



# Shire of Pingelly

## Minutes

Ordinary Council Meeting  
19 October 2016

## SHIRE OF PINGELLY

*Agenda for the Ordinary Meeting of Council to be held in the Council Chambers, 17 Queen Street, Pingelly on Wednesday 19 October 2016 – commencing at 2.00pm.*

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

The Chairman declared the meeting open at 2.01pm and welcomed Raylene Stevens the Pingelly Primary School Chaplin.

## **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**

“Leadership is not about titles, positions or flowcharts. It is about one life influencing another.”

“A man must be big enough to admit his mistakes, smart enough to profit from them, and strong enough to correct them.”

— John C. Maxwell

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

At the ordinary Council Meeting held on the 21<sup>st</sup> September 2016 the following was approved:

12074 Moved Cr Mulroney                      Seconded Cr Marshall

that Council approve:

- Cr Walton-Hassell taking leave from the 27<sup>th</sup> September 2016 to the 5<sup>th</sup> October 2016
- Cr Lange taking leave from the 26<sup>th</sup> October 2016 to the 31<sup>st</sup> October 2016

Carried 7:0

## **5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

## **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 – 19 October 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 21 September 2016 be confirmed.**

12090: Moved: Cr Mulroney

Seconded: Cr Hodges

Carried 8:0

## **9.2 Special Meeting – 5 October 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 and Council Decision:**

**That the Minutes of the Special Meeting of the Council of the Shire of Pingelly held in the Council Chambers on 5 October 2016 be confirmed.**

**12091: Moved: Cr Hodges                      Seconded: Woods**

**Carried 8:0**

## **10. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

Raylene Stevens provided a presentation on school chaplaincy.

**Barry Gibbs and Raylene Stevens left the room at 2.29pm. Raylene Stevens did not return.**

### **Cr Lange**

**For council to receive and note the following motion presented at the Community Meeting held on Thursday 22 September 2016.**

Proposed Motion From The Floor.

We would urge the Pingelly Shire to consider the following proposal:

1. The Pingelly Shire to negotiate with all ratepayers, who may wish to vary their shire rate payment assessments on a personal case by case basis to develop a shire rate repayments plan i.e. half yearly, one third or quarterly payments.
2. The Pingelly Shire wave all service fees, interest charges and any other fees which may apply to 2016-17 rate assessments. We believe the extra revenue raised would offset these fees and charges. We acknowledge this will be in accordance with the negotiated terms and conditions of the agreed necessary considerations in budget planning. Please note the September to December period is farmers critical cash flow period and most rural rate assessments are now in the vicinity of \$10,000 to \$40,000.
3. That any further rate increases by the Pingelly Shire are kept in line with the inflation rate.

**Moved Andrew Marshall**

**Seconded Steve Kolb**

**Put to the Vote : Carried**

**12092: Moved: Cr Freebairn**

**Seconded: Cr Steel**

**Carried 8:0**

**Barry Gibbs returned to the room at 2.31pm**

## **11. REPORTS OF COMMITTEES OF COUNCIL**

- Audit Committee Full Council
- Recreation & Cultural Committee Member – Cr Lange  
Member – Cr Walton-Hassell  
Member – Cr Wood  
Member – Cr Marshall
- Bushfire Advisory Committee Member – Cr Freebairn  
Deputy – Cr Marshall
- 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 – Cr Hodges

## **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
- Pingelly Tourism Group Delegate – Cr Freebairn  
Deputy – Cr Lange
- Regional Waste Group Delegate – Cr Mulroney  
Deputy – Cr Wood
- 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 Steel  
Delegate – Cr Walton-Hassell  
Deputy – Recreation & Cultural Committee

- Project User Group (PUG)

Delegate– Cr Lange  
Deputy – Cr Hodges

- Sport and Recreation Focus Group

Delegate – Cr Lange  
Delegate – Cr Walton-Hassell  
Deputy – Cr Hodges

### **13.REPORTS FROM COUNCILLORS**

#### **Cr Shirley Lange (President)**

##### **Meetings attended September**

16<sup>th</sup> Agenda briefing

19<sup>th</sup> Somerset House AGM

19<sup>th</sup> BBP – Pingelly

19<sup>th</sup> Cottage Homes Committee

20<sup>th</sup> President and CEO

20<sup>th</sup> Pingelly Tourism Group

20<sup>th</sup> Somerset Alliance

21<sup>st</sup> Corporate Discussion and Council Meeting

22<sup>nd</sup> Project Manager and President – WACHS; Alzheimer's Australia; Milestones; Architects Perth

This was to discuss the Sensory garden for the new AAA units – it was also to look at the dementia facility needs.

