

SHIRE OF CUBALLING

*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, FRIDAY 30 JUNE 2023

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 Matters".
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 Eliza Dowling
Cr Robert Harris
Cr Julie Christensen
Cr Dawson Bradford

President
Deputy President

Mr Stan Scott
Mr Narelle Rowe
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

Cr Adrian Kowald

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 18 May 2023

OFFICER'S RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held on Wednesday 18 May 2023 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 – May 2023

File Ref. No: NA
Disclosure of Interest: Nil
Date: 23 June 2023
Author: Juanita Waltho
Attachments: 9.1.1A List of April Municipal Accounts
9.1.1B List of Credit Card Transactions

Summary

Council is to review payments made under delegation in May 2023.

Background – Nil

Comment

Council is provided with details of payments and credit card transactions made during the month of April 2023 as listed in the attachments.

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 May 2023 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 \$342,625.60 included at Attachment 9.1.1A.
2. a summary of transactions completed on Credit Cards by Council Staff for the period ending 31 May 2023 included at Attachment 9.1.1B.
3. a summary of transactions completed on Coles Cards and Petty Cash for the period ending 31 May 2023.

LIST OF MAY 2023 MUNICIPAL FUND ACCOUNTS

Chq/EFT	Name	Description	Amount
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-398.55
826	16 - INTEREST ON LOAN NO. 64 LAND	INTEREST ON LOAN NO. 64 LAND	-1170.52
826	17 - LOAN REPAYMENT NO. 64 LAND	LOAN REPAYMENT NO. 64 LAND	-7772.00
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1047.10
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1054.95
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-491.30
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-30.50
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	6.15
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-592.10
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-219.10
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1434.10
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-759.70
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-395.85
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-2206.65
826	19 - FRINGE BENEFITS TAX	ATO CLEARING ACCOUNT BAS	-97046.00
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	843.40
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-364.60
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-196.65
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-588.15
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1995.20
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-530.10

826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1312.10
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-188.75
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-45.20
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-144.50
826	4 - POLICE LICENSING PAYMENTS	POLICE LICENSING PAYMENTS	-1066.75
EFT7860	BELVEDERE NURSERY	Weed & Feed 10kg	-18.50
EFT7861	CHRISTINE HILL FOOD	Catering for WALGA Central Country Zone Meeting at Dryandra Village	-1400.00
EFT7862	Cuby Tavern	1 x Bottle of Jack Daniels	-219.00
EFT7863	E Fire And Safety	Annual inspection and service of fire extinguishers - Cuballing Fire Shed	-662.20
EFT7864	GREAT SOUTHERN WASTE DISPOSAL	Rubbish Removal - Recycling Service x 258 @ \$3.86 each	-6371.38
EFT7865	JUANITA WALTHO	Reimbursement for Lunch/Dinner for Trelis Training	-126.60
EFT7866	NARROGIN EARTHMOVING AND CONCRETE	Dry Hire of 16ton Padfoot Roller	-5868.50
EFT7867	NARROGIN FREIGHTLINES	Monthly Freight Charges - Lawn Doctor	-1115.59
EFT7868	Narrogin Country Fresh Meats	8 x Scotch fillet steaks	-97.46
EFT7869	Parrys Narrogin	1 x Shirt 3 x Pants - Luke Stringer	-395.40
EFT7870	Security Man Pty Ltd	Quarterly monitoring of security system. 2022/2023	-110.00
EFT7897	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	Traffic Management resources to ensure safe worksite in response to poor driver behaviour As per Schedule of rate This is to go through WALGA Preferred Supplier Program	-19297.61
EFT7898	ALLWORK CIVIL	Repaint of Line marking Francis Popanyinning	-825.00
EFT7899	Allan's Bobcat & Truck Hire	Excavator Hire to dig Grave Rob Dowling	-528.00
EFT7900	Ashley Blyth Tree Lopping	Cut down and stump grind tree	-1980.00
EFT7901	BITUTEK	Cuballing East road SLK 2.42 - 7.13 Bitumen Primer Seal as per RFQ 11497 This is all Through WALGA Preferred Supplier program	-142876.80
EFT7902	BKS Electrical	Investigate Fault and fix	-1292.50

EFT7903	CUBY ROADHOUSE	FUEL FOR DCEO VEHICLE	-1167.71
EFT7904	Cuby Tavern	Accommodation - Presenter of Basic Worksite Traffic Management * Traffic Control re-Accreditation, 1 x evening meal and soft drink	-93.00
EFT7905	DEWS MINI EXCAVATIONS	Excavator Hire for culvert install and Drainage	-6083.00
EFT7906	FULTON HOGAN INDUSTRIES PTY LTD	Supply 60 x 15kg bags of EZ Street Pothole Repair - Black	-2527.80
EFT7907	GREAT SOUTHERN FUEL SUPPLIES	Monthly Fuel charges for MWS Vehicle - Month of April 2023	-146.77
EFT7908	HANSON CONSTRUCTION MATERIALS	1075 ton of Washed 14mm Granite MRD Spec for Cuballing East road as per RFQ 17786022 Delivered to Short road dump site	-21130.01
EFT7909	IKES HOME IMPROVEMENT & GLASS CENTRE	Replace broken glass panel in bottom section off front doors from main area	-170.66
EFT7910	KEELING ELECTRICAL GROUP PTY LTD	Lighting installation DREA as per quote	-28947.35
EFT7911	MAKIT NARROGIN HARDWARE	Supplies for Shire Depot - Bolts, Drill Bits and Strap Wrench Set	-206.60
EFT7912	Marketforce	Advertisement for Administration Officer. Narrogin Observer - Thursday 9th March	-407.46
EFT7913	McDougall Weldments	Supply of Parts - Sundry plant Items	-494.46
EFT7914	Mcpest Pest Control	Bug Spray the building	-2530.00
EFT7915	NARROGIN EARTHMOVING AND CONCRETE	Prepare 60m x 5m of Contine Siding Floodway As per Quote 12/5/22 Supply and lay Concrete with F82 mesh	-112849.00
EFT7916	NARROGIN PUMPS SOLAR AND SPRAYING	List of pipe fitting and lay flat hose as per order list 00048006 Springhill Dam	-1021.06
EFT7917	PINGELLY TYRE SERVICE	3 x Steer Tyres for John Deer Tractor	-770.00
EFT7918	PRO SOUND FOUNDATION	Supply & Install Sound Proof Panels to Ceiling and Walls at the Cuballing Agricultural Hall as per written quote # 00003539	-17856.00
EFT7919	R J SMITH ENGINEERING	3 x air actuators for water tank on 6 wheel truck	-870.68
EFT7920	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD	Service all First aid kit in Vehicles and buildings	-2000.84
EFT7921	STALLION HOMES	March Progress Claim for Works Complete at the Cuballing Independent Living Units March 2023	-30336.53

EFT7922	WESTERN STABILISERS	Cement Stabilising Treatments for the Cuballing East road SLK 2.42 - 7.13 This is to go Through WALGA Preferred Supplier Program	-464126.78
EFT7923	WESTRAC	250hr service on 930 cat loader	-1568.07
EFT7924	Whitford Fertilisers Narrogin	Weighbridge - Waste Management February 2023	-99.00
EFT7925	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	Traffic Management resources to ensure safe worksite in response to poor driver behaviour As per Schedule of rate This is to go through WALGA Preferred Supplier Program	-8303.46
EFT7926	BMR MECHANICAL PTY LTD	Repairs to Nissan UD truck GW400 replace oil cooler and park light damage	-857.34
EFT7927	BUILDERS REGISTRATION BOARD Building Commission	Building Services Levy Remittance Advice - Month of April 2023	-263.10
EFT7928	Best Office Systems	Monthly photocopier charges - Period 20/03/2023 to 20/04/2023	-863.13
EFT7929	C&D Cutri	Bridge 4864 Works as per quote 186 As per Main Roads inspection list	-17050.00
EFT7930	CUBALLING BUILDING COMPANY	Demolish & rebuild back extension including toilets & kitchen facilities as per quote CWAE2502	-79188.00
EFT7931	Cuby Tavern	1 x Carton Carlton Dry	-65.00
EFT7932	DX PRINT GROUP PTY LTD	Supply of 1,000 Window Face Envelopes & 1,000 Plain Envelopes as per written quote # 44,307/1	-572.00
EFT7933	GOODYEAR AUTOCARE NARROGIN	Puncture Repair tyre on side tipper	-400.00
EFT7934	GREAT SOUTHERN FUEL SUPPLIES	Bulk Diesel Fuel Delivery - Docket no. 2139218	-2664.81
EFT7935	HANSON CONSTRUCTION MATERIALS	120 ton of Washed 10mm Granite MRD Spec for Wandering Narrogin road as per RFQ 17786022 This is to go through WALGA Preferred Supplier Delivered to Cuballing West dump site	-16715.35
EFT7936	HERSEY SAFETY PTY LTD	List of Safety Goods as per dockets 48042,48043,48044,48045	-1949.71
EFT7937	JUANITA WALTHO	Reimbursement for Staff Medical - see receipt attached	-162.00
EFT7938	KALEXPRESS & QUALITY TRANSPORT	Freight Charges - DX Print Group Envelopes for Shire Office	-102.74
EFT7939	LOCALISE	Development of a new Strategic Community Plan for the Shire of Cuballing as per proposal	-2992.00

EFT7940	NARROGIN AUTO ELECTRICS	1 x new Battery CNO	-313.98
EFT7941	NARROGIN TOYOTA & MAZDA	Purchase of 1x New White Toyota Prado as per quote 12/4/22 Including Trade in of OCN 2020 Toyota Prado	-13791.76
EFT7942	WA LOCAL GOVERNMENT ASSOCIATION (WALGA)	Records Management Training (1 day, 07/07/23)- Juanita Waltho	-638.00
EFT7943	ZIRCODATA PTY LTD	Archive Storage Fees - Storage period 26/03/2023 to 25/04/2023	-17.56
EFT7944	3EM ENGINEERING CONSULTANTS	Phase 3 Construction and Administration	-258.50
EFT7945	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	Traffic Management resources to ensure safe worksite in response to poor driver behaviour As per Schedule of rate This is to go through WALGA Preferred Supplier Program	-14091.15
EFT7946	Allan's Bobcat & Truck Hire	Supply & Install retaining wall on the boundary at the back of Shire Office as per quote # 17	-16797.00
EFT7947	BELVEDERE NURSERY	Supply of 4 x Pyrus - Capital Trees (ornamental pear)	-780.00
EFT7948	CORSIGN (WA) PTY LTD	2 x Pioneer Cemetery sings as per quote 00072988	-363.00
EFT7949	CUBALLING BUILDING COMPANY	Demolish Existing House 74 Austral Street as per Quotation # ASD27/02	-65901.49
EFT7950	Cuby Tavern	1 x Garden Salad for Council Meeting 18th May 23 1 x Potato Salad For Council	-80.00
EFT7951	ECO-EDGE ENVIRONMENTAL SERVICES	Supply 1 x Fauna specialist for report and inspection	-2255.00
EFT7952	GREAT SOUTHERN FUEL SUPPLIES	Bulk Diesel Fuel Delivery	-4071.15
EFT7953	GREAT SOUTHERN WASTE DISPOSAL	Rubbish Removal - Recycling Service x 258 @ \$3.86 each	-5766.38
EFT7954	H+H ARCHITECTS	5Additional site visits for extension of time for Cuballing Independent Living Units. Feb - June 2023	-2527.25
EFT7955	HANCOCKS HOME HARDWARE	Mop & Bucket	-96.74
EFT7956	HERSEY SAFETY PTY LTD	Blue Water Cooler x 12	-1399.20
EFT7957	Kelyn Training Services	9 x Basic Worksite Traffic Management & Traffic Control Re-accreditation Training inclusive of \$90 p/hr travel	-3110.00

EFT7958	McDougall Weldments	Repairs to Howard Mower Deck as per Quote 20/10/22	-4111.49
EFT7959	Mcpest Pest Control	Termite inspections on all Shire Bridges as per quote	-1815.00
EFT7960	NARROGIN AGRICULTURAL REPAIRS	1 x Quill Assy for Ride on Mower 1 x F10 Fuel Treatment 200ml	-103.00
EFT7961	NARROGIN EARTHMOVING AND CONCRETE	Hire of Rubber Tyred Roller	-2374.90
EFT7962	NARROGIN PACKAGING AND MOTORCYCLES & ACCESSORIES	5 Litres of Dish washing liquid	-36.40
EFT7963	NARROGIN QUARRY OPERATIONS	Supply of 1 x truck load of Cracker Dust	-129.13
EFT7964	Narelle Gay ROWE	Reimbursement of Internet Costs (Communication Allowance) 2022/2023 year - 15/05/2023 to 14/06/2023	-257.87
EFT7965	Narrogin Country Fresh Meats	10 x Scotch Fillet Steaks for Popanyinning Council Meeting 12 x Satay Sticks	-131.65
EFT7966	Narrogin Embroidery	Embroidery on 12 Inside Staff Uniforms CEO, DCEO, WMS, EHO, Admin	-174.00
EFT7967	PRO SOUND FOUNDATION	Supply & Install Sound Proof Panels to Ceiling and Walls at the Cuballing Agricultural Hall as per written quote # 00003539	-10860.00
EFT7968	SHIRE OF NARROGIN	Ranger Services 22/23 Labour and Travel - 14/04/2023	-387.00
EFT7969	STALLION HOMES	April Progress Claim for Works Complete at the Cuballing Independent Living Units	-87676.92
EFT7970	Sportspower Narrogin	Works Manager - 5 x Staff Polo shirts Size 3XL	-360.00
EFT7971	WA TRAFFIC PLANNING	Generic Traffic Management Plans	-3575.00
EFT7972	Winc Australia Pty Limited	As per Winc Website Post-It Flags, Display Books and Suspension Files	-285.21
20199	SYNERGY	ELECTRICITY CHARGES - LOT 20 HOWARD STREET POPANYINNING	-380.94
20206	SYNERGY	Electricity Charges - Street Lights x 43	-786.63
20207	Shire of Cuballing	Standpipe Charges - Shire of Cuballing Incurred fees due to incorrect Charge to C. Hayes Standpipe Account Shire to fund outstanding amount	-182.70

20208	Shire of Cuballing	Members Refreshments - Council Meetings and Staff Meetings End of WSF007 for Depot boys	-329.04
20209	Water Corporation	WATER CHARGES - STANDPIPE AT CUBALLING EAST ROAD NARROGIN FL LOT ADJ LOT 13920	-48.96
20210	SYNERGY	ELECTRICITY CHARGES - STREET LIGHTING X 43 STREET LIGHTS	-709.44
20211	SYNERGY	Electricity Charges - Lot 20 Howard Street Popanyinning	-484.33
20212	Water Corporation	Water Charges - Commercial/Private Standpipe at Ridley Street Cuballing Lot 301	-61132.93
DD3529.1	Telstra	PHONE CHARGES - SHIRE OFFICE LANDLINES	-305.90
DD3530.1	Telstra	PHONE CHARGES - NEW IPHONE FOR WORKS SUPERVISOR	-2031.86
DD3531.1	Telstra	SMS Message Harvest Ban Service - Charges for April 2023	-386.54
DD3536.1	AWARE SUPER PTY LTD	Payroll deductions	-4936.18
DD3536.2	MATRIX SUPERANNUATION	Superannuation contributions	-240.77
DD3536.3	AUSTRALIAN SUPER	Payroll deductions	-1934.95
DD3536.4	HOSTPLUS SUPER	Superannuation contributions	-581.44
DD3536.5	MyNorth Super	Superannuation contributions	-601.58
DD3536.6	Colonial First State	Superannuation contributions	-241.00
DD3536.7	MLC Super Fund	Superannuation contributions	-241.00
DD3536.8	PRIME SUPER	Superannuation contributions	-147.41
DD3539.1	NATIONAL AUSTRALIA BANK	DCEO CREDIT CARD - SEEK ADVERTISEMENT FOR SAFETY ADMIN OFFICER	-1662.69
DD3557.1	AWARE SUPER PTY LTD	Payroll deductions	-4358.39
DD3557.2	MATRIX SUPERANNUATION	Superannuation contributions	-279.81
DD3557.3	AUSTRALIAN SUPER	Payroll deductions	-2020.71
DD3557.4	HOSTPLUS SUPER	Superannuation contributions	-570.97
DD3557.5	MyNorth Super	Superannuation contributions	-519.15
DD3557.6	Colonial First State	Superannuation contributions	-241.00
DD3557.7	MLC Super Fund	Superannuation contributions	-241.00
DD3559.1	Telstra	MOBILE PHONE CHARGES - CEO MOBILE	-282.86
DD3560.1	Telstra	LANDLINE CHARGES - SHIRE OFFICE	-309.11
DD3561.1	Telstra	SMS Message Harvest Ban Service - Month of April 2023 TMS MESSAGING	-64.61
DD3563.1	Australian Taxation Office	Fringe Benefits Tax Return 2023	-14959.75
DD3567.1	IINET LIMITED	Monthly Internet Services for CEO Residence - Month of May 2023	-89.99

		TOTAL	\$1476776.20
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CREDIT CARD TRANSACTIONS

Job Description	Comments	Line Total
Cuballing Tavern	Management Meeting - Refreshments	\$190
Quest Innaloo	Accommodation for Admin Officer Training	\$1471.72
Shire of Cuballing	CN 0 New Registration	\$468.20
The Reject Shop	Gift Wrap and Retirement Card for Depot Worker Farewell	\$ 8.00
The Reject Shop	Phone Charger for Safety Admin at Shire Depot	\$ 27.00
Ampol - Narrogin	Fuel for DCEO Vehicle	\$ 31.00
Blue Dog Training	White Card for Admin Safety Officer	\$79.00
Pilgrims Caravan & RV Parts - Wangara	Black Jack Trailer Jack for Depot Worker Farewell Present	\$599.00
Work Clobber	Hi Vis Cotton Jacket	\$85.00
Thing-a-me-bobs	Bird Deterrent	\$17.97
Shire of Cuballing	Change of plates for 0 CN	\$30.50
Shire of Cuballing	1 Month Renewal for Vehicle	\$22.60
Shire of Cuballing0	1 Month Renewal for Vehicle	\$22.60
Midland Bricks	Materials for the Memorial Park	\$1194.98
Aussie Broadband	Monthly Internet Charges	\$79.00
	TOTAL	\$ 4326.57

9.1.2 Statement of Financial Activity

Applicant: N/A
File Ref. No: ADM214
Disclosure of Interest: Nil
Date: 9 June 2023
Author: Narelle Rowe, Deputy Chief Executive Officer
Attachments: 9.1.2A Statement of Financial Activity

Summary

Council is to consider the Statement of Financial Activity for May 2023.

