



Shire of Pingelly

Minutes

Ordinary Council Meeting
19 June 2019

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairman declared the meeting open at 2.00pm

2. ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the Noongar people of this area and recognise their continuing connection to land, waters and community. We pay respect to both the Aboriginal and non-Aboriginal people past and present.

3. ANNOUNCEMENTS BY THE PRESIDING MEMBER

The Shire President thanked Mr Barry Gibbs the Director Technical Services for his service to the Shire of Pingelly.

3.1 Council Agenda Reports

Please note that all elected members have been provided with the relevant information pertaining to each Officers reports within today’s Agenda and the Officer Recommendations are based on Council Policy and or State Acts and Legislation.

4. RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

MEMBERS PRESENT

Cr WV Mulronev President (Chairperson)
 Cr DI Freebairn Deputy President
 Cr EJ Hodges
 Cr K Hastings
 Cr PJ Wood
 Cr B Hotham
 Cr JM Walton-Hassell
 Cr J McBurney

STAFF IN ATTENDANCE

Mr M Dacombe Acting Chief Executive Officer
 Mr S Billingham Director Corporate and Community Services
 Mr B Gibbs Director Technical Services

APOLOGIES

Mrs L Boddy Executive Assistant

At the Ordinary Council Meeting held on 17 April 2019 the following leave was granted:

12661 Moved: Cr Walton-Hassell Seconded: Cr Hastings

That:

Cr Wood be granted leave from 24th June to 27th July 2019.

Carried 8:0

At the Special Council Meeting held on 5 June 2019 the following leave was granted:

12678 Moved: Cr Walton-Hassell Seconded: Cr Hastings

That:

Cr McBurney be granted leave from 28th June to 14th July 2019.

Carried 8:0

OBSERVERS & VISITORS

Nil.

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

6. PUBLIC QUESTION TIME

No members of the public present.

7. APPLICATIONS FOR LEAVE OF ABSENCE

Cr Wood requested and extension of previously approved leave to the 3rd August 2019.

12687 Moved : Cr Freebairn

Seconded: : Cr Hodges

Carried 8:0

8. DISCLOSURES OF INTEREST

Cr Hastings declared an interest in item 16.1 Proposed Non Commercial Motorcycle Activity.

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 Ordinary Meeting – 15 May 2019

Statutory Environment:

Section 5.22 of the *Local Government Act* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Voting Requirements:

Simple Majority

12688 Moved: Cr Hodges

Seconded: Cr Hotham

Recommendation:

That the Minutes of the Ordinary Meeting of the Council of the Shire of Pingelly held in the Council Chambers on 15 May 2019 be confirmed.

Carried 8:0

9.2 Special Meeting – 5 June 2019

Statutory Environment:

Section 5.22 of the *Local Government Act* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Voting Requirements:

Simple Majority

12689 Moved: Cr Hastings

Seconded: Cr McBurney

Recommendation:

That the Minutes of the Special Meeting of the Council of the Shire of Pingelly held in the Council Chambers on 5 June 2019 be confirmed.

Carried 8:0

Purpose of the Special Council meeting was to consider the appointment of the Director Technical Services, approval of the replacement of the Pingelly Community Car, approval of the financial contribution related to the Wheatbelt Secondary Freight Network, the advertising of the Deed of Novation of the Sharow Street Joint Venture to the Somerset Alliance and the advertising of the sale of vacant land at 5 Webb Street.

10. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

11. REPORTS OF COMMITTEES OF COUNCIL

Audit Committee	Full Council
Recreation & Cultural Committee	Member – Shire President Deputy – Deputy President
Bushfire Advisory Committee	Member – Cr Freebairn Deputy – Cr Hotham
Chief Executive Officer Performance Review Committee	Member – Shire President Member – Deputy President Member – Cr Hodges

12. REPORTS OF COUNCIL DELEGATES ON EXTERNAL COMMITTEES

Central Country Zone of WALGA	Delegate – Shire President Delegate – Deputy President Deputy – Cr Wood
Hotham-Dale Regional Road Sub-Group	Delegate – Shire President Deputy – Cr McBurney
Development Assessment Panel	Delegate – Cr Mulrone Delegate – Cr Freebairn Deputy – Cr Hodges Deputy – Cr Wood
Pingelly Tourism Group	Delegate – Cr McBurney Deputy – Cr Freebairn
Regional Waste Group	Delegate – Cr Mulrone Deputy – Cr Wood
Shires of Pingelly and Wandering Joint Local Emergency Management Committee	Delegate – Shire President Deputy – Cr Hodges
Youth Focus Group	Delegate – Cr Walton-Hassell Delegate – Cr Hastings Deputy – Cr McBurney
Pingelly Somerset Alliance	Delegate – Shire President Deputy – Cr McBurney
Pingelly Early Years Network	Delegate – Cr Hastings
Pingelly Community Wellbeing Group	Delegate – Cr Walton-Hassell

Mr Barry Gibbs left the meeting at 2.08pm and returned at 2.11pm.

13. REPORTS FROM COUNCILLORS

Cr William Mulroney (President)

Meetings attended May:

9th Webinar dealing with Council business
16th PRACC Board meeting
16th with Cr Wood. Ratepayers meeting re Wickepin and Shaddick Roads
20th Shortlist applicants for the DTS position
24th CCZ Meeting Brookton
27th FM101.3 Radio Interview
29th IPR Workshop
30th DTS Interviews
31st Bowling Green meeting

Meetings attended

1st Golf Club Presentation for WA week
4th with CEO interviews with Doctor regarding furniture for residence
5th draft budget workshop and corporate discussion
12th Agenda briefing
13th PRACC Board Meeting
19th Budget Workshop and Council meeting

Cr David Freebairn (Deputy President)

Nil

Cr Evan Hodges

Nil

Cr Bryan Hotham

Nil

Cr Jackie McBurney

Nil

Cr Kacey Hastings

Nil

Cr Michelle Walton-Hassell

Nil

Cr Peter Wood

Nil

Note: Standing Orders Apply

14 OFFICE OF THE CHIEF EXECUTIVE OFFICER

14.1 Register of Delegations Annual Review

File Reference:	ADM0086
Location:	Shire of Pingelly
Applicant:	Shire of Pingelly
Author:	Acting Chief Executive Officer
Date:	4 June 2019
Disclosure of Interest:	Nil
Attachments:	June 2019 Register of Delegations by Council to Chief Executive Officer (Attachment 1 following red sheet in separate attachments booklet)
Previous Reference:	Agenda Item 14.1 – 20 June 2018

Summary:

To present Council with the Annual review of the Register of Delegations as required by s5.18 of the *Local Government Act 1995* for consideration of endorsement.

Background:

It is a requirement of the *Local Government Act 1995*, s.5.18 and s.5.46 (1) that all delegations made under the authority of that Act, be reviewed at least once in each financial year. Adhoc review of specific delegations is undertaken as required. The Executive Team has considered the Council's Register of Delegations and determined that no changes are required at this time.

Comment:

Department of Local Government Sport and Cultural Industries Guidelines No.17 – Delegations.

The Department of Local Government Sport and Cultural Industries has published Guidelines for the development and use of delegations. The delegations as presently written are considered to by Officers to be appropriate and there are no issues that at this time suggest the need for any change.

Consultation:

Executive Staff

Statutory Environment:

Sections 5.18 and 5.46(1) of the *Local Government Act 1995*

Policy Implications:

Shire of Pingelly - Register of Delegations

Financial Implications:

Nil

Strategic Implications:

Shire of Pingelly – Register of Delegations.

Voting Requirements:

Absolute Majority.

12690 Moved: Cr Wood Seconded: Cr Hotham

Recommendation and Council Decision:

That Council:

- 1. Endorse the June 2019 Register of Delegations review as presented with the changes required.**
- 2. Endorse the Acting Chief Executive Officer to act under delegated authority as per the June 2019 Register of Delegations until 31 July 2019.**
- 3. Endorse the Chief Executive Officer to act under delegated authority as per the June 2019 register of delegations from 1 August 2019.**

Carried 8:0

14.2 Christmas and New Year's Office Closure

File Reference: ADM0000
Location: Shire of Pingelly – Administration
Applicant: Mark Dacombe – Acting Chief Executive Officer
Author: Mark Dacombe – Acting Chief Executive Officer
Date: 4 June 2019
Disclosure of Interest: Nil
Attachments: Nil
Previous Reference: Nil

Summary:

Council to consider a shutdown of the Shire Administration Centre over the Christmas and New Year period being from 12 noon on Friday 20 December 2019 to Sunday 5 January 2020 (inclusive).

Background:

During the Christmas and New Year period for 2018/19 Council approved closure of the Shire Administration Centre from 12 noon on 21 December 2018 to Sunday 6 January 2019 (inclusive).

Comment:

During the abovementioned period there are three public holidays with staff being required to take approved leave for the additional days.

A roster will be developed to ensure coverage is provided by Senior Staff and the Works Supervisor so contact can be made by phone as per a roster with one or more being in town if required at short notice. Some members of the outside staff will be working in Pingelly during the closure period and will be available out of hours if required.

Fire weather warnings and harvest ban SMSs can be sent remotely using information telephoned to the either of the Directors by a Pingelly based Fire Control Officer. This person will also arrange for the broadcast of harvest and vehicle movement bans where required.

The emergency services and police will be notified of all key personnel contact details during the period. This information will also be provided in the Information Bulletin. The public will be notified of contactable numbers via the Pingelly Times, a notice on the office door, the Shire of Pingelly Website and Facebook page.

Consultation:

Acting Chief Executive Officer, Director of Technical Services and Director Corporate & Community Services.

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

12691 Moved: Cr McBurney

Seconded: Cr Hotham

Recommendation and Council Decision::

- 1. That Council endorse the Chief Executive Officer closing the Shire Administration Office at 12 noon on Friday 20 December 2019 to Sunday 5 January 2020 inclusive and reopen 8:30am on Monday 6 January 2020.**
- 2. That staffing requirements and contact details are put into place for the closure period to deal with any emergency issues that may arise.**

Carried 7:1

15. DIRECTORATE OF CORPORATE AND COMMUNITY SERVICES

15.1 Monthly Statement of Financial Activity May 2019

File Reference:	ADM0075
Location:	N/A
Applicant:	Stuart Billingham, Director Corporate & Community Services
Author:	Stuart Billingham, Director Corporate & Community Services
Date:	7 June 2019
Disclosure of Interest:	Nil
Attachments:	Monthly Statements of Financial Activity for the period 1 July 2018 to 31 May 2019 (Attachment 2 following orange sheet in separate attachments booklet)
Previous Reference:	N/A

Summary:

In Accordance with the *Local Government Act 1995* Section 5.25 (1) and *Local Government (Financial Management) Regulations 1996*, Monthly Financial Statements are required to be presented to Council, in order to ensure that income and expenditure is in keeping with budget forecasts.

The Monthly Statements of Financial Activity for the month of May 2019 is attached for Council consideration and adoption.

Background:

In order to prepare the monthly statements, the following reconciliations have been completed and verified:

- Reconciliation of assets, payroll and taxation services;
- Reconciliation of all shire's bank accounts, including term deposits;
- Reconciliation of Rates, including outstanding debtors;
- Reconciliation of Sundry Creditors and Debtors;

Consultation:

Acting Chief Executive Officer

Statutory Environment:

Local Government Act 1995;

Local Government (Financial Management) Regulations 1996

Section 34: Financial Reports to be Prepared

(1) A 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 in the following detail -

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
- (b) Budget estimates to the end of the month to which the statement relates;
- (c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) Material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- (e) The net current assets at the end of the month to which the statement relates.

- (2) Each statement of financial activity is to be accompanied by documents containing -
- (a) An explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
 - (b) An explanation of each of the material variances referred to in sub regulation (1) (d); and
 - (c) Such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown -
- (a) According to nature and type classification;
 - (b) By program; or
 - (c) By business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), is to be -
- (a) Presented to the council -
 - (i) At the next ordinary meeting of the council following the end of the month to which the statement relates; or
 - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and
 - (b) Recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

Policy Implications:

There are no policy implications.

Financial Implications:

There are no significant trends or issues to be reported. The report and officer recommendation is consistent with Council's adopted Budget 2018/2019.

Strategic Implications:

There are no known significant strategic implications.

Risk Implications:

Risk	Low (2)
Risk Likelihood (based on history and with existing controls)	Low (2)
Risk Impact / Consequence	Low (2)
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Low (2)
Risk Action Plan (Controls or Treatment Proposed)	Low (2)

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 2 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Simple Majority

12692 Moved: Cr Wood Seconded: Cr McBurney

Recommendation and Council Decision:

That with respect to the Monthly Statements of Financial Activity for the month ending 31 May 2019 be accepted and material variances be noted.

Carried 8:0

Mr Barry Gibbs left the meeting at 2.46pm and returned at 2.51pm during item 15.1.

15.2 Accounts Paid by Authority – May 2019

File Reference: ADM0066
Location: Shire of Pingelly
Applicant: Stuart Billingham, Director Corporate & Community Services
Author: Rebecca Billingham, Senior Finance Officer
Date: 7 June 2019
Disclosure of Interest: Nil
Attachments: List of Accounts
(Attachment 3 following yellow sheet in separate attachments booklet)
Previous Reference: N/A

Summary:

Council endorsement is required for accounts made by authority for the month of May 2019.

Comment:

Unless otherwise identified, all payments have been made in accordance with Council's 2018/19 Budget.

Consultation:

Nil

Statutory Environment:

Regulation 12 of the *Local Government (Financial Management) Regulations* provides that:

- (1) A payment may only be made from the municipal fund or the trust fund —
 - (a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
 - (b) otherwise, if the payment is authorised in advance by a resolution of the council.
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

Regulation 13 of the *Local Government (Financial Management) Regulations* provides that:

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name;
 - (b) the amount of the payment;
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires council authorisation in that month —
 - (i) the payee's name;
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
 - (b) the date of the meeting of the Council to which the list is to be presented.
- (3) A list prepared under sub regulation (1) or (2) is to be —
 - (a) presented to the Council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

Policy Implications:

There are no policy implications arising from this amendment.

Financial Implications:

There are no known financial implications upon either the Council’s current budget or long term financial plan.

Strategic Implications:

There are no known significant strategic implications relating to the report.

Risk Implications:

Risk	Low (1)
Risk Likelihood (based on history and with existing controls)	Low (1)
Risk Impact / Consequence	Low (1)
Risk Rating (Prior to Treatment or Control)	Low (1)
Principal Risk Theme	Low (1)
Risk Action Plan (Controls or Treatment Proposed)	Low (1)

Risk Matrix

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Simple Majority

12693 Moved: Cr McBurney

Seconded: Cr Hastings

Recommendation and Council Decision:

That Council endorse the Accounts for Payments for May 2019 as presented:

MAY 2019	
MUNI - 117984856	
EFT 5986 - 6067	\$243,401.66
CHEQUE 24664 - 24674	\$11,487.99
TRUST ACCOUNTS	
DEPT OF TRANSPORT – DD10536.1 – DD10599.1	\$36,404.65
TRUST FUND – NIL	\$NIL
DIRECT DEBIT -	
DD10546.1 – DD10568.6 & EFT 5998 - 6069 – Pay and Super	\$17,824.61
CREDIT CARDS	
DD10554.1	\$316.00
GRAND TOTAL	\$309,434.91
Notification	Explanation
Nil	N/A

Carried 8:0

12694 Moved: Cr McBurney Seconded: Cr Wood

Recommendation and Council Decision:

THAT pursuant to Section 5.23 (2)(b) of the Local Government Act 1995 this item be dealt with, with the public excluded as the items deal with the personal affairs of any person.

Carried 8:0

15.3 Confidential Item - Sundry Debtors Write Off 2019

File Reference: ADM0494
Location: Shire of Pingelly
Applicant: Stuart Billingham, Director Corporate & Community Services
Author: Stuart Billingham, Director Corporate & Community Services
Date: 27 May 2019
Disclosure of Interest: Nil
Attachments: Nil

12695 Moved: Cr Wood Seconded: Cr Hotham

Recommendation and Council Decision:

That the meeting be again open to the public

Carried 8:0

12696 Moved: Cr Freebairn Seconded: Cr Hodges

Council Decision:

That Council writes off the sundry debtor as listed below:

	Debtor Number	Amount
1.	803364	\$1,491.57
2.	80268	\$1,546.90
3.	80656	\$175.00
4.	26	114.00
5.	29	15.15
6.	42	176.00
	Total	\$3,518.62

AMVR

Carried 8:0

Cr Hastings declared a proximity interest in item 16.1 and left the meeting at 3.52pm and returned at 3.54pm.

16. DIRECTORATE OF TECHNICAL SERVICES

16.1 Proposed Non Commercial Motorcycle Activity

File Reference: A23640
Location: Various Locations at 1040 Jingaring Road, East Pingelly
Applicant: Willie Thomson of Dirt High Promotions
Author: Administration Officer Technical
Date: 29 April 2019
Disclosure of Interest: Nil
Attachments: Brookton Pony Express Emergency Risk Management Plan (Attachment 4 following green sheet in separate attachments booklet)

Summary:

Council to consider granting approval for a proposed Non Commercial Motorcycle Activity on 6 & 7 July 2019 at 1040 Jingaring Road on the following locations 19588, 18578, 4813, 7103, 4609 & 5873.

Background:

An application has been received from Willie Thomson of Dirt High Promotions for planning consent for a proposed Non Commercial Motorcycle Activity in the Shire of Pingelly.

The proposed activity is to be on the weekend of 6 and 7 July 2019 on the property at 1040 Jingaring Road, East Pingelly known as Brooklands Park Pastoral owned by Jeff Edwards.

Comment:

An application has been received from Willie Thomson of Dirt High Promotions for planning consent for a proposed Non Commercial Motorcycle Activity on the property Brooklands Park Pastoral owned by Jeff Edwards. A similar event was held at this property on 6 and 7 July 2019.

The land is zoned General Agriculture and with the subject lots to be used for the event at 1040 Jingaring Road in the Shire of Pingelly.

The type of event is a Pony Express Motorcycle Event to be held on 6 and 7 July 2019, the owner of the property Jeff Edwards has given consent for this event to be held on his property.

The event will be run under permit from Motorcycling Australian and run in accordance with the Australian Rules of Competition, Public Liability Cover of \$50,000,000 through AON Insurance & Motorcycling Australia.

A copy of the application letter and other documentation is inserted below.

The proposed land use is a *use not listed* under the *Shire of Pingelly's Local Planning Scheme No.3* (LPS 3) Table 1 – Zoning Table and cannot be reasonably determined as falling within the interpretation of one of the existing uses. Therefore the provisions contained in Clause 4.4.2 of LPS 3 must be followed:

4.4.2 If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the local government may –

- (a) determine that the use is consistent with the objectives of the particular zone and is therefore permitted;

- (b) determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or
- (c) determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.

There will be between 10-20 people setting up the track on Friday 5 July 2019 and tidying up on Monday 8 July 2019.

All parking for the event will be within the property and controlled by voluntary marshalls. A minimum of 6 portable toilets will be provided. No dogs or pets allowed. There will be alcohol sales and food catering provided by the Seabrooke Cricket Club.

Event promotion will be through Local Community News & Peel Region Sept Sport will be advised and event promotion through local businesses and motorcycle shops between Perth & Bunbury.

Given the temporary nature of the proposal it is unlikely there will be any substantial negative impact on rural character, amenity or agricultural production in the surrounding area.

The main potential disturbance to amenity would be from noise and traffic. To ensure such amenity disturbance is minimised, should Council grant planning consent for the application, hours of operation could be restricted as a condition of approval.

It would also be suggested an Emergency and Risk Management Plan for the event addressing possible identified risks and proposed mitigation measures be submitted to include:

- Emergency Evacuation
- Fire Management
- First Aid and Ambulance Services
- Toilet Facilities etc

Previous similar events have been approved and operated in the Shire of Brookton and one event in the Shire of Pingelly including events run by the applicant.

The Local Government may issue a temporary planning approval under clause 10.6 of the LPS No.3, approvals would be required for permits under other Acts, Local Laws and Council Policies. If these are in place to Council's satisfaction then a temporary approval could be issued subject to any conditions Council deems necessary.

10.6 Temporary planning approval

Where the local government grants planning approval, the local government may impose conditions limiting the period of time for which the approval is granted.

Note: A temporary planning approval is where the local government grants approval for a limited period, for example, where the land may be required for some other purpose in the future, and is different to the term of the planning approval which is the period within which the development must commence.

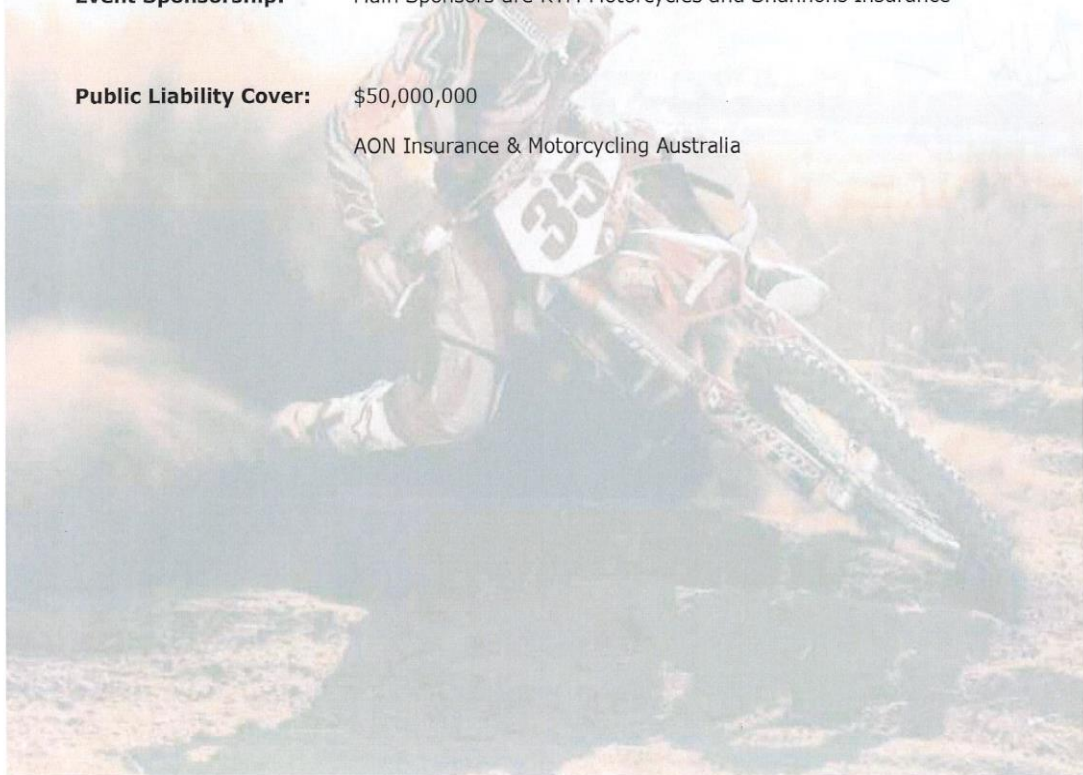
DIRT HIGH PROMOTIONS

1/17 Canvale Road
CANNING VALE 6155
Tel: 08 9455 2359
Mob: 0438 360 570

willie@williethomson.com
www.williethomson.com

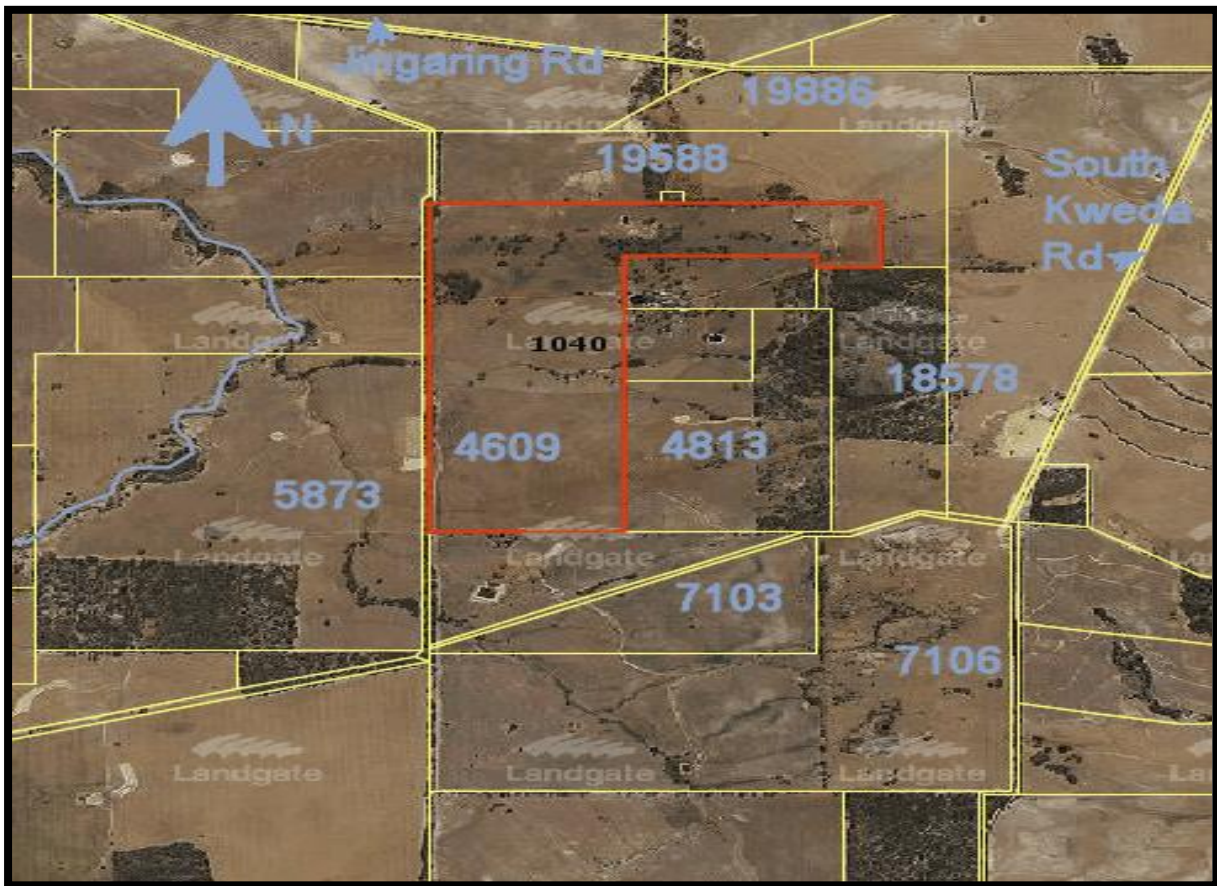
ABN 90 063 103 560

Type of event:	Pony Express Motorcycle Event
Date of event:	06 th and 07 th July
Area Required:	TBA
Access Required:	Friday 05th (10-20 people) to mark out track and set up area. Monday, Finish tidying up and Inspection by owner of farm.
Parking:	All parking will be within the property and controlled by voluntary marshalls.
Toilets:	A minimum of 6 portable toilets will be provided.
Animals:	No dogs or pets will be allowed.
Alcohol:	No Bar
Food Catering:	By Sale from a Regional Caterer
Event Guidelines:	The event will be run under permit from Motorcycling Australia and run in accordance with the Australian Rules of Competition.
Event Promotion:	Local Community news & Peel Region Sept Sport will be advised. The event will be promoted through local businesses and motorcycle shops between Perth and Bunbury.
Event Sponsorship:	Main Sponsors are KTM Motorcycles and Shannons Insurance
Public Liability Cover:	\$50,000,000 AON Insurance & Motorcycling Australia









Consultation:

Barry Gibbs – Director of Technical Services

Statutory Environment:

Shire of Pingelly Local Planning Scheme No.3

Policy Implications:

There are no known Policy Implications.

Financial Implications:

There are no known Financial Implications.

Strategic Implications:

There are no known Strategic Implications.

Voting Requirements:

Simple Majority

12697 Moved: Cr Freebairn

Seconded: Cr Hodges

Recommendation and Council Decision:

That Council grant planning consent for the proposed Motorcycle Event at the following locations 19588, 18578, 7103, 4813, 4609 & 5873, off Jingaring Road, subject to the following conditions:

- 1. Development shall be carried out only in accordance with the terms of the application as approved herein and any approved plan.**
- 2. This approval is for activities occurring between and including 5 – 8 July 2019, as described in the application.**
- 3. Ablution facilities that comply with the Shire of Pingelly’s Environmental Health requirements shall be available on site at all times during the event.**
- 4. Motorcycle activity shall occur only between the hours of 9.00am and 4.00pm on the 6 & 7 July 2019.**
- 5. The risk mitigation, control and responsibilities as prescribed in an Emergency and Risk Management Plan (ERMP) to be provided to the Shire of Pingelly, to be complied with at all times during the event.**
- 6. Appropriately qualified in first aid persons shall be on site at all times during the event.**
- 7. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the event.**

Carried 7:0

16.2 Proposed Lot Subdivision Lot 5239 – 310 Napping Pool Road

File Reference: A21006
Location: Lot 5239 – 310 Napping Pool Road, West Pingelly
Applicant: Peter Gow
Author: Sheryl Squiers, Administration Officer Technical
Date: 22 May 2019
Disclosure of Interest: Nil
Attachments: Nil
Previous Reference: Nil

Summary:

Council to consider an application for a proposed homestead lot subdivision received from the Western Australian Planning Commission on behalf of Peter Gow.

Background:

WAPC has sought comment on an application for the proposed lot subdivision of Lot 5239 – 310 Napping Pool Road, West Pingelly.

Comment:

An application has been received from WAPC seeking comment on the proposed lot subdivision of Lot 5239 – 310 Napping Pool Road. Lot 5239 is zoned General Agriculture and the current area size is 64.75 ha.

The proposal is to subdivide Lot 5239 to create a smaller lot containing the dwelling and sheds. The lot dimensions and area are subject to survey.

The proposed two lots consisting of Lot A which will be 50.35 ha in area and Lot B which will be 14.4 ha in area,

Lot A contains predominantly arable land and will possibly be sold to a neighbouring farmer. The land is currently leased for farming purposes.

The land on Lot B contains predominantly nonarable land. The existing homestead and sheds will be retained. The homestead was relocated to the property in 2008 is serviced by a petrol powered electricity generator and roof collected rain water stored in a 4000L, 2 x 4500L and 57000L tanks. No reticulated water or electricity is available.

The two proposed lots have constructed road frontage.

In regard to proposed Lot B, WAPC policy DC 3.4 provides the following criteria for the creation of homestead lots:

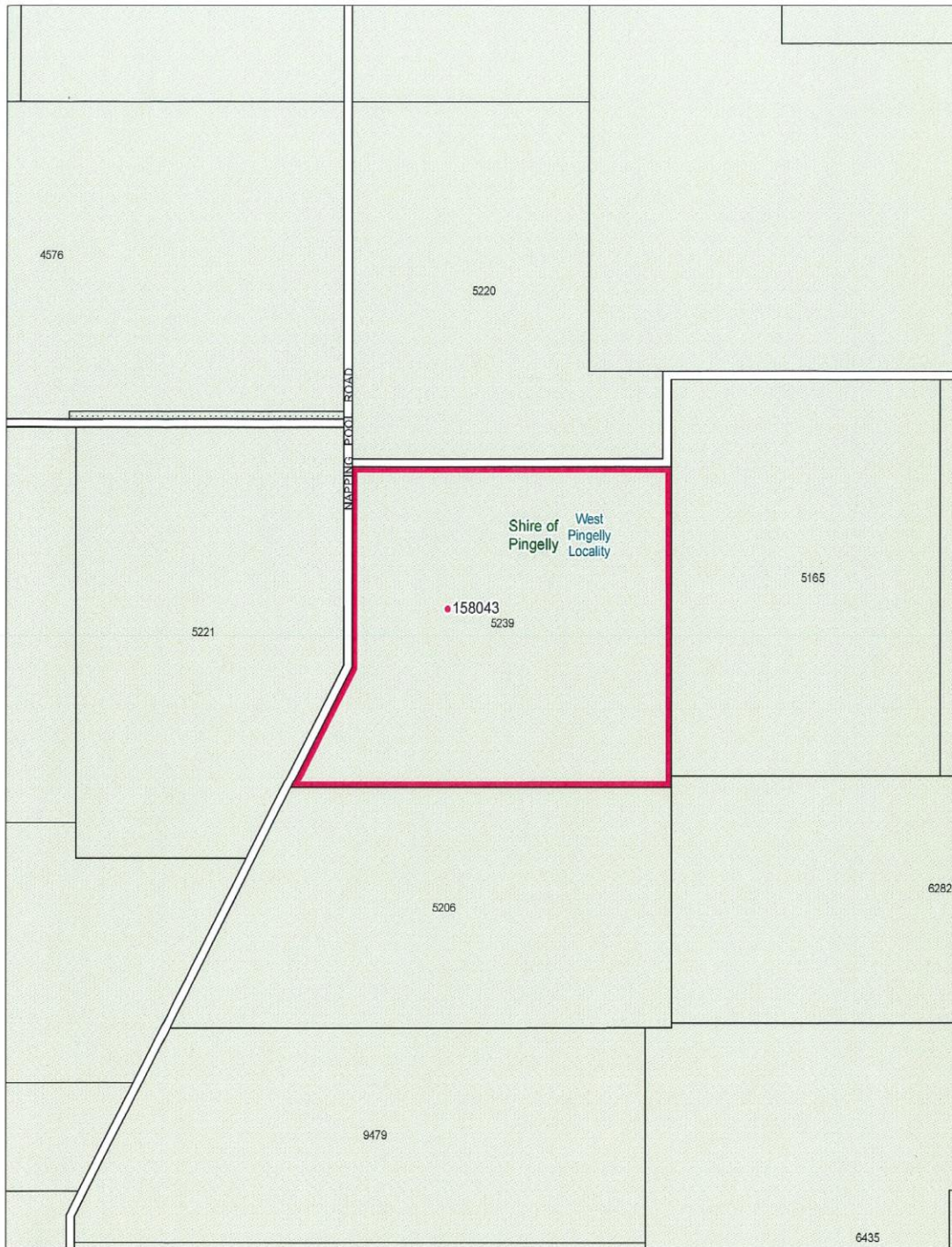
Homestead lots may be created to enable an existing house on a farm to continue to be occupied provided that:

- (a) the land is in the Wheatbelt agricultural policy area (refer to appendix 3);
- (b) the population in the locality is declining or relatively static;
- (c) the homestead lot has an area between 1 and 4 ha, or up to 20 ha where it is desirable to respond to the landform or to include existing outbuildings or water sources;
- (d) there is an adequate water supply for domestic, land management and fire management purposes;
- (e) the homestead lot fronts a constructed public road;
- (f) the homestead lot contains an existing residence; and
- (g) a homestead lot has not been excised from the farm in the past.

The proposal appears to comply with the above Criteria. The existing building complies with the necessary setbacks.

It is assumed (but cannot be confirmed that criteria (g) is complied with. If this is the case then there is no objection to the creation of proposed lot B.





**Location Plan for:
Subdivision Application**

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

Application Number: **158043**

Decision: **Outstanding**

Printed: **16/05/2019**



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

Base information supplied by
Western Australian Land Information Authority SLIP 1096-2018-1

Application Status

Outstanding

Existing LPS Zones and Reserves

General agriculture

Local road

Easements and Referrals

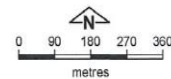
Easements

Region Scheme Reserves

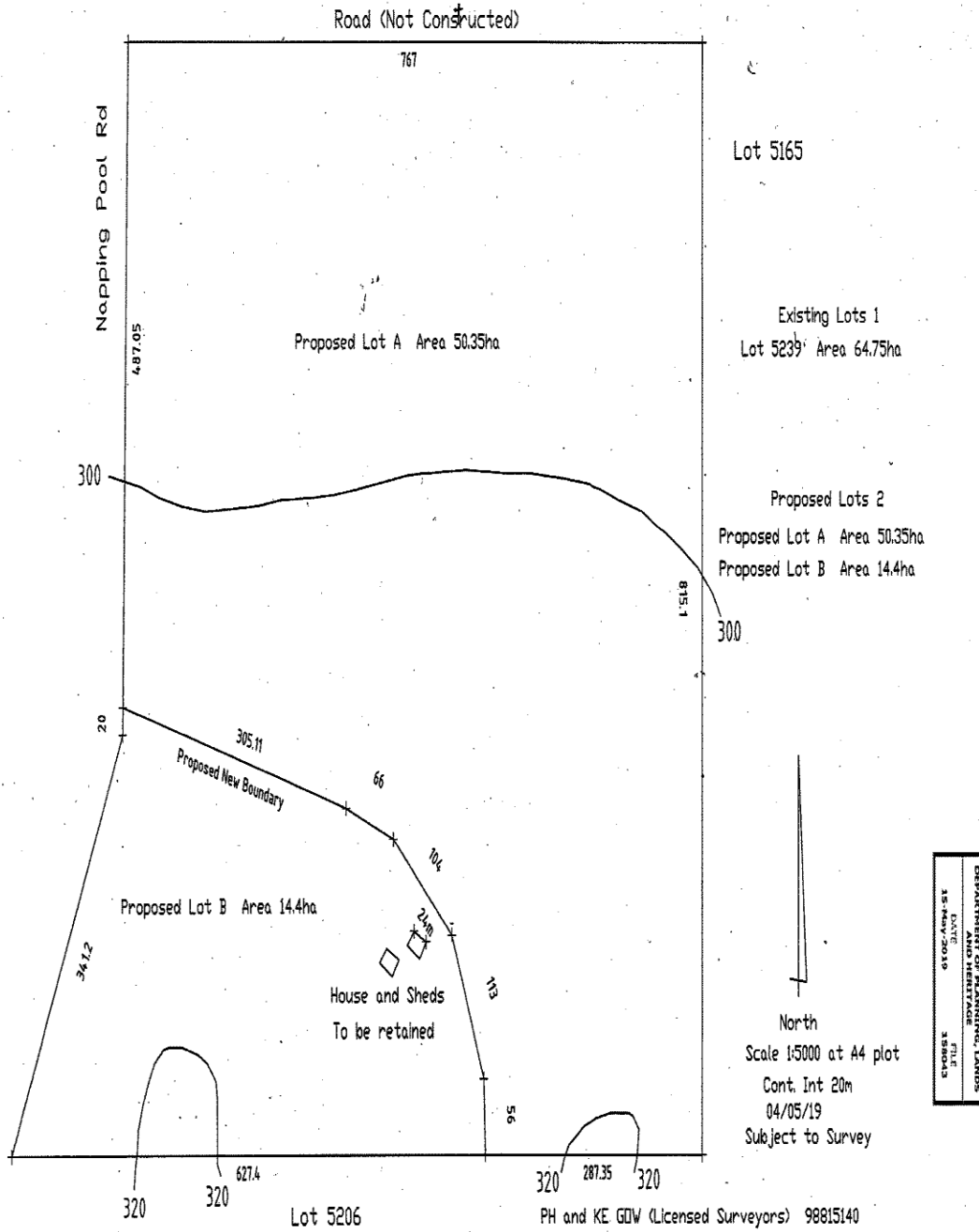
Localities & Local Government Boundaries

Local government boundary

Locality



Proposed Subdivision Lot 5239 on DP 111457
 310 Napping Pool Rd, West Pingelly, Shire of Pingelly



Consultation:

Jacky Jurmann – Shire of Pingelly’s Consultant Planner
 Barry Gibbs – Director Technical Services

Statutory Environment:

Shire of Pingelly Local Planning Scheme No.3.

Policy Implications:

No known policy implications.

Financial Implications:

No known financial implications.

Strategic Implications:

No known strategic implications.

Risk Implications:

Risk	Low (1)
Risk Likelihood (based on history and with existing controls)	Low (1)
Risk Impact / Consequence	Low (1)
Risk Rating (Prior to Treatment or Control)	Low (1)
Principal Risk Theme	Low (1)
Risk Action Plan (Controls or Treatment Proposed)	Low (1)

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Simple Majority

12698 Moved: Cr Wood Seconded: Cr Hotham

Recommendation and Council Decision:

That the Western Australian Planning Commission be advised that the Shire of Pingelly does not object to the proposed lot subdivision of Lot 5239 – 310 Napping Pool Road, West Pingelly.

Carried 8:0

16.3 Dual Fire Control Officer Appointment

File Reference: ADM0313
Location: Shire of Corrigin
Applicant: Shire of Corrigin
Author: Sheryl Squiers, Administration Officer Technical
Date: 6 June 2019
Disclosure of Interest: Nil
Attachments: Nil

Summary:

Council to consider the appointment of the dual fire control officers with the Shire of Corrigin for the 2019/20 season.

Background:

The Shire of Corrigin has requested the appointment of:

- Greg Evans
- Braden Grylls

as dual fire control officers for the 2019/20 fire season.

Comment:

The Shire of Corrigin has requested the appointment of the above fire control officers to Dual Fire Control Officers for the Shire of Corrigin and the Shire of Pingelly.

Once approval has been given the appointment of the Dual Fire Control Officers will need to be advertised locally, through a local newspaper.

Consultation:

Barry Gibbs – Director Technical Services

Statutory Environment:

Section 40 of the *Bush Fire Act* provides that two or more local governments may by agreement join in the appointment of bush fire control officers and that officers so appointed may exercise their power and authorities in each of the districts so appointed.

Policy Implications:

There are no policy implications.

Financial Implications:

There are no known significant financial implications.

Strategic Implications:

There are no known significant strategic implications.

Risk Implications:

Risk	Low
Risk Likelihood (based on history and with existing controls)	Low
Risk Impact / Consequence	Low
Risk Rating (Prior to Treatment or Control)	Low
Principal Risk Theme	Low
Risk Action Plan (Controls or Treatment Proposed)	Low

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Simple Majority

12699 Moved: Cr McBurney

Seconded: Cr Hodges

Recommendation and Council Decision:

That pursuant to Section 40 of the *Bush Fires Act*, the following Shire of Corrigin fire control officers be appointed as dual fire control officers in the Shire of Pingelly:

- **Greg Evans**
- **Braden Grylls**

Carried 8:0

16.4 Dual Fire Control Officer Appointment

File Reference: ADM0313
Location: Shire of Wandering
Applicant: Shire of Wandering
Author: Sheryl Squiers, Administration Officer Technical
Date: 6 June 2019
Disclosure of Interest: Nil
Attachments: Nil

Summary:

Council to consider the appointment of the dual fire control officers with the Shire of Wandering for the 2019/20 season.

Background:

The Shire of Wandering has requested the appointment of:

- Mr R Bostock
- Mr P Monk

as dual fire control officers for the 2019/20 fire season.

Comment:

The Shire of Wandering has requested the appointment of the above fire control officers to Dual Fire Control Officers for the Shire of Wandering and the Shire of Pingelly.

Once approval has been given the appointment of the Dual Fire Control Officers will need to be advertised locally, through a local newspaper.

Consultation:

Barry Gibbs – Director Technical Services

Statutory Environment:

Section 40 of the *Bush Fire Act* provides that two or more local governments may by agreement join in the appointment of bush fire control officers and that officers so appointed may exercise their power and authorities in each of the districts so appointed.

Policy Implications:

There are no policy implications.

Financial Implications:

There are no known significant financial implications.

Strategic Implications:

There are no known significant strategic implications.

Risk Implications:

Risk	Low
Risk Likelihood (based on history and with existing controls)	Low
Risk Impact / Consequence	Low
Risk Rating (Prior to Treatment or Control)	Low
Principal Risk Theme	Low
Risk Action Plan (Controls or Treatment Proposed)	Low

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Simple Majority

12700 Moved: Cr Hodges

Seconded: Cr Wood

Recommendation and Council Decision:

That pursuant to Section 40 of the *Bush Fires Act*, the following Shire of Wandering fire control officers be appointed as dual fire control officers in the Shire of Pingelly:

- **Mr P Bostock**
- **Mr P Monk**

Carried 8:0

16.5 Call for Tenders – Roadside Vegetation Clearing and Cartage of Materials for Earthworks.

File Reference: ADM0583 and ADM0584
Location: Shire of Pingelly
Applicant: Barry Gibbs, Director Technical Services
Author: Barry Gibbs, Director Technical Services
Date: 7 June 2019
Disclosure of Interest: Nil
Attachments: Nil
Previous Reference: Minutes: July 2018 – Items 14.5 and 14.6

Summary:

Council to consider calling tenders for Roadside Vegetation Clearing and Cartage of Material for Earthwork as part of the Shire of Pingelly's proposed Construction and Maintenance Program for 2019/20 financial year.

Background:

The Shire of Pingelly awarded the following tenders:

- 18 July 2018 the Shire of Pingelly awarded the tender for Roadside Vegetation Clearing to Twinkarri Pty Ltd for the 2018/19 financial year subject to the specification and conditions of Tender RFT01 – 2018/19 financial year.
- 18 July 2018 the Shire of Pingelly awarded the tender for the Cartage of Materials for Earthworks to Brian Williams Transport for the 2018/19 financial year subject to the specification and conditions of Tender RFT01 – 2018/19.

Comment:

The current tenders will expire on the 30 June 2019 and new tenderers will be required as part of the Shire of Pingelly requirement for financial governance and due diligence.

Consultation:

Russell Dyer – Works Supervisor
Stuart Billingham - Director Community Corporate Services
Mark Dacombe – Acting Chief Executive Officer

Statutory Environment:

Local Government Act 1995

Local Government (Functions and General) Regulations 1996, Provision of goods and services Part 4. Tenders for providing goods or services (s. 3.57) Division 2

Regulation 11. When tenders have to be publicly invited

(1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150,000.

Financial Implications:

If a contractor is awarded the tender the scope of work will be based on the Shire's 2018/19 Works Program.

Policy Implications:

Policy Manual part 5.11 Purchasing Policy.

Strategic Implications:

Shire of Pingelly -Strategic Community Plan 2013-2023

2.6: Safe and reliable transport infrastructure

Strategy 2.6.1: Maintain and further develop roads and footpaths at appropriate standards

Strategy 2.6.4: Investigate and respond to road safety issues

Risk Implications:

Risk	Low (3)
Risk Likelihood (based on history and with existing controls)	Low (3)
Risk Impact / Consequence	Low (3)
Risk Rating (Prior to Treatment or Control)	Low (3)
Principal Risk Theme	Low (2)
Risk Action Plan (Controls or Treatment Proposed)	Low (2)

Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives; occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating of 1 has been determined for this item. Any items with a risk rating over 10 (considered to be high or extreme risk) will be added to the Risk Register, and any item with a risk rating over 17 will require a specific risk treatment plan to be developed.

Voting Requirements:

Simple Majority

12701 Moved: Cr McBurney

Seconded: Cr Hodges

Recommendation and Council Decision:

That Council:

Call for the following tenders for the 2019/20 financial year:

- **Roadside Vegetation Clearing; and**
- **Cartage of Materials for Earthworks**

Carried 8:0

17. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

18. NEW BUSINESS OR URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING

New business of an urgent nature introduced by decision of the meeting. Best practice provides that Council should only consider items that have been included on the Agenda (to allow ample time for Councillors to research prior to the meeting) and which have an Officer Report (to provide the background to the issue and a recommended decision).

Nil.

19. CLOSURE OF MEETING

The Chairman declared the meeting closed at 4.05pm

<p>These minutes were confirmed by Council at the Ordinary Council Meeting held on 17 July 2019.</p> <p>Signed..... Presiding Person at the meeting at which the minutes were confirmed.</p>
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