



# Shire of Pingelly

## Minutes

Ordinary Council Meeting  
21 October 2015

## SHIRE OF PINGELLY

### Minutes of the Ordinary Council Meeting of the Shire of Pingelly held in the Council Chambers, 17 Queen Street, Pingelly on 21 October 2015.

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**MEMBERS PRESENT**

|                     |                  |
|---------------------|------------------|
| Cr SJ Lange         | President        |
| Cr WV Mulroney      | Deputy President |
| Cr RJ Marshall      |                  |
| Cr DI Freebairn     |                  |
| Cr LN Steel         |                  |
| Cr AJ Morton        |                  |
| Cr M Walton-Hassell |                  |
| Cr E Hodges         |                  |

**STAFF IN ATTENDANCE**

|              |   |
|--------------|---|
| Mr G Pollock | Chief Executive Officer                 |
| Mr B Gibbs   | Director Technical Services             |
| Ms G French  | Director Corporate & Community Services |
| Mrs L Boddy  | Executive Assistant                     |

**APOLOGIES**

Nil

**OBSERVERS & VISITORS**

Mrs Elizabeth Trump

**1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

The Chairman, Cr Shirley Lange, declared the meeting open at 2.05pm.

**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 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 APOLOGIES / APPROVED LEAVE OF ABSENCE**

Nil

**3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

#### **4. PUBLIC QUESTION TIME**

The Presiding Person opened question time at 2.06pm.

##### **4.1 Mrs Elizabeth Trump**

Summary of Question:

Could there be some white lines marked onto the road to allow access for gophers on the main road near the post office and IGA entrances?

Summary of Answer:

This issue has been addressed with main roads who will be marking it out in the near future. The Shire will look at some temporary marking in the meantime.

There being no further questions the Presiding Person closed question time at 2.08pm.

#### **5. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

#### **6. DISCLOSURES OF INTEREST**

Cr Lee Steel – Item 11.1.1

Cr Evan Hodges – Item 11.1.1

Cr William Mulroney – Item 2.4

#### **7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

##### **7.1 Ordinary Meeting – 16 September 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

**11871 - Moved: Cr Mulroney**

**Seconded: Cr Steel**

**Recommendation:**

**That the Minutes of the Ordinary Meeting of the Council of the Shire of Pingelly held in the Council Chambers on 16 September 2015 be confirmed.**

**Carried 8:0**

##### **7.2 Special Council Meeting – 21 October 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 Special Council Meeting of the Shire of Pingelly held in the Council Chambers on 21 October 2015 be confirmed.**

**This item was deferred to the next Council Meeting as the minutes were not complete.**

**8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

- Welcome to Grace French, the Shire’s new Director of Corporate and Community Services.
- The meeting will be adjourned to hold the audit committee meeting, the Ordinary Council Meeting will then continue.

**9. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

Nil

**10.1 Reports of Committees**

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

**10.2 Reports of Council Delegates on External Committees**

|   |  |
|---|--|
| Central Country Zone of WALGA   | President<br>Deputy President<br>Cr Freebairn (Deputy)                       |
| Hotham Dale Regional Road Sub-Group   | Cr Lange<br>Cr Mulroney (Deputy)   |
| Pingelly Development Association Inc  | Cr Morton<br>Cr Jetta (Deputy)   |
| Pingelly Cottage Homes Committee  | Cr Freebairn<br>Cr Lange (Deputy)  |
| Development Assessment Panel  | Cr Mulroney<br>Cr Lange<br>Cr Freebairn (Deputy)<br>Cr Morton (Deputy)       |
| Dryandra Country Visitors Centre  | Cr Lange<br>Cr Marshall (Deputy)   |
| Regional Waste Group  | Cr Mulroney<br>Cr Marshall (Deputy)  |
| Shires of Pingelly and Wandering Joint Local<br>Emergency Management Committee (LEMC) | Cr Morton<br>Cr Freebairn (Deputy)   |
| Aged Care Planning Regional Sub-Group (BBP)   | Cr Lange<br>Cr Steel<br>Members of Aged Care<br>Committee (Deputy)           |
| Small Business Advisory Group   | Cr Steel<br>Cr Marshall (Deputy)   |
| Central Country Zone of WALGA – Great<br>Southern Emergency Management Committee      | Cr Mulroney<br>Members of CCZ & WALGA<br>(Deputy)                            |
| Youth Focus Group   | Cr Jetta<br>Cr Morton<br>Members of Sport & Recreation<br>Committee (Deputy) |
| Project User Group (PUG)  | Cr Lange<br>Members of Medical Services<br>Committee (Deputy)                |
| Sport and Recreation Focus Group  | Cr Lange<br>Cr Marshall<br>Cr Steel - Deputy                                 |

### **10.3 Cr Shirley Lange**

Meetings attended September 2015:

- 9<sup>th</sup> Thank a Volunteer and Australia Day organisation
- 9<sup>th</sup> Agenda briefing
- 10<sup>th</sup> Information Morning tea for Local Government candidates
- 10<sup>th</sup> DCVC – Narrogin
- 10<sup>th</sup> Draw for LG elections ballot paper
- 11<sup>th</sup> UWA Future Farm Field Day
- 15<sup>th</sup> Deputy President and CEO
- 15<sup>th</sup> CEOs and delegates to DCVC funding issues – Narrogin
- 15<sup>th</sup> Cottage Homes
- 16<sup>th</sup> Citizenship Ceremony – Shire Chambers
- 16<sup>th</sup> Shire Council meeting
- 17<sup>th</sup> Farewell to Brookton CEO Kevin O'Connor
- 19<sup>th</sup> Dinner with John Curtin volunteers
- 22<sup>nd</sup> CEO
- 24<sup>th</sup> PUG
- 24<sup>th</sup> DCVC AGM – Narrogin
- 29<sup>th</sup> CEO and Dentist re practice for Pingelly
- 29<sup>th</sup> CEO
- 29<sup>th</sup> Silver Chain – re Palliative Care

Meetings attended October 2015:

- 1<sup>st</sup> Baptist Care – provider information
- 5<sup>th</sup> Pingelly Development Association
- 6<sup>th</sup> Cottage Homes and CRC
- 7<sup>th</sup> Somerset House Committee – re bed licenses
- 8<sup>th</sup> CEO
- 8<sup>th</sup> E Birch – PUG
- 8<sup>th</sup> Welcome to new DCCS
- 12<sup>th</sup> CRC L Steel – re – S.Kolb's offer for funds
- 12<sup>th</sup> CEO
- 16<sup>th</sup> BBP trip to Williams

## **11. REPORTS OF OFFICERS**

### **11.1 OFFICE OF THE CEO**

Prior to consideration of item 11.1.1, Crs Hodges and Steel disclosed an interest in this matter due to the Pingelly CRC having a fee for service agreement with Cottage Homes. Both Councillors are involved with the Pingelly CRC. Crs Steel and Hodges were allowed to stay in the meeting as it was perceived that their interests were unlikely to influence their conduct in relation to this matter.

#### **11.1.1 Council Delegates to Committees**

**File Reference:** 0000  
**Location:** Shire of Pingelly  
**Applicant:** Shire of Pingelly  
**Author:** Gavin Pollock, Chief Executive Officer  
**Date:** 22 September 2015  
**Disclosure of Interest:** Nil  
**Attachments:** Nil  
**Previous Reference:** Council Ordinary Meeting held on 18 March 2015 item 11.3.4

#### **Summary:**

Council to consider reviewing and appointing members, delegates and deputies to Committees (internal and external).

#### **Background:**

Council has the following Committees:

- Audit Committee Full Council  
**Charter:**  
To:
  - assist the auditor and ensure that audits are conducted successfully and timely;
  - meet with the auditor at least once a year;
  - examine the auditor's report and ensure appropriate action is taken; and
  - report on actions taken in respect of any issues raised by the auditor to council.
  
- Sports & Recreation Committee  
**Charter:**
  - To provide recommendations to the Shire of Pingelly on sport and recreation matters
  
- Bushfire Advisory Committee  
**Charter:**  
To advise Council on all matters relating to:
  - the prevention, controlling and extinguishing of bush fires;
  - prosecutions for breaches of the Bush Fire Act;
  - the formation and de-formation of bush fire brigades;
  - the co-ordination of the efforts and activities of the bush fire brigades; and
  - any other matter relating to bush fire control
  
- Medical Issues Committee  
**Charter:** To investigate health issues relevant to Pingelly
  
- CEO Performance Review Committee
- **Charter:** To complete the Annual Performance Review of the Chief Executive Officer
  
- Aged Care Committee  
**Charter:** To advise Council on all matters related to services for the elderly



Current committees and their members/delegates are detailed below:

- Audit Committee Full Council
- Sports & Recreation Committee Cr Lange  
Cr Marshall
- Bushfire Advisory Committee Cr Freebairn  
Cr Marshall (Deputy)
- Medical Issues 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

**Council has previously appointed Delegates to the following 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 Cr Morton  
Cr Jetta (Deputy)
- Pingelly Cottage Homes Committee Cr Freebairn  
Cr Lange (Deputy)
- Pingelly Community Resource Centre Inc Cr Mulroney
- 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 Sub-Regional Group (BBP) Cr Lange  
Cr Steel  
Members of Aged Care  
Committee as (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 of WALGA  
(Deputy)
- Youth Focus Group Cr Jetta  
Cr Morton  
Members of Sport &  
Recreation Committee  
(Deputy)
- Project User Group Cr Lange  
Members of Medical Services  
Committee (Deputy)
- Sport and Recreation Focus Group Cr Lange  
Cr Marshall  
Cr Steel (Deputy)

**Comment:**

With the recent retirement of four Councillors and two 2 vacant positions, it is considered to be an opportune time to review delegations to external committees.

**Consultation:**

Chief Executive Officer and Councillors.

**Statutory Environment:**

Section 5.8 of the *Local Government Act* (Establishment of committees) provides that a local government may establish\* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

- *\*Absolute majority required.*

Section 5.9 (Types of committees) provides that:

- (1) In this section **other person** means a person who is not a council member or an employee.
- (2) A committee is to comprise —
  - (a) council members only;
  - (b) council members and employees;
  - (c) council members, employees and other persons;
  - (d) council members and other persons;
  - (e) employees and other persons; or
  - (f) other persons only.

Section 5.10 (Appointment of committee members) provides that:

- (1) A committee is to have as its members —
  - (a) persons appointed\* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
  - (b) persons who are appointed to be members of the committee under subsection (4) or (5).
  - *\*Absolute majority required.*
- (2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.
- (3) Section 52 of the *Interpretation Act 1984* applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the local government.
- (4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.
- (5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —
  - (a) to be a member of the committee; or
  - (b) that a representative of the CEO be a member of the committee,the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

Section 5.11A (Deputy committee members) provides:

- (1) The local government may appoint a person to be a deputy of a member of a committee and may terminate such an appointment\* at any time.
  - *\*Absolute majority required.*
- (2) A person who is appointed as a deputy of a member of a committee is to be —
  - (a) if the member of the committee is a council member — a council member; or
  - (b) if the member of the committee is an employee — an employee; or
  - (c) if the member of the committee is not a council member or an employee — a person who is not a council member or an employee; or
  - (d) if the member of the committee is a person appointed under section 5.10(5) — a person nominated by the CEO.
- (3) A deputy of a member of a committee may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause.
- (4) A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member.

Section 5.11 (Tenure of committee membership)

- (1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —
  - (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be;
  - (b) the person resigns from membership of the committee;
  - (c) the committee is disbanded; or
  - (d) the next ordinary elections day,whichever happens first.

- (2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —
  - (a) the term of the person's appointment as a committee member expires;
  - (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant;
  - (c) the committee is disbanded; or
  - (d) the next ordinary elections day, whichever happens first.

Section 5.12 (Election of presiding members and deputies)

- (1) The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1 as if the references in that Schedule —
  - (a) to "office" were references to "office of presiding member";
  - (b) to "council" were references to "committee"; and
  - (c) to "councillors" were references to "committee members".
- (2) The members of a committee may elect a deputy presiding member from amongst themselves but any such election is to be in accordance with Schedule 2.3, Division 2 as if the references in that Schedule —
  - (a) to "office" were references to "office of deputy presiding member";
  - (b) to "council" were references to "committee";
  - (c) to "councillors" were references to "committee members"; and
  - (d) to "mayor or president" were references to "presiding member".

Section 5.15 (Reduction of quorum) provides that the local government may reduce\* the number of offices of committee member required for a quorum at a committee meeting specified by the local government if there would not otherwise be a quorum for the meeting.

- *\*Absolute majority required.*

Section 5.16 (Delegation of some powers and duties to certain committees) provides that:

- (1) Under and subject to section 5.17, a local government may delegate\* to a committee any of its powers and duties other than this power of delegation.
  - *\*Absolute majority required.*
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 —
  - (a) a delegation made under this section has effect for the period of time specified in the delegation or if no period has been specified, indefinitely; and
  - (b) any decision to amend or revoke a delegation under this section is to be by an absolute majority.
- (4) Nothing in this section is to be read as preventing a local government from performing any of its functions by acting through another person.

Section 5.17 (Limits on delegation of powers and duties to certain committees)

- (1) A local government can delegate —
  - (a) to a committee comprising council members only, any of the council's powers or duties under this Act except —
    - (i) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government; and
    - (ii) any other power or duty that is prescribed;
  - (b) to a committee comprising council members and employees, any of the local government's powers or duties that can be delegated to the CEO under Division 4; and

- (c) to a committee referred to in section 5.9(2)(c), (d) or (e), any of the local government's powers or duties that are necessary or convenient for the proper management of —
  - (i) the local government's property; or
  - (ii) an event in which the local government is involved.
- (2) A local government cannot delegate any of its powers or duties to a committee referred to in section 5.9(2)(f).