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 raised in July 2022 - 88% rates collected as at 31 May 23.
- Interest earnings on investments - 47% favourable variance due to increased interest rate since budget.
- Transport – Awaiting finalisation of Regional Road Group 2022 Annual Report from Auditors prior to submitting claims.
- Fees and Charges - increased revenue (72%) from Standpipe, and town planning.
- Transport – MRWA Direct Grant amount received - \$95,660
- Transport - Roads to Recovery - \$0
- Regional Road Grants - \$214,144
- Transport – Wheatbelt Secondary Freight Network - \$2,630,223 - Final 20% claim received in May. Supplementary claim to be submitted for variances in original costings following investigation.

- Financial Assistance Grants – Notification of preliminary funding distribution to occur prior to 30 June.
- LRCI – Final claims not submitted due to awaiting final completion of projects - Ag Hall (Curtains), Carport (Carport extension) , CWA (flooring, asphalt-rear carpark & electrical), Golf Club Shelter (erected & electric

Operating Expenses – The key items of variance include:

- Utility Charges – 47% overbudget due to increased water charges.
- Employee Costs – 18% under budget due to allocation to capital renewal project funding.

Detailed breakdown of material variances provided in Note 15 of the Statement of Financial Activity.

Administration Allocations have been calculated to 31 May 2023.

Depreciation expense is calculated to 31 May 2023.

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 31 May 2023 be received.

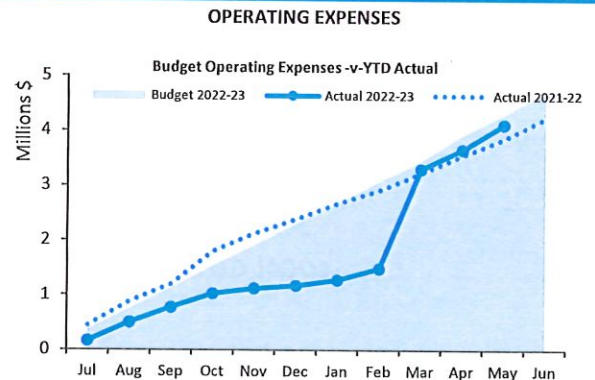
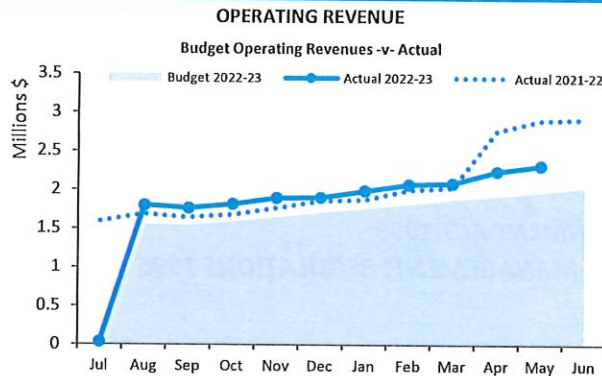
SHIRE OF CUBALLING
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 May 2023

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

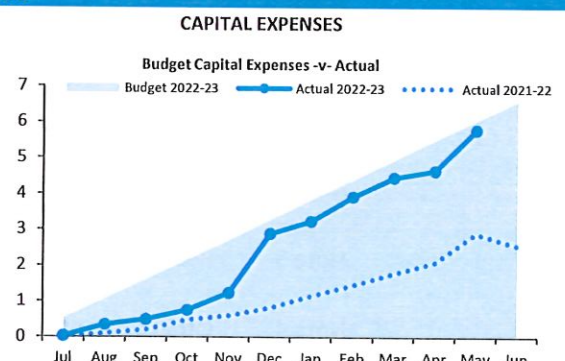
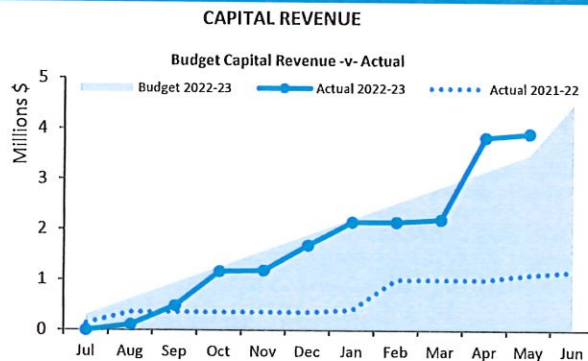
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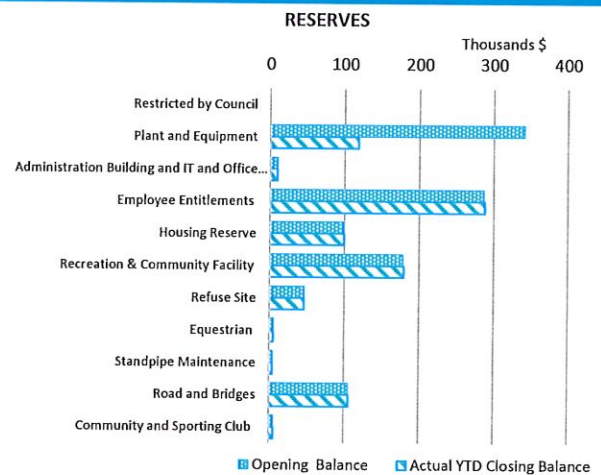
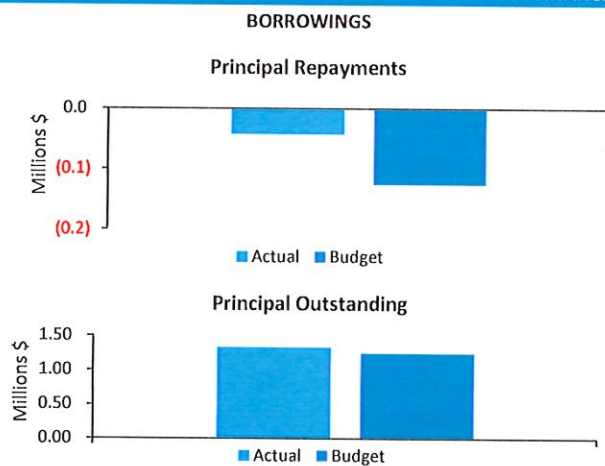
OPERATING ACTIVITIES



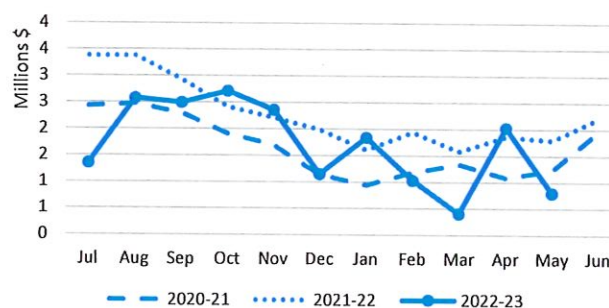
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

Funding surplus / (deficit) Components

	Funding surplus / (deficit)			
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$1.49 M	\$1.49 M	\$1.49 M	\$0.00 M
Closing	\$0.02 M	(\$0.06 M)	\$0.80 M	\$0.86 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$1.47 M	% of total
Unrestricted Cash	\$0.11 M	7.4%
Restricted Cash	\$1.36 M	92.6%

Refer to Note 2 - Cash and Financial Assets

Payables	
	\$0.23 M
Trade Payables	\$0.05 M
0 to 30 Days	100.0%
Over 30 Days	0.0%
Over 90 Days	0%

Refer to Note 5 - Payables

Receivables	
	\$0.21 M
Rates Receivable	\$0.19 M
Trade Receivable	\$0.21 M
Over 30 Days	13.4%
Over 90 Days	0.8%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.33 M)	(\$0.18 M)	\$0.29 M	\$0.47 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$1.43 M	% Variance
YTD Budget	\$1.43 M	0.0%

Refer to Statement of Financial Activity

Operating Grants and Contributions		
YTD Actual	\$0.47 M	% Variance
YTD Budget	\$0.46 M	1.1%

Refer to Note 11 - Operating Grants and Contributions

Fees and Charges		
YTD Actual	\$0.34 M	% Variance
YTD Budget	\$0.20 M	72.1%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.73 M)	(\$1.96 M)	(\$1.57 M)	\$0.39 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.31 M	%
Amended Budget	\$0.31 M	0.0%

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$5.79 M	% Spent
Amended Budget	\$6.76 M	(14.4%)

Refer to Note 7 - Capital Acquisitions

Capital Grants		
YTD Actual	\$3.91 M	% Received
Amended Budget	\$4.73 M	(17.3%)

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.59 M	\$0.58 M	\$0.58 M	\$0.00 M

Refer to Statement of Financial Activity

Borrowings	
Principal repayments	\$0.04 M
Interest expense	\$0.02 M
Principal due	\$1.33 M

Refer to Note 8 - Borrowings

Reserves	
Reserves balance	\$0.86 M
Interest earned	\$0.01 M

Refer to Note 9 - Cash Reserves

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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 31 MAY 2023

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Excludes administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers 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 identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

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

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

All costs associated 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, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, 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)

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

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets. Excluding Land.

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, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

BY NATURE OR TYPE

	Ref	Amended Budget	YTD Budget	YTD Actual	Variance \$	Variance % ((c) - (b))/(b)	Var.
	Note	(a)	(b)	(c)	(c) - (b)	(b)/(b)	
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,489,639	1,489,639	1,489,639	0	0.00%	
Revenue from operating activities							
Rates		1,426,605	1,426,605	1,427,211	606	0.04%	
Operating grants, subsidies and contributions	11	538,115	461,286	466,526	5,240	1.14%	
Fees and charges		211,524	198,932	342,445	143,513	72.14%	▲
Interest earnings		28,496	27,525	40,419	12,894	46.84%	▲
Other revenue		38,250	34,656	34,051	(605)	(1.75%)	
Profit on disposal of assets	6	8,833	8,833	6,750	(2,083)	(23.58%)	
		2,251,823	2,157,837	2,317,402	159,565	7.39%	
Expenditure from operating activities							
Employee costs		(1,165,063)	(1,061,674)	(868,992)	192,682	18.15%	▲
Materials and contracts		(1,004,414)	(906,182)	(756,172)	150,010	16.55%	▲
Utility charges		(106,246)	(100,844)	(148,200)	(47,356)	(46.96%)	▼
Depreciation on non-current assets		(2,035,605)	(1,865,886)	(2,025,031)	(159,145)	(8.53%)	
Interest expenses		(47,954)	(29,396)	(18,716)	10,680	36.33%	▲
Insurance expenses		(178,687)	(165,048)	(178,687)	(13,639)	(8.26%)	
Other expenditure		(67,719)	(62,537)	(47,787)	14,750	23.59%	▲
Loss on disposal of assets	6	(116,000)	(116,000)	(64,671)	51,329	44.25%	▲
		(4,721,688)	(4,307,567)	(4,108,256)	199,311	(4.63%)	
Non-cash amounts excluded from operating activities	1(a)	2,142,772	1,973,053	2,082,952	109,899	5.57%	
Amount attributable to operating activities		(327,093)	(176,677)	292,098	468,775	(265.33%)	
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	4,726,749	4,657,660	3,910,243	(747,417)	(16.05%)	▼
Proceeds from disposal of assets	6	308,079	0	308,079	308,079	0.00%	▲
Payments for property, plant and equipment and infrastructure	7	(6,764,149)	(6,614,254)	(5,786,920)	827,334	12.51%	▲
Amount attributable to investing activities		(1,729,321)	(1,956,594)	(1,568,598)	387,996	(19.83%)	
Financing Activities							
Proceeds from new debentures	8	407,025	407,025	407,025	0	0.00%	
Transfer from reserves	9	444,887	225,000	225,000	0	0.00%	
Repayment of debentures	8	(124,980)	(41,726)	(41,726)	0	0.00%	
Transfer to reserves	9	(135,727)	(6,953)	(6,953)	0	0.00%	
Amount attributable to financing activities		591,205	583,346	583,346	0	0.00%	
Closing funding surplus / (deficit)	1(c)	24,430	(60,286)	796,485	856,771	1,421.18%	

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 15 for an explanation of the reasons for the variance.

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

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 13 to these financial statements.

SIGNIFICANT ACCOUNTING POLICIES

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 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 not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

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.

ROUNDING OFF FIGURES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 15 June 2023

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023**

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	6	(8,833)	(8,833)	(6,750)
Add: Loss on asset disposals	6	116,000	116,000	64,671
Add: Depreciation on assets		2,035,605	1,865,886	2,025,031
Total non-cash items excluded from operating activities		2,142,772	1,973,053	2,082,952

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Amended Budget Opening 30 June 2022	Last Year Closing 30 June 2022	Year to Date 31 May 2023
Adjustments to net current assets				
Less: Reserves - restricted cash	9	(1,078,080)	(1,078,080)	(860,033)
Add: Borrowings	8	124,980	84,310	42,584
Add: Provisions employee related provisions	10	260,765	270,754	270,754
Total adjustments to net current assets		(692,335)	(723,016)	(546,695)

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	2	3,007,541	3,007,541	1,468,558
Rates receivables	3	144,599	144,603	189,207
Receivables	3	126,460	163,711	211,073
Other current assets	4	5,613	13,432	13,432
Less: Current liabilities				
Payables	5	(5,732)	(67,344)	(225,755)
Borrowings	8	(124,980)	(84,310)	(42,584)
Contract liabilities	10	(694,224)	(694,224)	0
Provisions	10	(260,765)	(270,754)	(270,754)
Less: Total adjustments to net current assets	1(b)	(692,335)	(723,016)	(546,695)
Closing funding surplus / (deficit)		1,506,177	1,489,639	796,485

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. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Municipal Cash at Bank		12,862	0	12,862		NAB	TBA	N/A
Municipal Cash Investments (Online and at call account)		94,963	500,000	594,963		NAB	TBA	N/A
Term Deposits		0	860,033	860,033		NAB	TBA	TBA
Petty Cash		700	0	700		N/A	N/A	N/A
Total		108,525	1,360,033	1,468,558	0			
Comprising								
Cash and cash equivalents		108,525	1,360,033	1,468,558	0			
		108,525	1,360,033	1,468,558	0			

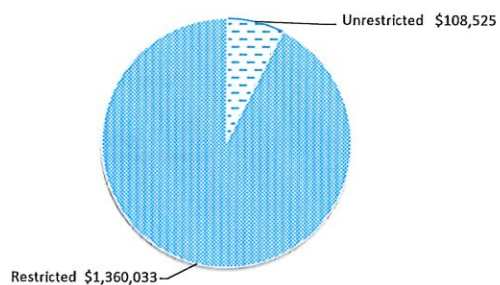
KEY INFORMATION

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

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

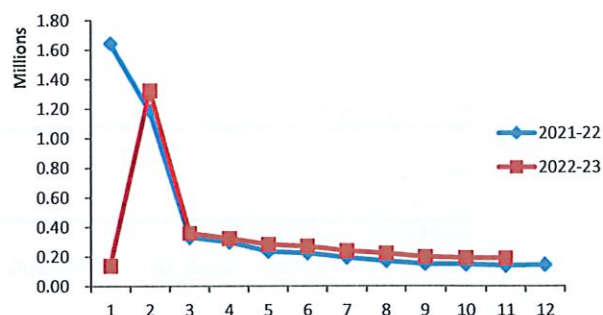
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates receivable	30 June 2022	31 May 2023
	\$	\$
Opening arrears previous years	143,603	144,603
Levied this year	1,012,792	1,427,211
Less - collections to date	(1,011,792)	(1,382,607)
Gross rates collectable	144,603	189,207
Net rates collectable	144,603	189,207
% Collected	87.5%	88%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	87,632	9,868	2,805	842	101,147
Percentage	0.0%	86.6%	9.8%	2.8%	0.8%	
Balance per trial balance						
Sundry receivable						101,147
GST receivable						109,926
Total receivables general outstanding						211,073

Amounts shown above include GST (where applicable)

KEY INFORMATION

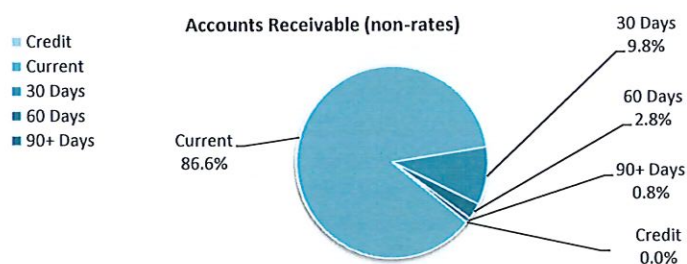
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS

	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 31 May 2023
Other current assets	\$	\$	\$	\$
Inventory				
Fuel	13,432	0	0	13,432
Total other current assets	13,432	0	0	13,432
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

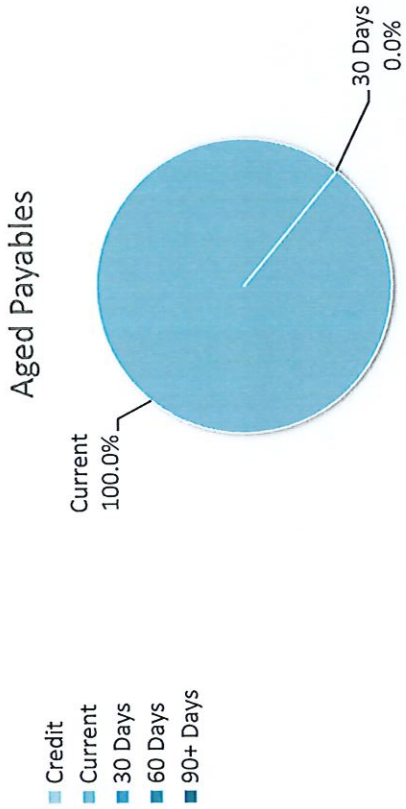
Inventories are measured at the lower of cost and net realisable value.

