

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

AGENDA

for the

Ordinary Meeting of Council

to be held

2PM, WEDNESDAY 18 OCTOBER 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	President
Cr Julie Christensen	
Cr Dawson Bradford	
Cr Adrian Kowald	

Mr Stan Scott	Chief Executive Officer
Mr Narelle Rowe	Deputy Chief Executive Officer
Mr Anthony Mort	Acting Manager of Work and Services

2.1.2 Apologies

Cr Robert Harris	Deputy President
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2.1.3 Leave of Absence

Mr Bruce Brennan, Manager of Works and Services. Returning for December's meeting

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 September 2023

OFFICER'S RECOMMENDATION:

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

File Ref. No:	NA
Disclosure of Interest:	Nil
Date:	10 October 2023
Author:	Juanita Waltho
Attachments:	9.1.1A List of August Municipal Accounts 9.1.1B List of Credit Card Transactions 9.1.1C Petty Cash and Coles Card

Summary

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

Background – Nil

Comment

Council is provided with details of payments and credit card transactions made during the month of September 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 September 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 \$583225.86 included at Attachment 9.1.1A.**
- 2. a summary of transactions completed on Credit Cards by Council Staff for the period ending 30 September 2023 included at Attachment 9.1.1B.**
- 3. a summary of transactions completed on Coles Cards and Petty Cash for the period ending 30 September 2023.**

LIST OF SEPTEMBER 2023 MUNICIPAL FUND ACCOUNTS

Chq/EFT	Name	Description	Amount
EFT8251	AFGRI EQUIPMENT AUSTRALIA PTY LTD	Parts for steering column / hydraulic ram for steering adjustment ant fit kit. - Parts Invoice, freight included	-433.35
EFT8252	Works Manager	50% Reimbursement Synergy - 19/05/2023 to 21/07/2023	-158.05
EFT8253	CUBALLING BUILDING COMPANY	Supply & Install concrete around within the new limestone retaining wall including a ramp	-5913.60
EFT8254	DRYANDRA BRANCH WOMEN IN FARMING	Sponsorship 2023 Women in Farming Annual Seminar - Pingelly PRACC	-500.00
EFT8255	E & MJ Rosher Pty Ltd	Supply 1 x Sewell Sweeper TB2000E as per Quote1608143 This is to go through WALGA Preferred Supplier Program	-67132.80
EFT8256	GREAT SOUTHERN WASTE DISPOSAL	Rubbish Removal - Household Service x 269 @ \$1.81 Each	-7109.64
EFT8257	IT VISION USER GROUP	IT Vision User Group Membership 2023/2024	-770.00
EFT8258	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	Proportional contribution based on population for the cost of Local Health Authorities Analytical Committee	-396.00
EFT8259	ONE MUSIC AUSTRALIA	Annual License Fee - Public Performances in Council Premises	-364.00
EFT8260	SOUTHERN LOCK AND SECURITY	Carbine CPFL - 6D double euro cylinder fixed and lazy cam 6 pin	-100.89
EFT8261	WA LOCAL GOVERNMENT ASSOCIATION (WALGA)	WALGA Association subscription	-31406.90
EFT8262	Winc Australia Pty Limited	Stationery for Administration	-71.88
EFT8263	METROCOUNT	2 x Roadpod VT 5900 Plus inc RC as per Quote	-11099.00
EFT8264	NARROGIN BETTA HOME LIVING	Supply & Deliver LG 530L French Door Fridge Stainless Steel	-2044.00
EFT8265	NARROGIN FREIGHTLINES	Monthly Freight Charges - Midland Brick	-617.71
EFT8266	CHRISTINE HILL FOOD	Catering for the Winter Ball 142 Guest @ 40 a head	-5680.00
EFT8267	NARROGIN PACKAGING AND MOTORCYCLES & ACCESSORIES	2 x Hand Cleaner dispensers 2 x Hand Towel dispensers	-269.90
EFT8268	PINGELLY TYRE SERVICE	4 x New light truck Tyres as per Quote iv00000009137	-1342.00
EFT8269	Parrys Narrogin	1 x Bomber jack Day Night	-175.90
EFT8270	R MUNNS ENGINEERING CONSULTING SERVICES	Assist with the development of works tree clearing permits Wandering-Narrogin Road WSNF project	-4266.79

EFT8271	SCAVENGER SUPPLIES	Supply Wildland Bush Fire Uniform Jackets (inc velcro) & Pants & masks	-10362.06
EFT8272	TOTAL UNDERCAR	2 x 31 x 10.5RMT0 Steer tyres for John Deer Tractor	-851.00
EFT8278	Air Response	Remove, Supply and install New air-conditioned as per quote 461 CEO House	-14088.30
EFT8279	Allan's Bobcat & Truck Hire	Lay Paving for foot paths at Cuballing War Memorial	-5830.00
EFT8280	BMR MECHANICAL PTY LTD	Find and Fix Fuel fault with Generator	-306.01
EFT8281	Best Office Systems	Monthly Photocopier Charges - 20/07/2023 to 20/08/2023	-1196.24
EFT8282	COUNTRY PAINT SUPPLIES	1 x spray can of classic cream paint	-15.45
EFT8283	CUBALLING BUILDING COMPANY	Supply & Install skirting as per written quote	-14641.36
EFT8284	CUBY ROADHOUSE	180 Lunch packs for the 2023 LGIS Golf Challenge 24/25 August 2023.	-4323.56
EFT8285	Derbahl	Pumping of septic tanks and 3 portable toilets for LGIS Golf Tournament	-732.00
EFT8286	E Fire And Safety	2 x 6 Monthly inspection and service of fire extinguishers – All Shire Buildings	-975.70
EFT8287	Edge Planning & Property	Town Planning Services - July 2023	-1085.70
EFT8288	Farmworks Narrogin	2 x 1000lt IBC Roundup Ultra Max	-9009.00
EFT8289	GREAT SOUTHERN FUEL SUPPLIES	Bulk Diesel Fuel Delivery - D2152925	-8325.16
EFT8290	HERSEY SAFETY PTY LTD	200 x Guide Posts	-3030.50
EFT8291	INTELIFE GROUP	Excavator Hire for Tree Mulching as per quote Q395 @ \$250+phr Turners, Melchoiorre, Bunmulling, Shaddicks Road. 1 x Mobilisation and De -Mob @ \$3000+ This is to go through WALGA Preferred Supplier Program	-38087.50
EFT8292	LG Corporate Solutions Pty Ltd	Financial Consultancy - Preparation of 2023/24 Statutory Budget	-21413.10
EFT8293	Liquorbarons	Beer ,wine ,spirits and hire of cool room. LGIS Golf Day & Winter Ball	-10208.76
EFT8294	McDougall Weldments	Monthly Account - Repairing of 3 ton tipper on tipper body - CN 2	-1600.00
EFT8295	Melchiorre Plumbing And Gas	Quarterly clean of Fuji Septic Systems	-2413.38
EFT8296	NARROGIN BEARING SERVICES	2 x portable air compressors for LGIS Golf	-399.90
EFT8297	NARROGIN CARPETS AND CURTAINS	Supply & Install new window curtains to all windows in the Ag Hall, main hall zone and new stage curtains as per quote # Q14439	-29342.00

EFT8298	CUBY WINDSCREENS & CUBY AGRICULTURAL WINDSCREENS	Supply and Fit 1 x New Windscreen to CNO	-1430.00
EFT8299	NARROGIN TOYOTA & MAZDA	30,000Km service of CN039	-318.71
EFT8300	Nicholls Bus and Coach Service	Bus Hire: Simmons Road, Narrogin Rec & Cornwell to Cuby Hall and back. Cuballing Winter Ball 2023	-580.00
EFT8301	Parrys Narrogin	Office Staff Uniforms	-996.50
EFT8302	SAI Global	2023/24 National Construction Codes - Annual Subscription	-3403.02
EFT8303	SHIRE OF NARROGIN	400 Liters emulsion for patching	-1270.00
EFT8304	Shire of Wickepin	Bus Hire for the LGIS Golf Challenge 24th & 25th August Pick up 23rd August and drop back on 26th August	-1155.60
EFT8305	Sportspower Narrogin	Golf balls and tees for LGIS golf tournament	-642.40
EFT8306	UNIQUE STROKES WA	Supply & Paint the CWA Hall, main hall area including, skirtings & two doors. Patch & Paint ceiling where lights where moved.	-4920.00
EFT8307	WALLIS COMPUTER SOLUTIONS	Installation of IT & Internet Facility	-2419.78
EFT8308	WESTRAC	2,000hr Service on Cat 140 Grader as per Estimate 18/7/23	-6127.92
EFT8309	ZIRCODATA PTY LTD	Monthly Archive Storage Fees - 26/07/2023 to 25/08/2023 New Archive Boxes - Delivery and Organising	-62.13
EFT8310	Councillor	Reimbursement for Accommodation and other expenses for Local Government Week	-805.92
EFT8311	AIRBORN AMUSEMENTS PTY LTD	Kids Festival 2023 Carnival Package + bouncy castle	-5900.00
EFT8312	BKS Electrical	Connect new solar hart hot water system to CEO house	-214.50
EFT8313	BMR MECHANICAL PTY LTD	Find and Repair Fault with Hydraulic Hoist	-989.83
EFT8314	C&D Cutri	Bridge Maintenance on Bridge 428 as per Quote 0195	-5885.00
EFT8315	CORSIGN (WA) PTY LTD	12 x Plastic flexi white posts	-891.00
EFT8316	FULTON HOGAN INDUSTRIES PTY LTD	1 x Pallet 60 bags EZ Street Pot hole repair	-1881.00
EFT8317	HANCOCKS HOME HARDWARE	Materials for Shire Depot - Door Mat, Rubber Honeycomb, CRC Spray and Tidy Swing	-140.90
EFT8318	Harwood Contracting Services	Supply & Deliver 5m3 truck load of bushland mulch	-539.00
EFT8319	MAKIT NARROGIN HARDWARE	Materials - Easy Drain	-317.20
EFT8320	Mary Caunt	Face Painting Kids Festival	-240.00

