

# Notice of Meeting



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

Dear Elected Member

The next Ordinary meeting of the Shire of Pingelly will be held on 16 September 2015 in the Council Chambers, 17 Queen Street, Pingelly commencing at 2.00pm.

Pumphrey's Bridge CWA will be providing dinner.

## **Schedule**

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

A handwritten signature in blue ink, appearing to read 'G. Pollock'.

Gavin Pollock  
**Chief Executive Officer**

11 September 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  
16 September 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:

16 September 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 16 September 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 Acknowledgement of 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 Quote from the President**

“The supreme quality for leadership is unquestionably integrity. Without it, no real success is possible, no matter whether it is on a section gang, a football field, in an army, or in an office”.

Dwight D. Eisenhower (Or on a Local Government Council)

**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 – 19 August 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 19 August 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)
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 August 2015:

13<sup>th</sup> Agenda briefing  
18<sup>th</sup> CEO and Deputy President meeting  
19<sup>th</sup> Council Meeting  
20<sup>th</sup> PUG update with Emma Birch  
20<sup>th</sup> PUG committee members with Hon. Marty Aldridge – Perth.  
21<sup>st</sup> Farewell for Corrigin CEO - Julian Murphy  
25<sup>th</sup> CEO and Project Manager – Silver Chain – Perth  
25<sup>th</sup> CEO and Project Manager – Lotteries  
26<sup>th</sup> CEO - Jenifer Collins DSR  
27<sup>th</sup> DCVC – Narrogin  
28<sup>th</sup> CCZ – Beverley  
28<sup>th</sup> Farewell for Samantha Appleton

Meetings attended September 2015:

1<sup>st</sup> WACHS and Cunderdin – Hogesweyk Aged Care Workshop – Perth  
3<sup>rd</sup> CEO and Deputy President - Contract.  
4<sup>th</sup> UWA and WDC  
4<sup>th</sup> and 10<sup>th</sup> Information Session – re Council elections  
7<sup>th</sup> Cottage Homes meeting  
7<sup>th</sup> BBP meeting - Brookton

## **11. REPORTS OF OFFICERS**

### **11.1 ADMINISTRATION SERVICES**

#### **11.1.1 Changing Fees and Charges for Community Bus Hire**

**File Reference:** 00619  
**Location:** Shire of Pingelly  
**Applicant:** Gavin Pollock, Chief Executive Officer  
**Author:** Gavin Pollock, Chief Executive Officer  
**Date:** 27 August 2015  
**Disclosure of Interest:** Nil  
**Attachments:** Nil

#### **Summary:**

Council to consider revising the current 2015/16 Hire Fees for the Community Bus. The revised hire fees is to provide a more cost effective option and generate additional community use of the Community Bus.

#### **Background:**

The 2015/16 fees and charges including GST for hire of the Community Bus are as follows;

*Full Hire per km - plus fuel is \$1.32*

*Minimum any hire - plus fuel is \$33.00*

*Minimum charge - \$60.50*

*Cleaning charges per 15 minutes or part thereof - \$27.50*

*Bond - \$100.00*

*The hirer of plant and equipment is responsible for the first \$1,000.00 of damages incurred*

The new proposed 2015/16 fees and charges including GST for hire of the Community Bus as follows;

#### *Hire Options;*

*Hire per km rate - plus fuel is \$1.32*

*Minimum any hire rate - plus fuel is \$33.00*

*Full Day hire rate - plus fuel is \$220.00*

#### **NOTE:**

*The hirer has the choice to hire the Community Bus by hiring per km or the Full Day hire rate if the hire will exceed the Minimum any hire rate. The hirer will always be charged the lesser amount. For example if the hirer elects to hire per km and the hire fee exceeds the Full Day hire rate the hirer would be charged the Full Day hire rate as it would be the lesser amount.*

*Minimum cleaning charge for the first hour is - \$60.50*

*Any additional cleaning requirements in addition to the first hour will be charged per 15 minutes blocks at the rate of - \$22.00*

*Bond - \$100.00*

#### **NOTE:**

*The hirer of Community Bus is responsible for the first \$1,000.00 of any damages incurred*

**Comment:**

For the 2014/15 financial year the Community Bus was hired 44 times and generated \$6,509.19 in revenue. This indicated the bus is hired every 8 to 9 days on average and housed in the shed for about 320 days of the year.

The revised fees structure is to increase usage and provide a viable option to the community when using the Community Bus.

**Consultation:**

Shire President, Executive Manager Engineering & Development Services and Administration Staff.

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

The revenue is to be reviewed at the mid-year budget review to see what impacts the revised Fees and Charges has on the hire of the Community Bus verses maintenance expenditure.

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Recommendation:**

**That Council endorse;**

***The New 2015/16 fees and charges including GST for hire of the Community Bus as follows:***

***Hire Options;***

***Hire per km rate - plus fuel \$1.32***

***Minimum any hire rate - plus fuel \$33.00***

***Full Day hire rate - plus fuel \$220.00***

***NOTE:***

***The hirer has the choice to hire the Community Bus by hiring per km or the Full Day hire rate if the hire will exceed the Minimum any hire rate. The hirer will always be charged the lesser amount. For example if the hirer elects to hire per km and the hire fee exceeds the Full Day hire rate the hirer would be charged the Full Day hire rate as it would be the lesser amount.***

***Minimum cleaning charge for the first hour is - \$60.50***

***Any additional cleaning requirements in addition to the first hour will be charged per 15 minutes blocks at the rate of - \$22.00***

***Bond - \$100.00***

***NOTE:***

***The hirer of Community Bus is responsible for the first \$1,000.00 of any damages incurred***

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_



### **11.1.4 Policy - 10.3 Senior Staff Designation and Appointments**

**File Reference:** 00000  
**Location:** Shire of Pingelly  
**Applicant:** Gavin Pollock, Chief Executive Officer  
**Author:** Gavin Pollock, Chief Executive Officer  
**Date:** 7 September 2015  
**Disclosure of Interest:** Nil  
**Attachments:** Nil  
**Previous Reference:** Agenda Item 11.1.3 – 17 June 2015

#### **Summary:**

For Council to review its current Policy 10.3 Senior Staff Designation and Appointments to reflect the current organisation structure and positions.

#### **Background:**

Policy 10.3 Senior Staff Designation and Appointments has the following positions listed;

- Deputy Chief Executive Officer
- Manager of Works
- Building Surveyor
- Environmental Health Officer
- Town Planner

The current organisation structure has replaced above positions Senior Staff positions with the following;

- Director Corporate and Community Services (*Former Executive Manager Corporate and Community Services*)
- Director Technical Services (*Former Executive Manager Engineering and Development Services*)

#### **Comment:**

This will reflect the current organisation structure and positions.

#### **Consultation:**

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 10.3 Senior Staff Designation and Appointments to be updated reflect the current organisation structure and positions.