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.

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
Payables - general	\$ 0	\$ 4,751	\$ 0	\$ 0	\$ 0	\$ 4,751
Percentage	0%	100%	0%	0%	0%	
Balance per trial balance						
Sundry creditors						49,966
Accrued salaries and wages						0
ATO liabilities						30,806
Bonds & Deposits						144,983
Total payables general outstanding						225,755
Amounts shown above include GST (where applicable)						

KEY INFORMATION

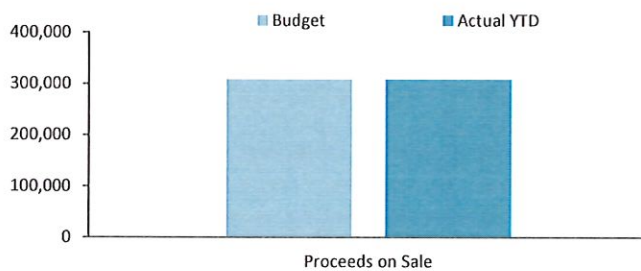
Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Transport								
	Komatsu Grader	198,829	132,829	0	(66,000)	197,500	132,829	0	(64,671)
	Komatsu Loader	175,250	125,250	0	(50,000)	118,500	125,250	6,750	0
	Toyota Prado	50,000	50,000	0	0	35,423	50,000	14,577	0
		424,079	308,079	0	(116,000)	351,423	308,079	21,327	(64,671)



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS

	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
Capital acquisitions	\$	\$	\$	\$
Buildings	1,889,491	1,930,510	1,257,379	(673,131)
Plant and equipment	841,242	805,027	822,017	16,990
Infrastructure - roads	3,938,416	3,795,141	3,636,800	(158,341)
Infrastructure - bridges	55,000	50,413	34,492	(15,921)
Infrastructure - parks, ovals & playgrounds	30,000	24,000	26,316	2,316
Infrastructure - other	10,000	9,163	9,916	753
Payments for Capital Acquisitions	6,764,149	6,614,254	5,786,920	(827,334)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	4,726,749	4,657,660	3,910,243	(747,417)
Borrowings	407,025	407,025	407,025	0
Other (disposals & C/Fwd)	308,079	0	308,079	308,079
Cash backed reserves				
Plant and Equipment	(340,000)		225,000	225,000
Housing Reserve	(20,000)		0	0
Recreation & Community Facility	(84,887)		0	0
Contribution - operations	1,767,183	1,549,569	936,573	(612,996)
Capital funding total	6,764,149	6,614,254	5,786,920	(827,334)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

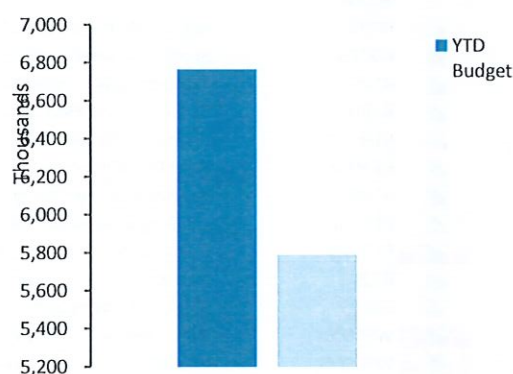
Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.















































Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions



Level of completion indicator, please see table at the end of this note for further detail.

		Amended		YTD Actual	Variance (Under)/Over
Account Description		Budget	YTD Budget		
		\$	\$	\$	\$
Buildings					
	C084 Aged Persons Accommodation Capital Expense	1,149,064	1,053,305	1,002,363	(50,942)
	C162 Cuballing Town Hall - Capital Works	52,236	231,399	34,436	(196,963)
	C164 Building Renewal - Cuballing Cwa Hall	293,304	268,851	82,079	(186,772)
	C173 Skate Park Refurbishment	15,000	13,750	5,683	(8,067)
	C186 Yornaning Dam Stage 4	0	0	6,761	6,761
	C197 Yornaning Mountain Bike Track	0	0	1,410	1,410
	C202 Cuballing Transfer Station - Surface Water Treatment	0	0	127	127
	C203 Cuballing War Memorial	99,887	91,542	98,694	7,152
	C205 Golf Club Facility Upgrade (Lrci Funds)	50,000	50,000	25,826	(24,174)
	J163A Popanyinning Hall Capital Works	100,000	91,663	0	(91,663)
	J1057 CCTV Camera's	30,000	30,000	0	(30,000)
	J4114D Administration Office Refurbishment	100,000	100,000	0	(100,000)
	Total Buildings	1,889,491	1,930,510	1,257,379	(673,131)
Furniture & Equipment					
Nil		0	0	0	0
Total Furniture & Equipment		0	0	0	0
Plant & Equipment					
	12411 Two Way system for Plant	20,000	18,326	0	(18,326)
	12412 Capital Purchase - Grader	407,025	407,025	407,025	0
	12414 Capital Purchase - CEO Vehicle Prado GXL	57,717	52,899	62,538	9,639
	12419 Capital Expenditure - Plant & Equipment - Loader and Attachment	350,000	320,826	347,772	26,946
	12420 Capital Expenditure - Plant & Equipment - Mower	6,500	5,951	4,682	(1,269)
	Total Plant & Equipment	841,242	805,027	822,017	16,990
Roads					
	R001E Rrg Stratherne Rd 2022/23	210,600	193,006	59,032	(133,974)
	R001D Stratherne Road 2021/22	0	0	9,756	9,756
	R129F Wandering-Narrogin Road 2022/23	269,400	246,928	143,829	(103,099)
	RTR014 Contine Siding Floodway	41,750	38,247	34,087	(4,160)
	RTR017 Roads To Recovery Reeds Road Gravel Sheetting	0	0	18,182	18,182
	RTR042 Dent Road Floodway	37,424	34,265	32,822	(1,443)
	RTR052 Youngs Road Floodway	40,660	37,235	33,052	(4,183)
	RTR056 Lol Gray Soak Road Floodway	74,927	68,662	72,156	3,494
	RTR129 R2R Wandering Narrogin Road Final Seal	40,050	36,707	69,444	32,737
	R129E Narrogin Wandering Road 2021/22	0	0	53,627	53,627
	BS129 Blackspot - Wandering Narrogin Road	7,000	7,000	0	(7,000)
	WSF006 Wheatbelt Secondary Freight Network Cuballing East Road	910,898	875,537	1,220,731	345,194
	WF006D Wheatbelt Secondary Freight Network Cuballing East Road-Develc	82,000	82,000	82,243	243
	WF006P Cuballing East Road 2020/21 Preliminary Works (Slk 0.00-9.00)	63,601	63,601	0	(63,601)
	WF006R Cuballing East Road 2021/22 Final Seal Works	160,050	160,050	0	(160,050)
	WSF007 Wheatbelt Secondary Freight Network 2022/23 Cuby East Road	1,688,396	1,640,243	1,762,431	122,188
	WF007D Wheatbelt Secondary Freight Network 2022/23 Cuby East Road-D	53,000	53,000	31,002	(21,998)
	WSF129 Wheatbelt Secondary Freight Narrogin Wandering Road	0	0	8,602	8,602
	WF129D Wheatbelt Secondary Freight 2022/23 Narrogin Wandering Road-	258,660	258,660	5,804	(252,856)
	Total Roads	3,938,416	3,795,141	3,636,800	(158,341)
Bridges					
	11214 Bridge Improvements - Capital Upgrades	55,000	50,413	34,492	(15,921)
	Total Bridges	55,000	50,413	34,492	(15,921)
Parks, Ovals & Playgrounds					
	11128 Expenditure - Sporting Club Upgrades	30,000	24,000	26,316	2,316
	Total Parks, Ovals & Playgrounds	30,000	24,000	26,316	2,316
Other Infrastructure					
	12145 Capital Expenditure - Depot Upgrade	10,000	9,163	9,916	753
	Total Other Infrastructure	10,000	9,163	9,916	753
	TOTAL CAPITAL EXPENDITURE	6,764,149	6,614,254	5,786,920	(827,334)

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

FINANCING ACTIVITIES
NOTE 8
BORROWINGS

Repayments - borrowings

Information on borrowings		Loan No.	1 July 2022	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars				Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$	\$	\$	\$
Education and welfare											
Aged Accommodation	65		850,000	0	0	(34,037)	(68,849)	815,963	781,151	(18,235)	(37,891)
Transport											
Grader	67		0	407,025	407,025	0	(40,671)	407,025	366,354	19	(7,639)
Other property and services											
Austral Land	64		115,572	0	0	(7,689)	(15,460)	107,883	100,112	(500)	(2,424)
Total			965,572	407,025	407,025	-41,726	(124,980)	1,330,871	1,247,617	(18,716)	(47,954)
Current borrowings			124,980					42,584			
Non-current borrowings			840,592					1,288,287			
			965,572					1,330,871			

All debenture repayments were financed by general purpose revenue.

The Shire has no unspent debenture funds as at 30th June 2022, nor is it expected to have unspent funds as at 30th June 2023.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

OPERATING ACTIVITIES

NOTE 9

RESERVE ACCOUNTS

Reserve accounts

Reserve name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by Council									
Plant and Equipment	341,028	1,960	2,200	58,079	0	(340,000)	(225,000)	61,067	118,228
Administration Building and IT and Office	9,160	32	59	0	0	0	0	9,192	9,219
Employee Entitlements	286,388	1,067	1,847	0	0	0	0	287,455	288,235
Housing Reserve	98,316	367	634	0	0	(20,000)	0	78,683	98,950
Recreation & Community Facility	178,242	792	1,150	0	0	(84,887)	0	94,147	179,392
Refuse Site	45,472	205	293	0	0	0	0	45,677	45,765
Equestrian	4,915	95	32	5,200	0	0	0	10,210	4,947
Standpipe Maintenance	4,100	20	26	0	0	0	0	4,120	4,126
Road and Bridges	105,137	486	678	0	0	0	0	105,623	105,815
Community and Sporting Club	5,322	21	34	67,403	0	0	0	72,746	5,356
	1,078,080	5,045	6,953	130,682	0	(444,887)	(225,000)	768,920	860,033

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

OPERATING ACTIVITIES
NOTE 10
OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 May 2023
Other current liabilities		\$		\$	\$	\$
Other liabilities						
- Capital grant/contribution liabilities		694,224	0	0	(694,224)	0
Total other liabilities		694,224	0	0	(694,224)	0
Employee Related Provisions						
Annual leave		95,340	0			95,340
Long service leave		175,414	0			175,414
Total Employee Related Provisions		270,754	0	0	0	270,754
Total other current assets		964,978	0	0	(694,224)	270,754

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

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

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

NOTE 11
OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability 1 July 2022	Increase in Liability	Decrease in Liability (As revenue)	Liability 31 May 2023	Current Liability 31 May 2023	Amended Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
Income - Grants Commission	0	0	0	0	0	158,776	147,815	212,344
Law, order, public safety								
Income - Fire Prevention - Grants	0	0	0	0	0	67,785	64,527	72,442
Income Fire Mitigation Grants	0	0	0	0	0	80,000	36,663	0
Education and welfare								
Income Relating to Aged & Disabled - Senior Citizens	0	0	0	0	0	2,500	2,288	0
Recreation and culture								
Income - Youth Activity Funding	0	0	0	0	0	1,000	913	0
Income - Sporting Club Grants & Contributions	0	0	0	0	0	20,000	18,663	0
Transport								
Income - Grant - MRWA Direct	0	0	0	0	0	95,660	87,847	95,660
Income - Grants Commission Local Road Grant	0	0	0	0	0	82,694	74,106	62,021
	0	0	0	0	0	508,415	432,822	442,467
Operating contributions								
Recreation and culture								
Income - Relating to Other Recreation & Sport	0	0	0	0	0	0	0	323
Economic services								
Income Relating to Tourism & Area Promotion	0	0	0	0	0	4,700	4,301	3,500
Other property and services								
Income - Less Workers Compensation Claimed	0	0	0	0	0	25,000	24,163	20,237
	0	0	0	0	0	29,700	28,464	24,060
TOTALS	0	0	0	0	0	538,115	461,286	466,527

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

NOTE 12
NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Amended Budget Revenue	YTD Budget	YTD Revenue
	1 July 2022	\$	(As revenue)	31 May 2023	31 May 2023	\$	\$	\$
Non-operating grants and subsidies								
General purpose funding								
Income - Phase 3 community Infrastructure Grant - LRCI	0	0	0	0	0	495,536	454,234	371,652
Income - Phase 3 Extension LRCI	0	0	0	0	0	0	227,117	0
Education and welfare								
Aged Accommodation	694,224	0	(694,224)	0	0	694,224	694,224	694,224
Transport								
Regional Road Grants	0	0	0	0	0	321,225	294,448	214,144
Wheatbelt Secondary Freight Network	0	0	0	0	0	705,958	647,119	2,630,223
WSFN - Income Wandering Narrogin Road	0	0	0	0	0	294,554	274,506	0
2022/23 Cuballing East Road Wheatbelt Secondary Freight	0	0	0	0	0	2,005,252	1,873,512	0
Roads to Recovery	0	0	0	0	0	210,000	192,500	0
	694,224	0	(694,224)	0	0	4,726,749	4,657,660	3,910,243

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023**

**NOTE 13
TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2022	Amount Received	Amount Paid	Closing Balance 31 May 2023
	\$	\$	\$	\$
Cuballing Cricket Club	200	0	0	200
Department of Transport - Licensing	658	268,347	(124,222)	144,783
				0
	858	268,347	(124,222)	144,983

