



# Council Agenda

17 Queen Street, Pingelly  
Western Australia 6308  
Telephone: 9887 1066  
[admin@pingelly.wa.gov.au](mailto:admin@pingelly.wa.gov.au)

## Shire of Pingelly Ordinary Council Meeting 8 December 2021

### **DISCLAIMER**

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

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

### **MISSION STATEMENT**

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



# **Shire of Pingelly**

## **Notice of Meeting**

Notice is given that a meeting of the Council will be held in the Council Chambers, 17 Queen Street, Pingelly on 8 December 2021, commencing at 2.00pm.

Your attendance is respectfully requested.

## **Disclaimer**

The recommendations contained in this agenda are officers' recommendations only and should not be acted upon until Council has resolved to adopt those recommendations. The resolutions of Council should be confirmed by perusing the minutes of the Council meeting at which these recommendations were considered. Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Councils decision.

A handwritten signature in black ink, appearing to read "Andrew Dover", is positioned above the printed name.

**Andrew Dover**  
**Chief Executive Officer**

# PUBLIC QUESTION TIME INFORMATION

The Shire of Pingelly welcomes community participation during public question time. This document is to be read in conjunction with the *Shire of Pingelly Standing Orders Local Law 2017* and the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*.

1. A member of the public who raises a question during question time must:
  - a. be in attendance at the meeting;
  - b. first state their name and address;
  - c. direct the question to the Presiding Member;
  - d. ask the question briefly and concisely;
  - e. limit any preamble to matters directly relevant to the question; and
  - f. ensure that the question is not accompanied by any expression of opinion, statement of fact or other comment, except where necessary to explain the question.
2. Each member of the public with a question is entitled to ask up to 3 questions before other members of the public will be invited to ask their questions.
3. Where a member of the public seeks a written response to their questions to be tabled at a meeting, the member of the public must submit their questions to Council by no later than 12 noon on the day prior to the meeting date of which the response is to be tabled.
4. Where a member of the public submits their questions after 12 noon on the day prior to the meeting date of which the response is to be tabled, a written response may be provided at the discretion of the presiding member.
5. Where a member of the public submits a written question after 12 noon the day prior to the meeting at which they are to be tabled, a verbal response may be provided at the meeting.
6. A member of the public may ask questions without notice at a meeting, provided they present a written copy of their questions to Council prior to the commencement of the meeting.

Questions may be submitted by e-mail to [admin@pingelly.wa.gov.au](mailto:admin@pingelly.wa.gov.au).

## TABLE OF CONTENTS

Table of Contents.....	4
1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS .....	5
2. ACKNOWLEDGEMENT OF COUNTRY .....	5
3. ANNOUNCEMENTS BY THE PRESIDING MEMBER .....	5
4. RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE.....	5
5. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....	5
6. PUBLIC QUESTION TIME .....	5
7. APPLICATIONS FOR LEAVE OF ABSENCE .....	5
8. DISCLOSURES OF INTEREST .....	5
9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS .....	5
9.1 Ordinary Meeting – 17 November 2021 Statutory Environment:.....	5
10. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS.....	5
11. REPORTS OF COMMITTEES OF COUNCIL .....	6
12. REPORTS OF COUNCIL DELEGATES ON EXTERNAL COMMITTEE .....	6
13. REPORTS FROM COUNCILLORS.....	7
14. OFFICE OF THE CHIEF EXECUTIVE OFFICER.....	8
14.1 2021-22 Community Grant Scheme Round 2 .....	8
14.2 Fire Weather Stations Repair .....	47
14.3 Submission on the Local Government Reform .....	49
14.4 Confidential Item - Australia Day Awards 2021.....	107
15. DIRECTORATE OF CORPORATE AND COMMUNITY SERVICES.....	108
15.1 Monthly Statement of Financial Activity – November 2021 .....	108
15.2 Accounts Paid by Authority – November 2021.....	113
15.3 Adoption of the Long Term Financial Plan 2021 .....	126
16. DIRECTORATE OF TECHNICAL SERVICES.....	129
16.1 Proposed Pastured Egg Farm (animal husbandry – intensive) and Egg Processing and Packaging Room.....	129
17. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN .....	178
18. NEW BUSINESS OR URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING .....	178
19. CLOSURE OF MEETING .....	178



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

The Chairman to declare the meeting open.

**2. ACKNOWLEDGEMENT OF COUNTRY**

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

**3. ANNOUNCEMENTS BY THE PRESIDING MEMBER**

Nil

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

Nil

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

Nil

**6. PUBLIC QUESTION TIME**

**7. APPLICATIONS FOR LEAVE OF ABSENCE**

**8. DISCLOSURES OF INTEREST**

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

**9.1 Ordinary Meeting – 17 November 2021**

**Statutory Environment:**

Section 5.22 of the *Local Government Act* provides that minutes of all meetings are 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 17 November 2021 be confirmed.**

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

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

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

- Audit Committee Full Council
- Bushfire Advisory Committee Member – Cr Narducci  
Deputy – Cr Hotham
- Chief Executive Officer Performance Review Committee Member – Shire President  
Member – Deputy President  
Member – Cr Camilleri

## **12. REPORTS OF COUNCIL DELEGATES ON EXTERNAL COMMITTEE**

- Central Country Zone of WALGA Delegate – Shire President  
Delegate – Deputy President  
Deputy – Cr Wood
- Hotham-Dale Regional Road Sub-Group Delegate – Shire President  
Deputy – Cr Oliveri
- Pingelly Recreation & Cultural Committee President Member – Shire  
Deputy – Deputy President
- Development Assessment Panel Delegate – Shire President  
Delegate – Cr Wood  
  
Deputy – Cr Camilleri  
Deputy – Cr Hotham
- Pingelly Tourism Group Delegate – Cr Hotham  
Deputy – Cr Narducci  
Deputy – Cr Singh
- Shires of Pingelly and Wandering Joint President Local Emergency Management Committee Delegate – Shire  
Deputy – Cr McBurney
- Pingelly Youth Network Delegate – Cr Camilleri  
Deputy – Cr McBurney
- Pingelly Somerset Alliance Delegate – Shire President  
Deputy – Cr McBurney
- Pingelly Early Years Network Delegate – Cr Camilleri

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

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

##### **November**

- 19<sup>th</sup> Opening of Memorial Park Project
- 22<sup>nd</sup> Hotham-Dale Sub Group Regional Road Group meeting – Agenda selection of delegates to the Regional Road Group South, with CEO and Acting Executive Manager of Technical Services
- 26<sup>th</sup> Regional Road Group South Zoom meeting- election of Office bearers President and Deputy President.
- 29<sup>th</sup> WALGA End of Year Sundowner, Crown Ballroom 3 - with Chief Executive Officer

##### **December**

- 1<sup>st</sup> President, Deputy President and CEO Catch up and Agenda Briefing for December
- 7<sup>th</sup> OCM December meeting of Pingelly Somerset Alliance Committee and Christmas Luncheon. December OCM and Christmas Dinner for all councillors, wives or partners, welcome the new councillor and wife and farewell the retiring councillor and wife.
- 8<sup>th</sup>

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

### **14.1 2021-22 Community Grant Scheme Round 2**

**File Reference:**

**Location:** Not Applicable

**Applicant:** Not Applicable

**Author:** Chief Executive Officer

**Disclosure of Interest:** Nil

**Attachments:** 2021-22 Community Grant Scheme Application Forms

**Previous Reference:** Not Applicable

#### **Summary**

Council is requested to consider funding applications for the second round of the 2021/22 Community Grant Scheme.

#### **Background**

The Shire's Community Grant Scheme provides financial assistance to community groups to build an engaged and vibrant community that delivers benefits to the local community and the local economy. Applications for each round are assessed by a panel consisting of Council Members without representation from Shire of Pingelly staff.

This is the first of two rounds for 2021/22 with a total of \$10,000 allocated in the 2021/22 Budget. This can be supplemented by the unused provision for Volunteer Insurance for the Pingelly Development Association of \$2,400. \$6,000 of the \$12,400 has been allocated at round one to Pingelly Playgroup and Toy Library, and Esperance and Districts Working Sheep Dog Club for \$3,000 each.

Applications are invited from eligible organisations for no more than \$3,000 in any single financial year. The funding will support up to 75% of total project costs. In-kind services and volunteer labour are eligible components of the total project costs. Successful projects will meet at least one defined priority area or have clearly identified and evidenced the need for the project. Funding is for undertaking projects and programs within the Shire of Pingelly or that provide benefit to residents and visitors of the Shire of Pingelly:

- building capacity within local community groups, volunteers and residents;
- supporting our young people;
- supporting our older people;
- providing opportunity to be healthy and promote wellbeing;
- supporting and encouraging cultural diversity and inclusion;
- developing and attracting art projects and increasing participation;
- generally building the strength, engagement and cohesion of the community;
- encourage tourism and increase visitation;
- activate local businesses and main streets; and
- improve, conserve and promote heritage.

Applications will be assessed according to:

- the level of community benefit;
- the level to which it addresses an evidenced need;
- long term sustainability;
- appropriateness of the project financial statement;
- partnerships, collaborations, community engagement and involvement or other funding sources that have been secured;
- capacity to deliver the project.

Some projects, either in their entirety or elements of the project may not be eligible for funding. They are:

- projects that have already commenced;
- recurrent maintenance or operating costs;
- projects that are considered to be private, commercial, individual or state government core responsible;
- elements that may be considered offensive; and
- fundraising, political or loan repayments.

For applications to proceed to assessment they must:

- be lodged on time;
- be submitted on the appropriate form;
- include the required information, including insurance and financial details;
- include agreement from the applicant to acknowledge the Shire if funding is successful;
- ensure the applicant demonstrates its ability to manage the project;
- not be due to commence until after the notification date.

### Comment

The second round of Community Grant Scheme closed on 25 November 2021. Four applications were received, with a total request for funding of \$9,225. One of these applications was received late, making it ineligible. This application was from the Friends of Pingelly Railway Inc for \$1,000 to contribute toward the purchase of 20 chairs, 3 blinds for the west of the building and a small portable barbeque. The community group that submitted one of the other applications have already received funding (\$3,000) from the previous financial year also making it ineligible. This application is from the Esperance and Districts Working Sheep Dog Club to erect a more suitable colourbond fence to replace the existing unsightly fence.

Applications were reviewed by the Chief Executive Officer, and the following recommendations align with the Community Grant Scheme Policy (updated 18 March 2020). The ineligible applications were also assessed.

### Pingelly Tourism Group (PTG)

Project	Requested Funding	Recommendation
"Pingelly Ute Muster"	\$2,725.76	\$2,725

PTG is a not for profit community group dedicated to attracting tourists to Pingelly by holding events, improving the amenity of the town and marketing. The group volunteers extensively at various events and supports other group's events. The application for funding is to purchase temporary directional signage and portable public address system for the Pingelly Ute Muster and other events.

Assessment Criteria	Officer Comment	Rating
The level of community benefit	The application is for equipment to facilitate the Pingelly Ute Muster and other events on an ongoing basis. This resource can be loaned for community use as required.	8/10
The level to which it addresses an evidenced need	This equipment was identified as lacking for the 2021 Pingelly Ute Muster. The directional signage would enable patrons to find events easily.	4/10
Long term sustainability	This equipment would make the PTG and other community groups more sustainable as they would not have to hire such equipment and will reduce future DJ costs.	9/10

Capacity to deliver the project	PTG have demonstrated the ability to successfully run such events and purchase necessary equipment for it.	10/10
Appropriateness of the project financial statement	The application is requesting 20% (\$2,725.76) of the total 'project' cost (\$12,450.76), however the PTG are not proposing any cash contribution.	5/10
Partnerships & community engagement	The PTG partners with multiple organisations to deliver the Pingelly Ute Muster. This is evidenced by the previous collaborations with these organisations for the Pingelly Ute Muster 2021.	8/10

**Total Score based on the project's alignment with Assessment Criteria**

**44/60**

Pingelly Recreation and Cultural Centre (PRACC)

Project	Requested Funding	Recommendation
Kids, Teens & Screens	\$2,500	\$2,500

The PRACC is a not for profit group responsible for the management of the Shire's recreation and cultural facility in conjunction with the various sporting clubs. The PRACC provides a venue, catering and facilities as well as organisation of various community and sporting events. The application for funding is to hold an educational forum for the caregivers of teenagers and children to give them the tools and insights into the appropriate use of screens.

Assessment Criteria	Officer Comment	Rating
The level of community benefit	Youth health and wellbeing has been identified as being a priority by the community and has been reflected in the Shire's Youth Strategy. This forum provides caregivers with the tools to support their children's physical and mental health. However, the forum focuses on one sector of the community rather than being more wide ranging.	7/10
The level to which it addresses an evidenced need	The need identified relates to children and teenager's wellbeing, particularly online. This is an evident need, but is one which is not particular to Pingelly.	7/10
Long term sustainability	The application is for a one off event, however, will provide long lasting tools and insight to caregivers. There is no requirement for ongoing funding.	8/10
Capacity to deliver the project	The PRACC has engaged with an expert in this space to deliver the forum and is highly experienced in facilitating events.	10/10
Appropriateness of the project financial statement	The application is requesting 42% (\$3,000) of the total 'project' cost (\$7,000), including \$1,000 from the PRACC. It is notable that other organisations have committed funding to this proposal.	9/10
Partnerships & community engagement	The PRACC have partnered with suitable organisations to fund and deliver the forum.	8/10

**Total Score based on the project's alignment with Assessment Criteria**

**49/60**

**Esperance and Districts Working Sheep Dog Club (EDWSDC)**

<b>Project</b>	<b>Requested Funding</b>	<b>Recommendation</b>
Colourbond fence at the sheepdog trial area	\$3,000	\$1,175

EDWSDC has recently piloted Sheep Dog Trials in Pingelly at the 2021 Pingelly Country Collective, and intends to facilitate two competitions per year. The application for funding is to erect a more suitable colourbond fence to replace the existing unsightly fence.

<b>Assessment Criteria</b>	<b>Officer Comment</b>	<b>Rating</b>
The level of community benefit	Economic development and tourism have been flagged as a strategic priority for Pingelly, as confirmed in the Shire of Pingelly's Strategic Community Plan 2020-30, Corporate Business Plan 2020-24 and Tourism Strategy 2020-24. The EDWSDC are planning 3 events in 2022 which will attract visitors to the town.	8/10
The level to which it addresses an evidenced need	When first establishing themselves in Pingelly for the Pingelly Country Collective, the EDWSDC sought to establish a permanent base in the lower Wheatbelt. Pingelly's point of difference was the area dimensions available next to the Pingelly Town Oval, its close proximity to the Perth Metropolitan Area, as well as being distanced appropriately from the nearest Sheep Dog Arena in Wagin. There hasn't been a local need articulated for the Sheep Dog Trials, however it aligns to the broader economic development and tourism needs of the community by adding value to existing community events, as well as fostering new opportunities.	7/10
Long term sustainability	The EDWSDC vision to develop the Sheep Dog Trials' presence in Pingelly is only anecdotally expressed and there isn't any formal commitment in place. This is somewhat mitigated by the EDWSDC contributing to the project costs.	4/10
Capacity to deliver the project	The EDWSDC have demonstrated their capacity to deliver projects in Pingelly, as an unused portion of the 2020-21 Community Grant Scheme was reallocated for the Pingelly Country Collective which resulted in the area set up to industry standard.	7/10
Appropriateness of the project financial statement	The application is requesting 50% (\$3,000) of the total project cost (\$6,000). The EDWSDC are providing \$3,000 cash contribution to the project. It is stated that this cost is materials only with in-kind labour also being provided by the club. A figure for this is not provided.	8/10
Partnerships & community engagement	While the application itself doesn't refer to a partnership or collaboration with the Pingelly Tourism Group (PTG), a letter of support from the PTG has been received. This is the same letter of support from an earlier application which indicates that the PTG may not be aware of the particulars of the application and should be considered a general support of EDWSDC's activities.	3/10

**Total Score based on the project's alignment with Assessment Criteria**

**37/60**

### Friends of Pingelly Railway (FPR)

<b>Project</b>	<b>Requested Funding</b>	<b>Recommendation</b>
Friends of Pingelly Railway Station	\$1,000	\$0

FPR is a not for profit group which restored the Railway Station and is looking to increase its usability purchase of 20 chairs, 3 blinds for the west of the building and a small portable barbeque.

<b>Assessment Criteria</b>	<b>Officer Comment</b>	<b>Rating</b>
The level of community benefit	The restoration of the Railway Station is something that is highly worthwhile for the community and this proposal will increase the usability of the station. However, this building currently has limited community use, and the application does not demonstrate that this will increase significantly.	2/10
The level to which it addresses an evidenced need	This equipment will be used to improve the facility and attract other groups to use the building.	6/10
Long term sustainability	As this is for the purchase of upgraded and new equipment which does not have substantial maintenance costs.	4/10
Capacity to deliver the project	FPR have demonstrated the ability to successfully upgrade facilities and purchase necessary equipment for it.	10/10
Appropriateness of the project financial statement	The application is requesting 43% (\$1,000) of the total project cost (\$2,323). The FPR are providing \$1,323 cash contribution to the project. A figure of \$3,600 in kind contribution is stated, however this is for ongoing operation of the community group	9/10
Partnerships & community engagement	Nil.	0/10

**Total Score based on the project's alignment with Assessment Criteria** **33/60**

All applications are considered suitable projects to be funded which will benefit the community however the applications from EDWSDC and FPR are ineligible applications. It is recommended that the PTG and PRACC applications as the two highest scoring and eligible applications be fully funded. In addition, it is recommended that EDWSDC receive the remaining funding of \$1,175 toward their project as the next highest scoring application.

### **Consultation**

Advertising for applications was conducted via the Shire News, Pingelly Times, as well as the Shire of Pingelly's website and Facebook page. Community groups and sporting clubs also receive a targeted email invitation to consider submitting an application.

### **Statutory Environment**

Local Government Act 1995 – Part 6 Financial Management

### **Policy Implications**

5.15 Community Grant Scheme Policy



### Financial Implications

Annual Budget allocation \$10,000 and the unused provision for Volunteer Insurance for the Pingelly Development Association of \$2,400 as per discussions with Council. \$6,000 has been already allocated to the Pingelly Playgroup and Toy Library and Esperance and Districts Working Sheep Dog Club in round 1. This leaves \$6,400 available for this funding round.

### Strategic Implications

Goal 1	Economy
Outcome 1.1	The Shire experiences significant new business growth and employment and is known widely as an innovative and collaborative community which is attracting new population and investment.
Strategy 1.1.4	Support business and community tourism promotion initiatives.
Outcome 1.2	A truly working Main Street which symbolises a confident local economy, and results in people spending more locally.
Strategy 1.2.2	Further develop the town centre as an attractive environment which supports business investment, and community and visitor use.
Goal 2	Community
Outcome 2.2	Community groups function well with strong volunteer effort and feel supported by the community
Strategy 2.2.2	Support the capacity of clubs and groups to develop.
Outcome 2.4	People have access to attractive community facilities, activities and events which support activity and health, community involvement and enjoyment of life
Strategy 2.4.1	Provide a range of community facilities and associated services in a way that maximises use and community activity.

### Risk Implications

Risk	Failure to assess the applications in accordance with the Community Grant Scheme as per Policy 5.15 results in a loss of integrity for the new process endorsed by Council in March 2020.
Risk Rating (Prior to Treatment or Control)	Medium (6)
Principal Risk Theme	Reputational
Risk Action Plan (Controls or Treatment Proposed)	In correspondence reiterate operational expenditure is no longer funded by the Community Grant Scheme and encourage the applicant to meet with the Community Development Officer to ensure eligibility. This clarifies the purpose of the Community Grant Scheme in writing to ensure applications received in the future remain project-based.

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

### Voting Requirements

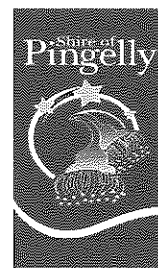
Simple Majority

**Recommendation:**

**Council is requested to:**

- 1. approve the Community Grant Scheme Application from the Pingelly Tourism Group for \$2,725;**
- 2. approve the Community Grant Scheme Application from the Pingelly Recreation and Cultural Centre for \$2,500; and**
- 3. approve the Community Grant Scheme Application from the Esperance and Districts Working Sheep Dog Club for \$1,175 provided that they fund the shortfall.**

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



# Community Grant Scheme

## Application Form 2021-22

Deadline Round 1 4pm Thursday, 24 June 2021

Deadline Round 2 4pm Thursday, 25 November 2021

Please read the Community Grant Scheme Guidelines carefully and speak to the Community Development Officer before completing an application.

Contact 9887 1066 or [admin@pingelly.wa.gov.au](mailto:admin@pingelly.wa.gov.au) for further information or assistance.

**Please submit this application via one of the following:**

**Mail**

Shire of Pingelly  
17 Queen Street, Pingelly 6308

**Email**

[admin@pingelly.wa.gov.au](mailto:admin@pingelly.wa.gov.au)

**In person**

17 Queen Street, Pingelly

## Eligibility

The Applicant is: <ul style="list-style-type: none"><li>• an incorporated organisation; or</li><li>• a group auspiced through an incorporated organisation (with written acknowledgement)</li></ul>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Projects meets priority areas identified within the Shire's Community Strategic Plan, and include, but are not limited to the following areas: <ul style="list-style-type: none"><li>• building capacity within local community groups, volunteers and residents;</li><li>• supporting our young people;</li><li>• supporting our older people;</li><li>• providing opportunity to be healthy and promote wellbeing;</li><li>• supporting and encouraging cultural diversity and inclusion;</li><li>• developing and attracting art projects and increasing participation; and</li><li>• generally building the strength, engagement and cohesion of the community.</li></ul>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
For applications to proceed to assessment they must: <ul style="list-style-type: none"><li>• be lodged on time;</li><li>• be submitted on the appropriate form;</li><li>• include the required information, including insurance and financial details;</li><li>• include agreement from the applicant to acknowledge the Shire if funding is successful;</li><li>• ensure the applicant demonstrates its ability to manage the project; and</li><li>• not be due to commence until after the notification date.</li></ul>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**If you answered 'No' to any of these questions, please contact the Community Development Officer.**

## Applicant Details

**Organisation Details** This is the group undertaking the project.

Legal Name of Organisation	Pingelly Tourism Group Inc.
Postal Address	P.O Box 551 Pingelly 6308
ABN	4644 792 9033
Registered for GST	Yes
Not-for-profit	Yes
Incorporated	Yes

**Organisation Contact** This is the person legally authorised to enter into contracts on behalf of the organisation. This is generally the president or chairperson.

Name	Merv Beard
Position	Chairman
Telephone	
Mobile	0408 098 240
Email	bossmanbeard@hotmail.com

## Project Details

Which category best describes your community project?

- ☒ building capacity within local community groups, volunteers and residents
- ☒ supporting our young people
- ☐ supporting our older people
- ☒ providing opportunity to be healthy and promote wellbeing
- ☒ supporting and encouraging cultural diversity and inclusion
- ☐ developing and attracting art projects and increasing participation
- ☒ generally building the strength, engagement and cohesion of the community
- ☒ encourage tourism and increase visitation
- ☒ activate local businesses and main streets
- ☐ improve, conserve and promote heritage

Project name

Pingelly Ute Muster

Provide a summary of the project

The Pingelly Ute Muster is now an annual event reinvigorated by the Pingelly Tourism Group which brings a large number of Ute and their owners-both young and old. It is a good drawcard to bring money from participants who are not only members of our local community but the wider community. It gives our youth an outlet to show their pride and joy in their vehicles and recognises a positive and constructive hobby that creates a sense of belonging

while recognising the lifestyle that surrounds our district. The Pingelly Ute Muster not only raises interest within the community, but it also develops contact between city and country to improve our local economy. Directional signage to the event also requires improvement for easier access by tourists. Purchasing temporary directional signage would ease congestion and frustration levels of our patrons.

Clearly identify what the grant funds will be used for in the project

We are seeking funds to purchase a portable sound system that can be used for announcements and as a music source at our annual Ute Muster Event. This resource can then be loaned for community use/Events such as Market Day, ANZAC Day, Australia Day, Wildflower Tours, PRACC/Shire events, UWA Open Day, Oktoberfest etc. Obtaining our own sound system would reduce future event costs for DJs as the PTG would be able to supply music independently. The sound system would also be used as an emergency warning system if required during events. The temporary directional signage would improve ease of access to all functions held in the Shire of Pingelly and can be shared with all community groups therefore maximising signage use within the community.

Which are your main target groups?

Yes General community  
Yes Children 0-10  
Yes Youth 11-25  
Yes Women  
Yes Men  
Yes Seniors  
Yes Aboriginal or Torres Strait Islander people  
Yes People with disabilities and/or carers  
Other (please specify) \_\_\_\_\_

Describe how the project will benefit those participating and the community of Pingelly

The 2021 Ute Muster saw 170 participants actively participating in an event in Pingelly that promotes strong connections and mental health well-being. The event promotes Pingelly and its local business to a broad range of participants from further afield as far as Esperance to Geraldton. This showcase event promotes networking both with the community of enthusiasts and their touch points e.g., local business. The PTG wishes to continue this tradition and build stronger relationships by value adding to this event in 2023.

Provide details of any collaborations/partnerships or community groups that will assist in the delivery of this project and outline how they will support the project (provide letters of support where relevant).

- Bendigo Bank provides Eftpos machines
- Local butcher and IGA provide buns, meat etc. for food vendors
- Pingelly Hotel/ Exchange Hotel order alcohol for the event
- Sponsorship from local business and in return receive advertising and recognition from the PTG
- CRC creates advertising, flyers and certificates
- Pingelly Times Advertising and publication of event
- Community volunteers generously donate time, skill etc.
- Local farmers donate machinery e.g. light towers
- Men's shed allow use of BBQ
- Keith the Maintenance man hires toilets and showers
- St John Ambulance provide first aid responders

- Police Liaison
- Shire CDO interaction and support

Anticipated commencement date

February 2022

Anticipated completion date

February 2022

How will you acknowledge the Shire of Pingelly's contribution to the project?

- Display Shire banner at event
- Article in Pingelly Times with photos
- Sponsorship/Acknowledgement Board displayed on grounds
- Certificate of recognition from PTG
- PTG Facebook page with advertising including Shire logo
- CRC Facebook Page with advertising including Shire logo
- Shire Facebook page with advertising including Shire logo
- Acknowledgement of Shire support with log on flyers, advertising etc.
- Plaque onto sound system to acknowledge shire grant.

## Budget Details

Use the table below to list the expenses your project will incur, detail the income and in-kind that will cover the expenses, and identify their source.

Please note Shire of Pingelly's contribution is limited to 75% of the total project, and no more than \$3,000.

Income	
Income Items	Amount
Shire of Pingelly Community Grant Scheme Funding	\$3000.00
<b>Total Project Income</b>	
In Kind Contributions	
In Kind Items	Amount
Volunteer hours 325 hours @\$33.00 based on 2021 UTE MUSTER RECORDS	\$10 725
<b>Total In Kind Contributions</b>	
Expenditure	
Expenditure Items	Amount
Mega Music Quote-Portable Sound System	\$2 233.86
Freight	\$160.00
Lecturn/Storage System	\$297.00

Trolley	\$34.90
<b>Total Project Expenditure</b>	<b>2725.76</b>
<b>Total Project Cost (Total In Kind + Total Expenditure)</b>	<b>13 450.76</b>

Has your organisation received any type of funding from the Shire of Pingelly in the last 2 years? If yes, please provide details below.

Year	Amount	Purpose	Fully Acquitted
2019	\$4831	Historical Walk Trail	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

Have you applied for grant funding from other sources for this project? If yes, please provide details below.

Funding Body/Program	Amount	Status of Application
		<input type="checkbox"/> Confirmed <input type="checkbox"/> Pending
		<input type="checkbox"/> Confirmed <input type="checkbox"/> Pending

## Declaration

☒ I declare the organisation has read and understands the Community Grant Scheme Guidelines.

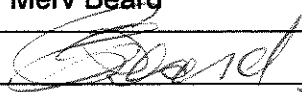
☒ I declare I am the authorised person to submit this application on behalf of my organisation and are authorised to sign legal documents on behalf of the organisation.

☒ I declare the information provided in this application and attachments is to the best of my knowledge true, correct and discloses all estimates as accurate as possible.

☒ I understand false or misleading statements listed in this Community Grant Scheme Application can result in the application being rejected or the withholding of any funds that may be approved as result of this application.

☒ I declare the organisation applying for the grant funding will complete and submit a Community Grant Scheme Acquittal Form within 30 days following the project's completion.

☒ I declare the organisation submitting this form understands this is an application only.

Name	Merv Beard	Position	Chairman
Signature		Date	23 <sup>rd</sup> November 2021

## Application Checklist

☐ Contacted the Community Development Officer to discuss the proposed project and application.

☐ Completed all questions in the application form

☐ Ensured any attached documents to your application are clearly marked and are in a clear and easy to understand format.

- ☐ Annual financial statement attached for project amounts over \$1,000
- ☐ Evidence of public liability insurance
- ☐ Letters of support, including letter of support from auspice organisation (if applicable)





5/32 Prindville Dr, Wangara, 6065  
 Tel: (08) 9408 1236  
 Fax: (08) 9330 7775  
 Email: wangara@megamusic.net.au

## Quotation 367977

**A.B.N. 61 219 644 311**

Contact		Date	18-Nov-2021
Mobile		Account #	PINTOU01
Sales Rep	ALEX LASSETTER	Loc	WGA

### Quote To :

Pingelly Tourism Group  
 0419954716  
 Pingelly  
 6308

### Deliver To :

Pingelly Tourism Group  
 Geoff Cooper

Code	Description	Qty	RRP	Your Price	Linetotal
DBR10	Yamaha DBR10 10in Powered PA Speaker (700 Watt)	2	\$799.99	\$629.00	\$1,258.00
SS252	Xtreme SS252 Speaker Stand Package - Lightweight	2	\$95.00	\$89.00	\$89.00
OSMS7701TB	On Stage MS7701TB Boom Microphone Stand with Telsecopic Boom Arr	2	\$69.95	\$69.00	\$138.00
SHR-PGA48QTR	Shure PGA48QTR Vocal Cardioid Dynamic Microphone with QTR Cable	2	\$79.00	\$69.00	\$138.00
450039	Behringer Xenyx 1002FX Mixer	1	\$129.00	\$125.00	\$125.00
AT-MIC-15-FM	Ambertec Microphone Cable REAN XLR Male to Female 15m	2	\$55.99	\$42.00	\$84.00

### Details for Direct Payment:

Bank Name: NAB  
 Account Name: Mega Music Australia Pty Ltd ATF The KV  
 Account no: BSB: 086-136 ACC: 184740440

**Total RRP \$2,233.86**

**Your Price (ex GST) \$1,665.45**

**GST \$166.55**

**Your Price (Inc GST) \$1,832.00**

MEGAMUSICONLINE.COM.AU



**\$34<sup>.90</sup>**

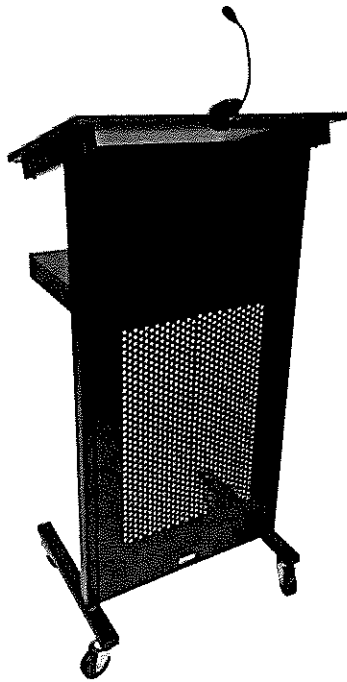
## Toplift 70kg Folding Hand Trolley

- Single hand folding function
- TPR handle for extra grip
- Only weighs 3kg
- 70kg Load capacity

The Toplift 70kg Folding Hand Trolley has a single hand folding design and comes with a TPR handle. It is very lightweight and compact for easy storage. With a aluminium frame and toe plate it is a great general use trolley.

**Easy To Carry**  
**Total Weight 3kg**

	Width	Height	Length
Product	385mm	995mm	415mm
Package	265mm	660mm	425mm



**BuyDirectOnline.com.au™**

## Rapid Heavy Duty Lectern Portable Mobile Presentation Stand

**\$297.00**

### KEY BENEFITS

- Rapidline Heavy Duty Lectern
  - Angled Top Shelf For East Reading On Presentations
  - Second Shelf For Storage Of Notes
  - Easy Self Assembly
  - Lockable Castors
  - Black Powdercoat Finished Steel Frame
  - 15mm T Black Melamine Shelves
  - Detachable Adjustable Battery Powered LED Light
- 3 years of warranty

### COLOUR

Black

### DIMENSIONS

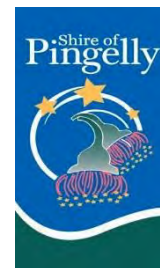
- Height - 1200mm
- Width - 445mm
- Depth - 450mm
- Top Shelf Width - 600mm
- Top Shelf Depth - 400mm
- Second Shelf Width - 550mm
- Second Shelf Depth - 260mm



**\$147.40**  
**(Includes GST)**

Overall Size:	1026 x 620mm
Poster Size:	841 x 594 mm
Weight:	7.8 kg
Finish:	Clear Anodised Aluminium

- Aframe made from aluminium with a black/silver finish to provide a durable display; use in any location
- Designed to hold A1 (841 x 594mm) posters featuring custom graphics on both sides of display
- Clip frames are used for fast graphic changes on each side – less than one minute!
- Collapsible design makes transport & storage of sidewalk sign easy for any business
- Plastic lenses included for each side of double-sided unit to protect graphics from grime & dust
- Magnetic surface provides additional option for displaying other posters alongside main graphics



# Community Grant Scheme

## Application Form 2021-22

**Deadline Round 1 4pm Thursday, 24 June 2021**

**Deadline Round 2 4pm Thursday, 25 November 2021**

Please read the Community Grant Scheme Guidelines carefully and speak to the Community Development Officer before completing an application.

Contact 9887 1066 or [admin@pingelly.wa.gov.au](mailto:admin@pingelly.wa.gov.au) for further information or assistance.

**Please submit this application via one of the following:**

**Mail**

Shire of Pingelly  
17 Queen Street, Pingelly 6308

**Email**

[admin@pingelly.wa.gov.au](mailto:admin@pingelly.wa.gov.au)

**In person**

17 Queen Street, Pingelly

## Eligibility

The Applicant is: <ul style="list-style-type: none"><li>• an incorporated organisation; or</li><li>• a group auspiced through an incorporated organisation (with written acknowledgement)</li></ul>	X <input type="checkbox"/> Yes	<input type="checkbox"/> No
Projects meets priority areas identified within the Shire's Community Strategic Plan, and include, but are not limited to the following areas: <ul style="list-style-type: none"><li>• building capacity within local community groups, volunteers and residents;</li><li>• supporting our young people;</li><li>• supporting our older people;</li><li>• providing opportunity to be healthy and promote wellbeing;</li><li>• supporting and encouraging cultural diversity and inclusion;</li><li>• developing and attracting art projects and increasing participation; and</li><li>• generally building the strength, engagement and cohesion of the community.</li></ul>	X <input type="checkbox"/> Yes	<input type="checkbox"/> No
For applications to proceed to assessment they must: <ul style="list-style-type: none"><li>• be lodged on time;</li><li>• be submitted on the appropriate form;</li><li>• include the required information, including insurance and financial details;</li><li>• include agreement from the applicant to acknowledge the Shire if funding is successful;</li><li>• ensure the applicant demonstrates its ability to manage the project; and</li><li>• not be due to commence until after the notification date.</li></ul>	X <input type="checkbox"/> Yes	<input type="checkbox"/> No

**If you answered 'No' to any of these questions, please contact the Community Development Officer.**

## Applicant Details

**Organisation Details** This is the group undertaking the project.

Legal Name of Organisation	Pingelly Recreation & Cultural Centre
Postal Address	Po Box 87, Pingelly WA 6308
ABN	15159712550
Registered for GST	X <input type="checkbox"/> Yes <input type="checkbox"/> No
Not-for-profit	X <input type="checkbox"/> Yes <input type="checkbox"/> No
Incorporated	X <input type="checkbox"/> Yes <input type="checkbox"/> No

**Organisation Contact** This is the person legally authorised to enter into contracts on behalf of the organisation. This is generally the president or chairperson.

Name	Rheannon Turton
Position	Manager
Telephone	08 9887 0092
Mobile	04297009277
Email	manager@pracc.net.au

## Project Details

Which category best describes your community project?

- ☐ building capacity within local community groups, volunteers and residents
- ☒ supporting our young people
- ☒ supporting our older people
- ☒ providing opportunity to be healthy and promote wellbeing
- ☐ supporting and encouraging cultural diversity and inclusion
- ☐ developing and attracting art projects and increasing participation
- ☐ generally building the strength, engagement and cohesion of the community
- ☐ encourage tourism and increase visitation
- ☐ activate local businesses and main streets
- ☐ improve, conserve and promote heritage

Project name

Kids, Teens & Screens

Provide a summary of the project

Guest speaker, Dr Kristy Goodwin, who is one of Australia's leading digital wellbeing researchers, speakers, author & media commentators to deliver her Kids, Teens & Screens seminar live in Pingelly @ PRACC. The session would be open to parents & carers from within the Wheatbelt region. Kids, Teens & Screens is targeted at audiences of parents & carers of K- 12 students. The seminar discusses – potential

pitfalls online; Vital Digital Boundaries; Healthy screen time, digital disconnection & physical health & mental wellbeing.

