

# Notice of Meeting



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Western Australia 6308  
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Dear Elected Member

The next Ordinary meeting of the Shire of Pingelly will be held on 15 March 2017 in the Council Chambers, 17 Queen Street, Pingelly commencing at 2.00pm.

Youthcare will be providing dinner.

## **Schedule**

2pm Council Meeting

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

Gavin Pollock  
**Chief Executive Officer**

10 March 2017

## **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  
15 March 2017

## **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:

15 March 2017

\_\_\_\_\_  
(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 15 March 2017 – 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**

We acknowledge the Noongar people of this area and recognise their continuing connection to land, waters and community. We pay respect to both the Aboriginal and non-Aboriginal people and past and present.

**3. ANNOUNCEMENTS BY THE PRESIDING MEMBER**

**3.1 Reminder**

It is the province of knowledge to speak and it is the privilege of wisdom to listen. **Oliver Wendell Holmes**

There are people who, instead of listening to what is being said to them, are already listening to what they are going to say themselves. **Alfred North Whitehead (1861 - 1947)**

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

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

Nil

**6. PUBLIC QUESTION TIME**

**7. APPLICATIONS FOR LEAVE OF ABSENCE**

At the Ordinary Council Meeting held on 15 February 2017 the following leave of absence was granted:

**12141 Moved: Cr Mulroney                      Seconded: Cr Wood**  
**that Council approve Cr Marshall taking leave from the 12<sup>th</sup> to 16<sup>th</sup> March inclusive.**

**Carried 8:0**

**8. DISCLOSURES OF INTEREST**

**9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**9.1 Ordinary Meeting – 15 February 2017**

**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 15 February 2017 be confirmed.**

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

**9.2 Special Council Meeting – 1 March 2017**

**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 a Special Meeting of the Council of the Shire of Pingelly held in the Council Chambers on 1 March 2017 be confirmed.**

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

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

### **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 February**

8<sup>th</sup> Electors' Meeting.  
9<sup>th</sup> Agenda Briefing  
9<sup>th</sup> Silver Chain - Cr Steel, CEO and Amy Flaherty Silver Chain  
9<sup>th</sup> Mia Davies – Announcement of PAAA housing garden funding.  
9<sup>th</sup> Tuck Waldron Farewell – Narrogin  
13<sup>th</sup> PAAA meeting – Chambers  
15<sup>th</sup> Tiffany – Localise survey review  
15<sup>th</sup> Ordinary Council Meeting  
16<sup>th</sup> Youth Focus Group  
23<sup>rd</sup> Somerset Alliance  
24<sup>th</sup> CCZ Narrogin  
27<sup>th</sup> Training – Beverley - Land use planning  
28<sup>th</sup> Training – Beverley – Sustainable assets

##### **Meetings attended March**

1<sup>st</sup> Special Council Meeting - Audit  
1<sup>st</sup> Architects discussion on Building tenders for the PRACC  
1<sup>st</sup> Special Council Meeting – appointment of PRACC builder  
7<sup>th</sup> RRG Hotham-Dale Subgroup. Chambers

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

##### **Meetings attended February**

23<sup>rd</sup> Somerset Alliance Meeting Pingelly  
25<sup>th</sup> CCZ Narrogin  
27<sup>th</sup> Councillor Training Advanced Planning Practices, Beverley  
28<sup>th</sup> Councillor Training Infrastructure Asset Management, Beverley

##### **Meetings attended March**

1<sup>st</sup> Special Council; Meeting Audit Committee, Pingelly  
1<sup>st</sup> Corporate Discussion, PRACC tenders with Architects - Pingelly  
1<sup>st</sup> Special Council Meeting – Appoint Builders for PRACC - Pingelly

#### **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 Shire of Pingelly 2016 Community Survey**

<b>File Reference:</b>	<b>00285</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>7 May 2017</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Previous Reference:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Community Survey Summary 2016 (Attachment 1 after blue sheet under separate cover)</b>

#### **Summary:**

Council to consider receiving the 2016 Community Survey Report as provided by Localise.

#### **Background:**

The Shire of Pingelly engaged Localise to undertake a Community Survey as part of the Shire's Integrated Strategic Planning process in July 2016.

#### **Comment:**

A summary of the research objectives were:

- Determine the relative importance of, and satisfaction with, various services and facilities
- Understand residents' willingness to pay for desired improvements
- Elicit future vision/direction
- Identify short term and future priorities
- Establish what is most special about the Shire
- Identify priority activities for young people
- Rate playgrounds
- Volunteering
- Determine support for alternative truck route and a new speed limit
- Asses information provided about the Shire and its activities

#### **Consultation:**

Shire of Pingelly Community Members  
Chief Executive Officer  
Shire Councillors

#### **Statutory Environment:**

Nil

#### **Policy Implications:**

Nil

#### **Financial Implications:**

Make a budget provision in the 2017/18 annual budget to undertake a further survey. The survey results will help in developing the new Community Strategic Plan and Long Term Financial Plan.

#### **Strategic Implications:**

Complements the Community Strategic Plan relating to Community satisfaction.

**Voting Requirements:**  
Simple Majority

**Recommendation:**  
**That Council receive the 2016 Community Survey.**

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



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

### **15.1 Monthly Statement of Financial Activity**

**File Reference:** 00271  
**Location:** N/A  
**Applicant:** Stuart Billingham, Director Corporate & Community Services  
**Author:** Stuart Billingham, Director Corporate & Community Services  
**Date:** 07 March 2017  
**Disclosure of Interest:** Nil  
**Attachments:** Monthly Statements of Financial Activity for the period 1 July 2016 to 28 February 2017 (Attachment 2 after green sheet under separate cover)  
**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 February 2017 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 2016/2017.

**Strategic Implications:**

There are no known significant strategic implications.

**Voting Requirements:**

Simple Majority

**Recommendation:**

**That with respect to the Monthly Statements of Financial Activity for the month ending 28 February 2017 be accepted and material variances be noted.**

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

## **15.2 Accounts Paid by Authority**

**Applicant:** Stuart Billingham, Director Corporate & Community Services  
**Author:** Rebecca Billingham, Finance Officer  
**Date:** 7 March 2017  
**Disclosure of Interest:** Nil  
**Attachments:** List of Accounts Following  
Moore Stephens Fraud Scam Alert 2016 (Attachment 3 after  
yellow sheet under separate cover)  
**Previous Reference:** N/A

### **Summary:**

Council endorsement is required for accounts made by authority for the month of February 2017. Please refer to recent Fraud Scam Alert from Moore Stephens submitted as a separate attachment. Suggests web version of Agenda does not list the Cheques and Payments listing.