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

NOTE 14
BUDGET AMENDMENTS

Proposed amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption						24,427
							24,427
	Opening Surplus(Deficit)		Opening Surplus(Deficit)			(715,050)	(690,623)
							(690,623)
1031680	Rates Discount	#2023/33	Operating Expenses			(2,138)	(692,761)
1031620	Rates Write Off	#2023/33	Operating Expenses		49,903		(642,858)
1031700	Rates Legal Costs Recovered	#2023/33	Operating Revenue		5,717		(637,141)
1032000	Grants Commission - General Purpose	#2023/33	Operating Revenue		27,244		(609,897)
1032010	Interest Received - Municipal Account	#2023/33	Operating Revenue		17,196		(592,701)
1032070	LRCI Funding	#2023/33	Capital Revenue			(247,768)	(840,469)
1041070	Members - Subscriptions	#2023/33	Operating Expenses			(5,909)	(846,378)
1041130	Council Chambers Maintenance	#2023/33	Operating Expenses		100,000		(746,378)
1042440	Admin Motor Vehicle	#2023/33	Operating Expenses			(4,000)	(750,378)
1042930	Computer Maintenance	#2023/33	Operating Expenses			(13,000)	(763,378)
1042380	Insurance Administration	#2023/33	Operating Expenses			(16,735)	(780,113)
1042490	Profit on Sale of Assets	#2023/33	Operating Expenses	8,833			(780,113)
1051500	Fire Prevention Grants	#2023/33	Operating Revenue		28,788		(751,325)
1051550	Fire Mitigation Grants	#2023/33	Operating Revenue		40,000		(711,325)
1051150	Fire Mitigation Works	#2023/33	Operating Expenses			(40,000)	(751,325)
1051010	Maintenance of Fire Vehicles	#2023/33	Operating Expenses			(47,000)	(798,325)
1053150	Local Laws	#2023/33	Operating Expenses		5,000		(793,325)
1084030	Aged Persons Accommodation funding	#2023/33	Operating Revenue		694,224		(99,101)
1091500	Staff Housing contributions & reimbursements	#2023/33	Operating Revenue			(4,680)	(103,781)
1101550	Rubbish Collection Charges	#2023/33	Operating Revenue		6,608		(97,173)
1101000	Maintenance of Halls	#2023/33	Operating Expenses		32,621		(64,552)
1111200	Maintenance - Cuballing Recreation Centre & Oval	#2023/33	Operating Expenses			(8,547)	(73,099)
1111800	Sporting Club Upgrades	#2023/33	Operating Expenses		4,000		(69,099)
1121850	Grants Commission - Roads	#2023/33	Operating Revenue			(20,362)	(89,461)
1122050	Main Roads - Direct Grant	#2023/33	Operating Expenses		2,014		(87,447)
1220500	Road Maintenance	#2023/33	Operating Expenses		248,480		161,033
1124020	Loss on Disposal of Assets	#2023/33	Operating Expenses	29,513			161,033
1124640	Wheatbelt Secondary Freight	#2023/33	Capital Revenue		59,361		220,394
1124640	Wheatbelt Secondary Freight	#2023/33	Capital Revenue		369,193		589,587
1124660	Wheatbelt Secondary Freight	#2023/33	Capital Revenue			(5,000)	584,587
1124660	Wheatbelt Secondary Freight	#2023/33	Capital Revenue		862		585,449
1124800	Proceeds from Sale of Assets	#2023/33	Operating Expenses		32,829		618,278
1124800	Proceeds from Sale of Assets	#2023/33	Operating Expenses		25,250		643,528
1134100	Stand Pipe Costs	#2023/33	Operating Expenses			(43,611)	599,917
1134550	Standpipe charges (income)	#2023/33	Operating Revenue		37,419		637,336
1132600	Income - Winter Ball	#2023/33	Operating Expenses		19,197		656,533
1132060	Expenditure - Winter Ball	#2023/33	Operating Expenses			(23,597)	632,936
1141500	Income - Private Works	#2023/33	Operating Revenue			(7,113)	625,823
1141050	Expenditure - Private Works	#2023/33	Operating Expenses		4,500		630,323
1142510	Labour Overheads Allocated to Projects	#2023/33	Operating Expenses			(130,768)	499,555
1143510	Plant Costs Allocated to Projects	#2023/33	Operating Expenses			(167,444)	332,111
1145550	Income - Workers Compensation	#2023/33	Operating Expenses		15,000		347,111
1141050	Expenditure - Workers Compensation	#2023/33	Operating Expenses			(15,000)	332,111
1121950	Loan for new Grader	#2023/33	Capital Revenue			(32,975)	299,136
1111280	Sporting Club Upgrades	#2023/33	Capital Expenses			(24,000)	275,136
1111280	Sporting Club Upgrades	#2023/33	Capital Expenses			(6,000)	269,136
1110570	CCTV Cameras	#2023/33	Capital Expenses			(30,000)	239,136
1110570	CCTV Cameras	#2023/33	Capital Expenses		30,000		269,136
1124120	Purchase of new grader	#2023/33	Capital Expenses		32,975		302,111
C162	Cuballing Town Hall	#2023/33	Capital Expenses		250,000		552,111
WF006D	WSFN - Cuballing East Road 2020/21	#2023/33	Capital Expenses			(272,852)	279,259
WF007D	WSFN - Cuballing East Road 2021/22	#2023/33	Capital Expenses			(210,364)	68,895
WF007D	WSFN - Cuballing East Road 2022/23	#2023/33	Capital Expenses		179,251		248,145
1701020	Transfer (to)/from reserves	#2023/33	Capital Revenue			(32,829)	215,316
1701020	Transfer (to)/from reserves	#2023/33	Capital Revenue			(25,250)	190,066
1701020	Transfer (to)/from reserves	#2023/33	Capital Revenue			(165,639)	24,427
				38,346	2,317,632	(2,317,631)	24,427

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2023

NOTE 15
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 Actual materially.

The material variance adopted by Council for the 2022-23 year is \$5,000 or 10.00% whichever is the greater.

Nature or type	Var. \$		Var. %		Timing/Permanent		Explanation of positive variances	
							Comments	
Opening funding surplus / (deficit)	\$	0	0.00%		Permanent		Finalisation of 2021/22 Annual Financial Statements	
Revenue from operating activities								
Rates	606		0.04%		Timing		Not Material	
Operating grants, subsidies and contributions	5,240		1.14%		Timing / Permanent		Financial Assistance Grants (\$52k), Fire Mitigation \$29k, Sporting Club Contributions \$18k	
Fees and charges	143,513		72.14%	▲	Timing / Permanent		Standpipe (\$105k), Town Planning (\$10k), Other (\$29k)	
Interest earnings	12,894		46.84%	▲	Permanent		Higher interest rates on investments	
Other revenue	(605)		(1.75%)		Timing		Not Material	
Profit on disposal of assets	(2,083)		(23.58%)		Permanent		Disposal of Loader, Grader & CEO Vehicle	
Expenditure from operating activities								
Employee costs	192,682		18.15%	▲	Permanent		Salaries & overheads allocated to Capital Renewal Projects	
Materials and contracts	150,010		16.55%	▲	Timing		Predominately plant (\$96k) & fire mitigation costs (\$77k)	
Utility charges	(47,356)		(46.96%)	▼	Permanent		Standpipe usage (\$40k), Other (\$7k)	
Depreciation on non-current assets	(159,145)		(8.53%)		Permanent		Plant depreciation allocated to Capital Renewal Projects	
Interest expenses	10,680		36.33%	▲	Timing		Loan repayments still to be processed	
Insurance expenses	(13,639)		(8.26%)		Permanent		Higher insurance costs for public liability	
Other expenditure	14,750		23.59%	▲	Timing		Elected members related costs	
Loss on disposal of assets	51,329		44.25%	▲	Permanent		Sale of old grader	
Non-cash amounts excluded from operating activities	109,899		5.57%		Timing		Depreciation & disposal of assets as per SFA note	
Investing activities								
Proceeds from non-operating grants, subsidies and contributions	(747,417)		(16.05%)	▼	Timing / Permanent		WSFN (\$165k), LRCI (\$310k), RTR (\$192k), RRG (\$80k)	
Proceeds from disposal of assets	308,079		0.00%	▲	Permanent		Disposal of Loader, Grader & CEO Vehicle	
Payments for property, plant and equipment and infrastr	827,334		12.51%	▲	Timing		Road & Building infrastructure projects	
Non-cash amounts excluded from investing activities	0		0.00%					
Financing activities								
Proceeds from new debentures	0		0.00%		Timing		Nil	
Transfer from reserves	0		0.00%		Timing		Nil	
Payments for principal portion of lease liabilities	0		0.00%		Timing		Nil	
Repayment of debentures	0		0.00%		Timing		Nil	
Transfer to reserves	0		0.00%		Timing		Nil	
Closing funding surplus / (deficit)	856,771		1,421.18%				As per the above explanations	

9.2 CHIEF EXECUTIVE OFFICER:

9.2.1 Application for Development Approval of Piggery Expansion: 49 Pauley Road, Cuballing

Applicant:	KL & MH Sexton – Glenark Farm & Piggery
File Ref. No:	A448
Disclosure of Interest:	Nil
Date:	21 June 2023
Author:	Stan Scott - CEO
	9.2.1A Information from applicant
	9.2.1B Location plan
	9.2.1C Submissions
Attachments:	9.2.1D Environmental Management Plan
	9.2.1E Nutrient Management Plan
	9.2.1F Matters that may be considered by Council

Summary

Development approval with conditions is recommended for the expansion of a piggery at 49 Pauley Road, Cuballing

Background

1. *The application*

The applicant seeks development approval to increase the number of pigs for the piggery.

Current Planning Approval	7,500
Proposed maximum number	8,720
Proposed normal operating capacity	8,000

The applicant contends that with a proposed operating capacity of 8,000 pigs, additional capacity may be required where there are supply chain issues, such as happened during COVID. If the normal movement of pigs to market are delayed the additional 720 would allow up to 2 weeks of sales to be held on property.

Details submitted by the applicant are set out in Attachment 9.2.1A. These details include information relating to the property, existing infrastructure, proposed piggery operation and piggery management. The applicant has also provided a copy of their Australian Pork Industry Quality Assurance certification.

The applicant has commissioned an Environmental Management Plan (Attachment 9.2.1D) and a Nutrient Management Plan (attachment 9.2.1E)

2. *Application site*

The site's location is outlined in Attachment 9.2.1B which is approximately 10km east of Cuballing.

There are 2 residences not belonging to the applicant to the West (approx. 2 km) and South West (approx. 1.75 km) of the piggery. Both have made submissions in relation to the planning application.

3. Public consultation

The Shire administration sent letters to all adjacent landowners inviting comment. Two submissions were received. These submissions and the schedule of submissions are at Attachment 9.2.1C.

The CEO has also been in touch with the Department of Water and Environmental Regulation. DWER has advised that the piggery meets the definition of prescribed premises Category 2 – Intensive Piggery as per Schedule 1 of the Environmental Protection Regulations 1987. As such the Environmental Protection Act 1986 requires a works approval and a licence (for operation) to be obtained for the premises. The applicant has submitted that application and the Shire was invited to comment.

The CEO also engaged with the Environmental Consultant who prepared the Environmental Management Plan.

4. Planning and environmental context

There are a range of planning and environmental legislation, strategies, policies and guidelines relevant to the application. Some of these are outlined below with others listed under Statutory Environment.

4A) Shire of Cuballing Town Planning Scheme No. 2

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

The piggery use is defined in TPS2 as 'animal husbandry - intensive' which means 'premises used for keeping, rearing or fattening of pigs, poultry (for either egg or meat production), rabbits (for either meat or fur production) and other livestock feedlots'.

Animal husbandry - intensive is an 'A' use in the General Agriculture Zone. This means that the use is not permitted unless the local government has exercised its discretion by granting development approval after giving special notice (seeking comment) in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The aims of TPS2 (clause 1.6) include:

- to promote the sustainable management of natural resources including energy, water, land, minerals and basic raw materials by preventing land degradation and integrating land and catchment management with land use planning; and
- to encourage economic growth in rural areas by facilitating the more intensive and diversified use of rural land in appropriate areas for high value products which are compatible with surrounding farm practices and encouraging processing and value adding industries to be located within the Shire.

Clause 3.2(b) sets out objectives for the General Agriculture Zone. The objectives include:

- to encourage intensive agriculture where soil conditions and location are appropriate and it can be demonstrated that offsite impacts (if any) will not adversely affect existing agricultural activities; and
- to ensure that natural drainage patterns/catchments throughout the Shire are recognised in land management practices.

Clause 4.11.2 states 'Council will support more intensive forms of agricultural production in the General Agriculture zone subject to:

- (a) identification of soil types, availability and adequacy of water supply, and any areas of salt affected land and/or land degradation;
- (b) evidence from suitably qualified consultants and/or the Department responsible for Agriculture on the suitability of the proposed lots and lot size for the intended land use;
- (c) evidence of suitable land care management issues addressing retention of remnant vegetation, revegetation areas, land degradation and salinity management;
- (d) evidence that the proposed activity is compatible with broadacre agriculture or that adverse impacts can be contained within the site; and
- (e) such other matters as may be determined by local government.

The Development Table – General, which sets out standards for setbacks and related matters, outlines that setbacks for piggeries are to be determined by Council.

Attachment 9.2.1F sets out an extract from the *Planning and Development (Local Planning Schemes) Regulations 2015* relating to matters to be considered by the local government in determining Development Application and options in determining applications. The Regulations include deemed provisions for local planning schemes which replace relevant clauses in local planning schemes in Western Australia including TPS2.

4B) *Shire of Cuballing Local Planning Strategy*

The Local Planning Strategy seeks to protect prime agricultural land, support agriculture value adding industries, broaden the local economy, reduce nutrient export into waterways and promote best practice land management. One of the aims for rural land is 'To encourage intensive agricultural activities where it can be demonstrated that there are no adverse offsite impacts to broadscale agriculture' (page 18).

4C) *Guideline: Odour Emissions*

The purpose of the Guideline: Odour Emissions is to ensure adequate odour data and information are provided to the Department of Water and Environmental Regulation (the Department) when assessing odour impact as part of an application under Part V of the Environmental Protection Act 1986 (EP Act).

In relation to piggeries, it sets the screening distance for an intensive piggery (1,000 animals or more) as the distance calculated by the S-factor equations of the Level 1 only of the National Environmental Guidelines for Indoor Piggeries (Australian Pork Limited 2018).

4D) *National Environmental Guidelines for Indoor Piggeries (NEGIP) May 2018*

This document completed by Australian Pork Limited is an industry prepared guideline that provides a nationally agreed approach to management of pig production in Australia to achieve environmental goals.

The document provides a planning tool suitable for assessing the potential for odour impacts from a proposed or expanding facility.

The separation distance of the piggery complex from receptors depends on a number of factors, including:

- piggery size, defined as the number of standard pig units (SPU) in the complex. Refer to the National Environmental Guidelines for Indoor Piggeries (NEGIP) for methods for determining SPU.
- piggery design, particularly the shed type and the effluent or manure removal and treatment processes used at the piggery

The required separation distances can be determined using a methodology in document. The Level 1 assessment, required for use *Guideline: Odour Emissions*, uses the most conservative approach, followed by Level 1.5, Level 2 and Level 3. Consequently, where a facility meets a Level 1 assessment, there is no need to demonstrate that other levels are met.

The Level 1 assessment uses a standard empirical formula and, according to the guideline, is a simple, cheap and quick method that offers high levels of protection for community amenity. The Level 1 empirical formula for determining separation distance is based on the formula:

$$\text{separation distance (D)} = (N)^{0.55} \times S1 \times S2 \times S3$$

N = number of standard pig units (SPU)

0.55 = piggery size exponent determined using the results of modelling

S1 = piggery design factor for estimating the relative odour potential for the piggery design selected for a particular site (S1 = effluent removal factor, S1Rx effluent treatment factor, S1T)

S2 = piggery siting factor for estimating the relative odour dispersion potential for the selected piggery site (S2 = receptor type factor, S2R x surface roughness factor, S2S)

S3 = terrain weighting factor for estimating the potential changes to odour dispersion, in situations where meteorological conditions may be influenced by local terrain influences

Comment

A) Overview

It is recommended that Council conditionally approve the Development Application for the expansion of the piggery. This follows assessment against TPS2, the Local Planning Strategy, other relevant planning and environmental documents, information provided by the applicant, considering the views of the submitters and site characteristics.

Conditional approval is recommended for reasons including:

- the application is overall consistent with the planning framework including that there are generally extensive buffers to offsite dwellings and there are no adverse offsite impacts to broadscale agriculture;
- the area will remain rural for the long term (there are no proposals for the area to be changed to rural residential or rural smallholding);
- no clearing of native vegetation is proposed;
- there are limited traffic impact or landscape impact implications;
- it supports a local business to grow, supports diversifying the local economy and it promotes employment opportunities;
- development (planning) conditions and possible DWER works approval and licencing can assist to minimise impacts and enhance amenity;
- while objections relating to odour were received on the Development Application, the development meets the requirements for distance separation set by the Department of Water and Environmental Regulation (the Department) when assessing odour impact as part of an application under Part V of the Environmental Protection Act 1986 (EP Act); and
- there are not considered to be strong planning grounds to refuse the Development Application.

While noting the above, there are various issues associated with the piggery which should be considered by the Council in determining the Development Application including matters outlined in Attachment 9.2.1D.

B) Key issues

The key issues with the application are summarised below:

Odour from spreading spent bedding

The two nearest residences both report issues. This includes odour issues as a result of spreading stockpiled spent bedding in paddocks. This may be addressed by moving to a composting system.

Odour from the piggery itself

The property directly to the west reports odours from the piggery itself. Whether this is from the piggery sheds, the spent bedding stockpile of the mortality composting area is not clear. Moving to a composting system for treating spent bedding should mitigate this issue. The applicant may wish to consider other strategies such as a vegetative barrier directly to the west of the piggery infrastructure.

Flies

Both adjacent properties report issues with flies. The applicant addresses pests and vermin in the environmental management plan, and the probiotic additive to spent bedding is designed to prevent fly breeding, but this is an issue that the applicant needs to be vigilant about.

Communication with neighbours

The applicant communicates with neighbours via text. The applicant may wish to considering using email as this allows more information and may promote a two way conversation. Text can unintentionally appear very blunt.

Complaints register

The present complaints register does not provide sufficient information for future decision making. It is suggested that applicant adopt the template at Appendix CI of the *National Environmental Guidelines for Indoor Piggeries 2018* to better record complaints and action taken if any.

Ongoing Management

The responsibility for appropriate ongoing management rests with the operator. This includes ensuring that the piggery does not create inappropriate impacts such as odour, noise, dust or flies to adjoining/nearby properties. Additionally, the operator must appropriately address matters such as biosecurity and mortalities management. It is suggested that these matters can be appropriately addressed through quality assurance undertaken by the operator. It is noted that the piggery already has accreditation under the *Australian Pork Industry Quality Assurance Scheme*. There is an additional requirement for the applicant to gain a licence from the DWER and that application is under consideration.

C) Buffers/setbacks

Piggeries by their nature of operations have the potential to create emissions including odour, noise and dust. Better planning practice requires a suitable buffer between piggeries and 'sensitive' uses such as dwellings. Accordingly, piggeries should be sited and operated to prevent unreasonable interference with the health, welfare, convenience, comfort or the amenity of neighbours.

