

Notice of Meeting



17 Queen Street, Pingelly
Western Australia 6308
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Dear Elected Member

The next Ordinary meeting of the Shire of Pingelly will be held on 18 May 2016 in the Council Chambers, 17 Queen Street, Pingelly commencing at 2.00pm.

Pumphrey's Bridge CWA will be providing dinner.

Schedule

12pm	Information Session / Lunch / Corporate Discussion
2pm	Council Meeting
6pm	Dinner

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

Gavin Pollock
Chief Executive Officer

13 May 2016

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Pingelly for any act, omission or statement or intimation occurring during Council or Committee meetings or during formal/informal conversations with staff. The Shire of Pingelly disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings or discussions. Any person or legal entity that act or fails to act in reliance upon any statement does so at the person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Pingelly during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Pingelly. The Shire of Pingelly warns that anyone who has an application lodged with the Shire of Pingelly must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Pingelly in respect of the application.

AGENDA

Shire of Pingelly
Ordinary Council Meeting
18 May 2016

MISSION STATEMENT

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

DISCLAIMER

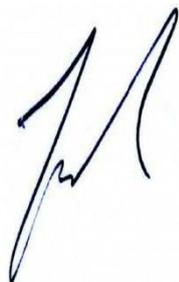
INFORMATION FOR PUBLIC ATTENDING COUNCIL MEETINGS

PLEASE NOTE:

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

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

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

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

**GAVIN POLLOCK
CHIEF EXECUTIVE OFFICER**

COUNCIL MEETING INFORMATION NOTES

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

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

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

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

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

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

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

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

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

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

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

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

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

Public Inspection of Unconfirmed Minutes (Reg 13)

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

NOTE:

Unopposed Business

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

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

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

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

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

Question Time

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

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

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

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

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

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

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

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

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

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

QUESTION TIME FOR THE PUBLIC

(Please write clearly)

DATE: _____

NAME: _____

TELEPHONE : _____

ADDRESS: _____

QUESTIONS TO THE PRESIDENT:

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

ITEM NO	PAGE NO	QUESTION

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

Public Question Time – Statutory Provisions – Local Government Act 1995

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

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

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

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

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

every special meeting of a council; and

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

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

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

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

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

Local Government (Administration) Regulations 1996

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

by the person presiding at the meeting; or

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

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

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

Nothing in sub regulation (3) requires:

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

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

or

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

SHIRE OF PINGELLY

DISCLOSURE OF INTERESTS

TO THE CHIEF EXECUTIVE OFFICER:

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

18 May 2016

(Print Name)

(Signature)

(Date)

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

ITEM NO	PAGE NO	TYPE	REASON

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

Chief Executive Officer, Shire of Pingelly

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

financial interest (Section 5.60A)

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

proximity interest (Section 5.60B)

A person has a proximity interest in a matter if the matter concerns a proposed —
(a) change to a planning scheme affecting land that adjoins the person's land;
(b) change to the zoning or use of land that adjoins the person's land; or
(c) development (as defined in section 5.63(5)) of land that adjoins the person's land.

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

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

SHIRE OF PINGELLY

Agenda for the Ordinary Meeting of Council to be held in the Council Chambers, 17 Queen Street, Pingelly on Wednesday 18 May 2016 – commencing at 2.00pm.

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairman to declare the meeting open.

2. 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

3. ANNOUNCEMENTS BY THE PRESIDING MEMBER

3.1 Reminder

Agreements:

- No talking over each other
- No “side bar” conversations
- Return from breaks punctually
- Mobile phones on silent / no vibrate

Life is like a camera

Focus on what is important

Capture the good times

Develop from the negatives

And if things don't work out

Take another shot!

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

At the Ordinary Meeting of Council held on 20 April 2016 Cr Evan Hodges was granted leave from 28 April to 23 May 2016.

5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

6. PUBLIC QUESTION TIME

7. APPLICATIONS FOR LEAVE OF ABSENCE

8. DISCLOSURES OF INTEREST

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 Ordinary Meeting – 20 April 2016

Statutory Environment:

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

Voting Requirements:

Simple Majority

Recommendation:

That the Minutes of the Ordinary Meeting of the Council of the Shire of Pingelly held in the Council Chambers on 20 April 2016 be confirmed.

Moved: _____ Seconded: _____

10. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

11. REPORTS OF COMMITTEES OF COUNCIL

• Audit Committee	Full Council
• Recreation & Cultural Committee	Member – Cr Lange Member – Cr Walton-Hassell Member – Cr Morton Member – Cr Marshall
• Bushfire Advisory Committee	Member – Cr Freebairn Deputy – Cr Morton
• Medical and Aged Care Services Committee	Member – Cr Freebairn Member – Cr Hodges Member – Cr Lange Member – Cr Mulroney Member – Cr Steel
• CEO Performance Review Committee	Member – President Member – Deputy President Member – Councillor to be determined

12. REPORTS OF COUNCIL DELEGATES ON EXTERNAL COMMITTEES

- | | |
|---------------------------------------|--|
| • 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 |

DCVC Meeting Report 28th April 2016.

1. Pingelly's 2015/16 payment yet to be received. The treasurer will provide a reminder invoice to the Shire. Council did agree to make payment of \$6000.00; half in March and the balance in June. Bank balance of the DCVC is \$8400.00, working account and \$25628.00 in trust account.
2. Cuballing Shire representative (Cr. Eliza Dowling) indicated she would argue strongly for Cuballing Shire to become an ongoing financial member of the DCVC.
3. Discussion as to X visiting to each participating Shire. It was indicated Wagin may wish to become involved. Pingelly will re-schedule the visit as April 11th was cancelled due to inclement weather. Coral Mahony will stay in touch as to organising a suitable date.
4. The issue of volunteers was raised again. One solution flagged was a paid regional Tourism Co-ordinator supplemented by local part time paid Co-ordinators. I would suggest this could be a solution if tourism is going to be developed on a professional basis within the region.
5. Caravans. Is there are more practical way of encouraging caravans to the area without having to stay in caravan parks. Keeping in mind modern day caravans are now self-contained. Wickepin Shire have come up with a novel idea.
6. Some uncertainty regards funding when the two Narrogin Local Governments merge on July 1.
7. A professional photographer has been engaged for the regional Wine, Art & Food Trail weekend (7th, 8th May).
8. Next meeting to be held 26th May 2016. Meeting was advised Cr Freebairn will be attending representing the Pingelly Shire.

- 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
Deputy – Cr Steel
Deputy – Members of Medical & Aged Care Committee
- Youth Working Group Delegate – Cr Morton
Deputy – Cr Walton-Hassell
Deputy – Recreation & Cultural Committee
- Project User Group (PUG) Delegate – Cr Lange
Deputy – Members of Medical & Aged Services Committee

Please see attachment 4 behind yellow sheet in separate attachments book for minutes

- Sport and Recreation Focus Group Delegate – Cr Lange
Deputy – Cr Walton-Hassell
Deputy – Cr Marshall

13. REPORTS FROM THE SHIRE PRESIDENT

Meetings attended April 2016:

- 14th Sundowner with Staff
- 19th Architects for PRACC – development of project team
- 19th Emma Birch – PHC
- 20th Council meeting
- 21st BBP Business Plan - EA
- 28th PUG - Community members – re ongoing meetings
- 28th PUG – PHC monthly meeting
- 29th Regional Age Friendly Professional Development – Cr Steel and DCCS Albany
- 30th J Borg – Queries re Health Centre Development and allied health

Meetings attended May 2016:

- 3rd Standing Orders – Cr Mulronee Completed review for the document to go to CEO and Council
- 4th CEO
- 4th Corporate Discussion and information meeting
- 5th “Reverse Brief” preparation - read through document covering questions raised by the architects for the meeting on the 10th
- 6th Cunderdin CEO and Councillors – re PHC and Aged Housing development
- 6th Hon Marty Aldridge, WACHS, Cunderdin Shire, Council, Staff and Community Representatives – Funding Announcement
- 6th Hon Marty Aldridge, Council and senior staff meeting
- 7th Market Day – Strategic Planning
- 10th Architects and project team
- 11th Hon Rick Wilson – re PHC development

14. OFFICE OF THE CHIEF EXECUTIVE OFFICER

14.1 Withdraw Ranger Authorisation

File Reference: 00043 / 00141
Location: Shire of Pingelly
Applicant: Gavin Pollock – Chief Executive Officer
Author: Gavin Pollock – Chief Executive Officer
Date: 11 May 2016
Disclosure of Interest: Nil
Attachments: Nil
Previous Reference: Ranger Authorisation, 18 November 2015 Ordinary Meeting of Council

Summary:

Council to withdraw all delegations to act as an authorised officer from Ms Carmody Glass from WA Ranger Services.

Background:

Ms Carmody Glass was endorsed by Council as an authorised officer while employed by WA Ranger Services.

11906 - Moved: Cr Hodges

Seconded: Cr Steel

Recommendation and Council Decision:

That:

Council endorse Mr Powell & Ms Glass as an Authorised Officer for the Shire of Pingelly 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 7:0

Comment:

Ms Carmody Glass no longer works for or is employed by WA Ranger Services.

Consultation:

WA Ranger Services
Director Corporate and Community Services

Statutory Environment:

Section 39 of the Local Government Act 1995.