- Director Corporate and Community Services
- Director Technical Services

#### **Financial Implications:**

Nil

#### **Strategic Implications:**

Shire of Pingelly Workforce Plan

**Recommendation;**

**That Council endorse the following two positions under Policy 10.3 as Senior Staff Designation and Appointments;**

- **Director Corporate and Community Services**
- **Director Technical Services**

**and revoke the following current Senior Staff Designation and Appointments under Policy 10.3;**

- **Deputy Chief Executive Officer**
- **Manager of Works**
- **Building Surveyor**
- **Environmental Health Officer**
- **Town Planner**

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_

## **11.2. FINANCIAL SERVICES**

### **11.2.1 Monthly Statement of Financial Activity**

**File Reference:** 00271  
**Location:** N/A  
**Applicant:** N/A  
**Author:** Beverley Webb, A/Executive Manager Corporate Community Services  
**Date:** 9 September 2015  
**Disclosure of Interest:** Nil  
**Attachments:** Monthly Statements of Financial Activity for the period 1 July 2015 to 31 August 2015 (Attachment 1 after green sheet under separate cover).  
**Previous Reference:** N/A

#### **Summary:**

Council to consider accepting the Monthly Statements of Financial Activity for July and August 2015.

#### **Background:**

The Monthly Statements of Financial Activity for July and August 2015 are attached for Council consideration.

#### **Comment:**

The Monthly Statement of Financial Activity represents Council's financial activities and status for the period ending 31 July 2015 and 31 August 2015.

#### **Consultation:**

CEO

#### **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 period ending 31 July and 31 August 2015 be accepted and material variances be noted.**

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_

### **11.2.2 Accounts Paid by Authority**

**Applicant:** N/A  
**Author:** Raewyn Street, Senior Finance Officer  
**Date:** 4 September 2015  
**Disclosure of Interest:** Nil  
**Attachments:** List of Accounts (following pages)  
**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 August 2015.

**Comment:**

Unless otherwise identified, all payments have been made in accordance with Council's 2015/16 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 EFT1432 – 1504, Cheques 24001 – 24016 inclusive totalling \$216,194.95 - previously paid.
- (2) **Trust Fund – Account 117984872**  
Totalling \$1,800.00
- (3) **Trust Fund Department of Transport – 123395691**  
Totalling \$14,286.40; and
- (4) **Direct Debit Payments**  
Totalling \$18,789.76 – previously paid
- (5) **Credit Card Payments**  
Totalling \$1,699.27 – previously paid

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_

**ACCOUNTS PAID PRESENTED FOR ENDORSEMENT AUGUST 2015**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT1432	04/08/2015	WA SANDALWOOD PLANTATIONS PTY LTD	SUPPLY OF 3000M3 OF GRAVEL FOR THE WICKEPIN PINGELLY ROAD REGIONAL ROAD GROUP ROAD CONSTRUCTION PROJECT.THE SHIRE OF PINGELLY TO PUSH UP GRAVEL AND REHABILITATE GRAVEL PIT.	\$13,200.00
EFT1433	04/08/2015	WESTRAC EQUIPMENT PTY LTD	HYD PIPE PN430	\$257.12
EFT1434	04/08/2015	WALGA	COUNCILS CONNECT SUBSCRIPTIONS 1 JULY 2015 TO 30 JUNE 2016; ADVERTISEMENT DIRECTOR CORPORATE AND COMMUNITY SERVICES - SATURDAY'S WEST AUSTRALIAN NEWSPAPER 01/08/2015; PROCUREMENT CONSULTANCY SERVICE SUBSCRIPTION 1 JULY 2015 TO 30 JUNE 2016	\$9,554.06
EFT1435	04/08/2015	GREAT SOUTHERN FUEL SUPPLIES	FUEL DISTRIBUTOR CARD	\$2.75
EFT1436	04/08/2015	GREENLINE AG PTY LTD	PRECLEANER BOWL; NYLON TUBE; EXHAUST CLAMPS;	\$195.71
EFT1437	04/08/2015	WHEATBELT ELECTRICS	REPLACE BATTERY FOR OFFICE COMS RADIO AND REPAIR/REPLACE FAULTY LIGHTS	\$602.25
EFT1438	04/08/2015	COVS PARTS PTY LTD	FILTERS FOR SERVICE PN172	\$98.55
EFT1439	04/08/2015	REINFORCED CONCRETE PIPES AUSTRALIA (WA) PTY LTD	6 X CLASS 4 300DIA CONCRETE PIPES AND 4 X CLASS 2 300 DIA CONCRETE PIPES SHIRE TO PICK UP.	\$1,390.40
EFT1440	04/08/2015	IXOM OPERATIONS PTY LTD	CHLORINE SERVICE CHARGE FOR POOL	\$126.85
EFT1441	04/08/2015	PAGE TRUCK HIRE	SEMI SIDE TIPPER HIRE 15 DAYS FOR GRAVEL SHEETING ON JINGARRING ROAD BETWEEN SOUTH KWEDA AND DAWARLAKING ROAD.	\$12,870.00
EFT1442	05/08/2015	CAMERON JETTA	REFUND OF BOND FOR 9B WEBB STREET	\$400.00
EFT1443	05/08/2015	PINGELLY TYRES PTY LTD	4X 1100 X22.5 TYRES; 2 TYRES PT13; REPAIR TYRES ON JOHN DEERE BACKHOE PN797; 2X TYRES FOR PT13 PN133; TYRE FOR PG6 PN398	\$4,560.00
EFT1444	07/08/2015	J R & A HERSEY	DUST MASKS, 8LITRE PRESSURE SPRAYER, GLOVES, COVERALLS, AIR FRESHENER; SLEDGE HAMMER; EARPLUGS, WIRE BRUSHES,CABLE TIES, PUC TAPS, GREASE COUPLER, FLEXI LINE, BOLT KIT	\$668.53