Part of the piggery's buffer extends into land not owned by the applicant/operator. To manage future land use compatibility, the applicant/operator may wish to pursue securing necessary land so the buffer is owned by the piggery operator. Importantly, it is suggested that the piggery should not adversely affect the ability of adjoining/nearby landowners to construct a dwelling in a location which complies with TPS2 setback requirements.

While odour does have a detrimental impact on existing offsite dwellings, this impact can be significantly mediated if spent bedding is composted rather than stockpiled.

The empirical formula for determining separation distance is:

$$\text{separation distance (D)} = (N)^{0.55} \times S1 \times S2 \times S3$$

N = number of standard pig units (SPU). This does not directly match the head count. Weaners represent 0.5 SPUs. Growers represent 1 SPU.

0.55 = piggery size exponent determined using the results of modelling

S1 = piggery design factor for estimating the relative odour potential for the piggery design selected for a particular site (S1 = effluent removal factor, S1_{Rx} effluent treatment factor, S1_T)

S2 = piggery siting factor for estimating the relative odour dispersion potential for the selected piggery site (S2 = receptor type factor, S2_R x surface roughness factor, S2_S)

S3 = terrain weighting factor for estimating the potential changes to odour dispersion, in situations where meteorological conditions may be influenced by local terrain influences

The following table reviews the separation distances required for the current piggery operations and the expansion

Criteria	N = number of standard pig units (SPU)	S1 piggery design factor	S2 piggery siting factor	S3 terrain weighting factor	Separation Distance Required	Distance to nearest Residence	Difference
Current Operation	4,675	0.65	11.5	1	780	1,750	970
Proposed Expansion	6045	0.65	11.5	1	900	1750	850

It should be note that the calculation above relates to the siting of the piggery itself and does not apply to areas for the spreading of spent bedding.

D) Registration and licencing

The applicant has applied for a license from DWER for the increased size of the piggery and that application is in process at the moment.

It is noted that while in its previous application that the piggery was required as a planning condition, to be registered as an offensive trade under the Shire of Cuballing Health Local Law, this advice was incorrect and no such registration is required.

E) Quality assurance

The Australian Pork Industry Quality Assurance Program (APIQ) provides the framework and standards by which Australian pig producers can demonstrate they are responsible farmers who care for their animals and the environment by following safe and sustainable practices contained in their publications. The operator has separately prepared an Environmental Management Plan in accordance with the Australian Pork Limited *National Environmental Guidelines for Piggeries* (2nd edition revised 2010). These guidelines outline best practice management for Australian piggeries. The operator has also prepared a nutrient management plan to ensure that the broad acre property can accommodate the nutrient load arising from cycling spent bedding. That plan recommends moving from stockpiling to composting spent bedding.

APIQ accreditation provides an additional level of compliance to ensure that the piggery is managed and operated at an industry standard. Accreditation reduces the risk of piggeries creating negative impacts on the amenity of adjoining areas. The applicant is already accredited.

Strategic Implications

There are a number of industries within the Shire of Cuballing which are all strongly based around the agricultural industry. The main employers in the Shire of Cuballing are Birds Silos and Shelters, McDougall Weldments, as well as the more intensive agricultural enterprises, cattle feedlots and piggeries.

Cuballing has the largest number of deep litter piggeries of any Local Government in Western Australia. There may be opportunities for collaboration between local pork producers.

Statutory Environment

There is a range of legislation and regulations relevant to the application including:

- *Planning and Development Act 2005* and TPS2;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- *Environmental Protection Act 1986* and the *Environmental Protection Regulations 1987*;
- *Shire of Cuballing Health Local Laws 2007*;
- *Soil and Land Conservation Act 1945*; and
- *Biosecurity and Agriculture Management Act 2007* and *Biosecurity and Agriculture Management Regulations 2013*.

There are also a range of policies, strategies and publications including:

- *EPA Guidance for the Assessment of Environmental Factors – Separation Distances between Industrial and Sensitive Land Uses*;
- *EPA Guidance Statement No. 33 Environmental Guidance for Planning and Development*;
- *State Planning Policy 2 Environment and Natural Resources Policy*;
- *State Planning Policy 2.5 Land Use Planning in Rural Areas* – objectives include to promote regional development through the provision of ongoing economic opportunities on rural land, to protect and improve environmental and landscape assets and to minimise land use conflicts;
- *State Planning Policy 2.9 Water Resources*;
- *National Environmental Guidelines for Piggeries* (May 2010); and
- *DWER Guidance Statement: Separation Distances* (draft) – August 2015 – sets a generic buffer of 1000 metres for noise impacts, with odour buffers determined through the criteria set out in the *National Environmental Guidelines for Piggeries*.
- *Odour Guideline for Prescribed Premises* (Department of Water and Environmental Regulation Western Australia 2018).

The Shire of Cuballing Health Local Law has provisions in relation to managing offensive trades. In the past piggeries have been advised they need to register as an offensive trade in accordance with the provisions of the *Health (Miscellaneous Provisions) Act 1911* requiring that a piggery is defined as an offensive trade and must be registered with the local government on an annual basis. However, the *Health (Miscellaneous Provisions) Act 1911*, *Piggeries Regulations 1952* clarify that this registration is only required if the pigs are fed solely or partly on swill, or if they are located in a prescribed area. The only prescribed area in Shire of Cuballing are in the townsites of Cuballing or Popanyinning. As neither of these two conditions apply this piggery is not considered by law as an offensive trade.

It is understood that under Stage 5 of the Public Health Review is completed the nuisance provisions in the *Health Miscellaneous Provisions Act* will be repealed as will associated Regulations. They will instead be replaced by guidelines. This means that the regulation of piggery operations will be primarily the responsibility of DWER, and Local Government's involvement will only relate to land use planning.

Piggery waste such as spent bedding is a controlled waste under the Environmental Protection regulations, and may only be disposed of at licensed premises, either the piggery premises or a licensed composting facility. If spent bedding is composted it becomes stabilised and sterilised and is no longer a controlled waste. It can be disposed of offsite and can even be sold commercially. Requiring the proponent to compost spent bedding will minimise any off-site impacts. The applicant has indicated an intention to move to composting.

Policy Implications

Given the large number of piggeries in Cuballing there may be some value in developing a Local Planning Policy. However, in the absence of such a policy Council must consider proposals under the existing planning framework.

Financial Implications

All costs associated with the development will be borne by the applicant/operator.

Should the applicant be aggrieved by Council's decision, the applicant may seek a review of that decision or conditions through the State Administrative Tribunal.

Economic Implications

Approval of this application will assist to support the operation to expand. The proposal will increase the maximum number of pigs by around 25%.

Social Implications

Two objections were received from adjoining/nearby landowners. One of these objections was from the owner of the nearest residence to the operation.

Provided the proponent effectively manages the operation, any offsite impacts of the piggery should be manageable.

Environmental Considerations

It is suggested that the operator can suitably manage environmental impacts by implementing a composting system for processing spent bedding. This should result in a significant improvement in offsite impacts.

Consultation

Adjoining/nearby landowners and relevant State Government agencies were consulted in relation to the invited to make comment on the Development Application. The CEO has extensive engagement with DWER which is also in the process of assessing the license application.

Options

Council may resolve to:

1. approve the Development Application with no conditions;
2. approve the Development Application with conditions;
3. refuse the Development Application (providing reasons); or
4. defer and seek additional information.

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

That Council approve the Development Application for an expansion of the piggery (animal husbandry – intensive) at 49 Pauley Road, Cuballing increasing the approved number of pigs from 7,000 to 8720, subject to the following conditions:

1. The approval relates the existing infrastructure, and no new shelters are approved as part of this application.
2. The operator is to implement a composting process for processing spent bedding within 2 years of the date of this approval.
3. A Fire Management Plan to be prepared and implemented to the satisfaction of the local government and shall be subsequently maintained to the satisfaction of the local government.
4. The operator is to install appropriate bunding or storm water control measures designed to contain up to a one in ten year weather event.
5. The operator is to develop an alternative non-scheme water supply to support the increased water required by the piggery expansion

ADVICE

- A) The piggery expansion will be required to gain a Works Approval and an operating licence from the Department of Water and Environmental Regulation.
- B) The applicant is encouraged to consider the planting of a vegetative barrier to the west of the piggery infrastructure but outside the asset protection zone. This may help to mitigate odour issues.
- C) The applicant is encouraged to implement the actions proposed in the *Environmental Management Plan* and *Nutrient Management Plan* with particular attention to vermin and fly control.
- D) The local government encourages the applicant/operator to:
 - a. comply with the *National Environmental Guidelines for Piggeries* (May 2010) or any updates;
 - b. continue to operate in accordance with the *Australian Pork Industry Quality Assurance Program*;
 - c. undertake appropriate mortalities management practices to prevent groundwater and surface water contamination, odour nuisance, spread of infectious diseases and vermin breeding;
 - d. undertake appropriate replanting to the west of the piggery;
 - e. explore opportunities to acquire buffer land not currently owned by the applicant; and
 - f. adopt the template complaints register at Appendix CI of the *National Environmental Guidelines for Indoor Piggeries 2018* to better document complaints and action taken.
- E) It is the responsibility of the applicant/operator to advise the local government when all conditions relating to the development have been satisfied.
- F) If the applicant is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development

Act 2005 Part 14. An application must be made within 28 days of the determination.

Glenark Farm and Piggery

'Excellence in Farming'

Steve and Prema Sexton
49 Pauley Road
Cuballing 6311
Western Australia

ABN: 29114697035
Mob: 0427 836 043
Email: sextonsp@westnet.com.au



3 MAR 2023

1st March 2023

Dear Stan,

I am writing in regards to my attached application containing my submission amendment for your consideration.

After receiving Building approval last February (BP 12-21/22) for the construction of three new pig shelters the construction of these shelters was completed in March of 2022.

The piggery has been operating within its 7500hd capacity limit.

A review and meeting with our breeder farm and contract management team has resulted in the following submission.

As we are a grow out facility, piglets are delivered on a weekly basis and bacon pigs sold on a weekly basis also. Currently operating at 360 piglets /week with similar sales. With extra capacity now available to the piggery, we are seeking an amendment to total pig numbers on farm. An increase to 400 pigs/wk would see the farm operating numbers raise to 8000 pigs on farm.

I am requesting an increase from 7500 hd to 8720 hd for the following reasons;

In the event of uncontrollable interruptions or delays to the movement of pigs off farm. eg; abattoir breakdowns or as was experienced at times over the past 2 years, COVID related delays due to staff shortages/logistics within the abattoir.

Quarantine issues that may potentially arise eg; pigs unable to leave farm due to WHP restrictions in feed medications.

Transport delays with trucking to abattoir as a result of contractor operator issues.

The increase number max capacity (8720hd) would allow for 2 weeks of sale pigs to be kept on farm if required. It is not our intention to operate at this level as animal welfare standards would be compromised and growth rates impacted. The target operating number will be 8000 hd. (an increase of 500 Pigs)

An application has been presented to DWER for licence approval along with an Environmental Management Plan for piggery . Engagement with consultant (Land Insights) began in April 2022 and was submitted 1st March 2023.

A copy of our Complaints register template along with the BA4 form approval is also attached.

Should you require any additional information, please do not hesitate to contact me to clarify any of the attached information.

Yours sincerely



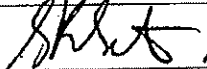
Steve Sexton

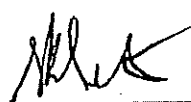


Glenark Farm and Piggery

'Excellence in Farming'

APPLICATION FOR DEVELOPMENT APPROVAL

Owner Details		
Name: KM & LH Sexton STEVEN KEVIN SEXTON		
ABN (if applicable): 29114697035		
Address: 49 Pauley Rd Cuballing Postcode: 6311		
Phone: Work: Home: Mobile: 0427 836043	Fax:	Email: sexton sk@westnet.com.au sexton sk@westnet.com.au
Contact person for correspondence:		
Signature: 		Date: 24/2/23
Signature:		Date:
The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).		

Applicant Details (if different from owner)		
Name: Steve Sexton		
Address: 49 Pauley Rd Cuballing Postcode: 6311		
Phone: Work: Home: Mobile: 0427 836043	Fax:	Email:
Contact person for correspondence:		
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input type="checkbox"/> Yes <input type="checkbox"/> No		
Signature: 		Date: 24/2/23

Property Details		
Lot No: 126595	House/Street No: Pauley Rd	Location No:
Diagram or Plan No:	Certificate of Title Vol. No:	Folio:
Title encumbrances (e.g. easements, restrictive covenants):		
Street name:		Suburb:
Nearest street intersection:		

Proposed Development	
Nature of development:	<input type="checkbox"/> Works <input checked="" type="checkbox"/> Use <input type="checkbox"/> Works and use
Is an exemption from development claimed for part of the development? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, is the exemption for: <input type="checkbox"/> Works <input type="checkbox"/> Use	
Description of proposed works and/or land use: increase piggery total numbers on farm to 8720 ^{MAX}hd - to utilise current infrastructure - to allow for supply chain delays in marketing pigs from farm.	
Description of exemption claimed (if relevant):	
Nature of any existing buildings and/or land use: currently 25 pig shelters & 1 shelter for outloading	
Approximate cost of proposed development: NIL - NO extra shelters.	
Estimated time of completion: N/A.	

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

MODEL CODE COMPLIANCE PLAN

GLENARK PIGGERY

DESCRIPTION OF CURRENT FACILITIES

This piggery has 26 eco shelters in total. 25 shelters house pigs and 1 shelter is reserved for weighing and out loading.

Cuballing Shire approval was granted (7th February 2022) for another 3 shelters to be constructed.

This has been acted on under Building Permit No. BP 12-21/22.

12 of the shelters are 10m wide x 28m long.

1 shelter is 10m wide x 32m long which is used for weighing and outloading.

The remaining 13 shelters are 12m wide x 28m long. 5 are weaner shelters, and are divided in half so that each weaner space is 6m x 28m.

There are 8 finisher shelters that are 12m wide x 28m long

Each shelter has a 5m stepped apron at the front where feeders and drinkers are located. Each shelter has an 8 tonne feeder in it. Grower shelters have 12 wall mounted Drink-o-mat drinkers and the weaner/finisher shelters have 15 Drink-o-mat drinkers wall mounted on a welded frame.

All grower shelters have spray mist sprinklers that run along the inside of the shelter roof and are activated when necessary.

Each grower shelter has a rear blind to prevent excess wind and or sunlight. Blinds are raised or lowered as necessary. Straw bales act as wind breaks at the front and rear of weaner shelters.

MANAGEMENT SYSTEM

Weaners are sexed male/female on arrival from Approved Supplier (within our approved supplier list) at 3 weeks of age. Pigs are of a similar size and target weight of 7kg on arrival. Pigs are tail and teeth clipped prior to arrival.

Weaners will spend 8 weeks in weaner shelter and are then move as entire group to a clean grower shed. Pigs will spend a maximum of 6 weeks in grower sheds, then 4 weeks in the finishing sheds before being weighed and selected for slaughter.

Currently piggery aims to produce bacon pigs, but carcase weights may vary at request of abattoir.

Each weaner shelter has maximum capacity of 360 pigs. This is allowing for 0.47m²/ pig up to 40kg. (MCOP REQUIRES 0.494M²/PIG AT 45kg.)

Each grower shelter has a maximum capacity of 411 pigs (target 360). This is allowing for 0.68m²/pig up to 70kg. (MCOP REQUIRES 0.66M²/PIG AT 100kg.)

Each Finisher shelter has a maximum capacity of 377 pigs (target 360). This is allowing for 0.89m/pig up to 105kg. (MCOP REQUIRES 0.91m/pig at 110kg).

A handwritten signature in black ink, appearing to read 'Steve Sexton', with a long horizontal flourish extending to the right.

Owner signature

Steve Sexton

Printed name

Date 15/6/22

API

AUSTRALIAN PORK INDUSTRY
QUALITY ASSURANCE PROGRAM

®

CERTIFICATE

CM Farms - KM and LH Sexton

PIC: WCCU0003 Brand: 00511

has achieved

APIQ[✓]® Certification

PigPass Registration Number:

10007844

APIQ[✓]® Certificate Number:

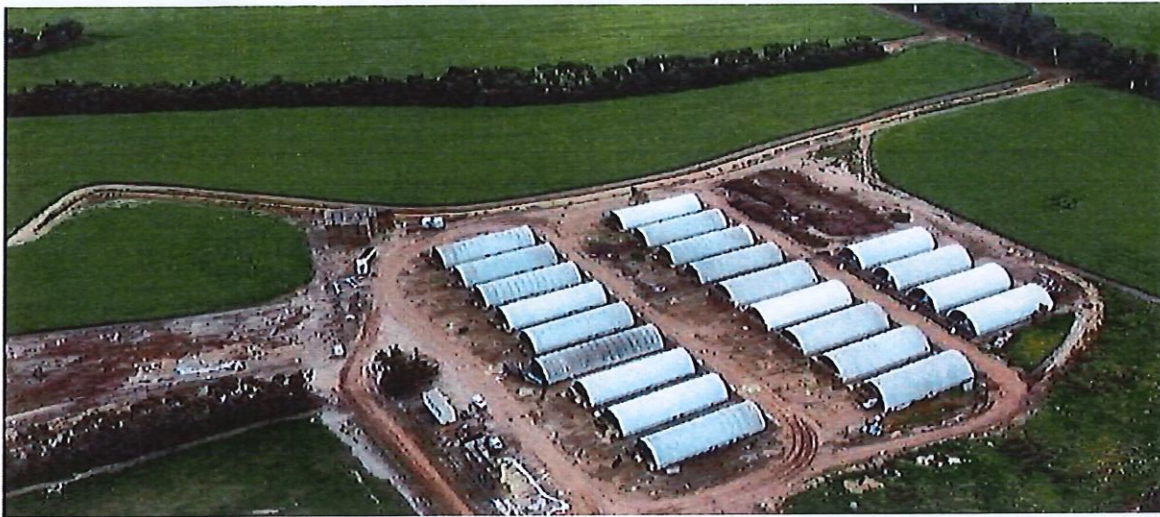
22/APIQ.0739

APIQ[✓]® Expiry Date:

31/08/2023



Paul Bonighton
Producer Relations Director
Australian Pork Limited



Existing



Proposed + Completed ^{March -} 2022
SKR.