Section 5.19 (Quorum for meetings) provides that the quorum for a meeting of a council or committee is at least 50% of the number of offices (whether vacant or not) of member of the council or the committee.

Section 7.1A (Audit committee) provides that:

- (1) A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.
- (2) The members of the audit committee of a local government are to be appointed \* by the local government and at least 3 of the members, and the majority of the members are to be council members.
  - *\*Absolute majority required.*
- (3) A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent him or her as a member of an audit committee.
- (4) An employee is not to be a member of an audit committee.

Section 67 of the *Bush Fires Act* provides that:

- (1) A local government may at any time appoint such persons as it thinks fit as a bush fire advisory committee for the purpose of advising the local government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire-breaks in the district, prosecutions for breaches of this Act, the formation of bush fire brigades and the grouping thereof under group brigade officers, the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control whether of the same kind, as, or a different kind from, those specified in this subsection.
- (2) A committee appointed under this section shall include a member of the council of the local government nominated by it for that purpose as a member of the committee, and the committee shall elect one of their number to be chairman thereof.
- (3) In respect to a committee so appointed, the local government shall fix the quorum for the transaction of business at meetings of the committee and may —
  - (a) make rules for the guidance of the committee;
  - (b) accept the resignation in writing of, or remove, any member of the committee; and
  - (c) where for any reason a vacancy occurs in the office of a member of the committee, appoint a person to fill that vacancy.
- (4) A committee appointed under this section —
  - (a) may from time to time meet and adjourn as the committee thinks fit;
  - (b) shall not transact business at a meeting unless the quorum fixed by the local government is present;
  - (c) is answerable to the local government and shall, as and when required by the local government, report fully on its activities.

Section 5.8 of the *Local Government Act 1995* and section 38 of the *Emergency Management Act 2005*, establishes the Shires of Pingelly and Wandering Joint Local Emergency Management Committee;

- 1. In accordance with provisions of Section 5.9 of the *Local Government Act 1995* resolves that the Local Emergency Management Committees are to comprise of Councillors, Staff and Other Persons;

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

N/A

**Voting Requirements:**

Absolute Majority

**11872 - Moved: Cr Mulroney**

**Seconded: Cr Morton**

**Recommendation and Council Decision 1:**

**That Council discuss the following Committees of Council and Council Delegates to External Committees by appointing elected members of Councillors to the following Committees:**

**Carried 8:0**

- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>• <b>Audit Committee</b></li></ul>                          | <b>Full Council</b>  |
| <ul style="list-style-type: none"><li>• <b>Recreation &amp; Cultural Committee</b></li></ul>      | <b>Member – Cr Lange<br/>Member – Cr Walton-Hassell<br/>Member – Cr Morton<br/>Member – Cr Marshall</b>                  |
| <ul style="list-style-type: none"><li>• <b>Bushfire Advisory Committee</b></li></ul>              | <b>Member – Cr Freebairn<br/>Deputy – Cr Morton</b>  |
| <ul style="list-style-type: none"><li>• <b>Medical and Aged Care Services Committee</b></li></ul> | <b>Member – Cr Lange<br/>Member – Cr Hodges<br/>Member – Cr Freebairn<br/>Member – Cr Mulroney<br/>Member – Cr Steel</b> |
| <ul style="list-style-type: none"><li>• <b>CEO Performance Review Committee</b></li></ul>         | <b>Member – President<br/>Member – Deputy President<br/>Member – Councillor to be determined</b>                         |

**That delegates and general deputies be appointed for:**

- **Central Country Zone of WALGA** Delegate – President  
Delegate – Deputy President  
Deputy – Cr Walton-Hassell
- **Hotham-Dale Regional Road Sub-Group** Delegate – Cr Lange  
Deputy - Cr Marshall
- **Pingelly Cottage Homes Committee** Delegate – Cr Freebairn  
Deputy – Cr Mulroney
- **Development Assessment Panel** Delegate – Cr Lange  
Delegate – Cr Mulroney  
  
Deputy – Cr Freebairn  
Deputy – Cr Morton
- **Dryandra Country Visitors Centre** Delegate – Cr Marshall  
Deputy – Cr Freebairn
- **Regional Waste Group** Delegate – Cr Mulroney  
Deputy – Cr Marshall
- **Shires of Pingelly and Wandering Joint Local Emergency Management Committee** Delegate – Cr Lange  
Deputy – Cr Hodges
- **Aged Care Planning Regional Sub-Group (BBP)** Delegate – Cr Lange  
Delegate – Cr Steel  
Deputy – Members of Medical & Aged Care Committee
- **Youth Working Group** Delegate – Cr Morton  
Delegate – Cr Walton-Hassell  
Deputy – Recreation & Cultural Committee
- **Project User Group (PUG)** Delegate – Cr Lange  
Deputy – Members of Medical & Aged Services Committee
- **Sport and Recreation Focus Group** Delegate – Cr Lange  
Delegate – Cr Walton-Hassell  
Deputy – Cr Marshall

**11873 - Moved: Cr Marshall                      Seconded: Cr Hodges**

**Recommendation and Council Decision 2:**

**That Council endorse the above appointments of elected members of Councillors to the Committees of Council and Council Delegates to External Committees.**

**Carried: 8:0**

### **11.1.2 Council Dinner**

**File Reference:** 000000  
**Location:** Shire of Pingelly  
**Applicant:** Shire of Pingelly  
**Author:** Gavin Pollock, Chief Executive Officer  
**Date:** 23 October 2015  
**Disclosure of Interest:** Nil  
**Attachments:** Nil

**Summary:**

Council to consider hosting a dinner for past Councillors.

**Background:**

Council's Policy provides that, following any election, Council may host a dinner.

**Comment:**

Although not stated, it would seem the Policy is to recognise past Councillors.

**Consultation:**

Nil

**Statutory Environment:**

Nil

**Policy Implications:**

Council's Policy 4.4 – Council Dinner – provides that:

Following any election Council may host a dinner with invitations being extended to (together with their partners):

- Councillors;
- Chief Executive Officer and Senior Staff;
- Immediate past Councillors; and
- Others as determined by the President.

**Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**11874 - Moved: Cr Mulronev**

**Seconded: Cr Morton**

**Recommendation:**

**That:**

**Council endorse the Shire President hosting a dinner for immediate past and current Councillors and partners to the November Ordinary Council Meeting dinner, and an invitation be extended to senior staff and partners.**



**Council Decision:**

**Council endorse the Shire President hosting a dinner for newly elected and current Councillors including partners to the November Ordinary Council Meeting dinner, and an invitation be extended to senior staff and partners.**

**Carried: 8:0**

**Note: Wording was changed to remove immediate past Councillors as there were no retiring Elected Members at this election.**

### **11.1.3 Delegations and Authorised Officer Appointment**

**File Reference:** 00043  
**Location:** N/A  
**Applicant:** Gavin Pollock, Chief Executive Officer  
**Author:** Gavin Pollock, Chief Executive Officer  
**Date:** 2 October 2015  
**Disclosure of Interest:** Nil  
**Attachments:** Nil  
**Previous Reference:** N/A

#### **Summary:**

That Council endorse the appointment of Ms Grace French, Director Corporate and Community Services as an authorised officer under various legislation and approve the delegation of various powers from the Chief Executive Officer to enable Ms French to carry out her role.

#### **Background:**

Ms French commenced work with the Shire of Pingelly on 8 October 2015 in the position of Director Corporate and Community Services that is required to oversee many regulatory areas as part of the employed position.

#### **Comment:**

Section 5.44(1) of the *Local Government Act 1995* provides that the Chief Executive Officer may delegate any of the Chief Executive Officers' powers or the discharge of any of the CEO's duties under the Act other than the power of delegation. Section 5.44(2) states that the delegations are to be in writing and may be general or as otherwise provided for in the instrument of delegation. Section 5.46(2) provides that delegations should be reviewed at least once in every financial year.

Section 5.46(3) of the *Local Government Act 1995* requires records to be kept in relation to the exercise of the power in the discharge of duties in accordance with delegations.

It is recommended that the following delegations be assigned to Ms French:

#### **Delegations:**

C16: Plant & Equipment  
C17: Plant & Equipment Hire  
C18: Replacement Plant Hire  
C20: Temporary Road Closure  
C21: Temporary Closure of Roads for Public Events  
C22: Liquor Permits  
C23: Impounding  
C25: Control of Fires  
C26: Harvest Bans  
C29: Fire Breaks  
C30: Infringements  
C31: Signing of Purchase Orders  
C34: Administration Centre  
C35: Administration of Local Laws  
C36: Enter Land in Emergencies  
C37: Tree Safety  
C39: Renewing Licences  
C47: Payment of Accounts  
C48: Credit Card / Fuel Card  
C50: Electronic Funds Transfer (EFT)  
C55: Cost Recovery  
C56: Rate Book  
C57: Assistance to Community Organisations and Events

C58: Debt Collection  
C59: Sale of Surplus Equipment, Materials and Scrap  
C60: Conferences, Seminars & Training Courses  
C62: Travel and Accommodation Arrangements

Authorised Officers are required to be appointed to administer various acts on the Shire of Pingelly's behalf. It is recommended that Ms French be appointed as an authorised officer for the purposes of administering the following acts and their associated regulations:

- Dog Act 1976
- Cat Act 2011
- Bush Fire Act 1954
- Litter Act 1979
- Caravan and Camping Act 1995
- Control of Vehicles (Off Road Areas) Act 1978
- Local Government Act 1995
- Local Government (Miscellaneous Provisions) Act 1960
- Animal Welfare Act 2002

**Consultation:**

Chief Executive Officer and Director Technical Services

**Statutory Environment:**

Section 5.44(1) of the *Local Government Act 1995*

5.46(3) of the *Local Government Act 1995*

Dog Act 1976

Cat Act 2011

Bush Fire Act 1954

Litter Act 1979

Caravan and Camping Act 1995

Control of Vehicles (Off Road Areas) Act 1978

Local Government Act 1995

Local Government (Miscellaneous Provisions) Act 1960

Animal Welfare Act 2002

**Policy Implications:**

Shire of Pingelly Delegation Register

Local Government Act 1995

Section 5.44 provides that:

- (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —
  - (a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and

- (b) the exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions imposed by the local government on its delegation to the CEO.
- (4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.
- (5) In subsections (3) and (4) "conditions" includes qualifications, limitations or exceptions.

Section 5.45 provides that:

- (1) Without limiting the application of sections 58 and 59 of the *Interpretation Act 1984* —
  - (a) a delegation made under this Division has effect for the period of time specified in the delegation or where no period has been specified, indefinitely; and
  - (b) any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.
- (2) Nothing in this Division is to be read as preventing —
  - (a) a local government from performing any of its functions by acting through a person other than the CEO; or
  - (b) a CEO from performing any of his or her functions by acting through another person.

**Financial Implications:**

Nil

**Strategic Implications:**

Section 5.44(1) of the *Local Government Act 1995*

**Voting Requirements:**

Simple Majority

**11875 - Moved: Cr Steel**

**Seconded: Cr Marshall**

**Recommendation:**

1. That Council appoint Ms Grace French delegations for the following purposes:
  2. C16: Plant & Equipment
  3. C17: Plant & Equipment Hire
  4. C18: Replacement Plant Hire
  5. C20: Temporary Road Closure
  6. C21: Temporary Closure of Roads for Public Events
  7. C22: Liquor Permits
  8. C23: Impounding
  9. C25: Control of Fires
  10. C26: Harvest Bans
  11. C29: Fire Breaks
  12. C30: Infringements
  13. C31: Signing of Purchase Orders
  14. C34: Administration Centre
  15. C35: Administration of Local Laws
  16. C36: Enter Land in Emergencies
  17. C37: Tree Safety
  18. C39: Renewing Licences
  19. C47: Payment of Accounts
  20. C48: Credit Card / Fuel Card
  21. C50: Electronic Funds Transfer (EFT)
  22. C55: Cost Recovery
  23. C56: Rate Book
  24. C57: Assistance to Community Organisations and Events
  25. C58: Debt Collection
  26. C59: Sale of Surplus Equipment, Materials and Scrap
  27. C60: Conferences, Seminars & Training Courses
  28. C62: Travel and Accommodation Arrangements

- 2. That Ms Grace French be appointed as an Authorised Officer for the Shire of Pingelly for pursuant to the following Acts:**
- **Dog Act 1976**
  - **Cat Act 2011**
  - **Bush Fire Act 1954**
  - **Litter Act 1979**
  - **Caravan and Camping Act 1995**
  - **Control of Vehicles (Off Road Areas) Act 1978**
  - **Local Government Act 1995**
  - **Local Government (Miscellaneous Provisions) Act 1960**
  - **Animal Welfare Act 2002**

**Carried: 8:0**

#### **11.1.4 The University of Western Australia (UWA) Proposal for the old Pingelly Hospital**

**File Reference:** 00247  
**Location:** Shire of Pingelly  
**Applicant:** The University of Western Australia (UWA)  
**Author:** Lee Steel, Councillor  
**Date:** 14 October 2015  
**Disclosure of Interest:** Nil  
**Attachments:** UWA Draft Proposal and ICRRE Framework (Attachment 1 – behind blue sheet of paper under separate cover)

#### **Summary:**

Council to consider the future of the old Pingelly Hospital once the New Pingelly Health Centre is up and running. The University of Western Australia (UWA) has shown interest and are keen to explore opportunities to utilise this facility. UWA have a draft proposal for Council to consider with the proposal outlining UWA's broad view of what "might" "could" possibly be.