**ACCOUNTS PAID PRESENTED FOR ENDORSEMENT AUGUST 2015**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT1445	07/08/2015	GREAT SOUTHERN FUEL SUPPLIES	DIESEL TO BE DELIVERED TO THE DEPOT	\$11,861.30
EFT1446	07/08/2015	NARROGIN AUTO ELECTRICS	FIND LIGHT PROBLEM	\$320.85
EFT1447	07/08/2015	PINGELLY COMMUNITY RESOURCE CENTRE	TO EDIT AND PRINT BUSHFIRE NEWSLETTER FOR 2015-16	\$850.00
EFT1448	07/08/2015	AMPAC DEBT RECOVERY PTY LTD	LEGAL CHARGES	\$1,620.38
EFT1449	07/08/2015	ALLIANCE FIRE PROTECTION	FIRE EXTINGUISHER SERVICES	\$941.05
EFT1450	07/08/2015	SJR CIVIL CONSULTING PTY LTD	ROAD DESIGN, SITE VISIT, DESIGN PLANS	\$2,345.20
EFT1451	07/08/2015	LANDMARK	NUFA ACTIVATOR SURACTANT 10L, NUFA ACTIVATOR SURACTANT 10L, ADAM URAGAN 800WG 5KG	\$620.20
EFT1452	07/08/2015	MARKETFORCE PTY LTD	ADVERTISEMENT DIRECTOR CORPORATE AND COMMUNITY SERVICES - SATURDAY'S WEST AUSTRALIAN NEWSPAPER 01/08/2015	\$2,074.06
EFT1453	12/08/2015	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPALE ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	\$225.50
EFT1454	13/08/2015	WALGA	ROMAN II SUBSCRIPTION 1 JULY 2015 - 30 JUNE 2016	\$6,072.97
EFT1455	13/08/2015	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD PURCHASES FOR JULY 2015	\$1,983.85
EFT1456	13/08/2015	GREENLINE AG PTY LTD	DIGITAL COUNTER; BATTERY; NUTS & BOLTS	\$525.71
EFT1457	13/08/2015	AUSTRALIAN TAXATION OFFICE	BAS JULY 2015	\$34,468.00
EFT1458	13/08/2015	AGAPE VENTURES PTY LTD	MANAGEMENT FEE AUGUST 2015 TO OCTOBER 2015	\$27,500.00
EFT1459	13/08/2015	J MAC ENGINEERING PINGELLY	2MX50X3 FLAT BAR	\$10.01
EFT1460	13/08/2015	LUBRIMAXX MKTG PTY LTD	20L LIGHT 80 20L TRUCK WASH	\$143.00
EFT1461	13/08/2015	RUSSELL DYER	REMAINING 50% OF RELOCATION COSTS	\$2,433.65
EFT1462	13/08/2015	GLENWARRA DEVELOPMENT SERVICES	CONTRACTED TO RESOLVE LAND RESUMPTION ISSUES WITH W BRAIN FOR BETTISON ROAD REALIGNMENT	\$880.00
EFT1463	13/08/2015	PINGELLY COMMUNITY CRAFT CENTRE	COMMISSION FOR THE MONTH OF JULY 2015	\$506.04
EFT1464	13/08/2015	TOTAL FARMING SERVICES	FICK MIXER TAP FOR CAMPERS KITCHEN; SCREWDRIVER;	\$73.75



**ACCOUNTS PAID PRESENTED FOR ENDORSEMENT AUGUST 2015**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT1465	13/08/2015	STAPLES AUSTRALIA PTY LIMITED	STATIONERY; METAL TOWEL DISPENSERS, KITCHEN SUPPLIES FOR COUNCIL, STAFF & DEPOT	\$1,255.68
EFT1466	13/08/2015	PINGELLY TYRES PTY LTD	1X900X20 TUBE	\$45.00
EFT1467	13/08/2015	WA CONTRACT RANGER SERVICES	RANGER SERVICES TO 30 JUNE 2016	\$677.87
EFT1468	13/08/2015	BOB WADDELL	ASSISTANCE WITH BUDGET DOCUMENTATION	\$1,881.00
EFT1469	13/08/2015	LANDGATE	CONSOLIDATED MINING TENEMENT ROLL	\$149.35
EFT1470	14/08/2015	TOTAL FARMING SERVICES	4X D SHACKELS 4M CHAIN, PADLOCKS, BOLTS, TOOLBOX, BROOM; GUTTER BOLTS & FLAT WASHERS	\$89.60
EFT1471	14/08/2015	J R & A HERSEY	TIPS AND SHEILDSFOR WELDER WORKSHOP	\$37.95
EFT1472	14/08/2015	COVS PARTS PTY LTD	FILTERS FOR SERVICE	\$53.39
EFT1473	14/08/2015	PINGELLY TRADING CO HARDWARE	RAPID SET CONCRETE; 9KG GAS	\$171.20
EFT1474	14/08/2015	PAGE TRUCK HIRE	HIRE OF SIDE TIPPER JINGARING ROAD FROM JULY /AUGUST	\$9,295.00
EFT1475	18/08/2015	PINGELLY HOTEL	CATERING (DINNER) FOR 9 PEOPLE 3/7/15; BEVERAGES; CATERING (LUNCH) FOR 5 PEOPLE 29/07/15; CATERING (LUNCH) FOR 11 PEOPLE 15/07/15	\$887.00
EFT1476	18/08/2015	PINGELLY VOLUNTEER SES UNIT	REIMBURSE SES EXPENSES - COLES, BILL & BEN'S, GREAT SOUTHERN FUELS, NARROGIN PACKAGING, LOGICAL DEVELOPMENTS, PINGELLY QUALITY MEATS, SYNERGY, PINGELLY CRC, GILL RURAL, TELSTRA, TOTAL FARMING, PINGELLY TRADING CO., GATEWAY CABINETMAKERS BROOKTON	\$5,151.34
EFT1477	18/08/2015	PARMELIA HILTON PERTH	LOCAL GOVERNMENT CONVENTION	\$5,722.15
EFT1478	18/08/2015	B.W. JAMES TRANSPORT	FREIGHT CHARGES	\$145.42
EFT1479	18/08/2015	ASHLEY BLYTH TREE LOPPING	STREET TREE PRUNING FOR WESTERN POWER	\$1,540.00
EFT1480	20/08/2015	AIR RESPONSE PTY LTD	REPLACEMENT GAUZE FOR AIR CONDITIONER FILTERS	\$84.85
EFT1481	20/08/2015	TOLL IPEC PTY LTD	FREIGHT CHARGES	\$105.36
EFT1482	20/08/2015	SHERIDAN'S FOR BADGES	BADGE FOR CRAIG MCLENNAN	\$45.76