Key

Green = already approved

Yellow = newly requested

SHIRE OF CUBALLING
PLANNING APPROVAL

CEO *GR*

DATE: 20th December 2021.

NOTE: BUILDING LICENCE IS REQUIRED

Building permit

Building Act 2011, section 25
Building Regulations 2012, regulation 4, 21

Permit number

BP 12-21/22

1. Builder details

Builder's name

Steve Sexton

Street address
(provide lot number
where street number
is not known)

Unit no	Street no 49	Level	Lot no
Street name Pauley		Street type Road	Street suffix
Suburb Cuballing		State WA	Postcode 6308
		Country (if not Australia)	

OR

PO Box address

PO Box no			
Suburb	State WA	Postcode	Country (if not Australia)

Registration number or owner-builder
approval number (if applicable)

N/A

2. Details of building work

Property street
address (provide lot
number where street
number is not known)

Unit no	Street no 49	Level	Lot no 6596
Street name Pauley		Street type Road	Street suffix
Suburb Cuballing		State WA	Postcode 6308

Nature of the building
work

4 x Pig Shelters

Stage(s) of work

BCA class of the
building

Main BCA class
10a

Secondary BCA class (for multi-purpose
buildings)

Use(s) of the building

Pig Shelters

Each restriction on use (if applicable)

Estimated value of
building work (as
determined by permit
authority)

\$ 50,000.00

MEMBER SCHEDULE	
MEMBER	9m SPAN SHELTER
C1	Ø114.3 x 4.8 CHS OR Ø108.3 x 3.0 CHS
R1	Ø76.1 x 2.3 CHS (10.0m pipe length)
S1	Ø63.7 x 2.0 CHS
S2	Ø48.3 x 2.3 CHS
BRT	Ø4.8 GALV. WIRE ROPE

- DESIGN CRITERIA:
1. DEAD LOAD = SELFWEIGHT
2. WIND REGION A, TERRAIN CATEGORY 2 (TOWN OR TERRAIN)
3. CATEGORY 2 (SHEDS), $M = 1.5$ (NOT LOCATED ON WINDWARD SIDE OF CREST OF A HILL)
4. DESIGNED IN ACCORDANCE WITH AS1170 PART 2 - WIND LOADS.

APPROVED
SHIRE OF CUBALLING
SUBJECT TO COMPLIANCE WITH
BUILDING REGULATIONS & THE BC
CONDITIONS OF PERMIT NO. 12-22

Gunnmann
AUTHORISED OFFICER
7/2/22
DATE

9.0m & 12.0m CURVED ROOF SHELTERS
(Wind Region A, Terrain Category 2)

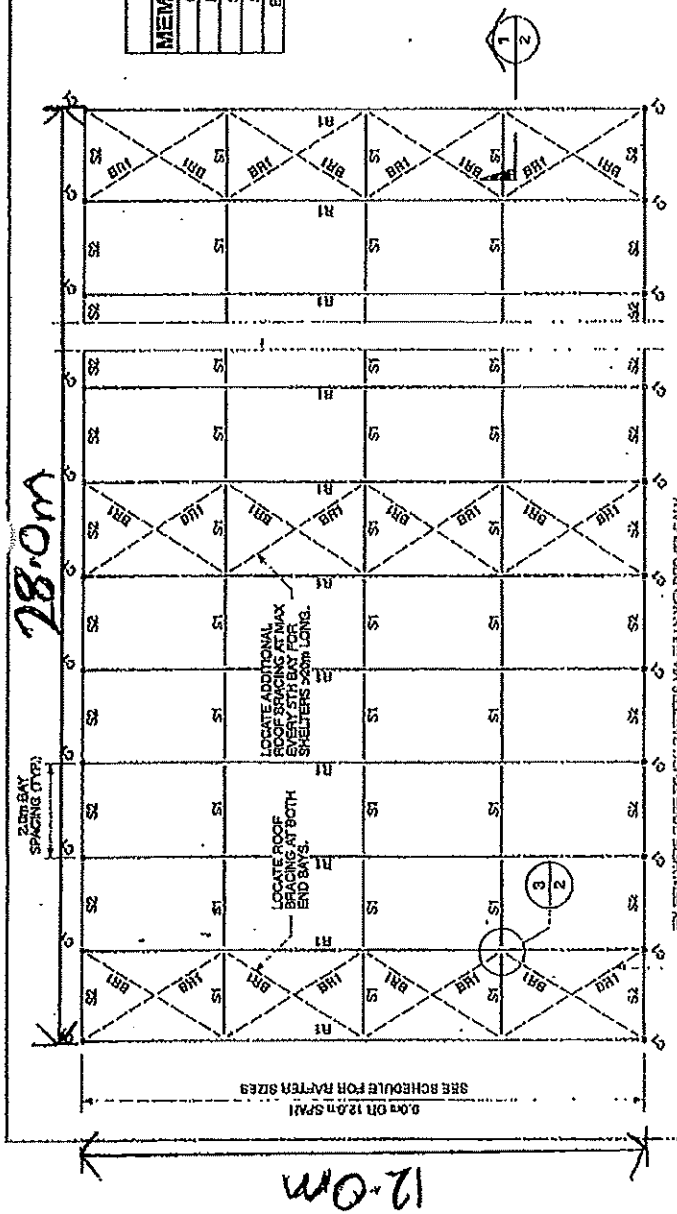
PROJECT XXXXX
CLIENT XXXXX



APPROVED FOR ISSUE
APPROVED
U.S. MALLINET
16/05/2022

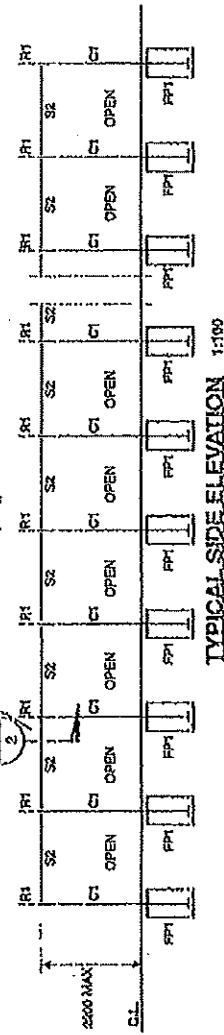
JOB NO.	SCALE	DATE	SHEET	PROJECT
XXXXXX	1:100	XXXXXX	1 of 2	XXXXXX

FOR EXCLUSIVE USE BY SHIRE OF CUBALLING

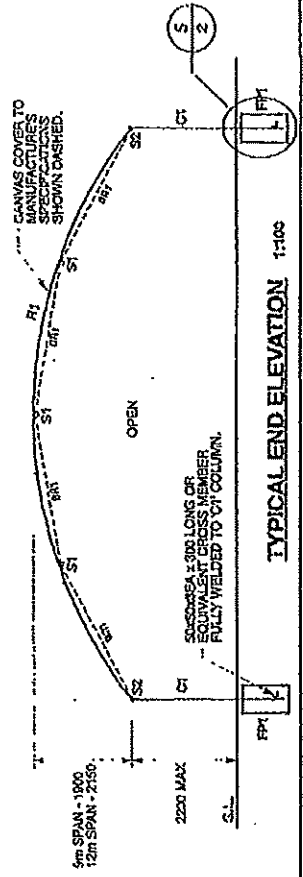


RAFTER WIRE ROPE TO R1 RAFTERS VIA FULLY WELDED OR GALV. 17 SHAVED LUGS. TYPICAL CONTINUOUS WIRE ROPE THROUGH LUGS & CLAMP EACH SIDE OF LUG VIA THE WIRE ROPE GRIP. R1 AT END VIA TURNBUCKLE & 2.0m WIRE ROPE GRIP. TYPICAL.

ROOF PLAN 1:100



TYPICAL SIDE ELEVATION 1:100



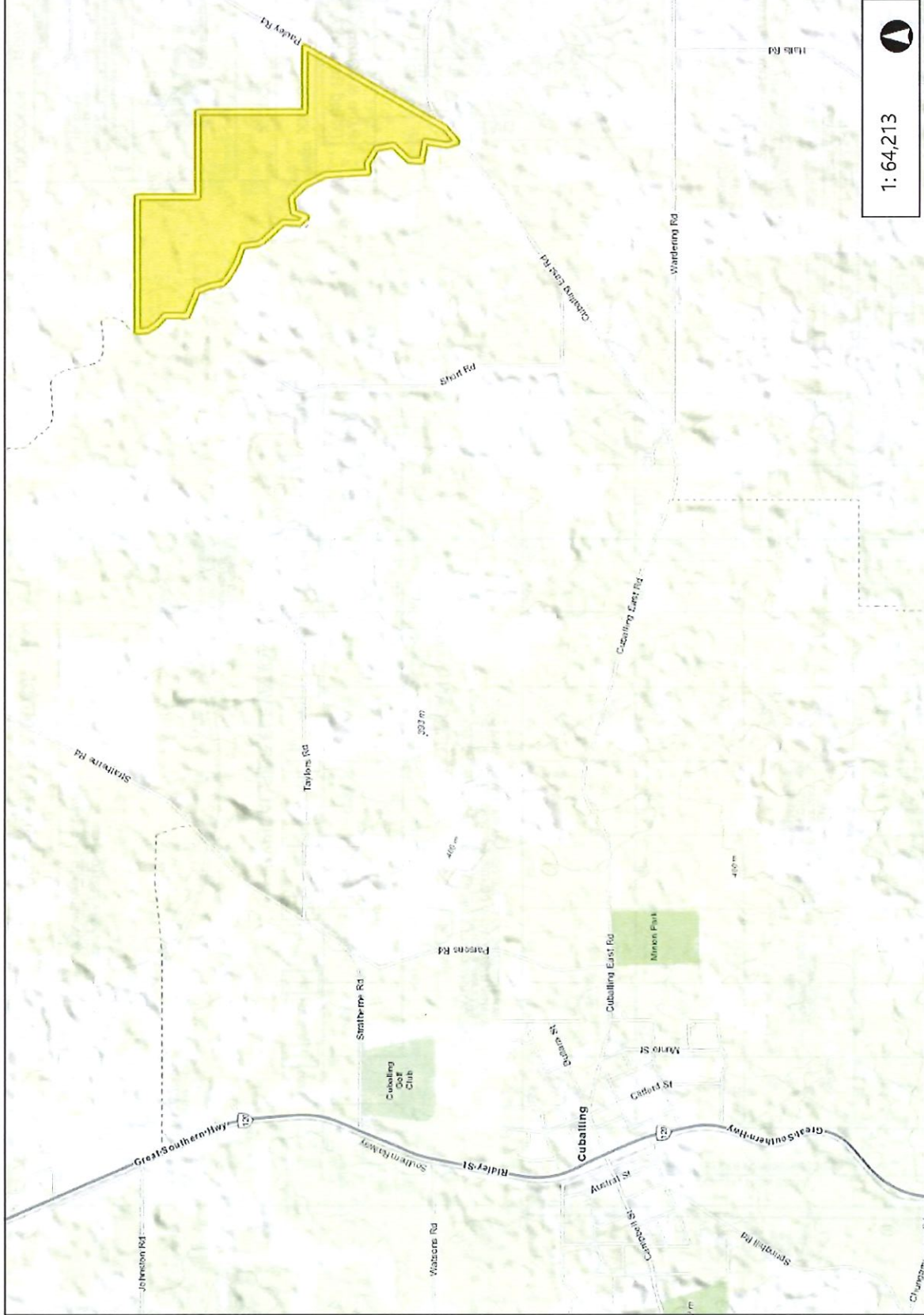
TYPICAL END ELEVATION 1:100

THIS DRAWING CANNOT BE SUBMITTED AS PART OF A BUILDING APPLICATION WITHOUT THE ORIGINAL SIGNATURE OF AN AUTHORIZED STRUCTURE ENGINEER.



Department of Planning,
Lands and Heritage

Legend
☐ Cadastre



1: 64,213



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Notes

This map is a user generated static output from PlanWA (a public interactive mapping tool provided by the Department of Planning, Lands and Heritage and accessed via wa.gov.au) and is for reference only.

Date produced: 22-Jun-2023

THIS MAP IS NOT TO BE USED FOR NAVIGATION

9.2.1C Glenark Farm Planning Application - Register of Submissions

Glenark Farm – Steve Sexton – Planning Application – Piggery Expansion

Responses to Public Submissions.

2 Public Submissions were received. The concerns raised in these submissions were summarised and provided to Mr Sexton for comment.

Issue	Proponent Response	Officer Comment
1. Significant issues of odour and flies affecting neighbours to west of the subject property. In June 2022 one neighbour experienced what they have described as a fly plague they have attributed to manure from the piggery	I was unaware of their concern. I have had no communication with the Short Family about this. I would have openly told them of the procedures relating to removal and stockpiling of spent bedding if questioned. Prior to manure being removed and stockpiled from pig sheds it is treated with a Probiotic liquid product called Micro Balance at the recommended rate of 1L / m3 of product. No spent bedding is spread within 4 months of removal from pig sheds. One of its key benefits as listed by the company is "Flies will not be attracted". This is product also aides in "odour control (hydrogen sulphide, ammonia, nitrous oxide and methane). I have attached product information sheet.	This issue would be resolved if producer implemented a composting process.
2. Alleged failure to observe setbacks and buffers in relation to fence lines and creek lines;	I dispute and challenge this claim. Buffer zones and separation distances are maintained when spreading to the best of our ability. The composition of product does sometimes vary and on occasion may go beyond the intended buffer zone. This is not intentional nor deliberate.	Noted.
3. Alleged Incorrect classification of spent bedding as composted;	We have never claimed that the manure that we spread is composted. I have been using the Micro Balance product for over 2 years now and don't claim its composting benefits. I am investing in this product with the intention of reducing odour and potential fly impact on surrounding land users.	Noted

Issue	Proponent Response	Officer Comment
<p>4. Generic notification to neighbours of spreading times, without regard to specific weather conditions or important family occasions such as Easter;</p>	<p>Yes correct, I send and have been sending a communal text message to all neighbours prior to carting and spreading product each year to maintain clear and consistent communication. Transportation of product normally begins in mid/late March (as mentioned in text) and spreading end March/April. This depends on availability of the manure spreader as it is in partnership with another producer. Also repairs can delay spreading times. It should be noted that when significant rain is forecast, spreading is progressed as a rainfall event has the ability to reduce the effects of odour if sufficient. This occurred this year when we spread on the 19/3 to 26/3 with the 7 day forecast predicting a significant rain event, 90% chance of 10-20 mm. We received 29mm rain with the southern end of the farm receiving much more. We spread another paddock on 28-30/3 and received 35 mm on 30/3. Happy to adjust spreading times and locations with neighbours if they communicate with me as to when they have family events. I have had no communication with any neighbours regarding family events or occasions that may impact them.</p>	<p>Suggested to applicant that email rather than text would be more effective, as would proactively inviting any timing changes.</p>
<p>5. Extended delay between spreading spent bedding and incorporation into the soil</p>	<p>As communicated with all neighbours, spreading is done prior to seeding each year and incorporated when the crop is planted. Our seeding program normally starts on Anzac Day and ends by the end of May. I wasn't aware there was an incorporation timeframe on stockpiled spread manure. Yes, if manure is removed straight from sheds and not stockpiled prior to spreading then it must be incorporated immediately. We do not spread manure directly from the pig shelters.</p>	<p>Noted</p>
<p>6. Allowing sheep to graze on areas of spent bedding</p>	<p>Livestock are introduced back into paddocks where spent bedding has been spread after 3 weeks and or the paddock has sufficient plant growth. I have sought feedback and direction from DPIRD and as a result have reviewed and adjusted stock access procedures accordingly.</p>	<p>Noted</p>