#### **Background:**

The UWA has strong partnerships in our community and has in recent years worked with community groups and Shire to deliver collaborative projects that are beneficial to both the community and UWA.

Several months ago the Shire spoke to UWA facility members about the potential use of the hospital. UWA have since prepared a draft proposal with the intention of presenting it to the board of UWA for consideration.

As you will see in the draft document UWA facility members will be requesting of the UWA board to consider future use of the hospital and determine if UWA is interested. If the interest is supported by the UWA board, advice will be provided to the Shire who will advise Western Australian Country Health Services (WACHS) to delay any demolition of the hospital.

If the UWA board agree to explore the possibility then there will be application to UWA to fund a feasibility project.

#### **Comment:**

However the first step before the above can happen is to obtain Council approval in principal to progress the exploration by UWA of the potential use of the old hospital.

Having closely worked with UWA both as a Councillor and a community representative I see this possible future use of the hospital as both a positive outcome for the here and now but also an amazing opportunity to build on into the future. The ramifications of such a partnership could ripple through the community creating a positive economic and community stimulus for years to come.

#### **Consultation:**

The University of Western Australia (UWA) and Shire of Pingelly Chief Executive Officer.

#### **Statutory Environment:**

Nil

#### **Policy Implications:**

Nil

#### **Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements:**

Simple Majority

**11876 - Moved: Cr Walton-Hassell**

**Seconded: Cr Morton**

**Recommendation:**

**That Council endorse**

- 1. in principle support for The University of Western Australia (UWA) proposed exploration of future use of the old Pingelly Hospital.**
- 2. the Chief Executive Officer advising Western Australian Country Health Services (WACHS) in writing of the endorsed recommendation regarding this matter.**

**Carried: 8:0**

### **11.1.5 Water Harvesting & Catchment Dam**

**File Reference:** 00253  
**Location:** Reserve 9687 and Lot 496  
**Applicant:** Mr Gavin Pollock, Chief Executive Officer  
**Author:** Mr Gavin Pollock, Chief Executive Officer  
**Date:** 15 October 2015  
**Disclosure of Interest:** Nil  
**Attachments:** Nil  
**Previous Reference:** Item 11.1.3 Water Catchment Dam Ordinary Meeting of Council held on the 10 December 2014, 5.2 Water Catchment Dam at the Special Meeting of Council held on the 1 August 2013 and Item 10.6 Town Dam Ordinary Meeting of Council held on the 15 June 2011.

#### **Summary:**

Part one (1) of the Council resolution 11711 for the Water Catchment Dam improvement project be amended from;

- Removing the estimated three metres of silt for the existing 20 ML Dam.
- Improvements to the existing storm water dam behind the CBH Bins.

To;

- Improvements to the existing storm water dam located at Realm Street.

#### **Background:**

Item 11.1.3 Water Catchment Dam Ordinary Meeting of Council held on the 10 December 2014 Council endorsed the following recommendation.

11711 – *Moved: Cr Steel*      *Seconded: Cr Morton*

#### **Recommendation:**

*That Council*

1. *Endorse amending the Water Catchment Dam project and budget from \$150,000 to \$60,000 and undertake the following works:*
  - *Removing the estimated three metres of silt for the existing 20 ML Dam*
  - *Improvements to the existing storm water Dam behind the CBH Bins*
  - *The placement of additional water storage tanks at the oval to hold an additional 500,000 litres (This item is currently progressing well with no issues).*
2. *Endorse the remaining \$90,000 to be allocated as a funding component for the construction of the six new synthetic tennis courts at the Pingelly Sports Ground.*
3. *Endorse a letter being forwarded to the Department of Regional Development requesting the project and budget amendments as per recommendation points 1 and 2.*

**CARRIED 7:0**



At the Special Meeting of Council held on the 1 August 2013 Council endorsed the following recommendation.

*11434 – Moved Cr Mulroney, Seconded Cr Marshall*

*Recommendation:*

*That extra funding be sought for additional water catchment options for the enlargement of the Realm Street Sump.*

*CARRIED 6:0*

**Comment:**

The amendment to resolution 11711 is still delivering greater water holding capacity to the current water harvesting system but in a different location of the system. Distance between the two locations would be under 2 Kilometres.

Additional funding is to be investigated and sought for additional water catchment and harvesting options along with looking at what ground water options also may exist.

**Consultation:**

Gavin Pollock Chief Executive Officer, Barry Gibbs Director of Technical Services and Kevin Lee Shire of Pingelly Groundsman

**Statutory Environment:**

Schedule 11 of the adopted budget, Job Number R4R01 – Dam Cleaning to be changed to Job Number R4R01 – Water Harvesting. Budget description remains the same as it's still delivering the same outcome as per the adopted budget intended.

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Complements the Strategic Plan on water harvesting and Sport and Recreational Infrastructure Improvements.

**Voting Requirements:**

Simple Majority

**11877 - Moved: Cr Mulroney**

**Seconded: Cr Steel**

**Recommendation:**

**That Council Endorse:**

- 1. amending part one (1) of the Council resolution 11711 for the Water Catchment Dam improvement project by removing the following scope of works;**
  - Removing the estimated three metres of silt for the existing 20 ML Dam.
  - Improvements to the existing storm water dam behind the CBH Bins.**And replace with the addition of;**
  - Improvements to the existing storm water dam located at Realm Street.
- 2. a letter being forwarded to the Department of Regional Development requesting the project description be amended as per recommendation point one (1).**

**Carried: 8:0**

**11878 Moved Cr Mulroney                      Seconded    Cr Marshall that the meeting be adjourned for a short break and to hold the Audit Committee Meeting.**

**Carried 8:0**

3.57pm – The meeting reconvened with all those being present before the adjournment returning to the meeting with the exception of Mrs Elizabeth Trump.

## **11.2. CORPORATE AND COMMUNITY SERVICES**

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

|                                |  |
|--------------------------------|--|
| <b>File Reference:</b>         | <b>00271</b>   |
| <b>Location:</b>               | <b>N/A</b>   |
| <b>Applicant:</b>              | <b>N/A</b>   |
| <b>Author:</b>                 | <b>Grace French, Director Corporate &amp; Community Services</b>   |
| <b>Date:</b>                   | <b>12 October 2015</b>   |
| <b>Disclosure of Interest:</b> | <b>Nil</b>   |
| <b>Attachments:</b>            | <b>Monthly Statement of Financial Activity<br/>(Attachment 2 – behind green sheet of paper under separate cover)</b> |
| <b>Previous Reference:</b>     | <b>N/A</b>   |

#### **Summary:**

Council to consider accepting the Monthly Statement of Financial Activity for September 2015.

#### **Background:**

The Monthly Statement of Financial Activity for September 2015 is attached for Council consideration.

#### **Comment:**

The Monthly Statement of Financial Activity represents Council's financial activities and status for the period ending 30 September 2015. The style of the report has changed with proportional expenditure amounts used in the YTD expenditure column. Only specific reportable variances will be reported individually, with the notation "timing variance" used where expenditure is not evenly spread through the year.

A reportable variance to the opening position is noted in the July report, as well as unbudgeted expenditure on an item carried forward from 2013/14 in the August report. Further variances related to accrual adjustments have been made in the preparation of the annual financial report and have changed the opening position at 1 July 2014. These accruals are not expected to affect the end of year position for 30 June 2015 as they are movements between the two years and offset each other. At the present time it should be noted that processes and procedures have been implemented so this should not occur in future years.

#### **Consultation:**

Chief Executive Officer

#### **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

**11880 - Moved: Cr Mulroney**

**Seconded: Cr Marshall**

**Recommendation:**

**That the Monthly Statement of Financial Activity for the period ending 30 September 2015 be accepted and material variances be noted.**

**Carried: 8:0**

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

**Applicant:** N/A  
**Author:** Raewyn Street, Senior Finance Officer  
**Date:** 5 October 2015  
**Disclosure of Interest:** Nil  
**Attachments:** List of Accounts (over the page)  
**Previous Reference:** N/A

**Summary:**

Council to consider endorsing the payment of accounts.

**Background:**

The following list represents accounts paid by authority for the month of September 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

**11881 - Moved: Cr Hodges                      Seconded: Cr Walton-Hassell**

**Recommendation:**

**That council endorse the payments as presented:**

- (1) Municipal Fund – Account 117984856**  
Vouchers EFT1505 – 1650, Cheques 24017 – 24056 inclusive totalling \$298,359.41 - previously paid.
- (2) Trust Fund – Account 117984872**  
Cheques 1793 – 1795 totalling \$570.00
- (3) Trust Fund Department of Transport – 123395691**  
Totalling \$29,804.90; and
- (4) Direct Debit Payments**  
Totalling \$16,954.55 – previously paid
- (5) Credit Card Payments**  
Totalling \$2,384.33 – previously paid

**Carried: 8:0**

## ACCOUNTS PAID PRESENTED FOR ENDORSEMENT SEPTEMBER 2015

| CHQ/EFT | DATE       | NAME  | DESCRIPTION  | AMOUNT      |
|---------|------------|---|--|-------------|
| EFT1505 | 01/09/2015 | SHERIDAN'S FOR<br>BADGES                              | NAME PLAQUE FOR SAMANTHA<br>APPLETON   | \$51.84     |
| EFT1506 | 01/09/2015 | WESTRAC<br>EQUIPMENT PTY LTD                          | 4HEAD LIGHTS PN430, BUSHERS<br>PN568   | \$523.97    |
| EFT1507 | 01/09/2015 | B.W. JAMES<br>TRANSPORT                               | FREIGHT CHARGES  | \$325.60    |
| EFT1508 | 01/09/2015 | GREENLINE AG PTY<br>LTD                               | FUEL HOSE, 2 X SPARK PLUGS   | \$24.30     |
| EFT1509 | 01/09/2015 | AMD CHARTERED<br>ACCOUNTANTS                          | ACQUITTAL AUDIT - CLGF 2012-13<br>ROUND 5 FOR THE YEAR ENDED 30<br>JUNE 2015                     | \$528.00    |
| EFT1510 | 01/09/2015 | STAPLES AUSTRALIA<br>PTY LIMITED                      | OFFICE STATIONERY  | \$9.93      |
| EFT1511 | 01/09/2015 | COVS PARTS PTY LTD                                    | FILTERS FOR SERVICE, 24 V HORN,<br>PUSH PULL SWITCH  | \$136.75    |
| EFT1512 | 01/09/2015 | COATES HIRE<br>OPERATIONS PTY LTD                     | PORTABLE BUILDING / CRIB ROOM<br>HIRE 7 JULY TO 11 AUGUST FOR<br>JINGARRING ROAD GRAVEL SHEETING | \$1,895.05  |
| EFT1513 | 01/09/2015 | BOB WADDELL   | ASSISTANCE 2015/16 BUDGET  | \$990.00    |
| EFT1514 | 01/09/2015 | POLYTECHNIC WEST                                      | TRAINING FOR OUTSIDE STAFF<br>MEMBER   | \$391.52    |
| EFT1515 | 01/09/2015 | HAYS SPECIALIST<br>RECRUITMENT<br>(AUSTRALIA) PTY LTD | RECRUITMENT FEE - PROJECT<br>MANAGER   | \$13,200.00 |
| EFT1516 | 01/09/2015 | POSITION PARTNERS                                     | TRIPOD FLAT ALUMINIUM PLAIN  | \$176.00    |
| EFT1517 | 01/09/2015 | TOLL IPEC PTY LTD                                     | FREIGHT CHARGES  | \$480.77    |
| EFT1518 | 03/09/2015 | YOUTHCARE   | AUGUST COUNCIL MEETING DINNER<br>FOR 9 @ \$25.00 PER PERSON -<br>19/08/2015                      | \$225.00    |
| EFT1519 | 03/09/2015 | BEST OFFICE<br>SYSTEMS                                | PHOTOCOPY CHARGES  | \$2,966.89  |
| EFT1520 | 03/09/2015 | WHEATBELT<br>ELECTRICS                                | INSTALLATION OF DATA CABLES AND<br>OUTLETS FOR NEW WORK STATION                                  | \$517.61    |
| EFT1521 | 03/09/2015 | WA CONTRACT<br>RANGER SERVICES                        | RANGER SERVICES TO 30 JUNE 2016  | \$888.25    |
| EFT1522 | 03/09/2015 | SJR CIVIL<br>CONSULTING PTY LTD                       | DESIGN WORK, CONCEPT PLAN FOR<br>FUNDING APPLICATION   | \$660.00    |
| EFT1523 | 03/09/2015 | IXOM OPERATIONS<br>PTY LTD                            | CHLORINE SERVICE CHARGE FOR POOL   | \$126.85    |
| EFT1524 | 03/09/2015 | ABCO PRODUCTS PTY<br>LTD                              | CLEANING PRODUCTS  | \$518.97    |
| EFT1525 | 03/09/2015 | PROMOTIONAL<br>EXPOSURE                               | PERFORMANCE FEE FOR BEST OF THE<br>ADELAIDE FRINGE CONCERT IN<br>PINGELLY 20/08/2015             | \$2,525.00  |
| EFT1526 | 03/09/2015 | ROUNDEL CIVIL<br>PRODUCT PTY LTD                      | 300MM DIA, 12M LONG STILCOR PIPES<br>1.6MM WALL THICKNESS  | \$1,496.88  |