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Recommendation:

That Council:

Endorse Ms Carmody Glass being withdrawn as an Authorised Officer for the Shire of Pingelly relating 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**

Moved: _____ Seconded: _____

14.2 Extraordinary Election

File Reference:	0000
Location:	Shire of Pingelly
Applicant:	Gavin Pollock – Chief Executive Officer
Author:	Gavin Pollock – Chief Executive Officer
Date:	11 May 2016
Disclosure of Interest:	Nil
Attachments:	Extraordinary Election Timeline (Attachment 1 behind green sheet in separate attachments book)
Previous Reference:	Vacant Elected Members Position, 20 April 2016 Ordinary Meeting of Council

Summary:

Council currently is operating with seven (7) Councillors and needs to notify the Electoral Commissioner of the date it intends to hold an extraordinary election for the vacated position and appoint the Chief Executive Officer as the returning officer.

Background:

On 11 April 2016 Cr Aaron Morton forwarded an email of resignation to the Shire President. Cr Morton's resignation was effective as of 11 April 2016.

Comment:

Council needs to nominate the date to hold the extraordinary election for the vacated position and appoint the Chief Executive Officer as the returning officer.

Consultation:

Shire President - Cr Lange
Western Australian Electrical Commission

Statutory Environment:

Section 39 of the Local Government Act 1995.

Policy Implications:

Nil

Financial Implications:

2015/16 Budget will have to be amended to run the extraordinary election as it's an unbudgeted expense.

Strategic Implications:

Council will be operating with seven councillors until the extraordinary election is conducted and the newly Elected Member commences.

Voting Requirements:

Absolute Majority

Recommendation:

That Council:

- 1. endorse the attached extraordinary election timeline with the election date set as Friday the 29 July 2016.**
- 2. approve the Chief Executive Officer advising the Electoral Commission of the extraordinary election date being Friday the 29 July 2016.**
- 3. appoint the Chief Executive Officer as the returning officer.**

Moved: _____ Seconded: _____

15. DIRECTORATE OF CORPORATE AND COMMUNITY SERVICES

15.1 Monthly Statement of Financial Activity

File Reference: 00271
Location: N/A
Applicant: Grace French, Director Corporate & Community Services
Author: Grace French, Director Corporate & Community Services
Date: 11 May 2016
Disclosure of Interest: Nil
Attachments: Monthly Statements of Financial Activity for the period 1 July 2015 to 30 April 2016 (Attachment 2 after pink sheet in separate attachments book)
Previous Reference: N/A

Summary:

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

The Monthly Statements of Financial Activity for the month of April 2016 is attached for Council consideration and adoption.

Background:

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

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

Consultation:

Chief Executive Officer

Statutory Environment:

Local Government Act 1995;

Local Government (Financial Management) Regulations 1996

Section 34: Financial Reports to be Prepared

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -

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

(2) Each statement of financial activity is to be accompanied by documents containing -

- (a) An explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
- (b) An explanation of each of the material variances referred to in sub regulation (1) (d); and
- (c) Such other supporting information as is considered relevant by the local government.

(3) The information in a statement of financial activity may be shown -

- (a) According to nature and type classification;
- (b) By program; or
- (c) By business unit.

(4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), is to be -

- (a) Presented to the council -
 - (i) At the next ordinary meeting of the council following the end of the month to which the statement relates; or
 - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and
- (b) Recorded in the minutes of the meeting at which it is presented.

(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

Policy Implications:

There are no policy implications.

Financial Implications:

There are no significant trends or issues to be reported. The report and officer recommendation is consistent with Council's adopted Budget 2015/2016.

Strategic Implications:

There are no known significant strategic implications.

Voting Requirements:

Absolute Majority

Recommendation:

That with respect to the Monthly Statements of Financial Activity for the month ending 30 April 2016 be accepted and material variances be noted.

Moved: _____ Seconded: _____

15.2 Accounts Paid by Authority

Applicant: Grace French, Director Corporate & Community Services
Author: Raewyn Street, Senior Finance Officer
Date: 4 May 2016
Disclosure of Interest: Nil
Attachments: List of Accounts Following
Previous Reference: N/A

Summary:

Council endorsement is required for accounts made by authority for the month of April 2016.

Comment:

Unless otherwise identified, all payments have been made in accordance with Council's 2015/16 Budget.

Consultation:

Nil

Statutory Environment:

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

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

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

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

Policy Implications:

There are no policy implications arising from this amendment.

Financial Implications:

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

Strategic Implications:

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

Voting Requirements:

Absolute Majority

Recommendation:

That Council endorse the Accounts for Payments for April 2016 as presented:

MARCH 2016	
MUNI - 117984856	
EFT 2152 - 2247	\$ 137,220.80
CHEQUE 24234 - 24258	\$ 23,480.94
TRUST ACCOUNTS	
DEPT OF TRANSPORT – 123395691	\$ 21,431.35
TRUST FUND – 1828	\$ 840.00
DIRECT DEBIT -	
DD8040.1 – DD8068.11 - Including Bank and Loan fees	\$ 18,908.08
CREDIT CARD	
DD8080.1 – DD8080.10	\$ 712.97
GRAND TOTAL	\$ 202,462.78

Notification	Explanation
EFT 2172	Cancelled, EFT issued to incorrect creditor
EFT 2227	Cancelled, One invoice was not completed
Cheque 24254	Cancelled, Invoice was paid by credit card

Moved: _____ Seconded: _____

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT APRIL 2016

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT2152	06/04/2016	CAROLINE JOAN HAYES	PAYROLL DEDUCTIONS	\$510.00
EFT2153	06/04/2016	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPALE ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	\$205.00
EFT2154	08/04/2016	TOLL IPEC PTY LTD	FREIGHT CHARGES	\$46.56
EFT2155	08/04/2016	H RUSHTON & CO	SUPPLY AND FIT WINDSCREEN PN483 & PN569	\$1,572.10
EFT2156	08/04/2016	EXCHANGE TAVERN	SANDWICHES FOR 6 PEOPLE 23/03/16	\$60.00
EFT2157	08/04/2016	STATE LIBRARY OF WESTERN AUSTRALIA	DDS FREIGHT RECOUP 2015-16 PINGELLY PUBLIC LIBRARY	\$292.34
EFT2158	08/04/2016	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES	\$275.61
EFT2159	08/04/2016	TRUCKLINE	4 X ENGINE MOUNTS	\$122.54
EFT2160	08/04/2016	TELFORD INDUSTRIES	20 LITER DRUMS OF HYPOCHCOR	\$170.50
EFT2161	08/04/2016	GREENLINE AG PTY LTD	2 X AL 118036 FILTERS PN143; 1X HI 24V X 70W GLOBE; HAVE HOSE MADE PN430; 2 X SETS OF BELTS PN172; 2 X ROUND FILES	\$300.01
EFT2162	08/04/2016	COVS PARTS PTY LTD	1X W6B10-20	\$62.45
EFT2163	08/04/2016	STEVE DAVIS BUILDER	REPAIRS TO INTERNAL WALLS OF OLD ROADS BOARD BUILDING	\$1,320.00
EFT2164	08/04/2016	RURAL PC	PHILLIPS MONITOR DVI 20, 22 OR 24 EHO COMPUTER SET UP	\$200.00
EFT2165	08/04/2016	SKIPPER TRUCKS	BUSHERS PN124; GEAR STICK PARTS PN133; BUSHERS PN124	\$109.91
EFT2166	08/04/2016	PAGE TRUCK HIRE	95 HOURS EXCAVATOR HIRE WITH TREE GRAB; SEMI SIDE TIPPER HIRE YEALERING ROAD; 100 HOURS SEMI SIDE TIPPER HIRE FOR GRAVEL CARTING	\$45,342.00
EFT2167	08/04/2016	EVKON PTY LTD - EVERY FAMILY TRUST	FOOTPATH UPGRADE WORK AS PART OF THE AGE FRIENDLY COMMUNITY GRANT	\$8,332.50
EFT2168	08/04/2016	FRIENDS OF PINGELLY RAILWAY STATION	CATERING FOR 9 PEOPLE FOR COUNCIL DINNER	\$225.00
EFT2169	08/04/2016	SKILL HIRE	CASUAL STAFF FOR TRAFFIC CONTROL WORK	\$4,205.54
EFT2170	08/04/2016	GHD PTY LTD	BASIC DESKTOP ASSESSMENT AND MONITORING WELL INSTALLATION	\$3,740.00
EFT2171	08/04/2016	ACOT500 PTY LTD	2 X ROTATING BEACONS PN124	\$141.90
EFT2172	08/04/2016	CANCELLED EFT	CANCELLED EFT	\$0.00
EFT2173	08/04/2016	MERJESCAPES PTY LTD	BUTTERFLY VALVES TO SUPPLY AND INSTALL; PVC FITTING AND PIPEWORK, LABOUR AND MACHINE HIRE	\$4,245.00