EFT8321	NARROGIN AGRICULTURAL REPAIRS	2 x box mower blades for Howard Mower	-220.20
EFT8322	NARROGIN AUTO CENTRE / NARROGIN FORD, MITSUBISHI AND NISSAN	30,000 km service on Ford Ranger	-733.50
EFT8323	NARROGIN AUTO ELECTRICS	1 x New Battery for CN027	-363.00
EFT8324	NARROGIN PACKAGING AND MOTORCYCLES & ACCESSORIES	Gel Canister for Bain Marie	-12.00
EFT8325	NARROGIN VALLEY STOCKFEED & GAS	2 x gas bottles for rec centre 45kg	-390.00
EFT8326	BUILDERS REGISTRATION BOARD Building Commission	August 2023 Building Services Levy Remittance Advice	-120.15
EFT8327	Department Fire and Emergency Services	20023/2024 FESA Levy	-65856.00
EFT8328	HANCOCKS HOME HARDWARE	Depot Materials - Spray Wand, Garden Pressure Sprayer, Gloves, Dial Tyre, Secateurs, Sharpener, Beanie, Torch and Thermos	-220.51
EFT8329	KALEXPRESS & QUALITY TRANSPORT	Monthly Freight Charges - Southern Lock and Security. Fuel Levy and Freight Safe Warranty	-33.18
EFT8330	Winc Australia Pty Limited	Office stationery & 2023/24 diary	-146.53
EFT8331	Allan's Bobcat & Truck Hire	Excavator Hire to dig two graves	-990.00
EFT8332	BILL & BENS HOT BREAD SHOP	Catering LGIS golf Challenge 2023	-1159.24
EFT8333	BMR MECHANICAL PTY LTD	fix and sort 6 wheel truck hydraulics	-280.00
EFT8334	Cuby Tavern	Food for Council meeting	-100.00
EFT8335	GREAT SOUTHERN WASTE DISPOSAL	Rubbish Removal - Household Service x 269 @ \$1.81 Each	-7629.38
EFT8336	IT VISION	Onsite SynergySoft Payroll Officer Training 12 - 15 June 2023 including trainer, travel & accommodation	-408.00
EFT8337	NARROGIN CARPETS AND CURTAINS	Replacement of carpet in the CWA Hall, main hall to hybrid flooring	-15840.00
EFT8338	NARROGIN FRUIT MARKET	Friday night food LGIS Golf Challenge	-1034.00
EFT8339	NARROGIN PACKAGING AND MOTORCYCLES & ACCESSORIES	Black Rectangle Table Cloths x 5 for Shire Council Meeting in Popanyinning 18th May 2023	-60.00
EFT8340	NARROGIN TOYOTA & MAZDA	1 x Nozzle for windscreen washers	-28.27
EFT8341	OLD MACDONALD'S TRAVELLING FARMS	Petting Zoo Kids Festival 2023	-1045.00
EFT8342	WA TRAFFIC PLANNING	Traffic Management Plan for Cuballing East roadworks for WSNF	-935.00
EFT8343	WALLIS COMPUTER SOLUTIONS	Annual Subscription - Licences, Maintenance & Support - Agreement ITS GOLD	-43677.48
EFT8344	CLOUD PAYMENT GROUP	Debt Collection Services - August 2023	-605.99
EFT8345	CUBALLING BUILDING COMPANY	Supply & Install fencing around the limestone retaining wall as per quote	-5835.51

EFT8346	Edge Planning & Property	Planning Services in August 2023	-930.60
EFT8347	FULFORD EARTHMOVING & CIVIL	Dozer Hire to Rehab Shaddick road gravel pit	-2145.00
EFT8348	H+H ARCHITECTS	Additional site visits by project manager. Based on progress to date and the requirement for additional scrutiny of the project we estimate another 5 site visits will be required for a total of 10 invoiced visits. If acceptable to the Shire we would appreciate it if we could increase our site visit allowance to 10. Any additional visits will not be charged. This will equate to a total variation of \$2910.00 +gst (ie, three visits at \$970 each).	-1696.20
EFT8349	HANCOCKS HOME HARDWARE	Monthly Account Charges - Materials for the Shire Depot	-170.00
EFT8350	IT VISION	SynergySoft Excel Integration (Online Workshop) - Half Day - Admin Officer	-495.00
EFT8351	KALEXPRESS & QUALITY TRANSPORT	Monthly Freight Charges - Scavenger Supplies	-59.18
EFT8352	LINTON PARK FARMS PTY LTD	Annual Lease - Springhill Dam	-2200.00
EFT8353	McLeods Barristers & Solicitors	Preparation of Contracts for Sale x 3 properties - Lot 11270 on Deposited Plan No 85026 Hart Street	-4200.40
EFT8354	NARROGIN AGRICULTURAL REPAIRS	2 x rubber latch assembly for ride on mower	-15.00
EFT8355	NARROGIN AUTO ELECTRICS	2 x New Batteries for CN2 Isuzu truck	-581.78
EFT8356	NARROGIN FREIGHTLINES	Monthly Freight Charges - Various Accounts	-93.27
EFT8357	NARROGIN PACKAGING AND MOTORCYCLES & ACCESSORIES	4 x boxes toilet rolls 3 x Liquid soap dispenser 2 x Toilet brush sets	-439.90
EFT8358	NARROGIN PUMPS SOLAR AND SPRAYING	Received the invoice on the 13/09/2023	-232.07
EFT8359	Narrogin Country Fresh Meats	Meat for council meeting	-91.88
EFT8360	REINFORCED CONCRETE PIPES	List of Culverts and Headwall as per Quote 101576 Cuballing East road	-25939.32
EFT8361	SHIRE OF NARROGIN	Ranger Services 2023/24 Labour and Travel - 18/08/2023	-444.00
EFT8362	Security Man Pty Ltd	Quarterly Monitoring - Security System - October, November, December 2023	-110.00
EFT8363	BMR MECHANICAL PTY LTD	Insurance Claim for CN047 Supply and Fit 1 x new fuel tank	-5866.29
20226	Water Corporation	WATER CHARGES - STANDPIPE AT FRANCIS STREET NARROGIN FL LOT ROAD RES OPP L63	-617.13

20227	SYNERGY	ELECTRICITY CHARGES - LOT 470 RIDLEY STREET CUBALLING	-160.29
20228	Water Corporation	WATER CHARGES - COMMUNITY STANDPIPE AT CUBALLING EAST ROAD NARROGIN FL LOT ADJ LOT 13920	-50.87
20229	SYNERGY	ELECTRICITY CHARGES - STREET LIGHTS X 43	-741.27
20230	Water Corporation	WATER CHARGES - STANDPIPE AT FRANCIS STREET NARROGIN FL LOT ROAD RES OPP L63	-973.00
20231	Shire of Cuballing	KERBSIDE RUBBISH AND RECYCLING CHARGE 223/2024 - SHIRE OFFICE 186 CAMPBELL STREET CUBALLING	-2835.00
20232	SYNERGY	ELECTRICITY CHARGES - LOT 20 HOWARD STREET POPANYINNING	-258.82
20233	Water Corporation	WATER CHARGES - STANDPIPE AT STRATHERNE RD NARROGIN FL LOT ROAD RES OPP L4202	-50.05
DD3746.2	AUSTRALIAN SUPER	Payroll deductions	-112.13
DD3760.1	AWARE SUPER PTY LTD	Payroll deductions	-4634.92
DD3760.2	MATRIX SUPERANNUATION	Superannuation contributions	-308.63
DD3760.3	HOSTPLUS SUPER	Superannuation contributions	-568.91
DD3760.4	MyNorth Super	Superannuation contributions	-573.15
DD3760.5	AUSTRALIAN SUPER	Payroll deductions	-1927.69
DD3760.6	Colonial First State	Superannuation contributions	-272.09
DD3760.7	MLC Super Fund	Superannuation contributions	-272.09
DD3760.8	ANZ SMART CHOICE SUPER	Superannuation contributions	-96.12
DD3776.1	IINET LIMITED	Monthly NBN Internet Service - September 2023	-89.99
DD3777.1	NATIONAL AUSTRALIA BANK	MWS CREDIT CARD - -VARIOUS ITEMS FOR THE LGIS GOLF TOURNAMENT	-7168.92
DD3786.1	AWARE SUPER PTY LTD	Payroll deductions	-4563.74
DD3786.2	MATRIX SUPERANNUATION	Superannuation contributions	-308.63
DD3786.3	HOSTPLUS SUPER	Superannuation contributions	-643.37
DD3786.4	MyNorth Super	Superannuation contributions	-573.15
DD3786.5	AUSTRALIAN SUPER	Payroll deductions	-1971.24
DD3786.6	Colonial First State	Superannuation contributions	-272.09
DD3786.7	MLC Super Fund	Superannuation contributions	-272.09
DD3786.8	ANZ SMART CHOICE SUPER	Superannuation contributions	-258.15
		TOTAL	-583225.86

CREDIT CARD TRANSACTIONS

Job Description	Comments	Line Total
Mobile Experts Ellenbrook	MWS Phone Screen Protector	\$29.95
Shire of Cuballing	Vehicle Renewal for CN157	\$116.75
Shire of Cuballing	Vehicle Renewals for CN3469 and CN3468	\$53.30
SMP Car Wash – Kelmscott	Car Wash for CEO Vehicle	\$20.33
Crown Promenade Perth	Accommodation for CEO Local Government Week	\$17.65
Crown Promenade Perth	Accommodation for CEO Local Government Week	\$105.89
Crown Junction Grill Burswood	Dinner for CEO Local Government Week	\$102.50
McDonalds – Crown Perth	Breakfast for CEO Local Government Week	\$12.65
Taxipay	Taxi Fare – Local Government Week	\$34.13
Crown Promenade Perth	Accommodation for CEO Local Government Week	\$1109.35
Crown Promenade Perth	Accommodation for CEO Local Government Week	\$665.61
Adobe	Annual Licence Fee	\$35.19
LG Professionals	Excel Workshop Registration	\$520.00
Caltex Narrogin	DCEO – Fuel for Vehicle	\$40.01
McDonalds Collie	Southwest Workcare Forum – Breakfast	\$13.85
Grill	Southwest Workcare Forum – Lunch	\$24.65
Lonestar Bunbury	Southwest Workcare Forum – Dinner	\$37.95
Kels Kitchen	Caterng for Cuballing Winter ball 2023	\$760.00
Total =		\$4986.17

PETTY CASH

Item details	Refreshments	Depot	Office Maintenance	Event	Admin Stationary	GST10%	Total
	04105	J1668	J4114		04231		
Grocery							
Stationary/postage							
Misc (Cleaning Supplies)							
Stationery/Postage							
Outside Staff Goods							
Staff							
						Total	
						Cash on Hand	600.00
						Till float	100.00
						Grand total	700.00

COLES CARD

Item details	Refreshments	Works	Office Maintenance	Events	Events	GST 10%	Total
	04105		J4114	J132C	1042420.5		
Groceries - Council Refreshments	48.90					3.30	48.90
Groceries – Office			34.85			3.05	34.85
Groceries – Community Consult							
Misc (Cleaning Supplies)			26.30			2.39	26.30
Works – Outside Staff Goods							
						Total	110.05
						Total on Hand	389.95
						Grand total	\$500.00

9.1.2 Statement of Financial Activity

Applicant:	N/A
File Ref. No:	ADM214
Disclosure of Interest:	Nil
Date:	12 October 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 September 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

A detailed breakdown of variances provided within the financial statements are attached for Council endorsement.

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 30 September 2023 be received.