### **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:**

**That Council endorse the Accounts for Payments for February 2017 as presented:**

<b>FEBRUARY 2017</b>	
<b>MUNI - 117984856</b>	
EFT 3150 - 3305	\$ 562,367.05
CHEQUE 24396 - 24411	\$ 21,702.39
<b>TRUST ACCOUNTS</b>	
DEPT OF TRANSPORT – 123395691 ,10217-280217	\$ 31,194.40
TRUST FUND – 1869 - 1871	\$ 680.00
<b>DIRECT DEBIT -</b>	
DD8667.1 – DD8667.12, EFT 3213,3228,3240, DD8691.2-DD8691.10, EFT 3253,3254,3256 – Pay and Super	\$ 21,957.59
<b>CREDIT CARD</b>	
DD8694.1	\$ 2,087.54
<b>GRAND TOTAL</b>	<b>\$ 639,988.97</b>

<b>Notification</b>	<b>Explanation</b>
Cheques 24405 and 24406 cancelled	Printing error wrong cheque numbers

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

**ACCOUNTS PAID PRESENTED FOR ENDORSEMENT**

**SHIRE OF PINGELLY**

**ACCOUNTS PAID PRESENTED FOR ENDORSEMENT FEBRUARY 2017**

<b>EFT NUMBER</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
EFT3150	01/02/2017	TOLL IPEC PTY LTD	COURIER CHARGES 06 JAN TO 13 JAN 2017	183.83
EFT3151	01/02/2017	SHERIDAN'S FOR BADGES	4 BRASS NAME PLATES FOR AUSTRALIA DAY AWARDS	259.05
EFT3152	01/02/2017	J R & A HERSEY	SPRAY BAR KIT AND PARTS FOR WATER CART	5,199.70
EFT3153	01/02/2017	WESTRAC EQUIPMENT PTY LTD	WEAR STRIPS PN166 & PN398	1,643.46
EFT3154	01/02/2017	PINGELLY VOLUNTEER SES UNIT	SANDBAGS FOR BRIDGE 1191	484.00
EFT3155	01/02/2017	JASON SIGNMAKERS	VARIOUS SIGNAGE, CONES AND TAGS FOR REFUSE SITE, BRIDGE AND WICKEPIN-PINGELLY RD	1,988.27
EFT3156	01/02/2017	AUSTRALIA DAY COUNCIL OF W.A.	AUSTRALIA DAY MEDALLIONS	126.00

<b>EFT NUMBER</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
EFT3157	01/02/2017	METROCOUNT	6V BATTERY PACK FOR TRAFFIC COUNTER	66.00
EFT3158	01/02/2017	NARROGIN HIRE SERVICE AND RETICULATION	INSTANT SCAFFOLD FOR TOWN HALL	66.00
EFT3159	01/02/2017	AUSTRALIA POST	POSTAGE CHARGES DECEMBER 2016	403.80
EFT3160	01/02/2017	GREAT SOUTHERN FUEL SUPPLIES	FUEL MANAGEMENT SYSTEM AND TANK	35,970.00
EFT3161	01/02/2017	NARROGIN BETTA ELECTRICAL	TECO REVERSE CYCLE AIR CONDITIONER IN TRANSPORTABLE SITE OFFICE	649.00
EFT3162	01/02/2017	MIRACLE RECREATION EQUIPMENT	75 x 75 METAL END CAPS	330.00
EFT3163	01/02/2017	BEST OFFICE SYSTEMS	PHOTOCOPY CHARGES MPC5503 2016-17 BLACK AND COLOUR 23.12.2016 to 23.01.2017	1,273.71
EFT3164	01/02/2017	TRUCKLINE	CLUTCH KIT - INCORRECT KIT - TO BE CREDITED	5,301.92
EFT3165	01/02/2017	B.W. JAMES TRANSPORT	PICK UP AND DELIVERY OF GRADER BLADES PN398 12M MOTOR GRADER AND PN166 120M GRADER	130.90
EFT3166	01/02/2017	GEOFABRICS	4 x 50m ROLLS OF GEOFAB	506.00

<b>EFT NUMBER</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
EFT3167	01/02/2017	KEITH THE MAINTENANCE MAN PTY LTD	SUPPLY & REPLACE TERMITE DAMAGED BOTTOM PURLINS AT COMMUNITY SHEARING SHED	1,093.40
EFT3168	01/02/2017	CONTRACT AQUATIC SERVICES	SWIMMING POOL CONTRACT MANAGEMENT FEE JANUARY 2017	13,109.80
EFT3169	01/02/2017	NARROGIN QUARRY OPERATIONS	SUPPLY 45- 50 TONNE OF GRANITE ROCK	1,713.36
EFT3170	01/02/2017	INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA	MEMBERSHIP 1.01.2017 TO 31.12.2017 - BARRY GIBBS	297.00
EFT3171	01/02/2017	STEVE DAVIS BUILDER	COMPLETE GUTTERING AND DOWNPIPES AT MEMORIAL PARK ROTUNDA	1,870.00
EFT3172	01/02/2017	WA CONTRACT RANGER SERVICES	RANGER SERVICES 05 AND 23.12.2016	1,215.50
EFT3173	01/02/2017	BT EQUIPMENT PTY LTD	GLASS FOR WINDOW MULTI TYRED ROLLER	304.89
EFT3174	01/02/2017	WALLIS COMPUTER SOLUTIONS	ITS GOLD AGREEMENT JANUARY 2017 - IT SERVICES	3,227.04
EFT3175	01/02/2017	BARRY GIBBS	REFUND FOR BRIDGE CONFERENCE IN NOVEMBER 2017	693.00
EFT3176	01/02/2017	LOCALISE PTY LIMITED	PREPARE & ATTEND SENIORS MORNING TEA, CONDUCT COMMUNITY SURVEY AND ENTER RESULTS	2,790.46

<b>EFT NUMBER</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
EFT3177	01/02/2017	SJR CIVIL CONSULTING PTY LTD	ROUNDBOUT CONCEPT PLAN - GREAT SOUTHERN HIGHWAY AND REVIEW ST	1,210.00
EFT3178	01/02/2017	MIDALIA STEEL / ONE STEEL (WAGIN)	1 X 89X89 X6 RSH STEEL	259.82
EFT3179	01/02/2017	FULTON HOGAN INDUSTRIES PTY LTD	48 BAGS OF EZSTREET BIOBLEND	1,795.20
EFT3180	01/02/2017	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	ATTENDANCE AT SW PROFESSIONAL CONFERENCE - GAVIN POLLOCK & RUSSELL DYER	1,540.00
EFT3181	01/02/2017	ASB MARKETING PTY LTD	30 X THE HOOD - PROTEUS SAFETY GLASSES - GREY LENSES	97.35
EFT3182	01/02/2017	NARROGIN SMASH REPAIRS	NEW WINDSCREEN SUPPLIED & FITTED FOR TOYOTA PRADO KAKADU AND SIDE MOULDING	504.28
EFT3183	01/02/2017	LANDMARK	MITSUBISHI TRITON SEAT COVER	293.70
EFT3184	01/02/2017	I SWEEP TOWN & COUNTRY	SWEEPING PINGELLY TOWN ROADS ON THE 13 AND 14 DECEMBER 2016	2,450.25
EFT3185	01/02/2017	IXOM OPERATIONS PTY LTD	SERVICE FEE 3 X CHLORINE GAS BOTTLES	126.85
EFT3186	01/02/2017	DIRECT COMMUNICATIONS	COAX ASSY 5 METRES RG58 MBC BASE FOR GARDENERS UTE	99.00



<b>EFT NUMBER</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
EFT3187	01/02/2017	FORTUS	10 X GRADER BLADES - PN166 120M GRADER & 10 X GRADER BLADES - PN398 120M GRADER	1,726.56
EFT3188	01/02/2017	JS ROADSIDE PRODUCTS	300 X STEELFLEX POST - WICKEPIN-PINGELLY RD & YORK WILLIAMS RD	9,784.50
EFT3189	01/02/2017	DEWS EXCAVATIONS	EXCAVATE SEWERAGE LINE AND BACKFILL AT PLAYGROUP BUILDING AND TRUCK HIRE AT WICKEPIN RD	2,299.00
EFT3190	01/02/2017	PINGELLY RURAL SUPPLIES	PAINT BRUSH AND ENAMEL PAINT FOR SKATE PARK GRAFFITI	225.75
EFT3191	01/02/2017	CARPENTRY SERVICES WA	REPAIR CHAMBERS TABLE & REPAIR STAGE STAIRS AT TOWN HALL	1,275.00
EFT3192	01/02/2017	SOUTH METROPOLITAN TAFE	TAFE COURSE FEES FOR WADE TAYLOR - CERT111 IN MOBILE PLANT TECHNOLOGY - SEMESTER 2 2016	309.16
EFT3193	01/02/2017	TOM'S TREE SERVICE	CUT DEAD TREES AT IRON STONE HILL	1,320.00
EFT3194	01/02/2017	AFGRI EQUIPMENT AUSTRALIA PTY LTD	HAVE HOSE MADE PN938 120M GRADER	272.33
EFT3195	01/02/2017	STUART BILLINGHAM	REIMBURSEMENT FOR DECOY OWL FOR SWIMMING POOL	39.99
EFT3196	01/02/2017	TYRE STORAGE & RECOVERY WA	REMOVE TYRES FROM PINGELLY REFUSE SITE	2,103.22

<b>EFT NUMBER</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
EFT3197	01/02/2017	AUSTRALIAN TRAINING MANAGEMENT PTY LTD	CHAINSAW TRAINING COURSE FOR 12 PEOPLE 06.12.2016	2,750.00
EFT3198	01/02/2017	TRAFFIC SAFETY CONSULTANTS PTY LTD	ROAD SAFETY DESIGN AUDIT	3,300.00
EFT3199	01/02/2017	DYNASTY EMBROIDERY	40 X UNIFORM POLO SHIRTS	1,090.93
EFT3200	01/02/2017	DAVID MOLNAR	FIRE BREAK AT 29-30 TAYLOR ST - TO BE RECOUPED	450.00
EFT3201	01/02/2017	KIM BOULTON	KEYWORD PRELIMINARIES 12,13 & 17.01.2017	605.00
EFT3202	01/02/2017	EASTERN HILLS SAWS & MOWERS PTY LTD	PART FOR PLANTING AUGER	116.00
EFT3203	01/02/2017	HOWLETT'S TREE SERVICE	GRINDING OF 48 STUMPS ON VARIOUS SHIRE VERGES	2,585.00
EFT3204	01/02/2017	STRATAGREEN	ROOT DEFLECTOR ROOT BARRIER 1000MM	309.71
EFT3205	01/02/2017	TAYLOR HARDYMAN GROUP	LOCKERS FOR DEPOT	917.40
EFT3206	01/02/2017	CASTLEDEX PTY LTD	FILES WITH TUBE CLIPS, POCKET FILES, NUMBER AND VOLUME LABELS FOR NEW RECORDS SYSTEM	1,839.13

<b>EFT NUMBER</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
EFT3207	01/02/2017	SOUTHERN CROSS AUSTEREO PTY LTD	FIRE SAFETY MESSAGES ON SOUTHERN CROSS AUSTEREO NOVEMBER 2016	533.50
EFT3208	01/02/2017	CENTRAL REGIONAL TAFE	D383 CERT 3 CONSTRUCTION PATHWAYS - 596736 - HAYDEN DAWES	239.15
EFT3209	01/02/2017	PINGELLY COMMUNITY CRAFT CENTRE	CARAVAN PARK COMMISSION DECEMBER 2016	128.37
EFT3210	10/02/2017	BOC LIMITED	OXYGEN INDUSTRIAL E2 SIZE	46.82
EFT3211	10/02/2017	J R & A HERSEY	TELSTRA PIT LID LIFTER	242.00
EFT3212	10/02/2017	PINGELLY VOLUNTEER SES UNIT	SES REIMBURSEMENT SEPTEMBER TO DECEMBER 2016	8,357.02
EFT3214	10/02/2017	KOMATSU PTY LTD	KEY FOR KOMATSU BACKHOE PN797	33.26
EFT3215	10/02/2017	AIT SPECIALISTS PTY LTD	COMPLETION OF THE REVIEW OF TAX FUEL CREDITS DEC 2012-DEC 2016	1,808.68
EFT3216	10/02/2017	GREAT SOUTHERN FUEL SUPPLIES	FUEL PURCHASES DECEMBER 2016	2,263.38
EFT3217	10/02/2017	GALVINS PLUMBING PLUS	VARIOUS PIPE FOR PLAYGROUP BUILDING	545.94

<b>EFT NUMBER</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
EFT3218	10/02/2017	B.W. JAMES TRANSPORT	CARTAGE EX FULTON-HOGAN	144.65
EFT3219	10/02/2017	KEITH THE MAINTENANCE MAN PTY LTD	INSTALL CLEANER STORAGE CUPBOARD AT PIONEER PARK	1,265.00
EFT3220	10/02/2017	GREAT SOUTHERN WASTE DISPOSAL	RUBBISH AND RECYCLING COLLECTION AND REFUSE SITE MAINTENANCE DECEMBER 2016	12,801.72
EFT3221	10/02/2017	PINGELLY COMMUNITY RESOURCE CENTRE	QUARTERLY/FINAL PAYMENT FOR WAGES TRAINEE	8,803.35
EFT3222	10/02/2017	STEVE DAVIS BUILDER	LIGHT WINDOW REPAIR AT TOWN HALL	528.00
EFT3223	10/02/2017	AMPAC DEBT RECOVERY PTY LTD	JUDGEMENT PROFESSIONAL FEE FOR PINGELLY ABORIGINAL PROGRESS ASSOCIATION	385.00
EFT3224	10/02/2017	WALLIS COMPUTER SOLUTIONS	ITS GOLD AGREEMENT FEBRUARY 2017	2,055.90
EFT3225	10/02/2017	HUMES WEMBLEY CEMENT	RETAINING BEAM FOR BRIDGE 1191	2,904.00
EFT3226	10/02/2017	IXOM OPERATIONS PTY LTD	CHLORINE GAS BOTTLE	126.85
EFT3227	10/02/2017	STEWART & HEATON CLOTHING CO PTY LTD	1 JACKET AND 1 TROUSER	268.32

<b>EFT NUMBER</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
EFT3229	10/02/2017	MCPEST PEST CONTROL	TERMITE INSPECTION AND REPORT OF ALL SHIRE BUILDINGS	3,465.00
EFT3230	10/02/2017	IREDALE PEDERSEN HOOK ARCHITECTS	CONSTRUCTION DOCUMENTATION 01.10.16 TO 20.12.16 - PRACC	31,224.05
EFT3231	10/02/2017	SCOTT SMALLEY PARTNERSHIP PTY LTD	PROGRESS PAYMENT DESIGN AND DOCUMENTATION	12,540.00
EFT3232	10/02/2017	RED STAMP PTY LTD T/AS MILESTONE CERTIFIERS	AGE APPROPRIATE ACCOMMODATION - CODE CONSULTANT	605.00
EFT3233	10/02/2017	PJ WRIGHT & ASSOCIATES PTY LTD	HYDRAULIC SERVICES PROGRESS CLAIM NO 7	2,376.00
EFT3234	10/02/2017	DB MECHANICAL CONSULTING	DESIGN AND DOCUMENTATION OF MECHANICAL SERVICES FOR PRACC	2,200.00
EFT3235	10/02/2017	FLINT ENGINEERING PTY LTD	COMPLETION OF CONTRACT DOCUMENTATION FOR PINGELLY REC CENTRE	1,100.00
EFT3236	10/02/2017	HW & ASSOCIATES	QUANTITY SURVEYING SERVICES	39,600.00
EFT3237	10/02/2017	SAFETY & RESCUE EQUIPMENT	HEIGHT SAFETY EQUIPMENT INSPECTION	220.00
EFT3238	10/02/2017	CAPITAL ENGINEERING	CONTRACT DOCUMENTATION AGE APPROPRIATE ACCOMMODATION	4,933.50

EFT NUMBER	DATE	NAME	INVOICE DESCRIPTION	AMOUNT
EFT3239	10/02/2017	PROSSER TOYOTA	CARGO MAT FOR TOYOTA PRADO KAKADU	216.08
EFT3241	10/02/2017	McLEODS BARRISTERS AND SOLICITORS	LEGAL ADVICE - AS 2124 NOMINATED SUBCONTRACTORS (40440)	1,576.19
EFT3242	10/02/2017	TIANCO TRANSPORT	SUPPLY AND DELIVERY OF SAND FOR PAD AT PRACC	63,376.00
EFT3243	17/02/2017	AUSTRALIAN TAXATION OFFICE	BAS JANUARY 2017	16,437.00
EFT3244	17/02/2017	J R & A HERSEY	2 X STOP AND TAIL & INDICATOR LAMPS PN797 BACKHOE	114.40
EFT3245	17/02/2017	GREAT SOUTHERN FUEL SUPPLIES	FUEL CARD PURCHASES JANUARY 2017	2,450.07
EFT3246	17/02/2017	GREAT SOUTHERN WASTE DISPOSAL	BULK RUBBISH & RECYCLING DECEMBER 2016	1,323.00
EFT3247	17/02/2017	INGREY'S	FILTERS FOR SERVICE FOR SHIRE OF BROOKTON	183.88
EFT3248	17/02/2017	BITUTEK PTY LTD	BITUMINOUS SPRAY SEAL WORKS BULLARING ROAD	19,591.66
EFT3249	17/02/2017	SHIRLEY LANGE	REIMBURSEMENT INTERNET CHARGES DECEMBER 2016	99.90

<b>EFT NUMBER</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
EFT3250	17/02/2017	STEWART & HEATON CLOTHING CO PTY LTD	BFB JACKET & TROUSERS	256.03
EFT3251	17/02/2017	FLEET FITNESS	PARTS FOR GYM EQUIPMENT	121.00
EFT3252	17/02/2017	PINGELLY RURAL SUPPLIES	TRIMMER LINE PARKS AND GARDENS	55.00
EFT3255	22/02/2017	PLANET SMART PTY LTD	WOOD PLASTIC COMPOSITE FOR PIONEER PARK	676.57
EFT3257	22/02/2017	STUART BILLINGHAM	REFUND FOR PURCHASE OF SPEEDO WALL MOUNTED PACE CLOCK FOR SWIMMING POOL	670.96
EFT3258	24/02/2017	INGLEWOOD PRODUCTS GROUP	SUPPLY YELLOW STRINGY BARK - LOG PURCHASE	126,500.00
EFT3259	28/02/2017	EXCHANGE TAVERN	CATERING THURSDAY 9TH OF FEB 17 FOR 12 PEOPLE - SANDWICHES AND PASTRIES	130.00
EFT3260	28/02/2017	THE WEST AUSTRALIAN	ADVERTISEMENT - GENERAL ELECTORS MEETING 19 FEBRUARY 2017	96.00
EFT3261	28/02/2017	SHERIDAN'S FOR BADGES	NAME PLATES FOR FRONT RECEPTION AREA - TONY KIRK AND REX HALLETT	226.71
EFT3262	28/02/2017	HYDRAMET PTY LTD	PARTS TO FIX PIPEWORK AT WASTE WATER TREATMENT PLANT	189.75

<b>EFT NUMBER</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
EFT3263	28/02/2017	J R & A HERSEY	1 X REVERSE ALARM FOR GARDENERS UTE	95.70
EFT3264	28/02/2017	SULLIVAN LOGISTICS PTY LTD	FREIGHT; JASON SIGN MAKERS	293.93
EFT3265	28/02/2017	WESTRAC EQUIPMENT PTY LTD	PARTS FOR LOADER BUCKET KICKOUT PN340 CATERPILLAR LOADER	308.09
EFT3266	28/02/2017	CARDILE INTERNATIONAL FIREWORKS PTY LTD	FIREWORKS DISPLAY AND PERMITS FEES 15-12-2016	5,385.00
EFT3267	28/02/2017	NARROGIN HIRE SERVICE AND RETICULATION	HIRE OF VIBRATING COMPACTOR FOR STABILISED SAND	61.50
EFT3268	28/02/2017	BUNNINGS BUILDING SUPPLIES	VARIOUS BOLTS / NUTS, SCREWS FOR QUARTZ STREET + PN569 COLORADO	69.53
EFT3269	28/02/2017	AUSTRALIA POST	POSTAGE CHARGES JANUARY 2017	123.47
EFT3270	28/02/2017	LANDVISION PTY LTD	PLANNING SERVICES FOR SEPTEMBER 2016 TO JANUARY 2017	412.50
EFT3271	28/02/2017	GREAT SOUTHERN FUEL SUPPLIES	DISTRIBUTOR CARD FOR PN5698 BUSHFIRE VEHICLE	2.75
EFT3272	28/02/2017	TRUCKLINE	1 X BRAKE BOOSTER FOR SHIRE OF BROOKTON	832.16



<b>EFT NUMBER</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
EFT3273	28/02/2017	B.W. JAMES TRANSPORT	CARTAGE OF 2 X CONCRETE BEAMS FOR BRIDGE 1191	868.10
EFT3274	28/02/2017	KEITH THE MAINTENANCE MAN PTY LTD	LABOUR AND MATERIALS TO REPLACE DOOR CLOSER TO REAR OFFICE DOOR	258.50
EFT3275	28/02/2017	DAVID INNES FREEBAIRN	REIMBURSEMENT FOR PURCHASE OF REFRESHMENTS	618.18
EFT3276	28/02/2017	GREAT SOUTHERN WASTE DISPOSAL	RUBBISH & RECYCLING CHARGES JANUARY 2017	17,896.02
EFT3277	28/02/2017	PINGELLY COMMUNITY RESOURCE CENTRE	UPDATE OF FUNDING & SPONSORSHIP PRACC POSTER	57.00
EFT3278	28/02/2017	WHEATBELT ELECTRICS	REPLACEMENT OF 3 PHASE POWER OUT AT SWIMMING POOL	453.75
EFT3279	28/02/2017	GAINSBOROUGH GRAPHICS	TEAR OFF FLYERS - SHIRE OF PINGELLY TOURISM FLYERS	645.00
EFT3280	28/02/2017	REINFORCED CONCRETE PIPES AUSTRALIA (WA) PTY LTD	TWO 1200 X 1200 BOX CULVERTS FOR BRIDGE 1191	1,331.00
EFT3281	28/02/2017	AGAPE VENTURES PTY LTD	MANAGEMENT FEE - FEBRUARY 2017 - APRIL 2017	15,000.00
EFT3282	28/02/2017	J MAC ENGINEERING PINGELLY	8.8 M 25 X 25 RHS AND CUTTING FEE FOR PN172 RANGER	58.01

EFT NUMBER	DATE	NAME	INVOICE DESCRIPTION	AMOUNT
EFT3283	28/02/2017	WA CONTRACT RANGER SERVICES	RANGER SERVICES 10/01/17, 27/01/17, 02/02/17	1,916.74
EFT3284	28/02/2017	GRIFFIN VALUATION ADVISORY	50% OF AGREED PROFESSIONAL FEE (\$8,400) AS PER PROPOSAL FOR LAND AND BUILDING ASSETS	4,620.00
EFT3285	28/02/2017	CEMETERIES & CREMATORIA ASSOC. OF WA	CCAWA SEMINAR & DINNER 2017 ATTENDANCE FOR SHERYL SQUIERS	235.00
EFT3286	28/02/2017	SPORTSPOWER NARROGIN	ENGRAVING OF AUSTRALIA DAY MEDALS	40.00
EFT3287	28/02/2017	LANDMARK	HOSE REEL FOR SMALL WATER TANK	664.14
EFT3288	28/02/2017	SHIRE OF WANDERING	HIRE OF WATER TRUCK 12 HRS 11TH JANUARY 2017	1,704.00
EFT3289	28/02/2017	SKIPPER TRUCK PARTS AND AMCAP DISTRIBUTION CENTRE	PIPE - THERMOSTAT COVER, COOLING WATER LINE AND CORD ASSY FOR SHIRE OF BROOKTON	690.11
EFT3290	28/02/2017	DIRECT COMMUNICATIONS	RETUNE TWO-WAY FOR WAERN SIGNAL - PN166 CATERPILLAR	237.60
EFT3291	28/02/2017	LUBRIMAXX MKTG PTY LTD	200L HYD OIL	572.00
EFT3292	28/02/2017	MARKETFORCE PTY LTD	ADVERTISEMENT - EOI CONSTRUCTION OF PRACC WEST AUSTRALIAN NEWSPAPER 22 DECEMBER 2016	1,020.25

EFT NUMBER	DATE	NAME	INVOICE DESCRIPTION	AMOUNT
EFT3293	28/02/2017	PINGELLY RURAL SUPPLIES	REDBACK BOOT SAFETY - FOR JAMES DE-BEAUX	244.05
EFT3294	28/02/2017	MOORE STEPHENS (WA) PTY LTD	ATTENDANCE OF STUART BILLINGHAM AT BUDGET WORKSHOP 23.02.2017	893.20
EFT3295	28/02/2017	PINGELLY IGA SUPERMARKET	REFRESHMENTS FOR FAREWELL SEND OFF	579.64
EFT3296	28/02/2017	PINGELLY TYRE SERVICE	FIT TUBE TO TYRE FOR PN586 SKID STEER	45.00
EFT3297	28/02/2017	GIRL GUIDES WESTERN AUSTRALIA	2017 GIRL GUIDES WESTERN AUSTRALIA INC	200.00
EFT3298	28/02/2017	SOUTH METROPOLITAN TAFE	TRAINING FOR CALEB PASSMORE SEMESTER 2 2016	232.12
EFT3299	28/02/2017	AFGRI EQUIPMENT AUSTRALIA PTY LTD	JIC, HOSE, ADAPTOR AND LABOUR FOR WICKEPIN PINGELLY ROAD	364.96
EFT3300	28/02/2017	DYNASTY EMBROIDERY	10 X ROYAL BUCKET HATS EMBROIDERY AND 10 X NAME EMBROIDERY	198.00
EFT3301	28/02/2017	NORTHAM MOTEL	ACCOMMODATION FOR HAYDEN DAWES 06/02/2017 TO 09/02/2017	448.00
EFT3302	28/02/2017	SOUTHERN CROSS AUSTEREO PTY LTD	FIRE SAFETY MESSAGES ON RADIO	242.00

<b>EFT NUMBER</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
EFT3303	28/02/2017	LANDGATE	GROSS RENTAL VALUATIONS CHARGEABLE SCHEDULE NO: G 2017/1 16/07/16 TO 13/01/17	64.70
EFT3304	28/02/2017	PINGELLY COMMUNITY CRAFT CENTRE	CATERING FOR COUNCIL MEETING DINNER 15/02/2017 - 14 PEOPLE	591.47
EFT3305	28/02/2017	TIANCO TRANSPORT	HIRE OF SIDE TIPPER TRAILERS - WICKEPIN PINGELLY ROAD	3,168.00
<b>TOTAL EFT</b>				<b>562,367.05</b>

CHEQUE NUMBER	DATE	NAME	INVOICE DESCRIPTION	AMOUNT
24396	01/02/2017	TELSTRA	TELEPHONE CHARGES TO 10.01.2017	1,099.78
24397	01/02/2017	RAC	BUSINESS WISE ROAD ASSIST COMMUNITY BUS	102.00
24398	01/02/2017	SYNERGY	ELECTRICITY PEMBERTON ST 15.11.16 TO 17.01.17	29.50
24399	01/02/2017	RANGE FORD	ELECTRICAL REPAIRS TO PC13	668.25
24400	01/02/2017	THE HONDA SHOP	IN AND OUT FITTING FOR HONDA PUMP	382.90
24401	01/02/2017	PINGELLY VOLUNTEER FIRE & RESCUE	BRIGADE BURNS ON PRIVATE PROPERTY X 13	1,990.00
24402	17/02/2017	TELSTRA	EMERGENCY SMS MESSAGES 04 JAN - 31JAN 2017	740.25
24403	17/02/2017	SYNERGY	205 STREET LIGHTS 25 NOV 2016 - 24 DEC 2016	2,705.45
24404	17/02/2017	PINGELLY YOUTH CLUB	COMMUNITY REQUEST REIMBURSEMENT OF 23 BIKE HELMETS	759.00
24405	27/02/2017	CANCELLED CHEQUE	CANCELLED CHEQUE	

<b>CHEQUE NUMBER</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
24406	27/02/2017	CANCELLED CHEQUE	CANCELLED CHEQUE	
24407	27/02/2017	SHIRE OF PINGELLY	SHIRE OF PINGELLY BSL COMMISSION JUNE 2014	11.74
24408	27/02/2017	BUILDING COMMISSION	BUILDING COMMISSION BSL JUNE 2014	71.00
24409	28/02/2017	TELSTRA	MOBILE ACCOUNTS TO 23/01/2017	913.62
24410	28/02/2017	PINGELLY PHARMACY	HEP B INJECTIONS FOR, HOPE WOOD, TONY KIRK, KEVIN LEE, JOHN CONNORS AND LES KICKETT	308.25
24411	28/02/2017	WATER CORPORATION	WATER ACCOUNTS 14/11/16 TO 23/01/17	11,920.65
<b>TOTAL CHEQUE</b>				<b>21,702.39</b>

<b>PAYROLL</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
DD8667.1	07/02/2017	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	PAYROLL DEDUCTIONS	6,302.03
DD8667.2	07/02/2017	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	315.10
DD8667.3	07/02/2017	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	6.87
DD8667.4	07/02/2017	BENDIGO SMART START SUPER	SUPERANNUATION CONTRIBUTIONS	116.24
DD8667.5	07/02/2017	THE TRUSTEE FOR THE DYER SUPER FUND	SUPERANNUATION CONTRIBUTIONS	726.93
DD8667.6	07/02/2017	CBUS	SUPERANNUATION CONTRIBUTIONS	975.00
DD8667.7	07/02/2017	AUSTRALIAN SUPER ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	448.50
DD8667.8	07/02/2017	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	328.87
DD8667.9	07/02/2017	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	469.24
DD8667.10	07/02/2017	NGS SUPER	SUPERANNUATION CONTRIBUTIONS	16.25

<b>PAYROLL</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
DD8667.11	07/02/2017	MLC	SUPERANNUATION CONTRIBUTIONS	228.71
DD8667.12	07/02/2017	ANZ SMART CHOICE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	146.15
EFT3213	10/02/2017	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	568.00
EFT3228	10/02/2017	SHIRE OF PINGELLY SOCIAL CLUB	PAYROLL DEDUCTIONS	95.00
EFT3240	10/02/2017	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPAL ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	148.62
DD8691.1	21/02/2017	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	PAYROLL DEDUCTIONS	6,434.26
DD8691.2	21/02/2017	BENDIGO SMART START SUPER	SUPERANNUATION CONTRIBUTIONS	116.24
DD8691.3	21/02/2017	THE TRUSTEE FOR THE DYER SUPER FUND	SUPERANNUATION CONTRIBUTIONS	726.93
DD8691.4	21/02/2017	CBUS	SUPERANNUATION CONTRIBUTIONS	975.00
DD8691.5	21/02/2017	AUSTRALIAN SUPER ADMINISTRATION	SUPERANNUATION CONTRIBUTIONS	448.50



<b>PAYROLL</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
DD8691.6	21/02/2017	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	328.87
DD8691.7	21/02/2017	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	469.24
DD8691.8	21/02/2017	MLC	SUPERANNUATION CONTRIBUTIONS	234.72
DD8691.9	21/02/2017	ANZ SMART CHOICE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	193.82
DD8691.10	21/02/2017	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	326.88
EFT3253	22/02/2017	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	568.00
EFT3254	22/02/2017	SHIRE OF PINGELLY SOCIAL CLUB	PAYROLL DEDUCTIONS	95.00
EFT3256	22/02/2017	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPAL ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	148.62
<b>TOTAL PAYROLL</b>				<b>21,957.59</b>

<b>DIRECT DEBIT</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
DD8694.1	14/02/2017	BENDIGO BANK CREDIT CARDS	CREDIT CARD PURCHASES JANUARY 2017	2,087.54
			CREDIT CARD JANUARY 2017 PROBARK PTY LTD - CATERING	104.00
			CREDIT CARD JANUARY 2017 XCEL AG WA PTY LTD - DRAIN AWAY	21.00
			CREDIT CARD JANUARY 2017 PINGELLY IGA - BATTERIES FOR SECURITY CAMERA	41.90
			CREDIT CARD JANUARY 2017 PINGELLY RURAL SUPPLIES - PARKS AND GARDEN MAINTENANCE	117.39
			CREDIT CARD JANUARY 2017 BROOKTON RURAL TRADERS - VARIOUS ITEMS FOR ADMIN OFFICE	166.60
			CREDIT CARD JANUARY 2017 OFFICEWORKS - STATIONERY ITEMS	134.79
			CREDIT CARD JANUARY 2017 CITY OF PERTH PARKING - PARKING	8.89
			CREDIT CARD JANUARY 2017 ENVIROMENTAL HEALTH AUSTRALIA - DISASTER ENVIRONMENTAL HEALTH BOOKLET	17.50
			CREDIT CARD JANUARY 2017 QUALITY INN MARGARET RIVER - LGMA CONFERENCE 30 & 31/03/17 - 3 X STAFF	900.00

<b>DIRECT DEBIT</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
			CREDIT CARD JANUARY 2017 DUKE OF YORK HOTEL - REFRESHMENTS	236.94
			CREDIT CARD JANUARY 2017 INSTITUTE OF PUBLIC WORKS - MEMBERSHIP RENEWAL - CEO	297.00
			CREDIT CARD JANUARY 2017 SAI GLOBAL - AUSTRALIAN STANDARD AS189.6.3.3-197 SAND INSTRUMENTS TEST	37.53
			CREDIT CARD JANUARY 2017 BENDIGO BANK - CREDIT CARD FEE	4.00
<b>TOTAL DIRECT DEBIT</b>				<b>2,087.54</b>
<b>TRUST LICENCING</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
10217	01/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 01.02.2017	3,004.60
20217	02/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 02.02.2017	2,148.25
30217	03/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 03.02.2017	562.85
60217	06/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 06.02.2017	1,197.25

<b>DIRECT DEBIT</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
70217	07/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 07.02.2017	376.75
80217	08/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 08.02.2017	2,470.30
100217	10/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING LICENSING TRANSPORT 10.02.2017	1,372.95
130217	13/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 13.02.2017	8,523.60
140217	14/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 14.02.2017	471.80
150217	15/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 15.02.2017	2,923.80
160217	16/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 16.02.2017	186.50
170217	17/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 17.02.2017	600.15
210217	21/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 21.02.2017	1,646.90
220217	22/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 22.02.2017	41.80

<b>DIRECT DEBIT</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
230217	23/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 23.02.2017	1,457.50
240217	24/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 24.02.2017	122.15
270217	27/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 27.02.2017	2,841.85
280217	28/02/2017	DEPARTMENT OF TRANSPORT	RECONCILING TRANSPORT LICENSING 28.02.2017	1,245.40
<b>TOTAL TRUST LICENCING</b>				<b>31,194.40</b>

<b>TRUST</b>	<b>DATE</b>	<b>NAME</b>	<b>INVOICE DESCRIPTION</b>	<b>AMOUNT</b>
1869	08/02/2017	SHIRE OF PINGELLY	FORFEIT CLEANING BOND \$150 FOR COMMUNITY CENTRE ON THE 15 JULY 2016	150.00
1870	08/02/2017	BROOKTON-PINGELLY FOOTBALL CLUB	REFUND \$40 KEY BOND, \$150 CLEANING BOND AND \$150 LIQUOR BOND 26/7/2016	340.00
1871	16/02/2017	PINGELLY YOUTH CLUB	REFUND OF KEY AND CLEANING BOND	190.00
<b>TOTAL TRUST</b>				<b>680.00</b>
			<b>GRAND TOTAL</b>	<b>639,988.97</b>

### **15.3 Minutes of Audit Committee and Compliance Audit Return 2016**

**File Reference:** 00023  
**Location:** Shire of Pingelly  
**Applicant:** N/A  
**Author:** Stuart Billingham, Director Corporate & Community Services  
**Date:** 7 March 2017  
**Disclosure of Interest:** Nil  
**Attachments:** Audit Committee Minutes 1 March 2017 and Compliance Audit Return 2016  
(Attachment 4 after red sheet under separate cover)

#### **Summary:**

Council to endorse recommendation from the Audit Committee of the Compliance Audit Return 2016.

#### **Background:**

Under the Local Government Audit Regulations 1996, Local Government is required to carry out a Compliance Audit for the period 1 January 2016 to 31 December 2016. The certified return must be submitted to the Director General, Department of Local Government and Communities by 31 March 2017.

#### **Consultation:**

Shire of Pingelly Audit Committee  
Chief Executive Officer

#### **Statutory Environment:**

Regulation 14 of the *Local Government (Audit) Regulations 1996* provides:

- (1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.
- (2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
- (3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.
- (3) After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —
  - (a) presented to the council at a meeting of the council; and
  - (b) adopted by the council; and
  - (c) recorded in the minutes of the meeting at which it is adopted.

Regulation 15 provides that:

- (1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —
  - (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and
  - (b) any additional information explaining or qualifying the compliance audit,
  - (c) is to be submitted to the Executive Director by 31 March next following the period to which the return relates.
- (2) In this regulation —

**certified** in relation to a compliance audit return means signed by —

  - (a) the mayor or president; and
  - (b) the CEO.

**Policy Implications:**

There are no policy implications arising from this report.

**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 or the committee recommendation.

**Voting Requirements:**

Absolute Majority

**Recommendation**

**That the item 15.4 from the 15 February 2017 Ordinary Council Meeting be lifted from the table.**

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

**Audit Committee Recommendation:**

**That Council:**

- 1. receives the minutes of the Audit Committee dated 1 March 2017.**
- 2. adopt the Compliance Audit Return 2016;as presented;**
- 3. The Chief Executive Officer and the Shire President be authorised to sign the 2016 Compliance Audit Return 2016;**
- 4. Approves the Compliance Audit Return be submitted to the Department of Local Government & Communities.**

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



## **15.4 Shire of Pingelly Proposed Standing Orders Local Law 2017**

**Applicant:** Stuart Billingham, Director Corporate & Community Services  
**Author:** Stuart Billingham, Director Corporate & Community Services  
**Date:** 8 March 2017  
**Disclosure of Interest:** Nil  
**Attachments:** Copy of Proposed Standing Orders Local Law (Attachment 5 after purple sheet in separate attachments book)  
**Previous Reference:** N/A

### **Summary:**

To present Council with a request to make a new Shire of Pingelly '*Standing Orders Local Law 2017*'. (Please refer to the updated draft *Shire of Pingelly Standing Orders Local Law 2017* submitted as a separate attachment).

### **Background:**

The Shire of Pingelly published in the Government Gazette the Local Laws relating to Standing Orders on the 16<sup>th</sup> April 1999 GG No 63 page 1597.

The DLGC has advised the first time the local law was advertised, it was one day short of the required statutory 42 days and was readvertised on Saturday the 21<sup>st</sup> January 2017 and closed on Friday 10<sup>th</sup> of March 2017 at 4.00pm. No Submissions were received from the Public and only one email submission was received from the DLGC. See copy of email submitted as a separate attachment.

The Department of Local Government and Communities email has advised the Shire of suggested changes to the Draft Standing Orders Local Law 2017 which have now been made.

Appendix 1 sets out the steps for creating a local law.

Step 1 is for the Council Shire President to read aloud at a Council meeting the purpose and effect of the proposed local law. **Completed**

Step 2 is to advertise by Local and Statewide public notice in the West Australian newspaper and local paper and notice boards for 42 days calling for submissions on the proposed local law. **Completed**

Step 3 once advertised in the West Australian the National Competition Policy review form, copy of proposed local law and copy of the Advert to be sent to the Minister for Local Government & Communities. **Completed**

Step 4 at the end of the submissions advertising period Local Law item to come back to Council to consider submissions if any and resolve to make Local Law.

Step 5 Publish in Gazette once Shire President and Chief Executive Officer sign and seal Local Law.

## Appendix 1

### Local Government Act 1995 – Section 3.12 and NCP review requirements

#### Flow Chart of Local Law-Making Process

Presiding person to give notice to the council meeting of the purpose and effect of the proposed local law



Local law inviting submissions from the public



Send copies of the proposed local law, NCP review form/statement and public notice to the Minister(s)



Consideration of submissions



Council makes local law by resolution



Publish in Government Gazette



Send copy of gazetted law to Minister(s)



Give local public notice of adoption of local law



Send documents (Explanatory Memorandum, checklist and e-copy) to Joint Standing Committee on Delegated Legislation (JSCDL), Parliament House

Local and Statewide public notices are defined at sections 1.7 and 1.8 of the Act. For the notice of proposed local law:

- include all requirements set out at section 3.12(3)(a)(i)-(iii);
- take care calculating the minimum 42-day period (add extra days for both publishing day and closing day, and when closing day falls on a public holiday, Saturday or Sunday).

- Provide a copy of Statewide notice, a statement on NCP review, and the draft proposed local law exactly as it is intended to be published to the Minister(s).

- Where alterations will make a local law significantly different to what was initially proposed, the procedure for making the local law must be recommenced.

- An 'absolute majority' of council is required to make the local law.

- For the notice of adoption, include all requirements set out at s. 3.12(6)(a)-(c).
- A local law comes into operation 14 days after publication in the Gazette, or such later day as specified.
- Health local laws (under the *Health Act 1911*) come into operation on the day they are published in the Gazette.

- For additional information, visit [www.dlgc.wa.gov.au](http://www.dlgc.wa.gov.au)
- If you have queries, contact the DLGC Local Laws Helpline Tel: (08) 6552 1494 or the Joint Standing Committee Tel: (08) 9222 7300

**Consultation:**

Chief Executive Officer, Council

**Statutory Environment:**

*Local Government Act 1995 3.12(3)(a)(i)-(iii)*

**Policy Implications:**

Nil.

**Financial Implications:**

Advertising costs and Gazettal fees allowed for in Council's adopted 2016/17 Budget.

**Strategic Implications:**

Creation of new Shire of Pingelly - *Standing Orders Local Law 2017*.

**Voting Requirements:**

Absolute Majority Vote Required

**Recommendation:**

**That Council:**

- notes the submission from the Department of Local Government and Communities, and
- resolves to make the Shire of Pingelly Standing Orders Local Law 2017 as presented in the separate attachment.

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

## **15.5 2016/2017 Annual Budget Review**

**File Reference:** 00098  
**Location:** Shire of Pingelly  
**Applicant:** N/A  
**Author:** Stuart Billingham, Director Corporate & Community Services  
**Authorising Officer:** Gavin Pollock, Chief Executive Officer  
**Date:** 07 March 2017  
**Disclosure of Interest:** Nil  
**Attachments:** 2016/17 Budget Review  
(Attachment 6 after grey sheet in attachments book)

### **Summary:**

To consider and adopt the Budget Review as presented for the period 1 July 2016 to 31 January 2017, as presented in the Budget Review (as attached).

### **Background:**

Council adopted its 2016/2017 Municipal Budget at its meeting held 17 August 2016. It is now appropriate that a review of the Budget be put before Council for consideration and indeed this is required by Legislation.

### **Nature of Councils Role in the Matter**

Council is to consider the review submitted to it and is to determine whether or not to adopt the review, any parts of the review or any recommendations made in the review.

### **Comment:**

The purpose of the budget review is to ensure that that Council is informed of the like financial position of the Shire at 30 June 2017 in terms of its adopted budget. For purposes of annual reporting, Council is required to report against the adopted budget.

In reviewing the 2016/17 Budget and incorporating the amendments and the audited surplus for the 2015/16 financial year, the changes made to the various accounts has resulted in a change in the revised estimated closing balance of \$200,000 to 30 June 2017.

A copy of the 2016/17 Budget Review report and associated attachments include details of the individual amendments and a commentary.

### **Consultation:**

Direct consultation has occurred with the Chief Executive Officer, Directors and input from the Project Manager.

### **Statutory Environment:**

*Local Government Act 1995* Section 6.2 Municipal Budget

*Local Government (Financial Management) Regulations 1996* as amended, Regulation 33A, requires local governments conduct a budget review between 1 January and 31 March in each financial year. A copy of the review and determination is to be provided to the Department of Local Government & Communities within 30 days of the adoption of the review.

#### Regulation 33A                      Review of Budget

- (1) Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.
- (2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
- (3) A council is to consider a review submitted to it and is to determine whether or not to adopt the review, any parts of the review or any recommendations made in the review.

- (4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department of Local Government and Communities.

**Policy Implications:**

There are no policy implications

**Financial Implications:**

Variances in revenue and expenditure from adopted 2016/17 Budget.

Major Capital Projects such as PRACC and PAAA have experienced delays which have put the projects several months behind schedule. These projects are expected to be carried over into the 2017/18 Budget Year.

Assuming Council accepts the officer's recommendation to amend the budget as per attached summary, the net impact on the end of year position would result in the end of year estimated Surplus **\$200,000**. Therefore, it is seen that the proposed budget is prudent given that we have a number of large unfinished capital expenditure items in the remaining four months of the financial year.

**Strategic Implications:**

There are no known significant implications relating to the report or the Officer recommendation

**Voting Requirements:**

Absolute Majority

**Recommendation:**

**That Council:**

- 1. in accordance with Local Government (Financial Management) Regulation 33A and the Local Government Act, Council adopts the 2016/17 Budget Review for the period ending 28<sup>th</sup> February 2017, as attached to the Agenda.**
- 2. That a copy of the Budget Review and determination be submitted to the Department of Local Government and Communities Portal within 30 days of determination.**

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

**15.6 Confidential Item- Rates Sale of Land for Unpaid Rates over three years – A2660  
- Deceased Estate**

**File Reference:** A2660  
**Location:** Shire of Pingelly  
**Applicant:** Stuart Billingham, Director Corporate & Community Services  
**Author:** Stuart Billingham, Director Corporate & Community Services  
**Date:** 18 January 2017  
**Disclosure of Interest:** Nil  
**Attachments:** Legal Advice letter McLeods and Supreme Court Probate Letter

**Recommendation:**

That Council pursuant to Section 6.64(1) (b) of the *Local Government Act 1995*, proceed to take possession and attempt to sell by public auction, the property in Pingelly being A2660 hereunder which has rates in arrears for three or more years, and recover from the proceeds of sale the outstanding balances which total \$5,622.00 and sundry debtor of \$566.50. Should the property not be sold for the reserve price the CEO be authorised with the Shire President to apply to have the property transferred to the Shire of Pingelly.

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

## **16. DIRECTORATE OF TECHNICAL SERVICES**

### **16.1 Proposed Installation of a 20m Swing Pole for Communication Facility (SES)**

**File Reference:** A690/00174  
**Location:** Reserve 52874, Lot 501 - 18 Pasture Street, Pingelly  
**Applicant:** SES Pingelly  
**Author:** Barry Gibbs, Director Technical Services  
**Date:** 7 February 2017  
**Disclosure of Interest:** Nil  
**Attachments:** Application for Planning Approval from the Pingelly  
(Attachment 7 after lime green sheet in attachments book)  
**Previous Reference:** N/A

#### **Summary:**

Council to consider an application for Planning Approval for a 20 meter Communication Pole on Reserve 52874, Lot 501 - 18 Pasture Street, Pingelly WA 6308

#### **Background:**

An application has been received from the Pingelly State Emergency Services (SES) Unit for planning approval for the construction and operation of a communications facility for use during emergencies within Pingelly and surrounding areas.

The SES is community based organisation that supplies an important emergency service to the Community of Pingelly and surrounding areas.

This new communications tower will replace the existing tower that was installed at the old SES depot at 3 Paragon Street, Pingelly. Currently the SES only has limited emergency communication as they are unable to utilise the existing communication tower.

The new tower (20 metres swing pole) will be installed by contractors engaged by the Shire of Pingelly. The tower will be installed next to the existing SES building on Reserve 52874, Lot 501 - 18 Pasture Street as per the plan shown in the attachment.

#### **Comment:**

The proposed location of the facility on Lot 501 18 Pasture Street. The property is owned by Shire of Pingelly and managed by the Pingelly SES Unit.

Under the *Shire of Pingelly's Local Planning Scheme No.3*, Lot 501 - 18 Pasture Street is zoned "Town Centre" and under the zoning table the land use for a telecommunications infrastructure in the "Town Centre Zone" is a 'A' use.

'A' means that the use is not permitted unless the local government has exercised its discretion by granting planning approval after giving special notice in accordance with clause 9.4;

#### **Shire of Pingelly's Local Planning Scheme No.3, section 9.4:**

9.4 Advertising of applications

9.4.1 Where an application is made for planning approval to commence a use or commence or carry out development which involves a use which is –

- (a) an 'A' use as referred to in clause 4.3.2; or
- (b) a use not listed in the Zoning Table,

the local government is not to grant approval to that application unless notice is given in accordance with clause 9.4.3.

9.4.2 Despite clause 9.4.1, where application is made for a purpose other than a purpose referred to in that clause, the local government may require notice be given in clause 9.4.3.

9.4.3 The local government may give notice or require the applicant to give notice of an application for planning approval in one or more of the following ways –

(a) notice of the proposed use or development served on nearby owners and occupiers who, in the opinion of the local government, are likely to be affected by the granting of planning approval, stating that submissions may be made to the local government by a specified date being not less than 14 days from the day the notice is served;

(b) notice of the proposed use or development published in a newspaper circulating in the Scheme area stating that submissions may be made to the local government

9.4.4 The notice referred to in clause 9.4.3(a) and (b) is to be in the form prescribed in Schedule 7 with such modifications as are considered appropriate by the local government.

9.4.5 Any person may inspect the application for planning approval referred to in the notice and the material accompanying that application at the offices of the local government.

9.4.6 After the expiration of the specified period from the serving of notice of the application for planning approval, the publication of the notice or the erection of a sign or signs, whichever is the later, the local government is to consider and determine the application.

**Consultation:**

Chief Executive Officer – Gavin Pollock

The proposal was advertised in the Pingelly Times on the following dates:

8, 15 & 22 February 2017, seeking public comment and a public notice located at the front of the property. The closing date for any public comments to be submitted was 1 March 2017. As of this date, no public submissions were received regarding the Proposed SES Communication Tower.

**Statutory Environment:**

*Shire of Pingelly Local Planning Scheme No.3*

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Voting Requirements: Simple Majority**

**Recommendation:**

**That Council grant planning approval for the proposed SES Communication Tower on Reserve 52874, Lot 501 - 18 Pasture Street, Pingelly.**

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.