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT APRIL 2016

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT2174	08/04/2016	PH & KE GOW	SET OUT FOOTBALL OVAL BY THE 17 MARCH 2016	\$649.00
EFT2175	14/04/2016	STAPLES AUSTRALIA PTY LIMITED	UTILITY MOP, STATIONERY	\$73.48
EFT2176	14/04/2016	WHEATBELT ELECTRICS	CHECK SECURITY SENSOR LIGHT AT FRONT OF HOUSE NOT SWITCHING OFF SHAROW ST UNIT; CHECK FAULTY EXHAUST FAN TOWN HALL MALE TOILETS	\$485.10
EFT2177	14/04/2016	J MAC ENGINEERING PINGELLY	RHS GAL 50X50X2.5 8 M LENGTHS REC. GROUND; RHS GAL 50X50X2.5 PER METRE, CUTTING FEE	\$176.88
EFT2178	14/04/2016	GARPEN PTY LTD	PLATE FOR END OF 3 PUMP	\$15.00
EFT2179	14/04/2016	SHIRLEY LANGE	REIMBURSEMENT FOR INTERNET MARCH 2016	\$49.95
EFT2180	14/04/2016	PINGELLY TRADING CO HARDWARE	1X 125MM ANGLE GRINDER	\$119.00
EFT2181	14/04/2016	HOWSON MANAGEMENT	TRAFFIC CONTROL PLANS FOR PARADE STREET PINGELLY	\$522.50
EFT2182	14/04/2016	PINGELLY RURAL SUPPLIES	STANDING ORDER FROM MARCH TO JUNE 2016 FOR MINOR ITEMS UP TO THE VALUE OF \$30.00 EACH TO A TOTAL VALUE OF \$1000.00; 10 LTRS OF WHITE PAINT; 10 L WATER CAN, 14 BOLTS; 2 X STRING LINES; 2 X PORTASOL; WET WEATHER CLOTHES;	\$739.06
EFT2183	14/04/2016	PINGELLY COMMUNITY CRAFT CENTRE	COMMISSION FOR THE MONTH OF MARCH 2016	\$620.42
EFT2184	15/04/2016	SECURITY & KEY DISTRIBUTORS	SA6232SA BILOCK SMALL BRASS PADLOCK 25MM SHACKLE BEH349-DPT1, POSTAGE	\$351.96
EFT2185	15/04/2016	LANDMARK	1 X ROLL OF TIE WIRE FOR DEPOT, 1 X CAMLOCK FITTING	\$63.28
EFT2186	15/04/2016	AVROLANDSCAPING	BOX OUT FOOTPATH AND INSTALL BOLLARDS PIONEER PARK	\$1,243.00
EFT2187	15/04/2016	LANDGATE	RURAL UV'S CHARGEABLE SCHEDULE R2016/2 10/01/2016 TO 19/02/2016; GROSS RENTAL VALUATIONS SCHEDULE NO. G2016/2 30/01/2016 TO 26/02/2016	\$143.00
EFT2188	20/04/2016	TOLL IPEC PTY LTD	FREIGHT CHARGES	\$146.78
EFT2189	20/04/2016	EXCHANGE TAVERN	<ul style="list-style-type: none"> • ACCOMMODATION FOR SHIRE CONTRACTORS FOR MARCH AND APRIL 2016; • CATERING FOR WED 30 MARCH 2016 – 	\$2,171.00

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT APRIL 2016

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
			<ul style="list-style-type: none"> OFFICE TEAM DEVELOPMENT DAY; 	
EFT2190	20/04/2016	J R & A HERSEY	12 CANS LINEMARKING PAINT	\$151.80
EFT2191	20/04/2016	ECHELON AUSTRALIA PTY LTD	REGIONAL RISK CO-ORDINATOR PROGRAM 2015/16	\$3,168.00
EFT2192	20/04/2016	PINGELLY VOLUNTEER SES UNIT	REIMBURSE SES EXPENSES - NGN NATIONWIDE JEWELLERS, RURAL PC, PINGELLY RURAL SUPPLIES, K KEYS, KLEENHEAT, IGA, GREAT SOUTHERN FUELS, SYNERGY, KEITH THE MAINTENANCE MAN, TELSTRA, PINGELLY RURAL SUPPLIES, GILL RURAL, COLES, RED DOT, NGN PACKAGING, B MULRONEY, D & N TESTING, TEEDES AUTO ELECTRICS, REIMBURSE SES EXPENSES - BILL & BENS, ALLIANCE FIRE PROTECTION	\$4,311.89
EFT2193	20/04/2016	JASON SIGNMAKERS	ORANGE REFLECTIVE TRAFFIC CONES	\$407.00
EFT2194	20/04/2016	KOMATSU PTY LTD	2X BELTS 2 X FILTERS PN797	\$160.34
EFT2195	20/04/2016	GREAT SOUTHERN FUEL SUPPLIES	HEAVY DUTY HAND CLEANER REFILLS	\$193.79
EFT2196	20/04/2016	TRUCKLINE	FILTERS FOR SERVICE PN166	\$443.97
EFT2197	20/04/2016	AUSTRALIAN TAXATION OFFICE	BAS MARCH 2016	\$11,639.00
EFT2198	20/04/2016	MCINTOSH & SON WA	FILTERS FOR SERVICE	\$382.68
EFT2199	20/04/2016	COVS PARTS PTY LTD	1 X ROL OF GASKET PAPER; 1X LAMP LCM-N86030 PN430,	\$39.20
EFT2200	20/04/2016	J MAC ENGINEERING PINGELLY	1 X LENGTH OF THREADED BAR	\$20.00
EFT2201	20/04/2016	COATES HIRE OPERATIONS PTY LTD	HIRE OF PORTABLE BUILDING AND 10KVA GENERATOR FOR 42 DAYS	\$2,429.42
EFT2202	20/04/2016	E & MJ ROSHER PTY LTD	BLADES FOR RIDE ON MOWER	\$198.00
EFT2203	20/04/2016	LANDMARK	110 L ROUNDUP, TRYCLOPYENXL, 2 X PACK OF FENCE DROPPERS	\$699.62
EFT2204	20/04/2016	SKIPPER TRUCKS	AIR LINE JOINERS PN124	\$49.48
EFT2205	20/04/2016	LUBRIMAXX MKTG PTY LTD	20L CAR AND TRUCK WASH	\$59.40
EFT2206	20/04/2016	HOWSON MANAGEMENT	REVIEW TRAFFIC MANAGEMENT PLAN FOR PARADE STREET PINGELLY	\$220.00
EFT2207	20/04/2016	C&B SOUTHERN RUN TRANSPORT	FREIGHT CHARGES	\$129.66
EFT2208	20/04/2016	PINGELLY RURAL SUPPLIES	STANDING ORDER FROM MARCH TO JUNE 2016 FOR MINOR ITEMS UP TO THE VALUE OF \$30.00 EACH TO A TOTAL VALUE OF \$1000.00	\$14.55

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT APRIL 2016

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT2209	20/04/2016	SKILL HIRE	CASUAL STAFF FOR TRAFFIC CONTROL WORK 23/03/16 - 27/03/2016	\$941.32
EFT2210	20/04/2016	FEDERATION TUCKPOINTING (WA) PTY LTD	REPAIRS TO ROTUNDA WALL	\$440.00
EFT2211	20/04/2016	CAROLINE JOAN HAYES	PAYROLL DEDUCTIONS	\$510.00
EFT2212	20/04/2016	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPLE ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	\$205.00
EFT2213	21/04/2016	AIR RESPONSE PTY LTD	AIR CONDITONER SERVICE	\$902.54
EFT2214	21/04/2016	TOLL IPEC PTY LTD	FREIGHT CHARGES	\$222.95
EFT2215	21/04/2016	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES - STAPLES	\$175.79
EFT2216	21/04/2016	WESTRAC EQUIPMENT PTY LTD	GLASS FOR DOOR ON PN398	\$656.27
EFT2217	21/04/2016	AUSTRALIA POST	AUSTRALIA POST COPIER PAPER - 9 X BOXES (5 REAMS PER BOX), POSTAGE FOR MARCH 2016	\$437.40
EFT2218	21/04/2016	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD PURCHASES MARCH 2016	\$2,112.30
EFT2219	21/04/2016	BEST OFFICE SYSTEMS	PHOTOCOPY CHARGES MPC5503 2015-16 BLACK, PHOTOCOPY CHARGES MPC5503 2015-16 COLOUR, PHOTOCOPY CHARGES MPC4500 2015-16 BLACK, PHOTOCOPY CHARGES MPC4500 2015-16 COLOUR	\$1,792.06
EFT2220	21/04/2016	STAPLES AUSTRALIA PTY LIMITED	STATIONERY	\$34.55
EFT2221	21/04/2016	WA CONTRACT RANGER SERVICES	RANGER SERVICES 15/02/2016 AND 25/02/2016	\$748.00
EFT2222	21/04/2016	RF & PL O'BRIEN	TRANSPORT STEEL ROLLER FROM YEALERING ROAD TO SHIRE DEPOT	\$330.00
EFT2223	21/04/2016	SCHOOL PERFORMANCE TOURS	YOU CAN DO IT TOO WORKSHOP 19 MAY 2016	\$715.00
EFT2224	29/04/2016	H RUSHTON & CO	2 X 11R -22.5 TYRES PN124	\$506.00
EFT2225	29/04/2016	EXCHANGE TAVERN	LUNCH FOR 12 PEOPLE FOR COUNCIL MEETING 20/04/16	\$144.00
EFT2226	29/04/2016	J R & A HERSEY	WORKSHOP SUPPLIES; ANTI SLIP TAPE PN5353	\$525.26
EFT2227	29/04/2016	CANCELLED EFT	CANCELLED EFT	\$0.00
EFT2228	29/04/2016	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD	\$5.50