Based on the East Coast of Australia, this grant would assist in the travel costs of bringing Dr Goodwin over from Sydney and would ensure the costs associated with this seminar are minimal (we are hoping for it to be free for all attendees). The session runs for 2 hours.

PRACC sees this informative session as a useful tool to assist parents & caregivers in what is a digital world. Dr Goodwin will provide brain based solutions to help children & teens thrive in the digital age and also provides parents with science backed yet simple solutions to help their 'screenagers' develop healthy & sustainable digital behaviours.

Clearly identify what the grant funds will be used for in the project

As per 2016 census, Pingelly is classified as low socio-economic area. When benchmarked against neighbouring communities in the Wheatbelt, our SEIFA (socio-economic index for areas) score is the lowest. This low SEIFA index demonstrates greater disadvantages & barriers to education.

These grant funds will ensure the session will be free to all attendees. This will provide participants with access to safety education resources regarding the digital world, which as we are all aware plays a very large part in the day to day lifestyles of many Wheatbelt families.

Free entry enables the attendance of ALL parents, grandparents, family members or community groups that are searching for assistance in the digital world for the children not just for those that may be able to afford the seminar

Which are your main target groups?

- ☐ General community
- ☐ Children 0-10
- ☒ (young parents) Youth 11-25
- ☒ Women
- ☒ Men
- ☐ Seniors
- ☐ Aboriginal or Torres Strait Islander people
- ☐ People with disabilities and/or carers
- ☒ Other (please specify) \_\_\_ families & care givers\_\_\_\_\_

Describe how the project will benefit those participating and the community of Pingelly

The seminar will provide insight for parents & caregivers on how to feel confident & how they can best support their children's physical health, mental well-being & learning online. Living in a digital world can be extremely daunting for many families and this session will allow families to explore the digital world, learn about digital boundaries, digital disconnection, and learn simple & realistic formulas around screen time.

As identified in the Shire of Pingelly's Youth's Strategy 2021-25, this forum acknowledges Health & Well-being within our community and is an initiative which resonates with the Shires youth consultation which revealed a wide range of situations & concerns related to cyber security.

Provide details of any collaborations/partnerships or community groups that will assist in the delivery of this project and outline how they will support the project (provide letters of support where relevant).

Pingelly Brookton Community Bank (confirmed funding)  
PRACC – host venue  
Wanslea – committed to funding  
Pingelly Primary School -

Anticipated commencement date

16<sup>th</sup> March 2022

Anticipated completion date

17<sup>th</sup> March 2022

How will you acknowledge the Shire of Pingelly's contribution to the project?

Shire logo to be on all advertising  
Shire banner to be on display on the evening  
All sponsors will be acknowledged on the evening  
Pre & post event media releases acknowledging

## Budget Details

Use the table below to list the expenses your project will incur, detail the income and in-kind that will cover the expenses, and identify their source.



Please note Shire of Pingelly's contribution is limited to 75% of the total project, and no more than \$3,000.

Income	
Income Items	Amount
Shire of Pingelly Community Grant Scheme Funding	\$2500
Bendigo Bank	1000
Wanslea	2500
PRACC	1000
<b>Total Project Income</b>	7000.0
In Kind Contributions	
In Kind Items	Amount
Volunteer Hours 10hrs x \$25	250.0
<b>Total In Kind Contributions</b>	
Expenditure	
Expenditure Items	Amount
Dr Kristy Goodwin seminar – Kids, Teens & Screens	2200.0
Travel Expense for Dr Kristy Goodwin	3000.0
Advertising	300
Catering of tea/coffee	250
Catering - light canapes	1000
<b>Total Project Expenditure</b>	6750
<b>Total Project Cost (Total In Kind + Total Expenditure)</b>	7000

Has your organisation received any type of funding from the Shire of Pingelly in the last 2 years? If yes, please provide details below.

Year	Amount	Purpose	Fully Acquired
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

Have you applied for grant funding from other sources for this project? If yes, please provide details below.

Funding Body/Program	Amount	Status of Application
WANSLEA	2500.0	<input type="checkbox"/> X Confirmed <input type="checkbox"/> Pending
Pingelly Community Bank (Bendigo Bank)	1000.00	<input type="checkbox"/> X Confirmed <input type="checkbox"/> Pending

## Declaration

☒ X I declare the organisation has read and understands the Community Grant Scheme Guidelines.


☒ I declare I am the authorised person to submit this application on behalf of my organisation and are authorised to sign legal documents on behalf of the organisation.

☒ I declare the information provided in this application and attachments is to the best of my knowledge true, correct and discloses all estimates as accurate as possible.

☒ I understand false or misleading statements listed in this Community Grant Scheme Application can result in the application being rejected or the withholding of any funds that may be approved as result of this application.

☒ I declare the organisation applying for the grant funding will complete and submit a Community Grant Scheme Acquittal Form within 30 days following the project's completion.

☒ I declare the organisation submitting this form understands this is an application only.

Name	Rheannon Turton	Position	Manager
Signature		Date	9/11/2021

### Application Checklist

☒ Contacted the Community Development Officer to discuss the proposed project and application.

☒ Completed all questions in the application form

☒ Ensured any attached documents to your application are clearly marked and are in a clear and easy to understand format.

☒ Annual financial statement attached for project amounts over \$1,000

☒ Evidence of public liability insurance

☒ Letters of support, including letter of support from auspice organisation (if applicable)



Tuesday 9 November 2021

To Whom it May Concern

**RE: Dr Kristy Goodwin Visit to Pingelly**

I am writing in support of Dr Kristy Goodwin visiting Pingelly in March 2022 to share with our community her presentation titled *-Kids, Teens and Screens*.

Pingelly Primary school is located in the town of Pingelly in the Wheatbelt, approximately 2 hours from the city of Perth. The school caters for 100 students from kindy through to year six. Like their city counterparts, many of our students spend an unhealthy amount of time in front of screens and I am regularly approached by parents seeking advice with regards to strategies that they can implement at home to manage 'screen time' without having to deal with techno-tantrums.

Our students are digital natives and having a connection to the digital world is imperative to their learning and mental health and wellbeing. This is more pertinent in country areas as so many of our students rely on digital technology to access learning and to stay connected with their peers. Whilst digital technology assists our students to 'stay connected' with the global society that we live in, it also poses many risk factors that students, parents and school communities need to be fully abreast of to ensure that potential risks are mitigated and our students remain safe. In country areas, it is difficult to access the services of experts in this space and so often parents & schools are left to navigate the web attempting to find the answers to their questions. The opportunity to have Dr Kristy Goodwin visit in person will allow for our community to learn healthy and sustainable digital behaviours that will assist our young people to navigate the digital world. Furthermore, it will bring our community together as we will have a common language and approach to providing digital boundaries for our children.

From an educational perspective, there's only so much we can do at the school level to teach our students the physical, mental and social impact that unhealthy use of screen time has on their growth and development. A recent survey 'Screen Time' conducted by our Student Councillors reported some interesting statistics. Our year three to year six (8-12 years of age) cohort were individually questioned about the amount of time they spent in front of a screen each day, whether or not their screen time was supervised and what types of devices they had access to. The results indicated that our students spend an average of 1hr 17mins in front of a screen each day with 39% stating that they are unsupervised whilst using their devices. Interestingly, 64% of students indicated that they had a phone, whilst only 52% owned an ipad. The most popular device that students had at home was a gaming console with 66% of students saying that they used one regularly, whilst fewer students (45%) watched the television regularly. The device that students spent the least time in front of at home was the computer, with 16% of students saying that they used one regularly.

In small country towns, a community approach is essential to ensure that our children, families and community members maintain their physical and emotional wellbeing. At Pingelly Primary School, we have a mantra that 'We're All in This Together', and I believe that a presentation from Dr Kristy Goodwin would provide the missing pieces of the jigsaw that our community needs to keep our children safe, whilst providing our parents and community members with the confidence they need to navigate the digital world in which we live.

Yours sincerely

Ms. Sam Goodlad  
Principal



# Kids, Teens & Screens

DR KRISTY  
GOODWIN

*Realistic strategies to help parents navigate the online world with their 'screenagers'.*



Dr Kristy will help confused and concerned parents feel confident about how they can best support their children's and teens' physical health, mental wellbeing and learning online, without proposing 'digital amputation', banning the gaming console or iPad.

Kristy will explore:

- // Why children and teens are susceptible to POTENTIAL PITFALLS ONLINE given their BRAIN DEVELOPMENT;
- // Why the online world is APPEALING to children and adolescents (there's science to explain their digital infatuation and 'techno-tantrums');
- // A simple & realistic formula to determine healthy SCREENTIME limits for children and teens;
- // The 5 VITAL DIGITAL BOUNDARIES parents must establish to ensure their children and teens develop healthy digital behaviours;
- // The current RISKS facing kids and teens in the online world and SIMPLE SOLUTIONS to mitigate these; and
- // Why DIGITAL DISCONNECTION is critical for your child's PHYSICAL HEALTH and MENTAL WELLBEING.

**AUDIENCE** - Parents and carers of K-12 students

**DURATION** - 1.5-2 hours (webinar 1.5 hours, on-stage 2 hours)

**DELIVERED** - On-stage or online (as a webinar)

**ENQUIRY** - [info@drkristygoodwin.com](mailto:info@drkristygoodwin.com)



## About Kristy

*Dr Kristy Goodwin is one of Australia's leading digital wellbeing researchers, speakers, authors & media commentators. She's a former teacher and a mum who endures her kids' techno-tantrums. She provides brain-based solutions to help children and teens thrive in a digital age. Kristy arms parents with science-backed, yet simple solutions to help their 'screenagers' develop healthy and sustainable digital behaviours. Kristy's former clients include the NSW Department of Education, the Reserve Bank of Australia, Westpac, Optus, Apple, Macquarie Bank and public and private schools across Australia and Asia.*

 [WEBSITE](#)

 [FACEBOOK](#)

 [LINKED IN](#)

 [INSTAGRAM](#)

For the Attention of the Pingelly Grant Scheme Committee

The Esperance and Districts Working Sheep Dog Club wishes to submit a Community Grant Scheme Application to further enhance the facility endowed by the Shire adjacent to the Community and Recreation Centre .

A grant would enable the Club to erect a colorbond fence at the northern end of the trial arena to replace the unsightly hessian/shade cloth construction which has served us for this year but has not been entirely satisfactory both aesthetically and practically. As we will be running three trials during 2022 we would like a more permanent suitable structure in keeping with the pristine appearance of the Recreation Centre Grounds.

We feel that the Club's presence is beneficial to the Shire and township financially in it's generation of general spending within the town and the generation of camping fees payable to the Pingelly Tourism Council. The Club also employs the Tourism Council Members for the erection and implementation of it's structural works.

In 2023 the Esperance Club will be hosting the State Championships which will hopefully attract Interstate entries (borders permitting) and we are hoping to fly across the current National Champion and his dogs as an added attraction.

I think that I need to explain that whilst we were successful with our last application an Acquittal Form has not yet been lodged for the expenditure on materials for our permanent sheep yards, as the materials ordered through Elders Pingelly, were held up in China. They have now arrived in Perth and will be collected next week. As soon as I receive an invoice I will complete the Acquittal Form and forward to you. The Tourism Group are to be employed in the completion of the project and are planning erection in the New Year.

We hope that our Application is considered in a favourable light.

Kind regards,

Jill Wallace

Hon Secretary

EDWSDC

# Community Grant Scheme

## Application Form 2020-21

Deadline Round 1 4pm Thursday, 24 June 2021  
Deadline Round 2 4pm Thursday, 25 November 2021

Please read the Community Grant Scheme Guidelines carefully and speak to the Community Development Officer before completing an application.

Contact 9887 1066 or [admin@pingelly.wa.gov.au](mailto:admin@pingelly.wa.gov.au) for further information or assistance.

**Please submit this application via one of the following:**

### Mail

Shire of Pingelly  
17 Queen Street, Pingelly 6308

### Email

[admin@pingelly.wa.gov.au](mailto:admin@pingelly.wa.gov.au)

### In person

17 Queen Street, Pingelly

## Eligibility

<p>The Applicant is:</p> <ul style="list-style-type: none"> <li>• an incorporated organisation; or</li> <li>• a group auspiced through an incorporated organisation (with written acknowledgement)</li> </ul>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>Projects meets priority areas identified within the Shire's Community Strategic Plan, and include, but are not limited to the following areas:</p> <ul style="list-style-type: none"> <li>• building capacity within local community groups, volunteers and residents;</li> <li>• supporting our young people;</li> <li>• supporting our older people;</li> <li>• providing opportunity to be healthy and promote wellbeing;</li> <li>• supporting and encouraging cultural diversity and inclusion;</li> <li>• developing and attracting art projects and increasing participation; and</li> <li>• generally building the strength, engagement and cohesion of the community.</li> </ul>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>For applications to proceed to assessment they must:</p> <ul style="list-style-type: none"> <li>• be lodged on time;</li> <li>• be submitted on the appropriate form;</li> <li>• include the required information, including insurance and financial details;</li> <li>• include agreement from the applicant to acknowledge the Shire if funding is successful;</li> <li>• ensure the applicant demonstrates its ability to manage the project; and</li> <li>• not be due to commence until after the notification date.</li> </ul>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

**If you answered 'No' to any of these questions, please contact the Community Development Officer.**

## Applicant Details

**Organisation Details** This is the group undertaking the project.

Legal Name of Organisation *ESPERANCE AND DISTRICTS WORKING*

<del>SHEEP</del> Postal Address	<i>DOG</i>
<i>CAMB INC.</i>	<i>PO BOX 106, DINTON A 6208</i>
ABN	<i>-</i>
Registered for GST	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Not-for-profit	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Incorporated	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes

**Organisation Contact** This is the person legally authorised to enter into contracts on behalf of the organisation. This is generally the president or chairperson.

Name	<i>MRS VICKY LACEY</i>
Position	<i>PRESIDENT</i>
Telephone	<i>-</i>
Mobile	<i>0427 380 047</i>
Email	<i>vickylacey60@gmail.com</i>

## Project Details

Which category best describes your community project?

- ☐ building capacity within local community groups, volunteers and residents
- ☐ supporting our young people
- ☐ supporting our older people
- ☐ providing opportunity to be healthy and promote wellbeing
- ☐ supporting and encouraging cultural diversity and inclusion
- ☐ developing and attracting art projects and increasing participation
- ☐ generally building the strength, engagement and cohesion of the community
- ☒ encourage tourism and increase visitation
- ☐ activate local businesses and main streets
- ☐ improve, conserve and promote heritage

Project name

<i>Fencing on trial ground at Pingelly Recreation Centre.</i>
---

Provide a summary of the project

<i>To erect solid colourbond fence at north end of trial ground to replace hessian and shade cloth structure currently being used. The current structure is unsightly</i>
---

and not entirely satisfactory not only aesthetically but also practically. As we are running 3 trials in 2022 we would like a more permanent structure.

Clearly identify what the grant funds will be used for in the project

Grant funds would be used for materials only. The Club would organize it's erection.

Which are your main target groups?

- ☒ General community
- ☐ Children 0-10
- ☐ Youth 11-25
- ☐ Women
- ☐ Men
- ☐ Seniors
- ☐ Aboriginal or Torres Strait Islander people
- ☐ People with disabilities and/or carers
- ☒ Other (please specify) Influx of tourists who are interested in the sport.

Describe how the project will benefit those participating and the community of Pingelly

The project will provide a solid barrier between competitors and the body of sheep required for the trial to eliminate sheep trying to get back to their flock members and causing chaos for the trial workers.

Provide details of any collaborations/partnerships or community groups that will assist in the delivery of this project and outline how they will support the project (provide letters of support where relevant).

The Pingelly Tourism Committee are always willing to help us and we use them as our Pingelly support Group at the centre of activity.



Anticipated commencement date

As soon as possible - aim to have erected before our first trial at end of March 2022.

Anticipated completion date

Mid March 2022

How will you acknowledge the Shire of Pingelly's contribution to the project?

Signs attached to the project and acknowledgement in our trial programs.

## Budget Details

Use the table below to list the expenses your project will incur, detail the income and in-kind that will cover the expenses, and identify their source.

Please note Shire of Pingelly's contribution is limited to 75% of the total project, and no more than \$3,000.

Income	
Income Items	Amount
Shire of Pingelly Community Grant Scheme Funding	\$ 3000
Esperance District's Working Sheep Dog Club	3000
<b>Total Project Income</b>	<b>6000</b>
In Kind Contributions	
In Kind Items	Amount
<b>Total In Kind Contributions</b>	
Expenditure	
Expenditure Items	Amount
Materials	6000
<b>Total Project Expenditure</b>	<b>6000</b>
<b>Total Project Cost (Total In Kind + Total Expenditure)</b>	<b>6000</b>

Has your organisation received any type of funding from the Shire of Pingelly in the last 2 years? If yes, please provide details below.

Year	Amount	Purpose	Fully Acquitted	
2021	\$3000	Construction of permanent Sheep yards.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	Materials from China have delayed construction. Have arrived + we are ready to proceed.		<input type="checkbox"/> Yes	<input type="checkbox"/> No

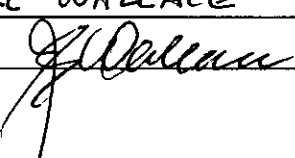
See attached letter.

Have you applied for grant funding from other sources for this project? If yes, please provide details below.

Funding Body/Program	Amount	Status of Application
NVL		<input type="checkbox"/> Confirmed <input type="checkbox"/> Pending
NIL		<input type="checkbox"/> Confirmed <input type="checkbox"/> Pending

## Declaration

- ☒ I declare the organisation has read and understands the Community Grant Scheme Guidelines.
- ☒ I declare I am the authorised person to submit this application on behalf of my organisation and are authorised to sign legal documents on behalf of the organisation.
- ☒ I declare the information provided in this application and attachments is to the best of my knowledge true, correct and discloses all estimates as accurate as possible.
- ☒ I understand false or misleading statements listed in this Community Grant Scheme Application can result in the application being rejected or the withholding of any funds that may be approved as result of this application.
- ☒ I declare the organisation applying for the grant funding will complete and submit a Community Grant Scheme Acquittal Form within 30 days following the project's completion.
- ☒ I declare the organisation submitting this form understands this is an application only.

Name	JILL WALLACE	Position	Hon. Treasurer/Secretary
Signature		Date	19/11/21

## Application Checklist

- ☒ Contacted the Community Development Officer to discuss the proposed project and application.
- ☒ Completed all questions in the application form
- ☒ Ensured any attached documents to your application are clearly marked and are in a clear and easy to understand format.
- ☒ Annual financial statement attached for project amounts over \$1,000
- ☒ Evidence of public liability insurance
- ☒ Letters of support, including letter of support from auspice organisation (if applicable)

**From:** merv beard <bossmanbeard@hotmail.com>  
**Sent:** Wednesday, 23 June 2021 5:17 PM  
**To:** Jill Wallace  
**Subject:** letter of support

Pingelly Tourism Group Inc

To whom it may concern

The Pingelly Tourism Group Inc ,wish to indicate our absolute support for the Esperance and Districts Working Sheep Dog Club in their endeavors' to attract funding to enhance their initiative in the promotion and facilities for sheep dog trials in Pingelly.

There is no doubt that in the era of technology and I.T . a sheep shearer and a sheep dog will never be replaced. Essentially, working sheep dogs are an important part of Australian folklore and certainly have the ability to attract tourists as well as being a fundamental part of any West Australian sheep/ cattle farm

Yours Sincerely

Merv Beard

Chairman

Pingelly Tourism Group Inc

0408098240

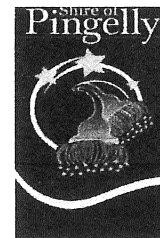
Sent from [Mail](#) for Windows 10



# Community Grant Scheme

## Application Form 2020-21

SHIRE OF PINGELLY	
FILE	ADM 0542
DATE	29 NOV 2021
Officer	CEO
Copy to	ICR 215 719



Deadline Round 1 4pm Thursday, 24 June 2021  
Deadline Round 2 4pm Thursday, 25 November 2021

Please read the Community Grant Scheme Guidelines carefully and speak to the Community Development Officer before completing an application.

Contact 9887 1066 or [admin@pingelly.wa.gov.au](mailto:admin@pingelly.wa.gov.au) for further information or assistance.

Please submit this application via one of the following:

### Mail

Shire of Pingelly  
17 Queen Street, Pingelly 6308

### Email

[admin@pingelly.wa.gov.au](mailto:admin@pingelly.wa.gov.au)

### In person

17 Queen Street, Pingelly

## Eligibility

<p>The Applicant is:</p> <ul style="list-style-type: none"> <li>an incorporated organisation; or</li> <li>a group auspiced through an incorporated organisation (with written acknowledgement)</li> </ul>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>Projects meets priority areas identified within the Shire's Community Strategic Plan, and include, but are not limited to the following areas:</p> <ul style="list-style-type: none"> <li>building capacity within local community groups, volunteers and residents;</li> <li>supporting our young people;</li> <li>supporting our older people;</li> <li>providing opportunity to be healthy and promote wellbeing;</li> <li>supporting and encouraging cultural diversity and inclusion;</li> <li>developing and attracting art projects and increasing participation; and</li> <li>generally building the strength, engagement and cohesion of the community.</li> </ul>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>For applications to proceed to assessment they must:</p> <ul style="list-style-type: none"> <li>be lodged on time;</li> <li>be submitted on the appropriate form;</li> <li>include the required information, including insurance and financial details;</li> <li>include agreement from the applicant to acknowledge the Shire if funding is successful;</li> <li>ensure the applicant demonstrates its ability to manage the project; and</li> <li>not be due to commence until after the notification date.</li> </ul>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

If you answered 'No' to any of these questions, please contact the Community Development Officer.

## Applicant Details

**Organisation Details** This is the group undertaking the project.

Legal Name of Organisation	FRIENDS OF PINGELLY RAILWAY INC
Postal Address	PO BOX 544 PINGELLY 6308
ABN	54 910 304 047
Registered for GST	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Not-for-profit	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Incorporated	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**Organisation Contact** This is the person legally authorised to enter into contracts on behalf of the organisation. This is generally the president or chairperson.

Name	JOHN TIMMS
Position	CHAIRMAN
Telephone	{ 0417 918 959
Mobile	{
Email	john.timms63@bigpond.com

## Project Details

Which category best describes your community project?

- ☒ building capacity within local community groups, volunteers and residents
- ☒ supporting our young people
- ☒ supporting our older people
- ☒ providing opportunity to be healthy and promote wellbeing
- ☒ supporting and encouraging cultural diversity and inclusion
- ☒ developing and attracting art projects and increasing participation
- ☒ generally building the strength, engagement and cohesion of the community
- ☒ encourage tourism and increase visitation
- ☒ activate local businesses and main streets
- ☒ improve, conserve and promote heritage

Project name

FRIENDS OF PINGELLY RAILWAY STATION
-------------------------------------

Provide a summary of the project

To provide a venue for the members and the community to be used for social and fundraising events and functions. The facility is available
--



to all groups i.e. Playgroup, Pa C, Tourist group, CRC, Art and Craft and any other groups that need to hire a facility for their fundraising or events. It can be hired privately for small wedding parties, birthdays etc.

Clearly identify what the grant funds will be used for in the project

The grant funds would be used to purchase items that would improve the facility so that events and functions can be held there. Beside the enquiries to use the facility we have monthly meetings, community gatherings, sundowners etc as on-going events.

Which are your main target groups?

- ☒ General community
- ☒ Children 0-10
- ☒ Youth 11-25
- ☒ Women
- ☒ Men
- ☒ Seniors
- ☒ Aboriginal or Torres Strait Islander people
- ☒ People with disabilities and/or carers
- ☒ Other (please specify) Community groups to hire the facility

Describe how the project will benefit those participating and the community of Pingelly

1. The project will benefit those participating by continuing to hold functions and events so that members and the community can enjoy the unique facility.
2. We are encouraging other community groups to hire the facility for their fundraising events and functions as well as the wider community.

Provide details of any collaborations/partnerships or community groups that will assist in the delivery of this project and outline how they will support the project (provide letters of support where relevant).

The railway station has been restored so that the community, and all groups, are able to hire the facility for their various events and functions when it is available. It is also available for private use.

Anticipated commencement date

1/12/21

Anticipated completion date

30/6/22

How will you acknowledge the Shire of Pingelly's contribution to the project?

We would acknowledge the Shire of Pingelly by placing an article in the Pingelly Times as well as social media. The Shire of Pingelly logo is on our sponsor board at the station.

## Budget Details

Use the table below to list the expenses your project will incur, detail the income and in-kind that will cover the expenses, and identify their source.

Please note Shire of Pingelly's contribution is limited to 75% of the total project, and no more than \$3,000.

Income	
Income Items	Amount
Shire of Pingelly Community Grant Scheme Funding	\$1000.00
Donations - Private & Community	741.00
Committee Fundraising and Station Hire	582.30
<b>Total Project Income</b>	<b>2323.30</b>
In Kind Contributions	
In Kind Items	Amount
Volunteer time - Cleaning, cooking etc for functions - estimated minimum of 6 functions @ 20 volunteer hrs. @ \$30/hr	3600.00
<b>Total In Kind Contributions</b>	
Expenditure	
Expenditure Items	Amount
20 chairs to replace the chairs on loan @ \$30 ea	600.00
3 Holland blinds for west side @ \$60 ea	180.00
Small portable BBQ	220.00
<b>Total Project Expenditure</b>	<b>1000.00</b>
<b>Total Project Cost (Total In Kind + Total Expenditure)</b>	<b>4600.00</b>

Has your organisation received any type of funding from the Shire of Pingelly in the last 2 years? If yes, please provide details below.


Year	Amount	Purpose	Fully Acquitted
2020	\$2000	Fridge, Dishwasher Microwave	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2019	\$2500	Retaining wall	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Have you applied for grant funding from other sources for this project? If yes, please provide details below.

Funding Body/Program	Amount	Status of Application
N/A		<input type="checkbox"/> Confirmed <input type="checkbox"/> Pending
N/A		<input type="checkbox"/> Confirmed <input type="checkbox"/> Pending

## Declaration

- ☒ I declare the organisation has read and understands the Community Grant Scheme Guidelines.
- ☒ I declare I am the authorised person to submit this application on behalf of my organisation and are authorised to sign legal documents on behalf of the organisation.
- ☒ I declare the information provided in this application and attachments is to the best of my knowledge true, correct and discloses all estimates as accurate as possible.
- ☒ I understand false or misleading statements listed in this Community Grant Scheme Application can result in the application being rejected or the withholding of any funds that may be approved as result of this application.
- ☒ I declare the organisation applying for the grant funding will complete and submit a Community Grant Scheme Acquittal Form within 30 days following the project's completion.
- ☒ I declare the organisation submitting this form understands this is an application only.

Name	JOHN TIMMS	Position	CHAIRMAN
Signature		Date	25/11/21

## Application Checklist

- ☐ Contacted the Community Development Officer to discuss the proposed project and application.
- ☒ Completed all questions in the application form
- ☒ Ensured any attached documents to your application are clearly marked and are in a clear and easy to understand format.
- ☐ Annual financial statement attached for project amounts over \$1,000
- ☒ Evidence of public liability insurance
- ☐ Letters of support, including letter of support from auspice organisation (if applicable)





Local Community  
Insurance Services

<Date>

Friends of Pingelly Railway Station Inc  
C/- Sue Traber  
PO Box 544  
PINGELLY, WA 6308

PUBLIC  
LIABILITY  
INSURANCE

## Policy Schedule - Tax Invoice

YOUR SERVICE CONTACT NUMBER IS 1300 853 800.

17-03-2020

Jardine Lloyd Thompson Pty Ltd  
ABN 69 009 098 864

LCIS is managed by JLT Public Sector which  
is part of the Marsh group of companies

Level 1  
148 Frome Street  
ADELAIDE SA 5000  
PO Box 1693  
Adelaide SA 5001

Tel 1300 853 800  
Fax +61 (0)8 8235 6448  
Direct 1300 853 800

Insurance@lcis.com.au  
www.localcommunityinsurance.com.au

Invoice #	112377	Client Ref	025905
Our Ref	044987-5	Policy No	QM6195-0719
Class	Annual Public and Products Liability		
Insured	Friends of Pingelly Railway Station Inc		
Situation	Postcode: 6308, State: WA		
Insurer	QBE Insurance (Australia) Ltd		
Inception	21-03-2020	To	21-03-2021 Renewal Policy
Payment Date	17-03-2020		

Premium	\$566.48
FSL/Levy	\$0.00
Fee	\$110.00
GST	\$67.65
Stamp Duty	\$62.31
Total Paid	\$806.43

Insurance has been arranged subject to the policy terms and conditions. Please read the important information included with this invoice and ensure that you review your sums insured at least annually.



16/3/2020

## 7. FINANCIAL REPORT FOR THE YEAR ENDING 30th OF JUNE 2021

### Financial report

See attached spreadsheet

<b>TOTAL INCOME</b>	<b>\$5,641.28</b>
<b>TOTAL EXPENSES</b>	<b>\$6,667.03</b>

### Treasurers report for the 2021 AGM – 20 November 2021

Acknowledgements to our funders for the Year :-

- |  |           |
|--|-----------|
| • Shire of Pingelly 2020-21 Financial Assistance Grant | \$2000.00 |
| • Community and Supplier Donations to the value        | \$741.00  |
| • Committee Fundraising and Station Hire               | \$582.30  |
| • 41 Members   | \$615.00  |

Treasurer  
Kim Harris

Bank account 30/6/21 - \$6,407

## **14.2 Fire Weather Stations Repair**

### **File Reference:**

<b>Location:</b>	<b>Various</b>
<b>Applicant:</b>	<b>Not applicable</b>
<b>Author:</b>	<b>Chief Executive Officer</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Nil</b>
<b>Previous Reference:</b>	<b>Nil</b>

### **Summary**

Council is requested to reallocate expenditure of \$4,500 to repair the Shire's Fire Weather Stations from the Cemeteries budget to 'realign the fence at the northern end of the cemetery facing Great Southern Highway'.

### **Background**

A number of years ago the Shire installed 3 Fire Weather Stations which are used to monitor weather patterns across the Shire and provide essential information to the Shire's Fire Weather Officers to decide when to implement Harvest and Movement bans. These weather stations are more accurate than the previous hand held systems and can be access remotely. Remote access is needed as it is impractical to expect the volunteer fire weather officer to monitor the weather in person using hand held equipment on a daily basis. These stations are also useful to monitor rapidly changing conditions. This remote equipment is used extensively by other Shires such as the Shire of Brookton and maintenance is included as part of their annual budget.

An alternative solution has been found to rectify the fence at the northern end of the cemetery which retains the existing constant alignment of the fence and also the adjacent tree. This involves the remediation and stabilisation of the pillar in the existing location without removing the tree.

### **Comment**

There was an expectation that the maintenance of this equipment would be eligible to be funded through the Local Government Grant Scheme (LGGs) collected through the Emergency Services Levy (ESL). As a result, this expense was not allocated in the Shire's annual budget. It appears inconsistent with the purpose of the ESL that this expense is not eligible to be funded through that scheme and it is recommended that the Shire advocate through WALGA and directly with DFES that this is changed.

### **Consultation**

Consultation has been undertaken with the fire weather officers who have advised that the weather stations are essential for their role in the modern era. No further consultation is required at this time.

### **Statutory Environment**

Local Government Act 1995, section 6.8

#### ***6.8. Expenditure from municipal fund not included in annual budget***

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
  - (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
  - (b) **is authorised in advance by resolution\***; or
  - (c) is authorised in advance by the mayor or president in an emergency.

*\* Absolute majority required.*

## Policy Implications

There are no current policies relevant to this matter.

## Financial

The 2021/22 budget has included an amount of \$5,000 (materials and contracts) in the Cemeteries budget to 'realign the fence at the northern end of the cemetery facing Great Southern Highway'. Retaining the pillar in the existing location and carrying out remediation and stabilisation work will cost an estimated \$500 in materials with labour provided in house.

## Implications

An estimate of \$4,500 for the repair of the Shire's Fire Weather Stations has been provided, however there may be additional work necessary as diagnostics for one station has not been able to be run remotely. As there have been no additional funding identified, the funding will have to be prioritised to ensure the maximum functionality of the weather stations.

## Strategic Implications

Goal 2	Community
Outcome 2.2	Community groups function well with strong volunteer effort and feel supported by the community
Outcome 2.3	People feel that their community is safe for all, free of nuisance and protected from risk of damage

## Risk Implications

Risk	Perception of lack of support for volunteers and potential for harvest bans to be either implemented overly cautiously or not implemented when required due to insufficient or inaccurate information.
Risk Rating (Prior to Treatment or Control)	Medium 9
Principal Risk Theme	Reputational and Physical
Risk Action Plan (Controls or Treatment Proposed)	Review the allocation of municipal funds to the project once the final project costs are known.

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

## Voting Requirements

Absolute Majority

## Recommendation

That Council:

1. Reallocates expenditure of \$4,500 to repair the Shire's Fire Weather Stations from the Cemeteries budget; and
2. Advocates that the Local Government Grant Scheme includes servicing and maintenance of Fire Weather Stations in the eligible list of items commencing this current financial year.

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

### **14.3 Submission on the Local Government Reform**

**File Reference:** ADM0331  
**Location:** Nil  
**Applicant:** Not applicable  
**Author:** Chief Executive  
**Officer Disclosure of Interest:** Nil  
**Attachments:** Shire of Pingelly Local Government Reform Submission  
 WALGA Local Government Reform Submission  
**Previous Reference:** Nil

#### **Summary**

Council is requested to provide feedback and endorse the Shire's submission on Local Government Act reforms as attached.

#### **Background**

Following various inquiries including into the City of Perth and other attempts at reform, the Department of Local Government, Sport and Cultural Industries have developed a range of reform proposals for comment. WALGA has also asked for comment to form a whole of industry position on the various proposals.

#### **Comment**

The various proposals are intended to streamline the function of local government, however, in many cases it is considered that they compromise the local government's ability to respond to local needs. In addition, it is considered that this streamlining process may add an additional layer of red tape to the already heavily regulated and scrutinised sector which may mean additional costs to the ratepayer.

#### **Consultation**

Community consultation has not been undertaken to prepare this report and submission.

#### **Statutory Environment**

Nil.

#### **Policy Implications**

There are no current policies relevant to this matter.

#### **Financial Implications**

Nil

#### **Strategic Implications**

Goal 5	<b>Innovation, Leadership and Governance</b> The Shire of Pingelly is an innovative, responsive partner to its community, an effective advocate, and a trusted steward of community assets. The organisation achieves good practice in all that it undertakes
Outcome 5.2	The Shire is a successful advocate for resources and facilities which support the vision for the future
Strategy 5.2.1	The Council and community continue to work together to advocate for change

#### **Risk Implications**

Risk (if recommendation not supported)	Loss of credibility/trust in the community in not representing and advocating for their interests.
Risk Rating (Prior to Risk Action Plan)	Medium 6
Principal Risk Theme	Reputational

Risk Action Plan (Mitigation Proposed)	Communication with community.
--	-------------------------------

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

### Voting Requirements

Simple Majority

### Recommendation:

**That Council endorse the Shire's attached submission on local government reform to the Department of Local Government, Sport and Cultural Industries and to the Western Australian Local Government Association.**

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

# Local Government Reform

## Shire of Pingelly Submission



Shire of  
**Pingelly**

17 Queen Street, Pingelly, WA, 6308

pingelly.wa.gov.au | 08 9887 1066

admin@pingelly.wa.gov.au

### General Comments

The following should be considered as paramount:

- When implementing a new requirement, what other requirement can be removed i.e. red tape reduction. Many of the proposed reforms add further regulation and costs to local government without removal of this burden in other areas.
- Each additional requirement for transparency/accountability or other purposes comes with a financial cost to the local government which should be:
  - compensated financially by the state;
  - assisted achieve by the state;
  - include a fee or charge commensurate with the additional burden; or
  - involve the removal of other legislative and administrative burdens of an equal or greater weight.
- A move to a less prescriptive form of legislation is required to remove red tape and respond to local needs. The reforms in general are more prescriptive in nature using a 'one size fits all' approach.
- There should be a presumption that local government are competent – which is generally the case (and assistance offered where required). Mechanisms are and should be put in place in the event that this proves not to be true. Many of the reform initiatives are a micromanagement of local government's core business rather than having a presumption of competence.
- Councillors are democratically chosen by the people and they should make decisions in light of the local situation. These decisions should be respected and not easily circumvented by the state government either at the officer or ministerial level. The principle of subsidiarity is commonly recognised as valuable and essential for making effective decisions and should be observed.

### Theme 1: Early Intervention, Effective Regulation and Stronger Penalties

#### Local Government Inspector and Local Government Monitors

The concept of independent oversight and handling of complaints and working with local governments at an early stage is commended, however the Shire of Pingelly has concerns in relation to the cost of these additional requirements and the additional red tape involved without removal of previous layers. This proposal is not supported until more wholistic changes are made which streamline the existing provisions and not just adding new requirements.

#### Stronger Penalties & Conduct Panel

Stronger penalties are supported as the current provisions of an 'all or nothing' approach are inadequate. A Conduct Panel that replaces the existing Standards Panel is also supported.

### **Mandatory Training**

Penalties which include ineligibility for allowances or sitting fees for not completing the mandatory training is supported.

### **Rapid Red Card Resolutions**

The word 'resolutions' is confusing in this context. The President may under certain circumstances silence or instruct a person to leave a meeting. This is supported, however, standard provisions to forcibly remove a person that is being disruptive or violent with the assistance of law enforcement should also be included.

### **Vexatious Complaint Referrals**

Local governments should have the ability themselves to determine if a complaint is vexatious, either through a resolution of Council or delegated to the Chief Executive Officer. The grounds for vexatious complaints could be listed in legislation and the Council's decision is subject to oversight from the Department in any case. The proposal as it stands is not supported as assumes that local government does not have the ability or integrity to deal with these matters and it is a needless elevation of complaints to an exterior agency.

## **Theme 2: Reducing Red Tape, Increasing Consistency and Simplicity**

### **Resource Sharing**

Encouraging resource sharing is commendable and changes to allow this are supported. Funding should be made available to local governments to investigate these opportunities.

### **Standardisation of Crossovers**

This is supported, however is considered to be of a low priority as there is no apparent demand from the community or developers for this to occur.

### **Innovation Provisions**

The legislation should allow innovation in all cases, not just in emergencies and pilot projects. This is supported and should be expanded.

### **Streamline Local Laws**

The outstanding issue with local laws is the complexity of initiating and adopting them. This has led to a lack of review and inadequacies in the laws as making new local laws is a time consuming and convoluted process. The complexity of this process has led to large, complex local laws rather than more smaller laws which are relevant for the community. This process can be simplified by removing the requirement to give state-wide notice, removing the requirement for physical newspaper cuttings to be retained and submitted, removing the form of words required in relation to the advertising, reducing the consultation period, allowing local governments to automatically adopt the laws if no objections have been received, providing for amendments to be made to the laws, allowing local governments to make administrative changes (numbering etc.) following consultation or instruction of the Parliament's Delegated Legislation Committee. The modification of the process is supported, and the development of simple model local laws is also supported if there is flexibility within the model to be modified to accommodate the particular local government and if real consultation takes place in the preparation of the local laws.



### **Small Businesses & Community Event Approvals**

This should be addressed through the streamlining of local laws and the adoption process as above. Community event legislation needs considerable reform and a definition of 'events' would also be helpful. This proposal is supported.

### **Standard Meeting Procedures**

The standardisation of the standing orders is supported either through a local law or regulations, provided that sufficient flexibility is given and that the requirements are not overly complex, onerous or prescriptive.

### **Regional Subsidiaries**

These are overly complex to form and so no regional subsidiary has been formed to date. These should not come under the Local Government regulations, but should be regulated under the corporations act and others which relate to private corporations and overseen by the local government. The changes are supported as a small step to deregulation.

## **Theme 3: Greater Transparency & Accountability**

### **Mandatory Recording of Council Meetings**

Transparency and accountability are only an issue of a small number of local governments. In these local governments, the recording of proceedings is unlikely to provide the transparency needed. For the majority of others, it will lead (and has when trialled previously) to needless disagreement over historical comments made which have no bearing on present events ('but you said on xxx date...') and comments being taken out of context to support positions. This proposal will stifle debate by encouraging some to grandstand and others to remain silent or not seek clarification for appearance's sake. These will then be discussed away from the Council table which leads to reduced transparency and accountability. This proposal is strongly opposed.

### **Recording of Councillors Votes For/Against**

This issue is only one for larger councils or those which do not have a culture of working together. This assists finger pointing and does nothing for getting the job done. This would slow down the meeting and add an additional layer of bureaucracy when this is otherwise not required and so this proposal is not supported.

### **Guidance for Confidential Items**

There is general guidance for which items should be confidential. This respects the democratic mandate of Councillors to make decisions as appropriate. This proposal, and the proposal to send the audio recordings of all confidential items to the department is not supported.

### **Online Registers**

The proposal for online registers appears to be a sensible one and is supported. The Shire has concerns relating to confidentiality for contractors and their competitive pricing if they were included on this list. Selection of tenders frequently are confidential for this reason. In addition, the value should align with other sections of the local government regulations, particularly in relation to the requirement for a tender process. The introduction of online registers calls into question the already dubious requirement for an annual report which must be prepared by the local government at great pains and

expense. It is recommended that these reports and other reporting requirements be removed in favour of live updates on online registers.

#### **CEO KPIs to be Published**

This is an opportunity to align the KPIs with the actions of the Integrated Planning and Reporting Framework rather than requiring that the KPIs be published. This publication will lead to 'formal' published KPIs and 'informal' expectations which Council would not wish to make public. This proposal will lead to less transparency and accountability and so is not supported.

### **Theme 4: Stronger Local Democracy and Community Engagement**

#### **Community and Stakeholder Engagement Charters Requirement**

The proposal for a Model Charter or the option for Custom Charter which reflects the needs, aspirations and demographics of the community is supported. The community is the local government's core stakeholder group and an additional tool to assist with engagement is appreciated. The additional requirement should be accompanied by additional funding.

#### **Ratepayer Satisfaction Surveys (Band 1 and 2 local governments only)**

While this occurs voluntarily in most larger and even smaller local governments, it is incongruent for the state government to make this a requirement of the local government. Councils must be respected enough to make their own decisions for their own circumstances. If this is a requirement then state government should pay for and run the surveys on a statewide basis. This proposal is not supported.

#### **Preferential Voting**

This system of voting tends to encourage party politics as way to make sense of a confusing preference system. There does not need to be alignment with the State or Federal voting systems. The first past the post system has the confidence and understanding of the electors and there does not appear to be a pressing need for change. The preferential system will increase the likelihood of spoiled votes – the current system accepts any mark (number, tick, cross etc.) which indicates an intention to vote. Currently local governments have the option of running an election and many smaller local governments do this for cost reasons. The preferential system will add further complexity to the process and effectively remove this option thereby disproportionately penalising smaller local governments. This proposal is strongly opposed.

#### **Public Vote to Elect the Mayor and President (Band 1 and 2 local governments only)**

Removing the discretion from local government and requiring bands 1 and 2 Mayors and Presidents to be directly elected while bands 3 and 4 are elected by Councillors neither provides consistency as some will be one or another or discretion of Councillors. The decisions of Councillors should be respected in this regard as this more likely to be reflective of their community's preference. This is not supported.

#### **Specified Number of Councillors**

Streamlining this area does not seem to have any benefit and removes the discretion of Councillors to determine these matters for themselves. Reducing the number of Councillors as will mostly be the case, will actively reverse the recommendation of the Panel Report to improve representativeness. By

experience, the most effective Council numbers are 6 – 9 as this number can work as a team including having constructive disagreements. Smaller numbers can tend to have an overly dominant individual or one that works against the others while larger numbers are not effective as a team and are difficult to get in a room together at one time. This is true regardless of population. This proposal will lead to less effective local government and less representation. This proposal is strongly opposed. An alternative is suggested which includes independent periodic reviews of the number of councillors every 6 years to ensure ongoing effectiveness.

#### **No Wards for Small Councils (Band 3 and 4)**

While wards are becoming less popular, there are occasions where they can be very appropriate including where there are distinct population centres. Wards, in some circumstances increases the complexity of elections, but in many other instances actually streamline the system, particularly where councillors are elected unopposed. Note that being elected unopposed is not a negative thing, it can be an expression of support in the candidates – frequently when an unpopular or unsuitable candidate stands then there are others that nominate. The abolition of wards will further reduce the likelihood of voluntary amalgamations and increase the resistance to forced amalgamations as the ward system would still provide local representation in an amalgamation situation. There does not seem to be an advantage to make this change. In this circumstance, the principle of subsidiarity should apply and allow the locally elected representatives to make this decision. This proposal is not supported.

#### **Candidate and Voter Eligibility**

The use of ‘sham leases’ and other loopholes to either stand or vote in a local election should be eliminated to preserve the integrity of the election. This proposal should be designed to make voting or standing for election easier and clearer. This proposal is supported.

#### **Reform of Candidate Profiles**

Lengthening the scope of candidate profiles from 800 characters (approx. 150 words) to allow for more detail to be provided is supported if still limited to approximately 300 words (approx. 1/2 a page). In addition, guidance should be provided regarding what should not be included e.g. election promises for infrastructure etc.

#### **Other Election Reforms**

The standardisation and clarification of elections is supported. Other reforms are suggested including on-line voting through a secure central portal in addition to either in person or mail in voting, making it easier for individuals to check their eligibility to vote (through an online service) and to register to vote.

### **Theme 5: Clear Roles and Responsibilities**

#### **Introduction of Principles in the Act**

A move to a principles based act rather than one which is prescriptive is strongly supported. However, if this proposal is just to add principles to prescriptive legislation, then this is not supported. The current prescriptive legislation stifles innovation and is not keeping pace with change. The nature of the prescriptive legislation means that a constant process of reform is required to attempt to make it relevant and suitable. Principles based legislation will be more adaptable over time and will reduce red tape considerably while still retaining suitable transparency, accountability and oversight.

### **Greater Role Clarity**

Greater clarification between the roles of Mayor/President; Council; Councillors and the CEO is supported. As above, this should be principles based rather than prescriptive. The proposed reforms appear to be very prescriptive and inaccessible. Much of this information could be provided as guidance notes and not need to be legislated.

### **Council Communication Agreements**

The mandating of communication agreements is not supported. Modelling these agreements on the those between state agencies and ministers is not an appropriate comparison due to the size and scale of the agencies who have several hundred if not thousand employees and local governments that may have as few as ten or fifteen. This is an increased level of bureaucracy that is needed at that level, but is unnecessary for local government of any size, particularly bands 3 and 4. It is of note that local governments tend to work more effectively and with greater levels of communication and consultation than at the state agency level. Providing an optional (not mandatory) model communication agreement is supported.

### **Elected Members Superannuation**

The proposal to allow a vote of Council to decide to pay superannuation to Councillors is supported. Note that mandatory superannuation for Councillors is not supported as this increases costs to the local government and blurs the line between Councillors and staff.

### **Elected Members Education Allowances.**

The proposal to allow Council to allocate an education allowance for Councillors is supported on the basis that this is a decision to be made by Council.

### **Standardised Election Caretaker Period**

This is considered unnecessary as local government has a 50% election every 2 years and is another burden laid on local government. A point is made that this is a source of public confusion, however this is not quantified and it would be difficult to make a point that this is a common source of public confusion. There seems to be no apparent need for this change, it goes against the principle of subsidiarity, it may prevent local government from making timely decisions and so it is not supported.

### **Remove WALGA from the Act**

This is considered to be a matter for WALGA to respond.

### **CEO Recruitment – List of Approved Independent Persons**

This is an additional requirement without sufficient justification provided. Councillor's elected mandate should be respected to make such decisions. This proposal is not supported. It is suggested that WALGA or the department forms a list of 'approved suppliers' to assist local governments but that this is not placed into legislation.

## **Theme 6: Improved Financial Management and Reporting**

### **Model Financial Statements and Tiered Financial Reporting**

Tiered reporting is strongly supported as it will reduce the burden on smaller local governments. Modified financial statements too is strongly supported to be fit for purpose, clearer and easier to produce. It is strongly supported that this replace the annual report.

### **Simplify Strategic and Financial Planning**

The Integrated Planning & Reporting Framework is a comprehensive planning tool which is suitable for local government, however it is onerous and should be simplified into one overall planning document which includes costings. Rather than comprehensive reform, financial and in-kind assistance (such as planning tool, information and templates) should be provided to assist local government to complete comprehensive plans. The simplification of the overall system is supported if it is similar to the existing comprehensive system. However, the proposal to increase review timeframes to 8 years is too long and is not supported.

### **Rates and Revenue Policy**

A policy is not the correct mechanism to achieve the alignment of rates with the Shire's Strategic Plans as Council can override the policy at will. As a result, this will not achieve the stated aim of flattening the rate rises to a consistent level. As a result, this proposal as it stands is not supported. It is suggested that rates are specified within the strategic planning process and are the end result of the service levels set and other expenditure. This would mean that a change to the rates would require a change to the commitments of the community strategic plan and that it would be clear to Council that a rate reduction would entail a service level or expenditure reduction.

### **Monthly Reporting of Credit Card Expenditure**

A requirement to report credit card expenditure along with other expenditure to Council on a monthly basis is supported.

### **Amended Financial Ratios**

The current ratios are not fit for purpose as they do not provide an overall picture of the financial health of the organisation. A review of these ratios is supported.

### **Audit Committees – Majority Independent Members**

One of the main responsibilities of elected members is to oversee the prudent financial management of the organisation. Having a majority of independent members on the audit committee would undermine this responsibility. This proposal is not supported. Similarly the proposal to require an independent person to chair the committee is not supported.

### **Audit Committees – Include Risk**

The addition of a responsibility for risk oversight into the function of the audit committee appears to be a suitable fit and will provide greater oversight for this area. This proposal is supported.

**Audit Committees – Regional Committees**

The operation of these committees on a regional basis is not supported. Limiting the committee to one local government area will retain focus on that area and retain suitable representation on the committee. This proposal risks having councillors for other local governments vote and recommend matters at the committee.

**Building Upgrade Finance**

This proposal would remove barriers to development, particularly in regional areas where loans are harder to source, particularly for heritage buildings. This proposal would also allow buildings to be more sustainable and for the loans to be paid back through reduced energy costs. This proposal is supported.

**Cost of Waste Service to be Specified on Rates Notices**

This is a relatively simple change which will increase transparency. This proposal is supported.

# Local Government Reform - Summary of Proposed Reforms

## **WALGA Advocacy Positions and Recommendations**

**November 2021**

## About WALGA

The WA Local Government Association (WALGA) is working for Local Government in Western Australia. As the peak industry body, WALGA advocates on behalf of 139 Western Australian Local Governments. As the united voice of Local Government in Western Australia, WALGA is an independent, membership-based organization representing and supporting the work and interests of Local Governments in Western Australia. WALGA provides an essential voice for 1,220 Elected Members, approximately 22,000 Local Government employees (16,500 Full Time Equivalent's) as well as over 2.5 million constituents of Local Governments in Western Australia.

## Contacts

Nick Sloan  
Chief Executive Officer  
[nsloan@walga.asn.au](mailto:nsloan@walga.asn.au)

Tony Brown  
Executive Manager Governance and  
Organisational Services  
[tbrown@walga.asn.au](mailto:tbrown@walga.asn.au)

James McGovern  
Manager Governance and Procurement  
[jmcgovern@walga.asn.au](mailto:jmcgovern@walga.asn.au)



## Local Government Act Review Process

---

WALGA through consultation with the Local Government Sector endorsed sector advocacy positions relating to Local Government Act amendments in March 2019 and December 2020. These advocacy positions were developed considering (but not limited to);

- The Department of Local Government, Sport and Cultural Industries (DLGSC) consultation on Act Reform (2017-2020)
- The City of Perth Inquiry Report (mid 2020)
- The State Parliament's Select Committee Report into Local Government (late 2020)

In December 2020, WALGA endorsed the following principles for any review of the Local Government Act.

## Local Government Reform – WALGA Principles

---

That the following key principles be embodied in the Local Government Act:

1. Uphold the general competence principle currently embodied in the Local Government Act
2. Provide for a flexible, principles-based legislative framework
3. Promote a size and scale compliance regime
4. Promote enabling legislation that empowers Local Government to carry out activities beneficial to its community taking into consideration Local Governments' role in creating a sustainable and resilient community through:
  - i. Economic development
  - ii. Environmental protection, and
  - iii. Social advancement
5. Avoid red tape and 'de-clutter' the extensive regulatory regime that underpins the Local Government Act, and
6. The State Government must not assign legislative responsibilities to Local Governments unless there is provision for resources required to fulfil the responsibilities.

It is worth noting that of the above principles, items 1, 2, and 3 are addressed in these legislative reform proposals and principles 4 and 5 are partially addressed.

**Theme 1: Early Intervention, Effective Regulation and Stronger Penalties**

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
<b>1.1 Early Intervention Powers</b>		
<ul style="list-style-type: none"> <li>The Act provides the means to regulate the conduct of local government staff and council members and sets out powers to scrutinise the affairs of local government. The Act provides certain limited powers to: <ul style="list-style-type: none"> <li>Suspend or dismiss councils</li> <li>Appoint Commissioners</li> <li>Suspend or, order remedial action (such as training) for individual councillors.</li> </ul> </li> <li>The Act also provides the Director General with the power to: <ul style="list-style-type: none"> <li>Conduct Authorised Inquiries</li> <li>Refer allegations of serious or recurrent breaches to the State Administrative Tribunal</li> <li>Commence prosecution for an offence under the Act.</li> </ul> </li> <li>Authorised Inquiries are a costly and a relatively slow response to significant issues. Authorised Inquiries are currently the only significant tool for addressing significant issues within a local government.</li> <li>The Panel Report, City of Perth Inquiry, and the Select Committee Report made various recommendations related to the establishment of a specific office for local government oversight.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to establish a Chief Inspector of Local Government (the <b>Inspector</b>), supported by an Office of the Local Government Inspector (the <b>Inspectorate</b>).</li> <li>The Inspector would receive minor and serious complaints about elected members.</li> <li>The Inspector would oversee complaints relating to local government CEOs.</li> <li>Local Governments would still be responsible for dealing with minor behavioural complaints.</li> <li>The Inspector would have powers of a standing inquiry, able to investigate and intervene in any local government where potential issues are identified.</li> <li>The Inspector would have the authority to assess, triage, refer, investigate, or close complaints, having regard to various public interest criteria – considering laws such as the <i>Corruption, Crime and Misconduct Act 2003</i>, the <i>Occupational Safety and Health Act 1984</i>, the <i>Building Act 2011</i>, and other legislation.</li> <li>The Inspector would have powers to implement minor penalties for less serious breaches of the Act, with an appeal mechanism.</li> <li>The Inspector would also have the power to order a local government to address non-compliance with the Act or Regulations.</li> <li>The Inspector would be supported by a panel of <b>Local Government Monitors</b> (see item</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Items 1.1, 1.2 and 1.3 <u>generally align</u> with WALGA Advocacy Position 2.6.8 - ‘Establish Office of Independent Assessor’</p> <p><i>The Local Government sector supports:</i></p> <ol style="list-style-type: none"> <li><i>Establishing an Office of the Independent Assessor to replace the Standards Panel to provide an independent body to receive, investigate and assess complaints against Elected Members and undertake inquiries.</i></li> <li><i>Remove the CEO from being involved in processing complaints.</i></li> <li><i>That an early intervention framework of monitoring to support Local Governments be provided with any associated costs to be the responsibility of the State Government.</i></li> <li><i>An external oversight model for local level behavioural complaints made under Council Member, Committee Member and Candidate Codes of Conduct, that is closely aligned to the Victorian Councillor Complaints Framework.</i></li> </ol> <p><b>Comment</b></p> <p>The Local Government sector is in favour of early intervention and a swift response to potentially disruptive or dysfunctional behaviours. The Proposed Reforms state ‘Local Governments would still be responsible for dealing with minor behavioural complaints’ and therefore do not go as far as the Sector’s recent request for an external</p>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	<p>1.2).</p> <ul style="list-style-type: none"> <li>The existing Local Government Standards Panel would be replaced with a new <b>Conduct Panel</b> (see item 1.3).</li> <li><b>Penalties</b> for breaches to the Local Government Act and Regulations will be reviewed and are proposed to be generally strengthened (see item 1.4).</li> <li>These reforms would be supported by new powers to more quickly resolve issues within local government (see items 1.5 and 1.6).</li> </ul>	<p>oversight model for the independent assessment of local level complaints (State Council Res: 264.5/2021 – September 2021). However this will be mitigated with the Inspector able to respond to a Local Government having unresolved matters by appointing a monitor to assist the Local Government.</p> <p>It is expected the Local Government Inspector would be funded by the State Government, however it is noted that the cost of the Local Government Monitors and the Conduct Panel would be borne by the Local Government concerned.</p> <p><b>Recommendation</b></p> <ol style="list-style-type: none"> <li>1. Support the proposed reforms as they align with the sectors position on external oversight and support.</li> <li>2. Request the Minister to explore alternate mechanisms for resolving local level complaints.</li> </ol>
<b>1.2 Local Government Monitors</b>		
<ul style="list-style-type: none"> <li>There are currently no legislative powers for the provision of monitors/ temporary advisors.</li> <li>The DLGSC provides support and advice to local governments, however there is no existing mechanism for pre-qualified, specialised assistance to manage complex cases.</li> </ul>	<ul style="list-style-type: none"> <li>A panel of <b>Local Government Monitors</b> would be established.</li> <li>Monitors could be appointed by the Inspector to go into a local government and try to resolve problems.</li> <li>The purpose of Monitors would be to proactively fix problems, rather than to identify blame or collect evidence.</li> <li>Monitors would be qualified specialists, such</li> </ul>	<p>As above</p>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	<p>as:</p> <ul style="list-style-type: none"> <li>○ Experienced and respected former Mayors, Presidents, and CEOs - to act as mentors and facilitators</li> <li>○ Dispute resolution experts - to address the breakdown of professional working relationships</li> <li>○ Certified Practicing Accountants and other financial specialists - to assist with financial management and reporting issues</li> <li>○ Governance specialists and lawyers - to assist councils resolve legal issues</li> <li>○ HR and procurement experts - to help with processes like recruiting a CEO or undertaking a major land transaction.</li> </ul> <ul style="list-style-type: none"> <li>• Only the Inspector would have the power to appoint Monitors.</li> <li>• Local governments would be able to make requests to the Inspector to appoint Monitors for a specific purpose.</li> </ul> <p><b>Monitor Case Study 1 – Financial Management</b></p> <p>The Inspector receives information that a local government is not collecting rates correctly under the <i>Local Government Act 1995</i>. Upon initial review, the Inspector identifies that there may be a problem. The Inspector appoints a Monitor who specialises in financial management in local government. The Monitor visits the local government and identifies that the system used to manage rates is not correctly issuing rates notices. The Monitor works with the local government to rectify the error, and issue corrections to impacted ratepayers.</p>	

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	<p><b>Monitor Case Study 2 – Dispute Resolution</b></p> <p>The Inspector receives a complaint from one councillor that another councillor is repeatedly publishing derogatory personal attacks against another councillor on social media, and that the issue has not been able to be resolved at the local government level. The Inspector identifies that there has been a relationship breakdown between the two councillors due to a disagreement on council.</p> <p>The Inspector appoints a Monitor to host mediation sessions between the councillors. The Monitor works with the councillors to address the dispute. Through regular meetings, the councillors agree to a working relationship based on the council's code of conduct. After the mediation, the Monitor occasionally makes contact with both councillors to ensure there is a cordial working relationship between the councillors.</p>	
<b>1.3 Conduct Panel</b>		
<ul style="list-style-type: none"> <li>• The Local Government Standards Panel was established in 2007 to resolve minor breach complaints relatively quickly and provide the sector with guidance and benchmarks about acceptable standards of behaviour.</li> <li>• Currently, the Panel makes findings about alleged breaches based on written submissions.</li> <li>• The City of Perth Inquiry report made various recommendations that functions of the Local Government Standards Panel be reformed.</li> </ul>	<ul style="list-style-type: none"> <li>• The Standards Panel is proposed to be replaced with a new Local Government <b>Conduct Panel</b>.</li> <li>• The Conduct Panel would be comprised of suitably qualified and experienced professionals. Sitting councillors will not be eligible to serve on the Conduct Panel.</li> <li>• The Inspector would provide evidence to the Conduct Panel for adjudication.</li> <li>• The Conduct Panel would have powers to impose stronger penalties – potentially including being able to suspend councillors for</li> </ul>	<p>As above</p>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	<p>up to three months, with an appeal mechanism.</p> <ul style="list-style-type: none"> <li>• For very serious or repeated breaches of the Local Government Act, the Conduct Panel would have the power to recommend prosecution through the courts.</li> <li>• Any person who is subject to a complaint before the Conduct Panel would have the right to address the Conduct Panel before the Panel makes a decision.</li> </ul>	
<b>1.4 Review of Penalties</b>		
<ul style="list-style-type: none"> <li>• There are currently limited penalties in the Act for certain types of non-compliance with the Local Government Act.</li> </ul>	<ul style="list-style-type: none"> <li>• Penalties for breaching the Local Government Act are proposed to be strengthened.</li> <li>• It is proposed that the suspension of councillors (for up to three months) is established as the main penalty where a councillor breaches the Local Government Act or Regulations on more than one occasion.</li> <li>• Councillors who are disqualified would not be eligible for sitting fees or allowances. They will also not be able to attend meetings, or use their official office (such as their title or council email address).</li> <li>• It is proposed that a councillor who is suspended multiple times may become disqualified from office.</li> <li>• Councillors who do not complete mandatory training within a certain timeframe will also not be able to receive sitting fees or allowances.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Items 1.4 and 1.5 <b><u>expand upon</u></b> Advocacy Position 2.6.9 - 'Stand Down Proposal'</p> <p><i>WALGA supports, in principle, a proposal for an individual elected member to be 'stood down' from their duties when they are under investigation, have been charged, or when their continued presence prevents Council from properly discharging its functions or affects the Council's reputation, subject to further policy development work being undertaken. Further policy development of the Stand Down Provisions must involve active consultation with WALGA and specific consideration of the following issues of concern to the Sector:</i></p> <ol style="list-style-type: none"> <li><i>1. That the Department of Local Government endeavour to ensure established principles of natural justice and procedural fairness are embodied in all aspects of the proposed Stand Down Provisions; and</i></li> <li><i>2. That activities associated with the term 'disruptive behaviour', presented as reason to</i></li> </ol>

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
		<p><i>stand down a defined Elected Member on the basis their continued presence may make a Council unworkable, are thoroughly examined and clearly identified to ensure there is awareness, consistency and opportunity for avoidance.</i></p> <p><b>Comment</b> The Local Government sector has long-standing advocacy positions supporting stronger penalties as a deterrent to disruptive Council Member behaviours. Clear guidance will be required to ensure there is consistent application of the power given to Presiding Members.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>
<b>1.5 Rapid Red Card Resolutions</b>		
<ul style="list-style-type: none"> <li>Currently, local governments have different local laws and standing orders that govern the way meetings run. Presiding members (Mayors and Presidents) are reliant on the powers provided in the local government standing orders local laws.</li> <li>Differences between local governments is a source of confusion about the powers that presiding members have to deal with disruptive behaviours at council meetings.</li> <li>Disruptive behaviour at council meetings is a very common cause of complaints. Having the Presiding Member be able to deal with these problems should more quickly resolve problems that occur at council meetings.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that Standing Orders are made consistent across Western Australia (see item 2.6). Published recordings of all meetings would also become standard (item 3.1).</li> <li>It is proposed that Presiding Members have the power to “red card” any attendee (including councillors) who unreasonably and repeatedly interrupt council meetings. This power would: <ul style="list-style-type: none"> <li>Require the Presiding Member to issue a clear first warning</li> <li>If the disruptions continue, the Presiding Member will have the power to “red card” that person, who must be silent for the rest of the meeting. A councillor issued with a red card will still vote, but must not speak or move motions</li> <li>If the person continues to be disruptive, the</li> </ul> </li> </ul>	<p>As above</p>



CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
	<p>Presiding Member can instruct that they leave the meeting.</p> <ul style="list-style-type: none"> <li>Any Presiding Member who uses the “red card” or ejection power will be required to notify the Inspector.</li> <li>Where an elected member refuses to comply with an instruction to be silent or leave, or where it can be demonstrated that the presiding member has not followed the law in using these powers, penalties can be imposed through a review by the Inspector.</li> </ul>	
<b>1.6 Vexatious Complaint Referrals</b>		
<ul style="list-style-type: none"> <li>No current provisions.</li> <li>The Act already provides a requirement for Public Question Time at council meetings.</li> </ul>	<ul style="list-style-type: none"> <li>Local governments already have a general responsibility to provide ratepayers and members of the public with assistance in responding to queries about the local government’s operations. Local governments should resolve queries and complaints in a respectful, transparent and equitable manner.</li> <li>Unfortunately, local government resources can become unreasonably diverted when a person makes repeated vexatious queries, especially after a local government has already provided a substantial response to the person’s query.</li> <li>It is proposed that if a person makes repeated complaints to a local government CEO that are vexatious, the CEO will have the power to refer that person’s complaints to the Inspectorate, which after assessment of the facts may then rule the complaint vexatious.</li> </ul>	<p><b><u>Current Local Government Position</u></b>  Item 1.6 <b><u>expands upon</u></b> Advocacy Position 2.6.11 – ‘Vexatious complainants in relation to FOI applications’  <i>WALGA advocates for the Freedom of Information Act 1992 (WA) to be reviewed, including consideration of:</i></p> <ol style="list-style-type: none"> <li><i>Enabling the Information Commissioner to declare vexatious applicants similar to the provisions of section 114 of the Right to Information Act 2009 (QLD);</i></li> <li><i>Enabling an agency to recover reasonable costs incurred through the processing of a Freedom of Information access application where the application is subsequently withdrawn; and</i></li> <li><i>Modernisation to address the use of electronic communications and information.</i></li> </ol> <p><b>Comment</b>  The Act has been expanded significantly in recent</p>



CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
		<p>years to permit an increased level of public involvement, scrutiny and access to information relating to the decisions, operations and affairs of Local Government in WA. Introducing a means to limit capacity for unreasonable complainants to negatively impact Local Governments will provide a necessary balance between the openness and transparency of the sector and the reasonable entitlement of citizens to interact with their Local Government.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>
<b>1.7 Minor Other Reforms</b>		

CURRENT PROVISIONS	PROPOSED REFORMS	COMMENTS
<ul style="list-style-type: none"> <li>Other minor reforms are being considered to enhance the oversight of local government.</li> <li>Ministerial Circulars have traditionally been used to provide guidance to the local government sector.</li> </ul>	<ul style="list-style-type: none"> <li>Potential other reforms to strengthen guidance for local governments are being considered.</li> <li>For example, one option being considered is the potential use of sector-wide guidance notices. Guidance notices could be published by the Minister or Inspector, to give specific direction for how local governments should meet the requirements of the Local Government Act and Regulations. For instance, the Minister could publish guidance notices to clarify the process for how potential conflicts of interests should be managed.</li> <li>It is also proposed (see item 1.1) that the Inspector has the power to issue notices to individual local governments to require them to rectify non-compliance with the Act or Regulations.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 1.7 <b>aligns</b> with Advocacy Position 2.6 - 'Support DLGSC as service provider / capacity builder'</p> <p><i>WALGA supports the continuance of the Department of Local Government, Sport and Cultural Industries as a direct service provider of compliance and recommend the Department fund its capacity building role through the utilisation of third party service providers. In addition, WALGA calls on the State Government to ensure there is proper resourcing of the Department of Local Government, Sport and Cultural Industries to conduct timely inquiries and interventions when instigated under the provisions of the Local Government Act 1995.</i></p> <p><b>Comment</b></p> <p>Operational guidance from the Department of Local Government, Sport and Cultural Industries leads to consistent understanding and application of statutory provisions by Local Government. The proposed reform that the Inspector issue non-compliance notices appears to replicate the Minister's powers under Section 9.14A – 'Notice to prevent continuing contravention'</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>

## Theme 2: Reducing Red Tape, Increasing Consistency and Simplicity

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<b>2.1 Resource Sharing</b>		
<ul style="list-style-type: none"> <li>The Act does not currently include specific provisions to allow for certain types of resource sharing – especially for sharing CEOs.</li> <li>Regional local governments would benefit from having clearer mechanisms for voluntary resource-sharing.</li> </ul>	<ul style="list-style-type: none"> <li>Amendments are proposed to encourage and enable local governments, especially smaller regional local governments, to share resources, including Chief Executive Officers and senior employees.</li> <li>Local governments in bands 2, 3 or 4 would be able to appoint a shared CEO at up to two salary bands above the highest band. For example, a band 3 and a band 4 council sharing a CEO could remunerate to the level of band 1.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 2.1 <b><u>aligns</u></b> with Advocacy Position 2.6 – Local Government Legislation – ‘<i>Avoid red tape and ‘de-clutter’ the extensive regulatory regime that underpins the Local Government Act</i>’ and Advocacy Position 2.3.1 – ‘Regional Collaboration’.</p> <p><i>Local Governments should be empowered to form single and joint subsidiaries, and beneficial enterprises. In addition, compliance requirements of Regional Councils should be reviewed and reduced.</i></p> <p><b>Comment</b></p> <p>The proposed reforms will rely upon statutory provisions that enable and enhance regional collaboration. Recent over-regulation of Regional Subsidiaries in 2016 resulted in no subsidiaries being formed since that time.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>
<b>2.2 Standardisation of Crossovers</b>		
<ul style="list-style-type: none"> <li>Approvals and standards for crossovers (the section of driveways that run between the kerb and private property) are inconsistent between local government areas, often with very minor differences.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to amend the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> to standardise the process for approving crossovers for residential properties and residential developments on</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p><b>Comment</b></p> <p>WALGA developed the Template Crossover Guideline and Specification resource in 2017 and have been part of the Minister’s working group on</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<ul style="list-style-type: none"> <li>This can create confusion and complexity for homeowners and small businesses in the construction sector.</li> </ul>	<p>local roads.</p> <ul style="list-style-type: none"> <li>A Crossover Working Group has provided preliminary advice to the Minister and DLGSC to inform this.</li> <li>The DLGSC will work with the sector to develop standardised design and construction standards.</li> </ul>	<p>red tape reduction that has been looking at standardisation of crossovers.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>
<b>2.3 Introduce Innovation Provisions</b>		
<ul style="list-style-type: none"> <li>The <i>Local Government Act 1995</i> currently has very limited provisions to allow for innovations and responses to emergencies to (such as the Shire of Bruce Rock Supermarket).</li> </ul>	<ul style="list-style-type: none"> <li>New provisions are proposed to allow exemptions from certain requirements of the <i>Local Government Act 1995</i>, for: <ul style="list-style-type: none"> <li>Short-term trials and pilot projects</li> <li>Urgent responses to emergencies.</li> </ul> </li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>There is currently no advocacy position in relation to Item 2.3.</p> <p><b>Comment</b></p> <p>It is arguable communities expect all levels of Government will apply innovative solutions to complex and emerging issues difficult to resolve by traditional means. Exemptions constructed with appropriate checks and balances, particularly where expenditure of public funds are concerned, has potential to facilitate efficient and effective outcomes.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>
<b>2.4 Streamline Local Laws</b>		
<ul style="list-style-type: none"> <li>Local laws are required to be reviewed every eight years.</li> <li>The review of local laws (especially when they are standard) has been identified as a burden for the sector.</li> <li>Inconsistency between local laws is</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that local laws would only need to be reviewed by the local government every 15 years.</li> <li>Local laws not reviewed in the timeframe would lapse, meaning that old laws will be automatically removed and no longer</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Items 2.4, 2.5 and 2.6 <b><u>expand upon</u></b> Advocacy Position 2.6.35 - 'Local law-making process should be simplified'.</p> <p><i>The Local Law making process should be simplified as follows:</i></p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<p>frustrating for residents and business stakeholders.</p>	<p>applicable.</p> <ul style="list-style-type: none"> <li>Local governments adopting Model Local Laws will have reduced advertising requirements.</li> </ul>	<ul style="list-style-type: none"> <li><i>The requirement to give state-wide notice should be reviewed, with consideration given to Local Governments only being required to provide local public notice;</i></li> <li><i>Eliminate the requirement to consult on local laws when a model is used;</i></li> <li><i>Consider deleting the requirement to review local laws periodically. Local Governments, by administering local laws, will determine when it is necessary to amend or revoke a local law; and</i></li> <li><i>Introduce certification of local laws by a legal practitioner in place of scrutiny by Parliament's Delegated Legislation Committee.</i></li> </ul> <p><b>Comment</b></p> <p>Proposed reforms meet the Sector's preference for simplified local law-making processes. Model local laws are supported, whilst recognising the models themselves will require review by State Government departments with the relevant head of power. For example, the Model Local Law (Standing Orders) 1998 formed the basis of many Local Government meeting procedures local laws but no review was completed. This model was superseded by individual local laws with added contemporary provisions. This pattern will repeat itself if model local laws are not reviewed to remain contemporary to the Sector's requirements.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<b>2.5 Simplifying Approvals for Small Business and Community Events</b>		
<ul style="list-style-type: none"> <li>Inconsistency between local laws and approvals processes for events, street activation, and initiatives by local businesses is frustrating for business and local communities.</li> </ul>	<ul style="list-style-type: none"> <li>Proposed reforms would introduce greater consistency for approvals for:                             <ul style="list-style-type: none"> <li>alfresco and outdoor dining</li> <li>minor small business signage rules</li> <li>running community events.</li> </ul> </li> </ul>	As above
<b>2.6 Standardised Meeting Procedures, Including Public Question Time</b>		
<ul style="list-style-type: none"> <li>Local governments currently prepare individual standing order local laws.</li> <li>The <i>Local Government Act 1995</i> and regulations require local governments to allocate time at meetings for questions from the public.</li> <li>Inconsistency among the meeting procedures between local governments is a common source of complaints.</li> </ul>	<ul style="list-style-type: none"> <li>To provide greater clarity for ratepayers and applicants for decisions made by council, it is proposed that the meeting procedures and standing orders for all local government meetings, including for public question time, are standardised across the State.</li> <li>Regulations would introduce standard requirements for public question time, and the procedures for meetings generally.</li> <li>Members of the public across all local governments would have the same opportunities to address council and ask questions.</li> </ul>	As above

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<b>2.7 Regional Subsidiaries</b>		
<ul style="list-style-type: none"> <li>Initiatives by multiple local governments may be managed through formal Regional Councils, or through less formal “organisations of councils”, such as NEWROC and WESROC.</li> <li>These initiatives typically have to be managed by a lead local government.</li> <li>In 2016-17, provisions were introduced to allow for the formation of Regional Subsidiaries. Regional Subsidiaries can be formed in line with the <i>Local Government (Regional Subsidiaries) Regulations 2017</i>.</li> <li>So far, no Regional Subsidiary has been formed.</li> </ul>	<ul style="list-style-type: none"> <li>Work is continuing to consider how Regional Subsidiaries can be best established to:                             <ul style="list-style-type: none"> <li>Enable Regional Subsidiaries to provide a clear and defined public benefit for people within member local governments</li> <li>Provide for flexibility and innovation while ensuring appropriate transparency and accountability of ratepayer funds</li> <li>Where appropriate, facilitate financing of initiatives by Regional Subsidiaries within a reasonable and defined limit of risk</li> <li>Ensure all employees of a Regional Subsidiary have the same employment conditions as those directly employed by member local governments.</li> </ul> </li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 2.7 <b><u>aligns</u></b> with Advocacy Position 2.3.1 - ‘Regional Collaboration’</p> <p><i>Local Governments should be empowered to form single and joint subsidiaries, and beneficial enterprises. In addition, compliance requirements of Regional Councils should be reviewed and reduced.</i></p> <p><b>Comment</b></p> <p>Under the Regional Subsidiary model, two or more Local Governments are able to establish a regional subsidiary to undertake a shared service function on behalf of its constituent Local Governments. The model provides increased flexibility when compared to the Regional Local Government model because regional subsidiaries are primarily governed and regulated by a charter rather than legislation. While the regional subsidiary model’s governance structure is primarily representative, the model also allows independent and commercially focussed directors to be appointed to the board of management.</p> <p>A key advantage of the regional subsidiary model is the use of a charter, as opposed to legislation, as the primary governance and regulatory instrument. Accordingly, the legislative provisions governing the establishment of regional subsidiaries should be light, leaving most of the regulation to the regional subsidiary charter, which can be adapted to suit the specific circumstances of each regional subsidiary.</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p><b>Recommendation</b></p> <p><b>Supported</b></p>

### Theme 3: Greater Transparency & Accountability

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<b>3.1 Recordings and Live-Streaming of All Council Meetings</b>		
<ul style="list-style-type: none"> <li>Currently, local governments are only required to make written minutes of meetings.</li> <li>While there is no legal requirement for livestreaming or video or audio recording of council meetings, many local governments now stream and record their meetings.</li> <li>Complaints relating to behaviours and decisions at meetings constitute a large proportion of complaints about local governments.</li> <li>Local governments are divided into bands with the largest falling in bands 1 and 2, and</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that all local governments will be required to record meetings.</li> <li>Band 1 and 2 local governments would be required to livestream meetings, and make video recordings available as public archives.</li> <li>Band 1 and 2 are larger local governments are generally located in larger urban areas, with generally very good telecommunications infrastructure, and many already have audio-visual equipment.</li> <li>Band 1 and 2 local governments would be required to livestream meetings, and make</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 3.1 <b><u>expands upon</u></b> Advocacy Position 2.6 – ‘Promote a size and scale compliance regime’ and Advocacy Position 2.6.31 - ‘Attendance at Council Meetings by Technology’</p> <p><i>A review of the ability of Elected Members to log into Council meetings should be undertaken.</i></p> <p><b>Comment</b></p> <p>Local Governments introducing electronic meeting procedures and the means for remote public attendance in response to the COVID-19</p>



CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<p>smaller local governments falling bands 3 and 4. The allocation of local governments into bands is determined by The Salaries and Allowances Tribunal based on factors<sup>1</sup> such as:</p> <ul style="list-style-type: none"> <li>○ Growth and development</li> <li>○ Strategic planning issues</li> <li>○ Demands and diversity of services provided to the community</li> <li>○ Total expenditure</li> <li>○ Population</li> <li>○ Staffing levels.</li> </ul>	<p>video recordings available as public archives.</p> <ul style="list-style-type: none"> <li>• Several local governments already use platforms such as YouTube, Microsoft Teams, and Vimeo to stream and publish meeting recordings.</li> <li>• Limited exceptions would be made for meetings held outside the ordinary council chambers, where audio recordings may be used.</li> <li>• Recognising their generally smaller scale, typically smaller operating budget, and potential to be in more remote locations, band 3 and 4 local governments would be required to record and publish audio recordings, at a minimum. These local governments would still be encouraged to livestream or video record meetings.</li> <li>• All council meeting recordings would need to be published at the same time as the meeting minutes. Recordings of all confidential items would also need to be submitted to the DLGSC for archiving.</li> </ul>	<p>pandemic led to a swift uptake of streaming Council meetings. The proposed reform that Band 1 and 2 Local Governments will only be problematic where technical capability such as reliable bandwidth impact the district.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>

<sup>1</sup> See page 3 of the [2018 Salaries and Allowance Tribunal Determination](#)

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<b>3.2 Recording All Votes in Council Minutes</b>		
<ul style="list-style-type: none"> <li>A local government is only required to record which councillor voted for or against a motion in the minutes of that meeting if a request is made by an elected member at the time of the resolution during the meeting.</li> <li>The existing provision does not mandate transparency.</li> </ul>	<ul style="list-style-type: none"> <li>To support the transparency of decision-making by councillors, it is proposed that the individual votes cast by all councillors for all council resolutions would be required to be published in the council minutes, and identify those for, against, on leave, absent or who left the chamber.</li> <li>Regulations would prescribe how votes are to be consistently minuted.</li> </ul>	<p><b><u>Current Local Government Position</u></b> There is currently no advocacy position in relation to Item 3.2.</p> <p><b>Comment</b> There is an evolving common practice that Council Minutes record the vote of each Council Member present at a meeting.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>
<b>3.3 Clearer Guidance for Meeting Items that may be Confidential</b>		
<ul style="list-style-type: none"> <li>The Act currently provides broad definitions of what type of matters may be discussed as a confidential item.</li> <li>There is limited potential for review of issues managed as confidential items under the current legislation.</li> </ul>	<ul style="list-style-type: none"> <li>Recognising the importance of open and transparent decision-making, it is considered that confidential meetings and confidential meeting items should only be used in limited, specific circumstances.</li> <li>It is proposed to make the Act more specific in prescribing items that may be confidential, and items that should remain open to the public.</li> <li>Items not prescribed as being confidential could still be held as confidential items only with the prior written consent of the Inspector.</li> <li>All confidential items would be required to be audio recorded, with those recordings submitted to the DLGSC.</li> </ul>	<p><b><u>Current Local Government Position</u></b> There is currently no advocacy position in relation to Item 3.3.</p> <p><b>Comment</b> Clarifying the provisions of the Act has broad support within the sector. New reforms requiring Local Governments to video or audio record Council meetings (Item 3.1) will add to the formal record of proceedings that includes written Minutes. While being supported, the requirement to provide audio recordings of confidential matters to the DLGSC is queried on the basis that written and audio records can be readily accessed from a Local Government if required.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<b>3.4 Additional Online Registers</b>		
<ul style="list-style-type: none"> <li>Local governments are required to provide information to the community through annual reports, council minutes and the publication of information online.</li> <li>Consistent online publication of information can substitute for certain material in annual reports.</li> <li>Consistency in online reporting across the sector will provide ratepayers with better information.</li> <li>These registers supplement the simplification of financial statements in Theme 6.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to require local governments to report specific information in online registers on the local government's website. Regulations would prescribe the information to be included.</li> </ul> <p>The following new registers, each updated quarterly, are proposed:</p> <ul style="list-style-type: none"> <li><b>Lease Register</b> to capture information about the leases the local government is party to (either as lessor or lessee)</li> <li><b>Community Grants Register</b> to outline all grants and funding provided by the local government</li> <li><b>Interests Disclosure Register</b> which collates all disclosures made by elected members about their interests related to matters considered by council</li> <li><b>Applicant Contribution Register</b> accounting for funds collected from applicant contributions, such as cash-in-lieu for public open space and car parking</li> <li><b>Contracts Register</b> that discloses all contracts above \$100,000.</li> </ul>	<p><b><u>Current Local Government Position</u></b> There is currently no advocacy position in relation to Item 3.4.</p> <p><b>Comment</b> This proposal follows recent Act amendments that ensure a range of information is published on Local Government websites. WALGA has sought clarity that the contracts register excludes contracts of employment.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>
<b>3.5 Chief Executive Officer Key Performance Indicators (KPIs) be Published</b>		
<ul style="list-style-type: none"> <li>It is a requirement of the <i>Local Government Act 1995</i> that CEO performance reviews are conducted annually.</li> <li>The Model Standards for CEO recruitment and selection, performance review and</li> </ul>	<ul style="list-style-type: none"> <li>To provide for minimum transparency, it is proposed to mandate that the KPIs agreed as performance metrics for CEOs: <ul style="list-style-type: none"> <li>Be published in council meeting minutes as soon as they are agreed prior to (before the start of the annual period)</li> </ul> </li> </ul>	<p><b><u>Current Local Government Position</u></b> There is currently no advocacy position in relation to Item 3.5.</p> <p><b>Comment</b> In principle, this proposal has some merit and would be particularly effective if all CEO KPIs</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<p>termination require that a local government must review the performance of the CEO against contractual performance criteria.</p> <ul style="list-style-type: none"> <li>Additional performance criteria can be used for performance review by agreement between both parties.</li> </ul>	<ul style="list-style-type: none"> <li>The KPIs and the results be published in the minutes of the performance review meeting (at the end of the period)</li> <li>The CEO has a right to provide written comments to be published alongside the KPIs and results to provide context as may be appropriate (for instance, the impact of events in that year that may have influenced the results against KPIs).</li> </ul>	<p>consistently reflect Strategic Community Plans and Corporate Business Plans of Local Governments, together with KPIs reflective of the CEO's statutory functions under Section 5.41 of the Act. This approach would inform the community of the CEO's performance related to the strategic direction and operational function of the Local Government.</p> <p>In practice, the drafting of statutory provisions will require sensitive consideration of certain KPIs i.e. those relating to issues affecting the workplace or identified risk-based concerns, to reflect the way Audit Committees currently deal with some internal control, risk and legislative compliance issues confidentially. This approach will protect the interests of Local Governments and other parties associated with such KPIs. It would be prudent for exemptions to be provided, based on matters of confidentiality.</p> <p>The proposed reforms and recent Act amendments signal a clear intent to permit closer community involvement and scrutiny of Local Government. However, negative consequences are likely if Local Government Council's responsibility as the employing authority of the CEO became blurred due to perceived community entitlement to comment, question and influence KPIs and the performance review process.</p> <p>Additionally, the publication of CEO KPI's will elevate this employment position to a high degree of public scrutiny seldom evident in the public or private sector, if at all. It is worth investigating whether the proposed reforms</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>considered whether this factor could impact on the recruitment of CEO's, particularly from outside the Local Government sector.</p> <p>The results of performance reviews should be confidential information between the employer and employee and should not be published and should remain within the confidential human resource records of the organisation.</p> <p><b>Recommendation</b></p> <ol style="list-style-type: none"> <li>1. <b>Conditionally Support the reporting of CEO KPIs that are consistent with the strategic direction and operational function of the Local Government, subject to exemptions for publishing KPI's of a confidential nature;</b></li> <li>2. <b>Do not support the results of performance reviews being published.</b></li> </ol>

#### Theme 4: Stronger Local Democracy and Community Engagement

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<b>4.1 Community and Stakeholder Engagement Charters</b>		
<ul style="list-style-type: none"> <li>There is currently no requirement for local governments to have a specific engagement charter or policy.</li> <li>Many local governments have introduced charters or policies for how they will engage with their community.</li> <li>Other States have introduced a specific</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to introduce a requirement for local governments to prepare a community and stakeholder engagement charter which sets out how local government will communicate processes and decisions with their community.</li> <li>A model Charter would be published to assist</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Items 4.1 and 4.2 <b><u>generally align</u></b> with Advocacy Position 2.6.34 - 'Support responsive, aspirational and innovative community engagement principles'</p> <p><i>The Local Government sector supports:</i></p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<p>requirement for engagement charters.</p>	<p>local governments who wish to adopt a standard form.</p>	<p>1. <i>Responsive, aspirational and innovative community engagement principles</i>  2. <i>Encapsulation of aims and principles in a community engagement policy, and</i>  3. <i>The option of hosting an Annual Community Meeting to present on past performance and outline future prospects and plans.</i></p> <p><b>Comment</b>  As indicted in Item 4.1 commentary, many Local Governments have already developed stakeholder engagement charters, or similar engagement strategies, that reflect their unique communities of interest. The development of guidance by the DLGSC, based on standards such as the International Standard for Public Participation practice, is supported in favour of taking a prescriptive approach or conducting a survey for the sake of a survey.</p> <p>Item 4.2 has potential to provide benchmarking of community satisfaction levels across Band 1 and 2 Local Governments.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>
<b>4.2 Ratepayer Satisfaction Surveys (Band 1 and 2 local governments only)</b>		
<ul style="list-style-type: none"> <li>Many local governments already commission independent surveying consultants to hold a satisfaction survey of residents/ratepayers.</li> <li>These surveys provide valuable data on the performance of local governments.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to introduce a requirement that every four years, all local governments in bands 1 and 2 hold an independently-managed ratepayer satisfaction survey.</li> <li>Results would be required to be reported publicly at a council meeting and published on</li> </ul>	<p>As above</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p>the local government's website.</p> <ul style="list-style-type: none"> <li>All local governments would be required to publish a response to the results.</li> </ul>	
<b>4.3 Introduction of Preferential Voting</b>		
<ul style="list-style-type: none"> <li>The current voting method for local government elections is first past the post.</li> <li>The existing first-past-the-post does not allow for electors to express more than one preference.</li> <li>The candidate with the most votes wins, even if that candidate does not have a majority.</li> <li>Preferential voting better captures the precise intentions of voters and as a result may be regarded as a fairer and more representative system. Voters have more specific choice.</li> </ul>	<ul style="list-style-type: none"> <li>Preferential voting is proposed be adopted as the method to replace the current first past the post system in local government elections.</li> <li>In preferential voting, voters number candidates in order of their preferences.</li> <li>Preferential voting is used in State and Federal elections in Western Australia (and in other states). This provides voters with more choice and control over who they elect.</li> <li>All other states use a form of preferential voting for local government.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 4.3 <b><u>does not align</u></b> with Advocacy Position 2.5.1 – ‘First Past the Post voting system’</p> <p><i>The Local Government sector supports:</i></p> <ol style="list-style-type: none"> <li><i>Four year terms with a two year spill</i></li> <li><i>Greater participation in Local Government elections</i></li> <li><i>The option to hold elections through:</i> <ul style="list-style-type: none"> <li><i>Online voting</i></li> <li><i>Postal voting, and</i></li> <li><i>In-person voting</i></li> </ul> </li> <li><i>Voting at Local Government elections to be voluntary</i></li> <li><i>The first past the post method of counting votes</i></li> </ol> <p><b>Comment</b></p> <p>It should be noted that the sector's advocacy against compulsory voting and “All in All out” 4 year terms has been successful and these items are not included in the reform proposals.</p> <p>The introduction of preferential voting will be a return to the system of voting prior to the <i>Local Government Act 1995</i>. The Local Government Advisory Board reported on voting systems in 2006 (<i>‘Local Government Structural Reform in Western Australia: Ensuring the Future Sustainability of Communities’</i>) and provided the following comments in support of both first past</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>the post voting and preferential voting:  <i>‘Comments in support of retaining first past the post include:</i></p> <ul style="list-style-type: none"> <li><i>• Quick to count. Preferential voting is time consuming to count.</i></li> <li><i>• Easily understood.</i></li> <li><i>• Removes politics out of campaigning. Preferential will encourage alliances formed for the distribution of preferences and party politics into local government.</i></li> <li><i>• Preferential voting allows election rigging through alliances or ‘dummy’ candidates.</i></li> <li><i>• In a preferential system, the person that receives the highest number of first preference votes does not necessarily get elected.’</i></li> </ul> <p><i>‘Comments in support of replacing first past the post include:</i></p> <ul style="list-style-type: none"> <li><i>• Preferential voting is more democratic and removes an area of confusion.</i></li> <li><i>• Preferential voting ensures that the most popular candidates are elected who best reflect the will of the voters.</i></li> <li><i>• Preferential system should be introduced. In FPP elections, candidates work together to get votes for each other. Preferential would make it more difficult for this practice to take place.</i></li> <li><i>• FPP does not adequately reflect the wishes of electors when there are three candidates or more.</i></li> <li><i>• FPP is unsuitable when there is more than one vacancy.</i></li> <li><i>• Allows for a greater representation from a range of interest groups and prevents domination of elections by mainstream party politics.’</i></li> </ul> <p>The Sector supports first past the post voting for</p>



CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>its simplicity and fundamental apolitical nature, therefore the proposed reforms are not supported. Feedback is sought to ensure the advocacy position for first past the post elections remains the preferred option.</p> <p><b>Recommendation</b>  <b>Not currently supported - Local Government feedback requested</b></p>
<b>4.4 Public Vote to Elect the Mayor and President</b>		
<ul style="list-style-type: none"> <li>The Act currently allows local governments to have the Presiding Member (the Mayor or President) elected either: <ul style="list-style-type: none"> <li>by the electors of the district through a public vote; or</li> <li>by the council as a resolution at a council meeting.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Mayors and Presidents of all local governments perform an important public leadership role within their local communities.</li> <li>Band 1 and 2 local governments generally have larger councils than those in bands 3 and 4.</li> <li>Accordingly, it is proposed that the Mayor or President for all band 1 and 2 councils is to be elected through a vote of the electors of the district. Councils in bands 3 and 4 would retain the current system.</li> <li>A number of Band 1 and Band 2 councils have already moved towards Public Vote to Elect the Mayor and President in recent years, including City of Stirling and City of Rockingham.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 4.4 <b><u>does not align</u></b> with Advocacy Position 2.5.2 - 'Election of Mayors and Presidents be at the discretion of Local Government.'</p> <p><i>Local Governments should determine whether their Mayor or President will be elected by the Council or elected by the community.</i></p> <p><b>Comment</b>  There are 43 Band 1 and 2 Local Governments with 22 popularly electing the Mayor or President:  Band 1 - 15  Band 2 - 7</p> <p>The remaining 21 Local Governments have a Council-elected Mayor or President. The cited examples of the City of Rockingham and City of Stirling electors determining by referendum to change the process for electing the Mayor are examples of the current system working as</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>intended. There is no evidence of elector support for uniform direct election of Mayors.</p> <p><b>Recommendation</b></p> <p><b>Not currently supported - Local Government feedback requested</b></p>
<b>4.5 Tiered Limits on the Number of Councillors</b>		
<ul style="list-style-type: none"> <li>The number of councillors (between 5-15 councillors) is decided by each local government, reviewed by the Local Government Advisory Board, and if approved by the Minister.</li> <li>The Panel Report recommended electoral reforms to improve representativeness.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed to limit the number of councillors based on the population of the entire local government.</li> <li>Some smaller local governments have already been moving to having smaller councils to reduce costs for ratepayers.</li> <li>The <a href="#">Local Government Panel Report</a> proposed: <ul style="list-style-type: none"> <li>For a population of up to 5,000 – five councillors (including the President)</li> <li>population of between 5,000 and 75,000 – five to nine councillors (including the Mayor/President)</li> <li>population of above 75,000 – nine to fifteen councillors (including Mayor).</li> </ul> </li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 4.5 <b>does not align</b> with Advocacy Position 2.5.1 – ‘<i>Councils consist of between six and 15 (including the Mayor/President)</i>’</p> <p><i>Local Governments being enabled to determine the number of Elected Members required on the Council between six and 15 (including the Mayor/President)</i></p> <p><b>Comment</b></p> <p>The proposed reform to restrict Local Governments with populations under 5,000 to 5 Council Members does not reflect the varied communities of interest within this grouping. Some Local Governments are essentially regional centres such as the Shires of Katanning (9), Dandaragan (9), Merredin (9), Moora (9) and Northampton (9) (current Councillor numbers bracketed). Local Governments such as the Shire of Ngaanyatjaraku (9) manage substantial land areas, manage isolated communities such as the Shire of Meekatharra (7) and culturally diverse communities such as the Shire of Christmas Island (9). Some Local Governments with populations up to 5,000 warrant a greater</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>number of Councillors to effectively share the representative role that Council Members play within their communities.</p> <p>The additional proposed reforms in population categories over 5,000 generally reflect the current Councillor numbers.</p> <p><b>Recommendation</b></p> <p><b>Recommend 5 to 7 Council Members for populations up to 5,000 and support the remaining proposed reforms.</b></p>
<b>4.6 No Wards for Small Councils (Band 3 and 4 Councils only)</b>		
<ul style="list-style-type: none"> <li>• A local government can make an application to be divided into wards, with councillors elected to those wards.</li> <li>• Only about 10% of band 3 and 4 local governments currently have wards.</li> </ul>	<ul style="list-style-type: none"> <li>• It is proposed that the use of wards for councils in bands 3 and 4 is abolished.</li> <li>• Wards increase the complexity of elections, as this requires multiple versions of ballot papers to be prepared for a local government's election.</li> <li>• In smaller local governments, the population of wards can be very small.</li> <li>• These wards often have councillors elected unopposed, or elect a councillor with a very small number of votes. Some local governments have ward councillors elected with less than 50 votes.</li> <li>• There has been a trend in smaller local governments looking to reduce the use of wards, with only 10 councils in bands 3 and 4 still having wards.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>There are no advocacy positions in relation to Items 4.6, 4.7, 4.8 or 4.9.</p> <p><b>Comment</b></p> <p>The proposed reform to discontinue wards in Band 3 and 4 Local Governments brings alignment with the majority and provides that affected Local Governments will no longer have to conduct 8 year ward reviews or make representation to the Local Government Advisory Board to revert to a no wards system.</p> <p>Remaining proposed reforms will improve and clarify election processes.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>

4.7 Electoral Reform – Clear Lease Requirements for Candidate and Voter Eligibility		
<ul style="list-style-type: none"> <li>• A person with a lease in a local government district is eligible to nominate as a candidate in that district.</li> <li>• A person with a lease in a local government district is eligible to apply to vote in that district.</li> <li>• The City of Perth Inquiry Report identified a number of instances where dubious lease arrangements put to question the validity of candidates in local government elections, and subsequently their legitimacy as councillors.</li> </ul>	<ul style="list-style-type: none"> <li>• Reforms are proposed to prevent the use of “sham leases” in council elections. Sham leases are where a person creates a lease only to be able to vote or run as a candidate for council.</li> <li>• The City of Perth Inquiry Report identified sham leases as an issue.</li> <li>• Electoral rules are proposed to be strengthened:                         <ul style="list-style-type: none"> <li>○ A minimum lease period of 12 months will be required for anyone to register a person to vote or run for council.</li> <li>○ Home based businesses will not be eligible to register a person to vote or run for council, because any residents are already the eligible voter(s) for that address.</li> <li>○ Clarifying the minimum criteria for leases eligible to register a person to vote or run for council.</li> </ul> </li> <li>• The reforms would include minimum lease periods to qualify as a registered business (minimum of 12 months), and the exclusion of home based businesses (where the resident is already eligible) and very small sub-leases.</li> <li>• The basis of eligibility for each candidate (e.g. type of property and suburb of property) is proposed to be published, including in the candidate pack for electors.</li> </ul>	As above
4.8 Reform of Candidate Profiles		

## Local Government Reform – Consultation on Proposed Reforms

<ul style="list-style-type: none"> <li>• Candidate profiles can only be 800 characters, including spaces. This is equivalent to approximately 150 words.</li> </ul>	<ul style="list-style-type: none"> <li>• Further work will be undertaken to evaluate how longer candidate profiles could be accommodated.</li> <li>• Longer candidate profiles would provide more information to electors, potentially through publishing profiles online.</li> <li>• It is important to have sufficient information available to assist electors make informed decisions when casting their vote.</li> </ul>	As above
<b>4.9 Minor Other Electoral Reforms</b>		
<ul style="list-style-type: none"> <li>• Other minor reforms are proposed to improve local government elections.</li> </ul>	<ul style="list-style-type: none"> <li>• Minor other electoral reforms are proposed to include: <ul style="list-style-type: none"> <li>○ The introduction of standard processes for vote re-counts if there is a very small margin between candidates (e.g. where there is a margin of less than 10 votes a recount will always be required)</li> <li>○ The introduction of more specific rules concerning local government council candidates' use of electoral rolls.</li> </ul> </li> </ul>	As above

## Theme 5: Clear Roles and Responsibilities

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<b>5.1 Introduce Principles in the Act</b>		
<ul style="list-style-type: none"> <li>• The Act does not currently outline specific principles.</li> <li>• The Act contains a short "Content and Intent" section only.</li> <li>• The Panel Report recommended greater articulation of principles</li> </ul>	<ul style="list-style-type: none"> <li>• It is proposed to include new principles in the Act, including: <ul style="list-style-type: none"> <li>○ The recognition of Aboriginal Western Australians</li> <li>○ Tiering of local governments (with bands being as assigned by the Salaries and Allowances Tribunal)</li> </ul> </li> </ul>	<p><b><u>Current Local Government Position</u></b>  Item 5.1 <u>generally aligns</u> with Advocacy Position 2.6 - Legislative Intent  <i>Provide flexible, principles-based legislative framework.</i></p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<ul style="list-style-type: none"> <li>Community Engagement</li> <li>Financial Management.</li> </ul>	
<b>5.2 Greater Role Clarity</b>		
<ul style="list-style-type: none"> <li>The Act provides for the role of council, councillor, mayor or president and CEO.</li> <li>The role of the council is to: <ul style="list-style-type: none"> <li>govern the local government's affairs</li> <li>be responsible for the performance of the local government's functions.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>The <a href="#">Local Government Act Review Panel</a> recommended that roles and responsibilities of elected members and senior staff be better defined in law.</li> <li>It is proposed that these roles and responsibilities are further defined in the legislation.</li> <li>These proposed roles will be open to further consultation and input.</li> <li>These roles would be further strengthened through <b>Council Communications Agreements</b> (see item 5.3).</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 5.2 <b><u>aligns</u></b> with Advocacy Position 2.6.36 - 'Roles and Responsibilities'</p> <p><i>That clarification of roles and responsibilities for Mayors/ Presidents, Councillors and CEOs be reviewed to ensure that there is no ambiguity.</i></p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>
	<p><b>5.2.1 - Mayor or President Role</b></p> <ul style="list-style-type: none"> <li>It is proposed to amend the Act to specify the roles and responsibilities of the Mayor or President.</li> <li>While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the Mayor or President is responsible for: <ul style="list-style-type: none"> <li>Representing and speaking on behalf of the whole council and the local government, at all times being consistent with the resolutions of council</li> <li>Facilitating the democratic decision-making of council by presiding at council meetings in accordance with the Act</li> <li>Developing and maintaining professional working relationships between councillors</li> </ul> </li> </ul>	<p>As above</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p>and the CEO</p> <ul style="list-style-type: none"> <li>○ Performing civic and ceremonial duties on behalf of the local government</li> <li>○ Working effectively with the CEO and councillors in overseeing the delivery of the services, operations, initiatives and functions of the local government.</li> </ul>	
	<p><b>5.2.2 - Council Role</b></p> <ul style="list-style-type: none"> <li>• It is proposed to amend the Act to specify the roles and responsibilities of the Council, which is the entity consisting of all of the councillors and led by the Mayor or President.</li> <li>• While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the Council is responsible for: <ul style="list-style-type: none"> <li>○ Making significant decisions and determining policies through democratic deliberation at council meetings</li> <li>○ Ensuring the local government is adequately resourced to deliver the local governments operations, services and functions - including all functions that support informed decision-making by council</li> <li>○ Providing a safe working environment for the CEO;</li> <li>○ Providing strategic direction to the CEO;</li> <li>○ Monitoring and reviewing the performance of the local government.</li> </ul> </li> </ul>	<p>As above</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p><b>5.2.3 - Elected Member (Councillor) Role</b></p> <ul style="list-style-type: none"> <li>• It is proposed to amend the Act to specify the roles and responsibilities of all elected councillors.</li> <li>• While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that every elected councillor is responsible for: <ul style="list-style-type: none"> <li>○ Considering and representing, fairly and without bias, the current and future interests of all people who live, work and visit the district (including for councillors elected for a particular ward)</li> <li>○ Positively and fairly contribute and apply their knowledge, skill, and judgement to the democratic decision-making process of council</li> <li>○ Applying relevant law and policy in contributing to the decision-making of the council</li> <li>○ Engaging in the effective forward planning and review of the local governments' resources, and the performance of its operations, services, and functions</li> <li>○ Communicating the decisions and resolutions of council to stakeholders and the public</li> <li>○ Developing and maintaining professional working relationships with all other councillors and the CEO</li> <li>○ Maintaining and developing their knowledge and skills relevant to local government</li> </ul> </li> </ul>	<p>As above</p>



CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<ul style="list-style-type: none"> <li>○ Facilitating public engagement with local government.</li> <li>• It is proposed that elected members should not be able to use their title (e.g. “Councillor”, “Mayor”, or “President”) and associated resources of their office (such as email address) unless they are performing their role in their official capacity.</li> </ul>	
	<p><b>5.2.4 - CEO Role</b></p> <ul style="list-style-type: none"> <li>• The <i>Local Government Act 1995</i> requires local governments to employ a CEO to run the local government administration and implement the decisions of council.</li> <li>• To provide greater clarity, it is proposed to amend the Act to specify the roles and responsibilities of all local government CEOs.</li> <li>• While input and consultation will inform precise wording, it is proposed that the Act is amended to generally outline that the CEO of a local government is responsible for:               <ul style="list-style-type: none"> <li>○ Coordinating the professional advice and assistance necessary for all elected members to enable the council to perform its decision-making functions</li> <li>○ Facilitating the implementation of council decisions</li> <li>○ Ensuring functions and decisions lawfully delegated by council are managed prudently on behalf of the council</li> <li>○ Managing the effective delivery of the services, operations, initiatives and functions of the local government determined by the council</li> </ul> </li> </ul>	<p>As above</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<ul style="list-style-type: none"> <li>○ Providing timely and accurate information and advice to all councillors in line with the Council Communications Agreement (see item 5.3)</li> <li>○ Overseeing the compliance of the operations of the local government with State and Federal legislation on behalf of the council</li> <li>○ Implementing and maintaining systems to enable effective planning, management, and reporting on behalf of the council.</li> </ul>	

### 5.3 Council Communication Agreements

<ul style="list-style-type: none"> <li>• The Act provides that council and committee members can have access to any information held by the local government that is relevant to the performance of the member in their functions.</li> <li>• The availability of information is sometimes a source of conflict within local governments.</li> </ul>	<ul style="list-style-type: none"> <li>• In State Government, there are written Communication Agreements between Ministers and agencies that set standards for how information and advice will be provided.</li> <li>• It is proposed that local governments will need to have Council Communications Agreements between the council and the CEO.</li> <li>• These Council Communication Agreements would clearly specify the information that is to be provided to councillors, how it will be provided, and the timeframes for when it will be provided.</li> <li>• A template would be published by DLGSC. This default template will come into force if a council and CEO do not make a specific other agreement within a certain timeframe following any election.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>There is no advocacy position in relation to Item 5.3.</p> <p><b><u>Comment</u></b></p> <p>The availability of information not already in the public domain to Councillors under Section 5.92 of the Act can become contentious in the absence of a clear statement in support of the function the Council Member is performing. This can place CEO's in the invidious position of ruling on the availability of a record of the Local Government, when it is also their function under Section 5.41(h) of the Act to <i>'ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law'</i>.</p> <p>Consistent availability of information motivates this proposed reform and it does not appear that</p>
--	--	---

		<p>individual Council Communication Agreements will be a means to that end. There is a better case for a uniform approach in the form of a regulated Agreement, in much the same way that the Communication Agreements between Ministers and agencies are based on provisions of the <i>Public Sector Management Act 1994</i>.</p> <p><b>Recommendation</b></p> <p><b>Support a consistent, regulated Communications Agreement.</b></p>
<b>5.4 Local Governments May Pay Superannuation Contributions for Elected Members</b>		
<ul style="list-style-type: none"> <li>Elected members are eligible to receive sitting fees or an annual allowance.</li> <li>Superannuation is not paid to elected members. However, councillors can currently divert part of their allowances to a superannuation fund.</li> <li>Councils should be reflective and representative of the people living within the district. Local governments should be empowered to remove any barriers to the participation of gender and age diverse people on councils.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that local governments should be able to decide, through a vote of council, to pay superannuation contributions for elected members. These contributions would be additional to existing allowances.</li> <li>Superannuation is widely recognised as an important entitlement to provide long term financial security.</li> <li>Other states have already moved to allow councils to make superannuation contributions for councillors.</li> <li>Allowing council to provide superannuation is important part of encouraging equality for people represented on council – particularly for women and younger people.</li> <li>Providing superannuation to councillors recognises that the commitment to elected office can reduce a person's opportunity to undertake employment and earn superannuation contributions.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>There is no advocacy position in relation to Item 5.4.</p> <p><b>Comment</b></p> <p>WALGA was in the process of consulting with the sector when this reform was announced. The feedback to date from Local Governments varied. The proposed discretionary approach will permit Local Governments to exercise general competence powers to make their own determination on paying superannuation to Council Members.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>

5.5 Local Governments May Establish Education Allowances		
<ul style="list-style-type: none"> <li>Local government elected members must complete mandatory training.</li> <li>There is no specific allowance for undertaking further education.</li> </ul>	<ul style="list-style-type: none"> <li>Local governments will have the option of contributing to the education expenses for councillors, up to a defined maximum value, for tuition costs for further education that is directly related to their role on council.</li> <li>Councils will be able to decide on a policy for education expenses, up to a maximum yearly value for each councillor. Councils may also decide not to make this entitlement available to elected members.</li> <li>Any allowance would only be able to be used for tuition fees for courses, such as training programs, diplomas, and university studies, which relate to local government.</li> <li>Where it is made available, this allowance will help councillors further develop skills to assist with making informed decisions on important questions before council, and also provide professional development opportunities for councillors.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 5.5 <b><u>generally aligns</u></b> with Advocacy Position 2.8 - Elected Member Training</p> <p><i>Support Local Governments being required to establish an Elected Member Training Policy to encourage training and include budgetary provision of funding for Elected Members;</i></p> <p><b>Comment</b></p> <p>The proposal augments recent Act amendments that require Local Governments to adopt a professional development policy for Council Members. Many Local Governments now budget for training requirements that align with the policy statement.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>

5.6 Standardised Election Caretaker period		
<ul style="list-style-type: none"> <li>There is currently no requirement for a formal caretaker period, with individual councils operating under their own policies and procedures.</li> <li>This is commonly a point of public confusion.</li> </ul>	<ul style="list-style-type: none"> <li>A statewide caretaker period for local governments is proposed.</li> <li>All local governments across the State would have the same clearly defined election period, during which:                             <ul style="list-style-type: none"> <li>Councils do not make major decisions with criteria to be developed defining 'major'</li> <li>Incumbent councillors who nominate for re-election are not to represent the local government, act on behalf of the council, or use local government resources to support campaigning activities.</li> <li>There are consistent election conduct rules for all candidates.</li> </ul> </li> </ul>	<p><b><u>Current Local Government Position</u></b> There is no advocacy position in relation to Item 5.6</p> <p><b>Comment</b> WALGA developed a template Caretaker Policy in 2017 on request for a consistent approach. There are no known instances where Caretaker Policy have led to unforeseen or unmanageable consequences impacting on decision-making functions.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>

5.7 Remove WALGA from the Act		
<ul style="list-style-type: none"> <li>The Western Australian Local Government Association (WALGA) is constituted under the <i>Local Government Act 1995</i>.</li> <li>The Local Government Panel Report and the Select Committee Report included this recommendation.</li> </ul>	<ul style="list-style-type: none"> <li>The <a href="#">Local Government Panel Report</a> recommended that WALGA not be constituted under the <i>Local Government Act 1995</i>.</li> <li>Separating WALGA out of the Act will provide clarity that WALGA is not a State Government entity.</li> </ul>	<p><b><u>Current Local Government Position</u></b> There is no advocacy position in relation to Item 5.7.</p> <p><b><u>Comment</u></b> WALGA is conducting its own due diligence on this proposal, previously identified in the Local Government Review Panel Report. The outcome of this reform would require a transition of WALGA from a body constituted under the Act to an incorporated association. It is important to the Local Government sector that the provisions relating to the mutual self-insurance scheme and tender exempt prequalified supply panels remain in the Act and are not affected by this proposal. Further work is being carried out by WALGA to fully understand the effect this proposal will have on WALGA and the sector.</p> <p><b><u>Recommendation</u></b>  <b>WALGA to undertake its due diligence on this proposal and advise the sector accordingly.</b></p>

5.8 CEO Recruitment		
<ul style="list-style-type: none"> <li>Recent amendments introduced provisions to standardise CEO recruitment.</li> <li>The recruitment of a CEO is a very important decision by a local government.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that DLGSC establishes a panel of approved panel members to perform the role of the independent person on CEO recruitment panels.</li> <li>Councils will be able to select an independent person from the approved list.</li> <li>Councils will still be able to appoint people outside of the panel with the approval of the Inspector.</li> </ul>	<p><b><u>Current Local Government Position</u></b> There is no advocacy position in relation to Item 5.8.</p> <p><b>Comment</b> The proposed reform augments the CEO Standards in relation to recruitment introduced in February 2021.</p> <p><b>Recommendation</b>  <b>Supported</b></p>

## Theme 6: Improved Financial Management and Reporting

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
6.1 Model Financial Statements and Tiered Financial Reporting		
<ul style="list-style-type: none"> <li>The financial statements published in the Annual Report is the main financial reporting currently published by local governments.</li> <li>Reporting obligations are the same for large (Stirling, Perth, Fremantle) and small (Sandstone, Wiluna, Dalwallinu) local governments, even though they vary significantly in complexity.</li> <li>The Office of the Auditor General has said that some existing reporting requirements are unnecessary or onerous - for instance, information that is not relevant to certain local governments, or that is a duplicate of other published information.</li> </ul>	<ul style="list-style-type: none"> <li>The Minister strongly believes in transparency and accountability in local government. The public rightly expects the highest standards of integrity, good governance, and prudent financial management in local government.</li> <li>It is critically important that clear information about the financial position of local governments is openly available to ratepayers. Financial information also supports community decision-making about local government services and projects.</li> <li>Local governments differ significantly in the complexity of their operations. Smaller local governments generally have much less operating complexity than larger local governments.</li> <li>The Office of the Auditor General has identified opportunities to improve financial</li> </ul>	<p><b><u>Current Local Government Position</u></b> Items 6.1 and 6.2 <b>generally align</b> with Advocacy Position 2.6 – Support a size and scale compliance regime and Advocacy Position 2.6.24 – Financial Management and Procurement.</p> <p><i>The Local Government sector:</i></p> <ol style="list-style-type: none"> <li>1. Requests the Minister for Local Government to direct the Department of Local Government to prepare a Model set of Financial Statements and Annual Budget Statements for the Local Government sector, in consultation with the Office of the Auditor General.</li> <li>2. Requests the Department of Local Government to re-assess the amount of detail required to be included in annual financial reports, in particular for small and medium sized entities as suggested by the Office of Auditor General.</li> </ol>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p>reporting, to make statements clearer, and reduce unnecessary complexity.</p> <ul style="list-style-type: none"> <li>• Recognising the difference in the complexity of smaller and larger local governments, it is proposed that financial reporting requirements should be tiered – meaning that larger local governments will have greater financial reporting requirements than smaller local governments.</li> <li>• It is proposed to establish standard templates for <b>Annual Financial Statements</b> for band 1 and 2 councils, and simpler, clearer financial statements for band 3 and 4.</li> <li>• <b>Online Registers</b>, updated quarterly (see item 3.4), would provide faster and greater transparency than current annual reports. Standard templates will be published for use by local governments.</li> <li>• <b>Simpler Strategic and Financial Planning</b> (item 6.2) would also improve the budgeting process.</li> </ul>	<p><b>Comment</b></p> <p>The Sector has a long-standing position for a broad review of the financial management and reporting provisions of the Act, which remain largely unchanged since commencing in 1996.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>
<b>6.2 Simplify Strategic and Financial Planning</b>		
<ul style="list-style-type: none"> <li>• Requirements for plans are outlined in the Local Government Financial Management and Administration Regulations.</li> <li>• There is also the Integrated Planning and Reporting (IPR) framework.</li> <li>• While many councils successfully apply IPR to their budgeting and reporting, IPR may seem complicated or difficult, especially for smaller local governments.</li> </ul>	<ul style="list-style-type: none"> <li>• Having clear information about the finances of local government is an important part of enabling informed public and ratepayer engagement and input to decision-making.</li> <li>• The framework for financial planning should be based around information being clear, transparent, and easy to understand for all ratepayers and members of the public.</li> <li>• In order to provide more consistency and clarity across the State, it is proposed that greater use of templates is introduced to make planning</li> </ul>	<p>As above</p>



CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p>and reporting clearer and simpler, providing greater transparency for ratepayers.</p> <ul style="list-style-type: none"> <li>Local governments would be required to adopt a standard set of plans, and there will be templates published by the DLGSC for use or adaption by local governments.</li> <li>It is proposed that the plans that are required are: <ul style="list-style-type: none"> <li>Simplified <b>Council Plans</b> that replace existing Strategic Community Plans and set high-level objectives, with a new plan required at least every eight years. These will be short-form plans, with a template available from the DLGSC</li> <li>Simplified <b>Asset Management Plans</b> to consistently forecast costs of maintaining the local government's assets. A new plan will be required at least every ten years, though local governments should update the plan regularly if the local government gains or disposes of major assets (e.g. land, buildings, or roads). A template will be provided, and methods of valuations will be simplified to reduce red tape</li> <li>Simplified <b>Long Term Financial Plans</b> will outline any long term financial management and sustainability issues, and any investments and debts. A template will be provided, and these plans will be required to be reviewed in detail at least every four years</li> <li>A new <b>Rates and Revenue Policy</b> (see item 6.3) that identifies the approximate value of rates that will need to be collected</li> </ul> </li> </ul>	

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
	<p>in future years (referencing the Asset Management Plan and Long Term Financial Plan) – providing a forecast to ratepayers (updated at least every four years)</p> <ul style="list-style-type: none"> <li>○ The use of simple, one-page <b>Service Proposals</b> and <b>Project Proposals</b> that outline what proposed services or initiatives will cost, to be made available through council meetings. These will become <b>Service Plans</b> and <b>Project Plans</b> added to the yearly budget if approved by council. This provides clear transparency for what the functions and initiatives of the local government cost to deliver. Templates will be available for use by local governments.</li> </ul>	
<b>6.3 Rates and Revenue Policy</b>		
<ul style="list-style-type: none"> <li>• Local governments are not required to have a rates and revenue policy.</li> <li>• Some councils defer rate rises, resulting in the eventual need to drastically raise rates to cover unavoidable costs – especially for the repair of infrastructure.</li> </ul>	<ul style="list-style-type: none"> <li>• The Rates and Revenue Policy is proposed to increase transparency for ratepayers by linking rates to basic operating costs and the minimum costs for maintaining essential infrastructure.</li> <li>• A Rates and Revenue Policy would be required to provide ratepayers with a forecast of future costs of providing local government services.</li> <li>• The Policy would need to reflect the Asset Management Plan and the Long Term Financial Plan (see item 6.2), providing a forecast of what rates would need to be, to cover unavoidable costs.</li> <li>• A template would be published for use or adaption by all local governments.</li> <li>• The <a href="#">Local Government Panel Report</a> included this recommendation.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 6.3 <b><u>generally aligns</u></b> with Advocacy Position 2.1.6 - Rate Setting and WALGA's <a href="#">Rate Setting Policy Statement</a>.</p> <p><i>Councils' deliberative rate setting processes reference their Integrated Planning Framework – a thorough strategic, financial and asset management planning process – and draw upon the community's willingness and capacity to pay.</i></p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<b>6.4 Monthly Reporting of Credit Card Statements</b>		
<ul style="list-style-type: none"> <li>No legislative requirement.</li> <li>Disclosure requirements brought in by individual councils have shown significant reduction of expenditure of funds.</li> </ul>	<ul style="list-style-type: none"> <li>The statements of a local government's credit cards used by local government employees will be required to be tabled at council at meetings on a monthly basis.</li> <li>This provides oversight of incidental local government spending.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>There is no advocacy position in relation to Item 6.4.</p> <p><b>Comment</b></p> <p>This proposed reform reflects widespread common practice for credit card transactions to be included in monthly financial reports and lists of accounts paid.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>
<b>6.5 Amended Financial Ratios</b>		
<ul style="list-style-type: none"> <li>Local governments are required to report seven ratios in their annual financial statements.</li> <li>These are reported on the MyCouncil website.</li> <li>These ratios are intended to provide an indication of the financial health of every local government.</li> </ul>	<ul style="list-style-type: none"> <li>Financial ratios will be reviewed in detail, building on work already underway by the DLGSC.</li> <li>The methods of calculating ratios and indicators will be reviewed to ensure that the results are accurate and useful.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 6.5 <b><u>aligns</u></b> with Advocacy Position 2.6.25 - Review and reduce financial ratios.</p> <p><i>Advocate to the Minister for Local Government to amend the Local Government (Financial Management) Regulations 1996 to prescribe the following ratios:</i></p> <ol style="list-style-type: none"> <li>Operating Surplus Ratio,</li> <li>Net Financial Liabilities Ratio,</li> <li>Debt Service Coverage Ratio, and</li> <li>Current Ratio.</li> </ol> <p><b>Recommendation</b></p> <p><b>Supported</b></p>
<b>6.6 Audit Committees</b>		

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
<ul style="list-style-type: none"> <li>Local governments must establish an Audit Committee that has three or more persons, with the majority to be council members.</li> <li>The Audit Committee is to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under the Act.</li> <li>The Panel Report identified that Audit Committees should be expanded, including to provide improved risk management.</li> </ul>	<ul style="list-style-type: none"> <li>To ensure independent oversight, it is proposed the Chair of any Audit Committee be required to be an independent person who is not on council or an employee of the local government.</li> <li>Audit Committees would also need to consider proactive risk management.</li> <li>To reduce costs, it is proposed that local governments should be able to establish shared Regional Audit Committees.</li> <li>The Committees would be able to include council members but would be required to include a majority of independent members and an independent chairperson.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 6.6 <b><u>does not align</u></b> with Advocacy Position 2.2.4 – Accountability and Audit</p> <p><i>That audit committees of Local Government, led and overseen by the Council, have a clearly defined role with an Elected Member majority and chair.</i></p> <p><b>Comment</b></p> <p>The Sector's view is well established, that the Council must maintain, and be seen by the community to have, majority involvement and investment in the purpose of an Audit Committee. There is sector support for some independent members on the Audit Committee, however not a majority.</p> <p>The dual effect of the proposed reform is to guarantee a place for a majority of independent persons on Audit Committees, with the additional requirement that an independent person Chair this Committee. Presently, not all Local Government Audit Committees are able to include an independent person. This may be for a variety of reasons not least of which is a lack of suitable, available candidates with the required qualification, skill and experience.</p> <p>It would be counter-productive if the proposed reforms led to the appointment of unsuitable independent persons to a skills-based role. The concept of Regional Audit Committees has apparent merit in this case but there is no detail regarding practicalities; for example, is the Regional Audit Committee intended to include the same independent persons who will meet</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>separately with each Local Government within the region?</p> <p>There is too little certainty that the imperative question of appropriate representation will be managed as a consequence of the proposed reforms for it to be supported.</p> <p>The proposal for the Audit Committees to also consider proactive risk management is supported.</p> <p><b>Recommendation</b></p> <ol style="list-style-type: none"> <li><b>1. Do not support majority independent members of the Audit Committee</b></li> <li><b>2. Support Audit Committees of Local Government with an Elected Member majority including independent members, and to consider proactive risk management issues.</b></li> </ol>
<b>6.7 Building Upgrade Finance</b>		
<ul style="list-style-type: none"> <li>The local government sector has sought reforms that would enable local governments to provide loans to property owners to finance for building improvements.</li> <li>This is not currently provided for under the Act.</li> <li>The Local Government Panel Report included this recommendation.</li> </ul>	<ul style="list-style-type: none"> <li>Reforms would allow local governments to provide loans to third parties for specific building improvements - such as cladding, heritage and green energy fixtures.</li> <li>This would allow local governments to lend funds to improve buildings within their district.</li> <li>Limits and checks and balances would be established to ensure that financial risks are proactively managed.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>Item 6.7 <b><u>aligns</u></b> with Advocacy Position 2.6.26 - Building Upgrade Finance.</p> <p><i>The Local Government Act 1995 should be amended to enable a Building Upgrade Finance mechanism in Western Australia.</i></p> <p><b>Comment</b></p> <p>Building Upgrade Finance would enable Local Governments to guarantee finance for building upgrades for non-residential property owners. In addition to building upgrades to achieve environmental outcomes, Local Governments have identified an opportunity to use this approach</p>

CURRENT REQUIREMENTS	PROPOSED REFORMS	COMMENTS
		<p>to finance general upgrades to increase the commercial appeal of buildings for potential tenants. In this way, BUF is viewed as means to encourage economic investment to meet the challenges of a soft commercial lease market and achieve economic growth.</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>
<b>6.8 Cost of Waste Service to be Specified on Rates Notices</b>		
<ul style="list-style-type: none"> <li>No requirement for separation of waste changes on rates notice.</li> <li>Disclosure will increase ratepayer awareness of waste costs.</li> <li>The Review Panel Report included this recommendation.</li> </ul>	<ul style="list-style-type: none"> <li>It is proposed that waste charges are required to be separately shown on rate notices (for all properties which receive a waste service).</li> <li>This would provide transparency and awareness of costs for ratepayers.</li> </ul>	<p><b><u>Current Local Government Position</u></b></p> <p>There is no advocacy position in relation to Item 6.8.</p> <p><b>Comment</b></p> <p>This proposed reform will require a relatively simple calculation,</p> <p><b>Recommendation</b></p> <p><b>Supported</b></p>

**CONFIDENTIAL ITEM**

**14.4 Confidential Item - Australia Day Awards 2021**

Council to consider Awards for the 2021 Community Service and 2021 Sportsperson of the Year Awards.

**Recommendation:**

**That Council endorse:**

- 1. the Community Service Award be presented as agreed**
- 2. the Sportsperson of the Year Award be presented as agreed**

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

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

### **15.1 Monthly Statement of Financial Activity – November 2021**

**File Reference:** ADM0075  
**Location:** Not Applicable  
**Applicant:** Not Applicable  
**Author:** Executive Manager Corporate Services  
**Disclosure of Interest:** Nil  
**Attachments:** Monthly Statements of Financial Activity for the period 1 November 2021 to 30 November 2021  
**Previous Reference:** Nil

#### **Summary**

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

The Monthly Statements of Financial Activity for the month of November 2021 are attached for Council consideration and adoption. This report now incorporates new Australian Accounting Standards Board (AASB) requirements effective from 1 July 2019. AASB 15 Revenue from Contracts with Customers (IFRS 15), AASB 1058 Income for Not-for Profit Entities, AASB 16 Lease replaces AASB 117 (IFRS 16).

#### **Background**

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

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

#### **Comment**

The Monthly Financial report has been prepared in accordance with statutory requirements and provides council with their financial position as at 30 November 2021.

#### **Consultation**

Nil

#### **Statutory Environment**

*Local Government Act 1995;*

*Local Government (Financial Management) Regulations 1996*

Section 34: Financial Reports to be Prepared

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

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



- (2) Each statement of financial activity is to be accompanied by documents containing -
- (a) An explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
  - (b) An explanation of each of the material variances referred to in sub regulation (1) (d); and
  - (c) Such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown -
- (a) According to nature and type classification;
  - (b) By program; or
  - (c) By business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), is to be -
- (a) Presented to the council -
    - (i) At the next ordinary meeting of the council following the end of the month to which the statement relates; or
    - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and
  - (b) Recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

### Policy Implications

There are no policy implications.

### Financial Implications

There are no significant trends or issues to be reported. The report and officer recommendation is consistent with Council's adopted Budget 2021/22.

### Strategic Implications

Goal 5	Innovation Leadership and Governance
Outcome 5.6	Financial systems are effectively managed
Strategy 5.6.1	Financial management and reporting systems are able to deliver on all administrative and management functions (including reporting) and long-term financial planning requirements

### Risk Implications

Risk		Failure to monitor the Shire's ongoing financial performance would increase the risk of a negative impact on the Shire's financial position. As the monthly report is a legislative requirement, non-compliance may result in a qualified audit.				
Risk Rating (Prior to Treatment or Control)		Low (2)				
Principal Risk Theme		Reputational / Legislative				
Risk Action Plan (Controls or Treatment Proposed)		Nil				
Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

**Voting Requirements**

Simple Majority

**Recommendation:**

**That with respect to the Monthly Statements of Financial Activity for the month ending 30 November 2021 be accepted and material variances be noted.**

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

**SHIRE OF PINGELLY**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 NOVEMBER 2021 TO 30 NOVEMBER 2021**

	2021/22 Adopted Budget \$	2021/22 YTD Budget \$	November 2021 YTD Actual \$
<b>1. ACQUISITION OF ASSETS</b>			
The following assets have been acquired during the period under review:			
<b><u>By Program</u></b>			
<b>Governance</b>			
<u>Administration</u>			
Furniture And Equipment	9,700	4,040	7219
<b>Recreation &amp; Culture</b>			
<u>Public Halls Civic Centres</u>			
Town Hall	39,565	16,485	0
Pingelly Central Driver Reviver Point - Town Hall	117,950	49,145	7704
Sulkies & Buggies	200,000	83,330	0
<u>Other Recreation &amp; Sport</u>			
Capex - Infra Parks & Ovals	219,250	219,249	190642
<u>Other Culture</u>			
Capex - Pracc Carpark And Drainage	53,801	22,415	34943
Pracc Lighting Project	150,000	62,500	0
Pracc Billboard Signs	15,000	6,250	0
<b>Transport</b>			
<b>Furniture &amp; Equipment</b>			
Furniture & Equipment Purchase - Schedule 12	10,000	4,165	0
<b>Bridges</b>			
Capex - Review Street Bridge # 5165 0.94Slk	212,122	88,375	0
Capex - Yealering-Pingelly Road Bridge	0	0	29526
<b>Roads Construction</b>			
Capex - Pemberton Street Drainage - Roads To	49,221	20,500	11615
Capex - North Bannister Pingelly Road Wheatbelt	50,000	20,830	0
Capex - York Williams Road Reseal 10Mm Agg			
21700M2 Slk 0.00 To 3.50 Slk	90,500	37,695	0
Capex - Yenellin Rd Reconstruction Of Road To A 7	160,000	66,655	6641
York - Williams Road - Rtr	36,210	15,075	0
Thompson Road Culverts - Council Constr	4,920	2,045	0
Pasture Street - Council Constr	29,064	12,105	0
Capex - Rrg Wickopin Pingelly Slk 7.9-9.0	260,500	108,530	4312
Review Street - Rtr	45,136	18,795	4800
<b>Footpath Construction</b>			
Footpaths - Construction	12,215	10,175	14790
<u>Road Plant Purchases</u>			
Right Of Use Asset - P & E	330,000	137,500	0
Capex - Psm01 Upgrade 2014 Holden Colorado	34,000	14,165	0
	2,129,154	1,020,024	312193

**SHIRE OF PINGELLY**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 NOVEMBER 2021 TO 30 NOVEMBER 2021**

**By Class**

Buildings	561,316	233,875	42647
Furniture & Equipment	34,700	14,455	7219
Right of Use Asset - P & E	330,000	137,500	0
Plant & Equipment	34,000	14,165	0
Infrastructure - Roads	725,551	302,230	27368
Infrastructure - Footpaths	12,215	10,175	14790
Infrastructure - Parks & Ovals	219,250	219,249	190642
	<u>2,129,154</u>	<u>1,020,024</u>	<u>312193</u>

## **15.2 Accounts Paid by Authority – November 2021**

**File Reference:** ADM0066  
**Location:** Not Applicable  
**Applicant:** Not Applicable  
**Author:** Finance  
**Officer Disclosure of Interest:** Nil  
**Attachments:** List of  
**Accounts Previous Reference:** Nil

### **Summary**

Council is requested to receive the list of accounts paid by authority for the month of November 2021.

### **Background**

In accordance with *Local Government (Financial Management) Regulations 1996 Clause 13 (1)* schedules of all payments made through Council's bank accounts are presented to the Committee and to Council.

### **Comment**

Unless otherwise identified, all payments have been made in accordance with Council's adopted 2020/21 Budget.

### **Consultation**

Nil

### **Statutory Environment**

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

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

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

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

(b) recorded in the minutes of that meeting.

### Policy Implications

There are no policy implications arising from this amendment.

### Financial Implications

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

### Strategic Implications

Goal 5	Innovation Leadership and Governance
Outcome 5.6	Financial systems are effectively managed
Strategy 5.6.1	Financial management and reporting systems are able to deliver on all administrative and management functions (including reporting) and long-term financial planning requirements

### Risk Implications

Risk	Failure to present a detailed listing of payments in the prescribed form would result in non-compliance with the Local Government (Financial Management) Regulations 1996, which may result in a qualified audit.
Risk Rating (Prior to Treatment or Control)	Low (2)
Principal Risk Theme	Reputational / Legislative
Risk Action Plan (Controls or Treatment Proposed)	Nil

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

### Voting Requirements

Simple Majority

### Recommendation:

**That Council receive the Accounts for Payments for November 2021 as authorised under delegated authority and in accordance with the Local Government (Financial Management) Regulations 1996:**

To 30 November 2021:

Municipal Account	\$189,953.93
Trust Licensing Account	\$35,056.40
Trust Account	\$530.00

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

SHIRE OF PINGELLY						
ACCOUNTS PAID PRESENTED FOR ENDORSEMENT NOVEMBER 2021						
EFT NUMBER	DATE	NAME	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
EFT8471	05/11/2021	BALLARD SEEDS	PLANT HIRE	1		82.50
INV 10087	06/10/2021	BALLARD SEEDS	WEED WIPER - REC GROUND MAINTENANCE		82.50	
EFT8472	05/11/2021	TELSTRA	TELEPHONE, INTERNET AND MOBILE CHARGES	1		700.41
INV 18102021	18/10/2021	TELSTRA	11/10/2021 TO 10/11/2021		700.41	
EFT8473	05/11/2021	HANSON CONSTRUCTION MATERIALS PTY LTD	CONCRETE FOR CULVERT REPAIRS, FOOTPATH CONSTRUCTION	1		4,710.75
INV 73576753	19/09/2021	HANSON CONSTRUCTION MATERIALS PTY LTD	FOOTPATH CONSTRUCTION - FPC1		998.25	
INV 73594068	26/09/2021	HANSON CONSTRUCTION MATERIALS PTY LTD	PAGE ROAD		1,485.00	
INV 73590000	26/09/2021	HANSON CONSTRUCTION MATERIALS PTY LTD	PAGE ROAD		2,227.50	
EFT8474	05/11/2021	THE WEST AUSTRALIAN	ADVERTISEMENT	1		500.00
INV 102803512021	30/09/2021	THE WEST AUSTRALIAN	18.8 X 3 SIZED ADVERTISEMENT IN NARROGIN OBSERVER - 26 AUGUST 2021		250.00	
INV 102803512021	30/09/2021	THE WEST AUSTRALIAN	18.8 X 3 SIZED ADVERTISEMENT IN NARROGIN OBSERVER - 2 SEPTEMBER 2021		250.00	
EFT8475	05/11/2021	TRILITY SOLUTIONS PTY LTD	CHLORINATOR SERVICE INCLUDING PARTS AND EXTRA LABOUR	1		2,707.62
INV 75022991	13/09/2021	TRILITY SOLUTIONS PTY LTD	SEPTEMBER 2021		2,707.62	
EFT8476	05/11/2021	HERSEY'S SAFETY PTY LTD	PARTS FOR MAINTENANCE / REPAIRS	1		165.00
INV 49130	07/09/2021	HERSEY'S SAFETY PTY LTD	16 M ALUM ANGLE - WHAT'S ON SIGNAGE, ROLL PIPE LAGGING - PRACC FIRE PUMP		165.00	
EFT8477	05/11/2021	SULLIVAN LOGISTICS PTY LTD	FREIGHT CHARGES FROM VARIOUS SUPPLIERS	1		466.29
INV 30092021	30/09/2021	SULLIVAN LOGISTICS PTY LTD	ITR 01/09/2021, MATILDA AUTO 01/09/2021, GENTRONICS 03/09/2021, MATILDA AUTO 10/09/2021, MATILDA AUTO 23/09/2021, ITR 29/09/2021, MATILDA AUTO 30/09/2021		466.29	
EFT8478	05/11/2021	WESTRAC EQUIPMENT PTY LTD	PARTS FOR PLANT PLUS FREIGHT	1		51.99
INV PI6216940	20/09/2021	WESTRAC EQUIPMENT PTY LTD	O RING AND BOLT - CAT MOTOR GRADER PN166		10.60	
INV PI6225282	22/09/2021	WESTRAC EQUIPMENT PTY LTD	BOLT PLUS FREIGHT - CAT MOTOR GRADER PN166		41.39	
EFT8479	05/11/2021	UNITED FASTENERS WA P/L	PARTS FOR PLANT	1		43.53

INV 544762	07/10/2021	UNITED FASTENERS WA P/L	ANNULAR CUTTER - KOMATSU LOADER PN797		43.53	
<b>EFT8480</b>	<b>05/11/2021</b>	<b>CARDILE INTERNATIONAL FIREWORKS PTY LTD</b>	<b>FIREWORKS</b>	<b>1</b>		<b>6,318.00</b>
INV 2611	06/10/2021	CARDILE INTERNATIONAL FIREWORKS PTY LTD	PARTY ON THE OVAL 2021		6,318.00	
<b>EFT8481</b>	<b>05/11/2021</b>	<b>AUSTRALIA POST</b>	<b>GENERAL POSTAGE</b>	<b>1</b>		<b>309.87</b>
INV 1010952073	03/10/2021	AUSTRALIA POST	SEPTEMBER 2021		309.87	
<b>EFT8482</b>	<b>05/11/2021</b>	<b>WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION</b>	<b>TRAINING, CONVENTION COSTS</b>	<b>1</b>		<b>8,429.00</b>
INV I3088473	18/08/2021	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	PREPARING AGENDAS & MINUTES FOR LOCAL GOVERNMENT - EA		578.00	
INV I3088832	15/09/2021	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	TRAINER TRAVEL COSTS FOR COMMUNITY DISASTER RECOVERY COURSE		546.00	
INV I3089361	30/09/2021	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	2021 WALGA CONVENTION COSTS - CR CAMILLERI		1,365.00	
INV I3089445	30/09/2021	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	HEAD OF AGENCIES BREAKFAST LG CONFERENCE - A DOVER		65.00	
INV I3089362	30/09/2021	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	2021 WALGA CONVENTION COSTS - A DOVER		1,365.00	
INV I3089363	30/09/2021	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	2021 WALGA CONVENTION COSTS - CR FREEBAIRN		1,685.00	
INV I3089364	30/09/2021	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	2021 WALGA CONVENTION COSTS - CR HOTHAM		1,365.00	
INV I3089365	30/09/2021	WESTERN AUSTRALIA LOCAL GOVERNMENT ASSOCIATION	2021 WALGA CONVENTION COSTS - CR MULRONEY		1,460.00	
<b>EFT8483</b>	<b>05/11/2021</b>	<b>GREAT SOUTHERN FUEL SUPPLIES</b>	<b>FUEL CARD CHARGES</b>	<b>1</b>		<b>1,266.80</b>
INV 30092021	30/09/2021	GREAT SOUTHERN FUEL SUPPLIES	SEPTEMBER 2021		1,266.80	
<b>EFT8484</b>	<b>05/11/2021</b>	<b>PINGELLY QUALITY MEATS</b>	<b>MEAT</b>	<b>1</b>		<b>725.00</b>
INV 52	22/10/2021	PINGELLY QUALITY MEATS	MITIGATION BURN		680.00	
INV 52.1	22/10/2021	PINGELLY QUALITY MEATS	BUSH FIRE BRIGADE TRAINING		45.00	
<b>EFT8485</b>	<b>05/11/2021</b>	<b>PINGELLY COMMUNITY RESOURCE CENTRE</b>	<b>LIBRARY SERVICES</b>	<b>1</b>		<b>5,628.39</b>
INV 3664	14/09/2021	PINGELLY COMMUNITY RESOURCE CENTRE	JULY TO SEPTEMBER 2021		5,628.39	



<b>EFT8486</b>	<b>05/11/2021</b>	<b>BRIAN WILLIAMS CARTAGE CONTRACTOR</b>	<b>SUPPLY AND CART GRAVEL, PLANT HIRE FOR ROADS MAINTENANCE</b>	<b>1</b>		<b>8,564.60</b>
INV 359	21/10/2021	BRIAN WILLIAMS CARTAGE CONTRACTOR	SUPPLY AND CART GRAVEL FOR STORM EVENT - TUTANNING ROAD MAINTENANCE		5,348.20	
INV 361	26/10/2021	BRIAN WILLIAMS CARTAGE CONTRACTOR	SOUTH KWEDA ROAD MAINTENANCE, TUTANNING ROAD MAINTENANCE		3,216.40	
<b>EFT8487</b>	<b>05/11/2021</b>	<b>DAIMLER TRUCKS PERTH</b>	<b>PARTS FOR PLANT</b>	<b>1</b>		<b>74.44</b>
INV 6235692D	12/10/2021	DAIMLER TRUCKS PERTH	BUSHING, FLANGE NUT, COATING NUT, BOLT - MITSUBISHI TIP TRUCK PN124		74.44	
<b>EFT8488</b>	<b>05/11/2021</b>	<b>STEVE DAVIS</b>	<b>REPAIRS TO EXISTING GUTTERS</b>	<b>1</b>		<b>1,705.00</b>
INV 174	13/10/2021	STEVE DAVIS	OLD ROADS BOARD BUILDING		1,705.00	
<b>EFT8489</b>	<b>05/11/2021</b>	<b>WA CONTRACT RANGER SERVICES</b>	<b>RANGER SERVICES</b>	<b>1</b>		<b>1,776.50</b>
INV 3531	28/09/2021	WA CONTRACT RANGER SERVICES	6 HOURS - 17/09/2021 TO 23/09/2021		561.00	
INV 3559	10/10/2021	WA CONTRACT RANGER SERVICES	7 HOURS - 01/10/2021 & 04/10/2021		654.50	
INV 3598	24/10/2021	WA CONTRACT RANGER SERVICES	6 HOURS - 14/10/2021 & 18/10/2021		561.00	
<b>EFT8490</b>	<b>05/11/2021</b>	<b>WALLIS COMPUTER SOLUTIONS</b>	<b>AGREEMENTS PRORATA ANNUAL BILLING 2021-2022</b>	<b>1</b>		<b>37,289.79</b>
INV 22572	11/10/2021	WALLIS COMPUTER SOLUTIONS	01 OCTOBER 21 TO 31 AUGUST 2022 11 MONTHS - BKP DATTO + PLATINUM		10,092.61	
INV 22571	11/10/2021	WALLIS COMPUTER SOLUTIONS	01 OCTOBER 21 TO 31 AUGUST 2022 11 MONTHS - MSA-MIAAS-SOPHOS		2,299.00	
INV 22570	11/10/2021	WALLIS COMPUTER SOLUTIONS	01 OCTOBER 21 TO 31 AUGUST 2022 11 MONTHS - SYNERGY SOFT MSA		3,276.08	
INV 22573	11/10/2021	WALLIS COMPUTER SOLUTIONS	01 OCTOBER 21 TO 31 AUGUST 2022 11 MONTHS - MITS-GOLD		21,622.10	
<b>EFT8491</b>	<b>05/11/2021</b>	<b>MIDALIA STEEL</b>	<b>PART FOR PLANT</b>	<b>1</b>		<b>294.57</b>
INV 63406677	20/09/2021	MIDALIA STEEL	1 X 4MM PLATE 1200X2400 - MITSUBISHI TIP TRUCK PN124		294.57	
<b>EFT8492</b>	<b>05/11/2021</b>	<b>LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA</b>	<b>WORKSHOP AND CONFERENCE ATTENDANCE AND COSTS</b>	<b>1</b>		<b>1,260.00</b>
INV 31661	06/10/2021	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	ANNUAL LG PROFESSIONALS STATE CONFERENCE 03 & 04 NOVEMBER 2021 - EMCS		1,200.00	
INV 31869	28/10/2021	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	PEOPLE AND CULTURE NETWORK 18/11/2021 - EMCS		60.00	
<b>EFT8493</b>	<b>05/11/2021</b>	<b>E &amp; MJ ROSHER PTY LTD</b>	<b>PARTS FOR PLANT</b>	<b>1</b>		<b>218.34</b>
INV 1433978	05/10/2021	E & MJ ROSHER PTY LTD	BLADES - KUBOTA MOWER 1EPG726		138.48	
INV 1434105	07/10/2021	E & MJ ROSHER PTY LTD	SPRING PLATES AND BOLTS - KUBOTA MOWER 1EPG726		79.86	
<b>EFT8494</b>	<b>05/11/2021</b>	<b>NUTRIEN AG SOLUTIONS</b>	<b>VARIOUS PARTS AND SUPPLIES FOR MAINTENANCE AND REPAIRS</b>	<b>1</b>		<b>5,760.24</b>

INV 905462734	07/09/2021	NUTRIEN AG SOLUTIONS	PARTS FOR PIONEER PARK MAINTENANCE		53.44	
INV 905488586	10/09/2021	NUTRIEN AG SOLUTIONS	CEMENT - YEALERING PINGELLY ROAD BRIDGE REPAIRS		1,580.04	
INV 905481353	10/09/2021	NUTRIEN AG SOLUTIONS	CEMENT - RURAL ROAD MAINTENANCE		605.88	
INV 905500974	13/09/2021	NUTRIEN AG SOLUTIONS	SPRAY PUMP - RURAL ROADS MAINTENANCE		2,915.00	
INV 905618213	30/09/2021	NUTRIEN AG SOLUTIONS	CEMENT - RURAL ROAD MAINTENANCE		605.88	
<b>EFT8495</b>	<b>05/11/2021</b>	<b>NARROGIN EARTHMOVING AND CONCRETE</b>	<b>CONCRETE FOR REPAIRS AND FOOTPATH CONSTRUCTION</b>	<b>1</b>		<b>5,841.00</b>
INV 1353	01/09/2021	NARROGIN EARTHMOVING AND CONCRETE	CONCRETE FOR REPAIRS - YEALERING PINGELLY ROAD BRIDGE		4,026.00	
INV 1373	22/09/2021	NARROGIN EARTHMOVING AND CONCRETE	FOOTPATH CONSTRUCTION		1,815.00	
<b>EFT8496</b>	<b>05/11/2021</b>	<b>AUSTRALIA'S GOLDEN OUTBACK</b>	<b>GOLD MEMBERSHIP OF AUSTRALIAS GOLDEN OUTBACK</b>	<b>1</b>		<b>330.00</b>
INV 3787	12/10/2021	AUSTRALIA'S GOLDEN OUTBACK	01/07/2021 TO 30/06/2022		330.00	
<b>EFT8498</b>	<b>05/11/2021</b>	<b>DIRECT COMMUNICATIONS</b>	<b>PARTS, LABOUR AND TRAVEL</b>	<b>1</b>		<b>2,584.67</b>
INV 113230	23/09/2021	DIRECT COMMUNICATIONS	INSTALL NEW BATTERIES IN MT SHADDICK TOWER		2,422.20	
INV 113295	07/10/2021	DIRECT COMMUNICATIONS	BROADBAND ANTENNA - KOMATSU MOTOR GRADER		162.47	
<b>EFT8499</b>	<b>05/11/2021</b>	<b>MYSTICAL PRESENTS</b>	<b>WREATHS PLUS FREIGHT</b>	<b>1</b>		<b>150.00</b>
INV 56	20/10/2021	MYSTICAL PRESENTS	REMEMBERANCE DAY 2021		150.00	
<b>EFT8500</b>	<b>05/11/2021</b>	<b>C&amp;B SOUTHERN RUN TRANSPORT</b>	<b>FREIGHT CHARGES</b>	<b>1</b>		<b>41.12</b>
INV 16925	24/09/2021	C&B SOUTHERN RUN TRANSPORT	FROM MATILDA AUTO		41.12	
<b>EFT8501</b>	<b>05/11/2021</b>	<b>MATILDA AUTO PARTS</b>	<b>ASSORTED PARTS AND CONSUMABLES FOR VARIOUS PLANT</b>	<b>1</b>		<b>1,961.10</b>
INV 250681	09/09/2021	MATILDA AUTO PARTS	FILTERS - ISUZU BUSH FIRE TRUCK PN5698		91.00	
INV 251052	22/09/2021	MATILDA AUTO PARTS	DEGREASER - DEPOT WORKSHOP		88.00	
INV 251241	30/09/2021	MATILDA AUTO PARTS	FILTERS - KOMATSU LOADER PN797		215.10	
INV 251292	01/10/2021	MATILDA AUTO PARTS	AGRITRANS - DEPOT WORKSHOP		110.00	
INV 251291	01/10/2021	MATILDA AUTO PARTS	FILTERS - ISUZU TRUCK PN5353, TRANSMISSION OIL - KOMATSU LOADER PN797		236.00	
INV 251381	05/10/2021	MATILDA AUTO PARTS	GLOBALMAX OIL - DEPOT WORKSHOP		1,089.00	
INV 251544	11/10/2021	MATILDA AUTO PARTS	CUTTING OIL - DEPOT WORKSHOP		132.00	
<b>EFT8502</b>	<b>05/11/2021</b>	<b>PINGELLY TYRE SERVICE</b>	<b>REPAIR TYRE</b>	<b>1</b>		<b>35.00</b>
					118	

INV 6330	04/10/2021	PINGELLY TYRE SERVICE	MOWER 1EPG726		35.00	
<b>EFT8503</b>	<b>05/11/2021</b>	<b>EASTERN HILLS SAWS &amp; MOWERS PTY LTD</b>	<b>PARTS FOR SMALL PLANT</b>	<b>1</b>		<b>98.50</b>
INV 47764	01/10/2021	EASTERN HILLS SAWS & MOWERS PTY LTD	WHIPPER HEADS FOR SNIPPERS		98.50	
<b>EFT8504</b>	<b>05/11/2021</b>	<b>QUICK CORPORATE AUSTRALIA</b>	<b>GENERAL STATIONERY</b>	<b>1</b>		<b>153.66</b>
INV 01359001	20/09/2021	QUICK CORPORATE AUSTRALIA	ADMIN OFFICE		123.62	
INV 01361201	29/09/2021	QUICK CORPORATE AUSTRALIA	ADMIN OFFICE		30.04	
<b>EFT8505</b>	<b>05/11/2021</b>	<b>GREAT SOUTHERN TOWING PTY LTD</b>	<b>TOWAGE CHARGES</b>	<b>1</b>		<b>341.00</b>
INV 8133	06/09/2021	GREAT SOUTHERN TOWING PTY LTD	REMOVAL OF CARAVAN - 25 PITT STREET		341.00	
<b>EFT8506</b>	<b>05/11/2021</b>	<b>PINGELLY CAFE</b>	<b>CATERING</b>	<b>1</b>		<b>1,275.00</b>
INV 150	25/10/2021	PINGELLY CAFE	MITIGATION WORKS - 22/10/2021 TO 24/10/2021		1,275.00	
<b>EFT8507</b>	<b>05/11/2021</b>	<b>AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS</b>	<b>ASSORTED PARTS AND CONSUMABLES FOR VARIOUS MAINTENANCE AND REPAIRS</b>	<b>1</b>		<b>516.45</b>
INV DI25003054	22/09/2021	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	SILASEC SEALER - REC GROUNDS MAINTENANCE		50.00	
INV DI25003081	23/09/2021	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	ORBIT TAP TIMER - CARAVAN PARK		69.00	
INV DI25003101	24/09/2021	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	FORM WORK - PAGE ROAD MAINTENANCE		261.67	
INV DI25003509	07/10/2021	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	CUTTING FLUID - DEPOT WORKSHOP		17.09	
INV DI25003637	11/10/2021	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	BBQ CLEANING SUPPLIES - MEMORIAL PARK		118.69	
<b>EFT8508</b>	<b>05/11/2021</b>	<b>ITR PACIFIC PTY LTD</b>	<b>PARTS FOR GRADER REPAIR/MAINTENANCE</b>	<b>1</b>		<b>1,865.71</b>
INV 462321	01/09/2021	ITR PACIFIC PTY LTD	GRADER BLADES, NUTS & BOLTS - KOMATSU GRADER PN		1,637.68	
INV 469448	29/09/2021	ITR PACIFIC PTY LTD	CUTTING EDGE, NUTS & BOLTS - CAT GRADER PN166		228.03	
<b>EFT8509</b>	<b>05/11/2021</b>	<b>STEELOS GUNS AND OUTDOORS</b>	<b>BIG CHILL ICE BOX ESKY</b>	<b>1</b>		<b>300.00</b>
INV 71831	09/09/2021	STEELOS GUNS AND OUTDOORS	TUTANNING WILDFLOWER WALK		300.00	
<b>EFT8510</b>	<b>05/11/2021</b>	<b>TOCOJEP PTY LIMITED T/AS T-QUIP</b>	<b>PART FOR PLANT</b>	<b>1</b>		<b>230.00</b>
INV 104688#5	11/10/2021	TOCOJEP PTY LIMITED T/AS T-QUIP	BELT ASSY TENSIONER - PERUZZO MOWER		230.00	

EFT8511	05/11/2021	DEPARTMENT OF MINES, INDUSTRY REGULATION	BSL COLLECTIONS	1		161.25
INV BSLSEP2021	01/10/2021	DEPARTMENT OF MINES, INDUSTRY REGULATION	SEPTEMBER 2021		161.25	
EFT8512	05/11/2021	SNAP MANDURAH - PRINT DESIGN & WEBSITES	DIGITAL DESIGN	1		126.50
INV F140- 12452	20/10/2021	SNAP MANDURAH - PRINT DESIGN & WEBSITES	HIGH RESOLUTION LOGO & ELECTRONIC LETTERHEAD		126.50	
EFT8513	05/11/2021	CORSIGN WA	SIGNAGE	1		42.35
INV 60802	05/10/2021	CORSIGN WA	ST NAME PLATE - PINGELLY CEMETERY		42.35	
EFT8514	05/11/2021	NARROGIN QUARRY OPERATIONS	GRAVEL FOR WORKS	1		1,866.04
INV 5397	07/09/2021	NARROGIN QUARRY OPERATIONS	STONE 90 MM UNGRADED RIP RAP - YEALERING PINGELLY ROAD		1,661.09	
INV 5463	01/10/2021	NARROGIN QUARRY OPERATIONS	RIP RAP - REC GROUNDS MAINTENANCE		204.95	
EFT8515	05/11/2021	EDGE PLANNING & PROPERTY	PLANNING SERVICES	1		616.27
INV 1843	11/10/2021	EDGE PLANNING & PROPERTY	4.5 HOURS - SEPTEMBER 2021		616.27	
EFT8516	05/11/2021	SPYKER TECHNOLOGIES PTY LTD	TECHNICAL SUPPLIES AND SERVICES	1		2,716.51
INV 2122122	13/09/2021	SPYKER TECHNOLOGIES PTY LTD	REPLACEMENT CCTV CAMERA - PRACC		2,315.01	
INV 2122131	01/10/2021	SPYKER TECHNOLOGIES PTY LTD	CCTV MONITORING AND MONTHLY SUBSCRIPTION - PRACC		170.50	
INV 2122153	14/10/2021	SPYKER TECHNOLOGIES PTY LTD	PRACC CAMERA BBCOURT EXTERNAL CENTRE THAT WAS REPORTED TO BE OFFLINE ON 13/10/2021		99.00	
INV 2122152	14/10/2021	SPYKER TECHNOLOGIES PTY LTD	INVESTIGATE THE WORKSHOP WIRELESS NETWORK THAT WAS OFFLINE		132.00	
EFT8517	05/11/2021	CROWN HOTELS PERTH	LOCAL GOVERNMENT CONFERENCE 2021 COSTS	1		5,102.00
INV 0011288309F	24/09/2021	CROWN HOTELS PERTH	REFRESHMENTS AND PARKING		2,222.00	
INV 0011288309F. 1	24/09/2021	CROWN HOTELS PERTH	ACCOMMODATION		2,880.00	
EFT8519	05/11/2021	BEYOND CABINETS & RENOVATIONS	SUPPLY PLYWOOD	1		203.50
INV 0294	13/10/2021	BEYOND CABINETS & RENOVATIONS	MEMORIAL PARK		203.50	
EFT8520	05/11/2021	PINGELLY COMMUNITY CRAFT CENTRE	CARAVAN PARK TAKINGS COMMISSION, CATERING	1		950.00
INV 116	04/10/2021	PINGELLY COMMUNITY CRAFT CENTRE	SCHEDULE 116 - SEPTEMBER 2021		740.00	
INV 3	25/10/2021	PINGELLY COMMUNITY CRAFT CENTRE	COUNCIL MEETING DINNER OCTOBER 2021		210.00	
EFT8525	17/11/2021	SHERIDAN'S FOR BADGES	NAME BADGES	1		112.78
INV 83813	29/10/2021	SHERIDAN'S FOR BADGES	JANINE HITCH, KARMVIR SINGH		112.78	

EFT8526	17/11/2021	UNITED FASTENERS WA P/L	PARTS FOR PLANT	1		20.27
INV 545200	12/10/2021	UNITED FASTENERS WA P/L	UNC BOLTS - SMALL PLANT, ANNULAR CUTTER PIN - KOMATSU LOADER PN797		20.27	
EFT8527	17/11/2021	KOMATSU PTY LTD	PART FOR PLANT	1		916.14
INV 2500895	13/10/2021	KOMATSU PTY LTD	CUTTING EDGE - KOMATSU LOADER PN797		916.14	
EFT8528	17/11/2021	GREAT SOUTHERN FUEL SUPPLIES	10,000L OF DIESEL	1		15,160.20
INV D2082672	29/10/2021	GREAT SOUTHERN FUEL SUPPLIES	BULK FUEL - SHIRE DEPOT		15,160.20	
EFT8529	17/11/2021	AUSTRALIAN TAXATION OFFICE	GST LIABILITY	1		20,549.00
INV 15112021	15/11/2021	AUSTRALIAN TAXATION OFFICE	OCTOBER 2021		20,549.00	
EFT8530	17/11/2021	SHIRE OF BROOKTON	REIMBURSEMENT OF CESM WAGES AND ON-COSTS	1		4,346.30
INV 8146	25/10/2021	SHIRE OF BROOKTON	JULY TO SEPTEMBER 2021		4,346.30	
EFT8531	17/11/2021	DAIMLER TRUCKS PERTH	PART FOR TRUCK	1		16.28
INV 6236047D	15/10/2021	DAIMLER TRUCKS PERTH	BOLT - MITSUBISHI TRUCK PN124		16.28	
EFT8532	17/11/2021	WALLIS COMPUTER SOLUTIONS	ACER LAPTOP & DESKTOP SET UP	1		1,756.00
INV 22594	25/10/2021	WALLIS COMPUTER SOLUTIONS	ACER LAPTOPS X 2 SETUP - CDO AND CHAMBERS, ACER DESKTOP X 1 SETUP - ADMIN DESKTOP, HDMI TO VGA CONVERTER		1,756.00	
EFT8534	17/11/2021	WANDERING SMASH REPAIRS	EXCESS ON INSURANCE CLAIM	1		300.00
INV 4849	10/11/2021	WANDERING SMASH REPAIRS	REPAIRS TO MITSUBISHI TRITON PN172		300.00	
EFT8535	17/11/2021	BOB WADDELL & ASSOCIATES PTY LTD	PROFESSIONAL ASSSISTANCE	1		495.00
INV 2550	14/11/2021	BOB WADDELL & ASSOCIATES PTY LTD	ASSET REVALUATION		495.00	
EFT8536	17/11/2021	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	PURCHASE OF MINOR PLANT	1		299.00
INV DI25004000	22/10/2021	AGQUIRE RURAL HOLDINGS T/A BROOKTON RURAL TRADERS	YARDFORCE LAWN MOWER		299.00	
EFT8537	17/11/2021	FRONTLINE FIRE AND RESCUE EQUIPMENT	PERSONAL PROTECTIVE EQUIPMENT	1		3,681.61
INV 72450	25/10/2021	FRONTLINE FIRE AND RESCUE EQUIPMENT	VOLUNTEER BFB		3,681.61	
EFT8538	17/11/2021	TOCOJEP PTY LIMITED T/AS T-QUIP	PART FOR PLANT	1		131.75
INV 104753#10	13/10/2021	TOCOJEP PTY LIMITED T/AS T-QUIP	1 X BELT ASSY TENSIONER, V-BELT FOR PERUZZO MOWER		131.75	
EFT8539	17/11/2021	AUTOPRO NORTHAM	PART FOR PLANT	1	121	19.39

INV 951171	19/10/2021	AUTOPRO NORTHAM	ANNTENNA - CAT GRADER PN166		19.39	
EFT8540	17/11/2021	TJ & SJ NANKIVELL PTY LTD T/AS NARROGIN	EXCESS DUE ON INSURANCE CLAIM	1		300.00
INV 1720	28/10/2021	TJ & SJ NANKIVELL PTY LTD T/AS NARROGIN SMASH	REPAIRS TO HOLDEN TRAILBLAZER 0PN		300.00	
EFT8541	17/11/2021	MARGARET GREEN	2021/22 RATES INCENTIVE PRIZE	1		500.00
INV 08112021	08/11/2021	MARGARET GREEN	\$500 DONATED BY KEATLEY WOOL		500.00	
EFT8542	17/11/2021	MARAMA ANNE NOBLE	2021/22 RATES INCENTIVE PRIZE	1		200.00
INV 03112021	03/11/2021	MARAMA ANNE NOBLE	\$200 DONATED BY MATTHEWS REALTY PTY LTD		200.00	
TOTAL						165,359.98
CHEQUE NUMBER	DATE	NAME	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
24866	05/11/2021	DAVID INNES FREEBAIRN	REIMBURSEMENT - HIRE OF 40 CHAIRS	1		46.00
INV 21092021	21/09/2021	DAVID INNES FREEBAIRN	HIRE OF 40 CHAIRS		46.00	
24867	05/11/2021	WATER CORPORATION	NEW / REDEVELOPMENT CUT IN JUNCTION	1		1,343.34
INV 26102021	26/10/2021	WATER CORPORATION	MEMORIAL PARK LOT 136 PARADE STREET		1,343.34	
24868	05/11/2021	SYNERGY	POWER USAGE CHARGES	1		3,990.66
INV 2093342103	04/10/2021	SYNERGY	198 STREETLIGHTS - 25/08/2021 TO 24/09/2021		3,111.88	
INV 1000850657	06/10/2021	SYNERGY	17 QUEEN STREET - 09/07/2021 TO 07/09/2021		878.78	
TOTAL						5,380.00
PAYROLL	DATE	NAME	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
EFT8497	05/11/2021	SHIRE OF PINGELLY SOCIAL CLUB	PAYROLL DEDUCTIONS	1		10.00
EFT8518	05/11/2021	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPAL ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	1		123.00
EFT8533	17/11/2021	SHIRE OF PINGELLY SOCIAL CLUB	PAYROLL DEDUCTIONS	1		10.00

EFT8543	17/11/2021	WEST AUSTRALIAN SHIRE COUNCILS & MUNICIPAL ROAD BOARDS AND PARKS LGRCEU	PAYROLL DEDUCTIONS	1		123.00
DD12507.1	09/11/2021	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1		3,709.70
DD12507.2	09/11/2021	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	1		1,426.39
DD12507.3	09/11/2021	BENDIGO SMART START SUPER	SUPERANNUATION CONTRIBUTIONS	1		686.15
DD12507.4	09/11/2021	UNISUPER	SUPERANNUATION CONTRIBUTIONS	1		383.84
DD12507.5	09/11/2021	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		705.14
DD12507.6	09/11/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		552.47
DD12507.7	09/11/2021	MLC	SUPERANNUATION CONTRIBUTIONS	1		423.08
DD12507.8	09/11/2021	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	1		245.71
DD12507.9	09/11/2021	AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		526.63
DD12541.2	23/11/2021	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	1		1,397.91
DD12541.3	23/11/2021	BENDIGO SMART START SUPER	SUPERANNUATION CONTRIBUTIONS	1		686.15
DD12541.4	23/11/2021	UNISUPER	SUPERANNUATION CONTRIBUTIONS	1		383.84
DD12541.5	23/11/2021	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		726.81
DD12541.6	23/11/2021	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		533.95
DD12541.7	23/11/2021	MLC	SUPERANNUATION CONTRIBUTIONS	1		423.08
DD12541.8	23/11/2021	COLONIAL FIRSTSTATE FIRSTCHOICE PERSONAL	SUPERANNUATION CONTRIBUTIONS	1		156.15
DD12541.9	23/11/2021	AMP SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		526.63
DD12541.1	23/11/2021	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1		3,779.78
TOTAL						17,539.41
DIRECT DEBIT	DATE	NAME	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
DD12506.1	15/11/2021	BENDIGO BANK CREDIT CARDS	EMTS - CREDIT CARD TRANSACTIONS - OCTOBER 2021	1		4.00
INV OCT 2021	14/11/2021	BENDIGO BANK CREDIT CARDS	30.10.2021 BENDIGO BANK - CREDIT CARD FEE - \$4.00	1	4.00	
DD12509.1	14/11/2021	BENDIGO BANK CREDIT CARDS	EMCS - CREDIT CARD TRANSACTIONS - OCTOBER 2021	1	123	819.49

INV 14112021	14/11/2021	BENDIGO BANK CREDIT CARDS	08.10.2021 - ADOBE - CDO ADOBE LICENSE - \$43.99 09.10.2021 - FACEBOOK - TUTANNING WILDFLOWER DAY ADVERTISING - \$30.00 12.10.2021 - BUNNINGS - SWIMMING POOL MAINTENANCE SUPPLIES - 268.52 12.10.2021 - MAIN ROADS, HEAVY - VEHICLE OVERSIZE PERMIT - \$50.00 12.10.2021 - MAIN ROADS, HEAVY - VEHICLE OVERSIZE PERMIT - \$50.00 15.10.2021 - SMS BROADCAST - DEDICATED NUMBER ANNUAL FEE (TO 30/09/2022) - \$179.00 24.10.2021 - ADOBE LICENSE - FO - \$21.99 24.10.2021 - ADOBE LICENSE - SFO - \$21.99 29.10.2021 - TELSTRA - SWIMMING POOL PHONE RECHARGE - \$150.00 30.10.2021 - BENDIGO BANK - CREDIT CARD FEE - \$4.00	1	819.49	
DD12512.1	14/11/2021	BENDIGO BANK CREDIT CARDS	CEO CREDIT CARD TRANSACTIONS - OCTOBER 2021	1		851.05
INV 14112021	14/11/2021	BENDIGO BANK CREDIT CARDS	15.10.2021 - SEEK= EMTS ADVERTISEMENT - \$313.50 20.10.2021 - WHEATBELT BUSINESS NETWORK - MEMBERSHIP TO OCT 2022 - \$220.00 28.10.2021 - SEEK - EA ADVERTISEMENT - \$313.50 30.10.2021 - BENDIGO BANK - CREDIT CARD FEE - \$4.00 31.10.2021 - BENDIGO BANK - CREDIT CARD INTEREST - \$0.05	1	851.05	
TOTAL						1,674.54

TRUST LICENSING	DATE	NAME	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
DD12515.1	01/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 28/10/2021	8		6,489.95
DD12517.1	02/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 29/10/2021	8		2,109.85
DD12519.1	03/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 01/11/2021	8		92.45
DD12521.1	04/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 02/11/2021	8		1,103.95
DD12523.1	05/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 03/11/2021	8		46.40
DD12525.1	08/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 04/11/2021	8		2,482.00
DD12527.1	09/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 05/11/2021	8		1,110.70
DD12529.1	10/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 08/11/2021	8		512.30
DD12531.1	11/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 09/11/2021	8		1,962.40
DD12533.1	12/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 10/11/2021	8		940.70
DD12544.1	15/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 11/11/2021	8		897.10
DD12550.1	16/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 12/11/2021	8		6,011.75
DD12552.1	17/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 15/11/2021	8		451.95
DD12554.1	18/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 16/11/2021	8		184.45



DD12556.1	19/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 17/11/2021	8		151.60
DD12558.1	22/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 18/11/2021	8		735.10
DD12560.1	23/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 19/11/2021	8		307.70
DD12562.1	24/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 22/11/2021	8		1,303.45
DD12564.1	25/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 23/11/2021	8		2,025.50
DD12566.1	26/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 24/11/2021	8		3,842.50
DD12570.1	29/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 25/11/2021	8		1,007.75
DD12572.1	30/11/2021	DEPARTMENT OF TRANSPORT	RECONCILE TRANSPORT LICENSING 26/11/2021	8		1,286.85
<b>TOTAL</b>						<b>35,056.40</b>

TRUST	DATE	NAME	INVOICE DESCRIPTION	BANK CODE	INVOICE AMOUNT	TOTAL
EFT8521	17/11/2021	BRYAN HOTHAM	BOND REFUND - LG ELECTION NOMINATION FEE 2021 - SUCCESSFUL CANDIDATE	7		80.00
INV T289	17/11/2021	BRYAN HOTHAM	2021 NOMINATION FOR COUNCIL	7	80.00	
EFT8522	17/11/2021	PETER WOOD	BOND REFUND - LG ELECTION NOMINATION FEE 2021 - SUCCESSFUL CANDIDATE	7		80.00
INV T288	17/11/2021	PETER WOOD	2021 NOMINATION FOR COUNCIL	7	80.00	
EFT8523	17/11/2021	JACKIE MCBURNEY	BOND REFUND - LG ELECTION NOMINATION FEE 2021 - SUCCESSFUL CANDIDATE	7		80.00
INV T291	17/11/2021	JACKIE MCBURNEY	2021 NOMINATION FOR COUNCIL	7	80.00	
EFT8524	17/11/2021	KACEY ELIZABETH CAMILLERI	BOND REFUND - HIRE OF SMALL PEST TRAP	7		80.00
INV T267	17/11/2021	KACEY ELIZABETH CAMILLERI	BOND FOR CAT TRAP HIRE	7	80.00	
1990	17/11/2021	DAVID INNES FREEBAIRN	BOND REFUND - TOWN HALL KEY BOND	7		50.00
INV T90	17/11/2021	DAVID INNES FREEBAIRN	KEY BOND FOR TOWN HALL	7	50.00	
1991	17/11/2021	KARVMIR SINGH	BOND REFUND - LG ELECTION NOMINATION FEE 2021 - SUCCESSFUL CANDIDATE	7		80.00
INV T272	17/11/2021	KARVMIR SINGH	2021 NOMINATION FOR COUNCIL	7	80.00	
1992	17/11/2021	CAMERON NEILSEN SAMUELS	BOND REFUND - LG ELECTION NOMINATION FEE 2021 - UNSUCCESSFUL CANDIDATE WHO RECEIVED MORE THAN 5% OF VOTES	7		80.00
INV T290	17/11/2021	CAMERON NEILSEN SAMUELS	2021 NOMINATION FOR COUNCIL	7	80.00	
<b>TOTAL</b>						<b>530.00</b>

<b>GRAND TOTAL</b>						<b>\$225,540.33</b>
--------------------	--	--	--	--	--	---------------------

### **15.3 Adoption of the Long Term Financial Plan 2021**

<b>File Reference:</b>	<b>ADM0075</b>
<b>Location:</b>	<b>Not Applicable</b>
<b>Applicant:</b>	<b>Not Applicable</b>
<b>Author:</b>	<b>Executive Manager Corporate Services</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Draft Long Term Financial Plan 2021</b>
<b>Previous Reference:</b>	<b>Nil</b>

#### **Summary**

Council is requested to adopt the Long Term Financial Plan 2021 in order to guide the allocation of resources over the next ten years.

#### **Background**

The Long Term Financial Plan (LTFP) is a ten-year rolling plan that aligns with the Corporate Business Plan to activate the Strategic Community Plan priorities. From these processes, annual budgets that are aligned with strategic objectives are developed. The purpose of a LTFP is to guide the future direction of Council in a financially sustainable manner. It is designed as a 'high-level' summarised document focusing on the future planning of Council's financial operations, particularly in relation to key components such as rate increases, service levels to the community, asset renewal, reserves and loans.

The LTFP provides direction for both the Shire's long term capital investment planning and its operating capacity, indicating long-term financial sustainability and allowing early identification of financial issues and their longer-term impacts. It also shows the linkages between specific plans and strategies, and enhances the transparency and accountability of the Council to the community.

Forecasting a long-term financial position helps to quantify the future impacts of current decisions and identify the available options to close the gap between revenues and expenditure. It informs decision-making and priority setting, and assists in the management of the local government's response to community growth. It also assists the management of cashflow and funding requirements, as well as community assets and financial risk.

#### **Comment**

The LTFP relies on the most current information available for known revenue and expenditure. Future forecasting processes use estimates carefully, to be as accurate, reliable and easily understood as possible. The level of accuracy from assumptions within the LTFP is more likely in the first four years. Later years (5-10) will have a higher reliance on assumptions and subjectivity to variables. The ability to accurately forecast over a long period is likely to be hampered by uncertainties such as the availability of grant funding, fluctuating interest rates, economic trends, as well as demographic change.

The following assumptions and key items are included within the Plan:

- CPI forecasts at an average of 1.50% in the medium term, have been applied across relevant expenditure and income categories.
- Employee expenses have been increased in line with the current Enterprise Bargaining Agreement for Years 1-2 and year 3 1.00% of the Plan with the indexation from Year 4 onwards being set at 1.5% per annum.
- Increases in rates over the 10 years, from a base of 5.00% in Year 1 - 5, years then gradually decreasing from this level over the remaining years of the Plan.
- No new debentures are proposed over the 10 years, with capacity to borrow unlikely to exist for the first 5 years. Loan 124 is scheduled to be refinanced in 2022/23.
- Two new Leases in the 2021/22 year to fund heavy plant items \$330,000 for the works division are proposed

The Plan demonstrates, that with prudent financial planning, monitoring of rating capacity, and careful assessment of priorities, the Shire of Pingelly will be able to achieve and maintain a sound financial position in the long term.

The Plan will be reviewed on an annual basis to accommodate any changes in economic forecasts, strategies, community aspirations and organisational requirements. It will be a live document, which will assist in predicting the future capacity of the organisation to accommodate increases in infrastructure and service levels.

### Consultation

The development of the LTFP is in reference to the required community consultation undertaken through the establishment of the Shire's Strategic Community Plan. The LTFP developed, aims to achieve funding which activate the community's identified aspirations and goals.

### Statutory Environment

Section 5.56(1) and (2) of the Local Government Act requires that each local government is to plan for the future of the district.

### Policy Implications

Nil

### Financial Implications

The Plan outlines a clear approach for the delivery of services into the future. Year 1 of the Long Term Financial Plan is the basis for the 2021/22 Budget.

### Strategic Implications

Goal 5	Innovation, Leadership and Governance
Outcome 5.7	Customer service and other corporate systems are of a high quality and effective
Strategy 5.7.1	The Shire strives for best practice in its customer service, including governance support, and continually seeks ways to improve delivery where needed.

### Risk Implications

Risk	The annual review and update of the Long Term Financial Plan along with the key underpinning assumptions, addresses the risk associated with changes to Council's financial sustainability. This review considers changing external and internal impacts and enables Council to consider any changes necessary.
Risk Rating (Prior to Treatment or Control)	Medium (6)
Principal Risk Theme	Reputational / Legislative
Risk Action Plan (Controls or Treatment Proposed)	Nil

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

**Voting Requirements**

Simple Majority

**Recommendation:**

**That Council adopts the Shire of Pingelly Long Term Financial Plan 2021 as attached.**

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

**\*The Shire of Pingelly Long Term Financial Plan 2021 is attached separately.**

**16. DIRECTORATE OF TECHNICAL SERVICES**

**16.1 Proposed Pastured Egg Farm (animal husbandry – intensive) and Egg Processing and Packaging Room**

**File Reference:** A5485  
**Location:** Lots 2826, 3150, 3493 & 27736 Yenellin Road, Pingelly  
**Applicant:** Callum Smith (Little Farm Eggs)  
**Author:** Administration Officer Technical and Consultant Planner  
**Disclosure of Interest:** Edge Planning & Property receive payment for Planning advice to the Shire and declare a Financial Interest (section 5.70 of the Local Government Act 1995)  
**Attachments:** 16.1.1 Initial Information from Applicant  
16.1.2 Submissions  
16.1.3 Extract from Planning Frameworks  
16.1.4 Addendum to Application  
16.1.5 Applicants Response to Submissions  
16.1.6 Poultry Farms WAPC Guidelines

**Previous Reference:** Nil

**Summary**

Council to consider an application for a pastured egg farm (animal husbandry – intensive) at Lots 2826, 3493, 3150 and 27736 Yenellin Road, Pingelly and an egg processing and packaging room at Lot 3493 Yenellin Road, Pingelly.

**Background**

The applicant seeks development approval for a pastured egg farm (animal husbandry – intensive) and an egg processing and packaging room on the site outlined below. The site is approximately 1.5 km south-east of the Pingelly town centre.





farming business which produces eggs using the chicken caravan model of pastured raised eggs. The applicant has leased the property in Brookton for the past three years and are now ready to purchase a property for their egg farming business.

Details initially submitted by the applicant are provided in Attachment 1. The proposal is for up to 4000 hens however the initial operation proposes 5 caravans (500 hens in each caravan) or approximately 2500 hens. Each caravan is 2.5m x 8m in dimension and is moved fortnightly so as to provide access to fresh pasture. Supplementary feed will also be provided. The applicant advises that chickens are not stocked any higher than 50 hens per hectare.

The processing of eggs will occur within a proposed new building (Attachment 4).

### *Consultation*

The Shire administration undertook consultation through inviting public comment on the Development Application for a period of 42 days by writing to 8 adjoining/nearby landowners, along with various government agencies, placing details on the Shire website, having details available at the Shire office and placing notices on 3 occasions in the Pingelly Times.

The Shire received 5 submissions on the Development Application as outlined in Attachment 2. In summary:

- Two submissions support the proposal;
- The Department of Primary Industries and Regional Development had no objections but provided advice;
- The Department of Water and Environmental Regulation (DWER) sought additional information. DWER advise there is insufficient information to adequately determine the potential impacts to environmental and water resources. DWER requests that the application be amended to include further detail on various matters; and
- One submission, from an adjoining landowner, does not support the proposal due to amenity concerns (including dust, water quality, noise).

The submissions are summarised as follows:

- Detrimental impact on the amenity of the locality;
- Risk associated with off-site environmental impacts;
- Odour, dust, noise and inadequate buffer distance to nearby residences;
- Concerns regarding effluent/nutrient export and methods of waste disposal;
- Environmental health risks;
- Waste management;
- Water supply;
- Impacts on property values; and
- Provision of additional information.

### *Planning and environmental framework*

There are a number of policies, guidelines and other documents relevant to the proposal. The application and the site are subject to a range of planning, environmental, bushfire and servicing policies and documents. In summary, the documents require addressing environmental and social impacts, effective natural resource management, addressing risk/safety and seeking to diversify the local economy. Further details are outlined in Attachment 3 and in the Statutory Environment and Policy Implications sections. Only a small portion of the property is located within a bush fire prone area as designated by the Fire and Emergency Services Commissioner.

### **Comment**

#### *A) Overview*

Following an assessment of the Development Application against the planning and environmental framework, submissions and information provided by the applicant, the Development Application is considered to be generally consistent with LPS3, strategies and policies. It is recommended that Council conditionally approve the Development Application given:

- It is overall consistent with the planning framework;
- It supports diversifying and growing the local economy and supports job creation;
- No clearing of native vegetation is proposed;
- There are expected to be manageable environmental impacts given the land is cleared and appropriate setbacks/buffers can be provided to watercourses;
- There are no objections from other Shire officers/units;
- There is overall community acceptance of the proposal; and
- Development conditions can assist to control the use and management of the operations.

#### *B) Key issues*

While noting the above, the key issues with the application are outlined in below sections. Key matters in determining the Development Application include:

- Is the use and development of the land for a poultry farm appropriate and consistent with the *Shire of Pingelly Local Planning Scheme No. 3 (LPS3)* and *State Planning Policy 2.5 Rural Planning*?
- Will the development adversely impact the amenity of the locality?
- Can risk associated with off-site environmental and environmental health impacts be controlled and/or mitigated?

It is suggested the proposal for up to 4000 laying hens, to be managed on a pasture egg basis, may need to be reviewed given the application area is approximately 38.58 hectares. Based on a stocking rate of 50 hens per hectare, this would result in less than 2000 hens.

#### *C) On-going management*

The responsibility for appropriate on-going management rests with the operator/landowner to ensure the operation does not create inappropriate impacts to adjoining/nearby properties or environmental impacts. Various development conditions are recommended to address amenity. This includes the requirement to prepare and gain approval for an Environmental Management Plan.

The Environmental Management Plan should address matters including:

- Nuisance to neighbours including dust, odour, lighting and traffic;
- Ensuring ground cover is maintained to prevent dust issues;
- Disease prevention and control measures;
- Waste control and disposal – no stock piling of manure, controls for stable fly, burial sites to comply with set-back distances to bores, water table and natural water bodies, and waste receptacles to be provided which are vermin and weatherproof; and
- Compliance with Code of Practice for Poultry in Western Australia.

#### *D) Amenity including odour and noise*

Amenity refers to the comfortable enjoyment of life and property, particularly in terms of air quality (i.e. odour and dust), noise, lighting and visual appearance.

Concerns have been raised regarding inadequate buffer distances to sensitive uses (dwellings).

The nearest neighbouring residence is located approximately 300m from the proposed poultry



farm. This distance was measured from the nearest external edge of the proposed poultry farm to the nearest edge of the dwelling at Lot 801.

The Environmental Protection Authority's *Guidance Statement No.3 - Separation Distances between Industrial and Sensitive Land Uses* specifies a buffer distance of 300m – 1000m (for noise, dust and odour) depending on the size of the poultry farm.

In this instance, given it is pastured egg farm and not a 'traditional' or more intensive poultry operation (in large sheds), a buffer distance of 300 metres is considered appropriate to address off-site impacts. The Shire administration supports maintaining a buffer of 300 metres unless adequate site-specific studies have been carried out which clearly demonstrate that a lesser distance will not cause unacceptable impacts.



9 NARDUCCI ROAD AND ADJOINING LOTS

Black line around usable farming land for chickens

Yellow shaded area is the winter creek water course plus additional water courses outside of our boundary line.

Red lines are buffer zones to the water course

The proposed poultry farm will be located beyond the minimum 300 buffer distances contained in the *Environmental Code of Practice for Poultry Farms May 2004*. Minimum buffer distances for new poultry sheds and neighbouring land are as follows:

- 500 metres from any existing or future residential zone;
- 300 metres from any existing or future rural-residential zone; and
- 100 metres from the boundary of the poultry farm.

The applicant did not provide an odour assessment, however, has three years of operating experience at Brookton. The applicant advises it is unlikely there will be odour impacts extending beyond the application site.

The potential odour emissions emanating from the pastured egg farm, if well operated and managed, is not likely to impact adversely on the amenity of existing sensitive uses (dwellings) beyond the poultry farm boundary. If approved by Council, the applicant is required to prepare (ideally by a qualified environmental consultant), submit and have approved an Environmental Management Plan. Amongst matters, this will require the operator to address odour and dust management through best practice operations.

Effective operation and management of a poultry farm is critical and should reduce the potential for environmental health issues arising. The Environmental Management Plan is considered to be an effective tool to recognise environmental risks and to provide clear strategies and measures

to minimise those risks.

A submission raised concerns regarding environmental impacts emanating from the poultry farm. Poultry management, management of stock feed, water, waste products and all other aspects of poultry farm operation are to comply with the management guidelines set out in the *Environmental Code of Practice for Poultry Farms in Western Australia 2004 (Attachment 6)*.

The operation will also need to comply with the standards prescribed under the *Environmental Protection (Noise) Regulations 1997*.

#### *E) Water supply and impacts*

Concerns have been raised about the potential for water contamination due to nutrient rich material ultimately making its way to the nearby waterways.

The existing vegetation, in parts of the property, will assist to act as a buffer and decrease stormwater velocities allowing entrained material to be deposited and nutrients to be assimilated, thereby protecting the health of waterways. Vegetation provides nutrient uptake, slows runoff (preventing erosion and sediment movement) and filters dust and spray drift. Importantly, the applicant proposes replanting. There is a need for details regarding the location and extent of the replanting.

The *Environmental Code of Practice for Poultry Farms in Western Australia (Department of Environment, 2004)* sets out that poultry facilities should be established on elevated sites and require clearance of more than two metres above the maximum ground water level. The applicant advises the clearance to groundwater is 4 metres.

Water from the roofs of existing and proposed buildings will be collected in rainwater tanks.

#### *F) Traffic impacts*

The proposed development will not substantially increase traffic volumes and impacts in the immediate area. Traffic generation is expected to be comparable with other farming operations.

#### *G) Property values*

Property values are not a planning consideration and are not included in the matters set out in Consideration of Application by local Government under Policy Implications in this document.

### **Statutory Environment**

*Planning and Development Act 2005, Planning and Development (Local Planning Schemes) Regulations 2015, Shire of Pingelly Health Local Law 2003 and Shire of Pingelly Local Planning Scheme No. 3 (LPS3)*

The lots fronting Narducci Street are zoned 'Rural Residential' and do not form part of this application as the Shire does not have the statutory authority to approve 'Animal Husbandry - Intensive' in the Rural Residential zone. The remainder of the property (the application site) is zoned 'General Agriculture' under LPS3. Within this zone, 'Animal Husbandry - Intensive' is listed as a 'D' use. This means that the use is not permitted unless the local government has exercised its discretion by granting development approval.

Under LPS3 a pastured egg farm is classified as Animal Husbandry – Intensive. The proposal meets the LPS3 Scheme definition for Animal Husbandry – Intensive:

“animal husbandry – intensive” – means premises used for keeping, rearing or fattening of pigs, poultry (for either egg or meat production), rabbits (for either meat or fur production) and other livestock feedlots.”

#### **4.1 Zoning Table**

4.1.1 *The Zoning Table indicates, subject to the provisions of the Scheme, uses permitted in the Scheme area in the various zones. The permissibility of any uses is determined by cross-reference between the list of use classes on the left hand side of the Zoning Table and the list of zones at the top of the Zoning Table.*

4.1.2 *The symbols used in the cross reference in the zoning Table have the following meanings –*

*‘P’ means that the use is permitted by the Scheme providing the use complies with the relevant development standards and the requirements of the Scheme;*

*‘D’ means that the use is not permitted unless the local government has exercised its discretion by granting planning approval;*

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

*‘X’ means a use that is not permitted by the Scheme.*

#### **5.20 Development in the General Agriculture Zone**

5.20.1 *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.*

5.20.2 *Council may grant approval of up to two dwellings on any lot, provided the lot exceeds 40ha in area, where the land is managed for agricultural production, tourism, or education purposes and where the occupants are engaged in those specified predominant land uses or activities.*

5.20.3 *The minimum setbacks for dwellings, outbuildings, or any other structure are as indicated in the Development Table - General (Table 2).*

5.20.4 *Council shall refuse an application for planning approval where in its opinion the proposed development will adversely affect the rural landscape or will adversely impact upon the agricultural use of the land.*

5.20.5 *An application for planning approval for intensive agriculture in the General Agriculture Zone shall be assessed by Council in accordance with Council’s Local Planning Policy - Intensive Agriculture.*

- 5.20.6                      *A proposal which in the opinion of Council does not adversely affect neighbouring properties and complies with the provisions of Council's Intensive Agriculture Policy and Natural Resource Management Policy will be considered "permitted development" under the provisions of Clause 8.2 of this Scheme.*

## **Policy Implications**

The key policy documents include:

- *State Planning Policy 2.5 Rural Planning* – this generally supports animal premises on rural land provided rural amenity and environmental impacts can be effectively managed (Attachment 3)
- *Rural Planning Guidelines (Attachment 3)*
- *EPA Separation Distances between Industrial and Sensitive Land Uses*
- *Shire of Pingelly Local Planning Strategy*
- *Code of Practice for Poultry in Western Australia (Attachment 6)*
- *Environmental Code of Practice for Poultry Farms in Western Australia*

## **67. Consideration of application by local government**

- (1) *Development approval cannot be granted on an application for approval of —*
- (a) *development that is a class X use in relation to the zone in which the development is located, unless —*
- (i) *the development relates to land that is being used for a non-conforming use; and*
- (ii) *the local government considers that the proposed use of the land would be less detrimental than the non-conforming use;*
- or
- (b) *development that otherwise does not comply with a requirement of this Scheme, unless —*
- (i) *this Scheme gives the local government discretion to waive or vary the requirement or to grant development approval despite non-compliance with the requirement; or*
- (ii) *the development is permitted under a provision of this Scheme in relation to non-conforming uses.*
- (2) *In considering an application for development approval (other than an application on which approval cannot be granted under subclause (1)), the local government is to have due regard to the following matters to the extent that, in the opinion of the local government, those matters are relevant to the development the subject of the application —*
- (a) *the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;*
- (b) *the requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the Planning and Development (Local Planning Schemes) Regulations 2015 or any other proposed planning instrument that the local government is seriously considering adopting or approving;*
- (c) *any approved State planning policy;*
- (d) *any environmental protection policy approved under the Environmental Protection Act 1986 section 31(d);*

- (e) any policy of the Commission;*
- (f) any policy of the State;*
- (fa) any local planning strategy for this Scheme endorsed by the Commission;*
- (g) any local planning policy for the Scheme area;*
- (h) any structure plan or local development plan that relates to the development;*
- (i) any report of the review of the local planning scheme that has been published under the Planning and Development (Local Planning Schemes) Regulations 2015;*
- (j) in the case of land reserved under this Scheme, the objectives for the reserve and the additional and permitted uses identified in this Scheme for the reserve;*
- (k) the built heritage conservation of any place that is of cultural significance;*
- (l) the effect of the proposal on the cultural heritage significance of the area in which the development is located;*
- (m) the compatibility of the development with its setting, including —*
  - (i) the compatibility of the development with the desired future character of its setting; and*
  - (ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) the amenity of the locality including the following —*
  - (i) environmental impacts of the development;*
  - (ii) the character of the locality;*
  - (iii) social impacts of the development;*
- (o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;*
- (p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;*
- (q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;*
- (r) the suitability of the land for the development taking into account the possible risk to human health or safety;*
- (s) the adequacy of —*
  - (i) the proposed means of access to and egress from the site; and*
  - (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;*
- (t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;*
- (u) the availability and adequacy for the development of the following —*
  - (i) public transport services;*
  - (ii) public utility services;*
  - (iii) storage, management and collection of waste;*
  - (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);*

- (v) *access by older people and people with disability;*
  - (v) *the potential loss of any community service or benefit resulting from the development other than potential loss that may result from economic competition between new and existing businesses;*
  - (w) *the history of the site where the development is to be located;*
  - (x) *the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;*
  - (y) *any submissions received on the application;*
  - (za) *the comments or submissions received from any authority consulted under clause 66;*
  - (zb) *any other planning consideration the local government considers appropriate.*
- (3) *Subclause (1) has effect despite the zoning table for this Scheme.*

### Financial Implications

There are no known financial implications.

### Strategic Implications

Goal 1: Economy	The local economy is strong and resilient, embraces opportunities, and delivers local business growth and jobs.
Outcome 1.1	The Shire experiences significant new business growth and employment and is known widely as an innovative and collaborative community which is attracting new population and investment.
Goal 4: Natural Environment	
Outcome 4.3	The Shire's valued natural areas and systems are protected and enhanced.
Outcome 4.3.2	Ensure proper land management practices are observed which result in protection and care of the natural environment.

### Risk Implications

Risk	The key risk arises from the failure to consult with neighbouring properties resulting in complaints. This has been managed through the consultation process.
Risk Rating (Prior to Treatment or Control)	Low (4)
Principal Risk Theme	Reputational
Risk Action Plan (Controls or Treatment Proposed)	Nil

Consequence Likelihood		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

### Conclusion

Based on the above, it is recommended that Council approve the Development Application subject to conditions. The Council could alternatively choose to defer making a decision on the matter and seek additional information or it may determine to refuse the Development Application.

## **Voting Requirements**

Simple majority

## **Recommendation**

**That Council grant development approval for the proposed pastured egg farm (animal husbandry – intensive) at Lots 2826, 3150, 3493 and 27736 Yenellin Road, Pingelly and associated egg processing and packaging room on Lot 3943 Yenellin Road, Pingelly subject to the following conditions:**

- 1. If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the determination, the approval shall lapse and be of no further effect. Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.**
- 2. Any further use, addition to and/or intensification of any part of the subject development that is not in accordance with the approved application and the Conditions of Approval, and that is not considered minor, shall be subject to a new Development Application and approval for that use, addition and/or intensification.**
- 3. Prior to commencement of development, a revised site plan is to be submitted to and approved by the local government. When approved, the plans will be endorsed and will then form part of the approval. The site plan to show matters including:**
  - i) The location of existing and proposed buildings, parking areas, and internal access roadways;**
  - ii) Dams, other water supply sources, and on-farm waterways;**
  - iii) Vegetation (existing and proposed);**
  - iv) Proposed waste storage areas including burial pits; and**
  - v) What areas will be utilised by the chickens and associated caravans and setting out buffer or exclusion areas.**
- 4. The landowner/applicant is to submit and gain local government approval for an Environmental Management Plan, prior to commencement of the development, which addresses the management measures to be implemented to minimise adverse environmental and amenity impacts on the locality. All measures contained in the Environmental Management Plan are to be implemented on an ongoing basis to the satisfaction of the local government. The Environmental Management Plan to address the following:**
  - i) Drainage and stormwater;**
  - ii) Odour and dust management;**
  - iii) Noise management;**
  - iv) Waste management and wash-down;**
  - v) Biosecurity;**
  - vi) Minimising nutrient export into groundwater and to surface water;**
  - vii) Outlining distances to off-site dwellings and associated buffers;**
  - viii) Fencing;**
  - ix) Lighting and controlling light spill;**
  - x) Chemical handling;**
  - xi) Fire prevention;**
  - xii) Water usage; and**
  - xiii) Revegetation near waterways.**
- 5. While noting Condition 4 (Environmental Management Plan), the stocking rates are required to be sustainable at all times to the satisfaction of the local government and not create land or water degradation.**



6. **No polluted drainage shall be discharged beyond the boundaries of the land from which it emanates or into a watercourse, but shall be so treated and/or absorbed on that lot to the satisfaction of the local government.**
7. **The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of dust, odour, noise, waste product or other impact.**
8. **An Emergency Management and Evacuation Plan is to be prepared to the satisfaction of the local government prior to commencement of the development and then implemented on an ongoing basis. All measures contained in the Emergency Management Plan and Evacuation Plan are to be maintained to the satisfaction of the local government.**
9. **The external appearance of the caravans is to be suitably maintained to the satisfaction of the local government.**
10. **This approval does not include any lots zoned 'Rural Residential' in the *Shire of Pingelly Local Planning Scheme No. 3*.**

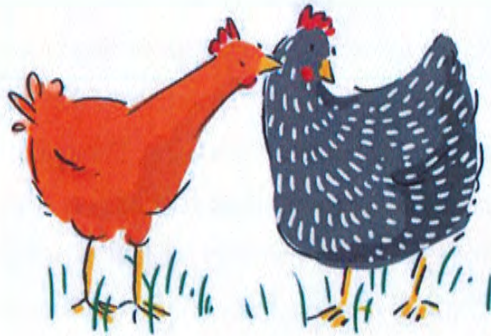
**Advice:**

- A. **The level of noise emanating from the site shall not exceed that prescribed in the *Environmental Protection Act 1986* and the *Environmental Protection (Noise) Regulations 1997* (and any associated amendments).**
- B. **The Department of Primary Industries and Regional Development advises that:**
  - **The proponent monitor ground cover, ideally maintaining 50% cover, and has a contingency plan if wind erosion occurs;**
  - **The proponent uses soil tests to monitor the nutrient status of the range areas before applying extra fertilizer to these areas;**
  - **The suitability of the clay liner in the mortality pit is tested to ensure it is fit for purpose and that groundwater is monitored near the pit, every few years, to ensure that the pit base is sealed and nutrients are not leaching into the groundwater; and**
  - **A soil test to confirm the site is free of residual organochlorines.**
- C. **The operation is required to address the *Shire of Pingelly Health Local Law 2003*.**
- D. **The applicant is advised that the approved development is subject to the *Australian Food Safety Standards Code* and any relevant Codes of Practice for Poultry in Western Australia that may be issued by the State Government.**
- E. **Part 14 of the *Planning and Development Act 2005* provides the right to apply to the State Administrative Tribunal for review of some planning decisions and the applicant may wish to take professional advice to determine whether or not such a right exists in the present instance. The *State Administrative Tribunal Rules 2004* require that any such applications for review be lodged with the Tribunal.**

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



# **Little Farm Pastured Eggs**



## **Application for Development Approval**

## Project Description

Little Farm Eggs is a family owned egg farming business currently located in Brookton producing eggs using the chicken caravan model of pastured raised eggs. We have been leasing the property in Brookton for the past three years to prove the concept and build capacity in the business to master the pastured egg production model. We are now confident in the business and are ready to take the next step and purchase a property that will allow us to 'future proof' the operation and install purpose built infrastructure. There will be a structured timeline of moving the purpose-built chicken caravans and hens with the ability to lock the chickens in and transport them at night, so the next morning they wake in situ at the new property. This will ensure continuity of production and a seamless continuation of the production process. The caravans include a state-of-the-art, roll-away laying system to keep the eggs clean to avoid having to wash them, the caravans are moved fortnightly so the hens have access to fresh pasture. Their diet consists not only of insects, worms and grubs but is also supplemented with a non GMO high quality pellet mix to ensure the hens have a balanced diet. The hens live in small flocks in the mobile caravans giving them plenty of room to move and forage and stocking rate is never more than 50 hens per hectare.

Pastured eggs are very different to normal free range fixed shed systems. These coops are low density mobile outdoor pastured systems that have minimal odour impact due to the low stocking densities in small flocks and outdoor nature of the production system. Moving the caravans regularly avoids the risk of disease, odour, waste build up and water contamination. Existing wholesale egg customers are already established with cafes, restaurants and retail outlets throughout Perth. The close proximity of Pingelly to the Perth market is a big advantage in an increasing consumer market wanting to buy pastured eggs and support the paddock to plate experience.



## Land Area

Land District	Lot No	Deposited Plan/Diagram/Plan	Volume	Folio
Pingelly	555	223047	1503	773
Pingelly	2826	100542	1503	773
Pingelly	395	107041	1503	773
Pingelly	554	553047	1503	773
Pingelly	674	223047	1503	773
Pingelly	3493	257617	1503	773
Pingelly	27736	2545832	1208	876
Pingelly	3150	355476	1503	774
Pingelly	394	107041	1503	775

And constituting an area of 114.0495 acres or thereabouts together with fixed improvements.

## Vehicles

Vehicles to be used in this project are all existing within our farming business. The majority of traffic is light vehicle movement with the specific vehicles to be used in the paddock for the operation including; 4WD ute, car, tractor for moving the caravans and filling up feed and truck for water delivery.

Frequency: Ute/Car: to site once to twice per day for egg collection and checking hens' water and feed

Tractor: Every 2 weeks to move sheds

Loader/Truck: Weekly for feed and water

## Maximum number of poultry to be held at any time

This application is for up to 4000 hens. The initial operation will have 5 caravans (2500 chickens, 500 hens per shed). The application is for up to 4000 hens to allow for future expansion if applicable. Chickens are not stocked any higher than 50 hens per hectare.



# Property Information

Excerpt below from Landgate Property Interest Report for 9 Narducci Street, Pingelly

## 1. Property information

3



Image captured June 2020



## 9 Narducci Street, Pingelly 6308

Year built	1910
Building area	N/A
Type of property	House
Property use	Residential
Wall/Roof type	Brick Walls/Iron Roof
Local Government Authority	Pingelly
Zoning	Farming (RRLRES)
Land area	24205 m <sup>2</sup>
Land ID	Lot 394 On Deposited Plan 107041
Certificate of title number	1503/775
Number of interests that impact this property	21



Perth CBD  
132.6km



Beach  
N/A



Primary School  
1.4km



Secondary School  
20.3km

Generated: 21/09/2021 at 04:20 PM. Request number: 62581819



## Property Plan

Address: 9 Narducci Street, Pingelly

Nearest Street Intersection: Narducci Street and Railway Street, Pingelly

Site access: Railway Street

Parking/Loading Areas: In the site paddock or at the Workshop

Setbacks from boundaries: All firebreaks are in accordance with Shire of Pingelly regulations and maintained annually

Groundwater depth: 4 metres

Aesthetic Aspects: The proposed site is well presented distanced away from Narducci and Railway Streets, screened by trees and shrubs that lessen the visual, dust and odour impacts which are minimal anyway in this low-density mobile system (as opposed to free range systems)

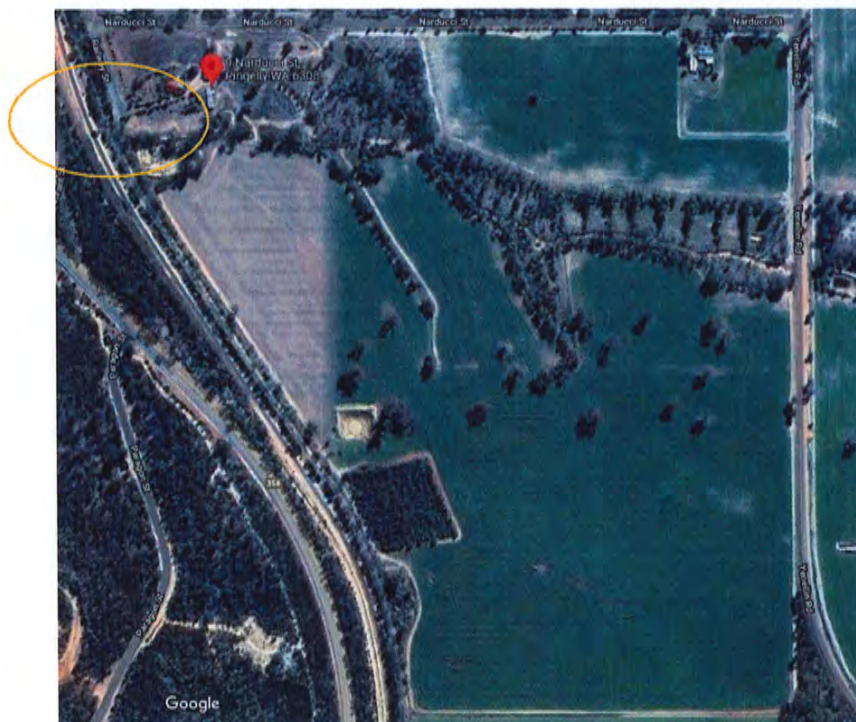
Chicken caravan dimensions: 5 vans x 2.5m x 8m

Each caravan is accompanied by skid feeders and water carts

The caravans are designed for easy cleaning where the water for cooling and drinking does not wet the poultry litter or manure.

## Schematic Site Layout Map

Existing & Proposed buildings indicated



## **Site Map 114 acres**

The above map shows the 114 acres proposed site for the running of the caravans. This has been completed using the Landgate Mapview Plus website. Acre calculations for the site selection (114 acres) takes into consideration all buffer requirements from the Department of Water and Environmental Regulations.

## **Property Map**

Vegetation: York gum, white gum & sandalwood trees

Wells: one

Drains: Gully Lines

Property Watercourses: Avon Spring

## **On-site Details**

### **Water Management Plan - Little Farm Eggs**

Water Management is the planning, developing, distributing and managing the optimum use of water resources. A good Management of water resources will be economically viable while maintaining and improving the productivity of the land and reduce the risk of pollution.

Water sourcing – Water is harvested into rain water tanks from the roofs of sheds and the main house. This water is then used to water the livestock. This eliminates the need to draw upon the water table allowing for accumulation and deposition of rain water for reuse. The harvested water can be used for drinking as well if the storage is a tank that can be accessed and cleaned as required.

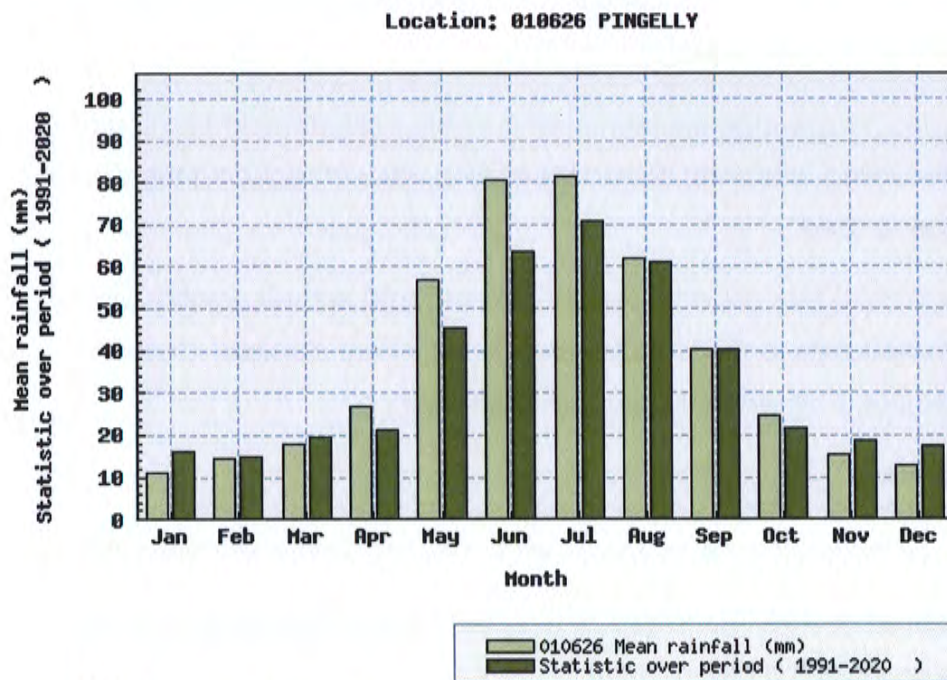
Water usage – Water is used in a responsible manner and not wasted. Water is stored in separate tanks around the property. Water will be used mindfully and carefully.

Awareness of the farm's characteristics (including surrounding water courses, availability and quality of water resources, soil types) will then be the basis for seasonal rotation of the chickens onto the pasture. No irrigation will be required.

Riparian vegetation – Conservation riparian buffer zones are planted along watercourses. There will be extension of the existing buffer zones to gain more efficiency in intercepting overland flow and reducing the transport of nutrients. Rotational grazing of the birds is practised to allow for revegetation, assisting in the filtering of any runoff water.

## Rainfall

Data obtained from the Bureau of Meteorology shows the Pingelly rainfall records. Included below is the last 30 years of data (1991 - 2020) against the mean rainfall. Mean is calculated on rainfall (mm) for years 1886 to 2019. Although the rainfall in winter months is decreasing, the rainfall across the year is steady and assures year round access to water, especially with the existing infrastructure.



Australian Government  
Bureau of Meteorology

Created on Tue 21 Sep 2021 18:34 PM AEST



## **1 in 100-year flood level**

1 in 100 Annual Exceedance Probability (AEP) Floodplain Development Control Area delineates land that may be affected by the 1 in 100 AEP flooding and therefore subject to development control. A property interest report has been generated by Landgate that shows that the 1 in 100 AEP Floodplain Development Control Area does not affect this property.

## **Aboriginal Archaeological sites: Not applicable**

## **Waste Management Plan**

Good waste management on farms is essential to ensure a healthy, safe and productive farming enterprise. The design of the coops being mobile is to reduce the nutrient build up in any one area. Since 2018 our business has been operating under the below Farm Waste Management Plan;

Definition of Waste: "Waste management" refers to the collection and sorting of waste, reusing, recycling, disposing of and identifying ways of reducing the amount of waste being generated.

Domestic waste: On site bins allow for separation of landfill and recyclable rubbish. All recyclables to be taken to the local transfer depot where possible. Domestic rubbish will be removed off site to the local refuse station.

Chemical waste: NA

Battery disposal: All batteries to be removed off site to appropriate recycling depots.

Rinsates and flushing: Any contaminated rinse water will be disposed of in a way that will not contaminate the ground water.

Tyres and oils: Tyres and oils to be sent to a local shire approved recycling facility.

Chicken mortalities: The waste disposal on site for any chook mortalities will be done through the use of burial pits. These pits meet the Department of Water and Environmental Regulation of a minimum buffer zones of 50m to waterways and 100m from water supply bores. As part of the Environmental Code of Practice for Poultry Farms in Western Australia if groundwater was to be encountered during the

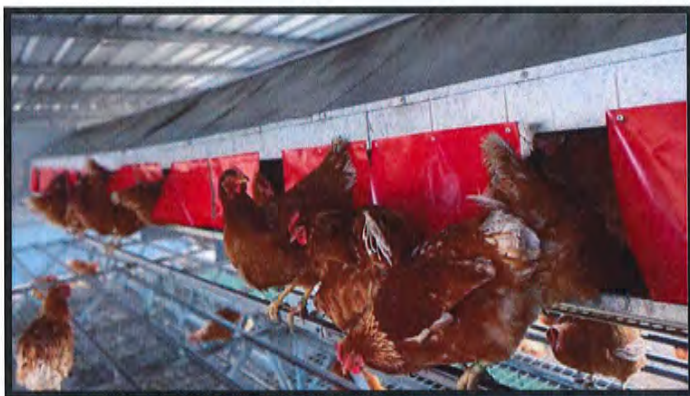


construction of burial pits, they would not be used and a 3m buffer distance would be observed. The Department of Primary Industries and Regional Development (DPIRD), Sustainability and Biosecurity Department recommendations will be followed with burial pits made at 1.5m deep with lime sand and straw at the bottom before covering over with soil. The addition of organic matter speeds up the decomposition process. The soil in this area identified has clay subsoil which is most suitable for burial pits and sits higher in the topography which are the DPIRD recommendations. Burial pits will also be GPS recorded on our maps and in our farm management record system. The burial pits will also be fenced off with vermin exclusion fencing.

## Management Plan

The day to day activities of the pastured egg operation are outlined below.

### Daily



Collection of eggs generally between 11am and 1pm. This allows plenty of time for the hens to get their spot and lay their eggs for the day. The eggs roll away into a compartment so they are free from chook waste and birds. The eggs are

collected from the end of the nesting boxes which the chickens do not have access to.

All feeding and watering systems are checked to ensure chickens have access to feed and water. This is completed generally once to twice per day but can be more if required seasonally.

Egg Collection process: Turning the roller at the end of the caravan brings the eggs along for collection. Collectors sanitise their hands before, during and after collection. Some eggs at times require the chicken





waste to be removed which is done through the method of dry cleaning. Dry cleaning is the preferred method as it keeps the protective membrane over the eggs in tact so bacteria is less likely to penetrate. No detergents or washing solutions are used at all.



**Candling and Grading:** The eggs are then immediately transferred to the dedicated processing room where they are candled, stamped, graded and packed. Using a top of the range, Italian engineered egg grader and candler, all eggs pass over a light that highlights any hairline cracks or imperfections, these eggs are removed. The approved eggs move along the roller to the grading tray, where calibrated scales weigh and sort the eggs according to weight. Eggs are then stamped with the "LFE" stamp, registered with the Western Australian Health Department, a necessary step for traceability.



600g per doz. (individual weight between 50g – 58.2g)

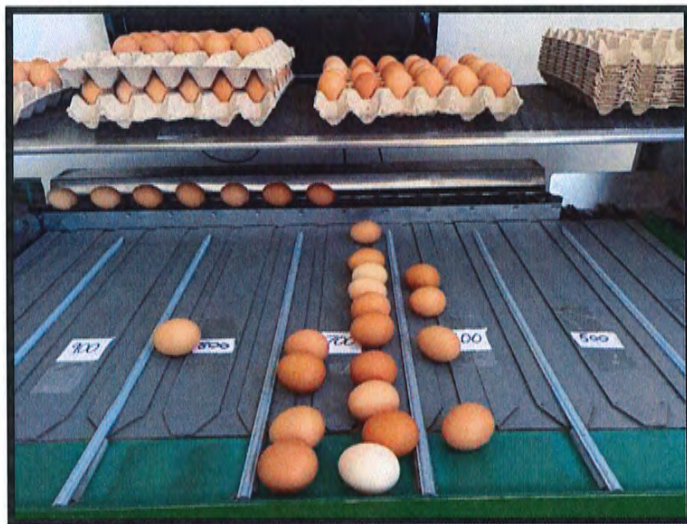
700g per doz. (individual weight between 58.3g – 66.6g)

800g per doz. (individual weight 66.7g +)

**Packing:** The eggs are then packed into catering or retail boxes to fulfil the orders of our existing customers. The packaging materials are purpose made egg cartons, trays and outer boxes.



## Candling & Grading Process



## **Weekly**

Chicken Caravans are moved regularly approximately 50 metres so the hens have access to fresh pasture. Generally, the chickens only travel 30 metres from their caravan. There is not an exact movement and GPS location that each coop will be moved to weekly in any grid formation as it needs to be done in relation to the overall paddock assessment and amount of ground cover which changes throughout the seasons. This is something that needs to be managed weekly rather than having an exact structured movement plan. The one requirement we do have in place is that caravans do not return to the same locations for 3 months and can be longer if the area requires.

The hen's diet consists of insects, worms and grubs and they are supplemented with non-GMO high quality pellet mix to ensure the hens have a balanced diet. Every 6-7 weeks 10 tonne of premium layer pellets are purchased from Weston Feeds. Nesting boxes are washed down with a pressure cleaner.

## **Every 3 months**

New hens at point of lay are purchased for one caravan. This is done in small batches to avoid overcrowding and anti-social behaviour. At this time the oldest hens are removed from their coop and sold privately. Hens are purchased from specialised breeders Fremantle Egg Company. The breed purchased is Hy-line Brown.

## **Miscellaneous**

Complaints Handling Procedure:

Our property has biosecurity signage at the front gate where all visitors must phone prior to entry to the property. We also have a Complaints Handling Procedure for our property which was produced in July 2019. Our business has not received any complaints in regards to any part of our business that this complaint handling procedure has needed to be utilised.



#### Nutrient Management Plan:

The design of the Chicken Caravans being mobile is to reduce the nutrient build up in any one area.

#### Rotational Grazing:

Once the poultry van is moved from an area in the paddock, they do not return to the same area for a minimum of 3 months. This allows the pasture to recover and actively grow.

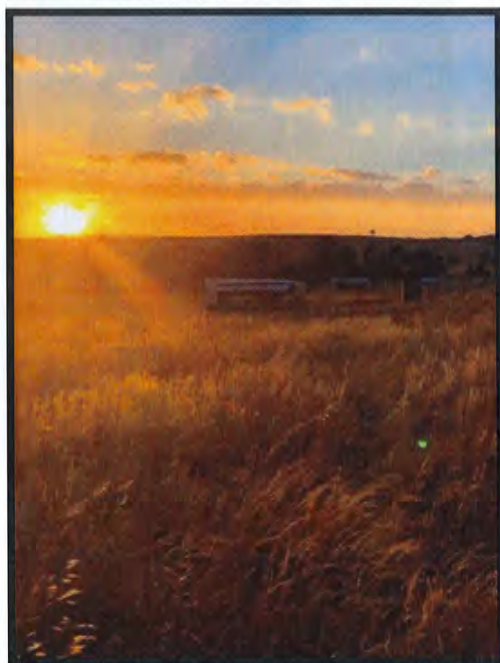
#### Maintenance of ground cover:

Ground cover is the amount of plant material which covers the soil surface. An annual Ground Cover Report can be presented to The Shire of Pingelly if requested. Rotation of the caravans assists in regeneration of the ground cover.

#### Site Selection:

The proposed sites have been selected as it meets all buffer zone requirements and well distanced away from the watercourses. It is also close to farm sheds, amenities which works well for feed and water supply, monitoring and management of the caravans. The mobility of

the chicken caravan and the design avoids nutrient build up in any one area. Caravans are moved regularly approximately 50 metres so the hens have access to fresh pasture. Generally, the chickens only travel 30 metres from their coop. There is not an exact movement and GPS location that each van will be moved to regularly in any grid formation as it needs to be done in relation to the overall paddock assessment and ground cover which changes throughout the seasons. This is something that needs to be managed in real time rather than having an exact structured movement plan.



#### Mortality Management:

Deaths of the hens are minimal but always inevitable. Disposal of carcasses is done by placing them in burial pits. Details of these have been outlined in Land Area for Waste Disposal. The procedure for this has been put in place on consultation with The Department of Primary Industries and Regional Development (DPIRD), Sustainability and Biosecurity Department.

#### Animal Welfare:

All reasonable effort is taken to provide protection from predators. Chickens in the paddock are protected by mobile electric fencing powered by solar invertors as this



keeps them safe from any predators. The fence also ensures that the poultry cannot enter any buffer zones. The fencing locations will also be GPS recorded on our maps and in our farm management record system which can be inspected and viewed at any time. The intention is to also install vermin proof fencing around the entirety of the property prior to moving, to further protect chickens from predators.

All paddocks are protected from fire with firebreaks done annually meeting local government regulations. As part of our farming business we have two fire units (1 x ute and 1 x truck) that can be utilised in the case of a fire event. We are also part of the Volunteer Fire Brigade with the Shire of Brookton.

Pingelly have a quick and efficient notification system in the case of a fire for additional volunteers to attend if required.

Each caravan has multiple independent drinking water points available for the hens. The vans are fully ventilated, providing fresh air and this is one means of controlling the shed temperature and humidity. The low stocking rate allows for adequate airflow and temperature control when the hens cluster or perch at night during weather conditions. The mobile caravans have a mesh floor and over ½ metre off

the ground to assist with good ventilation, plus the gas strut operated doors are open all day. If there is bad weather coming the doors from the side are closed to provide plenty of protection. On hot days in summer the coops are watered down manually to keep the hens cool. The hens have 24-hour access to food and water.

#### Water Quality Monitoring

Protecting our waterways and soil health now and into the future is our primary focus in every practice we do within our property. All buffer zone requirements as outlined in our discussions with the Department of Water and Environmental Regulations will be adhered to at all times.

- Wells & Bores: 100m buffer
- Tributaries: 100m buffer
- Avon River: 200m buffer
- Dams: No DWER requirement but our internal management will be 50m buffer with vermin proof fence erected around the dam to keep poultry out of dam areas
- Dwellings: 300m buffer
- Burial Pits: 50m buffer to waterways and 100m buffer from water supply bores with vermin proof fence erected around it

Washdown activities will occur to avoid nutrient washaway directly into the water courses. All buffer requirements are met. Caravans will be taken to the flat areas of the paddocks for washdown and these locations will be alternated as required on assessment of the paddock conditions such as pasture cover. Only one van will be washed down at a time to reduce the water on the ground. A pressure cleaner will be used for this task to minimise the amount of water use and having good control over the water use and movement. Photos will be taken over the year before and after washdown and will be available to review on request at any time. Data that will be recorded with these photos will include date and time recorded, GPS location of washdown along with volume of water used. Washdown operations will be kept short and frequent rather than prolonging for long period of time and having to use more water.

Dams on the property will be fenced off and internal management will ensure washdown activities will not occur near dams. Dams on the property are used for stock water only and critical for our operations to protect their water quality.



To be proactive we will also engage with Wheatbelt NRM staff on visiting the property where available to look over our operations to review all practices are being conducted to ensure no impact on water resource values and management.





**Shire of Pingelly**

**Development Application for proposed  
Pastured Egg Farm (animal husbandry-intensive)  
Locations 2826, 3150, 3493 & 27736 Yenellin Road, Pingelly  
Available for Inspection**

The Shire of Pingelly has received a Development Application from Little Farm Pastured Eggs proposing to establish a Pastured Egg Farm.

The Development Application is available for inspection at [www.pingelly.wa.gov.au](http://www.pingelly.wa.gov.au)  
and at the Shire Office during opening hours up to and including 22 November 2021.

You have the opportunity to provide your views prior to the Development Application being assessed by the Shire and determined by the Council.

Submissions on the Development Application must be made in writing to [admin@pingelly.wa.gov.au](mailto:admin@pingelly.wa.gov.au) or to the below address and lodged with the Shire on or before 22 November 2021.

A handwritten signature in black ink, appearing to be 'Andrew Dover'.

**Andrew Dover**  
**Chief Executive Officer**  
Shire of Pingelly  
17 Queen Street  
Pingelly WA 6308  
8 October 2021





Department of  
**Primary Industries and  
Regional Development**

Your reference:  
A5485/OPA21914  
Our reference: LUP 1221 -  
1437080  
Enquiries: Greg Doncon

Andrew Dover  
17 Queen Street  
Pingelly WA 6308  
admin@pingelly.wa.gov.au

Date: 22 November 2021

Dear Andrew

**Development Application – Proposed Pastured Egg Farm (Animal Husbandry – Intensive) – Locations 2826. 3150. 3493 & 27736 – Yenellin Road, Pingelly**

Thank you for inviting the Department of Primary Industries and Regional Development (DPIRD) to comment on the above development application.

DPIRD does not object to the proposal and offers the following comments:

- The site of the proposed free-range egg farm is described by DPIRD's soil-landscape mapping as Pingelly 3 undifferentiated Phase, which features mainly sandy and loamy duplexes with some loamy earths, coarse granitic sands, doleritic clay loams and shallow gravelly rises. The application describes the site as having York gum and white gum trees.
- Phosphorus loss on these soils are nil to moderate.
- Wind erosion risk on York gum and white gum soils is usually low to moderate but can be high on sandy surfaced soils. The application outlines that rotation of the caravans will assist with the regeneration of the ground cover. Regeneration of ground cover is unlikely to occur in the drier months. DPIRD requests that the proponent monitor the ground cover, ideally maintaining 50% cover, and has a contingency plan if wind erosion occurs.
- DPIRD expects that range areas are managed such that the nutrients created by the poultry system matches the nutrients leaving the system and that excessive nutrients do not exit the system and enter the surrounding environment. DPIRD requests that the proponent uses soil tests to monitor the nutrient status of the range areas before applying extra fertiliser to these areas.

1 Nash Street East Perth 6004  
Locked Bag 4 Bentley Delivery Centre 6983  
Telephone +61 (0)8 9368 3333 landuse.planning@dpiird.wa.gov.au  
**dpiird.wa.gov.au**

ABN: 18 951 343 745

- The waste management plan describes that the chicken mortalities will be disposed on site using burial pits and these pits will utilise the local clay subsoil. The Egg Industry Environmental guidelines (2018) state that the pit requires “an impermeable base.” DPIRD suggests that the suitability of the clay liner in the mortality pit is tested to ensure it is fit for purpose and that groundwater is monitored near the pit, every few years, to ensure that the pit base is sealed and nutrients are not leaching into the groundwater.
- This is a new site for free range poultry and the history of chemical use on the site is not known. Organochlorines such as DDT, dieldrin and heptachlor were pesticides commonly used in metropolitan and rural areas during the mid-20th century. DPIRD suggests a soil test to confirm the site is free of residual organochlorines.

For more information, please contact Greg Doncon on 9081 3117 or [greg.doncon@dpird.wa.gov.au](mailto:greg.doncon@dpird.wa.gov.au)

Yours sincerely

Dr Melanie Strawbridge  
**Director Agriculture Resource Management Assessment  
Sustainability and Biosecurity**

## Sheryl Squiers

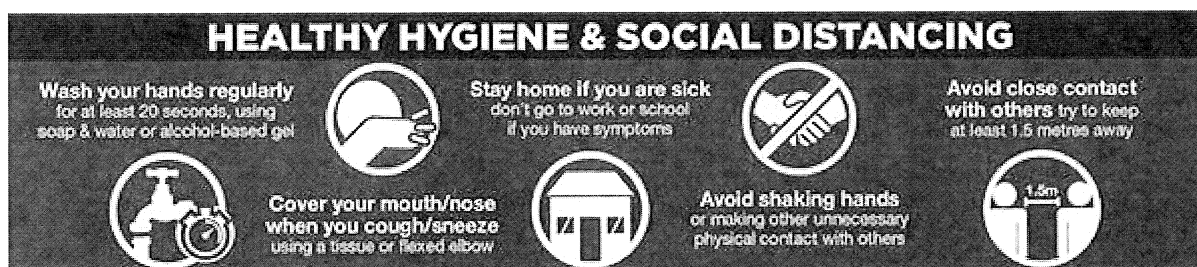
**From:** Sheryl Squiers  
**Sent:** Thursday, 18 November 2021 4:25 PM  
**To:** Sheryl Squiers  
**Subject:** FW: Proposed Animal Husbandry Application - Yenellin Rd, Narducci St



### Sheryl Squiers Administration Officer Technical

P 08 9887 1066  
E [sheryl.squiers@pingelly.wa.gov.au](mailto:sheryl.squiers@pingelly.wa.gov.au)  
[www.pingelly.wa.gov.au](http://www.pingelly.wa.gov.au)  
17 Queen Street, Pingelly, WA, 6308

Working Hours: Mon - Fri, 8.00am to 5.00pm



*Disclaimer:*

*This email message and any attached files is private and confidential. If you are not the intended recipient, please advise us by return email immediately, and delete the email and any attachments without using or disclosing the contents in any way. The views expressed in this email are those of the author, and do not represent those of the Shire of Pingelly unless this is clearly indicated. You should scan this email and any attachments for viruses. The Shire of Pingelly accepts no liability for any direct or indirect damage or loss resulting from the use of any attachments to this email.*

**From:** Corey Boivin <[Corey.Boivin@dwer.wa.gov.au](mailto:Corey.Boivin@dwer.wa.gov.au)>  
**Sent:** Monday, 1 November 2021 9:50 AM  
**To:** Sheryl Squiers <[sheryl.squiers@pingelly.wa.gov.au](mailto:sheryl.squiers@pingelly.wa.gov.au)>  
**Subject:** Proposed Animal Husbandry Application - Yenellin Rd, Narducci St

Dear Sheryl,

The Department of Water and Environmental Regulation (The Department) has reviewed the information supplied for the proposed Pastured Egg Farm (A5485/OPA21914) and has determined that it is insufficient to adequately determine potential impacts to environmental and water resources. The Department requests that the application for development approval be amended to include further detail on the following:

- Maps and diagrams detailing what areas will be utilised by the chickens and associated caravans. These diagrams should include buffers to waterways, exclusion zones, burial pits and areas where native vegetation is intended to be cleared. This is not an exhaustive list and other information may need to be included.
- Location of burial pits should be included on maps along with information regarding groundwater levels where these pits are intended to be located.
- Further information and specifications regarding the vermin exclusion fencing should also be supplied.
- Will areas be cleared of native vegetation and planted with pasture?
- Water usage and where water will be sourced from. The application states that water harvested from roofs and sheds will be utilised, however it is unclear if this will be sufficient. Will dam water be available all year? Will scheme water be used? What contingencies are in place should rainwater run out, eg. will groundwater be used?

- How will washdown water be managed as to not impact on water resources? Have flat areas already been identified as washdown areas or will this be decided on an ad hoc basis and how will the water be disposed of?

The above information will allow the Department to assess this application more comprehensively.

Feel free to contact me if you have any questions.

Kind regards,

Corey Boivin  
Natural Resource Management Officer  
Planning Advice Section

Department of Water and Environmental Regulation  
Swan Avon Region  
7 Ellam St, Victoria Park, WA 6100  
T: (08) 6250 8027 | F: (08) 6250 8050  
E: [corey.boivin@dwer.wa.gov.au](mailto:corey.boivin@dwer.wa.gov.au) | [www.dwer.wa.gov.au](http://www.dwer.wa.gov.au)  
Twitter: [@DWER\\_WA](https://twitter.com/DWER_WA)

## Sheryl Squiers

---

**From:** Admin Officer  
**Sent:** Wednesday, 17 November 2021 1:05 PM  
**To:** Sheryl Squiers  
**Subject:** IPA21931 - A5485 - FW: Egg Farm

**SynergySoft:** IPA21931 - A5485



**Admin Officer**  
**Admin Officer**

P 08 9887 1066  
E [admin@pingelly.wa.gov.au](mailto:admin@pingelly.wa.gov.au)  
[www.pingelly.wa.gov.au](http://www.pingelly.wa.gov.au)  
17 Queen Street, Pingelly, WA, 6308

### HEALTHY HYGIENE & SOCIAL DISTANCING

Wash your hands regularly  
for at least 20 seconds, using  
soap & water or alcohol-based gel



Stay home if you are sick  
don't go to work or school  
if you have symptoms



Avoid close contact  
with others try to keep  
at least 1.5 metres away



Cover your mouth/nose  
when you cough/sneeze  
using a tissue or flexed elbow



Avoid shaking hands  
or making other unnecessary  
physical contact with others

#### Disclaimer:

*This email message and any attached files is private and confidential. If you are not the intended recipient, please advise us by return email immediately, and delete the email and any attachments without using or disclosing the contents in any way. The views expressed in this email are those of the author, and do not represent those of the Shire of Pingelly unless this is clearly indicated. You should scan this email and any attachments for viruses. The Shire of Pingelly accepts no liability for any direct or indirect damage or loss resulting from the use of any attachments to this email.*

**From:** wayne fuller [REDACTED]  
**Sent:** Wednesday, 17 November 2021 10:24 AM  
**To:** Admin Officer <[admin@pingelly.wa.gov.au](mailto:admin@pingelly.wa.gov.au)>  
**Subject:** Egg Farm

I am writing this email in regards to the proposed Pastured egg farm on Yenellin rd .  
I am the neighbor on the south.

4000 hens worries me, chooks will get the ground bare and then it will be a dust bowl. Isnt the shire worried about dust blowing over neighboring houses? as the egg farm is very close to residential area.

There is part of the property which runs water onto my property , 4000 chooks create a lot of manure, do you think this will be a major nutrient overload? Chook manure smells and attracts, fly's .  
Don't get me wrong , I like chooks , I have chooks of my own, 12 only. Long way from 4000.

Will the egg farm have Guardian type Dogs to protect the chooks from foxes? I know that the large Maremma dogs bark (big deep loud barking at night , can you imagine that near people trying to sleep).

Im also concerned that having a chook farm as a neighbor might make my Property hard to sell and decrease the value in the future.

These are my concerns because I live so close.

I hope these above mentioned issues aren't as bad as I'm thinking and we can a new business in the shire which does not affect the neighbors in any way

Sent from Mali for Windows



A5485/OPA21914

11 October 2021

SHIRE OF PINGELLY	
FILE	A5485
DATE	13 OCT 2021
Officer	AOT
Copy to	OPA21917

## Development Application Response

I Tony Narducci wish to advise  
that I am happy for this  
proposed Pastured Egg Farm to  
go ahead.

A.A. Narducci



**Sheryl Squiers**

---

**From:** [REDACTED]  
**Sent:** Sunday, 10 October 2021 3:57 PM  
**To:** Admin Officer  
**Subject:** ICR215678 - A5485 - Development Application Pastured Egg Farm

Dear Shire Representatives,

As a resident of Pingelly, I would like to offer my support and best wishes to The Pastured Egg Farm for approval of their application.

I have read through the submission before council and it seems very innovative and is what many people are looking for with egg farming. There has been a massive push in recent years to abandon cage egg farming and I understand that it is going through a phasing out process now.

What a wonderful business to have established in Pingelly and something for the local towns folk to be proud of. Perhaps there maybe even a few jobs become available as the business expands.

My hope is that council grant permission on this approval so we can welcome the Pastured Egg Farm into our community.

Kind regards  
Frith Stafford

[REDACTED]

Sent from Yahoo Mail on Android



## 5.6 Tree farming

Tree farming is an umbrella term used to describe the planting of trees to generate economic return and/or environmental benefits. It has been a rapidly emerging industry in a number of rural locations across the State. Usually this has involved the planting of trees for harvest. However, more recently the planting of trees for carbon sequestration has emerged as a new rural land use. Tree farming which involves harvesting is a primary production activity that also sequesters carbon. The different types of tree farms, i.e. integrated, chip logs or saw logs, require varied planning approaches.

WAPC policy in regard to tree farming is:

- (a) tree farming is supported and encouraged on rural land as a means of diversifying rural economies and providing economic and environmental benefit;
- (b) tree farming should generally not occur on priority agricultural land;
- (c) tree farming should generally be a permitted use on rural land, except where development of a tree farm would create an extreme or unacceptable bushfire risk or when responding to specific local circumstances as identified in a strategy or scheme;
- (d) local governments should manage the location, extent and application requirements for tree farming in their communities through local planning strategies, schemes and/or local planning policies;
- (e) in planning for tree farming, local government considerations should include but are not limited to, potential bushfire risk, environmental and economic factors, water availability and recharge,

- visual landscape impacts, transport impacts of tree farming (where harvesting is proposed), planting thresholds, appropriate buffers, and location relative to conservation estates and sensitive land uses;
- (f) where tree farm proposals are integrated with farm management for the purpose of natural resource management and occupy no more than 10 per cent of the farm, the proposal should not require local government development approval; and
- (g) the establishment of tree farms does not warrant the creation of new or smaller rural lots.

## 5.7 Animal premises

Animal premises are important contributors to the food needs of Western Australia's residents and to the State's economy. In order to operate effectively they require ready access to consumers, access to services and freight, appropriate environmental or climatic conditions, and the ability to respond to changes in the market. As a result, animal premises are generally located in the vicinity of road, rail and port infrastructure and population centres. Relocation of existing animal premises away from approaching urban fronts will not be possible for all businesses, nor is it a reasonable expectation.

Many animal premises are subject to environmental regulation, but others, most notably poultry farms, are not. Where animal premises are not subject to environmental regulation, planning decision-makers may need to consider a broader range of environmental factors and resolve potential land use conflict.

WAPC policy in regard to animal premises is:

- (a) animal premises are a rural land use, and are generally supported and encouraged on rural land provided rural amenity and environmental impacts can be effectively managed;
- (b) animal premises that require large sites or buffers, and could limit existing or potential industrial land uses, should generally not be located in State strategic industrial areas or within their buffers;
- (c) expansion of existing animal premises may be supported where off-site impacts (such as odour, dust or noise) are mitigated or managed to achieve maintenance or reduction of impacts, in accordance with an accepted code of practice;
- (d) in addition to environmental issues, planning decision-makers must consider the following matters in assessing proposals –
  - (i) the staging of the proposal and ultimate design capacity;
  - (ii) the transport of animals to and from the site;
  - (iii) the handling and disposal of deceased or 'retired' animals on or off-site;
  - (iv) the transport, handling and/or disposal of animal feed and/or waste on or off-site;
  - (v) outdoor pens or roaming areas for animals;
  - (vi) the potential impacts of operating hours;
  - (vii) shed configuration, including rotation and/or automation;
  - (viii) servicing, including location and size of effluent disposal ponds; and



- (ix) biosecurity (based on advice from the industry); and
- (e) where an animal premises proposal may affect the nutrient load of a river, estuary or associated tributary and the system and/or its receiving water body has no further capacity to assimilate nutrients without an adverse impact on ecosystem health, a reduction in nutrient export is to be demonstrated.

### 5.8 Intensive agriculture

Intensive agricultural products are important contributors to the State's economy and are sold to domestic and export markets. Several localities in Western Australia produce much of the State's produce, including Carabooda, Gingin Brook, Perth Hills, Nowergup, Myalup, Manjimup, Donnybrook, Margaret River, Carnarvon, and Ord River. In addition, there are other dedicated sites that may produce a high percentage of a particular commodity in the context of State supply.

In order to operate effectively, producers may require areas of high agricultural productivity, water availability, suitable climatic conditions and ready access to markets and freight networks.

WAPC policy in regard to intensive agriculture is:

- (a) intensive agriculture is generally supported and encouraged on rural land provided rural amenity and environmental impacts can be effectively managed;
- (b) intensive agriculture sites of State significance should be protected from encroachment;
- (c) in considering buffer distances between intensive agriculture and sensitive land uses, the requirements of clause 5.12 should be observed, and the following matters may also affect the buffer –

- (i) types of chemicals used and their method of application;
- (ii) the characteristics of the site/s, including vegetation, topography and prevailing winds;
- (iii) potential mitigation approaches, including fencing, vegetation buffers, open space, road reserves and other compatible uses; and
- (iv) potential staging and/or expansion intention of the intensive agriculture operator; and
- (d) where an intensive agriculture proposal may affect the nutrient load of a river, estuary or associated tributary and the system and/or its receiving water body has no further capacity to assimilate nutrients without an adverse impact on ecosystem health, a reduction in nutrient export is to be demonstrated.

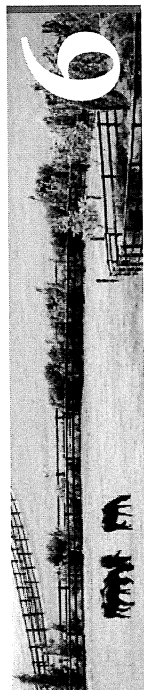
### 5.9 Basic raw materials outside the Perth and Peel planning regions

Basic raw materials are essential for the construction of buildings, roads and other infrastructure, and also for the sustainability of agricultural production.

Identification of basic raw material sites does not presume that extraction would be environmentally acceptable or that subsequent approval for extraction would be guaranteed. Nor does it remove the requirement of local government authorities or proponents to meet their obligations to identify those environmental constraints which may determine the extent and/or manner in which a proposal may be implemented.

WAPC policy for basic raw materials located outside the Perth and Peel planning regions is:

- (a) Significant Geological Supplies and their buffers are not to be developed for other purposes until the resource is extracted, or unless development is compatible with the future extraction of the resource;
- (b) Significant Geological Supplies and significant basic raw material resources, and an indicative separation distance or buffer, should be identified in sub-regional and/or local planning strategies;
- (c) region and local planning schemes should identify Significant Geological Supplies and significant basic raw material resources, and include provisions for their protection, access and use;
- (d) basic raw material resources and sites should be identified in local planning strategies and schemes as required;
- (e) region and local planning schemes should not generally prohibit the extraction of basic raw material resources;
- (f) sequential land use planning is encouraged whereby extraction and appropriate rehabilitation can take place on a programmed basis in advance of longer-term use and development;
- (g) sensitive zones and/or land uses may be approved where it can be demonstrated they will not limit the existing or potential extraction of basic raw materials;
- (h) where a basic raw material resource is located with native vegetation or significant biodiversity values, extraction of the resource may require referral under Part IV or Part V of the *Environmental Protection Act 1986*. Environmental regulation of the proposal may require vegetation retention and/or protection of other environmental assets;



# Rural Planning Guidelines

Version 3 December 2016

Western Australian Planning Commission

12

- provisions to protect the amenity of the area (visual, noise, smell, dust and/or pollution); and
- staging, in terms of the dwelling being ancillary to the industry e.g. no house without the industrial use.

## 6.3 Primary production and processing precincts

To promote economic development, primary production or processing precincts located on rural land may be a consideration for some local governments.

When identifying and justifying such precincts in a strategy, consideration should be given to:

- whether a proposal for a precinct is supported by industry trends or needs;
- the scale of the precinct - subject to local government priorities, these precincts are generally large scale, for rural activities, with no residential component;
- access to freight, rail, road, ports and airport linkages, depending on the scale and type of industry being contemplated;
- the servicing and access conditions – prior to site selection an indication of potential costs for the provision of services should be investigated;
- any potential risks or benefits associated with co-locating industries;
- relevant environmental matters, including adequate land for buffers; and
- strategies that may identify where additional studies are required.

When considering the inclusion of precincts into a scheme, consideration should be given to:

- the adequacy of scheme provisions and whether precincts should be designated as a Special Control Area under Part 5 of the scheme;
- the appropriate standards for servicing and access;
- the need for development contribution plans if shared infrastructure is required;
- the impact on the rural amenity of the area, including any impact on the landscape; and
- the inclusion of adequate measures to address impacts on sensitive land uses, such as separation distances which may be dependent on the specific production or processing industries proposed for the precinct; and
- potential cumulative impacts that may need to be planned for.

## 6.4 Animal premises

SPP 2.5 outlines the matters that need to be considered when assessing proposals for new animal premises, expansion of existing facilities, and development in the vicinity of these premises, and provides guidance on managing land use transition so that existing operators can continue to function and that new or existing residents have reasonable expectations.

SPP 2.5 discourages the location of large animal premises within State strategic industrial areas or their buffers, as these buffers are generally determined based on the extent of the cumulative offsite impacts of the fully developed industrial area. Any proposed animal premises within these buffer areas may generate its own offsite impacts, therefore resulting in an increased cumulative impact for the neighbouring land uses. This may in turn constrain the

operations of the existing strategic industry, and/or any future planned development capacity of the industrial area itself.

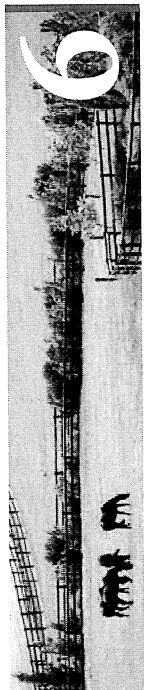
Within the Metropolitan Region Scheme (MRS), Peel Region Scheme (PRS) and Greater Bunbury Region Scheme (GBRS) areas the WAPC seeks to ensure that poultry farm development is consistent with future planning. As provided in the WAPC's resolution under clause 32 of the MRS, clause 21 of the PRS and clause 27 of the GBRS, all applications for the development of new poultry farms, or any extension or addition in excess of 100 square metres to improvements of an existing farm, are to be referred to the WAPC for determination.

The development of animal premises that are of State or regional importance or otherwise in the public interest may also require approval under the MRS, PRS or GBRS.

For further information on animal premises, refer to the WAPC fact sheets for poultry farms and piggeries. These outline a range of land use planning considerations relevant to the establishment, expansion or modification of animal premises. Other useful resources for planners include industry environmental guidelines and industry codes of practice, and can be accessed on-line from the relevant industry body.

## 6.5 Intensive agriculture

Western Australia's horticultural industries are highly diverse, producing a variety of fruit, vegetables, nuts, herbs and spices, nursery products, turf, cut flowers and are supplied to the wholesale, retail and food service sectors. Horticultural industries make an important contribution to the State's prosperity, especially in providing food security, health and nutrition; and as a stimulus for regional economies.



# Rural Planning Guidelines

Version 3 December 2016

Western Australian Planning Commission 13

Crops are grown throughout the year and farming activities generally occur during daylight hours - although packing may be undertaken in sheds at night. Some types of horticulture are highly intensive and often rely on irrigation, fertilisers and pesticides - which can significantly increase the quantity of nutrients, mainly phosphorus and nitrogen, entering groundwater, watercourses and wetlands. Conflicts relating to agricultural chemical spray drift, noise, dust and odour can arise between agricultural activities and sensitive land uses.

Some schemes designate 'Agriculture - intensive' within the Rural zone as a permitted ('P') use, with any relevant development standards or requirements outlined in the scheme. In other zones where 'Agriculture - intensive' is identified as a discretionary ('D' or 'A') use, consideration should be given to the following matters when preparing or assessing proposals:

- land capability and suitability for the proposed use;
- size of the operation;
- groundwater quality and availability;
- servicing including a water supply for irrigation;
- topography, drainage and flood risk;
- impact on watercourses, soaks and wetlands including nutrient export risk management;
- clearing of native vegetation;
- vehicle access requirements including onsite movements;
- landscaping requirements;
- potential cumulative impacts due to proximity to other farms generating similar impacts;

- biosecurity issues due to proximity to other farms; and
- storage and disposal of waste (for example, composting), crop residues or unsaleable produce waste.

Other land uses that can commonly occur on the same lot as an intensive agricultural development could include wineries, cellar door sales, rural/wayside stalls or rural produce stores. These are generally assessed as ancillary or separate land uses to the agricultural use.

## 6.6 Regional facilities

With growth pressures on major population centres such as Perth, Mandurah and Bunbury, adjoining rural areas may come under increased pressure to accommodate facilities for urban residents that require large land areas and/or separation distances. This could include land uses such as waste infrastructure, sporting or entertainment facilities, educational institutions, places of worship, prisons and cemeteries. In considering these types of uses it is imperative to consider the planning framework and Rural zone objectives, which may be critical in accommodating these uses. The capacity of a scheme to accommodate non-rural uses, including provision of appropriate buffer zones to manage potential conflicts with sensitive land uses, should be a key consideration. SPP 2.5 provides further guidance on the requirements for regional facilities.

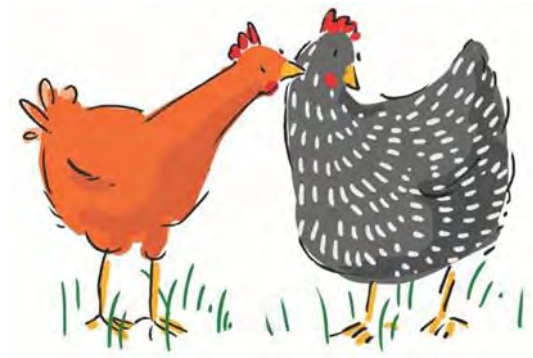
## 6.7 Rural Smallholdings zone

The following matters should be considered when contemplating a Rural Smallholdings zone in the scheme:

- whether a separate zone is required to cater for this form of subdivision and the land uses within it;
- whether land uses such as home business, cottage industry, tourist and rural pursuits should be permitted in the zone;
- the keeping of animals;
- the protection of the environment and amenity;
- if potential conflict between primary producers and weekend hobby-farmers is likely, could the zoning table or development standards deal with this issue;
- should the estate have an identified rural lifestyle theme such as conservation lots, equestrian parks or permaculture estate; and
- the provision of a water supply for land management or 'outside' water supply.

# **Little Farm**

## **Pastured Eggs**



### **Application for**

### **Development Approval**

### **Addendum 15 Nov 2021**



## LITTLE FARM EGGS - Proposed site of 12m x 3m Transportable Building

9 Narducci Street, Pingelly

 Nb; not to scale



This building will be a dedicated egg processing and packaging room. Eggs are collected daily, then transferred immediately to the egg processing room where they are candled, stamped, graded and packed.

Initially we thought there may be an opportunity to retro-fit one of the existing stone out-buildings, however given the historical value of these structures and our commitment to retaining and restoring these buildings, we felt it prudent to identify an alternative option.

The use of a transportable building, where all egg processing and packaging is contained within the one structure, seemed the obvious choice. The installation of the building requires no on-site construction, other than the basic foundation site works, and will be completed in a day. The identified location allows for easy delivery and installation, without the need to remove any of the existing trees / vegetation.

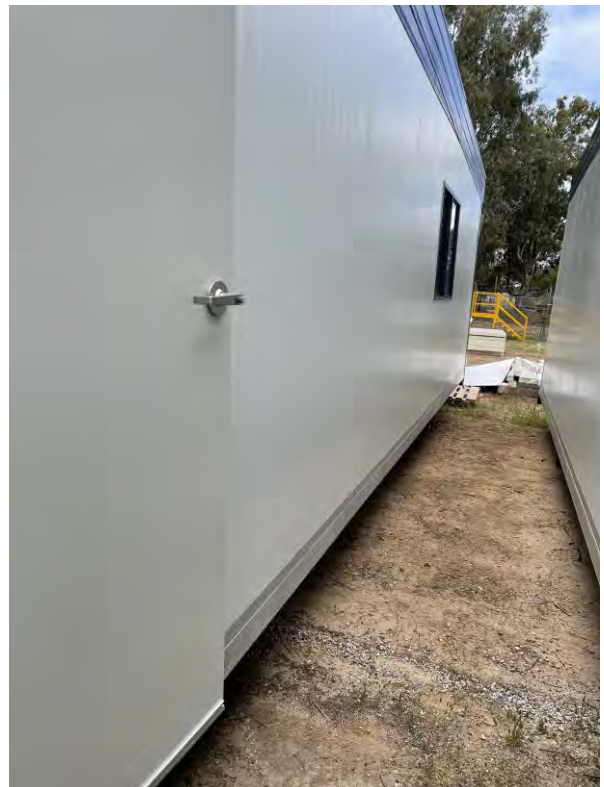


The building will be located on the large rural block, adjacent to the north-west corner block in accordance with the set-back requirements of the Shire's building by-laws. Please see map on previous page.



Front elevation

Side aspect



**LITTLE FARM PASTURED EGGS**

**DEPARTMENT OF PRIMARY INDUSTRIES AND REGIONAL DEVELOPMENT**

**REGENERATION OF GROUND COVER**

DPIRD requests we maintain 50% ground cover and have a contingency plan if wind erosion occurs. One of the principle tenets of the Pastured Egg production model is the rotational grazing, that not only minimises the impact on the land, but works to regenerate pastures by introducing diverse cover crops and deep rooting perennials to rehabilitate compaction and improve paddock access to the water table. This will be a matter of priority once we take occupancy of the property. The caravan's will initially be located on land where there is already significant ground cover, and rotated to neighbouring covered paddocks. We intend to re-seed in the autumn seeding months with suitable cover crops and regularly move the vans throughout the year.

**SOIL TESTING**

We already intend to test the soil for the presence of organochlorines, and are in negotiation with scientists at CSIRO to be a part of soil monitoring in our quest to become carbon neutral in the medium term, and carbon positive in the long term.

**AMENDED MORTALITY MANAGEMENT PLAN**

Given that the natural chicken mortality rate is very low we anticipate minimal burials. The animal carcasses fall under the category of Putrescible Landfill, a preferred option would be to bag (biodegradable) and record each mortality, freeze the carcasses and dispose of in Class 2 Landfill (local tip) monthly. We would anticipate monthly disposal of 10 – 15 birds. This alleviates any concerns about potential water contamination related to onsite burial. We will investigate suitability of on-site burial pits.

**NEIGHBOUR**

**4000 HENS/ DUST BLOWING OVER HOUSES**

Current stocking rates are between 2000-2500 chickens at anyone time. The submission for 4000 hens would allow possible future expansion but at this present time we have no plans of immediate expansion. We are happy to work with immediate neighbours prior to any expansion plans in the future.

We will be trying our best to rotate each chicken caravan to mitigate soil erosion as best we can with plans to re-seed with pasture crops to increase soil coverage.

The most common and damaging wind patterns in Western Australia are in Summer with strong easterly winds followed by south westerly breeze. The residents closest to the property reside directly north and one resident to the South East. The property location is close to residents but the property situation being north/south there would be minimal impact to anyone to the East/ North East and West of the property from these Summer Winds. We will not be running chickens on the rural/ residential portions of the property along the north boundary on Narducci Road.

We have lived within close proximity of our Chicken Caravans since establishing our business and have not had suffered from an increase of flies, odour or noise disruptions.

*(We recommend the correspondent visit our Facebook page to see videos of rotational grazing in action.)*

## WATER COURSE ON SOUTHERN BOUNDARY, MANURE ATTRACTING FLIES.

We will never have more than 1-2 Caravan with close proximity of each other with maximum capacity of 500 chickens per Caravan. We can mitigate the low chance of run off into the water course by not placing any caravans within 30m of the fence line that adjoins the water course on the south/eastern corner boundary. Regular rotation of the caravans will avoid any large build up of chicken waste and allow any manure to quickly dry and break down reducing odour.

## USE OF STOCK GUARD DOGS ie MAREMMA BREED

We do not use stock guard dogs of any breed and do not intend to use them in the future.

## PROPERTY VALUE LOSS DUE TO PROXIMITY TO EGG BUSINESS

We strongly believe there would be no disadvantage to immediate properties by neighbouring a pastured egg business.

Our current property we reside on in Brookton was valued twice since our establishment in 2018. The initial valuation showed average to above average sale price for the location and the second evaluation 12 months later showed no decline in market price. Our business did not devalue the property and it sold well above asking value with a long term tenancy in place of an operating pastured chicken farm.

One of the principle tenets of the Pastured Egg production model is the rotational grazing, that not only minimises the impact on the land, but works to regenerate pastures by introducing diverse cover crops and deep rooting perennials to rehabilitate compaction and improve paddock access to the water table. This regeneration of the land will only improve its value.

Over all we are very community orientated and are so looking forward to creating fantastic relationships with all our neighbours. Our goal is to create a wonderful small business that can give back to the community without detriment to anyone.

We are very proactive and will quickly act to help rectify any potential problems that may occur whilst still maintaining good relations.

I believe once we are established on the property any concerns will be alleviated.

## **DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION**

Please see attached map addressing the queries relating to:

- Areas to be used by chickens and caravans
- Buffers to waterways
- Exclusion zones

## VERMIN PROOF FENCING

We anticipate the supply and installation of suitable vermin proof fencing will be a 24 month project requiring an investment of approximately \$70,000. The specifications of the fencing is as follows:

- 1.2m-1.4m high 20mm x 200m solid mesh
- 300mm fixed 90 degree apron on the bottom
- 300mm 45 degree angled fixed fence top

Vermin fencing will replace the existing fence line around the complete farm boundary.

In the meantime, flocks of chickens can be contained within 50m x 50m cells enclosed by Premium Electric Poultry Netting made by Premier One if predators become a factor. The fencing will be electrified by solar energiser panels and batteries. We intend to retrofit our Caravans with solar electric actuators to automatically lock the chickens up at night safe from predators.

## CLEARING OF NATIVE VEGETATION

It is our intention to run the rotational grazing on the existing cleared land only (40Ha). This area provides ample space for us to operate our egg production without impacting any existing native vegetation in any way. York gums and White gums are present along the river bank and contained within the buffer / exclusion zone.

## WATER

We will utilise existing rainwater capture infrastructure and increase this option with further rain water tanks.

Rain Water harvested from each caravan will sustain winter cycles. Collected from gutter systems directly into tanks.

We intend to use an existing fresh water well. Installation of a solar bore and tank is required. The current well has the capacity to pump approximately 6000-8000 litres daily which would then be stored in the holding tank. We will regularly conduct water sampling throughout the year for quality.

Scheme water will be used to supplement drinking water initially if rain water supplies run out over the summer period or until the well pump is installed.

Dam water is available all year round but would be highly unlikely to be used.

## WASHDOWN MANAGEMENT

Washdown rotation would occur once every 3-4 months on one single caravan as the oldest flock of chickens are rehomed. Maximum 3-4 washdowns would take place annually.

Experience has shown on average there is only 4-6kg of dried manure waste left behind on the Chicken Caravan once emptied.

Seasonally we will either;

1. Scrape off manure and dispose of in landfill
2. Wash off and dissolve whilst cleaning the caravan.

Cleaning is portable with a pressure cleaner and water tank. Minimal water is required to complete such task due to the lack of manure build up.

We will clean the vans on an ad-hoc basis where the chickens lay cycle finishes with considerations to buffer exclusion zones.

## **COMMUNITY RESPONSES**

We were delighted and encouraged to see the submissions in support of our Development Application. It is our intention to become active members of the Pingelly community and meaningful contributors to the farming and business life of the district.

This fact sheet outlines a range of land use planning considerations relevant to the establishment, expansion or modification of poultry farms in Western Australia.

This fact sheet has been prepared to assist planners implement [State Planning Policy 2.5: Rural Planning](#).

## What is a poultry farm?

Poultry farms are premises (land and/or buildings) used for the rearing or keeping of poultry for either egg or meat production for sale or consumption. Poultry includes chickens, turkeys, ducks, and geese. Chickens are the most common.

## Types of poultry farms

Commercial poultry farms are usually intensive, highly mechanised operations. They do not include hatcheries. The two main commercial poultry enterprises are egg (layer) production and meat (broiler) production.

### Layer Farms

<b>Caged</b>	Hens are kept in cages within an environmentally controlled shed.
<b>Barn</b>	Hens can move around inside an environmentally controlled shed.
<b>Free to range</b>	Hens are able to go outside of the shed.

### Broiler Farms

<b>Conventional</b>	Hens are raised in barns/sheds on litter with no access to an outdoor range.
<b>Free to range</b>	Paddock based with moveable laying sheds or barn based with access to an outdoor range.
<b>Certified organic</b>	Similar to free to range, but feed is from certified organic ingredients. Birds cannot be treated with routine vaccination unless treatment is required by law or for a disease that cannot be controlled with organic management practices.

## Design and operations

A poultry farm includes:

- infrastructure for housing and feeding poultry;
- transport of animals to and from the site;
- transport, handling and disposal of animal feed and waste on or off-site; and
- handling and disposal of deceased or 'retired' animals on or off-site.

Information on sheds and associated infrastructure can be found in [Environmental Code of Practice for Poultry Farms \(2004\)](#) and [National Environmental Management System for the Meat Chicken Industry Version 2 \(2014\)](#).

## Planning context

**Scale of the proposal:** The scale of a proposal is a critical factor in considering matters such as:

- the distance necessary to manage impacts on sensitive land uses;
- whether waste management arrangements are suitable;
- potential visual impacts;
- management of odour, dust and noise; and
- the extent of conditions required to manage potential impacts.

**Access to water:** Poultry farms require water for drinking supplies, shed cooling, shed sanitisation, fire protection, irrigation of landscaping and domestic use.

**Vehicle access:** Vehicle movements to and from the farm need to be considered, including:

- the location and design of access roads so that vehicle movements (including pick up and deliveries of feed, birds and waste, and associated farm practices) can be undertaken in a manner that minimises disturbance to nearby land uses;
- the volume and type of vehicles accessing the premises each day (including delivery of new birds, feed and bedding, and collection of dead birds); and
- potential impact on the local road network in terms of vehicle volume and size.

# POULTRY FARMS

**Visual impacts:** Potential visual impacts can be managed by:

- using building materials that are sympathetic to the local landscape character and environment;
- siting sheds and farm infrastructure to take best advantage of local topography; and
- utilising existing or planted vegetation as a screen.

**Buffers:** Poultry farms may emit odour, dust, noise and light. The need for buffers and management of impacts depends on the design and operational approach taken.

Use of new technology, careful site planning and contemporary management techniques may allow substantial reductions to buffer distances prescribed in Government policy and industry standards. Strategies include:

- vegetation screening and landscaping;
- optimal shed location, building materials and shed design;
- off-site composting; and
- mechanised approaches to shed ventilation, climate control and cleaning.

Buffers are also required to protect water quality in nearby waterways and wetlands. The buffer size will depend on the design and layout of the premises, the risk of water contamination, and the technology and management measures used to protect the waterway or wetland.

Further information on how to determine a buffer can be found in [State Planning Policy 2.5: Rural Planning](#).

**Waste management:** The management of unwanted eggs, dead birds, manure, spent litter and wastewater are key waste management issues. A key aim is to reduce the spread of disease. The following matters should be considered:

- the method for disposing of dead birds (e.g. off-site or on-site composting, off-site or on-site disposal);
- the method of removing manure and litter from sheds and disposing of manure off-site or on-site;
- the off-site location where vehicles can park to collect eggs or dead birds for off-site disposal;
- the location of a cool room where dead birds and unwanted eggs can be stored for over 24 hours before collection for off-site disposal;
- the location and storage of a weather and vermin proof receptacle for transporting unwanted eggs and dead birds (e.g. a 240 litre wheelie bin); and
- the route to be taken by vehicles collecting unwanted eggs or dead birds for disposal.

**Bio-security:** Biosecurity is the protection of the farm from biological contaminants such as pest or disease organisms. Disease can be spread through a number of means including feral or domestic animals, people, vehicles, equipment, water supply and dust.

Although planners do not need to have detailed knowledge of biosecurity matters they should be aware that biosecurity is affected by:

- the location of other poultry farms or poultry developments (such as hatcheries or layer facilities), which may constrain future expansion of the farm due to biosecurity;

- the location of, and distance from, water bodies and wetlands;
- the design and location of buildings and fencing to prevent access by native or feral animals; and
- the location for the burial of birds on the site. Advice from the Department of Environmental Regulation (DER) should be sought regarding any on-site burial.

**Management plans:** A management plan should accompany all poultry farm applications. Applicants need to demonstrate effective waste management practice detailing waste quantities produced, the method of treatment, recycling and disposal.

**Environmental licensing and works approval:** Under sections 52 and 53 of the [Environmental Protection Act 1986](#) a works approval is required for construction of prescribed premises or carrying out certain work on existing prescribed premises. Prescribed premises require a licence or registration if they cause emissions.

Poultry farms are not listed as a prescribed premise in [Schedule 1](#) of the [Environmental Protection Regulations 1987](#). However some associated operations (e.g. composting manure) may be prescribed and require authorisation under Part 3 Division 2 of the [Environmental Protection Act 1986](#).

As outlined in its [Guidance Statement: Land Use Planning](#), it is DER's policy to assess applications under Part V Division 3 of the Environmental Protection Act 1986 concurrently with applications for planning approval and to make a determination once relevant planning decisions have been made.

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

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

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

**19. CLOSURE OF MEETING**

The Chairman to declare the meeting closed.