## ACCOUNTS PAID PRESENTED FOR ENDORSEMENT SEPTEMBER 2015

| CHQ/EFT | DATE       | NAME   | DESCRIPTION   | AMOUNT     |
|---------|------------|--|---|------------|
| EFT1527 | 03/09/2015 | FRIENDS OF PINGELLY RAILWAY STATION                                      | COMMUNITY GROUP REBATE FOR 6 TICKETS - COMEDY GOLD  | \$60.00    |
| EFT1528 | 10/09/2015 | WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPALE ROAD BOARDS AND PARKS LGRCEU | PAYROLL DEDUCTIONS  | \$225.50   |
| EFT1529 | 14/09/2015 | NARROGIN CARPET COURT  | 3 SET OF READY TO HANG CURTAINS WITH BLOCKOUT   | \$470.00   |
| EFT1530 | 14/09/2015 | IT VISION  | SUPPORT TO SET UP AUSTRALIA POST BILLPAY AND MODIFY INVOICES AND RATE NOTICES   | \$2,536.60 |
| EFT1531 | 14/09/2015 | GREENLINE AG PTY LTD   | NUT RIVETER, BOLTS, NUTS & WASHERS  | \$203.09   |
| EFT1532 | 14/09/2015 | AMD CHARTERED ACCOUNTANTS  | ACQUITTAL AUDIT OF 2014-15 EXPENDITURE FOR R2R 2009-2014 AND 2014-2019 PROGRAMS   | \$682.00   |
| EFT1533 | 14/09/2015 | LENIP PTY LTD T/A ASPHALT IN A BAG                                       | 1000 KG PALLET (50 ONLY 20 KG BAGS) OF COLDMIX ASPHALT  | \$1,718.75 |
| EFT1534 | 14/09/2015 | DDAGROUP CORPORATE COMMUNICATIONS PTY LTD                                | BALANCE OF 50% QUOTED FOR SOP VISITOR A3 MAPS, 6 ADDITIONAL HOURS FOR DESIGN WORK MOVING FROM A4 TO A3 FORMAT   | \$2,464.00 |
| EFT1535 | 14/09/2015 | MARKETFORCE PTY LTD  | ADVERTISEMENT DIRECTOR CORPORATE AND COMMUNTIY SERVICES - SATURDAY'S WEST AUSTRALIAN NEWSPAPER 08/08/2015   | \$1,971.10 |
| EFT1536 | 14/09/2015 | JAMES ROY WILLIAMS   | REIMBURSEMENT FOR PRE-EMPLOYMENT TOXICOLOGY TEST  | \$35.00    |
| EFT1537 | 14/09/2015 | PINGELLY HOTEL   | CATERING - 2 COURSE MEAL FOR 50 PEOPLE 20/08/2015 - COMEDY GOLD, BEVERAGES, AUGUST COUNCIL MEETING LUNCH FOR 11 @ \$15.00 PER PERSON - 19/08/2015, LUNCH FOR FOUR PEOPLE WED 26 AUGUST 2015 | \$2,206.00 |
| EFT1538 | 14/09/2015 | PINGELLY QUALITY MEATS   | SAUSAGES  | \$25.00    |
| EFT1539 | 14/09/2015 | COVS PARTS PTY LTD   | FILTERS   | \$100.34   |
| EFT1540 | 14/09/2015 | WA CONTRACT RANGER SERVICES  | RANGER SERVICES TO 30 JUNE 2016   | \$724.62   |
| EFT1541 | 14/09/2015 | BOB WADDELL  | ASSISTANCE WITH RATES INFORMATION FLYER FOR 2015/16, ASSISTANCE WITH THE JULY STATEMENT OF FINANCIAL ACTIVITY   | \$2,013.00 |
| EFT1542 | 14/09/2015 | LANDMARK   | ROUND UP ULTIMATE 110L  | \$925.65   |



## ACCOUNTS PAID PRESENTED FOR ENDORSEMENT SEPTEMBER 2015

| CHQ/EFT | DATE       | NAME                                     | DESCRIPTION   | AMOUNT      |
|---------|------------|--|---|-------------|
| EFT1543 | 14/09/2015 | LANDGATE                                 | GROSS RENTAL VALUATIONS<br>SCHEDULE NO G 2015/5 23/05/2015<br>TO 31/07/2015                                   | \$64.00     |
| EFT1544 | 14/09/2015 | RAYMOND JOHN<br>MARSHALL                 | SITTING FEES JULY - SEPTEMBER 2015  | \$950.00    |
| EFT1545 | 14/09/2015 | LEE NORA STEEL                           | SITTING FEES JULY - SEPTEMBER 2015  | \$875.00    |
| EFT1546 | 14/09/2015 | AARON JAMES<br>MORTON                    | SITTING FEES JULY - SEPTEMBER 2015  | \$875.00    |
| EFT1547 | 14/09/2015 | SHIRLEY LANGE                            | SITTING FEES JULY - SEPTEMBER 2015  | \$2,300.00  |
| EFT1548 | 14/09/2015 | WILLIAM VINCENT<br>MULRONEY              | SITTING FEES JULY - SEPTEMBER 2015  | \$875.00    |
| EFT1549 | 14/09/2015 | J R & A HERSEY                           | JERRY CAN HOLDER  | \$145.20    |
| EFT1550 | 14/09/2015 | PINGELLY<br>COMMUNITY<br>RESOURCE CENTRE | REFORMAT FIRE EVACUATION SIGNS<br>AND PRINT   | \$9.00      |
| EFT1551 | 14/09/2015 | COVS PARTS PTY LTD                       | SWITCH  | \$10.30     |
| EFT1552 | 14/09/2015 | LANDMARK                                 | PVC FITTINGS  | \$49.50     |
| EFT1553 | 14/09/2015 | LUBRIMAXX MKTG<br>PTY LTD                | 2X BOXES GREASE   | \$172.70    |
| EFT1554 | 14/09/2015 | ALLWEST PLANT HITE<br>AUSTRALIA          | EXCAVATOR AND ROCKBREAKER FOR<br>TENNIS COURT CONSTRUCTION  | \$2,890.25  |
| EFT1555 | 14/09/2015 | EDWARDS MOTORS<br>PTY LTD                | SET OF FILTERS  | \$414.50    |
| EFT1556 | 14/09/2015 | PINGELLY<br>COMMUNITY CRAFT<br>CENTRE    | COMMISSION FOR THE MONTH OF<br>AUGUST 2015  | \$538.17    |
| EFT1557 | 21/09/2015 | AUSTRALIAN<br>TAXATION OFFICE            | BAS AUGUST 2015   | \$29,659.00 |
| EFT1558 | 22/09/2015 | JASON SIGNMAKERS                         | GUIDE SIGN 3600 X 1500 AS PER<br>SIGNED ARTWORK, TAG SIGN 900 X<br>240 (400M) AS PER SIGNED ARTWORK           | \$1,144.00  |
| EFT1559 | 22/09/2015 | OUTBACK<br>ELECTRONICS                   | TO SUPPLY AND FIT A NEW TV<br>ANTENNA AT 16 ELIOT STREET  | \$275.00    |
| EFT1560 | 22/09/2015 | MAJOR MOTORS PTY<br>LTD                  | PARTS FOR AIR CON PN66  | \$508.17    |
| EFT1561 | 22/09/2015 | WATER DYNAMICS<br>PTY LTD                | HUNTER I25 POP-UP SPRINKLERS,<br>FITTINGS FOR RE-USE WATER SYSTEM<br>PUMP, TAP FITTINGS FOR BACKWASH<br>PIPE, | \$776.40    |
| EFT1562 | 22/09/2015 | GREAT SOUTHERN<br>FUEL SUPPLIES          | FUEL CARD PURCHASES FOR AUGUST<br>2015  | \$2,086.13  |
| EFT1563 | 22/09/2015 | GEOFABRICS                               | 2 ROLLS 6M X 250M OF BIDIM  | \$5,346.00  |
| EFT1564 | 22/09/2015 | COVS PARTS PTY LTD                       | FILTERS FOR SERVICE, FILTERS FOR<br>PN5698, SWITCH & NUMBER PLATE<br>LIGHT                                    | \$273.08    |

## ACCOUNTS PAID PRESENTED FOR ENDORSEMENT SEPTEMBER 2015

| CHQ/EFT | DATE       | NAME  | DESCRIPTION  | AMOUNT      |
|---------|------------|---|--|-------------|
| EFT1565 | 22/09/2015 | GAINSBOROUGH GRAPHICS   | BUSINESS CARDS - GRACE FRENCH AND BARRY GIBBS  | \$80.00     |
| EFT1566 | 22/09/2015 | BOB WADDELL   | ASSISTANCE WITH THE AUGUST STATEMENT OF FINANCIAL ACTIVITY & YEAR END SALARIES ACCURALS                                | \$792.00    |
| EFT1567 | 22/09/2015 | PAGE TRUCK HIRE   | 5 DAY TRUCK HIRE TO CART SPOIL FROM TENNIS COURTS TO LANDFILL.   | \$3,850.00  |
| EFT1568 | 22/09/2015 | HITACHI CONSTRUCTION MACHINERY (AUSTRALIA) PTY LTD                      | FILTERS PN133  | \$163.97    |
| EFT1569 | 22/09/2015 | PN & AM WATTS (PHIL WATTS BULLDOZING)                                   | EXCAVATION WORK FOR NEW TENNIS COURTS  | \$21,830.50 |
| EFT1570 | 22/09/2015 | VARIDESK  | 1 X VARIDESK PRO 30  | \$469.00    |
| EFT1571 | 22/09/2015 | C&B SOUTHERN RUN TRANSPORT  | 205L OIL   | \$42.24     |
| EFT1572 | 22/09/2015 | EDWARDS MOTORS PTY LTD  | FILTERS PN569  | \$213.30    |
| EFT1573 | 23/09/2015 | WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPLE ROAD BOARDS AND PARKS LGRCEU | PAYROLL DEDUCTIONS   | \$225.50    |
| EFT1574 | 23/09/2015 | TOTAL FARMING SERVICES  | VARIOUS PLANTS, CURTAIN ROADS AND FITTINGS, WHITE OIL, BLOOD & BONE,   | \$555.55    |
| EFT1575 | 23/09/2015 | SHERIDAN'S FOR BADGES   | NAME BADGES - GRACE FRENCH, BARRY GIBBS. DESK PLATE INSERTS - DCCS X 2, DTS X 2, EA X 2, LB, GF                        | \$209.97    |
| EFT1576 | 23/09/2015 | GREAT SOUTHERN WASTE DISPOSAL   | 608 HOUSEHOLDS 28 JULY TO 25 AUGUST 2015, 458 RECYCLE BINS 28 JULY TO 25 AUGUST 2015, BULK RECYCLE PICK UP AUGUST 2015 | \$6,588.88  |
| EFT1577 | 23/09/2015 | WHEATBELT ELECTRICS   | REPLACE ELECTRIC TIMER ON DISHWASHER   | \$682.00    |
| EFT1578 | 23/09/2015 | JIRIKI MANAGEMENT   | ADMINISTRATION SERVICES  | \$1,848.00  |
| EFT1579 | 23/09/2015 | ASB MARKETING PTY LTD   | WORKWEAR ORDERS FOR OUTSIDE STAFF  | \$606.82    |
| EFT1580 | 23/09/2015 | SHIRLEY LANGE   | REIMBURSEMENT FOR INTERNET AUGUST 2015   | \$49.95     |
| EFT1581 | 24/09/2015 | CWA PUMPHREYS   | 10 X DINNERS FOR COUNCIL MEETING ON 16/09/2015 @ \$25.00 PER PERSON  | \$250.00    |
| EFT1582 | 24/09/2015 | TOTAL FARMING SERVICES  | 2X CANS OF PAINT, BOLTS, TOOLBOX, HAMMER, CUT OF WHEEL, NYLON TUBE   | \$150.90    |

## ACCOUNTS PAID PRESENTED FOR ENDORSEMENT SEPTEMBER 2015

| CHQ/EFT | DATE       | NAME                               | DESCRIPTION   | AMOUNT      |
|---------|------------|------------------------------------|---|-------------|
| EFT1583 | 24/09/2015 | CUTTING EDGES PTY LTD              | 25 GRADER BLADES 25 SCARIFIER TIPS<br>50 BOLTS AND NUTS   | \$795.96    |
| EFT1584 | 24/09/2015 | SHERIDAN'S FOR BADGES              | 10 JARRAH SHIELDS FOR AUSTRALIA DAY AWARDS  | \$675.40    |
| EFT1585 | 24/09/2015 | J R & A HERSEY                     | PROTECTIVE CLOTHING, HEATING TORCH  | \$1,066.45  |
| EFT1586 | 24/09/2015 | STATE LIBRARY OF WESTERN AUSTRALIA | DELIVERY OF BETTER BEGINNINGS PROGRAM   | \$104.50    |
| EFT1587 | 24/09/2015 | PINGELLY TRANSPORT                 | 5 DAYS OF 8 WHEELER TRUCK HIRE TO CART SPOIL FROM TENNIS COURTS TO LANDFILL, SEMI SIDE TIPPER HIRE 15 DAYS FOR GRAVEL SHEETING ON JINGARING ROAD BETWEEN SOUTH KWEDA AND DWARLAKING ROAD, CARTAGE OF 700 LIMESTONE BLOCKS FROM JANDAKOT | \$18,384.30 |
| EFT1588 | 24/09/2015 | WESTRAC EQUIPMENT PTY LTD          | HYDRAULIC PIPE  | \$162.93    |
| EFT1589 | 24/09/2015 | GREENLINE AG PTY LTD               | MALE TRAILER PLUG FOR CEMENT MIXER, BOLTS AND WASHERS FOR OVAL MOWER, BOLT NUT AND WASHERS  | \$28.60     |
| EFT1590 | 24/09/2015 | STAPLES AUSTRALIA PTY LIMITED      | STATIONERY  | \$55.48     |
| EFT1591 | 24/09/2015 | WHEATBELT ELECTRICS                | INSTALLATION OF NEW STOVE, POWER POINT NEAR BBQ IN CARAVAN PARK NOT WORKING   | \$397.38    |
| EFT1592 | 24/09/2015 | CTI SECURITY SERVICES PTY LTD      | ALARM MONITORING CHARGES 1 OCTOBER - 31 DECEMBER 2015   | \$103.61    |
| EFT1593 | 24/09/2015 | WALLIS COMPUTER SOLUTIONS          | PROJECT STANDARD 2013 FOR THE FOLLOWING COMPUTERS: SOPN-WS21W764 SOPN-LP8W764, NEW PROJECT MANAGER, PRINTER FOR FINANCE OFFICER, PURCHASE AND INSTALLATION OF AUTOCAD LIGHT ON 2 COMPUTERS  | \$3,774.90  |
| EFT1594 | 24/09/2015 | ASLAB PTY LTD                      | THREE SAMPLES OF 10 MM ROAD BASE FOR THE FOLLOWING TESTING NARROGIN QUARRY 3 GRADE TESTS 3 PLASTICITY INDEX TESTS 3 MAX DRY COMPRESSIVE STRENGTH TESTS, MOBILIZATION TO AND FROM SITE,  | \$2,237.04  |
| EFT1595 | 24/09/2015 | EXTERIA                            | VASSE COMPOSITE BENCH   | \$821.70    |