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT APRIL 2016

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT2229	29/04/2016	TRUCKLINE	CLUCH BOOSTER - PN133; CLUTCH MASTER CYL PN133; 2 X FUEL FILTERS 2X LIGHTS STOP AND TAIL - PN430; FILTERS FOR SERVICE	\$490.36
EFT2230	29/04/2016	NARROGIN AUTO ELECTRICS	REGASSED AIRCON PN398	\$411.75
EFT2231	29/04/2016	COVS PARTS PTY LTD	FLOOR MAT COMMUNITY BUS	\$12.08
EFT2232	29/04/2016	GAINSBOROUGH GRAPHICS	BUSINESS CARDS	\$50.00
EFT2233	29/04/2016	COATES HIRE OPERATIONS PTY LTD	HIRE OF PORTABLE BUILDING AND 10KVA GENERATOR FOR 42 DAYS	\$1,752.58
EFT2234	29/04/2016	WA CONTRACT RANGER SERVICES	RANGER SERVICES 14/03/16, 24/03/16, 31/03/16 AND 08/04/16	\$1,449.25
EFT2235	29/04/2016	WALLIS COMPUTER SOLUTIONS	MONTHLY ITS & BKP GOLD BILLING FOR APRIL 2016; ADDITIONAL SERVICE USERS - RDS AND OFFICE 365 PLUS LICENSES; 11 HOURS ONSITE VISIT & TRAVEL - PHYSICAL SERVER ISSUES. SET UP NEW LAPTOP, EHO PC, PROJECT OFIICER PC, TRELIS UPDATE AND MANY ISSUES ASSOCIATED WITH ACCESS TO RDP GATEWAY	\$6,232.68
EFT2236	29/04/2016	BARRY GIBBS	REIMBURSEMENT TO BARRY GIBBS FOR SUPPLIES FROM OFFICEWORKS FOR TOWN PLANNING	\$222.75
EFT2237	29/04/2016	SJR CIVIL CONSULTING PTY LTD	STANDING ORDER FOR DESIGN WORK FOR THE SHIRE OF PINGELLY, DESIGN AND DRAFTING WORK FOR BULLARING & MILTON ROAD INTERSECTION, DESIGN AND DRAFTING WORK FOR QUADRANT AND PIT STREET INTERSECTION, DESIGN AND DRAFTING WORK FOR SHADDICK STREET	\$2,200.00
EFT2238	29/04/2016	ASB MARKETING PTY LTD	PROTECTIVE CLOTHING	\$187.94
EFT2239	29/04/2016	SKIPPER TRUCKS	1 X MASTER CYLINDER	\$801.74
EFT2240	29/04/2016	AVROLANDSCAPING	REINSTATE BRICK PAVING AFTER SUBSOIL DRAINAGE WORKS AT TOWN HALL	\$1,155.00
EFT2241	29/04/2016	POLYTECHNIC WEST	TRAINING FOR STAFF MEMBER	\$597.71
EFT2242	29/04/2016	GLENWARRA DEVELOPMENT SERVICES	CONTRACTOR TO WORK ON THE FOLLOWING PLANNING ISSUES - BETTISON ROAD AND FRONT FENCE POLICY	\$1,031.25

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT APRIL 2016

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT2243	29/04/2016	DEWS EXCAVATIONS	HIRE OF 5 TONNE EXCAVATOR FOR DRAINAGE WORK TOWN HALL, PARADE STREET PINGELLY	\$968.00
EFT2244	29/04/2016	FRIENDS OF PINGELLY RAILWAY STATION	COMMUNITY GRANTS PROGRAM - FENCING POST, RAILS, GATE	\$2,820.00
EFT2245	29/04/2016	MCPEST PEST CONTROL	TREAT TERMITES INFESTATION IN OLD AGRICULTURAL SOCIETY SHED AT RECREATION GROUND	\$275.00
EFT2246	29/04/2016	NARROGIN ELECTRICAL APPLIANCE TESTING	TESTING & TAGGING OF ELECTRICAL EQUIPMENT IN THE DEPOT	\$600.60
EFT2247	29/04/2016	CHAIRMAKERS (WA) PTY LTD	RE-GAS COUNCILLOR CHAIRS	\$792.00
			TOTAL EFT FROM MUNICIPAL FUND	\$137,220.80
24234	04/04/2016	WATER CORPORATION	WATER USE CHARGES 20 JANUARY 2016 - 16 MARCH 2016	\$11,416.55
24235	04/04/2016	TELSTRA	VARIOUS PHONE CHARGES MARCH 2016	\$991.63
24236	05/04/2016	SHIRE OF PINGELLY	COMMISSION OF COLLECTIONS FOR MONTH OF MARCH 2016	\$31.52
24237	05/04/2016	CONSTRUCTION TRAINING FUND	COLLECTIONS FOR THE MONTH OF MARCH 2016	\$383.50
24238	05/04/2016	BUILDING COMMISSION	COLLECTIONS FOR THE MONTH OF MARCH 2016	\$320.64
24239	06/04/2016	SHIRE OF PINGELLY	PAYROLL DEDUCTIONS	\$93.71
24240	06/04/2016	PINGELLY IGA SUPERMARKET	PAYROLL DEDUCTIONS	\$60.90
24241	08/04/2016	DEBBIE CAUNT	REIMBURSEMENT FOR OVERPAYMENT OF CARAVAN PARK FEES	\$50.00
24242	08/04/2016	WAYNE PATERSON	RATES REFUND - OVERPAYMENT	\$3,444.65
24243	08/04/2016	PINGELLY GENERAL PRACTICE	PRE EMPLOYMENT MEDICAL FOR STAFF MEMBER	\$121.00
24244	12/04/2016	TELSTRA	VARIOUS PHONE ACCOUNTS	\$445.70
24245	14/04/2016	BOC LIMITED	OXYGEN INDUSTRIAL SIZE DEPOT WORKSHOP, DISSOLVED ACETYLENE INDUSTRIAL SIZE DEPOT WORKSHOP	\$257.52
24246	15/04/2016	THE HONDA SHOP	BLADES FOR MOWER	\$60.87
24247	19/04/2016	PLEASE PAY CASH - PINGELLY SHIRE	PINGELLY IGA - REFRESHMENTS, ARTLINE MARKERS, BUCKET, DISHWASH LIQUID; PINGELLY RURAL SUPPLIES - EXTENSION LEAD, RETRAVISION - PHONE COVER FOR MOBILE PHONE, OFFICEWORKS - STATIONERY, PINGELLY IGA - REFRESHMENTS FOR FIREFIGHTING MEETING, WORK CLOBBER - BOOTS	\$419.45

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT APRIL 2016

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
			FOR OUTSIDE STAFF MEMBER, AUSTRALIA POST - STATIONERY	
24248	20/04/2016	PLEASE PAY CASH - PINGELLY SHIRE	OFFICEWORKS - A1 BOND PLAN PRINT, PINGELLY IGA - REFRESHMENTS, PINGELLY IGA - REFRESHMENTS FOR OUTSIDE STAFF TEAM BUILDING DAY, PINGELLY QUALITY MEATS - MEAT FOR TOOLBOX MEETING, PINGELLY IGA - REFRESHMENTS FOR TOOLBOX MEETING	\$294.05
24249	20/04/2016	INGREY FORD PTY LTD	KNOB FOR FAN CONTROL PN172	\$6.67
24250	20/04/2016	SHIRE OF PINGELLY	PAYROLL DEDUCTIONS	\$93.71
24251	20/04/2016	JENNIFER ALISON BORG	REFUND OF PHOTOCOPY FEE FOR F01 REQUEST	\$10.00
24252	20/04/2016	PINGELLY IGA SUPERMARKET	PAYROLL DEDUCTIONS	\$60.90
24253	21/04/2016	TELSTRA	SMS EMERGENCY HOTLINE 02 APRIL 2016 - 01 MAY 2016	\$265.50
24254	21/04/2016	CANCELLED CHEQUE	CANCELLED CHEQUE	\$0.00
24255	21/04/2016	SYNERGY	STREETLIGHT CHARGES 25 FEBRUARY 2016 - 24 MARCH 2016; ELECTRICITY CHARGES 11 AUGUST 2016 - 01 MARCH 2016	\$3,326.55
24256	29/04/2016	ST JOHN AMBULANCE AUSTRALIA (WA) INC.	SMALL FIRST AID KIT FOR CLEANERS	\$70.00
24257	29/04/2016	CHRISTINE MARY COLE	REFUND FOR TOO MUCH PAID ON PLANNING/BUILDING APPLICATION	\$100.00
24258	29/04/2016	MCLEODS BARRISTERS AND SOLICITORS	CONSULTANCY FEES	\$1,155.92
			TOTAL CHEQUE FROM MUNICIPAL FUND	\$23,480.94
			TOTAL ALL MUNICIPAL	\$160,701.74
1828	11/04/2016	SAMUEL HORLEY	REFUND OF KEY, CLEANING, LIQUOR, CROCKERY AND PA SYSTEM BONDS FOR HIRE OF COMMUNITY CENTRE	\$840.00
			TOTAL TRUST PAYMENTS	\$840.00
110416	11/04/2016	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 01/04/16 TO 09/04/16	\$6,735.50
180416	18/04/2016	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 10/04/16 TO 16/04/16	\$4,698.10

