



# Shire of Pingelly

## Minutes

Special Council Meeting  
23 August 2017

## SHIRE OF PINGELLY

Minutes of the Special Council Meeting of the Shire of Pingelly held in the Council Chambers,  
17 Queen Street, Pingelly on 23 August 2017 at 5.30pm.

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## **MEMBERS PRESENT**

Cr SJ Lange                      President  
Cr WV Mulroney                Deputy President  
Cr PJ Wood  
Cr LN Steel  
Cr DI Freebairn  
Cr RJ Marshall

## **STAFF IN ATTENDANCE**

Mr G Pollock                  Chief Executive Officer  
Mr B Gibbs                    Director Technical Services  
Mr S Billingham              Director Corporate & Community Services

## **APOLOGIES**

Cr EJ Hodges  
Mrs L Boddy                    Executive Assistant

## **OBSERVERS & VISITORS**

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

The Chairman, Cr Shirley Lange, declared the meeting open at 5.34pm.  
Visitor Mr Ron O'Brien

### **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 Council Agenda Reports**

Please note that all elected members have been provided with the relevant information pertaining to each Officers reports within today's Agenda and the Officer Recommendations are based on Council Policy and or State Acts and Legislation.

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

At the Ordinary Council Meeting held on 19 July 2017 the following resolution was made:

**12228 Moved: Cr Mulroney    Seconded: Cr Steel**

- **that Council approve Cr Hodges taking leave from the 19<sup>th</sup> August to 9<sup>th</sup> September 2017 inclusive.**
- **that Council approve Cr Walton-Hassell taking leave from the 17<sup>th</sup> to 23<sup>rd</sup> August 2017 inclusive.**

**Carried 6:0**

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

Nil

**6. PUBLIC QUESTION TIME**

Nil

**7. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**8. DISCLOSURES OF INTEREST**

Cr Lee Steel

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

Nil

**10. OFFICE OF THE CHIEF EXECUTIVE OFFICER**

Nil

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

### **11.1 Adoption of 2017/18 Budget and Fees and Charges**

**File Reference:** ADM0067  
**Location:** Shire of Pingelly  
**Applicant:** Shire of Pingelly  
**Author:** Stuart Billingham, Director Corporate and Community Services  
**Date:** 22 August 2016  
**Disclosure of Interest:** Nil  
**Attachments:** Statutory Budget and Program Schedules  
(Attachment following)

#### **Summary:**

To adopt the 2017/18 Budget in accordance with the requirements of the *Local Government Act 1995* and other relevant legislation.

#### **Background:**

The *Local Government Act 1995* requires Councils by 31 August each financial year to prepare and adopt, in the form and manner prescribed a financial budget for its municipal fund for the financial year ending the next following June.

#### **Comment:**

The overall increase in rates raised for the year 2017/18 is 5.0% adjusted for the UV rates matter in 2016/17. This increase will enable the Shire of Pingelly to complete its works programs and provide services required by the community and meet the compliance requirements of various governing agencies.

A capital works program amounting over \$10.86 million dollars is included in the budget, including upgrades and replacement of assets as required under the Shire of Pingelly Asset Management Plans. The major projects being undertaken in the 2017/18 budget are the Pingelly Recreation and Cultural Centre (PRACC), Pingelly Age Appropriate Accommodation (PAAA) units and an extensive road construction program.

#### **Consultation:**

Executive Staff, Councillors

#### **Statutory Environment:**

*Local Government Act 1995*

*Local Government (Financial Management) Regulations 1996*

*Waste Avoidance and Resource Recovery Act 2007*

#### **Policy Implications:**

Nil

#### **Financial Implications:**

A balanced budget for the 2017/18 financial year.

#### **Strategic Implications:**

The budget documents Council's financial objectives for the next twelve months.

The draft 2017/18 budget has been developed based on the existing Community Strategic Plan and Integrated Planning documents prepared by the Shire of Pingelly.

## Quadruple Bottom Line Assessment

### A Healthy and Cohesive Community

- The draft 2017/18 budget delivers social outcomes identified in various planning and community supporting strategies that have previously been adopted by council. This includes support of medical services, aged care and primary health care services as well as community and sporting organisations and facilities. The draft budget makes provision for the development of the new Recreation and Cultural Centre (PRACC) and five (5) Age Appropriate Accommodation (PAAA) units. The youth program will also be included to address community concerns.
- There has been extensive consultation with the community over the last few years as to the expectations of the community with regard to their needs and future development. A community survey was completed in April 2015. The information obtained from the survey has been used to determine community needs and future planning.

### Enhanced Natural and Built Environment

- The draft 2017/18 budget delivers this on a number of levels, including the Shire is working toward a regional waste management program with a regional refuse site. The Shire of Pingelly also provides support for the University of WA Future Farm and its activities.

### Prosperous and Sustainable Community

- The draft 2017/18 budget provides support for the community through financial support of the:
  - Pingelly Development Association-\$2,500
  - Friends of Pingelly Railway Station-\$5,000
  - Pingelly Museum Group-\$2,000
  - Brookton Pingelly Football Club-\$1,320
  - Pingelly Men's Shed-\$4,000
  - Pingelly Tennis Club-\$200
  - Pingelly Bowling Club-\$200
  - Early Years Network Grant-\$1,600
  - Pingelly Golf Club-\$2,000
  - Pingelly Townscape Group-\$500
  - Pingelly Tourism Group-\$1,000

Additionally funds will be made available for developing aged care support jointly with the Shires of Brookton and Beverley and the continued improvement of road and transport networks, including Commodity Route improvements.

### Effective Governance and Organisation

- Governance and compliance requirements continue to expand, with the Shire of Pingelly being subject to the same requirements as large metropolitan Councils. This represents a considerable impost on the Shire. The Shire of Pingelly will be revising the Integrated Planning documents including preparing a new Asset Management Strategic Plan. There is a requirement for continual revision of these plans in future years, with these plans being the basis of decisions made by Council. Council have also adopted a training policy for Councillors to assist with decision making and to provide an understanding of their roles and responsibilities.

- Staff training is also funded acknowledging that experienced staff are difficult to source in regional areas. The training allows staff to attain a level of competency in an office where multiple complex tasks are undertaken by a small workforce. Works staff will also undertake training to ensure compliance with Worksafe requirements and to ensure competency in work undertaken. In addition support services are sourced externally where expertise is not available locally.
- There are currently systems, policies and processes in place that are reviewed regularly to ensure the smooth and effective operation of the organisation.

**12263 Moved: Cr Mulroney**

**Seconded: Cr Steel**

**Recommendation:**

**That:**

**Part A – Municipal Fund Budget for 2017/18**

Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996* the council adopt the Municipal Fund Budget as contained in the attachment to this agenda and the minutes for the Shire of Pingelly for the 2017/18 financial year which includes the following:

- **Statement of Comprehensive Income by Nature and Type on page 2 showing a net result for that year of \$4,807,420.**
- **Statement of Comprehensive Income by Program on page 3 showing a net result for that year of \$4,807,420.**
- **Statement of Cash Flows on Page 4.**
- **Rate Setting Statement on page 5 showing an amount required to be raised from rates of \$1,890,925.**
- **Notes to and Forming Part of the Budget on pages 6 to 33.**

**Absolute Majority Required**

**Carried 7:0**

**12264 Moved: Cr Freebairn**

**Seconded: Cr Marshall**

**Part B – General and Minimum Rates, Instalment Payment Arrangements**

1. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following general rates and minimum rates on Gross Rental and Unimproved Values.

**1.1 General Rates**

Residential (GRV)	12.2533 cents in the dollar
Commercial (GRV)	12.2533 cents in the dollar
Industrial (GRV)	12.2533 cents in the dollar
Townsite (GRV)	12.2533 cents in the dollar
Broadacre Rural (UV)	1.10704 cents in the dollar

**1.2 Minimum Payments**

Residential (GRV)	\$898
Commercial (GRV)	\$898
Industrial (GRV)	\$898
Townsite (GRV)	\$898
Broadacre Rural (UV)	\$898

2. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, council nominates the following due dates for the payment in full by instalments:

• Full payment and 1st instalment due date	5 October 2017
• 2nd half instalment due date	6 February 2018
• 1st quarterly instalment due date	5 October 2017
• 2nd quarterly instalment due date	5 December 2017
• 3rd quarterly instalment due date	6 February 2018
• 4th quarterly instalment due date	10 April 2018

3. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 of the *Local Government (Financial Management) regulations 1996*, council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$10 for each instalment after the initial instalment is paid.

4. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.

5. Pursuant to section 6.51 (1) and subject to section 6.51 (4) of the *Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 11% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

**Absolute Majority Required**

**Carried 7:0**

12265 Moved: Cr Steel

Seconded: Cr Marshall

**Part C – General Fees and Charges for 2017/18**

Pursuant to section 6.16 of the *Local Government Act 1995*, council adopts the Fees and charges included with the 2017/18 budget.

**Absolute Majority Required**

**Carried 7:0**

12266 Moved: Cr Mulroney

Seconded: Cr Walton-Hassell

**Part D – Other Statutory Fees for 2017/18**

1. Pursuant to section 53 of the *Cemeteries Act 1986* council adopts the fees and charges for the Pingelly and Moorumbine cemeteries the 2017/18 budget.
2. Pursuant to section 245A (8) of the *Local Government (Miscellaneous Provisions) Act 1960* the council adopts a swimming pool inspection fee of \$58.45.
3. Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, council adopt the following charges for the removal of domestic and commercial waste:

- |  |          |
|--|----------|
| 3.1 Residential Premises including recycling 240L Refuse Bin Collected Weekly and 240L Recycling Bin Collected Fortnightly               | \$290 pa |
| 3.2 Commercial and Industrial Premises including recycling 240L Refuse Bin Collected Weekly and 240L Recycling Bin Collected Fortnightly | \$290 pa |

**Absolute Majority Required**

**Carried 7:0**

12267 Moved: Cr Steel

Seconded: Cr Marshall

4. Pursuant to section 67 of the Waste avoidance and Resources Recovery Act 2007, and section 6.16 of the *Local Government Act 1995* council adopt the following charges for the deposit of domestic and commercial waste (inclusive of GST where applicable):

Refuse Site After Hours Access Fee	\$110.00
Burial of Hazardous Waste (per m <sup>3</sup> )	\$154.00
Building Rubble (per m <sup>3</sup> )	\$49.50
Green Waste – Non Residents (per m <sup>3</sup> )	\$11.00
Septic Waste (per m <sup>3</sup> ) as per licence	\$22.00
Contaminated or unsorted mixed loads (per m <sup>3</sup> )	\$77.00
Oil Disposal – Non-residential or commercial (per litre)	\$2.75

Absolute Majority Required

Carried 7:0

12268 Moved: Cr Steel

Seconded: Cr Mulroney

Part E – Elected Members Fees and Charges

1. Pursuant to section 5.99 of the *Local Government Act 1995* and regulation 34 of the *Local Government (Administration) Regulations 1996*, council adopts the following annual fees for payment of elected members in lieu of individual meeting fees:

• President	\$10,000
• Deputy President	\$4,400
• Councillors	\$4,000

2. Pursuant to section 5.99A of the *Local Government Act 1995* and regulations 34A and 34AA of the *Local Government (Administration) Regulations 1996*, Council adopts the following annual allowances for elected members:

• Phone, fax, It & Telecommunications	\$1,000
• Childcare	actual cost of \$25 per hour or whichever is the lesser

3. Pursuant to section 5.98(5) of the *Local Government Act 1995* and regulation 33 of the *Local Government (Administration) Regulations 1996*, council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

• President	\$1,200
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4. Pursuant to section 5.98A of the *Local Government Act 1995* and regulations 33A of the *Local Government (Administration) Regulations 1996*, council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

• Deputy President	\$300
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Absolute Majority Required

Carried 7:0

**12269 Moved: Cr Steel                      Seconded: Cr Marshall**

**Part F – Material Variance Reporting for 2017/18**

**In accordance with regulation 34 (5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2017/18 for reporting material variances shall be 10% and \$5,000, whichever is the greater.**

**Absolute Majority Required**

**Carried 7:0**

Cr Steel declared an interest in item Part G and left the meeting at 5.48pm

**12270 Moved: Cr Mulroneo                      Seconded: Cr Marshall**

**Part G – Rates Exemption**

**That pursuant to section 6.47 of the *Local Government Act*, and in keeping with past years, the 2017/18 rates on the following properties be waived to encourage these community organisations:**

- **Assessment A10364 – 13 Queen Street – Apex Club of Pingelly**
  - **Assessment A8015 – Moorumbine Rd – Church of England**
  - **Assessment A987 – 54 Shire Street – Pingelly Aged Persons Hostel**
  - **Assessment A11033 – 6 Somerset Street – Somerset House**
  - **Assessment A20103 – 34 Parade Street – Pingelly CRC**
  - **Assessment A20450 – Lot 14 Shire Street – Pingelly Cottage Homes**
  - **Assessment A6051 – 33 Somerset Street – Pingelly Cottage Homes**
  - **Assessment A1049 – 37-39 Brown Street – Pingelly Cottage Homes**
  - **Assessment A9390 – 24 Shire Street – Pingelly Cottage Homes**
  - **Assessment A6171 – 29 Review Street – Pingelly Golf Club**
  - **Assessment A22422 – 47 Stratford Street – Pingelly Masonic Lodge Inc**
  - **Assessment A8988 – 51-53 Stratford Street – St John Ambulance Association**
- Subject to eligibility of exemption being reviewed.**

**Absolute Majority Required**

**Carried 6:0**

Cr Steel returned to the meeting at 5.52pm

**12271 Moved: Cr Freebairn                      Seconded: Cr Wood**

**Part H – Early Payment Incentive Prize**

**That entry into the Early Payment of Rates competition be offered to ratepayers who have paid in full all rates and charges within 35 days of issue (5 October 2017) and that the draw be conducted at the October 2017 Ordinary Council meeting following the close of the competition.**

**Simple Majority Required**

**Carried 7:0**

**12272 Moved: Cr Wood**

**Seconded: Cr Steel**

**That entry into the Early Payment of Rates competition prizes offered be made up of:**

- **First Prize**  
A \$350 Savings Account from the Pingelly Brookton Community Bank
- **Second Prize**  
\$200 cash from Matthews Realty Pty Ltd

**Simple Majority Required**

**Carried 7:0**

**12. DIRECTORATE OF TECHNICAL SERVICES**

Nil

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

Nil

**14. 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).

**15. CLOSURE OF MEETING**

The Chairman declared the meeting closed at 5.55pm

These minutes were confirmed by Council at the Ordinary Meeting held on 20 September 2017.

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