## ACCOUNTS PAID PRESENTED FOR ENDORSEMENT SEPTEMBER 2015

| CHQ/EFT | DATE       | NAME   | DESCRIPTION  | AMOUNT              |
|---------|------------|--|--|---------------------|
| EFT1596 | 24/09/2015 | AUSTRALIA POST   | RATES NOTICES, 20 BOXES OF A4 REFLEX WHITE PAPER, 5 REAMS OF A3 REFLEX WHITE PAPER, 1 X BLACK TONER FOR DEPOT KYOCERA ECOSYS M6526DN, POSTAGE FOR JULY & AUGUST 2015, 3 X COLOURED TONER FOR DEPOT   | \$2,066.14          |
| EFT1597 | 30/09/2015 | J R & A HERSEY   | PARTS  | \$174.30            |
| EFT1598 | 30/09/2015 | WESTRAC<br>EQUIPMENT PTY LTD                               | PINS AND BUSHERS, FILTER FOR PG7   | \$607.27            |
| EFT1599 | 30/09/2015 | JASON SIGNMAKERS   | W3-2-B ADVANCE WARNING SIGNS 750 X750 -, MR-GZ-29 SIGNS 600 X 900, DROP TAG (SHIRE OF PINGELLY), MR-GZ-29 SIGNS 600 X 900, DROP TAG (SHIRE OF PINGELLY), W3-2-B ADVANCE WARNING SIGNS 750 X750, MR-GZ-29 SIGNS 600 X 900, DROP TAG (SHIRE OF PINGELLY), MR-GZ-29 SIGNS 600 X 900, DROP TAG (SHIRE OF PINGELLY) | \$818.40            |
| EFT1600 | 30/09/2015 | GREENLINE AG PTY<br>LTD                                    | JOCKEY WHEEL, SAFETY CLIP FOR CEMENT MIXER , WIPER BLADES  | \$117.45            |
| EFT1601 | 30/09/2015 | WHEATBELT<br>ELECTRICS                                     | ELECTRICAL MTCE WORK AT SHIRE OFFICE, POWER CONNECTION FOR NEW CCTV CAMERAS  | \$1,582.78          |
| EFT1602 | 30/09/2015 | E & MJ ROSHER PTY<br>LTD                                   | FILTERS FOR PROM8 & PROM7  | \$325.55            |
| EFT1603 | 30/09/2015 | SKIPPER TRUCK<br>PARTS AND AMCAP<br>DISTRIBUTION<br>CENTRE | 19AIR CON CONDENSER  | \$1,927.22          |
| EFT1604 | 30/09/2015 | GRANTS EMPIRE  | DEVELOPMENT OF CSRFF ANNUAL/FORWARD PLANNING GRANT APPLICATION   | \$550.00            |
| EFT1605 | 30/09/2015 | EXTERIA  | VASSE COMPOSITE BENCH  | \$788.70            |
|         |            |  | <b>TOTAL EFT FROM MUNICIPAL FUND</b>   | <b>\$171,430.87</b> |
| 24017   | 01/09/2015 | EXCHANGE TAVERN  | LIGHT LUNCH FOR 15 PEOPLE ON TUESDAY 18 AUGUST 2015  | \$363.00            |
| 24018   | 01/09/2015 | SHIRE OF PINGELLY  | RATES FOR 7A, 7B, 9A & 9B WEBB STREET, 36A, 36B, 38A & 38B SHAROW STREET   | \$6,576.75          |
| 24019   | 01/09/2015 | SHIRE OF BEVERLEY  | REIMBURSEMENTS LOCAL GOVERNMENT WEEK 4 - 8 AUGUST 2015   | \$673.19            |
| 24020   | 01/09/2015 | ZENIEN   | CCTV SYSTEMS CONSULTING/INSTALLATION   | \$45.38             |

## ACCOUNTS PAID PRESENTED FOR ENDORSEMENT SEPTEMBER 2015

| CHQ/EFT | DATE       | NAME                                    | DESCRIPTION   | AMOUNT      |
|---------|------------|---|---|-------------|
| 24021   | 01/09/2015 | DEPARTMENT OF FIRE & EMERGENCY SERVICES | 2015/16 ESL INCOME - LOCAL GOVERNMENT OPT B   | \$57,745.00 |
| 24022   | 01/09/2015 | PINGELLY GENERAL PRACTICE               | PRE-EMPLOYMENT MEDICAL  | \$121.00    |
| 24023   | 01/09/2015 | TELSTRA                                 | VARIOUS PHONE ACCOUNTS  | \$918.17    |
| 24024   | 03/09/2015 | EXCHANGE TAVERN                         | CATERING FOR FRIDAY 28 AUGUST 2015 , 25-30 PEOPLE;<br>ACCOMMODATION 1 NIGHT   | \$600.00    |
| 24025   | 03/09/2015 | TANGLED VINE BED & BREAKFAST            | ACCOMMODATION FOR 4 PERFORMERS 20/08/2015 - 4 ROOMS X 1 NIGHT   | \$480.00    |
| 24026   | 03/09/2015 | PINGELLY TOURISM GROUP INC              | COMMUNITY GROUP REBATE FOR 3 TICKET SALES - COMEDY GOLD   | \$30.00     |
| 24027   | 03/09/2015 | SHIRE OF PINGELLY                       | VEHICLE REGISTRATION TO ALIGN WITH OTHER VEHICLES   | \$20.55     |
| 24028   | 10/09/2015 | PLEASE PAY CASH - PINGELLY SHIRE        | WORK CLOBBER - BOOTS, SOCKS, PINGELLY IGA - PARTY PIES, PINGELLY IGA - BUNS, ONIONS, FLORA SPREAD, MILK, SAUCE, BREAD, PINGELLY IGA - BISCUITS, PINGELLY IGA - MILK, CHEESE, BISCUITS, PINGELLY IGA - BISCUITS, SLICES, PINGELLY IGA - MILK, PINGELLY IGA - BREAD, PINGELLY IGA - COOL DRINK, CHOCOLATES, LOLLIES, PINGELLY IGA - WATER, NUTS, PINGELLY IGA - WATER, SAUCE, PINGELLY IGA - PARTY PIES | \$439.50    |
| 24029   | 10/09/2015 | PINGELLY TRADING CO (IGA)               | PAYROLL DEDUCTIONS  | \$60.90     |
| 24030   | 10/09/2015 | SHIRE OF PINGELLY                       | PAYROLL DEDUCTIONS  | \$93.71     |
| 24031   | 14/09/2015 | SYNERGY                                 | STREETLIGHT CHARGES 25 JULY 2015 TO 24 AUGUST 2015  | \$2,983.65  |
| 24032   | 14/09/2015 | DAVID INNES FREEBAIRN                   | SITTING FEES JULY - SEPTEMBER 2015  | \$875.00    |
| 24033   | 14/09/2015 | ALLEN CLARKE                            | 6334M2 OF GRAVEL  | \$27,869.60 |
| 24034   | 14/09/2015 | MIDALIA STEEL (WAGIN)                   | 50X10X6 FLAT BAR  | \$191.42    |
| 24035   | 14/09/2015 | TELSTRA                                 | VARIOUS PHONE ACCOUNTS  | \$1,316.18  |
| 24036   | 22/09/2015 | ESPLANADE HOTEL FREMANTLE               | CR FREEBAIRN EXPENSES WASTE AND RECYCLE CONFERENCE SEPT 2015, BARRY GIBBS EXPENSES WASTE AND RECYCLE CONFERENCE SEPT 2015, GAVIN POLLOCK EXPENSES WASTE AND RECYCLE CONFERENCE SEPT 2015  | \$1,748.50  |

## ACCOUNTS PAID PRESENTED FOR ENDORSEMENT SEPTEMBER 2015

| CHQ/EFT | DATE       | NAME                                | DESCRIPTION  | AMOUNT     |
|---------|------------|-------------------------------------|--|------------|
| 24037   | 22/09/2015 | CANNING BRIDGE<br>AUTO LODGE        | ACCOMMODATION FOR STAFF<br>MEMBER FOR 7 & 8 SEPTEMBER 2015<br>INCLUDING BREAKFAST  | \$278.00   |
| 24038   | 22/09/2015 | BUNNINGS BUILDING<br>SUPPLIES       | DRILL HAMMER CORDLESS RYOBI,<br>GULLY PIT & FITTINGS, RETICULATION<br>FITTINGS, TEK SCREWS   | \$429.83   |
| 24039   | 22/09/2015 | SHIRE OF BEVERLEY                   | CCZ GOLF DAY BEVERLEY  | \$280.00   |
| 24040   | 22/09/2015 | DIESELS PLUS                        | OIL FILTERS  | \$201.41   |
| 24041   | 23/09/2015 | PINGELLY TRADING<br>CO (IGA)        | PAYROLL DEDUCTIONS   | \$60.90    |
| 24042   | 23/09/2015 | SHIRE OF PINGELLY                   | PAYROLL DEDUCTIONS   | \$93.71    |
| 24043   | 23/09/2015 | WATER<br>CORPORATION                | WATER USE 8 JULY 2015 TO 8<br>SEPTEMBER 2015, SERVICE CHARGES<br>1 SEPTEMBER 2015 TO 31 OCTOBER<br>2015  | \$5,576.79 |
| 24044   | 23/09/2015 | SYNERGY                             | ELECTRICITY CHARGES 7 JULY 2015 TO<br>4 SEPTEMBER 2015   | \$2,923.10 |
| 24045   | 23/09/2015 | BOC LIMITED                         | ARGOSHIELD UNIVERSAL G SIZE  | \$140.65   |
| 24046   | 23/09/2015 | EXCHANGE TAVERN                     | SANDWICHES / WRAPS FOR 10 PEOPLE<br>4/9/15   | \$110.00   |
| 24047   | 23/09/2015 | SYNERGY                             | ELECTRICITY CHARGES 2 JULY TO 28<br>AUGUST 2015  | \$7,437.85 |
| 24048   | 24/09/2015 | WATER<br>CORPORATION                | WATER USE AND SERVICE CHARGES 01<br>SEPTEMBER - 31 OCTOBER 2015  | \$51.82    |
| 24049   | 24/09/2015 | BALLARDS OF<br>NARROGIN             | KARRI & PEAT MULCH   | \$1,470.00 |
| 24050   | 30/09/2015 | PLEASE PAY CASH -<br>PINGELLY SHIRE | PINGELLY IGA - CAKES & SLICES FOR<br>COUNCIL, PINGELLY IGA - MILK FOR<br>COUNCIL KITCHEN, AUSTRALIA POST -<br>KINDA SURPRISE EGGS, TOTAL<br>FARMING SERVICES - STORAGE BOXES,<br>PINGELLY OP SHOP - ADDED 3<br>BUTTONS & MADE 1 BUTTONHOLE IN<br>NEW SHIRTS, LURES -<br>REIMBURSEMENT OF MEALS FOR JOB<br>TRAINING, KFC - REIMBURSEMENT OF<br>MEALS FOR JOB TRAINING, KFC -<br>REIMBURSEMENT OF MEALS FOR JOB<br>TRAINING, COLES - REIMBURSEMENT<br>OF MEALS FOR JOB TRAINING, TIAMO<br>CAFE - REIMBURSEMENT OF MEALS<br>FOR JOB TRAINING, TIAMO CAFE -<br>REIMBURSEMENT OF MEALS FOR JOB<br>TRAINING, PINGELLY IGA - PLASTIC<br>FORKS, ORANGE JUICE,, PINGELLY IGA<br>- BACON, OIL, BREAD, MILK, EGGS,<br>MARGARINE, COFFEE, SUGAR, SAUCE | \$483.45   |