22<sup>nd</sup> Community meeting

29<sup>th</sup> PUG – Hospital

30<sup>th</sup> Silent Auction – at the Pavilion

30<sup>th</sup> Opening of the Yealering Bowling Green

##### **Meetings attended October**

3<sup>rd</sup> PDA – CRC

4<sup>th</sup> Acting CEO and President

5<sup>th</sup> Special Meeting to sign off on the Schematic design PRACC

5<sup>th</sup> Corporate Discussion

10<sup>th</sup> CEO and President

#### **Cr William Mulroney (Deputy President)**

Nil

#### **Cr David Freebairn**

Nil

#### **Cr Evan Hodges**

Nil

#### **Cr Ray Marshall**

Nil

**Cr Lee Steel**

Nil

**Cr Michelle Walton-Hassell**

Nil

**Cr Peter Wood**

Nil

## **14. OFFICE OF THE CHIEF EXECUTIVE OFFICER**

### **14.1 Early Payment Rate Incentive Draw 2016**

<b>File Reference:</b>	<b>00551</b>
<b>Location:</b>	<b>Shire of Pingelly</b>
<b>Applicant:</b>	<b>Gavin Pollock, Chief Executive Officer</b>
<b>Author:</b>	<b>Gavin Pollock, Chief Executive Officer</b>
<b>Date:</b>	<b>12 October 2016</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Nil</b>
<b>Previous Reference:</b>	<b>N/A</b>

#### **Summary:**

To ratify the early rate payment incentive draw process for 2016.

#### **Background:**

As part of the rate collection process the Shire of Pingelly makes available to property owners who pay their rates in full by the due date for full payment the opportunity to win prizes provided by sponsoring organisations.

#### **Comment:**

In the last few years sponsors of the prize have been Bendigo Bank and Matthews Real Estate. As part of the sponsorship agreement material from the sponsors is enclosed with the rate notice. Staff have confirmed with the Department of Local Government that there is no legislation that prevents this happening and it is common practice in most local governments.

Providing an incentive for early payment of rates can increase the cash flow that comes in during the early part of the year prior to other revenue streams coming in.

It is proposed that rules be set for the prize process, so that there is clarity about eligibility and promotion of sponsors. Rules are detailed below:

- That ineligible ratepayers are:
- Owners of property that is not fully rated (subject to exemptions), Shire of Pingelly Councillors or Staff (or partners of).
- That sponsors materials be included in the envelope sent to ratepayers with the rate notices.
- That mention of the sponsors is made in the newsletter accompanying the rate notices.
- Entry into the Early Payment of Rates competition be offered to eligible ratepayers who have paid in full all rates and charges (including arrears) within 35 days of issue and that the draw be conducted at the Ordinary Council meeting following the close of the competition.
- That the Presiding Person at the meeting conducts the draw.
- The program Random Prize Draw be used to draw the winners.
- Staff to confirm the eligibility of the winners prior to the announcement of the winners.
- Should the assessment drawn be ineligible, then another draw will be done until eligible winners have been selected.
- When a winner is determined the name of the winners will be published in the Shire News via the Pingelly Times as well as an acknowledgement of the provision of prizes by the sponsors.

#### **Consultation:**

Director Corporate and Community Services – Stuart Billingham  
Department of Local Government



**Statutory Environment:**

N/A

**Policy Implications:**

Nil

**Financial Implications:**

Nil – The prizes are supplied by sponsors and included in the 2016/17 adopted budget.

**Strategic Implications:**

N/A

**Voting Requirements:**

Simple Majority

**Recommendation and Council Decision:**

**That Council**

**1. adopt the rules for the Early Payment Rate Incentive Draw:**

- That ineligible ratepayers are:
- Owners of property that is not fully rated (subject to exemptions), Shire of Pingelly Councillors or Staff (or partners of)
- That sponsors materials be included in the envelope sent to ratepayers with the rate notices.
- That mention of the sponsors is made in the newsletter accompanying the rate notices.
- Entry into the Early Payment of Rates competition be offered to eligible ratepayers who have paid in full all rates and charges (including arrears) within 35 days of issue and that the draw be conducted at the Ordinary Council meeting following the close of the competition.
- That the Presiding Person at the meeting conducts the draw.
- The program Random Prize Draw be used to draw the winners.
- Staff to confirm the eligibility of the winners prior to the announcement of the winners.
- Should the assessment drawn be ineligible, then another draw will be done until eligible winners have been selected.
- When a winner is determined the name of the winners will be published in the Shire News via the Pingelly Times as well as an acknowledgement of the provision of prizes by the sponsors.