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT APRIL 2016

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
260416	26/04/2016	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 17/04/16 TO 23/04/16	\$3,454.35
300416	30/04/2016	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 24/04/16 TO 30/04/16	\$6,543.40
			TRANSPORT LICENSING	\$21,431.35
DD8040.1	05/04/2016	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	PAYROLL DEDUCTIONS & SUPERANNUATION CONTRIBUTIONS	\$5,733.00
DD8040.2	05/04/2016	AMP FLEXIBLE SUPER	PAYROLL DEDUCTIONS & SUPERANNUATION CONTRIBUTIONS	\$366.95
DD8040.3	05/04/2016	BT FUNDS MANAGEMENT LIMITED	SUPERANNUATION CONTRIBUTIONS	\$18.20
DD8040.4	05/04/2016	THE TRUSTEE FOR THE DYER SUPER FUND	PAYROLL DEDUCTIONS & SUPERANNUATION CONTRIBUTIONS	\$615.00
DD8040.5	05/04/2016	LUCRF SUPER	SUPERANNUATION CONTRIBUTIONS	\$269.88
DD8040.6	05/04/2016	AUSTRALIAN SUPER ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	\$421.21
DD8040.7	05/04/2016	NGS SUPER	SUPERANNUATION CONTRIBUTIONS	\$18.94
DD8040.8	05/04/2016	CBUS	SUPERANNUATION CONTRIBUTIONS	\$390.96
DD8040.9	05/04/2016	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$376.34
DD8068.1	19/04/2016	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	PAYROLL DEDUCTIONS & SUPERANNUATION CONTRIBUTIONS	\$5,743.07
DD8068.2	19/04/2016	AMP FLEXIBLE SUPER	PAYROLL DEDUCTIONS & SUPERANNUATION CONTRIBUTIONS	\$366.95
DD8068.3	19/04/2016	BT FUNDS MANAGEMENT LIMITED	SUPERANNUATION CONTRIBUTIONS	\$3.64
DD8068.4	19/04/2016	THE TRUSTEE FOR THE DYER SUPER FUND	PAYROLL DEDUCTIONS & SUPERANNUATION CONTRIBUTIONS	\$615.00
DD8068.5	19/04/2016	LUCRF SUPER	SUPERANNUATION CONTRIBUTIONS	\$269.88
DD8068.6	19/04/2016	AUSTRALIAN SUPER ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	\$579.58
DD8068.7	19/04/2016	NGS SUPER	SUPERANNUATION CONTRIBUTIONS	\$22.10
DD8068.8	19/04/2016	CBUS	SUPERANNUATION CONTRIBUTIONS	\$390.96
DD8068.9	19/04/2016	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	\$376.34
DD8040.10	05/04/2016	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$188.17
DD8040.11	05/04/2016	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	\$375.08
DD8068.10	19/04/2016	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	\$188.17
DD8068.11	19/04/2016	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	\$317.15
	30/04/2016	BANK FEES	BANK FEES	\$66.17
	30/04/2016	CENTRELINK FEES	CENTRELINK FEES	\$31.68

ACCOUNTS PAID PRESENTED FOR ENDORSEMENT APRIL 2016

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
	30/04/2016	MERCHANT BANK FEES	MERCHANT BANK FEES	\$261.66
160430	26/04/2016	14 - FINANCED EQUIPMENT - PHOTOCOPIER LEASE	FINANCED EQUIPMENT - PHOTOCOPIER LEASE	\$902.00
			TOTAL DIRECT DEBIT PAYMENTS	\$18,908.08
DD8080.1	01/04/2016	BENDIGO BANK CREDIT CARDS	SPORTSPower - MAGNETIC BOARD NAME TAGS	\$59.97
DD8080.2	29/04/2016	BENDIGO BANK CREDIT CARDS	CREDITOR WATCH - CORPORATE CREDIT CHECK FOR TIMBERBUILT SOLUTIONS PTY LTD	\$43.90
DD8080.3	05/04/2016	BENDIGO BANK CREDIT CARDS	STUMPY'S GATEWAY ROADHOUSE - DIESEL	\$53.51
DD8080.4	05/04/2016	BENDIGO BANK CREDIT CARDS	MICROSOFT - OFFICE 365 HOME RENEWAL	\$119.00
DD8080.5	06/04/2016	BENDIGO BANK CREDIT CARDS	BP CANNINGTON - FUEL, BP CANNINGTON - USB CHARGER	\$98.28
DD8080.6	12/04/2016	BENDIGO BANK CREDIT CARDS	COLES EXPRESS - PETROL	\$47.19
DD8080.7	19/04/2016	BENDIGO BANK CREDIT CARDS	COLES EXPRESS - FUEL	\$74.74
DD8080.8	23/04/2016	BENDIGO BANK CREDIT CARDS	HOME HARDWARE - SPONGE, HYROCHLORIC ACID, GROUT, SEALANT	\$46.25
DD8080.9	23/04/2016	BENDIGO BANK CREDIT CARDS	NARROGIN DEPOT - PETROL	\$74.13
DD8080.10	27/04/2016	BENDIGO BANK CREDIT CARDS	NARROGIN OBSERVER - PAYMENT OF INVOICE FOR ADVERTISING	\$96.00
			TOTAL CREDIT CARD PAYMENTS	\$712.97

16 DIRECTORATE OF TECHNICAL SERVICES

16.1 Bush Fire Advisory Committee Minutes

File Reference: 00064
Location: Shire of Pingelly
Applicant: Chief Bushfire Control Officer Rod Shaddick
Author: Sheryl Squiers, Administration Officer Technical
Date: 5 May 2016
Disclosure of Interest: Nil
Attachments: Copy of Minutes (Attachment 3 after blue sheet in separate attachments book)

Summary:

Council is requested to adopt the recommendations from the Bush Fire Advisory Committee Meeting held on 12 April 2016.

Background:

Each year the Shire of Pingelly appoints persons to undertake statutory and representative rolls to perform the obligations under the Bush Fires Act 1954. Nominations are forwarded from the individual Brigades via the Shire of Pingelly Bush Fire Advisory Committee, who make recommendation to the Council

Comment:

The Bush Fire Advisory Committee have recommended to the Council that the following people be appointed to the respective Bush Fire Control positions, as indicated:

Chief Fire Control Officer	Rodney Leonard Shaddick
Deputy Chief Fire Control Officer	Robert Alexander Kirk
Training Officer/Organization	Shire of Pingelly
Fire Control Officers	
East Pingelly Brigade	Jeffrey Bernard Edwards Victor Arthur Lee Andrew Augustin Marshall Sam MacNamara
Moorumbine - Noonebin Brigade	Rodney Leonard Shaddick Andrew Todd Pauley Brodie Cunningham
West Pingelly Brigade	Alan William Parsons Anthony Turton Adam Lindsay Watts Malcolm Leslie Cunningham
Town Brigade/VFRS	Robert Alexander Kirk (DChief Bushfire Control Officer) Peter Narducci Damien Spencer (Captain) Barry Gibbs (DTS) Russell Dyer (Works Supervisor) Sheryl Frances Squiers (Shire Administration)

**Fire Weather Officers
(Harvest & Vehicle movement ban)**

**Rodney Leonard Shaddick
Robert Alexander Kirk
Graeme Alex Watts
Sam MacNamara**

**Dual Fire Control Officers
Brookton:**

**Rodney Leonard Shaddick
Robert Alexander Kirk
Jeffrey Bernard Edwards
Victor Arthur Lee
Malcolm Leslie Cunningham
Adam Lindsay Watts**

Wickepin:

**Rodney Leonard Shaddick
Robert Alexander Kirk
Victor Arthur Lee
Andrew Augustin Marshall
Sam MacNamara**

Cuballing:

**Rodney Leonard Shaddick
Alan William Parsons
Anthony Turton
Robert Alexander Kirk
Andrew Augustin Marshall**

Corrigin:

**Rodney Leonard Shaddick
Robert Alexander Kirk
Jeffrey Bernard Edwards
Victor Arthur Lee
Sam MacNamara**

Wandering:

**Rodney Leonard Shaddick
Robert Alexander Kirk
Alan William Parsons
Anthony Turton
Adam Lindsay Watts
Malcolm Leslie Cunningham**

be recommended for appointment to the various Offices.

FIRE CONTROL ORDER 2016/17

Bush Fires Act 1954

Pursuant to the powers contained in section 33 of the *Bush Fires Act 1954*, all owners and occupiers of land within the Shire of Pingelly are hereby required to take, provide and/or maintain fire control measures during the firebreak period as follows:

“Excluded Area” means an area of rural land not exceeding 30ha, where it is physically impossible to install firebreaks, or where in the owner’s or occupier’s opinion, the installation of firebreaks would be detrimental to the conservation of remnant or natural vegetation or the establishment of re-afforested areas.

“Farming Land” means all land within the Shire of Pingelly zoned ‘Farming’ under the *Local Planning Scheme No. 3*.

“Firebreak Period” means the time between 1 November and 15 April in the following year.

“Firebreak” means ground from which all flammable material has been removed and on which no flammable material is permitted during the firebreak period.

“Flammable Material” means bush (as defined by the *Bush Fires Act 1954*), timber boxes, cartons, paper and the like flammable materials, rubbish and any combustible matter, but does not include buildings, standing trees or growing bushes or plants in gardens or lawns.

“Rural Residential Land” means all land within the Shire of Pingelly zoned ‘Rural Residential’ under the *Local Planning Scheme No. 3*.

“Townsite Land” means all land within the townsite of Pingelly not zoned as ‘Rural Residential’ under the *Local Planning Scheme No. 3*.

“Very High Fire Danger” means on days forecast by the Bureau of Meteorology. On days forecast as *Very High Fire Danger or above*, permits are to be automatically suspended.

Farming Land

On farming land other than excluded areas, the owner or occupier shall:-

- a) Clear firebreaks not less than 3m wide:
 - i. inside all external boundaries of the land,
 - ii. within 15m of the perimeter of all buildings and remove all flammable material from within the 3m of all such buildings, and
 - iii. so as to divide the land into areas not exceeding 400ha.
- b) remove all flammable material for a continuous distance of 5m immediately surrounding every haystack, hayshed, stationary pump or engine, and
- c) remove all flammable material for a continuous distance of 15m or to the external boundary of the land whichever is nearer, from around fuel depots.

Note: Landowners may use a single firebreak on a neighbour’s common fenced boundary as long as both parties agree in writing and a copy of the agreement is delivered to the Shire of Pingelly.

All excluded areas remain the owner’s or occupier’s responsibility and any variation as permitted by the Order does not render null and void any duty otherwise required by law.

Townsite Land

On townsite land, where a property or adjoining properties having the same ownership or control and are used as a single holding, the owner or occupier, shall:-

- a) where holding is under 2000m² clear by burning, all flammable material likely to be conducive to the outbreak, spread or extensions of a fire from the whole of the land, or
- b) have all flammable material likely to be conducive to the outbreak, spread or extension of fire removed, and the grass maintained to a height not greater than 10cm; or
- c) where the holding is over 2000m² comply with the requirements of farming land.

Rural Residential Land

On rural residential land, where a property or adjoining properties having the same ownership or control and are used as a single holding, the owner or occupier shall comply with the requirements of:

- a) farming land where the holding exceeds 10ha in area, or
- b) townsite land, where the holding does not exceed 2000m² in area.
- c) where the holding is 2,000m² to 10ha in area:
 - i clear by burning, all flammable material likely to be conducive to the outbreak, spread or extensions of a fire from the whole of the land, or

- ii have all flammable material likely to be conducive to the outbreak, spread or extension of fire removed, and the grass maintained to a height not greater than 10cm; or
- iii comply with the requirements for farming land.

Use of Mowers & Whipper Snippers/Slashers During The Prohibited Burning Period

- a) not to be used during Harvest Bans, Vehicle Movement Bans or Total Fire Bans on any area;
- b) not to be used between 6:00am to 6:00pm from 1 November and during the rest of the prohibited burning period unless on a reticulated area. (This means the grass is “green” and non-combustible);
- c) vegetation that is not green and flammable and that can be reticulated, can be slashed between 6:00am and 6:00pm must be well watered prior to mowing, whipper snipping or slashing (that is within the hour of watering) so that there is no chance of “sparking” and must remain damp during the operation;
- d) the area in an orchard that is not watered between rows if the trees are reticulated by drippers is not considered to be reticulated;
- e) as an added precaution have a “watcher” on hand with a hose; and
- f) the use of disk or slashing type machines for agricultural purposes during the Prohibited Burning Period is to be by specific permit from the Chief Bushfire Control Officer or the Deputy Chief Bushfire Control Officer.

Control of Operations Likely to Cause a Fire

Property owners should take care to prevent bush fires. The operation of welding equipment and angle grinders are activities likely to create a fire danger when used in the open air. A person shall provide at least one fire extinguisher at the place where welding or cutting operations are carried out and surround this place with a firebreak which is at least five (5) metres wide.

For updates on Hot Works, Harvest and Movement of Machinery Bans please ring the information line on **9887 1265** (recorded message) or register with the SMS warning system with the Shire to receive a text when a ban is implemented.

Firebreaks on Road Reserves

Firebreaks are not permitted on a road reserve.

Fire Fighting Units

During any period when harvesting operations are being conducted there shall be provided in the same paddock or within close proximity of that paddock, an operational independent mobile firefighting unit having an engine driven pump and a water capacity of not less than 450 litres; the tank of the unit shall be kept full of water at all times during harvesting, and the responsibility to supply the unit is that of the landholder. Harvesting operations include the use of mobile augers and seed cleaning units.

Firefighting trailers for fire suppression are regarded as out dated and dangerous—both to their operators and to other fire fighters on a fire ground. Their use at wild fires is not encouraged.

Clover Harvesting

Harvesting bans include the harvesting of clover.

Boyagin Rock Picnic Area

No wood fires are permitted in the Boyagin Rock Picnic Area (Reserve No. 29413) between 1 October each year and 30 April following.

General

If it is considered impracticable to clear firebreaks or remove flammable material from the land as required, application may be made in writing to the Council or its duly authorised officer for permission to put in place alternative fire hazard reduction measures. If permission is not granted, the requirements of this Order shall be complied with.

The penalty for failing to comply with this notice is a fine not exceeding \$250 and a person in default is also liable whether prosecuted or not to pay the costs of performing the work directed in this notice if it is not carried out by the owner and/or occupier by the date required by this notice.

Consultation:

Consultation has occurred with the Brigades following call for nominations and consideration at individual Brigade AGM's.

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.

Section 38 of the *Bush Fires Act* provides that:

- (1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.
- (2)
 - (a) The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.
 - (c) The local government shall fill any vacancy occurring in the office of Chief Bush Fire Control Officer or Deputy Chief Bush Fire Control Officer within one month after the vacancy occurs and if the local government fails or neglects to do so within that time, the Authority may by notice in writing require the local government to appoint a person to the vacant office within one month after service on it of such notice.
 - (d) Where a local government that has been served with a notice pursuant to paragraph (c) fails or neglects to comply with the requirements of that notice, the Authority may appoint a person who is not a member of staff (as defined in the DFES Act) to the vacant office.
 - (e) A bush fire control officer appointed by a local government under the provisions of this section shall be issued with a certificate of appointment by the local government or, if he is appointed by the Authority, by the Authority.
- (3) The local government may, in respect to bush fire control officers appointed under the provisions of this section, exercise so far as they can be made applicable the same powers as it may exercise in respect to its other officers, under the provisions of the Acts under which those other officers are appointed.
- (4) A bush fire control officer appointed under the provisions of this section shall, subject to such directions as may be given by the local government, and subject to this Act take such measures as appear to him to be necessary or expedient and practicable for —
 - (a) carrying out normal brigade activities;
 - (d) exercising an authority or carrying out a duty conferred or imposed upon him by any of the provisions of Part III;

- (e) procuring the due observance by all persons of the provision of Part III.
- (5) (a) A local government may issue directions to a bush fire control officer appointed by the local government, or to an officer of a bush fire brigade registered by the local government to burn, subject to the provisions of this Act, bush on, or at the margins of, streets, roads, and ways, under the care, control and management of the local government.
- (b) The bush fire control officer, or officer of the bush fire brigade, may by authority of any directions so issued carry out the directions but subject to the provisions of this Act.
- (c) The provisions of this subsection are not in derogation of those of subsection (4).
- (6) (a) In this section —
 - approved local government** means a local government approved under paragraph (b) by the Authority.
- (b) If it appears to the Authority that the standard of efficiency of a local government in fire prevention and control justifies the Authority doing so, the Authority, by notice published in the *Government Gazette* —
 - (i) may approve the local government as one to which this subsection applies; and
 - (ii) may from time to time cancel or vary any previous approval given under this paragraph.
- (c) An approved local government may appoint to the office of fire weather officer such number of senior bush fire control officers as it thinks necessary.
- (ca) Where more than one fire weather officer is appointed by a local government the local government shall define a part of its district in which each fire weather officer shall have the exclusive right to exercise the power conferred by paragraph (h).
- (cb) An approved local government may appoint one or more persons, as it thinks necessary, to be the deputy or deputies, as the case may be, of a fire weather officer appointed by the local government and where 2 or more deputies are so appointed they shall have seniority in the order determined by the local government.
- (cc) Where the office of a fire weather officer is vacant or whilst the occupant is absent or unable to act in the discharge of the duties of the office, any deputy appointed in respect of that office under paragraph (cb) is, subject to paragraph (cd), entitled to act in the discharge of the duties of that office.
- (cd) A deputy who is one of 2 or more deputies of a fire weather officer is not entitled to act in the discharge of the duties of the office of that fire weather officer if a deputy who has precedence over him in the order of seniority determined under paragraph (cb) is available and able to discharge those duties.
- (d) The local government shall give notice of an appointment made under paragraph (c) or (cb) to the Authority and cause notice of the appointment to be published at least once in a newspaper circulating in its district and the Authority shall cause notice of the appointment to be published once in the *Government Gazette*.
- (e) An approved local government may appoint a committee for the purpose of advising and assisting a fire weather officer or any deputy of a fire weather officer acting in the place of that officer under this subsection.
- (f) Where a committee is appointed, a fire weather officer, or, as the case may be, a deputy of a fire weather officer while acting in the place of that officer, may exercise the authority conferred on him by paragraph (h), notwithstanding the advice and assistance tendered to him by the committee.
- (g) The provisions of this subsection are not in derogation of those of any other subsection of this section.

- (h) A fire weather officer of an approved local government, or a deputy of that fire weather officer while acting in the place of that officer, may authorise a person who has received a permit under section 18(6)(a), to burn the bush in the district of the local government notwithstanding that for any day, or any period of a day, specified in the notice the fire danger forecast issued by the Bureau of Meteorology in Perth, in respect to the locality where the bush proposed to be burnt is situated, is “catastrophic”, “extreme”, “severe” or “very high”, and upon the authority being given the person, if he has otherwise complied with the conditions prescribed for the purposes of section 18, may burn the bush.
- (i) This subsection does not authorise the burning of bush —
 - (i) during the prohibited burning times; or
 - (ii) during the period in which, and in the area of the State in respect of which, a total fire ban is declared under section 22A to have effect.

Section 38A of the *Bush Fires Act* provides that:

- (1) At the request of a local government the Authority may appoint a member of staff (as defined in the DFES Act) to be the Chief Bush Fire Control Officer for the district of that local government.
- (2) Where a Chief Bush Fire Control Officer has been appointed under subsection (1) for a district the local government is not to appoint a Chief Bush Fire Control Officer under section 38(1).
- (3) The provisions of this Act, other than section 38(3), (4) and (5) apply to and in relation to the Chief Bush Fire Control Officer appointed under this section as if he or she were a Chief Bush Fire Control Officer appointed under section 38 by the local government.
- (4) Section 38(3), (4) and (5) apply to and in relation to the Chief Bush Fire Control Officer appointed under this section as if —
 - (a) he or she were a Chief Bush Fire Control Officer appointed under section 38 by the local government; and
 - (b) the references in those subsections to the local government were references to the Authority.

Section 40 of the *Bush Fires Act* provides that:

- (1) Two or more local governments may by agreement join in appointing, employing and remunerating bush fire control officers for the purposes of this Act.
- (2) Bush fire control officers so appointed may exercise their powers and authorities and shall perform their duties under this Act in each and every one of the districts of the local governments which have joined in appointing them.

Policy Implications:

Council’s Policy provides that:

- 1. Council will not appoint or reappoint a person as a Fire Control Officer unless they have completed a Fire Control Officer’s training course certified by DFES within the previous ten years. Proof of satisfactory completion of the course is required.
- 2. It is desirable that Dual Fire Control Officers nominated by neighbouring Shires have completed a Fire Control Officer’s training course certified by DFES within the previous ten years. The Chief Executive Officer is to seek training status details from the nominating Shire.

Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Recommendation:

That the Minutes of the Bushfire Advisory Committee Meeting of the Shire of Pingelly held in the Council Chambers on 12 April 2016 be received by Council.

Moved: _____ Seconded: _____

Recommendation:

That Council endorse the recommendations of the Bushfire Advisory Committee Meeting of the Shire of Pingelly held in the Council Chambers on 12 April 2016:

- **Nomination Of Officers**
- **Fire Control Order**

Moved: _____ Seconded: _____

16.2 Proposed Second Shed on Rural Residential Zoned Property

File Reference: A5334
Location: Lot 557 – 5 Philip Street
Applicant: Mr Ian & Mrs Margaret Baker
Author: Sheryl Squiers, Administration Officer Technical
Date: 6 May 2016
Disclosure of Interest: Nil
Attachments: Nil

Summary:

Council to consider an application for planning approval for a proposed second shed on Lot 557- 5 Philip Street, Pingelly.

Background:

An application for planning consent for a proposed second shed on a Rural Residential Zoned property for the purposes of storing & restoring farm vehicles and selected small machinery for private use only.

Comment:

The applicants are seeking planning consent to construct a second shed on Lot 557 – 5 Philip Street as a condition of the applicants purchasing the property, the current owner Mrs Joyce Lyon has given written support for the application for planning consent as an agreed condition of the sale of the property to the applicants.

There is currently a 136.8m² colorbond enclosed shed at Lot 557 – 5 Philip Street, with the area of the proposed second shed to be 216m² giving a total outbuilding area of 352.8m². The area of the current shed exceeds the 60m² set out in the Residential Design Codes for outbuildings, but was built under the previous Shire of Pingelly Policy on Outbuildings, which for a colorbond shed on Rural Residential Land was a maximum of 150m². The total outbuilding area for colorbond construction for Rural Residential land was not mentioned in deleted Policy but total areas for Zinacalume and masonry was 200m².

The applicants wish to erect this proposed second shed for the purposes of storage and restoration of farm vehicles and selected small machinery, for private use only.

Lot 557 – 5 Philip Street is zoned Rural Residential and is within the Gazetted Townsite. The area of the lot is 1.4240ha, with two street frontages the primary street being Philip Street facing north with the secondary street being Paragon Street to the west. The southern boundary of the property joins onto Lot 562 – 24 Kelvin Street which is vacant land, the eastern boundary joins Lot 558.

The proposed second shed will be located in the south-western corner of lot 557 – 5 Philip Street, with the open portion of the shed facing east into the property, and situated 10m from the side and rear boundaries. The proposed second shed will be situated at the rear of the property in line with the existing shed, with the open portion facing the existing shed, therefore this eliminates issues of the proposed second shed overlooking neighbouring properties.





Scale: 1:1,071

Description

Map Projection: GDA 94 (Lat/Long)
 Datum: Geocentric Datum of Australia 1994
 1 Midland Square
 Midland WA 8056
 (08) 9273 7341
 customerservice@landgate.wa.gov.au
 www.landgate.wa.gov.au




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WESTERN



AUSTRALIA

REGISTER NUMBER 557/DP223048	
DUPLICATE EDITION 2	DATE DUPLICATE ISSUED 28/12/2005

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME **1043** FOLIO **110**

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.


REGISTRAR OF TITLES



LAND DESCRIPTION:

LOT 557 ON DEPOSITED PLAN 223048

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

JOHN PEARSON LYON
JOYCE PATRICIA LYON
BOTH OF 53 QUEEN STREET, PINGELLY
AS JOINT TENANTS

(T J551990) REGISTERED 16 DECEMBER 2005

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

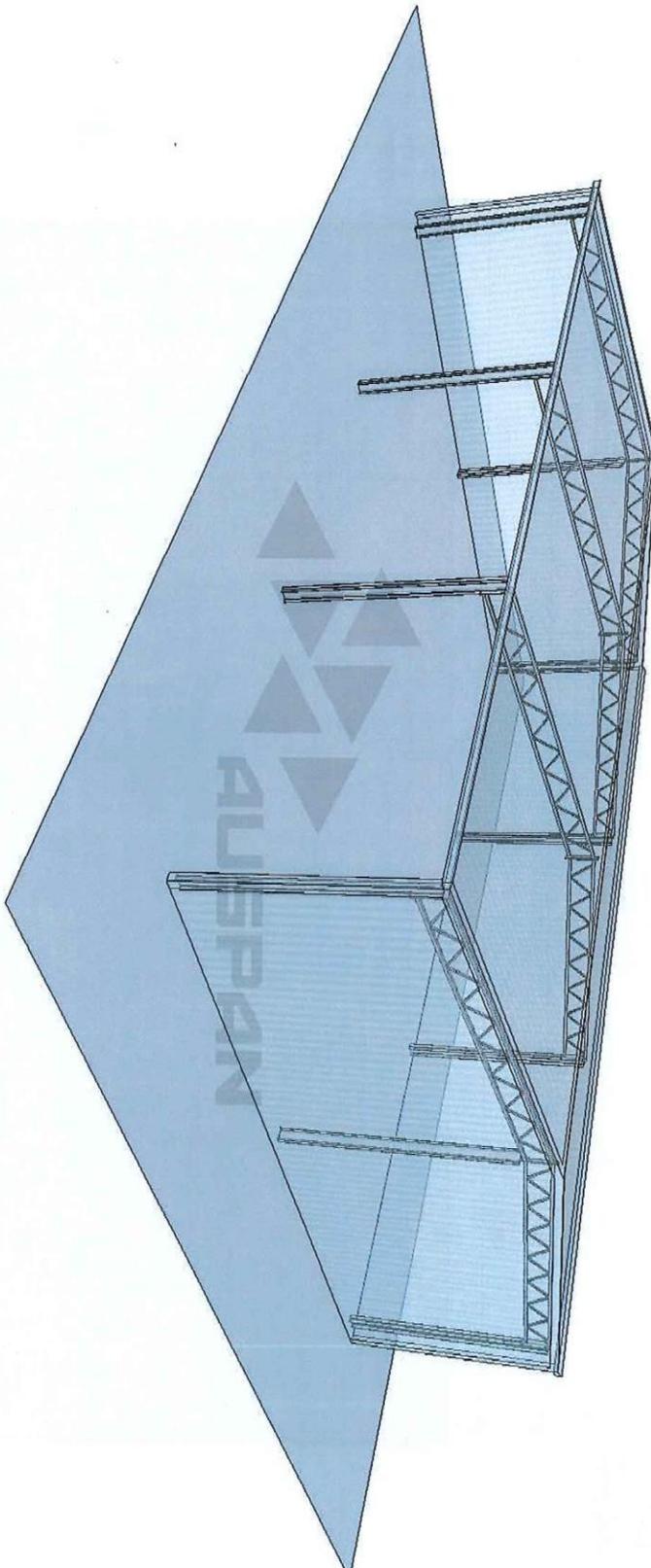
-----END OF CERTIFICATE OF TITLE-----

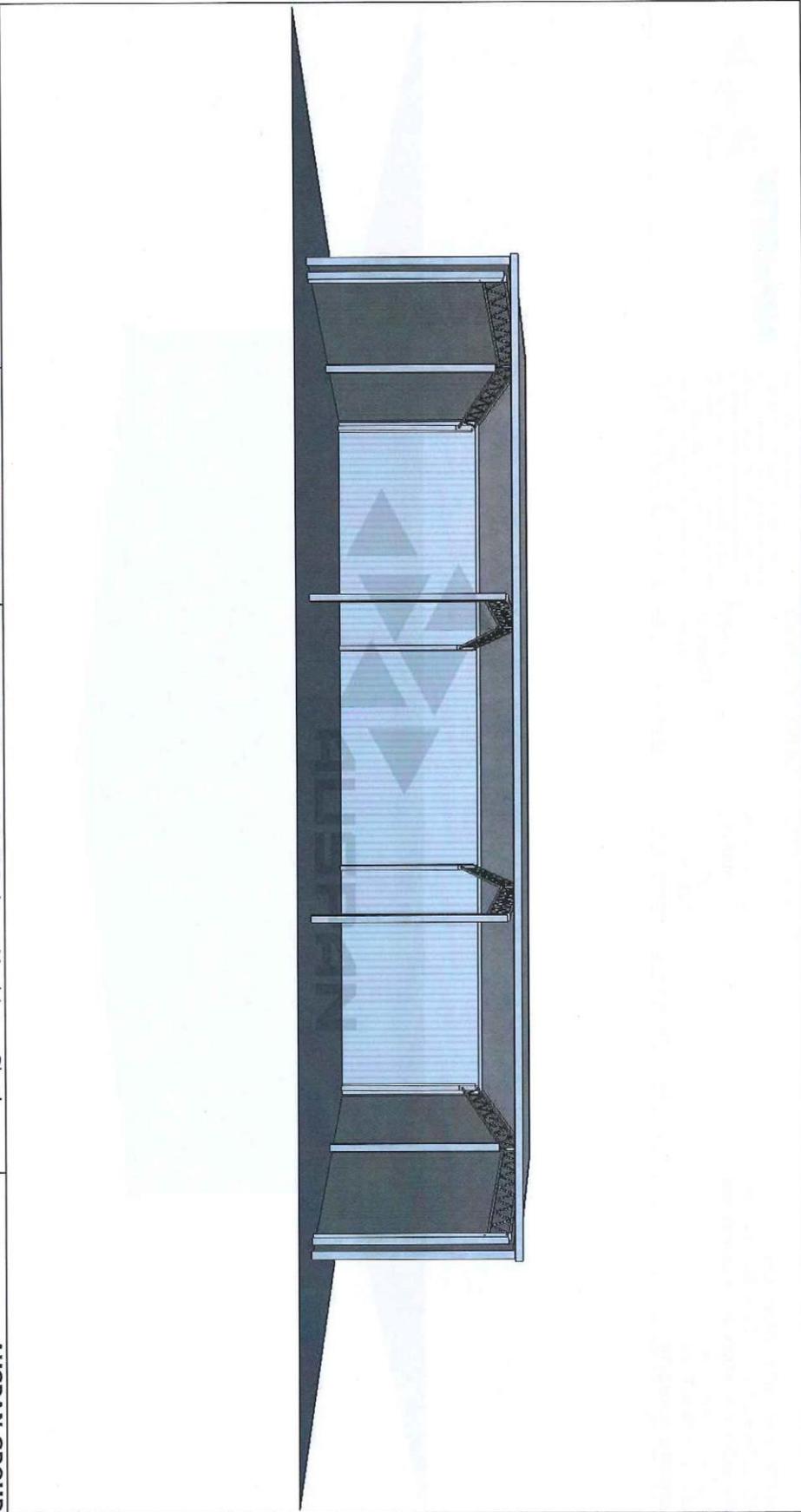
STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 1043-110 (557/DP223048).
PREVIOUS TITLE: 569-5.
PROPERTY STREET ADDRESS: 5 PHILLIP ST, PINGELLY.
LOCAL GOVERNMENT AREA: SHIRE OF PINGELLY.

- NOTE 1: A000001A LAND PARCEL IDENTIFIER OF PINGELLY TOWN LOT/LOT 557 (OR THE PART THEREOF) ON SUPERSEDED PAPER CERTIFICATE OF TITLE CHANGED TO LOT 557 ON DEPOSITED PLAN 223048 ON 20-JUN-02 TO ENABLE ISSUE OF A DIGITAL CERTIFICATE OF TITLE.
- NOTE 2: THE ABOVE NOTE MAY NOT BE SHOWN ON THE SUPERSEDED PAPER CERTIFICATE OF TITLE OR ON THE CURRENT EDITION OF DUPLICATE CERTIFICATE OF TITLE.

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Ian Baker
2652 Wandering-Pingelly Road
Pumphreys Bridge WA 6308

4 May 2015

Chief Executive Officer
Shire of Pingelly
17 Queen Street
Pingelly WA 6308

Re: 5 Phillip Street, Pingelly WA 6308
Lot 557 DP 223048
Vol 1043 Folio 110
Owner - Joyce Lyons

Dear Sir/Madam

Mrs Joyce Lyon, the current owner of 5 Phillip Street Pingelly, has accepted my offer to purchase her property pursuant to this application receiving planning approval from the Shire of Pingelly.

Mrs Lyon has no need for this shed but has agreed to support my application. As such, she has signed the attached *Schedule 6 Form of Application for Planning Approval*.

Description of proposed development and use

I wish to erect a 3 sided colorbond shed of the dimensions shown on the attached plans/diagrams. Every endeavour has been made to comply with the guidelines and information located on the Shire of Pingelly website and *Pingelly Local Planning Scheme No:3*.

Noting that No: 2b of the *Outbuildings Building Information* sheet does not specify a total square meter figure for a colorbond structure, we have taken into consideration similar constructions on nearby properties with the same zoning classification.

The shed would be erected within the 10m setbacks, behind the line of the front of the house, and parallel to the current storage shed on the Paragon Street side with an east facing opening. Access to the outbuilding is by way of the property driveway on Phillip Street.

This shed is for the sole purpose of storing and restoring farm vehicles and selected small machinery. These vehicles have been in my possession for some time. **I confirm that they will not be used for industrial or commercial purposes.** They are for private use only.

A significant portion of my current farming property has been sold with the remainder to be finalised at an appropriate time. My preference is to remain in the local area and to continue with my pastime of maintaining and restoring my private vehicles/small machinery. Therefore, I have need of a suitable shed in which these may be stored.

Building will not commence prior to settlement and only after all required permits and approvals are granted to the satisfaction of the Shire.

Approximate cost of proposed development

Cost indicated by way of a quote is approximately \$40,000 plus GST.

Estimated time of completion

Approximately 6 – 8 weeks given that a building permit has been issued and settlement has taken place.

Existing buildings

A 4 x 2 house and a 16m x 9m storage shed exist on the Lot 557 Plan at 5 Phillip Street and are shown on the attached Landgate maps.

I have nominated Sandra Hortin, Elders Real Estate to be my contact person for this application.

Sandra Hortin
Elders Real Estate
41 Fairway Street Narrogin 6312
0487316906
9881 9881
Sandra.Hortin@elders.com.au

Yours sincerely



Ian Baker

Shire of Pingelly
17 Queen Street
Pingelly WA 6308

5 Phillip Street, Pingelly WA 6308
Lot 557 DP 223048
Vol 1043 Folio 110
Owner - Joyce P Lyon... John P Lyon (Deceased)

4 May 2016

Dear sir/madam

I, Joyce Lyon: of 5 Phillip Street Pingelly, support Ian Baker's application to build a shed as outlined in *Schedule 6 Form of Application for Planning Approval* for the Shire of Pingelly dated 4 May 2016. This is for Mr Baker's purposes only.

Yours sincerely


Joyce Lyon

Consultation:

Barry Gibbs – Director Technical Services

Statutory Environment:

Shire of Pingelly Local Planning Scheme No.3.

Financial Implications:

Nil

Strategic Implications:

Nil

Voting Requirements:

Simple Majority

Recommendation:
That Council grant planning consent for the proposed second shed at Lot 557 – 5 Philip Street, with the condition the shed is for non-commercial use.

Moved: _____ Seconded: _____

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

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

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

19. CLOSURE OF MEETING

The Chairman to declare the meeting closed.