## ACCOUNTS PAID PRESENTED FOR ENDORSEMENT SEPTEMBER 2015

| CHQ/EFT | DATE       | NAME                       | DESCRIPTION   | AMOUNT              |
|---------|------------|----------------------------|---|---------------------|
|         |            |                            | FOR TOOLBOX MEETING, PINGELLY IGA - BISCUITS FOR COUNCIL MEETING, PINGELLY IGA - SUGAR FOR COUNCIL, PINGELLY IGA - WATER FOR COUNCIL, PINGELLY IGA - CHALK, PINGELLY IGA - CONFECTIONARY, CAKES, GLAD WRAP, PINGELLY IGA - CHEESES, MILK, BISCUITS, PINGELLY IGA - MILK, TOTAL FARMING SERVICES - ADHESIVE TAPE BLACK LOOPS |                     |
| 24051   | 30/09/2015 | WESTERN POWER              | POWER TRAINING SERVICES COURSE - OUTSIDE STAFF MEMBERS  | \$2,987.60          |
| 24052   | 30/09/2015 | BUNNINGS BUILDING SUPPLIES | CUTOFF WHEELS, CUTOFF DISCS, GLOBES   | \$70.04             |
| 24053   | 30/09/2015 | DIESELS PLUS               | 70MM INTAKE HOSE  | \$94.05             |
| 24054   | 30/09/2015 | SHIRE OF PINGELLY          | COMMISSION OF COLLECTIONS FOR MONTH OF SEPTEMBER 2015   | \$18.26             |
| 24055   | 30/09/2015 | CONSTRUCTION TRAINING FUND | COLLECTIONS FOR THE MONTH OF SEPTEMBER 2015   | \$600.75            |
| 24056   | 30/09/2015 | BUILDING COMMISSION        | COLLECTIONS FOR THE MONTH OF SEPTEMBER 2015   | \$468.83            |
|         |            |                            | <b>TOTAL CHEQUE FROM MUNICIPAL FUND</b>   | <b>\$126,928.54</b> |
|         |            |                            | <b>TOTAL ALL MUNICIPAL</b>  | <b>\$298,359.41</b> |
| 1793    | 14/09/2015 | G T POULTNEY               | REFUND OF BOND FOR HIRE OF COMMUNITY BUS  | \$300.00            |
| 1794    | 14/09/2015 | MELISSA WATKINS            | REFUND OF CLEANING AND KEY BONDS FOR HIRE OF COMMUNITY CENTRE   | \$190.00            |
| 1795    | 23/09/2015 | JOANNE LEE SHOOBERT        | REFUND OF 2015 ELECTIONS NOMINATION   | \$80.00             |
|         |            |                            | <b>TOTAL TRUST PAYMENTS</b>   | <b>\$570.00</b>     |

## ACCOUNTS PAID PRESENTED FOR ENDORSEMENT SEPTEMBER 2015

| CHQ/EFT  | DATE       | NAME  | DESCRIPTION  | AMOUNT             |
|----------|------------|---|--|--------------------|
| 70915    | 07/09/2015 | DEPARTMENT OF TRANSPORT                             | RECONCILING TRANSPORT LICENSING 01/09/15 - 05/09/15  | \$8,224.50         |
| 140915   | 14/09/2015 | DEPARTMENT OF TRANSPORT                             | RECONCILING TRANSPORT LICENSING 06/09/15 TO 12/09/15 | \$14,907.75        |
| 210915   | 21/09/2015 | DEPARTMENT OF TRANSPORT                             | RECONCILING TRANSPORT LICENSING 13/09/15 TO 19/09/15 | \$1,368.40         |
| 290915   | 29/09/2015 | DEPARTMENT OF TRANSPORT                             | RECONCILING TRANSPORT LICENSING 20/09/15 TO 26/09/15 | \$2,931.50         |
| 300915   | 30/09/2015 | DEPARTMENT OF TRANSPORT                             | RECONCILING TRANSPORT LICENSING 27/09/15 TO 30/09/15 | \$2,372.75         |
|          |            |   | <b>TOTAL TRANSPORT LICENSING</b>                     | <b>\$29,804.90</b> |
| DD7577.1 | 08/09/2015 | WA LOCAL GOVERNMENT SUPERANNUATION PLAN             | PAYROLL DEDUCTIONS & SUPERANNUATION CONTRIBUTIONS    | \$4,827.03         |
| DD7577.2 | 08/09/2015 | AMP FLEXIBLE SUPER                                  | PAYROLL DEDUCTIONS & SUPERANNUATION CONTRIBUTIONS    | \$244.53           |
| DD7577.3 | 08/09/2015 | THE TRUSTEE FOR THE DYER SUPER FUND                 | PAYROLL DEDUCTIONS & SUPERANNUATION CONTRIBUTIONS    | \$615.00           |
| DD7577.4 | 08/09/2015 | MEAT INDUSTRY EMPLOYEES SUPERANNUATION FUND PTY LTD | SUPERANNUATION CONTRIBUTIONS                         | \$157.11           |
| DD7577.5 | 08/09/2015 | LUCRF SUPER   | SUPERANNUATION CONTRIBUTIONS                         | \$257.50           |
| DD7577.6 | 08/09/2015 | AUSTRALIAN SUPER ADMINISTRATION                     | SUPERANNUATION CONTRIBUTIONS                         | \$647.32           |
| DD7577.7 | 08/09/2015 | CBUS  | SUPERANNUATION CONTRIBUTIONS                         | \$372.69           |
| DD7577.8 | 08/09/2015 | PRIME SUPER   | SUPERANNUATION CONTRIBUTIONS                         | \$376.34           |
| DD7577.9 | 08/09/2015 | REST INDUSTRY SUPER                                 | SUPERANNUATION CONTRIBUTIONS                         | \$188.17           |
| DD7614.1 | 22/09/2015 | WA LOCAL GOVERNMENT SUPERANNUATION PLAN             | PAYROLL DEDUCTIONS & SUPERANNUATION CONTRIBUTIONS    | \$5,048.72         |
| DD7614.2 | 22/09/2015 | AMP LIFE LIMITED                                    | SUPERANNUATION CONTRIBUTIONS                         | \$334.71           |
| DD7614.3 | 22/09/2015 | AMP FLEXIBLE SUPER                                  | PAYROLL DEDUCTIONS & SUPERANNUATION CONTRIBUTIONS    | \$288.99           |
| DD7614.4 | 22/09/2015 | THE TRUSTEE FOR THE DYER SUPER FUND                 | PAYROLL DEDUCTIONS & SUPERANNUATION CONTRIBUTIONS    | \$638.15           |
| DD7614.5 | 22/09/2015 | MEAT INDUSTRY EMPLOYEES                             | SUPERANNUATION CONTRIBUTIONS                         | \$157.11           |



## ACCOUNTS PAID PRESENTED FOR ENDORSEMENT SEPTEMBER 2015

| CHQ/EFT   | DATE       | NAME  | DESCRIPTION   | AMOUNT             |
|-----------|------------|---|---|--------------------|
|           |            | SUPERANNUATION<br>FUND PTY LTD                    |   |                    |
| DD7614.6  | 22/09/2015 | LUCRF SUPER                                       | SUPERANNUATION CONTRIBUTIONS  | \$257.50           |
| DD7614.7  | 22/09/2015 | AUSTRALIAN SUPER<br>ADMINISTRATION                | SUPERANNUATION CONTRIBUTIONS  | \$647.32           |
| DD7614.8  | 22/09/2015 | NGS SUPER   | SUPERANNUATION CONTRIBUTIONS  | \$15.78            |
| DD7614.9  | 22/09/2015 | CBUS  | SUPERANNUATION CONTRIBUTIONS  | \$374.58           |
| DD7577.10 | 08/09/2015 | AMP LIFE LIMITED                                  | SUPERANNUATION CONTRIBUTIONS  | \$340.08           |
| DD7614.10 | 22/09/2015 | PRIME SUPER                                       | SUPERANNUATION CONTRIBUTIONS  | \$376.34           |
| DD7614.11 | 22/09/2015 | REST INDUSTRY<br>SUPER                            | SUPERANNUATION CONTRIBUTIONS  | \$188.17           |
|           | 30/09/2015 | BANK FEES   | BANK FEES   | \$68.81            |
|           | 30/0/2015  | CENTRELINK FEES                                   | CENTRELINK FEES   | \$30.69            |
|           | 30/09/2015 | MERCHANT BANK<br>FEES                             | MERCHANT BANK FEES  | \$201.09           |
|           | 24/09/2015 | 14 - FINANCED<br>EQUIPMENT -<br>PHOTOCOPIER LEASE | FINANCED EQUIPMENT -<br>PHOTOCOPIER LEASE   | \$902.00           |
|           |            |   | <b>TOTAL DIRECT DEBIT PAYMENTS</b>  | <b>\$16,954.55</b> |
|           |            |   |   |                    |
| DD7604.1  | 14/09/2015 | BENDIGO BANK<br>CREDIT CARDS                      | CALTEX - FUEL FOR 0-PN  | \$90.93            |
| DD7604.2  | 14/09/2015 | BENDIGO BANK<br>CREDIT CARDS                      | CITY OF PERTH - PARKING (CEO)   | \$10.00            |
| DD7604.3  | 14/09/2015 | BENDIGO BANK<br>CREDIT CARDS                      | METRO BAR - MEAL  | \$47.00            |
| DD7604.4  | 14/09/2015 | BENDIGO BANK<br>CREDIT CARDS                      | PINGELLY HOTEL - REFRESHMENTS   | \$176.00           |
| DD7604.5  | 14/09/2015 | BENDIGO BANK<br>CREDIT CARDS                      | NISBETTS EXPRESS CATERING<br>EQUIPMENT - HYGIPLUS STANDARD<br>LOW DENSITY CHOPPING BOARD<br>PACKS | \$219.90           |
| DD7604.6  | 14/09/2015 | BENDIGO BANK<br>CREDIT CARDS                      | TOTAL FARMING SERVICES - KILL RUST<br>AERO SATIN ENAMEL   | \$16.50            |
| DD7604.7  | 14/09/2015 | BENDIGO BANK<br>CREDIT CARDS                      | KEYNOTE CONFERENCES - WASTE &<br>RECYCLE CONFERENCE - DTS   | \$1,620.00         |
| DD7604.8  | 14/09/2015 | BENDIGO BANK<br>CREDIT CARDS                      | BCF - GIFTCARD FOR SAMANTHA<br>APPLETON   | \$200.00           |
| DD7604.9  | 14/09/2015 | BENDIGO BANK<br>CREDIT CARDS                      | CREDIT CARD FEE   | \$4.00             |
|           |            |   | <b>TOTAL CREDIT CARD PAYMENTS</b>   | <b>\$2,384.33</b>  |
|           |            |   |   |                    |

### **11.2.3 Appointment Auditor Contract 2015 to 2018**

**File Reference:** 00120  
**Location:** Shire of Pingelly  
**Applicant:** Shire of Pingelly Audit Committee  
**Author:** Gavin Pollock, Chief Executive Officer  
**Date:** 1 October 2015  
**Disclosure of Interest:** Nil  
**Attachments:** Nil  
**Previous Reference:** Nil

#### **Summary:**

Council to consider quotations provided for the services of an Auditor commencing in 2015 and ending in 2018.

#### **Background:**

The three year contract with Tim Partridge and Maria Cavallo, AMD Chartered Accountants for the supply of audit services, expired on 30 June 2015.

#### **1. Introduction**

This document is provided for the assistance of auditors who wish to apply for the role of auditor with the Shire of Pingelly.

Auditors are required to address all of the matters outlined in the specification.

Auditors who submit an application may be asked to provide further information and/or make a presentation to the Audit Committee.

#### **2. Objectives of the Audit**

To provide an independent audit opinion of the accounts and annual financial reports of the Shire of Pingelly for each financial year covered by the term of the audit appointment.

#### **3. Term of Audit Appointment**

The term of appointment will be for the three financial years commencing 1 July 2015 through to 30 June 2018.

#### **4. Scope of the Audit**

The Auditor is to –

4.1 Carry out such work as necessary to form an opinion and Report as to whether -

- a) the accounts are properly kept;
- c) the annual financial report:
  - (i) is prepared in accordance with the financial records; and
  - (ii) represents fairly the results of the operations of the local government and the financial position of the local government as at 30 June in accordance with the *Australian Accounting Standards*, the *Local Government Act*, the *Local Government (Financial Management) Regulations* and other mandatory professional reporting requirements.

4.2 Give an opinion in his or her audit report on -

- a) the financial position of the local government; and
- b) the results of the operation of the local government.

4.3 Include in his or her audit report -

- a) any material matters indicating a significant adverse trend in the financial position or the financial management practices of the local government;
- b) any matters indicating non-compliance with financial management or control requirements of the *Local Government Act*, the *Local Government (Financial Management) Regulations* or applicable financial controls of any other written laws.
- c) details of whether information and explanations were obtained by the auditor;
- d) a report on the conduct of the audit; and
- e) the opinion of the auditor as to whether or not the specific financial ratios reported are supported by verifiable information and reasonable assumptions.

**5. Audit Methodology and Approach**

- a) The auditor is required to comply with the requirements of section 7.9 of the *Local Government Act* and the *Local Government (Audit) Regulations*.
- b) An audit is to be carried out in accordance with the accounting standards adopted from time to time by the Australian Government Auditing and Assurance Standards Board (AuASB).
- c) The auditor is to provide the local government with a general outline of his/her methodology.
- d) The auditor is to provide the local government with a plan for the audit including:
  - timing of interim audit visits;
  - final audit visit (within 30 days of being advised that the accounts and annual financial report are available for audit);
  - timing of the legislative requirement to meet with the local government and whether that meeting will be in person or by some other means; and
  - the method to be used to communicate with, and provide advice and information to, the local government.
- e) The auditor is required to produce an audit report as required by section 7.9 of the *Local Government Act* and, if considered appropriate by the auditor, a management report.

**6. Critical Matters to be audited**

The auditor is to include in his or her application the extent to which the critical matters outlined below will be audited so as to form an opinion on the matter in which they have been maintained.

- (i) Revenue
  - Rates Revenue
  - Government grants
  - User pays revenue
  - Profit on sale of non-current assets
  - Other income
- (ii) Expenditure
  - Salary and wage costs
  - Depreciation
  - Materials and contract expenditure
  - Loss on sale of non-current assets
  - Insurances
  - Bad debts
  - Other expenditure
- (iii) Current Assets
  - Bank and short term investments
  - Receivables and prepayments
  - Inventory

- (iv) Non-current Assets
  - Property, plant, furniture and equipment
  - Infrastructure and depreciation
  - Other receivables
- (v) Liabilities (Current and non-current)
  - Creditors and accruals
  - Loan borrowings including new loans raised
  - Provision for annual and long service leave entitlements
- (vi) Reserve Funds
- (vii) Contingent Liabilities
- (viii) Capital Commitments
- (ix) Accounting Policies and Notes to the Financial Statements
- (x) Cash Flow Statement
- (xi) The financial ratios required by the *Local Government (Financial Management) Regulations 1996*.

## 7. Hours, fees and Expenditure

The auditor is to provide:

- Estimate of the time to be spent on the audit.
- Fees for completing the audit in accordance with this specification.
- Nominated auditor(s) and registered company audit number(s).
- Experience of the nominated auditors in completing local government audits.

The auditor is to provide a fee for any additional audit requested by Council.

## 8. Terms

Conditions to be noted by auditors:

- The auditor shall not sub contract to a third party.
- The auditor shall not, and has no right to, assign the audit contact to third parties.
- The auditor shall not be engaged by the local government to undertake any financial consultancy with the local government that requires the preparation of financial information that will be the subject of the annual audit.
- The auditor shall confirm that he or she has and will maintain during the duration of the audit term, professional indemnity insurance covering the legal liability arising out of any neglect, default, error or omission.

## 9. Termination of Appointment

The appointment as auditor is terminated if:

- a) the auditor ceases to be a registered company auditor;
- b) the auditor ceases to be an approved auditor under Section 7.5 of *the Local Government Act 1995*;
- c) the auditor is a disqualified person under Section 7.4(2) of the *Local Government Act 1995*;
- d) the auditor resigns by notice in writing to the Council; or
- e) the Council serves notice in writing to the auditor terminating the appointment.

## Comment:

Expressions of Interest were sought by email on 18 August 2015 closing at 4.00pm on the 4 September 2015 and were received from the following Audit Service Providers:

1. AMD Chartered Accountants - \$12,900 (ex GST) plus travel, plus \$800 for on-site Audit Committee meeting (no charge for phone or video conference), grant acquittals and additional services by hourly rate.
2. Buttler Settineri - \$8,500 (ex GST) plus travel at \$0.77 per km, grant acquittal at \$800 per grant and \$400 per hour for attendance at Audit Committee meetings, additional services by quote.

3. PKF Audit (WA) Pty Ltd - \$11,500 (ex GST) plus attendance at meetings and additional services based on hourly rates.
4. Moore Stephens (formerly UHY Haines Norton) - \$15,000 (ex GST) includes travel, plus minimum \$400 for attendance at Audit Committee meetings plus additional services by quote.

The preferred Expression of Interest is from AMD Chartered Accounts and, if appointed, this will be their third term as the Shire of Pingelly's auditors. For due diligence, Council may wish to consider changing auditors at the end of this term on 30 June 2018.

**Consultation:**

Beverley Webb, Consultant to Local Government and Gavin Pollock, Chief Executive Officer.

**Statutory Environment:**

Section 7.3 of the *Local Government Act* (Appointment of auditors) provides that:

- (1) A local government is to, from time to time whenever such an appointment is necessary or expedient, appoint (by Absolute Majority) a person, on the recommendation of the audit committee, to be its auditor.
- (2) The local government may appoint one or more persons as its auditor.
- (3) The local government's auditor is to be a person who is —
  - (a) a registered company auditor; or
  - (b) an approved auditor.

7.6 provides:

- (1) The appointment of a local government's auditor is to have effect in respect of the audit of the accounts and annual financial report of the local government for a term of not more than 5 financial years, but an auditor is eligible for re-appointment.
- (2) The appointment of an auditor of a local government ceases to have effect if —
  - (a) his or her registration as a registered company auditor is cancelled;
  - (b) his or her approval as an approved auditor is withdrawn;
  - (c) he or she dies;
  - (d) the auditor ceases to be qualified to hold office as auditor or becomes a disqualified person;
  - (e) the auditor resigns by notice in writing addressed to the local government; or
  - (f) the appointment is terminated by the local government by notice in writing.
- (3) Where —
  - (a) the registration of a local government's auditor as a registered company auditor is suspended; or
  - (b) a local government's auditor becomes unable or unwilling to carry out all or part of his or her duties,the local government is to appoint a person to conduct the audit or to complete that part of the audit which remains to be conducted, as the case requires.

Section 7.8 of the *Local Government Act* (Terms of appointment of auditors) provides:

- (1) Subject to this Part and to any regulations, the appointment of a person as auditor of a local government is to be made by agreement in writing on such terms and conditions, including the remuneration and expenses of the person to be appointed, as are agreed between that person and the local government.
- (2) The remuneration and expenses payable to the auditor of a local government (whether appointed by the local government or by the Departmental CEO under section 7.7) are payable by the local government.

Regulation 7 of the *Local Government (Audit) Regulations* provides that an agreement between a local government and an auditor is to include —

- (a) the objectives of the audit;
- (b) the scope of the audit;
- (c) a plan for the audit;
- (d) details of the remuneration and expenses to be paid to the auditor; and
- (e) the method to be used by the local government to communicate with, and supply information to, the auditor.

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

N/A

**Voting Requirements:**

Simple Majority

**11882 - Moved: Cr Steel**

**Seconded: Cr Morton**

**Recommendation:**

**That Council endorse the appointment of AMD Chartered Accountants as the Shire of Pingelly's auditors for the period commencing on 1 July 2015 to 30 June 2018. Council authorises the Chief Executive Officer signing documents of appointment and engagement.**

**Council Decision:**

**That Council endorse the audit committee recommendation of the appointment of AMD Chartered Accountants as the Shire of Pingelly's auditors for the period commencing on 1 July 2015 to 30 June 2018. Council authorises the Chief Executive Officer signing documents of appointment and engagement.**

**Carried 8:0**

Prior to consideration of item 11.2.4, Cr Mulrone disclosed an interest in this matter due to being a member of the Pingelly Bowling Club. Cr Mulrone was allowed to stay in the meeting as it was perceived that his interest was unlikely to influence his conduct in relation to this matter.

#### **11.2.4 Lease Agreement – Lot 492A Pingelly Bowling Club..**

**File Reference:** A943  
**Location:** Shire of Pingelly  
**Applicant:** Pingelly Bowling Club  
**Author:** Chief Executive Officer  
**Date:** 29 September 2015  
**Disclosure of Interest:** Nil  
**Attachments:** New Lease Agreement with Site Plan  
(Attachment 3 – behind yellow sheet of paper under separate cover)  
**Previous Reference:** Nil

#### **Summary:**

Council to endorse the lease of a portion of Lot 492 Somerset Street Pingelly Reserve 239863 (492A Somerset Street) to the Pingelly Bowling Club.

#### **Background:**

No current lease agreement exists between the Shire of Pingelly and the Pingelly Bowling Club. This lease agreement has been developed in a simple format to give the Bowling Club access to the land with set guidelines in managing the leased portion of land.

#### **Comment:**

The proposed lease was discussed at the Bowling Club committee meeting held on 22 September 2015. At this meeting the proposed lease was supported with the following two (2) points added:

#### **Under section Terms and Conditions of Lease**

2. *That within 18 months of the signing of this lease agreement the Shire of Pingelly and the Bowling Club Committee will have negotiated each parties funding contribution towards the construction of a second green. As part of the negotiations a deliverable timeline and expectations is also to be established.*

#### **Leased Period**

*The lease period is effective from 1 July 2015 for a period of ten (10) years, ceasing on 30 June 2025 or as soon as the new Recreation and Cultural Centre plus one new green is completed and commissioned by the Chief Executive Officer in consultation with the Bowling Club Committee as suitable for the Bowling Club to relocate and vacate the existing premises.*

#### **Consultation:**

Pingelly Bowling Club Committee, Chief Executive Officer and Project Manager.

#### **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:**

The Pingelly Bowling Club to pay an annual lease payment of \$1 for the use of the portion of reserve 23983 (Lot 492A).

**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



**11883 - Moved: Cr Morton**

**Seconded: Cr Hodges**

**Recommendation:**

**That Council endorse:**

- a 10 year peppercorn lease for the portion of Lot 492 Somerset Street Pingelly reserve 239863 (Lot 492A) be entered into with the Pingelly Bowling Club effective from 1 July 2015;
- the Chief Executive Officer to negotiate with the Pingelly Bowling Club within 18 months of signing this lease agreement each parties funding contrubution towards the construction of a second green, timeline and expectations;
- the lease document be signed by the Shire President and the Chief Executive Officer with the Shire of Pingelly common seal being executed.

**Council Decision**

**That Council endorse:**

- a 10 year peppercorn lease for the portion of Lot 492 Somerset Street Pingelly reserve 239863 (Lot 492A) be entered into with the Pingelly Bowling Club effective from 1 July 2015;
- the Chief Executive Officer to negotiate with the Pingelly Bowling Club within 18 months of signing this lease agreement each parties funding contrubution towards the construction of a second green, timeline and expectations;
- the lease document be signed by the Shire President and the Chief Executive Officer with the Shire of Pingelly common seal being executed.

**Note:** Lease agreement under building maintenance and utility arrangements in dot point 1 define the Pingelly Bowling Club as the maintaining party.

Under section terms and conditions of lease, item 2, that the words be included at the end of the first sentence “at the new Recreation and Cultural Centre”.

**Carried: 8:0**

## **11.3 TECHNICAL SERVICES**

### **11.3.1 Appointment of Bush Fire Control Officers**

**File Reference:** 00620  
**Location:** Shire of Pingelly  
**Applicant:** Shire of Pingelly  
**Author:** Sheryl Squiers, Administration Officer Technical  
**Date:** 30 September 2015  
**Disclosure of Interest:** Nil  
**Attachments:** Nil

#### **Summary:**

Council to consider the appointment of three new Shire of Pingelly Bush Fire Control Officers.

#### **Background:**

A training course for Bush Fire Control Officers was held on 7 September 2015 in Popanyinning which was attended by a number of Pingelly Bush Fire Volunteers.

#### **Comment:**

The appointment is required for two Bush Fire Control Officers to replace two that have left their respective brigades and the appointment of Barry Gibbs, Director Technical Services for the Shire of Pingelly as a Bush Fire Control Officer.

The appointment of Brodie Cunningham to the Moorumbine-Noonebin Brigade to replace Neville Giles and Sam Macnamara to the East Pingelly Brigade to replace Scott Packer.

All three proposed Bush Fire Control Officers completed the Fire Control Officers training course in Popanyinning.

An appointed Fire Control Officer has delegated authority to sign and issue Permits to Set Fire to the Bush (Form 3A) under the Section 18 of the bushfires Act 1954 Regulation 15 for the purposes of firebreaks or fire hazard reduction as well as other duties authorised by the appointment.

#### **Consultation:**

Department of Fire and Emergency Services  
Chief Bush Fire Control Officer Rodney Shaddick

#### **Statutory Environment:**

Shire of Pingelly Local Planning Scheme No.3.  
Bush Fires Act 1954

#### **Policy Implications:**

Nil

#### **Financial Implications:**

Nil

#### **Strategic Implications:**

Nil

#### **Voting Requirements:**

Simple Majority

**11884 - Moved: Cr Mulroney**

**Seconded: Cr Morton**

**Recommendation:**

**That Council Appointment the following people as Bush Fire Control Officers for the Shire of Pingelly:**

- **Barry Gibbs – Shire of Pingelly**
- **Brodie Cunningham – Moorumbine-Noonebin Brigade**
- **Sam Macnamara – East Pingelly Brigade**

**Carried 8:0**

### **11.3.2 Environmental Health Plan**

**File Reference:** 00020  
**Location:** Shire of Pingelly  
**Applicant:** Barry Gibbs, Director Technical Services  
**Author:** Tim Jurmann, Environmental Health Officer  
**Date:** 6 October 2015  
**Disclosure of Interest:** Nil  
**Attachments:** Environmental Health Plan (Attachment 4 – behind pink sheet of paper under separate cover)  
**Previous Reference:** Adopted By Resolution of Council 6856 22 October 1998

#### **Summary:**

Council to consider endorsing the Shire's 2015 Environmental Health Plan.

#### **Background:**

The Environmental Health Plan was first approved in 1998 and should be review every four years as part of Council's policy procedure.

#### **Comment:**

The Shire's current policy was reviewed by the Shire's Environmental Health Officer and minor changes have been made based on updates to the Health Act 1911 and the Local Government Act 1995.

#### **Consultation:**

Tim Jurmann – Environmental Health Officer;  
Gavin Pollock – Chief Executive Officer

#### **Statutory Environment:**

Section 26 of the Health Act 1911 empowers and places responsibility on local government to administer the Act, its regulations and local laws, within its district.