Issue	Proponent Response	Officer Comment
<p>7. Inadequate water supply – water draw for the existing piggery already affecting neighbours, increased draw would have further impact. No indication in application of any non-scheme water sources.</p>	<p>I have had no communication with the Short family about water issues. As indicated to Mr Harris when we had a telephone conversation earlier in the year, I have been waiting for water drilling contractor to come to the farm and drill for water , Since sept 2021. They did arrive on 26/4/23. Along with the 1.2M L water storage we have on farm, and 2 key dams , we have accessed 2 serviceable bores. These bores will have the expected capacity of 25-30,000 L of delivered water once piped back to supply tanks. As the scheme water supply can be unreliable at times especially during the summer months ,I also offered to Mr Harris to supply and help install a tank and pressure pump for his domestic house use as they rely solely on the water pressure and volume from the scheme water supply. With no other water security and storage, I felt this might be a way to help support them navigate their water issues. My offer of support was rejected, I am hoping the tank and pressure pump Mr Harris indicated he had is working for them.</p>	<p>Water supply is a matter for Water Corporation. Noted that proponent has identified alternative water sources.</p>
<p>8. There are concerns that the existing piggery is having an effect on property values, and an increase in size would exacerbate the impact;</p>	<p>Property values within the Cuballing shire have easily doubled over the last 10-15 yrs. Recent sale prices within the Cuballing shire are growing as reflected in property sold on Cuballing East Rd on two separate locations. Property sales next door to a piggery producer in the Popanyinning area also indicate significance increase in farm land value. Land sales in recent years along Short Road will also reflect this I imagine.</p>	<p>Noted</p>
<p>9. Neighbours have not been satisfied with the responses provided when complaints have been made directly to the piggery.</p>	<p>When I have received complaints from Mr Harris I have tried to explain the reasons why we have spread in the locations we have and also the timing. Eg.rain event forecast etc. I acknowledge the easterly flow during March and also try to spread when rain events are forecast to reduce potential impact. I have had one conversation with Mr Short several years ago, relating to odour. This was related to an “inversion type “ event where the odour seemed to linger as no breeze was around to help disperse. Mr Harris notified me of his latest complaint via text message on 25/4/23 informing me that he had lodged an odour complaint for week ending 21/4/23. We received 7.5mm rain on 25/4. I'm not sure how I am to respond to a complaint lodged 5 days prior to knowing anything about it. I highlight once again we had spread manure on the 20/4 and 21/4 knowing that a forecast rain event of 90% 5-10 mm.</p>	<p>Noted. Suggest proponent adopts the Complaint Register Template set out at Appendix 3 of the National Environmental Guidelines for Indoor Piggeries 2018</p>

Issue	Proponent Response	Officer Comment
<p>10. Ongoing complaints to Shire, DWER and to you directly (as reflected in the Complaints Register)</p>	<p>All of the reported complaints to my knowledge have not been verified. I have not been visited by the Shire (although I have invited Mr Scott to come and visit), or DWER. When requesting more information about each specific complaint from DWER no return response has been forthcoming.</p> <p>I have recorded all complaints in my complaints register. I also acknowledge that ongoing, unsubstantiated and unverified complaints referring to our piggery operations and practices are recorded and lodged against me and my business. Considerable stress and anguish has also been experienced by not only me, but our entire family and work staff.</p> <p>I don't assume that spent bedding does not have an odour.</p> <p>What I do reject is that we do not consider our neighbours, do not conform to buffer zones and separation distances and have not actively sort to improve the system. We only spread manure that has been stockpiled for a minimum of 4 months. We only spread spent bedding in March/April each year - not all year round. We invest in odour and fly reduction application prior to stockpiling and am unaware of any other producers implementing anything similar.</p> <p>We are currently investigating the investment of composting equipment, turner /tractor to suit. This would eliminate odour concerns, reduce and in some cases remove the need for separation/buffer zones when spreading.</p> <p>This time of year (Autumn) represents an obvious change in seasonal conditions. Currently nightly occurrence of a smoke haze / inversion layer is constant around the area. This has been ongoing since the opening of the general burning season, and is also a common and necessary part of many farmers seeding preparations. I suggest that the number of smoke inversion evenings and some mornings, will amount to many more events than the effects of odour from our piggery site and the result of strategically timed spreading operations.</p>	<p>Noted</p>

Planning and Development (Local Planning Schemes) Regulations 2015

Schedule 2 Deemed provisions for local planning schemes

Part 9 Procedure for dealing with applications for development approval

67. Matters to be considered by local government

In considering an application for development approval the local government is to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application —

- (a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;
- (b) the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the *Planning and Development (Local Planning Schemes) Regulations 2015* or any other proposed planning instrument that the local government is seriously considering adopting or approving;
- (c) any approved State planning policy;
- (d) any environmental protection policy approved under the *Environmental Protection Act 1986* section 31(d);
- (e) any policy of the Commission;
- (f) any policy of the State;
- (g) any local planning policy for the Scheme area;
- (h) any structure plan, activity centre plan or local development plan that relates to the development;
- (i) any report of the review of the local planning scheme that has been published under the *Planning and Development (Local Planning Schemes) Regulations 2015*;
- (j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;
- (k) the built heritage conservation of any place that is of cultural significance;
- (l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;
- (m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;
- (n) the amenity of the locality including the following —
 - (i) environmental impacts of the development;
 - (ii) the character of the locality;
 - (iii) social impacts of the development;
- (o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;

- (p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;
- (q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;
- (r) the suitability of the land for the development taking into account the possible risk to human health or safety;
- (s) the adequacy of —
 - (i) the proposed means of access to and egress from the site; and
 - (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;
- (t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;
- (u) the availability and adequacy for the development of the following —
 - (i) public transport services;
 - (ii) public utility services;
 - (iii) storage, management and collection of waste;
- (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);
- (v) access by older people and people with disability;
- (v) the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;
- (w) the history of the site where the development is to be located;
- (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;
- (y) any submissions received on the application;
- (za) the comments or submissions received from any authority consulted under clause 66;
- (zb) any other planning consideration the local government considers appropriate.

9.2.2 Child Safe Awareness Policy

Applicant:	Shire of Cuballing
File Ref. No:	ADM118
Disclosure of Interest:	N/A
Date:	15 June 2023
Author:	Stan Scott - CEO
Attachments:	9.2.2A Child Safe Policy Implementation Checklist 9.2.2B Draft Child Safe Policy
Resources	DLCSC website with templates and other resources https://www.dlgsc.wa.gov.au/department/publications/publication/child-safe-awareness-policy-template

Summary

The purpose of this report is to request that Council adopt a Child Safe Awareness Policy consistent with the template developed through consultation between WALGA and the Child Safety Commissioner.

Background

From the DLGSC website:

The Child Safe Awareness Policy template has been developed in response to Recommendation 6.12 from the Royal Commission into Institutional Responses to Child Sexual Abuse (Royal Commission) and its recognition of the important role that local governments play in building a community approach to child safety.

In 2018, the State Government accepted, or accepted in principle, all 310 Royal Commission recommendations applicable to WA, including Recommendation 6.12.

The Royal Commission identified the opportunity to utilise the established responsibilities of local government within their broader role of supporting their community to protect the safety and wellbeing of children and young people.

The template is focused on the role of local governments in WA in building and maintaining child safety awareness and knowledge by providing information for the organisations and individuals that operate in their communities. The Tribunal's determination included the following:

Policy template

The Child Safe Awareness Policy template has been developed through several rounds of consultation since 2020 and requires local governments to commit to several policy principles and complete 2 policy functions being:

- developing a process to deliver child safe messages (for example at [local government] venues, grounds and facilities or events)*
- connecting and supporting local community groups, organisations, and stakeholders to child safe resources (including culturally safe and inclusive resources).*

The current version of the template was developed through co-design sessions with local governments, the Commissioner for Children and Young People, and the WA Local Government Association in 2022.

The first tranche of child safe messages to be delivered have been developed by DLGSC and are based on the National Principles for Child Safe Organisations. Further messaging is being developed, and local governments are also encouraged to develop messages tailored to their communities to complement those already produced.

Strategic Implications

The policy acknowledges that Local Governments have no direct responsibility for overseeing the activities of others on Shire property or using Shire facilities, but Local Government can provide a leadership roles.

Statutory Environment

There are no specific legal obligations applying to Local Government.

Policy Implications

A new policy is proposed based on the agreed template.

Financial Implications Nil

Economic Implication – Nil

Environmental Considerations - Nil

Consultation

The draft policy was developed in consultation between WALGA and the Commissioner for Child Safety. WALGA's input was based on consultation with the sector and participation by a working party of Local Government staff.

Options

Council may resolve:

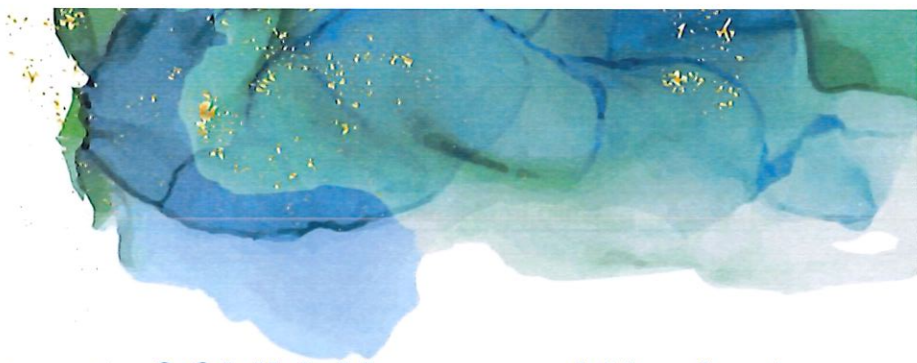
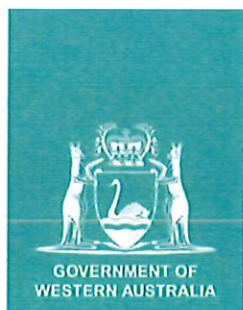
1. the Officer's Recommendation and adopt the proposed policy
2. Make changes to the policy, bearing in mind that some parts of the policy have been identified as essential and not to be changed.
3. Not adopt the policy.

Voting Requirements – Absolute Majority

OFFICER'S RECOMMENDATION:

That Council adopts the Draft Child Safe Awareness Policy.

9.2.2A	Child Implementation Check List
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Responding to Disclosure of Child Abuse and Neglect

Please use the below checklist to ensure all steps are taken to effectively implement the Child Safe Awareness Policy for local government.

- ☐ 1. Adapt policy (from template) to local government area by
 - including additional Policy Principles (if required),
 - addition related local government policies and legislation, and
 - transferring to local government policy template
- ☐ 2. Seek policy approval by Council through normal approval process
- ☐ 3. Distribute local government staff communication to raise internal awareness of policy as per usual local government process (newsletter/ intranet/ information session etc)
- ☐ 4. Develop operational document for local government to accompany implementation of the Policy clearly outlining allocation of tasks and responsibilities to specified roles within local government
- ☐ 5. Communicate with responsible staff to determine required actions and timelines for completion including the promotion of child safe messages
- ☐ 6. Provide necessary information to staff within specified roles including awareness of referral pathways resource and resources for child safe organisations information
- ☐ 7. Promote child safe message posters in line with Guidelines for promoting child safe messages
- ☐ 8. External communication to the broader community of adoption of policy (social media/ website content) using communications materials
- ☐ 9. Update Operational Plans and Job Descriptions (if required)
- ☐ 10. Update any advice/instructions for contractors, hirers, occupants (where required)

Additional actions to complete within 12 months of implementation

- 11. Policy monitoring
- 12. Policy reporting (if required)
- 13. Policy review and updating (if required)

3.19 Child Safe Awareness Policy

Policy Statement

The Shire of Cuballing supports and values all children and young people. The Shire makes a commitment to support the safety and wellbeing of all children and young people, including protection from abuse. This Child Safe Awareness policy is one of the ways The Shire demonstrates its commitment to being child safe and a zero-tolerance approach to child abuse.

This policy aims to reduce the risk of harm and child sexual abuse in our communities by encouraging child safe environments to be created and maintained. The Shire is committed to encouraging local organisations to be child safe and ensure children are safe and empowered.

This *Child Safe Awareness Policy* has been developed in response to recommendation 6.12 of the *Royal Commission into Institutional Responses to Child Sexual Abuse* and recognises that the Shire of Cuballing is uniquely placed within the local community to demonstrate leadership by supporting organisations to be child safe and to protect children and young people from harm and/or abuse. The Shire will promote the safety and wellbeing of children across the community.

Consistent with the *National Principles for Child Safe Organisations* and *Commonwealth Child Safe Framework*, this policy provides a framework that outlines the role of the Shire in supporting local organisations to be child safe through access to resources, awareness raising and sharing relevant information.

Scope

The safety and wellbeing of children is everyone's responsibility. This Child Safe Awareness policy applies to all, employees, volunteers, trainees, work experience students, interns, and anyone else who undertakes work on behalf of the Shire, regardless of their work related to children or young people. It applies to occupants of Shire of Cuballing facilities and venues, including visitors, contractors and suppliers.

Definitions

Abuse: Abuse is an act, or a failure to act, towards or on behalf of a child that may result in harm. It can occur on one occasion or multiple occasions. Sometimes the impact of multiple events leads to harm that becomes cumulative in nature. Types of abuse include physical, emotional and sexual abuse, and neglect.

Child/Children: Means a person under 18 years of age, and in the absence of positive evidence as to age, means a person who appears to be under 18 years of age.

Child Safe Organisation: is defined in the Royal Commission Final Report as one that:

- creates an environment where children's safety and wellbeing are at the centre of thought, values, and actions
- places emphasis on genuine engagement with and valuing of children and young people
- creates conditions that reduce the likelihood of harm to children and young people
- creates conditions that increase the likelihood of identifying any harm, and
- responds to any concerns, disclosures, allegations, or suspicions of harm.

Note: in the context of local governments, this would involve referring concerns to the Department of Communities or WA Police to respond as appropriate.

Implementation of the National Principles for Child Safe Organisations give effect to the above.

Child safe: For the purpose of this policy, child safe means protecting the rights of children and young people to be safe by taking actions that can help prevent harm and abuse.

Harm: Harm, in relation to a child, means any detrimental effect of a significant nature on the child's wellbeing, whether caused by a single act, omission or circumstance; or a series or combination of acts, omissions or circumstances.

Wellbeing: Wellbeing of children and young people includes the care, development, education, health and safety of children and young people.

Policy Principles

- The rights of children and young people are upheld.
- Children and young people are respected, listened to, and informed about their rights.
- Children and young people have the fundamental right to be safe and cared for.
- Children and young people have the right to speak up, be heard and taken seriously without the threat of negative consequences.
- The safety and best interests of children and young people are a primary consideration when making decisions that concern them.
- Access to trusted and reliable information, including the National Principles for Child Safe Organisations, helps support organisations to understand what they must do to help reduce the risk of harm and abuse.
- Communities are informed and involved in promoting the safety and wellbeing of children and young people including protection from harm.
- Collaboration with the community and our partners promotes the safety, participation and empowerment of all children and young people.

Policy Functions

The Shire of Cuballing will ensure the following functions of this policy are resourced and assigned to the relevant officers for implementation.

- Developing a process to deliver child safe messages (for example at [Local Government] venues, grounds and facilities or events).
- Connecting and supporting local community groups, organisations, and stakeholders to child safe resources (including culturally safe and inclusive resources).

Responsibilities

The Shire of Cuballing has a leadership role in our community to support relevant organisations to be child safe and promote child safe practices.

Although the Shire is not legally responsible for providing oversight of compliance with child safe practices, it will take any reasonable steps to engage with persons who utilise Shire of Cuballing facilities to operate in alignment with the Child Safe Awareness policy.

The Shire will determine which roles across the organisation will directly support the implementation of the Child Safe Awareness policy.

Related Legislation and Policy

Include here a list of any legislation or policy frameworks that inform local government requirements, for example:

- Child Care Services Act 2007
- Children and Community Services Act 2004
- Civil Liability Act 2002
- Corruption, Crime and Misconduct Act 2003
- Equal Opportunity Act 1984
- Freedom of Information Act 1997
- Local Government Act 1995
- National Principles for Child Safety Organisations
- Parliamentary Commissioner Act 1971
- Public Interest Disclosure Act 2003r
- Public Sector Management Act 1994
- United Nations Convention on the Rights of the Child (CRC)
- Work Health and Safety Act 2020
- Working with Children (Criminal Record Checking) Act 2004

Review

This policy will be reviewed every two years or upon the introduction of other relevant policy or legislation related to the safety and wellbeing of children and young people.

Resolution No:

Resolution Date:

9.2.3 WALGA Annual General Meeting – Nomination of Delegates

Applicant: WALGA
File Ref. No: ADM104
Disclosure of Interest: N/A
Date: 19 June 2023
Author: Stan Scott - CEO
Attachments: WALGA AGM – Notice of Meeting
Resources

Summary

Council is requested to nominate up to 2 Voting Delegates and 2 proxies for the WALGA AGM to be held at 2.00pm on Monday 18 September 2023.

Background

Each year the Western Australian Local Government Association (WALGA) holds its Annual General Meeting (AGM) in conjunction with its Annual Convention. Nomination as a delegate does not require attendance at the Convention, though it does require prior registration to allow admission to the venue. Attendance is free.