**12093: Moved: Cr Walton-Hassell**

**Seconded : Cr Woods**

**Carried 8:0**

- 2. endorse the Presiding Person at the meeting to conduct the early rate payment incentive draw.**

**12094: Moved: Cr Mulroney**

**Seconded: Cr Hodges**

**Carried 8:0**

- 3. endorse Mr Graeme Watts Assessment A10978 as the first drawn eligible winner and Mr George Ord Assessment A21993 as the second drawn eligible winner.**

**12095: Moved: Cr Freebairn**

**Seconded: Cr Walton-Hassell**

**Carried 8:0**

## **14.2 Youth Development Strategy 2016**

**File Reference:** 00000 002  
**Location:** Shire of Pingelly  
**Applicant:** Gavin Pollock, Chief Executive Officer  
**Author:** Gavin Pollock, Chief Executive Officer  
**Date:** 12 October 2016  
**Disclosure of Interest:** Nil  
**Attachments:** Youth Development Strategy 2016 (Attachment 1 after green sheet in separate attachments book)

### **Summary:**

Council to receive and adopt the 2016 Youth Development Strategy.

### **Background:**

This Youth Development Strategy was conducted in early 2016 and developed with the input from the Pingelly community with a specific focus on collecting input from young people aged 25 and under. The Strategy was developed in conjunction with consultants from Localise as a grant funded project with the Pingelly Community Resource Centre.

### **Comment:**

The Shire of Pingelly believes the role of the Local Government is critical to shaping a community that is responsive to young people but also understand that there are a range of stakeholders required to make a real difference in the implantation of this strategy.

The Shire will take an active leadership role and facilitate strong relationships with key agencies and groups to ensure that the strategy is effective and contributes to meaningful change. The Shire will work with the local and district schools and the Youth Group collaboratively.

### **Consultation:**

Pingelly community with a specific focus on collecting input from young people aged 25 and under, Pingelly Youth Club, Director Corporate Community Services, Pingelly Community Resource Centre and consultants from Localise.

### **Statutory Environment:**

Nil

### **Policy Implications:**

Nil

### **Financial Implications:**

Minor effect on the 2015/16 budget as most of the project was granted funded with the Shire providing in-kind support. Future budget will be impacted as project are implemented but can be offset with grand funding and joint agencies working together.

### **Strategic Implications:**

This Youth Development Strategy will complement our current community strategic plan and will be include as part of the Shire future current community strategic plan in the area of youth development.

### **Voting Requirements:**

Simple Majority

### **Recommendation and Council Decision:**

**That Council receive and adopt the 2016 Youth Development Strategy.**

**12096: Moved: Cr Mulroney**

**Seconded: Cr Marshall**

**Carried 8:0**

## **15. DIRECTORATE OF CORPORATE AND COMMUNITY SERVICES**

### **15.1 Monthly Statement of Financial Activity-August 2016**

**File Reference:** 00271  
**Location:** N/A  
**Applicant:** Stuart Billingham, Director Corporate & Community Services  
**Author:** Stuart Billingham, Director Corporate & Community Services  
**Date:** 11 October 2016  
**Disclosure of Interest:** Nil  
**Attachments:** Monthly Statements of Financial Activity for the period 1 July 2016 to 31 August 2016 (Attachment 2 after blue 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 August 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 and Council Decision:**

**That with respect to the Monthly Statements of Financial Activity for the month ending 31 August 2016 be accepted and material variances be noted.**

**12097: Moved: Cr Marshall**

**Seconded: Cr Steel**

**Carried 8:0**

## **15.2 Monthly Statement of Financial Activity-September 2016**

**File Reference:** 00271  
**Location:** N/A  
**Applicant:** Stuart Billingham, Director Corporate & Community Services  
**Author:** Stuart Billingham, Director Corporate & Community Services  
**Date:** 11 October 2016  
**Disclosure of Interest:** Nil  
**Attachments:** Monthly Statements of Financial Activity for the period 1 July 2016 to 30 September 2016 (Attachment 3 after yellow 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 September 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 and Council Decision:**

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

**12098: Moved: Cr Steel**

**Seconded: Cr Hodges**

**Carried 8:0**

### **15.3 Accounts Paid by Authority**

**Applicant:** Stuart Billingham, Director Corporate & Community Services  
**Author:** Lisa Dyer, Finance Officer  
**Date:** 11 October 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 September 2016.

**Comment:**

Unless otherwise identified, all payments have been made in accordance with Council's 2016/17 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:**

Simple Majority

**Recommendation and Council Decision:**

**That Council endorse the Accounts for Payments for September 2016 as presented:**

<b>SEPTEMBER 2016</b>	
<b>MUNI - 117984856</b>	
EFT 2633 - 2740	\$ 282,367.61
CHEQUE 24333 - 24347	\$ 29,959.73
<b>TRUST ACCOUNTS</b>	
DEPT OF TRANSPORT – 123395691	\$ 0.00
TRUST FUND – 1851-1852	\$ 240.00
<b>DIRECT DEBIT -</b>	
DD8315.1 – DD8336.9	\$ 19,674.90
<b>CREDIT CARD</b>	
DD	\$ 0.00
<b>GRAND TOTAL</b>	<b>\$ 332,242.24</b>

<b>Notification</b>	<b>Explanation</b>

**12099: Moved: Cr Mulroney**

**Seconded : Cr Woods**

**Carried 8:0**



**ACCOUNTS PAID PRESENTED FOR ENDORSEMENT SEPTEMBER 2016**

<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT2633	13/09/2016	PINGELLY HOTEL	Catering and Refreshments	\$1,158.00
EFT2634	13/09/2016	TOLL IPEC PTY LTD	Freight; JR Hersey - Shire of Pingelly, CN8952183918, 22/08/16	\$109.41
EFT2635	13/09/2016	THE WEST AUSTRALIAN	Advertisement - Vacant Senior Finance Officer Narrogin Observer 4/8 and 11/8/2016	\$854.40
EFT2636	13/09/2016	SHERIDAN'S FOR BADGES	Name Badge and Council name plate - DCCS	\$86.71
EFT2637	13/09/2016	CHILD SUPPORT AGENCY	Payroll deductions	\$839.95
EFT2638	13/09/2016	BUNNINGS BUILDING SUPPLIES	Trade Power board	\$111.02
EFT2639	13/09/2016	HOST DIRECT	Glassware Storage Boxes & Lids 7 of Each	\$298.76
EFT2640	13/09/2016	GREAT SOUTHERN FUEL SUPPLIES	Deliver 10,000L Diesel to Shire Depot at Quoted Price of 1.0728 Per Litre	\$10,728.30
EFT2642	13/09/2016	BEST OFFICE SYSTEMS	Photocopy Charges MPC5503 2016-17 Colour	\$3,589.51
EFT2643	13/09/2016	STIHL SHOP REDCLIFFE	2 X SET OF BLADES PART NO 43105	\$34.20
EFT2644	13/09/2016	KEITH THE MAINTENANCE MAN PTY LTD	Removal of asbestos at Rec Ground	\$500.01
EFT2645	13/09/2016	PINGELLY MENS SHED	Lectern	\$500.00
EFT2646	13/09/2016	WHEATBELT ELECTRICS	<b><i>Time to move electricity from Community Centre onto a pole for the Construction stage of the PRACC. Engagement with Western Power. Provide 1x 20amp 3 Phase Power outlet &amp; 3x 15amp Power outlets.</i></b>	\$3,850.00
EFT2647	13/09/2016	COVS PARTS PTY LTD	FILTERS FOR SERVICE	\$80.20
EFT2648	13/09/2016	GAINSBOROUGH GRAPHICS	TRIPPLICATE LANDFILL INVOICE BOOKS 5 X BOOKS OF 50 SHEETS WHITE, PINK & BLUE PAGES STARTING AT NUMBER 1	\$435.00
EFT2649	13/09/2016	AGAPE VENTURES PTY LTD	Pre-Employment medical for Hayden Dawes	\$121.00
EFT2650	13/09/2016	BT EQUIPMENT PTY LTD	TURBO GASKET AND NUTS	\$73.55
EFT2651	13/09/2016	GREAT SOUTHERN TOWING	TOW PC13 TO INGREY FORD IN NARROGIN	\$242.00
EFT2652	13/09/2016	LOCALISE PTY LIMITED	Community Survey and Review with Council 2016	\$9,042.00
EFT2653	13/09/2016	SJR CIVIL CONSULTING PTY LTD	Safety Audit on Review Street and Gt Southern Highway intersection	\$4,551.80
EFT2655	13/09/2016	IXOM OPERATIONS PTY LTD	Standing order for Chlorine Gas bottles service fee until June 2017	\$126.85

Chq/EFT	Date	Name	Description	Amount
EFT2656	13/09/2016	GRANTS EMPIRE	Additional hours for Regional Grants Scheme Application (WDC) for Age Friendly Garden within new units	\$660.00
EFT2657	13/09/2016	AAA ASPHALT SURFACES	50 x BAGS COLDMIX	\$990.00
EFT2658	13/09/2016	J & E MOBILE WHEEL ALIGNMENT	1 WHEEL ALIGNMENT PCB4	\$400.00
EFT2659	13/09/2016	PINGELLY TYRE SERVICE	1 X BATTERY	\$180.00
EFT2660	13/09/2016	BEST CONSULTANTS PTY LTD	<b>PRACC Electronic Consulting Services - including, Schematic Design, Design Development, Contract Development, Tender Period and Assessment, Construction Period and Defect Liability Period.</b>	\$6,952.00
EFT2661	13/09/2016	SAFETY & RESCUE EQUIPMENT	inspection of roof anchor points	\$220.00
EFT2662	13/09/2016	AFGRI EQUIPMENT AUSTRALIA PTY LTD	IN LINE FILTER	\$6.41
EFT2663	13/09/2016	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPLE ROAD BOARDS AND PARKS LGRCEU	Payroll deductions	\$164.00
EFT2664	14/09/2016	BENDIGO BANK CREDIT CARDS	<b>Local Government Week Meals and Refreshments with Shires of Brookton, Beverley and Wandering</b>	\$7,419.98
EFT2665	16/09/2016	BOC LIMITED	Annual Container Service Charge for period 1/09/16 to 31/08/16 - Argosshield Universal G Size	\$142.05
EFT2666	16/09/2016	IT VISION	1. Carry out processes of SynergySoft Rates Billing in order to "Raise Rates/Services and Area Rate income" to 30.6.2017. Total Hours Quoted: 15 Hours Charged at the rate of \$250.00 (+ GST) = \$3750.00 2. Rate Consultant Services: A. 3 x Pensioner-Senior Application 1hr @ \$250.00 (+ GST) B. 1 x Revaluation/Subdivision 2.5hrs @ \$250.00 (+ GST) C. Rates Notice front page changes 1hr @ \$250.00 (+ GST) Total: 4.5 hrs = \$1,125.00 (+ GST)	\$5,362.50
EFT2667	16/09/2016	EXCHANGE TAVERN	Catering for 11 people on Friday 9th September 2016 Sandwiches / wraps	\$110.00
EFT2669	16/09/2016	GREAT SOUTHERN FUEL SUPPLIES	Fuel card purchases for AUGUST 2016	\$1,941.45
Chq/EFT	Date	Name	Description	Amount

EFT2671	16/09/2016	AUSTRALIAN TAXATION OFFICE	FBT return - Fringe Benefits Tax for the period from 1/04/15 to 31/03/16	\$6,805.16
EFT2671	16/09/2016	AUSTRALIAN TAXATION OFFICE	FBT return - Fringe Benefits Tax for the period from 1/04/15 to 31/03/16	\$6,805.16
EFT2673	16/09/2016	ALLIANCE FIRE PROTECTION	Fire Extinguisher Service	\$2,140.05
EFT2674	16/09/2016	GREAT SOUTHERN TOWING	PICK UP PC13 IN NARROGIN TAKE TO RANGE FORD MADDINGTON	\$620.00
EFT2675	16/09/2016	WALLIS COMPUTER SOLUTIONS	Monthly ITS GOLD billing for September 2016	\$2,627.54
EFT2676	16/09/2016	JIRIKI MANAGEMENT - BEVERLEY WEBB	Contract Financial Services	\$792.00
EFT2677	16/09/2016	LANDMARK	2M X 3/4 HOSE	\$11.00
EFT2678	16/09/2016	DEPARTMENT OF FIRE & EMERGENCY SERVICES	2016/17 ESL Income - Local Government Opt B	\$60,249.00
EFT2679	16/09/2016	PINGELLY TRADING CO HARDWARE	1 M X 10 MM CHAIN	\$5.00
EFT2680	16/09/2016	ABCO PRODUCTS PTY LTD	3x CTNS Puregiene Hand Towels for Caravan Park	\$120.05
EFT2681	16/09/2016	DDAGROUP CORPORATE COMMUNICATIONS PTY LTD T/A TANGELO CREATIVE	Option 2 - produce and supply 2 x 2400x1800mm printed vinyl suitable for HI UV outdoor exposure with anti graffiti laminate affixed to 3mm ACM	\$3,234.00
EFT2682	16/09/2016	C&B SOUTHERN RUN TRANSPORT	Freight; Lubrimaxx - Shire of Pingelly, CN204548, 5/08/16	\$41.11
EFT2683	16/09/2016	SUEZ	55L Waste Box at Pioneer Park Toilets	\$28.60
EFT2684	16/09/2016	AFGRI EQUIPMENT AUSTRALIA PTY LTD	1 X N120 BATTERY	\$526.56
EFT2685	16/09/2016	LANDGATE	Rural UV's Chargeable; Schedule: R2016/6; Date: 28/05/16 to 5/08/16	\$79.90
EFT2686	16/09/2016	PINGELLY COMMUNITY CRAFT CENTRE	Commission for the month of August 2016	\$350.91
EFT2687	22/09/2016	TOLL IPEC PTY LTD	Freight: Roshers - Shire of Pingelly, CN8952256070, 14/09/16	\$104.84
EFT2688	22/09/2016	CHILD SUPPORT AGENCY	Staff Payroll deductions	\$568.00
EFT2689	22/09/2016	OZLITE	T8 4FT 18 W LED Tubes 6500K	\$599.45
EFT2690	22/09/2016	BUNNINGS BUILDING SUPPLIES	Various Wallmate Studs & Anchor Systems	\$56.30
EFT2691	22/09/2016	RAYMOND JOHN MARSHALL	Sitting Fees July - September 2016	\$1,000.00
EFT2692	22/09/2016	AUSTRALIA POST	Postage for August 2016	\$801.91
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT2694	22/09/2016	SECURITY & KEY DISTRIBUTORS	Bilock Cut K Bilock Key Cut to Code BEH349-DPT4	\$294.85