**ACCOUNTS PAID PRESENTED FOR ENDORSEMENT AUGUST 2015**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT1483	20/08/2015	PINGELLY TRANSPORT	SEMI SIDE TIPPER HIRE 15 DAYS FOR GRAVEL SHEETING ON JINGARING ROAD BETWEEN SOUTH KWEDA AND DAWARLAKING ROAD	\$16,988.40
EFT1484	20/08/2015	JASON SIGNMAKERS	STREET SIGNS	\$958.80
EFT1485	20/08/2015	GREENLINE AG PTY LTD	HAVE HOSE MADE 20L HYD IOL; BATTERY	\$428.90
EFT1486	20/08/2015	LOCAL HEALTH AUTH.ANALYTICAL COM	ANALYTICAL SERVICES 2015/2016	\$495.00
EFT1487	20/08/2015	GREAT SOUTHERN WASTE DISPOSAL	ANNUAL REFUSE COLLECTION CHARGES - 608 HOUSEHOLD 30 JUNE TO 28 JULY 2015, ANNUAL RECYCLING COLLECTION CHARGES - 457 RECYCLE BINS; BULK RECYCLE PICK UP JULY 2015	\$6,682.19
EFT1488	20/08/2015	GAINSBOROUGH GRAPHICS	BUSINESS CARDS - PROJECT MANAGER INC DELIVERY	\$65.00
EFT1489	20/08/2015	RURAL PC	PC WITH CAPACITY TO RUN AUTOCAD LIGHT PLUS UPGRADE EXISTING PC FOR SAME	\$2,474.00
EFT1490	20/08/2015	HITACHI CONSTRUCTION MACHINERY (AUSTRALIA) PTY LTD	FILTERS	\$140.92
EFT1491	20/08/2015	URBANSTONE PTY LTD	1000 X 350 X 350 RECONSTITUTED LIMESTONE BLOCKS (CREAM PLAIN) FOR PICK UP FROM THE 12 AUGUST 2015	\$5,087.28
EFT1492	20/08/2015	SHIRLEY LANGE	REIMBURSEMENT OF INTERNET CHARGES FOR JUNE & JULY 2015	\$99.90
EFT1493	26/08/2015	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPALE ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	\$225.50
EFT1494	27/08/2015	CUTTING EDGES PTY LTD	25 GRADER BLADES 25 SCARIFIER TIPS 50 BOLTS AND NUTS	\$1,257.48
EFT1495	27/08/2015	J R & A HERSEY	GAS FITTINGS	\$29.70
EFT1496	27/08/2015	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES	\$150.65
EFT1497	27/08/2015	WESTRAC EQUIPMENT PTY LTD	FILTERS FOR SERVICE; PINS & BUSHERS	\$1,257.71
EFT1498	27/08/2015	STIHL SHOP REDCLIFFE	BLADES FOR EDGER	\$38.00
EFT1499	27/08/2015	STAPLES AUSTRALIA PTY LIMITED	OFFICE STATIONERY	\$454.72
EFT1500	27/08/2015	E & MJ ROSHER PTY LTD	PARTS FOR GEARBOX	\$724.85

**ACCOUNTS PAID PRESENTED FOR ENDORSEMENT AUGUST 2015**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT1501	27/08/2015	LANDMARK	PIPE FITTINGS	\$59.49
EFT1502	27/08/2015	PN & AM WATTS (PHIL WATTS BULLDOZING)	PUSH GRAVEL FOR ROAD WORKS	\$4,372.50
EFT1503	27/08/2015	GRANTS EMPIRE	DEVELOPMENT OF CSRFF ANNUAL/FORWARD PLANNING GRANT APPLICATION	\$550.00
EFT1504	27/08/2015	LANDGATE	LAND ENQUIRY	\$172.20
			<b>TOTAL EFT FROM MUNICIPAL FUND</b>	<b>\$209,432.85</b>
24001	04/08/2015	SKIPPER TRUCKS	RADIATOR HOSE SET OF BELTS SCREWS PN124	\$5.06
24002	07/08/2015	ROCLA PIPELINE PRODUCTS	CLASS 2 - 600MM DIA FLUSH PIPES WITH RUBBER BAND	\$684.32
24003	12/08/2015	PINGELLY TRADING CO (IGA)	PAYROLL DEDUCTIONS	\$60.90
24004	12/08/2015	SHIRE OF PINGELLY	PAYROLL DEDUCTIONS	\$93.71
24005	12/08/2015	PLEASE PAY CASH - PINGELLY SHIRE	CITY OF FREMANTLE - PARKING FOR GAVIN, DEPT OF TRANSPORT - PLATE CHANGE FOR PN5395, O'BRIEN GLASS - REPAIR WINDSCREEN CHIP PN761, PINGELLY IGA - MILK, TEABAGS, PINGELLY IGA - COFFEE, PINGELLY IGA - MILK, CITY OF PERTH - PARKING FOR STAFF TO ATTEND EXPO, PINGELLY IGA - BATTERIES, JASON WINDOWS - LEVERLOCK HANDLE	\$399.70
24006	13/08/2015	PINGELLY TRADING CO (IGA)	NEWSPAPERS JULY 2015	\$55.20
24007	13/08/2015	DEPARTMENT OF LANDS	LEASE RENT FOR 1 YEAR FROM INVOICE DATE	\$550.00
24008	13/08/2015	SYNERGY	STREETLIGHT CHARGES 25 JUNE 2015 - 24 JULY 2015	\$2,855.55
24009	20/08/2015	BUNNINGS BUILDING SUPPLIES	FERTILIZER, RETICULATION SUPPLIES, COPPER PIPE & INSULATION, NEW KITCHEN SINK TAP, PINE BOARDS	\$324.83
24010	20/08/2015	CANCELLED CHEQUE	CANCELLED CHEQUE	\$0.00
24011	26/08/2015	PINGELLY TRADING CO (IGA)	PAYROLL DEDUCTIONS	\$60.90
24012	26/08/2015	SHIRE OF PINGELLY	PAYROLL DEDUCTIONS	\$93.71
24013	27/08/2015	SECURITY & KEY DISTRIBUTORS	TO REPAIR OR REPLACE PAD 7 WHICHEVER IS CHEAPEST & REPLACE D15 PURCHASED IN MARCH 2015 AT NO CHARGE	\$189.41
24014	31/08/2015	SHIRE OF PINGELLY	COMMISSION OF COLLECTIONS (BCITF & BRB)FOR MONTH OF AUGUST 2015	\$31.52

**ACCOUNTS PAID PRESENTED FOR ENDORSEMENT AUGUST 2015**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
24015	31/08/2015	CONSTRUCTION TRAINING FUND	COLLECTIONS FOR THE MONTH OF AUGUST 2015	\$784.06
24016	31/08/2015	BUILDING COMMISSION	COLLECTIONS FOR THE MONTH OF AUGUST 2015	\$573.23
			<b>TOTAL CHEQUE FROM MUNICIPAL FUND</b>	<b>\$6,762.10</b>
			<b>TOTAL ALL MUNICIPAL</b>	<b>\$216,194.95</b>
1787	04/08/2015	PINGELLY LADIES NETBALL CLUB	REFUND OF KEY BONDS X 2 FOR NEW COURTS FOR 2015 SEASON	\$80.00
1788	04/08/2015	PINGELLY MASONIC LODGE INC	REFUND OF CROCKERY, LIQUOR, CLEANING AND KEY BONDS	\$520.00
1790	04/08/2015	PINGELLY LADIES NETBALL CLUB	REFUND OF CROCKERY, LIQUOR, CLEANING AND KEY BONDS FOR HIRE OF COMMUNITY CENTRE	\$580.00
1791	27/08/2015	GARY BENNELL	REFUND OF KEY AND CLEANING BONDS FOR HIRE OF COMMUNITY CENTRE	\$190.00
1792	27/08/2015	ANDREW PAULEY	REFUND OF CROCKERY, CLEANING AND KEY BONDS FOR HIRE OF COMMUNITY CENTRE	\$430.00
			<b>TOTAL TRUST PAYMENTS</b>	<b>\$1,800.00</b>
100815	10/08/2015	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 01/08/15 - 08/08/15	\$1,890.45
170815	17/08/2015	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 09/08/15 - 15/08/15	\$3,924.60
170815	24/08/2015	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 16/8/15 TO 22/8/15	\$4,786.25
310815	31/08/2015	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 23/08/15 TO 31/08/15	\$3,685.10
			<b>TOTAL TRANSPORT LICENSING</b>	<b>\$14,286.40</b>
DD7523.1	11/08/2015	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	PAYROLL DEDUCTIONS & SUPER CONTRIBUTIONS	\$6,810.93
DD7523.2	11/08/2015	AMP FLEXIBLE SUPER	PAYROLL DEDUCTIONS & SUPER CONTRIBUTIONS	\$200.07
DD7523.3	11/08/2015	THE TRUSTEE FOR THE DYER SUPER FUND	PAYROLL DEDUCTIONS & SUPER CONTRIBUTIONS	\$688.56
DD7523.4	11/08/2015	MEAT INDUSTRY EMPLOYEES SUPERANNUATION FUND PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$157.11
DD7523.5	11/08/2015	LUCRF SUPER	SUPERANNUATION CONTRIBUTIONS	\$257.50

**ACCOUNTS PAID PRESENTED FOR ENDORSEMENT AUGUST 2015**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
DD7523.6	11/08/2015	AUSTRALIAN SUPER ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	\$647.32
DD7523.7	11/08/2015	NGS SUPER	SUPERANNUATION CONTRIBUTIONS	\$6.31
DD7523.8	11/08/2015	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$376.34
DD7523.9	11/08/2015	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$365.81
DD7524.1	11/08/2015	THE TRUSTEE FOR THE DYER SUPER FUND	SUPERANNUATION CONTRIBUTIONS	\$31.56
DD7545.1	25/08/2015	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	PAYROLL DEDUCTIONS & SUPER CONTRIBUTIONS	\$4,968.71
DD7545.2	25/08/2015	AMP FLEXIBLE SUPER	PAYROLL DEDUCTIONS & SUPER CONTRIBUTIONS	\$200.07
DD7545.3	25/08/2015	THE TRUSTEE FOR THE DYER SUPER FUND	PAYROLL DEDUCTIONS & SUPER CONTRIBUTIONS	\$625.52
DD7545.4	25/08/2015	MEAT INDUSTRY EMPLOYEES SUPERANNUATION FUND PTY LTD	SUPERANNUATION CONTRIBUTIONS	\$157.11
DD7545.5	25/08/2015	LUCRF SUPER	SUPERANNUATION CONTRIBUTIONS	\$257.50
DD7545.6	25/08/2015	AUSTRALIAN SUPER ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	\$647.32
DD7545.7	25/08/2015	CBUS	SUPERANNUATION CONTRIBUTIONS	\$372.69
DD7545.8	25/08/2015	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$376.34
DD7545.9	25/08/2015	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$246.60
DD7569.1	25/08/2015	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	\$93.72
DD7523.10	11/08/2015	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	\$339.04
DD7545.10	25/08/2015	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	\$338.97
	31/08/2015	BANK FEES	BANK FEES	\$67.27
	31/08/2015	CENTRELINK FEES	CENTRELINK FEES	\$24.75
	31/08/2015	MERCHANT BANK FEES	MERCHANT BANK FEES	\$122.20
	24/08/2015	FINANCED EQUIPMENT - PHOTOCOPIER LEASE	FINANCED EQUIPMENT - PHOTOCOPIER LEASE	\$902.00
			<b>TOTAL DIRECT DEBIT PAYMENTS</b>	<b>\$18,789.76</b>
DD7530.1	01/07/2015	BENDIGO BANK CREDIT CARDS	PUMA ENERGY - FUEL	\$81.71
DD7530.2	06/07/2015	BENDIGO BANK CREDIT CARDS	SLIMLINE WAREHOUSE - A3 ACRYLIC POS SIGN HOLDERS	\$825.66

### ACCOUNTS PAID PRESENTED FOR ENDORSEMENT AUGUST 2015

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
DD7530.3	01/07/2015	BENDIGO BANK CREDIT CARDS	THE UNIVERSITY CLUB OF WA - LUNCH GAVIN AND GUESTS	\$113.90
DD7530.4	08/07/2015	BENDIGO BANK CREDIT CARDS	PINGELLY HOTEL - MEALS	\$80.00
DD7530.5	15/07/2015	BENDIGO BANK CREDIT CARDS	PINGELLY HOTEL - COUNCIL DINNER & PARTNERS	\$594.00
DD7530.6	30/07/2015	BENDIGO BANK CREDIT CARDS	CREDIT CARD FEE	\$4.00
			<b>Total Credit Card Payments</b>	<b>\$1,699.27</b>

## **11.3 TECHNICAL SERVICES**

### **11.3.1 Location of Second Dwelling**

<b>File Reference:</b>	<b>A3058</b>
<b>Location:</b>	<b>Loc 111 – 513Moorumbine Rd, East Pingelly</b>
<b>Applicant:</b>	<b>BA &amp; AE Cunningham</b>
<b>Author:</b>	<b>Sheryl Squiers, Administration Officer Technical</b>
<b>Date:</b>	<b>21 August 2015</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Nil</b>

#### **Summary:**

Council to consider a Planning Application for the proposed location of a second dwelling at Loc 111 – 513 Moorumbine Road, East Pingelly.

#### **Background:**

An application for planning consent has been received from Brodie and Amy Cunningham, for the proposed location of a second dwelling at Loc 111 – 513 Moorumbine Rd, East Pingelly.

The subject property is owned by the Cunningham Family and the proposed second dwelling is to accommodate Brodie and Amy Cunningham, and is to be incorporated as part of the farming management.

#### **Comment:**

There is currently an existing dwelling located on the property which is occupied by Allan & Joanne Cunningham.

The existing dwelling is located just below Loc 654 on Loc 111 as shown in diagram below. The proposed dwelling will be located approximately 400m to the north west of the existing dwelling, and 650 m from Moorumbine Road.

The land is zoned General Agriculture and under the *Shire of Pingelly's Local Planning Scheme No.3* Development in the General Agriculture Zone:

5.20.2 Council may grant approval of up to two dwellings on any lot, provided the lot exceeds 40ha in area, where the land is managed for agricultural production, tourism, or education purposes and where the occupants are engaged in those specified predominant land uses or activities.

The area of Location 111 is 56.30ha, which complies with the above extract from the Local Planning Scheme No.3, in that the lot exceeds 40ha.



**Consultation:**

Nil

**Statutory Environment:**

*Shire of Pingelly Local Planning Scheme No.3.*

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements: Simple Majority**

**Recommendation:**

**That Council grant planning approval for a proposed second dwelling on Location 111 - 503 Moorumbine Road, subject to the dwelling being used for accommodation of persons involved in the management of the farm.**

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_



### **11.3.2 Planning Consent for the Proposed Location of a Permanent Sea Container**

**File Reference:** A1405  
**Location:** Lot 822 – 1 Paragon Street  
**Applicant:** Shire of Pingelly  
**Author:** Sheryl Squiers, Administration Officer Technical  
**Date:** 7 September 2015  
**Disclosure of Interest:** Nil  
**Attachments:** Nil

#### **Summary:**

Council to consider an application for planning consent for the proposed permanent location of a sea container.

#### **Background:**

An application for Planning Consent has been received from The Shire of Pingelly for the proposed permanent location of a sea container, at Lot 822 – 1 Paragon Street.

#### **Comment:**

This application is to seek planning consent to replicate the existing Shire of Pingelly Archive Storage unit (a 40 foot air conditioned sea container) with another similar sea container.

The Zincalume cladding to the east side of the existing sea container will be removed and reattached to the east side of the proposed sea container. Because of the fall of the land, the finished floor level of the proposed container can be set lower to allow the roof to be extended on the same plane without the soil encroaching up the wall.

An application for a Building Permanent will be required for the location of the permanent sea container in compliance with the Building Codes of Australia - Outbuildings, Shire of Pingelly Local Planning Scheme No3, Residential Design Codes and Policy 13.3 Sea Containers.

#### **Consultation:**

Craig McLennan, Project Manager  
Gavin Pollock, Chief Executive Officer  
Barry Gibbs – Executive Manager Engineering & Development Services

#### **Statutory Environment:**

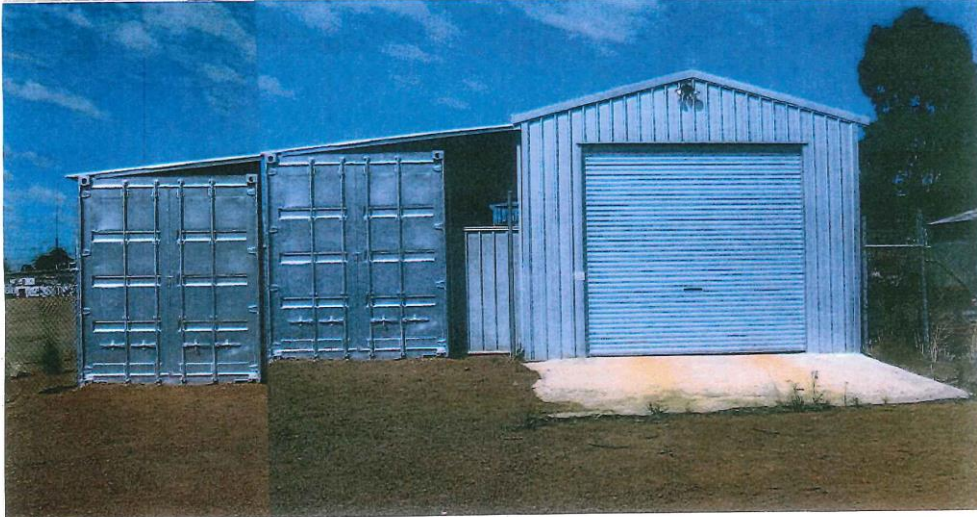
Nil



**Shire of Pingelly Depot: Proposed location**

Existing container





PROPOSED STREET ELEVATION

13

S 194c

**LAND ACT, 1933-1960**

Corr. No. 899/62.....

I, Lieutenant-General Sir Charles Henry Gairdner, Knight Commander of the Most Distinguished Order of Saint Michael and Saint George, Knight Commander of the ~~Knight Commander of the Most Excellent Order of the British Empire~~ Royal Victorian Order, /Companion of the Most Honourable Order of the Bath, ~~Commander of the Most Excellent Order of the British Empire~~ Governor in and over the State of Western Australia and its Dependencies, in the Commonwealth of Australia, do hereby, in pursuance of the powers enabling me in that behalf, and under and by virtue of the provisions of section 33 of the Land Act, 1933-1960, direct that Reserve No. 26413 (Pingelly Lot 822)..... shall vest in and be held by the Shire of Pingelly.....

.....  
.....  
in trust for the following objects and purposes (that is to say) Use and Requirements of the Shire of Pingelly.....  
or other the purposes for which the land is reserved, subject nevertheless to the powers reserved to me by section 37 of the said Act.

Given under my hand, at Perth, this 3rd.....  
day of Aug..... 19 62.....

*Charles Gairdner*

Governor.

47842/6/61-1m-0/ML

DEPOT.

**Policy Implications:**

It is Council's objective to regulate the use of sea containers within the Shire of Pingelly so as to ensure that they do not detract from the amenity of the area.

The purpose of this Policy is to outline the Shire of Pingelly's development standards in regards to the location and use of sea containers within the Shire and to support the provisions of the Shire of Pingelly Town Planning Scheme No 3 specifically 5.10.2.

The Policy does not address the placement of transportable dwellings, relocated dwellings, railway carriages, or transportable offices, or the type of building commonly referred to as "Dongas".

For the purpose of this Policy, a sea container is a metal transportable structure designed for the storage and transport of goods from one location to another by road and sea, but can be used generally in 4 different ways:

- a) Road and Sea Transport: Used by transport and shipping companies to transport and store goods or are temporarily used for storage on private or public property.
- b) Temporary storage of owner's furniture or personal items whilst a house is being built.
- c) Temporary storage of building materials or tools on a building site.
- d) Conversion to a building for personal or commercial storage on a property.

Only one sea container up to 30m<sup>2</sup> in area will be permitted on properties within the town site boundaries (zoned Residential).

An application is required prior to siting a sea container on a property within the townsite or rural residential zoned properties and the following details shall be submitted:

1. A completed Application for Planning Consent and payment of the appropriate fee, if the sea container is to be located on a permanent basis. If approval is granted then a building license will need to be obtained.
2. A neatly drawn and scaled site plan showing the proposed location of the sea container and detailing setbacks to boundaries. The site plan shall also include other buildings, access ways, watercourses and vegetation on the property.
3. The proposed size and use of the sea container and if approval is being sought for a temporary period (state time period) or on a permanent basis.
4. The CEO is delegated the authority to issue temporary permits without the need for such applications to go to Council.
5. Evidence by photos that the sea container is structurally sound and can be upgraded externally to a standard acceptable to Council if it is to be relocated on a permanent basis.

Sea containers are permitted in General Agriculture zoned properties subject to the issuing of a Building License. Sea containers are defined as "Outbuildings" i.e. an enclosed non-habitable structure that is required to meet the standards of the Building Code of Australia and is detached from any dwelling.

1. The Building Surveyor may approve the temporary use of a sea container for a period of 12 months to enable an owner to store furniture or other personal items whilst a dwelling is being erected. Such approval will only be considered if a building license has been issued for the dwelling.

Upon application approval may be extended for a further period subject to satisfactory building progress being made on the dwelling.

2. In all zones, a sea container may be placed on a property to store building materials while construction of a dwelling or commercial building is being carried out on the property, without requiring town planning approval or a building license. A sea container must not be placed on the property prior to the issue of a building license for the above structures and must be removed immediately upon completion of construction or expiry of the building license.
3. An application to permanently place a sea container on a property will not be supported unless the following criteria are met:
  - i. planning approval and a building license will need to be obtained and the sea container will be assessed as though it was an “out building”.
  - ii. the sea container must not be used for habitable purposes.
  - iii. the sea container must be located and set back from boundaries as per the requirements of the Residential Design Codes and/or Town Planning Scheme 3. (also see (vi) below).
  - iv. all sea containers within the town boundaries are required to be externally re clad with new colorbond sheeting so that the unit has the appearance of a new shed. (see below (b)).
  - v. a maximum of one sea container per property shall be permitted.
  - v. a sea container must not be located forward of a dwelling in the town centre.

Conditions of approval shall be applicable as deemed necessary by the Building Surveyor. Without limiting the generality of the foregoing, approvals are to contain the following conditions:

- a. The development is to occur in accordance with the plans and specifications as submitted and approved and these shall not be altered or modified without the prior written approval of Council.
- b. The exterior of the sea container shall be upgraded to blend with the surrounding development or landscape in terms of colour and finish within three months of being placed on site to the satisfaction of Town Planner.
- c. The sea container is permitted to be used for storage purposes only and shall not be used for habitable purposes.
- d. In the case of a permanent siting then if the sea container is not upgraded to the satisfaction of the Building Surveyor within the three month period then the unit is to be removed forthwith unless a further extension of time has been given.

### **Advice to Applicant**

1. Planning approval and a building license is required prior to the placement of the sea container permanently on site and consideration needs to be given to how the sea container will be tied down structurally.
2. Approval will not be considered for sea containers to be located in the area zoned as “Town Centre” on a permanent basis.
3. Only one sea container will be allowed on residential properties within the “town site” boundaries and with the maximum size permitted being 30m<sup>2</sup>.
4. Consideration will be given to more than one sea container being located on lots zoned “Industry”, “Mixed use” or “Development” within the town site boundary and lots zoned as “Rural Residential”, but such proposals will need to be submitted to Council for planning approval.

### **Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Recommendation**

**That Council grant planning approval for the permanent location of a second Sea Container at lot 822-1 Paragon Street, Pingelly.**

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_

### **11.3.3 Increased Fence Height**

**File Reference:** A3445  
**Location:** Lot 1 – 22 Pitt Street, Pingelly  
**Applicant:** C & L O'Brien  
**Author:** Sheryl Squiers, Administration Officer Technical  
**Date:** 7 September 2015  
**Disclosure of Interest:** Nil  
**Attachments:** R-Codes 5.2 Street Walls and Fences & 5.3 Site Lines, Letter from Applicant, Site Plans (Attachment 2 after pink sheet under separate cover).

#### **Summary:**

Council to consider a Planning Application for a fence to have an increased height on a portion of front boundary.

#### **Background:**

An application for planning consent has been received from Callum & Lauren O'Brien for the increased height of a proposed fence to a portion of the front boundary.

#### **Comment:**

An application for planning consent has been received for the proposed erection of an over height fence on one portion of the boundary of the property at Lot 1 - 22 Pitt Street. The owners main access to the property is off Somerset Street.

Front fences are low or restricted in height to permit surveillance and enhance streetscape, with appropriate consideration to the need:

- for attenuation of traffic impacts where the street is designated as a primary or district distributor or integrator arterial and
- for necessary privacy or noise screening for outdoor living areas where the street is designated as a primary or district distributor or integrator arterial.

Front fences within the primary setback area that are visually permeable above 1.2m of natural ground level, measured from the primary street side of the front fence.

Unobstructed sight lines provided at vehicle access points to ensure safety and visibility along vehicle access ways, streets, rights-of-way, communal streets, crossovers and footpaths.

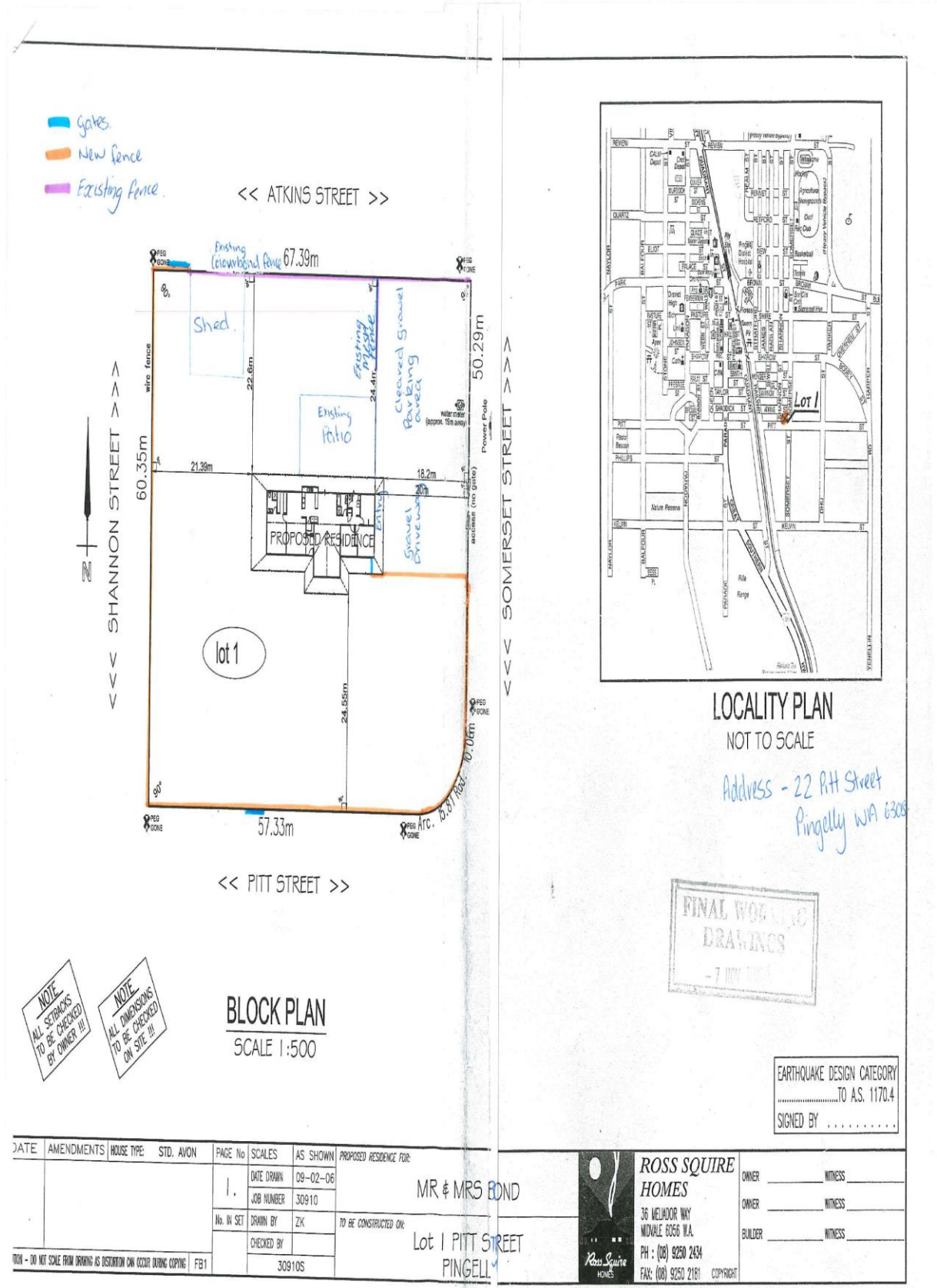
Walls, fences and other structures truncated or reduced to no higher than 0.75m within 1.5m of where walls, fences and other structures adjoin vehicle access points where a driveway meets a public street and where two streets intersect.

The applicants propose to erect a 1.8m high fence on two and half sides of the property, an existing fence already runs along the northern boundary.

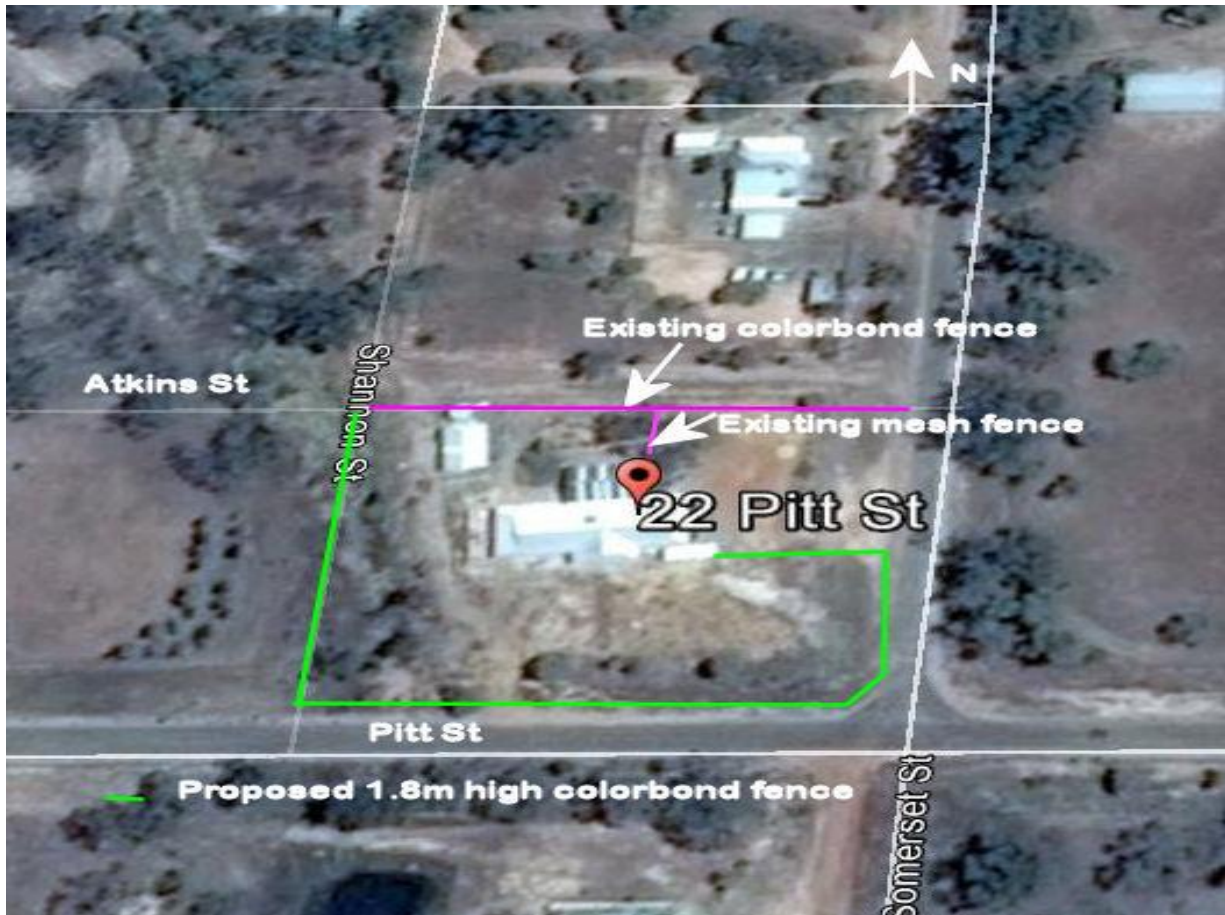
The fence will run along the western boundary at Shannon Street, the southern boundary at Pitt St and a portion of the eastern boundary at Somerset Street where it will then go into the southern end of the house.

Lot 1 – 22 Pitt St is already a truncated lot on the corners of Pitt and Somerset Streets, the proposed fence will run for approximately 23m from the truncation point on Somerset Street, then be taken in to join with the southern wall of the dwelling. This leaves an open portion of approximately 28m street frontage which includes the gravel driveway and a gravel parking area.

The applicants are proposing to enclose this 23m portion of the lot on Somerset Street as part of their backyard as they have two large dogs and feel that having only a 1.2m fence at the front would not keep the dogs secured.







**Consultation:**

*Residential Design Codes*

**Statutory Environment:**

*Shire of Pingelly Local Planning Scheme No.3.*

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**Recommendation:**

**That Council grant planning approval for the proposed increased height of the front fence for a distance of approximately 23m as added security for the two dogs located at Lot 1 - 22 Pitt Street**

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_

**11.4 CONFIDENTIAL ITEMS**

**11.4.1 Appointment of Director Corporate and Community Services (*Confidential Item*)**

(Confidential Attachment provided)

Moved \_\_\_\_\_

Seconded \_\_\_\_\_

**11.4.2 New Contract for Chief Executive Officer (Confidential Item)**

(Confidential Attachment provided)

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_

**11.4.3 Purchase of 2 Paragon Street, Pingelly (Confidential Item)**

Moved: \_\_\_\_\_ Seconded: \_\_\_\_\_

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

**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.