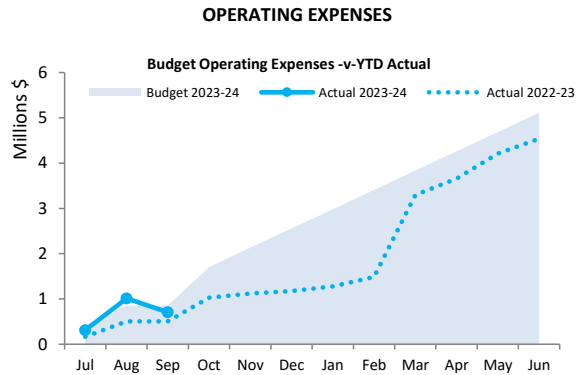
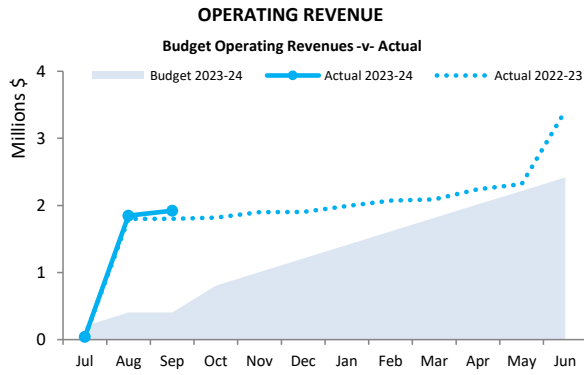
SHIRE OF CUBALLING
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 September 2023

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

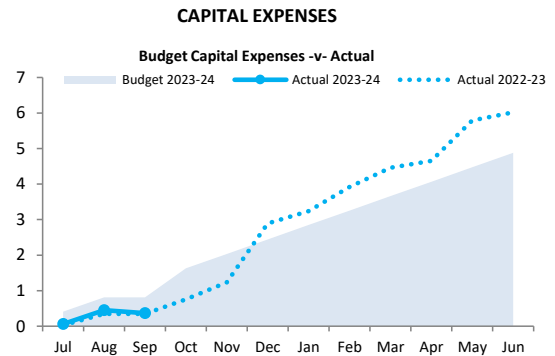
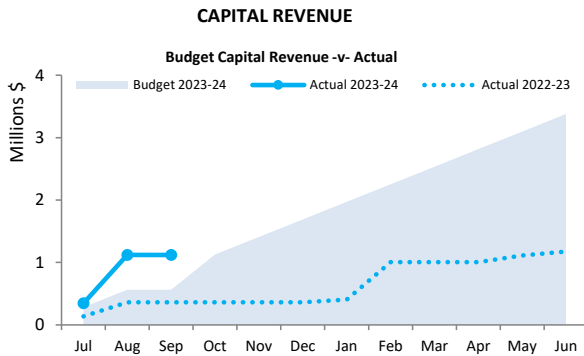
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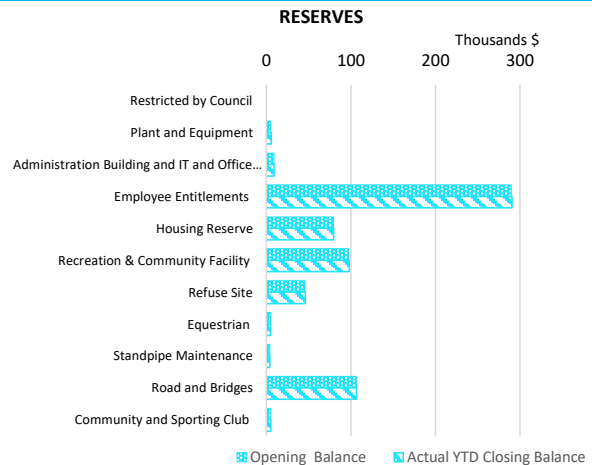
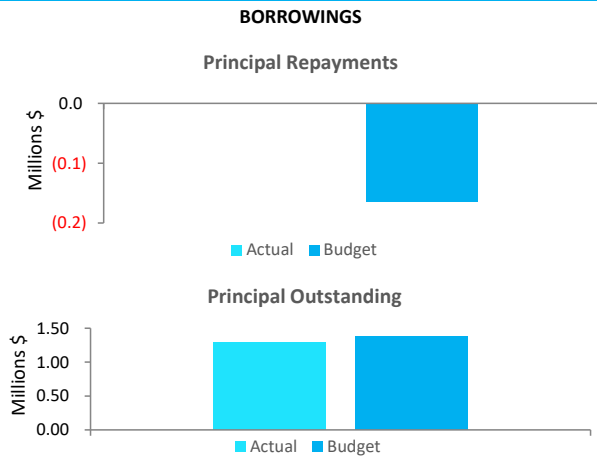
OPERATING ACTIVITIES



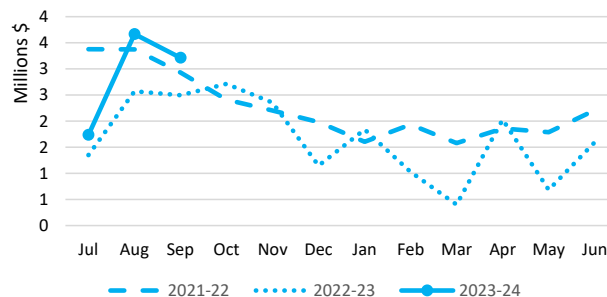
INVESTING ACTIVITIES



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	\$1.81 M	\$1.81 M	\$1.71 M	(\$0.10 M)
Closing	\$0.03 M	\$3.06 M	\$3.21 M	\$0.15 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$	% of total
Unrestricted Cash	\$0.94 M	36.3%
Restricted Cash	\$1.65 M	63.7%

Refer to Note 2 - Cash and Financial Assets

Payables		
	\$	% Outstanding
Trade Payables	\$0.17 M	
0 to 30 Days		84.1%
Over 30 Days		15.9%
Over 90 Days		11.7%

Refer to Note 5 - Payables

Receivables		
	\$	% Collected
Rates Receivable	\$0.50 M	70.8%
Trade Receivable	\$0.97 M	
Over 30 Days		98.9%
Over 90 Days		0.9%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.39 M)	\$1.14 M	\$0.84 M	(\$0.30 M)

Refer to Statement of Financial Activity

Rates Revenue		
	\$	% Variance
YTD Actual	\$1.55 M	
YTD Budget	\$1.59 M	(2.4%)

Refer to Statement of Financial Activity

Operating Grants and Contributions		
	\$	% Variance
YTD Actual	\$0.12 M	
YTD Budget	\$0.12 M	0.9%

Refer to Note 12 - Operating Grants and Contributions

Fees and Charges		
	\$	% Variance
YTD Actual	\$0.13 M	
YTD Budget	\$0.09 M	42.8%

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)
(\$1.42 M)	(\$0.07 M)	\$0.67 M	\$0.74 M

Refer to Statement of Financial Activity

Proceeds on sale		
	\$	%
YTD Actual	\$0.00 M	
Amended Budget	\$0.08 M	(100.0%)

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
	\$	% Spent
YTD Actual	\$0.45 M	
Amended Budget	\$4.88 M	(90.8%)

Refer to Note 7 - Capital Acquisitions

Capital Grants		
	\$	% Received
YTD Actual	\$1.12 M	
Amended Budget	\$3.38 M	(66.8%)

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)
\$0.03 M	\$0.18 M	(\$0.00 M)	(\$0.19 M)

Refer to Statement of Financial Activity

Borrowings	
	\$
Principal repayments	\$0.00 M
Interest expense	(\$0.01 M)
Principal due	\$1.29 M

Refer to Note 8 - Borrowings

Reserves	
	\$
Reserves balance	\$0.65 M
Interest earned	\$0.00 M

Refer to Note 10 - Cash Reserves

Lease Liability	
	\$
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.00 M

Refer to Note 9 - Lease Liabilities

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 30 SEPTEMBER 2023

NATURE OR TYPE DESCRIPTIONS

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.

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 30 SEPTEMBER 2023**

BY NATURE OR TYPE

	Ref	Amended Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	1,805,569	1,805,569	1,705,489	(100,080)	(5.54%)	
Revenue from operating activities							
Rates		1,417,951	1,590,561	1,552,401	(38,160)	(2.40%)	
Operating grants, subsidies and contributions	12	476,885	119,211	120,260	1,049	0.88%	
Fees and charges		367,691	91,893	131,239	39,346	42.82%	▲
Interest earnings		83,550	20,883	7,134	(13,749)	(65.84%)	▼
Other revenue		88,270	22,059	38,254	16,195	73.42%	▲
Profit on disposal of assets	6	5,138	1,284	0	(1,284)	(100.00%)	
		2,439,485	1,845,891	1,849,288	3,397	0.18%	
Expenditure from operating activities							
Employee costs		(1,086,640)	(271,509)	(441,371)	(169,862)	(62.56%)	▼
Materials and contracts		(1,201,509)	(300,024)	(430,975)	(130,951)	(43.65%)	▼
Utility charges		(180,803)	(45,147)	(18,614)	26,533	58.77%	▲
Depreciation on non-current assets		(2,277,131)	(569,250)	0	569,250	100.00%	▲
Interest expenses		(52,020)	(12,999)	12,806	25,805	198.52%	▲
Insurance expenses		(226,979)	(56,709)	(106,993)	(50,284)	(88.67%)	▼
Other expenditure		(76,245)	(19,053)	(26,289)	(7,236)	(37.98%)	▼
Loss on disposal of assets	6	(10,840)	(2,709)	0	2,709	100.00%	
		(5,112,167)	(1,277,400)	(1,011,436)	265,964	(20.82%)	
Non-cash amounts excluded from operating activities	1(a)	2,282,833	570,675	0	(570,675)	(100.00%)	▼
Amount attributable to operating activities		(389,849)	1,139,166	837,852	(301,314)	(26.45%)	
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	13	3,379,313	844,818	1,121,272	276,454	32.72%	▲
Proceeds from disposal of assets	6	75,955	308,079	0	(308,079)	(100.00%)	▼
Payments for property, plant and equipment and infrastructure	7	(4,880,044)	(1,219,938)	(450,745)	769,193	63.05%	▲
Amount attributable to investing activities		(1,424,776)	(67,041)	670,527	737,568	(1,100.17%)	
Financing Activities							
Proceeds from new debentures	8	250,000	0	0	0	0.00%	
Transfer from reserves	10	0	444,887	0	(444,887)	(100.00%)	▼
Payments for principal portion of lease liabilities	9	(2,000)	0	0	0	0.00%	
Repayment of debentures	8	(164,504)	(124,980)	0	124,980	100.00%	▲
Transfer to reserves	10	(48,921)	(135,727)	(3,075)	132,652	97.73%	▲
Amount attributable to financing activities		34,575	184,180	(3,075)	(187,255)	(101.67%)	
Closing funding surplus / (deficit)	1(c)	25,519	3,061,874	3,210,793	148,919	(4.86%)	

KEY INFORMATION

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

Refer to Note 16 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 14 to these financial statements.