EFT2695	22/09/2016	LEE NORA STEEL	Sitting Fees July - September 2016	\$1,000.00
EFT2696	22/09/2016	TRUCKLINE	1X FILTER KIT	\$126.63
EFT2697	22/09/2016	B.W. JAMES TRANSPORT	Transport 1 Pallet Coldmix Asphalt Surfaces to Pingelly	\$164.34
EFT2698	22/09/2016	CHEFMASTER AUSTRALIA	2 x Boxes of Plain 18L Rubbish Bags & 1 x Box of 36L Rubbish Bags	\$198.10
EFT2699	22/09/2016	EVAN HODGES	Sitting Fees July - September 2016	\$1,000.00
EFT2700	22/09/2016	NARROGIN AUTO ELECTRICS	1 X STARTER MOTOR	\$2,258.27
EFT2701	22/09/2016	GREAT SOUTHERN WASTE DISPOSAL	Pingelly Landfill Site Maintenance - Labour from 25 July to 29 August 2016 - Labour	\$18,083.02
EFT2702	22/09/2016	AGAPE VENTURES PTY LTD	Management Fee - August 2016 - October 2016	\$15,000.00
EFT2703	22/09/2016	COATES HIRE OPERATIONS PTY LTD	4 DAYS MIN EXCAVATOR HIRE	\$973.50
EFT2704	22/09/2016	CTI SECURITY SERVICES PTY LTD	Alarm Monitoring Charges from 1/10/16 to 31/12/16	\$103.61
EFT2705	22/09/2016	GARPEN PTY LTD	13HP Electric Start Petrol Pressure Washer GPW13PE With Added Turbo Nozzle as Part of Newdegate Show Special.	\$1,050.00
EFT2706	22/09/2016	WALLIS COMPUTER SOLUTIONS	Monthly ITS GOLD billing for October 2016	\$2,627.54
EFT2707	22/09/2016	SHIRLEY LANGE	President Sitting Fees July - September 2016	\$2,800.00
EFT2708	22/09/2016	WILLIAM VINCENT MULRONEY	Deputy President Sitting Fees July - September 2016	\$1,175.00
EFT2709	22/09/2016	GLENWARRA DEVELOPMENT SERVICES	Department of Lands	\$550.00
EFT2710	22/09/2016	KERRY R KEYS	Toner for FO Printer	\$99.95
EFT2711	22/09/2016	PINGELLY RURAL SUPPLIES	Standing Purchase Order for Amounts up to \$50 Per Purchase for August 2016 - October 2016	\$49.41
EFT2712	22/09/2016	ALLSTAMPS	Self-Inking Stamp for Stuart Billingham as per Proof	\$37.80
EFT2713	22/09/2016	RED STAMP PTY LTD T/AS MILESTONE CERTIFIERS	Milestone - Code Consultant	\$2,090.00
EFT2714	22/09/2016	DB MECHANICAL CONSULTING	Mechanical Fee - inc. Brief Finalisation, Schematic Design, Design Development, Contract Documentation and Contract Administration	\$5,373.50
EFT2715	22/09/2016	FLINT ENGINEERING PTY LTD	Fire Engineering - Schematic Design, Design Development, Contract Documentation and Administration.	\$1,650.00
EFT2716	22/09/2016	PH & KE GOW	Survey of Rennet Street for sewage.	\$1,760.00
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
EFT2718	22/09/2016	LANDGATE	Land Enquiry/Other DLI Invoices	\$74.55
EFT2719	29/09/2016	TOLL IPEC PTY LTD	Freight; E & MJ Rosher - Shire of Pingelly, CN8936497321, 21/09/16	\$63.65

EFT2720	29/09/2016	H RUSHTON & CO	REPAIR TYRE	\$69.20
EFT2721	29/09/2016	J R & A HERSEY	30/ m 5 CORE WIRE	\$46.20
EFT2722	29/09/2016	KOMATSU PTY LTD	FILTERS FOR SERVICE	\$407.85
EFT2723	29/09/2016	WATER DYNAMICS PTY LTD	Fittings for Reticulation	\$220.63
EFT2724	29/09/2016	PARMELIA HILTON PERTH	Local Government Week Accommodation G Pollock, S Lange, W Mulroney Tue 2 August to Fri 5 August 2016 plus breakfasts	\$3,889.90
EFT2725	29/09/2016	BEST OFFICE SYSTEMS	Photocopy Charges MPC5503 2016-17 Black	\$55.00
EFT2726	29/09/2016	TRUCKLINE	FILTERS FOR SERVICE	\$103.33
EFT2727	29/09/2016	BROOKTON PLUMBING	To Pump Out Septic Tanks Southern End of Pavilion	\$1,500.00
EFT2728	29/09/2016	WA CONTRACT RANGER SERVICES	Ranger services for August 2016 to June 2017	\$2,501.12
EFT2729	29/09/2016	BOB WADDELL	Assistance with the 2015/16 Financial Report - 1.25hrs Assistance with the July Monthly Financial Statements - 27hrs @ \$120 per hour	\$7,095.00
EFT2730	29/09/2016	E & MJ ROSHER PTY LTD	1 X TYRE	\$209.00
EFT2731	29/09/2016	PATH WEST LABORATORY MEDICINE WA	Drug and Alcohol Test for Hayden Dawes	\$35.00
EFT2732	29/09/2016	FORTUS	10 X GRADER BLADES 10 BOLTS AND NUTS	\$1,800.81
EFT2733	29/09/2016	GRANTS EMPIRE	Additional hours for Regional Grants Scheme Application (WDC) for Age Friendly Garden within new units	\$990.00
EFT2734	29/09/2016	PINGELLY IGA SUPERMARKET	Newspapers for August 2016	\$41.80
EFT2735	29/09/2016	IREDALE PEDERSEN HOOK ARCHITECTS	<b>Detailed Design - including 2 visits</b>	\$31,795.69
EFT2736	29/09/2016	LLOYD GEORGE ACOUSTICS PTY LTD	Acoustic Fee	\$2,640.00
EFT2737	29/09/2016	BMB HAULAGE	Purchase of 4 x 40ft Sea Containers plus delivery	\$11,660.00
EFT2738	29/09/2016	REBECCA BILLINGHAM	Employment Reimbursement - Pathwest \$54.97, Medical \$70, Police Clearance \$52.60	\$177.57
EFT2739	29/09/2016	STUART BILLINGHAM	Employment Reimbursement 50% relocation costs	\$2,400.50
EFT2740	29/09/2016	CAVALIER PORTABLES & PARK HOMES	Disposal of Hire Transportable Building to Shire of Pingelly	\$10,890.00
			<b>Total EFT from Municipal Fund</b>	<b>\$282,367.61</b>
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
24334	13/09/2016	TELSTRA	Various telephone charges CEO, DTS, DCCS, PM , PAO and Depot	\$435.13
24335	13/09/2016	SHIRE OF PINGELLY	Vehicle Registration 14/09/16 to 31/10/16	\$57.20
24336	16/09/2016	TELSTRA	SMS Emergency hotline 2/09/16 to 1/10/16	\$3.75

24337	16/09/2016	SYNERGY	Electricity charges 25/07/16 to 24/08/16, Streetlights	\$10,799.60
24338	22/09/2016	DAVID INNES FREEBAIRN	Sitting Fees July - September 2016	\$1,000.00
24339	22/09/2016	SYNERGY	Electricity charges 12/07/16 to 5/09/16, Lot 482 Somerset St	\$3,282.80
24340	22/09/2016	JACQUELINE MICHELLE WALTON-HASSELL	Sitting Fees July - September 2016	\$1,000.00
24341	22/09/2016	PETER WOOD	Sitting Fees 1 August - September 2016	\$666.66
24342	29/09/2016	CANCELLED CHEQUE	CANCELLED CHEQUE	\$0.00
24343	29/09/2016	CANCELLED CHEQUE	CANCELLED CHEQUE	\$0.00
24344	29/09/2016	CANCELLED CHEQUE	CANCELLED CHEQUE	\$0.00
24345	29/09/2016	TELSTRA	Various telephone charges for the month of September 2016	\$1,074.62
24346	29/09/2016	SHIRE OF PINGELLY	Rates for 38A Sharow St - A22616	\$6,744.78
24347	29/09/2016	WATER CORPORATION	Service charges 1/09/16 to 31/10/16, House at 16 Eliot St	\$4,443.61
			<b>Total Cheque from Municipal Fund</b>	<b>\$29,959.73</b>
			<b>Total All Municipal</b>	<b>\$312,327.34</b>
1851	13/09/2016	THE UNIVERSITY OF WESTERN AUSTRALIA	REFUND OF BOND FOR HIRE OF COMMUNITY BUS ON 15/06/16	\$100.00
1852	13/09/2016	PINGELLY AMATEUR BASKETBALL ASSOC	RETURN OF FACILITY BOND	\$140.00
			<b>Total Trust Payments</b>	<b>\$240.00</b>
DD8315.1	06/09/2016	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Payroll deductions	\$5,399.24
DD8315.10	06/09/2016	BT SUPER FOR LIFE	Superannuation contributions	\$182.69
DD8315.11	06/09/2016	AMP LIFE LIMITED	Superannuation contributions	\$332.24
DD8315.2	06/09/2016	AMP FLEXIBLE SUPER	Payroll deductions	\$377.91
DD8315.3	06/09/2016	BT SUPER FOR LIFE	Superannuation contributions	\$33.75
DD8315.4	06/09/2016	THE TRUSTEE FOR THE DYER SUPER FUND	Superannuation contributions	\$939.70
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
DD8315.6	06/09/2016	AUSTRALIAN SUPER ADMINISTRATION	Superannuation contributions	\$556.68
DD8315.7	06/09/2016	REST INDUSTRY SUPER	Superannuation contributions	\$328.87
DD8315.8	06/09/2016	PRIME SUPER	Superannuation contributions	\$469.24
DD8315.9	06/09/2016	NGS SUPER	Superannuation contributions	\$13.00
DD8336.1	20/09/2016	WA LOCAL GOVERNMENT	Payroll deductions	\$6,109.37

		SUPERANNUATION PLAN		
DD8336.10	20/09/2016	AMP FLEXIBLE SUPER	Superannuation contributions	\$184.11
DD8336.2	20/09/2016	BENDIGO SMART START SUPER	Superannuation contributions	\$116.24
DD8336.3	20/09/2016	THE TRUSTEE FOR THE DYER SUPER FUND	Superannuation contributions	\$939.70
DD8336.4	20/09/2016	CBUS	Superannuation contributions	\$965.31
DD8336.5	20/09/2016	REST INDUSTRY SUPER	Superannuation contributions	\$328.87
DD8336.6	20/09/2016	AUSTRALIAN SUPER ADMINISTRATION	Superannuation contributions	\$448.50
DD8336.7	20/09/2016	PRIME SUPER	Superannuation contributions	\$469.24
DD8336.8	20/09/2016	BT SUPER FOR LIFE	Superannuation contributions	\$182.69
DD8336.9	20/09/2016	AMP LIFE LIMITED	Superannuation contributions	\$332.24
			<b>Total Direct Debit Payments</b>	<b>\$19,674.90</b>

## **16 DIRECTORATE OF TECHNICAL SERVICES**

Nil

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

Nil

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

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

### **Introduction of New Business**

**12100: Moved: Cr Hodges**

**Seconded: Cr Mulroney**

**Carried 8:0**

### **18.1 Proposed 2016-17 Budget Amendment**

**Applicant:** Barry Gibbs, Director Technical Services  
**Author:** Barry Gibbs – Director Technical Services  
**Date:** 18 October 2016  
**Disclosure of Interest:** Nil  
**Attachments:** Nil  
**Previous Reference:** Shire of Pingelly 2016-17 Budget

#### **Summary:**

Council endorsement is required to amend the 2016-17 Shire of Pingelly budget for road works on the Bulyee Road, due to unexpected road failures from heavy vehicle movement.

#### **Comment:**

Council staff have noted that seven (7) road failures have developed over the past few months on the Bulyee Road due to heavy vehicle moments and believe the road failures may cause a safety issue if not dealt with before additional heavy vehicle moments increase during the forthcoming harvest season.

#### **Consultation:**

Works Supervisor – Mr Russell Dyer  
Director Community Corporate Services – Mr Stuart Billingham  
Chief Executive Officer – Mr Gavin Pollock

#### **Statutory Environment:**

*Local Government Act 1997.*

#### **Policy Implications:**

There are no policy implications arising from this amendment.

#### **Financial Implications:**

The estimated cost to undertake these repairs to the Bulyee Road, including cement stabilisation and bitumen sealing, will cost \$20,000. This money can be reallocated from two of the Bullaring road projects due to savings found after receiving quotations for bitumen and road stabilisation works.

#### **Strategic Implications:**

Strategy 2.6.4: Investigate and respond to road safety issues.



**Voting Requirements:**

Absolute Majority

**Recommendation and Council Decision:**

**That Council endorse the following changes to the 2016-17 Shire Budget:**

- Reduce the budget amount from \$46,600 to \$36,600 for the GL 1200 – R2R18
- Reduce the budget amount from \$62,190 to \$52.190 for GL 1200 – R2R17
- Allocate \$20,000 to repair road failures on the Bulyee Road and create a new Job number for the works

**12100: Moved: Cr Freebairn**

**Seconded: Cr Hodges**

**Carried 8:0**

**19. CLOSURE OF MEETING**

The Chairman declared the meeting closed at 2.51pm

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