Key Dates in relation to the AGM are as follows:

- **Monday, 26 June** – Deadline for Members to submit motions proposing amendments to WALGA's Constitution
- **Friday, 4 August** – Deadline for Members to submit motions for the AGM Agenda
- **Friday, 8 September** – Registration of Voting Delegates closes
- **Monday, 18 September** – Annual General Meeting, Crown Perth

Guidelines for Member Motions

If Council wish to consider submitting a motion for consideration at the WALGA AGM, the following guidelines should be followed in the formulation of motions:

- Motions should focus on policy matters rather than issues which could be dealt with by the WALGA State Council with minimal delay.
- Due regard should be given to the relevance of the motion to the total membership and to Local Government in general. Some motions are of a localised or regional interest and might be better handled through other forums.
- Due regard should be given to the timeliness of the motion – will it still be relevant come the AGM or would it be better handled immediately by the Association?
- The likely political impact of the motion should be carefully considered.
- Due regard should be given to the educational value to Members – i.e. does awareness need to be raised on the particular matter?
- The potential media interest of the subject matter should be considered.
- AGM motions submitted by Member Local Governments must be accompanied by fully researched and documented supporting comment.

Discussion

The WALGA AGM is run using similar Standing Orders to those used in most Local Governments. It can be interesting watching mayors and presidents used to running meetings managing their own contributions to debate. The AGM often handles issues of major significance to the sector and can also highlight the differences particularly between city and country.

Strategic Implications

The AGM provides the opportunity to contribute to strategic issues affecting the sector.

Statutory Environment

WALGA is presently incorporated under the Local Government Act, though there are plans to change this in the future.

Policy Implications Nil

Council Policy 3.11 - Councillor Attendance at Conferences, Seminars or Workshops says the following:

All Councillors and the CEO and their partners are entitled to attend the WALGA State Conference

Financial Implications

Full conference registration costs \$1,296 plus accommodation, subsistence and related functions. Attendance at the AGM is free.

Economic Implication – Nil

Environmental Considerations - Nil

Consultation - Nil

Options

Council may resolve to nominate up to 2 delegates and 2 proxies. The proxies only come into play if one of the nominated delegates becomes unavailable. If there is not sufficient Council availability Council can nominate less than the above. Council may also nominate the CEO as a delegate or a proxy.

Voting Requirements – Absolute Majority

OFFICER'S RECOMMENDATION:

That Council nominates the following voting delegates for the WALGA AGM

Delegate 1 _____

Delegate 2 _____

Proxy 1 _____

Proxy 2 _____



Notice of Annual General Meeting

**and procedural information
for submission of Member motions**

**Crown Perth
Monday, 18 September 2023**

**Deadline for submission of motions:
5:00pm on Friday, 4 August 2023**





2023 WALGA Local Government Convention and Annual General Meeting

Local Government Convention 2023

The annual WA Local Government Convention (LGC23) will be held on Sunday-Tuesday, 17-19 September 2023 at Crown Perth. Themed **Local Futures**, this year's Convention will explore how Local Governments can enact and drive change for the benefit of their communities and the diversity of solutions that can emerge when you start local. Further information about the LGC23 can be found on our website [here](#).

Annual General Meeting

The Annual General Meeting (AGM) for the Western Australian Local Government Association (WALGA) will be held from 2:00pm on **Monday, 18 September 2023**. All Member Local Governments are entitled to register two Voting Delegates (and up to two Proxies) to vote at the AGM. Voting Delegates and Proxies may be Elected Members or officers.

Attendance at the AGM is **free** for all Elected Members and officers from Member Local Governments. Voting Delegates and Proxies must be registered in advance by their Chief Executive Officer via the booking link sent directly via email.

Please note: registration as a Convention Delegate is separate to registration as a Voting Delegate for the purposes of the AGM. For information about registering as a Convention Delegate, please visit our website [here](#).

Submission of Member Motions

Member Local Governments are invited to submit motions for inclusion in the Agenda for consideration at the AGM. Motions should be addressed to the Chief Executive Officer of WALGA and submitted via email to associationgovernance@walga.asn.au. A template motion can be found on our website [here](#).

The closing date for submission of motions is **5:00pm on Friday, 4 August**.

Guidelines for Member Motions

The following guidelines should be followed by Members in the formulation of motions:

- Motions should focus on policy matters rather than issues which could be dealt with by the WALGA State Council with minimal delay.
- Due regard should be given to the relevance of the motion to the total membership and to Local Government in general. Some motions are of a localised or regional interest and might be better handled through other forums.
- Due regard should be given to the timeliness of the motion – will it still be relevant come the AGM or would it be better handled immediately by the Association?
- The likely political impact of the motion should be carefully considered.
- Due regard should be given to the educational value to Members – i.e. does awareness need to be raised on the particular matter?
- The potential media interest of the subject matter should be considered.
- AGM motions submitted by Member Local Governments must be accompanied by fully researched and documented supporting comment.

Please note: any Member motions proposing amendments to the [Association Constitution](#) must be received by **5:00pm Monday, 26 June** to satisfy the 60-day constitutional notification requirement.¹

Criteria for Motions

Prior to the finalisation of the Agenda, the WALGA President and Chief Executive Officer will determine whether motions submitted by Members abide by the following criteria:

Motions will be included in the Agenda where they:

1. *are consistent with the objects of the Association (refer to clause 3 of the [Constitution](#));*
2. *demonstrate that the issue/s raised will concern or are likely to concern a substantial number of Local Governments in WA;*
3. *Seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association;*
4. *Have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws); or*
5. *Are clearly worded and unambiguous in nature.*

Motions will not be included where they are:

6. *Consistent with current Association advocacy/policy positions as per the [Advocacy Positions Manual](#) (as the matter has previously been considered and endorsed by WALGA).*

Motions of similar objective:

7. *Will be consolidated as a single item.*

Members submitting motions will be advised of the determinations.

Special Urgent Business

No Member motion shall be accepted for debate at the AGM after the closing date unless it complies with clause 8 of the [AGM Standing Orders](#). The motion must be relating to special urgent business and must be approved for debate by an absolute majority of Members at the AGM. Where practicable, prior notice of the motion should be provided to the President.

Please direct all enquiries relating to the registration of Voting Delegates or the submission of Member motions to Kathy Robertson, Executive Officer Governance on (08) 9213 2036 or at kr Robertson@walga.asn.au.



President Cr Karen Chappel JP
WALGA President



Nick Sloan
Chief Executive Officer

¹ [Association Constitution](#), section 29(2)(b)

9.2.4 Dryandra Women in Farming Sponsorship

Applicant:	Dryandra Women in Farming
File Ref. No:	ADM61
Disclosure of Interest:	N/A
Date:	22 June 2023
Author:	Stan Scott - CEO
Attachments:	9.2.4A Sponsorship Letter
Resources	9.2.4B Sponsors Prospectus

Summary

It is proposed that Council subscribe to as Gold Sponsorship for the Dryandra Women in Farming Annual Conference.

Background

The Shire has been approached to support this important annual event. Women in Farming is an important organisation in agricultural communities with considerable local membership.

Discussion

The Shire of Cuballing has recognised agriculture as its most important local industry and women have a pivotal role in the industry.

Strategic Implications

Supporting this event aligns with the Shire's strategic priorities.

Statutory Environment - Nil

Policy Implications Nil

Financial Implications

There are a number of options available, but the silver sponsorship best aligns with value for the Shire.

Economic Implication – Nil

Environmental Considerations - Nil

Consultation - Nil

Options

Council may resolve to support the officer's recommendation, choose a different sponsorship level or not sponsor the event at all.

Voting Requirements – Absolute Majority

OFFICER'S RECOMMENDATION:

That Council provides a Silver Sponsorship for \$500 for the Women in Farming Annual Seminar in September.



Shire of Cuballing
PO Box 13
Cuballing WA 6311

Dear Shire of Cuballing,

The Dryandra branch of Women in Farming is pleased to announce that the State's Annual Seminar is to be held in the town of Pingelly on Thursday 14th September 2023 at the Pingelly Recreation and Cultural Centre (PRACC). We would like to invite you to sponsor this event, assisting women in farming businesses to access this professional development opportunity, build networks and develop their capacity. Event Partners will receive recognition in social media and at the event, with increasing recognition according to the sponsorship level (see attached).

Women in Farming Incorporated is a member-funded organisation, with a network aimed at building capacity in farm business management for farming women. It has 11 branches across WA and over 200 members. Dryandra branch alone has members who come from a large catchment of towns including Cuballing, Popanyinning, Pingelly, Wickiepin, Narrogin, Highbury and Williams which allows for much diversity within the branch. We see the need to build and share skills across farm businesses as critical to ensuring the sustainability and profitability of our farm businesses and local communities.

The Seminar program features speakers drawn from agricultural companies and organisations as well as producers. The event attracts approximately 120 - 130 women from widespread areas of agricultural WA. Hosted by the Dryandra branch with support from the Women in Farming board, this seminar provides professional development opportunities for women involved in farm businesses of various kinds, to not only increase their knowledge around farm business practices but also the opportunity to network and share ideas.

As sponsor, you will be acknowledged via a thank you on social media, and on the event program. Further sponsorship levels offer increasing levels of recognition ranging from promotional material in gift bags given to every participant at the event, through to the naming of the post event sundowner. Our members greatly appreciate the assistance from our sponsors to enable us to host engaging and well attended seminars.

A branch member will contact you by phone in the next few weeks to discuss the opportunities of being a part of this event.

The Women in Farming board and Dryandra branch look forward to working alongside you and your business to bring this event to fruition.

Yours sincerely,

Simone Lansdell

Secretary – Dryandra Branch Women in Farming

Mobile: 0429 875 062

Email: dryandra1@womeninfarming.org.au

Website: www.womeninfarming.org.au

May 18, 2023

9.3.1 Draft 10 Year Plant Replacement Program

Applicant: Shire of Cuballing
File Ref. No: ADM118
Disclosure of Interest: N/A
Date: 15 June 2023
Author: Stan Scott - CEO
Attachments: 9.2.3a Draft 10 Year Plant Replacement Program
Resources

Summary

The purpose of this report is for Council to formally adopt the Draft 10 Plant Replacement Program for the Shire of Cuballing.

Background

In order for Council to effectively deliver on a challenging roads program it is necessary to invest in fit for purpose plant and equipment. Council recognised this when it agreed to bring forward the replacement of a Front End Loader and a Grader in the 2022-23 Budget.

The plan includes the last 2 years for comparison purposes. The proceeds and repayments for the loan for the grader have been included as part of the plant replacement costs and income.

Significant purchases for the coming year include:

- A replacement crew cab truck
- A larger diesel back up generator;
- A new set of traffic lights for road works – this includes improved features and technology;
- A replacement vehicle for the Works Supervisor;

New items of plant are:

- A new plant trailer to reduce the amount of lifting and risk of injury for parks and gardens staff.
- A towed sweeper for vastly improved efficiency and safety for roads projects. This item is particularly important for making worksites and new work safe for the public and mitigating the insurance risks associated with road works. There is one unit available in WA that we can secure with an early order.

Implications

The balance in the plan replacement reserve will increase over the next 2 years, even taking account of loan repayments;

The annual cost of mobile plant over the life of the plan is \$336,000 per year. If Council applies this amount each year it will fully fund all plant purchases over the life of the program.

Strategic Implications

The next 7 years of works is dominated by the WSN. The biggest risk in the works program is machinery breakdown and downtime. Maintaining a fit for purpose fleet mitigates that risk.

Statutory Environment Nil

Policy Implications Nil

Financial Implications

The annual budget contribution to the Plant Replacement Program is \$336,000

Economic Implication – Nil

Environmental Considerations - Nil

Consultation

The plan was discussed with the Plant Committee and at the Budget Forum in May.

Options

Council may resolve to accept the Draft Plan or make changes

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

- 1 That Council adopts the 10 year Plant Replacement Program;**
- 2 That Council endorses the CEO's decision to place an order for the towed sweeper for delivery in 2023-24 in anticipation of adoption of the budget.**

9.3.2 Draft 10 Year Roads Program 2023-2033

Applicant:	Shire of Cuballing
File Ref. No:	ADM118
Disclosure of Interest:	N/A
Date:	15 June 2023
Author:	Stan Scott - CEO
Attachments:	9.2.3a Draft 10 Year Roads Program
Resources	

Summary

The purpose of this report is for Council to formally adopt the Draft 10 Year Roads Program for the Shire of Cuballing.

Background

In order for Council to effectively budget in the longer term it is necessary for Council to have an appreciation of the long-term commitments and funding for road and bridges over the next 10 year. The following is notable:

- Over the first 7 years we are projected to receive just over \$16 million from Wheatbelt Secondary Freight Network, which approximates \$2.3 million per year;
- In 2025-26 we are expecting to receive around \$4.65 million in Bridge funding (with a Shire contribution of \$355,000 approx.) for the new Popanyinning Bridge. This may end up being spread over 2 financial years and it likely to be contracted out;
- The Shire's average own source roads contribution over the first seven years will be around \$430,000 per year. This compares to the reference amount of own source funding we are required to provide to meet Roads to Recovery obligations of \$408,000 per year.
- There is the possibility that when the next group of priority roads is identified for the Wheatbelt Secondary Freight Network that it could include Cuballing West Road, which could extend WSN for another year or two;

Implications

The upshot of all of the above is that the Shire will have limited financial capacity to undertake construction work on the balance of its road network.

With both Cuballing East and Wandering Narrogin Road having been included in our roads of regional significance and eligible for Regional Road Group (RRG) funding, these roads will no longer attract funding. Our remaining RRG roads are Stratherne Road and Congelin Narrogin Road, and the investment in these roads is reflected in the plan.

We may need to review our roads of regional significance and seek to include additional roads in the future. This might include for example Springhill Road and Bunmulling Road (after completion of the new bridge),

We may need to use the cash backed roads reserve to balance spending year on year within the roads program.

Wheatbelt Secondary Freight Network will continue to dominate our construction program over the next 7 years. When the program is complete our road construction budget will reduce by two thirds. This is the reverse of the cultural shift we experienced when WSFN started.

In light of that experience there may be an opportunity to do some contracting for Main Roads in the out years.

Strategic Implications

The next 7 years is nominated by the WSFN. We may need to consider our rating strategy to ensure that we retain capacity to do other works.

Statutory Environment Nil

Policy Implications Nil

Financial Implications

There are growing pains associated with the funding growth. We have increased our outside capability, but we may need further investment in back of house functions.

Economic Implication – Nil

Environmental Considerations - Nil

Consultation

We continue to consult with WSFN and the Shire engineer.

Options

Council may resolve to accept the Draft Plan or make changes

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

That Council adopt the 10 year Road Construction Plan for the Shire of Cuballing.

File Ref. No: ADM 108
 Disclosure of Interest: Nil
 Date: 10 May 2023
 Author: Stan Scott - Chief Executive Officer
 Attachments: 9.4.1A Minutes of the June 2023 Audit Committee.

Summary

Council receives the Minutes of the June 2023 Audit Committee Meeting.

Background

The May Audit Committee Meeting was intended to include the annual meeting with the Shire's Auditor and the entrance meeting for the 2022-23 Audit. Unfortunately, even though the Audit Committee Meeting proceeded the meeting with the Auditor could not proceed as the Office of the Auditor General had not agreed to the Audit Planning Summary for 2022-23.

The June meeting was scheduled to allow the Entrance Meeting to proceed and to give the Audit Committee the opportunity to ask questions of the auditor.

Comment

The meeting with the Auditor proceeded at 3.00pm between the CEO, Deputy CEO, Presiding Members (Cr Harris) and Independent Member (Mr Ballantyne) and Mark Ambrose (OAG) and Maria Cavallo (AMD Chartered Accountants).

The Audit Committee Meeting did not proceed until 4.00 pm when we were able to achieve a quorum. The committee discussed the outcomes of the meeting with the Auditor which largely based on the focus matters for the forthcoming audit.

The committee also noted that the Department has received the Audit Action Plan agree by Council at its May 2023 OCM.

Strategic Implications

The annual audit provides the opportunity to identify any weaknesses in control systems. The Audit emphasis changes from year to year to address emerging issues in the sector.

Statutory Environment

Duties and responsibilities of the Audit Committee are set out in the *Local Government (Audit Regulations) 1996*.

Policy Implications – Nil

Financial Implications – Nil

Economic Implication – Nil

Environmental Considerations - Nil

Consultation - Nil

Options

Council can resolve:

1. the Officer's Recommendation; or
2. defer and seek additional information.

Voting Requirements – Simple Majority

OFFICER'S / AUDIT COMMITTEE RECOMMENDATION:

That Council:

1. **Receive the Minutes of the Meeting of the Audit Committee of 13 June 2023;**
2. **Note that the Audit Action Plan has been received by the Department.**

9.3 MANAGER OF WORKS AND SERVICES:

Nil at this time

9.4 COMMITTEE REPORTS:

9.4.1	Audit Committee
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File Ref. No: ADM 108
Disclosure of Interest: Nil
Date: 10 May 2023
Author: Stan Scott - Chief Executive Officer
Attachments: 9.4.1A Minutes of the June 2023 Audit Committee.

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Statutory Environment

Duties and responsibilities of the Audit Committee are set out in the *Local Government (Audit Regulations) 1996*.

Policy Implications – Nil

Financial Implications – Nil

Economic Implication – Nil

Environmental Considerations - Nil

Consultation - Nil

Options

Council can resolve:

3. the Officer's Recommendation; or
4. defer and seek additional information.

Voting Requirements – Simple Majority

OFFICER'S / AUDIT COMMITTEE RECOMMENDATION:

That Council:

- 1. Receive the Minutes of the Meeting of the Audit Committee of 13 June 2023;**
- 2. Note that the Audit Action Plan has been received by the Department.**

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 19 July 2023 at the Shire of Cuballing Council Chambers, Campbell Street, Cuballing

14. CLOSURE OF MEETING: