

Notice of Meeting



17 Queen Street, Pingelly
Western Australia 6308
Telephone: 9887 1066
Facsimile: 9887 1453
admin@pingelly.wa.gov.au

Dear Elected Member

The next Ordinary meeting of the Shire of Pingelly will be held on 17 June 2015 in the Council Chambers, 17 Queen Street, Pingelly commencing at 2.00pm.

The Community Craft Centre will be providing dinner.

Schedule

11.00am	Information Session / Lunch / Corporate Discussion
2.00pm	Council Meeting
6.00pm	Dinner

A handwritten signature in black ink, appearing to read 'Gavin Pollock'.

Gavin Pollock
Chief Executive Officer

12 June 2015

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Pingelly for any act, omission or statement or intimation occurring during Council or Committee meetings or during formal/informal conversations with staff. The Shire of Pingelly 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 or Committee meetings or discussions. Any person or legal entity that act or fails to act in reliance upon any statement does so at the 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 Pingelly during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Pingelly. The Shire of Pingelly warns that anyone who has an application lodged with the Shire of Pingelly must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Pingelly in respect of the application.

AGENDA

Shire of Pingelly
Ordinary Council Meeting
17 June 2015

MISSION STATEMENT

To enhance the quality of life for the people of Pingelly through the provision of leadership, services and infrastructure.

DISCLAIMER

INFORMATION FOR PUBLIC ATTENDING COUNCIL MEETINGS

PLEASE NOTE:

The recommendations contained in this agenda are officers' recommendations only and should not be acted upon until Council has resolved to adopt those recommendations.

The resolutions of Council should be confirmed by perusing the minutes of the Council meeting at which these recommendations were considered.

Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Councils decision.

A handwritten signature in blue ink, appearing to be 'G. Pollock', written in a cursive style.

**GAVIN POLLOCK
CHIEF EXECUTIVE OFFICER**

COUNCIL MEETING INFORMATION NOTES

Your Council generally handles all business at Ordinary or Special Council Meetings.

From time to time Council may form a Committee to examine subjects and then report to Council.

Generally all meetings are open to the public; however, from time to time Council will be required to deal with personal, legal and other sensitive matters. On those occasions Council will generally close that part of the meeting to the public. Every endeavour will be made to do this as the last item of business of the meeting.

Public Question Time. It is a requirement of the Local Government Act 1995 to allow at least fifteen (15) minutes for public question time following the opening and announcements at the beginning of the meeting. Should there be a series of questions the period can be extended at the discretion of the Chairman.

Written notice of each question should be given to the Chief Executive Officer fifteen (15) minutes prior to the commencement of the meeting. A summary of each question and response is included in the Minutes.

When a question is not able to be answered at the Council Meeting a written answer will be provided after the necessary research has been carried out. Council staff will endeavour to provide the answers prior to the next meeting of Council.

Councillors may from time to time have a financial interest in a matter before Council. Councillors must declare an interest and the extent of the interest in the matter on the Agenda. However, the Councillor can request the meeting to declare the matter trivial, insignificant or in common with a significant number of electors or ratepayers. The Councillor must leave the meeting whilst the matter is discussed and cannot vote unless those present agree as above.

Members of staff, who have delegated authority from Council to act on certain matters, may from time to time have a financial interest in a matter on the Agenda. The member of staff must declare that interest and generally the Chairman of the meeting will advise the Officer if he/she is to leave the meeting.

Agendas, including an Information Bulletin, are delivered to Councillors within the requirements of the Local Government Act 1995, i.e. seventy-two (72) hours prior to the advertised commencement of the meeting. Whilst late items are generally not considered there is provision on the Agenda for items of an urgent nature to be considered.

Should an elector wish to have a matter placed on the Agenda the relevant information should be forwarded to the Chief Executive Officer in time to allow the matter to be fully researched by staff. An Agenda item, including a recommendation, will then be submitted to Council for consideration. The Agenda closes the Monday week prior to the Council Meeting (i.e. ten (10) days prior to the meeting).

The Information Bulletin produced as part of the Agenda includes items of interest and information, which does not require a decision of Council.

Agendas for Ordinary Meetings are available in the Shire of Pingelly Office, on the website and the Pingelly Library seventy-two (72) hours prior to the meeting and the public are invited to secure a copy.

Agenda items submitted to Council will include a recommendation for Council consideration. Electors should not interpret and/or act on the recommendations until after they have been considered by Council. Please note the Disclaimer in the Agenda (page 3).

Public Inspection of Unconfirmed Minutes (Reg 13)

A copy of the unconfirmed Minutes of Ordinary and Special Meetings will be available for public inspection from the Shire of Pingelly Office and the Shire of Pingelly website within ten (10) working days after the Meeting.

NOTE:

Unopposed Business

Upon a motion being moved and seconded, the person presiding may ask the meeting if any member opposes it.

If no member signifies opposition to the motion the person presiding may declare the motion in sub clause (1) carried without debate and without taking a vote on it.

A motion carried under sub clause (2) is to be recorded in the minutes as a unanimous decision of the Council or committee.

If a member signifies opposition to a motion the motion is to be dealt with according to this Part.

This clause does not apply to any motion or decision to revoke or change a decision which has been made at a Council or committee meeting.

Question Time

This Policy provides guidance to the Presiding Member (noting the provisions of the *Local Government (Administration) Regulation 7*).

Question time is for the asking of questions. General comments, issues for debate etc. are to be progressed through the normal procedure for submitting Agenda items for Council's consideration. Tabled correspondence will not be accepted.

Unless the person is known to all other persons in the Chamber, the Questioner is to state their name and address prior to asking the question.

The Questioner is to stand to address the Presiding Member, unless illness or a physical or other disability prevents him/her from doing so. All questions are to be addressed to the Presiding Member.

The question must be immediately put and may be followed by a brief statement related to the question.

The Presiding Member may respond to the question or may nominate a Councillor or an Officer to respond.

Debate between the Questioner or public and a Councillor or Officer is not permitted.

Questions may not be put by Councillors to the Questioner or other members of the public except for the purpose of clarification.

If the Presiding Member determines that a full and complete answer is unable to be given at that time, the question may be taken on notice. In that case, an answer will be given in writing to the Questioner within 7 days and the response tabled at the next Ordinary Council meeting.

A summary of the question and the response only is to be recorded in the minutes of the meeting.

QUESTION TIME FOR THE PUBLIC

(Please write clearly)

DATE: _____

NAME: _____

TELEPHONE : _____

ADDRESS: _____

QUESTIONS TO THE PRESIDENT:

GENERAL QUESTION / QUESTION RELATED TO THE AGENDA *(strike out which is not applicable)*

ITEM NO	PAGE NO	QUESTION

PLEASE PASS TO THE CHIEF EXECUTIVE OFFICER FOR REFERRAL TO THE PRESIDENT BY 2.00 PM AT THE MEETING, OR BY 1.45PM ON THE DAY OF THE MEETING AT THE SHIRE OF PINGELLY OFFICE, 17 QUEEN STREET, PINGELLY.

Public Question Time – Statutory Provisions – Local Government Act 1995

Time is to be allocated for questions to be raised by members of the public and responded to at: every ordinary meeting of a council; and

Such other meetings of councils or committees as may be prescribed.

Procedures and the minimum time to be allocated for the asking of and responding to questions raised by members of the public at council or committee meetings are to be in accordance with regulations.

9A. Question Time for the Public at Certain Meetings – s5.24 (1) (b) Local Government (Administration) Regulations 1996.

Reg 5 For the purpose of section 5.24(1)(b), the meetings at which time is to be allocated for questions to be raised by members of the public and responded to are:

every special meeting of a council; and

every meeting of a committee to which the local government has delegated a power or duty.

Minimum Question Time for the Public – s5.24 (2)

Reg 6 (1) The minimum time to be allocated for the asking of and responding to questions raised by members of the public at ordinary meetings of councils and meetings referred to in regulation 5 is fifteen (15) minutes.

(2) Once all the questions raised by members of the public have been asked and responded to at a meeting referred to in sub regulation (1), nothing in these regulations prevents the unused part of the minimum question time period from being used for other matters.

Procedures for Question Time for the Public – s5.24 (2)

Local Government (Administration) Regulations 1996

Reg 7 (1) Procedures for the asking of and responding to questions raised by members of the public at a meeting referred to in regulation 6 (1) are to be determined:

by the person presiding at the meeting; or

in the case where the majority of members of the council or committee present at the meeting disagree with the person presiding, by the majority of members, having regard to the requirements of sub regulations (2) and (3).

The time allocated to the asking and responding to questions raised by members of the public at a meeting referred to in regulation 6(1) is to precede the discussion of any matter that requires a decision to be made by the council or the committee, as the case may be.

Each member of the public who wishes to ask a question at a meeting referred to in regulation 6(1) is to be given an equal and fair opportunity to ask the question and receive a response.

Nothing in sub regulation (3) requires:

A council to answer a question that does not relate to a matter affecting the local government;

A council at a special meeting to answer a question that does not relate to the purpose of the meeting;

or

A committee to answer a question that does not relate to a function of the committee.

SHIRE OF PINGELLY

DISCLOSURE OF INTERESTS

TO THE CHIEF EXECUTIVE OFFICER:

Under the Provisions of Division 6 of Part 5 of the Local Government Act 1995, I hereby disclose a Financial Interest/s in the matter/s listed on this form, which is/are scheduled for consideration at the meeting of Council to be held on:

17 June 2015

(Print Name)

(Signature)

(Date)

NOTE: Members of Council are asked to deliver this completed form to the Chief Executive Officer on the day of the Council Meeting as required by the Act. Where this is not practicable the Disclosure/s may be telephoned to the Council Office on 9887 1066 and/or the form subsequently passed to the Chief Executive Officer prior to the meeting.

ITEM NO	PAGE NO	TYPE	REASON

DISCLOSURE OF FINANCIAL INTEREST, PROXIMITY INTEREST AND/OR INTEREST AFFECTING IMPARTIALITY

Chief Executive Officer, Shire of Pingelly

In accordance with Section 5.60-5.65 of the *Local Government Act* and Regulation 34(B) and 34(C) of the *Local Government (Administration) Regulations* and Regulation 11 of the *Local Government (Rules of Conduct) Regulations*, I advise you that I declare a (appropriate box):

financial interest (Section 5.60A)

A person has a financial interest in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person.

proximity interest (Section 5.60B)

A person has a proximity interest in a matter if the matter concerns a proposed —

- (a) change to a planning scheme affecting land that adjoins the person's land;
- (b) change to the zoning or use of land that adjoins the person's land; or
- (c) development (as defined in section 5.63(5)) of land that adjoins the person's land.

interest affecting impartiality (Regulation 11). I disclose that I have an association with the applicant. As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.

An interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association but does not include a financial or proximity interest as referred to in section 5.60.

SHIRE OF PINGELLY

Agenda for the Ordinary Meeting of Council to be held in the Council Chambers, 17 Queen Street, Pingelly on Wednesday 17 June 2015 – commencing at 2.00pm.

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairman to declare the meeting open.

1.1 Welcome to Country

I respectfully acknowledge the past and present traditional owners of this land on which we are meeting, the Noongar people. It is a privilege to be standing on Noongar country. I also acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the security and wellbeing of all the people of this country where we live and that we share together - Australia

1.2 Reminder

To accept and understand the things I cannot change
Courage and resolution to change the things I can
And the wisdom and good judgment to know the difference

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

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

5. APPLICATIONS FOR LEAVE OF ABSENCE

6. DISCLOSURES OF INTEREST

Nil

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 Ordinary Meeting – 20 May 2015

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

Recommendation:

That the Minutes of the Ordinary Meeting of the Council of the Shire of Pingelly held in the Council Chambers on 20 May 2015 be confirmed.

Moved: _____ Seconded: _____

8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

9. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

10. REPORTS OF COUNCIL COMMITTEES

10.1 Reports of Committees

Audit Committee	Full Council
Sports & Recreation Committee	Cr Lange Cr Marshall
Bushfire Advisory Committee	Cr Freebairn Cr Marshall (Deputy)
Medical Services Committee	Cr Freebairn Cr Lange Cr Steel Cr Morton
CEO Performance Review Committee	President Deputy President Councillor
Aged Care Committee	Cr Lange Cr Freebairn Cr Steel Cr Mulroney

10.2 Reports of Council Delegates on External Committees

Central Country Zone of WALGA	President Deputy President Cr Freebairn (Deputy)
Hotham Dale Regional Road Sub-Group	Cr Lange Cr Mulroney (Deputy)
Pingelly Development Association Inc	Cr Morton Cr Jetta (Deputy)
Pingelly Cottage Homes Committee	Cr Freebairn Cr Lange (Deputy)
Pingelly Community Resource Centre Inc	Cr Mulroney Cr Freebairn (Deputy)
Development Assessment Panel	Cr Mulroney Cr Lange Cr Freebairn (Deputy) Cr Morton (Deputy)

Dryandra Country Visitors Centre	Cr Lange Cr Marshall (Deputy)
Regional Waste Group	Cr Mulroney Cr Marshall (Deputy)
Shires of Pingelly and Wandering Joint Local Emergency Management Committee (LEMC)	Cr Morton Cr Freebairn (Deputy)
Aged Care Planning Regional Sub-Group (BBP)	Cr Lange Cr Steel Members of Aged Care Committee (Deputy)
Small Business Advisory Group	Cr Steel Cr Marshall (Deputy)
Central Country Zone of WALGA – Great Southern Emergency Management Committee	Cr Mulroney Members of CCZ & WALGA (Deputy)
Youth Focus Group	Cr Jetta Cr Morton Members of Sport & Recreation Committee (Deputy)
Project User Group (PUG)	Cr Lange Members of Medical Services Committee (Deputy)
Sport and Recreation Focus Group	Cr Lange Cr Marshall Cr Steel - Deputy

10.3 Cr Shirley Lange

Meetings attended May 2015:

12 PRACC – UWA, Focus Group, CCI, Councillors
13 Cottage Homes - CEO
14 Agenda review
15 Policies – Cr Mulronev and Staff
18 BBP – Beverley
19 CEO
20 Citizenship; Council and Police
22 Aged Care – Northam
28 PUG and DCVC – Narrogin
30 Golf – presentation WA Day

Meetings attended June 2015:

2 CEO
2 CCZ Delegates - Northam
2 MOU – Northam
2 UWA – PRACC
2 LEMC
3 Cottage Homes – Information for residents
5 Budget and Policies
8 CCZ Executive and MOU – Narrogin
8 Pingelly Dev. Ass
9 Lotteries – Perth
9 UWA – Perth

11. REPORTS OF OFFICERS

11.1 ADMINISTRATION SERVICES

11.1.1 2015 Draft Disability Access and Inclusion Plan

File Reference: 00024
Location: Shire of Pingelly
Applicant: Shire of Pingelly
Author: Samantha Appleton, Executive Manager Corporate Community Services
Date: 9 June 2015
Disclosure of Interest: Nil
Attachments: 2015 Draft Disability Access Inclusion Plan – Attachment 1 (yellow) under separate cover

Summary:

Council to consider adopting the draft 2015 Disability Access and Inclusion Plan.

Background:

In June 2010 Council adopted a new style 5 year Disability Access and Inclusion Plan, replacing the old Disability Services Plan (dated 19 September 2007) following the consideration of submissions. This plan was last amended in 2013.

An amended plan has now been prepared to incorporate Outcome 7 which addresses improving employment outcomes for people with disability. It is required that the plan is adopted and submitted to the Disability Services Commission prior to 30 June 2015.

Comment:

The Annual Action Plan has been reviewed by Staff and an amended draft Plan incorporating a 2015/16 Annual Action Plan prepared and provided to Councillors.

The changes to the plan are minor, incorporating date changes, the addition of achievements made in 2014/15, as well as Outcome 7 and details of consultation.

The amended plan was developed using a template provided by the Disability Service Commission, with additions made to reflect plans adopted by the Shire of Pingelly and actions that have been carried out or are intended to be carried out in the future.

Consultation:

Susan Henson, Disability Services Commission
Community Survey
Pingelly Market Day
Meeting with Community and Service Providers
Advertising and Shire of Pingelly Website

Statutory Environment:

Section 28 of the *Disability Services Act* provides that:

- (1) Each public authority must have a disability access and inclusion plan to ensure that in so far as its functions involve dealings with the general public, the performance of those functions furthers the principles in Schedule 1 and meets the objectives in Schedule 2.
- (2) A disability access and inclusion plan must meet any prescribed standards.

- (3) A public authority must lodge its disability access and inclusion plan with the Commission —
 - (a) if the authority was established before the commencement of the Disability Services Amendment Act 2004, without delay;
 - (b) if the authority is established after the commencement of the Disability Services Amendment Act 2004, within 12 months after the day on which it is established.
- (4) A public authority may amend its disability access and inclusion plan at any time.
- (5) A public authority may review its disability access and inclusion plan at any time.
- (6) After reviewing its disability access and inclusion plan, a public authority must lodge a report of the review with the Commission in accordance with subsection (7).
- (7) Not more than 5 years is to elapse —
 - (a) between the day on which a public authority first lodges its disability access and inclusion plan with the Commission and the day it lodges a report of a review of the plan with the Commission; or
 - (b) between the lodgement of the report of one review of a plan and the lodgement of the report of another review of the plan.
- (8) After reviewing its disability access and inclusion plan, a public authority may amend the plan or prepare a new plan.
- (9) If at any time a public authority amends its disability access and inclusion plan or prepares a new plan, whether after a review or not, it must lodge the amended or new plan with the Commission as soon as practicable after doing so.
- (10) A public authority must undertake public consultation in accordance with the procedure specified in the regulations when preparing, reviewing or amending a disability access and inclusion plan.

Section 29 provides that:

- (1) A public authority that has a disability access and inclusion plan must, if required to report under section 66 of the Financial Administration and Audit Act 1985, include in such report, a report about the implementation of the plan.
- (2) A local government or regional local government that has a disability access and inclusion plan must include in its annual report prepared under section 5.53 of the Local Government Act 1995 a report about the implementation of the plan.
- (3) A public authority that —
 - (a) has prepared or amended a disability access and inclusion plan in a year ending 30 June; and
 - (b) is not required to report under subsection (1) or (2), must make a report about the implementation of the plan to the Commission within 2 months after the end of that year.
- (4) The regulations may prescribe information that must be included in a report under subsection (1), (2) or (3) about the implementation of a disability access and inclusion plan.

Section 29A provides that a public authority that has a disability access and inclusion plan must ensure that the plan is made available to people with disabilities and the public generally, by publication in the prescribed manner.

Policy Implications:

Shire of Pingelly Policy Manual

10.1 Equal Employment Opportunity & Equal Employment Opportunity Plan

Financial Implications:

Minor – to be considered with the draft 2015/16 Budget.

Strategic Implications:

Shire of Pingelly Strategic Community Plan

Strategy 1.6.1: Support and advocate for services and facilities that meet the needs of the aged and disabled

Voting Requirements:

Simple Majority

Recommendation:

That Council adopt the amended Disability Access and Inclusion Plan incorporating the Annual Action Plan for 2015/16.

Moved: _____ Seconded: _____

11.1.2 Lease Agreement – Pingelly Bowling Club

File Reference: A943
Location: Shire of Pingelly
Applicant: Shire of Pingelly
Author: Samantha Appleton, Executive Manager Corporate Community Services
Date: 11 June 2015
Disclosure of Interest: Nil
Attachments: Lease Agreement - Attachment 2 (green) under separate cover

Summary:

Council to endorse the lease of a portion of reserve 239863 (Lot 492A) to the Pingelly Bowling Club

Background:

The Pingelly Bowling Club has occupied a portion of reserve 239863 for a number of years. The improvements on the land belong to the Pingelly Bowling Club, however there is a requirement to have a formal agreement in place to formalise responsibilities and to mitigate any risk to the Shire of Pingelly as the holder of the management order of the land.

Comment:

The lease is in a simplified format and addresses the responsibilities of the occupier with regard to compliance requirements, risk management, operations and insurance. The period of the lease is for 1 July 2015 to 30 June 2025. The lease is in the form of a peppercorn lease with \$1.00 per year being payable to the Shire of Pingelly.

A variation clause has been included to allow the terms and conditions to be varied by the mutual agreement of both parties. It is likely this clause may need to be invoked should the club move to the proposed Recreation and Cultural Centre at some time in the future. This has been discussed with club representatives as part of the process of preparing the lease.

The lease has been presented to the President of the Pingelly Bowling Club Mr Tim Haslam who has indicated that the club are prepared to sign off on the lease document in its current form.

There will be a requirement to advertise the disposal (leasing) of the property.

Consultation:

Mr Tim Haslam, Pingelly Bowling Club
Mr Gavin Pollock, Chief Executive Officer

Statutory Environment:

Local Government Act 1995

3.58 . Disposing of property

- (1) In this section —
dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) Except as stated in this section, a local government can only dispose of property to —
- (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
- (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and

- (ii) giving details of the proposed disposition; and
- (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and
- (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
 - (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.
- (5) This section does not apply to —
 - (a) a disposition of an interest in land under the [Land Administration Act 1997](#) section 189 or 190; or
 - (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or
 - (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
 - (d) any other disposition that is excluded by regulations from the application of this section.

[Section 3.58 amended by No. 49 of 2004 s. 27; No. 17 of 2009 s. 10.]

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Shire of Pingelly Strategic Community Plan

Strategy 1.3.2 Promote sporting, recreation and leisure facilities and programs to encourage increased patronage

Voting Requirements:

Absolute Majority

Recommendation:

That Council endorse

- a peppercorn lease up to 10 years for the portion of reserve 239863 (Lot 492A) be entered into with the Pingelly Bowling Club effective from 1 July 2015;
- the lease document be signed by the Shire President and the CEO with the Shire of Pingelly common seal being executed.

Moved: _____ Seconded: _____

11.1.3 Policy Manual

File Reference: 00000
Location: Shire of Pingelly
Applicant: Shire of Pingelly
Author: Gavin Pollock, Chief Executive Officer
Date: 11 June 2015
Disclosure of Interest: Nil
Attachments: Nil
Previous Reference: Agenda Item 10.2 – 17 April 2013

Summary:

For Council to review its current Policy Manual and revoke the recommended policies that are now covered by legislation, overarching Acts or are now outdated.

Background:

Council has reviewed portions of the Policy Manual periodically with a full review last occurring in April 2013.

Comment:

This is stage one of the review process to ensure what policies should remain and what should be revoked. The following stage will see the remaining policies supported with procedures and objectives included in each policy.

While the need to continue to review and amend policies is acknowledged, there is a requirement to review the Policy manual as a whole document on an annual basis.

Consultation:

Council Working Group and Executive Staff

Statutory Environment:

Section 2.7(2)(b) of the *Local Government Act* provides that one of the functions of a council is to determine the local government's policies

Policy Implications:

Policy 2.1 Shire of Pingelly Policy Manual

Financial Implications:

Nil

Strategic Implications:

Shire of Pingelly Strategic Community Plan

Voting Requirements:

Absolute Majority

Recommendation:

That Council endorse the 2015 policy review and revoke the following Policies:

- **1.3 Annual and Long Service Leave Liability**
- **2.3 Local Goods and Services**
- **2.4 Freedom of Information – Officer**
- **2.5 Pensioner Rates – Officer**
- **3.6 Provision of Stove and Refrigerators**
- **5.3 Budget Preparation and Adoption**
- **5.4 Budget Implementation**
- **7.7 Lawn Mowing for Service Organisations**
- **8.1 Health Act Offences**
- **8.2 Building Applications – Outbuildings**
- **8.3 Building Licence – No requirement to submit**
- **10.1 Equal Employment Opportunity & Equal Employment Opportunity Plan**
- **10.14 Bullying in the Workplace**
- **12.1 Road Design Standards**
- **12.3 Cemetery Work Practices**
- **12.5 Clearing of Fence Line**
- **12.9 Plant and Depot Inspection**
- **12.11 Erection of Traffic Signs**
- **12.14 Contractor Management**
- **13.2 Outbuildings**
- **13.8 Installation of Street Fire Hydrants**
- **13.10 Rural Subdivisions**
- **13.11 Regional Refuse Site – Site Selection**

Moved: _____ Seconded: _____

11.2. FINANCIAL SERVICES

11.2.1 Monthly Statement of Financial Activity

File Reference: 00271
Location: N/A
Applicant: N/A
Author: Samantha Appleton, Executive Manager Corporate Community Services
Date: 7 June 2015
Disclosure of Interest: Nil
Attachments: Statement of Financial Activity April 2015 and May 2015 - Attachment 3 (pink) under separate cover
Previous Reference: N/A

Summary:

Council to consider accepting the Monthly Statement of Financial Activities for April and May 2015.

Background:

The Monthly Statement of Financial Activity for April 2015 and May 2015 are attached for Council consideration. The April statement is represented for Council consideration following system issues arising from recent works associated with the restructure of the accounting system.

Comment:

The Monthly Statement of Financial Activity represents Council's financial activities and status for the period ending 28 February 2015. The style of the report has changed and a new reporting format being used with variations reported a program level only and additional information in a format similar to that used in annual reporting and budgets. Information is also provided in graph format which can assist in understanding of what is presented.

Consultation:

Mr Bob Waddell - Consultant

Statutory Environment:

Section 6.4(1) of the *Local Government Act* provides that a local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.

Regulation 34 of the *Local Government (Financial Management) Regulations* requires a Statement of Financial Activity to be prepared each month which is to contain the following details:

- (a) annual budget estimates;
- (b) budget estimates to the end of the month;
- (c) actual amount of expenditure and revenue;
- (d) material variances between comparable amounts in (b) and (c) above; and
- (e) the net current assets at the end of the month to which the statement relates (i.e. surplus / (deficit) position).

The Statement is to be accompanied by:

- (a) explanation of the composition of net current assets, less committed assets and restricted assets;
- (b) explanation of the material variances; and
- (c) such other information considered relevant by the local government.

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Recommendation:

That the Monthly Statements of Financial Activity for the periods ending 30 April 2015 and 31 May 2015 be accepted and material variances be noted.

Moved: _____ Seconded: _____

11.2.2 Accounts Paid by Authority

Applicant: N/A
Author: Samantha Appleton, Executive Manager Corporate Community Services
Date: 7 June 2015
Disclosure of Interest: Nil
Attachments: List of Accounts as per pages 26 - 37
Previous Reference: N/A

Summary:

Council to consider authorising the payment of accounts.

Background:

The following list represents accounts paid by authority for the month of May 2015.

Comment:

Unless otherwise identified, all payments have been made in accordance with Council's 2014/15 Budget.

Consultation:

N/A

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:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Recommendation:

That the List of Accounts as presented:

- (1) **Municipal Fund – Account 117984856**
Vouchers EFT1090 – 1205, Cheques 23884 – 23886, 23889 – 23927, 23933 - 23934 inclusive
totalling \$427,357.33 - previously paid.
- (2) **Trust Fund – Account 117984872**
Cheques 1779 - 1783
inclusive totalling \$1540.00 - previously paid.
- (3) **Trust Fund Department of Transport – 123395691**
Totalling \$25,379.76; and
- (4) **Direct Debit Payments**
Totalling \$16,410.87 – previously paid
- (5) **Credit Card Payments**
Totalling \$3,859.75 – previously paid

Moved: _____ Seconded: _____

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT MAY 2015				
Chq/EFT	Date	Name	Description	Amount
EFT1090	01/05/2015	ARROW BRONZE	STANDARD NICHE WALL PLAQUE	\$208.78
EFT1091	01/05/2015	PINGELLY VOLUNTEER SES UNIT	REIMBURSEMENT FOR SES EXPENSES - GR CARTER & EV MCCAHOON, SECURITY KEY & DISTRIBUTORS, TOTAL FARMING, ALLIANCE FIRE PROTECTION, SYNERGY, TELSTRA, GREAT SOUTHERN FUELS, BUNNINGS, SUBWAY, TOTAL FARMING, COLES, PINGELLY QUALITY MEATS	\$1,541.73
EFT1092	01/05/2015	AUSTRALIA POST	POSTAGE FOR MARCH 2015	\$296.84
EFT1093	01/05/2015	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD PURCHASES FOR MARCH 2015	\$2,705.68
EFT1094	01/05/2015	NARROGIN AUTO ELECTRICS	REPAIR TO PT13 & REPAIRS TO AIRCON PT17	\$1,552.30
EFT1095	01/05/2015	A. NOBLE & SONS LTD WA DIVISION	SWIVEL LIFTING HOOK BOW AND D SHACKLES	\$30.00
EFT1096	01/05/2015	LANDMARK	VARIOUS RETICULATION PARTS FOR PIONEER PARK	\$48.95
EFT1097	07/05/2015	AIR RESPONSE PTY LTD	SERVICE AIRCONDITIONERS	\$1,238.72
EFT1098	07/05/2015	WESTRAC EQUIPMENT PTY LTD	WIPER MOTOR FOR R H DOOR FOR PG6	\$175.41
EFT1099	07/05/2015	MAJOR MOTORS PTY LTD	INTAKE PIPE SET OF BELTS	\$201.60
EFT1100	07/05/2015	GREENLINE AG PTY LTD	STANDING ORDER FOR MINOR PARTS	\$37.93
EFT1101	07/05/2015	COVS PARTS PTY LTD	FILTERS & FREIGHT	\$172.41
EFT1102	07/05/2015	DUTARNING PTY LTD	FLOAT STEEL ROLLER FROM LEON ROAD TO TOWN DEPOT	\$330.00
EFT1103	07/05/2015	ALLIANCE FIRE PROTECTION	1KG FIRE EXTINGUISHER, 9KG FOAM FIRE EXTINGUISHER WITH BRACKET, FREIGHT	\$437.80
EFT1104	07/05/2015	BT EQUIPMENT PTY LTD	FILTERS FOR SERVICE	\$213.75
EFT1105	07/05/2015	LUBRIMAXX MKTG PTY LTD	COMPRESSOR OIL & TRANSGEAR 75W80 OIL	\$162.80
EFT1106	07/05/2015	CUBALLING CONCRETE & CONTRACTORS	1200MM SEPTIC TANK WITH BASE, 1200MM SEPTIC TANK SPLIT LIDS	\$1,464.10
EFT1107	07/05/2015	EDWARDS MOTORS PTY LTD	NET CHANGEOVER PURCHASE HOLDEN COMMODORE 2015 SSV SEDAN V8 AUTO IN BLACK AS PER QUOTE SUPPLIED, TRADE HOLDEN CAPRICE 2014 V SEDAN V8 AUTO IN BLACK	\$1,000.00
EFT1108	08/05/2015	NARROGIN CARPET COURT	12V ROLLER SHUTTERS 2X FRONT WINDOWS AS PER QUOTATION	\$2,255.00

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT MAY 2015				
Chq/EFT	Date	Name	Description	Amount
EFT1109	08/05/2015	WESTRAC EQUIPMENT PTY LTD	HYDRAULIC COUPLING FOR PN568	\$309.76
EFT1110	08/05/2015	JASON SIGNMAKERS	900 X 600 SYMBOLIC WORK T1- 5A ON QUADRUPEL STANDS AS PER QUOTATION, 900 X 600 SMOKE OVER ROAD LIKE THE T2- 13A ON QUADRUPEL STANDS AS PER QUOTATION	\$654.50
EFT1111	08/05/2015	STAPLES AUSTRALIA PTY LIMITED	STATIONERY	\$66.65
EFT1112	08/05/2015	PINGELLY COMMUNITY RESOURCE CENTRE	LIBRARY SERVICES APRIL, MAY JUNE 2015 2.9% INCREASE, WWI EXHIBITION AND OPERATIONAL COSTS AS PER COMMUNITY GRANTS, WAGE SUBSIDY FOR R KING AS PER MOU 2ND & 3RD QUARTERS OCTOBER TO DECEMBER 2014 & JAN 2015 TO 31 MARCH 2015	\$12,965.31
EFT1113	08/05/2015	NARROGIN FLORAL STUDIO	STAFF GIFT	\$103.00
EFT1114	08/05/2015	COATES HIRE OPERATIONS PTY LTD	LUNCH ROOM PACKAGE 6.0M X 3.0M FROM THE 19 MARCH 2015 FOR 6 WEEKS	\$231.77
EFT1115	08/05/2015	BOB WADDELL	SITE VISIT 16 MARCH 2015 - REVISION OF GENERAL LEDGER SET UP, SET UP OF NEW MONTHLY AND BUDGET REPORTING	\$1,254.00
EFT1116	08/05/2015	FELTON INDUSTRIES	ABOVE GROUND SEAT WITH BACK REST - FELAGB3	\$1,514.70
EFT1117	08/05/2015	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPLE ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	\$155.20
EFT1118	11/05/2015	WA CONTRACT RANGER SERVICES	RANGER SERVICES TO 30 JUNE 2015	\$1,192.12
EFT1119	11/05/2015	ABCO PRODUCTS PTY LTD	CLEANING PRODUCTS	\$426.43
EFT1120	18/05/2015	TOTAL FARMING SERVICES	KILL RUST COLD GALV, SOCKET EXTENSION & BATTERY CLIPS, CAMLOCK, RETICULATION SOCKET	\$109.85
EFT1121	18/05/2015	MCDOUGALL WELDMENTS	REPAIR BUCKET FOR PN797	\$987.06
EFT1122	18/05/2015	J R & A HERSEY	SURVEY & SAFETY SUPPLIES, WORKSHOP MATERIALS	\$700.53
EFT1123	18/05/2015	PINGELLY TRANSPORT	CARTAGE PIPES PERTH TO PINGELLY	\$880.00

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT MAY 2015				
Chq/EFT	Date	Name	Description	Amount
EFT1124	18/05/2015	WESTRAC EQUIPMENT PTY LTD	FILTERS AND OIL FOR SERVICE FOR GRADER	\$707.74
EFT1125	18/05/2015	JASON SIGNMAKERS	2 GUIDE SIGNS YORK WILLIAMS ROAD & 2 X ROAWORKS AHEAD SIGNS	\$1,938.20
EFT1126	18/05/2015	MAJOR MOTORS PTY LTD	TURBOCHARGER PN483	\$2,547.79
EFT1127	18/05/2015	LANDVISION PTY LTD	PREPARATION OF PLANNING REPORT	\$1,298.00
EFT1128	18/05/2015	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD PURCHASES FOR APRIL 2015	\$2,053.15
EFT1129	18/05/2015	BEST OFFICE SYSTEMS	PHOTOCOPYING CHARGES	\$816.80
EFT1130	18/05/2015	GREENLINE AG PTY LTD	BATTERIES, BULB, STARTING AID FOR PN398, HOSE, STARTING CORD & CONTACT CLEANER, HAVE HYD HOSE MADE 2 HYD FILTERS, LYNCH PIN, ELECTRICAL CONNECTOR ASSY, BALL VALVE & ADAPTOR, REDUCING BUSH AND JOINER BARB, HEX SCREW AND HEX NUT, GLOBE, 40L OIL	\$1,593.27
EFT1131	18/05/2015	KEITH THE MAINTENANCE MAN PTY LTD	TO REMOVE AND REPLACE DAMAGED ASBESTOS, REPAIR DAMAGED HIGHER WALLS AND COVER DAMAGED WINDOWS AT 27 PARADE ST.	\$2,354.00
EFT1132	18/05/2015	CONTRACT AQUATIC SERVICES	EXTRA HOURS FOR SWIMMING CLUB COMPETITIONS, INTERM SWIMMING LESSONS, CHEMICALS, RCD TESTING, ROYAL LIFE WA MEMBERSHIP	\$6,072.00
EFT1133	18/05/2015	WA FIRE APPLIANCES	NEW FOAM SYSTEM FOR EAST PINGELLY BUSH FIRE TRUCK PBF6	\$1,760.00
EFT1134	18/05/2015	WHEATBELT ELECTRICS	TO SUPPLY AND INSTALL AN HOT WATER UNIT IN STAFF LUNCH ROOM & REPLACE DAMAGED POWER POINTS, LIGHT BATTENS AND SMOKE DETECTOR	\$1,308.12
EFT1135	18/05/2015	COVS PARTS PTY LTD	FILTERS & MIG WIRE	\$450.29
EFT1136	18/05/2015	REINFORCED CONCRETE PIPES AUSTRALIA (WA) PTY LTD	DOUBLE HEADWALL TO SUIT 900 DIA RRJ CLASS 2 CONCRETE PIPES	\$13,874.30
EFT1137	18/05/2015	AGAPE VENTURES PTY LTD	MANAGEMENT FEE MAY 2015 TO JULY 2015	\$12,500.00
EFT1138	18/05/2015	COATES HIRE OPERATIONS PTY LTD	HIRE OF TRANSPORTABLE BUILDING FOR WICKEPIN PINGELLY ROAD JOB	\$1,805.92

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT MAY 2015				
Chq/EFT	Date	Name	Description	Amount
EFT1139	18/05/2015	BOB WADDELL	SITE VISIT 16 MARCH 2015 - REVISION OF GENERAL LEDGER SET UP, SET UP OF NEW MONTHLY AND BUDGET REPORTING	\$1,419.00
EFT1140	18/05/2015	WALLIS COMPUTER SOLUTIONS	ADDITIONAL LICENCE FOR OFFICE	\$306.41
EFT1141	18/05/2015	SJR CIVIL CONSULTING PTY LTD	DESIGN PLANS, CHANNELISATION CONCEPT PLANS	\$770.00
EFT1142	18/05/2015	PILA GROUP PTY LTD	SET OF 8 GOAL POSTS	\$15,504.50
EFT1143	18/05/2015	SOUTHERN WIRE PTY LTD	SUPPLY & INSTALL APPROX 118M 1800MM (H) GALV CHAINMESH + 3 ROB, SUPPLY & INSTALL 6000MM (W) DOUBLE GATE TO MATCH	\$12,399.20
EFT1144	18/05/2015	E & MJ ROSHER PTY LTD	FILTERS FOR SERVICE FOR RIDE ON MOWER	\$129.50
EFT1145	18/05/2015	LANDMARK	200L ROUNDUP MAX, FITTINGS, RETICULATION FITTINGS, SUCTION HOSE & FIXINGS, SOCKET, FOOT VALVE	\$1,089.32
EFT1146	18/05/2015	IXOM OPERATIONS PTY LTD	CLHLORINE BOTTLE SERVICE FEE	\$122.76
EFT1147	18/05/2015	EVKON PTY LTD - EVERY FAMILY TRUST	RENEWAL OF 3 CROSSOVERS ON PARADE STREET -	\$7,172.00
EFT1148	18/05/2015	AVROLANDSCAPING	SUPPLY OF LABOUR AND EQUIPMENT FOR THE LAYING OF PAVING IN THE TOWN CENTRE AND MAIN STREET.	\$4,950.00
EFT1149	18/05/2015	LRA CIVIL PTY LTD	BRIDGE MTCE ON BRIDGE 1191 - BASED ON MRWA REPORT FOR YEAR 1	\$2,948.00
EFT1150	18/05/2015	LUBRIMAXX MKTG PTY LTD	05 ENGINE OIL, COOLANT 50/50	\$1,100.00
EFT1151	18/05/2015	AUSTWEST CLOTHESLINES	AUSTRAL FOLDING CLOTHESLINE SLENDERLINE 20	\$748.50
EFT1152	18/05/2015	JS ROADSIDE PRODUCTS	STEEL FLEX GUIDE POSTS - WHITE WITH REFLECTIVE DELINEATORS	\$6,325.00
EFT1153	18/05/2015	POLYTECHNIC WEST	APPRENTICESHIP TRAINING	\$162.46
EFT1154	18/05/2015	GLENWARRA DEVELOPMENT SERVICES	CONTRACTED TO RESOLVE LAND RESUMPTION ISSUES WITH W BRAIN FOR THE BETTISON ROAD REALIGNMENT	\$825.00
EFT1155	18/05/2015	CARBINE CRANE HIRE	CRANE HIRE TO UNLOAD PIPES	\$2,495.63
EFT1156	18/05/2015	LANDGATE	RURAL UV GENERAL REVALUATION 2014/2015	\$5,233.28

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT MAY 2015				
Chq/EFT	Date	Name	Description	Amount
EFT1157	18/05/2015	PINGELLY COMMUNITY CRAFT CENTRE	CARAVAN PARK COMMISSION FOR THE MONTH OF APRIL 2015	\$519.07
EFT1158	20/05/2015	AUSTRALIAN TAXATION OFFICE	BAS APRIL 2015 & FBT PAYMENT	\$39,680.63
EFT1159	21/05/2015	TOTAL FARMING SERVICES	STAR IRON PICKETS PINGELLY WICKEPIN ROAD, TIGER BOLTS, GREEN PAINT, 15 AMP EXTENSION CORD, BOLTS & WASHERS, DOG FOOD, SANDPAPER	-\$359.00
EFT1160	21/05/2015	SHIRE OF WAGIN	REGIONAL REFUSE GROUP PROJECT CONTRIBUTION 2014/15	\$5,500.00
EFT1161	21/05/2015	TOLL IPEC PTY LTD	FREIGHT CHARGES	\$899.31
EFT1162	21/05/2015	GALLERY 360 SUBIACO	TWO FRAMES FOR SHIRE COUNCIL CHAMBERS AS PER QUOTE	\$1,438.00
EFT1163	21/05/2015	WESTRAC EQUIPMENT PTY LTD	DOOR GLASS FOR PN398	\$850.25
EFT1164	21/05/2015	JASON SIGNMAKERS	BARRIER MESH	\$77.00
EFT1165	21/05/2015	GALVINS PLUMBING PLUS	COPPER TUBE, COPPER BEND, BRASS LOCKABLE BALL VALVE, UNION, C/T ELBOW, FREIGHT	\$1,356.75
EFT1166	21/05/2015	KEITH THE MAINTENANCE MAN PTY LTD	TO INSTALL KITCHEN CUPBOARDS IN STAFF LUNCHROOM	\$4,057.00
EFT1167	21/05/2015	NARROGIN AUTO ELECTRICS	SERVICE AIRCON PN483	\$436.50
EFT1168	21/05/2015	GREAT SOUTHERN WASTE DISPOSAL	606 HOUSEHOLD BINS 31/03/15 - 28/04/15, 455 RECYCLE BINS 31/03/15 - 28/04/15, BULK RECYCLE APRIL 2015	\$6,557.55
EFT1169	21/05/2015	PINGELLY TYRES PTY LTD	2X TYRES PN133, 2 FRONT TYRES PN437, 1 TYRE PN483, REPAIR TYRES PN172, TYRE PN398	\$2,695.00
EFT1170	21/05/2015	WHEATBELT ELECTRICS	REPAIR OR REPLACE DOOR EXIT LIGHTS NOT WORKING IN HALL, REPLACE 3 EXISTING EMERGENCY EXITS LIGHTS IN ADMINISTRATION BUILDING	\$2,871.03
EFT1171	21/05/2015	AMPAC DEBT RECOVERY PTY LTD	LEGAL CHARGE	\$1.50
EFT1172	21/05/2015	GRIFFIN VALUATION ADVISORY	VALUATIONS AND CONDITION REPORTS 20% OF AGREED FEE	\$4,620.00
EFT1173	21/05/2015	BOB WADDELL	SITE VISIT 16 MARCH 2015 - REVISION OF GENERAL LEDGER SET UP, SET UP OF NEW	\$2,211.00

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT MAY 2015				
Chq/EFT	Date	Name	Description	Amount
			MONTHLY AND BUDGET REPORTING	
EFT1174	21/05/2015	SHIRLEY LANGE	REIMBURSEMENT OF INTERNET CHARGES APRIL 2015	\$49.95
EFT1175	21/05/2015	EVKON PTY LTD - EVERY FAMILY TRUST	CONSTRUCTION OF CONCRETE WASHDOWN BAY WITH SILT TRAP AT SHIRE DEPOT	\$13,725.80
EFT1176	21/05/2015	SPORTS SURFACES	2 X COURT SWEEPERS	\$374.00
EFT1177	21/05/2015	TOTAL FARMING SERVICES	PADBOLT	\$4.30
EFT1178	21/05/2015	AIR RESPONSE PTY LTD	TO CHECK AIRCONDITIONER FAULT & REFRIGERNAT AND LEAK TEST MEASURE TEMPERATURE	\$307.38
EFT1179	21/05/2015	YOUTHCARE	COUNCIL DINNERS 9 @ \$25.00 PER HEAD FOR COUNCIL MEETING ON 15/04/2015	\$225.00
EFT1180	21/05/2015	METROCOUNT	KTUBE30 ROAD TUBE 30M ROLL, KNAIL 50 PACK STANDARD NAILS 70MM, KFLAP 10PK CENTRE LANE FLAPS	\$620.40
EFT1181	21/05/2015	WHEATBELT ELECTRICS	TO CHECK RCD'S WIRING & SMOKE ALARMS ALL DEPOT BUILDINGS, REPLACE FAILED RCD FOR DIESEL PUMP, REPLACE FAILED 3 PHASE RCD, REPLACE FAILED RCD, REPLACE FAILED 3 PHASE RCD, REPLACE FAILED RCD ON CARAVAN SITE	\$3,172.34
EFT1182	21/05/2015	INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA	MEMBERSHIP - GAVIN POLLOCK - 2015 YEAR	\$550.00
EFT1183	21/05/2015	PAGE TRUCK HIRE	MOBILISATION OF 13T EXCAVATOR. HIRE OF 13T EXCAVATOR WITH TREE GRAD TO LOAD TREES ONTO SHIRE TRUCKS	\$6,121.50
EFT1184	21/05/2015	QUICKFIT WINDSCREENS	PINGELLY TOWN HALL EXTRA GLASS REPLACEMENT	\$651.09
EFT1185	21/05/2015	PATH WEST LABORATORY MEDICINE WA	DRUG & ALCOHOL TEST	\$35.00
EFT1186	21/05/2015	SOUTH WEST INSTITUTE OF TECHNOLOGY MANJIMUP CAMPUS	CHEMICAL AWARENESS COURSE FOR 4 STAFF, SENIOR FIRST AID TRAINING - FOR SEVEN STAFF	\$1,459.40
EFT1187	21/05/2015	SAFETY BARRIERS WA PTY LTD	INSTALL 60 METRES OF SAFETY BARRIER RAILING	\$14,740.00
EFT1188	21/05/2015	MULGREW AUTOMOTIVE	PRE LICENCE INSPECTION OF SHORING TRAILER	\$88.90

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT MAY 2015				
Chq/EFT	Date	Name	Description	Amount
EFT1189	21/05/2015	TASSIE'S PLUMBING	INSTALLATION OF BACK FLOW DEVICES FOR CARAVAN PARK, QUADRANT ST STANDPIPE, KULYALLING STANDPIPE & DEPOT STANDPIPE	\$3,850.00
EFT1190	26/05/2015	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES	\$118.06
EFT1191	26/05/2015	WESTRAC EQUIPMENT PTY LTD	WIPER MOTOR SWITCH - PN398	\$243.09
EFT1192	26/05/2015	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	COMMISSIONS AND CHARGES	\$4.50
EFT1193	26/05/2015	GREENLINE AG PTY LTD	HYD FITTING, FAN BELTS	\$26.39
EFT1194	26/05/2015	STAPLES AUSTRALIA PTY LIMITED	12 MONTH PLANNER	\$36.87
EFT1195	26/05/2015	PINGELLY COMMUNITY RESOURCE CENTRE	REIMBURSE CRC FOR MUSEUMS WA PAID ON BEHALF OF PINGELLY MUSEUM GROUP	\$143.00
EFT1196	26/05/2015	GELDENS	UNIFORMS FOR INSIDE STAFF	\$445.00
EFT1197	26/05/2015	TALIS CONSULTANTS PTY LTD	CONDITION REPORT ON PINGELLY FOOTPATHS	\$3,190.00
EFT1198	26/05/2015	WA CONTRACT RANGER SERVICES	RANGER SERVICES TO 30 JUNE 2015	\$748.00
EFT1199	26/05/2015	BOB WADDELL	ASSISTANCE WITH REVISION OF GENERAL LEDGER SETUP	\$1,485.00
EFT1200	26/05/2015	DRAWING BOARDS	YOUTH WEEK SKATEBOARD WORKSHOP	\$1,300.00
EFT1201	26/05/2015	E & MJ ROSHER PTY LTD	FILTERS FOR SERVICE 2014 KUBOTA F2880	\$194.55
EFT1202	26/05/2015	ABCO PRODUCTS PTY LTD	1 X MSDS FILE, 1 X MSDS FILE, 6 X MSDS FILE	\$273.24
EFT1203	26/05/2015	RUSSELL DYER	REIMBURSEMENT FOR LGSA MEMBERSHIP	\$38.50
EFT1204	26/05/2015	DDAGROUP CORPORATE COMMUNICATIONS PTY LTD	SECOND FOR TOURIST INFORMATION BAY SIGN ARTWORK	\$1,892.00
EFT1205	26/05/2015	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPAL ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	\$155.20
			TOTAL EFT FROM MUNICIPAL FUND	\$280,084.87
23884	01/05/2015	BOC LIMITED	OXYGEN INDUSTRIAL E SIZE & DISSOLVED ACETYLENE E SIZE	\$348.48
23885	01/05/2015	TELSTRA	VARIOUS PHONE ACCOUNTS	\$2,009.61

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT MAY 2015				
Chq/EFT	Date	Name	Description	Amount
23886	01/05/2015	PERTH MONUMENTAL WORKS	REFUND FOR SECOND MONUMENTAL WORKS APPLICATION	\$60.50
23889	07/05/2015	SHIRE OF PINGELLY	ORDINARY PAYRUN FOR WEEKING ENDING 05/05/2015	\$50,880.31
23890	07/05/2015	SKIPPER TRUCKS BELMONT	SERVICE KIT	\$835.36
23891	08/05/2015	PINGELLY TRADING CO (IGA)	STAFF LOTTO DEDUCTED FROM WAGES	\$60.90
23892	08/05/2015	PINGELLY PHARMACY	FLUVAX FOR EMPLOYEES	\$206.25
23893	08/05/2015	RYLAN PTY LTD	NEW KERBING FOR NORTH WANDERING ROAD, KERB REPAIRS FOR PARADE STREET	\$4,581.50
23894	08/05/2015	NOEL MUSTCHIN	PROVIDE AUDIO/VIDEO FOR BEGGARS CONCERT	\$540.00
23895	11/05/2015	TELSTRA	VARIOUS PHONE ACCOUNTS	\$367.22
23896	11/05/2015	LOCAL COMMUNITY INSURANCE SERVICES	PUBLIC & PRODUCTS LIABILITY - PINGELLY DEVELOPMENT ASSOCIATION; PERSONAL ACCIDENT - PINGELLY DEVELOPMENT ASSOCIATION	\$1,774.00
23897	11/05/2015	SYNERGY	STREETLIGHT CHARGES 25 MARCH 2015 - 24 APRIL 2015	\$3,216.75
23898	11/05/2015	VALWEST PTY LTD	VALUATION OF 2 PARAGON STREET PINGELLY SHED AND LAND	\$1,320.00
23900	18/05/2015	TELSTRA	DAMAGE TO TELSTRA CABLE	\$1,812.64
23901	18/05/2015	ARGUS PEST CONTROL	TERMITE INSPECTION ALL SHIRE PROPERTIES; TO SPRAY TERMITE ACTIVITY IN SHEARING SHED, LOGS IN YARD, IN 5 TREES	\$4,246.00
23902	18/05/2015	BUNNINGS BUILDING SUPPLIES	VARIOUS SUNDRY ITEMS TO CARRY OUT REPAIRS, GUN RIVETING KINCHROME 280MM SHORT HANDLE CL900, WALL PLUGS, TAP VANDAL PROOF & FITTINGS, ANTISLIP TAPE, VARIOUS ACCESSORIES FOR TAP CONNECTION, VALVE INLET, CISTERN & CONNECTOR, CONNECTOR, PAVING PAINT & CONNECTOR, TRAILER NET MESHTECH LION, TRAILER & LUGGAGE NET TIE DOWN, VICE ENGINEERS RECORD, CHANNEL ACC EVERHARD EASYDRAIN, CHANNEL W/GRATE EVERHARD EASY	\$1,315.01

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT MAY 2015				
Chq/EFT	Date	Name	Description	Amount
23903	18/05/2015	AUSTRALIAN COMMUNICATIONS AND MEDIA AUTHORITY	APPARATUS LICENCE RENEWAL FEES	\$1,024.00
23904	18/05/2015	BROOKTON PLUMBING	TO PUMP OUT SEPTIC TANKS AT COMMUNITY RESOURCE CENTRE	\$1,000.00
23905	18/05/2015	BROOKTON TELEGRAPH	JOB AD - PLANT OPERATOR LABOURER	\$35.00
23906	18/05/2015	NORTHAM MOTEL	ACCOMMODATION & BREAKFAST 2 STAFF MEMBERS - TRAINING	\$237.50
23907	18/05/2015	PINGELLY GENERAL PRACTICE	FLU VACCINATIONS FOR STAFF	\$845.00
23908	18/05/2015	ROCLA PIPELINE PRODUCTS	SQUARE WAVE GRATED COVER, UNIVERSAL SIDE ENTRY PIT COVER	\$1,405.80
23909	21/05/2015	SHIRE OF PINGELLY	ORDINARY PAYRUN FOR WEEK ENDING 19 MAY 2015	\$46,506.30
23910	21/05/2015	PLEASE PAY CASH - PINGELLY SHIRE	RECOUP PETTY CASH	\$687.20
23911	21/05/2015	TELSTRA	SMS EMERGENCY HOTLINE 02 MAY 2015 - 01 JUNE 2015	\$79.26
23912	21/05/2015	BUNNINGS BUILDING SUPPLIES	SHOWER CURTAINS, CERAMIC TILE SOAP HOLDER, VARIOUS PLUMBING CONNECTIONS, VARIOUS PLUMBING CONNECTIONS, HOOKS, VARIOUS CONNECTIONS	\$357.98
23913	21/05/2015	WATER CORPORATION	WATER SUPPLY AND SERVICE CHARGES 01 MAY 2015 - 30 JUNE 2015	\$43.55
23914	21/05/2015	SYNERGY	ELECTRICITY CHARGES 27 FEBRUARY 2015 - 05 MAY 2015	\$5,799.50
23915	21/05/2015	MIDALIA STEEL (WAGIN)	STEEL FOR STAND PIPE	\$282.70
23916	21/05/2015	SKIPPER TRUCKS	RADIATOR HOSE SET OF BELTS SCREWS PN133	\$194.05
23917	21/05/2015	PINGELLY GENERAL PRACTICE	FLU VACCINATIONS - STAFF MEMBERS	\$130.00
23918	21/05/2015	ROCLA PIPELINE PRODUCTS	SQUARE WAVE GRATED COVER	\$429.00
23919	21/05/2015	BOC LIMITED	ARGOSHIELD UNIVERSAL G SIZE	\$98.75
23920	21/05/2015	BUNNINGS BUILDING SUPPLIES	SCREWDRIVER SET, CHISEL SET, CHAMOIS, WINDOW SQUEEGEE	\$136.55
23921	21/05/2015	NARROGIN BETTA ELECTRICAL	MICROWAVE OVEN FOR COMMUNITY CENTRE	\$199.98
23922	21/05/2015	PINGELLY GENERAL PRACTICE	PRE-EMPLOYMENT MEDICAL	\$121.00

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT MAY 2015				
Chq/EFT	Date	Name	Description	Amount
23923	26/05/2015	GR CARTER & EV MCCAHOON	MUSEUM GRANT - COMMUNITY REQUEST	\$314.85
23924	26/05/2015	PINGELLY TRADING CO (IGA)	GIFT VOUCHERS, NEWSPAPERS	\$302.60
23925	26/05/2015	WATER CORPORATION	WATER SUPPLY AND SERVICE CHARGES 01 MAY 2015 - 30 JUNE 2015	\$8,728.36
23926	26/05/2015	SYNERGY	ELECTRICITY CHARGES 07 MARCH 2015 - 11 MAY 2015	\$4,597.10
23927	26/05/2015	PINGELLY TRADING CO (IGA)	STAFF LOTTO DEDUCTED FROM WAGES	\$60.90
23933	28/05/2015	SHIRE OF PINGELLY	COMMISSION OF COLLECTIONS FOR MONTH OF MAY 2014	\$10.01
23934	28/05/2015	BUILDING COMMISSION	COLLECTIONS FOR TTHE MONTH OF MAY 2015	\$70.99
			TOTAL EFT FROM MUNICIPAL FUND	\$147,272.46
1779	27/05/2015	SHIRE OF PINGELLY	COLLECTION OF CLEANING BOND FOR HIRE OF COMMUNITY CENTRE	\$150.00
1780	27/05/2015	A&A CORASANITI	REFUND OF KEY BOND FOR REFUSE SITE	\$40.00
1781	27/05/2015	DAVID ADAMS	REFUND OF CLEANING, CROCKERY AND KEY BONDS FOR HIRE OF COMMUNITY CENTRE	\$430.00
1782	27/05/2015	CONNIE EIKELBOOM	REFUND OF CROCKERY, LIQUOR, CLEANING AND KEY BONDS FOR HIRE OF TOWN HALL	\$730.00
1783	27/05/2015	IAN COLLARD	REFUND OF KEY BOND FOR HIRE OF COMMUNITY CENTRE	\$190.00
			TOTAL TRUST PAYMENTS	\$1,540.00
110515	11/05/2015	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 01/05/15 TO 09/05/15	\$7,306.95
180515	18/05/2015	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 10/05/15 TO 16/05/15	\$7,241.75
250515	25/05/2015	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 17/05/15 - 23/05/15	\$4,903.06
310515	31/05/2015	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 24/05/2015 TO 31/05/2015	\$5,928.00
			TOTAL TRANSPORT LICENSING	\$25,379.76

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT MAY 2015				
Chq/EFT	Date	Name	Description	Amount
DD7223.1	05/05/2015	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	PAYROLL DEDUCTIONS & SUPER CONTRIBUTIONS	\$4,625.81
DD7223.2	05/05/2015	AMP FLEXIBLE SUPER	SUPERANNUATION CONTRIBUTIONS	\$165.79
DD7223.4	05/05/2015	AMP LIFE LIMITED	PAYROLL DEDUCTIONS & SUPER CONTRIBUTIONS	\$1,834.03
DD7223.5	05/05/2015	MEAT INDUSTRY EMPLOYEES SUPERANNUATION FUND PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$133.47
DD7223.6	05/05/2015	LUCRF SUPER	SUPERANNUATION CONTRIBUTIONS	\$190.00
DD7223.7	05/05/2015	AUSTRALIAN SUPER ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	\$628.46
DD7223.8	05/05/2015	NGS SUPER	SUPERANNUATION CONTRIBUTIONS	\$110.34
DD7223.9	05/05/2015	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$365.38
DD7223.10	05/05/2015	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$182.69
DD7277.1	19/05/2015	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	PAYROLL DEDUCTIONS & SUPER CONTRIBUTIONS	\$4,242.90
DD7277.3	19/05/2015	AMP LIFE LIMITED	PAYROLL DEDUCTIONS & SUPER CONTRIBUTIONS	\$567.71
DD7277.4	19/05/2015	MEAT INDUSTRY EMPLOYEES SUPERANNUATION FUND PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$177.96
DD7277.5	19/05/2015	LUCRF SUPER	SUPERANNUATION CONTRIBUTIONS	\$190.00
DD7277.6	19/05/2015	AUSTRALIAN SUPER ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	\$628.46
DD7277.7	19/05/2015	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$365.38
DD7277.8	19/05/2015	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$182.69
DD7277.9	19/05/2015	AMP FLEXIBLE SUPER	SUPERANNUATION CONTRIBUTIONS	\$165.79
	31/05/2015	BANK FEES	BANK FEES	\$69.80
	31/05/2015	CENTRELINK FEES	CENTRELINK FEES	\$27.72
	31/05/2015	MERCHANT BANK FEES	MERCHANT BANK FEES	\$654.49
150531	25/05/2015	14 - FINANCED EQUIPMENT - PHOTOCOPIER LEASE	FINANCED EQUIPMENT - PHOTOCOPIER LEASE	\$902.00
				\$16,410.87

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT MAY 2015				
Chq/EFT	Date	Name	Description	Amount
DD7241.1	02/04/2015	BENDIGO BANK CREDIT CARDS	NARROGIN OUTDOOR SOLUTION - 3 POTS, 3 PAVERS, 9 BAGS POTTING MIX	\$445.50
DD7241.1	22/04/2015	BENDIGO BANK CREDIT CARDS	TOTAL FARMING SERVICES - POLY PIPE, TEE SLIP, PVC SOCKET FAUCET, DIRECTOR 25MM TAIL, TUBE CLIP, ELBOW BARBED, PVC BARREL UNION, PLUG BSP, TAPE TREAD TAPE, PVC CEMENT PRESSURE	\$54.73
DD7241.1	21/04/2015	BENDIGO BANK CREDIT CARDS	PUMA ENERGY FORRESTDALE - FUEL	\$74.68
DD7241.1	29/04/2015	BENDIGO BANK CREDIT CARDS	SAFETY CULTURE - MONTHLY FEE FOR AUDIT - AGE FRIENDLY COMMUNITY GRANT	\$5.50
DD7241.1	29/04/2015	BENDIGO BANK CREDIT CARDS	BENDIGO BANK - CREDIT CARD FEE	\$4.00
DD7241.1	30/04/2015	BENDIGO BANK CREDIT CARDS	GOSNELLS HARDWARE - 6 STATION SLIDE, BIN POSTS	\$670.00
DD7241.1	30/04/2015	BENDIGO BANK CREDIT CARDS	DAN MURPHYS - REFRESHMENTS	\$164.70
DD7241.1	10/04/2015	BENDIGO BANK CREDIT CARDS	CALTEX - FUEL	\$86.95
DD7241.1	02/04/2015	BENDIGO BANK CREDIT CARDS	EI INSTITUTE - STAFF TRAINING	\$660.00
DD7241.1	13/04/2015	BENDIGO BANK CREDIT CARDS	GOSNELLS HARDWARE - RAT POISON	\$43.00
DD7241.1	18/04/2015	BENDIGO BANK CREDIT CARDS	CALTEX - FUEL	\$87.34
DD7241.1	20/04/2015	BENDIGO BANK CREDIT CARDS	CALTEX TOODYAY - FUEL	\$72.86
DD7241.1	20/04/2015	BENDIGO BANK CREDIT CARDS	PINGELLY IGA - F/MAT GADGET WHITE 1 PKT; 3 CRPT CRISP BRZ 19 ML, 2 ELEC DIFF PRM FRAN 21ML; F/MAT VAN & CASHM RF 174G	\$76.60
DD7241.1	21/04/2015	BENDIGO BANK CREDIT CARDS	APPLE IPHONE 6 64GB GREY, TECH21 CLASSIC SHELL IP6, CAR CHARGER	\$1,281.94
DD7241.1	22/04/2015	BENDIGO BANK CREDIT CARDS	PINGELLY ROADHOUSE - GAS BOTTLE	\$39.95
DD7241.2	16/05/2015	BENDIGO BANK CREDIT CARDS	PINGELLY ROADHOUSE - FUEL	\$92.00
			Total Credit Card Payments	\$3,859.75

11.2.3 Draft 2015/16 Budget – Fees and Charges

File Reference: 00551
Location: N/A
Applicant: Various
Author: Samantha Appleton, Executive Manager Corporate Community Services
Date: 7 June 2015
Disclosure of Interest: Nil
Attachments: Draft Fees and Charges 2015/16 - Attachment 4 (purple) under separate cover
Previous Reference: Item 11.3.3 20 August 2015 Ordinary Meeting.

Summary:

Council to consider fees and charges for inclusion in the draft 2015/16 Budget.

Background:

It is appropriate that Council gives consideration to fees and charges for 2015/16 to allow the draft 2015/16 Budget to be prepared.

Comment:

It is required that generally fees and charges are levied on a cost recovery basis, however in the past the Shire of Pingelly has subsidised the use of community facilities by community and sporting groups in recognition of the overall benefit to the community of the continued existence of these groups. This will continue in 2015/16.

Generally charges have increased with increases in CPI or actual cost. Additional charges have been included for 2015/16 to reflect the actual scope of the Shire of Pingelly's operations, with a fee and charge included in the budget for all charges made by the Shire of Pingelly.

Some fees and charges are set by legislation and have been identified in the fees and charges as being charges levied by statute. The Shire of Pingelly has no control over the amounts charged when fees are set by legislation.

Consultation:

Various legislation
Council management and staff

Statutory Environment:

Section 6.16 of the *Local Government Act* provides that:

- (1) a local government may impose (by absolute majority) and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.
- (2) A fee or charge may be imposed for the following
 - a. Providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government
 - b. Supplying a service or carrying out work at the request of a person
 - c. Subject to section 5.94, providing information from local government records;
 - d. Receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorization or certificate;
 - e. Supplying goods;
 - f. Such other service as may be prescribed.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be –
 - a. Imposed (by absolute majority) during a financial year; and
 - b. Amended (by absolute majority) from time to time during a financial year.

Section 6.17 further provides:

- (1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors –
 - a. The cost to the local government of providing the service or goods;
 - b. The importance of the service or goods to the community; and
 - c. The price at which the service or goods could be provided by an alternative provider.
- (2) A high fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.
- (3) The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service –
 - a. Under section 5.96;
 - b. Under section 6.16 (2) (d); or
 - c. Prescribed under section 6.16 (2) (f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service
- (4) Regulations may –
 - a. Prohibit the imposition of a fee or charge in prescribed circumstances; or
 - b. Limit the amount of a fee or charge in prescribed circumstances.

Regulation 2 of the *Local Government (Financial Management) Regulations* (2) provides that the CEO is to —

- (a) ensure that the resources of the local government are effectively and efficiently managed;
- (b) assist the council to undertake reviews of fees and charges regularly (and not less than once in every financial year); and

Section 6.19 of the *Local Government Act* provides that if a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

Section 41 of the *Health Act* provides that every local government may from time to time, as occasion may require, make and levy as aforesaid and cause to be collected an annual rate for the purpose of providing for the proper performance of all or any of the services mentioned in section 112, and the maintenance of any sewerage works constructed by the local government under Part IV. Such annual rate shall not exceed —

- (a) 12 cents in the dollar on the gross rental value; or
- (b) where the system of valuation on the basis of the unimproved value is adopted, 3 cents in the dollar on the unimproved value of the land in fee simple:

Provided that the local government may direct that the minimum annual amount payable in respect of any one separate tenement shall not be less than \$1.

Provided also, that where any land in the district is not connected with any sewer, and a septic tank or other sewerage system approved by the local government is installed and used upon such land by the owner or occupier thereof for the collection, removal, and disposal of nightsoil, urine, and liquid wastes upon such land, the local government may by an entry in the rate record exempt such land from assessment of the annual rate made and levied under this section, and, in lieu of such annual rate, may, in respect of such land, make an annual charge under and in accordance with section 106 for the removal of refuse from such land.

Section 112 of the *Health Act* provides that:

- (1) A local government may, and when the Executive Director, Public Health so requires, shall undertake or contract for the efficient execution of the following works within its district, or any specified part of its district:
 - (a) The removal of house and trade refuse and other rubbish from premises.
 - (b) The supply of disinfectants for the prevention or control of disease, and pesticides for the destruction of pests.
 - (c) The cleansing of sanitary conveniences and drains.
 - (d) The collection and disposal of sewage.
 - (e) The cleaning and watering of streets.
 - (f) The providing, in proper and suitable places, of receptacles for the temporary deposit of refuse and rubbish collected under this section.
 - (g) The providing of suitable places, buildings, and appliances for the disposal of refuse, rubbish and sewage.
 - (ga) The construction and installation of plant for the disposal of refuse, rubbish and sewage.
 - (h) The collection and disposal of the carcasses of dead animals:
Provided that it shall not be lawful to deposit nightsoil in any place where it will be a nuisance or injurious or dangerous to health.
- (2) Any local government which has undertaken or contracted for the efficient execution of any such work as aforesaid within its district or any part thereof may by local law prohibit any person executing or undertaking the execution of any of the work undertaken or contracted for within the district or within such part thereof as aforesaid, as the case may be, so long as the local government or its contractor executes or continues the execution of the work or is prepared and willing to execute or continue the execution of the work.
- (3) After the end of the year 1934 no nightsoil collected in one district shall be deposited in any other district, except with the consent of the local government of such other district, or of the Executive Director, Public Health.

Section 30 of the *Residential Tenancies Act* provides that:

- (1) Subject to this section, the rent payable under a residential tenancy agreement may be increased by the owner by notice in writing to the tenant specifying the amount of the increased rent and the day as from which the increased rent becomes payable, being a day —
 - (a) not less than 60 days after the day on which the notice is given; and
 - (b) not less than 6 months after the day on which the tenancy commenced, or, if the rent has been increased under this section, the day on which it was last so increased, but otherwise the rent shall not increase or be increased.
- (2) The right of the owner to increase rent in accordance with subsection (1) —
 - (a) is not exercisable in relation to an agreement that creates a tenancy for a fixed term during the currency of that term unless the agreement provides that the rent may increase or be increased; and
 - (b) in any case, may be excluded or limited by agreement between the owner and the tenant.
- (3) A notice of increase of rent that has been given in accordance with this section and that has not been withdrawn by the owner varies the residential tenancy agreement to the effect that the increased rent specified in the notice is payable under the agreement as from the day specified in the notice.

Policy Implications:

Nil

Financial Implications:

2015/16 Budget.

Strategic Implications:

Shire of Pingelly Community Strategic Plan
Outcome 4.4 A Financially Sustainable Shire

Voting Requirements:

Absolute Majority

Recommendation:

That the fees and charges for 2015/16 as proposed be adopted effective midnight 30 June 2015 and included in the draft 2015/16 Budget.

Moved: _____ Seconded: _____

11.2.4 Fixed Assets, Capitalisation and Depreciation Policy

File Reference: 00465
Location: N/A
Applicant: N/A
Author: Samantha Appleton, Executive Manager Corporate Community Services
Date: 10 June 2015
Disclosure of Interest: Nil
Attachments: Nil
Previous Reference: Item 5.1 Special Council Meeting 21 April 2010

Summary:

Council to adopt revised policy 1.1 relating to Fixed Assets, Capitalisation and Depreciation.

Background:

A review of policy 1.1 is required to bring it into line with operational practice and processes adopted with the introduction of Fair Value accounting and to meet Integrated Planning Requirements.

The existing policy relating to this is detailed below:

1.1 Fixed Assets Valuation, Capitalisation & Depreciation

The current written down values of non-current assets are to be recognised as:

1. As of 1 July 2001, the cost basis for measuring land, buildings and infrastructure that was carried at a re-valued amount at the immediately preceding reporting date by deeming the carrying amount of the non-current assets comprising the class to be their cost. This complies with the requirements on first application of Accounting Standard AASB 1041 “Revaluation of Non Current Assets”.
2. Land and buildings are to be re-valued as per AAS10 by the Chief Executive Officer.
3. The cost of fixed assets constructed by the Shire of Pingelly is to include the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Assets are required to be capitalised and recorded on Council’s Asset Register.

1. Fixed assets less than \$1,000 in value (individual or grouped), are to be fully expensed at the time of purchase.
2. Where appropriate, fixed assets of a value less than \$1,000 (individual or grouped), are to be recorded in the Asset Register with a “Nil” value.
3. Fixed assets over \$1,000 in value (individual or grouped), are to be classified, recorded in the Asset Register, and depreciated at the indicated rate.

Classifications:

Land	not depreciated	
Buildings	50 years	2.0%
Furniture and Equipment	10 years	10.0%
Computer & Electronic Equipment	3 years	33.0%
Plant and Equipment		
Earthmoving Plant	15 years	7.0%
Heavy Trucks	10 years	10.0%
Light and Heavy Trucks	8 years	12.5%
Sedans & Utilities	5 years	20.0%
Minor Miscellaneous Plant	3 years	33.0%

Sealed roads and streets		
clearing and earthworks	not depreciated	
construction/road base	40 years	2.5%
original surfacing and major re-surfacing		
bituminous seals	40 years	2.5%
asphalt surfaces	40 years	2.5%
Gravel roads		
clearing and earthworks	not depreciated	
construction/road base	20 years	5.0%
gravel sheet	20 years	5.0%
Formed roads (unsealed)		
clearing and earthworks	not depreciated	
construction/road base	50 years	2.0%
Footpaths - slab	40 years	2.5%

2. All fixed assets shall be depreciated to their residual value using a straight line method.
3. As from 1 July 1993, assets are to be depreciated from the date of acquisition or, in the case of internally constructed assets, from the date the asset is completed and held ready for use.

Adopted: 19 January 2005
 Reviewed/Amended: 21 April 2010

The new policy is as follows:

1.1 Fixed Assets Valuation, Capitalisation and Depreciation

Policy Owner:	Corporate Services
Person Responsible:	Executive Manager Corporate Community Services
Date of Approval:	17 June 2015

Objective:

To meet legislative requirements with regard to valuation, capitalisation and depreciation of fixed assets held by the Shire of Pingelly.

Area of Application:

Corporate Services

Policy:

The current written down values of non-current assets are to be recognised at Fair Value in line with AASB13 on a three year revaluation cycle as per Local Government (Financial Management) Regulations 1996.

Assets with a value of over \$10,000 are to be capitalised and added to the asset register.

Where appropriate, assets valued at less than \$1,000 may be entered into an Inventory register for control purposes.

Asset depreciation rates are set by classification and are as follows:

Classifications:

Land	not depreciated
Buildings	up to 50 years
Furniture and Equipment	up to 10 years
Computer & Electronic Equipment	up to 3 years
Plant and Equipment	
Earthmoving Plant	up to 15 years
Heavy Trucks	up to 10 years
Light and Heavy Trucks	up to 8 years
Sedans & Utilities	up to 5 years
Minor Miscellaneous Plant	up to 3 years
Sealed roads and streets	
clearing and earthworks	not depreciated
construction/road base	up to 40 years
original surfacing and major re-surfacing	up to 50 years
bituminous seals and asphalt surfaces	up to 40 years
Gravel roads	
clearing and earthworks	not depreciated
construction/road base	up to 20 years
gravel sheet	up to 20 years
Formed roads (unsealed)	
clearing and earthworks	not depreciated
construction/road base	up to 50 years
Footpaths - slab	up to 40 years

The assets residual values and useful lives are reviewed and adjusted if appropriate, at the end of each month.

The assets carrying amount is written down immediately to its recoverable amount if the assets carrying amount is greater than its estimated recoverable amount.

When revalued assets are disposed of, amounts included in the revaluation surplus relating to that asset are transferred to retained surplus.

Adopted: 19 January 2005
Reviewed/Amended: 21 April 2010, 17 June 2015

Consultation:

Shire of Pingelly Policy Manual
Bob Waddell - Consultant

Statutory Environment:

Local Government (Financial Management) Regulations 1996 – Section 17a
Australian Accounting Standards – AASB13

Policy Implications:

Policy 1.1 Fixed Assets Valuation, Capitalisation and Depreciation
Policy 2.1 Policy Manual

Financial Implications:

More accurate calculation of sustainability ratios required under Local Government (Financial Management) Regulations 1996)

Strategic Implications:

Shire of Pingelly Strategic Community Plan

Strategy 4.5.1: Provide a full range of financial services to support Shire's operations and to meet planning, reporting and accountability requirements.

Voting Requirements:

Absolute Majority

Recommendation:

That Council adopt the revised Policy 1.1 Fixed Assets Valuation, Capitalisation and Depreciation.

Moved: _____

Seconded: _____

11.2.5 2015/16 Budget – Community Submissions

File Reference: 00536
Location: Pingelly
Applicant: Various
Author: Gavin Pollock, Chief Executive Officer
Date: 11 June 2015
Disclosure of Interest: Nil
Attachments: Nil

Summary:

Council to consider community requests for inclusion in the draft 2015/16 Budget.

Background:

Submissions for the draft 2015/16 Budget were invited via the *Pingelly Times* every week during February and March 2015 with submissions requested by 27 March 2015.

Applicant/Organisation	Request	Budget Amount/Estimate
Pingelly Mens Shed	<ul style="list-style-type: none"> • Business liability insurance \$700.00 approx. • Jobs for Shire which may not eventuate \$800.00 estimate only <p>Total \$1,500.00</p>	\$1,500.00
Pingelly Bowling Club Inc.	<p>This grant is to be used as prize money for the Australia Day mixed bowls carnival. Along with 4 medallions it is proving to be a great day for Pingelly Bowling Club</p> <p>Total \$300.00</p>	\$300.00
Brookton/Pingelly Local Drug Action Group	<p>Yearly event Best Day Out (10 year this year) targeting drug and alcohol harm minimisation education to 11-18 year olds in the Pingelly area. Coincides with the end of each school year providing a fun filled educational day</p> <p>Total \$1,000.00</p>	\$1,000.00
Pingelly Playgroup & Toy Library	<p>By bringing Boogie Roos to Pingelly we feel we would be promoting healthy active lifestyles, and also allowing our children to enjoy a developmental and sensory experience, something that those at PP & TL feel strongly about as does the newly formed Pingelly Early Years Network.</p> <p>A typical session normally runs for 1 hour and costs \$140.00 plus travel (which has been quoted at 126km each way @ 50c/km) an additional \$126.00 = \$266.00 per session.</p> <p>We would love to run monthly sessions starting when the second semester goes back to school and have 5 sessions. 5 x \$266.00 = \$1330.00</p> <p>We would look at charging our members a small amount to participate and for any non-members their cost would be slightly more e.g. \$5.00 for members, \$10.00 for non-members.</p> <p>The PP&TL would ideally look to hold Boogie Roos at the Community Centre as this is plenty of room and less distractions for our little Roos.</p> <p>Total \$1,330.00</p>	\$1,330.00

Applicant/Organisation	Request	Budget Amount/Estimate
Friends of Pingelly Railway	<p>We wish to apply for the 50% funds available for the restoration and fencing of the Pingelly Stations Platform.</p> <p>Costings for security fencing and renewal of platform – Pingelly Railway Station</p> <ul style="list-style-type: none"> • Fencing POOL spear top 2400 wide 1200 high including brackets and screws @ \$101.00 per panel – 20 panels \$2,020.00 • 50 x 50 x 1300 poles with base plates @ \$20.00 per unit – 20 units \$800.00 • Spear top single gate 2000mm wide total opening 1200mm high, two 50mm posts and a D latch set and butt hinges – 1 only \$470.00 • Sand as quoted by L Page 3 x loads @ \$220 per load to cover 150 sq. metres including ramp – 3 loads \$660.00 • Cement for fixing and retaining sides of platform – 6 bags \$72.00 • Labour possibly APEX @ \$22.00 per sq. metre including scraping screeding and laying of brick pavers – 150 sq. metres \$3,300.00 • Incidentals may include fuel/hire of equipment screws and sundries - \$300.00 <p>Total \$7,622.00</p>	<p style="text-align: right;">\$2,020.00</p> <p style="text-align: right;">\$800.00</p> <p style="text-align: right;">0</p> <p style="text-align: right;">0</p> <p style="text-align: right;">0</p> <p style="text-align: right;">0</p> <p style="text-align: right;">0</p> <p style="text-align: right;">\$2,820.00</p>
Early Years Network	<p>It is proposed that in the following 12 months the Early Years Network is anticipating hosting a minimum of 4 events and we are asking council to consider both in-kind support and financial support.</p> <p>In-kind support – Use of Community Centre facilities</p> <ul style="list-style-type: none"> • 4 events – building hire \$110 per event (community rates) • 2 events – possible assistance in setting up of large equipment i.e.; stage/gazebos, 4 hours labour x 2 men unknown rate guestimate only \$400.00 • Financial support – Assistance in costs of guest presenters and/or catering costs • Actual costs estimated at \$1,500.00 1/3 support \$500.00 • Advertising costs estimate only \$300.00 1/3 \$100.00 <p>Total \$1,440.00</p>	<p style="text-align: right;">\$1,440.00</p>
Pingelly Primary School P & C Cluster Sub-committee	<p>We are applying for a grant towards the building of new 'Nature Playground' equipment and features to be located in the Kindergarten and Pre-Primary play area of the school. There is a wealth of research on the benefits of Nature Playgrounds as they have been proven to develop children's learning, sensory experiences, exploratory play and imagination. Although located at the cluster, all school students will be able to access the Playground.</p> <p>Total \$1,000.00</p>	<p style="text-align: right;">\$1,000.00</p>

Applicant/Organisation	Request	Budget Amount/Estimate
Pingelly Golf Club	<p>The cost of providing 2 tees is approximately \$1,650.00 – which covers the cost of the turf, metal surrounds and \$15/hour for voluntary work.</p> <ul style="list-style-type: none"> • Tee area has to be prepared – approx. 1 hour for each tee x 2 volunteers \$30.00 • Turf for 2 tees – 12 metres @ \$70.00 per sq/mt + GST \$990.00 • Metal surrounds 2 tees – 150 x 70 cm @ \$10/mt \$240.00 • Volunteer labour – (approx. 3 hours per tee x 3 volunteers) for 2 tees @ \$15.00 per hour \$270.00 • 2 x \$50.00 Awards for WA Day • 2 x \$25.00 Awards for WA Day <p>Total \$1,680.00</p>	<p style="text-align: center;">0</p> <p style="text-align: right;">\$500.00</p> <p style="text-align: right;">\$100.00</p> <p style="text-align: center;">0</p> <p style="text-align: right;">\$100.00</p> <p style="text-align: right;">\$50.00</p> <p style="text-align: right;">\$750.00</p>
Pingelly District Council of Youthcare	<p>My research on some of the costs of these requests shows the following: YOU CAN DO IT</p> <ul style="list-style-type: none"> • 6 CD sets to support the 6 aspects - \$660.00 • Puppets, art equipment, posters - \$150.00 • Circle time resources including change the mind, move the body' mats, 2 @ \$150.00 - \$300.00 • 6 story cubes - \$85.00 <p>BUZ CAMPS</p> <ul style="list-style-type: none"> • 4 days, 4 students @ \$358.00 each - \$1,432.00 <p>Total \$2,627.00</p>	<p style="text-align: right;">\$2,627.00</p>
Pingelly Tourism Group Inc.	<ul style="list-style-type: none"> • Boyagin Rock Project, upgrade picnic area, walking trail, promotion to work with DEPW on development of plan - \$2,500.00 • Caravan Clubs adverts, promotion etc. - \$1,000.00 • Lost Pingelly advertising, promotion broader than Pingelly - \$750.00 • Multi-Cultural Food Festival, marketing, promotion of event, Shire health fees and stall fees - \$750.00 • Golden Outback - \$1,700 • Mothers Day art, wine and food trail - \$200 <p>Total \$6,900.00</p>	<p style="text-align: right;">\$500.00</p> <p style="text-align: right;">\$1,000.00</p> <p style="text-align: right;">\$150.00</p> <p style="text-align: right;">\$350.00</p> <p style="text-align: right;">\$1,700.00</p> <p style="text-align: right;">\$200.00</p> <p style="text-align: right;">\$3,900.00</p>
Brookton/Pingelly Wado Ryu Karate Club	<p>Objectives of the Kaizen Project</p> <p>The overall vision is to increase self-worth of the individual and generalised positive outlooks within in the community by;</p> <p>Inclusion of the individual, irrespective of socio-economic status, race, sex or age, each member is encouraged to fulfil his or her full potential.</p> <p>We do this through:</p> <ul style="list-style-type: none"> • Involving our communities and congregations in training and through supporting club members; • Conducting education of inclusion and self-acceptance through training. • Demonstrating professionalism, leadership, respect and honour within all aspects of Karate and life's challenges and: • Piloting cost-effective and family-friendly approaches to club membership. <p>Total \$5,000.00</p>	<p style="text-align: right;">\$1,500.00</p>

Applicant/Organisation	Request	Budget Amount/Estimate
Pingelly Townscape Group	Maintenance of trees planted (approx. 80kg blood & bone & 10L season fertilizer) Other projects are planned but don't require funding. Fuel and maintenance to townscape ute (PC3). Total \$3,600,00	\$3,600.00
Pingelly Development Association	Insurance: for all volunteer members that come under the PDA. Last year's insurance with Local Community Insurance Services was around \$1,000.00 this has increased by \$500.00 because each group under the PDA is now required to pay a premium of \$60.00 per group. We are working with Sam to clarify the position. Total \$1,500,00	\$1,500.00
Pingelly Tennis Club	Australia Day Awards provided by the Shire Total \$300.00	\$300.00
	Total All Requests	\$23,567.00

Comment:

A full listing of grant submissions received was presented to councillors and work shopped at the first budget meeting held on the 5 June 2015.

Consultation:

Shire Councillors, Executive Staff and Community Groups

Statutory Environment:

Section 6.7(2) (Municipal fund) of the *Local Government Act* provides that money held in the municipal fund may be applied towards the performance of the functions and the exercise of the powers conferred on the local government.

Policy Implications:

Policy 5.15 Financial Assistance Grant Scheme provides that Council may sponsor members of the community or provide financial assistance to community organisations for the provision of services that are of benefit to the community. Requests for financial assistance will be invited in February to March and are to be in writing for consideration by Council at the June meeting.

Financial Implications:

Inclusion in the Draft 2015/16 Budget.

Strategic Implications:
Shire of Pingelly Strategic Community Plan

GOALS	A Healthy and Cohesive Community	Enhanced Natural and Built Environment	Prosperous and Sustainable Local Economy	Effective Governance and Organisation
OUTCOMES	A cohesive and supportive community A safe community Access to recreation sporting and leisure opportunities Development and participation of young people Health and family support services that are accessible and meet the needs of the community Quality of life for the aged and disabled	Protection of the natural environment Assets and infrastructure that meet current and future needs Effective waste management Attractive streetscapes, open spaces, parks and gardens Safe and reliable transport infrastructure Shire of Pingelly buildings and facilities that meet community needs	A diverse and strong economic base Viable businesses providing local employment Infrastructure that supports economic development Sustainable population growth in Pingelly	Effective leadership and governance Skilled, effective and committed staff in a supportive environment Effective information and customer services A financially sustainable Shire Effective and efficient corporate and administrative services

Voting Requirements:

Simple Majority

Recommendation:

That

- The following public submissions be included in the draft 2015/16 Budget for further consideration with the 2015/16 Budget adoption;
 - Pingelly Men’s Shed \$1,500
 - Pingelly Bowling Club \$300
 - Brookton/Pingelly Local Drug Action Group \$1,000
 - Pingelly Playgroup & Toy Library \$1,330
 - Friends of Pingelly Railway \$2,820
 - Early Years Network \$1,440
 - Pingelly Primary School P&C Sub Committee \$1,000
 - Pingelly Golf Club \$750
 - Pingelly District Council of Youthcare \$2,627
 - Pingelly Tourism Group \$3,900
 - Brookton/Pingelly Wado Ryu Karate Club \$1,500
 - Pingelly Townscape Group \$3,600
 - Pingelly Development Association \$1,500
 - Pingelly Tennis Club \$300
- all applicants be informed of the status of their submissions that will be included in the draft budget for consideration when formally adopting the 2015/16 financial budget.

Moved: _____

Seconded: _____

11.3 TECHNICAL SERVICES

11.3.1 Consolidation of Shire of Pingelly Local Planning Scheme No.3

File Reference: 00234
Location: Shire of Pingelly
Applicant: Shire of Pingelly
Author: Sheryl Squiers, Administration Officer Technical
Date: 4 June 2015
Disclosure of Interest: Nil
Attachments: Copy of Consolidation Report & Scheme Maps - Attachment 5 (gold) under separate cover

Summary:

Council to resolve to consolidate Local Planning Scheme No.3 rather than initiate a new Scheme.

Background:

The Shire's Local Planning Scheme No. 3 was finalised in June 2007 and gazetted on May 5, 2008.

Under Division 5 of the *Planning and Development Act* (2005) (as amended), local governments are required to review their local planning scheme at 5 yearly intervals.

As 5 years has elapsed since LPS No. 3 was approved and gazetted, this report summarises the Shire's planning activity during this period with a view to determining whether a new Scheme is required or alternatively a consolidation of the current Scheme.

As part of the process, the report will need to be forwarded to the Commission for approval as required under Clause 89 (1) of the *Planning and Development Act* (2005).

Under Clause 89 (2) once approved by the Commission, the Shire will be required to invite submissions from the public on the effectiveness of the Scheme, the need for amendment of the Scheme and the need for making a new Scheme.

Comment:

The attached report details Council's reason for opting to consolidate the Scheme. Subject to the approval by the Commission, the consolidated Scheme will be advertised and public submissions invited following which the Scheme together with any modifications, will be forwarded to the Minister for approval.

Herewith the consolidation report modified in accordance with the suggestions made during the telephone conference together with a draft covering letter to the Western Australian Planning Commission.

There was a request made during the telephone conference that the highway shown on the scheme map should be re-aligned on to its current alignment rather than a planned alignment alongside the railway reserve.

The alignment shown in the Scheme was inherited from the previous Scheme and represents a possible realignment sometime in the future away from the town's main shopping street. While it may not happen in the short term, I believe it still should be retained as the long term goal.

At this time I have left it unchanged but obviously if the Council formally resolves to shift it then I will do so.

Consultation:

Trevor Moran Planner Landvision
Council Staff and Councillors

Statutory Environment:

Section 89 of the Planning and Development Act 2005.

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Absolute Majority

Recommendation:

As a result of the above and the operation of the Scheme since 2007, it is recommended that Council resolve to:

- 1. Consolidate the current Local Planning Scheme No. 3 as provided for in Section 88 of the Planning and Development Act 2005 rather than prepare a new Scheme.**
- 2. Notify its resolution to the Commission as required under Section 89 of the Planning and Development Act 2005.**
- 3. Forward this report and the consolidated maps and amended zoning table incorporating amendments 1-3 and incorporating amendment No. 4 to enable the Commission to approve the consolidation of the Scheme.**
- 4. Upon approval by the Commission, invite submissions from the public on the effectiveness of the Scheme, the need for amendment of the Scheme and the need for the making of a new Scheme as required under Section 89(2) of the Planning and Development Act 2005.**
- 5. Upon receipt of submissions, prepare a report on submissions to the Minister to determine whether no change is necessary (Section 91) or amendments are proposed (Section 92) and seek approval of the Minister as required under the above section of the Planning and Development Act 2005.**

Moved: _____ Seconded: _____

11.3.2 Dual Fire Control Officers Appointment

File Reference: 00194
Location: Shire of Corrigin
Applicant: Shire of Corrigin
Author: Sheryl Squiers, Administration Officer Technical
Date: 9 June 2015
Disclosure of Interest: Nil
Attachments: Nil

Summary:

Council to consider the appointment of dual fire control officers with the Shire of Corrigin.

Background:

The Shire of Corrigin has requested the appointment of:

- Greg Evans
- Wes Baker

as a dual fire control officers for the 2015/16 fire season.

Comment:

The Shire of Corrigin has requested the appointment of the above fire control officer 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:

Nil

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:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Recommendation:

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

- Greg Evans
- Wes Baker

Moved: _____ Seconded: _____

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

12.1 Vacant Elected Members Position

File Reference: 00000
Location: Shire of Pingelly
Applicant: Gavin Pollock, Chief Executive Officer
Author: Gavin Pollock, Chief Executive Officer
Date: 6 June 2015
Disclosure of Interest: Nil
Attachments: Nil

Summary:

Following the resignation of Cr Jetta that Council need to seek approval from the Electoral Commissioner to hold the elected member position vacate until the October 2015 Council Elections.

Background:

On 3 June 2015 Cr Malcolm Jetta forwarded an email of resignation to the Shire President. Cr Jetta's resignation has today been tabled and read out by the Shire President at the Ordinary Meeting of Council held on 17 June 2015. Cr Jetta's resignation was effective as of 3 June 2015.

Comment:

Council need to pass a resolution to apply to the Electoral Commissioner to hold an elected members position vacate until the October 2015 Council Elections.

Cr Jetta's resignation was due to purchasing property outside of the Shire boundary and electing to reside at the property. Cr Jetta also thanked all Councillors and staff for their support and effort during his time as a Councillor.

Consultation:

Shire President - Cr Lange
Executive Manager Corporate Community Services – Samantha Appleton.

Statutory Environment:

Section 4.16 (4) of the Local Government Act 1995 provides that:

Postponement of elections to allow consolidation

(4) *If a member's office becomes vacant under section 2.32 —*

(a) *after the third Saturday in January in an election year; but*

(b) *before the third Saturday in July in that election year,*

the council may, with the approval of the Electoral Commissioner, fix the ordinary elections day in that election year as the day for holding any poll needed for the extraordinary election to fill that vacancy.

Section 4.17 (2) of the Local Government Act 1995 provides that:

Cases in which vacant offices can remain unfilled

(2) *If a member's office becomes vacant under section 2.32 —*

(a) *after the third Saturday in January in the election year in which the term of the office would have ended under the Table to section 2.28; but*

(b) *before the third Saturday in July in that election year,*

the council may, with the approval of the Electoral Commissioner, allow the vacancy to remain unfilled and, in that case, the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.

Policy Implications:

Nil

Financial Implications:

2014/15 Budget will have a surplus in elected members' fees due to two elected member positions now being vacant.

Strategic Implications:

The Council will be operating with two less Councillors.

Voting Requirements:

Majority

Recommendation:

That Council Approve the Chief Executive Officer to seek approval from the Electoral Commissioner to allow Council to function with two vacancies until the ordinary Council election scheduled for the 17 October 2015.

Moved _____

Seconded _____

13. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF 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).

14. CLOSURE OF MEETING

The Chairman to declare the meeting closed.