SIGNIFICANT ACCOUNTING POLICES

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 12 October 2023

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 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	(5,138)	(1,284)	0
Add: Loss on asset disposals	6	10,840	2,709	0
Add: Depreciation on assets		2,277,131	569,250	0
Total non-cash items excluded from operating activities		2,282,833	570,675	0

(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 2023	Last Year Closing 30 June 2023	Year to Date 30 September 2023
Adjustments to net current assets				
Less: Reserves - restricted cash	10	(648,026)	(648,026)	(651,101)
Add: Borrowings	8	164,504	327,535	163,031
Add: Provisions employee related provisions	11	270,754	284,448	284,448
Add: Lease liabilities	9	2,000	2,000	0
Total adjustments to net current assets		(210,768)	(34,043)	(203,622)

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

Current assets				
Cash and cash equivalents	2	2,003,638	2,003,638	2,593,799
Rates receivables	3	155,806	155,806	498,013
Receivables	3	424,668	424,668	974,411
Other current assets	4	244,461	244,461	244,461
Less: Current liabilities				
Payables	5	(378,492)	(378,492)	(352,226)
Borrowings	8	(164,504)	(327,535)	(163,031)
Contract liabilities	11	(96,566)	(96,566)	(96,566)
Lease liabilities	9	(2,000)	(2,000)	0
Provisions	11	(284,448)	(284,448)	(284,448)
Less: Total adjustments to net current assets	1(b)	(210,768)	(34,043)	(203,622)
Closing funding surplus / (deficit)		1,691,795	1,705,489	3,210,793

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.

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Municipal Cash at Bank		96,255	0	96,255		NAB	TBA	N/A
Municipal Cash Investments (Online and at call account)		845,742	1,000,000	1,845,742		NAB	TBA	N/A
Term Deposits		2	651,100	651,102		NAB	TBA	TBA
Petty Cash		700	0	700		N/A	N/A	N/A
Total		942,699	1,651,100	2,593,799	0			
Comprising								
Cash and cash equivalents		942,699	1,651,100	2,593,799	0			
		942,699	1,651,100	2,593,799	0			

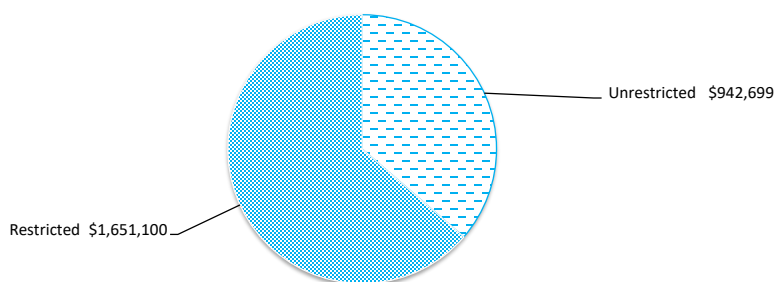
KEY INFORMATION

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.

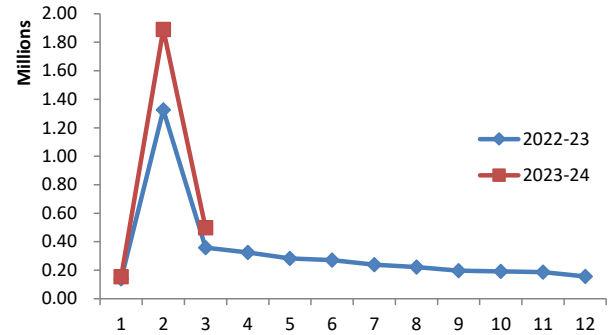
The local government classifies financial assets at amortised cost if both of the following criteria are met:

- 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.



Rates receivable	30 Jun 2023	30 Sep 2023
	\$	\$
Opening arrears previous years	155,806	155,806
Levied this year	1,966,471	1,552,401
Less - collections to date	(1,966,471)	(1,210,194)
Gross rates collectable	155,806	498,013
Net rates collectable	155,806	498,013
% Collected	92.7%	70.8%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(89)	10,185	877,845	2,228	7,843	898,012
Percentage	0.0%	1.1%	97.8%	0.2%	0.9%	
Balance per trial balance						
Sundry receivable						898,012
GST receivable						76,399
Total receivables general outstanding						974,411

Amounts shown above include GST (where applicable)

KEY INFORMATION

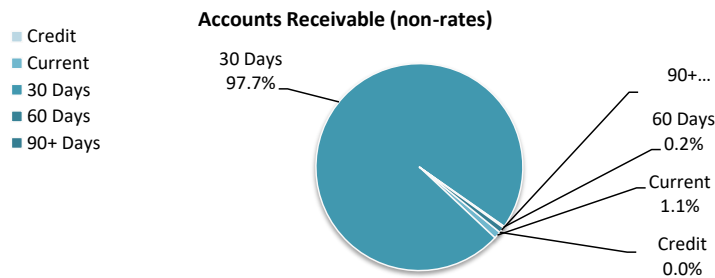
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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 30 SEPTEMBER 2023**

**OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS**

Other current assets	Opening Balance 1 July 2023	Asset Increase	Asset Reduction	Closing Balance 30 September 2023
	\$	\$	\$	\$
Inventory				
Fuel	33,510	0	0	33,510
Total other current assets	244,461	0	0	244,461

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.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

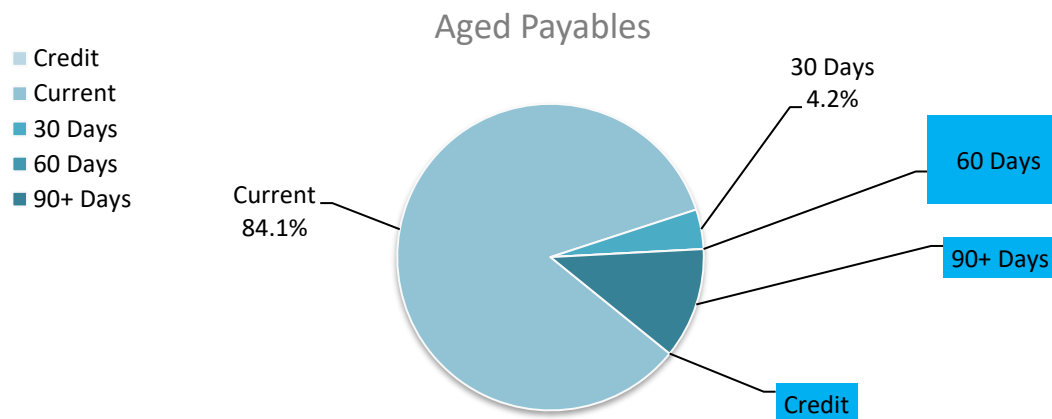
**OPERATING ACTIVITIES
NOTE 5
PAYABLES**

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	87,144	4,330	0	12,089	103,563
Percentage	0%	84.1%	4.2%	0%	11.7%	
Balance per trial balance						
Sundry creditors						172,524
Accrued salaries and wages						0
ATO liabilities						155,431
Bonds & Deposits						24,271
Total payables general outstanding						352,226

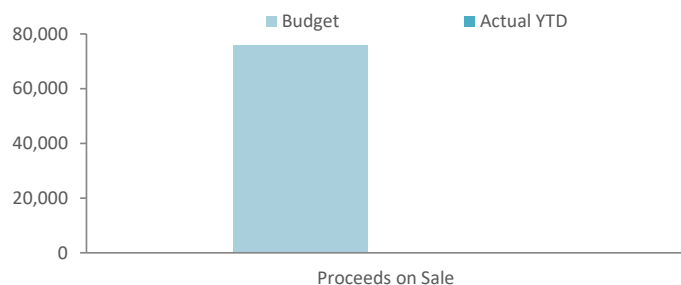
Amounts shown above include GST (where applicable)

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.



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Transport								
	Generator	5,700	2,500	0	(3,200)	0	0	0	0
	Hino Truck	27,000	25,000	0	(2,000)	0	0	0	0
	Traffic Lights	8,640	3,000	0	(5,640)	0	0	0	0
	Works Utility	40,317	45,455	5,138	0	0	0	0	0
		81,657	75,955	5,138	(10,840)	0	0	0	0



Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	735,316	183,822	298,108	114,286
Plant and equipment	316,168	79,035	84,150	5,115
Infrastructure - roads	3,733,560	933,336	62,628	(870,708)
Infrastructure - bridges	40,000	9,999	5,350	(4,649)
Infrastructure - parks, ovals & playgrounds	25,000	6,249	0	(6,249)
Infrastructure - other	10,000	2,499	509	(1,990)
Payments for Capital Acquisitions	4,880,044	1,219,938	450,745	(769,193)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	3,379,313	844,818	1,121,272	276,454
Borrowings	250,000	0	0	0
Other (disposals & C/Fwd)	75,955	308,079	0	(308,079)
Contribution - operations	1,168,776	67,041	(670,527)	(737,568)
Capital funding total	4,880,044	1,219,938	450,745	(769,193)

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.

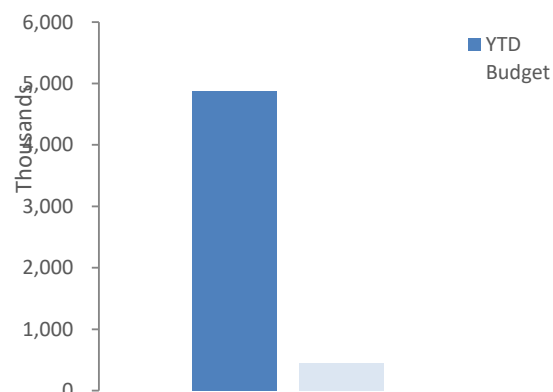
Initial recognition and measurement for assets held at cost

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 recognised 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			Variance	
Account Description		Budget	YTD Budget	YTD Actual	(Under)/Over	
		\$	\$	\$	\$	
Land & Buildings						
	C214	Land Purchase - Light Industrial Area	250,000	62,499	0	(62,499)
	J4114D	Administration Office Refurbishment	19,141	4,785	0	(4,785)
	C084	Aged Persons Accommodation Capital Expense	213,000	53,250	119,149	65,899
	C158	Cuballing Transfer Station 17/18 - Waste Oil Facility	0	0	28	28
	C165	Building Renewal - Cuballing Recreation Centre	0	0	155	155
	C212	Ceo Residence - Solar Panels	5,000	1,248	0	(1,248)
	C205	Golf Club Facility Upgrade (Lrci Funds)	0	0	1,287	1,287
	11057	CCTV Camera's	0	0	25,510	25,510
	C213	Ceo Residence - Air Conditioner	11,418	2,853	11,419	8,566
	C162	Cuballing Town Hall - Capital Works	50,332	12,582	26,675	14,093
	C164	Building Renewal - Cuballing Cwa Hall	176,225	44,055	113,885	69,830
	C173	Skate Park Refurbishment	10,200	2,550	0	(2,550)
	Total Buildings	735,316	183,822	298,108	114,286	
Furniture & Equipment						
	04270	Capital Expenditure - Furniture & Equipment	20,000	4,998	0	(4,998)
	Total Furniture & Equipment	20,000	4,998	0	(4,998)	
Plant & Equipment						
	11300	Capital Expenditure - Plant & Equipment - Generator	26,350	6,585	23,120	16,535
	12411	Two Way system for Plant	25,000	6,249	0	(6,249)
	12416	Capital Expenditure - Plant & Equipment - Hino Truck	97,540	24,384	0	(24,384)
	12421	Capital Expenditure - Plant & Equipment - Traffic Lights	37,000	9,249	0	(9,249)
	12428	Capital Purchase - Sewell Sweeper TB2000E	61,500	15,375	61,030	45,655
	12429	Capital Expenditure - Plant & Equipment - Plant Trailer	8,500	2,124	0	(2,124)
	12430	Capital Expenditure - Plant & Equipment - Utility	60,278	15,069	0	(15,069)
	Total Plant & Equipment	316,168	79,035	84,150	5,115	
Roads						
	R001E	Rrg Stratherne Rd 2022/23	179,695	44,919	0	(44,919)
	R001F	Stratherne Road 23-24 - Reconstruction & Shoulder Widening Slk	580,200	145,041	4,085	(140,956)
	R129F	Wandering-Narrogin Road 2022/23	0	0	9,290	9,290
	R129G	Wandering Narrogin Road 23/24 - Final Seal	43,200	10,797	0	(10,797)
	RTR096	Roads To Recovery - Austral Street	142,500	35,622	0	(35,622)
	RTR140	Roads To Recovery - Campbell Street	28,359	7,080	0	(7,080)
	RTR004	Roads To Recovery Popanyinning Road East Gravel Sheeting	46,879	11,715	7,000	(4,715)
	BS129	Blackspot - Wandering Narrogin Road	15,000	3,750	0	(3,750)
	WF006R	Cuballing East Road 2021/22 Final Seal Works	160,050	40,011	0	(40,011)
	WF007R	Wheatbelt Secondary Freight Network - 2023/24 Cuballing East Rc	230,181	57,546	0	(57,546)
	WF007D	Wheatbelt Secondary Freight Network 2022/23 Cuby East Road-D	0	0	1,800	1,800
	WSF008	Wheatbelt Secondary Freight - Cuballing East Reconstruction Slk'S	2,077,627	519,396	36,574	(482,822)
	WF129D	Wheatbelt Secondary Freight 2022/23 Narrogin Wandering Road-l	229,869	57,459	3,879	(53,580)
	Total Roads	3,733,560	933,336	62,628	(870,708)	
Bridges						
	11214	Bridge Improvements - Capital Upgrades	40,000	9,999	5,350	(4,649)
	Total Bridges	40,000	9,999	5,350	(4,649)	
Parks, Ovals & Playgrounds						
	C207	Heritage Walk Trail	10,000	2,499	0	(2,499)
	C209	Cuballing Skate Park Precinct Master Plan	15,000	3,750	0	(3,750)
	Total Parks, Ovals & Playgrounds	25,000	6,249	0	(6,249)	
Other Infrastructure						
	C203	Cuballing War Memorial	0	0	509	509
	C210	Cuballing Niche Wall	10,000	2,499	0	(2,499)
	Total Other Infrastructure	10,000	2,499	509	(1,990)	
	TOTAL CAPITAL EXPENDITURE	4,880,044	1,219,938	450,745	(769,193)	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

FINANCING ACTIVITIES

NOTE 8

BORROWINGS

Repayments - borrowings

Information on borrowings		1 July 2023	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Education and welfare										
Aged Accommodation	65	781,151	0	0	0	(72,017)	781,151	709,134	3,700	(34,723)
Transport										
Grader	67	407,025	0	0	0	(76,689)	407,025	330,336	8,449	0
Other property and services										
Austral Land	64	100,111	0	0	0	(15,798)	100,111	84,313	657	(2,087)
Industrial Land	68	0	0	250,000	0	0	0	250,000	0	0
Total		1,288,287	0	250,000	0	(164,504)	1,288,287	1,373,783	12,806	(36,810)
Current borrowings		164,504					163,031			
Non-current borrowings		1,123,783					1,125,256			
		1,288,287					1,288,287			

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.

Movement in carrying amounts

Information on leases Particulars	Lease No.	1 July 2023	New Leases		Principal Repayments		Principal Outstanding payments		Interest	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and culture										
Springhill Dam	LPF No.2	0	0	6,000	0	(2,000)	0	4,000	0	0
Total		0	0	6,000	0	(2,000)	0	4,000	0	0

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

OPERATING ACTIVITIES
NOTE 10
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	5,106	23,204	973	0	0	0	0	28,310	6,079
Administration Building and IT and Office	9,270	371	26	0	0	0	0	9,641	9,296
Employee Entitlements	289,812	11,592	817	0	0	0	0	301,404	290,629
Housing Reserve	79,491	3,180	280	0	0	0	0	82,671	79,771
Recreation & Community Facility	97,430	3,897	508	0	0	0	0	101,327	97,938
Refuse Site	46,015	1,841	130	0	0	0	0	47,856	46,145
Equestrian	4,974	199	14	0	0	0	0	5,173	4,988
Standpipe Maintenance	4,149	166	12	0	0	0	0	4,315	4,161
Road and Bridges	106,394	4,256	300	0	0	0	0	110,650	106,694
Community and Sporting Club	5,385	215	15	0	0	0	0	5,600	5,400
	648,026	48,921	3,075	0	0	0	0	696,947	651,101

	Note	Opening Balance 1 July 2023	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 September 2023
		\$		\$	\$	\$
Other current liabilities						
Other liabilities						
- Capital grant/contribution liabilities		96,566	0	0	0	96,566
Total other liabilities		96,566	0	0	0	96,566
Employee Related Provisions						
Annual leave		112,204	0			112,204
Long service leave		172,244	0			172,244
Total Employee Related Provisions		284,448	0	0	0	284,448
Total other current assets		381,014	0	0	0	381,014
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 13

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.

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability	Liability	Current Liability	Amended Budget	YTD	YTD
	1 July 2023		(As revenue)	30 Sep 2023	30 Sep 2023	Revenue	Budget	Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
General purpose funding								
Income - Grants Commission	0	0	0	0	0	117,254	29,313	6,558
Law, order, public safety								
Income - Fire Prevention - Grants	0	0	0	0	0	51,891	12,972	0
Income Fire Mitigation Grants	0	0	0	0	0	72,700	18,174	0
Education and welfare								
Income Relating to Aged & Disabled - Age Friendly	0	0	0	0	0	6,120	1,530	5,564
Recreation and culture								
Income - Youth Activity Funding	0	0	0	0	0	1,000	249	0
INCOME - Community Development & Events	0	0	0	0	0	19,000	4,749	0
Community Development & Events - Grants	0	0	0	0	0	10,000	2,499	0
Community Development & Events - Other	0	0	0	0	0	4,000	999	0
Transport								
Income - Grant - MRWA Direct	0	0	0	0	0	102,932	25,731	102,932
Income - Grants Commission Local Road Grant	0	0	0	0	0	71,988	17,997	5,206
	0	0	0	0	0	456,885	114,213	120,260
Operating contributions								
Other property and services								
Income - Less Workers Compensation Claimed	0	0	0	0	0	20,000	4,998	0
	0	0	0	0	0	20,000	4,998	0
TOTALS	0	0	0	0	0	476,885	119,211	120,260

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

NOTE 13

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue		
	Liability 1 July 2023	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Sep 2023	Current Liability 30 Sep 2023	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
General purpose funding								
Income - Community Infrastructure Grant - Commonwealth	0	0	0	0	0	24,777	6,192	74,330
Income - Phase 2 Community Infrastructure Grant - LRCI	0	0	0	0	0	18,752	4,686	0
Income - Phase 3 community Infrastructure Grant - LRCI	0	0	0	0	0	123,884	30,969	0
Transport								
Regional Road Grants	0	0	0	0	0	499,642	124,908	159,308
Wheatbelt Secondary Freight Network	0	0	0	0	0	2,404,741	601,185	887,634
WSFN - Income Wandering Narrogin Road	96,566	0	0	96,566	0	0	0	0
2022/23 Cuballing East Road Wheatbelt Secondary Freight	0	0	0	0	0	96,566	24,141	0
Roads to Recovery	0	0	0	0	0	210,951	52,737	0
	96,566	0	0	96,566	0	3,379,313	844,818	1,121,272

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**NOTE 14
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 2023	Amount Received	Amount Paid	Closing Balance 30 Sep 2023
	\$	\$	\$	\$
Cuballing Cricket Club	200	0	0	200
Department of Transport - Licensing	658	46,424	(30,727)	16,355
				0
	858	46,424	(30,727)	16,555

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**NOTE 15
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						25,519
	Opening Surplus(Deficit)		Opening Surplus(Deficit)				
	Nil Changes						
				0	0	0	25,519

KEY INFORMATION

Nil

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**NOTE 16
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 2023-24 year is \$5,000 or 10.00% whichever is the greater.

Nature or type			Explanation of positive variances	
	Var. \$	Var. %	Timing/Permanent	Comments
	\$	%		
Opening funding surplus / (deficit)	(100,080)	(5.54%)		
Revenue from operating activities				
Rates	(38,160)	(2.40%)	Timing	Interim Rating to be conducted
Operating grants, subsidies and contributions	1,049	0.88%	Timing	
Fees and charges	39,346	42.82% ▲	Timing	Winter Ball fundraising,
Interest earnings	(13,749)	(65.84%) ▼	Timing	Maturity of Investments
Other revenue	16,195	73.42% ▲	Timing	LGIS Cuballing Golf Day Contributions/reimbursements
Profit on disposal of assets	(1,284)	(100.00%)	Timing	No assets disposed year to date
Expenditure from operating activities				
Employee costs	(169,862)	(62.56%) ▼	Timing	Termination payout, Capital works not comm., 3 pay month (Aug)
Materials and contracts	(130,951)	(43.65%) ▼	Timing	Annual IT Licence fees
Utility charges	26,533	58.77% ▲	Timing	Watercorp Standpipe Charges not issued
Depreciation on non-current assets	569,250	100.00% ▲	Timing	
Interest expenses	25,805	198.52% ▲	Timing	Loan repayments - (budget allocated over 12 months)
Insurance expenses	(50,284)	(88.67%) ▼	Timing	Premiums paid in 2 instalments (budget allocated over 12 months)
Other expenditure	(7,236)	(37.98%) ▼	Timing	Annual Subscriptions (budget allocated over 12 months)
Loss on disposal of assets	2,709	100.00%	Timing	No assets disposed year to date
Non-cash amounts excluded from operating activities	(570,675)	(100.00%) ▼	Timing	
Investing activities				
Proceeds from non-operating grants, subsidies and contributions	276,454	32.72% ▲	Timing	LRCI (\$74k), RRG (\$94k), WSFN (\$888k)
Proceeds from disposal of assets	(308,079)	(100.00%) ▼	Timing	No assets disposed year to date
Payments for property, plant and equipment and infrastr	769,193	63.05% ▲	Timing	Land Purchase & Road Construction not commenced
Non-cash amounts excluded from investing activities	0	0.00%		Not Applicable
Financing activities				
Proceeds from new debentures	0	0.00%	Timing	Not Applicable
Transfer from reserves	0	0.00% ▼	Timing	Nil tsf planned in 23/24
Payments for principal portion of lease liabilities	0	0.00%	Timing	Not Applicable
Repayment of debentures	124,980	100.00% ▲	Timing	Nil
Transfer to reserves	132,652	97.73% ▲	Timing	Will tsf later in the year
Closing funding surplus / (deficit)	148,919	(4.86%) ▼	Timing	As per the above explanations

9.2 CHIEF EXECUTIVE OFFICER:

9.2.1 Proposed Subdivision (Boundary Realignment) Lots 1, 500, 501 and 6577 Springhill Road Cuballing

Location:	Lots 1, 500, 501 and 6577 Springhill Road Cuballing
Applicant:	Harley Dykstra Planning and Survey
File Ref. No:	WAPC Ref 163982
Disclosure of Interest:	Nil
Date:	11 October 2023
Author:	Stan Scott
Attachments	9.2.1A Application Details 9.2.1B Location plan 9.2.1C Subdivision Diagram 9.2.1D Referral Letter from WAPC

Summary

A subdivision boundary realignment application has been referred for Shire of Cuballing comment. The result of the changes will be that the Patmore's Feedmill will be on a separate Lot from the adjacent residence and other farm infrastructure. There has also been some rationalisation of adjacent lots, though the total number of lots does not change.

Background

The Western Australian Planning Commission (WAPC) has referred a subdivision application to the Shire for comment. Details provided by the applicant are provided in Attachment 9.2.1A.

The application site consists of 4 lots as follows:

- Lot 1 (114 Ha) located on the west side of Springhill Road;
- Lot 501 (15.5 Ha) which incorporates the feed mill and adjacent farmhouse and farm sheds;
- Lot 500 (224 Ha) incorporating land on both sides of Springhill Road; and
- Lot 5667 (52.4 Ha) on the west side of Springhill Road adjacent to the northern portion of Lot 501.

If approved the new lot arrangement will be as follows:

- Lot A (9.37 Ha) which is the portion of Lot 501 which accommodates the feed mill;
- Lot B (154 Ha) which incorporates the balance of Lot 501, the entirety of Lot 1, and a portion of Lot 500 surrounding the feed mill.
- Lot C (136 Ha) which is the remainder of lot 500 South and West of Springhill Road; and

- Lot D (104 Ha) which incorporates the remainder of Lot 500 North of Springhill Road combined with the entirety of Lot 5667.

Planning framework

In summary:

- The property is zoned 'Rural' in the *Shire of Cuballing Local Planning Scheme No. 2* (LPS2);
- The property is classified as 'Rural' in the *Shire of Cuballing Local Planning Strategy*;
- Portions of the site are classified as a Bushfire Prone Area as set out at <https://maps.slip.wa.gov.au/landgate/bushfireprone/>;
- *State Planning Policy 2.5 Rural Planning* includes an objective to 'provide investment security for existing, expanded and future primary production and promote economic growth in regional development on rural land for rural land uses'; and
- The WAPC's *Development Control Policy 3.4 Subdivision of Rural Land* (Policy DC3.4) outlines the WAPC will consider rural subdivision for a limited range of exceptional circumstances. One of these exceptional circumstances is to align lot boundaries with no increase in the total number of lots, where the resultant lots do not adversely affect rural land uses.

Further details are outlined below.

Clause 3.2(b) of LPS2 in part sets out the following objectives for the Rural* Zone:

- 'to preserve productive land suitable for grazing, cropping and other compatible productive rural uses in a sustainable manner;
- to ensure the preservation of the rural character and rural appearance of land within the zone;
- to protect the economic viability of rural zoned land through a presumption against subdivision except where such subdivision will enhance and/or promote the viability and diversity of general farming activity'.

*The General Agriculture Zone was renamed Rural Zone as part of Amendment No 6 of LPS 2 which received Ministerial Approval on 11 September 2023.

The *Shire of Cuballing Local Planning Strategy*, which was endorsed by the WAPC, in part sets out:

- Objectives in section 3.1 which include to 'promote and manage a sustainable settlement pattern to avoid unnecessary duplication of resources' and to 'promote agriculture as a key economic and social driver within the district';
- Action 25 'Provide advice to the WAPC on subdivision applications which is guided to WAPC policy. In particular, to not generally support additional lots in rural areas but generally support boundary realignments'; and

Comment

The proposed arrangement will see the Patmore Feeds feed mill on a dedicated parcel of land. Adjacent parcels of land will have boundaries realigned to create 3 lots each exceeding 100 hectares, which is consistent with a rural land use. Each of the new lots will have a road frontage on Spring Hill Road.

Strategic Implications

The proposed boundary adjustments are consistent with the requirements of the Local Planning Strategy.

Statutory Environment

Planning and Development Act 2005 and LPS2.

Policy Implications - Nil

Financial Implications – Nil

Economic Implications

The application provides no increase in the number of lots and separates the feed mill as an industrial use from the adjacent residential and agricultural uses.

Social Implications – Nil

Environmental Considerations - Nil

Consultation

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

Options

The Council can resolve to

1. Adopt the Officer's Recommendation to support the application without conditions;
2. Support the subdivision application with conditions; or
3. Not Support the subdivision application.

If Council opts for option 2 or 3 reasons will need to be provided.

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION:

That Council, in relation to the subdivision application WAPC 163982, advise the Western Australian Planning Commission that the Shire of Cuballing has no objection to the proposed boundary realignment.



Subdivision (Boundary realignment)

LOTS 1, 500, 501 & 5677 SPRINGHILL ROAD
CUBALLING



Harley Dykstra

PLANNING & SURVEY SOLUTIONS



DOCUMENT CONTROL

Control Version	Date	Status	Distribution	Comment
A	16/08/2023	Draft	HD	For QA
B	17/08/2023	Final	WAPC	For Lodgement

Prepared for: William John Patmore & Patmore Feeds Pty Ltd
Prepared by: LB
Reviewed by: SB

Date: 17 August 2023
Job No: 21990
Ref: B

DISCLAIMER

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1. PROPOSAL

This report forms part of the subdivision application for the proposed boundary realignment subdivision of Lots 1, 500, 501 & 5677 Springhill Road, Cuballing (referred to within as ‘the property’).

The purpose of this report is to present the justification for the boundary realignment as proposed and to assist decision-makers and service authorities to consider this application.

This subdivision application aims to achieve the following outcomes:

1. Lot 5677 is to be amalgamated with the northern portion of Lot 500 to form proposed Lot D;
2. Lot 1 will be amalgamated with portions of Lot 500 and Lot 501 to form proposed Lot B and accommodate the existing dwelling and associated structures;
3. The remainder of Lot 501 will form proposed Lot A and accommodate the existing stock feed processing plant; and
4. The remainder of Lot 500 will form proposed Lot C.

A copy of the Plan of Subdivision is included as part of this application.

2. BACKGROUND & SITE CONTEXT

2.1. Land Details

Lots 1, 500 and 5677 are in the same ownership, separate from Lot 501. The details of the current landholdings are outlined as follows.

LOT	CERTIFICATE OF TITLE	OWNERSHIP
Lot 1	DP 72792 Volume 2174, Folio 587	William John Patmore
Lot 500	DP 418082 Volume 2999, Folio 13	William John Patmore
Lot 501	DP 418082 Volume 2999, Folio 14	Patmore Feeds Pty Ltd
Lot 5677	DP 120766 Volume 2656, Folio 574	William John Patmore

A copy of the Certificate of Title for each is included as part of this application.

2.2. Zoning

The property is currently zoned ‘General Agriculture’ by Shire of Cuballing’s Local Planning Scheme No. 2.

2.3. Location

The property is located approximately 4.3km south west of the Cuballing townsite.



2.4. Surrounding Land Use

The property is situated in a rural area with all adjoining land being similarly zoned 'General Agriculture'. The surrounding land uses are all for the purposes of board acre farming typically found within the general agricultural zone.

2.5. Topography

The topography of each lot is demonstrated on the Plan of Subdivision. Generally, the land is undulating with the highest point of 410m AHD, north-east of the top portion of proposed Lot C and within the northern portion of proposed Lot D.

2.6. Existing Buildings & Structures

All existing buildings and outbuildings are to be retained as part of this subdivision application. The location of each existing building and outbuildings, including dams, are shown on the Plan of Subdivision.

3. SERVICING

The existing dwelling and associated outbuildings as well as the existing stock feed processing plant are currently supplied with power from the existing aerial power lines which traverse the property.

Clause 6.5.1 (B) & (C) of State Planning Policy 2.5 Rural Planning, states the following regarding a potential electrical condition:

For rural and rural living subdivisions, WAPC policy is for electricity supply to be commensurate with the intended land use.

The policy measures include:

(b) where lots created as a result of a subdivision for a homestead lot, a conservation lot or **boundary realignment** do not require a power connection to support the land use, an electricity supply condition may not be applied.

In light of this provision within SPP 2.5 Rural Planning we request no power conditions be imposed on this subdivision proposal.

4. PLANNING FRAMEWORK

4.1. Shire of Cuballing Local Planning Scheme No. 2 (LPS 2)

The property is currently zoned 'General Agriculture' under the Shire of Caballing's Local Planning Scheme No. 2.

The objectives of the General Agriculture Zone applicable to this subdivision application are as follows:

- *To preserve productive land suitable for grazing, cropping and other compatible productive rural uses in a sustainable manner;*
- *To ensure the preservation of the rural character and rural appearance of land within the zone;*



- To protect the economic viability of rural zoned land through a presumption against subdivision except where such subdivision will enhance and/or promote the viability and diversity of general farming activity; and
- To preserve and protect the natural undeveloped land areas throughout the zone;

Therefore, the proposed subdivision meets the intent of the General Agriculture zone by rationalising the boundary of four existing lots for continued agricultural purposes.

4.2. WAPC DC Policy 3.4 'Subdivision of Rural Land'

WAPC Development Control Policy 3.4 Subdivision of Rural Land (DCP 3.4) and its parent State Planning Policy No. 2.5 provide guidance on the subdivision of rural land.

Section 6 of DCP 3.4 relates to circumstances under which rural subdivision may be considered and states the following:

(a) To realign lot boundaries with no increase in the number of lots, where the resultant lots not adversely affect rural land uses.

Further section 6.3 relates to the proposed boundary rationalisation as follows:

Multiple lots in one ownership may be rationalised provided that:

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

In relation to the above, the proposed subdivision meets the intent of DCP 3.4 clause 6.3 by seeking to:

- Rationalise four existing green title lots into four new lots. with no overall increase in lots;
- The realigned boundaries achieve greater land management opportunities by separating the commercial and residential uses onto separate lots;
- No new roads are to be created. Legal road frontage is provided from the existing road network;
- No access to state roads are proposed; and
- Proposed Lot A is to be 9.37ha in size but is to contain the existing stock feed processing plant and no residential use.

Finally, within DCP 3.4 it states the following regarding boundary realignment subdivision applications by stating:

"In instances where a subdivision only proposes to realign existing lot boundaries, where no change to the land use and/or landform is proposed, and no additional development is proposed, applications for property rationalisation may be unconditionally approved".



We therefore request that this proposed subdivision be approved unconditionally.

4.3. WAPC SPP 3.7 'Planning in Bushfire Prone Areas'

The subject land is designated to be bushfire prone by the Department of Fire and Emergency Commissioner.

The state Guidelines for Planning in Bushfire Prone Areas version 1.4 provides further information on the requirements of bushfire prone planning. Part 2.6 of the guidelines outlines when development is exempt from further bushfire reporting.

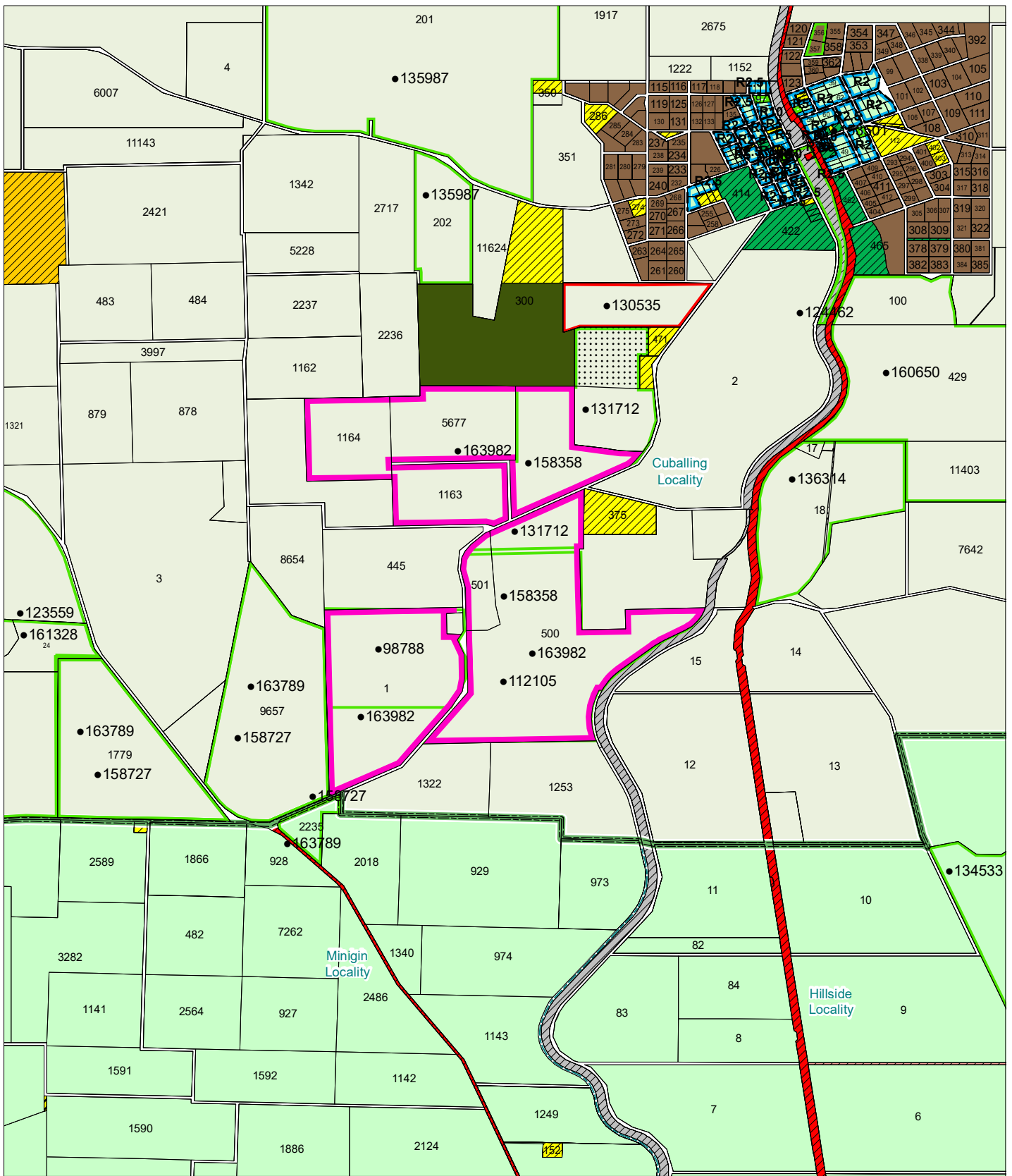
The proposed boundary realignment represents no increased intensity of land use, and therefore this boundary realignment is exempt from further bushfire reporting.

5. CONCLUSION

The proposed subdivision represents a logical rationalisation of Lots 1, 500, 501 & 5677 Springhill Road and is justified on the following grounds:

1. The proposal is for the existing four lots to be realigned. No additional lots are proposed;
2. The proposal new boundaries allow for improved land management;
3. The proposal is consistent with Shire of Cuballing's Local Planning Scheme No. 2 and WAPC Development Control Policy's 1.1 and 3.4 and State Planning Policy 3.7; and
4. The proposed subdivision will not result in any loss of agricultural land but will allow existing rural uses to continue.

Therefore, it is respectfully requested that the Commission unconditionally approve the proposed subdivision of Lots 1, 500, 501 & 5677 Springhill Road, Cuballing.



Location Plan for: Subdivision Application

This data is to be used only for the processing of a
Subdivision Application

Application Number: **163982**

Decision: **Outstanding**

Printed: **23/08/2023**



Produced by Data Analytics,
Department of Planning, Lands and Heritage, Perth WA

Base information supplied by
Western Australian Land Information Authority SLIP 1180-2020-1

Application Status

- Approved
- Refused
- Outstanding

Existing LPS Zones and Reserves

- R Code boundaries
- Conservation
- General agriculture
- Highway
- Infrastructure Services
- Local distributor road
- Local road
- Primary distributor road
- Public purposes
- Railway
- Railways
- Recreation and open space
- Rural
- Rural residential
- Rural townsite
- Special use
- State Forest

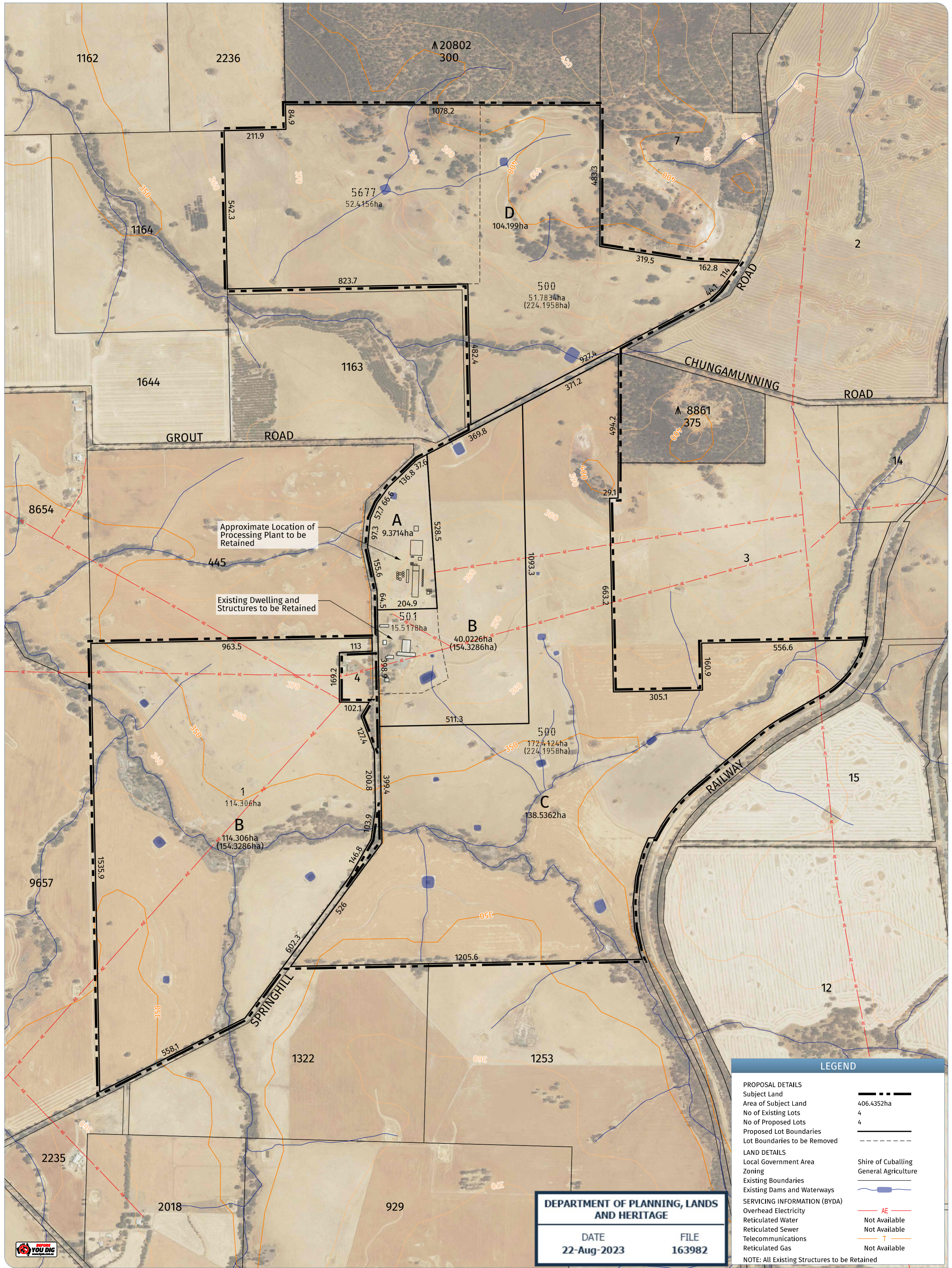
Easements and Referrals

- Easements

Region Scheme Reserves

Localities & Local Government Boundaries

- Local government boundary
- Locality



Approximate Location of Processing Plant to be Retained

Existing Dwelling and Structures to be Retained

DEPARTMENT OF PLANNING, LANDS AND HERITAGE

DATE	FILE
22-Aug-2023	163982

LEGEND	
PROPOSAL DETAILS	
Subject Land	406.4352ha
Area of Subject Land	406.4352ha
No of Existing Lots	4
No of Proposed Lots	4
Proposed Lot Boundaries	—
Lot Boundaries to be Removed	- - - -
LAND DETAILS	
Local Government Area	Shire of Cuballing
Zoning	General Agriculture
Existing Boundaries	—
Existing Dams and Waterways	—
SERVICING INFORMATION (BYDA)	
Overhead Electricity	AE
Reticulated Water	Not Available
Reticulated Sewer	Not Available
Telecommunications	T
Reticulated Gas	Not Available
NOTE: All Existing Structures to be Retained	

FREEHOLD SUBDIVISION BOUNDARY REALIGNMENT

Lots 1 (No. 430), 500, 501 (No. 429) and 5677 Springhill Road, CUBALLING

Plan No. | 21990-02
 Date | 04/08/23
 Drawn | NP
 Checked | SB
 Revision | A

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Your Ref : 163982
Previous Ref :
Enquiries : Rosa Rigali (6551 9306)

24 August 2023

Application No: 163982 - Lot No 1, 500, 501, 5677 Springhill Road Cuballing

The Western Australian Planning Commission has received an application for planning approval as detailed below. Plans and documentation relating to the proposal are attached. The Commission intends to determine this application within 90 days from the date of lodgement.

Please provide any information, comment or recommended conditions pertinent to this application by 5 October 2023 being 42 days from the date of this letter. The Commission will not determine the application until the expiry of this time unless all responses have been received from referral agencies. If your response cannot be provided within that period, please provide an interim reply advising of the reasons for the delay and the date by which a completed response will be made or if you have no comments to offer.

Referral agencies are to use the Model Subdivision Conditions Schedule in providing a recommendation to the Commission. Non-standard conditions are discouraged, however, if a non-standard condition is recommended additional information will need to be provided to justify the condition. The condition will need to be assessed for consistency against the validity test for conditions. A copy of the Model Subdivision Conditions Schedule can be accessed: www.dplh.wa.gov.au

Send responses via email to referrals@dplh.wa.gov.au. **Always quote reference number "163982" when responding.**

This proposal has also been referred to the following organisations for their comments:
Western Power, Water Corporation, Public Transport Authority, Dept Of Water & Environment Regulations, Dept Mines Ind Regulation And Safety, Dept Biodiversity, Conser & Attraction and LG Shire Of Cuballing.

Yours faithfully

A handwritten signature in black ink, appearing to read "S Fagan".

Ms Sam Fagan
Secretary
Western Australian Planning Commission

e-mail: <mailto:referrals@dplh.wa.gov.au>; web address: <http://www.dplh.wa.gov.au>

APPLICATION DETAILS

Application Type	Subdivision	Application No	163982
Applicant(s)	Harley Dykstra Pty Ltd		
Owner(s)	Mr William Patmore; Patmore Feeds Pty Ltd		
Locality	Lot No 1, 500, 501, 5677 Springhill Road Cuballing		
Lot No(s).	1, 500, 501, 5677	Purpose	Rural
Location		Local Gov. Zoning	General Agriculture, Local Road, Conservation - Nature Reserve, Railway
Volume/Folio No.	2174/587, 2656/574, 2999/13, 2999/14	Local Government	Shire Of Cuballing
Plan/Diagram No.	120766, 418082, 72792	Tax Sheet	
Centroid Coordinates	mE mN		
Other Factors	BUSHFIRE PRONE AREA, THREATENED ECOLOGICAL COMMUNITY BUFFER, REMNANT VEGETATION (NLWRA), PTA RAILWAY, DMIRS RESOURCE REFERRAL AREA, DPW ESTATE (DBCA), HYDROGRAPHY (FOURTEEN MILE BROOK)		

9.2.2 EEO Management Plan

Applicant:	Shire of Cuballing
File Ref. No:	ADM118
Disclosure of Interest:	Nil
Date:	11 October 2023
Author:	Stan Scott, Chief Executive Officer
Attachments:	9.2.2A EEO Management Plan

Summary

Council is to consider an updated EEO Management Plan.

Background

As per the annual reporting requirements under Part IX of the Equal Opportunity Act 1984 an Equal Opportunity Management Plan is required to ensure diversity and inclusion initiatives are met. Council adopted a plan in May 2023.

As part of its oversight role the Public Sector Commission checks each year to ensure that public sector agencies including Local Governments, are meeting their EEO obligations including maintaining an EEO plan. As part of that dialogue the PSC made the Shire aware that they template EEO plans, including simplified plan especially designed for small agencies with less than 100 staff.

The CEO has prepared an updated plan based on the PSC template.

Comment

The EEO Equal Opportunity Management Plan ensures that diversity and inclusion and principles are incorporated into corporate values, business planning processes and human resource workforce plans, including:

- A positive, inclusive and harassment free workplace culture is promoted and communicated;
- that Managers and leaders are aware of their responsibilities;
- Performance Management criteria for managers and leaders include ability to attract and retain a diverse workforce and promote an inclusive work culture;
- There is an effective grievance resolution process where staff are able to raise concerns and issues.

Strategic Implications – Nil

Statutory Environment – Part IX - EEO Act 1984

Policy Implications – Nil

Financial Implications – Nil

Economic Implication – Nil

Environmental Considerations – Nil

Consultation – Consultation with the Public Sector Commission.

Options

Council may resolve:

1. To adopt the EEO Management Plan with or without amendment.

Voting Requirements – Simple Majority

OFFICER’S RECOMMENDATION:

That the updated EEO Management Plan 2023 to 2026, as included at Attachment 9.1.3A, for the Shire of Cuballing be adopted.



Shire of Cuballing

Equal Employment Opportunity (EEO) Management Plan 2023 to 2026

Creating a workplace that is equitable and diverse

Authority name	Shire of Cuballing
-----------------------	--------------------

EEO outcomes to be achieved during the period of the plan

Tick box indicates my authority has:

- **existing** initiatives in place **(E)**
- initiatives in place that need **to be reviewed (R)**
- **proposed** initiatives that are yet to be developed. **(P)**

Outcome 1: The organisation values EEO and diversity and the work environment is free from sexual and racial harassment

E	R	P	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	EEO and diversity principles are incorporated into corporate values, business planning processes and human resource workforce plans.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	A positive, inclusive and harassment-free workplace culture is communicated and promoted within the organisation.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Managers and leaders are aware of their EEO responsibilities.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Performance management criteria for managers and leaders include the ability to attract and retain a diverse workforce and promote an inclusive work culture.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Implementation of strategies within this plan occurs throughout the organisation.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	There is an effective grievance resolution process where staff are able to raise concerns and issues.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Workplace culture is monitored and assessed to determine that it is inclusive and free from harassment and unlawful discrimination.

Outcome 2: Workplaces are free from employment practices that are biased or discriminate unlawfully against employees or potential employees

E	R	P	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Organisational structure and job design provide career paths for all diversity groups.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Recruitment and selection practices provide equal opportunity and flexibility for all employees and potential employees.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Mechanisms are in place to identify the needs of diversity groups to operate effectively in the workplace. (e.g. diversity surveys, review of exit interview feedback).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Retention practices are in place to identify, develop and retain staff from all diversity groups (e.g. induction processes, training and development opportunities, working hours and conditions, flexible work options and performance management).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The organisation monitors and assesses employment practices to ensure they contribute positively to attracting and retaining a diverse workforce.

Outcome 3: Employment programs and practices recognise and include strategies for EEO groups to achieve workforce diversity

E	R	P		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Demographic data is systematically collected to monitor and report on progress of all diversity groups.	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Diversity objectives are identified to define the workforce profile suited to the agency's business needs.	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Strategies are developed and implemented to attract, retain and provide career development opportunities for the diversity groups:	
			<input checked="" type="checkbox"/> Women in management	<input type="checkbox"/> People from culturally diverse backgrounds
			<input checked="" type="checkbox"/> Aboriginal Australians	<input checked="" type="checkbox"/> Youth
			<input type="checkbox"/> People with disability	<input checked="" type="checkbox"/> Other (please specify) Older Workers
			(Different organisations have different priorities according to their existing diversity profile and service delivery. The priorities for the organisation may not necessarily cover all diversity groups).	

Outcome 4: Maintain a relevant and achievable EEO Management Plan through communication, review/amendment and evaluation.

E	R	P	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The plan and its policies and programs are communicated to all staff.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Each initiative/strategy/task is linked to a measure of success and a timeframe for completion.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The plan is monitored, reviewed and amended to ensure strategies remain relevant to the operations of the organisation.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The plan and its policies and programs are evaluated to determine the effectiveness of the plan.

CEO leadership statement

It is with pleasure I present to you the **Shire of Cuballing EEO** Management Plan.

This EEO Management Plan has been developed in accordance with Part IX of the *Equal Opportunity Act 1984* and is aligned with the Director of Equal Opportunity in Public Employment's EEO and Diversity Outcome Standards Framework.

An inclusive and accepting workplace has benefits for all employees. A diverse workforce will attract and retain quality employees, which translates into effective business decisions and effective service delivery.

Our plan is the foundation for a working environment free from harassment and discrimination. Through the implementation of this plan we will strive to build a workforce and supporting organisational culture that reflects the diversity of the greater community. Our plan is a live document that we will continue to develop and build on for our future success.

I encourage all staff to embrace equity and diversity within the organisation. We value EEO/diversity and aim to ensure that the work environment is free from racial and sexual harassment and that employment practices are not biased or discriminate unlawfully against employees or potential employees. Our employment programs and practices recognise and include strategies for EEO groups to achieve workforce diversity.

I look forward to ongoing commitment and involvement from all staff in implementing this EEO Management Plan.

Leader name	Stan Scott	Signature		Date	
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9.3 MANAGER OF WORKS AND SERVICES:

Nil at this time

9.4 COMMITTEE REPORTS:

Nil

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

Nil

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

Nil at this time.

12. CONFIDENTIAL MATTERS:

Nil at this time.

13. NEXT MEETING:

Ordinary Council Meeting, 2.00pm. Wednesday 15 November 2023 at the Shire of Cuballing Council Chambers, Campbell Street, Cuballing

14. CLOSURE OF MEETING: