,310	43,405
Community & Sporting Club Reserve	6,725	3				(4,000)		2,728	6,725
Standpipe Maintenance Reserve	4,075	16	1		1	0		4,091	4,076
	1,316,404	13,000	941	4,545	941	(551,774)	0	782,175	1,317,345

KEY INFORMATION



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

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	279,962	93,320	69,021	(24,300)
Governance				
Insurance - February Storm Damage	7,250	1,208	0	(1,208)
Insurance & Other Reimbursements	0	0	0	0
Department Primary Industries & Regional Development	0	0	0	0
Law, Order & Public Safety				
DFES - Bush Fire Brigades	32,194	0	0	0
Education & Welfare				
Good Things Foundation	1,000	166	0	(166)
Housing				
Rental Income	0	0	720	720
Community Amenities				
Cemetery	0	0	0	0
Recreation & Culture				
Sport & Recreation	0	0	0	0
Transport				
Main Roads - RRG	0	0	0	0
Main Roads - Direct Grant	81,920	81,920	81,920	0
Grants Commission - Roads Component	191,342	47,835	38,091	(9,745)
Economic Services				
Community Events	6,500	1,082	1,470	388
Other Property & Services				
Workers Compensation	15,000	1,250	0	(1,250)
Operating grants, subsidies and contributions Total	615,168	226,781	191,221	(35,560)
Non-operating grants, subsidies and contributions				
Education & Welfare				
Aged Person Accommodation Funding	443,223	0	0	0
Recreation & Culture				
Yornaning Dam Stage 3	53,130	8,854	10,000	1,146
CSRFF (Tennis Club Lighting)	10,355	0	0	0
Transport				
Main Roads - RRG	380,763	133,000	133,584	584
Roads to Recovery (RTR)	211,000	0	0	0
Black Spot (BS)	355,783	0	0	0
Other Infrastructure				
Community Infrastructure Grants	247,768	123,884	123,884	0
Non-operating grants, subsidies and contributions Total	1,702,022	265,738	267,468	1,730
Grand Total	2,317,190	492,519	458,689	(33,830)

KEY INFORMATION

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

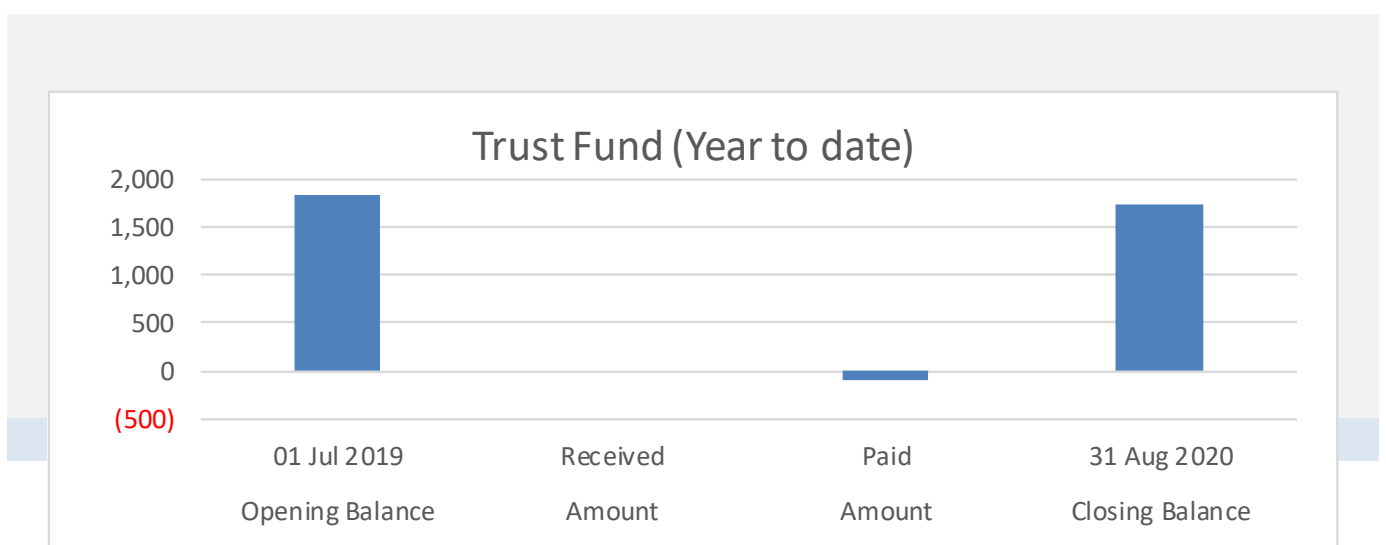
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 AUGUST 2020**

**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	Closing Balance 31 Aug 2020
	\$	\$	\$	\$
Bonds - Building	90	0	(90)	0
Bonds - Hall Hire	0	0	0	0
Badminton Club	0	0	0	0
Commodine Tennis Club	0	0	0	0
Cuballing Country Festival	0	0	0	0
Cuballing Cricket Club	200	0	0	200
Yornaning Dam		0	0	0
Cuballing Football Association	0	0	0	0
Environment and Townscape Trust Fund	0	0	0	0
Police Licensing	0			0
Swipe Cards	1,550	0	0	1,550
Reimbursements	0	0	0	0
	1,840	0	(90)	1,750

KEY INFORMATION



9.1.3 Sundry Debtor Write Off

Applicant: Nil
File Ref. No: ADM19
Disclosure of Interest: Nil
Date: 9th September 2020
Author: Bronwyn Dew, Deputy Chief Executive Officer
Attachments: Nil

Summary

Council is to consider writing off a sundry debtor that has been incorrectly charged.

Background

In August 2020, the Shire of Cuballing works staff quoted to provide a three pipe crossover to a property in Popanyinning as private works. On 12th August 2020 staff raised a debtor invoice for the quoted amount of \$1,589.50 as the works had been completed.

After the invoice had been raised administration staff became aware that the private works job only required a two pipe crossover so the debtor had been incorrectly charged. Although the error was discovered quickly, the debtor batch had been finalised in the system meaning the invoice was unable to be corrected.

Administration staff have subsequently raised a new, correct invoice for the two pipe crossover in the amount of \$1,177.00.

Comment

Council Delegation F1 Outstanding Debtors requires that where an invoice is raised in error for an amount greater than \$250, Council is required to authorise that such an incorrect invoice be written off.

Strategic Implications - Nil

Statutory Environment

Council's Delegation Register provides limited delegated authority for the Chief Executive Officer

F1: Outstanding Debtors

The Chief Executive Officer is delegated the authority to write off uncollectable, economically uncollectable or erroneously created debts, in the following manner:

1. Where a Sundry Debtor invoice has:
 - a. a value of less than two hundred and fifty dollars;
 - b. has been outstanding for at least 90 days; and
 - c. in the Chief Executive Officer's opinion, will not be economically practical to pursue payment of the account through the court system;
the Chief Executive Officer may approve that the invoice be written off.
2. Where a Sundry Debtor invoice, less than two hundred and fifty dollars in value, has been raised in error, the Chief Executive Officer may approve that the invoice be written off.

3. Where Rates Debtor accounts have a balance less than ten dollars and, in the Chief Executive Officer's opinion, it will not be economically practical to pursue payment of the account through the court system, the Chief Executive Officer may approve that the amount be written off.
4. Where a Rates debtor amount, less than ten dollars, was raised in error, the Chief Executive Officer may approve that the amount be written off.

Policy Implications – Nil

Financial Implications

There are no financial implications for Council because the correct invoice has been raised.

Economic Implications – Nil

Social Implications – Nil

Environmental Considerations – Nil

Consultation - Nil

Options

The Council can resolve:

1. the Officer's Recommendation;
2. an amended Officer's Recommendation; or
3. to not write off any income.

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

That, because the invoice was raised in error, Council write off Invoice 5230 for Debtor 829, being an amount of \$1,589.50 including GST.

9.2 CHIEF EXECUTIVE OFFICER:

9.2.1 Appointment of Fire Control Officers – 2020/21

Applicant:	N/A
File Ref. No:	ADM081
Disclosure of Interest:	Nil
Date:	27 th August 2020
Author:	Gary Sherry
Attachments:	9.2.1A Minutes of Bush Fire Advisory Committee 26 th August 2020

Summary

Council is to consider appointments of Fire Control Officers on the recommendation of the Shire of Cuballing's Bush Fire Advisory Committee.

Background

The Shire of Cuballing considers annually the appointment of Fire Control Officers (FCO) recommended by the Shire of Cuballing's Bush Fire Advisory Committee (BFAC). The Minutes of the August 2020 BFAC Meeting are included at Attachment 9.2.1A.

Comment

The latest BFAC Meeting made the following recommendation to Council regarding the appointment of FCO's for the 2020/21 bush fire season:

1. appoint:

- a. Anthony Mort as Chief Bush Fire Control Officer; and

Mr Mort was elected into the role of CBFCO in 2011, and has been involved with the Cuballing Town Volunteer Bush Fire Brigade for a number of years.

- b. Graeme Dent as Deputy Chief Bush Fire Control Officer;

Mr Dent was elected to the role of DCBFCO in 2011 and has been involved with the Yornaning area for many years.

2. appoint the following persons as Fire Control Officers:

CBFCO	Anthony Mort
DCBFCO	Graeme Dent
Popanyinning East:	Graeme Dent and Justin Page
Popanyinning West:	Craig Cousins
Cuballing East:	Mike Burges and Rob Harris
Cuballing West:	Nelson Young and Brayden Potts
Shire of Cuballing:	Gary Sherry, Bruce Brennan and Peter Cupitt.

3. seek to have neighbouring Council's appoint the following persons as Dual Fire Control Officers:

Shire of Narrogin:	Rob Harris
Shire of Wickepin:	Mike Burges
Shire of Pingelly:	Graeme Dent
Shire of Wandering:	Craig Cousins
Shire of Williams:	Nelson Young

Dual Fire Control Officers have authority to act in fire situations that cross or are located just across the Shire boundary.

4. appoint Anthony Mort and Gary Sherry as Clover Burning Permit Officers.

Clover burns are normally conducted during the prohibited burning period and because of the increased risk, a lesser number of authorised officers are normally appointed.

5. seek to have the nominations made to the Shire of Cuballing by neighbouring local governments for FCO's of those neighbouring shires to serve as Dual FCO's in the Shire of Cuballing:

Shire of Narrogin:	Richard Chadwick; Barry Hardie; Tim Shepherd
Shire of Wickepin:	Steve Rose, Trevor Leeson; and Roger Butler;
Shire of Pingelly:	Rodney Leonard Shaddick, Robert Alexander Kirk, Jeffrey Bernard Edwards, Victor Arthur Lee; Sam MacNamara;
Shire of Wandering:	Peter Monk;
Shire of Williams:	Phillip Martin; Stuart Rintoul

Dual Fire Control Officers have authority to act in fire situations that cross or are located just across the Shire boundary.

Strategic Implications

SOCIAL - Our Community, Neighbourhoods, Recreation and Culture.

Goals

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

	Strategy	Outcome
1.7	Create and maintain a safe environment for the community.	A feeling of safety within our neighbourhoods and a sense of being looked out for.

Statutory Environment

Bush Fires Act 1954

S 38. Local government may appoint Bush Fire Control Officer

- (1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.

Policy Implications - Nil

Financial Implications – Nil

Economic Implication – Nil

Social Implication – Nil

Environmental Considerations – Nil

Consultation

Council has received a recommendation on the appointment of FCO's from the Shire of Cuballing BFAC.

Options

Council may resolve:

1. the Officer's Recommendation;
2. an amended resolution with different appointments;
3. to defer consideration at this time.

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

That Council, for the 2020/21 bush fire season:

1. **appoint Anthony Mort as Chief Bush Fire Control Officer;**
2. **appoint Graeme Dent as Deputy Chief Bush Fire Control Officer;**
3. **appoint the following persons as Fire Control Officers;**

CBFCO	Anthony Mort
DCBFCO	Graeme Dent
Popanyinning East:	Justin Page
Popanyinning West:	Craig Cousins
Cuballing East:	Mike Burges and Rob Harris
Cuballing Town:	Daniel Christensen
Cuballing West:	Nelson Young and Brayden Potts
Shire of Cuballing:	Gary Sherry, Bruce Brennan and Peter Cupitt
4. **seek to have neighbouring Council's appoint the following persons as Dual Fire Control Officers;**

Shire of Narrogin:	Rob Harris
Shire of Wickepin:	Mike Burges
Shire of Pingelly:	Graeme Dent
Shire of Wandering:	Craig Cousins
Shire of Williams:	Nelson Young
5. **appoint Anthony Mort and Gary Sherry as Clover Burn Permit Officers for the Shire of Cuballing; and**
6. **appoint the following persons as Dual Fire Control Officers in the Shire of Cuballing;**

Shire of Narrogin:	Richard Chadwick; Barry Hardie; Tim Shepherd
Shire of Wickepin:	Steve Rose, Trevor Leeson; and Roger Butler;
Shire of Pingelly:	Rodney Leonard Shaddick, Robert Alexander Kirk, Jeffrey Bernard Edwards, Victor Arthur Lee; Sam MacNamara;
Shire of Wandering:	Peter Monk;
Shire of Williams:	Phillip Martin; Stuart Rintoul
7. **cancel all previous appointments.**

**BUSH FIRE ADVISORY COMMITTEE MEETING
Shire of Cuballing Council Chambers
Wednesday 26th August 2020**

Minutes

1. OPENING

The meeting commenced at 7.32pm

2. ATTENDANCE AND APOLOGIES

Attendance

Chief Bush FCO	Anthony Mort
Deputy Chief Bush FCO	Graham Dent
Daniel Christensen	FCO Cuballing Town
Rob Harris	Shire of Cuballing , FCO Cuballing East
Mike Burges	FCO Cuballing East
Nelson Young	FCO Cuballing West
Brayden Potts	FCO Cuballing West
Justin Page	FCO Popanyinning East
Craig Cousins	FCO Popanyinning West
Fred Chapman	Captain Popanyinning Bush Fire Brigade
Peter Cupitt	Bushfire Risk Planning Coordinator
Gary Sherry	Chief Executive Officer
Bruce Brennan	Manager of Works & Services
Paul Blechynden	Department of Fire and Emergency Services

Apologies

Chris Stewart	Department of Biodiversity, Conservation and Attractions
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3. CONFIRMATION OF MINUTES – Wednesday 4th September 2019

Moved: Daniel Christensen

Seconded: Graham Dent

That the minutes of the BFAC meeting held on Wednesday 4th September 2019 are a true and correct record.

Carried

4. CHIEF BUSH FIRE CONTROL OFFICER REPORT

Fire season before COVID-19 was busy at times with a few header fires and callouts for incident's that the brigades got to before the fire could get away from them

Popanyinning were sent to Forrestonia and Norseman for deployment with DFES and spent up to a week helping out. Great experience for those who went.

The ESL has provided an extension to the Cuballing Fire Station, making the doors wider for entry and exit. A small ESL grant will provide tools for the Popanyinning and Cuballing stations.

The fire units are being comprehensively serviced at South West Fire in Collie.

Mitigation work has been looked at around Popanyinning and Cuballing and from that a small Brigade burn was conducted in the Cuballing town site with good feedback from residents .

There has been a focus on training for brigade members and good numbers have been to DFES training with bush fire courses.

At the ROAC meeting there is an expectation the upcoming season that water may be a issue to fight fire. Dry fire fighting is probably something to consider for this season.

The Shire's two way system is being up graded shortly for communications to and between shire plant/staff if needed.

Keep up the good work every one and stay safe this season

6. REPORTS

6.1 DEPARTMENT OF FIRE AND EMERGENCY SERVICES

2019 / 20 Fire Season

Last fire season was very active with Upper Great Southern Region firefighters deployed to different parts of this region, the State as well as Queensland, NSW & Victoria. Thank you - Cuballing Shire and Bushfire Brigade crews for their work at the Forrestania and Norseman fires.

A register for firefighters interested in future deployments has been established and will include shire approval; anyone interested is asked to nominate their interest.

Successful Autumn Prescribed burning

Despite the very dry conditions three burns were completed in Cuballing, Brookton & Wandering.

Training

Despite the COVID related interruption we are well into our training program having already run Introduction to Firefighting and Bushfire Firefighting in both Cuballing and Popanyinning.

AIIMS 2017, Advanced BFF and Crew Leader have been run in Narrogin this year with the last of the more advanced training planned on the weekend of the 12 & 13 September (Sector Commander course). We are encouraging experienced firefighters to nominate for this course as there are still places left.

Please let me know if additional training (e.g. FCO, Ground Controller etc.) is needed?

Pre-bushfire season sessions

Due in part to last season's Katanning fire, several shires are keen to do a scenario-based exercise (outline below) before the fire season. Please let me know if Cuballing Shire is interested?

Scenario exercise

Opportunity for BFB members (particularly those who may be Incident Controllers) getting together with shire support staff to work through a fire. Roughly 2 hours with a BBQ afterwards; covering:

- DFES Assistance / Regional Duty Coordinator role / COMCEN
- Incident Weather Forecasts – ordering, using etc.
- Community Warnings / Evacuations
- Water bombers
- Closing Roads
- Incident Controller stepping back to address the larger issues
- Support provided by shire staff – during incident and pre-incident arrangements (e.g. arrangements for machinery to be on standby during severe fire weather conditions)
- Calculating rates of spread & identifying assets at risk
- WA Police assistance

We are also encouraging shires to undertake hands-on work before the season. This may include:

- Going over trucks
- Radio refresher
- Burnover protection – training using burnover blankets, in-cab air, deluge systems, AVL
- Safety – electricity, structure fires, deadman zone

Season outlook

As you know, conditions have resulted in limited water availability in farm dams and water catchments across much of the Upper Great Southern Region.

The attached KBDI graph is a measure of soil dryness for Narrogin & Pingelly. These graphs show that the current soil dryness is:

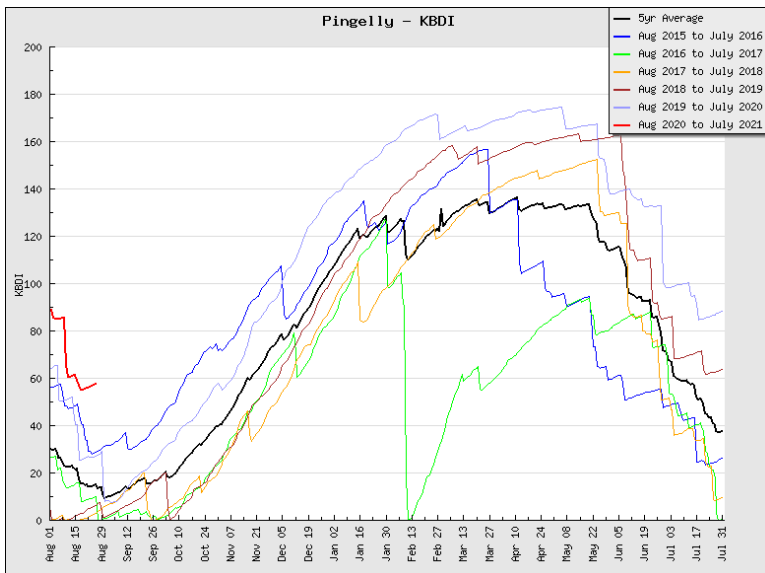
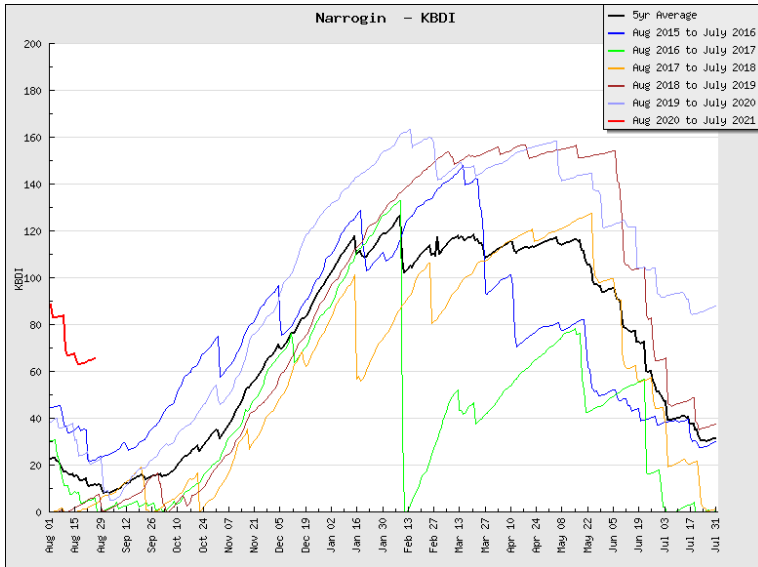
- The driest in five years for this time of year
- Narrogin – the current soil dryness is the same as early December on the 5-year average.
- Pingelly - the current soil dryness is the same as early December on the 5-year average.

Without significant rain we are looking at an earlier start to the fire season; areas of bush are now able to burn and may (considering the milder daily weather conditions) have fire behaviour similar to Nov – Dec.

To prepare for a dryer start to the fire season we are looking to better understand what resources (local government and private contractors) are available to support bushfire suppression.

A request has been sent out to all shires asking for feedback on the:

1. Number and type of heavy plant managed by the Shire:
E.g. Water trucks (No. & capacity) / Front End Loaders, Graders etc. (No. / size) etc.
2. Location of strategic water supplies - large dams suitable for sourcing large quantities
3. Earthmoving contractors used by the shire Name of contractor / contact number
4. Arrangements that the Shire has for placing shire equipment / operators on call for providing after hours support for bushfire suppression. E.g. arrangements for earthmoving equip. / water trucks to be filled and ready to go / operators to be on-call during periods of severe fire danger (Fire Danger Ratings of Severe and above or when a Severe Fire Weather Warning has been issued)



6.2 DEPARTMENT OF BIODIVERSITY, CONSERVATION AND ATTRACTIONS

Mr Chris Stuart of DBCA was unable to attend the meeting.

5. ELECTION OF OFFICERS

5.1 CHIEF BUSH FIRE CONTROL OFFICER

Graeme Dent nominated Anthony Mort - Accepted

There being no further nominations Anthony Mort was nominated for Chief Bush Fire Control Officer for the Shire of Cuballing for 2020/21.

5.2 DEPUTY CHIEF BUSH FIRE CONTROL OFFICER

Anthony Mort nominated Graeme Dent – Accepted

There being no further nominations Graeme Dent was nominated the position of Deputy Chief Bush Fire Control Officer for the Shire of Cuballing for 2020/21.

5.3 FIRE CONTROL OFFICERS FOR SHIRE OF CUBALLING

The following nominations were made:

Cuballing Town FCO:	Daniel Christensen - Accepted
Cuballing East FCO:	Rob Harris – Accepted Mike Burges - Accepted
Cuballing West FCO:	Nelson Young - Accepted Brayden Potts - Accepted
Popanyinning Town FCO:	
Popanyinning East FCO:	Graeme Dent - Accepted Justin Page - Accepted
Popanyinning West FCO:	Craig Cousins - Accepted
Shire of Cuballing:	Gary Sherry - Accepted Bruce Brennan - Accepted Peter Cupitt - Accepted

5.4 DUAL FIRE CONTROL OFFICERS

The following nominations were made for the Shire of Cuballing to offer to neighbouring local governments for Shire of Cuballing FCO's to serve as Dual FCO's:

Shire of Narrogin	R Harris – Accepted
Shire of Wickepin	M Burges - Accepted
Shire of Pingelly	G Dent - Accepted
Shire of Wandering	C Cousins - Accepted
Shire of William	N Young - Accepted

5.5 CLOVER BURN PERMIT OFFICERS

The following nominations were made:

Chief Bush FCO	- Accepted
Shire CEO	- Accepted

5.6 DUAL FIRE CONTROL OFFICERS FOR THE SHIRE OF CUBALLING

The following nominations have been made to the Shire of Cuballing by neighbouring local governments for FCO's of the neighbouring shires to serve as Dual FCO's in the Shire of Cuballing:

Shires of Narrogin:	Richard Chadwick; Barry Hardie; Tim Shepherd
Shires of Wickepin:	Steve Rose, Trevor Leeson; and Roger Butler;
Shires of Pingelly:	Rodney Leonard Shaddick, Robert Alexander Kirk, Jeffrey Bernard Edwards, Victor Arthur Lee; Sam MacNamara;
Shires of Wandering:	Peter Monk;
Shires of Williams:	Phillip Martin; Stuart Rintoul

The meeting recommended acceptance of these nominations.

7. GENERAL BUSINESS

7.1 REVIEW OF THE 2019/20 BUSH FIRE NOTICE

The CEO presented and explained the draft 2020/21 Bush Fire Notice.

Officers discussed the difficulties for installing fire breaks on Rural Land this year including:

- width of fire breaks. 2.5 metres is able to be sprayed by most bike mounted sprayers.
- The requirement to be within 20 metres of the boundary for rural land. There is the possibility of exemptions.
- The due date for firebreaks.
- the publication of the notice through a mailout.

The meeting agreed with the conditions of the draft 2020/21 Bush Fire Notice.

7.2 RESTRICTED AND PROHIBITED BURNING PERIOD DISCUSSION

The meeting discussed the Restricted and Prohibited Burning Periods being:

Restricted

1st October 2020 to 31st October 2020

2nd March 2021 to 19th April 2021

Prohibited

1st November 2020 to 1st March 2021

The meeting agreed with the dates of the Restricted and Prohibited Burning Periods.

The meeting agreed, after considering the DFES season outlook and local measures of soil dryness, to investigate an earlier start to the Restricted Burning Period depending on weather and fire conditions.

7.3 BUSHFIRE RISK MANAGEMENT PLAN

Mr Peter Cupitt explained the work completed on the BRMP. This plan has now been adopted by the Office of Bushfire Risk Management (OBRM) and the Shire of Cuballing. The BRMP is available on the Shire website.

Having adopted a BRMP, the Shire of Cuballing is now able to apply through the State Government's Mitigation Activity Fund (MAF) grants program for) program is a state-wide government initiative in WA that has been established to assist in the mitigation of bushfire risk

The MAF funding can be used to deliver treatments that:

- reduce the risks to life and property,
- address extreme, very high and high bushfire risks,
- are delivered with 12 months from approval.

Shire staff are working with Peter to prepare an application to MAFS.

The meeting agreed, that Fire Access Tracks associated with the mitigation works should be 4 metres wide and 4 metres high to allow safe passage of appliances on these tracks.

7.4 RESTRICTED BURNING PERMITS

The meeting discussed the extended restricted burning period and requirements for no touch burning permits imposed by the State Government through April in response to COVID-19. This system worked well, was more efficient and should be continued.

FCO's were reminded that in sending photos of fire permits to an applicant, a photo of the rear of the permit that shows the condition of that permit, must also be sent.

7.5 WHATSAPP

The meeting discussed the benefits of setting up a Shire of Cuballing fire WhatsApp groups. Groups could be closed and just include FCOs or be open to all in the community.

7.6 FCO IDENTITY CARD

The Shire will provide ID cards to FCO's after Shire of Cuballing approval.

7.7 INFORMATION STICKERS

DFES have provided stickers with common radio frequency and telephone number for FCOs to use.

7.8 FAST FILL TRAILERS

The Shire of Cuballing fast fill trailers are located at:

- Cuballing Fire Station;
- Popanyinning Fire Station;
- Nelson Young's property; and
- Mike Burges' property.

There is an annual requirement to review this equipment to ensure it remains operation and has all of the required equipment included on the trailer.

7.9 FCO RADIO MAINTENANCE

The Chief Bush Fire Control Officer will advise FCOs when the annual radio maintenance will be conducted.

8. NEXT MEETING

Wednesday 7th April 2021, commencing at 7:30 pm at Shire Council Chambers.

9. CLOSE

There being no further business, the meeting closed at 9.27pm.

9.2.2 Firebreak Order 2020/21

Applicant:	N/A
File Ref. No:	ADM213
Disclosure of Interest:	Nil
Date:	27 th August 2020
Author:	Gary Sherry
Attachments:	9.2.2A draft Firebreak Notice 2020/21

Summary

Council is to consider the recommendations of the Bushfire Advisory Committee to adopt the draft Firebreak Order 2020/21.

Background

The Shire of Cuballing's Bush Fire Advisory Committee held a meeting on Wednesday 26th August 2020. Unconfirmed minutes of that meeting are included at Attachment 9.2.1A. This meeting endorsed the contents of an extended Firebreak Notice that will be considered by Council. .

Comment

The Firebreak Notice 2020/21 is Council's declaration of the conditions required for compliance by landowners for this forthcoming fire season.

The draft Firebreak Notice 2020/21, included at Attachment 9.2.2A, is very similar to that from previous years.

The Bush Fire Advisory Committee supported the draft Firebreak Notice 2020/21 and discussed:

- width of fire breaks. 2.5 metres is able to be sprayed by most bike mounted sprayers.
- the requirement to be within 20 metres of the boundary for rural land. There is the possibility of exemptions.
- the publication of the notice through a mailout.

In agreeing to keeping dates and requirements of the draft Firebreak Notice 2020/21 similar to previous years, the Bush Fire Advisory Committee felt that the publication and enforcement of the Notice by the Shire of Cuballing should reflect:

- the general desire for property owners to consider their fire risks;
- the ability to gain exemptions where the need could be reasonably justified;
- conducting fire break inspections at a time that allows property owners the opportunity to install suitable fire breaks.

Upon approval by Council the draft Firebreak Notice 2020/21 will be:

1. made publicly available on Council's website;
2. incorporated into a pamphlet with other fire prevention information. Council will provide this pamphlet:
 - a. to local residents by direct mail at Cuballing and Popanyinning Post Offices;
 - b. to absentee owners by addressed mail; and
 - c. from the Shire Office counter.

The Firebreak Notice 2020/21 pamphlet will look very similar to the those issued in previous years.

Strategic Implications

Shire of Cuballing Strategic Community Plan 2017

SOCIAL - Our Community, Neighbourhoods, Recreation and Culture.

Goals

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

	Strategy	Outcome
1.3	Encourage and support volunteers and community groups.	Active and growing volunteer and community groups.
1.7	Create and maintain a safe environment for the community.	A feeling of safety within our neighbourhoods and a sense of being looked out for.

Statutory Environment

Bush Fires Act 1954

33. Local government may require occupier of land to plough or clear fire break

- (1) Subject to subsection (2) a local government at any time, and from time to time, may, and if so required by the Minister shall, as a measure for preventing the outbreak of a bush fire, or for preventing the spread or extension of a bush fire which may occur, give notice in writing to an owner or occupier of land situate within the district of the local government or shall give notice to all owners or occupiers of land in its district by publishing a notice in the Government Gazette and in a newspaper circulating in the area requiring him or them as the case may be within a time specified in the notice to do or to commence to do at a time so specified all or any of the following things —
- (a) to plough, cultivate, scarify, burn or otherwise clear upon the land fire breaks in such manner, at such places, of such dimensions, and to such number, and whether in parallel or otherwise, as the local government may and is hereby empowered to determine and as are specified in the notice, and thereafter to maintain the fire breaks clear of inflammable matter;
- (b) to act as and when specified in the notice with respect to anything which is upon the land, and which in the opinion of the local government or its duly authorised officer, is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire,
- and the notice may require the owner or occupier to do so —
- (c) as a separate operation, or in co ordination with any other person, carrying out a similar operation on adjoining or neighbouring land; and
- (d) in any event, to the satisfaction of either the local government or its duly authorised officer, according to which of them is specified in the notice.
- (2) A notice in writing under subsection (1) may be given to an owner or occupier of land by posting it to him at his last postal address known to the local government and may be given to an owner of land by posting it to him at the address shown in the rate record kept by the local government pursuant to the Local Government Act 1995, as his address for the service of rate notices.
- (2a) The provisions of subsection (2) are in addition to and not in derogation of those of sections 75 and 76 of the Interpretation Act 1984.

- (3) The owner or occupier of land to whom a notice has been given under subsection (1) and who fails or neglects in any respect duly to comply with the requisitions of the notice is guilty of an offence.

Penalty: \$5 000.

- (4) Where an owner or occupier of land who has received notice under subsection (1) fails or neglects to comply with the requisitions of the notice within the time specified in the notice —

- (a) the local government may direct its bush fire control officer, or any other officer of the local government, to enter upon the land of the owner or occupier and to carry out the requisitions of the notice which have not been complied with; and
- (b) the bush fire control officer or other officer may, in pursuance of the direction, enter upon the land of the owner or occupier with such servants, workmen, or contractors, and with such vehicles, machinery, and appliances as he deems fit, and may do such acts, matters and things as may be necessary to carry out the requisitions of the notice.

- (5) The amount of any costs and expenses incurred by the bush fire control officer or other officer in doing the acts, matters, or things provided for in subsection (4) —

- (a) shall be ascertained and fixed by the local government and a certificate signed by the mayor or president of the local government shall be prima facie evidence of the amount; and
- (b) may be recovered by the local government in any court of competent jurisdiction as a debt due from the owner or occupier of land to the local government.

- (5a) A local government may make local laws in accordance with subdivision 2 of Division 2 of Part 3 of the Local Government Act 1995 —

- (a) requiring owners and occupiers of land in its district to clear fire breaks in such manner, at such places, at such times, of such dimensions and to such number, and whether in parallel or otherwise, as are specified in the local laws and to maintain the fire breaks clear of inflammable matter;
- (b) providing that things required by the local laws to be done shall be done to the satisfaction of the local government or its duly authorised officer.

- (5b) Where an owner or occupier of land fails or neglects in any respect to comply with the requirements of local laws made under subsection (5a) the provisions of subsections (3), (4) and (5) apply mutatis mutandis as if those requirements were the requisitions of a notice given under subsection (1).

- (5c) Nothing in subsection (5a) affects the power of a local government to give notice under subsection (1) nor its duty to do so if so required by the Minister.

- (5d) Where the provisions of local laws made under subsection (5a) are inconsistent with those of a notice given under subsection (1) or under section 34 or 35, the provisions of that notice shall, to the extent of the inconsistency, prevail.

- (6) A local government may, at the request of the owner or occupier of land within its district, carry out on the land, at the expense of the owner or occupier, any works for the removal or abatement of a fire danger, and the amount of the expense, if not paid on demand, may be recovered from the owner or occupier by the local government in a court of competent jurisdiction as a debt due from the owner or occupier to the local government.

- (7) Nothing in this section authorises a local government —

- (a) to set fire to the bush, or to require an owner or occupier of land to set fire to the bush, contrary to the provisions of section 17; or

- (b) to make local laws authorising or requiring bush to be set on fire contrary to the provisions of section 17.
- (8) Any amount recoverable by a local government under this section as a debt due from the owner or occupier of land is, until paid in full —
 - (a) a debt due from each subsequent owner in succession; and
 - (b) a charge against the land with the same consequences as if it were a charge under the Local Government Act 1995 for unpaid rates; and
 - (c) recoverable by the local government in the same manner as rates imposed in respect of the land are recoverable under that Act.
- (9) In this section —
owner or occupier of land includes a prescribed department of the Public Service that occupies land or a prescribed State agency or instrumentality that owns or occupies land.

Policy Implications – Nil

Financial Implications

Council will develop the Fire Break Notice into a pamphlet with other fire prevention information. This information will be direct mailed to every resident receiving mail from a Shire of Cuballing post code and to every ratepayer with a mailing address outside the Shire of Cuballing.

The labour cost of enforcement of the conditions included in the Shire of Cuballing's draft Firebreak Order 2020/21 will be significant for the Shire of Cuballing staff and volunteers.

Economic Implication

The risk of fire is a significant economic risk for local rural producers.

Compliance with the conditions included in the Shire of Cuballing's draft Firebreak Order 2020/21 will have a significant economic impact on local rural producers through the:

1. cost of spraying or ripping fire breaks; and
2. production lost because land is required to be used for fire breaks rather than rural production.

Social Implication

Fire is a significant community risk for local communities.

Environmental Considerations

Fire is a significant risk for the local environment.

Consultation

Shire of Cuballing Bush Fire Advisory Committee

Options

Council may resolve:

1. the Officer's Recommendation;
2. an amended resolution with amended/alterd conditions included in the draft Firebreak Notice 2020/21.

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

That Council adopt the draft Firebreak Order 2020/21 as included at Attachment 9.2.2A.

SHIRE OF CUBALLING

Draft FIREBREAK ORDER 2020/21

Pursuant to the powers contained in Section 33 of the Bush Fires Act 1954 you are required to carry out fire prevention work on land owned or occupied by you in accordance with the provisions of this Notice, to the satisfaction of Council or its duly authorised officers.

This work must be carried out by 31 October 2020 or within 14 days of becoming the owner or occupier, should this be after that date, and kept maintained throughout the summer months until 15 May 2021.

Persons who fail to comply with the requirements of this notice may be issued with an infringement notice or prosecuted. Where the owner fails to comply with the requisitions of the notice, council or its duly authorised officers will carry out the required work at the cost of the owner or occupier.

If it is considered for any reason to be impractical to clear firebreaks or remove flammable materials as required by this notice, or if natural features render firebreaks unnecessary, you may apply to the Council in writing not later than the 17 October for permission to provide firebreaks in alternative positions or to take alternative action to abate fire hazards on the land. If permission is not granted by Council, you shall comply with the requirements of this notice.

A FIREBREAK is a strip of land that has been cleared of all trees, bushes and grasses and any other object or thing or flammable material leaving clear earth. This includes the trimming back of all overhanging trees, bushes, shrubs and any other object or thing over the fire break area to the satisfaction of the Fire Control Officer.

RURAL LANDS

Firebreak not less than 2.5 metres wide must be established along, inside and within 20 metres of the external boundary of each property (i.e. cleared/part cleared or uncleared land) and where the boundary is adjacent to or adjoins a used gazetted road.

In the interest of protection from soil erosion, firebreaks may be established on the land contours but only with prior approval of the Council or its duly authorised officer

An area 4 metres wide cleared of all flammable material shall be established immediately around the perimeter of all homesteads, buildings, haystacks and fuel storage areas.

BUILDING AND HAYSTACKS:

A firebreak of at least 4 metres wide and not more than 40 metres from the perimeter of all buildings (including temporary dwellings e.g. caravans) and/or haystacks or groups of buildings and/or haystacks so as to completely surround the buildings, haystacks and/or fuel dumps. Any fodder being stored within 100 metres of a building must have a 20 metre break around.

BULLDOZED BUSH:

A firebreak 20 metres wide shall be maintained immediately inside the external boundaries of all land which has been bulldozed, chained or prepared in any similar manner for clearing by burning (whether it is intended to burn the bush or not).

STATIONARY PUMPS/MOTORS:

A firebreak 4 metres wide shall be cleared and maintained around all stationery pumps and motors.

HARVESTING OPERATIONS:

During the period when harvesting operations are being conducted, there shall be provided in the same paddock or within 400 metres of that paddock an operational independent mobile fire fighting unit having a water capacity of not less than 650 litres. The tank of the unit shall be kept full of water at all times during the harvest operations. The responsibility to supply the unit being that of the land owner.

HARVEST BANS AND OTHER BANS:

Permitted activity: Loading and offloading of grain and fertiliser is only permitted on sites which have been cleared of all inflammable material save live standing trees to a radius of at least 50 metres with a laneway access similarly cleared to a minimum of 4 metres. A mobile fire fighting unit should be in attendance at all times where possible.

OPERATION OF PLANT AND MACHINERY:

During the restricted and prohibited burning times, all harvesters and trucks carting grain shall not be operated on rural land unless fitted with a fire extinguisher.

PADDOCK BURNS:

At any time throughout the year, where a landowner intends to burn paddocks, the following must be provided to prevent the escape of fire:

1. Firebreak 2.5 metres wide, clear of all inflammable material, completely surrounding the area to be burnt;
2. An operational fire fighting unit having a capacity of not less than 650 litres; and
3. Permits to burn may be required. Contact your Fire Control Officer for details.

TOWNSITES AND RURAL RESIDENTIAL LAND

All town lots under 2,024 m² (½acre) 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 (½ 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.

9.2.3	Proposed Boundary Realignment – Lots 70 & 4441 Popanyinning West Road, Popanyinning
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Location:	Lots 70 & 4441 Popanyinning West Road, Popanyinning
Applicant:	Peter Gow for Robert Dowling
File Ref. No:	159586
Disclosure of Interest:	Nil
Date:	1 September 2020
Author:	Gary Sherry
Attachments	9.2.3A Plan of subdivision (boundary realignment) 9.2.3B Location plan

Summary

A boundary realignment application, for Lots 70 and 4441 Popanyinning West Road, to create two realigned lots is supported.

Background

The Western Australian Planning Commission (WAPC) has referred a boundary realignment application to the Shire for comment. The application, proposing no additional lots, is set out in Attachment 9.2.3A.

The application site consists of 2 current titles of 64.72 hectares and 58.94 hectares in area. The proposal is to:

- delete the existing boundary which runs north-south and instead use Popanyinning West Road as the boundary between proposed Lots A and B;
- create a separate title (Lot A) to the north of Popanyinning West Road. This will be 60.15 hectares in area and will continue to be used for rural farming purposes; and
- create a separate title (Lot B) to the south of Popanyinning West Road. This will be 63.51 hectares in area and will be used primarily as a cattle feedlot as well as accommodating various sheds and infrastructure.

The site's location is outlined in Attachment 9.2.3B. The application site commences approximately 1.5 kms south-west of the Popanyinning townsite. The site is generally cleared and contains various sheds. A cattle feedlot is located in the southern section of Lot 4441. Popanyinning West Road runs between the two proposed new titles, with Patullo Road located to the west and Rifle Range Road located to the east of existing Lot 4441.

Planning framework

In summary:

- the property is zoned 'General Agriculture' in the *Shire of Cuballing Local Planning Scheme No. 2 (LPS2)*;
- LPS2 objectives for the General Agriculture zone, which are applicable to this application, include 'to preserve productive land suitable for grazing, cropping and other compatible productive rural uses in a sustainable manner' and 'to protect the economic viability of rural zoned land through a presumption against subdivision except where such subdivision will enhance and/or promote the viability and diversity of general farming activity';
- the property is classified as 'Rural' in the *Shire of Cuballing Local Planning Strategy*. While the Strategy does not generally support additional lots in rural areas, it generally supports boundary realignments;
- the site is partly classified as a Bushfire Prone Area as set out at <https://maps.slip.wa.gov.au/landgate/bushfireprone/>;
- the WAPC's *Development Control Policy 3.4 Subdivision of Rural Land (Policy DC3.4)* outlines the WAPC will consider rural subdivision for a limited range of exceptional

circumstances. One of these exceptional circumstances is 'to realign lot boundaries with no increase in the number of lots, where the resultant lots will not adversely affect rural land uses'; and

- section 6.3 of Policy DC3.4 is of relevance to this application. The Policy, in part, states:

'Multiple lots in one ownership may be rationalised provided that:

- (a) there is no increase in the number of lots;
- (b) the new boundaries achieve improved environmental and land management practices and minimise adverse impacts on rural land use;
- (c) no new roads are created, unless supported by the local government;
- (d) new vehicle access points on State roads are minimised; and
- (e) rural living sized lots (1-40 hectares), created as a result of the rationalisation, have appropriate buffer from adjoining farming uses and water resources, and may have notifications placed on title advising that the lot is in a rural area and may be impacted by primary production.'

Comment

The boundary realignment application is supported given the application:

- will not create any additional lots;
- is consistent with the planning framework;
- will not result in a loss of agricultural land but allows existing rural uses to continue;
- the realigned boundaries will support effective land management by containing the cattle feedlot and key infrastructure within a single title (proposed Lot B) which is not divided by Popanyinning West Road; and
- vehicular access to the proposed lots are from the existing road network.

Based on WAPC policy, it is suggested that relevant conditions be recommended to the WAPC. In particular, to include a notification relating to the bushfire prone area (for Lots A and B).

Strategic Implications – Nil

Statutory Environment

Planning and Development Act 2005 and LPS2.

Policy Implications

Nil. The application complies with LPS2 and the Local Planning Strategy.

Financial Implications - Nil

Economic Implications

The application does not create additional lots but seeks to improve current land management.

Social Implications - Nil

Environmental Considerations

There are minimal environmental considerations associated with the boundary realignment.

Consultation

The WAPC invites comments from the Shire, servicing agencies and relevant State Government departments on subdivision and boundary realignment applications.

Options

The Council can resolve to:

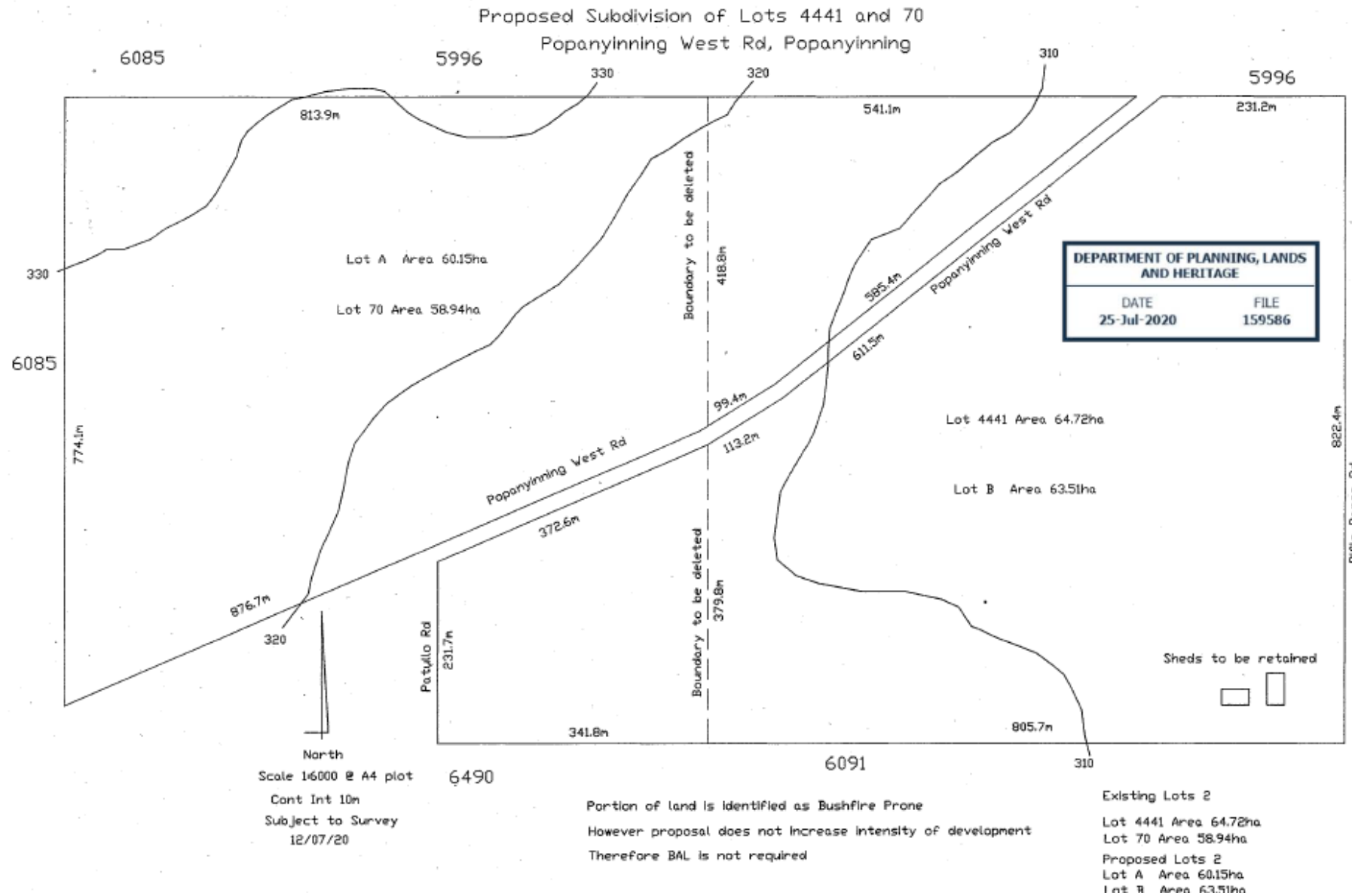
1. support the officer recommendation;
2. support the boundary realignment with no conditions; or
3. not support the boundary realignment (giving reasons).

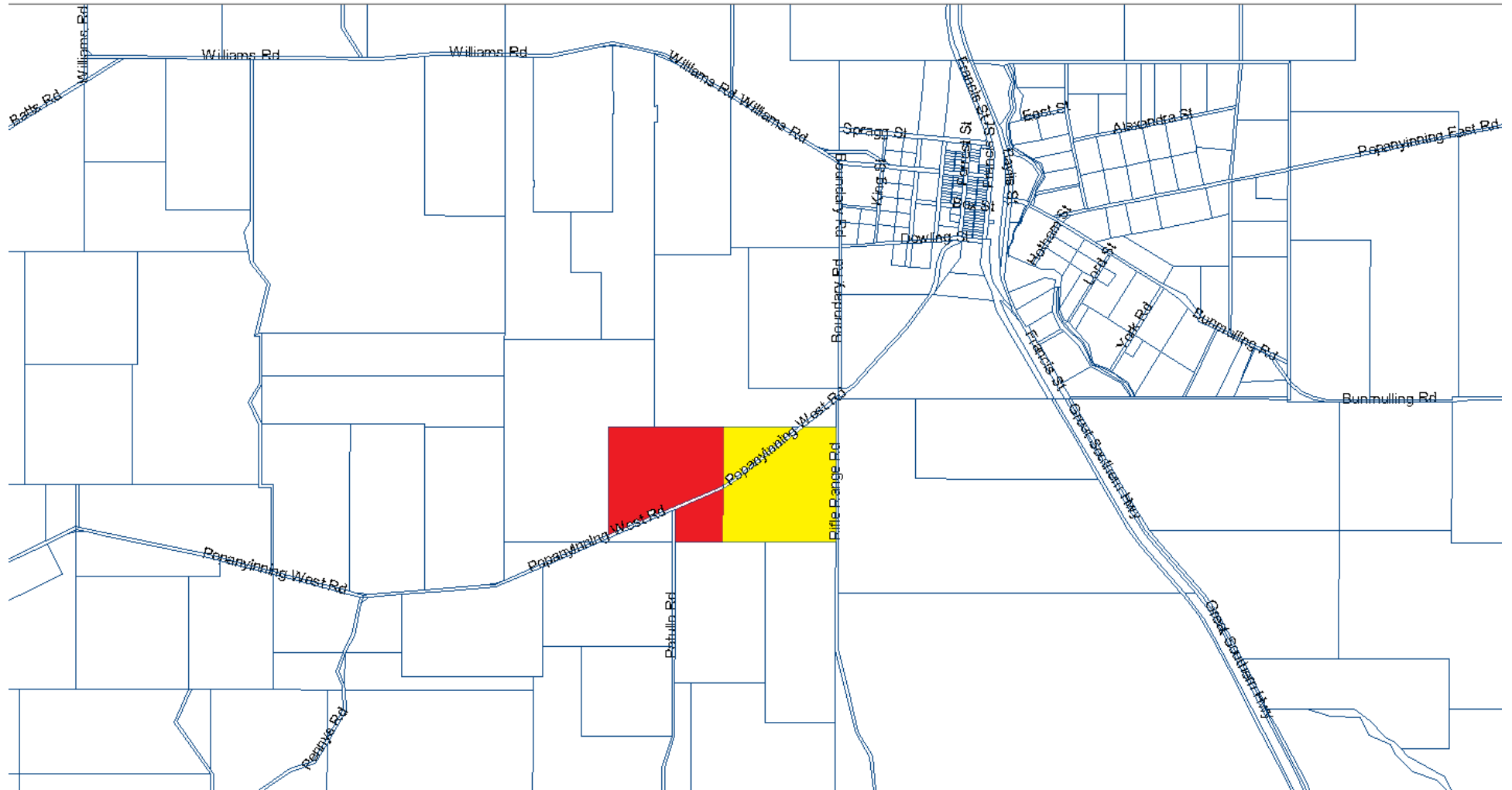
Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

That Council support the boundary realignment application, for Lots 70 and 4441 Popanyinning West Road, Popanyinning (WAPC 159586), subject to the following conditions:

No.	Code	Condition
1	F8	A notification, pursuant to Section 165 of the Planning and Development Act 2005, is to be placed on the certificate(s) of title of the proposed lot(s) advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows: ‘This land is within a bushfire prone area as designated by an Order made by the Fire and Emergency Services Commissioner and may be subject to a Bushfire Management Plan. Additional planning and building requirements may apply to development on this land.’ (Western Australian Planning Commission)
2	AM7 modified	A notification, pursuant to Section 165 of the Planning and Development Act 2005 is to be placed on the certificate(s) of title of the proposed Lot A advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows: “This lot is in close proximity to an existing cattle feedlot and may be adversely affected by virtue of odour, noise and dust from that land use.” (Western Australian Planning Commission)





9.2.4 CPS 8496/1 – Reserves 8861 and 19021 – Change of Purpose

Applicant:	N/A
File Ref. No:	A2581
Disclosure of Interest:	Nil
Date:	1 st September 2020
Author:	Gary Sherry
Attachments:	11.1.3A Aerial Photo and Location Maps

Summary

Council is to consider seeking:

- a change in the purpose of Reserve 8861 from Gravel to environmental conservation; and
 - to split the existing gravel Reserve 19021 into two reserves, one to be used for gravel and one for environmental conservation;
- in order to meeting the offset requirements of Council's 10 year clearing permit.**

Background

After a torturous process of gaining individual project approvals, Council has been successful in obtaining a ten year strategic clearing permit, CPS 8496/1, through the Department of Water and Environment Regulation (DWER) on 23rd July 2020. CPS 8496/1 has permissions that will enable Council to complete the identified works program for the next ten years.

The clearing associated with CPS 8496/1 is required to be completed subject to the conditions of the permit. These conditions include:

1. that the clearing is for the purpose of road widening, drainage, road upgrades and gravel pits;
2. the areas where clearing is permitted are individually identified and total 16.848 hectares;
3. the clearing must be conducted in a way avoid clearing of native vegetation and minimise the native vegetation to be cleared. Other management conditions relate to dieback and weed control, fauna management for black cockatoos and red-tailed phascogale, protecting declared rare flora in one gravel pit, and undertaking surveys of fauna and flora prior to clearing; and
4. providing 41.68 hectares of native vegetation areas as offsets for the cleared areas. These areas are identified within:
 - a. Crown Reserve 8861 on Chungamunning Road, currently vested in the Shire of Cuballing for the purpose of Gravel. A aerial photo of this reserve is included at Attachment 9.2.4A for information; and
 - b. A section of Crown reserve 19021 on Parsons Road, currently vested in the Shire of Cuballing for the purpose of Gravel. A aerial photo of this reserve and the portion available for conservation purposes is included at Attachment 9.2.4B for information

Alternatively, rather than change the purpose of these reserves, Council could provide \$80,442.40 to allow the state government to establish or maintain other native vegetation.

Council is also required to keep suitable records to prove compliance with the conditions of CPS8496/1.

Comment

The purpose of this report, is for the endorsement of Council to formally change the purpose of:

1. Crown Reserve 8861 on Chungamunning Road, and
 2. A section of Crown reserve 19021 on Parson Road.
- to a purpose for environmental conservation. This is a condition of clearing associated with CPS 8496/1.

Reserve 8861, identified in Attachment 9.2.4A, was a working gravel pit located at the corner of Chungamunning and Springhill Roads for the Shire road building. Any workable gravel reserves were removed some considerable time ago and although the workings remains unrehabilitated, this reserve does retain some remanent vegetation. DWER have assessed 10.78 hectares of Reserve 8861 as being of suitable quality to provide as an offset.

All of 10.78 hectares of suitable areas of Reserve 8861 is proposed to be provided as an offset in the conditions of CPS 8496/1. Should Council be able to rehabilitate the 4.19 hectares of currently degraded vegetation in this reserve in the future, this area may become suitable for an environmental offset at that time.

Reserve 19021, identified in Attachment 9.2.4B, is a large working gravel pit located at the corner of Parsons and Stratherne for the purposes of Shire road building. While the site still has workable gravel reserves, this reserve does retain some remanent vegetation. DWER have assessed 50.39 hectares of Reserve 8861 as being of suitable quality to provide as an offset.

Shire staff have reviewed Reserve 19021 and believe that there are no quantities of gravel outside the currently cleared areas used for gravel extraction.

The conditions of CPS 8496/1 require 30.9 hectares of Crown Reserve 19021 be provided as an environmental offset. The remaining 19.9 hectares of high quality vegetation will be available for environmental offsets in the future, with any of the 7.79 areas of degraded vegetation and working gravel pit that is able to be rehabilitated.

The Officer's Recommendation includes seeking to:

1. Change the purpose of all of Reserve 8861 to an environmental conservation purpose; and
2. Split Reserve 19021 into two reserves based on the outline included at Attachment 9.2.4B. This splits the reserve into a larger area with high quality remnant vegetation and a smaller reserve that includes the working gravel pit and areas of very degraded vegetation. The larger area would become a reserve with an environmental conservation purpose and the smaller reserve retaining the purpose of Gravel.

Strategic Implications

While there are little strategic implications in this decision, Shire staff have identified that early lodgement of future clearing applications and identification of land parcels for future offsets will be a priority.

Statutory Environment

Environmental Protection Act 1986
WA Government's Environmental Offsets Policy 2011

Policy Implications – Nil

Financial Implications

There will be little financial cost in changing the purpose of the purpose of Reserve 8861 and a section of Reserve 19021 from Gravel to an environmental conservation purpose.

It should be identified that Council will incur considerable cost of rehabilitating environmentally degraded areas as part of offsets for future land clearing. Council will need to ensure such costs are included in the grant funding component of future road funding grants.

Constructing roads with adequate road side drainage will protect Council's considerable investment in road assets.

Economic Implication

The provision roads wide enough to accommodate both current and future freight tasks will provide economic benefit to local business.

Social Implication

Road safety is a significant community issue and country roads, such as those in the Shire of Cuballing, are identified as having a poorer road safety record than metropolitan roads.

Environmental Considerations

The wheatbelt area is an area with little remnant vegetation. The improved protection of remnant vegetation and rehabilitation of environmental degraded areas will provide environmental benefits.

Consultation

DWER
Department of Planning Lands & Heritage

Options

Council may resolve:

1. the Officer's Recommendation; or
2. to not accept Reserve 2556 as an environmental offset and either:
 - a. Complete a new clearing permit using different environmental offsets or
 - b. pay the financial amount required to have the state government provide the environmental offsets; or
3. not complete the budgeted road works.

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

That Council seek to:

- 1. have the purpose of Reserve 8816 changed from Gravel to a purpose for environmental conservation; and**
- 2. subdivide Reserve 19021 into two reserves as per Attachment 9.2.4B with:**
 - a. the largest section having a purpose for environmental conservation; and**
 - b. the remainder have a purpose of Gravel.**



Plan 8496/1ab



<p>Legend</p> <p>Map Legend</p> <ul style="list-style-type: none"> CPS subject to conditions Land TenureLGATE - 226 Local Government Authorities <p>Road Centrelines</p> <ul style="list-style-type: none"> Local Rd - Sealed <p>Image</p>	<p>N</p> <p>1:3500</p> <p>0 50 100 m</p>	<p>Mathew Gannaway 2020.07.22 12:07:41 +08'00'</p> <p><i>Mathew Gannaway</i></p> <p>Officer delegated under section 20 of the Environmental Protection Act 1986</p> <p>GOVERNMENT OF WESTERN AUSTRALIA</p>
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CPS 8496/1 -Reserve 8861

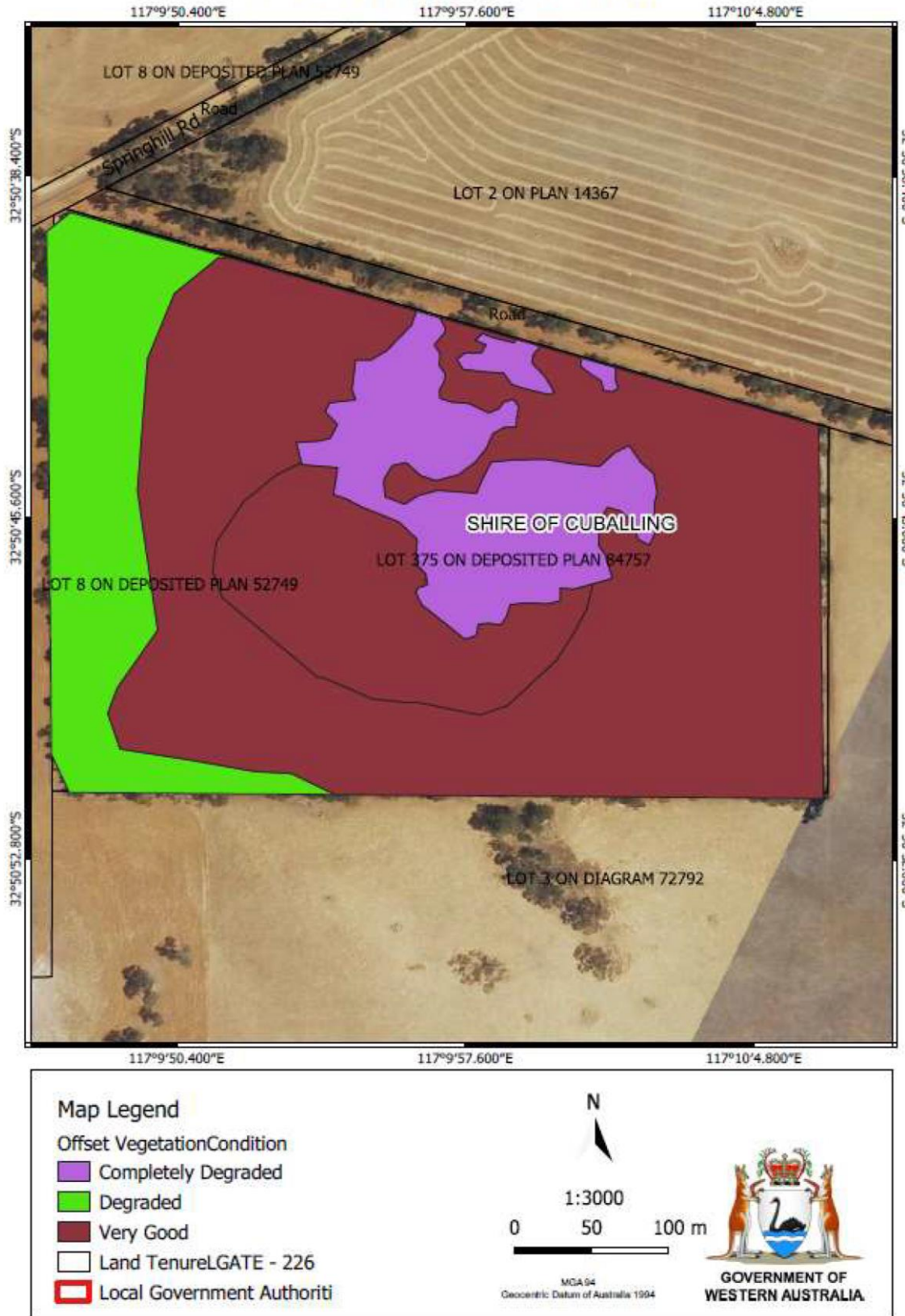
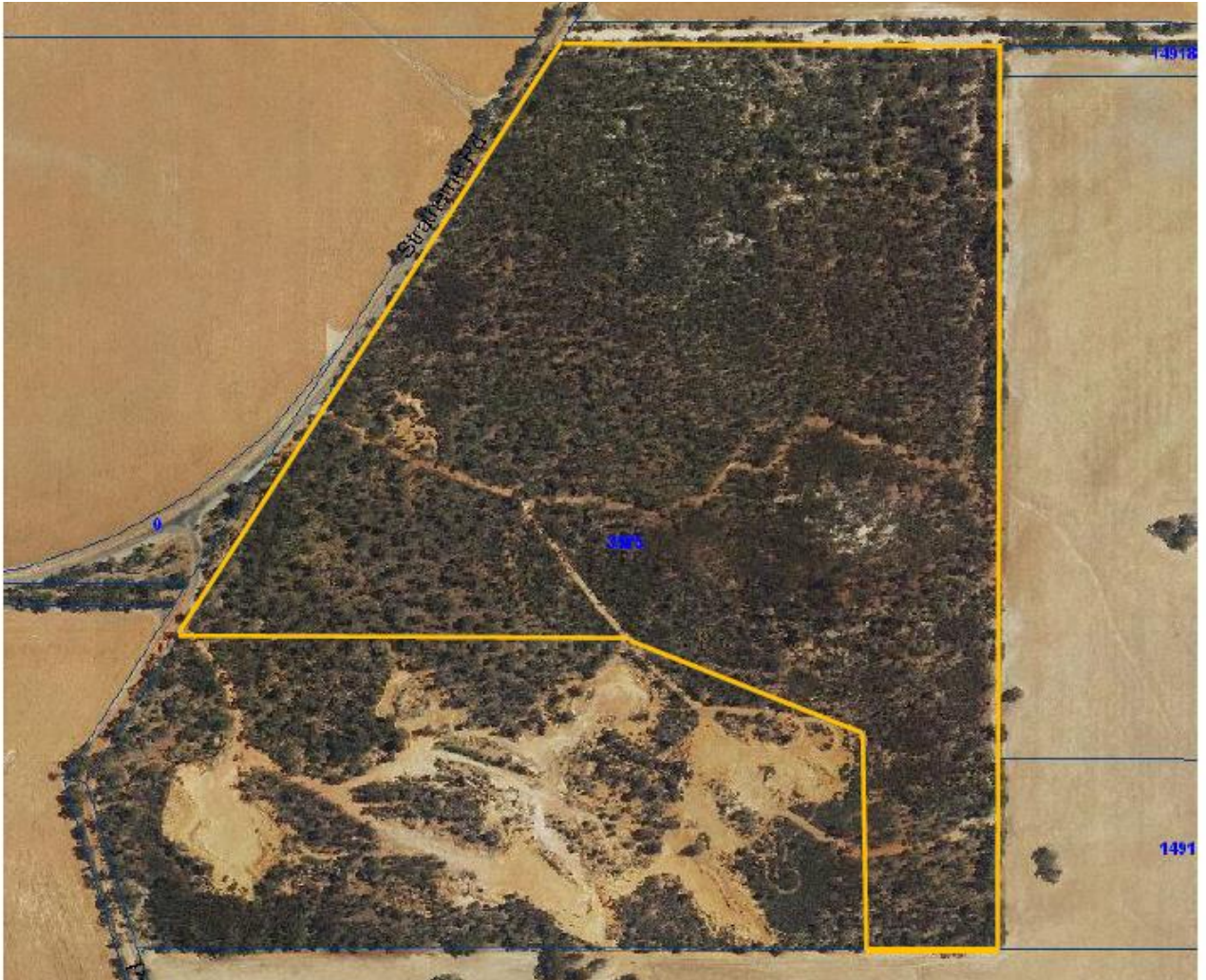


Figure 9: Showing mapped vegetation condition within Reserve 8861



Plan 8496/1ac



Legend	N 	Mathew Gannaway 2020.07.22 12:06:40 +08'00'
Map Legend CPS subject to conditions Land TenureL GATE - 226 Local Government Authorities	1:5500	
Road Centrelines Local Rd - Sealed	0 50 100 m 	Officer delegated under section 20 of the Environmental Protection Act 1986
Image		 GOVERNMENT OF WESTERN AUSTRALIA

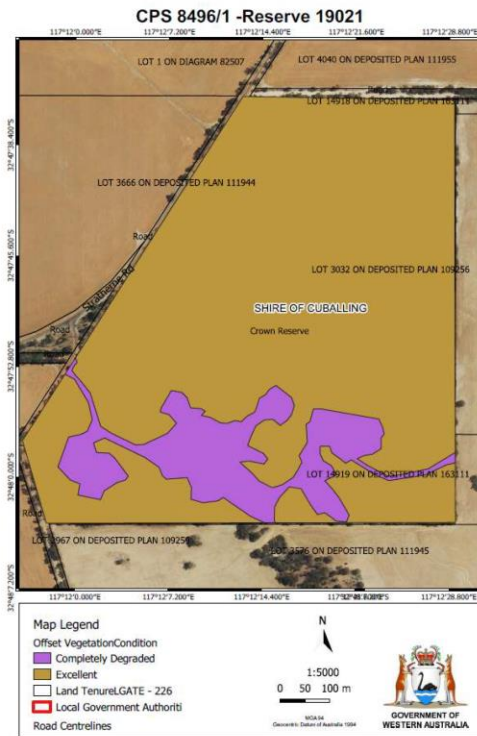


Figure 11: Showing mapped vegetation condition within Reserve 19021

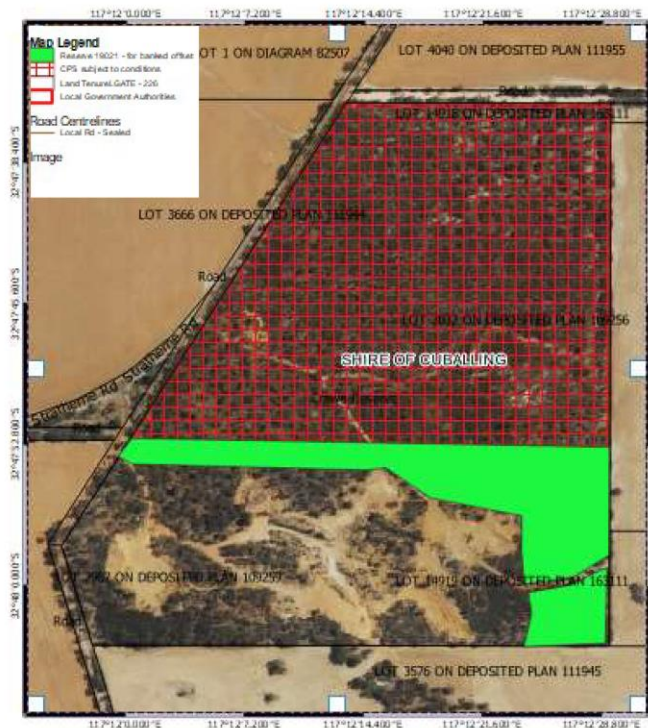


Figure 12: Showing mapped vegetation condition within Reserve 19021 with areas in green in excellent condition (7.5 hectares) which may be suitable for future offsets (banked). Area cross hatched red is being utilised as an offset for CPS 8496/1. The remainder of Reserve 19021 may be utilised as an offset following completion of gravel extraction activities.

9.2.5 Replacement of CEO's Vehicle

Applicant:	N/A
File Ref. No:	ADM053
Disclosure of Interest:	The author has a Direct Financial Interest in this matter as the Officer is provided a use benefit in his employment contract.
Date:	7 th September 2020
Author:	Gary Sherry
Attachments:	9.2.5A Quotations from local dealerships

Summary

Council is to consider a replacement for the Holden Calais vehicle used by the Chief Executive Officer.

Background

Council purchased a Holden Calais sedan, registration 0CN, in June 2017. The vehicle has now completed nearly 92,000 kms. Holden no longer make a Holden Calais category vehicle.

Council has scheduled replacement of this vehicle in its 2020/21 Budget allocating \$55,924 (GST Exempt) for the purchase of a new vehicle with the trade of the existing vehicle returning \$15,733 (GST Exempt).

Council has a contractual requirement through the Chief Executive Officer's (CEO) Employment Contract to provide and maintain a Holden Calais for the unrestricted private use of the Chief Executive Officer a Local Government motor vehicle in accordance with Councils motor vehicle policy or other arrangements.

Although the CEO does have private use of this vehicle, the vehicle is also used:

- for administration tasks including obtaining collecting mail from the post office, travelling to Narrogin for banking and collecting parcels from transport companies; and
- travelling to meetings. This can include a up to four people travelling for several hours to attend regional meetings.

To complete these tasks a larger vehicle is required.

Council sought written quotations from local dealerships for the purchase of a replacement vehicle. Quotations were sought for a range of vehicles including:

- Toyota Prado - a larger 4WD vehicle;
- Toyota Kluger - although a large SUV, this is the smallest of the 3 vehicles and is available in an 2WD and AWD option; and
- Isuzu MU-X - a larger 4WD vehicle.

These vehicles represent the most purchased vehicles of local governments within the local region.

This matter was to have been considered as part of the CEO's performance review which is currently being undertaken. However given the current Holden Calais vehicle has completed 92,000 kilometres, there is some concern that delay, may have negative financial impacts through a reduction in the trade value of this vehicle should the amount of kilometres increase past 100,000..

Comment

Shire staff have sourced quotations the following quotations from dealerships within the region. Comparisons are also included for the purchase of the current vehicle and the 2020/21 budget allocation.

All the quotations received are included at Attachments 9.2.5A. All prices are GST Exempt.

Year/Make	2017	2020/21	Toyota Prado	Toyota Kluger	Toyota Kluger	Isuzu MU-X
Model	Calais	Budget	GXL	GXL AWD	GXL	LST
Purchase	35,028	55,924	61,241	54,886	51,250	40,367
Fleet			- 7,864	- 5,359	- 4,995	Included
Accessories			1,794	1,633	1,633	1,700
Total	35,028	55,924	55,171	51,160	47,887	42,067
Trade	- 15,773	- 15,773	- 14,545	- 14,545	- 14,545	- 18,522
Total	19,255	40,470	40,626	36,615	33,342	23,545

In reviewing the standard or quality of each vehicle the purchase price is very reflective. The Toyota Prado is a higher specification vehicle than all the others.

Both dealers identified potential difficulties in obtaining new vehicles. Recent strong vehicle sales and uncertainty around imports due to COVID-19 have resulted in a shortage of new vehicles. Given that the CEO's vehicle has done nearly 92,000kms and that previous advice that trade value declines significantly over 100,000kms, staff believe that the Toyota offer for a trade is pessimistic on a prompt delivery of a new vehicle.

Both versions of Toyota Kluger are petrol vehicles and staff would continue to purchase most petrol from the local Cuballing Roadhouse. However both the Toyota Prado and Isuzu MU-X are diesel powered vehicles and staff would be able to access diesel through the works depot bulk supply.

Currently the Shire's of

- Wickepin, Wagin and Dumbleyung purchase Isuzu MU-X's; and
- Kulin, Pingelly and Lake Grace purchase Toyota Prado's.

Council may wish to consider switching their trade in strategy because of increased values of second hand vehicles and the large fleet discount. For example:

- Narrogin Isuzu believe that the Isuzu MU-X would turnover for about \$3,000 at 20,000kms. This represents a changeover every 10 months driving and a total cost of about \$15,000 over three years; and
- A regional Shire have advised that they are turning over Toyota Prado's for \$1,500 at 15,000kms. This represents about every 6/7 months driving and a total cost of about \$9,000 over three years.

A shorter turn over strategy also reduces other ongoing cost including tyres and other wear maintenance, but has a slight increase in licencing costs. The CEO vehicle is a good vehicle for this strategy because there are few other change over costs, such as radio change overs, which incur an additional cost.

The Officer's Recommendation is to purchase a Isuzu MU-X because:

- the vehicle is sufficiently large to provide comfortable travel for extended trips to regional meetings;
- is a diesel vehicle that will allow access to diesel through the cheaper Shire works depot's bulk supply; and
- although it does not have the lowest expected changeover cost, the changeover cost expected to be achieved is still anticipated to be lower than previous changeovers of CEO's vehicles.

Strategic Implications

Shire of Cuballing Strategic Community Plan

ECONOMY - Our Economy, Infrastructure, Systems and Services.

Goals

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

	Strategy	Outcome
3.5	Maintain a robust asset management practices and maintenance programs.	Assets which meet the expectations of the community.

Statutory Environment

Extract of the Chief Executive Officer's Employment Contract

5.3 Motor vehicle

- 1 The Local Government must provide to You the motor vehicle described in item 10 of Schedule 2, or an equivalent motor vehicle.
- 2 The motor vehicle –
 - a is for unlimited business use by You;
 - b is for unlimited private use by You within Western Australia (except during any period of unpaid leave) and, with the prior written approval of the Council (or if the Council so resolves, with the prior written approval of the President, outside Western Australia; and
 - c may be driven by Your partner or another nominated person or persons approved by Council.
- 3 The use of the motor vehicle is subject to the terms and conditions of –
 - a. any relevant Policies; and
 - b. the Local Government's insurance policy, in respect of the motor vehicle, that is in place from time to time, with which You agree to comply.
- 4 The Local Government is responsible for all running costs of the motor vehicle including all registration, insurance, fuel, maintenance (including servicing) and repair costs.
- 5 You are responsible for arranging for the motor vehicle to be maintained and serviced (at the cost of the Local Government and for it to be cleaned in an appropriate manner.

Policy Implications

Council Policy

4.1 Private Use of Shire Light Vehicles

Policy Statement:

Senior staff, as a part of their salary package, are able to negotiate private use of the Council vehicle assigned to their position.

This private use is to have the following restrictions:

1. The vehicle is not to be driven further east than the state border (Unless prior agreement has been granted by Council).
2. The vehicle is not to be driven further North than Carnarvon (Unless Prior agreement has been granted by Council).
3. A fuel card may be provided for every vehicle owned by Council with private use privileges. Fuel for the vehicle is to be purchased locally or using this fuel card or a Council credit card if provided.
4. Every Council vehicle is to be available for Council purposes at times when the employee is at work.

5. If the vehicle is to be used outside of working hours for private use Council's employee is to be preferred driver at all times unless due to tiredness or some other reason that may impair the judgment of the employee when driving. In this case the authorised driver may request another person to complete the journey (this person may not be an authorised officer of Council) with employee as a passenger in the vehicle.
6. Unlimited private use of the vehicle extends to the Spouse or Partner of the Executive outside of work hours. All normal restrictions apply. Spouses and Partners are not however entitled to sign for fuel at Council's supplier. This must be completed by the employee.
7. Persons under the age of 21, Learner Drivers or probationary drivers are not permitted to drive a Council vehicle under any situation due to insurance, unless the driver is a "Direct Employee" of Council.
8. Should an employee reside outside the Shire of Cuballing, either upon commencement or at some other time of their employment, Council may only permit private use of a Council vehicle if the new residence is located within 50 kilometres of the Cuballing townsite.

Financial Implications

The prices obtained for the replacement vehicles are largely within Council's budget allocations. The Toyota Prado is \$156, or 0.3%, over budget

Economic Implication – Nil

Social Implication – Nil

Environmental Considerations – Nil

Consultation – Nil

Options

Council may resolve:

1. the Officer's Recommendation;
2. to select an alternative quotation from those provided;
3. to obtain additional quotations for similar or alternative vehicles, noting that the trade value of Council's existing vehicle may decrease significantly; or
4. to not change the current vehicle and accept the increased running costs and reduced trade value.

Voting Requirements – Simple Majority

<p>OFFICER'S RECOMMENDATION:</p> <p>That Council</p> <ol style="list-style-type: none"> 1. accept the quotation of Narrogin Isuzu, included at Attachment 9.2.5A to purchase a Isuzu MU-X LST for up to \$42,067 (GST Exempt) and trade the Holden Calais sedan, registered as OCN, for at least \$18,522 (GST Exempt), being a changeover of up to \$40,626 (GST Exempt); and 2. request staff to investigate alternative vehicle replacement strategies, such as earlier changeovers, to reduce the ongoing cost of maintaining this vehicle.

Narrogin Toyota

TOYOTA

Octave Holdings Pty Ltd ACN 009 460 682 ABN 26 009 460 682
 Trading as: Narrogin Toyota DL 15270
 162 Federal Street, P.O. Box 486
 Narrogin, WA 6312
 Ph: 08 9881 2044, Fax: 08 9881 1267
 Email: admin@narrogintoyota.com.au
 Web: www.narrogintoyota.com.au

QUOTATION

QUOTATION FOR :	
Shire of Cuballing Po Box 13 Cuballing WA 6311 E: enquiries@cuballing.wa.gov.au M: 0427836063	DATE : 31/08/2020 QUOTE : 33131 () CUSTOMER : N198 DEPT : 211 Narrogin Fleet Toyota REP : Anthony Howe STOCK No :
QUOTATION DETAILS	PRICE
MOTOR VEHICLE	
PRADO DSL WGN AT GXL 4277430 004 State Government	\$60,490.91 Factory Option (F0) \$7,863.82-
ACCESSORIES / OPTIONS	
FACTORY OPTIONS	
Vehicle Colour - Glacier White	No Charge
Vehicle Trim - Grey Fabric	No Charge
GXL	No Charge (Factory Fitted Option)
GENUINE ACCESSORIES	
Cargo Mat - Rubber	\$173.71
Tow Bar - with Small Round Plug	\$1,070.70
NON-GENUINE ACCESSORIES	
Floor Mats	No Charge
AFTERMARKET ACCESSORIES	
Tint - Wagon	\$540.91
DEALER CHARGES	
Dealer Delivery	\$750.00
Complementary Full Tank of Fuel	No Charge
TOTAL PRICE (Excl. GST)	<u>\$55,171.49</u>
TOTAL	<u>\$55,171.49</u>
Total GST	\$5,517.15
TOTAL PAYABLE	<u>\$60,688.64</u>
TRADE DETAILS (Incl GST)	
2017 HOLDEN CALAIS V AUTO 4D SEDAN V6	\$16,000.00- Registration OCN

Narrogin Toyota

Octave Holdings Pty Ltd ACN 009 460 682 ABN 26 009 460 682
 Trading as: Narrogin Toyota DL 15270
 162 Federal Street , P.O. Box 486
 Narrogin, WA 6312
 Ph: 08 9881 2044 , Fax: 08 9881 1267
 Email: admin@narrogintoyota.com.au
 Web: www.narrogintoyota.com.au

QUOTATION**QUOTATION FOR :**

Shire of Cuballing
 Po Box 13
 Cuballing WA 6311
 E: enquiries@cuballing.wa.gov.au M: 0427836063

DATE : 01/09/2020
 QUOTE : 33159 () CUSTOMER : N198
 DEPT : 211 Narrogin Fleet Toyota
 REP : Anthony Howē
 STOCK No :

QUOTATION DETAILS**PRICE****MOTOR VEHICLE**

KLUGER AWD V6 WAGON A/T GXL 9T87120 002 \$53,590.91 Factory Option (2B)
 State Government \$5,359.09-

ACCESSORIES / OPTIONS**FACTORY OPTIONS**

Vehicle Colour - Crystal Pearl \$545.45
 Vehicle Trim - Black Leather Accented No Charge
 GXL + Crystal Pearl No Charge (Factory Fitted Option)

GENUINE ACCESSORIES

Floor Mats - Front - All Weather Rubber \$55.29
 Cargo Mat - Rubber \$91.41
 Floor Mats - 2nd Row - All Weather Rubber \$41.44
 Tow Bar - with Small Round Plug \$944.56

AFTERMARKET ACCESSORIES

Tint - Wagon \$500.00

DEALER CHARGES

Dealer Delivery \$750.00
 Complementary Full Tank of Fuel No Charge

TOTAL PRICE (Excl. GST)

\$51,159.97

TOTAL

\$51,159.97

Total GST

\$5,116.00

TOTAL PAYABLE

\$56,275.97

TRADE DETAILS (Incl GST)

2017 HOLDEN CALAIS V AUTO 4D SEDAN V6 \$16,000.00- Registration OCN

BALANCE PAYABLE

\$40,275.97

Narrogin Toyota

Octave Holdings Pty Ltd ACN 009 460 682 ABN 26 009 460 682
 Trading as: Narrogin Toyota DL 15270
 162 Federal Street , P.O. Box 486
 Narrogin, WA 6312
 Ph: 08 9881 2044 , Fax: 08 9881 1267
 Email: admin@narrogintoyota.com.au
 Web: www.narrogintoyota.com.au

QUOTATION

QUOTATION FOR :	
Shire of Cuballing Po Box 13 Cuballing WA 6311 E: enquiries@cuballing.wa.gov.au M: 0427836063	DATE : 31/08/2020 QUOTE : 33132 () CUSTOMER : N198 DEPT : 211 Narrogin Fleet Toyota REP : Anthony Howe STOCK No :
QUOTATION DETAILS	PRICE
MOTOR VEHICLE	
KLUGER 2WD V6 WAGON A/T GXL 9T87100 002 State Government	\$49,954.55 Factory Option (2B) \$4,995.46-
ACCESSORIES / OPTIONS	
FACTORY OPTIONS	
Vehicle Colour - Crystal Pearl	\$545.45
Vehicle Trim - Black Leather Accented	No Charge
GXL + Crystal Pearl	No Charge (Factory Fitted Option)
GENUINE ACCESSORIES	
Floor Mats - Front - All Weather Rubber	\$55.29
Cargo Mat - Rubber	\$91.41
Floor Mats - 2nd Row - All Weather Rubber	\$41.44
Tow Bar - with Small Round Plug	\$944.56
AFTERMARKET ACCESSORIES	
Tint - Wagon	\$500.00
DEALER CHARGES	
Dealer Delivery	\$750.00
Complementary Full Tank of Fuel	No Charge
TOTAL PRICE (Excl. GST)	\$47,887.24
TOTAL	\$47,887.24
Total GST	\$4,788.72
TOTAL PAYABLE	\$52,675.96
TRADE DETAILS (Incl GST)	
2017 HOLDEN CALAIS V AUTO 4D SEDAN V6	\$16,000.00- Registration OCN
BALANCE PAYABLE	\$36,675.97

9.3 MANAGER OF WORKS AND SERVICES:

9.3.1 Supply of Motor Grader

Applicant:	N/A
File Ref. No:	ADM053
Disclosure of Interest:	Nil
Date:	10 th September 2020
Author:	Bruce Brennan, Manager Works & Services
	9.3.1A Request for Quotation documentation
Attachments:	9.3.1B CONFIDENTIAL Quote Evaluation Report
	9.1.31C CONFIDENTIAL Prices of Offers

Summary

Council is to consider selection of Motor Grader.

Background

The Shire currently uses a Komatsu GD555-5 Motor Grader that is scheduled for replacement.

To optimise Council's future options the Shire of Cuballing has conducted a Request for Quotation process through the WALGA Preferred Supplier Program to purchase a replacement motor grader. The WALGA Preferred Supplier Program was chosen because it is cheaper process than tendering for both Council and supplier and there are only 3 suppliers of motor graders in Western Australia and all are approved under the WALGA Preferred Supplier Program. The Request for Quotation documentation provided suppliers is included at Attachment 9.3.1A.

The documentation sought offers for two potential purchase options being:

- Purchase of grader
 - Purchase of grader with trade in of Council's existing Komatsu GD555-5 Motor Grader
- Having both these prices allows Council to consider trading the existing grader, but also provide an anticipated price should Council elect to sell the existing motor grader via an auction.

The offer evaluation process included in the Request for Quotation specification had the following criteria:

- Compliance Criteria. These criteria were assessed on a Yes/No basis. An assessment of no against any criterion may have eliminated an offer from consideration.
- Qualitative Criteria. In determining the most advantageous offer, the assessment scored each offer against each qualitative criteria. Each criterion was weighted to indicate the relative degree of importance on that technical aspect of the services being purchased.

Further details of the compliance and qualitative criteria are included in the Request for Quotation documentation included at Attachment 9.3.1A.

In determining the most advantageous offer, the Evaluation Panel scored each offer against the qualitative criteria as detailed within the Request for Quotation. Each criterion was weighted to indicate the relative degree of importance placed on the technical aspects of the motor grader being purchased, as tabled below.

Qualitative Criteria	Weighting
Motor Grader Performance	50%
Motor Grader Warranty	10%
Motor Grader Life Cycle Performance	40%
TOTAL	100%

The offers were assessed using a non-weighted cost method where the evaluation panel made a value judgement based on:

1. the qualitative ranking of each offer outlined above; and
2. the pricing submitted by each Supplier.

After assessing the offers, the evaluation panel made a value judgement as to the cost affordability and qualitative ranking of each offer, in order to determine the offer which is most advantageous to the Shire of Cuballing.

The General Conditions of Contract applicable to this quotation are based on the standard WALGA template General Conditions of Contract for provision of Minor Works and were included with the Request for Quote documents.

Comment

Council issued the request for quotation to the three suppliers of motor graders on 24 August 2020, inviting offers to be received by no later than 4pm on 7th September 2020.

Council received four offers from:

- Komatsu Australia Pty Ltd;
- Afgri Equipment Australia Pty Ltd;
- WesTrac Pty Ltd; and

Afgri Equipment Australia Pty Ltd submitted two offers for two different motor grades.

The offers were assessed by an Evaluation Panel including the Chief Executive Officer, Manager Works and Services and Leading Hand.

All four of the offers received met the Compliance Criteria.

All four of the offers received were of a quality that would have allowed Council to select the offer. The four complying offers have all supplied similar motor graders to local governments in Western Australia.

The Offer Assessment Summary is enclosed at Confidential Attachment 9.3.1B.

Both John Deere motor graders were assessed as having a good power to weight ratio, superior operator maintenance of cooling systems and a superior warranty.

The Caterpillar motor grader was assessed has superior operator vision of grading operations, better operator maintenance of the engine, superior methods of changing wear plates for the operator. The Caterpillar grader has superior fuel economy.

The Komatsu motor grader's operator comfort and operator servicing was assessed as inferior to the other motor graders requirement.

In summary the Caterpillar 140 grader had the highest qualitative rating. Thiws rating was achieved with marginally superior performance arising from operator comfort, operator vision, ease of grader operations and ease of maintenance operations of the blade and safer entry

points. While having a lessor warranty, life cycle maintenance of the Caterpillar motor grader was assessed as superior.

A summary of the pricing of each offer received is included at Confidential Attachment 9.3.1C. All pricing is included as GST Exclusive.

The Evaluation Panel has recommended the Westrac Pty Ltd's offer of a Caterpillar 140 motor grader because this motor grader was the highest scoring offer in the qualitative criteria and the second lowest priced offer.

The Evaluation Panel have also recommended to not accept the offer of a trade in with the purchase of the motor grader. The sale of Council's existing motor grader as a trade in is not an exempt disposition under Regulation 30 of the Local Government (Functions and General) Regulations 1996. To accept this trade-in offer Council would need to

1. Obtain an official market valuation of the motor grader to be traded;
2. give local public notice of the proposed trade-in, giving details of the proposed sale including the market value and the names of the parties involved
3. invite public submissions on the proposed disposition; and
4. considers any submissions made before accepting the trade-in offer.

Given Council's recent success in utilising the sale of vehicle by public auction, it is recommended that Council complete a similar sale of Council's existing Komatsu motor grader.

Strategic Implications

ECONOMY - Our Economy, Infrastructure, Systems and Services.

Goals

- Community infrastructure and services delivered in a timely manner, are well utilised, effective and meet the expectations of the community.
- Transport systems that are functional, efficient, economical and safe, coupled with continuous improvement to meet the safety and amenity needs of the community.
- Managing community assets in a whole of life and economically sustainable manner.
- Promoting sustainable and diverse economic development opportunities that make the Shire of Cuballing an attractive place to live, work and visit.

	Strategy	Outcome
3.5	Maintain a robust asset management practices and maintenance programs.	Assets which meet the expectations of the community.

Statutory Environment

Local Government (Functions and General) Regulations 1996

11. When tenders have to be publicly invited
 - (2) Tenders do not have to be publicly invited according to the requirements of this Division if —
 - (b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program;

Local Government Act

- 3.58. Disposing of property
 - (1) In this section —

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

- property* includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
 - (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
 - (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
 - (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;
 - and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
 - (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
 - (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

Local Government (Functions and General) Regulations 1996

30. Dispositions of property excluded from Act s. 3.58

- (1) A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.
- (3) A disposition of property other than land is an exempt disposition if —
 - (a) its market value is less than \$20 000; or
 - (b) the entire consideration received by the local government for the disposition is used to purchase other property, and where the total consideration for the other property is not more, or worth more, than \$75 000.

Policy Implications – Nil

Financial Implications

Council budgeted \$395,000 for the purchase of the Motor Grader in 2020/21. Three of the tendered prices were within Council's budget allocation.

Council has allocated to transfer funds from Council's Plant Reserve to complete the 2020/21 plant purchases in 2020/21.

A summary of the plant purchases for 2020/21 includes:

Plant Purchase	Budget	Actual	Difference
Motor Grader	395,000	368,700	-26,300
Rake – Komatsu Loader	18,500	18,500	-
Two Way System for all plant	20,000		
CEO's Vehicle Replacement	55,924		
Water Tank for Depot	5,000		
Total	494,424	387,200	-26,300

Economic Implication – Nil

Social Implication – Nil

Environmental Considerations – Nil

Consultation – Nil

Options

Council can resolve:

1. the Officer's Recommendation;
2. to complete the purchase of a motor grader with the trade-in of Council's existing motor grader, giving reasons;
3. an alternative purchase from the offers provided, giving reasons;
4. defer this matter at this time and request further information about the offers from staff;
5. to not accept any offer and conduct an alternative course of action, giving reasons.

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

That Council:

1. **accepts the offer from WesTrac Pty Ltd of a Caterpillar 140 motor grader for \$368,700 (GST Exclusive);**
2. **delegates to the Chief Executive Officer the authority to make minor amendments to purchase and any consequential changes as required to the purchase;**
3. **agrees to sell Council's existing Komatsu GD555-5 Motor Grader by auction at a time after the delivery of the new motor grader**



Request for Quote

Offer Required:	Supply Of Motor Grader
Deadline:	4pm, Monday 7th September 2020
Address for Delivery:	Shire of Cuballing Administration Centre 22 Campbell St, Cuballing; or Shire of Cuballing, PO Box 13, CUBALLING WA 6311; or Enquiries@cuballing.wa.gov.au

The Shire of Cuballing is seeking offers under the WALGA Preferred Supplier agreement NPN 2.15 Plant Machinery Equipment to supply a motor grader of similar size and specification of Council's Komatsu GD 555-5 motor grader on the basis of:

1. the supply of new grader; and/or
2. the supply of new grader and the trade in of Council's Komatsu GD 555-5 motor grader, registration CN397;

Lodgement of Offers and Delivery Method

Offers must be lodged by the Deadline. The Deadline for this request is 4pm, Monday 7th September 2020.

Offers may be received by post, emailed or hand delivered. All offers are to be endorsed.

Supply Of Motor Grader.
Attention: Chief Executive Officer - Tender Box

Administration Office: 22 Campbell St, CUBALLING WA 6311
Postal Address: PO Box 13, CUBALLING WA 6311
Email: enquiries@cuballing.wa.gov.au

Contact Persons

Tenderers should not rely on any information provided by any person other than the person listed below:

Name:	Mr Bruce Brennan, Manager Works and Services, Shire of Cuballing
Telephone:	08 9883 6031 0427 836 063
Email:	worksmanager@cuballing.wa.gov.au

Value Considerations

The Shire of Cuballing will use the non-weighted cost method to assess offers.

The evaluation panel will make a series of value judgements based on the capability of the offers meet the selection criteria.

Once the offers have been ranked, the evaluation panel will make a value judgement as to the cost affordability, qualitative ranking and risk of each offer, in order to determine the offer which is most advantageous to the Shire of Cuballing.

Motor Grader Specification

The Shire of Cuballing requires the following to be included with the motor grader:

- 14 foot moldboard

- rear rippers and scarifiers
- slope metre
- grade control or equivalent
- 17.5 x 25 radial tyres
- spare wheel and tyre
- air compressor and tyre inflation kit
- transmission guard and belly plate cover
- front counterweight
- front and rear towing eye or hook
- reversing fan
- rack to carry spare grader blades ripper mounted
- blade overlay and end bits
- 2 x led high brightness beacons. (state make and model)
- all work lights to be LED
- tinted windows
- internal cab sunshade
- UHF radio – The quotation should state the make and model to be provided
- 24 to 12 volt reducer for council supplied VHF radio. This radio is to be fitted by the supplier
- toolbox and everyday field requirement tools
- HVAC precleaner or equivalent
- 5 kilogram fire extinguisher and bracket mounted on frame
- Parts and Repairs Owner's Manuals

The Shire of Cuballing prefers the following to be included with the motor grader purchase:

- canvas seat cover
- light protectors to all forward facing lights
- cabin radio AM/FM with USB port and Bluetooth. The quotation should state the make and model to be provided
- 12 volt cigarette lighter socket
- Sign writing
- first aid kit

The Shire of Cuballing will also consider additional fitted options.

Selection Criteria

The Offeror should provide information that the offeror chooses to demonstrate meeting the listed selection criteria.

1. Motor Grader Performance – 50%

Factors including, but not limited to:

- Power/weight ratio
- Cabin ergonomics
- Ease of day to day operator servicing
- Operator visibility

2. Motor Grader Warranty – 10%

Factors including, but not limited to:

- Length and scope of warranty
- Any opportunity to purchase an extended warranty

3. Motor Grader Life Cycle Performance – 40%

Factors including, but not limited to:

- Fuel burn performance
- Availability of parts and service
- Availability of wear parts

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

Nil

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

Nil at this time.

12. CONFIDENTIAL MATTERS:

Nil at this time.

13. NEXT MEETING:

Ordinary Council Meeting, 2.00pm, Wednesday 21st October 2020 at the Shire of Cuballing Council Chambers, Campbell Street, Cuballing.

14. CLOSURE OF MEETING: