

# Notice of Meeting



Dear Councillor

The next Ordinary meeting of Council will be held on Wednesday, 18 May 2011 in the Council Chambers, 17 Queen Street, Pingelly commencing at 1.00pm.

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Community Craft Centre be providing dinner.

## **Schedule**

12.00 noon	Lunch / Corporate Discussion
1.00pm	Council Meeting
6.30pm	Dinner

A handwritten signature in black ink, appearing to read 'M.G. Oliver', is positioned above the typed name.

- M.G. (Mick) Oliver  
**Chief Executive Officer**

12 April 2011

## **DISCLAIMER**

No responsibility whatsoever is implied or accepted by the Shire of Pingelly for any act, omission or statement or intimation occurring during Council/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/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.

## **MISSION STATEMENT**

*To grow, develop and improve while maintaining our caring rural community*

# Evaluation Thought Starters .....

- What do we want to do?
  - Why do we want to do it?
  - Is there are clear justifications for the project:
    - Is there a need
    - Is there an expectation
    - Is there a long term goal
  - When do we want to do it?
  - How will we cover the cost of doing it?
    - Is there funding?
    - Do we have cash to pay for it?
    - Who can we ask for assistance?
  - Will there be any internal and external impacts on the centre? Risk assessment – is there a need for a risk management plan?
  - If we decide to go ahead with the project:
    - Who will oversee it - manage it?
    - Will we delegate it to anyone or a group to do to do?
    - Who will do the budget?
    - Are there stakeholders to consider? If so how will we communicate with them?
  - Step by step - time line
    - When
    - Where
    - How
    - Who
  - Completion of the project.
    - How will we know we have achieved our goal?
    - How will we measure success of the project?
- Will it need acquitting?

## SHIRE OF PINGELLY

*Agenda for the Ordinary Meeting of Council to be held in the Council Chambers, 17 Queen Street, Pingelly on Wednesday, 18 May 2011 – commencing at 1.00pm.*

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### **1. OPENING & ANNOUNCEMENTS**

The Chairmanto declare the meeting open.

### **2. APOLOGIES & APPROVED LEAVE OF ABSENCE**

Cr Beard was granted leave of absence for this meeting at the April Ordinary Council meeting.

### **3. DISCLOSURES OF INTEREST**

The *Local Government Act* (Section 5.60 – 5.62) provides that it is the Councillor’s obligation to declare an interest if they believe that they have a financial interest, proximity interest, closely associated persons interest or an interest affecting impartiality in a matter being discussed by Council.

The Act provides that the interest may be declared in writing to the CEO prior to the meeting or declared prior to discussion of the agenda item at the meeting. Forms for this purpose are available to Councillors.

The Act further provides that the extent of the interest needs to be declared if the Councillor seeks to remain in the Chamber during the discussion, debate or voting on the item.

A Councillor declaring a financial or proximity interest must leave the meeting prior to the matter being discussed or voted on (including the question as to whether they are permitted to remain in the Chamber). Councillors remaining in the Chamber may resolve to allow the member to return to the meeting to participate in the proceedings.

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

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

### **6. CONFIRMATION OF MINUTES AND REPORTS**

#### **6.1 Ordinary Meeting – 20 April 2011**

##### **Statutory Environment:**

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

**Voting Requirements:** Simple Majority

##### **Recommendation:**

That the Minutes of the Ordinary Meeting of the Council of the Shire of Pingelly held in the Council Chambers on 20 April 2011 be confirmed.

#### **6.2 Special Meeting – 5 May 2011**

##### **Statutory Environment:**

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

**Voting Requirements:** Simple Majority

##### **Recommendation:**

That the Minutes of the Special Meeting of the Council of the Shire of Pingelly held in the Council Chambers on 5 May 2011 be confirmed.

## **7. TECHNICAL SERVICES**

### **7.1 Footpaths**

**File Reference:** 05.03.03  
**Location:**  
**Applicant:**  
**Date:** 2 May 2011  
**Author:** Wayne Jolly, Manager of Works  
**Disclosure of Interest:** Nil  
**Attachments:** Nil  
**Previous Reference:** Item 7.3 – 20 April 2011

#### **Summary:**

Council to consider the draft footpath plan following public consultation.

#### **Background:**

Following a public submission in May 2010 that the Shire construct a concrete footpath in Brown St (between Parker St and Harper St), Council resolved that provision for the construction of a gravel footpath be included in the draft 2010/11 Budget and that a Footpath Plan be developed.

In July 2010 Council received a report on the Pingelly footpaths, including a 1 plus 4 year Footpaths/Cycleway Plan from 2005 (when the government's focus was on shared pathways), together with a survey of the constructed footpaths within the Pingelly townsite – which revealed that this Plan was complete, with the exception of Johnson Street. The survey also revealed:

- A significant shortfall – many residential areas do not have any sort of a footpath (eg Stratford Street, Raglan Street) as well as some without kerbing (eg Johnson Street). Similarly, there are streets that have not been paved.
- duplication – some areas of the townsite have footpaths on both sides of the road (eg Park Street, Pasture Street (albeit different standards).
- differing standards – original footpaths were slabbed (coloured light blue), whilst the newer footpaths are in-situ concrete (also with differing widths of 1.5m and 2m). The central business area is brick paved. Little maintenance appears to have been done on the slabbed footpaths resulting in generally a poor standard.
- footpaths to no-where – eg Stone Street, Paragon Street, Queen Street.

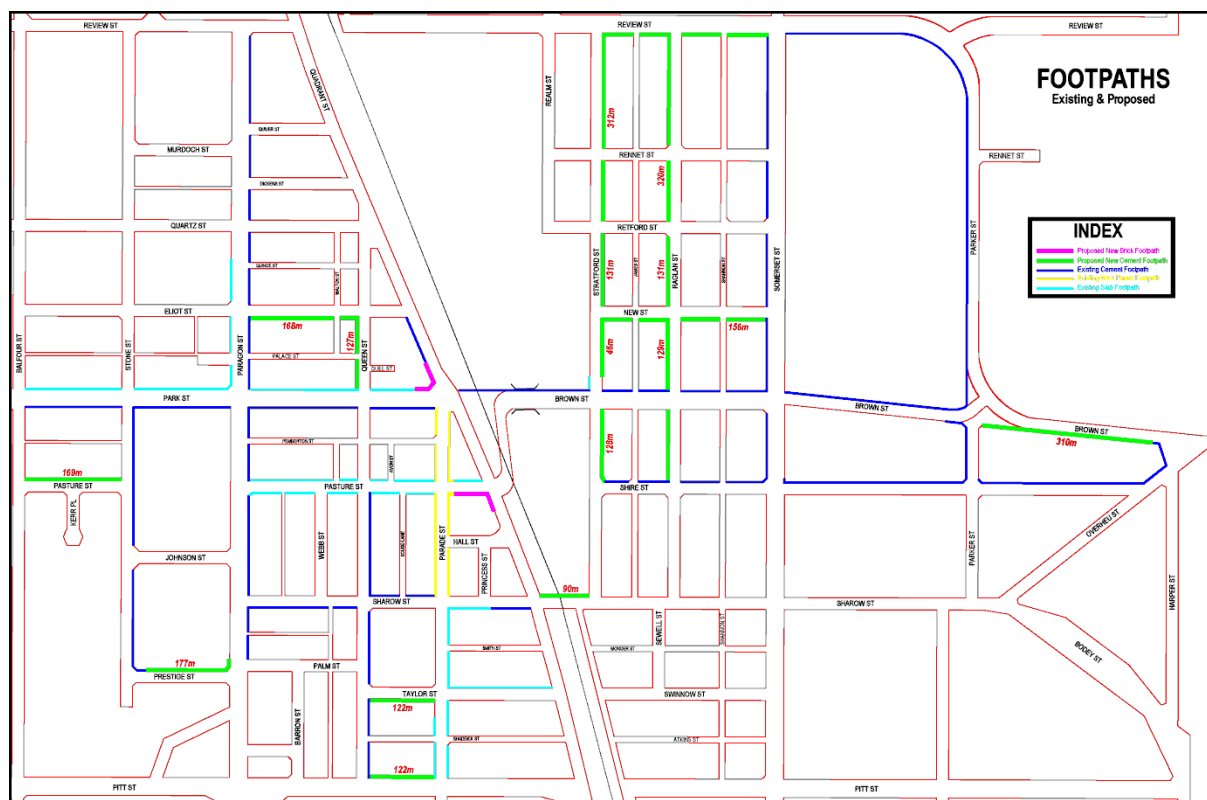
Council noted that if the matter is to be addressed, there obviously needs both a plan (including standards) and a continuous concerted effort over some years. In-situ concrete seems to be the accepted standard, both in Pingelly and other areas of the State (both metropolitan and country). 2m width should be used. The aim should be to provide kerbing on both sides of the road in all residential areas and a concrete footpath on one side. Further, that the footpaths should link up where possible.

As a starting point, provision was included in the draft 2010/11 Budget to provide a concrete footpath in:

- Prestige Street (177m to connect Stone Street footpath to Paragon Street footpath)
- Pitt Street (120m to connect Queen Street footpath to Parade Street footpath)
- Stratford Street (40m to connect Stratford Street footpath to Shire Street footpath)
- Brown Street (310m to connect Brown Street footpath to Harper Street footpath)

(These works are yet to be completed – pending the finalisation of the roadworks construction program.)

Council resolved in July 2010 that the identified footpaths to no-where be connected in the 2010/11 financial year and that a public consultation process be undertaken to determine future footpath works.



A draft 4 year plan for the upgrade and extension of the footpath network within the Pingelly townsite was presented to Council in March 2011. The Plan is structured on connecting existing footpaths to no-where as a priority and then extending the network at a level of expenditure based on 2010/11 on a highest priority basis. The Plan will be subject to funding being available from the annual budget process. The Plan sets out the priorities as:

Year	Street	Length	Total Length For Year
Year 1	Pasture Street	169m	550m
	Taylor Street	122m	
	Sharow Street	90m	
	Stratford Street	46m	
	New Street	<u>123m</u>	
Year 2	Eliot Street	188m	471m
	Queen Street	127m	
	New Street	<u>156m</u>	
Year 3	Stratford Street	312m	443m
	Stratford Street	<u>131m</u>	
Year 4	Raglan Street	136m	396m
	Raglan Street	129m	
	Raglan Street	<u>131m</u>	
Year 5	Raglan Street	320m	572m
	Review Street	<u>252m</u>	

Council resolved that the draft plan be put out for public comment.

The draft plan was advertised in the *Pingelly Times* on 23 March 2011.

A summary of the submissions received, together with a response, is:

From	Submission	Response
GM Carlucci	Seeking to add Park Street (between Quadrant Street and Stone Street) upgrading of slab footpath on north side.	<p>The slab footpath on the northern side of Park Street is substandard. A concrete footpath has been installed on the south side of Park Street.</p> <p>It is not proposed to install concrete footpaths on both sides of streets until such time as there is a concrete footpath on at least one side of the street throughout the townsite – so long way off. Slabs removed to make way for new concrete footpaths will be used to repair existing slab footpaths.</p>
L Jennings	Seeking to install a footpath from Review Street along Aldersyde Pingelly Road to the northern end of Pingelly Heights.	It is proposed to complete footpaths in the townsite before considering paths out of the townsite.
L Thompson	Seeking to add a concrete footpath in Parade Street from Sharow Street to Taylor Street replacing the old style square slabs which are un-even, cracked and in some places covered by earth.	The slab footpath on the northern side of Parade Street is substandard – however is still ahead of those streets which have no footpath. The removal of slabs in other areas of town will allow repairs to be carried out.
L Steel	<p>Whilst the Plan covers extensions, there is no mention of a maintenance plan for existing paths.</p> <p>What year is Review St to be done?</p> <p>Is it safe to have a footpath directing people (in particular children) over the railway crossing?</p>	<p>The Plan is about new footpath priorities – rather than maintenance of existing paths.</p> <p>The Review St extension is to connect Raglan St, Stratford St and Somerset St – and would be constructed at the same time – as Raglan St/Stratford St – to ensure there is not a <i>pathway to no-where</i> created.</p> <p>Footpaths are currently directing pedestrian traffic to this crossing. If train traffic is an issue, zebra barricades could be provided – although it is likely pedestrians would ignore them and walk on the road.</p>
S Heath	Include Johnson Street & Paragon Streets – to see the school perimeter with pathways to encourage alternative transport options to and from school and to take students away from busy areas.	Johnson and Paragon Streets being considered separately – see Roads Inspection.

The Plan has been modified to spread the work over 5 years, addressing the Review Street connecting paths.



In April 2011 Council resolved that the draft Plan lay on the table to allow consideration of the existing footpath in Parade Street between Sharow St and Pitt St.

**Comment:**

A draft response to each submission has been made.

Maintenance works have been completed on the section of the Parade Street footpath.

**Consultation:** N/A

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:**

Future year's budgets.

**Strategic Implications:** Nil

**Voting Requirements:** Simple Majority

**Recommendation:**

That:

- the submissions and responses be noted; and
- the draft footpath plan be adopted.

## **7.2 Road Name – Scudds Lane**

**File Reference:** 14.00.03  
**Location:**  
**Applicant:**  
**Date:** 29 April 2011  
**Author:** M.G. Oliver, Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Attachments:** Nil  
**Previous Reference:** Item 7.1 – 20 April 2011

### **Summary:**

Council to consider the correct spelling of Scudd Lane.

### **Background:**

In considering the spelling of various road names Council resolved in April 2011 for research to be undertaken on the correct spelling of Scudd or Scudds Lane.

Landgate has advised that the Shire of Pingelly initially proposed the name “Scudd's Lane” – which was rejected by Policy that names are not to have the possessive 's'. The request was amended to “Scudd Way” and again rejected due to the road type. The request was further amended to Scudd Lane which was subsequently approved.

The Shire of Pingelly's initial request was made on 23 December 1983 and the name referred to a long serving engineer of the Shire of Pingelly who had retired approximately 30 years previously.

Landgate has further noted that both “Scudd” and “Scudds” are represented in the Pingelly Cemetery.

### **Comment:**

A search of the Shire of Pingelly's records has indicated that the road was likely named after employee Waller Oscar Scudds – who is buried in the Pingelly Cemetery (died 1953 aged 61 years).

**Consultation:** N/A

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:**

**Strategic Implications:** Nil

**Voting Requirements:** Simple Majority

### **Recommendation:**

That Landgate be advised of the research and requested to change the spelling of the road to “Scudds Lane”.

### **7.3 Road Closure – Pitt & Paragon Streets**

**File Reference:** 14.00.03  
**Location:**  
**Applicant:** Shire of Pingelly  
**Date:** 29 April 2011  
**Author:** M.G. Oliver, Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Attachments:** Nil  
**Previous Reference:** Item 7.4 – 20 April 2011

#### **Summary:**

Council to consider the closure of roads / tracks and converting to cul-de-sac Paragon Street and Pitt Street.

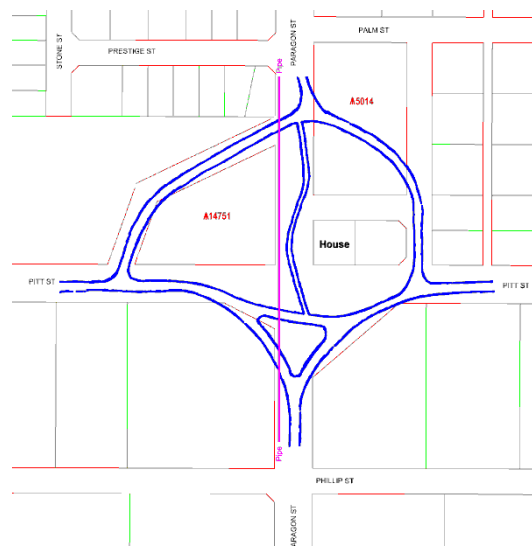
#### **Background:**

Arising from the Roads Inspection was the direction that the existing road system at Paragon Street / Pitt Street intersection be researched with the direction to close and cul-de-sac Paragon Street and Pitt Street.

Using the aerial photography from *Google Maps* the existing road network (coloured blue) has been overlaid a cadastral map to create the sketch.

#### **Comment:**

This sketch clearly shows that the existing road network traverses Reserve 5014 and likely other private property in the truncations. The *tracks* have been created to avoid the large rock outcrop near the surveyed intersection.



**Consultation:** N/A

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Voting Requirements:** Simple Majority

#### **Recommendation:**

That public consultation be undertaken to the proposed closure of roads / tracks and converting to cul-de-sac Paragon Street and Pitt Street.

**7.4 Road Name – Marshall Road**

**File Reference:** 14.00.03  
**Location:**  
**Applicant:** Shire of Pingelly  
**Date:** 29 April 2011  
**Author:** M.G. Oliver, Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Attachments:** Nil  
**Previous Reference:** Item 7.1 – 20 April 2011

**Summary:**

Council to consider the naming of the northern extension of Marshall Road.

**Background:**

In considering the spelling of various road names Council resolved in April 2011 for research to be undertaken on the extent of Marshall Road.

Landgate has advised that Marshall Road extends only to Location 7251 (coloured blue) and that the northern extension is unnamed. Further, that Landgate would have no objections to naming this northern section “Marshall Rd”.

**Comment:**

An inspection has revealed that Marshall Rd is only constructed as shown in blue. Whilst the northern extension (to Dawn Box Lane, coloured green) has been sheeted to give all weather access, strainer posts, and gates exist across the road and the alignment falls short of the required road standard.

**Consultation:** N/A

**Statutory Environment:** Nil

**Policy Implications:** Nil

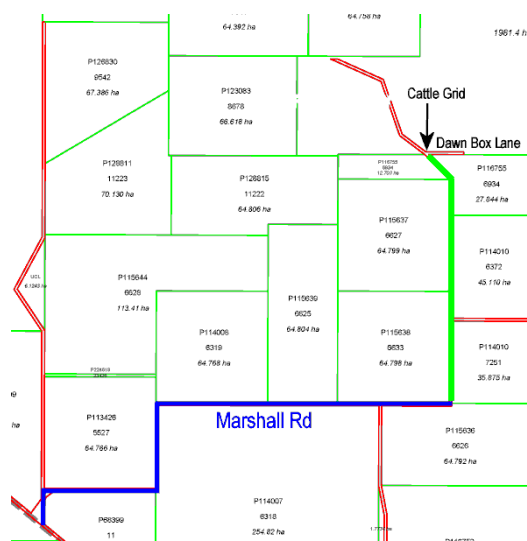
**Financial Implications:** Nil

**Strategic Implications:** Nil

**Voting Requirements:** Simple Majority

**Recommendation:**

That no action be taken to name the un-named northern extension of Marshall Road.



## **8. COMMUNITY SERVICES**

### **8.1 Proposed Sandalwood Plantation**

**File Reference:** A21830  
**Location:** 8573 York Williams Road, West Pingelly  
**Applicant:** Mr Andrew Robinson  
**Date:** 2 May 2011  
**Author:** Fran Ibbott, Administration Officer Technical  
**Disclosure of Interest:** Nil  
**Attachments:** Nil

#### **Summary:**

Council to consider a planning application for the establishment of a Sandalwood plantation on Lot 8573 York Williams Road, West Pingelly.

#### **Background:**

A development application has been received to establish a Sandalwood plantation on Lot 8573 York-Williams Road, West Pingelly. The property is zoned *General Agriculture* and has a total area of 64ha, of which 40ha is farmed land and 24ha native regrowth vegetation. To the North and North East of the property is Boyagin Native Reserve.

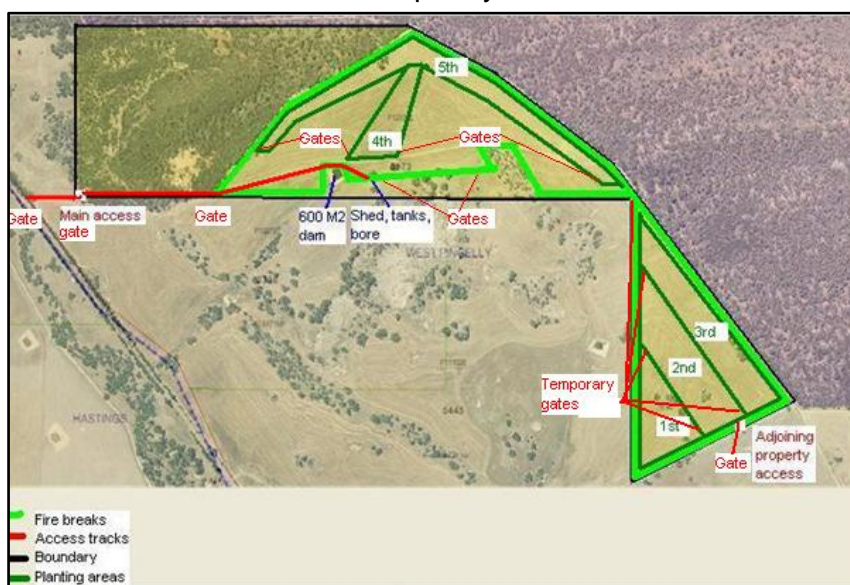
The applicant indicates that access to the site is from York Williams Road via an easement over Lot 3338. The land description is undulating country with granite outcrops and eroded lateritic hills. Further, the soil types are red sandy loam to sandy clay and gravel with underlying clay. Currently the land proposed to establish the plantation on is being used for cropping and grazing of sheep.

The property is boundary fenced and contains two internal fences. The first fence separates the 23ha native regrowth paddock from the arable portion of the property; and the second separates off a 1.25ha area described as the “house paddock”. The house paddock contains a 90m<sup>2</sup> shed, the only building on the property.

It is proposed that the planting area is to be divided into five sections which may be fenced to prevent stock access in the early stages of establishment. If this occurs, gates will be integrated at boundary fence intersections with the temporary fences. Gates will not be locked at any time.

The property features a 600m<sup>2</sup> dam which appears to hold water all year round. It has no other natural surface water features.

The trees to be planted will be mainly Jam tree as a host for sandalwood with some small areas of native timber trees suited to soil and drainage conditions. Native timber trees considered will be trees which currently grow on the property. Details of the understory planting species list will be provided to the Shire of Pingelly prior to planting in 2011.



As the tree species proposed are native and currently reside on the property with the exception of sandalwood, the applicant expects not to use pesticides in the plantation. Standard superphosphate fertilisers maybe applied to seedlings in the first few years after planting to promote growth.

A boundary fire break of 20m will be maintained around the proposed plantation. The firebreak will be maintained in accordance with Shire of Pingelly Firebreak Orders. Firebreaks are currently ploughed and sprayed during weed outbreaks annually.

Surface fuel will be managed by means of a combination of herbicide spraying and mechanical slashing between tree rows. As the trees become more established then sheep may be used to reduce surface fuel loads.

A sign on the main access track into the property will indicate the location of fire fighting provisions.

Currently on site there are two portable fire fighting pumps and associated 1,000L portable water tanks. One fire fighting unit with 450L of water will be maintained full on a trailer ready for use at all times. A 9,000L water tank filled with rain/bore water will be available for fire fighting at all times. The tank will be kept full all year round for fire fighting when required. The tank system is associated with the shed identified on the map. The tank will be equipped with a 50m hose with an overhead standpipe fill point for fast refill.

Presently there are no power or gas lines on the property, but in future those installed will be buried services.

Council at its Ordinary meeting on 20 April 2011 resolved that:

- it be determined that the use proposed by the development application for a sandalwood plantation at Avon Location 8573 York Williams Road, West Pingelly is consistent with the objectives and purpose of the *General Agriculture* zone and thereafter follow the advertising procedures of Clause 9.4 in considering an Application for Planning Consent;
- the relevant State Government Agencies as per the Shire of Pingelly's Policy 13.1 – Commercial Tree Plantations be invited to comment on the proposal; and
- the proposal, together with any submissions received, be further considered following advertising.

In compliance with Clause 9.4 of the Shire of Pingelly's *Local Planning Scheme No. 3* the proposal was advertised in the *West Australian* on 30 April 2011 and in the *Pingelly Times* on 4 May 2011. Submissions close on 14 May 2011. To date, no submissions have been received.

**Comment:**

Since the proposed land use is for a tree plantation, the threat of bushfire is a significant concern. The essence of a fire management plan has detailed a number of features however the Chief Bushfire Control Officer (CFBCO) has requested the provision of a minimum 20KL storage tank and fast fill pump. Previous approvals by Council provided for a 50KL storage tank – and this has been recommended in this instance. With the fire management plan, it is possible that not all future landowners will conduct due diligence and make themselves aware of the Plan. Therefore, it is appropriate that should Council approve the application, it is recommended placing a notification on the land title alerting purchasers of the presence of the fire management conditions.

Environmental matters are addressed in the application. Remnant vegetation is proposed to be protected. The use of area for a plantation using native plant species will also enhance the environmental attributes of the proposal.

**Consultation:** CBFCO.**Statutory Environment:**

*Shire of Pingelly Local Planning Scheme No 3.*

**Policy Implications:**

Council's Policy 13.1 – Commercial Tree Plantations – provides that:

The objective of this Policy is to assist Council in determining applications for commercial tree plantations within the Scheme Area by setting out the minimum standards and requirements for applications to establish plantations under the *Shire of Pingelly Local Planning Scheme No 3*. Also to set out standard conditions that will be considered by the Shire of Pingelly in its assessment of plantation applications.

The aims of the Policy are:

- To encourage a balanced and integrated approach to Commercial Tree Plantations.
- To reduce potential adverse impacts from inappropriate siting and development of commercial tree plantations, with respect to existing agriculture, horticulture, aquaculture, viticulture and natural resources with community consultation.
- To encourage the integration of commercial tree plantations in conjunction with traditional (eg. grazing) rural uses and the use of plantation timbers to improve water quality.
- To protect and enhance native vegetation, wetlands and water courses, and prevent salinity.
- To encourage the preparation of sound environmental assessment and management plans for commercial tree plantations.

Commercial Tree Plantation means a continuous area of three hectares or more on private land, used for the purpose of planting commercial quantities and species of softwood/hardwood trees, with the intent of harvesting the wood grown for fibre or products but does not mean a continuous area planted to trees for the specific purposes of:

- shelter belts or windbreaks,
  - areas planted for the purposes of:
    - i) the prevention of soil erosion,
    - ii) maintaining water quality,
    - iii) landscape protection,
    - iv) improving water balance and the hydrology system,
- and not intended to be harvested.

Council recognises that commercial plantations provide a viable diversification for farmers within suitable areas.

The Code of Practice for Timber Plantations in WA sets out goals and guidelines for specific areas, including management plans, plantation location, planning and design, plantation roads, weed and pest control, waterway protection, drainage, harvesting, fire prevention and control, research and development, safety and investment. The goals and guidelines will be the minimum acceptable standard.

Sustainable plantations depend upon careful and responsible management. It is essential that plantation practice is compatible with a range of environmental values and responsible land management. The Code is intended to complement related Acts, regulations, management plans, other codes of practice, local government planning schemes and State and national statements that relate directly or indirectly to plantations.

Some of the standard conditions set out below in this Policy have been extracted from the Code; therefore their compliance should be an acceptable practice for the plantation industry.

### 1. Applications – Minimum Requirements

All plantation applications require Planning Approval under the requirements of the *Shire of Pingelly Local Planning Scheme No 3*. An Application for Planning Consent must be lodged with each application and the applicable fee paid.

Plantations should be developed according to environmental assessment and plantation management plans prepared specifically for the purpose.

A Plantation Management Plan will contain sections for different aspects of plantation management, including a:

- Plantation establishment plan
- Plantation tending plan
- Fire management plan
- Harvesting Plan

The Code of Practice suggests that a timber-harvesting plan be submitted at the application stage as part of the Plantation Management Plan. A detailed harvesting plan is also required to be submitted 2 years prior to the anticipated harvesting date.

Details of local production/use of the plantation timber should be included.

The detail required to be stipulated in these plans is contained in Attachment 1 to this policy statement, and applicants are encouraged to submit the Plantation Management Plan in its entirety.

### 2. Standard Conditions

The following conditions will be considered at the application assessment stage for all plantation applications:

1. Compliance with the Shire of Pingelly's Fire Control Order.
2. Planting to be in accordance with submitted plan. Council recognises that variations to the existing plan may be required. Variations to planting areas of less than 5% of the planting area need not be resubmitted to council for approval. Variations greater than 5% will require specific approval.
3. In all cases an *as planted* plan is required to be provided at the completion of planting.
4. That where evidence of declared weeds exist, a control program is to be conducted prior to planting. Spraying procedures for declared weeds are to be conducted in accordance with the *Code of Practice for Timber Plantations in WA* and other applicable statutes.
5. It is encouraged that Plantations be integrated on farms in conjunction with approval and other rural uses, (i.e. shelterbelts), rather than whole of farm plantations. Where whole of farm plantations are proposed, it is encouraged that a minimum of 100ha is maintained as the homestead block including sheds and dwellings.
6. If found to be suitable, Council will support the creation of homestead or agricultural lots, or alternatively Council will support the landholder or tree company retaining habitable dwellings within suitable buffer zones to allow for Council approved and other rural uses.
7. To maintain water quality and to protect the ecological values of waterways and their foreshore areas, and to prevent erosion and sediment movement, a buffer zone will be required to be maintained between any waterway and



a plantation. The following minimum buffer width guidelines may be required for watercourses on private land where the end use is not for public water supply:

- water courses – permanent water 50m
- water courses – seasonally flowing 30m
- water courses – flow in response to specific event 10m

The above buffers may be used as a minimum guide, and an analysis of slope, soil, drainage and fringing vegetation may require greater and/or variable buffer widths.

Measurements should be made from the edge of riparian vegetation or the edge of the 1 in 100 year floodway where the floodplain is wide.

This matter is to be addressed in the applicant's Plantation Establishment Plan.

In accordance with relevant statutes, any clearing of vegetation will be referred to the Environmental Protection Authority and the Department of Agriculture for comment and assessment.

The buffer zone should not contain cultivated land, firebreaks or vehicle access (other than at creek crossings) as a consequence of the plantation.

The replanting of these buffer zones may be required if clearing has taken place.

A waterway is described as those that are shown on a 1:50,000 cadastral plan.

### **3. Statutes**

Commercial tree farming proposals must comply with the relevant statutes and requirements of State Government Agencies including:

- the Department of Agriculture (clearing of remnant vegetation)
- Waters & Rivers Commission (catchment management, protection of water resources – rivers and streams)
- Western Power (power lines through tree farms)
- Main Roads WA (access to main roads)
- Department of Environment and Conservation (proposals next to reserves eg. fire protection and control)
- DEP/EPA (environmental issues)

As part of the determination process for commercial plantation forestry, the Shire of Pingelly reserves the right to refer any proposal to, or consult with any government agency it deems relevant, including those listed above, and may seek public comment on any proposal prior to making a decision.

### **4. Remnant Vegetation**

Generally, to prevent erosion, Council does not support the clearing of any remnant vegetation for the establishment of commercial tree plantations. Clearing of remnant vegetation will be referred to the relevant government agencies for assessment.

**5. Water**

All permanent dams and water points within the plantation are to be connected by the internal roads and trafficable firebreaks within the plantation. Where an abundance of such dams exist in a plantation compartment only one dam or water point per compartment will require connection to the internal road network. This condition will only be imposed if deemed necessary after inspection.

**6. Streams**

Where there is no native vegetation adjacent to a stream, plantations may be established and harvested provided that buffer areas as per condition 5 are complied with, where appropriate, and water quality values are not compromised.

Where it is necessary for a road to cross a stream or drainage line, it must be by means of a bridge, culvert or ford designed to meet the transport needs, minimise impacts on water quality and riparian vegetation, and designed to cater for unusual flood events without damage to the structure or to the immediate environment.

**7. Signage**

All internal roads and trafficable firebreaks within the plantation are to be adequately signposted for direction to water points and plantation exits.

**8. Spraying**

To protect sensitive industries and the general health of residents within the district, applicants will be required to develop a Spraying Protocol Plan and an operational plan, in accordance with attachment 1, addressing how spraying controls and spray drift will be managed.

Aerial spraying of insecticides for pest control is not permitted, without consultation with adjoining landowners and within the guidelines of the protocol for spraying agreement with strict rate controls as per material data sheet.

**9. Contribution to Road Repairs**

The Shire of Pingelly may require the applicants to pay a contribution to cover the cost of road repairs due to excessive wear or damage to the local road network as a result of vehicles involved with the harvesting of commercial trees. The contribution will be based on road conditions prior to and after harvesting. An audit of the local road system to be used will be undertaken prior to and after harvesting and recover the cost to repair excessive wear or damage to the local road network as a result of vehicles involved in the harvesting of commercial tree farms.

Consideration will also be given to the Timber Industry Road Evaluation Strategy (TIRES) to establish procedures for the maintenance of roads to be used for the haulage of timber products.

Applicants are required to identify gravel supplies that are located on their land within the Plantation Establishment Plan at the initial application stage.

It is recommended that plantation owners not plant an area of identified gravel supply and that access be provided to that unplanted area in the event that gravel is required to maintain and/or upgrade the haulage route in a safe condition, once harvesting commences.

In selecting a suitable area of gravel supply, it is recommended that the plantation owner consult with Shire of Pingelly Staff.

#### **10. Infestation**

Measures to prevent possible invasion of plantation timber into surrounding bushland must be undertaken. If there is substantial evidence that an infestation is the result of a neighbouring plantation then the plantation owner shall be required to contribute to its removal.

#### **11. Conclusion**

The above conditions will not be automatically imposed on all plantation applications. Rather they will be considered for imposition during the application assessment process including site inspection.

It should also be noted that under the *Shire of Pingelly Local Planning Scheme No 3*, "Tree Plantations" are not a use specifically mentioned in the Zoning Table; therefore Council may [Clause 4.2.2]:

"determine by absolute majority that the proposed use may be consistent with the objectives and purpose of the zone and thereafter follow the advertising procedures of Clause 9.4 in considering an Application for Planning Consent."

Clause 9.4 requires, among other things, a 14-day advertising period.

#### **Attachment 1 – Matters to be addressed in Plans**

A plantation management plan is prepared to provide the relevant information in respect of the way in which plantations are developed and managed and, to demonstrate the means by which the principles of environmental care and objectives of silviculture and protection are achieved.

The components of a plantation management plan will be prepared in advance of the operation and available before operations commence.

Maps and descriptions should detail the following information:

##### **Land Information**

- Area
- Locality plan and access roads
- Natural features:
  - Streams, rivers, lakes, ponds, swamps, drains, and proclaimed groundwater areas or viable water reserves/aquifers
  - Principal soil types
  - Areas of native vegetation with high natural integrity
  - Areas of remnant vegetation with low natural integrity
  - Significant landscape, cultural and heritage values
- Improvements
  - Buildings
  - Roads, bridges, creek crossings
  - Fences, gates, powerlines, dams
- Area left for traditional rural use
- Gravel supplies.

These features should be included for a distance of 50 metres on adjoining properties

**Plantation Establishment Plan**

- Areas of native vegetation, including paddock trees to be cleared (first rotation)
- Management of logging residue (second rotation)
- Control of vermin and declared weeds
- Areas to be planted, compartment sizes
- Species to be planted and source of seedlings
- Direction of planting lines in relation to contours, natural drainage, watercourses and proclaimed groundwater areas or viable water reserves/aquifers
- Description of soil preparation methods
- Description of weed control methods, including rate of herbicides application and buffer zones
- Planting techniques
- Access roads and firebreaks
- Compliance with existing relevant statutes.

**Plantation Tending Plan**

- Grazing strategy
- Pruning and thinning schedule
- Fertilising schedule

**Harvesting Plan**

- Proposed year/years of harvesting
- Agree to undertake a revision of harvesting plan 2 years prior to anticipated harvesting date and then annual harvesting plans
- Local production / use to create employment opportunities

**Fire Management Plan**

- Complying with Council's Fire Break Order
- Marking of tracks to water and exit points
- Fire suppression equipment available

**Spraying Protocol Plan**

- Development of a property plan that includes an awareness zone chart. The chart will identify and locate all sensitive or potentially sensitive areas in an awareness zone of 5km from the target area for aerial spraying, and within an awareness zone of 1km for ground spraying.
- The submission of a pre spray report to Council, by the Chemical User/Plantation Owner, in accordance with attachment 2 prior to any spraying being conducted, which also details how spray drift will be managed/minimised.
- The submission of an operational report to Council in accordance with attachment 3 after the spraying program has been completed by the Chemical User/Plantation Owner.

**Pre Spray Report**

TASK	TICK	NOTES ON ACTION TAKEN
Chemical users Name		
Land Owner		
Location		
Area to be Sprayed		
Nature of pest problem		
Are there any alternative methods to spraying		
Consult an up to date Awareness Zone Chart		
Sensitive areas within Awareness Zone		
Communication with neighbours		
Check user training credentials		

Detail how Spray drift will be managed:

**Operational Report**

APPLICATION	TICK	NOTES ON ACTION TAKEN
Equipment in proper working order and calibrated?		
Spray Equipment to be used		
Nozzle Type <i>(If applicable)</i>		
Nozzle Number <i>(If applicable)</i>		
Droplet Size <i>(If applicable)</i>		
Settings <i>(If applicable)</i>		
Spray Pressure <i>(If applicable)</i>		
Product Label and MSDS read and understood?		
Check wind direction – away from sensitive areas?		
Wind Direction at spraying time		
Wind speed at commencement of spraying		
Temperature at commencement of spraying		
Relative Humidity at commencement of spraying		
Cloud Cover at commencement of spraying (1/8ths)		
Approximate stability Class (unstable, neutral, stable)		
Is there a ground surface temperature inversion?		
Are weather parameters within acceptable limits?		
Is the chemical user wearing correct PPE for		

Job?		
Date		
Time of Start Spraying		
Time of End Spraying		
Description of Chemical Type(s) used		
Product Application Rate (L/ha)		
Bulk Volume Rate (L/ha)		
Amount of Product used		
Treated area (ha)		
In crop or other buffer used?		
<b>POST SPRAY EVALUATION</b>	<b>TICK</b>	<b>NOTES ON ACTION TAKEN</b>
Were results satisfactory?		
Could there be any improvements?		
Copy of spray records kept by landowner and user?		

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Voting Requirements:** Simple Majority

**Recommendation:**

That subject to no submissions being received within the submission period, the application for the proposed sandalwood plantation be given planning approval subject to the following conditions:

1. Development shall be carried out only in accordance with the terms of the application as approved and any approved plan prepared by the applicant and endorsed by the Chief Executive Officer.
2. Notification in the form of a section 70A, pursuant to the *Transfer of Lands Act 1893*, is to be placed on the Certificate of Title of the lot advising that landowners must comply with the Fire Management Plan that has been prepared and implemented for the property.
3. The applicant shall provide a 50 KL water tank for fire fighting purposes, with a fast fill pump to the satisfaction of the Chief Executive Officer.
4. The applicant shall ensure sufficient water supplies to be maintained in the tank for fire fighting purposes and that the pump be maintained in an operational condition at all times to the satisfaction of the Chief Executive Officer.
5. At least six months prior to harvesting, the applicant shall submit to the Shire of Pingelly information showing the proposed access routes for vehicles transporting the harvested product from the property.
6. The applicant is responsible for any damages to the roads within the Shire of Pingelly whilst transporting harvested products and that a bond to cover such damages may be required to be paid to the Shire of Pingelly prior to the harvesting and related activities.
7. The applicant shall at all times comply with the Code of Practice for Timber Plantations in Western Australia, to the satisfaction of the Chief Executive Officer.

## **8.2 Proposed Second-hand Relocatable House**

**File Reference:** A22143  
**Location:** Lot 127 Bullaring Road, East Pingelly  
**Applicant:** Mr Russell Hickmott  
**Date:** 2 May 2011  
**Author:** Fran Ibbott, Administration Officer Technical  
**Disclosure of Interest:** Nil  
**Attachments:** Nil

### **Summary:**

Council to consider an application for planning consent to relocate a second-hand dwelling to Lot 127 Bullaring Road, East Pingelly.

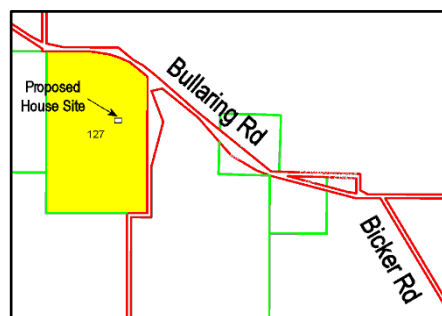
### **Background:**

An application for planning consent for the relocation of a second-hand dwelling to Lot 127 Bullaring Road, East Pingelly has been received by the Shire of Pingelly.

Lot 127 is zoned *General Agriculture*.

Hendry Group of Building Surveyors has inspected the dwelling for the purpose of determining whether or not the building is fit for installation to the Shire of Pingelly and found the following:

- the transportable house is in a sound condition and the base building appears to be in a presentable state.
- the house has been constructed of a prefabricated sandwich panel system constructed on a steel chassis with a tropical roof screen attached to the sandwich panel roof cladding system.
- the building will need a hard wired smoke alarm.
- the building will need a separate laundry with a trough and space for a washing machine.
- the building does not appear to contain asbestos and additional inspection of the building will not be required.



### **Comment:**

Clause 5.20.1 of the *Shire of Pingelly Local Planning Scheme No3* states that in assessing applications for development and/or subdivision within the General Agriculture Zone, Council will consider the following:

- (a) the availability of services required to support the proposed development or subdivision and the economic impact of the provision of, extension or upgrading of those services that may be required;
- (b) the adequacy of the roads, existing or proposed in the area which may be needed to support the amount of road traffic expected to be generated by the development or subdivision; and
- (c) the need to enforce such conditions as Council deems appropriate in order to minimise any adverse effect the development or subdivision may have on the general environment of the area.

The second hand relocatable house is proposed to be used for domestic purposes. The site plan submitted with the application does not clearly address access to the property or the setbacks to the boundary.

No details have been provided regarding access. Sight distances for traffic on Bullaring Road may be an issue.

**Consultation:**

Hendry Group of Building Surveyors

**Statutory Environment:**

*Shire of Pingelly Local Planning Scheme No. 3*

**Policy Implications:**

Council's Policy 13.4 – Relocated Second Hand Houses provides:

This policy has been prepared in conjunction with the requirements of Section 5.10 (Amenity Provisions) of the *Shire of Pingelly Local Planning Scheme No. 3*. This Policy applies to the whole of the Shire of Pingelly.

In addition to plans and specifications, the application for planning approval and for a building licence, for the relocation of second hand houses shall include:

1. recent photographs of the building.
2. an Engineers Certificate stating the building is suitable for relocation and that it can be made to comply with the *Building Code of Australia*.

The Building Surveyor may make arrangements for an inspection of the building prior to its removal and will issue a report in regard to any defects to be rectified as a condition of a building licence.

Where a second hand dwelling proposed to be relocated contains asbestos materials, such material is to be removed from the building prior to its transportation. All asbestos is to be disposed of in accordance with the *Health Asbestos Regulations 1992 and the Environmental Protection (Control of Waste) Regulations 2001*. Should it become necessary it is the applicant's responsibility to provide technical evidence that the house does not contain asbestos.

The building must comply with the *Building Code of Australia* and all other State and local government legislation applicable to Class 1A Structures (i.e. Dwellings).

Where possible, connection to the sewerage scheme is compulsory. Where connection to the sewerage scheme is not possible, a complete new septic installation must be installed to the requirements of the *Health Act 1911*.

Verandas will generally be required to be added to the front and rear of relocated houses. This will however depend on the size of the house in question and will be applied in accordance with Section 5.10.1 of the *Shire of Pingelly Local Planning Scheme No. 3*, which takes into account the design and location of the building and the amenity of the locality.

The applicant may be required to paint the building externally and all external defects rectified within 6 months of the building being positioned on its new site. This may be extended by written application stating reasons for extension. Extension may be for another 6 month period.

The dwelling shall not be occupied until the following have been completed to the satisfaction of the Chief Executive Officer and a letter certifying the house is suitable for occupancy has been issued:

- a. external appearance of the building;
- b. connection to the sewerage system or installation of a septic system and issue of the necessary certifications;
- c. all rubbish and building rubble removed from the site;
- d. all planning conditions complied with;
- e. all requirements of the building licence complied with



The following deposits are required to be paid by the applicant prior to building licence issue:

- a. inspection deposit if required – this will be levied in accordance with the Shire of Pingelly's fees and charges based on mileage travelled and time spent by Staff (Non – Refundable);
- b. satisfactory completion deposit \$5,000 (Refundable).

(NOTE: The house must be fully completed in accordance with all approvals prior to the completion deposit being refunded. Part refunds of the deposit will not be considered at an intermediate stage of completion.

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Voting Requirements:** Simple Majority

**Recommendation:**

That Planning Approval for the relocation of a second-hand dwelling to Lot 127 Bullaring Road, East Pingelly be granted subject to:

- a Building License for the dwelling, including the addition of laundry and verandas, being obtained.
- a revised site plan being provided which adequately addresses the following to the satisfaction of the Chief Executive Officer:
  - access to the property; and
  - boundary setback distances.
- the building being painted externally and all external defects rectified within 6 months of Planning Approval.
- the lodgement of a \$5,000 performance bond with the Shire of Pingelly, to be refunded upon the completion of the planning conditions to the satisfaction of the Chief Executive Officer.

### **8.3 Proposed Shed**

**File Reference:** A22490  
**Location:** Lot 806 Bullaring Road, East Pingelly  
**Applicant:** Mr Peter Huf and Ms Clare Kent  
**Date:** 2 May 2011  
**Author:** Fran Ibbott, Administration Officer Technical  
**Disclosure of Interest:** Nil  
**Attachments:** Nil

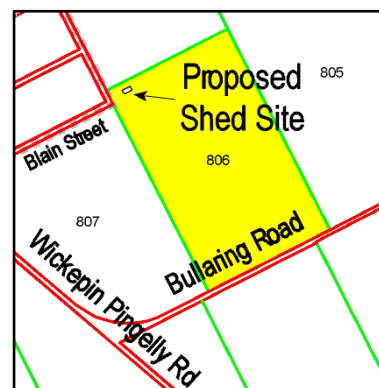
#### **Summary:**

Council to consider an application for planning approval for the erection of a shed with an attached lean-to on Lot 806 Bullaring Road, East Pingelly.

#### **Background:**

An application for planning consent for the erection of a shed on Lot 806 Bullaring Road, East Pingelly for the purposes of storage and a workshop has been received.

The proposed shed is engineer designed, with an area of 243m<sup>2</sup> with steel walls and roof and has a 'lean-to' attach to its front section. The 'lean-to' consist of a roof and support poles and has an area of 81m<sup>2</sup>.



Lot 806 is approximately 43.5ha. The proposed shed is to be located in the North Western corner of the property, 50m south of Shaddick Road, 25m from the northern fence line and approximately 740m north of Bullaring Road.

Temporary access to the property for the duration of the construction is through the Blain Street road reserve.

#### **Comment:**

Lot 806 Bullaring Road is zoned *General Agriculture* and in accordance with the Shire of Pingelly's *Local Planning Scheme No3* the proposed shed complies with the minimum boundary setbacks for the zoning.

Clause 5.20.1 of the *Shire of Pingelly Local Planning Scheme No3* states that in assessing applications for development and/or subdivision within the General Agriculture Zone, Council will consider the following:

- (a) the availability of services required to support the proposed development or subdivision and the economic impact of the provision of, extension or upgrading of those services that may be required;
- (b) the adequacy of the roads, existing or proposed in the area which may be needed to support the amount of road traffic expected to be generated by the development or subdivision; and
- (c) the need to enforce such conditions as Council deems appropriate in order to minimise any adverse effect the development or subdivision may have on the general environment of the area.

As the proposed shed is to be used for rural purposes, storage and a workshop, the development will have little or no impact on existing services.

Noting that Blain Street is unconstructed, access to the property should be off Bullaring Road.

**Consultation:** Nil

**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 Planning Approval be given to erect a shed on Lot 806 Bullaring Road, East Pingelly on condition that:

1. a Building License be obtained prior to construction of the shed;
2. the shed to be located in accordance with the applicant's site plan;
3. the shed shall be used for domestic and/or rural purposes associated with the property and not for human habitation; and
4. access to the site to be off Bullaring Road.

## **9. FINANCIAL SERVICES**

### **9.1 Monthly Statement of Financial Activity**

**File Reference:** 06.15.01  
**Location:** N/A  
**Applicant:** N/A  
**Date:** 10 May 2011  
**Author:** Simon Marshall, Deputy Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Attachments:** Statements

#### **Summary:**

Council to consider accepting the Monthly Statement of Financial Activity.

#### **Background:**

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

#### **Comment:**

The Monthly Statement of Financial Activity represents Council's financial activities and status for the period ending 30 April 2011.

**Consultation:** N/A

#### **Statutory Environment:**

Section 6.4(1) of the *Local Government Act* provides that a local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.

Regulation 34 of the *Local Government (Financial Management) Regulations* requires a Statement of Financial Activity to be prepared each month which is to contain the following details:

- (a) Annual budget estimates;
- (b) Budget estimates to the end of the month;
- (c) Actual amount of expenditure and revenue;
- (d) Material variances between comparable amounts in (b) and (c) above; and
- (e) The net current assets at the end of the month to which the statement relates (i.e. surplus / (deficit) position).

The Statement is to be accompanied by:

- (a) Explanation of the composition of net current assets, less committed assets and restricted assets;
- (b) Explanation of the material variances; and
- (c) Such other information considered relevant by the local government.

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Voting Requirements:** Simple Majority

#### **Recommendation:**

That the Monthly Statement of Financial Activity for the period ending 30 April 2011 be accepted and material variances be noted.

<b>SHIRE OF PINGELLY</b>				
<b>NET CURRENT FUNDING POSITION</b>				
<b>FOR THE PERIOD ENDING</b>				
<b>30 April 2011</b>				
	NOTE	ACTUAL 2010/11	BUDGET 2010/11	ACTUAL 2009/10
<b>CURRENT ASSETS</b>				
Cash - Unrestricted				
- Municipal Fund Bank		423,183.50	175,361	639,710.64
- Petty Cash & Till Floats		450.00	450	450.00
Cash - Restricted				
- Restricted Municipal Fund Bank		0.00	0	317,640.00
- Restricted Reserves		787,842.58	1,120,508	720,675.99
Receivables		0.00	115,269	0.00
Sundry Debtor Rates		107,972.52	0	47,134.55
Sundry Debtor Other		88,760.25	0	68,134.50
Investments		5,000.00	5,000	5,000.00
Inventories		2,386.57	1,891	1,891.18
<b>TOTAL CURRENT ASSETS</b>		<b>1,415,595.42</b>	<b>1,418,479</b>	<b>1,800,636.86</b>
<b>LESS CURRENT LIABILITIES</b>				
Creditors				
		(3,478.71)	(207,846)	(207,846.81)
Borrowings				
		(13,398.73)	13,399	(13,398.60)
Provisions				
		0.00	(179,040)	(118,979.22)
<b>NET CURRENT POSITION</b>		<b>1,398,717.98</b>	<b>1,044,992</b>	<b>1,460,412.23</b>
Less Cash Restricted		(787,842.58)	(1,120,508)	(1,038,315.99)
<b>SURPLUS/(DEFICIT)</b>		<b>610,875.40</b>	<b>(75,516)</b>	<b>422,096.24</b>

SHIRE OF PINGELLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 30 April 2011							
	SCHED#	YTD ACTUAL 2010-11	YTD BUDGET 2010-11	VARIANCE		BUDGET 2010-11	NOTE#
				>10%	>\$5000		
<b>OPERATING REVENUE</b>							
Governance	4	156,877.18	352,953	44%	(196,076)	1,132,700	1
General Purpose Funding	3	1,811,089.85	1,800,741		10,349	1,972,130	2
Law, Order, Public Safety	5	226,740.89	222,537			1,022,690	
Health	7	1,908.31	2,450	78%		2,950	
Welfare & Education	8	10,864.57	10,179			19,359	
Community Amenities	10	149,205.53	145,050			145,150	
Recreation & Culture	11	65,237.12	25,320	258%	39,917	32,714	3
Transport	12	435,731.36	711,610	61%	(275,879)	1,101,510	4
Economic Services	13	58,765.82	52,880	111%	5,886	59,110	5
Other Property & Services	14	314,004.89	14,140	2221%	299,865	25,510	6
<b>Sub Total</b>		<b>3,230,425.52</b>	<b>3,337,860</b>			<b>5,513,823</b>	
<b>OPERATING EXPENDITURE</b>							
Governance	4	(426,517.43)	(857,783)	50%	431,266	(952,535)	7
General Purpose Funding	3	(54,935.03)	(51,250)			(60,740)	
Law, Order, Public Safety	5	(111,741.78)	(106,151)		(5,591)	(993,013)	8
Health	7	(106,426.34)	(108,702)			(135,565)	
Welfare & Education	8	(19,158.18)	(20,729)			(32,057)	
Community Amenities	10	(179,897.39)	(192,509)		12,612	(269,787)	9
Recreation & Culture	11	(440,857.78)	(428,687)		(12,171)	(517,142)	10
Transport	12	(602,153.78)	(603,716)			(1,180,910)	
Economic Services	13	(125,191.98)	(118,506)		(6,686)	(138,858)	11
Other Property & Services	14	(269,378.88)	(154,080)	175%	(115,299)	(168,181)	12
<b>Sub Total</b>		<b>(2,336,258.57)</b>	<b>(2,642,113)</b>			<b>(4,448,788)</b>	
<b>NET OPERATING</b>		<b>894,166.95</b>	<b>695,747</b>			<b>1,065,035</b>	

<b>CAPITAL REVENUE</b>							
Governance	4	0.00	400,000	0%	(400,000)	400,000	13
General Purpose Funding	3	0.00	0			0	
Law, Order, Public Safety	5	0.00	800,000	0%	(800,000)	800,000	14
Health	7	0.00	0				
Education & Welfare	8	3,964.11	4,565	87%		9,278	
Community Amenities	10	0.00	0			0	
Recreation & Culture	11	1,338.17	1,338			1,338	
Transport	12	0.00	0				
Economic Services	13	0.00	0			0	
Other Property & Services	14	0.00	0			0	
<b>Sub Total</b>		<b>5,302.28</b>	<b>1,205,903</b>			<b>1,210,616</b>	
<b>CAPITAL EXPENDITURE</b>							
Governance	4	(238,175.02)	(802,900)	30%	564,724	(1,039,855)	15
General Purpose Funding	3	0.00	0			0	
Law, Order, Public Safety	5	(165,534.59)	(966,000)	17%	800,465	(966,000)	16
Health	7	(32,989.77)	(30,000)			(30,000)	
Education & Welfare	8	(4,565.14)	0			(4,048)	
Community Amenities	10	0.00	0			0	
Recreation & Culture	11	(5,375.32)	(6,621)	81%		(6,621)	
Transport	12	(854,125.59)	(1,519,082)	56%	664,957	(1,536,806)	17
Economic Services	13	(15,108.01)	(2,000)	755%	(13,108)	(2,000)	18
Other Property & Services	14	0.00	0			0	
<b>Sub Total</b>		<b>(1,315,873.44)</b>	<b>(3,326,603)</b>			<b>(3,585,330)</b>	
<b>TOTAL CAPITAL</b>		<b>(1,310,571.16)</b>	<b>(2,120,700)</b>			<b>(2,374,714)</b>	
<b>TOTAL Net Operating &amp; Capital</b>		<b>(416,404.21)</b>	<b>(1,424,953)</b>			<b>(1,309,679)</b>	
<b>ADJUSTMENT FOR NON-CASH ITEMS</b>							
Add Proceeds from Assets Sold		163,395.70	59,780			932,000	
Add Depreciation		254,573.90	52,821			633,850	
Non Current to Current Adjustment		759.82	0			0	
Asset Disposal (Profit)/Loss		(64,019.46)	(52,758)			(633,100)	
<b>Total Adjustment for Non-Cash</b>		<b>354,709.96</b>	<b>59,843</b>			<b>932,750</b>	
Opening Surplus/(Deficit)		1,460,412.23	1,087,770			1,421,921	
<b>Closing Surplus/(Deficit)</b>		<b>1,398,717.98</b>	<b>(277,340)</b>			<b>1,044,992</b>	

<b>SHIRE OF PINGELLY NOTES TO MATERIAL VARIANCE FOR THE PERIOD ENDING 30 April 2011</b>			
<b>Note #</b>			<b>Variation</b>
<b>OPERATING REVENUE</b>			
1	Governance Primary Reason	FCWP funding (\$35,000) received in 2009/10 Financial year. Disposal of Shire Housing unlikely to occur this Financial year.	Under (196,076)
	Budget Impact	Revenue under Budget	
2	General Purpose Funding Primary Reason	Interest on Reserve funds greater than anticipated.	Over 10,349
	Budget Impact	Revenue over Budget	
3	Recreation and Culture Primary Reason	Rural Business Development Grant (\$20,000) - Dry Season Assistance Scheme	Over 39,917
	Budget Impact	Nil - Funds will be expended on Community projects	
4	Transport Primary Reason	Roads To Recovery reimbursement limited to expenditure throughout the year.	Under (275,879)
	Budget Impact	Revenue under Budget	
5	Economic Services Primary Reason	Unbudgeted Small Grants income including Keep Australia Beautiful-Bin It Don't Fling It, Keep it Safe Initiative, Red Card for Red Fox and Mobile Muster	Over 5,886
	Budget Impact	Nil - Funds will be expended on Community projects.	
6	Other Property and Services Primary Reason	WANDRRA reimbursements for January 2011 Storm clean up expenses. Fuel rebate claimed greater than expected. Ag Society funds transferred to Pingelly Men's Shed.	Over 299,865
	Budget Impact	Workers Compensation reimbursement from 09/10. Nil - Revenue offset by expenses.	
<b>OPERATING EXPENDITURE</b>			
7	Governance Primary Reason	LSL and Accrued Expense current year adjustments (This is a book entry that has Nil affect on the budget). FBT pre-payments and adjustment to prior years greater than anticipated. 59 Stratford St landscaping expenses (material and labour hours) greater than anticipated.	Under 17,699
	Budget Impact	Nil - Book Entry	



8	Law, Order and Public Safety Primary Reason	Unbudgeted loss on disposal of East Pingelly Fire Truck.	Over	(8,899)
	Budget Impact	Nil - Book Entry		
9	Community Amenities Primary Reason	Multiple minor under spends including Street refuse collection, Recycling expenses and Zero Waste plan (Regional refuse site) expenditure.	Under	12,612
	Budget Impact	Expenditure under Budget		
10	Recreation and Culture Primary Reason	Town Hall maintenance greater than anticipated (including window replacement reimbursed by insurance). Parks and Gardens maintenance expenses greater than anticipated.	Over	(18,251)
	Budget Impact	Expenditure over Budget		
11	Economic Services Primary Reason	Industrial Shed maintenance expenses greater than anticipated. Caravan Park landscaping (material and labour hours) greater than anticipated.	Over	(6,686)
	Budget Impact	Expenditure over Budget		
12	Other Property and Services Primary Reason	LSL and Accrued Expense current year adjustments (This is a book entry that has Nil affect on the budget). Long Service Leave payouts (recoup to be drawn from Leave Reserve). Holiday Leave payouts greater than anticipated. Works Crew job training over expenditure. Storm clean up expenditure (offset by WANDRRA Fund).	Over	(115,299)
	Budget Impact	Nil – Book entry or expenditure offset by revenue.		
<b>CAPITAL REVENUE</b>				
13	Governance Primary Reason	Police Housing Self Supporting Loan unlikely to be raised in this Financial year. Project to be carried over to 2011/12.	Under	(400,000)
	Budget Impact	Capital Revenue under Budget		
14	Law, Order and Public Safety Primary Reason	SES Building Loan unlikely to be raised this Financial year. Project to be carried over to 2011/12.	Under	(800,000)
	Budget Impact	Capital Revenue under Budget		

<b>CAPITAL EXPENDITURE</b>			
15	Governance Primary Reason	Police Residence will not be completed this Financial year. Project to be carried over to 2011/12.	Under 564,724
	Budget Impact	Capital Expenditure under Budget.	
16	Law, Order and Public Safety Primary Reason	SES Building will not be completed this Financial year. Project to be carried over to 2011/12.	Under 800,465
	Budget Impact	Capital Expenditure under Budget.	
17	Transport Primary Reason	Bullaring Bridge works unlikely to be completed this financial year. Project to be carried over to 2011/12.	Under 664,957
	Budget Impact	Capital Expenditure under Budget.	
18	Economic Services Primary Reason	Industrial Shed construction completion over Budget. Expenditure included site works, plumbing/water connection and electricity/lighting installation.	Over (13,108)
	Budget Impact	Capital Expenditure over Budget	

<b>SHIRE OF PINGELLY INVESTMENT SUMMARY FOR THE PERIOD ENDING 30 April 2011</b>				
<b>Investment Description</b>	<b>Balance @ 30 April 2011</b>	<b>Investment Term</b>	<b>Investment Maturation</b>	<b>Interest Rate PA</b>
<b>Municipal Bank</b>	\$123,082.71	Rolling	Rolling	Varying
<b>Municipal Term Deposit 1</b>	\$300,100.79	2 Months	24-May-11	5.25%
<b>Reserves Term Deposit</b>	\$787,842.58	6 Months	27-Jul-11	6.00%
<i>All Investments are held with the Bendigo Bank.</i>				

<b>Significant Expenditure Items for the month of April 2011</b>		
<b>Supplier</b>	<b>Description</b>	<b>Expenditure</b>
Beaver Tree Services	Storm Clean Up	\$61,600.00
M&V Ranieri	Storm Clean Up	\$22,392.70
Page Truck Hire	Storm Clean Up	\$29,090.00
Shire of Pingelly	2 x Pay Run	\$74,107.87
Shire of Pingelly	2 x Superannuation	\$16,126.23
<b>Total</b>		<b>\$203,316.80</b>

## **9.2 Accounts Paid by Authority**

**File Reference:** 06.15.03  
**Location:** N/A  
**Applicant:** N/A  
**Date:** 5 May 2011  
**Author:** Simon Marshall, Deputy Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Attachments:** List of Accounts

### **Summary:**

Council to consider authorising the payment of accounts.

### **Background:**

The following list represents accounts paid by authority for the month of April 2011.

### **Comment:**

Unless otherwise identified, all payments have been made in accordance with Council's 2010/11 Budget.

**Consultation:** N/A

### **Statutory Environment:**

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

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

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

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

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Voting Requirements:** Simple Majority

**Recommendation:**

That the List of Accounts as presented and totalling for April 2011:

- (1) Municipal Fund – Account 117984856  
19044 – 19120 inclusive total \$314,413.25 - previously paid.
- (2) Trust Fund – Account 117984872  
1563 – 1571 inclusive total \$1,211.69 - previously paid.
- (3) Trust Fund Department of Transport – 123395691  
Totalling \$29,315.50; and
- (4) Direct Debit Payments  
totalling \$1,392.58 – previously paid  
be authorised.

**ACCOUNTS PAID PRESENTED FOR ENDORSEMENT: APRIL 2011**

19044	05/04/2011	Arvidale Garden Centre	Caravan Park commissions March 2011	575.85
19045	05/04/2011	Telstra	Various phone accounts EHO, CEO and MOW	84.40
19046	05/04/2011	Cary John Hathaway	Bore hole drilling for grain freight route construction Bulyee Road	6,714.56
19047	05/04/2011	Pingelly Plumbing Contractors	Remove and replace solar hot water system 42 Queen Street	449.46
19048	05/04/2011	Echelon Australia Pty Ltd	Regional co-ordinator fees 1 January 2011 - 30 June 2011	2,693.90
19049	05/04/2011	Courier Australia	Freight charges 21 March and 23 March 2011	14.16
19050	05/04/2011	All Park Products Pty Ltd	BBQ for caravan park	2,491.50
19051	05/04/2011	J Blackwood & Son Pty Limited	Dust cap	124.97
19052	05/04/2011	Bunnings Building Supplies	Various goods, plastic bucket, batteries and valve irrigation solenoid	44.36
19053	05/04/2011	Pingelly Quality Meats	Various meats for Somerset House <i>Know Your Neighbour</i> BBQ	171.80
19054	05/04/2011	T & A Supermarket	Tea for 18 people RTG workshop 15 March 2011	153.00
19055	05/04/2011	Stihl Shop Redcliffe	Vacuum cleaner	269.00
19056	05/04/2011	Brookton Plumbing	Pump out 15,000 litres from effluent tank at oval	800.00
19057	05/04/2011	Pingelly Tyres Pty Ltd	Supply and fit 6 tyres and 2 batteries	1,990.00
19058	05/04/2011	Avon Waste	Fortnightly recycling charges 2 March 2011 - 15 March 2011	100.00
19059	05/04/2011	JP Promotions	Singlets for <i>Veterans Football Game</i>	1,786.84
19060	05/04/2011	P & G Body Builders Pty Ltd	Air fittings	180.40
19061	05/04/2011	Beaver Tree Services	Mulching of storm damage trees 14 February 2011 and 21 - 24 March 2011	39,600.00
19062	05/04/2011	M & V Ranieri	Remove and replace storm damage fence at netball courts	22,392.70
19063	05/04/2011	Orica Australia Pty Ltd	Service fee for two gas bottles 1 March 2011 - 31 March 2011	77.75
19064	05/04/2011	Somerset House Management Committee	Council meeting dinner 16 March 2011 for nine people	198.00
19065	05/04/2011	Fuel Distributors of WA Pty Ltd	Bulk fuel purchase 8,000 litres	12,307.20
19066	05/04/2011	Page Truck Hire	Clearing of verges 21 March - 1 April 2011	29,090.00
19067	13/04/2011	Shire of Pingelly	Ordinary pay run for week ending 12 April 2011	40,653.62
19068	13/04/2011	Total Farming Services	Gate valve, shovels, soil conditioner, roundup powermax, chlorsulfuran, metsulfuran and clamps and joiners	3,171.90
19069	13/04/2011	Pingelly Trading Co	Goods for <i>Know Your Neighbour</i> day Somerset House, triathlon, Council, newspapers and account keeping fee	1,046.53
19070	13/04/2011	Great Southern Ranger Services	Ranger services 18 and 24 March 2011	1,200.20

19071	13/04/2011	Australia Post	Postage	431.77
19072	13/04/2011	Synergy	Street light charges 25 February to 24 March 2011	1,752.60
19073	13/04/2011	Landmark	20 star pickets	409.84
19074	13/04/2011	Shire of Pingelly	Payroll deductions	490.00
19075	13/04/2011	Child Support Agency	Payroll deductions	14.13
19076	13/04/2011	Prime Super	Superannuation contributions	200.69
19077	13/04/2011	WA Local Government Superannuation Plan	Superannuation contributions	8,667.53
19078	13/04/2011	LGRCEU	Payroll deductions	139.20
19079	18/04/2011	BOC Limited	Annual service charge 1 April 2011 to 31 March 2012, oxygen e size and dissolved acetylene e size	345.31
19080	18/04/2011	Pingelly Plumbing Contractors	Clear blockage to main sewer lines and install tap on front veranda at old pre-primary building	338.80
19081	18/04/2011	Air Response Refrigeration & Air conditioning	Repair gas leak to office fridge/freezer	197.37
19082	18/04/2011	Cutting Edges Pty Ltd	Tooth, twin tiger, centreline x 8, pins x 10 and inserts x 10	299.11
19083	18/04/2011	Sullivan Logistics Pty Ltd	Freight charges March 2011	283.91
19084	18/04/2011	De Neefe Signs Pty Ltd	Webb Street signs x 2	82.96
19085	18/04/2011	Courier Australia	Freight charges 23, 29 and 31 March 2011	25.25
19086	18/04/2011	Wormald	Fire extinguisher servicing	3,369.52
19087	18/04/2011	The Jaffa Room / Artistralia	Public viewing licence <i>Marmaduke</i> on 12 March 2011	242.00
19088	18/04/2011	Narrogin Hire Service and Reticulation	Various reticulation goods for 17 Eliot Street	1,489.89
19089	18/04/2011	Triset Boss Business Forms Pty Limited	1,500 rates notices	749.00
19090	18/04/2011	Great Southern Fuel Supplies	Fuel and bitumen purchases March 2011	3,833.90
19091	18/04/2011	Pingelly Quality Meats	BBQ packs for community event 9 April 2011 and sausages for RTG BBQ	845.60
19092	18/04/2011	T & A Supermarket	Supply morning tea and lunch for <i>Introduction to Bush Fire Fighting Course</i> and lunch for Manager of Works meeting	288.50
19093	18/04/2011	Maxivan	2 x Painters mixed rags 10kg, 20 kg lithplex, 12 x boston penetrating and multilube spray and 1 x 20 litre truck wash	557.48
19094	18/04/2011	Greenline Ag Pty Ltd	Pre cleaner air filter, fan belts and lynch pin and top pin for traffic light trailer	299.02
19095	18/04/2011	Stihl Shop Redcliffe	Air filters	137.70
19096	18/04/2011	Bron's Kitchen	Various food goods for Council and RTG	234.80
19097	18/04/2011	Great Southern Electrical Services	Connect hot water system 42 Queen Street	278.00
19098	18/04/2011	Great Southern Waste Disposal	Rubbish and recycling 22 February - 29 March 2011	6,435.33
19099	18/04/2011	Corporate Express	Various stationary goods and cleaning goods	487.28
19100	18/04/2011	Shire of Brookton	Peter Ibbott services 3, 9, 16, 23 and 28 March 2011	2,960.00

19101	18/04/2011	Kleenheat Gas	Yearly gas fee Caravan Park	56.00
19102	18/04/2011	Narrogin Packaging and Narrogin Motorcycles & Accessories	Plastic knife and forks x 4 packs for <i>Veterans Day BBQ</i>	13.20
19103	18/04/2011	Narrogin Nursery, Cafe & Gallery	123m <sup>2</sup> turf 17 Eliot Street	3,172.00
19104	18/04/2011	Beaver Tree Services	Tree mulching after the storm week ending 1 April 2011	22,000.00
19105	18/04/2011	Digital Document Solutions	Photocopier KM5050 and 500Ci	6,567.00
19106	18/04/2011	M & V Ranieri	Remove and replace storm damaged gates at 17 Eliot Street	1,430.00
19107	18/04/2011	I Sweep Town & Country	Sweeping of intersections after new reseals	2,706.00
19108	18/04/2011	Pingelly Trading Co Hardware	Hot water system, nuts and bolts, gate latch, screws, clamp ratchets, joiner barbed reticulation parts, pruner bypass with pouch and nyloc nut fasteners	4,052.00
19109	18/04/2011	Landgate	Title search lot 853 Paragon Street industrial shed	38.00
19110	18/04/2011	Pingelly General Practice	Pre-employment medical George Turvey	121.00
19111	27/04/2011	Shire of Pingelly	Payroll deductions	190.00
19112	27/04/2011	Child Support Agency	Payroll deductions	14.18
19113	27/04/2011	Prime Super	Superannuation contributions	145.24
19114	27/04/2011	WA Local Government Superannuation Plan	Superannuation contributions	7,112.77
19115	27/04/2011	LGRCEU	Payroll deductions	139.20
19116	27/04/2011	Shire of Pingelly	Ordinary pay run for week ending 26 April 2011	33,454.25
19117	30/04/2011	Shire of Pingelly	Commissions for BRB for the month of April 2011	17.60
19118	30/04/2011	Construction Training Fund	Collections for the month of April 2011 less commission	141.22
19119	30/04/2011	Builders Registration Board of WA	BRB Collections for the month of April 2011 less commission	70.00
19120	40663	Australian Taxation Office	GST for the month of April 2011	28,705.00
<b>Total Municipal Fund</b>				<b>314,413.25</b>
1563	07/04/2011	Pingelly Mens Shed	Payment of Ag Society funds 6 April 2011	47.00
1564	07/04/2011	Pingelly Aboriginal Progress Association	Refund of cleaning and key bond hire of Community Centre 31 March 2011	140.00
1565	15/04/2011	Department of Commerce	Andrew Marshall security bond 42 Queen Street	300.00
1566	15/04/2011	Pingelly Aboriginal Progress Association	Refund of cleaning and key bond hire of Town Hall 9 April 2011	140.00
1567	18/04/2011	Pingelly Trading Co	Payment of goods for Staff Club function 16 April 2011	41.69
1568	18/04/2011	Shire of Pingelly	Payment for seven tickets to Staff Club function 16 April 2011	245.00
1569	18/04/2011	Sara Ward	Reimbursement for ice purchased for Staff Club function 16 April 2011	18.00



1570	21/04/2011	Flinn Health & Fitness	Refund of cleaning and key bond from term one fitness classes	140.00
1571	21/04/2011	Lauren Otranto	Refund of cleaning and key bond hire of Community Centre 20 April 2011	140.00
<b>Total Trust Fund</b>				<b>1,211.69</b>
11042011	11/04/2011	Department of Transport	Reconciliation of Transport Licencing 30 March 2011 - 6 April 2011	12,765.25
18042011	18/04/2011	Department of Transport	Reconciliation of Transport Licencing 7 April 2011 - 13 April 2011	6,174.20
27042011	27/04/2011	Department of Transport	Reconciliation of Transport Licencing 14 April 2011 - 19 April 2011	10,376.05
<b>Total Trust Licencing</b>				<b>29,315.50</b>
		Bendigo Bank	EFT fee	7.70
		Bendigo Bank	Bank fees	50.00
		Bendigo Bank	Merchant bank fees	192.22
		Westnet	Internet fees	134.89
		Westnet	Internet fees governance	39.95
		Gecca	Photocopier rental agreement	946.00
		Centrelink	Processing Fees	17.82
C/Card	06/04/2011	Bendigo Bank	Card fee for the month of March 2011	4.00
<b>Total Direct Debit Payments</b>				<b>1,392.58</b>

## **10. ADMINISTRATION SERVICES**

### **10.1 Old Roads Board Office Lease**

**File Reference:** A1210  
**Location:** 21 Park Street  
**Applicant:** Department of Agriculture & Food  
**Date:** 2 May 2011  
**Author:** M.G. Oliver, Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Attachments:** Nil

#### **Summary:**

Council to consider entering into a lease for the Community Agriculture Centre for 12 months.

#### **Background:**

The existing lease with the Department of Agriculture and Food for the old Roads Board Office (Community Agriculture Centre) at 21 Park Street expires on 30 June 2011. The lease does not have a renewal option.

The Department seeks to enter into a new lease (with similar terms) for a further 12 months.

#### **Comment:**

The existing arrangement is a *peppercorn* type lease. The Department is responsible for maintaining the inside of the building (except common areas) with the Shire of Pingelly maintaining the exterior of the building.

The lease provides for joint tenancy with separate and common areas. There is only one tenant and no joint tenants on the horizon. As such, the reissue of a lease should be on the basis of sole occupancy to remove the doubt about sharing of costs (eg cleaning).

The Department has sought not to commit beyond a 12 month term – it is slowing withdrawing from local offices.

It is assumed that Council has seen some benefit in retaining a State Government Office in Pingelly by providing such a *peppercorn* arrangement.

**Consultation:** N/A

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:**

Nil - the existing lease is *peppercorn*.

**Strategic Implications:** Nil

**Voting Requirements:** Simple Majority

#### **Recommendation:**

That a 12 month peppercorn lease for the Community Agriculture Centre at 21 Park Street be entered into with the Department of Agriculture and Food effective from 1 July 2011 on similar terms (but with sole occupancy) to the previous lease.

## **10.2 Roadside Memorials**

**File Reference:** 03.04.02  
**Location:**  
**Applicant:** WALGA  
**Date:** 27 April 2011  
**Author:** M.G. Oliver, Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Attachments:** Nil

### **Summary:**

Council to consider adopting a Policy on roadside memorials and guidelines.

### **Background:**

In 2009 MRWA undertook a review of its Roadside Memorials Policy and Guidelines. WALGA was part of the review and with consultation with local government, determined there should be a consistent approach.

The objectives of the Policy are to:

- Respect people's grief and ensure the road environment is safe for all road users.
- Inform the public and contractors.
- Outline the process for the installation, ongoing maintenance and removal of roadside memorials.

The review resulted in a number of amendments to the existing MRWA Policy.

WALGA has now recommended that local governments adopt the MRWA Policy to guide decision making for this sensitive matter.

The essence of the MRWA Policy is:

### **1. OVERVIEW**

Every year, too many people lose their lives on Western Australian roads. Frequently, family and friends have chosen to honour their memories by erecting some type of roadside memorial.

Memorials at fatal crash sites provide a means for assisting people to grieve for their loved ones as well as serving as a visual deterrent to road users, delivering a powerful road safety message. Main Roads respects the need for people to erect roadside memorials, but it must also provide a safe and efficient road network to all road users to meet its obligations under the *Main Roads Act 1930*. To do this Main Roads needs to consider potential safety hazards including visual distractions to motorists, physical objects that could harm road users and the possible movement of personal items onto the road. Main Roads also needs to consider the safety of pedestrians in close proximity to fast moving vehicles.

Main Roads' overall objective is to respect people's grief and ensure the road environment is safe for all road users. This policy has been developed in consultation with the community and various interest groups. It has been prepared to inform the public, Local Government, Main Roads Officers and contractors of the types of roadside memorials approved and supplied by Main Roads on Freeways, Highways and main roads throughout Western Australia. It also outlines how Main Roads will arrange the installation and ongoing management of road side memorials.

## **2. DEFINITION OF A ROADSIDE MEMORIAL**

A roadside memorial can be described as an object or image constructed, erected, planted, painted or placed within the road reserve in honour of family or friends whose lives have been lost on the road or road reserve.

## **3. STATEMENT OF POLICY**

Main Roads has an obligation to provide a safe and efficient road network. Main Roads will:

- Be considerate and respectful of the needs of persons wishing to install roadside memorials;
- Approve the placement of roadside memorials;
- Supply roadside memorials (as defined in section 4.3);
- Install or assist in the installation of roadside memorials at suitable locations as detailed in the guidelines attached to this policy;
- Not accept responsibility for the security or maintenance of roadside memorials;
- Remove any roadside memorials not conforming to this policy;
- Not approve or provide roadside memorials for animals; and
- Will only approve or provide roadside memorials for accident sites where fatalities have occurred.

## **4. GUIDELINES**

### **4.1 Requests for Roadside Memorials**

When touched by tragedy, family and friends find a roadside memorial can help comfort and heal, as it provides a tangible record of a life lived and serves as a reminder to the community to drive carefully. Where requests are received, Main Roads can provide support to family and friends by assisting them to understand the requirements of this policy and install or assist in the installation of a suitable roadside memorial at the safest location. It should be noted that this policy is intended to provide guidance to Main Roads Officers and each case should be dealt with on an individual basis.

Main Roads' foremost concern is that all road users are provided with a safe road environment and that family and friends and the road user are safe whilst a road side memorial is being erected, visited, or is being maintained. It is important that family and friends park their vehicles safely and clear of the road while attending the roadside memorial.

### **4.2 Recording Requests for Roadside Memorials**

Main Roads will maintain a record of requests for roadside memorials. The details will be documented so the person/s responsible for the roadside memorial can be contacted if necessary.

### **4.3 Memorial Requirements to Maximise Road Safety**

Main Roads will approve, supply and assist with the installation of a cross, paver, or decal as per the specifications in section 4.3.1, depending on the family and/or friends preference. Alternatively, the applicant may purchase a plant compliant with Main Roads' guidelines and Main Roads will subsidise the purchase up to \$50 and assist with the installation.

### **4.3.1 Roadside Memorials – Types and Structure**

In consideration of safety to all, the following specifications are recommended. If unsure, please contact Main Roads.

Note: These specifications should be used as a guide only. Common sense should prevail when assessing specific locations for placement of roadside memorials.

#### **4.3.1.1 Cross**

Crosses are constructed from timber and are:

- 850mm long (600mm out of the ground) and 400mm wide;
- Built from pieces 40mm x 18mm; and
- Painted white and are non-reflective.

Crosses shall be located:

- No closer than 3 metres from the edge of any bitumen/road seal;
- No closer than 1 metre from behind the line of guideposts; and
- No closer than 1 metre from the edge of any shared path.

Crosses shall not be located:

- Where they may interfere with the role of any traffic control item;
- In close proximity to residential dwellings where they may cause concern to the occupants;

#### **4.3.1.2 Paver**

Pavers are of grey concrete and are 600mm long and 300mm wide. Pavers should be flush with the existing surface and shall be located:

- No closer than 1 metre from behind the line of guideposts;
- No closer than 3 metres from the edge of any bitumen/road seal;
- No closer than 1 metre from the edge of any shared path;
- On control of access highways and freeways; and
- On traffic islands and medians where the landscaping permits.
- Pavers shall not be located:
  - Within the area which is regularly graded during shoulder grading or drain maintenance;
  - In close proximity to residential dwellings where they may cause concern to the occupants;
  - On landscaped verges; and
  - On roundabouts.

#### **4.3.1.3 Decal**

Decals are adhesive labels, 160mm long and 130mm wide, which display a white cross on a black background. Decals shall be located:

- At the base of traffic signal poles; and
- At the base of street light columns.
- Decals shall not be located:
  - On any traffic signs; and
  - On street name signs.

#### **4.3.1.4 Plant**

Plants must comply with Main Roads vegetation placement guidelines in regards to trunk size and setback distance. The requested plant type must be stated as part of the application/approval process and Main Roads will verify the appropriateness of the plant type for the location.

Examples of locally occurring plants that would be suitable for the metropolitan area are as follows:

- Honeybush (*Hakea lissocarpha*);
- Many of the Melaleucas (e.g. *Melaleuca preissiana*);
- Many of the small Eucalypts (e.g. *Eucalyptus todtiana*); and
- Many of the Grevilleas (e.g. *Grevillea manglesii*).

Examples of locally occurring plants that would be suitable for specific regional areas are:

- Geraldton Wax; and
- Albany Woollybush.

Other plants that are typical from other regional areas would also be considered if the plant is of special significance to the family. (For a more comprehensive list or further information Main Roads Officers should contact the Environment Branch).

Plants shall be located:

- Outside of the maintenance (TNC) clearing zone;
- No closer than 1 metre from the edge of any shared path;
- On control of access highways and freeways; and
- On traffic islands and medians where the landscaping permits.

Plants shall not be located:

- Where they may interfere with the role of any traffic control item;
- In close proximity to residential dwellings where they may cause concern to the occupants; and
- On landscaped verges.

#### **4.3.1.5 Memorial Options**

If a cross is not suitable, please contact Main Roads to discuss alternative options.

#### **4.3.1.6 Memorabilia and Personalisation**

Main Roads understands that personalising a memorial may provide comfort to families and friends of people who have lost their lives on the road. In the interest of preserving safety for all, items such as flowers, toys and other personal effects must be firmly secured to the memorial. Where possible, memorabilia should not exceed the dimensions outlined in the memorial requirements, the reason being that such items may be a visual distraction to road users. Physical objects could harm road users and the possible movement of personal items onto the road could be a potential road safety hazard. Only one (1) roadside memorial shall be allowed per life lost.

Some items that are a safety hazard and should not be used include:

- Reflective material such as foil and cellophane
- Solar lights
- Rocks, bricks or other non frangible items

Personalisation of crosses should be limited to non-reflective material.

#### **4.3.2 Installation of Roadside Memorials**

A Main Roads representative will assist in the installation of approved road side memorials as detailed in section 4.3.1. The Main Roads Officer will ensure its placement is in accordance with Main Roads' standards and requirements and most importantly take into consideration the safety of road users. Main Roads Officers will consider safety issues such as where the road geometry is less than optimum i.e. road crests, bends and high-speed locations.

\*All memorials on Freeways within WA must be installed by Main Roads

#### **4.3.3 Maintenance of Roadside Memorials**

The road reserve is maintained by Main Roads WA. Main Roads does not accept responsibility for the loss or damage of roadside memorials that may occur due to vandalism. Main Roads, will as part of its regular maintenance program, report on memorials on its network which have been subject to vandalism or are in a significant state of disrepair.

If the condition of a memorial has deteriorated, or after a period of five years, Main Roads will endeavour to contact the owners of a memorial to discuss its condition and to confirm their wish for the memorial to remain in place.

#### **4.3.4 Visiting a Roadside Memorial**

Main Roads is concerned for the safety of people who visit roadside memorials. They may expose themselves and other road users to safety risks. If people visit road side memorials they must understand that roadsides can be hazardous locations and take appropriate precautions. Main Roads can provide advice as to what precautionary steps may be taken to maintain a safe environment.

Stopping on Freeways is prohibited under the *Road Traffic Code 2000*. As such visits to Memorials on freeways are also prohibited.

#### **4.4 Roadworks / Maintenance Near Approved Roadside Memorials**

Main Roads will continue to perform all construction and maintenance works required within road reserves that contain roadside memorials.

Where works are required to the ground on which an approved roadside memorial is located, the memorial will be carefully shifted away from the work area for the duration of works and then re-installed as close as practical to the original location at the conclusion of works unless otherwise advised by the memorial owner. Care will be taken to minimise damage to the roadside memorial.

For unregistered memorials, Main Roads will make every effort to locate the owners of the memorial before the removal, which may include placing a notice on the memorial prior to removal for roadworks to take place. Main Roads will store these removed memorials for 4 months or the period of the road works (whichever is the greater).

#### **4.5 Roadside Memorial Removal Procedure**

One of Main Roads' key objectives is to maximise road safety on Western Australian roads. Any roadside memorial presenting a safety hazard will be removed without notice. Every effort will be made to contact the responsible person/s regarding the removal of the roadside memorial.

Person/s responsible for roadside memorials that comply with section 4.3 but require removal because of their poor state of repair or concerns raised by the local community, shall be contacted by Main Roads. If Main Roads is

unsuccessful in contacting the appropriate person, a notice will be attached to the memorial asking the person who has placed, or requested the placement of the memorial, to contact Main Roads within 60 days. (The standard notification advising of the need to remove a roadside memorial is at Attachment 1).

If Main Roads is not contacted within the given timeframe, the roadside memorial will be removed. Main Roads will store the removed roadside memorial for a period of 4 months.

#### **4.6 Existing Memorials**

Main Roads will treat all existing roadside memorials in a sensitive manner and will address each one on an individual basis with the aim of making all road side memorials compliant with this policy.

#### **Comment:**

The Policy provides a process for the handling of roadside memorials. The MRWA Policy needs adjustment to reflect local road management arrangements.

**Consultation:** N/A

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:**

**Strategic Implications:** Nil

**Voting Requirements:** Simple Majority

#### **Recommendation:**

That the following be adopted as Policy:

### **Roadside Memorials**

#### **1. OVERVIEW**

Every year, too many people lose their lives on Western Australian roads. Frequently, family and friends have chosen to honour their memories by erecting some type of roadside memorial.

Memorials at fatal crash sites provide a means for assisting people to grieve for their loved ones as well as serving as a visual deterrent to road users, delivering a powerful road safety message. The Shire of Pingelly respects the need for people to erect roadside memorials, but it must also provide a safe and efficient road network to all road users to meet its obligations under the *Main Roads Act 1930*. To do this the Shire of Pingelly needs to consider potential safety hazards including visual distractions to motorists, physical objects that could harm road users and the possible movement of personal items onto the road. The Shire of Pingelly also needs to consider the safety of pedestrians in close proximity to fast moving vehicles.

The Shire of Pingelly's overall objective is to respect people's grief and ensure the road environment is safe for all road users. This policy has been developed in consultation with the community and various interest groups. It has been prepared to inform the public and contractors of the types of roadside memorials approved and supplied by the Shire of Pingelly on local roads throughout the Shire of Pingelly. It also outlines how the Shire of Pingelly will arrange the installation and ongoing management of road side memorials.



## **2. DEFINITION OF A ROADSIDE MEMORIAL**

A roadside memorial can be described as an object or image constructed, erected, planted, painted or placed within the road reserve in honour of family or friends whose lives have been lost on the road or road reserve.

## **3. STATEMENT OF POLICY**

The Shire of Pingelly has an obligation to provide a safe and efficient road network. The Shire of Pingelly will:

- Be considerate and respectful of the needs of persons wishing to install roadside memorials;
- Approve the placement of roadside memorials;
- Supply roadside memorials (as defined in section 4.3);
- Install or assist in the installation of roadside memorials at suitable locations as detailed in the guidelines attached to this policy;
- Not accept responsibility for the security or maintenance of roadside memorials;
- Remove any roadside memorials not conforming to this policy;
- Not approve or provide roadside memorials for animals; and
- Will only approve or provide roadside memorials for accident sites where fatalities have occurred.

## **4. GUIDELINES**

### **4.1 Requests for Roadside Memorials**

When touched by tragedy, family and friends find a roadside memorial can help comfort and heal, as it provides a tangible record of a life lived and serves as a reminder to the community to drive carefully. Where requests are received, the Shire of Pingelly can provide support to family and friends by assisting them to understand the requirements of this policy and install or assist in the installation of a suitable roadside memorial at the safest location. It should be noted that this policy is intended to provide guidance to Shire of Pingelly Staff and each case should be dealt with on an individual basis.

The Shire of Pingelly's foremost concern is that all road users are provided with a safe road environment and that family and friends and the road user are safe whilst a road side memorial is being erected, visited, or is being maintained. It is important that family and friends park their vehicles safely and clear of the road while attending the roadside memorial.

### **4.2 Recording Requests for Roadside Memorials**

The Shire of Pingelly will maintain a record of requests for roadside memorials. The details will be documented so the person/s responsible for the roadside memorial can be contacted if necessary.

### **4.3 Memorial Requirements to Maximise Road Safety**

The Shire of Pingelly will approve, supply and assist with the installation of a cross, paver, or decal as per the specifications in section 4.3.1, depending on the family and/or friends preference. Alternatively, the applicant may purchase a plant compliant with the Shire of Pingelly's guidelines and the Shire of Pingelly will subsidise the purchase up to \$50 and assist with the installation.

#### **4.3.1 Roadside Memorials – Types and Structure**

In consideration of safety to all, the following specifications are recommended. If unsure, please contact the Shire of Pingelly.

Note: These specifications should be used as a guide only. Common sense should prevail when assessing specific locations for placement of roadside memorials.

#### **4.3.1.1 Cross**

Crosses are constructed from timber and are:

- 850mm long (600mm out of the ground) and 400mm wide;
- Built from pieces 40mm x 18mm; and
- Painted white and are non-reflective.

Crosses shall be located:

- No closer than 3 metres from the edge of any bitumen/road seal;
- No closer than 1 metre from behind the line of guideposts; and
- No closer than 1 metre from the edge of any shared path.

Crosses shall not be located:

- Where they may interfere with the role of any traffic control item;
- In close proximity to residential dwellings where they may cause concern to the occupants;

#### **4.3.1.2 Paver**

Pavers are of grey concrete and are 600mm long and 300mm wide. Pavers should be flush with the existing surface and shall be located:

- No closer than 1 metre from behind the line of guideposts;
- No closer than 3 metres from the edge of any bitumen/road seal;
- No closer than 1 metre from the edge of any shared path;
- On control of access highways and freeways; and
- On traffic islands and medians where the landscaping permits.
- Pavers shall not be located:
  - Within the area which is regularly graded during shoulder grading or drain maintenance;
  - In close proximity to residential dwellings where they may cause concern to the occupants;
  - On landscaped verges; and
  - On roundabouts.

#### **4.3.1.3 Decal**

Decals are adhesive labels, 160mm long and 130mm wide, which display a white cross on a black background. Decals shall be located:

- At the base of traffic signal poles; and
- At the base of street light columns.
- Decals shall not be located:
  - On any traffic signs; and
  - On street name signs.

#### **4.3.1.4 Plant**

Plants must comply with the Shire of Pingelly vegetation placement guidelines in regards to trunk size and setback distance. The requested plant type must be stated as part of the application/approval process and the Shire of Pingelly will verify the appropriateness of the plant type for the location.

Examples of locally occurring plants that would be suitable for rural areas are:

- Geraldton Wax; and
- Albany Woollybush.

Other plants that are typical from other regional areas would also be considered if the plant is of special significance to the family. (For further information Shire of Pingelly Staff should be contacted).

Plants shall be located:

- Outside of the maintenance clearing zone;
- No closer than 1 metre from the edge of any shared path;

Plants shall not be located:

- Where they may interfere with the role of any traffic control item;
- In close proximity to residential dwellings where they may cause concern to the occupants; and
- On landscaped verges.

#### **4.3.1.5 Memorial Options**

If a cross is not suitable, please contact the Shire of Pingelly to discuss alternative options.

#### **4.3.1.6 Memorabilia and Personalisation**

The Shire of Pingelly understands that personalising a memorial may provide comfort to families and friends of people who have lost their lives on the road. In the interest of preserving safety for all, items such as flowers, toys and other personal effects must be firmly secured to the memorial. Where possible, memorabilia should not exceed the dimensions outlined in the memorial requirements, the reason being that such items may be a visual distraction to road users. Physical objects could harm road users and the possible movement of personal items onto the road could be a potential road safety hazard. Only one (1) roadside memorial shall be allowed per life lost.

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#### **4.3.2 Installation of Roadside Memorials**

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#### **4.3.3 Maintenance of Roadside Memorials**

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If the condition of a memorial has deteriorated, or after a period of five years, the Shire of Pingelly will endeavour to contact the owners of a memorial to discuss its condition and to confirm their wish for the memorial to remain in place.

#### **4.3.4 Visiting a Roadside Memorial**

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#### **4.5 Roadside Memorial Removal Procedure**

One of the Shire of Pingelly's key objectives is to maximise road safety on Western Australian roads. Any roadside memorial presenting a safety hazard will be removed without notice. Every effort will be made to contact the responsible person/s regarding the removal of the roadside memorial.

Person/s responsible for roadside memorials that comply with section 4.3 but require removal because of their poor state of repair or concerns raised by the local community, shall be contacted by the Shire of Pingelly. If the Shire of Pingelly is unsuccessful in contacting the appropriate person, a notice will be attached to the memorial asking the person who has placed, or requested the placement of the memorial, to contact the Shire of Pingelly within 60 days.

If the Shire of Pingelly is not contacted within the given timeframe, the roadside memorial will be removed. The Shire of Pingelly will store the removed roadside memorial for a period of 4 months.

#### **4.6 Existing Memorials**

The Shire of Pingelly will treat all existing roadside memorials in a sensitive manner and will address each one on an individual basis with the aim of making all road side memorials compliant with this policy.

### 10.3 Duplex Site

**File Reference:** A22616/A22620/A22634  
**Location:** Pingelly  
**Applicant:** Shire of Pingelly  
**Date:** 27 April 2011  
**Author:** M.G. Oliver, Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Attachments:** Nil

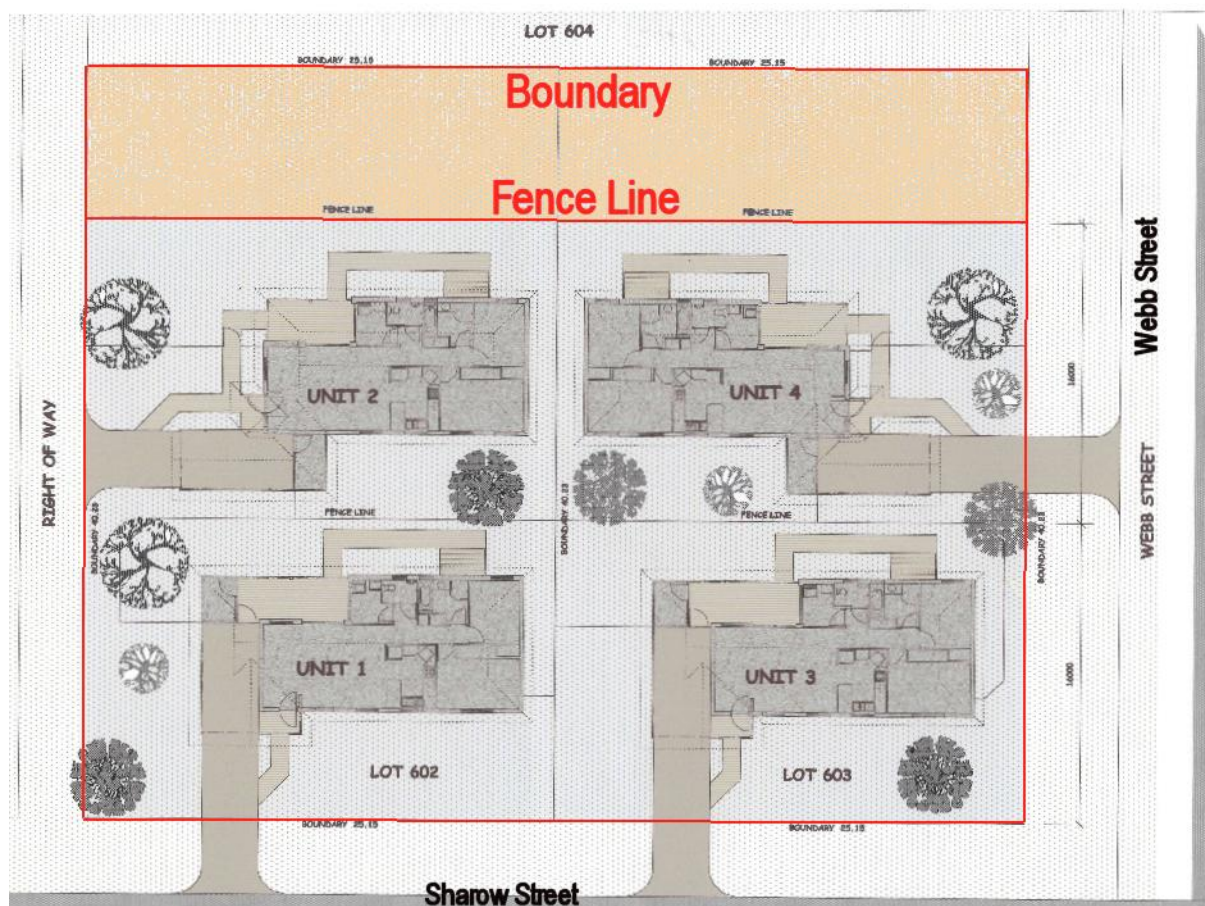
#### Summary:

Council to consider the future of the land behind the joint venture units.

#### Background:

The site survey of Lot 604 Webb Street (Duplex) has revealed that the Joint Venture units (Lots 602/603) northern fence is some 8.23m south of the boundary – effectively creating a strip of land in between the existing and proposed development.

It would seem that there was some consideration to the units land area being restricted (ease of maintenance) and this land being used with Lot 604 for greater density housing.



#### Comment:

Planning for the duplex development on Lot 604 is well advanced and does not provide for or require this additional land. If the land was to be used, a subdivision/amalgamation process would be required.

#### Consultation:

Mr Stuart Hobley (previous CEO) and Mr Colin Cockram, Architect.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Voting Requirements:** Simple Majority

**Recommendation:**

That the land on Lots 602/603 be landscaped as part of the duplex development on Lot 604.

## **10.4 Development Assessment Panels**

**File Reference:** 14.00.00  
**Location:** Pingelly  
**Applicant:** Minister for Planning  
**Date:** 5 May 2011  
**Author:** M.G. Oliver, Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Attachments:** Nil

### **Summary:**

Council to appoint 2 Councillors as nominees and 2 Councillors as alternate nominees to sit on the Shire of Pingelly Development Assessment Panel.

### **Background:**

The new legislation creating Development Assessment Panels (DAP) requires the Minister to establish and maintain a register of local DAP members. Each local government must nominate 2 local DAP members and 2 alternate (or deputy) local DAP members from its pool of elected members. The Minister will then consider nominations received and appoints for a 2 year term.

If, within the 2 year term, a local DAP member is not re-elected, they cannot hold the position of local DAP member.

Local government elections may result in a change to local DAP membership if current councillors, who are DAP members, are not re-elected. In this instance, the deputy local DAP members will take the place of the former local DAP members. If both local and alternate (deputy) local members are not re-elected, the local government will need to renominate and the Minister to reappoint.

Local DAP members (except for those who fall within the class of persons excluded from payment) are entitled to be paid for their attendance at DAP training and at DAP meetings.

Nominations are required by 13 June 2011.

**Comment:** Nil

**Consultation:** N/A

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Voting Requirements:** Simple Majority

### **Recommendation:**

That Councillors \_\_\_\_\_ and \_\_\_\_\_ be determined as the nominees and Councillors \_\_\_\_\_ and \_\_\_\_\_ be determined as the alternate nominees for the Shire of Pingelly Development Assessment Panel.

## **10.5 Local Government Convention**

**File Reference:** 03.02.020  
**Location:** Pingelly  
**Applicant:** Shire of Pingelly  
**Date:** 9 May 2011  
**Author:** M.G. Oliver, Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Attachments:** Nil

### **Summary:**

Council to determine delegates to attend the Convention and appoint voting delegates.

### **Background:**

The Local Government Convention is to be held in Perth from Thursday 4 August 2011 through Saturday 6 August 2011. Advance bookings are required by 13 June 2011.

A CCZ meeting will be held on Wednesday 3 August 2011.

4 rooms have been reserved at the Rydges Hotel (cnr Hay & King Streets) from 3 August 2011 through 7 August 2011 (@\$239/room/night).

Voting delegates are required to be advised to WALGA by 11 July 2011.

### **Comment:**

Nomination forms were sent to Councillors on 21 April 2011.

Cr Beard he is unable to commit one way or the other at this time.

Cr Marshall has indicated he will not be attending.

Cr Lange has indicated she will be attending.

**Consultation:** N/A

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:**

2011-12 Budget.

**Strategic Implications:** Nil

**Voting Requirements:** Simple Majority

### **Recommendation:**

That Councillors \_\_\_\_\_; \_\_\_\_\_ and \_\_\_\_\_ together with the CEO be delegates to attend the Local Government Convention and that \_\_\_\_\_ and \_\_\_\_\_ be the Shire of Pingelly's voting delegates.



## **10.6 Town Dam**

<b>File Reference:</b>	<b>14.03.03</b>
<b>Location:</b>	<b>Pingelly</b>
<b>Applicant:</b>	<b>Shire of Pingelly</b>
<b>Date:</b>	<b>9 May 2011</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Author:</b>	<b>M.G. Oliver, Chief Executive Officer</b>
<b>Attachments:</b>	<b>Nil</b>
<b>Previous Reference:</b>	<b>Item 10.3 – 20 April 2011</b>

### **Summary:**

Council to consider and resolve the location of the proposed water catchment dam.

### **Background:**

Council made a provision of \$80,000 in the 2009/10 Budget to construct a water harvesting dam to complement the existing 22,000m<sup>3</sup> dam and the sump (Realm Street) utilising funds from Year 1 of the Country Local Governments Royalties for Regions grant.

The construction was held up pending the release of a plan from the Department of Agriculture & Food – Rural Towns Liquid Assets Program. That Report – *Water Management Plan for the town of Pingelly* – was released in January 2010. The Plan confirmed the site on the north east corner of the Recreation Ground (Reserve 23983 – Recreation and Showground) for a 20,000m<sup>3</sup> dam.

Other sites selected for consideration:

- adjacent to the existing dam (Reserve 9687 – Sanitary Depot Reserve ) which was rejected due to potential site contamination.
- downstream from the sewer pond – discarded due to shallow rock.

When the draft Report – *Water Management Plan for the town of Pingelly* was examined, the proposed site adjacent to the existing dam was in fact a 40,000m<sup>3</sup> water harvesting dam off the Aldersyde Pingelly Rd (Reserve 28003 - High School Site Reserve).

### **In May 2010 Council resolved that:**

- **the alternative sites on Reserves 9687 and 28003 be researched and planned for a 40,000m<sup>3</sup> dam; and**
- **approval be sought for the reallocation of the \$80,000 grant funding to the construction of the 17 Eliot St housing project and the Parade St footpath.**

It was determined to pursue the site on Reserve 28003 as it had the greatest potential for surface catchment. Council also noted that the advantages of the Reserve 28003 - High School Site over the Reserve 23983 – Recreation and Showground, include:

- significantly larger, unconstrained area.
- increased catchment – water run-off from the golf course and pony club land could be harvested.
- 40,000m<sup>3</sup> rather than 20,000m<sup>3</sup> could be accommodated.

Council further noted the disadvantages of the alternative site included:

- site is vested in the Education Department who would need to relinquish the vesting and then the site vested in the Shire of Pingelly (time delay).
- cost of power – required for a pump.
- additional cost of piping – both to connect to the other dam and, if the aim remained to access water that had not been *shandied* with effluent, significantly greater cost resulting from dual pipe system.
- inability to gravity irrigate – all water would be required to be pumped.

Once approval was obtained from the Education Department, both Reserves 28003 and 9687 were drilled on 25 March 2011 and 29 March 2011 – unsuccessfully. The soil at all locations along the Aldersyde Pingelly Rd would either not hold water or were deemed too hard to dig.

**Council resolved in April 2011 that a test hole be dug with a large dozer at a suitable site on Reserves 28003 and 9687 to further establish the soil condition.**

A test hole was excavated on 3-4 May 2011 and impenetrable rock was encountered at around 3.5m. The site has been deemed unsuitable.

**Comment:**

All sites selected have now been rejected or deemed unsuitable.

**Consultation:**

Nash Bros bulldozer operators and other locals.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Voting Requirements:** Absolute Majority

**Recommendation:**

That Council determine a course of action.

## **10.7 Councillor Training**

**File Reference:** 04.02.05  
**Location:**  
**Applicant:** Cr Steel  
**Date:** 10 May 2011  
**Author:** M.G. Oliver, Chief Executive Officer  
**Disclosure of Interest:** Nil  
**Attachments:** Nil

### **Summary:**

Council to consider seeking training.

### **Background:**

Cr Steel has requested Council consider inviting WALGA to provide information and or training on:

- Meeting procedures and protocols
- Good governance
- Role of the elected member and the CEO

Cr Steel notes that from the last Council meeting she felt that many were like her and did not have a firm understanding of Councillor roles and responsibilities etc and that a better understanding of these will allow Council to function more smoothly and for meetings to be more productive.

### **Comment:**

WALGA's training cost is \$395 per person per unit in Perth or \$3,000 per unit delivered in Pingelly.

**Consultation:** N/A

**Statutory Environment:** Nil

**Policy Implications:** Nil

### **Financial Implications:**

Provision of \$3,750 was provided for Councillor training in the 2010/11 Budget. Some \$6,737 has been expended to date.

**Strategic Implications:** Nil

**Voting Requirements:** Simple Majority

### **Recommendation:**

That a provision of \_\_\_\_\_ be included in the draft 2011/12 Budget for Councillor training.

**11. MEMBERS MOTIONS**– Nil

**12. NEW BUSINESS**

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).

**13. MEMBERS REPORTS**

**Cr WV Mulroney**

- 19 April 2011 – Community Resource Centre General Meeting
- 5 May 2011 – Meeting with CEO and Cr Steel Regarding Ex Agricultural Society Equipment
- 5 May 2011 – Special Council Meeting

**14. CLOSURE**

The Chairman to declare the meeting closed.