#### **Policy Implications:**

Shire of Pingelly Policy Manual, Section 8. Health and Building

#### **Financial Implications:**

Nil

#### **Strategic Implications:**

Strategy 1.2.3 Promote and support planning and activities that encourage a safe and responsible community

#### **Voting Requirements:**

Simple Majority

**11885 - Moved: Cr Steel**

**Seconded: Cr Hodges**

#### **Recommendation:**

**That the Council endorse the revised Environmental Health Plan 2015-2019.**

**11886 Moved: Cr Mulroney**

**Seconded: Cr Walton-Hassell**

**That the item lay on the table to allow for more time for Councillors to read the document.**

**Lost 7:1**

**11887 - Moved: Cr Steel**

**Seconded: Cr Hodges**

**Council Decision:**

**That the Council endorse the revised Environmental Health Plan 2015-2019.**

**Carried: 7:1**

### **11.3.3 Subdivisional Development Guidelines**

**File Reference:** 00034  
**Location:** Shire of Pingelly  
**Applicant:** Barry Gibbs, Director Technical Services  
**Author:** Barry Gibbs, Director Technical Services  
**Date:** 14 October 2015  
**Disclosure of Interest:** Nil  
**Attachments:** Subdivisional Development Guidelines (Attachment 5 – behind purple sheet of paper under separate cover)  
**Previous Reference:** Nil

#### **Summary:**

Council to consider endorsing the Shire's 2015 Subdivisional Development Guidelines.

#### **Background:**

The Shire currently has limited Subdivisional Development Guidelines in place as per our policy manual, Section 11 – Road Design Standards for the development of land within the Shire.

#### **Comment:**

The document details Council's requirement for engineering works associated with the subdivision and development of land within the Shire. It is presented in the form of a guideline of minimum standard for developers/subdividers rather than a specification, and is performance or results-based, in which the end result is given rather than the means of achieving a desired outcome.

#### **Consultation:**

Gavin Pollock – Chief Executive Officer;  
Russell Dyer – Works Supervisor

#### **Statutory Environment:**

Local Government (Miscellaneous Provisions) Act 1960 Section 295(1), Section 295(4)(a) and Section 295(6)

#### **Policy Implications:**

Shire of Pingelly Policy Manual, Section 11 - Road Design Standards  
Shire of Pingelly Policy Manual 12.1 - Road Design Standards  
Shire of Pingelly Policy Manual, Section 12.6 - Crossovers

#### **Financial Implications:**

Nil

#### **Strategic Implications:**

Strategy 3.1.3: Develop and review policy to facilitate and support industry development  
Strategy 3.3.1: Promote release of serviced industrial, commercial and residential land

#### **Voting Requirements:**

Simple Majority

**11888 - Moved: Cr Hodges**

**Seconded: Cr Marshall**

#### **Recommendation:**

**That the Council endorse the 2015 Subdivisional Development Guidelines.**

**Carried: 8:0**

### **11.3.4 Application to Keep Three Dogs**

**File Reference:** 00219  
**Location:** 53 Sharow Street  
**Applicant:** Ms L Hamer  
**Author:** Sheryl Squiers, Administration Officer Technical  
**Date:** 13 October 2015  
**Disclosure of Interest:** Nil  
**Attachments:** Nil

#### **Summary:**

An application has been received from Lynette Hamer requesting permission to keep a third dog at her mother's property at 53 Sharow Street. Mrs Irene Williams owner of 53 Sharow Street currently has two Chihuahuas registered at the property.

#### **Background:**

The applicant has relocated to 53 Sharow Street to be her mother's permanent carer and has a small dog of her own and is requesting permission to keep this dog at the property along with her mother's two dogs.

The dog owned by the Applicant is currently registered with the City of Rockingham and is sterilized and microchipped.

#### **Comment:**

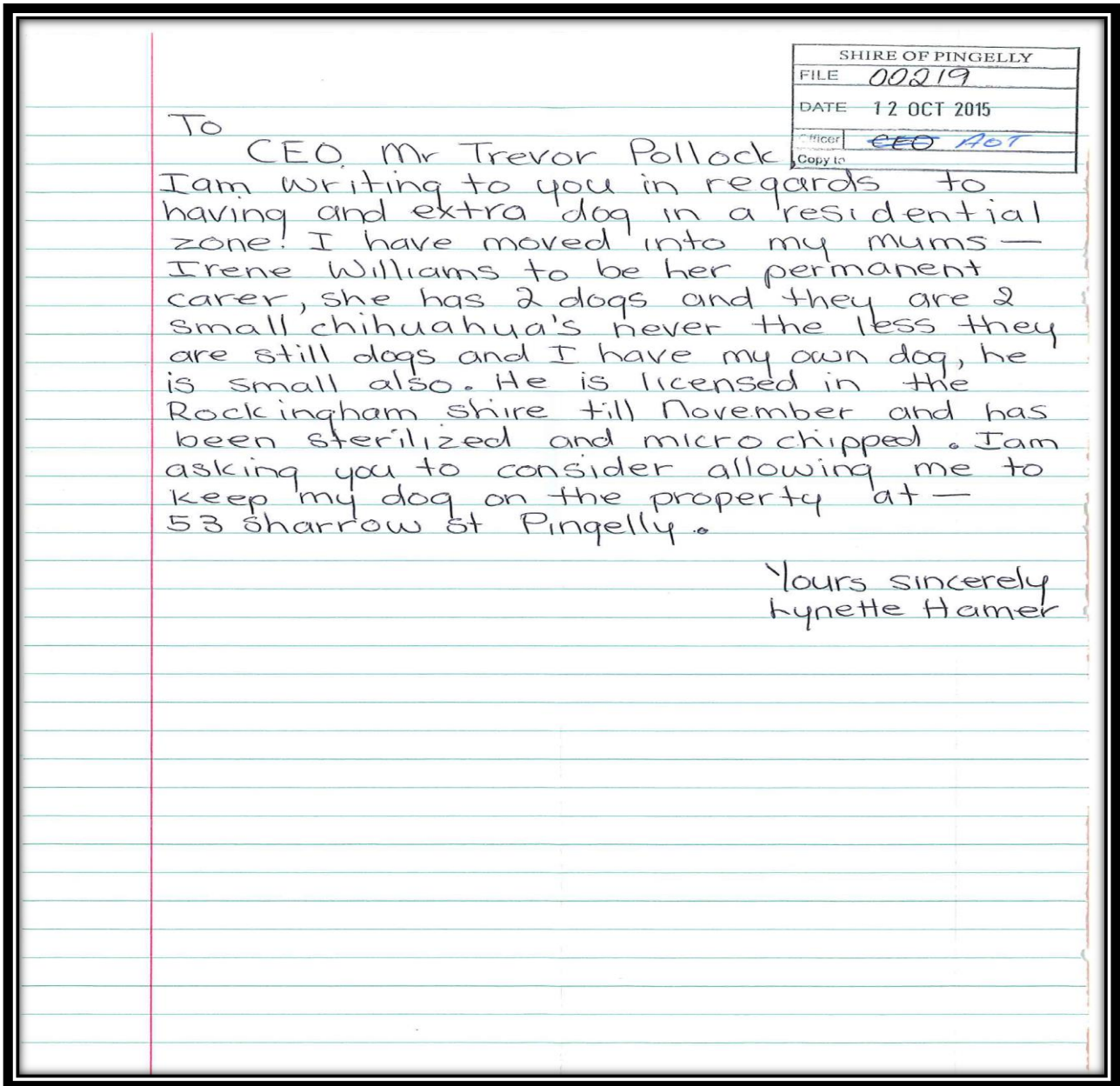
Brad Miller, Ranger Services visited the applicant at 53 Sharow Street at 10.45am on 13 October 2015 and interviewed both the applicant and her mother. Both ladies are fantastic and caring dog and cat owners. The fencing in the back yard is good. The dogs and cats have plenty of food and water, are clean and non-barking, well behaved and has no hesitation in recommending the registration of a third dog at the property.

The occupant of 42 Sharow Street was visited and has no problem with a third dog being registered at 53 Sharow Street. The Ranger also left message notes at numbers 40, 55 & 51 Sharow Street.

It is a requirement of the Shire of Pingelly's Dogs Local Law (2003) the maximum number of dogs that can be kept on a premise within a town site is two unless an exemption is granted by Council under the provisions of section 26(3) of the Dog Act 1976 (as Amended).

Council has approved similar applications in the past where all adjoining neighbours have agreed to the request and the Shire Ranger or other Authorised Council Officer has considered that there are no valid reasons for withholding such approval.

- That the exemption be reviewed in twelve months to ensure that no adverse problems have been experienced as a result of the exemption, and
- That Council reserve the right to withdraw the exemption at any time if any major or substantial problems are experienced prior to the review period.
- That the exemption applies only to the dogs nominated by the applicant.
- Each dog on the property must be registered with the Shire of Pingelly.
- Upon the death or permanent removal of any of the nominated dogs a maximum of two dogs only will be permitted to be kept on this property.



**Consultation:**

*Dog Act (1976)*

Brad Miller, WA Contract Ranger Services

**Statutory Environment:**

**DOG ACT 1976 - SECT 26**

**26 Limitation as to numbers**

- (1) A local government may, by a local law under this Act —
  - (a) limit the number of dogs that have reached 3 months of age that can be kept in or at premises in the local government's district; or
  - (b) limit the number of dogs of a breed specified in the local law that can be kept in or at premises in the local government's district.
- (2) A local law mentioned in subsection (1) —
  - (a) may limit the number of dogs that can be kept in or at premises to 2, 3, 4, 5 or 6 only; and
  - (b) cannot prevent the keeping in or at premises of one or 2 dogs that have reached 3 months of age and any pup of either of those dogs under that age; and
  - (c) cannot apply to dogs kept at premises that are licensed under section 27 as an approved kennel establishment; and



- (d) cannot apply to dangerous dogs (declared) or dangerous dogs (restricted breed).
- (3) Where by a local law under this Act a local government has placed a limit on the keeping of dogs in any specified area but the local government is satisfied in relation to any particular premises that the provisions of this Act relating to approved kennel establishments need not be applied in the circumstances, the local government may grant an exemption in respect of those premises but any such exemption —
  - (a) may be made subject to conditions, including a condition that it applies only to the dogs specified in the exemption; and
  - (b) cannot authorise the keeping in or at those premises of —
    - (i) more than 6 dogs that have reached 3 months of age; or
    - (ii) a dog under that age unless it is a pup of a dog whose keeping is authorised by the exemption;and
- (c) may be revoked or varied at any time.
- (4) A person must not keep in or at any premises, not being licensed under section 27 as an approved kennel establishment —
  - (a) in the case of dogs that have reached 3 months of age, other than dangerous dogs (declared) or dangerous dogs (restricted breed), more than the number of dogs than the limit imposed under —
    - (i) a local law mentioned in subsection (1); or
    - (ii) an exemption granted under subsection (3);or
  - (b) more than —
    - (i) 2 dangerous dogs (declared); or
    - (ii) 2 dangerous dogs (restricted breed); or
    - (iii) one of each of those kinds of dangerous dogs, that have reached 3 months of age; or
  - (c) any pup, of a dangerous dog (restricted breed), that is under 3 months of age.

Penalty:

- (a) for an offence relating to a dangerous dog —
    - (i) a fine of \$10,000, but the minimum penalty is a fine of \$500;
    - (ii) for each separate and further offence committed by the person under the Interpretation Act 1984 section 71, a fine of \$500;
  - (b) for an offence relating to a dog other than a dangerous dog —
    - (i) a fine of \$5,000;
    - (ii) for each separate and further offence committed by the person under the Interpretation Act 1984 section 71, a fine of \$100.
- (5) Any person who is aggrieved —
- (a) by the conditions imposed in relation to any exemption under subsection (3); or
  - (b) by the refusal of a local government to grant such an exemption, or by the revocation of an exemption,
- may apply to the State Administrative Tribunal for a review of the decision.
- (6) An application under subsection (5) cannot be made later than the expiry of a period of 28 days after the day on which a notice of the decision is served on the person affected by that decision.

[Section 26 amended by No. 23 of 1987 s. 22; No. 14 of 1996 s. 4; No. 24 of 1996 s. 16; No. 55 of 2004 s. 256 and 268; No. 18 of 2013 s. 22.]

## **Pingelly Shire Council Dogs Local Law (2000) Section 3.2**

### **Limitation on the number of dogs**

- 3.2 (1) This clause does not apply to premises which have been—
- (a) licensed under Part 4 as an approved kennel establishment; or
  - (b) granted an exemption under section 26 (3) of the Act.
- (2) The limit on the number of dogs which may be kept on any premises is, for the purpose of section 26 (4) of the Act—
- (a) 2 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated within a townsite; or
  - (b) 4 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated outside a townsite.

#### **Policy Implications:**

Not Applicable

#### **Financial Implications:**

Not Applicable

#### **Strategic Implications:**

*Dog Act 1976 (As Amended)*

*Shire of Pingelly's Dogs Local Law (2003)*

#### **Voting Requirements:**

Absolute Majority

**11889 - Moved: Cr Hodges**

**Seconded: Cr Marshall**

#### **Recommendation:**

**That Council grant an exemption for the keeping of three dogs at 53 Sharow Street subject to the following conditions:**

- **That the exemption be reviewed in twelve months' time to ensure that no adverse problems have been experienced as a result of the exemption;**
- **That Council reserve the right to withdraw the exemption at any time if any major or substantial problems are experienced prior to the review period.**
- **The exemption applies only to the dogs nominated by the applicant.**
- **Each dog must be microchipped and registered with the Shire of Pingelly.**
- **Upon the death or permanent removal of any of the nominated dogs a maximum of two dogs only will be permitted to be kept on this property**

**Carried: 8:0**

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

Nil

**13. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

Nil

**14. CLOSURE OF MEETING**

The Chairman declared the meeting closed at 4.33 pm.

These minutes were confirmed by Council at the Ordinary Meeting held on 18 November 2015.

Signed.....  
Presiding Person at the meeting at which the minutes were confirmed.